

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

**MINUTES OF BOARD OF DIRECTORS MEETING
OCTOBER 7, 2025**

Board Members Present: J. Gee, S. Harris (Chair), Z. Kersteen-Tucker, K. Matsumoto, P. Ratto, C. Stone

Board Members Absent: C. Groom, R. Guilbault, A. Tissier

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

Chair Shirley Harris called the meeting to order at 2:05 p.m.

PUBLIC HEARING TO CONSIDER PROPOSED CHANGES TO THE CODIFIED TARIFF

Martha Martinez, District Secretary, reported on the steps taken to announce and receive public comment after the Board called for today's public hearing at the August 5 meeting.

Ms. Martinez said public meetings were held on September 14 in South San Francisco with three attendees, September 15 in East Palo Alto with one attendee, September 16 in Pacifica with six attendees, and September 19 in San Carlos with three attendees. Since the release of the proposed Codified Tariff, 56 comments have been received. A summary of the comments received will be provided at the November meeting.

Seamus Murphy, Chief Communications Officer, reported:

- Objective:
 - Generate revenue to assist with paying for operation of the service
 - Redi-Wheels farebox recovery is 6 percent and SamTrans farebox recovery is 18 percent
 - In alignment with Board-adopted Strategic Plan
 - Increase efficiency as mandated by the Metropolitan Transportation Commission Transit Sustainability Project
- Fare History:
 - Last SamTrans fare increase was 2010
 - Last Redi-Wheels fare increase was 2010 for full fare and 2011 for Lifeline
- Communications:
 - Public notice and onboard Take One with Safe Harbor languages
 - Onboard visual and audio messages in English and Spanish
 - Web button and information
 - Community-based organizations
 - Social media
 - Message to stakeholders
 - Presentation to Paratransit Coordinating Council

SamTrans Board of Directors
Minutes of October 7, 2015 Meeting

- Four public meetings
- Ways to comment:
 - E-mail
 - Mail
 - Phone
 - At the public meetings
 - Public hearing
- Paratransit proposal is a \$0.50 increase in 2016 and 2019
- Fixed-route proposal:
 - Eliminate the express fare out of San Francisco fare.
 - Move youth to same fare category as senior and eligible discount
 - Fare would increase \$0.25 in 2016, but if customer uses Clipper the increase would be \$0.05
 - There is no increase in senior and disabled fares on Clipper
 - Youth age is being expanded from 17 to 18 years
 - Two free children with a fare-paying adult, increased from one
- Way2Go Pass would increase in 2019 from \$125 a person to \$130 a person, with a minimum participation rate of \$13,000
- Next steps:
 - Review and consider all comments submitted
 - Provide final proposal to Board in November for action

Director Karyl Matsumoto asked if the expenses incurred in 2019 are included in the fare increase. Mr. Murphy said yes.

Director Matsumoto asked where besides at the District offices can people purchase a Clipper Card. Mr. Murphy said the Clipper website, Walgreens and CVS.

Director Jeff Gee asked for an explanation on what farebox recovery is. Mr. Murphy said it is the percentage of the operating expenses covered by fares. Chuck Harvey, Deputy CEO, said most bus systems are between 20 to 25 percent farebox recovery, but locally the average is 18 to 22 percent.

Director Gee asked if the current fare increases will get the District close to the Metropolitan Transportation Commission (MTC) goal and what are the consequences if the goal is not achieved. Mr. Murphy said he believes it will get the District there, but it is not a sure thing. The impacts are real and could make the District ineligible to receive funding.

Director Zoe Kersteen-Tucker asked how the proposed changes compare to other agencies. Mr. Murphy said the process to assess and come to these fares included an analysis of how these fares compared to other transit agencies.

Jim Hartnett, General Manager/CEO, said staff will provide a chart showing the fares of other agencies at the November meeting.

Public Comment

Kellie Hanson, Center for Independence of Individuals with Disabilities, said her organization is deeply opposed to the paratransit fare increase. SamTrans needs to find another way to fund this increase for a community who struggles to stay afloat.

Jerry Grace, San Pablo, said San Francisco offers free rides for disabled people who sign up.

Ligia Andrade, Center for Independence of Individuals with Disabilities, said she received a spinal cord injury from a car accident 6 ½ years ago. She now realizes the proposed increases will affect disabled people from going about their daily lives and going to their necessary appointments.

Ellen Barton, Active Transportation Coordinator, San Mateo County Sustainability, said the San Francisco express fare reduction seems to help those riders who are better off and need to make sure it is equitable for all riders. The Way2Go fare is only going up slightly versus other fares. The MTC is working on an equity fare study and asked how SamTrans fits into this.

Susy Castoria, Commission on Disabilities, said they oppose the increase to Redi-Wheels. Many of these people live on less than \$12,000 per year and rely on SamTrans as a lifeline.

Director Matsumoto asked what SamTrans' cost is for Redi-Wheels. Mr. Harvey said in FY2009 Redi-Wheels cost per passenger was \$40.99. Over the next four years with escalation FY2014 cost was \$43.81 and unaudited FY2015 cost was \$42.62. The FY2016 budgeted cost is \$50.50 because staff anticipates a growth in ridership.

Chair Harris read a letter sent by Director Carole Groom, San Mateo County Board of Supervisors. She said an increase in Redi-Wheels should not be considered at this time because many of the men and women who use Redi-Wheels have very low income and a fare increase would limit their trips to only the most vital ones.

Director Kersteen-Tucker asked if the Board could receive how much the increase would generate for Redi-Wheels and RediCoast both in 2016 and 2019.

Director Gee asked if some fixed-route fares were raised and paratransit was not if it would it create an issue with the Title VI analysis. Joan Cassman, Legal Counsel, said the analysis is being done now and will be available next month.

Director Gee said he doesn't want the fare increase to discourage the youth from riding as the national trends show youth ridership is increasing.

Director Peter Ratto said fare increases also factor in an anticipated increase in ridership that would offset the potential full fare increase if ridership doesn't increase. Mr. Harvey said as fares go up ridership tends to go down a bit.

Director Charles Stone said he would like to see different scenarios of not rising Redi-Wheels or RediCoast fares, raising less than recommended and the full increase.

Director Matsumoto said a lot of riders in the North County have to pay cash for their rides as they cannot afford the monthly pass.

Chair Harris asked that at a future meeting the Board can be brought up to date on the MTC fare equity study.

Mr. Murphy said the proposal includes a reduction in fares for youth and eligible discount.

Motion to close public hearing: Gee/Kersteen-Tucker
Ayes: Gee, Kersteen-Tucker, Matsumoto, Ratto, Stone, Harris
Absent: Groom, Guilbault, Tissier

Recessed to committee meetings at 2:51 p.m.

Reconvened at 3:58 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of September 2, 2015
- b. Acceptance of Statement of Revenues and Expenses for August 2015

Motion/Second: Gee/Stone
Ayes: Gee, Kersteen-Tucker, Matsumoto, Ratto, Stone, Harris
Absent: Groom, Guilbault, Tissier

PUBLIC COMMENT

Jerry Grace, San Pablo, said Sacramento legislators have been on break. In January he will be going with a group from Alameda County to Sacramento to discuss local issues.

REPORT OF CHAIR

Chair Harris said she and Directors Matsumoto and Ratto attended the American Public Transportation Association (APTA) Annual Conference in San Francisco. Director Gee attended in his role on the Peninsula Corridor Joint Powers Board.

Director Ratto said the situation with paratransit is not unique to SamTrans, but affects all transit agencies. A lot of themes heard today are very common with other transit agencies nationally.

Director Matsumoto attended the APTA Leadership graduation of Ana Rivas, Superintendent, Bus Transportation. She asked if American Public Transportation Foundation scholarships are available to staff.

Chair Harris acknowledged Ms. Rivas as one of the 24 graduates from this year's APTA Leadership class. Ms. Rivas was on a team that addressed workforce issues. She

encouraged Ms. Rivas to share her research and information with staff. Chair Harris said the 25th anniversary of the Americans with Disabilities was recognized with a general session on the topic and a reception.

REPORT OF THE GENERAL MANAGER/CEO – Jim Hartnett

- Acknowledged Ms. Rivas and her accomplishment.
- Mr. Murphy and David Olmeda, Chief Operating Officer, Bus, started their new positions on October 5.
- On May 6, 2015, by Resolution No. 2015-27, the Board declared an emergency and awarded a contract for \$730,000 to remove the leaking and ancillary tanks, remove hazardous soils and materials at a value of \$250,000 and install new pipes and tanks. On June 3, pursuant to Resolution No. 2015-27, the initial mitigation efforts were stabled and the emergency no longer existed. The Board authorized the need to award a formally advertised contract for the remaining portion of the work for an amount not to exceed \$375,000 with a \$250,000 option for unforeseen conditions. On July 30 staff issued a formal solicitation for the remaining work. On August 24 bids were opened and Construction Corp was deemed the lowest responsible bidder and was awarded a contract for \$247,389 to perform the work.
- Gigi Harrington, Deputy CEO, reported there has been some illegal dumping on the property north of Holly Street. Staff noticed activity in this area in September and real estate staff contacted the people using the property as they do not have a lease to use it. Real estate staff continues to work with the contractor and the city of San Carlos to take care of the situation. This past weekend there was a big windstorm that kicked up the dirt and has caused some concerns. Staff has notified the contractor that they were trespassing and gave them three days to vacate the property. There is another city contractor working south of this area where the transit village is being constructed and staff inspected that area today and found some opportunities to work with the city there also.

Director Gee asked what the city's response was. Ms. Harrington said initially was not very cooperative, but legal counsel is working with the city to solve this issue together.

- Bus service will be doubled on Route 294 on October 17 and 18 for the Half Moon Bay Pumpkin Festival. Service will run hourly from 6 a.m. to 6 p.m.
- On November 7 the Tilton Avenue Bridge will be replaced and a bus bridge will be provided in the area.
- Miles between service calls on fixed-route was 25,381 miles.
- There were 1,200 training hours during the month of August.
- Staff is working on the January 2016 runbook to improve on-time performance and efficiency.
- Customer Service Week is the first week of October. The theme this year is "Celebrating Everyday Heroes." The celebration is being extended through the end of October to fill Second Harvest food barrels.

Public Comment

Jerry Grace, San Pablo, said he remembered hearing of the new pipe being installed and asked what year it happened.

COMMUNITY RELATIONS COMMITTEE – Z. Kersteen-Tucker

MOTION

- a. Proclamation Designating October as “Disabilities Awareness Month”

Motion/Second: Kersteen-Tucker/Ratto

Ayes: Gee, Kersteen-Tucker, Matsumoto, Ratto, Stone, Harris

Absent: Groom, Guilbault, Tissier

SUBJECTS DISCUSSED

- b. Accessibility Update
- c. Paratransit Coordinating Council Update
- d. Citizens Advisory Committee (CAC) Update
- e. Mobility Management Report – Paratransit
- f. Multimodal Ridership Report – August 2015

Chair Harris said she is signing the Certificates of Appreciations for outgoing CAC members Kathy Gilbert and Margaret Pye.

FINANCE COMMITTEE – J. Gee

RESOLUTIONS

- a. Authorize Award of Contract to The Cities Group to Provide Comprehensive Workers' Compensation Program Administration Services for a Not-to-Exceed Amount of \$981,000 for a Five-Year Term
- b. Authorize Renewal of Contract with Vision Service Plan for Continued Vision Insurance Coverage for a Not-to-Exceed Amount of \$412,000 for a Four-Year Term
- c. Authorize Award of On-Call Contracts to Caminar, Inc. and Pomeroy Recreation and Rehabilitation Center for Travel Training Services for Customers with Developmental Disabilities for a Not-to-Exceed Amount of \$197,400 for a Five-Year Term
- d. Authorize Award of Contract to CSched USA to Provide On-Call Bus Scheduling and Research/Optimization Support Services for a Not-to-Exceed Amount of \$500,000 for a Five-Year Term
- e. Authorize Award of Contract to Dunbar Armored, Inc. for Armored Car, Revenue Collection, Transportation and Processing Services for a Not-to-Exceed Amount of \$369,200 on a Month-to-Month Basis for up to 10 Months
- f. Authorize Award of an Emergency Contract to Technology, Engineering and Construction for the Condition Assessment of an Industrial Waste Pipeline at North Base in the Amount of \$34,369 and Amend the Fiscal Year 2016 Capital Budget by an Increase of \$75,000 for a Total Capital Budget of \$42,478,029

Motion/Second: Gee/Matsumoto

Ayes: Gee, Kersteen-Tucker, Matsumoto, Ratto, Stone, Harris

Absent: Groom, Guilbault, Tissier

INFORMATIONAL

- g. Update on the Business Optimization Project

LEGISLATIVE COMMITTEE – C. Stone

SUBJECT DISCUSSED

State and Federal Legislative Update

WRITTEN COMMUNICATIONS

No discussion.

BOARD MEMBER REQUESTS/COMMENTS

Director Kersteen-Tucker said the Board retreat is scheduled for November 6 at the Mavericks Conference Center in Half Moon Bay.

Chair Harris would like to know what percentage of revenue is in the Way2Go Pass.

DATE AND TIME OF NEXT MEETING – November 4, 2015, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

Recessed to closed session at 4:24 p.m.

GENERAL COUNSEL PROPOSAL

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

Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6 Agency Designated Representatives: Jim Hartnett, Patrick Glenn and Bill Carson Employee Organization: Teamsters Union, Local 856 (Maintenance Supervisors)

Reconvened to open session at 4:48 p.m.

Ms. Cassman said the Board received reports on both matters and no action was taken.

The meeting adjourned at 4:49 p.m.