

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

**MINUTES OF BOARD OF DIRECTORS MEETING
FEBRUARY 7, 2018**

Board Members Present: J. Gee, R. Guilbault, Z. Kersteen-Tucker, K. Matsumoto, D. Pine, J. Powell, P. Ratto, C. Stone

Board Member Absent: C. Groom

Staff Present: J. Cassman, A. Chan, C. Gumpal, J. Hartnett, R. Lobo, M. C. Mau, S. Murphy, D. Olmeda

CALL TO ORDER/ROLL CALL

Chair Stone called the meeting to order at 4:38 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of the Board of Directors of January 3, 2018.
- b. Acceptance of Statement of Revenue and Expenses for December 2017.
- c. Acceptance of Quarterly Investment Review and Fixed Income Market for the Period Ending December 31, 2017
- d. Receive and File Executed Contracts Up to \$100,000 (Non C&P) Quarterly Report.
- e. Receive and File Executed Contracts Greater than \$100,000 - \$150,000 Quarterly Report.

Motion/Second: Pine/Guilbault

Ayes: Gee, Guilbault Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Groom

PUBLIC COMMENT

Michelle Boseby, Chair of the Citizens Advisory Committee, discussed her goals for the year.

REPORT OF THE CHAIR

- a. Resolution of Appreciation for Outgoing Chair Rose Guilbault

Chair Stone read and presented outgoing Chair Rose Guilbault with a Resolution of Appreciation for her Service and superb leadership throughout 2017.

Motion/Second Ratto/Pine

Ayes: Gee, Guilbault Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Groom

- b. Get Us Moving San Mateo County – Ad Hoc Committee

Director Pine reviewed the ad hoc committee's progress on the Get Us Moving San Mateo County work to date, including the outreach schedule, town hall and survey results.

5. REPORT OF THE GENERAL MANAGER/CEO

a. Update on 2017 Employee Survey District Actions

Deputy CEO Carter Mau noted that he will be seeking an update to the District's salary structure at a future meeting. The item was deferred to the next meeting.

b. SamTrans Business Plan Update

Deputy CEO Carter Mau provided a brief update on the SamTrans Business Plan, which would be focusing on the core principles: Sustain & Enhance service, Expand and Innovate Mobility Services, Programs and Projects, Relieve Congestion Programs, Performance metrics.

He noted that the detailed worksheets are being prepared to determine if current funding can be utilized with the current budget. Mr. Mau noted that the plan will be a clear and concise plan to move projects along.

COMMUNITY RELATIONS COMMITTEE – P. Ratto

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Liaison Report
- d. Mobility Management Report – Mid-Year Performance Report
- e. Quarterly Dashboard Report – October – December 2017
- f. Multimodal Ridership Report – January 2018

FINANCE COMMITTEE – K. Matsumoto

RESOLUTIONS

- a. Authorize Execution of a Grant Agreement with Silicon Valley Community Foundation for the US 101 Express Bus Feasibility Study and Amendment to Increase the Fiscal Year 2018 Capital Budget by \$50,000
- b. Award of Contract to Vanden Bos Electric, Inc. for the LED Installation Project in a Total Amount of \$393,000
- c. Award of Contract to New Flyer of America, Inc. for 55 New Heavy-duty, Low-floor, 60-foot Diesel Articulated Buses for a Total Estimated Amount of \$48,972,000
- d. Authorize Amendment of County Law Enforcement Services Agreement and Approve Communications Services Agreement with County of San Mateo
- e. Declare an Emergency for the Replacement of a Ruptured Fuel Line at North Base and Ratify an Emergency Purchase Order

The motion included Consent Calendar items a-e:

Motion/Second Matsumoto/Kersteens-Tucker

Ayes: Gee, Guilbault, Kersteens-Tucker, Matsumoto, Pine, Powell, Ratto, Stone,

Absent: Groom

STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – J. Powell

- a. Dumbarton Transportation Corridor Study – Update on Next Steps

9. LEGISLATIVE COMMITTEE – Z. Kersteen-Tucker

- a. State and Federal Legislative Update

10. GENERAL COUNSEL REPORT

- a. Authorization to Grant Easement to Accommodate Blended Use by California High Speed Rail Authority of Caltrain Right-of-Way Conditioned on Parallel Action by Peninsula Corridor Joint Powers Board

Legal Counsel Cassman provided an extensive background on the purchase of the rail right of way in 1991, with SamTrans advancing the funding from reserves and explained the necessity of adopting the Resolution granting the easement interest, which would release funding to the agency and authority high speed rail usage.

General Manager/CEO Hartnett and Ms. Cassman answered questions of the Board.

Motion/Second: Kersteen-Tucker/Pine

Ayes: Gee, Guilbault Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Groom

WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

In reading file.

BOARD MEMBER REQUESTS/COMMENTS

Director Gee invited board members to a “Year of the Dog” celebration in Redwood City.

DATE, TIME AND PLACE OF NEXT REGULAR MEETING – April 4, 2018 at 2:00 p.m,
SamTrans, 1250 San Carlos Avenue, San Carlos, CA

ADJOURN

The meeting adjourned at 5:10 p.m.