

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

**MEMBERS PRESENT:** R. Collins (joined at 2:05 pm), M. Fraser, R. Guilbault, K. Matsumoto  
**(Via Teleconference)** (Chair), D. Pine, J. Powell, P. Ratto (Vice Chair), C. Stone (joined at  
3:02 pm)  
**MEMBERS ABSENT:** C. Groom  
**STAFF PRESENT:** J. Hartnett, C. Mau, J. Cassman, D. Olmeda, A. Chan, J. Brook,  
D. Seamans

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Karyl Matsumoto called the meeting to order at 2:00 pm and led the Pledge of Allegiance.

**2. ROLL CALL**

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

**3. GENERAL COUNSEL REPORT**

**a. Report From Closed Session From October 7 Special Board Meeting: Conference With Legal Counsel – Existing Litigation Pursuant To Government Code Section 54956.9(D)(1): Claim Of Nene P. Castellanos**

Joan Cassman, Legal Counsel, reported that the Board gave authority to staff to settle the claim for \$130,000.

**4. PUBLIC HEARING/CONSIDERATION OF RESOLUTION OF NECESSITY** (regarding  
201 Gateway Boulevard, South San Francisco, CA 94080)

Chair Matsumoto announced that the public hearing was continued to the December 2 Board meeting.

**5. CONSENT CALENDAR**

- a. Approval of Minutes of the Board of Directors Meeting of October 7, 2020**
- b. Approval of Minutes of the Board of Directors Special Meeting of October 7, 2020**
- c. Approval of Minutes of the Board of Directors Special Meeting/Board Workshop of October 12, 2020**
- d. Acceptance of Statement of Revenues and Expenses for the Period Ending September 30, 2020**
- e. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended September 30, 2020**

Motion/Second: Guilbault/Powell

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

Noes: None

Absent: Collins, Groom, Stone

## **6. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

There were no comments.

## **7. REPORT OF THE CHAIR**

Chair Matsumoto said that she had appointed an ad hoc committee consisting of Directors Guilbault and Powell to nominate the Board chair and vice chair for 2021.

*Director Ron Collins joined the meeting at 2:05 pm*

## **8. REPORT OF THE GENERAL MANAGER/CEO**

Jim Hartnett, General Manager/CEO, said that the report was in the packet. He said that regional Measure RR supporting Caltrain funding was likely to pass. Director Dave Pine said he was happy at the tentative passing of Measure RR.

Carter Mau, Deputy General Manager/CEO, provided a presentation on the timeline of the District's response to COVID-19 impacts.

Chair Matsumoto expressed her appreciation to Board members and staff.

Director Rose Guilbault said that the continued running of the buses throughout the pandemic has been reassuring to all.

Mr. Hartnett shared a positive letter from a SamTrans customer.

## **9. BOARD MEMBER REQUESTS/COMMENTS**

There were no requests or comments.

## **10. RECESS TO COMMITTEE MEETINGS**

The Board meeting recessed to Committee meetings at 2:42 pm.

## **11. RECONVENE BOARD OF DIRECTORS MEETING**

Chair Matsumoto reconvened the Board meeting at 3:32 pm.

## **12. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE**

Director Marina Fraser reported on the following items:

### **SUBJECTS DISCUSSED:**

- a. Accessible Services Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Multimodal Ridership Report – September 2020

### **13. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE**

Director Josh Powell led the Board on voting on the following items in one motion:

#### RESOLUTIONS:

- a. Awarding a Contract to Golden Bay Construction, Inc., for Replacement of the North Base Bus Facility Industrial Brake Pit Waste Line for a Total Amount of \$348,857 – *Approved by Resolution No. 2020-41*
- b. Amending the Public Safety Communications Services Agreement with the County of San Mateo to Extend the Agreement for an Additional Five-year Period for an Estimated Amount of \$262,464 – *Approved by Resolution No. 2020-42*
- c. Amending the Investment Policy for the San Mateo County Transit District and Paratransit Trust Funds – *Approved by Resolution No. 2020-43*
- d. Reauthorizing Investment of San Mateo County Transit District Funds in the Local Agency Investment Fund – *Approved by Resolution No. 2020-44*

Motion/Second: Powell/Guilbault

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

Noes: None

Absent: Groom

Director Powell reported on the following item:

#### SUBJECT DISCUSSED:

- e. Fuel Hedging Update

### **14. MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE**

Director Dave Pine led the Board on voting on the following items in one motion:

#### RESOLUTIONS:

- a. San Mateo County Transit District (SamTrans) Supports an Alternative to Plan Bay Area (PBA) 2050 Strategy EN7: "Institute Telecommuting Mandates for Major Office-Based Employers" – *Approved by Resolution No. 2020-45*
- b. Authorizing Participation in the Clipper START Regional Means-Based Fare Pilot Program, Approving the Associated Title VI Analysis, Making Findings under the California Environmental Quality Act, and Updating the Fare Structure– *Approved by Resolution No. 2020-46*

Motion/Second: Stone/Pine

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

Noes: None

Absent: Groom

### **15. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE**

Director Ron Collins reported on the following item:

#### SUBJECT DISCUSSED:

- a. State and Federal Legislative Update

## **16. COMMUNICATIONS TO THE BOARD OF DIRECTORS**

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

## **17. DATE, TIME AND PLACE OF NEXT REGULAR MEETING**

Chair Matsumoto announced the time and location of the next meeting as Wednesday, December 2, 2020 at 2:00 pm, with teleconference details to be provided prior to the meeting.

## **18. GENERAL COUNSEL REPORT**

### **a. Closed Session: Conference with Labor Negotiator Pursuant to Government Code Section 54957.6**

**Agency-designated Representatives: Pat Glenn, Juliet Nogales-DeGuzman, David Olmeda**

**Employee Organization: International Brotherhood of Teamsters, Local 856 (All Units)**

### **b. Closed Session: Conference with Labor Negotiator Pursuant to Government Code Section 54957.6**

**Agency-designated Representatives: Pat Glenn, Juliet Nogales-DeGuzman, David Olmeda**

**Employee Organization: Amalgamated Transit Union, Local 1574 (All Units)**

Ms. Cassman announced that she would report on any action taken in the closed sessions at the December regular Board meeting.

## **19. ADJOURN**

The Board meeting adjourned at 3:39 pm.

An audio/video recording of this meeting is available online at [www.samtrans.com](http://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](mailto:board@samtrans.com).