

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

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

May 2, 2023

**Members Present:
(In Person)** B. Arietta (Chair), I. Bucio (joined at 4:54 pm), K. Chin, J. Fox (joined at 4:48 pm), S. Lang, J. Londer, G. Mattammal, P. Ohtaki (joined at 4:58 pm), M. Rendon, M. Swire

**Members Present:
(Via Teleconference)** None

Members Absent: D. Bautista, D. Bojack, K. Kuklin, E. Mizzi, D. Reed

Staff Present: P. Skinner, P. Gilster, L. Millard-Olmeda, K. Kelly, A. Linehan, J. Brook

1. Call to Order/Pledge of Allegiance

Chair Barbara Arietta called the meeting to order at 4:38 pm and led the Pledge of Allegiance.

2. Roll Call

Jean Brook, CAC Secretary, called the roll and confirmed that a quorum was not yet present.

3. Public Comment for Items Not on the Agenda

There were no comments.

Chair Arietta opted to wait to hear Item 4 Consent Calendar until a quorum was present.

5. TA Board Item 5.a Approval of Minutes of the Board of Directors Meeting of April 6, 2023

There were no comments.

6. TA Board Item 10.a San Mateo US 101 Express Lanes Final Quarterly Project Update

Peter Skinner, Executive Officer, Transportation Authority, introduced Leo Scott, Co-Project Manager, Gray-Bowen-Scott, who provided the presentation.

John Fox arrived 4:48 pm.

Mike Swire asked how the CAC members could get invitations to ribbon cutting events. Ms. Linehan said they would make announcements in the future.

Ken Chin asked where is the landscaping going to be. Mr. Scott said there are small spots here and there where planting can go and the architects are trying to maximize the space.

Ivan Bucio arrived at 4:54 pm.

Mr. Chin thanked Mr. Scott for all his hard work on the project.

Sandra Lang said she had not received an invitation to the project ribbon cutting. Mr. Skinner said that only the Chair and Vice Chair had been invited due to space limitations.

Mr. Swire asked if the CAC would receive any updates on express lanes operations in the future. Mr. Skinner said the CAC and Board would continue to receive quarterly updates on the operations of the lanes.

Peter Ohtaki arrived at 4:58 pm.

Chair Arietta confirmed that a quorum was present and Item 4 Consent Calendar was heard.

4. Consent Calendar

4.a. Approval of Minutes of the CAC Meeting of April 4, 2023

TA Board Meeting Agenda for May 4, 2023

4.b. TA Board Item 5.b Acceptance of Statement of Revenues and Expenditures for the Period Ending March 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 Call for a Public Hearing at the June 1, 2023 Meeting on the Proposed Budget for Fiscal Year 2024

Motion/Second: Lang/Londer

Ayes: Arietta, Bucio, Chin, Fox, Lang, Londer, Mattammal, Ohtaki, Rendon, Swire

Absent: Bautista, Bojack, Kuklin, Mizzi, Reed

7. TA Board Item 10.b San Mateo County Shuttle Program Call for Projects Fiscal Year 2024 and 2025 Draft Recommendations

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

Jeff Londer asked what the match percentage was and how it was determined. Mr. Gilster said that based on the TA's evaluation criteria, it is a sliding scale; the more match you give, the more points you get for that criteria. He noted that the minimum match required is 25 percent.

Peter Ohtaki asked if they could do a comparison to pre-pandemic levels and inquired if any shuttle manufacturers were introducing EV (electric vehicle) shuttles. Mr. Gilster said he would come back later in the year with a comparison. He said no shuttle proposal this year includes clear-air vehicles. Mr. Skinner noted the transition to clean air vehicles would take a few years.

Ms. Lang asked if there was an effort to get applicants in at the beginning. She asked if cities applied to have shuttles or did the TA reach out first. Mr. Gilster said outreach was done to all the cities ahead of releasing the call for projects. He said the funding for the shuttle program was limited to operations.

Mr. Swire asked what the cost per person per trip. Mr. Gilster said he would find out the information and get back to him.

8. TA Board Item 11.a Preliminary Budget for Fiscal Year 2024

Ladi Millard-Olmeda, Director, Budgets and Financial Analysis, provided the presentation.

Mr. Ohtaki said the allocations for both Measure A and Measure W are looked at as a decrease of 7 percent. Ms. Millard-Olmeda said the decrease is the result of a major budget true-up of the prior year's sales tax receipts.

John Fox noted that the TA took out a loan against future revenues for the 101 express lanes. He asked how the TA is doing in regards to the revenue projections. Mr. Skinner said because the lanes opened in March during a wet month, they do not have enough good data for the full 22-mile corridor. He said in the next quarter, they should have enough data to update projections and make policy decisions based on actual usage and revenue collection for the full corridor.

Gus Mattammal asked about the decrease of 7 percent. Ms. Millard-Olmeda said there was a corresponding increase on Line 24 due to the sales tax true-up.

Mr. Swire asked if the TA could use the highway money to start repaying the loan interest now. Mr. Skinner said they are currently using the capitalized interest until February 2024, by which time the TA will have a clearer picture of the revenue being generated by the express lanes. He said it would not be a prudent financial decision for the TA to start paying out of the highway category until more information about the revenue-generation potential of the express lanes is available.

Ms. Lang asked about the process for programming and allocating paratransit funding. Ms. Millard-Olmeda said the funds go to SamTrans towards paying for paratransit services. Mr. Skinner noted that the Board programs and allocates the funds on an annual basis, typically in July.

Mr. Chin suggested the TA could take some highway funds to pay off some of the express lanes bonds. Mr. Skinner reiterated the information on the use of capitalized interest and noted that Treasury staff could provide more detailed information related to the repayment requirements at the next quarterly presentation on the performance of the bonds.

9. TA Board Item 12 State and Federal Legislative Update and Approval of Legislative Proposal: Support Assembly Bill (AB) 557 (Hart)

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

On the federal side, she said there had been some progress on the appropriations committee and subcommittee mark-up process. She said the House was working on a top-line budget number.

On the state side, she said budget hearings would continue until the Governor puts out his May revise.

She said staff is recommending the TA support Assembly Bill (AB) 557, which would codify AB 361 to increase the flexibility to agencies to meet remotely during states of emergency.

Mr. Mattammal asked why the TA was being asked to support a bill with only a temporary effect. Ms. Linehan said the bill would just continue the emergency procedures that were put in place by AB 361.

Ms. Lang asked who determines the emergency situations. Ms. Linehan said an emergency would need to be declared by the Governor.

Motion/Second: Rendon/Lang

Ayes: Arietta, Bucio, Chin, Fox, Lang, Londer, Mattammal, Ohtaki, Rendon, Swire

Absent: Bautista, Bojack, Kuklin, Mizzi, Reed

10. Report of the Chair

Chair Arietta announced the upcoming TA CAC recruitment period from May 4 through June 2.

11. Report From Staff

Mr. Skinner said the report was in the packet.

12. Member Comments/Requests

Mr. Swire asked for more detail to be included in the Report of the Citizens Advisory Committee.

Mr. Mattammal said he was curious to see how the budgets evolve in the face of a debt ceiling and projected recession.

13. Date/Time of Next Regular Meeting

Chair Arietta announced that the next meeting would be held on Tuesday, May 30, 2023, at 4:30 pm in person at the SamTrans Auditorium and via Zoom teleconference.

14. Adjourn

The meeting adjourned at 6:15 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.