



BOARD OF DIRECTORS 2024

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Agenda

Citizens Advisory Committee (CAC) Meeting

March 5, 2024, 4:30 – 6:30 pm

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Ave., San Carlos, CA

Members of the public may attend in-person or participate remotely via Zoom at <https://us06web.zoom.us/j/81661671711?pwd=blBoemd4WG1wUEtrMEo3Y1cydlZSQTO9> or by entering Webinar ID: **816 6167 1711**, Passcode: **244123** in the Zoom app for audio/visual capability or by calling **1-669-900-9128** (enter webinar ID and press # when prompted for participant ID) for audio only.

Please Note the following COVID-19 Protocols for in-person attendance:

1. Visitors experiencing the following symptoms of COVID-19 may not enter the building:
 - Cough
 - Shortness of Breath
 - Fever
 - Chills
 - Muscle Pain
 - Sore Throat
 - Loss of Taste or Smell
2. Wearing of masks is recommended but not required.

Public Comments: Public comments may be submitted to publiccomment@smcta.com prior to the meeting's call to order so that they can be sent to the Committee as soon as possible, while those received after an agenda item is heard will be included into the Board's weekly correspondence and posted online at:

<https://www.smcta.com/whats-happening/board-directors-calendar>

Oral public comments will also be accepted during the meeting in person and through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak and callers should dial *6 to unmute themselves when recognized to speak.

TA Citizens Advisory Committee Members 2024: Barbara Arietta (Chair), Doug Bojack, Ivan Bucio, Giuliano Carlini, Nheeda Enriquez, John Fox (Vice Chair), Karen Kuklin, Sandra Lang, Jeff Londer, Gus Mattammal, Peter Ohtaki, Allie Paul, Mike Swire

Staff Liaison:
Peter Skinner, Executive Officer, Transportation Authority

CAC Secretary:
Jean Brook

Each public comment is limited to three minutes or less. The CAC Chair shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

The video live stream will be available during or after the meeting at <https://www.smcta.com/about-us/board-directors/video-board-directors>.

Tuesday, March 5, 2024

4:30 – 6:30 pm

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Public Comment for Items Not on the Agenda
Public testimony by each individual speaker shall be limited to three (3) minutes
4. Consent Calendar
 - 4.a. Approval of Minutes of the CAC Meeting of January 30, 2024 Motion

TA Board Meeting Agenda for March 7, 2024

- 4.b. **TA Board Item 5.b** Acceptance of Statement of Revenues and Expenditures for the Period Ending January 31, 2024 Motion
- 4.c. **TA Board Item 5.c** Acceptance of Capital Projects Quarterly Status Report for 2nd Quarter Fiscal Year 2024 Motion
- 4.d. **TA Board Item 5.d** State and Federal Legislative Update Informational
5. **TA Board Item 5.a** Approval of Minutes of the Board of Directors Meeting of February 1, 2024 Informational
6. **TA Board Item 10** Strategic Plan Workshop Informational
7. Report of the Chair Informational
8. Report from Staff Informational
9. Member Comments/Requests
Committee members may make brief statements regarding CAC-related areas of concern, ideas for improvement, or other items that will benefit or impact the TA or the CAC
10. Date/Time of Next Regular Meeting: Tuesday, April 2, 2024, 4:30 pm
The meeting will be accessible via Zoom teleconference and/or in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Please see the meeting agenda for more information.
11. Adjourn

Information for the Public

All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

If you have questions on the agenda, please contact the Authority Secretary at 650-508-6242. Assisted listening devices are available upon request. Agendas are posted on the TA website at <https://www.smcta.com/whats-happening/board-directors-calendar>. Communications to the Board of Directors can be emailed to board@smcta.com. *Free translation is available; Para traducción llámanos al 1.800.660.4287; 如需翻译 请电1.800.660.4287*

Date and Time of Regular Meetings

The Transportation Authority (TA) meets regularly on the first Thursday of the month at 5:00 pm. The TA Citizens Advisory Committee (CAC) meets regularly on the Tuesday prior to the first Thursday of the month at 4:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the TA website.

Location of Meeting

This meeting will be held in-person at: San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Members of the public may attend in-person or participate remotely via Zoom as per the information provided at the top of the agenda.

*Should Zoom not be operational, please check online at <https://www.smcta.com/whats-happening/board-directors-calendar> for any updates or further instruction.

Public Comment

Members of the public may participate remotely or in person. Public comments may be submitted by comment card in person and given to the CAC Secretary. Prior to the meeting's call to order, public comments may be submitted to publiccomment@smcta.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.smcta.com/whats-happening/board-directors-calendar>.

Oral public comments will also be accepted during the meeting in person, through Zoom, or the teleconference number listed above. Public comments on individual agenda items are limited to three minutes and one per person PER AGENDA ITEM. Each online commenter will be automatically notified when they are unmuted to speak. The Board Chair shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

Accessible Public Meetings/Translation

Written materials in appropriate alternative formats, disability-related modification/accommodation, as well as sign language and foreign language interpreters are available upon request; all requests must be made at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070, at the same time that the public records are distributed or made available to the legislative body.

**San Mateo County Transportation Authority
1250 San Carlos Avenue, San Carlos, California**

**Citizens Advisory Committee (CAC)
Meeting Minutes**

January 30, 2024

Members Present: B. Arietta (Chair), I. Bucio (arrived at 4:37 pm), G. Carlini, N. Enriquez, J. Fox (Vice Chair) (left at 6:17 pm), K. Kuklin, S. Lang, G. Mattammal (arrived at 4:35 pm), A. Paul, M. Swire
(In Person)

Members Present: None
(Via Teleconference)

Members Absent: D. Bojack, J. Londer, P. Ohtaki

Staff Present: P. Skinner, P. Gilster, C. Mobley-Ritter, C. Liao, J. Manzi, J. Epstein, A. Linehan, J. Brook

1. Call to Order/Pledge of Allegiance

Chair Barbara Arietta called the meeting to order at 4:31 pm and led the Pledge of Allegiance.

2. Roll Call

Jean Brook, CAC Secretary, called the roll and confirmed that a quorum was present.

3. Public Comment for Items Not on the Agenda

There were no comments.

4. Consent Calendar

4.a. Approval of Minutes of the CAC Meeting of January 9, 2024

TA Board Meeting Agenda for February 1, 2024

4.b. TA Board Item 5.b Acceptance of Statement of Revenues and Expenditures for the Period Ending December 31, 2023

4.c. TA Board Item 5.c Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook

4.d. TA Board Item 5.d Amending the Fiscal Year 2024 Budget to Increase Total Expenditures from \$180,605,687 to \$191,064,010

Regarding Item 4.d, Nheeda Enriquez asked what happens if the revenues fall below budget and what the rationale was for changing programs in response. Cleo Liao, Manager, Budgets,

said for a year where the revenue is lower than the budget, they will go back to the Board to request amendment of the budget to adjust the allocation for that category.

Gus Mattammal arrived at 4:35 pm.

Sandra Lang asked if the true-up filtered down to TA staff and individual cities, and Ms. Liao confirmed that the true-up only affected the categories.

Regarding Item 4.a, Mike Swire said he had submitted some edits to the minutes of January 9.

Ivan Bucio arrived at 4:37 pm.

Peter Skinner, Executive Officer, Transportation Authority, reminded the members that the meeting video stands as the official record of the meeting. He said that the minutes just reflect the high-level actions of the Committee and are not a verbatim record. Ms. Brook noted that the minutes in the CAC agenda packet are in draft format and members may raise questions or make suggestions for amendment. She said that final versions of the minutes are posted under the Minutes tab of the meeting page on the TA website. Mr. Skinner said that amendments should only be made to one's own comments and not to other members' comments.

Motion/Second: Kuklin/Fox

Ayes: Arietta, Bucio, Carlini, Enriquez, Fox, Kuklin, Lang, Mattammal, Paul, Swire

Noes: None

Absent: Bojack, Londer, Ohtaki

5. TA Board Item 5.a Approval of Minutes of the Board of Directors Meeting of January 11, 2024

There were no comments.

6. TA Board Item 9.a Regional Transit Connections Plan Update

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

Amy Linehan, Government and Community Affairs Officer, presented on community and stakeholder engagement, and the project schedule and next steps.

Giuliano Carlini asked if the TA collected what percentage of trips are made by the various transit providers. Mr. Gilster said they used what they could get from published reports from the different transit agencies and will be available in the Existing Conditions Report.

Mr. Swire said there are relevant comments in platforms such as Nextdoor and asked if there was an effective way to data mine these platforms. Mr. Gilster said he would check with legal counsel about that.

Ms. Lang asked about the outreach and asked how they identified the disabled community. Ms. Linehan said the Government and Community Affairs does a roadshow where they go to various stakeholder groups and present to the disability community. Ms. Lang said she would like them to expand their outreach network to include more of the disability community. Ms. Linehan said she would be happy to reach out to additional groups if Ms. Lang had suggestions.

Chair Arietta asked if the proposed BART (Bay Area Rapid Transit)/Caltrain merger would impact the plan. Mr. Gilster said it would not necessarily impact their funding at all and that both agencies would still submit their eligible projects to the TA.

Gus Mattammal asked if a large project such as the Dumbarton Rail Bridge would be part of the scope. Mr. Gilster said that Dumbarton would be eligible for that category.

Vice Chair John Fox said he was supportive of the survey efforts.

Mr. Carlini asked how the TA knows about unsatisfied demand. Mr. Gilster said their consultant is exploring ways to target non-riders.

Ms. Lang asked if the regional tax is a consideration. Mr. Gilster said it does not affect the funding for the plan, which is funded by Measure W.

Mr. Swire asked if Seamless Bay Area and fare integration was in scope and does the TA have an official policy or direction in that respect. Mr. Gilster said that Seamless Bay Area is not an eligible stakeholder perse, but they could be involved in the public engagement process and provide comment.

Ivan Bucio asked if there is a way to collect data from areas south of Santa Clara County. Mr. Gilster said they did not look into that area and said the trips would need to start and end in San Mateo County.

Public Comment:

Malcolm asked if the origin destination could be broken out from other geographic locations. He said he supported thinking multimodally in planning transfers between modes, and asked if there was a way to change the cost and some elements to allow people to make that mode transition to public transportation. Mr. Gilster said they are asking about people's barriers to connecting to transit during community engagement.

Chair Arietta asked if ferry terminals were being considered in the plan. Mr. Gilster said that Measure A had funding set aside for ferries and South San Francisco has one operating terminal and is considering adding another. He said that the Redwood City ferry terminal is currently in the preliminary engineering stage. He said that the Regional Transit Connections Plan included vessel and other capital improvements and operating costs, which were not eligible under Measure A.

Mr. Carlini asked how the percentage of capital versus operational would be determined. Mr. Gilster said that part of the capital improvement program would help to inform this policy decision later in the process. Mr. Carlini asked if they are looking at destinations or all trips, and Mr. Gilster said they are looking at all trips from all modes.

7. TA Board Item 10.a US 101 Express Lanes: Quarterly Update on Variable Rate Bond and Operations

Mr. Skinner introduced Kate Jordan Steiner, Chief Financial Officer, who provided the initial part of the presentation on variable rate bond.

Ms. Lang asked when the revenue is going to handle the debt service, is that obligation depending on toll revenue, which Ms. Jordan Steiner confirmed. Ms. Lang said it has been well

projected that the tolls would increase, but asked what the fallback position would be should the tolls not increase. Ms. Jordan Steiner said they would look restructuring the bond.

Lacy Vong, Program Manager, SMCEL-JPA (San Mateo County Express Lanes Joint Powers Authority), provided the presentation on the Express Lanes Operations, which included highlights from the quarterly performance period. She said they are starting to see some consistent trends.

Chair Arietta asked if there was a slight improvement in expenses. Ms. Vong said the expenses coming in have been lower than originally projected. She said they had anticipated they would need to have encumbered funds. Chair Arietta said she was concerned about the CHP (California Highway Patrol) officers who patrol the express lanes were being paid overtime. Ms. Vong said that the toll enforcement was considered an additional duty for which the CHP officers are paid overtime. She said the CHP sets the overtime rates. She said they are looking into other enforcement options in the future.

Mr. Carlini said he would like to see heatmaps for VMT (vehicle miles traveled) for various times.

Mr. Swire suggested indicating the delta between the general purpose and express lanes heatmaps. He asked how the current VMT compares to prior to the project.

Ms. Enriquez requested providing a scorecard based on the heatmaps to put the metrics into context.

Vice Chair Fox said about 30 percent of trips fall into the image-based trips category. He asked what percentage of trips have unidentified vehicles. He asked if they had a way to measure this data. Ms. Vong said the majority of IBTs are tied to a FasTrak account. She said the ones that do not have accounts, pay a toll plus a penalty fee. She said penalties and fees come in at under 10 percent of revenues. Vice Chair Fox said it would be helpful to know what percentage of cars have license plates that are not readable.

Mr. Bucio asked if they had adequate amount of CHP coverage for toll lane enforcement. Mr. Skinner said the CHP has limited time slots, so officers need to sign up for four-hour time slots throughout the day.

Chair Arietta said she would like to see more control over the toll enforcement expenses.

Mr. Swire asked if the general purpose versus express lane congestion was expected. Ms. Vong said the goal is to have a minimum 45 miles-per-hour (MPH) speed in the express lane.

Mr. Swire said is the project succeeding or failing based on the congestion. Ms. Vong said the averages for the last quarter indicate that the toll system is working.

Mr. Carlini asked why a FasTrak account is required to use the toll lanes. Ms. Vong said using the toll lanes is a choice, whereas using a bridge may be the only option.

Karen Kuklin said she had used express lanes throughout the state and that drivers are required to have a FasTrak account or equivalent.

Vice Chair John Fox left the meeting at 6:17 pm.

The meeting recessed at 6:17 and reconvened at 6:24 pm.

8. TA Board Item 11 State and Federal Legislative Update

Ms. Linehan provided a summary of federal and state legislation and recent activity.

On the federal side, she said there would be another continuing resolution (CR). She said there were two funding deadlines coming up on March 1 and March 8. She said the CR does not include supplemental funding for Ukraine, Israel, and border security that was requested by the Biden administration. She most recent stopgap funding measure is the third one passed by Congress. She said appropriators could start drafting legislation. She said if lawmakers do not make these deadlines, it would necessitate another CR.

On the state side, she said the Legislature has been acting to pass bills from 2023. She said the bills need to pass out of the first house by January 31 or else they die. She said Governor Newsom introduced his proposed budget on January 10, estimating a deficit of \$38 billion. She said the budget does preserve last year's \$5.1 billion state commitment to public transit operations and capital projects, but does delay the appropriations of some of this funding, so it will come out later than it was initially scheduled to come out.

She said the Assembly and Senate subcommittees are meeting to review each of the agencies' budgets. She noted state leadership changes. She said that there are many bills on the legislative matrix that the TA is watching and that the language is likely to change as they move from house to house. She said they like to watch how a bill evolves before making any recommendation for the Board to take a position.

Mr. Carlini asked if the bill would affect the AV (autonomous vehicle) strategic plan.

Ms. Linehan said that it did have the potential to affect the AV strategic plan, so the TA was watching it.

Mr. Swire asked what next steps would be on the topic of conversion of general purpose lanes to managed lanes. Mr. Skinner said they would not be pursuing legislation for a project alternative that has not yet been selected as part of the environmental process.

Ms. Lang asked regarding Senate Bill (SB) 915 about safety. Ms. Linehan said that is why they are watching the bill and talking with other agencies about their positions on the bill, and explained the evaluation process in detail.

Mr. Mattammal noted a bill that said that it was the intent of the Legislature to enact subsequent legislation to encourage coordination collaboration among transit agencies.

Ms. Linehan said the bill was in response to another bill that was introduced, which is taking a softer approach to the consolidation idea.

Mr. Carlini asked if workshops mentioned in the bills were open to the public. Mr. Skinner said these are workshops for grant programs already established by state law. He said the CTC (California Transportation Commission) workshops are open to the public but their purpose is essentially to refine the guidelines for each of the respective SB 1 grant programs that the CTC controls.

Mr. Swire asked how the TA interacts with MTC (Metropolitan Transportation Commission) and how monies from MTC impact what the TA does. He asked if the funding comes directly to the TA, and Mr. Skinner said the TA does not automatically get the money from MTC directly for a

particular project, but they would seek an allocation of funds from sources the TA is eligible to receive to move forward with any work.

9. Report of the Chair

9.a. Update on Rules of Procedure Revision Process

Chair Arietta advised the CAC that volunteers are being sought for a three- to four-person ad hoc committee. She said the committee will be charged with recommending updates to the Rules of Procedure to the full CAC. She said that staff anticipates there will be three to four meetings over the course of the next eight to 10 months, and the meetings will include the ad hoc committee members, TA staff, and legal counsel. Chair Arietta asked interested CAC members to email Ms. Brook before the next CAC meeting on March 5.

10. Report From Staff

Mr. Skinner said the report was in the packet. He announced that Martin Reyes, former Principal Transportation Planner, had left the TA to join the San Francisco Transportation Authority.

11. Member Comments/Requests

Chair Arietta said that she had read that San Francisco is the third most congested area in the nation. She asked how San Mateo County's congestion compares. Mr. Skinner said they can try to find out from MTC.

Ms. Enriquez asked if the committee is just for nominating the Chair and Vice Chair, and Chair Arietta said it was for updating the Rules of Procedure in general. Mr. Skinner said that legal counsel would be providing support as well.

Ms. Lang noted that the primary election was coming up.

Mr. Swire said he sat in on the San Francisco County Transportation Authority Citizens Advisory Committee (SFCTA CAC) meeting in December and he recommended that the officer candidates introduce themselves as they did at the SFCTA CAC. Chair Arietta said she did not think it was necessary to do so. Mr. Skinner said anyone interested in changing the Rules of Procedure should consider joining the ad hoc committee.

Mr. Carlini announced that Calbike.org is advocating for a people-first mobility budget and said he hoped the TA would adopt policies to support it and prioritize VMT-reducing projects.

12. Date/Time of Next Regular Meeting

Chair Arietta announced that the next meeting would be held on Tuesday, March 5, 2024, at 4:30 pm in person at the SamTrans Auditorium and via Zoom teleconference.

13. Adjourn

The meeting adjourned at 6:57 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 CAC Secretary's office by phone at 650.508.6223 or by email to cacsecretary@smcta.com.



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APRIL CHAN
EXECUTIVE DIRECTOR

Memorandum

Date: February 29, 2024
To: TA Board of Directors
From: April Chan, Executive Director

US 101/SR 92 Direct Connector Environmental Scoping Meeting

The San Mateo County Transportation Authority (TA) and the City/County Association of Governments of San Mateo County (C/CAG) are co-sponsoring the project that will create a direct connector between SR 92 and the US 101 express lanes. Currently, there is no existing high occupancy vehicle (HOV) connection between the US 101 express lanes and SR 92 to help incentivize carpool across the San Mateo Bridge. This new connection, if constructed, would operate like the express lanes on US 101. The project is currently in the Project Approval & Environmental Document (PA&ED) phase and an environmental scoping meeting is being scheduled for Spring 2024 which will include a presentation and Q&A session for project stakeholders and community members to learn more about the project and to share thoughts about the project alternatives. Additional details for the scoping meeting will be provided to the Board well in advance of the meeting. The PA&ED phase is estimated to complete in late 2026.

Town of Hillsborough Eucalyptus Avenue Pedestrian Pathway Project Completed

The Town of Hillsborough was awarded \$200,000 from the Alternative Congestion Relief/Transportation Demand Management (ACR/TDM) Program in August 2022 to upgrade a pathway along Eucalyptus Avenue. Subsequently, in December 2022, the project was awarded \$329,000 from the Pedestrian and Bicycle Program to fully fund the construction phase of this \$802,900 project. The project includes the construction of a 1,900-foot-long Americans with Disabilities Act (ADA)-accessible pedestrian path with three new ADA ramps and four improved crosswalks. The project design included green stormwater infrastructure features such as permeable concrete to promote stormwater infiltration. The improvements were designed to encourage students within 0.5 miles of Hillsborough schools to walk instead of being driven to alleviate school-related congestion. The project was opened for use in October 2023.

2024 Measure A & W Calls for Projects Rescheduled to June 2024

TA staff announced earlier in the year that a joint Call for Projects (CFP) for both the Cycle 7 Pedestrian & Bicycle (Ped/Bike) and Cycle 2 Alternative Congestion Relief/Transportation Demand Management (ACR/TDM) funding programs would be released in March 2024. However, with the Regional Transit Connections and Strategic Plan development in full swing, staff will be rescheduling the release of these two CFPs to June 2024. This change will help to avoid conflicts with the State's Active Transportation Program grant applications, which are due on June 14. To view the updated 2024 Measure A & W CFP Look Ahead and read about project funding availability, please visit the Call for Projects webpage [here](#).