



BOARD OF DIRECTORS 2023

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APRIL CHAN
EXECUTIVE DIRECTOR

Agenda

Citizens Advisory Committee (CAC) Meeting

October 31, 2023, 4:30 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 2023: Barbara Arietta (Chair), Doug Bojack, Ivan Bucio, Giuliano Carlini, Ken Chin, 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, October 31, 2023

4:30 pm

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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 October 3, 2023 Motion
 - 4.b. Approval of 2024 TA CAC Meeting Calendar Motion
 - TA Board Meeting Agenda for November 2, 2023**
 - 4.c. **TA Board Item 5.b** Acceptance of Statement of Revenues and Expenditures for the Period Ending September 30, 2023 Motion
 - 4.d. **TA Board Item 5.c** Acceptance of Measure A & Measure W Semi-Annual Program Status Report for January to June 2023 Motion
 5. **TA Board Item 5.a** Approval of Minutes of the Board of Directors Meeting of October 5, 2023 Informational
 6. **TA Board Item 10.a** 2023 Highway Program Call for Projects Draft Recommendations Informational
 7. **TA Board Item 11.a** US 101 Express Lanes: Quarterly Update on Variable Rate Bond and Operations Informational
 8. **TA Board Item 11.b** Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook Motion
 9. **TA Board Item 11.c** Programming and Allocation of Measure A Grade Separation Category Funds for the Broadway Grade Separation Project in the City of Burlingame Motion
 10. **TA Board Item 12** State and Federal Legislative Update Informational
 11. Report of the Chair Informational
 12. Report from Staff Informational

13. 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

14. Date/Time of Next Regular Meeting: Tuesday, December 5, 2023, 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.

15. 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 llámalos 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 94070-1306; 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 3, 2023

**Members Present:
(In Person)** B. Arietta (Chair), D. Bojack (arrived at 4:39 pm and left at 6:23 pm), I. Bucio, G. Carlini, N. Enriquez, J. Fox (Vice Chair), K. Kuklin, S. Lang, J. Londer, G. Mattammal (arrived at 4:41 pm), P. Ohtaki (arrived at 4:54 pm), A. Paul, M. Swire

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

Members Absent: None

Staff Present: P. Skinner, P. Gilster, A. Linehan, M. Wright Petrik, T. Davis, J. Brook

1. Call to Order/Pledge of Allegiance

Chair Barbara Arietta called the meeting to order at 4:32 pm and requested that Mike Swire lead 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.

Chair Arietta reviewed the Rules of Conduct for public meetings.

4. Consent Calendar

4.a. Approval of Minutes of the CAC Meeting of September 5, 2023

TA Board Meeting Agenda for October 5, 2023

4.b. TA Board Item 5.b Acceptance of Statement of Revenues and Expenditures for the Fiscal Year Ended June 30, 2023

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

- 4.d. TA Board Item 5.d Authorize the Filing of an Application for TA Highway Program Funding and Adopt a Resolution in Support of the US 101/State Route 92 Area Improvements Project**
- 4.e. TA Board Item 5.e Authorize the Filing of an Application for TA Highway Program Funding and Adopt a Resolution in Support of the US 101 Managed Lanes – North of I-380 Project**
- 4.f. TA Board Item 5.f Authorize the Receipt of Sustainable Transportation Planning Grant Funds from California Department of Transportation for the Active 101 Plan**
- 4.g. TA Board Item 5.g Approval of the 2024 Board of Directors Meeting Calendar**

Regarding Item 4.c, Jeff Londer asked why Measure A and W sales tax is down 7.8 percent. Connie Mobley-Ritter, Director of Treasury, said they receive sales tax two months in arrears and then receive a true-up in the third month.

Doug Bojack arrived at 4:39 pm.

Giuliano Carlini asked if they could indicate trending over time. Ms. Mobley-Ritter said they would be able to come back later and address that. She said they watch the numbers very closely.

Gus Mattammal arrived at 4:41 pm.

Motion/Second: Londer/Lang

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

Noes: None

Absent: Ohtaki

Regarding Item 4.d, Sandra Lang asked what the sum total of the resolution was. Carolyn Mamaradlo, Senior Project Manager, said all prior funding for the project is maintained and the additional funding is supplemental for the design details needed to complete the project.

Mr. Swire asked how congestion would be relieved, which Ms. Mamaradlo said the project will address operational and safety issues that will help reduce cut-through traffic impacting local streets from drivers avoiding the highway. She said that as such, staff confirmed this project will not increase VMT (vehicle miles traveled). Mr. Carlini asked how congestion would be tracked. Peter Skinner, Executive Officer, Transportation Authority, said it would not be tracked as the project is not increasing highway capacity. Mr. Carlini said he couldn't support the project without this and requested additional data that Mr. Skinner said would be provided after the meeting.

Motion/Second: Kuklin/Lang

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

Noes: None

Abstentions: Carlini

Absent: Ohtaki

Regarding Item 4.e, Gus Mattammal asked if the \$40 million was just for the design, which Vamsi Tabjulu, Project Manager, confirmed. Mr. Carlini noted that there did not seem to be a significant period time for public input between the phases. Mr. Tabjulu said by early spring, they would be conducting public outreach. Amy Linehan, Government and Community Affairs Officer, said they would be engaging with the community before the final EIR comes out. Patrick Gilster, Director, Planning and Fund Management, gave a brief overview of the call for projects process.

Peter Ohtaki arrived at 4:54 pm.

Ms. Lang asked if the design phase had been paid for, which Mr. Gilster confirmed. She asked if they would accept public input. Mr. Gilster said that would be part of the formal EIR process.

Mr. Swire asked if the Board potentially has the option to approve certain parts and not approve other elements of a resolution, and Mr. Gilster concurred. Mr. Swire said if the Board can influence the resolution and design options at this point, it should remove Option 1, which would widen the highway. He said another widening of 101 would be the worst possible environmental decision possible for San Mateo County as it will greatly increase the number of cars on the road. He said that increasing the width of 101 by 25 percent could undo much of the positive GHG (greenhouse gas) work that the County has done around electrification and other initiatives. He said that more cars mean more air pollution, especially in the low-income and diverse neighborhoods adjacent to the highway, increasing childhood asthma.

Motion/Second: Mattammal/Kuklin

Ayes: Arietta, Fox, Kuklin, Mattammal, Ohtaki

Noes: Bojack, Carlini, Enriquez, Lang, Londer, Paul, Swire

Abstentions: Bucio

Absent: None

The Committee approved the remaining Items 4a, 4b, 4f, and 4g:

Motion/Second: Kuklin/Swire

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

Noes: None

Absent: None

5. TA Board Item 5.a Approval of Minutes of the Board of Directors Meeting of September 7, 2023

There were no comments.

6. TA Board Item 10.a Broadway Grade Separation Project Update

Mr. Skinner provided the initial part of the presentation. He introduced Alex Acenas, Senior Project Manager, who provided the project overview portion of the presentation. Mr. Skinner provided the funding plan portion of the presentation.

Vice Chair Fox asked about the paralleling station utility feed and what was the advantage of moving the paralleling station. Mr. Skinner said the station utility feed was considered as part of the move and would not be impacted by the grade separation project.

Nheeda Enriquez asked how the grade separation project compare to other g/s projects like Hillsdale. Mr. Skinner said the cost of g/s projects have increased substantially over time, noting the added cost of the electrified shoofly track. Mr. Acenas said they have to build the shoofly first before the grade separation.

Ms. Lang asked about the water movement with the alignment of the creek. Mr. Acenas said one part of the project design was to model the hydrology of the creek and to analyze the flow, given Easton Creek's history of flooding.

Peter Ohtaki noted that the only Measure A money for grade separations is \$265 million. Mr. Skinner concurred that this project would consume most of the projected Measure A funds for grade separations, which is awarded on a first come-first served basis.

Mr. Carlini asked whether the TA should continue to fund grade separations if the costs keep rising significantly. Mr. Skinner stated they would like to keep grade separation projects moving, like Ravenswood and Linden/Scott. He said that even with cost overruns, the TA will not fund more than 50 percent of the project. Mr. Carlini asked why the shoofly tracks would be taken down upon completion of the project. Mr. Acenas said there would not be room for the shoofly tracks once the landscaping and station parking lot is completed.

Jeff Londer asked if the Oak Grove crossing remain at grade, which Mr. Acenas confirmed.

7. TA Board Item 11.a Overview of Fixed Income Investing

Connie Mobley-Ritter, Director of Treasury, provided the presentation

Mr. Mattammal asked if the US treasuries the TA invests in are inflation-protected. Ms. Mobley-Ritter said since they purchase in round lots of a million dollars or more, those bonds are not available to them.

Mr. Ohtaki noted that the TA investment policy is fairly strict. Ms. Mobley-Ritter said the policy is dictated by the State. She said they review the policy annually.

8. TA Board Item 12 State and Federal Legislative Update

Michaela Wright Petrik, Government and Community Affairs Officer, provided a summary of federal and state legislation and recent activity.

On the federal side, she said that Congress averted a government shutdown for 45 days and moving forward with a continuing resolution (CR) until November 17. She said Congress is responsible for passing 12 appropriations bills. Speaker of the House Kevin McCarthy was removed via a motion to vacate. She said the Governor appointed Laphonza Butler to replace Senator Dianne Feinstein.

On the state side, she said the Governor has until October 14 to act on bills. She discussed various ballot measures being considered.

Mr. Swire asked if the Governor could be contacted with Board positions on bills. Ms. Wright Petrik explained that they send letters of support from the TA but that there was not time at this point to write letters on bills for which the TA has not already approved support. Mr. Carlini asked if the Governor's rainy day fund is allocated if it becomes available. Ms. Wright Petrik said that MTC (Metropolitan Transportation Commission) is the agency that makes the allocations and that the TA and SamTrans work closely with them throughout this process. Mr. Carlini asked if the funding goes to new or existing projects. Ms. Wright Petrik explained that most of the funding will be allocated to major capital projects and agencies facing large operations shortfalls. Mr. Carlini asked about the local partnership program, and Mr. Skinner clarified that 50 percent of these funds are competitive and 50 percent are formula allocations to transportation sales tax entities such as the TA.

Doug Bojack left the meeting at 6:23 pm.

Mr. Ohtaki asked about funding and Ms. Wright Petrik directed him to the "Other Funding Opportunities" page of the website.

9. Report of the Chair

Chair Arietta noted the closure the previous weekend of US 101 between Holly Street and Whipple Avenue in Redwood City had ended nine hours earlier than predicted. She praised the fact that this new approach reduces the effects on traffic, increases the safety of travelers and construction workers, as well as minimizing environmental impacts.

Report From Staff

Mr. Skinner said the report was in the packet.

Ms. Brook introduced Tyshaun Davis, intern from the Year Up program working with Executive Administration.

10. Member Comments/Requests

Ms. Lang said she thought it was an informed discussion on the lane widening.

Mr. Mattammal asked about the repair of the sinkhole area on Highway 92 that was slated for completion in September. Mr. Skinner said staff could ask Caltrans and would get back to him.

Chair Arietta noted the internal strife at the federal legislative level.

Mr. Ohtaki commended the efficiency with which the Cordilleras Creek bridge repair was completed over the weekend. He noted however that news agencies had reported that many motorists were not aware of the shutdown. Mr. Skinner said they had done a significant outreach about the highway closures.

Ms. Enriquez noted that she had attended the event in San Francisco to introduce the new electric Caltrain train.

Mr. Swire said he attended the opening of the first sidewalk in the Town of Hillsborough. He also said he had attended a meeting in South San Francisco about the Utah Avenue project where they were told they needed to accept money for the project in order to secure future

funding for other projects. Mr. Gilster said they are only eligible to apply to the TA for improvements for a single intersection.

11. Date/Time of Next Regular Meeting

Chair Arietta announced that the next meeting would be held on Tuesday, October 31, 2023, at 4:30 pm in person at the SamTrans Auditorium and via Zoom teleconference.

12. Adjourn

The meeting adjourned at 6:43 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.

DRAFT



Citizens Advisory Committee Meeting Calendar 2024

Tuesday – 4:30 PM
January 9*
January 30
March 5
April 2
April 30
June 4
July 9*
July 30
September 3
October 8*
November 5
December 3

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

Board and committee meetings will be conducted in a hybrid format (virtually via Zoom and in person at 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA unless otherwise stated). Individual members of the public may participate in person if they comply with the District's current workplace safety policies, unless otherwise stated at <https://www.smcta.com/whats-happening/board-directors-calendar>



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APRIL CHAN
EXECUTIVE DIRECTOR

Memorandum

Date: October 26, 2023
To: TA Board of Directors
From: April Chan, Executive Director

US 101/Willow Road Interchange Landscaping

The US 101/Willow Road Interchange Project is sponsored by the City of Menlo Park (City) and funded with \$56 million in Measure A and \$8 million in State Transportation Improvement Program funds. In August 2019, construction of the interchange was completed, but the landscaping phase of the project was put on hold until completion of the US 101 Express Lanes project. With the completion of the Express Lanes, the City is currently working to develop the landscape design, including gathering public input to help inform the final design. In October 2023, the City and TA entered a Memorandum of Understanding establishing the TA as the implementing agency for construction of the landscaping design. A Request for Proposals (RFP) for construction of the landscaping is slated to be released in late 2024 and award of a contract will be presented to the TA Board in early 2025. The balance of project funding, \$3.5 million, is anticipated to be sufficient for the landscaping, which is scheduled for completion by the end of 2025.

101 Corridor Connect—North County Multimodal Strategy

The 101 Corridor Connect will identify, prioritize, and deliver underfunded but necessary projects along the US 101 corridor that improve and encourage the use of different types of transportation. public outreach and engagement phase for the 101 Corridor Connect North County Multimodal Strategy began on October 9th. TA staff hosted pop-up events in Millbrae, San Bruno and South San Francisco this past month and will also have a booth at the Brisbane Farmers Market on Thursday, November 9 from 3:00 to 7:00 pm. A virtual community meeting is scheduled for November 7 at 5:30 pm. TA staff is also providing presentations to stakeholders across the county to get feedback and advertise the webpages, mapping tool, and survey that can be accessed at smcta.com/101CC and smcta.com/NorthCountyMultimodal. The survey and mapping tool will be live until November 17. Public outreach and engagement will conclude in late November and completion of the North County Multimodal Strategy is expected in early 2024.

Countywide Automated Vehicles Strategic Plan

The TA and the City/County Association of Governments of San Mateo County (C/CAG) are co-sponsoring a Countywide Automated Vehicles Strategic Plan coupled with an action plan to prepare for the Automated Vehicles (AV) technologies in San Mateo County in the future. The plan will include strategies and recommendations for the prioritization of AV pilots, projects, and activities that align with federal, state and local visions for AV deployment to improve connectivity and mobility. The existing conditions phase, which consisted of review of existing documents as well as interviews with public agencies and private AV companies, was recently completed.

The TA and C/CAG are hosting a virtual public workshop on November 15 to raise awareness about the plan and to gather thoughts and ideas from the community on how best to move forward with important aspects of the strategic plan. The workshop will include an overview of the plan, information on practical AV applications, goal setting, and smaller breakout sessions to receive attendee feedback. Interpretation will be made available in Cantonese, Mandarin, Spanish and Tagalog, upon request. Members of the public are encouraged to register for the meeting online by visiting the project website: www.smcta.com/planning-projects/SMCAVPlan.

US 101/Woodside Road (SR 84) Interchange Project

This project will rebuild the US 101/Woodside Road interchange to increase the safety and operational efficiency of the interchange ramps and intersections while also improving access to the Port of Redwood City. The project also includes improvements to bicycle and pedestrian access in the area by constructing new sidewalks and separated bikeways. The City of Redwood City has recently rebranded the project as the *SR84/US101 Interchange Reimagined* to emphasize that most improvements will take place on State Route 84 (Woodside Rd). Currently, the project is in the final design and right-of-way support phases. While the TA can provide up to 50 percent of the total project cost, estimated at \$302.5 million, there is still a \$105 million funding gap which the City is working with its many project partners to close.

New Project Delivery Director

I would like to welcome Jessica Manzi who recently joined the Transportation Authority as its new Director of project delivery. Jess has a background in transportation engineering and planning and has worked on a wide variety of projects over the course of her 20-plus years in the transportation industry. Jess comes to us from the City of Redwood City where she was the transportation manager for 12 years and before that, an engineer with the San Francisco Municipal Transportation Agency (SFMTA). Jess is looking forward to working with a great team to improve the quality and quantity of multimodal transportation projects delivered by the TA. She graduated from Cornell University with a BS in Civil Engineering and UC Berkeley with Masters in Transportation Engineering and City Planning.