

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

**MINUTES OF BOARD OF DIRECTORS MEETING
DECEMBER 6, 2017**

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

Board Member Absent:

Staff Present: J. Cassman, A. Chan, C. Gumpal, D. Hansel, J. Hartnett, M. Martinez, C. Mau, S. Murphy, D. Olmeda, M. Simon

Chair Rose Guilbault called the meeting to order at 5:12 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of November 1, 2017
- b. Approval of Special Meeting Minutes of October 23, 2017
- c. Acceptance of Statement of Revenues and Expenses for October 2017
- d. Acceptance of Quarterly Investment Report and Fixed Income Market Review Outlook for the Quarter Ended September 30, 2017

Motion/Second: Stone/Gee

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

PUBLIC COMMENT

Adam Cozzette, San Bruno, opposes the widening of 101. The Environmental Impact Report plan is to widen the northern portion of 101 instead of converting an existing lane. We are dealing with a broader problem and we cannot make it go away by just throwing lots of money at an expansion project. The issue is a broader problem of land use, housing and parking policies. If SamTrans continues to push for a widening of 101 or similar highway expansion, he intends to vigorously oppose the upcoming sales tax and make sure the voters reject it.

REPORT OF CHAIR

Appointment of Nominating Committee for 2018 Chair and Vice Chair

Directors Karyl Matsumoto, Josh Powell, and Peter Ratto were appointed to the committee.

Appointment of the San Mateo County Transit District Representative to the Peninsula Corridor Joint Powers Board (JPB)

Chair Guilbault appointed a nominating committee consisting of Directors Jeff Gee, Dave Pine and she. The committee recommended Director Charles Stone as the new representative.

Motion/Second: Pine/Gee

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

REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett

The written report is included in the agenda packet.

The Safe Driver Awards will be presented at a future board meeting.

Resolution of Appreciation to Mark Simon

Resolution No. 2017-80

Motion/Second: Groom/Gee

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

ADOPTION OF POLICY GOALS FOR GET US MOVING SAN MATEO COUNTY PROGRAM

The following goals were approved:

- Relieve Traffic Congestion Countywide
- Invest in a Financially Sustainable Public Transportation System that:
 - o Increases Ridership
 - o Provides Quality Transit Options for Everyone
 - o Embraces Innovation to Create More Transportation Choices and Improved Travel Experience
 - o Aligns with the SamTrans Business Plan
- Prioritize Environmentally Sustainable Transportation Solutions
- Promote Economic Vitality and Economic Development
- Maximize Opportunities to Leverage Investment from Public and Private Partners
- Enhance Safety and Public Health
- Invest in Repair and Maintenance of Existing and Future Infrastructure

The following individuals addressed the Board:

Jeffrey Tong, San Bruno

Andrew Boone, E. Palo Alto, Sierra Club Sustainable Land Use and Transportation Chapter

Adina Levin, Friends of Caltrain

Monzerrat Garcia Bedolla, Youth Leadership Institute

Mark Roest, San Mateo, Seawave Battery, Power Design International

Chris Lepe, Transform

Adam Cozzette, San Bruno

Motion/Second: Gee/Ratto

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

COMMUNITY RELATIONS COMMITTEE – Z. Kersteen-Tucker

SUBJECTS DISCUSSED

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

FINANCE COMMITTEE – C. Groom

MOTION

- a. Authorize Rejection of Victor Stanley, Inc. Bid for Bus Stop Benches and Trash Receptacles and Negotiation of a Contract on the Open Market

Motion/Second: Groom/Gee

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

RESOLUTIONS

- b. Authorization to Receive State Transit Assistance State of Good Repair Program Funds by Resolution No. 2017-81
- c. Authorize Award of Contract to Crossroads Facility Services for Janitorial and Bus Stop Cleaning Services for a Not-to-Exceed Amount of \$5,500,000 for a Five-Year Term by Resolution No. 2017-82
- d. Authorize Award of Contract to Wells Fargo Insurance Services USA, Inc. to Provide Insurance Brokerage Services for a Firm-Fixed Cost of \$191,385 and for Additional On-Call Insurance Brokerage Services for a Not-to-Exceed Amount of \$75,000 by Resolution No. 2017-83
- e. Authorize Award of Contract to Conduent Transport Solutions for Software and Hardware Maintenance Support Services for a Not-to-Exceed Amount of \$2,000,000 for a Five-year Term by Resolution No. 2017-84
- f. Authorize Award of Contract to CH2M Hill Engineers, Inc. for Transit Asset Management Plan Services Not-to-Exceed Amount of \$347,794 for a Two-Year Term by Resolution No. 2017-85
- g. Authorize Award of Contract to U.S. HealthWorks Medical Group, Prof. Corp., to Provide DMV/DOT Certification and Medical Examination Services for a Five-Year Term at an Estimated Price of \$293,900 by Resolution No. 2017-86
- h. Authorize a Three-Year Renewal of the Agreement with Delta Dental Plan of California for Furnishing Dental Insurance Coverage for an Estimated Annual Cost of \$1.197 Million by Resolution No. 2017-87

Motion/Second: Gee/Stone

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

LEGISLATIVE COMMITTEE – K. Matsumoto

SUBJECT DISCUSSED

- a. State and Federal Legislative Update
- b. 2018 Legislative Program

STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – D. PINE

RESOLUTION

- a. Authorize Adoption of the Final Dumbarton Transportation Corridor Study by Resolution 2017-88

Motion/Second: Stone/Guilbault

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

SUBJECT DISCUSSED

- b. Capital Projects Quarterly Status Report – 1ST Quarter Fiscal Year 2018

REPORT OF LEGAL COUNSEL

Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Salem, et al. v. San Mateo County Transit District, et al.; San Mateo County Superior Court Case No. 17-CIV-03670

Joan Cassman, Legal Counsel, said the Board does not need to meet. The status of this matter is unclear at this time and will be brought back to the board at the appropriate time.

DATE, TIME AND PLACE OF NEXT REGULAR MEETING – January 3, 2018 at 2 p.m., San Mateo County Transit District, Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 Carlos Ave., San Carlos 94070

Adjourned at 5:55 PM