

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA
MINUTES OF BOARD OF DIRECTORS MEETING
JULY 7, 2021**

MEMBERS PRESENT: M. Fraser, J. Gee, R. Guilbault, R. Medina, D. Pine, J. Powell,
(Via Teleconference) P. Ratto (Vice Chair), C. Stone (Chair)

MEMBERS ABSENT: Groom (during regular session, present at closed sessions)

STAFF PRESENT: C. Mau, J. Cassman, D. Olmeda, A. Chan, S. Wong, D. Seamans

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Charles Stone called the meeting to order at 2:00 pm and requested that Director Marina Fraser lead the Pledge of Allegiance.

2. ROLL CALL

Ms. Seamans confirmed that a quorum of the Board was present.

3. CONSENT CALENDAR

a. Approval of Minutes of the Board of Directors Regular Meeting of June 2, 2021 and Special Meetings of June 2 and June 22, 2021

b. Acceptance of Statement of Revenues and Expenses for the Period Ending May 31, 2021

c. Award of Contract to Provide Third-party Administrator Services for Public Liability Claims – Approved by Resolution No. 2021-33

Motion/Second: Guilbault/Ratto

Ayes: Fraser, Gee, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Michael Levinson thanked the Board for extending the Paratransit Coordinating Council's (PCC) contract. Staff said that the PCC was interested in participating on the Blue Ribbon Task Force regarding pandemic recovery.

Adina Levin, Friends of Caltrain, said that students and professors at Skyline College are seeking resumption of bus service for the Fall semester.

5. PUBLIC HEARING

a. Approval of Peninsula Corridor Joint Powers Board Financing Plan, Including Short-term Lines of Credit and Issuance of Measure RR Sales Tax Revenue Bonds to Fund Certain Capital Costs Associated with the Peninsula Corridor Electrification and to Refund 2019 Farebox Revenue Bonds– Approved by Resolution No. 2021-32

Chair Stone opened the public hearing. Grace Martinez, Deputy Chief Financial Officer, presented the staff report and Jayden Sangha, Acting Director of Treasury, provided the presentation.

Director Josh Powell asked if all member agencies needed to approve the plan separately, which Mr. Sangha confirmed. Mr. Sangha said they were refinancing two existing lines of credit to 2024.

Chair Stone asked if the Caltrain partner agencies would be able to make their capital contributions. Ms. Martinez said she was not aware of any money coming from Caltrain but would provide an update if any contributions are received in the future.

Chair Stone called for any public comment. There were no comments. Chair Stone closed the public hearing.

There were no further comments from the Board and the Board approved the three items in the resolution:

Motion/Second: Gee/Fraser

Ayes: Fraser, Gee, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

6. REPORT OF THE CHAIR

a. Update on Caltrain Governance Discussions

Chair Stone provided an update on the governance discussions, noting that the governance meeting scheduled for June 25 did not go forward as planned due to the Santa Clara Valley Transportation Authority (VTA) declining to participate upon advice of their counsel and subsequent loss of a Board quorum.

Public Comment:

Adina Levin, Friends of Caltrain, said she was disappointed at the Caltrain Board meeting that the workshop on regional options did not go forward.

7. REPORT OF THE GENERAL MANAGER/CEO

Carter Mau, Acting General Manager/CEO, noted that the report was in the packet that included details on the bus service that SamTrans provided for VTA following the tragic shooting at the light railyard. He said that efforts continue to bring new bus operators onboard.

a. Status on Responses to Requests to the Santa Clara Valley Transportation Authority (VTA), the City and County of San Francisco, and the Metropolitan Transportation Commission (MTC) as to Best Efforts to Repay San Mateo County Transit District for Purchase of Right of Way

Mr. Mau said that on June 22, the SamTrans Board authorized him to send letters to VTA, the City and County of San Francisco, and MTC seeking information on what efforts they had made to date to reimburse SamTrans for the funding for the right-of-way purchases. He said that he has not yet received any responses from the member agencies nor MTC.

8. BOARD MEMBER REQUESTS/COMMENTS

There were no requests.

9. RECESS TO COMMITTEE MEETINGS

The Board meeting recessed to Committee meetings at 2:28 pm.

10. RECONVENE BOARD OF DIRECTORS MEETING

Chair Stone reconvened the Board meeting at 3:36 pm.

11. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

Director Rose Guilbault led the Board in voting on the following item:

MOTION:

- a. Appointment of Michelle Lewis, Meredith Park, and Bianca Randall, Representing Bus Riders, to the Citizens Advisory Committee

Motion/Second: Gee/Ratto

Ayes: Fraser, Gee, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

Director Guilbault reported on the following items:

SUBJECTS DISCUSSED:

- b. Accessible Services Update
- c. Paratransit Coordinating Council Update
- d. Citizens Advisory Committee Update
- e. Monthly Performance Report – May 2021

12. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

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

RESOLUTION:

- a. Approving and Ratifying the Insurance Program for Fiscal Year 2022 – *Approved by Resolution No. 2021-30*

Motion/Second: Powell/Ratto

Ayes: Fraser, Gee, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

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

Director Dave Pine reported on the following item:

SUBJECT DISCUSSED:

- a. Fare Program Changes: Way2Go Pass Program and Clipper START Extension

14. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

Director Marina Fraser reported on the following item:

SUBJECT DISCUSSED:

- a. State and Federal Legislative Update

15. COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Stone announced the time and location of the next meeting as Wednesday, August 4, 2021 at 2:00 pm, with teleconference details to be provided prior to the meeting.

17. GENERAL COUNSEL REPORT

Joan Cassman, Legal Counsel, said that following the closed sessions, the Board would reconvene into open session to consider an action that may relate to one of the closed sessions as well as an action on Item #17d.

The Board convened into closed session at 3:43 pm.

Director Groom joined the closed session at approximately 3:44 pm.

- a. **Closed Session: Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b)(1) and Conference with Labor Negotiator Pursuant to Government Code Section 54957.6**

Agency-designated Representative: Board Chair

Title/Unrepresented Employee: Deputy General Manager/CEO Carter Mau (position of General Manager/CEO currently vacant)

- b. **Closed Session: Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b)(1) and Conference with Labor Negotiator Pursuant to Government Code Section 54957.6**

Agency-designated Representative: Board Chair

Title/Unrepresented Employee: General Counsel Joan L. Cassman (Hanson Bridgett LLP)

- c. **Closed Session: Conference with Labor Negotiators Pursuant to Government Code Section 54957.6**

Agency-designated Representatives: Pat Glenn and David Olmeda

Employee Organization: Amalgamated Transit Union Local 1574 (Bus Operators, and Maintenance and Customer Service Employees)

d. Closed Session: Salaries of Unrepresented Employees/Consideration of Resolution Declaring the Uncertainty of Compensation of District Administrative Employees as of July 1, 2021

The Board reconvened into open session at 5:26 pm.

Ms. Cassman said that there was no reportable action for Items #17a and 17c.

Mr. Mau read into the record the resolution for Item #17b: Authorizing Modification of Compensation Rates for Services Provided by General Counsel – Approved by Resolution No. 2021-31

Motion/Second: Gee/Medina

Ayes: Fraser, Gee, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom (due to technical problem)

For Item #17d, rather than approving the Resolution Declaring Uncertainty as shown on the meeting agenda, the Board determined to take an alternate, but related, action to amend the Operating Budget to facilitate the Deputy General Manager's desire to grant a 3 percent salary adjustment for the District's non-represented employees: Amending to Increase the Fiscal Year 2022 Operating Budget by \$150,000 to Accommodate a 3% Increase in Compensation for Unrepresented Employees Effective July 1, 2021 – Approved by Resolution No. 2021-34

Motion/Second: Ratto/Fraser

Ayes: Fraser, Gee, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

18. ADJOURN

The meeting adjourned at 5:35 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.