

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)  
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA  
MINUTES OF BOARD OF DIRECTORS MEETING  
SEPTEMBER 1, 2021**

**MEMBERS PRESENT:** J. Gee, M. Fraser, R. Guilbault, R. Medina, D. Pine, J. Powell,  
**(Via Teleconference)** P. Ratto (Vice Chair), C. Stone (Chair)

**MEMBERS ABSENT:** C. Groom

**STAFF PRESENT:** C. Mau, J. Cassman, D. Olmeda, A. Chan, J. Brook, D. Seamans

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

Chair Charles Stone called the meeting to order at 2:01 pm and requested that Director Rose Guilbault lead the Pledge of Allegiance.

**2. ROLL CALL**

Ms. Seamans confirmed that a quorum of the Board was present.

**3. CONFERENCE WITH LEGAL COUNSEL – REPORT FROM CLOSED SESSION AT AUGUST 4 SPECIAL BOARD MEETING**

**a. Anticipated Litigation. Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Potential Case**

Joan Cassman, Legal Counsel, said that no action was taken.

**4. CONSENT CALENDAR**

**a. Approval of Minutes of the Board of Directors Regular Meeting of August 4, 2021 and Special Meetings of August 4 and August 24, 2021**

**b. Acceptance of Statement of Revenues and Expenses for the Period Ending July 31, 2021**

**c. Acceptance of Capital Projects Quarterly Status Report - 4th Quarter FY 2021**

**d. Authorize Filing Annual Claim with the Metropolitan Transportation Commission for Transportation Development Act, State Transit Assistance, and Regional Measure 2 Funds – Approved by Resolution No. 2021-37**

Motion/Second: Guilbault/Medina

Ayes: Gee, Fraser, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

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

Rick Nahass, Pacifica Climate Committee, requested the addition of an express bus running between the Coastsides and the Peninsula.

Aleta Dupree asked how SamTrans could have a electrified line such as the Denver Flatiron Flyer and expressed her support for Clipper over the use of paper tickets.

Suzanne Moore, Pacifica, said she supported equitable low-income housing and the 118 Express, a Highway 1 transit corridor from Half Moon Bay to Marin County.

Adina Levin, Seamless Bay Area and Friends of Caltrain, invited the Board and staff to the Bay Area Transit Month celebration.

Roland suggested that Caltrain divest itself of all its parcels in downtown Redwood City and transfer them to SamTrans.

Chair Stone noted that Reimagine SamTrans is the best source for finding out about upcoming changes to service. Millie Tolleson, Manager, Strategic Planning, said that the best way to contact staff was at [reimagine@samtrans.com](mailto:reimagine@samtrans.com).

## **6. REPORT OF THE CHAIR**

### **a. Resolution in Support of the 4<sup>th</sup> Annual California Clean Air Day – Approved by Resolution No. 2021-38**

Chair Stone summarized the resolution.

Motion/Second: Pine/Medina

Ayes: Gee, Fraser, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

## **7. REPORT OF THE GENERAL MANAGER/CEO**

Carter Mau, Acting General Manager/CEO, noted that his report was in the packet. He recognized the extra hours of effort from operators and staff that went into putting out service for the first few days of the August run book while minimizing disruption of service to customers.

## **8. BOARD MEMBER REQUESTS/COMMENTS**

There were no requests.

## **9. RECESS TO COMMITTEE MEETINGS**

The Board meeting recessed to Committee meetings at 2:20 pm.

## **10. RECONVENE BOARD OF DIRECTORS MEETING**

Vice Chair Ratto reconvened the Board meeting at 3:16 pm.

## **11. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE**

Director Rose Guilbault reported on the following items:

### **SUBJECTS DISCUSSED:**

- a. Accessible Services Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Monthly Performance Report – July 2021

## **12. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE**

Director Josh Powell led the Board in voting on the following items together in one motion:

### RESOLUTIONS:

- a. Awarding a Contract to Jacobs Project Management Company for On-call Program Management Oversight Services for a Not-to-exceed Amount of \$2.5 Million for a Five-year Term – *Approved by Resolution No. 2021-39*
- b. Awarding a Contract to Stantec Consulting Services, Inc. for Preliminary Design of Electrical Infrastructure Upgrades for Two Bus Maintenance Facilities for a Not-to-exceed Amount of \$415,089 for a One-year Term – *Approved by Resolution No. 2021-40*

Motion/Second: Powell/Stone

Ayes: Gee, Fraser, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

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

Director Dave Pine led the Board in voting on the following items together in one motion:

### RESOLUTION:

- a. Declaring Pursuant to the Surplus Land Act that Certain Real Property Located at Sequoia Station is Exempt Surplus Land that is Not Necessary for the District's Use; Authorizing District Staff to Proceed to Negotiate to Dispose of the Property; Finding that Such Declaration is Exempt from the California Environmental Quality Act -- *Approved by Resolution No. 2021-41*

### MOTION:

- b. Acceptance of the US-101 Mobility Action Plan

Motion/Second: Pine/Medina

Ayes: Gee, Fraser, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

Director Dave Pine reported on the following item:

### SUBJECT DISCUSSED:

- c. San Mateo County Shuttle Study Update

### Public Comment:

Roland asked if there would be circulation analysis regarding Caltrain parking at Sequoia Station.

## **14. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE**

Director Marina Fraser reported on the following item:

SUBJECT DISCUSSED:

- a. State and Federal Legislative Update

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

Chair Stone noted that the correspondence was in the packet (available online).

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

Chair Stone announced the time and location of the next meeting as Wednesday, October 6, 2021 at 2:00 pm, with teleconference or location details to be provided prior to the meeting.

**17. GENERAL COUNSEL REPORT**

Ms. Cassman announced that following the closed sessions, the Board would likely reconvene into open session to report any actions taken.

Public Comment:

Roland proposed that the Board discuss prior violations of the Brown Act during the closed session. Chair Stone noted that discussion during the closed session was limited to the agenda items.

*The Board convened into closed session at 3:26 pm.*

- a. **Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Serenity Woods, et al. v. San Mateo County Transit District, et al.; San Mateo County Superior Court Case No. 18-CIV-06092**

- b. **Closed Session: Conference with Real Property Negotiators**

**Property: Sequoia Station Shopping Center on El Camino Real in Redwood City, APN 052-550-010**

**District Negotiators: Carter Mau, April Chan, and Joan Cassman**

**Negotiating Party: Lowe Enterprises**

**Under Negotiation: Price and Terms of Payment**

- c. **Closed Session: Conference with Legal Counsel – Anticipated Litigation. Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): Two Potential Cases**

- d. **Closed Session: Conference with Labor Negotiators Pursuant to Government Code Section 54957.6**

**Agency-designated Representatives: Pat Glenn and David Olmeda**

**Employee Organizations: Amalgamated Transit Union Local 1574 (Bus Operators, and Maintenance and Customer Service Employees) and International Brotherhood of Teamsters, Local 856 (All Units)**

*Chair Charles Stone left the closed session at approximately 5:56 pm.*

*The Board reconvened into open session at 5:57 pm.*

Ms. Cassman reported that for Item 17a, the Board unanimously approved a settlement in the amount of \$250,000.

**18. ADJOURN**

The meeting adjourned at 5:59 pm.

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).