

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

Minutes of Board of Directors Meeting

September 7, 2022

Members Present: M. Fraser, J. Gee, R. Guilbault, R. Medina, J. Powell (Vice Chair), P. Ratto
(Via Teleconference) (Chair), C. Stone (left the meeting at 4:00 pm)

Members Absent: C. Groom, D. Pine

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

1. Call to Order/Pledge of Allegiance

Chair Peter Ratto called the meeting to order at 2:01 pm and led the Pledge of Allegiance.

2. Roll Call

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

3. Report from Closed Session at August 3 Board Meeting

3.a. Closed Session: Conference with Legal Counsel - Anticipated Litigation. Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Potential Case

Joan Cassman, Legal Counsel, said the Board directed staff on how to address the matter but that no official action was taken.

4. Consent Calendar

4.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, and Authorizing Remote Teleconference Board and Committee Meetings to Continue – Approved by Resolution No. 2022-52

4.b. Approval of Minutes of the Board of Directors Meeting of August 3, 2022

4.c. Acceptance of Statement of Revenues and Expenses for the Period Ending July 31, 2022

4.d. Acceptance of Capital Projects Quarterly Status Report - 4th Quarter Fiscal Year 2022

4.e. Acceptance of Quarterly Fuel Hedge Update

4.f. Award of Contract for the Rental, Purchase and Laundering of Work Clothing, Shop Towels, and Related Items – Approved by Resolution No. 2022-53

4.g. Award of Contract for Inspection and Maintenance of the Dumbarton Rail Bridge Navigation Lighting System – Approved by Resolution No. 2022-54

4.h. Execution of an Agreement with the San Mateo County Transportation Authority (TA) to Provide Funding to Receive General Engineering Consulting Services through the TA’s Consultant Bench – Approved by Resolution No. 2022-55

Motion/Second: Medina/Guilbault

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

Noes: None

Absent: Groom, Pine

5. Public Comment for Items Not on the Agenda

Nicholas Muys, Administrative Vice Principal, Menlo-Atherton High School, requested the reinstatement of Route 286 or a viable alternative to support reliable transportation for students coming from Ladera.

Josh Richman requested the reinstatement of Route 286, which many families rely on for transportation to Menlo-Atherton High School.

Jamie Rosen, Ladera resident, requested the reinstatement of Route 286, noting that 12 students rely on this route to get to and from Menlo-Atherton High School.

Director Charles Stone suggested that staff have an update item on the Reimagine changes.

Chair Ratto said that SamTrans endeavors to not cut service but that resources are limited, specifically there is a shortage of operators. He said that based on ridership, some routes were eliminated or combined with other routes.

6. Report of the Chair

6.a. Resolution Honoring Hispanic Heritage Month – Approved by Resolution No. 2022-56

Chair Ratto read the resolution into the record.

Motion/Second: Medina/Guilbault

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

Noes: None

Absent: Groom, Pine

6.b. Report of Attendance at 2022 American Public Transportation Association (APTA) Transit Board Members Conference

Chair Ratto noted that his report was in the packet.

6.c. Report of the General Manager/CEO Recruitment Ad Hoc Advisory Committee

Chair Ratto noted that SamTrans was actively recruiting a new General Manager/CEO to replace Carter Mau, Acting General Manager/CEO, who would be retiring later in the year.

He proposed that the Board reschedule the October 5 Board meeting to October 12 due to the Yom Kippur holiday. The Board voted to reschedule the regular October meeting:

Motion/Second: Guilbault/Medina

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

Noes: None

Absent: Groom, Pine

The Board voted to reschedule the meeting from October 5 to October 12:

Motion/Second: Powell/Guilbault

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

Noes: None

Absent: Groom, Pine

Chair Ratto recognized the student winners of the Art Takes a Bus Ride contest.

7. Report of the General Manager/CEO

Chair Ratto noted that April Chan, Acting Deputy General Manager/CEO, was filling in for Mr. Mau. Ms. Chan said that the report was in the packet. She noted that at the request of Director Stone and other Board members, there would be an update on Reimagine SamTrans at the October Board meeting.

8. Board Member Requests/Comments

There were no requests or comments.

9. Recess to Committee Meetings

The Board meeting recessed to Committee meetings at 2:27 pm.

10. Reconvene Board of Directors Meeting

Chair Ratto reconvened the Board meeting at 3:26 pm.

11. Matters for Board Consideration: Community Relations Committee

Director Rose Guilbault reported on the following items:

11.a. Accessible Services Update for September 7, 2022

11.b. Paratransit Coordinating Council Update

11.c. Citizens Advisory Committee Update

11.d. Mobility Management Report: Annual Summary

11.e. Monthly Performance Report | July 2022

12. Matters for Board Consideration: Finance Committee

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

12.a. Authorizing Execution of the 2022 Amended and Restated Clipper® Memorandum of Understanding with the Metropolitan Transportation Commission and Bay Area Transit Operators, and Related Actions – *Approved by Resolution No. 2022-57*

12.b. Adopting a 4.7 Percent Overall Disadvantaged Business Enterprise Goal for Federal Fiscal Years 2023-2025 for Federal Transit Administration-assisted Contracts –
Approved by Resolution No. 2022-58

12.c. Increasing the Budget for the Central Building Project by \$880,000 and Increasing the Fiscal Year 2022-23 Capital Budget by a Corresponding Amount for a Total Capital Budget of \$31,484,672 –
Approved by Resolution No. 2022-59

Motion/Second: Fraser/Guilbault

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

Noes: None

Absent: Groom, Pine

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/Time of Next Regular Meeting

Chair Ratto announced the time and location of the next meeting as Wednesday, October 12, 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): Pamela R. Scruggs v. San Mateo County Transit District; Northern District of California Case No. 3:20-cv-07909-SK

16.b. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Robert Garner v. Jerry Jordan, et al.; San Mateo County Superior Court Case No. 22-CIV-00171

Joan Cassman, Legal Counsel, announced that there were two lawsuits and noted that following the closed sessions, the Board would reconvene into open session to report on any actions taken.

The Board recessed to closed session at 3:31 pm.

Director Charles Stone left the meeting at 4:00 pm.

The Board reconvened into open session at 4:23 pm.

Ms. Cassman noted that for Item #16.a, the Board approved a final settlement in the amount of \$262,500. She noted that for Item #16.b, the Board authorized its outside attorney to settle the case.

17. Adjourn

The meeting adjourned at 4:24 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.