

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA
MINUTES OF BOARD OF DIRECTORS MEETING
DECEMBER 2, 2020**

MEMBERS PRESENT: R. Collins, M. Fraser, C. Groom, R. Guilbault, K. Matsumoto, D. Pine
(Via Teleconference) (left at 5:03 pm), J. Powell, P. Ratto (Vice Chair), C. Stone (Chair)

MEMBERS ABSENT: None

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

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Outgoing Chair Karyl Matsumoto called the meeting to order at 2:02 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 FROM NOVEMBER 4 CLOSED SESSIONS

- a. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
Employee Organization: International Brotherhood of Teamsters, Local 856 (All Units)**
- b. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
Employee Organization: Amalgamated Transit Union, Local 1574 (All Units)**

Joan Cassman, Legal Counsel, reported that at the November 4 closed sessions, the Board was advised that there was an extension of the agreements with no change in economic terms and that negotiations will resume next year. She noted that the Board will take final action on Consent Item #5e for a one-year extension of the Collective Bargaining Agreements with Teamsters Union, Local 856.

4. PUBLIC HEARING/CONSIDERATION OF RESOLUTION OF NECESSITY (Continued from October 7, 2020)

- a. Property Location: 201 Gateway Blvd., South San Francisco, CA 94080
APN: 015-024-240
Property Owner: Healthpeak Life Science Properties, Inc.**

- 1. Chair Matsumoto opened the public hearing.
- 2. Brian Fitzpatrick, Director, Real Estate and Property Development, provided the presentation.
- 3. Chair Matsumoto called for any public comment.

Drew Cressman, Healthpeak Life Science Properties, Inc., summarized Healthpeak's opposition to the overhead power lines coming across their property. He said they are working with District staff on an underground option where the power lines would go to the westernmost point on their property and then go up and across the railway easement. He requested that in passing the resolution that the Board direct staff to

continue to negotiate with them on an underground option for the power lines, and to postpone commencement of the eminent domain lawsuit.

4. Chair Matsumoto closed the public hearing.

Jim Hartnett, General Manager/CEO, said it was important that the resolution of necessity and the legal options that arise from it be maintained so that the District can proceed in accordance with the process and the schedule.

Mr. Fitzpatrick said that the District and its partners at Healthpeak recognized that an option for drilling under the Caltrain right of way is risky and potentially time-consuming. He said the solution they are attempting to implement avoids that risk of drilling under the Caltrain right-of-way, which contains many utilities, including a gas line that serves the airport.

5. Chair Matsumoto expressed appreciation for Healthpeak's working relationship with staff and noted that Healthpeak was willing to pay their full share. She proposed language for adoption by the Board.

Approved by Resolution No. 2020-47:

Motion/Second: Stone/Collins

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

Noes: None

Absent: None

5. CONSENT CALENDAR

- a. Approval of Minutes of the Board of Directors Meeting of November 4, 2020**
- b. Acceptance of Statement of Revenues and Expenses for the Period Ending October 31, 2020**
- c. Acceptance of Capital Projects Quarterly Status Report 1st Quarter FY 2021**
- d. Approval of Continuation of the Safe Harbor Transit Ticket Program**
- e. Approving the One-year Extension of the Collective Bargaining Agreements with Teamsters Union, Local 856 -- Approved by Resolution No. 2020-48**
- f. Renewal of Delta Dental Insurance Contract -- Approved by Resolution No. 2020-49**

Motion/Second: Groom/Stone

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

Noes: None

Absent: None

6. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no comments.

7. REPORT OF THE CHAIR

a. Report of the Public Member Nominating Committee and Appointment of Two Public Member Seats for Four-year Terms Ending 12/31/2024 (Directors Groom, Ratto, and Stone)

Director Carole Groom said they had interviewed six candidates and that they recommended Josh Powell and Rose Guilbault to continue in their roles based on their experience. She noted that the Committee also recommended that the other applicants be invited to apply to the Citizens Advisory Committee.

Motion/Second: Groom/Stone

Public members do not vote

Ayes: Collins, Groom, Pine, Stone, Ratto, Matsumoto

Noes: None

Absent: None

b. Report of the 2021 Chair and Vice Chair Nominating Committee

Director Rose Guilbault said that the Nominating Committee (composed of herself and Director Josh Powell) proposed Peter Ratto as Chair and Charles Stone as Vice Chair for 2021. Vice Chair Ratto expressed his appreciation and proposed that he continue to serve as Vice Chair and Director Stone as Chair in light of the upcoming Caltrain governance issue and the value of the Board being represented by the elected official.

Motion/Second: Guilbault/Collins

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

Noes: None

Absent: None

8. REPORT OF THE GENERAL MANAGER/CEO

Jim Hartnett, General Manager/CEO, said that the report was in the packet.

Director Dave Pine reported on the future appointments processes for an auditor and independent counsel for Caltrain and the Board's commitment to make a recommendation on the Caltrain governance structure by December 31, 2021.

Director Matsumoto asked if administrative operations for Caltrain would fall under Measure RR. Director Pine said it would come out of Caltrain general fund, which is funded by Measure RR.

Mr. Hartnett discussed funding sources for the current fiscal year.

Director Ron Collins noted the difficult and expensive process of governance and changing of general counsel.

Director Guilbault express concern that Caltrain was spending during a time of debt.

Director Groom said that Measure RR funds being used for non-transportation purposes was troubling.

Director Pine said they did not know the incremental cost of hiring an independent counsel.

Mr. Hartnett noted that his report included several news articles for other transit agencies. Director Guilbault said she found the articles informative.

Public Comment:

Adina Levin, Seamless Bay Area, said that current SamTrans riders want more flexibility for connecting with other transit modalities.

9. BOARD MEMBER REQUESTS/COMMENTS

Director Matsumoto said that the City of South San Francisco is trying to do outreach on the Clipper START program. April Chan, Chief Officer, Planning, Grants/Transportation Authority, said that SamTrans had signed up with MTC (Metropolitan Transportation Commission) -and will begin participating in January. Millie Tolleson, Principal Planner, said that they will confirm with MTC what the specific date in January is.

10. RECESS TO COMMITTEE MEETINGS

The Board meeting recessed to Committee meetings at 3:09 pm.

Director Pine left the meeting at 5:03 pm

11. RECONVENE BOARD OF DIRECTORS MEETING

Chair Stone reconvened the Board meeting at 5:13 pm.

12. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

Director Marina Fraser led the Board in voting on the following item:

MOTION:

- a. Approval of Appointments to the Measure W Citizens Oversight Committee

Motion/Second: Fraser/Collins

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

Noes: None

Absent: Pine

Director Fraser reported on the following items:

SUBJECTS DISCUSSED:

- b. Accessible Services Update
- c. Paratransit Coordinating Council Update
- d. Citizens Advisory Committee Update
- e. Quarterly Dashboard Report – July-September 2020
- f. Multimodal Ridership Report – October 2020

13. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

Director Josh Powell led the Board on voting on the following item:

MOTION:

- a. Comprehensive Annual Financial Report for the Fiscal Year Ending June 30, 2020

Motion/Second: Powell/Groom

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

Noes: None

Absent: Pine

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

RESOLUTIONS:

- b. Awarding a Contract to The Cities Group for Workers' Compensation Program Administration Services for a Total Amount of \$1,767,000 -- *Approved by Resolution No. 2020-50*
- c. Authorizing an Amendment to the Contract with Conduent Transport Solutions, Inc., for Advanced Traveler Information System Signs Cellular Wi-Fi Upgrade Services and to Increase the Total Contract Amount by \$71,094 -- *Approved by Resolution No. 2020-51*

Motion/Second: Powell/Ratto

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

Noes: None

Absent: Pine

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

Director Carole Groom led the Board on voting on the following items in one motion:

RESOLUTIONS:

- a. Approving the San Mateo County Transit District Agency Safety Plan -- *Approved by Resolution No. 2020-52*
- b. Approving the San Mateo County Transit District's Rollout Plan to Comply with the California Air Resource Board's Innovative Clean Transit Plan -- *Approved by Resolution No. 2020-53*

Motion/Second: Groom/Guilbault

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

Noes: None

Absent: Pine

Director Groom reported on the following item:

SUBJECT DISCUSSED:

- c. Reimagine Update: Draft Service Policy Framework and Network Alternatives

15. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

Director Ron Collins reported on the following items:

SUBJECTS DISCUSSED:

- a. State and Federal Legislative Update
- b. 2021 Draft Legislative Program

16. COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

17. DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Stone announced the time and location of the next meeting as Wednesday, January 6, 2021 at 2:00 pm, with teleconference details to be provided prior to the meeting.

18. GENERAL COUNSEL REPORT

Ms. Cassman and Chair Stone each expressed their appreciation and congratulations on the Board appointments going into the new year and they each wished Director Collins well on his departure from the Board.

19. ADJOURN

The Board meeting adjourned at 5:22 pm.

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.