

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
JUNE 1, 2016**

Board Members Present: J. Gee, C. Groom, R. Guilbault, S. Harris, K. Matsumoto, P. Ratto, C. Stone, A. Tissier

Board Members Absent: Z. Kersteen-Tucker (Chair)

Staff Present: J. Averill, B. Carson, J. Cassman, A. Chan, P. Glenn, G. Harrington, J. Hartnett, C. Harvey, E. Kay, D. Kim, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Vice Chair Rose Guilbault called the meeting to order at 2:04 p.m.

**PUBLIC HEARING TO CONSIDER ELIMINATION OF FLX SAN CARLOS ROUTE**

Martha Martinez, Executive Officer, District Secretary/Executive Administration, reported on the steps taken to announce and receive public comment after the Board called for the public hearing at the May 4 meeting.

Ms. Martinez said a public meeting was held on May 25 in San Carlos with eight attendees. Since the release of the proposed elimination one comment has been received.

Doug Kim, Director, Planning, reported:

- San Carlos FLX Route was launched in January 2014 as a fixed-route between 6:50 a.m.–10:15 a.m. and 3:15 p.m.–7:15 p.m. The route was on-demand service between 10:15 a.m.–3:15 p.m.
- The route has had low performance at 1.7 passengers per hour at a cost of \$98 per passenger.
- Environmental Clearance
  - California Environmental Quality Act (CEQA) requires SamTrans to evaluate environmental impacts
  - No significant impacts under State Law
- Title VI Equity Analysis
  - No adverse disparate and disproportionate effects
- Public Input:
  - Public Hearing
  - Posted information on SamTrans website
  - Accepted mail, email, phone
  - Public meeting with eight attendees
  - No major comments
- Received a comment from a FLX San Carlos Route user and staff feels there are other options for this rider.
- A new service will be launched in San Carlos on August 7.

Public Comment

Dee Dee Clarke, San Carlos, said she is in favor of the elimination and ask staff to reinstate the route that goes to Sequoia High School along Alameda de las Pulgas. She said the route that goes to Charter School is very crowded.

Dawn Brozek, San Carlos Parent Teachers Association (PTA) Transportation Committee, said the PTA is thankful for Route 95 and new Route 46. The PTA agrees to eliminate the service, but is concerned about the lack of service along Alameda de las Pulgas and would like Route 295 operated into Redwood City as it did prior to the FLX San Carlos Route.

Close public hearing:

Motion/Second: Stone/Tissier

Ayes: Gee, Groom, Guilbault, Harris, Matsumoto, Ratto, Stone, Tissier

Absent: Kersteen-Tucker

**AUTHORIZE THE ELIMINATION OF FLX SAN CARLOS ROUTE EFFECTIVE AUGUST 5, 2016, APPROVAL OF TITLE VI EQUITY ANALYSIS, AND APPROVAL TO FILE A NOTICE OF EXEMPTION UNDER CEQA**

Director Adrienne Tissier said the Board doesn't like to eliminate routes, but with the high cost to operate this route this recommendation makes sense. She is happy to see staff working on finding alternatives or new routes for these passengers.

Motion/Second: Tisser/Ratto

Ayes: Gee, Groom, Harris, Matsumoto, Ratto, Stone, Tissier, Guilbault

Absent: Kersteen-Tucker

Adjourn to committee meetings at 2:24 p.m.

Reconvene from committee meetings at 3:31 p.m.

**CONSENT CALENDAR**

- a. Approval of Minutes of Board of Directors Meeting of May 4, 2016
- b. Acceptance of Statement of Revenues and Expenses for April 2016

Motion/Second: Harris/Stone

Ayes: Gee, Groom, Harris, Matsumoto, Ratto, Stone, Tissier, Guilbault

Absent: Kersteen-Tucker

**PUBLIC COMMENT**

Michael Rodriguez, San Carlos, said he took the FLX San Carlos Route today and with the increase in traffic and this being an affluent county he doesn't understand why funding can't be found to operate this service.

**REPORT OF CHAIR**

No report.

**REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett**

Strategic Initiative

- Staff will be bringing back a formal Strategic Plan progress report at the September and March meetings.
- One of the goals in the Strategic Plan is to increase youth ridership. The marketing staff is doing a Summer Youth Pass (SYP) campaign to reach out to more youth riders by offering online sales of the SYP. The SYP is \$40 for a three-month pass. A mobile ticketing application will be beta tested in early 2017. The SYP commercial was shown.

Jim Hartnett, General Manager/CEO, reported:

- Staff will have a booth at the San Mateo County Fair on Senior Day and Youth Day.
- Two more veterans were trained for Veterans Mobility Corps.
- Fixed-route service averaged over 29,000 miles between service calls in April and paratransit averaged over 45,000 miles between service calls.
- Over 2,300 hours of training was conducted in April.
- Runbook 120 goes into effect June 12.
- Staff has met with school officials and city officials in Half Moon Bay to finalize route changes for safety reasons so students don't have to cross Main Street. These changes will be effective with the August runbook.
- Weekend service was increased for Route 294 and there was an initial 78 percent increase in ridership. There was a bit of dip in March, but April increased 60 percent.

**COMMUNITY RELATIONS COMMITTEE – J. Gee**

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council
- c. Citizens Advisory Committee Liaison Report
- d. Mobility Management Report - Shuttles
- e. Multimodal Ridership Report - April 2016

**FINANCE COMMITTEE – C. Stone**

ORDINANCE

- a. Approval of Salary Ordinance No. 99

RESOLUTIONS

- b. Approval of Fiscal Year (FY) 2017 Operating Budget in the Amount of \$145,054,100
- c. Approval of FY2017 Capital Budget in the Amount of \$16,327,874
- d. Authorize Reduction of Employer Paid Member Contributions to the California Employees Retirement System (Classic Members) Effective June 26, 2016
- e. Approval of Proposed Disadvantaged Business Enterprise Goal of 0 Percent for Federal FY2017 Through FY2019 for Federal Transit Administration-Assisted Contracts

- f. Authorize Executing Contracts Over \$100,000 for Technology Related Products and Services to Vendors Under Cooperative Purchasing Agreements for FY2017 for an Aggregate Not-to-Exceed Amount of \$1.5 Million
- g. Authorize Executing Contracts Over \$100,000 for Information Technology License Renewals, Maintenance Services and Professional Services for FY2017 for an Aggregate Not-to-Exceed Amount of \$850,000
- h. Rejection of All Bids for Electrical Maintenance Services

Motion/Second: Stone/Ratto

Ayes: Gee, Groom, Harris, Matsumoto, Ratto, Stone, Tissier, Guilbault

Absent: Kersteen-Tucker

**LEGISLATIVE COMMITTEE – P. Ratto**

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

**PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – A. Tissier**

RESOLUTIONS

- a. Authorize Executing a Cooperative Agreement to Provide Right-of-Way Certification and Eminent Domain Services to Support Future Peninsula Corridor Joint Powers Board Capital Projects
- b. Authorize Enrollment in the Peninsula Clean Energy Community Choice Energy Program
- c. Proclamation Declaring June 16, 2016 as National Dump the Pump Day

Motion/Second: Tissier/Groom

Ayes: Gee, Groom, Harris, Matsumoto, Ratto, Stone, Tissier, Guilbault

Absent: Kersteen-Tucker

SUBJECT DISCUSSED

- d. Capital Projects Quarterly Status Report – 3<sup>rd</sup> Quarter Fiscal Year 2016

**WRITTEN COMMUNICATIONS**

No discussion.

**BOARD MEMBER REQUESTS/COMMENTS**

None

**DATE AND TIME OF NEXT REGULAR MEETING** – July 6, 2016, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

Recessed to closed session at 3:48 p.m.

Reconvened to open session at 4:00 p.m.

**GENERAL COUNSEL PROPOSAL**

- a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6  
Agency Designated Representative: Pat Glenn and Bill Carson  
Employee Organization: Teamsters Union, Local 856 (Maintenance Supervisors)

Joan Cassman, Legal Counsel, said the Board approved the labor agreement with the Teamsters Local 845 representing the maintenance supervisors effective immediately through September 2017.

The meeting adjourned at 4:03 p.m.