

**San Mateo County Transit District
Board of Directors**

**1250 San Carlos Avenue, San Carlos, California
3199 Cody Court, Palm Springs, CA 92264**

Minutes of January 7, 2026

Members Present: Marina Fraser, Rico E. Medina, Josh Powell, Peter Ratto, Jeff Gee, Brooks Esser (Vice Chair), Marie Chuang (Chair)

Members Present via Teleconference: Jackie Speier

Members Absent: David J. Canepa

Staff Present: J. Cassman, A. Chan, T. Davenport, T. Dubost, C. Espiritu, M. Kumar, L. Lumina-Hsu, J. Mello, L. Millard-Olmeda, D. Olmeda, M. Petrik, A. Rivas, N. Tolmie, 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

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

3. Consideration of any requests from Directors to participate remotely due to Emergency Circumstances – There were none.

4. Report Out from December 3, 2025 Closed Session

4.a. Closed Session Pursuant to Government Code section 54957(a): Threat to Public Services/Facilities – Consultation with Mehul Kumar, Chief Information and Technology Officer and Steve Thomas, Director for Infrastructure and Cybersecurity

4.b. Closed Session Pursuant to Government Code section 54957(b)(1): Public Employee Performance Evaluation

Title: General Manager/Chief Executive Officer

4.c. Closed Session Pursuant to Government Code section 54957(b)(1): Public Employee Performance Evaluation

Title: General Counsel

Joan Cassman, General Counsel, stated no reportable action was taken for Item 4.a.

Chair Gee stated Item 4.b. and 4.c. have no reportable action and the items have concluded.

5. Consent Calendar

- 5.a. **Approval of Minutes of the Board of Directors Meeting of December 3, 2025**
- 5.b. **Adopt 2026 Legislative Program**
- 5.c. **Adopting the Grand Boulevard Initiative Action Plan – *Approved by Resolution No. 2026-01***
- 5.d. **Updating the San Mateo County Transit District Measure W Citizens Oversight Committee Appointment Process – *Approved by Resolution No. 2026-02***
- 5.e. **Approve Appointments to the Measure W Citizens Oversight Committee**
- 5.f. **Authorizing Execution of an Amendment to the Public Safety Communications Services Agreement with the County of San Mateo to Extend the Term for Five Years for an Estimated Aggregate Cost to the District of \$848,373 – *Approved by Resolution No. 2026-03***

Vice Chair Marie Chuang spoke in support of Item 5.c. and directed staff to advocate and look into designs for slowdown of speed for efficiency and safety.

Motion/Second: Medina/Esser

Ayes: Esser, Fraser, Medina, Powell, Ratto, Speier, Chuang, Gee

Noes: None

Absent: Canepa

6. Public Comment for Items Not on the Agenda

John Hoffman, San Carlos, commented on transfer ticket availability consideration.

Aleta Dupree, Team Folds, representing Skirt Folds, commented on Clipper 2.0, ridership levels recovery, electric and hydrogen buses, and charging stations.

7. Report of the Chair

Chair Gee shared his gratitude for a successful, annual Public Employee Performance Evaluation of the General Manager/CEO and General Counsel.

7.a. **Report of the 2026 Chair and Vice Chair Nominating Committee and Election of Officers for 2026**

Director Medina stated the Nominating Committee (Directors Canepa, Fraser, and Medina) recommended Director Chuang for Chair and Director Esser for Vice Chair.

Motion/Second: Medina/Fraser

Ayes: Esser, Fraser, Medina, Powell, Ratto, Speier, Chuang, Gee

Noes: None

Absent: Canepa

7.b. Proclamation Recognizing January as National Slavery and Human Trafficking Prevention Month

Tabby Davenport, Director, Safety and Security, presented the proclamation. April Chan, General Manager/CEO, highlighted signage and social media commitments the District will be doing to bring awareness.

Motion/Second: Ratto/Esser

Ayes: Fraser, Gee, Medina, Powell, Ratto, Speier, Esser, Chuang

Noes: None

Absent: Canepa

8. Report of the General Manager/CEO

8.a. Report of the General Manager/CEO | December 30, 2025

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

- Hometown Holiday Parade and Shop with a Hero participation
- Metropolitan Transportation Commission (MTC) meeting to establish a public transit revenue measure district under Senate Bill (SB) 63
- Clipper 2.0 implementation and troubleshooting; open-payment function available
- Upcoming February Board Workshop to cover financial outlook, SB 63 outreach, and zero-emission buses
- Fall celebration for SamTrans 50th anniversary
- Tenant improvements complete at new headquarters

8.b. 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:

- 90 percent on-contract project improvement completion
- Transition from Day 1 to Day 2 project phase
- Continuation of Change Management and Move Management coordination

Staff provided further clarification in response to the following Board comments and questions regarding current headquarter in San Carlos and next steps for transit-oriented development.

8.c. State of Artificial Intelligence at San Mateo County Transit District

Mehul Kumar, Chief Information and Technology Officer, provided the presentation that included information on the approach to Artificial Intelligence (AI) adoption, GovAI implementation, and human involvement.

Staff provided further clarification in response to the Board comments and questions, which included the following:

- Training AI models and data classification; pilot to understand if SamTrans model or a private Large Language Model (LLM) would best suit needs
- Document classification and privacy, chatbot will retain context without the vendor storing the data
- Learning process and risk associated with other transit agencies adopting AI highlighted at the American Public Transportation Association (APTA)
- Meeting public trust requirements and instilling guidelines aligned with Contracts and Procurement and Information and Technology (IT) department
- 40 to 50 percent modernization of applications in online data; establishment of data governance and classification needs to occur before AI implementation

Public Comment

Roland commented on public meeting conflicts of SamTrans and MTC.

Aleta Dupree, Team Folds, commented on AI and autonomous vehicles.

9. Recess to Committee Meetings

The Board meeting recessed to Committee Meetings at 2:54 pm.

14. Reconvene Board of Directors Meeting

Chair Chuang reconvened the Board meeting at 4:36 pm.

15. Matters for Board Consideration: Community Relations Committee

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

15.a. Brown Act Informational Report and Authorizing Remote Meetings for the Citizens Advisory Committee under Senate Bill 707 – *Approved by Resolution No. 2026-04*

Motion/Second: Medina/Esser

Ayes: Fraser, Gee, Medina, Powell, Ratto, Speier, Esser, Chuang

Noes: None

Absent: Canepa

16. Matters for Board Consideration: Finance Committee

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

16.a. Awarding a Contract to Deloitte Consulting, LLP to Provide the Product, Implementation and Maintenance Services of an Enterprise Performance Management System for a Total Not-To-Exceed Amount of \$749,620 for a Three-Year Base Term, with Three Additional One-Year Option Terms for an Aggregate Not-To-Exceed Amount of \$108,936, and an Optional End User Training and Video Recording for a Fee of \$21,600 – *Approved by Resolution No. 2026-05*

16.b. Authorizing Modification of Compensation Rates for Services Provided by General Counsel – Approved by Resolution No. 2026-06

Motion/Second: Ratto/Powell

Ayes: Fraser, Gee, Medina, Powell, Ratto, Speier, Esser, Chuang

Noes: None

Absent: Canepa

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

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

19. Date / Time of Next Regular Meeting: Wednesday, February 4, 2026 at 2:00 pm

20. General Counsel Report

20.a. Closed Session: Conference with Legal Counsel Anticipated Litigation Pursuant to Government Code Section 54956.9(d)(4)

Initiation of Litigation: One Case

20.b. Closed Session: Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8

Property: Parcel Nos. 015-180-200, 015-180-110 (Southeast portion of Belle Aire Island, South San Francisco)

Agency negotiator: Janni Baugh, Acting Director of Real Estate

Negotiating parties: ELCAM Co. and Bay Investment Co.

Under negotiation: Price and terms of payment

Ms. Cassman, General Counsel, announced the closed sessions items and stated any action taken will be reported at the next regular meeting.

Item 20.a. Director Medina recused himself as the representative to the Peninsula Corridor Joint Powers Board.

Item 20.b. Director Speier recused herself for conflict-of-interest.

The Board adjourned to closed session at 4:38 pm.

21. Adjourn – The meeting adjourned in memory of Carolyn L. Medina at 5:35 pm

**San Mateo County Transit District
Community Relations Committee Meeting / Committee of the Whole**

**1250 San Carlos Avenue, San Carlos, California
3199 Cody Court, Palm Springs, CA 92264**

Minutes of January 6, 2026

Members Present (In Person): Marina Fraser (Acting Chair)

Members Present (Via Teleconference): Jackie Speier

Members Absent: David J. Canepa (Chair)

Other Board Members Present Constituting Committee of the Whole: Marie Chuang, Brooks Esser, Jeff Gee, Rico E. Medina, Josh Powell, Peter Ratto

Other Board Members Absent: None

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

10.a. Call to Order

Acting Committee Chair Fraser called the meeting to order at 2:54 pm.

10.b. Approval of Minutes of the Community Relations Committee Meeting of December 3, 2025

Motion/Second: Powell/Medina

Ayes: Fraser, Gee, Medina, Powell, Ratto, Speier, Esser, Chuang

Noes: None

Absent: Canepa

10.c. Accessible Services Update

Tina Dubost, Manager, Accessible Services, stated the new contract with MV Transit for RediWheels began on January 1.

10.d. Paratransit Advisory Council Update

Ms. Dubost reported on the finalization of the PAC two-year work plan and upcoming website improvements.

10.e. Brown Act Informational Report and Authorizing Remote Meetings for the Citizens Advisory Committee under Senate Bill 707

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

- Senate Bill 707 changes to the Ralph M. Brown Act to reinforce openness and accessibility of public meetings and translation assistance
- Staff implementation of new requirements and changes
- Remote participation availability for Citizen Advisory Committee (CAC) members, physical meeting site requirement, and public participation

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- Applicability to the Paratransit Advisory Council, Accessibility Advisory Committee, and Measure W Citizens Oversight Committee
- Inclusivity for CAC recruitment

The Committee requested a report when Authorization returned to the Committee on CAC member virtual participation, remote public commenters, and effect on recruitment.

Substitute Motion with the requested report provided in 6 months/Second:
Powell/Esser

Ayes: Fraser, Gee, Medina, Powell, Ratto, Speier, Esser, Chuang

Noes: None

Absent: Canepa

Public Comment

Aleta Dupree, Team Folds, spoke in favor of resolution and commented on geographical diverse and coastside participation.

Roland commented on South San Mateo County CAC member participation.

10.f. Update on Citizens Advisory Committee Membership: Recruitment for Vacancies and Terms Ending April 30, 2026

Acting Committee Chair Fraser announced the Citizens Advisory Committee membership recruitment for vacancies and terms ending April 30, 2026.

Ana Rivas, Director, Bus Transportation, provided the presentation, which included the value of CAC member field-based observations and insights, and recruitment period for eight available seats.

10.g. Monthly State of Service Report | November 2025

Ms. Rivas provided the presentation, which included the following:

- Average ridership between all four modes increased 2.3 percent year-over-year
- Monthly ridership increase of 0.2 percent
- Microtransit average weekday ridership up to 18 percent; almost 19 percent increase compared to the previous year
- Youth unlimited declined 6.4 percent due to one less weekday during the month
- Did not meet preventive accident goals with 2.1 accidents per 100,000 miles
- Met goal for “did not operate” (DNO), missed 0.03 percent of scheduled trips
- Pedestrian safety awareness campaign launched

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- Specialized training and use of technology to prepare operators with five years or less experience (50 percent of operators) in preventing accidents
- Current weather affecting routes

Public Comment

Aleta Dupree, Team Folds, commented on ridership recovery, paratransit recovery levels, Dumbarton line ridership level, and accidents classification.

10.h. Adjourn – The meeting adjourned at 3:27 pm.

**San Mateo County Transit District
Finance Committee Meeting / Committee of the Whole**

**1250 San Carlos Avenue, San Carlos, California
3199 Cody Court, Palm Springs, CA 92264**

Minutes of January 7, 2026

Members Present (In Person): Rico E. Medina, Brooks Esser (Chair)

Members Absent: David J. Canepa

Other Board Members Present Constituting Committee of the Whole: Marie Chuang, Marina Fraser, Jeff Gee, Josh Powell, Peter Ratto

Other Board Members Present Constituting Committee of the Whole (Via Teleconference): Jackie Speier

Other Board Members Absent: None

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

11.a. Call to Order

Committee Chair Esser called the meeting to order at 3:27 pm.

11.b. Approval of Minutes of the Finance Committee Meeting of December 3, 2025

Motion/Second: Medina/Fraser

Ayes: Fraser, Gee, Medina, Powell, Ratto, Speier, Esser, Chuang

Noes: None

Absent: Canepa

11.c. Awarding a Contract to Deloitte Consulting, LLP to Provide the Product, Implementation and Maintenance Services of an Enterprise Performance Management System for a Total Not-To-Exceed Amount of \$749,620 for a Three-Year Base Term, with Three Additional One-Year Option Terms for an Aggregate Not-To-Exceed Amount of \$108,936, and an Optional End User Training and Video Recording for a Fee of \$21,600

Ladi Millard-Olmeda, Director, Budget and Financial Analysis, and Kevin Yin, Director, Contracts and Procurement, provided the presentation, which included the following:

- Product for project delivery, operating budget, and capital budget and capital improvement plan, position budget, budget adjustments, and long-term planning
- Paused proposals to prioritize projects and minimize resource constraints

- \$3,176,000 in project cost; \$876,000 unfunded
- 43 percent reduction in implementation costs negotiated

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- Contract includes liquidated damages clause for three times of implementation costs
- Milestone-based contract
- Current process streamlining, staff time reduction, and forecast capabilities

Motion/Second: Chuang/Ratto

Ayes: Fraser, Gee, Medina, Powell, Ratto, Speier, Esser, Chuang

Noes: None

Absent: Canepa

11.d. Authorizing Modification of Compensation Rates for Services Provided by General Counsel

General Counsel recused themselves during item consideration.

Chair Gee provided the report that included the recommendation from the Human Resources Personnel ad hoc committee to increase the blended rate and remove the retainer effective January 1, 2026, through December 31, 2027.

Motion/Second: Gee/Chuang

Ayes: Fraser, Gee, Medina, Powell, Ratto, Speier, Esser, Chuang

Noes: None

Absent: Canepa

11.e. Adjourn – The meeting adjourned at 3:49 pm.

**San Mateo County Transit District
Legislative Committee Meeting / Committee of the Whole**

**1250 San Carlos Avenue, San Carlos, California
3199 Cody Court, Palm Springs, CA 92264**

Minutes of January 7, 2026

Members Present (In Person): Peter Ratto, Josh Powell (Chair)

Members Present (Via Teleconference): Jackie Speier

Members Absent: None

Other Board Members Present Constituting Committee of the Whole: Marie Chuang, Brooks Esser, Marina Fraser, Jeff Gee, Rico E. Medina

Other Board Members Absent: David J. Canepa

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

12.a. Call to Order

Committee Chair Powell called the meeting to order at 3:50 pm.

12.b. Approval of Minutes of the Legislative Committee Meeting of December 3, 2025

Motion/Second: Medina/Esser

Ayes: Fraser, Gee, Medina, Powell, Ratto, Speier, Esser, Chuang

Noes: None

Absent: Canepa

12.c. Receive Legislative Update and Presentation by Federal Lobbyist

Michaela Petrik, Government Affairs Officer, provided the State update that included the following:

- Legislature resumed on January 5
- Two 2025 bills to be passed by January 31 to be considered in 2026
- February 20 deadline for new bill introductions
- January 9 release of Governor Newsom's budget, projected \$18 billion budget deficit
- Senator Monique Limón appointment as President pro Tempore of the California Senate
- Senator Dave Cortese continues as Chair for Senate Transportation Committee; Senator Josh Newman Richardson continues as Chair Senate Budget subcommittee for Transportation
- Senators Josh Becker and Scott Wiener join Transportation Committee

Ms. Petrik introduced Eve O'Toole, Lobbyist, Manatt, Phelps & Phillips, LLP; and Joe O'Brien, Lobbyist, Manatt, Phelps & Phillips, LLP; who provided the Federal update that included the following:

- January 30 deadline for Fiscal Year 2026 appropriations to avoid government shutdown
- Congress extension or reauthorization of the nation's service transportation laws and programs by September 30, 2026
- Bipartisan legislation on comprehensive housing reform

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- Funding support for regions involved with the Fédération Internationale de Football Association (FIFA) World Cup
- Earmark continuation and amount limitations
- Potential for Federal Government shutdown and its effects

12.d. Adjourn – The meeting adjourned at 4:03 pm.

**San Mateo County Transit District
Strategic Planning, Development, and Sustainability Committee Meeting /
Committee of the Whole**

**1250 San Carlos Avenue, San Carlos, California
3199 Cody Court, Palm Springs, CA 92264**

Minutes of January 7, 2026

Members Present (In Person): Marie Chuang, Peter Ratto, Rico E. Medina (Chair)

Members Absent: None

Other Board Members Present Constituting Committee of the Whole: Brooks Esser, Marina Fraser, Jeff Gee, Josh Powell

Other Board Members Present Constituting Committee of the Whole (Via Teleconference): Jackie Speier

Other Board Members Absent: David J. Canepa

Staff Present: J. Cassman, A. Chan, C. Espiritu, L. Lumina-Hsu, N. Tolmie, M. Tseng, S. van Hoften

13.a. Call to Order

Committee Chair Medina called the meeting to order at 4:03 pm.

13.b. Approval of Minutes of the Strategic Planning, Development, and Sustainability Committee Meeting of December 3, 2025

Motion/Second: Esser/Ratto

Ayes: Fraser, Gee, Medina, Powell, Ratto, Speier, Esser, Chuang

Noes: None

Absent: Canepa

13.c. Bus Stop Improvement Program Amenity Refresh Project Draft Recommendations

Nicholette Tolmie, Planning Analyst - Bus Stops, and Christopher Espiritu, Planning Administrator, which included the following:

- Internal and external stakeholder insight
- Shelter designs to account for specific weather conditions and material durability
- Seating and amenity pole to increase accessibility and visibility
- Real-time information and static and digital ads

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- Involvement with municipalities and private property owners to maintain bus stops
- Digital ad and announcement revenue generation; alternative funding sources
- Outreach and municipality ownership to make improvements based on rider insight; over 1,800 SamTrans bus stops

Public Comment

Roland commented on design criteria.

Christina F. commented on SamTrans' San Francisco bus stops, real-time information, bus interior stop announcements, and metal benches.

13.d. Adjourn – The meeting adjourned at 4:36 pm.