

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

**Minutes of Board of Directors Meeting
June 5, 2024**

Members Present: D. Canepa (arrived at 2:35 pm), B. Esser, M. Fraser (Chair), J. Gee (Vice Chair), R. Medina, J. Powell, P. Ratto
(In Person)

Members Present: None
(Via Teleconference)

Members Absent: M. Chuang, R. Mueller

Staff Present: A. Chan, K. Jordan Steiner, D. Olmeda, 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 Peter Ratto lead the Pledge of Allegiance.

2. Roll Call

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

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

Joan Cassman, Legal Counsel, said regarding Item 3.a that labor negotiations were still ongoing and that there were no reportable actions for either of the closed sessions.

4. Consent Calendar

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

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

- 4.c. **Acceptance of Quarterly Fuel Hedge Update**
- 4.d. **Authorization for the Execution of a Master Agreement and Program Supplements with the California Department of Transportation for State-funded Transit Projects – Approved by Resolution No. 2024-15**
- 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 – Approved by Resolution No. 2024-16**
- 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 – Approved by Resolution No. 2024-17**
- 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 – Approved by Resolution No. 2024-18**

Motion/Second: Medina/Esser

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

Noes: None

Absent: Canepa, Chuang, Mueller

5. Public Comment for Items Not on the Agenda

There were no comments.

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

Randol White, Manager, Communications, summarized the proclamation in recognition of LGBTQ Pride Month.

Motion/Second: Gee/Ratto

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

Noes: None

Absent: Canepa, Chuang, Mueller

7. Report of the General Manager/CEO

April Chan, General Manager/CEO, said the report was in the packet. She provided highlights that included the following:

- Senate Bill (SB) 1031, which would put a transportation funding measure on the ballot, is no longer going forward. Because fiscal cliffs for a number of transit agencies are still happening, Senators Wiener and Wahab are regrouping to continue work with MTC (Metropolitan Transportation Commission), along with the transit agencies on the need for funding and how to proceed going forward.

- The Governor’s May Revise Budget does not significantly impact SamTrans. Ms. Chan discussed some of the impacts of the Governor’s budget on the TA and Caltrain.
- On May 31, Republic Urban Properties, the real estate developer of the new headquarters building in Millbrae sold its interest to Swift Real Estate Partners. Swift Real Estate Partners has a good reputation as a project partner. Design work has resumed and the District is still working towards a late 2025 schedule for the new headquarters.
- The District is working with MTC on Regional Measure 3 (RM3) to secure funding for the Dumbarton Corridor. There will be an item on this topic at the July 10 Board meeting.
- Two new bus wraps commemorating Pride Month and Juneteenth were unveiled. Li Kong (Ko), from Creative Services, designed the Pride wrap and Kalief Porter-Brown, a transit instructor, designed the Juneteenth wrap.

Chair Fraser thanked Ms. Chan and staff who worked on SB 1031.

Public Comment:

Adina Levin, Seamless Bay Area and Friends of Caltrain, said she was glad that there was the opportunity to do further work on the issues that had arisen with SB 1031.

8. Board Member Requests/Comments

There were no requests or comments.

9. Recess to Committee Meetings

The Board meeting recessed to Committee meetings at 2:16 pm.

Director David Canepa arrived at 2:35 pm.

10. Reconvene Board of Directors Meeting

Chair Fraser reconvened the Board meeting at 4:09 pm.

11. Matters for Board Consideration: Community Relations Committee

Chair Fraser reported on the following items:

- 11.a. Accessible Services Update**
- 11.b. Citizens Advisory Committee Update**
- 11.c. Paratransit Coordinating Council Update**
- 11.d. Quarterly Report | Quarter 3 Fiscal Year 2024**
- 11.e. Monthly Performance Report | April 2024**

12. Matters for Board Consideration: Finance Committee

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

- 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 – Approved by Resolution No. 2024-19**

Motion/Second: Ratto/Medina

Ayes: Canepa, Esser, Fraser, Gee, Medina, Ratto

Noes: None

Abstentions: Powell

Absent: Chuang, Mueller

Chair Fraser reported on the following items:

- 12.b. Annual Audit of Measure W Sales Tax Revenues and Expenditures for the Fiscal Year Ended June 30, 2023**

- 12.c. Quarterly Financial Report and Outlook for Fiscal Years 2024 and 2025**

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

Chair Fraser reported on the following item:

- 13.a. Customer Acquisition and Experience Strategy**

14. Matters for Board Consideration: Legislative Committee

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

- 14.a. State and Federal Legislative Update and Approval of Legislative Proposal: Support Assembly Bill (AB) 1837 (Papan)**

Motion/Second: Gee/Esser

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

Noes: None

Abstentions: Canepa

Absent: Chuang, Mueller

15. Communications to the Board of Directors

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

16. Date/Time of Next Regular Meeting

Chair Fraser announced the time and location of the next meeting as Wednesday, July 10, 2024 at 2:00 pm, in person at the SamTrans Auditorium and via Zoom teleconference.

17. General Counsel Report

17.a Declaring the Uncertainty of Compensation of Administrative Employees as of the Pay Period Including July 1, 2024 – Approved by Resolution No. 2024-20

Ms. Cassman reviewed the resolution.

Motion/Second: Ratto/Canepa

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

Noes: None

Absent: Chuang, Mueller

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 Labor Negotiators Pursuant to Government Code Section 54957.6

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17.d. Closed Session: Conference with Real Property Negotiators pursuant to Government Code Section 54956.8

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Negotiating Party: Peninsula Corridor Joint Powers Board

Under Negotiation: Price and Terms of Lease

Ms. Cassman announced the closed sessions and said she would provide a report-out at the next regular Board meeting on July 10 as no action was anticipated today.

The Board adjourned to closed session at 4:16 pm.

18. Adjourn

The meeting adjourned at 6:18 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.