

SAN MATEO COUNTY TRANSPORTATION AUTHORITY
1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070
MINUTES OF AUGUST 6, 2020

MEMBERS PRESENT: E. Beach (Chair), C. Groom, D. Horsley, J. Mates, K. Matsumoto,
R. Medina (Vice Chair), C. Romero
Via
Teleconference

MEMBERS ABSENT: None

STAFF PRESENT: J. Hartnett, C. Mau, A. Chan, J. Hurley, J. Cassman, S. van Hoften,
D. Hansel, C. Gayotin, P. Skinner, J. Williams, C. Fromson, J. Brook,
D. Seamans

1. CALL TO ORDER

Chair Emily Beach called the meeting to order at 5:01 pm.

Authority Secretary Dora Seamans reviewed how attendees may use the Zoom raise the hand feature for public comment.

2. ROLL CALL/PLEDGE OF ALLEGIANCE

Authority Secretary Seamans called the roll and confirmed that a quorum was present.

Chair Beach led the Pledge of Allegiance.

3. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

None.

4. REPORT OF THE CITIZENS ADVISORY COMMITTEE

Chair Beach noted that the report was in the packet.

5. CONSENT CALENDAR

- a) **Approval of Minutes of the Board of Directors Meeting of July 9, 2020**
- b) **Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Period Ending June 30, 2020**
- c) **Adoption of Updated San Mateo County Transportation Authority Conflict of Interest Code -- Approved by Resolution No. 2020-19**
- d) **Information on Statement of Revenues and Expenses for the Period Ending June 30, 2020**

Motion/Second: Mates/Medina

Ayes: Beach, Groom, Horsley, Mates, Matsumoto, Medina, Romero

Absent: None

6. REPORT OF THE CHAIR

Chair Beach gave an update of most recent meeting of the San Mateo County Express Lanes Joint Powers Authority's Finance Committee.

7. SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT

Chair Beach said that the report had been posted to the website.

Director Karyl Matsumoto provided an update of the SamTrans August 5 Board meeting. She said that the Board supported the Caltrain sales tax resolution.

Jim Hartnett, Executive Director, noted that the report was in the packet. He emphasized that SamTrans is trying to provide as much flexibility as possible in working with both the school districts and the general riding public.

8. JOINT POWERS BOARD LIAISON REPORT

Chair Beach said that the report had been posted to the website.

Mr. Hartnett said that there had been a lengthy discussion on the sales tax measure at the JPB Board meeting that morning.

Director Don Horsley opined that he did not agree with the proposal to change JPB governance.

9. REPORT OF THE EXECUTIVE DIRECTOR

The report was provided in the packet.

10. PROGRAM

a) San Mateo County US 101 Express Lanes Project Quarterly Update

April Chan, Chief Officer, Planning, Grants/Transportation Authority, introduced Leo Scott, Co-Project Manager, Gray-Bowen-Scott, who provided the presentation.

Director Rico Medina inquired about risk assessment. Mr. Scott said they are assessing risk associated with buried objects or unanticipated sub-surface conditions, and potential contract extensions. Director Medina asked if contractors are following COVID-19 safety procedures. Mr Scott responded that they have done a good job of policing themselves in that regard.

Chair Beach asked if there were safety issues on the project due to the construction. Mr. Scott said there have been accidents that are unrelated to the contractor.

Director Carole Groom said she appreciated the level of detail in the report.

Director Carlos Romero asked if they anticipated any supply constraints other than with the CMU (concrete masonry unit) blocks for the soundwalls. Mr. Scott said they had no other known impacts related to material supplies due to COVID-19.

Chair Beach commended the management of the southern section of the project and said she anticipated the same for the northern section.

b) Measure A Pedestrian and Bicycle Program Update

Peter Skinner, Director of Grants and Funds Management, provided the staff report and presentation.

Director Romero asked if the TA anticipated that some of the projects currently in development might be coming back for additional construction money. Mr. Skinner said they had not received requests from existing projects for additional funds. He said they

may come in, however, during the next call-for-projects.

c) Pedestrian and Bicycle Program Call for Projects for FY 2021 and 2022

Mr. Skinner provided the presentation.

Director Romero asked who would be scoring the proposals. Mr. Skinner said the scoring panel would include a member of the C/CAG (City/County Association of Governments of San Mateo County) Bike/Ped Advisory Committee, a C/CAG staff person, a staff person from the County Public Health Department, and TA staff.

Chair Beach asked if the point values assigned to each category were driven by the Strategic Plan. Mr. Skinner said that the score sheet does come directly from the Strategic Plan. Chair Beach asked if the wording on the score sheets was also from the Plan; Mr. Skinner said yes. She said she was concerned that matching funds would be difficult for high-need cities that are struggling financially.

Chair Beach said she was pleased that a high point value was assigned to projects that makes people of all abilities feel safer.

Director Romero suggested reviewing the composition of the review teams to be more equitable in the future.

d) State and Federal Legislative Update

Casey Fromson, Director, Government and Community Affairs, summarized highlights of recent federal and state legislation.

She said that in July, MTC (Metropolitan Transportation Commission) took care of the remaining CARES (Coronavirus Aid, Relief, and Economic Security) Act funding. She said the House passed the HEROES (Health and Economic Recovery Omnibus Emergency Solutions) Act, which has significant transit funding, while the Senate introduced the HEALS (Health, Economic Assistance, Liability Protection and Schools) Act, which has no provision for transportation.

Ms. Fromson requested the Board's support for California Senate Bill 288 (SB 288), which calls for further exemptions from lead agencies on projects to complete an Environmental Impact Report under CEQA (California Environmental Quality Act). The bill would further exempt a few types of projects, including new rapid transit bus or light rail services.

Chair Beach said she wanted to ensure that the passage of SB 288 would not negatively impact any of the TA's planned projects.

Public Comment:

Rich Hedges said he supported the bill and encouraged the Board to support it as well.

Motion/Second: Horsley/Medina

Ayes: Beach, Groom, Horsley, Mates, Matsumoto, Medina, Romero

Absent: None

11. FINANCE

a) Establishing the Appropriations Limit for Fiscal Year (FY) 2021

Derek Hansel, Chief Financial Officer, presented the staff report.

Approved by Resolution No. 2020-20:

Motion/Second: Medina/Horsley

Ayes: Beach, Groom, Horsley, Mates, Matsumoto, Medina, Romero

Absent: None

b) Call for a Public Hearing at the September 3, 2020 Meeting on the Preliminary Fiscal Year 2021 Budget

Mr. Hansel said he wanted the Board to vote on the public hearing following the preliminary budget presentation.

c) Review of the Preliminary Fiscal Year 2021 Budget

Mr. Hansel provided the presentation.

Director Matsumoto asked if the Measure A annual allocation on Attachment B "Transfer to SMCTD for Caltrain" could get reallocated for a purpose other than Caltrain if the one-eighth-cent sales tax measure passes in November. Mr. Hansel said that while there may be a provision that would allow it to be reallocated, he believed that it is pursuant to the expenditure plan that was in Measure A itself. He added that he was not sure if the money would be available for other purposes.

Mr. Hartnett noted that since it is not known what will happen with the tax or if funds will still be needed, or what will happen with the budget, it was currently speculative.

Director Julia Mates said she liked the slide showing the sales tax revenue by industry. Mr. Hansel said they would update the Board on a regular basis.

Director Romero asked about the recovery projections. Mr. Hansel said that he predicted that the numbers would be lower in September.

Chair Beach asked about the ferry percentage. Ms. Chan said that the TA is paying down what was previously allocated to the project.

Mr. Hansel said that the numbers tend to lag, so it may be difficult to make predictions.

The Board made a motion to approve the call for public hearing:

Motion/Second: Groom/Medina

Ayes: Beach, Groom, Horsley, Mates, Matsumoto, Medina, Romero

Absent: None

12. REQUESTS FROM THE AUTHORITY

There were no requests.

13. WRITTEN COMMUNICATIONS TO THE AUTHORITY

Chair Beach noted that the correspondence was available on the website.

14. DATE/TIME OF NEXT REGULAR MEETING

Chair Beach announced that the next meeting would be on Thursday, September 3, 2020, 5:00 pm, via Zoom teleconference.

15. REPORT OF LEGAL COUNSEL

Ms. Cassman said that there was nothing to report.

16. ADJOURN

The meeting adjourned at 6:53 pm.

An audio/video recording of this meeting is available online at www.smcta.com. Questions may be referred to the Authority Secretary's office by phone at 650.508.6242 or by email to board@smcta.com.