

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

**MINUTES OF BOARD OF DIRECTORS MEETING
APRIL 5, 2017**

Board Members Present: J. Gee, C. Groom, R. Guilbault (Chair), Z. Kersteen-Tucker, K. Matsumoto, J. Powell, P. Ratto, C. Stone

Board Members Absent: D. Pine

Staff Present: J. Cassman, A. Chan, J. Hartnett, K. Kelly, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Chair Rose Guilbault called the meeting to order at 4:24p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of March 1, 2017
- b. Acceptance of Statement of Revenues and Expense's for February 2017
- c. Receive and File Executed Contracts Up to \$100,000 (Non-Contracts and Procurement) Quarterly Report

Motion/Second: Stone/Gee

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

Absent: Pine

PUBLIC COMMENT

Alan Sarver, Trustee Sequoia Union School District, said SamTrans has been a wonderful partner with the Sequoia Union School District over the last few years in looking to improving transit options for students including Route 61 and now Route 78 from Cañada College to Woodside High School in the fall. He said the key challenge is the funding issue and the need to be sure that the public transit agency has funding support to be able to provide the service the community wants. Mr. Sarver said he strongly advocates that public engagement be done between now and the election in 2018.

Gladyn d'Souza, Belmont, said on behalf of the Sierra Club there needs to be a public process for a possible revenue ballot measure. Parents need to get their children to school and if it can be funded at SamTrans it makes it easier for the school district and addresses community needs. Mr. d'Souza said Route KX is the best way to get to the airport.

REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett

Jim Hartnett, General Manager/CEO, said due to the length of the meeting he will send a written report to the Board.

COMMUNITY RELATIONS COMMITTEE – Z. Kersteen-Tucker

MOTION:

- a. Appointment of Citizens Advisory Committee Members
 - John Baker, Representing Bus Riders (Incumbent)
 - Andrew Barnes, Representing Community Riders
 - Jason Galisatus, Representing Multimodal Riders, to a Partial Term Ending April 23, 2018
 - Alexandra Juarez, Representing Bus Riders
 - Sonny Koya, Representing Bus Riders (Incumbent)
 - Frank Liu, Representing Multimodal Riders (Incumbent), to a Partial Term Ending April 23, 2019

Motion/Second: Kersteen-Tucker/Gee

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

Absent: Pine

SUBJECTS DISCUSSED

- b. Accessibility Update
- c. Paratransit Coordinating Council
- d. Citizens Advisory Committee Update
- e. Mobility Management Report – Caltrain
- f. Multimodal Ridership Report – February 2017

FINANCE COMMITTEE – C. Groom

RESOLUTIONS

- a. Authorize Filing of Applications to the California Governor's Office of Emergency Services to Receive \$885,124 in State Proposition 1B Transit Security Grant Program Funds for Transportation Security Programs
- b. Authorize Federal Funding Under Federal Transit Administration Section 5310 with California State Department of Transportation
- c. Award of Contract to Parts Warehouse Distributors, DBA City Auto Supply to Furnish and Deliver New 8D Bus Batteries in the Total Estimated Amount of \$218,964 for a Five-Year Term
- d. Authorize Execution of an Amendment to the Contract with Universal Building Services for the Provisions of Bus Stop Cleaning Services for a Contract Amount Not-to-Exceed \$1,102,059
- e. Amendment to the Contract to Increase Contract Authority by \$163,365 with Universal Building Services for the Provision of Bus Stop Cleaning Services
- f. Authorize the Purchase and Delivery of New Light-Emitting Diode Lighting from Gonville, Inc. Through the State of California Department of General Services for a Total Cost of \$334,313

MOTION

- g. Rejection of Single Bid from G&K Services, Inc. for Rental, Purchase, and Laundering of Work Clothing and Related Items and Negotiation of a Contract on the Open Market

Motion/Second: Groom/Ratto

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

Absent: Pine

LEGISLATIVE COMMITTEE – K. Matsumoto

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

DATE AND TIME OF NEXT REGULAR MEETING – May 3, 2017, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

REPORT OF LEGAL COUNSEL

- a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6
Agency designated representatives: Pat Glenn and Bill Carson
Employee organizations: Teamsters Union, Local 856 (Maintenance/Utility Supervisors; Bus Transportation Supervisors/Dispatchers/Radio Controllers; Transit Instructors; Bus Contract Inspectors) and Amalgamated Transit Union Local 1574 (Bus Operators/Mechanics/Storekeepers/Utility Workers; Customer Service Representatives)
- b. Closed Session: Conference with Legal Counsel – Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): one case
- c. Closed Session: Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b)(1), Conference with Labor Negotiator Pursuant to Government Code Section 54957.6:
Agency designated representative: Board Chair
Title/Unrepresented Employee: General Manager/CEO Jim Hartnett

Recessed to closed session at 4:34 p.m.

Reconvened to open session at 5:33 p.m.

Joan Cassman, Legal Counsel, said no action was taken on items a and b.

Ms. Cassman said Mr. Harnett has completed his second year as General Manager/CEO and received an outstanding performance review from the Board and performance pay in the amount of \$50,000 as set forth in Section 3.1 of the employment agreement has been awarded. She said the second amendment to the employment agreement includes a 3.5 percent increase to his base salary, which equates to the amount of increase awarded to all

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administrative employees on July 1, 2016 and the committee is also recommending a \$5,000 increase in the stipend paid to Mr. Hartnett for his work with Caltrain as the Executive Director bringing it to \$85,000. Ms. Cassman said the committee is recommending the employment agreement term be extended one-year so the five-year term is maintained that was originally in place.

Motion/Second: Ratto/Matsumoto

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

Absent: Groom, Pine, Stone

Adjourned at 5:45 p.m.