

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

**MINUTES OF BOARD OF DIRECTORS MEETING
MARCH 1, 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. Averill, R. Bolon, B. Carson, 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 2:01p.m.

PUBLIC HEARINGS/CONSIDERATION OF RESOLUTIONS OF NECESSITY (RON)

- a. Property Location: 3025 S. El Camino Real, San Mateo, CA 94403
APN: 039-360-060 and 039-360-070
Property Owner: Bohannon Development Company

- b. Property Location: 2925 S. El Camino Real, San Mateo, CA 94403
APN: 039-360-120
Property Owner(s): Sandra R. Weil, Trustee of the Sandra R. Weil Trust Agreement Dated April 1, 1993; Karen Weil Morris; Susan Weil Lakatos, Trustee under the Susan W. Lakatos Separate Property Trust Agreement Dated February 8, 1993; Uri Rot and Evelyn Weil Rot, Trustees under the Rot Family Trust Dated August 23, 1991, all as Tenants in Common

- c. Property Location: 2825 S. El Camino Real, San Mateo, CA 94403
APN: 039-351-110
Property Owner(s): M. & N. Schmelzer, LLC, and BFP El Camino LLC

Joan Cassman, Legal Counsel, said the District is a member agency/partner with the Peninsula Corridor Joint Powers Board (JPB) and is the arm by which the JPB seeks acquisitions for properties needed for projects.

Director Jeff Gee arrived at 2:02 p.m.

The JPB is a separate entity created by contract between San Francisco, San Mateo and Santa Clara counties, but the contract didn't give the JPB the power of eminent domain. There was a decision made by the Board that if property acquisitions ever required the use of eminent domain each member agency would use their powers to obtain the property.

Ms. Cassman said last year the Board approved a cooperative agreement between the District and the JPB, which outlines the projects coming forward. The Board used its powers of eminent domain back in 2010. The 25th Avenue Grade Separation Project has been in the works for a long time and is a partnership with the JPB and the city of

San Mateo. Ms. Cassman said staff hopes to move this project forward and have certain work done to not interfere in the electrification infrastructure. There is a bid out for the 25th Avenue Grade Separation Project and the JPB will consider award of this contract in May. These RONS are being done now so the property is acquired prior to construction.

Raphael Bolon, Project Manager, presented:

- Purpose and Scope:
 - Improve safety by constructing a grade separation at 25th Avenue along with elevated rail between Hillsdale Boulevard and Highway 92
 - Relocate Hillsdale Caltrain Station and provide station access and parking
 - Construct new east/west connections at 28th and 31st avenues

Director Dave Pine arrived at 10:08 a.m.

- Photos of the project were shown.
- Schedule
 - Environmental clearance last year
 - Construction completed next year
- Project estimate is \$180 million
- Project is building the foundations, but not poles and wires for the Electrification Overhead Contact System (OCS)
- Construction of grade separation needs to start by summer 2017 to be completed before the installation of the OCS

Director Gee asked when this project started. Mr. Bolon said 2002.

Director Charles Stone asked if this project is beneficial to the city of San Mateo putting aside electrification. Mr. Bolon said yes.

Ms. Cassman said a fair market value appraisal was done on the properties and was shared with the property owners back in September.

- a. **Property Location: 3025 S. El Camino Real, San Mateo, CA 94403**
APN: 039-360-060 and 039-360-070
Property Owner: Bohannon Development Company

Ms. Cassman said this property interest of 16,331 square feet and two temporary construction easements totaling 7,788 square feet. An offer was made on September 12, 2016.

Motion/Second: Stone/Gee

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

- b. **Property Location: 2925 S. El Camino Real, San Mateo, CA 94403**
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Ms. Cassman said this property interest is a 2,118 square foot temporary construction easement. An offer and fair market appraisal was made to the property owners on October 10, 2016.

Motion/Second: Kersteen-Tucker/Powell

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

- c. **Property Location: 2825 S. El Camino Real, San Mateo, CA 94403**
APN: 039-351-110
Property Owner(s): M. & N. Schmelzer, LLC, and BFP El Camino LLC

Ms. Cassman said this property is for a temporary construction easement of 1,004 square feet. An offer was presented on September 13, 2016 along with the required appraisal.

Motion/Second: Gee/Stone

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

Recessed to committee meetings at 2:25 p.m.

Reconvened from committee meetings at 4:21 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of February 1, 2017

Motion/Second: Stone/Gee

Ayes: Gee, Groom, Matsumoto, Pine, Powell, Ratto, Stone

Abstain: Guilbault, Kersteen-Tucker

ACCEPTANCE OF STATEMENT OF REVENUES AND EXPENSES FOR JANUARY 2017

Motion/Second: Stone/Gee

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

PUBLIC COMMENT

None

REPORT OF CHAIR

Resolution of Appreciation to Past Chair Zoe Kersteen-Tucker

Director Carole Groom said Director Kersteen-Tucker ran very efficient meetings and is always attentive to the public needs.

Director Kersteen-Tucker said a tremendous amount of work was done in 2016 and was a year of accelerated change within the District, around the county and profound changes on the national and international levels. She said the biggest challenge the District faces is transforming into a public agency that is nimbly and effectively evolved to meet this changing world head-on, not to just keep up, but to lead the way. Director Kersteen-Tucker said this transformation requires new sources of revenue, a redefinition of the ways service is delivered and the types of services offered. She said this is a tall order, but one the District is capable of and confident the Board is willing to work on. Director Kersteen-Tucker said after the presidential election in November Governor Jerry Brown stated that it is more clear than ever that California has a mandate to continue to serve as this country's pioneer in forging innovation, not just technology, but the way communities are envisioned. California's mandate is to keep building on the steadfast commitment to environmental protection and sustainability and to continue demonstrating that the State's sturdy embrace of diversity and equity leads to both a better quality of life and a vibrant economy. Director Kersteen-Tucker thanked Jim Hartnett, General Manager/CEO, for his decisive leadership over the past year on a whole host of critically important issues. She thanked the men and women who offer themselves every day for the mission of the District, especially during this time of rapid change.

Motion/Second: Gee/Matsumoto

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

REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett

Mr. Hartnett reported:

- Recognized Rene Ebro as Bus Operator of the Year.
- Recognized as Daniel Jimenez as Maintenance Employee of the Year.
- Staff is still in the process of obtaining approval of a Full Funding Grant Agreement (FFGA) for the Caltrain electrification project. Caltrain is the only agency in the country that has met and exceeded all requirements for the grant. No grant has ever been rejected ranked as high the electrification grant has been. Staff hopes to have a clear indication when the president's budget comes out in June if the funds will be allocated. The executive director of the Federal Transit Administration has told staff that if this project is in the budget the FFGA will be signed. As of March 1 the Limited Notice to Proceed for the two contractors has expired. Staff has negotiated an extension with both contractors to June 30, but it will cost \$20 million for the extension. No more money will be allocated by the JPB to this project. This amount is to keep the contractors on board at their current price. Staff is going to Washington, D.C. on March 6 to speak to members of Congress and the Senate who have responsibility for allocation of funds. A meeting has been requested with Department of

Transportation Secretary Elaine Chao along with an invitation to come out and look at the project.

- Maintenance department continues to exceed their benchmark goals.
- Investment in human capital continued in February with 1,200 hours of training.
- Bus contracts staff has had to relocate a temporary bus stop to Folsom and Beale streets. This is all part of the Transbay Terminal Project construction.
- The customer experience survey was launched online and will be live until March 19. The survey is for riders to rate and rank service and future improvements.

Chair Guilbault said it is always great to recognize the men and women of the District.

COMMUNITY RELATIONS COMMITTEE – Z. Kersteen-Tucker

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council
- c. Citizens Advisory Committee Update
- d. Mobility Management Report – Paratransit
- e. Mobility Management Report - Dashboard
- f. Multimodal Ridership Report – January 2017

FINANCE COMMITTEE – C. Groom

RESOLUTIONS

- a. Filing and Execution of a Funding Application with the California State Department of Transportation to Receive California Low Carbon Transportation Operations Program Funds or the Electric Bus Procurement Project in the Amount of \$309,184
- b. Receive Transit Performance Investment Program Funds from the Metropolitan Transportation Commission in the Amount of \$3,459,000
- c. Amendment to the Funding Agreement with Facebook for the Dumbarton Transportation Corridor Study
- d. Amending the Fiscal Year 2017 Capital Budget by \$1,803,749 to Increase the Budget Authority for the San Carlos Transit Center Project, the SamTrans Business Plan and the Dumbarton Transportation Corridor Study for a New Total Capital Budget of \$18,281,623
- e. Execution of the First Amendment to the Inter-Agency Cooperative Agreement to Provide Administration Services for the Dumbarton Express Bus Service
- f. Approval of Revisions to the District's Procurement Policy to Incorporate Provisions of Assembly Bill 2030
- g. Disposition of 16 Surplus Non-Revenue Support Vehicles and Minivans
- h. Award of Contract to Toyota Material Handling Northern California for Maintenance and Repair Work for Service Support Equipment for a Total Estimated Amount of \$192,400 for a Five-Year Term

- i. Award of Contract to Creative Bus Sales, Inc. for the Purchase and Delivery of 10 Paratransit Minivans and Nine Paratransit Cutaway Vehicles for a Total Cost of \$1,636,959

Motion/Second: Groom/Gee

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

MOTION

- j. Rejection of All Bids to Furnish and Deliver New 8D Bus Batteries was moved to the April meeting

Motion/Second: Groom/Stone

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

INFORMATIONAL

- k. Update on the San Carlos Transit Center and Transit Village Projects
- l. Presentation of the SamTrans Business Plan

LEGISLATIVE COMMITTEE – K. Matsumoto

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – D. Pine

RESOLUTION

- a. Authorize Enrollment in the Peninsula Clean Energy Community Choice Energy Program 100 Percent Renewable Electricity Service Option

Motion/Second: Pine/Kersteen-Tucker

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

SUBJECT DISCUSSED

- b. Capital Projects Quarterly Status Report – 2nd Quarter Fiscal Year 2017

WRITTEN COMMUNICATIONS

No discussion.

BOARD MEMBER REQUESTS/COMMENTS

Director Gee said he serves on the Transbay Joint Powers Board said the Terminal will be bus ready by December 2017. Alameda-Contra Costa Transit will be the largest tenant.

DATE AND TIME OF NEXT REGULAR MEETING – April 5, 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 Labor Negotiator – Pursuant to Government Code Section 54957.6
Agency designated representatives: Pat Glenn and Bill Carson
Employee organizations: Teamsters Union, Local 856 (Maintenance/Utility Supervisors; Bus Transportation Supervisors/Dispatchers/Radio Controllers; Transit Instructors; Bus Contract Inspectors) and Amalgamated Transit Union Local 1574 (Bus Operators/Mechanics/Storekeepers/Utility Workers; Customer Service Representatives)

Recessed to closed session at 4:52 p.m.

Reconvened to open session at 5:01 p.m.

Ms. Cassman said the Board received a report from legal counsel on labor negotiations with Teamsters Union, Local 856 (Maintenance/Utility Supervisors; Bus Transportation Supervisors/Dispatchers/Radio Controllers; Transit Instructors; Bus Contract Inspectors) and Amalgamated Transit Union Local 1574 (Bus Operators/Mechanics/Storeskeepers/Utility Workers; Customer Service Representatives).

Adjourned at 5:02 p.m.