

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

**Minutes of Board of Directors Meeting
August 7, 2024**

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

Members Present: D. Canepa (joined from 3:52 to 5:00 pm)
(Via Teleconference)

Members Absent: M. Chuang, R. Mueller

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

2. Roll Call

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

3. Report from Closed Sessions at July 10 Board Meeting

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

Shayna van Hoften, Legal Counsel, said there were no reportable actions for either of the two closed sessions.

4. Consent Calendar

4.a. Approval of Minutes of the Board of Directors Meeting of July 10, 2024

4.b. Acceptance of Capital Projects Quarterly Status Report for 4th Quarter Fiscal Year 2024

4.c. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook

4.d. Adopting an Organizational Conflict of Interest Policy for Design-build Projects – *Approved by Resolution No. 2024-24*

4.e. Information on Statement of Revenues and Expenses for the Period Ended June 30, 2024

Motion/Second: Medina/Gee

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. Report from Attendance at the APTA Board Member Seminar in San Jose, CA from July 14 through July 16, 2024

Director Brooks Esser provided the report on behalf of himself and Director Marie Chuang on their attendance at the recent APTA (American Public Transportation Association) seminar.

6.b. Proclamation in Honor of Sammi Riley

Chair Fraser introduced Sammi Riley, retiring member of the Paratransit Advisory Council, and presented the proclamation.

Public Comment:

Ben McMullan, Paratransit Advisory Council Chair, thanked Ms. Riley for all her contributions.

Ms. Riley expressed her appreciation of the Redi-Wheels program.

Motion/Second: Gee/Medina

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

Noes: None

Absent: Canepa, Chuang, Mueller

6.c. Proclamation Expressing Appreciation to Dora Seamans

Chair Fraser summarized the proclamation commemorating Ms. Seamans on her years of service to the SamTrans Board. The Directors expressed their appreciation of her work with the Board and wished her well in her future endeavors.

Public Comment:

Roland Lebrun thanked Ms. Seamans for her assistance over the years in responding to his requests for information.

Motion/Second: Gee/Medina

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

Noes: None

Absent: Canepa, Chuang, Mueller

7. Report of the General Manager/CEO

7.a. General Manager/CEO Report – July 31, 2024

April Chan, General Manager/CEO, expressed appreciation to Ms. Riley. She commended Ms. Seamans on her professionalism and dedication.

She provided highlights that included the following:

- She and Vice Chair Jeff Gee were on a panel with CEOs and Board members from three other transit agencies at the APTA Board Member Seminar. They discussed how to establish effective relationship between CEOs and their Boards.
- SamTrans received an outstanding agency award from APTA as a medium-sized transit agency with 3 to 15 million in annual ridership. In celebrating the honors, we will be offering a free transit day to express appreciation to riders. As of June 30, 2024, SamTrans achieved 10 million in annual ridership.
- Update on the regional transportation measure and MTC's formation of a Select Committee, the membership of which includes Supervisor David Canepa representing San Mateo County. The goal of the MTC Select Committee is to agree on a funding framework by year's end in time for legislative cycle starting in 2025.
- Merchandise is now available at the SamTrans online store, which is taking pre-orders for holiday sweaters, among others.

7.b. Equal Employment Opportunity (EEO) District Data Report

Wendy Lau, Deputy Director, Office of Civil Rights, provided the presentation on the District's workforce statistics covering January 1 through June 14, 2024.

Chair Fraser asked if there were any women mechanics at SamTrans. Ms. Lau said they have a very low number and that it is a national issue.

8. Board Member Requests/Comments

There were none.

9. Recess to Committee Meetings

The Board meeting recessed to Committee meetings at 2:43 pm.

10. Reconvene Board of Directors Meeting

Chair Fraser reconvened the Board meeting at 3:25 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 Advisory Council Update**
- 11.d. Monthly Performance Report | June 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 T & J Lewis, Inc. dba Classic Graphics for Bus Wrap, Bodywork, and Painting Services for a Total Not-to-exceed Amount of \$4,464,075 for a Five-year Term – Approved by Resolution No. 2024-25**

Motion/Second: Gee/Powell

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

Noes: None

Absent: Canepa, Chuang, Mueller

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

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

- 13.a. Expansion of Same-day Paratransit Service Pilot Program**

Motion/Second: Esser/Medina

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

Noes: None

Absent: Canepa, Chuang, Mueller

14. Matters for Board Consideration: Legislative Committee

Chair Fraser reported on the following item:

- 14.a. State and Federal Legislative Update**

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, September 4, 2024 at 2:00 pm, in person at the SamTrans Auditorium and via Zoom teleconference.

17. General Counsel Report

- 17.a. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Paul Ghenis v. San Mateo County Transit District, et al., Superior Court of California, County of San Mateo, Case No. 20-CIV-04138**
- 17.b. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Christine Ferrera v. San Mateo County Transit District, et al., Superior Court of California, County of San Mateo, Case No. 20-CIV-01688**

- 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
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Under Negotiation: Price and Terms of Lease

Ms. van Hoften announced the closed sessions and said she would provide a report-out at the next regular Board meeting on September 4 as no action was anticipated following the closed sessions.

The Board adjourned to closed session at 3:28 pm.

Director David Canepa joined the meeting from 3:52 to 5:00 pm.

18. Adjourn

The meeting adjourned at 5:22 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.