

**San Mateo County Transit District (District)
1250 San Carlos Avenue, San Carlos, California**

**Minutes of Finance Committee Meeting /
Committee of the Whole**

September 7, 2022

Committee Members Present: M. Fraser (Committee Chair), J. Gee, R. Guilbault

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: R. Medina, J. Powell, P. Ratto, Stone

Other Board Members Absent: C. Groom, D. Pine

Staff Present: J. Cassman, D. Olmeda, A. Chan, J. Brook, K. Scribner, D. Seamans

9.b.1 Call to Order

Committee Chair Marina Fraser called the meeting to order at 2:47 pm.

9.b.2 Approval of Minutes of Committee Meeting of August 3, 2022

Motion/Second: Powell/Gee

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

Noes: None

Absent: Groom, Pine

9.b.3 Authorize the Execution of the 2022 Amended and Restated Clipper Memorandum of Understanding

Bruce Thompson, Fare Operations Manager, provided the presentation, noting that there is currently a total of 22 agencies participating in Clipper throughout the region.

Director Charles Stone asked what the technology requirements and costs for implementation would be. Mr. Thompson said that all of the agencies in collaboration with MTC (Metropolitan Transportation Commission) are working together to define what the system will look like. He added that there should not be any incremental associated costs because they are contractually based, and that it is still to be decided how to allocate those costs back to the agencies.

Director Charles Stone left the meeting at 3:02 pm.

Motion/Second: Guilbault/Gee

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

Noes: None

Absent: Groom, Pine, Stone

Director Charles Stone joined the meeting at 3:04 pm.

9.b.4 Approval of Disadvantaged Business Enterprise Overall Goal for Federal Fiscal Years 2023-2025 for Federal Transit Administration-assisted Contracts

Wendy Lau, Manager, Office of Civil Rights, provided the presentation, which included agency goals, past use of federal funding, and anticipated projects and contracting opportunities.

Motion/Second: Medina/Gee

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

Noes: None

Absent: Groom, Pine

9.b.5. Increase the Budget for the Central Building Project by \$880,000 and Amend to Increase the Fiscal Year 2023 Capital Budget by a Corresponding Amount for a Total Capital Budget of \$31,484,672

April Chan, Acting Deputy General Manager/CEO, provided an overall update on the project, noting that staff is working with the City of San Carlos where the headquarters building is located. Brian Fitzpatrick, Director, Real Estate & Development, provided the presentation, which included an update on workforce housing assistance, working with the County of San Mateo, and developing a preferred alternative.

Motion/Second: Stone/Guilbault

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

Noes: None

Absent: Groom, Pine

9.b.6 Adjourn

The meeting adjourned at 3:19 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac>. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.