

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

**MINUTES OF BOARD OF DIRECTORS MEETING
AUGUST 3, 2016**

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

Board Members Absent: C. Stone

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

Chair Zoe Kersteen-Tucker called the meeting to order at 3:36 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of July 6, 2016
- b. Acceptance of Quarterly Investment Review and Fixed Income Report for the Quarter Ended June 30, 2016

Motion/Second: Harris/Gee

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

Absent: Stone

PUBLIC COMMENT

Montzerrat Garcia, San Mateo, said she is with the Youth Leadership Institute and is leading a youth transportation access project. She would like an opportunity for the Board to meet the youth who are doing the project and for the youth to make a presentation to the Board on their findings.

REPORT OF CHAIR

Resolution of Appreciation to Chuck Harvey, Deputy CEO

Chair Kersteen-Tucker thanked Mr. Harvey for all the assistance he has offered her and his dedication to the Coastside.

Director Rose Guilbault said she recently learned he was a teacher. She said as a new Board member she relied on Mr. Harvey and he always made it so interesting when answering any question even if it wasn't the first time he had heard it.

Director Shirley Harris said she admired Mr. Harvey for his understanding and the need to invest in human capital. She appreciated Mr. Harvey taking the time to explain things and introduce Directors at American Public Transportation Association conferences.

Director Adrienne Tissier said Mr. Harvey's knowledge is unbelievable.

Director Carole Groom said she appreciated how Mr. Harvey always would take the thorniest of issues and solve them.

Director Karyl Matsumoto said Mr. Harvey has left enormous footprints to be filled and he will be missed.

Director Peter Ratto wished Mr. Harvey all the best in retirement. Mr. Harvey was always at the Citizen Advisory Committee (CAC) meetings and thanked him for his patience with the CAC.

Director Jeff Gee said 27 years and three-fourths of the lifespan of this organization are because of Mr. Harvey. He thanked Mr. Harvey for what he has done for the county and the region.

Motion/Second: Tissier/Harris

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

Absent: Stone

Mr. Harvey thanked the Board for their recognition and support.

Transit Oriented Development (TOD) Ad Hoc Committee Report

Director Tissier said the committee met on July 28 and discussed TOD activities at the Daly City Park and Ride, in San Carlos and other potential sights. The committee discussed workforce housing and doing a survey to ensure there is a need as big as the Board thinks.

Director Groom left at 4 p.m.

REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett

Proclamation Declaring July 1, 2016 as the SamTrans 40th Anniversary

Tasha Bartholomew, Communications Officer, said the proclamation reaffirms providing high quality bus service throughout San Mateo County. SamTrans will be hosting a number of events for employees. The annual Bus Roadeo will be on August 28 and a public event will be held at the San Mateo Event Center on September 10. The dedicated webpage for the 40th Anniversary was shown.

Director Matsumoto gave kudos to staff for the 40th anniversary logo.

Jim Hartnett, General Manager/CEO, reported:

- Two transit police deputies attended the funeral services in Dallas of the police officers killed in the line of duty.
- SamTrans will be providing a bus bridge between the Daly City and Glen Park Bay Area Rapid Transit stations during their weekend closures through October. SamTrans is being reimbursed the cost of providing the service.
- Maintenance continues to exceed the goal standards on both the fixed-route and paratransit service.
- Runbook 121 starts August 7 and 178 bus stops are affected.

- There will be a press conference on Friday, August 5 in San Francisco for the All-Nighter Service provided by San Francisco Municipal Transportation Agency, Alameda-Contra Costa Transit, Golden Gate Transit and SamTrans.
- In mid-July he sent his most recent Message from Jim and it included updates on Reorg 2.0 and the retirement of Gigi Harrington, Deputy CEO/Chief Administrative Officer in October.

Martha Martinez, Executive Officer, District Secretary/Executive Administration, said she will be sending an email to the Board on participating as judges in the Rodeo.

COMMUNITY RELATIONS COMMITTEE – J. Gee

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council
- c. CAC Liaison Report
- d. Multimodal Ridership Report – June 2016

FINANCE COMMITTEE – P. Ratto

RESOLUTIONS

- a. Authorize Amending the District Investment Policy and the Paratransit Trust Fund Investment Policy and Reauthorize Investment of Monies with the Local Agency Investment Fund
- b. Authorize Filing Annual Claim with the Metropolitan Transportation Commission for Transit Development Act, State Transit Assistance and Regional Measure 2 Funds in the Amount of \$42,718,981
- c. Authorize Entering into a Grant Agreement with the California State Department of Transportation for the US 101 Express Bus Feasibility Study in the Amount of \$180,000
- d. Authorize Entering into a Funding Agreement with the California State Department of Transportation for the Grand Boulevard Initiative: Creating Safe and Healthy Corridor Communities Project in the Amount of \$135,108
- e. Authorize Entering into Funding Agreements with City/County Association of Governments of San Mateo County to Receive Measure M Funds
- f. Authorize Approval and Ratification of the Fiscal Year 2017 District Insurance Program with Wells Fargo Insurance Services for a Total Premium Cost of \$1,882,676
- g. Authorize the Extension of the Contract with Dunbar Armored, Inc. for Provision of Armored Car Transit Revenue Collection, Transportation and Processing Services for a Not-to-Exceed Amount of \$470,475 for 12 Months

Motion/Second: Tissier/Harris

Ayes: Gee, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Ratto, Tissier

Absent: Groom, Stone

INFORMATIONAL

- h. Small Business Enterprise Preference and Local Business Enterprise Preference Update
- i. Information on the Statement of Revenues and Expenses for June 2016

LEGISLATIVE COMMITTEE – P. Ratto

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – A. Tissier

SUBJECT DISCUSSED

- a. SamTrans Triennial Customer Survey and Focus Groups

AUDIT COMMITTEE – J. Gee

SUBJECT DISCUSSED

- a. Meeting of July 21, 2016 - Introduction of Audit Firm, Vavrinek, Trine, Day and Co. and Fiscal Year 2016

Director Gee said the committee met on July 21 and the audit process has begun. Another meeting will be held with the auditors after their work is completed.

WRITTEN COMMUNICATIONS

No discussion.

BOARD MEMBER REQUESTS/COMMENTS

Director Matsumoto thanked Mr. Harnett for speaking at the Council of Cities meeting.

GENERAL COUNSEL PROPOSAL

No report.

DATE AND TIME OF NEXT REGULAR MEETING – September 7, 2016, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

The meeting adjourned at 4:17 p.m.