

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY**  
**1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070**  
**MINUTES OF APRIL 2, 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. Mobley-Ritter, P. Skinner, R. Bolon, C. Fromson, S. Wong,  
D. Seamans

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Emily Beach called the meeting to order at \_\_\_\_\_ pm and led the Pledge of Allegiance.

**2. ROLL CALL**

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

**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 March 5, 2020**
- b) Acceptance of Statement of Revenues and Expenses for February 2020**
- c) Acceptance of Measure A Semiannual Program Status Report**

*To provide all the Board members the opportunity to connect to the teleconference, the Chair requested to recess the meeting at 5:14 pm.*

*The Board meeting resumed at 5:19 pm*

Motion/Second: Horsley/Medina

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

Absent: None

**6. REPORT OF THE CHAIR**

Chair Beach gave a brief update on the San Mateo County Express Lanes Joint Powers Authority (SMCEL JPA) Finance Committee.

**7. SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT**

Chair Beach said that the report was in the packet.

Director Karyl Matsumoto noted the importance of the SamTrans Board having made a motion to approve a critical one-eighth-cent sales tax for Caltrain. She also noted the approval of a funding application for the US 101 express bus project, funding for the San Mateo County shuttle program, and a debt policy.

Director Matsumoto commended the positive performance review and evaluation of Jim Hartnett as SamTrans General Manager/CEO and said that he and the Board agreed to defer his \$50,000 performance pay and 3 percent pay increase until the District is in a more favorable financial position.

## **8. JOINT POWERS BOARD LIAISON REPORT**

Chair Beach said that the report was in the packet.

Mr. Hartnett, Executive Director, noted that the Board approved a fuel hedging program to mitigate the risk of increased fuel prices, to be entered into at a later date as determined by Derek Hansel, Chief Financial Officer.

## **9. REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Hartnett gave an update on the latest COVID-19 updates from County and regional health officers. He talked about the challenges faced by the District and other transit agencies during the pandemic.

Chair Beach commended Mr. Hartnett on his flexibility in adjusting to running a governmental organization during the crisis.

Director Don Horsley stated his appreciation of Mr. Hartnett's leadership on behalf of the Board.

Mr. Hartnett commended the leadership of the County Manager and the Board of Supervisors.

## **10. FINANCE**

### **a) Authorizing Examination of Authority Transactions and Use Tax Records**

Mr. Hansel said that sales tax will be a priority. He said that the authorization will allow the TA to hire a consultant to work with the CDTFA (California Department of Tax and Fee Administration).

Mr. Hansel said that the TA is exploring borrowing money against future sales tax revenues. Director Horsley said he recalls that this has been done in the past but that the formulas used are sometimes inaccurate.

Motion/Second: Medina/Mates

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

Absent: None

## **11. PROGRAM**

### **a) State and Federal Legislative Update and Approval of Legislative Proposals**

Casey Fromson, Director, Government and Community Affairs, briefly summarized highlights of recent federal and state legislation that had changed since the agenda packet was distributed.

She said the state was not involved in a large relief package. She said the legislature is in recess until at least April 13 and that legislation is focusing on COVID-19, homelessness, and housing.

Ms. Fromson requested the Board's approval to support AB 2121 regarding traffic safety monitoring and SB 797 regarding funding for transit-oriented housing and housing infrastructure.

Mr. Hartnett said regarding the federal stimulus package that having shovel-ready projects is advantageous, such as the Broadway Grade Separation Project. He also talked about the FASTER Bay Area not going forward in 2020.

Motion/Second: Matsumoto/Romero

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

Absent: None

### **b) San Mateo County Shuttle Program Draft Funding Recommendations**

Peter Skinner, Director, Grants and Fund Management, provided a presentation.

Director Carlos Romero inquired how the contract with MV Transportation will be negotiated if their hourly rates go up significantly. Mr. Skinner said that shuttle sponsors will have to go back to their membership to ask for additional funding from other sources. He said the TA needs to ensure that they can meet their financial commitments.

Chair Beach asked if sales tax revenue for shuttles was already in the bank. Mr. Skinner said there is currently \$4 million of unallocated funding available.

### **c) Grade Separations – 25<sup>th</sup> Avenue Grade Separation Project**

Rafael Bolon, Project Manager Consultant, Engineering and Construction, provided a presentation.

Director Groom expressed her excitement for the project, recalling the past cooperative efforts of multiple agencies that led to the approval of the Bay Meadows reorganization plan during her tenure on the San Mateo City Council.

Director Julia Mates said Belmont was preparing for the closure of the Hillsdale Caltrain station. She asked if the shelter in place order might allow the project to move up to May 3. Mr. Bolon said that the project is actually benefiting from the reduced service as a result of the pandemic. He said that the construction team can do more single tracking during the work week instead of being limited to working on the weekend.

#### Public Comment:

Rich Hedges commended the Bay Meadows project and noted that the grade separations will connect the neighborhood to El Camino Real and Hillsdale Shopping Center.

**12. REQUESTS FROM THE AUTHORITY**

There were no requests.

**13. WRITTEN COMMUNICATIONS TO THE AUTHORITY**

The correspondence was included on the website.

**14. DATE/TIME OF NEXT REGULAR MEETING**

Chair Beach announced that the next meeting would be on Thursday, May 7, 2020, 5:00 pm, either via Zoom teleconference or at the San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos Avenue, San Carlos, CA 94070.

**15. REPORT OF LEGAL COUNSEL**

Joan Cassman, Legal Counsel, said she had nothing to report.

**16. ADJOURN**

The meeting adjourned at 6:38 pm.

An audio/video recording of this meeting is available online at [www.smcta.com](http://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](mailto:board@smcta.com).