

**SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF BOARD OF DIRECTORS MEETING
JANUARY 14, 2009**

Members Present: M. Church, R. Guilbault, S. Harris, J. Hartnett, Z. Kersteen-Tucker, A. Lloyd, K. Matsumoto, A. Tissier (Chair)

Members Absent: None

Staff Present: G. Cameron, J. Cassman, G. Harrington, C. Harvey, R. Haskin, R. Lake, M. Martinez, I. McAvoy, N. McKenna, D. Miller, M. Scanlon, M. Simon

Chair Adrienne Tissier called the meeting to order at 3:19 p.m.

REPORT OF THE NOMINATING COMMITTEE – ELECTION OF OFFICERS FOR 2009

Director Karyl Matsumoto said the nominating committee recommends Director Zoe Kersteen-Tucker as Chair and Director Rose Guilbault as Vice Chair.

The Board unanimously approved the nominating committee's recommendation for chair and vice chair for 2009 (Hartnett/Lloyd).

Outgoing Chair Tissier passed the gavel to incoming Chair Kersteen-Tucker.

Chair Kersteen-Tucker thanked everyone for their support and said she is honored to serve as chair of this Board at such an extraordinary juncture in the history of SamTrans. She said the greatest opportunity rests in the concept of sustainability and the way it can serve as a policy and philosophical foundation for all the Board wishes to do. Chair Kersteen-Tucker said as a transit agency, the agency and the Board are poised to help lead San Mateo County to a more sustainable future. The Board can lead the change by serving as a vehicle by which people live a healthier, more sustainable lifestyle, reduce their consumption of fossil fuels and thereby help reduce our collective carbon footprint. Chair Kersteen-Tucker said the Board must temper our aspirations with the reality. The loftiest goals are of no value if an organization cannot sustain itself financially. As policy makers the Board also must be sensitive to the demands being placed on the men and women of SamTrans who work very hard to provide the fine services of this agency. Addressing a sustainable SamTrans is something we need to do very systematically, thoughtfully and as a team.

The Board having approved the Strategic Plan, Chair Kersteen-Tucker would like to hold another retreat to begin setting priorities for those meeting the plan's goals. Chair Kersteen-Tucker also would like Board approval to rename the Planning and Development Committee to Planning, Development and Sustainability Committee. She said the answer to this challenges facing the

agency is to roll up our sleeves and get busy, working from the bottom up to create a sustainable SamTrans. By continuing to pull together as a team, tapping into new reserves of flexibility and resourcefulness and engaging an expanded array of community partners, she is confident the Board will solve the financial crisis facing the District and emerge as the mobility leader of San Mateo County.

CONSENT CALENDAR

The Board unanimously approved the consent calendar (Hartnett/Harris). Director Mark Church abstained from approving the December 10 minutes.

- a. Approval of Minutes of Board of Directors Meeting of December 10, 2008
- b. Acceptance of Statement of Revenues and Expenses for November 2008

PUBLIC COMMENT

Jerry Grace, Union City, said Happy New Year and congratulated Chair Kersteen-Tucker. The Metropolitan Transportation Commission (MTC) meeting was cancelled today.

REPORT OF THE CHAIR

Resolution of Appreciation to Outgoing Chair

Chair Kersteen-Tucker read a Resolution of Appreciation to Outgoing Chair, Adrienne Tissier.

The Board unanimously approved the resolution of appreciation for Director Tissier (Hartnett/Guilbault).

Director Tissier thanked the Board and staff for their support and for all the familiar faces who attend the various meetings.

Appointment of Transportation Authority Representative

Chair Kersteen-Tucker recommended Director Karyl Matsumoto be reappointed as the SamTrans representative to the San Mateo County Transportation Authority Board. The motion was approved by all (Tissier/Hartnett).

REPORT OF THE GENERAL MANAGER/CEO

Mr. Scanlon reported:

- Welcomed Director Mark Church to the SamTrans Board.
- Thanked Director Tissier for her extraordinary leadership last year.
- Congratulated Director Rose Guilbault on her appointment as Vice Chair and Director Matsumoto on her reappointment to the Transportation Authority.
- Expressed his sincere appreciation to the PCC for working so closely with staff in selecting a new facilitator for determining eligibility for paratransit and helping with the new paratransit equipment.
- Twenty-five Year Safe Driver awards were presented to Juan Casiano and Edralin Ignacio.
- Twenty Year Safe Driver awards were presented to Carlos Aquino and Richard Chandra.
- The District faces a substantial financial crisis, but out of many a crisis, opportunities arise and soften the blow.

- There is still some uncertainty when the state budget will get approved, but it is certain that cuts will hit transit. The governor would like the state to get out of state funding for transit.
- SamTrans uses approximately \$3 million in State Transit Assistance (STA) money, which is used in operating the service.
- The Executive Team has instituted a limited job freeze. An internal committee of Chief Financial Officer Gigi Harrington and Chief Operating Officer Chuck Harvey are looking at all requests to fill job vacancies.
- As a precursor to preparing the Fiscal Year 2010 budgets, cost center managers are looking at FY 2009 budgets to see if anything can be cut to save money.
- There will be a general staff meeting tomorrow to inform employees of the situation.
- The incoming president has a vastly different opinion of public transportation than the current administration.
- Staff is positioning the District for any funds available from the federal level.
- The Strategic Plan will help allocate resources and if the District doesn't have the resources we need to understand what we are not going to be able to do or what will have to be done at a later date.
- The Executive Team is holding a series of meetings to look at the Strategic Plan and the goals contained within the Plan and looking at how the District can be more effective and looking at how to do things better and smarter for the customer.
- He said he looks forward to a Board working session in the near future to set forth and prioritize the goals and initiatives for each of the focus areas in the Plan.

COMMUNITY RELATIONS COMMITTEE

(Accessibility, Senior Services, and Community Issues)

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council (PCC & STAC) Update
- c. Citizens Advisory Committee Liaison Report
- d. Performance Report – Fixed-route Bus Service
- e. Multimodal Ridership Report – November 2008

FINANCE COMMITTEE

RESOLUTIONS

- a. Approval of the San Mateo County Transit District Limited Tax Bonds 2009 Series A Debt Refinancing Structure and Documents for an Amount Not-to-Exceed \$25 Million
- b. Authorize Acceptance of the Minority-and Woman-owned Construction and Professional Service Firm Availability and Utilization and Authorization to Revise the Fiscal Year 2009 DBE Program for FTA-assisted Contracts
- c. Authorize to Ratify Allocation Requests for Proposition 1B Funds, Amend the Fiscal Year 2009 Capital Budget by \$2,568,430, and Allocate District Sales Tax Funds to the Bay Area Rapid Transit District as Part of a Proposition 1B Fund Swap
- d. Authorize Award of Contract to C.A.R.E. Evaluators to Provide ADA Paratransit Eligibility Assessment Services for a Total Cost of \$1,350,000

The motion (Lloyd/Hartnett) to approve the resolutions was approved unanimously by roll call.

LEGISLATIVE COMMITTEE

MOTION

- a. Approval of the 2009 State and Federal Legislative Program

The motion (Lloyd/Guilbault) to approve the program was approved.

WRITTEN COMMUNICATIONS

In reading file.

BOARD MEMBER COMMENTS

Director Guilbault congratulated staff on the bi-lingual Information Guide.

Director Jim Hartnett extended his appreciation to outgoing Chair Tissier and said how lucky the Board is to have such good public members serving as chair and vice chair. It is unusual in a body such as this to have public members to have the leadership and it is a testament to the quality of the public members we have on this Board. Director Hartnett said he was very impressed with incoming Chair Kersteen-Tucker's comments. He said the Board would benefit from periodical educational opportunities at Board meetings, as would the public in attendance, such as where does the District's money come from and what can it be used for.

Mr. Scanlon said if the Board has a subject area of interest please e-mail or call Special Assistant to the CEO Mark Simon or District Secretary Martha Martinez and the items can be built into the agenda.

GENERAL COUNSEL PROPOSAL

David Miller welcomed Director Church to the Board and congratulated the new chair and vice chair.

Mr. Scanlon said the March meeting was originally scheduled for Thursday, March 12 due to the APTA Legislature Conference, but would like to move it back to Wednesday, March 11.

DATE AND TIME OF NEXT MEETING – February 11, 2009 at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

ADJOURNED: 4:08 p.m.