



BOARD OF DIRECTORS 2022

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Agenda

Citizens Advisory Committee (CAC) Meeting San Mateo County Transportation Authority

Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to [Assembly Bill 361](#) (Government Code Section 54953).

Directors, staff and the public may participate remotely via Zoom at <https://samtrans.zoom.us/j/92830199143?pwd=djhSTlhqTkV4alk3anVWRThWSXFnUT09> or by entering Webinar ID: **928 3019 9143**, Passcode: **602531** 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. The video live stream will be available during or after the meeting at <https://www.smcta.com/about-us/board-directors/video-board-directors>

Public Comments: Members of the public are encouraged to participate remotely. 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 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 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 for 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.

November 1, 2022 – Tuesday

4:30 pm

1. Call to Order/Pledge of Allegiance

TA Citizens Advisory Committee Members 2022: Barbara Arietta (Chair), Diana Bautista, Ivan Bucio, Ken Chin, John Fox (Vice Chair), Rich Hedges, Karen Kuklin, Sandra Lang, Jeff Londer, Gus Mattammal, Ethan Mizzi, Peter Ohtaki, Dave Reed, Mario Rendon, Mike Swire

Staff Liaisons:

Heba El-Guindy, Acting Director of Program and Project Delivery

Peter Skinner, Executive Officer, Transportation Authority

CAC Secretary:

Jean Brook

2. Announcement of New CAC Members Informational
 - 2.a. Gus Mattammal
 - 2.b. Ethan Mizzi
3. Roll Call
4. Public Comment for Items Not on the Agenda
Public testimony by each individual speaker shall be limited to three (3) minutes
5. Consent Calendar
 - 5.a. Approval of Minutes of the CAC Meeting of October 4, 2022 Motion
 - 5.b. Approval of 2023 TA CAC Meeting Calendar Motion

TA Board Meeting Agenda for November 3, 2022

- 5.c. **TA Board Item 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 Motion
- 5.d. **TA Board Item 5.c** Acceptance of Statement of Revenues and Expenditures for the Period Ending September 30, 2022 Motion
- 5.e. **TA Board Item 5.d** Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook Motion
6. **TA Board Item 5.b** Approval of Minutes of the Board of Directors Meeting of October 6, 2022 Informational
7. **TA Board Item 10.a** San Mateo 101 Express Lanes Quarterly Project Update Informational
8. **TA Board Item 10.b** Pedestrian and Bicycle Program Report Informational
9. **TA Board Item 10.c** Pedestrian and Bicycle Program 2022 Cycle 6 Call for Projects Draft Recommendations Informational
10. **TA Board Item 11.a** Acceptance of the Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2022 Motion
11. **TA Board Item 12** State and Federal Legislative Update Informational
12. Report of the Chair Informational
13. Report from Staff Informational
14. 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

San Mateo County TA CAC Meeting
November 1, 2022

15. Date/Time of Next Regular Meeting: Tuesday, November 29, 2022, 4:30 pm via Zoom teleconference (additional location, if any, to be determined)
16. 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 www.smcta.com. Communications to the Board of Directors can be emailed to board@smcta.com.

Free translation is available; Para traducción llama 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

Due to COVID-19, the meeting will only be via teleconference as per the information provided at the top of the agenda. The Public may not attend this meeting in person.

*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

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

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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 94070-1306; 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 94070-1306, 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**

October 4, 2022

Members Present: B. Arietta (Chair)*, D. Bautista (left at 6:24 pm), I. Bucio, J. Fox (Vice Chair), R. Hedges, K. Kuklin (joined at 4:34 pm), S. Lang, J. Londer (left at 6:20 pm), P. Ohtaki, M. Rendon, M. Swire
(Via Teleconference)

Members Absent: K. Chin, D. Reed

Staff Present: A. Chan, P. Skinner, H. El-Guindy, P. Gilster, A. Linehan, J. Brook

* Vice Chair John Fox chaired the meeting in place of Chair Barbara Arietta due to the technical considerations of conducting the meeting via teleconference.

1. Call to Order/Pledge of Allegiance

Vice Chair John Fox called the meeting to order at 4:32 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.

Karen Kuklin joined the meeting at 4:34 pm.

4. Consent Calendar

4.a. Approval of Minutes of the CAC Meeting of August 30, 2022

TA Board Meeting Agenda for October 6, 2022

4.b. TA Board Item 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

4.c. TA Board Item 5.c Acceptance of Statement of Revenues and Expenditures for the Fiscal Year Ended June 30, 2022

- 4.d. TA Board Item 5.d Acceptance of Statement of Revenues and Expenditures for the Period Ending August 31, 2022**
- 4.e. TA Board Item 5.e Update to Authority's Conflict of Interest Code**
- 4.f. TA Board Item 5.f Proclaiming the Month of October as Cybersecurity Awareness Month**
- 4.g. TA Board Item 5.g Acceptance of Measure A and Measure W Semiannual Program Status Report**
- 4.h. TA Board Item 5.h Approval of the 2023 Board of Directors Meeting Calendar**

Regarding Item #4.g, Sandra Lang asked if accessible services refers to paratransit funding. Peter Skinner, Director of Grants and Fund Management, confirmed that paratransit is part of accessible services. He added that for the current Measure A, the expenditure plan dictates how much funding can be allocated to each of the categories.

Regarding Item #4.h, Jeff Londer noted that according to the 2023 TA Board calendar, the July CAC meeting would fall on July 4 and the October CAC meeting would fall on Halloween. Ms. Brook said she would make the necessary adjustments to the CAC calendar before it appeared on the November 1 agenda.

Regarding Items # 4.c and 4.d, Mike Swire noted that the financial reports had no breakdown by program. He said he could not find spending to date under the financial section of the TA website. Jennifer Ye, Director of Accounting, said that in the future, they could attach a separate statement showing the project statements. Peter Ohtaki asked about interest income. Ms. Ye reviewed the financial statement for Fiscal Year 2022. Connie Mobley-Ritter, Director of Treasury, provided an explanation of the market value of the portfolio. Heba El-Guindy, Acting Director of Program and Projects Delivery, said she would provide a projects update at the November 29 CAC meeting.

Motion/Second: Hedges/Arietta

Ayes: Arietta, Bautista, Bucio, Fox, Hedges, Kuklin, Lang, Londer, Ohtaki, Rendon, Swire

Absent: Chin, Reed

5. TA Board Item 5.b Approval of Minutes of the Board of Directors Meeting of September 1, 2022

There were no comments.

6. TA Board Item 11 State and Federal Legislative Update

Amy Linehan, Government and Community Affairs Officer, provided a summary of federal and state legislation.

On the federal side, she said there would likely be an omnibus appropriations package for 2023, depending on the outcome of the November elections.

She said on the state side, the next legislative session is scheduled to begin December 5. She said there were three bills that the TA had been watching closely: Assembly Bill (AB) 2438

(Friedman), which is now off the table, and AB 1578 (Pan) and AB 2237 (Friedman), both of which failed to move out of the Legislature.

Rich Hedges asked regarding the bill on freeway expansion. Ms. Linehan said the TA elected not to take a position on the bill. She noted that the bill failed to make it out of the Legislature.

Mr. Swire asked what types of projects the TA would put forward for funding. Ms. Linehan noted that the earmark process is very competitive and priority project types could vary over the years.

7. TA Board Item 12.a US 101 Express Lanes: Quarterly Update on Variable Rate Bond and Phase 1 Operations

Ms. Mobley-Ritter provided the initial part of the presentation on the project financials. Mr. Ohtaki asked about the TA's expectations for capitalized interest. Ms. Mobley-Ritter said they would have enough capitalized interest to last through 2023 and into 2024. Vice Chair Fox asked if the TA was counting on revenue from the tolling operations to start paying the fees. Ms. Mobley-Ritter said that they had anticipated that it would take some time for revenues to ramp up to cover expenditures. She said they would continue to watch carefully with the intent that the Express Lanes will generate enough revenue to ultimately pay the bond off.

Ms. Mobley-Ritter introduced Matt Click, Vice President and Policy Program Manager, HNTB, who provided the balance of the presentation regarding 101 Express Lanes operations.

Mr. Hedges noted an instance where he was not charged in the Express Lanes when his transponder was on his dashboard. Mr. Click said he could not tell if the transponder worked or not, but recommended that the transponder be mounted.

Mr. Swire asked if he knew how many Clipper cards associated with the Equity Program were being resold on sites such as Craigslist. Mr. Click said they were not concerned with large-scale fraud with the Program. Mr. Swire asked what the average speed in the Express Lanes was, and Mr. Click said 70-plus miles per hour and that speed enforcement would be done by the CHP (California Highway Patrol).

Mr. Ohtaki asked if they had learned any lessons from the rollout of the Express Lanes on the I-880 corridor. Mr. Click said that users of the Express Lanes identify the lanes with FasTrak and not the individual operating agencies. He said they will be looking to their sister agencies to maintain consistency across the region.

8. Report of the Chair

Chair Arietta provided an update on Caltrain's media preview of its new electric trains on September 24 at the San Francisco 4th Street Caltrain station. Ms. Lang said she hoped to get more information about viewing the new electric cars and seeing the changes to be in compliance with ADA (Americans with Disabilities Act) requirements.

Jeff Londer left the meeting at 6:20 pm

9. Report From Staff

Ms. El-Guindy noted that a two-year study is being scoped for developing a Grade Separation Strategy and that TA staff is working collaboratively with the City of Burlingame and Caltrain to submit a Rail Crossing Elimination program grant. She said that construction and testing of the segment of the US 101 Managed Lanes project north of Whipple Avenue is nearing completion, with opening of the HOV 3+ (High Occupancy Vehicle 3 plus) lanes slated for this December. She added that conversion to Express Lanes is expected by March 2023, and that a public outreach and a marketing campaign similar to what was done for the southern segment will begin in advance of the lanes opening.

Diana Bautista left the meeting at 6:24 pm

10. Member Comments/Requests

Mr. Hedges noted that a number of the benches had been removed from the platform at the San Francisco Caltrain station due to homeless people sleeping on them, but now there were very few options for sitting while waiting for the train.

11. Date/Time of Next Regular Meeting

Vice Chair Fox announced that the next meeting would be held on Tuesday, November 1, 2022 at 4:30 pm, with teleconference or location details to be provided prior to the meeting. He asked Ms. Brook if the November 29 CAC meeting would be in person followed by a holiday reception. She said she was still in the process of polling the membership and would report back at the November 1 meeting.

12. Adjourn

The meeting adjourned at 6:29 pm.

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



Citizens Advisory Committee Meeting Calendar 2023

Tuesday – 4:30 PM
January 3
January 31
February 28
April 4
May 2
May 30
July 3 (Monday)
August 1
September 5
October 3
October 31
December 5

The CAC meets the Tuesday preceding the TA Board Meeting (first Thursday of the month) unless otherwise noted.

All meetings are held at via Zoom (additional location, if any, to be determined), unless otherwise stated at <https://www.smcta.com/whats-happening/board-directors-calendar>