

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)  
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA  
MINUTES OF BOARD OF DIRECTORS MEETING  
FEBRUARY 6, 2019**

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

**MEMBERS ABSENT:** C. Groom

**STAFF PRESENT:** J. Hartnett, C. Mau, J. Cassman, S. van Hoften, D. Olmeda, D. Hansel, A. Chan, C. Fromson, J. Brook, C. Gumpal, D. Seamans

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Vice Chair Karyl Matsumoto called the meeting to order at 2:04 pm and requested that Director Fraser lead the Pledge of Allegiance.

**SWEARING IN**

Directors Dave Pine, Peter Ratto, and Marina Fraser were sworn in for terms ending 12-31-2022.

**ROLL CALL**

District Secretary Dora Seamans called the roll. A quorum was present.

**CONSENT CALENDAR**

- Approval of Minutes of the Board of Directors Meeting of January 9, 2019
- Acceptance of Statement of Revenues and Expenses for December 2018
- Acceptance of Contracts Issued Between \$100,000 and \$175,000 Quarterly Report

Motion/Second: Stone/Collins

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

Abstentions: Fraser

Absent: Groom

- Amendment of District Policy Concerning Substance Abuse – Approved by Resolution No. 2019-6

Director Josh Powell asked about the inclusion of marijuana as a prohibited substance. Joan Cassman, Legal Counsel, said that since the policy is based on federal law, marijuana is considered as an illegal substance.

Motion/Second: Stone/Powell

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

Absent: Groom

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

None.

**REPORT OF THE CHAIR**

**Resolution of Appreciation for Outgoing Chair Charles Stone**

Vice Chair Matsumoto read the resolution.

Motion/Second: Pine/Collins

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

Absent: Groom

**Announcement of Cities Selection Committee Appointment of Ron Collins to the Peninsula Corridor Joint Powers Board**

Vice Chair Matsumoto announced that Director Collins had been appointed to the JPB Board.

**REPORT OF THE GENERAL MANAGER/CEO**

Jim Hartnett, General Manager/CEO, noted that his written report was in the packet. He reported on four items regarding the Highway 92/101 Interchange project where the TA is working with Caltrans, the City/County Association of Governments of San Mateo County (C/CAG), and the Cities of Foster City and San Mateo; a climate change adaptation planning update relative to North/South Base; and a SamTrans joint grant application with East Palo Alto for state cap and trade funds.

He noted that SamTrans was recently awarded the 2018 Cornerstone Award for the District's "commitment to strengthening the foundation of our communities through dedication and exemplary stewardship" from the Redwood City/San Mateo County Chamber of Commerce.

**BOARD MEMBER REQUESTS/COMMENTS**

None.

**RECESS TO COMMITTEE MEETINGS**

The Board meeting recessed at 2:27 pm.

**RECONVENE BOARD OF DIRECTORS MEETING**

Vice Chair Matsumoto reconvened the Board meeting at 4:51 pm.

**MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Guilbault reported on the following items:

**SUBJECTS DISCUSSED:**

- Accessibility Update
- Paratransit Coordinating Council Update

- Citizens Advisory Committee Update – not available
- Mobility Management Report: Fixed-route Bus Service
- Multimodal Ridership Report – December 2018

**MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Ratto led the Board in voting on the following item:

**MOTION:**

- Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook – 4<sup>th</sup> Quarter FY 2018

Motion/Second: Ratto/Stone

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

Absent: Groom

**MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Stone reported the following item:

**SUBJECTS DISCUSSED:**

- Microtransit Pilot: FLX On-Demand
- Caltrain Business Plan Update

**MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Powell reported the following item:

**SUBJECT DISCUSSED:**

- State and Federal Legislative Update

**GENERAL COUNSEL REPORT**

None.

**WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Vice Chair Matsumoto said that Board communications were in the reading file.

**DATE, TIME AND PLACE OF NEXT REGULAR MEETING**

Vice Chair Matsumoto announced the time and location of the next meeting as Wednesday, March 6, 2019 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 San Carlos Avenue, San Carlos, CA.

**ADJOURN**

The meeting adjourned at 4:54 pm in memory of Paratransit Coordinating Council member Aki Eejima.

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).