

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY**  
**1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070**  
**MINUTES OF MARCH 4, 2021**

**Revised 4-1-2021**

**MEMBERS PRESENT:** E. Beach (Chair), C. Groom (arrived at 5:08 pm), D. Horsley, J. Mates,  
R. Medina (Vice Chair), M. Nagales, C. Romero (left at 7:10 pm)

**Via**  
**Teleconference**

**MEMBERS ABSENT:** None

**STAFF PRESENT:** J. Hartnett, C. Mau, A. Chan, M. Bouchard, J. Funghi, J. Hurley,  
J. Cassman, S. van Hoften, D. Hansel, P. Gilster, P. Skinner, J. Epstein,  
J. Sharma, J. Brook, D. Seamans

**1. CALL TO ORDER**

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

**2. SWEARING-IN**

**a) San Mateo County Northern Cities Representative**

Mark Nagales was sworn into office with a term ending 12-31-2022.

**3. ROLL CALL/PLEDGE OF ALLEGIANCE**

Ms. Seamans confirmed that a quorum was present.

Chair Beach requested that Director Nagales lead the Pledge of Allegiance.

**4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Drew said he appreciated the improved formatting of the website subscriber notices.

*Director Carole Groom joined the meeting at 5:08 pm.*

**5. REPORT OF THE CITIZENS ADVISORY COMMITTEE**

Chair Beach noted that the report was in the packet.

**6. CONSENT CALENDAR**

**a) Approval of Minutes of the Board of Directors Meeting of February 4, 2021**

**b) Acceptance of Statement of Revenues and Expenditures for the Period Ending  
January 31, 2021**

Director Don Horsley noted that Measure A sales tax was down but that Measure W tax was up and asked why there was a disparity. Derek Hansel, Chief Financial Officer, said the variance is due to adjustments in Measure A revenues.

Motion/Second: Horsley/Medina

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

Abstentions: Nagales

Noes: None

Absent: None

## **7. REPORT OF THE CHAIR**

Chair Beach said she appreciated the look-ahead meetings with staff.

## **8. SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT**

Jim Hartnett, Executive Director, said that the report was posted on the website.

Vice Chair Rico Medina noted that Mr. Hartnett had given a detailed background of each of the award recipients. He remarked that he had recently visited the South Base Maintenance Yard.

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

Mr. Hartnett said that the report had been posted to the website. He noted the federal relief acts that have been passed since the start of the pandemic. He said they were anticipating another federal relief bill that would provide \$30 billion for public transit nationwide.

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

Mr. Hartnett said that his report was in the packet.

## **11. PROGRAM**

### **a) Acceptance of Capital Projects Quarterly Status Report for 2nd Quarter Fiscal Year 2021**

Joe Hurley, TA Director, said that the TA is working to improve the reporting of key project indicators in a meaningful way.

Director Nagales said he thought that it would be useful to have projected completion dates and asked if the pandemic had had any impacts on construction projects.

Mr. Hurley said that the construction workers are considered essential workers, so work has not been adversely impacted.

Director Julia Mates requested that projects that have issues be flagged.

Director Carlos Romero asked how TA oversight of grade separation was different from the oversight on the 101/Willow Road overpass. Mr. Hurley said there was a TA representative assigned to the interchange project but not grade separations. April Chan, Chief Officer, Planning, Grants/Transportation Authority, said that the TA is working on how it can be part of the team to provide oversight on some of the larger projects.

Chair Beach asked what the difference between "notable" and "significant."

Mr. Hurley said there are specific thresholds defined at the back of the report that trigger the traffic light designations.

Public Comment:

Drew suggested that for long-term projects, there should be more public transparency on a quarterly or monthly basis.

Motion/Second: Medina/Mates

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

Noes: None

Absent: None

**b) Short-Range Highway Plan Update**

Patrick Gilster, Manager, Programming and Monitoring, provided the presentation.

Chair Beach said she appreciated the staff effort in prioritizing projects.

Director Romero asked when certain metrics such as Vehicle Miles Traveled fit into project selection. Mr. Gilster said they had a tool that handled that and provides raw scores. Director Romero asked if scoring happens on all 12 core principles, and Mr. Gilster said yes, when applicable.

Director Horsley noted that the ad hoc committee tried to come up with a fair process for rating projects.

Chair Beach asked if they differentiated between jurisdictions that had or had not previously received project funding. Director Horsley said they focused on which projects affect the most people in the greatest number of communities, and Mr. Gilster concurred. Director Medina said they also tried to have equity between the north and south parts of the County. Director Nagales said that he was supportive of the equity process.

Public Comment:

Drew remarked that the barriers near the weave area between Hillsdale Avenue and the Highway 92/101 interchange are some of the worst in the county.

**c) Program Report: South San Francisco Caltrain Station Improvement Project Update**

Ms. Chan said the TA had previously approved \$60 million for the project. Michelle Bouchard, Chief Operating Officer, Rail, provided a brief project update.

[Chair Beach requested an update on the Measure A Caltrain category's current funding capacity and constraints. Mr. Hartnett reported the Measure A Caltrain category currently has \\$21 million available and will likely have \\$35 million by the end of the year since this category typically generates \\$14 million annually.](#)

Mr. Hartnett discussed the Caltrain electrification process as it relates to the capacity of the TA to consider future requests. He noted a Senate bill that would provide \$1.7 billion for transit projects around the country, including a line item that would provide \$46.5 million for the Caltrain electrification project. [Mr. Hartnett also summarized the agreement made by the Peninsula Corridor Electrification Project's \(PCEP\) four funding partners -- Santa Clara Valley Transportation Authority \(VTA\), San Francisco County Transportation Authority \(SFCTA\), San Mateo County Transportation Authority \(SMCTA\), and the Metropolitan Transportation Commission \(MTC\) – to comply with federal grant contingency requirements. In the event that 10 percent additional project contingency](#)

[is needed, each funding agency agreed to share the costs equally and backstop up to \\$50 million each to complete the electrification project.](#)

**d) 101 Express Lanes Equity Study Update: Equity Program Alternatives**

Ms. Chan introduced Matt Click, Policy Program Manager, San Mateo County Express Lanes JPA (Joint Powers Authority), who provided a presentation.

Director Mates asked about the criteria for selection of the alternatives. Mr. Click said that their goal was to have the alternative provide meaningful benefit soon.

Director Nagales asked how they would define communities of concern for place-based improvements. Mr. Click said there are many attributes including income and ethnicity.

Director Romero acknowledged that they are trying to reduce single-occupancy vehicle trips and subsequently greenhouse gases, but thought that place-based improvements made the most sense. Mr. Click acknowledged that there is more need than they can address.

Director Carole Groom suggested the managedlanes.com website as great resource to keep up to date on the express lanes project.

Director Horsley noted that there is a very large amount that needs to be paid back to the TA and the amount of revenue from the project is still an unknown.

Mr. Click said that the proposed equity program is one of a very few in the country that provide direct funding.

*Director Romero left the meeting at 7:10 pm.*

**12. FINANCE**

**a) Program and Allocate Measure A Grade Separation Category Funds for the Broadway Grade Separation Project in the City of Burlingame**

Joy Sharma, Senior Project Manager, provided the presentation.

Director Mates asked what the community concerns were when PS3 (Paralleling Station 3) was initially relocated to the east side of the tracks. John Funghi, Chief Officer, Caltrain Planning/CalMod, said that the overall goal is to build it once, not twice. ~~He said the paralleling station needs to be in a specific location, currently on the east side. He said there is no other location they can move it to without having to rebuild it later.~~ [He said that moving the paralleling station to the east side of the tracks onto City property now has the dual benefit of resolving community concerns and better accommodating the future grade separation project. This change will save the Broadway Grade Separation Project \\$8 to \\$10 million in 2018 dollars because it will not require relocating PS3 as originally planned.](#) He said ~~the goal is to minimize that this solution minimizes~~ the adverse effects on all parties.

Syed Murtuza, Public Works Director, City of Burlingame, said they have been working with the Caltrain to relocate PS3 as well as some trees.

Chair Beach asked if any money left over after funding the project would return to the grade separation category; Mr. Funghi said yes.

Public Comment:

Drew suggested that an analysis should be done to determine how to get people off the platform safely in an emergency.

*Approved by Resolution No. 2021-6:*

Motion/Second: Mates/Groom

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

Noes: None

Absent: Romero

**13. STATE AND FEDERAL LEGISLATIVE UPDATE**

Jessica Epstein, Government and Community Affairs Officer, briefly summarized the highlights of recent federal legislation, which included approval of President Biden's \$1.9 trillion pandemic rescue plan.

She said on the state side that more than 2,500 bills were introduced that focus heavily on pandemic relief and response. She noted that there are several items in the budget trailer bill relating to the Transportation Development Act (TDA).

**14. REQUESTS FROM THE AUTHORITY**

There were no requests.

**15. WRITTEN COMMUNICATIONS TO THE AUTHORITY**

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

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

Chair Beach announced that the next meeting would be on Thursday, April 1, 2021 5:00 pm, via Zoom teleconference.

**17. REPORT OF LEGAL COUNSEL**

Ms. Cassman said that there was nothing to report.

**18. ADJOURN**

The meeting adjourned at 7:42 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).