

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

**MINUTES OF BOARD OF DIRECTORS MEETING
MAY 3, 2017**

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

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 4:49 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of April 5, 2017
- b. Acceptance of Statement of Revenues and Expense's for March 2017
- c. Acceptance of Quarterly Investment Review and Fixed Income Market Review and Outlook for the Period Ending March 31, 2017

Motion/Second: Gee/Kersteen-Tucker

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

CALL FOR A PUBLIC HEARING ON JUNE 7, 2017 FOR THE PROPOSED ELIMINATION OF ROUTES 11, 43 AND 89

David Olmeda, Chief Operating Officer, Bus, said in accordance with the District's policy for public comment for fare service change a public hearing will be set to consider the elimination of these three low performing routes. He said as part of the District's ongoing commitment is monitoring routes that have been identified as low performing. Mr. Olmeda said compared to other routes these serve four daily trips. These routes only operate on school days only have are youth riders. He said a Title VI Equity Analysis will be provided at the July Board meeting when action will be requested for the elimination of the routes in August 2017.

Motion/Second: Groom/Ratto

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

REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett

Jim Hartnett, General Manager/CEO, reported:

- The Annual Operations and Maintenance Safety Awards were presented to Karambir Cheema, Superintendent, North Base Transportation and Fred O'Campo, Acting Superintendent, North Base Maintenance.
- Human capital investment continued with 1,500 hours of training in March.
- Operations Planning is preparing for the launch of two new pilot routes effective with the August runbook. Owl service will be provided between San Francisco International Airport and Daly City Bay Area Rapid Transit (BART), connecting to San Francisco Municipal Transportation Agency's

Route 14. The service will run every 30 minutes between 1:30 a.m. and 4:30 a.m. The second pilot is Route 78. This route will provide weekday service to Cañada College and Woodside High School. There will be one trip in the morning and one in the afternoon.

- Staff participated in a Touch a Truck event at Open Gate Nursery School in Redwood City.
- Transported participants in the Youth Job Summit from East Palo Alto to Redwood City.
- A bus was stationed at SamTrans for Redi-Wheels' customers to practice boarding and maneuvering inside the bus.
- The daily parking fee at the Colma Park and Ride has been increased to \$3 per day or \$63 per month. This is the same parking cost that BART charges at the Colma Station.
- The House passed the budget bills and the allocation for Caltrain electrification project is included. The Senate is expected to pass the bill by Thursday and the President is then expected to sign.

COMMUNITY RELATIONS COMMITTEE – Z. Kersteen-Tucker

MOTION:

- a. Designate May as “Older Americans Month”

Motion/Second: Kersteen-Tucker/Gee

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

SUBJECTS DISCUSSED

- b. Art Takes a Bus Ride
- c. Accessibility Update
- d. Paratransit Coordinating Council
- e. Citizens Advisory Committee Update
- f. Multimodal Ridership Report – March 2017

FINANCE COMMITTEE – C. Groom

INFORMATIONAL

- a. Preliminary Fiscal Year 2018 Operating Budget
- b. Preliminary Fiscal Year 2018 Capital Budget

RESOLUTIONS

- c. Contract to Reliance Standard Insurance Company for Long-Term Disability Insurance for a Total Estimated Cost of \$78,000 for a Two-Year Period
- d. Contract to Reliance Standard Insurance Company for Life and Accidental Death and Dismemberment Insurance for a Total Estimated Cost of \$164,000 for a Two-Year Period
- e. 12 On-Call Contracts for Information Technology Consulting and Support Services in an Aggregate Not-to-Exceed Amount of \$11.1 Million for a Three-Year Base Term

- f. Contract for New Heavy-Duty Differentials to Gillig LLC for a Total Estimated Cost of \$176,000 for a Five-Year Term
- g. Amendment to the Contract with T&J Lewis, Inc. (dba Classic Graphics) for Provision of Autobody Repair and Repainting Services for an Estimated Total Amount of \$826,567
- h. Purchase of Seven 2017 Support Vehicles Through the State of California for a Total Estimated Cost of \$207,070

MOTION

- i. Approve Disposition of 16 Surplus Heavy-Duty Buses

Motion/Second: Stone/Gee

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

LEGISLATIVE COMMITTEE – K. Matsumoto

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – D. PINE

RESOLUTION

- a. Adopt the San Mateo County Transit District Fiscal Years 2017-2026 Short Range Transit Plan

Motion/Second: Pine/Stone

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

BOARD MEMBER REQUESTS/COMMENTS

Director Gee said on May 20 Redwood City will have a formal celebration of the city's 150th Anniversary at Courthouse Square.

Director Matsumoto asked if there has been any consideration revisiting the governance of the Peninsula Corridor Joint Powers Board as a possible standalone rail body or a P3. Mr. Hartnett said the issuance of the governance has been discussed since Caltrain was founded and SamTrans is the designated manager of it and it would take all three counties to change it or two agencies to leave it. He said it would be complicated further by the electrification project because it requires the structure remain the same for the project to move forward due to the financial and grant sources.

Director Matsumoto asked if the funding falls through is there interest in partnerships. Mr. Hartnett said the challenge for a public private partnership is the private side expects to get the money back if they are financing it and if they are operating they expect to make a profit.

DATE AND TIME OF NEXT REGULAR MEETING –June 7, 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 Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Gipson v. Lorenzo, et al., Case No. CIV537859

- b. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Todd v. San Mateo County, et. al., Case No. 4:15-cv-05823-JSW

- c. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Taylor v. San Mateo County, et. al., Case No. 4:16-cv-03317-JSW

Recessed to closed session at 5:11 p.m.

Reconvened to open session at 5:55 p.m.

Joan Cassman, Legal Counsel, said the Board met in closed session to discuss these matters of litigation and no action was taken.

Adjourned at 5:57 p.m.