

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
MAY 1, 2019**

**MEMBERS PRESENT:** R. Collins, M. Fraser, R. Guilbault, K. Matsumoto (Vice Chair), D. Pine, J. Powell, P. Ratto, C. Stone (left at 3:43 pm), C. Groom (Chair)

**MEMBERS ABSENT:** None

**STAFF PRESENT:** J. Hartnett, J. Cassman, S. van Hoften, D. Olmeda, D. Hansel, A. Chan, C. Fromson, J. Brook, D. Seamans

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Carole Groom called the meeting to order at 2:01 pm and led the Pledge of Allegiance.

**ROLL CALL**

District Secretary Dora Seamans called the roll. A quorum was present.

**CONSENT CALENDAR**

- Approval of Minutes of the Board of Directors Meeting of April 3, 2019
- Call for Public Hearing at the July 10, 2019 Meeting to Review Codified Tariff Changes

Motion/Second: Stone/Collins

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

- Acceptance of Statement of Revenues and Expenses for March 2019
- Acceptance of Quarterly Investment Report for the Quarter Ending March 31, 2019
- Acceptance of Report on Contracts Between \$100K and \$200K for the Quarter ending March 31, 2019

Motion/Second: Matsumoto/Powell

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

- Acceptance of SamTrans Bus System Safety Program Plan

Vice Chair Karyl Matsumoto said she thought the Safety Program Plan was a very useful document.

Director Rose Guilbault asked if there were a separate crisis plan for events such as earthquakes and terrorist attacks. David Olmeda, Chief Operating Officer, Bus, said there are certain standard operating procedures in place.

Jim Hartnett, General Manager/CEO, said they would look into presenting the disaster plans at some point.

Motion/Second: Matsumoto/Stone

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

#### **PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

None.

#### **REPORT OF THE CHAIR**

None.

#### **REPORT OF THE GENERAL MANAGER/CEO**

Jim Hartnett, General Manager/CEO, noted that his written report was in the packet.

He introduced Bart Charlow, who expressed his appreciation to SamTrans on behalf of Samaritan House in Menlo Park. Mr. Charlow was accompanied by Samaritan House Board Vice President Davina Hurt.

#### **Resolution of Appreciation for Robert Jenkins**– Approved by Resolution No. 2019-19

Motion/Second: Stone/Guilbault

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

#### **Presentation of Safe Driver Awards**

Mr. Hartnett introduced operator Danilo Germanil, who received an award for 25 years of safe driving.

#### **Presentation of Annual Bus Maintenance and Bus Transportation Base Safety Awards**

Chair Groom presented the Bus Transportation Award to Ana Rivas, Manager, Bus Transportation, who accepted on behalf of North Base. Chair Groom then presented the Bus Maintenance Award to Vijendra Singh, Bus Maintenance, South Base.

Vice Chair Matsumoto asked about the number 157 in the staff report. Mr. Olmeda explained that there were 11 trainees in operator training class No. 157. He said that retraining is provided to operators after they have been out for a significant time or after an accident.

Director Ron Collins asked about the impact of gasoline prices once all buses are electric. Mr. Hartnett said that the actual cost of electric charging is cheaper but is also based on a number of variables.

Director Collins asked if there would be a social media program for the on-demand pilot program. Christy Wegener, Director of Planning, said they were working on transitioning riders to the new service, after which they would step up their social media campaign.

**BOARD MEMBER REQUESTS/COMMENTS**

None.

**RECESS TO COMMITTEE MEETINGS**

The Board meeting recessed at 2:35 pm.

**RECONVENE BOARD OF DIRECTORS MEETING**

Chair Groom reconvened the Board meeting at 4:02 pm.

**MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Guilbault reported on the following items:

SUBJECTS DISCUSSED:

- Reappointment of Iris Chan and Mary Adler, Representing Bus Riders, and Richard Pico, Representing Multimodal Riders, to the Citizens Advisory Committee
- Proclamation in Honor of Retiring PCC Member Barbara Kalt
- Accessibility Update
- Paratransit Coordinating Council Update
- Citizens Advisory Committee Update
- Multimodal Ridership Report – March 2019

**MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Ratto led the Board in voting on the following items:

RESOLUTIONS:

- Authorize Award of Contract for a Bus Traffic Signal Priority System – Approved by Resolution No. 2019-17
- Authorize Award of Contract for Auto Bodywork, Repainting, and Wrapping Services– Approved by Resolution No. 2019-18

Motion/Second: Ratto/Fraser

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Groom

Absent: Stone

SUBJECT DISCUSSED:

- Preliminary Fiscal Year 2019-20 Operating and Capital Budgets

**MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Stone reported on the following items:

SUBJECTS DISCUSSED:

- Draft SamTrans FY 2019-2028 Short Range Transit Plan
- SamTrans Adaptation & Resilience Plan Study Introduction

**MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Powell reported on the following item:

SUBJECT DISCUSSED:

- State and Federal Legislative Update

**GENERAL COUNSEL REPORT**

**Closed Session: Conference with Real Property Negotiators (Joan L. Cassman, General Counsel, Brian Fitzpatrick and Gary Cardona, SamTrans Real Estate staff) pursuant to Government Code Section 54956.8:**

**Property Location and Parties: Peninsula Corridor Joint Powers Board and San Mateo County Transit District, property near Woodside Road and Caltrain tracks, Redwood City, CA, APN 055-253-090**

**Under Negotiation: Price and terms of contract**

*The Board meeting recessed to closed session at 4:05 pm.*

*The Board meeting reconvened into open session at 4:36 pm.*

Joan Cassman, Legal Counsel, said there was no action to be reported following the real property closed session.

**WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Chair Groom said that Board communications were in the reading file.

**DATE, TIME AND PLACE OF NEXT REGULAR MEETING**

Chair Groom announced the time and location of the next meeting as Wednesday, June 5, 2019 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 San Carlos Avenue, San Carlos, CA.

**ADJOURN**

The meeting adjourned at 4:36 pm.

An audio/video recording of this meeting is available online at [www.samtrans.com](http://www.samtrans.com). Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to [board@samtrans.com](mailto:board@samtrans.com).