

San Mateo County Transportation Authority
1250 San Carlos Avenue, San Carlos, California
Minutes of November 3, 2022

Members Present: D. Horsley

(In Person)

Members Present: E. Beach, J. Mates, R. Medina (Chair), M. Nagales, C. Romero (Vice Chair)

(Via Teleconference)

Members Absent: C. Groom

Staff Present: C. Mau, A. Chan, J. Cassman, S. van Hoften, P. Gilster, P. Skinner,
C. Fromson, H. El-Guindy, G. Martinez, J. Epstein, J. Brook, D. Seamans

1. Call to Order

Chair Rico Medina called the meeting to order at 5:00 pm.

2. Roll Call/Pledge of Allegiance

Dora Seamans, Authority Secretary, confirmed that a quorum was present. Chair Medina led the Pledge of Allegiance.

3. Public Comment for Items Not on the Agenda

There were no comments.

4. Report of the Citizens Advisory Committee

Chair Medina noted that the report was posted on the website.

5. Consent Calendar

5.a. Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board's and Committees' Ability to Meet Safely in Person, and Authorizing Remote Teleconference Board and Committee Meetings to Continue – *Approved by Resolution No. 2022-36*

5.b. Approval of Minutes of the Board of Directors Meeting of October 6, 2022

5.c. Acceptance of Statement of Revenues and Expenditures for the Period Ending September 30, 2022

5.d. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook

Regarding Item #5d, Director Emily Beach asked what are the next steps from the TA's financial advisor to further consider the possibility of adding environmental, social, and governance (ESG) investing to its portfolio, given their ESG presentation to the Board in December 2021 and

the Board's united support for exploring this strategy. Grace Martinez, Acting Financial Officer, said that the TA's financial advisors will provide an update in January. She also stated the TA's primary goal is preservation of capital but that it is possible to pursue ESG investment strategies as long as they do not conflict with California regulations. Director Beach thanked Ms. Martinez and said she looks forward to learning more in January.

Motion/Second: Beach/Romero

Ayes: Beach, Horsley, Mates, Medina, Nagales, Romero

Noes: None

Absent: Groom

6. Report of the Chair

Chair Medina said that he had no report.

7. San Mateo County Transit District Liaison Reports

7.a. Meeting of October 12, 2022

7.b. Meeting of November 2, 2022

Chair Medina said the report for the October 12 SamTrans Board meeting was in the packet and the report for the November 2 SamTrans Board meeting was posted on the website.

He said that ridership was up 32 percent for September 2022 versus September 2021. He noted that the Board authorized SamTrans to receive \$4.6 million in State Low Carbon Transit Program funds from MTC (Metropolitan Transportation Commission). He also said staff worked diligently with all the schools to coordinate student transportation. He noted that SamTrans had launched a new newsletter and extended his congratulations to newly appointed SamTrans General Manager/CEO and TA Executive Director April Chan.

8. Joint Powers Board Liaison Report

April Chan, Executive Director, said that the report was posted on the website. She announced that Michelle Bouchard had been appointed Executive Director of the JPB and that they would be working together closely on Caltrain governance.

9. Report of the Executive Director

Ms. Chan said the report was in the packet. She noted that Peter Skinner had been promoted from Director of Grants and Fund Management to Executive Officer of the TA.

Directors Mark Nagales and Don Horsley, and Chair Medina congratulated Ms. Chan, Ms. Bouchard, and Mr. Skinner.

10. Finance

10.a. Acceptance of the Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2022

Grace Martinez, Acting Chief Financial Officer, introduced Jennifer Ye, Director, Accounting, who summarized the staff report. She introduced Ahmad Gharaibeh, Partner, Eide Bailly, LLC, who provided the presentation.

Director Emily Beach and Vice Chair Carlos Romero asked how long the TA had had a contract with Eide Bailly; Mr. Gharaibeh said six years. Vice Chair Romero said he thought it was good practice to periodically switch audit partners or accounting firms to have a new set of eyes on the TA's finances. Ms. Martinez said they had looked at other firms at the time Eide Bailly's contract was awarded.

Vice Chair Romero asked about the Eide Bailly control letter dated October 13, asking how risks are mitigated. Mr. Gharaibeh said they follow standard audit practices. He also responded to Director Beach regarding the history of Eide Bailly's acquisition of the TA's prior accounting firm.

Ms. Ye shared the final slide of the presentation with Fiscal Year 2021-2022 highlights.

Motion/Second: Horsley/Mates

Ayes: Beach, Horsley, Mates, Medina, Nagales, Romero

Noes: None

Absent: Groom

11. Program

11.a. San Mateo 101 Express Lanes Quarterly Project Update

Ms. Chan introduced Leo Scott, Co-Project Manager, Gray-Bowen-Scott, who provided the presentation.

Director Beach asked about the cost increase on the landscaping phase and if the SB (Senate Bill) 1 and STIP (Statewide Transportation Improvement Program) funds were fully allocated to the construction of the project, which would free up TA and BAIFA (Bay Area Infrastructure Financing Authority) funds. Mr. Scott confirmed the funds were fully allocated and also indicated Caltrans previously was spending down all sources of funds proportionately. He said that Caltrans has since changed its methodology and is now spending down state grant funds at a higher rate to free up additional local and BAIFA funds to cover the cost increase on the landscaping phase. Director Beach asked if any kind of media blitz was being done, and Mr. Scott said that the initial outreach was done through standard media channels.

Vice Chair Romero asked for confirmation that mostly TA and BAIFA funds were being used to cover the cost increase on the landscaping phase. Mr. Scott explained that there are STIP-RIP (Regional Improvement Program) monies programmed specifically for the landscaping and that savings from the construction phase of the project would be used to fully fund the landscaping work. Mr. Scott also said that state funds on the Kiewit contract cannot be moved to another contract, which is why Caltrans accelerated the spend-down of those dollars.

11.b. Pedestrian and Bicycle Program Report

Patrick Gilster, Manager, Planning and Fund Management, provided the presentation.

Vice Chair Romero said he appreciated the projects' progress.

11.c. Pedestrian and Bicycle Program 2022 Cycle 6 Call for Projects Draft Recommendations

Mr. Gilster provided the presentation. He noted that they had incorporated the Federal Highway Administration (FHWA) Bikeway Selection Guide and the Safe Transportation for Everyone Guide.

Public Comment:

Maziar Bozorginia, City of Half Moon Bay, said that he was in support of Option 2 of the draft recommendations.

Ann Stillman, County of San Mateo, said the County supports Option 2.

Drew noted that in regard to small capital projects, the Cities of Redwood City and San Mateo are unfunded but score higher than projects that are funded. Chair Medina asked if staff could respond to Drew and Mr. Gilster said that Redwood City is receiving three awards for TA funding but will be working with them on alternatives to fund the fourth project. He also noted the City of San Mateo project was focused on a parking garage and does not directly address roadway safety issues.

Director Julia Mates asked if there is a formal request or appeals process to get explanations on why a project was rejected. Mr. Gilster said applicants all received explanations about why their projects were not selected. Director Mates asked why he thought the TA had received more project applications this year. Mr. Gilster said the TA had increased its communications efforts, including sending out a newsletter in January listing all the available funding.

Director Mark Nagales said he had not seen any multi-city projects in the current cycle. Mr. Gilster said there had been more partnerships in prior years.

Director Beach asked about the planning category goal. Mr. Gilster said that this year, they were planning on reallocating money for smaller projects to the large project category. Director Beach said she was pleased that there was more funding in the active transit category available to fund bike/pedestrian projects.

Director Horsley said he felt that there were more projects this year due to more money being available. Vice Chair Romero said that he supported Option 2.

12. State and Federal Legislative Update

Casey Fromson, Chief Communications Officer, provided a summary of federal and state legislation. She said Congress was in recess until November 14 and the California legislature was also in recess. She noted that Draft Legislative Program for 2023 would be presented to the Board at the December 1 meeting.

13. Requests from the Authority

There were no requests.

14. Written Communications to the Authority

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

15. Date/Time of Next Regular Meeting

Chair Medina announced that the next meeting would be on Thursday, December 1, 2022, 5:00 pm in person at the SamTrans Auditorium and via Zoom teleconference.

16. Report of Legal Counsel

Joan Cassman, Legal Counsel, said that there was nothing to report but would have a report at the December 1 Board meeting.

17. Adjourn

The meeting adjourned at 6:51 pm.

An audio/video recording of this meeting is available online at <https://www.smcta.com/about-us/board-directors/video-board-directors-cac-and-smcel-jpa>. Questions may be referred to the Authority Secretary's office by phone at 650.508.6242 or by email to board@smcta.com.