

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

Minutes of Board of Directors Meeting

March 6, 2024

Members Present: D. Canepa, M. Chuang, B. Esser, M. Fraser (Chair), J. Gee (Vice Chair),
(In Person) R. Medina, R. Mueller, J. Powell, P. Ratto

Members Present: None
(Via Teleconference)

Members Absent: None

Staff Present: A. Chan, K. Jordan Steiner, J. Cassman, S. van Hoften, D. Santoro,
J. Brook, D. Seamans

1. Call to Order/Pledge of Allegiance

Chair Marina Fraser called the meeting to order at 2:00 pm and requested that Director Josh Powell lead the Pledge of Allegiance.

2. Roll Call

District Secretary Dora 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 February 7, 2024

3.b. Acceptance of Statement of Revenues and Expenses for the Period Ending January 31, 2024

3.c. Acceptance of Quarterly Fuel Hedge Update

Motion/Second: Esser/Ratto

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

Noes: None

Absent: None

4. Public Comment for Items Not on the Agenda

Roberto, owner of Maldonado's Auto Body, said a bus stop location was taking up parking spaces in front of his business on Middlefield Road.

Jose Moreno, speaking on behalf of himself and with time ceded by his brother Raul who was also present, said that the relocation of the bus stop on Middlefield Road was taking four parking spaces away from the business. April Chan, General Manager/CEO, said that Government and Community Affairs staff would talk to them. Jessica Epstein, Director, Government and Community Affairs, and Charlsie Chang, Government Affairs Officer, spoke to the business owners following public comment.

Aleta Dupree requested having a bus stop near the Westin Hotel on Old Bayshore Highway in Millbrae. She said she was looking forward to trying out the new express bus to the airport.

5. Report of the Chair

Chair Fraser noted that she had attended Redwood City's Lunar New Year event, which featured the wrapped lunar new year SamTrans bus.

5.a. Proclamation Honoring Women's History Month

Tasha Bartholomew, Manager, Communications, summarized the proclamation in honor of Women's History Month. She highlighted upcoming events and workshops with subject matter experts to provide tips on March 22 to help and celebrate SamTrans' female employees.

Motion/Second: Chuang/Gee

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

Noes: None

Absent: None

6. Report of the General Manager/CEO

Ms. Chan said the report was in the packet. She said the District had kicked off the new runbook and the EPX (East Palo Alto) express bus route in early February. She said that staff is currently monitoring the EPX route to see if they need to make any adjustments. She said that due to the runbook starting on Superbowl Sunday, there were a number a of DNOs (Did Not Operate). She said that staff will take note of major events when planning for future runbook start dates.

She said on February 24, the SamTrans team participated in a Lunar New Year celebration in Redwood City, where red envelopes containing SamTrans day passes were handed out to encourage people to try SamTrans service. Ms. Chan said that MTC (Metropolitan Transportation Commission) Commissioners Papan and Canepa helped to organize a meeting with MTC to discuss Regional Measure 3 funding for improvements in the Dumbarton Corridor. She expressed her appreciation to the Commissioners for the meeting, and she reported that SamTrans is currently looking at reactivating the rail corridor for an exclusive transitway project.

Ms. Chan also announced that Mike Levinson, a long-time community leader and paratransit/disability advocate, recently passed away, and that the meeting would be adjourned in his memory.

Chair Fraser asked if Meta was involved in the new proposed partnership for the Dumbarton Corridor. Ms. Chan said it was not and they were seeking public funding for the project.

Director Ray Mueller suggested they reach out regarding the Dumbarton partnership to Menlo Park District 1 Representative Cecilia Taylor, and Ms. Chan confirmed that Government and Community Affairs staff would do so.

Public Comment:

Aleta Dupree supported public transit service across the Dumbarton Bridge. She said she looked forward to the EPX service and hoped the route would use electric buses.

Adina Levin, Menlo Together, a local organization in Menlo Park focusing on affordable housing and sustainable transportation and environmental justice, said the Belle Haven community was interested in improving bus service in their area and that the City of Menlo Park is working on this as a key element of their environmental justice initiative. She said there are opportunities to use funding to improve the existing service, which currently does not run on the weekend and is not reliable.

7. Board Member Requests/Comments

There were no requests or comments.

8. Recess to Committee Meetings

The Board meeting recessed to Committee meetings at 2:26 pm.

9. Reconvene Board of Directors Meeting

Chair Fraser reconvened the Board meeting at 3:42 pm.

10. Matters for Board Consideration: Community Relations Committee

Chair Fraser led the Board on voting on the following item:

10.a. Appointment of Member, Representing Multimodal Riders, to the Citizens Advisory Committee

Motion/Second: Powell/Medina

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

Noes: None

Absent: None

Chair Fraser reported on the following items:

10.b. Accessible Services Update

10.c. Citizens Advisory Committee Update

10.d. Paratransit Coordinating Council Update

10.e. Quarterly Report | Quarter 2 Fiscal Year 2024

10.f. Monthly Performance Report | January 2024

11. Matters for Board Consideration: Finance Committee

Chair Fraser reported on the following item:

11.a. Quarterly Financial Report and Outlook for Fiscal Years 2024 and 2025

Chair Fraser led the Board on voting on the following item:

11.b. Authorizing an Amendment to a Contract with Wipro, LLC to Upgrade the District's PeopleSoft Application from Version 9.1 to Version 9.2 in the Amount of \$2,409,776, and Increasing the Fiscal Year 2024 Capital Budget by \$3,259,776, from \$187,925,555 to \$191,185,331 – *Approved by Resolution No. 2024-4*

Motion/Second: Powell/Chuang

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

Noes: None

Absent: None

12. Matters for Board Consideration: Legislative Committee

Chair Fraser reported on the following item:

12.a. State and Federal Legislative Update

13. Communications to the Board of Directors

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

14. Date/Time of Next Regular Meeting

Chair Fraser announced the time and location of the next meeting as Wednesday, April 3, 2024 at 2:00 pm, in person at the SamTrans Auditorium and via Zoom teleconference.

15. General Counsel Report

15.a. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Pamela Scannell v. San Mateo County Transit District, et al., Superior Court of California, County of San Mateo, Case No. 22-CIV-00026

15.b. 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)

15.c. Closed Session: Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2): Two Potential Cases

Joan Cassman, Legal Counsel, announced the closed sessions and said she would provide a report-out at the next Board meeting on April 3.

The Board adjourned to closed session at 3:47 pm in memory of Mike Levinson.

16. Adjourn

The meeting adjourned at 5:57 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.