

San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California
Board of Directors
Minutes of April 2, 2025

Members Present: D. Canepa, B. Esser, R. Medina, J. Powell, M. Chuang (arrived 2:03pm)
(Vice Chair), J. Gee (Chair)

Members Present via Teleconference: M. Fraser

Members Absent: P. Ratto, J. Speier

Staff Present: J. Cassman, A. Chan, H. Chan, T. Dubost, J. Epstein, C. Halls,
L. Lumina-Hsu, J. Mello, D. Olmeda, A. Rivas, D. Santoro, A. To,
M. Tseng, K. Yin

1. Call to Order / Pledge of Allegiance

Chair Jeff Gee called the meeting to order at 2:00 pm and led the Pledge of Allegiance.

2. Roll Call

District Secretary Margaret Tseng called the roll and confirmed that a Board quorum was present.

3. Consent Calendar

3.a. Approval of Minutes of the Board of Directors Meeting of March 5, 2025

3.b. Acceptance of Statement of Revenues and Expenses for the Period Ending February 28, 2025

3.c. Awarding a Contract to Auction Exchange, Inc. DBA BAR NONE AUCTION for Auction Services for a Total Not-to-Exceed Amount of \$402,230.00 for a Five-Year Term –
Approved by Resolution No. 2025-11

3.d. Modifying the Project Description for the New Building 200 Project and Adopting an Addendum to the Negative Declaration– *Approved by Resolution No. 2025-12*

Motion/Second: Medina/Canepa

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

4. Public Comment for Items Not on the Agenda

Geoff Smith, San Carlos, commented on using Dumbarton Corridor funds for electrification.

Wen commented on adding bus stops along Mission Street in San Francisco.

Aleta Dupree, Team Folds, commented on hydrogen buses, interim renewable diesel products, Clipper 2.0, and fare payment systems.

5. Report of the Chair

Chair Gee reported three ad hoc committee meetings met: March 25 Capital Improvement Program (CIP), March 26 Innovative Clean Transit (ICT), and March 28 Governance MOU. Chair Gee reported the Board of Directors will meet on April 9 for a Special Meeting Board Workshop.

6. Report of the General Manager/CEO

6.a. Report of the General Manager/CEO | March 26, 2025

April Chan, General Manager/CEO, stated the report was in the packet and provided the following highlights:

- Metropolitan Transportation Commission (MTC) funding subsidy for Clipper START program. Pilot ending June 30, 2025 with possibilities of making program permanent
- Foster City bus service – staff analyzing to determine any impact to runtimes and existing customer base
- Hosted National Transit Employee Appreciation Day celebrations at the North and South bases
- Women’s History Month events – commended and empowered women in transit employee resource group (ERG)
- Response guidelines sent to staff for recent U.S. Immigration and Customs Enforcement (ICE) or law enforcement activity

6.b. Presentation of Awards for Bus Operator and Maintenance Employee of the Year 2024

Elbert Marshall recognized for Bus Operator Employee of the Year 2024, and Uilou Vaka recognized for Maintenance Employee of the Year 2024.

6.c. Presentation of Safety Award

North Base Maintenance and Utilities Team recognized for achieving zero reportable California Division of Occupational Safety and Health (Cal/OSHA) in 2024.

6.d. Monthly New Headquarters Construction Status Update

Kris McGee, Managing Principal, Urban Hive Development, and Joshua Mello, Executive Officer of Planning and Development, provided the presentation that included the following:

- Pricing and schedule risk mitigation through preparation and pricing cap provided by contractor
- Revised drawings were reviewed with City of Millbrae and staff will resubmit drawings for permitting
- Reviewed risk register items and mitigation efforts
- SamTrans to procure contractors for non-tenant improvements

The Board Members had a robust discussion and staff provided further clarification in response to the Board comments and questions, which included the following:

- City of Millbrae permitting process and drawing reviews
- Budget and on-time schedule

7. Recess to Committee Meetings

The Board meeting recessed to Committee Meetings at 2:39 pm.

8. Reconvene Board of Directors Meeting

Chair Gee reconvened the Board meeting at 4:46 pm.

9. Matters for Board Consideration: Finance Committee

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

- 9.a. Authorizing an Amendment to On-Call General Engineering Consultant Design Services Contract to Increase the Amount by \$4.7 Million – *Approved by Resolution No. 2025-13***

Motion/Second: Medina/Chuang

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

- 9.b. Implementation of Caltrain Governance MOU: Authorizing the General Manager/CEO to Execute a Quitclaim Deed in Favor of the Peninsula Corridor Joint Powers Board to Release Interests in Real Property Acquired as Part of the SFO BART Extension Project – *Approved by Resolution No. 2025-14***

Motion/Second: Fraser/Medina

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

10. Matters for Board Consideration: Legislative Committee

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

- 10.a. Receive Legislative Update and Approve Legislative Proposal Senate Bill 752 (Richardson)**

Motion/Second: Chuang/Esser

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

11. Communications to the Board of Directors – Available online.

12. Board Member Requests/Comments – There were none.

13. Date / Time of Next Regular Meeting: Wednesday, May 7, 2025 at 2:00 pm at via Zoom and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

14. General Counsel Report – There were none.

15. Adjourn – The meeting adjourned at 4:49 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the District Secretary's office by phone at 650-551-6108 or by email to board@samtrans.com.

San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California
Community Relations Committee Meeting / Committee of the Whole
Minutes of April 2, 2025

Members Present (In Person): D. Canepa (Chair)

Members Present (Via Teleconference): M. Fraser

Members Absent: J. Speier

Other Board Members Present Constituting Committee of the Whole: M. Chuang, B. Esser, J. Gee, R. Medina, J. Powell

Other Board Members Absent: P. Ratto

Staff Present: J. Cassman, A. Chan, T. Dubost, L. Lumina-Hsu, A. Rivas, J. Steketee, M. Tseng, S. van Hoften

7.a.1. Call to Order

Committee Chair Canepa called the meeting to order at 2:39 pm.

7.a.2. Approval of Minutes of the Community Relations Committee Meeting of March 6, 2025

Motion/Second: Esser/Medina

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

7.a.3. Accessible Services Update

Tina Dubost, Manager, Accessible Services, stated the San Mateo County Senior Mobility Guide was updated, published, and distributed.

7.a.4. Citizens Advisory Committee Update

Max Mautner, CAC member, stated updates for the Dumbarton Corridor electrification, FCX bus stops, and extension of services to other counties.

7.a.5. Paratransit Advisory Council Update – Deferred.

7.a.6. Monthly State of Service Report | February 2025

Ana Rivas, Director, Bus Transportation, provided the presentation, which included the following:

- Increase in weekday across all modes of 6 percent
- Reached 89.9 percent of pre-pandemic ridership
- Ridership recovery rate year-to-date of 96.2 percent
- Increase in youth ridership of 14.3 percent

7.a.7. Adjourn – The meeting adjourned at 2:47 pm.

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San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California
Finance Committee Meeting / Committee of the Whole
Minutes of April 2, 2025

Members Present (In Person): D. Canepa, R. Medina, B. Esser (Chair)

Members Absent: None

Other Board Members Present Constituting Committee of the Whole: M. Chuang, J. Gee, J. Powell

Other Board Members Present Constituting Committee of the Whole (Via Teleconference): M. Fraser

Other Board Members Absent: P. Ratto, J. Speier

Staff Present: J. Cassman, A. Chan, H. Chan, L. Lumina-Hsu, M. Tseng, S. van Hoften, K. Yin

7.b.1. Call to Order

Committee Chair Esser called the meeting to order at 2:47 pm.

7.b.2. Approval of Minutes of the Finance Committee Meeting of March 5, 2025

Motion/Second: Powell/Fraser

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

7.b.3. Authorizing an Amendment to On-Call General Engineering Consultant Design Services Contract to Increase the Amount by \$4.7 Million

Kevin Yin, Director, Contracts and Procurement, and Hubert Chan, Director, Facilities Maintenance, provided the presentation regarding consultant services amendment to increase by \$4.7 million to complete time sensitive projects, including design and design services during construction (DSDC) for Building 200.

The Committee Members had a robust discussion and staff provided further clarification in response to the committee comments and questions on North Base Building 200 design and construction phase services include design services and support during construction.

Motion/Second: Canepa/Medina

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

7.b.4. Implementation of Caltrain Governance MOU: Authorizing the General Manager/CEO to Execute a Quitclaim Deed in Favor of the Peninsula Corridor Joint Powers Board to Release Interests in Real Property Acquired as Part of the SFO BART Extension Project

Joan Cassman, General Counsel, provided the presentation, which included the following:

- Release parcels along right-of-way from Southern San Bruno through Millbrae to Caltrain as per the Caltrain Governance MOU
- Property not part of original 1991 purchase and SamTrans became co-owner with JPB using property that was part of original 1991 purchase

The Committee Members had a robust discussion and staff provided further clarification in response to the committee's comments and questions on ownership interest transfer to JPB following repayment to SamTrans.

Motion/Second: Canepa/Medina

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

7.b.5. Adjourn – The meeting adjourned at 3:04 pm.

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San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California
Legislative Committee Meeting / Committee of the Whole
Minutes of April 2, 2025

Members Present (In Person): J. Powell (Chair)

Members Absent: P. Ratto, J. Speier

Other Board Members Present Constituting Committee of the Whole: D. Canepa, M. Chuang, B. Esser, J. Gee, R. Medina

Other Board Members Present Constituting Committee of the Whole (Via Teleconference):
M. Fraser

Other Board Members Absent: None

Staff Present: J. Cassman, A. Chan, J. Epstein, L. Lumina-Hsu, M. Tseng, S. van Hoften

7.c.1. Call to Order

Committee Chair Powell called the meeting to order at 3:04 pm.

7.c.2. Approval of Minutes of the Legislative Committee Meeting of March 5, 2025

Motion/Second: Chuang/Esser

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

7.c.3. Receive Legislative Update and Approve Legislative Proposal Senate Bill 752 (Richardson)

Jessica Epstein, Director, Government and Community Affairs, provided the presentation, which included the following:

Federal:

- Earmarks from Fiscal Year (FY) 2025 eliminated
- Pursuit of earmark for bus stop improvements
- Currently no grants cancelled or undone for the District

State:

- No opposition for the SamTrans-sponsored job order contracting bill
- Brown Act bills update; Senate Bill (SB) 752 extension
- Assembly Bill 1070: prevention of compensation for Board meeting attendance unless public transit is taken; Board members must include transit riders and transit union representatives

The Committee Members had a robust discussion and staff provided further clarification in response to the committee's comments and questions, which included funding from earmarks needing backfill or come from somewhere else

Public Comment

Aleta Dupree, Team Folds, commented on state-level funding and tax exemption for zero emissions; spoke in support of zero emission equipment investment and Brown Act remote participation; and spoke in opposition to AB 1070.

Motion/Second: Medina/Canepa

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

Ms. Epstein continued the presentation, which included the following:

- SB 63 – Provides flexibility so San Mateo and San Francisco counties can/may run separate measures and will create a new Transportation Revenue Measure District (TRMD) to oversee measure
- Amount of funds needed for Caltrain and Bay Area Rapid Transit (BART) will be determined by the Transit Operations Financial Responsibility Plan (T-FRIP) process (for BART) or Joint Powers Agreement (JPA) negotiations process (for Caltrain)
- Measure set at 1/2 cent tax for most counties named in the legislation, with San Francisco up to 1 cent tax

The Committee Members had a robust discussion and staff provided further clarification in response to the committee's comments and questions, which included the following:

- Leading agency, as to who at the County should decide the opt-in
- Threshold of voters needed to pass the bill will likely need to be measured through polling of ¼ or ½ cent tax measure
- Current Measure A funding insufficient to address Caltrain's deficit, and may require more funding to go to Caltrain and possibly BART when the measure is re-authorized, instead of to capital projects
- Included in the legislation is financial accountability for each agency to increase ridership and to map out cost saving plans
- Audit evaluation to determine deficit for each agency is crucial for San Mateo County to determine if it has sufficient financial information to opt-in
- Citizens initiative's short timeline to ballot –collection of signatures needed for such a measure to move forward. Estimated that the collection of signatures occurs in early 2026, leading to a short timeframe for the measure to go to the ballot box

Public Comment

Drew L, Redwood City, spoke in support of regional funding measure, and BART funding shortfalls impact on ridership and traffic.

Allison Chang, San Carlos, spoke in support of regional funding measure, prioritization of transit and achieving climate goals.

Adina Levin, Seamless Bay Area and Friends of Caltrain, spoke in support of regional funding measure, and commented on transit agency coordination.

Gina Papan commented on waiting for Metropolitan Transportation Commission (MTC) audit results; polling voters, accountability, and sustainability measures; and funding by ridership numbers.

Raiyan spoke in support of funding BART and Caltrain.

7.c.4. Adjourn – The meeting adjourned at 4:19 pm.

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**San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California
Strategic Planning, Development, and Sustainability Committee Meeting /
Committee of the Whole
Minutes of April 2, 2025**

Members Present (In Person): M. Chuang, R. Medina (Chair)

Members Absent: P. Ratto

Other Board Members Present Constituting Committee of the Whole: D. Canepa, B. Esser, J. Gee, J. Powell

Other Board Members Present Constituting Committee of the Whole (Via Teleconference): M. Fraser

Other Board Members Absent: J. Speier

Staff Present: J. Cassman, A. Chan, C. Halls, L. Lumina-Hsu, M. Tolleson, M. Tseng, S. van Hoften

7.d.1. Call to Order

Committee Chair Medina called the meeting to order at 4:19 pm.

7.d.2. Approval of Minutes of the Strategic Planning, Development, and Sustainability Committee Meeting of February 5, 2025

Motion/Second: Esser/Chuang

Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee

Noes: None

Absent: Ratto, Speier

7.d.3. Introducing the Central El Camino Real Multimodal Plan

Millie Tolleson, Director, Planning, and Cassie Halls, Manager, Major Corridor Programs, provided the presentation, which included describing the plan and how the planning process will proceed. Ms. Halls stated the cities of San Mateo, Belmont, San Carlos and Redwood City will provide support, and discussed the community engagement timeline.

The Committee Members had a robust discussion and staff provided further clarification in response to the committee comments and questions, which included the following:

- Addressing and accommodating left-turn drivers
- Funding sources and opportunities
- Community engagement and managing community expectations

Public Comment

Geoff S. commented on median options for bus routes and stops.

7.d.4. Adjourn – The meeting adjourned at 4:46 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac>. Questions may be referred to the District Secretary's office by phone at 650-551-6108 or by email to board@samtrans.com.