

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA
MINUTES OF BOARD OF DIRECTORS MEETING
MARCH 4, 2020**

MEMBERS PRESENT: R. Collins, M. Fraser, R. Guilbault, K. Matsumoto (Chair), D. Pine, J. Powell, P. Ratto (Vice Chair), C. Stone

MEMBERS ABSENT: C. Groom

STAFF PRESENT: J. Hartnett, C. Mau, J. Cassman, D. Olmeda, D. Hansel, A. Chan, J. Brook, D. Seamans

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Karyl Matsumoto called the meeting to order at 2:03 pm and led the Pledge of Allegiance.

2. ROLL CALL

Dora Seamans, District Secretary, called the roll and confirmed a quorum was present.

3. CONSENT CALENDAR

- a. Approval of Minutes of the Board of Directors Meeting of February 5, 2020**
- b. Acceptance of Statement of Revenues and Expenses for January 2020**
- d. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Period Ending December 31, 2019**
- e. Rejection of Bid from EPS, Inc., dba Express Plumbing and Authorize Negotiation of Contract for Plumbing Tests, Inspections, and Maintenance on the Open Market – Approved by Resolution No. 2020-8**
- f. Declare an Emergency for the Natural Gas Line Replacement at South Base and Ratify an Emergency Procurement – Approved by Resolution No. 2020-9**

The Board voted to accept and approve all items except Item 3c.

Motion/Second: Stone/Fraser

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

c. Acceptance of Capital Projects Quarterly Status Report 2nd Quarter FY 2020

Chair Matsumoto asked if the two electric buses were on the roads. David Olmeda, Chief Operating Officer, Bus, said yes. Chair Matsumoto asked which routes they are on. Mr. Olmeda said that the buses are not dedicated to any particular routes and that they need to be tested on all routes.

Motion/Second: Ratto/Guilbault

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Andy Chow asked how SamTrans is mitigating the impact of the corona virus on ridership.

Jim Hartnett, General Manager/CEO, said he would address the issue in his general manager's report.

5. REPORT OF THE CHAIR

Chair Matsumoto said she and Directors Charles Stone, Josh Powell, and Vice Chair Peter Ratto recently attended the State of the Valley representing SamTrans.

6. REPORT OF THE GENERAL MANAGER/CEO

a. Presentation of Operator and Maintenance Awards

Mr. Hartnett presented the awards to Jairo Patino for Maintenance and Andrew Cheung for Operator.

He announced that Director Dave Pine would be receiving an award at the upcoming National Climate Leadership Conference in Detroit.

Mr. Hartnett said the District was reminding employees and riders to follow hygiene guidelines. He reviewed the District's routine daily sanitizing practices on the buses.

7. BOARD MEMBER REQUESTS/COMMENTS

a. Report on the Reimagine Ad Hoc Committee Meeting of February 14, 2020

Vice Chair Ratto provided a summary of the recent Reimagine meeting.

Chair Matsumoto noted a request from Colma Mayor John Goodwin regarding informing their veteran population about the transit services available to them. Mr. Hartnett said that staff would be in touch with her.

8. RECESS TO COMMITTEE MEETINGS

The Board meeting recessed to committee meetings at 2:34 pm.

9. RECONVENE BOARD OF DIRECTORS MEETING

Chair Matsumoto reconvened the Board meeting at 3:23 pm.

10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

Director Fraser reported on the following items:

SUBJECTS DISCUSSED:

- b. Accessibility Update
- c. Paratransit Coordinating Council Update
- d. Citizens Advisory Committee Update
- e. Multimodal Ridership Report – January 2020

11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

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

RESOLUTIONS:

- a. Awarding a Contract to Serra Yellow Cab, Inc. for Provision of On-Demand Taxi and Wheelchair Accessible Ride Services for a Not-to-exceed Amount of \$250,000 for a Two-year-Term – *Approved by Resolution No. 2020-10*
- b. Resolution Authorizing the Submittal of Grant Applications and the Execution of Agreements with the California Department of Transportation for Federal Transit Administration Section 5311 Funds – *Approved by Resolution No. 2020-11*

Motion/Second: Powell/Stone

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

12. MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE

Director Pine reported on the following item:

SUBJECT DISCUSSED:

- a. Update on Completion of OnDemand Pilot and Resumption of FLX Pacifica Service

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

Director Collins led the Board on voting on the following item:

MOTION:

- a. State and Federal Legislative Update and Approval of Legislative Proposals

Motion/Second: Collins/Stone

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

14. GENERAL COUNSEL REPORT

Joan Cassman, Legal Counsel, said there was no report.

15. COMMUNICATIONS TO THE BOARD OF DIRECTORS

Chair Matsumoto noted that the correspondence was in the packet.

16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Matsumoto announced the time and location of the next meeting as Wednesday, April 1, 2020 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

Mr. Hartnett noted that the Board retreat is scheduled for March 20 in Half Moon Bay.

17. ADJOURN

The Board meeting adjourned at 3:27pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.