

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA
MINUTES OF BOARD OF DIRECTORS MEETING
MARCH 3, 2021**

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

MEMBERS ABSENT: None

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

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Charles Stone called the meeting to order at 2:00 pm and Jim Hartnett, General Manager/CEO, led 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 February 3, 2021**
- b. Acceptance of Statement of Revenues and Expenses for the Period Ending January 31, 2020**
- c. Acceptance of Capital Projects Quarterly Status Report 2nd Quarter FY 2021**
- d. Authorize Filing Annual Claim with the Metropolitan Transportation Commission for Transportation Development Act, State Transit Assistance, and Regional Measure 2 Funds – Approved by Resolution No. 2021-6**

Motion/Second: Guilbault/Ratto

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

Noes: None

Absent: None

4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no comments.

5. REPORT OF THE CHAIR

There was no report.

6. REPORT OF THE GENERAL MANAGER/CEO

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

He provided the vaccination status for transit employees.

a. Presentation of Operator and Maintenance Awards

Mr. Hartnett provided a presentation introducing Josh Santos, Mechanic of the Year 2020. David Harbour, Director of Bus Maintenance, presented the award to Mr. Santos.

Mr. Hartnett provided a presentation introducing Jesus Madrid, Operator of the Year 2020. Ana Rivas, Director of Bus Transportation, presented the award to Mr. Madrid.

Chair Stone expressed his gratitude and appreciation.

Director Rico Medina said he was impressed with the team when he had recently visited South Base and thanked the team.

Director Jeff Gee thanked the award recipients for their dedication.

Director Carole Groom suggested having the award recipients come to an in-person celebration in the future.

7. BOARD MEMBER REQUESTS/COMMENTS

Director Gee proposed that the Board have a resolution on equity for the Asian community for the April meeting.

Director Dave Pine commended the equity program for transporting people to vaccine appointments.

8. RECESS TO COMMITTEE MEETINGS

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

9. RECONVENE BOARD OF DIRECTORS MEETING

Chair Stone reconvened the Board meeting at 3:33 pm.

10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

Director Rose Guilbault reported on the following items:

SUBJECTS DISCUSSED:

- a. Accessible Services Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Quarterly Dashboard Report – October-December 2020
- e. Monthly Performance Report – January 2021

11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

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

RESOLUTIONS:

- a. Awarding a Contract to Group 4 Architecture, Research + Planning, Inc. for On-Call General Engineering Consultant, Design Services for a Not-to-Exceed Amount of \$3,000,000 for a Seven-Year Term – *Approved by Resolution No. 2021-7*

- b. Authorizing Amendments to the On-Call Program Management Oversight Services Agreements with CPM Associates, Inc. and Jacobs Project Management Company to Increase the Maximum Aggregate Not-to Exceed Amount by \$465,000 – *Approved by Resolution No. 2021-8*
- c. Authorizing the Filing of Applications for Federal Transit Administration Formula and Surface Transportation Program Funding for SamTrans Capital and Operating Projects, Committing the Necessary Local Match for the Projects and Assuring Completion of the Projects – *Approved by Resolution No. 2021-9*

Motion/Second: Powell/Ratto

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

Noes: None

Absent: None

12. MATTERS FOR BOARD CONSIDERATION: STATIGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE

Director Groom reported on the following item:

SUBJECT DISCUSSED:

- a. SamTrans Adaptation and Resilience Plan Study Findings and Recommendations

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

Director Marina Fraser reported on the following item:

SUBJECT DISCUSSED:

- b. State and Federal Legislative Update

14. COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

15. DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Stone announced the time and location of the next meeting as Wednesday, April 7, 2021 at 2:00 pm, with teleconference details to be provided prior to the meeting.

16. GENERAL COUNSEL REPORT

- a. **Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Mitchell Petrovich v. Itres Aly Mohamath, San Mateo County Transit District, and MV Transportation, Inc., Case No. 20-CIV-01791**

Joan Cassman, Legal Counsel, noted that there would not be Board actions at the closed session but that she would provide the report-out from the closed session at the next Board meeting on April 7.

17. ADJOURN

The Board meeting adjourned at 3:39 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.