

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

Minutes of Board of Directors Meeting

August 2, 2023

Members Present: D. Canepa, M. Chuang, M. Fraser (Vice Chair), J. Gee (arrived at 2:46 pm), R. Medina, J. Powell (Chair), P. Ratto
(In Person)

Members Present: None
(Via Teleconference)

Members Absent: R. Mueller

Staff Present: A. Chan, D. Olmeda, J. Cassman, S. van Hoften, J. Brook, D. Seamans

1. Call to Order/Pledge of Allegiance

Chair Josh Powell called the meeting to order at 2:02 pm and requested that Director Peter Ratto lead the Pledge of Allegiance.

2. Roll Call

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

3. Consent Calendar

3.a. Approval of Minutes of the Board of Directors Meeting of July 12, 2023

3.b. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook

3.c. Acceptance of Capital Projects Quarterly Status Report for 4th Quarter Fiscal Year 2023

3.d. Information on Statement of Revenues and Expenses for the Period Ended June 30, 2023

Motion/Second: Canepa/Medina

Ayes: Canepa, Chuang, Fraser, Medina, Powell, Ratto

Noes: None

Absent: Gee, Mueller

4. Public Comment for Items Not on the Agenda

Roland said there was an explosion in Bakersfield on July 18 during refueling of a hydrogen bus with a fracture in the fuel tank and wanted the District to be aware and prevent any accidents.

5. Report of the Chair

Chair Powell said he had no report.

6. Report of the General Manager/CEO

April Chan, General Manager/CEO, said that Ride Plus has been in operation for close to two months and the initial free fare period has been extended to the end of October. She said the Bus Operations team has provided Caltrain bus bridge services during the electrification construction in the month of July. She noted that the Regional Network Management (RNM) Committee under MTC (Metropolitan Transportation Commission) will govern the work of the RNM Council, of which she and Michelle Bouchard, as General Manager and Executive Director for SamTrans and Caltrain respectively, are members. She said the RNM Council will start meeting in October to focus on providing a seamless regional transportation network.

Ms. Chan said per the Caltrain governance MOU (Memorandum of Understanding) that payment of \$15.2 million needs to be made by the two funding partners by August 4, 2023. She said that VTA (Santa Clara Valley Transportation Authority) has recently deposited \$9 million into the escrow account and she expects San Francisco will make its payment before the deadline.

Chair Powell asked when the full rollout of Clipper 2.0 would be. Ms. Chan said summer of 2024.

Public Comment:

Roland said the first Regional Network Management Committee meeting would be on September 8, and not in October.

7. Board Member Requests/Comments

There were no requests or comments.

8. Recess to Committee Meetings

The Board meeting recessed to Committee meetings at 2:11 pm.

9. Reconvene Board of Directors Meeting

Chair Powell reconvened the Board meeting at 3:14 pm.

10. Matters for Board Consideration: Community Relations Committee

Chair Powell 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 | June 2023**

11. Matters for Board Consideration: Finance Committee

Chair Powell led the Board in voting on the following items:

- 11.a. Approving and Ratifying the Insurance Program for Fiscal Year 2024 – *Approved by Resolution No. 2023-40***
- 11.b. Authorize the General Manager/CEO to Pursue Acquisition of a Headquarters Building Subject to Certain Parameters**

11.c. Awarding a Contract to CBRE, Inc. for Commercial Real Estate Brokerage Services for a One-year Base Term, with Up to Two One-year Option Terms, for the Acquisition of a New Headquarters Building – Approved by Resolution No. 2023-41

Motion/Second: Chuang/Medina

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Powell, Ratto

Noes: None

Absent: Mueller

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

Chair Powell reported on the following item:

12.a. 2025-2035 San Mateo County Transit District Strategic Plan Project Introduction

13. Matters for Board Consideration: Legislative Committee

Chair Powell reported on the following item:

13.a. State and Federal Legislative Update

14. Communications to the Board of Directors

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

15. Date/Time of Next Regular Meeting

Chair Powell announced the time and location of the next meeting as Wednesday, September 6, 2023 at 2:00 pm, in person at the SamTrans Auditorium and via Zoom teleconference.

16. General Counsel Report

Joan Cassman, Legal Counsel, said that she had nothing to report.

17. Adjourn

The meeting adjourned at 3:16 pm.

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