

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
JANUARY 4, 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, S. Gaffney, J. Hartnett, M. Martinez, N. McKenna, S. Murphy, M. Simon, S. van Hoften

Chair Zoe Kersteen-Tucker called the meeting to order at 3:26 p.m.

**REPORT OF THE NOMINATING COMMITTEE (RATTO, MATSUMOTO, GROOM)**

Director Karyl Matsumoto said the committee is recommending Director Rose Guilbault for Chair and Director Charles Stone for Vice Chair.

Motion/Second: Matsumoto/Ratto

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

Chair Guilbault thanked Director Kersteen-Tucker for her dedication and leadership over the past year. Director Kersteen-Tucker gave the Board an activist direction and set new expectations that raised involvement by the Board and influenced new policy direction.

**CONSENT CALENDAR**

- a. Approval of Minutes of Board of Directors Meeting of December 7, 2016
- b. Acceptance of Statement of Revenues and Expenses for November 2016
- c. Receive and File Executed Contracts Up to \$100,000 (Non-Contracts and Procurement) Quarterly Report

Motion/Second: Stone/Groom

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

**PUBLIC COMMENT**

None

**REPORT OF CHAIR**

Chair Guilbault said:

*"Last year SamTrans celebrated its 40-year anniversary of providing safe and reliable transportation for San Mateo County. We had the opportunity to celebrate our past and begin to envision the future. As we begin a new year, one thing is abundantly clear, we are at a critical juncture. We are experiencing unprecedented challenges brought on by demographic, economic, technology and transit habit changes. How do we stay relevant in the mobility space amidst unsolvable traffic congestion,*

*competition with new companies like Uber, Lyft, corporate shuttles and autonomous cars?*

*This is our opportunity to re-think and re-invent SamTrans. For 40 years we've had the same business model, and while we want to honor what we've done, we now need to think about what it means to be a modern transportation company that reflects the ways our community is changing.*

*She see this year being the year of asking tough questions--what's working, what's not working, where we invest our money. We know we need to strengthen our fiscal health. We will look at developing a shared long-term vision and funding strategy, a dedicated funding source for Caltrain.*

*But we have to do more to justify for asking for more. And we can't lose sight of our moral obligation to serve the people with least means who need SamTrans to live, work and get around.*

*She expects that this year we will expand our public/private partnerships, have a deeper understanding of our ridership, and develop potential markets in growing communities, like Latinos, seniors, and youth as well as increasing our technology capabilities and offering to our riders.*

*To the staff, we will support you as you create the vision for the future, be willing to take risks, but thoughtful risks.*

*She knows we have many challenges ahead of us, but is excited by the possibilities of innovation and transformation. Let this be the year that determines how we remain sustainable for the next 40 years.*

#### **REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett**

Mr. Hartnett reported:

- Last month a paratransit taxi driver made life saving efforts on a customer and was presented with an "I Made a Difference" award.
- Fixed-route buses averaged 29,000 miles between service calls and paratransit averaged 42,000 miles between service calls, both exceeding the goal of 20,000 miles.
- Investment in human capital continued with over 1,000 hours of training in November.
- SamTrans provided a bus bridge during the Bay Area Rapid Transit's weekend shutdown of two stations. Payment was received for these services in the amount of \$430,000.
- A pilot program will be starting at the end of January to provide 27 weekday trips to Cañada Cove in Half Moon Bay. This location was previously served with four weekday trips and was discontinued. The property managers and residents requested the service return.
- The contract for the third party inspection for Route 17 service expires at end of April and staff will be going out to bid for a new contract.

**COMMUNITY RELATIONS COMMITTEE – J. Gee**

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council (PCC)
- c. Multimodal Ridership Report - September 2016

**FINANCE COMMITTEE – C. Stone**

RESOLUTION

- a. Award of Contract to Battalion One Fire Protection for Fire Safety Systems Inspections, Certification and Maintenance Services for a Total Amount of \$337,065 for a Five-Year Term

MOTION

- b. Reject All Bids for Rental, Purchase and Laundering of Work Clothing, Shop Towels and Related Items

Motion/Second: Stone/Ratto

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

**LEGISLATIVE COMMITTEE – P. Ratto**

MOTION

- a. Approval of 2017 Legislative Program

Motion/Second: Ratto/Kersteen-Tucker

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

SUBJECT DISCUSSED

- b. State and Federal Legislative Update

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

SUBJECTS DISCUSSED

- a. Update on San Mateo County Transit District's Strategic Plan

**WRITTEN COMMUNICATIONS**

No discussion.

**BOARD MEMBER REQUESTS/COMMENTS**

Director Karyl Matsumoto requested that the meeting be adjourned in memory of Director Ratto's mother.

Director Matsumoto said at the January 5 San Mateo County Transportation Authority's (TA) meeting the TA Board will be asked to approve \$100 million for the electrification project.

Mr. Hartnett said it is now \$135 million. There already is an 18 percent contingency. The Federal Transit Administration (FTA) said the addition to the normal contingency is being

required because of issues outside of California. Up until yesterday the FTA was okay with the Metropolitan Transportation Commission (MTC) using Statewide Transportation Improvement Program (STIP) funds. The FTA informed staff on Tuesday that they are not allowing the use of STIP funds, but do consider the Santa Clara Valley Transportation Authority (VTA) and the TA's source of funds as an acceptable source of funds and suggested VTA and the TA up their capacity. Staff has been in constant touch with the California State Transportation Secretary Brian Kelly's office on this issue, with MTC and regional partners. If the electrification project is going to move forward staff has to comply with the requirement or the project will not move forward.

Director Gee said the 10 percent is above and beyond the current electrification budget and there is appropriate contingencies already built into the budget. The whole issue comes down to the acceptable color of money. If the TA does approve there are concurrent side letters with the other agencies in proportion to what needs to be spent.

Mr. Hartnett said the San Francisco Transportation Authority has a resolution pledging their \$50 million on their January 5 Board meeting agenda. MTC has a special meeting on January 11 to pass a similar resolution. The legal obligation is San Mateo doesn't have to expend more than their share and hope to never have to use the funds. The approved budget for the project has a fully approved contingency in it.

Director Gee said in his role on the Peninsula Corridor Joint Powers Board he has asked staff to include a budget forecast of completion in the monthly electrification report.

Director Kersteen-Tucker said the Coastside representative to the PCC, Dr. Michael Settles has had to step down and asked if staff could send a letter thanking her for her contributions over the years.

**DATE AND TIME OF NEXT REGULAR MEETING** – February 1, 2017, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

Recessed to closed session at 3:51 p.m.

Reconvened to open session at 3:56 p.m.

#### **GENERAL COUNSEL PROPOSAL**

##### **Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): D'Arcy v. San Mateo County, et al., Case No. 16-CIV-02234**

Joan Cassman, Legal Counsel, said the Board received a report on a potential settlement. The Board has approved the settlement in the amount of \$60,000 and the matter will be closed and all claims released.

Adjourned at 3:59 p.m.