

**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.