

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
APRIL 6, 2016**

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

Board Members Absent: A. Tissier

Staff Present: J. Averill, J. Cassman, A. Chan, G. Harrington, J. Hartnett, C. Harvey,  
E. Kay, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon

Chair Zoe Kersteen-Tucker called the meeting to order at 3:17 p.m.

**CONSENT CALENDAR**

- a. Approval of Minutes of Board of Directors Meeting of March 2, 2016
- b. Approval of Minutes of Special Board of Directors Meeting of March 2, 2016
- c. Acceptance of Statement of Revenues and Expenses for February 2016

Motion/Second: Kersteen-Tucker/Harris

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

Absent: Tissier

**PUBLIC COMMENT**

None

**AUTHORIZE AMENDING THE RULES OF PROCEDURE OF THE BOARD OF DIRECTORS TO  
INCLUDE AN AUDIT COMMITTEE**

Joan Cassman, Legal Counsel, said this is a follow-up to the presentation at the March meeting. This action will create a standing Audit Committee of the Board. The Audit Committee's focus would be the District's annual audits as well as additional audits initiated by the District or other entities. The Committee's meetings would be noticed and open to the public in accordance with the Brown Act. The meetings would not be subject to the Committee of the Whole process applied to committee meetings held on monthly Board meeting days.

Motion/Second: Gee/Stone

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

Absent: Tissier

**REPORT OF CHAIR**

Chair Kersteen-Tucker thanked the Board for the lively discussion and input on the SamTrans Service Plan. She said as everyone has watched the Bay Area Rapid Transit (BART) struggle with its aging infrastructure and the pain and suffering it has caused people in the region a couple of things became clear. Whether someone rides public

transit or not, everyone benefits from a system that lessens congestion on the highways, connects people to their jobs, provides mobility to those with limited means and helps keep the air clean. The alternative to a healthy regional public transportation system isn't pretty. It is a region with ever increasing commutes, diminished economic strength and more pollution. In short, the alternative is a region with a dwindling quality of life. Chair Kersteen-Tucker said in her recent trip to Washington, D.C. to attend the American Public Transportation Association Legislative Conference, what everyone knows was reinforced loud and clear. She said the District continues to struggle with a stubborn structural deficit while at the same time the demand for a more responsive and innovative public transportation system is at an all-time high. The roads are crowded, the trains are bursting at the seams, more and more seniors and disabled need the service. More public transportation is needed. Chair Kersteen-Tucker said as staff and the Board move into the budget season it is her view to look carefully at options here at the District for investing in public transportation infrastructure. BART is looking at putting a \$4.5 billion bond on the ballot in November and perhaps the District should look at this too since it includes a significant matching contribution from the employers in the region who benefit from having a workforce that is efficiently mobile. She said all options need to be on the table now for addressing the budget deficit and bringing in the dollars needed to make the system improvements necessary to keep this county moving and also to continue the civic engagement.

#### **REPORT OF THE GENERAL MANAGER/CEO – C. Harvey**

Chuck Harvey, Deputy CEO, Organizational Support/Special Projects, reported:

- Staff has been preparing the draft Fiscal Year (FY) 2017 budgets and will be presenting recommendations at the May meeting. The Board Retreat Committee will be briefed on the recommendations prior to the May meeting. Staff has made a conscious effort to make budget recommendations related to the Strategic Plan. The initial budget recommendation has a structural deficit and staff is working to close the gap. Staff will show the cost of adding additional items and services. The options presented will include changes to service, technology, focus on a community presence and a broader awareness of how SamTrans can help people get to where they need to go and partnerships with private sector.
- The Board recently approved an emergency procurement for the oil/water separator and industrial waste line at North Base. That work is ongoing and should be completed in 30 days. There is additional work that will be required at North Base and will be included in the FY2017 Capital Budget.
- Fixed-route service averaged over 34,620 miles between service calls in February and paratransit averaged over 27,000 miles between service calls.
- Over 1,300 of hours of training was conducted in February.
- Weekend service on Route 294 was expanded as a pilot for the Half Moon Bay Pumpkin Festival in October. Weekend service now has 32 trips with one hour headways. February had a 50 percent increase compared to February 2015.
- Adjustments were made to Route 17 for school schedules.

**COMMUNITY RELATIONS COMMITTEE – J. Gee**

MOTION:

a. Appointment of Citizens Advisory Committee Members

Three Year Terms

- Joyce Gamber
- Julia Lee
- Juslyn Manalo (Incumbent)
- David Nelson
- Geraldine Wilson

Two-Year Terms

- Angel Barrios
- Alicia Marie Jones

One-Year Terms

- Zachary Fucini
- Frank Liu

Motion/Second: Gee/Guilbault

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

Absent: Tissier

SUBJECTS DISCUSSED

- b. Accessibility Update
- c. Paratransit Coordinating Council
- d. Multimodal Ridership Report – January 2016

**FINANCE COMMITTEE – C. Stone**

SUBJECT DISCUSSED

- a. Assessment of FY2016 Fuel Hedging Program

**LEGISLATIVE COMMITTEE – P. Ratto**

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

**PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – R. Guilbault**

SUBJECT DISCUSSED

- a. SamTrans Service Plan Progress Update

**WRITTEN COMMUNICATIONS**

No discussion.

**BOARD MEMBER REQUESTS/COMMENTS**

Director Peter Ratto requested the meeting be adjourned in memory of Jim Gentile, his best friend since 6<sup>th</sup> grade and a longtime resident of San Mateo County who passed away on March 15.

Director Gee said he attended a conference for engineers and one of the presentations was given by Los Angeles Metro. Los Angeles Metro created a new office within the organization called the Office of Extraordinary Innovation. This department has been tasked with coming up with new ideas, new innovations and public/private partnerships to help push the envelope of public transit and ridership. This idea might be something to consider as the budget process is looked at to start innovating here at the District with Silicon Valley next door. He said the city of Long Beach gave a similar presentation and they have developed a similar department within their organization.

Director Stone said he attended the inaugural session of the Transit Agency Board Member fellowship program put on by the Institute for Transportation and Development in Houston. He said he learned a lot, but one takeaway was that a lot of the transit agencies at the conference were very jealous of SamTrans' maintenance record and on-time performance. Chair Stone said he came away feeling very proud of SamTrans.

**DATE AND TIME OF NEXT REGULAR MEETING** – May 4, 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 3:38 p.m.

Reconvened to open session at 4:05 p.m.

**GENERAL COUNSEL PROPOSAL**

**Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Trudell v. San Mateo County Transit District, Case No. CIV 537313**

Ms. Cassman said the Board received a report from legal counsel and no action was taken.

The meeting adjourned at 4:06 p.m. in memory of long-time San Mateo County resident Jim Gentile.