

BOARD OF DIRECTORS 2023

JOSH POWELL, CHAIR
MARINA FRASER, VICE CHAIR
DAVID J. CANEPA
MARIE CHUANG
JEFF GEE
RICO E. MEDINA
RAY MUELLER
PETER RATTO

APRIL CHAN
GENERAL MANAGER/CEO



Agenda

Board of Directors Meeting

August 2, 2023, 2:00 pm

San Mateo County Transit District

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos, CA

Members of the public may attend in-person or participate remotely via Zoom at: <https://us06web.zoom.us/j/87609824114?pwd=UGhLRjNXb2xWeFM3aBrNUxVbGNmQT09> or by entering Webinar ID: **876 0982 4114**, Passcode: **519746** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only.

Please Note the following COVID-19 Protocols for in-person attendance:

1. Visitors experiencing the following symptoms of COVID-19 may not enter the building:
 - Cough
 - Shortness of Breath
 - Fever
 - Chills
 - Muscle Pain
 - Sore Throat
 - Loss of Taste or Smell
2. Wearing of masks is recommended but not required.

Public Comments: Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.samtrans.com/meetings>.

Oral public comments will also be accepted during the meeting in person and through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak and callers should dial *6 to unmute themselves when recognized to speak.

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

Each public comment is limited to two minutes or less. The Board and Committee Chairs have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

The video live stream will be available after the meeting at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>.

Wednesday, August 2, 2023

2:00 pm

Amended 8-1-2023 at approx. 3:10 pm

1. Call to Order/Pledge of Allegiance

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

2. Roll Call

3. Consent Calendar

3.a. Approval of Minutes of the Board of Directors Meeting of July 12, 2023 Motion

3.b. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook Motion

3.c. Acceptance of Capital Projects Quarterly Status Report for 4th Quarter Fiscal Year 2023 Motion

3.d. Information on Statement of Revenues and Expenses for the Period Ended June 30, 2023 Informational

4. Public Comment for Items Not on the Agenda

Comments by each individual speaker shall be limited to two (2) minutes. Items raised that require a response will be deferred for staff reply.

5. Report of the Chair Informational

6. Report of the General Manager/CEO Informational

7. Board Member Requests/Comments

8. Recess to Committee Meetings

- 8.a. Community Relations Committee / Committee of the Whole
M. Chuang (Chair), R. Mueller, P. Ratto
 - 8.a.1. Call to Order
 - 8.a.2. Approval of Minutes of the Community Relations Committee Meeting of July 12, 2023 Motion
 - 8.a.3. Accessible Services Update Informational
 - 8.a.4. Paratransit Coordinating Council Update Informational
 - 8.a.5. Citizens Advisory Committee Update Informational
 - 8.a.6. Monthly Performance Report | June 2023 Informational
 - 8.a.7. Adjourn

- 8.b. Finance Committee / Committee of the Whole
J. Gee (Chair), M. Chuang, M. Fraser
 - 8.b.1. Call to Order
 - 8.b.2. Approval of Minutes of the Finance Committee Meeting of July 12, 2023 Motion
 - 8.b.3. Approval and Ratification of the Fiscal Year 2024 District Insurance Program Motion
 - 8.b.4. Authorize the General Manager/CEO to Pursue Acquisition of a Headquarters Building Subject to Certain Parameters Motion
 - 8.b.5. [Award of Contract for Commercial Real Estate Brokerage Services for Acquisition of a New Headquarters Building](#) Motion
~~[Award of Contract for Commercial Real Estate Brokerage Services for Headquarters Building](#)~~
 - 8.b.6. Adjourn

- 8.c. Strategic Planning, Development, and Sustainability Committee / Committee of the Whole
D. Canepa (Chair), R. Medina, P. Ratto
 - 8.c.1. Call to Order

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| 8.c.2. | Approval of Minutes of the Strategic Planning, Development, and Sustainability Committee Meeting of July 12, 2023 | Motion |
| 8.c.3. | 2025-2035 San Mateo County Transit District Strategic Plan Project Introduction | Informational |
| 8.c.4. | Adjourn | |
| 8.d. | Legislative Committee / Committee of the Whole
<i>R. Mueller (Chair), R. Medina</i> | |
| 8.d.1. | Call to Order | |
| 8.d.2. | Approval of Minutes of the Legislative Committee Meeting of July 12, 2023 | Motion |
| 8.d.3. | State and Federal Legislative Update | Informational |
| 8.d.4. | Adjourn | |
| 9. | Reconvene Board of Directors Meeting | |
| 10. | Matters for Board Consideration: Community Relations Committee | |
| 10.a. | Accessible Services Update | Informational |
| 10.b. | Paratransit Coordinating Council Update | Informational |
| 10.c. | Citizens Advisory Committee Update | Informational |
| 10.d. | Monthly Performance Report June 2023 | Informational |
| 11. | Matters for Board Consideration: Finance Committee | |
| 11.a. | Approving and Ratifying the Insurance Program for Fiscal Year 2024 | Resolution |
| 11.b. | Authorize the General Manager/CEO to Pursue Acquisition of a Headquarters Building Subject to Certain Parameters | Motion |

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| 11.c. | <u>Awarding a Contract to CBRE, Inc. for Commercial Real Estate Brokerage Services for a One-year Base Term, with Up to Two One-year Option Terms, for the Acquisition of a New Headquarters Building</u>
Award of Contract for Commercial Real Estate Brokerage Services for Headquarters Building Acquisition | Resolution |
| 12. | Matters for Board Consideration: Strategic Planning, Development, and Sustainability Committee | |
| 12.a. | 2025-2035 San Mateo County Transit District Strategic Plan Project Introduction | Informational |
| 13. | Matters for Board Consideration: Legislative Committee | |
| 13.a. | State and Federal Legislative Update | Informational |
| 14. | Communications to the Board of Directors | Informational |
| 15. | Date/Time of Next Regular Meeting - Wednesday, September 6, 2023 at 2:00 pm
<i>The meeting will be accessible via Zoom teleconference and/or in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Please see the meeting agenda for more information.</i> | |
| 16. | General Counsel Report | Informational |
| 17. | Adjourn | |

Information for the Public

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans website at: <https://www.samtrans.com/meetings>. Communications to the Board of Directors can be emailed to board@samtrans.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

Date and Time of Board and Citizens Advisory Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm;
SamTrans Citizens Advisory Committee (CAC): Last Wednesday of the month, 6:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the website.

Location of Meeting

This meeting will be held in-person at: San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Members of the public may attend in-person or participate remotely via Zoom as per the information provided at the top of the agenda.

*Should Zoom not be operational, please check online at: <https://www.samtrans.com/meetings> for any updates or further instruction.

Public Comment

Members of the public may participate remotely or in person. Public comments may be submitted by comment card in person and given to the District Secretary. Prior to the meeting's call to order, public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.samtrans.com/meetings>.

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Accessible Public Meetings/Translation

Upon request, SamTrans will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.