MINUTES OF BOARD OF DIRECTORS MEETING
JUNE 5, 2019

MEMBERS PRESENT:  R. Collins, M. Fraser, R. Guilbault, J. Powell, P. Ratto, C. Stone
(arrived at 2:40 pm), C. Groom (Chair)

MEMBERS ABSENT:  K. Matsumoto (Vice Chair), D. Pine

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Carole Groom called the meeting to order at 2:04 pm and led the Pledge of Allegiance.

ROLL CALL

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

CONSENT CALENDAR

- Approved Minutes of the Board of Directors Meeting of May 1, 2019
- Accepted Statement of Revenues and Expenses for April 2019
- Accepted Capital Projects Quarterly Status Report 3rd Quarter FY 2019
- Authorized Execution of Contracts for IT License Renewals, Maintenance Services, and Professional Services for FY 2020 – Approved by Resolution No. 2019-20
- Authorized Execution of Contracts for Technology-related Products and Services to Vendors Under Cooperative Purchasing Agreements for FY 2020– Approved by Resolution No. 2019-21
- Authorized Disposition of Three Surplus Non-Revenue Support Vehicles
- Approved FY 2020 Insurance Program – Approved by Resolution No. 2019-23
- Approved County Law Enforcement Second, One-Year Option Extension by Resolution No. 2019-24

Motion/Second: Ratto/Collins
Ayes: Collins, Fraser, Guilbault, Powell, Ratto, Groom
Absent: Matsumoto, Pine, Stone

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

None.
REPORT OF THE CHAIR

Student “Art Takes a Bus Ride” Contest: The Power of SamTrans

Dan Lieberman, Public Affairs Specialist, announced the winners of the contest, which was co-coordinated by the San Mateo Office of Education (SMCOE). The students took photos with Board and family members.

The Board recessed at 2:11 pm to meet the contest winners and see the bus wrapped in their artwork, and reconvened at 2:22 pm.

Chair Groom announced the formation of two new ad hoc committees:

- Comprehensive Operations Assessment (COA) Committee consisting of Directors Ratto, Powell, and Matsumoto, which will meet periodically to receive status reports and provide feedback to staff
- District Headquarters Project Committee consisting of Directors Pine, Stone, and Guilbault, which will provide guidance to staff during the initial exploration of potential private/public partnerships to develop the District Headquarters property in San Carlos.

Chair Groom said she would participate as an ex officio member on both ad hoc committees.

REPORT OF THE GENERAL MANAGER/CEO

Jim Hartnett, General Manager/CEO, noted that his written report was in the packet.

He noted the occurrence of a vegetation fire late Sunday, June 2, near the rail trestle of the Dumbarton rail bridge in the East Bay wetlands. He said that the Fremont Fire Department responded and the trestle had extensive damage. He added that Union Pacific responded to clean up the site and that they advised SamTrans, as the owner of the right of way and leaseholder of the trestle, to resume the clean-up process. Mr. Hartnett issued an emergency procurement for clean-up in the aftermath of the fire.

BOARD MEMBER REQUESTS/COMMENTS

None.

RECESS TO COMMITTEE MEETINGS

The Board meeting recessed at 2:28 pm.

RECONVENE BOARD OF DIRECTORS MEETING

Chair Groom reconvened the Board meeting at 3:49 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
- Multimodal Ridership Report – April 2019
- Quarterly Dashboard Report – January-March 2019

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

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

RESOLUTIONS:
- Adoption of FY 2020 Operating and Capital Budgets – Approved by Resolution No. 2019-25
  Motion/Second: Ratto/Stone
  Ayes: Collins, Fraser, Guilbault, Powell, Ratto, Stone, Groom
  Absent: Matsumoto, Pine
- Award of Contract for a Business Intelligence Solution – Approved by Resolution No. 2019-26
  Motion/Second: Ratto/Powell
  Ayes: Collins, Fraser, Guilbault, Powell, Ratto, Stone, Groom
  Absent: Matsumoto, Pine

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

Director Stone reported on the following items:

RESOLUTION:
- Adoption of SamTrans Short Range Transit Plan for Fiscal Years 2019-2028 – Approved by Resolution No. 2019-27
  Motion/Second: Stone/Ratto
  Ayes: Collins, Fraser, Guilbault, Powell, Ratto, Stone, Groom
  Absent: Matsumoto, Pine

SUBJECT DISCUSSED:
- Introduction to the US-101 Mobility Action Plan
MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE / COMMITTEE OF THE WHOLE*

Director Powell reported on the following item:

SUBJECT DISCUSSED:
• State and Federal Legislative Update

GENERAL COUNSEL REPORT


The Board meeting recessed to closed session at 3:51 pm.

The Board meeting reconvened into open session at 4:08 pm.

Joan Cassman, Legal Counsel, said that the Board was issued a report and offered authorization, and that no final action was taken.

WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

The correspondence was in the reading file.

DATE, TIME AND PLACE OF NEXT REGULAR MEETING

The time and location of the next meeting is Wednesday, July 10, 2019 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

ADJOURN

The meeting adjourned at 4:08 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.