

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
FEBRUARY 5, 2020**

**MEMBERS PRESENT:** R. Collins, M. Fraser, C. Groom, R. Guilbault, K. Matsumoto (Chair), J. Powell, P. Ratto (Vice Chair), C. Stone

**MEMBERS ABSENT:** D. Pine

**STAFF PRESENT:** J. Hartnett, C. Mau, J. Cassman, D. Olmeda, D. Hansel, A. Chan, S. Wong, D. Seamans

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Karyl Matsumoto called the meeting to order at 2:04 pm and led the Pledge of Allegiance.

**2. ROLL CALL**

Dora Seamans, District Secretary, called the roll and announced a quorum was present.

**3. CONSENT CALENDAR**

**a. Approval of Minutes of the Board of Directors Meeting of January 8, 2020**

**b. Acceptance of Statement of Revenues and Expenses for December 2019**

Motion/Second: Stone/Guilbault

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

Noes: None

Absent: Pine

**4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

- Dave Truslow, San Jose, addressed the Board regarding establishing a safety policy prohibiting the transportation of firearms on public transit systems.
- Sonya Elks, San Carlos, suggested that those that cannot pay bus fares ride for free, especially children.

**5. REPORT OF THE CHAIR**

**a. Appreciation for former Chair Carole Groom**

Motion/Second: Ratto/Powell moved approval of Resolution 2020-4

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

Noes: None

Absent: Pine

**6. REPORT OF THE GENERAL MANAGER/CEO**

**a. Report on Did Not Operate ("DNO") and the Bus Operator Shortages**

Dave Olmeda, Chief Operating Officer/Bus, discussed routes that did not operate due to lack of a bus operator and the reasons for the non-operations (absences, accidents, mechanical failures, traffic or construction) and the impact it has upon the bus, shuttle

and paratransit services. He discussed the number of bus operators needed versus the actual personnel available to work and how overtime closes the gap between the two. He noted that recent incentives to contractors have moved the performance and route reliability in an upward direction.

Juliet Nogales-Deguzman, Director of Human Resources, discussed the concerted efforts made towards bus operator recruitment and retention strategies, including increasing training rates, more incentives, referral programs and use of social media for announcements. Ms. Nogales-Deguzman reviewed the counties where bus operators live; almost half live in San Mateo County while the other 50 percent live in a combination of San Francisco, Alameda, and Santa Clara counties. She noted that less than four percent live outside the five Bay Area counties.

Ms. Nogales-Deguzman responded Director Ron Collins' inquiry regarding pay and use of social media for recruiting. Director Rose Guilbault suggested using community colleges for long-term solutions. Ms. Nogales-Deguzman agreed and added that staff is targeting community-based organizations, increasing class sizes and conducting concurrent training classes.

Chair Matsumoto added that South San Francisco would hold its Resource Fair on April 24, 2020 as a part of its 100<sup>th</sup> anniversary and offered space for SamTrans to display a bus.

#### **b. Senate Bill (SB) 797 Oral Update**

Chief Communications Officer, Seamus Murphy, provided an update on both a proposed three-county funding measure of 1/8-cent for Caltrain, requiring 66 percent voter passage, and another ballot measure entitled "FASTER Bay Area"; a proposed one-cent sales tax to be used in the Bay Area for public transit.

Mr. Murphy discussed Caltrain's current funding resources received from its three partner agencies based on ridership per county, its repair fund split evenly between the three parties, and Caltrain's deferred maintenance and associated costs. Looking towards future years, namely 2040, the operating budget would be severely impacted as the system moves into electrification to fund its operations and capital fund, while following the Business Plan calling for more trains due to demand. Future capital needs were discussed, resulting in a need of \$23 billion, using the model of eight electrified trains per hour, in each direction.

Mr. Murphy reviewed the seven-agency approval process necessary to place a measure on the ballot; two government agencies per county, followed by the Caltrain board itself. He discussed the timing for a ballot measure and the next steps of defining the expenditure plan and whether a new tax would supplement the existing member contributions or would replace the existing member contributions. He noted that the approval process would entail actions from March through July 2020.

Director Collins commented on the proposed measure and whether it will close the funding gap for operating and capital expenditures.

Jim Hartnett, General Manager/CEO, stated the farebox recovery would increase fares over time, but there would still be a funding gap, noting electrified trains are expensive to maintain.

Director Josh Powell asked which Caltrain service version was being referenced. Mr. Murphy stated the "moderate" service vision with an additional four slots for high-speed rail would be followed.

Director Marina Fraser asked about the increased cost for generating energy for operating trains and if that was taken into consideration.

Director Charles Stone expressed concern about the timeline of FASTER Bay Area especially in light of Measure W. He said he hoped that FASTER Bay Area represents a supplement of the current Measure W resolution.

Director Guilbault inquired about the feasibility of the FASTER Bay Area measure. Responding, Mr. Murphy stated that it is difficult to achieve two-thirds voter approval and that chances are not great for passage this year. He added that a one-eighth-cent sales tax is a more viable political option at this time.

Vice Chair Peter Ratto asked about one-eighth-cent sales tax.

Public Comment:

Andy Chow, Redwood City, expressed support for the 1/8<sup>th</sup> –cent ballot measure and hoped it would be ballot-ready in August versus Faster Bay Area, which is too high of a percentage.

**7. BOARD MEMBER REQUESTS/COMMENTS**

**a. Report on the Reimagine ad hoc Committee Meeting of January 14, 2020**

Director Powell provided a summary of the Reimagine meeting held recently. He stated the committee received an update on the Countywide survey that was conducted and the outreach efforts conducted by SamTrans staff, which included 3,000 survey responses, which was considered a good representation. The next meeting would include a draft service policy framework.

Public Comment:

Sonya Elks, San Carlos, commented on how she would reimagine SamTrans and felt that SamTrans buses should receive priority status at stop lights, similar to ambulances and fire trucks.

**8. RECESS TO COMMITTEE MEETINGS**

The Board meeting recessed at 3:12 pm. to its committee meetings.

**9. RECONVENE BOARD OF DIRECTORS MEETING**

Chair Matsumoto reconvened the Board meeting at 4:54 pm.

**10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE**

Director Guilbault led the Board in voting on the following item:

RESOLUTION:

- a. Approval of Appointment Process for the Measure W Citizens Oversight Committee

Motion/Second: Guilbault/Groom moved to approve Resolution No. 2020-2

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

Noes: None

Absent: Pine

Director Guilbault reported on the following items:

SUBJECTS DISCUSSED:

- b. Accessibility Update
- c. Paratransit Coordinating Council Update
- d. Citizens Advisory Committee Update
- e. Multimodal Ridership Report – December 2019

**11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE**

Vice Chair Ratto led the Board in voting on the following items:

RESOLUTIONS:

- a. Amending the Fiscal Year 2020 Operating Budget to Increase Total Operating Revenues by \$1,183,333 to \$281,175,215 and To Increase Total Operating Expenditures by \$5,083,333 to \$222,818,965, and Amending to Increase the Fiscal Year 2020 Capital Budget by \$1,070,000 to \$15,308,155 – Approved by Resolution No. 2020-3
- b. Authorizing an Amendment to the Contract with Eide Bailly LLP for Financial Audit Services to Extend the Contract Term for Two Years and Increase the Total Contract Amount by \$141,263 – Approved by Resolution No. 2020-5
- c. Awarding Contracts to Fehr & Peers, Nelson\Nygaard Consulting Associates, Inc., and Stantec Consulting Services, Inc. for Provision of On-Call Transportation Planning and Support Services for an Aggregate Not-To-Exceed Amount of \$7.5 Million for a Five-Year Term – Approved by Resolution No. 2020-6
- d. Awarding a Contract to FAAC, Inc. to Provide a Bus Simulator for a Not-To-Exceed Amount of \$475,320 – Approved by Resolution No. 2020-7

Motion/Second: Ratto/Collins

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

Noes: None

Absent: Pine

SUBJECT DISCUSSED:

- e. First Year Uniform Public Construction Cost Accounting Act Pilot Program Report

**12. MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE**

Chair Matsumoto reported on the following items:

SUBJECTS DISCUSSED:

- a. SamTrans Business Plan Update
- b. SamTrans OnDemand Evaluation Update

**13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE**

Director Powell reported on the following item:

SUBJECT DISCUSSED:

- a. State and Federal Legislative Update

*Director Stone was excused from the remainder of the meeting at 4:54 pm.*

**14. GENERAL COUNSEL REPORT**

Joan Cassman, Legal Counsel, said there was no report.

**15. COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Chair Matsumoto noted that the correspondence was in the packet.

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

Chair Matsumoto announced the time and location of the next meeting as Wednesday, March 4, 2020 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 San Carlos Avenue, San Carlos, CA.

**17. ADJOURN IN MEMORY OF ELLIOTT RIVAS**

The Board meeting adjourned at 5 p.m. in memory of retired Bus Maintenance Supervisor, Elliott Rivas, husband of Ana Rivas, Bus Transportation Manager, who passed away recently.

Motion/Second: Guilbault/Ratto

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

Noes: None

Absent: Pine, Stone

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).