

**San Mateo County Transit District (District)
1250 San Carlos Avenue, San Carlos, California
Minutes of Board of Directors Meeting**

June 1, 2022

Members Present: R. Guilbault, R. Medina, P. Ratto (Chair),
(In Person)

Members Present: M. Fraser, J. Gee, C. Groom, J. Powell (Vice Chair), C. Stone
(Via Teleconference)

Members Absent: D. Pine

Staff Present: C. Mau, J. Cassman, D. Olmeda, A. Chan, J. Brook, D. Seamans

1. Call to Order/Pledge of Allegiance

Chair Peter Ratto called the meeting to order at 2:00 pm and led the Pledge of Allegiance.

2. Roll Call

Dora Seamans, District Secretary, confirmed that a quorum of the Board was present.

3. Consent Calendar

- 3.a. Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board's and Committees' Ability to Meet Safely in Person – Approved by Resolution No. 2022-31**
- 3.b Approval of Minutes of the Board of Directors Meeting of May 4, 2022**
- 3.c Acceptance of Statement of Revenues and Expenses for the Period Ending April 30, 2022**
- 3.d Acceptance of Capital Projects Quarterly Status Report for 3rd Quarter Fiscal Year 2022**
- 3.e Acceptance of Quarterly Fuel Hedge Update**
- 3.f Execution of Contracts for Information Technology Licenses, Maintenance Services, and Professional Services – Approved by Resolution No. 2022-32**
- 3.g Execution of Contracts for Technology-related Products and Services Through Piggybacking Contracts and Cooperative Purchasing Programs – Approved by Resolution No. 2022-33**

Motion/Second: Groom/Guilbault

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

Noes: None

Absent: Pine

4. Public Comment for Items Not on the Agenda

Cathy Baird expressed her support for housing at the current SamTrans location in downtown San Carlos.

David Tuzman urged the Board to continue to explore incorporating housing into the redevelopment of SamTrans headquarters.

5. Report of the Chair

5.a Recognizing Lesbian, Gay, Bisexual, Transgender, and Queer Pride Month and Reaffirming a Commitment to Diversity, Equity, Access, and Inclusion – *Approved by Resolution No. 2022-34*

Chair Ratto read the text of the resolution.

Motion/Second: Medina/Guilbault

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

Noes: None

Absent: Pine

6. Report of the General Manager/CEO

6.a Reimagine SamTrans Update

Carter Mau, Acting General Manager/CEO, introduced Jonathan Steketee, Manager, Operations Planning, and Robert Casumbal, Director of Marketing, who provided the presentation.

Director Rose Guilbault asked how the multilingual materials would be distributed. Mr. Casumbal said some of the bus stop signs had Spanish and Chinese translations and they use multimedia outlets such as Telemundo for their advertising campaigns. She asked if there were also handouts, and Mr. Casumbal said the Rider's Digest is available on the buses.

Director Carole Groom asked if there were additional ways to engage and improve communication with the schools that the District has not yet tried. Mr. Steketee said the District's meetings with the San Mateo County Office of Education (SMCOE) have been very helpful and added that the District's media toolkit has helped educate the schools so that they can in turn educate the parents. Mr. Mau said that he would reach out to SMCOE Superintendent Nancy Magee, whom he said has been instrumental in SamTrans' efforts to improve communications to the schools.

Director Rico Medina commended staff on their community outreach efforts regarding the new bus stops in the City of San Bruno.

6.b General Manager/CEO Report - May 25, 2022

Mr. Mau thanked all the Board members and staff who participated in the special Board meeting workshop on May 27, and said he looked forward to future discussions and incorporating their input on the District's financial outlook, zero-emissions bus implementation, and the District headquarters building. He announced the Bus Roadeo on June 11 at the North Base Maintenance Yard.

7. Board Member Requests/Comments

There were no comments.

8. Recess to Committee Meetings

The Board meeting recessed to Committee meetings at 2:33 pm.

9. Reconvene Board of Directors Meeting

Chair Ratto reconvened the Board meeting at 4:10 pm.

10. Matters for Board Consideration: Community Relations Committee

Director Rose Guilbault reported on the following items:

- 10.a Accessible Services Update**
- 10.b Paratransit Coordinating Council Update**
- 10.c Citizens Advisory Committee Update**
- 10.d Monthly Performance Report | April 2022**

11. Matters for Board Consideration: Finance Committee

Director Marina Fraser led the Board in voting on the following items:

- 11.a Amending to Increase the Fiscal Year 2022 Capital Budget by \$15,005,478 for a New Budget of \$70,525,178 – Approved by Resolution No. 2022-35**
- 11.b Awarding a Contract to A-Z Bus Sales, Inc. for the Purchase and Delivery of 10 2022 Paratransit 350EL Vehicles for a Total Not-to-exceed Amount of \$871,299 and Authorizing the Disposition of 10 2017 Paratransit Minivan Vehicles – Approved by Resolution No. 2022-36**
- 11.c Awarding a Contract to New Flyer of America, Inc. for the Purchase and Delivery of 10 Hydrogen Fuel Cell Electric 40-foot Heavy-duty Low-floor Buses for an Estimated Amount of \$13,898,262 and Authorizing the Disposition of 10 2009 Gillig Diesel Buses – Approved by Resolution No. 2022-37**
- 11.d Awarding a Contract to Gillig, LLC for the Purchase and Delivery of 20 Battery Electric 40-foot Heavy-duty Low-floor Buses for an Estimated Amount of \$22,801,186 and Authorizing the Disposition of 20 2009 Gillig Diesel Buses – Approved by Resolution No. 2022-38**
- 11.e Adopting Fiscal Year 2023 Operating Budget in the Amount of \$231,916,131 and Fiscal Year 2023 Capital Budget in the Amount of \$30,604,672 – Approved by Resolution No. 2022-39**

11.f Awarding a Contract to Trapeze Software Group for Paratransit Scheduling Software and Services for a Total Not-to-exceed Amount of \$683,298 for a Five-year Base Term – The Board voted to continue the item to the July 6 Board meeting. – *Approved to continue to the July 6 Board meeting*

Motion/Second: Fraser/Guilbault

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

Noes: None

Absent: Pine

12. Matters for Board Consideration: Strategic Planning, Development, and Sustainability Committee

Director Carole Groom reported on the following items:

12.a Update on District’s Participation in the Regional Institutional Pass Pilot

12.b SamTrans Youth Unlimited Pilot Program Evaluation

13. Matters for Board Consideration: Legislative Committee

Director Rico Medina reported on the following item:

13.a State and Federal Legislative Update

14. Communications to the Board of Directors

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

15. Date and Time of Next Regular Meeting

Chair Ratto announced the time and location of the next meeting as Wednesday, July 6, 2022 at 2:00 pm, in person at the SamTrans Auditorium and via Zoom teleconference.

16. General Counsel Report

16.a Closed Session: Conference with Legal Counsel - Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Mario Serrano-Reyes v. San Mateo County Transit District, San Mateo County Superior Court, Case No. 20-CIV-03205

Joan Cassman, Legal Counsel, announced the closed session and noted that following the closed session, the Board would reconvene back into open session to consider a potential action.

The Board recessed to closed session at 4:16 pm and reconvened into open session at 4:42 pm.

The Board approved a final settlement in the amount of \$300,000.

Motion/Second: Medina/Groom

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

Noes: None

Absent: Pine

17. Adjourn

The meeting adjourned at 4:43 pm.

An audio/video recording of this meeting is available online at 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.