

BOARD OF DIRECTORS 2024

MARINA FRASER, CHAIR
JEFF GEE, VICE CHAIR
DAVID J. CANEPA
MARIE CHUANG
BROOKS ESSER
RICO E. MEDINA
RAY MUELLER
JOSH POWELL
PETER RATTO

APRIL CHAN
GENERAL MANAGER/CEO



Agenda

Board of Directors Meeting

June 5, 2024, 2:00 pm

San Mateo County Transit District

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Ave., San Carlos, CA

Members of the public may attend in-person or participate remotely via Zoom at: <https://us06web.zoom.us/j/87609824114?pwd=UGhLRjNXb2xWeFM3aBrNUxVbGNmQT09> or by entering Webinar ID: **876 0982 4114**, Passcode: **519746** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only.

Please Note the following COVID-19 Protocols for in-person attendance:

1. Visitors experiencing the following symptoms of COVID-19 may not enter the building:

| | | |
|---------------------|-------------|------------------------|
| Cough | Chills | Sore Throat |
| Shortness of Breath | Muscle Pain | Loss of Taste or Smell |
| Fever | | |

2. Wearing of masks is recommended but not required.

Public Comments: Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.samtrans.com/meetings>.

Oral public comments will also be accepted during the meeting in person and through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak and callers should dial *6 to unmute themselves when recognized to speak.

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

Each public comment is limited to two minutes or less. The Board and Committee Chairs have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

The video live stream will be available after the meeting at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>.

Wednesday, June 5, 2024

2:00 pm

1. Call to Order/Pledge of Allegiance

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

2. Roll Call

3. Report from Closed Sessions at May 1 Regular and Special Board Meetings

3.a. 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)

3.b. Closed Session: Conference with Real Property Negotiators pursuant to Government Code Section 54956.8

Property: 166 N. Rollins Road, Millbrae

Agency Negotiator: April Chan, District General Manager/CEO

Negotiating Party: Peninsula Corridor Joint Powers Board

Under Negotiation: Price and Terms of Lease

4. Consent Calendar

4.a. Approval of Minutes of the Board of Directors Regular and Special Meetings of May 1, 2024 Motion

4.b. Acceptance of Statement of Revenues and Expenses for the Period Ending April 30, 2024 Motion

4.c. Acceptance of Quarterly Fuel Hedge Update Motion

- 4.d. Authorization for the Execution of a Master Agreement and Program Supplements with the California Department of Transportation for State-funded Transit Projects Resolution
- 4.e. Awarding a Contract to NVB Equipment to Provide Vehicle Fire Suppression System Inspection and Maintenance Services for a Total Estimated Not-to-exceed Amount of \$659,800 for a Five-year Term Resolution
- 4.f. Awarding a Contract to Holland & Knight LLP for a Total Not-to-exceed Amount of \$512,000 for Federal Legislative Advocacy Services for Five Years Resolution
- 4.g. Awarding a Contract to Shaw Yoder Antwih Schmelzer & Lange, Inc. for a Total Not-to-exceed Amount of \$602,465 for State Legislative Advocacy Services for Five Years Resolution
- 5. Public Comment for Items Not on the Agenda
Comments by each individual speaker shall be limited to two (2) minutes. Items raised that require a response will be deferred for staff reply.
- 6. Report of the Chair
 - 6.a Proclamation Recognizing Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) Pride Month and Reaffirming a Commitment to Diversity, Equity, Inclusion, and Belonging Motion
- 7. Report of the General Manager/CEO Informational
- 8. Board Member Requests/Comments
- 9. Recess to Committee Meetings
 - 9.a. Community Relations Committee / Committee of the Whole
B. Esser (Chair), R. Mueller, P. Ratto
 - 9.a.1. Call to Order
 - 9.a.2. Approval of Minutes of the Community Relations Committee Meeting of May 1, 2024 Motion
 - 9.a.3. Accessible Services Update Informational
 - 9.a.4. Citizens Advisory Committee Update Informational

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|--------|---|---------------|
| 9.a.5. | Paratransit Coordinating Council Update | Informational |
| 9.a.6. | Quarterly Report Quarter 3 Fiscal Year 2024 | Informational |
| 9.a.7. | Monthly Performance Report April 2024 | Informational |
| 9.a.8. | Adjourn | |
| 9.b. | Finance Committee / Committee of the Whole <i>M. Chuang (Chair), D. Canepa, J. Powell</i> | |
| 9.b.1. | Call to Order | |
| 9.b.2. | Approval of Minutes of the Finance Committee Meeting of April 3, 2024 | Motion |
| 9.b.3. | Awarding a Contract to Trapeze Software Group, Inc. for the Purchase, Configuration, Implementation, Subscription, and Maintenance of Trapeze Enterprise Asset Management System for a Not-to-exceed Amount of \$7,995,520 for a Ten-year Base Term, and Authorizing Exercise of Five One-year option Terms for an Additional Not-to-exceed Amount of \$2,925,466 | Motion |
| 9.b.4. | Annual Audit of Measure W Sales Tax Revenues and Expenditures for the Fiscal Year Ended June 30, 2023 | Informational |
| 9.b.5. | Quarterly Financial Report and Outlook for Fiscal Years 2024 and 2025 | Informational |
| 9.b.6. | Adjourn | |
| 9.c. | Strategic Planning, Development, and Sustainability Committee / Committee of the Whole <i>D. Canepa (Chair), R. Medina, J. Powell</i> | |
| 9.c.1. | Call to Order | |
| 9.c.2. | Approval of Minutes of the Strategic Planning, Development, and Sustainability Committee Meeting of May 1, 2024 | Motion |
| 9.c.3. | Customer Acquisition and Experience Strategy | Informational |

- 9.c.4. Adjourn
- 9.d. Legislative Committee / Committee of the Whole
P. Ratto (Chair), J. Gee, R. Medina
 - 9.d.1. Call to Order
 - 9.d.2. Approval of Minutes of the Legislative Committee Meeting of May 1, 2024 Motion
 - 9.d.3. State and Federal Legislative Update and Approval of Legislative Proposal: Support Assembly Bill (AB) 1837 (Papan) Motion
 - 9.d.4. Adjourn
- 10. Reconvene Board of Directors Meeting
- 11. Matters for Board Consideration: Community Relations Committee
 - 11.a. Accessible Services Update Informational
 - 11.b. Citizens Advisory Committee Update Informational
 - 11.c. Paratransit Coordinating Council Update Informational
 - 11.d. Quarterly Report | Quarter 3 Fiscal Year 2024 Informational
 - 11.e. Monthly Performance Report | April 2024 Informational
- 12. Matters for Board Consideration: Finance Committee
 - 12.a. Awarding a Contract to Trapeze Software Group, Inc. for the Purchase, Configuration, Implementation, Subscription, and Maintenance of Trapeze Enterprise Asset Management System for a Not-to-exceed Amount of \$7,995,520 for a Ten-year Base Term, and Authorizing Exercise of Five One-year option Terms for an Additional Not-to-exceed Amount of \$2,925,466 Resolution
 - 12.b. Annual Audit of Measure W Sales Tax Revenues and Expenditures for the Fiscal Year Ended June 30, 2023 Informational

- 12.c. Quarterly Financial Report and Outlook for Fiscal Years 2024 and 2025 Informational
- 13. Matters for Board Consideration: Strategic Planning, Development, and Sustainability Committee
 - 13.a. Customer Acquisition and Experience Strategy Informational
- 14. Matters for Board Consideration: Legislative Committee
 - 14.a. State and Federal Legislative Update and Approval of Legislative Proposal: Support Assembly Bill (AB) 1837 (Papan) Motion
- 15. Communications to the Board of Directors Informational
- 16. Date/Time of Next Regular Meeting – Wednesday, July 10, 2024 at 2:00 pm
The meeting will be accessible via Zoom teleconference and/or in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Please see the meeting agenda for more information.
- 17. General Counsel Report
 - 17.a. Declaring the Uncertainty of Compensation of Administrative Employees as of the Pay Period Including July 1, 2024 Resolution
 - 17.b. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): SC Transit Village, LLC, et al. v. San Mateo County Transit District, et al., Superior Court of California, County of San Mateo, Case No. 22-CIV-04642
 - 17.c. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Estate of Nemesio Isorena, et al. v. San Mateo County Transit District, et al., Superior Court of California, County of San Mateo, Case No. 23-CIV-05309
 - 17.d. 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)

17.e. Closed Session: Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8

Property: 166 N. Rollins Road, Millbrae

Agency Negotiator: April Chan, District General Manager/CEO

Negotiating Party: Peninsula Corridor Joint Powers Board

Under Negotiation: Price and Terms of Lease

18. Adjourn

Information for the Public

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans website at: <https://www.samtrans.com/meetings>. Communications to the Board of Directors can be emailed to board@samtrans.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

Date and Time of Board and Citizens Advisory Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm;
SamTrans Citizens Advisory Committee (CAC): Last Wednesday of the month, 6:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the website.

Location of Meeting

This meeting will be held in-person at: San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Members of the public may attend in-person or participate remotely via Zoom as per the information provided at the top of the agenda.

*Should Zoom not be operational, please check online at: <https://www.samtrans.com/meetings> for any updates or further instruction.

Public Comment

Members of the public may participate remotely or in person. Public comments may be submitted by comment card in person and given to the District Secretary. Prior to the meeting's call to order, public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.samtrans.com/meetings>.

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Accessible Public Meetings/Translation

Upon request, SamTrans will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.