

**San Mateo County Transportation Authority
Board of Directors
1250 San Carlos Avenue, San Carlos, California 94070**

Minutes of November 6, 2025

Members Present: A. Fung, M. Nagales, C. Romero (Chair)

Members Present R. Medina

via Teleconference:

Members Absent: N. Corzo, J. Speier, J. Mates (Vice Chair)

Staff Present: J. Cassman, A. Chan, J. Epstein, P. Gilster, L. Lumina-Hsu, P. Skinner, M. Tseng

1. Call to Order

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

2. Roll Call / Pledge of Allegiance

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

Chair Romero announced a Consideration to Change Order of Business to hear the agenda items in the following order: 3 to 5, 10.a., 11, 6 to 9, 10.b., 12 to 15, and Item 16.a. Closed Session is deferred to a Special Meeting to a date to be determined and announced in compliance with the Brown Act.

Motion/Second: Medina/Nogales

Ayes: Fung, Medina, Nagales, Romero

Noes: None

Absent: Corzo, Speier, Mates

Chair Romero announced public comments will be one minute.

3. Public Comment for Items Not on the Agenda – There were none.

4. Report of the Community Advisory Committee - Chair Romero stated the report is available online.

5. Consent Calendar

- 5.a. Approval of Minutes of the Board of Directors Meeting of September 4, 2025**
- 5.b. Accept Statement of Revenues and Expenditures for the Period Ending June 30, 2025**
- 5.c. Approval of the 2026 Board of Directors Meeting Calendar**
- 5.d. Accept Quarterly Investment Report**

Motion/Second: Fung/Medina

Ayes: Fung, Medina, Nagales, Romero

Noes: None

Absent: Corzo, Speier, Mates

6. Report of the Chair

Chair Romero stated Senate Bill 63 was signed by Governor Gavin Newsom.

7. San Mateo County Transit District Liaison Report – October 8, 2025 and November 5, 2025

Chair Romero stated the report was posted online.

8. Peninsula Corridor Joint Powers Board Liaison Report – October 9, 2025 and November 6, 2025

Chair Romero stated the report was posted online.

9. Report of Executive Director

Chair Romero stated the report was in the packet and April Chan, Executive Director, stated there will be a ribbon cutting ceremony for East Palo Alto overpass pedestrian project on November 22.

10. Program

10.a. Programming and Allocating \$6,715,000 for the 2025 Cycle 3 Transportation Demand Management Call for Projects – *Approved by Resolution No. 2025-21*

Sue-Ellen Atkinson, Manager, Planning and Fund Management, provided the presentation that included the following:

- 22 projects recommended for funding from 14 jurisdictions of which 7 were first-time applicants

The Board Members had a discussion and staff provided further clarification in response to the Board comments and questions, which included the following:

- Outreach efforts to coastside cities; funds still available
- Micro-mobility projects by Cities of Burlingame and Millbrae; potential to have program county-wide
- Regional collaboration
- Transportation Demand Management Association – change recommendation to fully fund the program

- Outreach to smaller cities to provide feedback on applications to increase cities' competitiveness to be granted funding

Public Comment

Emily Wirowek, Complete Streets Safety Committee member, City of Brisbane, commented on small coastal communities, upgrade will increase utilized bus stop, bus boarding island, and Americans' with Disabilities Act (ADA) compliance.

Motion: Fung

Friendly Amendment by Chair Romero to fully fund all recommended projects and increase the total programming and allocation amount to \$6,799,083 in collected and future-year New Measure A and Measure W Transportation Demand Management Program funds for the 19 projects selected through the call for projects. Accepted by Director Fung.

Second: Nogales

Ayes: Fung, Medina, Nagales, Romero

Noes: None

Absent: Corzo, Speier, Mates

10.b. 101 Corridor Connect: Draft North County and Mid County Multimodal Strategies

Ms. Atkinson provided the presentation that included the following:

- Community and stakeholder engagement efforts and strategies
- Prioritization methodology identified top 20 projects within each segment to represent all different modes and in various cities
- All projects in strategies identified or adopted in their plans by local jurisdictions or agencies; screened and weighted; considered community feedback
- Implementation plan: identify funding opportunities and securing local match funding; provide technical support to local cities
- Reviewed top 20 projects for North County Multimodal Strategy projects and for Mid-County Multimodal Strategy
- South County public review begins December 2025; draft strategy to Board February 2025

The Board Members stated appreciation for supporting and funding existing plans approved by local cities.

11. Finance

11.a. Accept Statements of Revenues and Expenditures for the Periods Ending July 31, 2025; August 31, 2025; and September 30, 2025

Kate Jordan Steiner, Chief Financial Officer, provided the presentation that included the following:

- Revised report format to align with annual operating budget cycle
- Funding allocations and program-level expense summaries reported in Quarterly Status Report

The Board Members had a discussion and staff provided further clarification in response to the Board comments and questions, which included the following:

- Quarterly updates to the Board and return to monthly after new module is tested/finalized
- Significant or meaningful alterations will come to Board when needed

Motion/Second: Nagales/Medina

Ayes: Fung, Medina, Nagales, Romero

Noes: None

Absent: Corzo, Speier, Mates

11.b. Program and Allocate \$10,000,000 in Original Measure A Funds to the San Mateo County Transit District for Fiscal Years 2026 and 2027 Member Agency Contributions to Caltrain – *Approved by Resolution No. 2025-22*

Peter Skinner, TA Executive Officer, stated an update to the staff recommendation which included the following:

- Staff recommending a change to the allocation
- At November 6 Peninsula Corridor Joint Powers Board (JPB) Board of Directors meeting, the City and County of San Francisco (CCSF) will withhold allocation for capital projects
- Staff recommends programing and allocating \$10 million to Caltrain but not to release until CCSF releases their funds

Li Zhang, Caltrain Chief, Rail Commercial and Business, provided the presentation that included the following:

- System-wide project investments; most funding goes into State-of-Good-Repair projects
- Updates for delivered projects (\$2 million), projects in progress (\$7.4 million), and planning and implementation (\$8.9 million)
- \$10 million TA allocation, if granted, will go to the Guadalupe River Bridge Replacement project
- Systemwide Capital Contributions under Caltrain's Capital Improvement Projects plan

The Board Members had a discussion and staff provided further clarification in response to the Board comments and questions regarding CCSF member agency contributions, funding agreement statuses, project delay concerns, and partners collaboration.

Joan Cassman, General Counsel, suggested additional wording for the resolution to have a condition on the funding until all partners release funding.

The Board Members continued discussion on Caltrain partners, governance process completion, TA Board's commitment to funding the project. Staff provided clarification the Guadalupe River Bridge Project currently has funding which will run out April 2026.

Ms. Cassman, General Counsel, provided the following modified staff recommendation for Board consideration:

Now, Therefore, Be It Resolved that the Board of Directors of the San Mateo County Transportation Authority hereby programs and allocates \$10,000,000 in Original Measure A funds from unprogrammed rental income and the Caltrain Program category to the San Mateo County Transit District for its share of local match to the Peninsula Corridor Joint Powers Board (JPB) for the Caltrain Capital Program for Fiscal Years 2026 and 2027, with the condition that this \$10,000,000 allocation will not be released to the JPB until such time as the other two member agencies, the City and County of San Francisco and the Santa Clara County Valley Transportation Authority, allocate and make available to the JPB their equal capital contribution shares as required under the JPB's Joint Powers Agreement

Motion to accept modified staff recommendation/Second: Fung/Nagales

Ayes: Fung, Medina, Nagales, Romero

Noes: None

Absent: Corzo, Speier, Mates

12. Legislative Matters

12.a. Receive Legislative Update - Item was deferred.

13. Requests from the Authority – Item was deferred.

14. Written Communications to Authority – Item was deferred.

15. Date/Time of Next Regular Meeting - Thursday, December 4, 2025, at 5:00 pm

16. Report of Legal Counsel – Item was deferred.

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

Title: Executive Director

17. Adjournment - The meeting adjourned at 6:02 pm.