

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

**MINUTES OF BOARD OF DIRECTORS MEETING
JUNE 3, 2015**

Board Members Present: J. Gee, C. Groom, R. Guilbault, Z. Kersteen-Tucker, K. Matsumoto, P. Ratto, C. Stone, A. Tissier

Board Members Absent: S. Harris (Chair)

Staff Present: J. Averill, J. Cassman, A. Chan, G. Harrington, J. Hartnett, C. Harvey, R. Haskin, M. Martinez, N. McKenna, M. Simon, S. van Hoften

Vice Chair Zoe Kersteen-Tucker called the meeting to order at 3:29 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of May 6, 2015
- b. Acceptance of Statement of Revenues and Expenses for April 2015

Motion/Second: Stone/Gee

Ayes: Gee, Groom, Guilbault, Matsumoto, Ratto, Stone, Tissier, Kersteen-Tucker

Absent: Harris

PUBLIC COMMENT

None

ADOPTION OF AMENDED AND RESTATED CODIFIED TARIFF AND APPROVAL OF ASSOCIATED TITLE VI EQUITY ANALYSIS (Day Pass Price Reduction Extension)

Rita Haskin, Executive Officer, Customer Service and Marketing, said this will reduce the price of the Day Pass at 2.5 times the one-way fare instead of the original 3.5 times. The Citizens Advisory Committee (CAC) has endorsed this recommendation and no other comments were received. Ms. Haskin said the tariff also includes some non-substantive corrections. Staff is also asking the Board to approve the Title VI Equity Analysis for the continued reduction. The analysis shows there is not a disproportionate burden or disparate impact.

Director Karyl Matsumoto asked if the Day Pass is better for low-income customers. Ms. Haskin said the Day Pass is good for customers who are taking three or more trips per day.

Motion/Second: Gee/Stone

Ayes: Gee, Groom, Guilbault, Matsumoto, Ratto, Stone, Tissier, Kersteen-Tucker

Absent: Harris

REPORT OF CHAIR

Board Retreat Ad-hoc Committee Update (Kersteen-Tucker, Matsumoto, Tissier)

Vice Chair Kersteen-Tucker said the Board retreat ad-hoc committee met and are recommending the retreat take place on a weekday in September or October, from 10 a.m. to 3 p.m. at the San Mateo County Event Center. The committee proposes hiring a third-party facilitator for the retreat.

REPORT OF THE GENERAL MANAGER/CEO

Jim Hartnett, General Manager/CEO reported:

- The following employees were recognized:
 - Juan Casiano was presented with a 30-Year Safe Driver Award.
 - James Dobell was presented with a 30-Year Safe Driver Award.
 - Devendra Chandra was presented with a 25-Year Safe Driver Award.
 - Robert Nelson was presented with a 25-Year Safe Driver Award.
 - Trinidad Ramirez was presented with a 20-Year Safe Driver Award.
 - Generosa Maranan was presented with a 25-Year Safe Worker Award.
- Coffee with Jim continues with employees and he has also been attending department staff meetings.
- The Strategic Plan objectives are incorporated into the adopted Fiscal Year (FY) 2016 Operating Budget.
- Organizational capacity and financial stability are being discussed in his executive team staff meetings.

COMMUNITY RELATIONS COMMITTEE – Z. Kersteen-Tucker

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council Update
- c. CAC Liaison Report
- d. Mobility Management Report – Fixed-Route Bus Service
- e. Multimodal Ridership Report – April 2015

FINANCE COMMITTEE – R. Guilbault

RESOLUTIONS

- a. Approval of FY2016 Operating Budget in the Amount of \$139,091,958
- b. Approval of FY2016 Capital Budget in the Amount of \$42,403,029
- c. Authorize Implementation of Fuel Hedging Program for the Fiscal Year Ending June 30, 2016, Including Authorization of Execution and Delivery of Documents and Payment of Commodity Price Cap Premium for Such Program
- d. Authorize Award of contract to C.A.R.E. Evaluators, LLC to Provide Americans with Disabilities Act Paratransit Eligibility Assessment Services for a Fixed Price of \$2,458,984 for a Five-Year Term
- e. Authorize Executing Contracts Over \$100,000 for Technology Related Products and Services to Vendors Under Cooperative Purchasing Agreements for FY2016 for an Aggregate Not-to-Exceed Amount of \$1.5 Million
- f. Authorize Executing Contracts Over \$100,000 for Information Technology License Renewals, Maintenance Services and Professional Services for FY2016 for an Aggregate Not-to-Exceed Amount of \$850,000

- g. Authorize the General Manager/CEO or his Designee to Award a Contract on an Expedited Basis for the Removal, Demolition, and Replacement of the Oil/Water Separator at North Base at a Cost Not-to-Exceed \$375,000 with Options Not-to-Exceed \$250,000

ORDINANCE

- h. Approval of Salary Ordinance No. 97

Motion/Second: Guilbault/Ratto

Ayes: Gee, Groom, Guilbault, Matsumoto, Ratto, Stone, Tissier, Kersteen-Tucker

Absent: Harris

LEGISLATIVE COMMITTEE – A. Tissier

SUBJECT DISCUSSED

State and Federal Legislative Update

PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – K. Matsumoto

MOTION

- a. Proclamation Declaring June 18, 2015 as Dump the Pump Day

Motion/Second: Ratto/Stone

Ayes: Gee, Groom, Guilbault, Matsumoto, Ratto, Stone, Tissier, Kersteen-Tucker

Absent: Harris

SUBJECTS DISCUSSED

- b. Update on Senior Mobility Initiative and Veterans Corp
- c. Capital Projects Quarterly Status Report – 3rd Quarter Fiscal Year 2015

WRITTEN COMMUNICATIONS

No discussion.

BOARD MEMBER REQUESTS/COMMENTS

None

DATE AND TIME OF NEXT MEETING – August 6, 2015, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

Mr. Hartnett requested the meeting be adjourned in memory of former employee Jim DeHart who passed away in May at the age of 61. Mr. DeHart worked at the District as a service planner for 38 years, but that only scratches the surface of what he meant to the friends and colleagues who worked with him. He was smart, helpful, kind, cheerful, and in so many ways embodied the sense of family and caring that is distinct to the District. Mr. DeHart's friends would find it fitting that he be remembered by the SamTrans Board today.

Recessed to closed session at 4:04 p.m.

Reconvened at 4:59 p.m.

GENERAL COUNSEL PROPOSAL

Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Ling La v. San Mateo County Transit District, Case No. 3:14-cv-07168WHO

Joan Cassman, Legal Counsel, said the Board unanimously approved the settlement of the case of Ling La vs. San Mateo County Transit District in the amount of \$75,000, which will be paid by the District Employment Practices Liability Policy.

Motion/Second: Tissier/Stone

Ayes: Gee, Groom, Guilbault, Matsumoto, Ratto, Stone, Tissier, Kersteen-Tucker

Absent: Harris

Real Estate Negotiations, Pursuant to Government Code Section 54956.8 Property: (1) Property Located at the Northeast Corner of El Camino Real and Holly Street in San Carlos and (2) Property Located at the Southeast Corner of El Camino Real and Holly Street in San Carlos

Agency Negotiators: Joan Cassman and Brian Fitzpatrick

Negotiating Parties: legacy Partners Residential LLC

Under Negotiation: Price and Terms of Lease

Ms. Cassman, Legal Counsel, said the Board unanimously approved a Resolution to revise business terms and authorize the General Manager/CEO to execute amendments to option agreement with Legacy Residential Partners, LLC.

Motion/Second: Stone/Guilbault

Ayes: Gee, Groom, Guilbault, Matsumoto, Ratto, Stone, Tissier, Kersteen-Tucker

Absent: Harris

Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): PCAM, LLC v. San Mateo County Transit District, Peninsula Traffic Congestion Relief Alliance, and Peninsula Corridor Joint Powers Board; Case No. CIV 533496

Ms. Cassman said no action was taken on the litigation matter of Parking Company of America vs. the District, Peninsula Traffic Congestion Relief Alliance, and Peninsula Corridor Joint Powers Board.

The meeting adjourned in memory of former employee Jim DeHart at 5:03 p.m.