

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

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

**October 31, 2023**

**Members Present:  
(In Person)** B. Arietta (Chair), I. Bucio, G. Carlini, N. Enriquez, J. Fox (Vice Chair) (left at 6:11 pm), K. Kuklin, S. Lang, J. Londer, G. Mattammal, M. Swire

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

**Members Absent:** D. Bojack, P. Ohtaki, A. Paul

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

**1. Call to Order/Pledge of Allegiance**

Chair Barbara Arietta called the meeting to order at 4:33 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 October 3, 2023**

**4.b. Approval of 2024 TA CAC Meeting Calendar**

**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**

**4.d. TA Board Item 5.c Acceptance of Measure A & Measure W Semi-Annual Program Status Report for January to June 2023**

Regarding Item 4.a, the Minutes of the CAC Meeting of October 3, 2023, Mike Swire requested to add extra comments under Items 4.d and 4.e, and Giuliano Carlini noted his vote was a No instead of an Abstention for Item 4.d.

Motion/Second: Mattammal/Lang

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

Noes: None

Absent: Bojack, Ohtaki, Paul

**5. TA Board Item 5.a Approval of Minutes of the Board of Directors Meeting of October 5, 2023**

There were no comments.

**6. TA Board Item 10.a 2023 Highway Program Call for Projects Draft Recommendations**

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

Nheeda Enriquez asked which projects come back to the TA and which ones do not. Mr. Gilster said they often bring back projects that TA staff is providing technical assistance on or are leading as a co-sponsor.

Sandra Lang asked about Tier 1 versus Tier 2, which Mr. Gilster said denoted the phase of project development. Ms. Lang asked when the funds are allocated, how does that work with the two tiers. Mr. Gilster said once the environmental documents are produced, the TA then has sufficient information on potential impacts to be able to make a decision on whether to continue to invest in a project.

Mike Swire said he appreciated the diversity of projects. Mr. Gilster commented that many of the multimodal Complete Streets projects only qualify for Measure W funds. Mr. Swire asked if the decision to bifurcate the funding for the managed lanes project was a product of the Board's discussion on the item. Peter Skinner, Executive Officer, Transportation Authority, said the TA Board requested staff to consider the bifurcation of funding to allow the CAC and Board to make a separate decision on funding of the design phase of the project based on additional information when it becomes available. He said this aligns with the critical phase of projects moving from Tier 1 to Tier 2.

Ivan Bucio asked how they picked projects to go through third-party best practices design reviews. Mr. Gilster said they selected those applications that did not provide a full set of plans or a planning document that has concept designs.

Chair Arietta said regarding the Manor Drive project that it has been on the books since 2006. Mr. Skinner said the City of Pacifica does not meet the timeline for funding. He said to request funding for the next phase, it needs to start within one-year, which is a requirement of the TA's guidelines. He said the City could apply for the next Highway Program call for projects, which is unlikely to delay the schedule for the project. He said the City was offered an early submittal review to meet with the TA to address any projects issues, but they did not take that opportunity. Chair Arietta asked him to let her know what issues to raise with the City.

Mr. Carlini asked regarding the Managed Lanes project, what happens if the TA decides not to proceed with the selected alternative. Mr. Gilster said they would then deprogram the funds and the funding would be made available to future projects in the Highway program. Mr. Carlini asked if there could be a "back and forth" discussion where the Board could provide direction.

Mr. Gilster replied that the proposal could be modified and brought back as a new request to the Board.

Vice Chair John Fox asked what criteria do they use to select projects when there are several funding sources available and Mr. Gilster said they would look at the project ranking.

Ms. Enriquez asked of the projects that came in for proposal, was it more or less funding requested than anticipated. Mr. Gilster said it fills the TA's 50 percent maximum Measure A funding they said they would release.

Ms. Lang asked about south of the 92 interchange and Half Moon Bay, what the data points were for equity. Mr. Gilster said those categories are tied to census tracts and the application asks if project users will be in the equity category. He said the evaluators can decide to award the applicant more points if the applicant includes in the narrative responses about further positive benefits to underserved populations.

Mr. Swire asked if there is a benefit to having a geographic scan for all projects. Mr. Gilster said they use geographics on the technical funding side to see if it qualifies for federal or state funding.

Chair Arietta noted that Project 11 was asking for \$148 million, which should be corrected to \$1.48 million, which Mr. Gilster said he would correct.

Mr. Carlini asked if there was common language that could be applied to investments for the arterials along the length of El Camino Real. Mr. Gilster said all the various plans from the cities involved need to talk to one another. He said the TA has been working with the cities to work holistically on the corridor.

Mr. Carlini said 85 percent of \$135 million goes to just three proposals. He said they should encourage addressing smaller projects that have big impacts. Mr. Gilster said this is the result of more traditional mega-projects that have been on the books for many years that are listed in Measure A. He noted that this most recent cycle does have slightly smaller projects and that the intent is to try to reserve more flexible Measure W funding for the newer projects.

## **7. TA Board Item 11.a US 101 Express Lanes: Quarterly Update on Variable Rate Bond and Operations**

Connie Mobley-Ritter, Director of Treasury, provided the presentation on the variable rate bond.

Gus Mattammal asked what the equity set-aside of \$600,000 was in the JPA waterfall. Ms. Mobley-Ritter said what was established within the note was that as funds started flowing through to fund the equity program, they would set aside \$50,000 a month revenue to fund the equity program created through the 101 Express Lanes project.

Mr. Carlini asked what capitalized interest was. Ms. Mobley-Ritter said \$6 million of the bond proceeds were carved out to pay all the interest and fees associated with the bonds until the lanes were operational, i.e., to reduce the cost for the TA until the JPA (San Mateo County Express Lanes Joint Powers Authority) could be self-sufficient.

Vice Chair Fox asked how the TA was doing with tolling revenue. Ms. Mobley-Ritter said they had projected a million dollars a month, which they are exceeding currently.

Public Comment:

Peter Ohtaki asked whether going into 2024 and 2025 there would be money set aside for principal payments starting in 2027, given revenue projections. Staff said there would be a debt service fund and after March 2, 2024, any remaining capitalized interest will be used to retire principal. He said that the JPA is responsible for making this decision and they will likely set aside money for repayment.

Lacy Vong, Program Manager, HNTB, provided the presentation on the operations of the Express Lanes.

*Vice Chair John Fox left the meeting at 6:11 pm.*

Chair Arietta said per Vice Chair Fox to clarify the difference between the revenue received and the toll amount billed. Ms. Vong said the toll amount billed is the revenue, the only additions being toll penalties and violations.

Mr. Swire asked what the difference was between what they bill and what they collect. He specifically referred to the 10 percent of riders who do not have a Clipper card and receive bills based on their license plate. Ms. Vong said those without a Clipper card are not sent an invoice, but the amount is deducted from their FasTrak account and if they do not have an account, it is considered a violation.

Mr. Bucio asked if the toll Operating and Maintenance (O&M) and administrative expense would continue to rise. Ms. Vong said there is a variable component to the O&M that is based on trips and transactions. She said that as they see an increase in work trips, there would be an increase in the variable component. He asked if the administrative expense is also variable and Ms. Vong said it is generally static and fixed, but cumulative.

**8. TA Board Item 11.b Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook**

Ms. Mobley-Ritter introduced Mark Creger, Director and Senior Portfolio Manager, Public Trust Advisors, who provided the presentation.

Public Comment:

Peter Ohtaki said he presumed that the intention is to hold unrealized losses through to maturity, and therefore those unrealized losses will not be incurred. Mr. Creger said that was substantially true and on occasion, they will consider some rebalancing transactions where they might sell some shorter-term securities. Some of those accounting losses may be realized, but they will be offset on by the replacement income on the security being purchased.

Motion/Second: Bucio/Lang

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

Noes: None

Absent: Bojack, Fox, Ohtaki, Paul

Chair Arietta asked if the members had any further questions for Item 7 (TA Board Item 11.a). Mr. Swire said that the metrics presented do not provide a good understanding of whether the entire project (express lanes plus highway widening) was achieving its primary goal of congestion relief. He said that the CAC had asked on several occasions for other metrics of this type. Staff said that the project wasn't designed to relieve congestion in the general-purpose lanes; the purpose was to give drivers the opportunity to opt out of congestion to improve travel times. Mr. Swire said that opting out of traffic was a benefit of the express lanes but not of the widening. Staff said that the point of the widening of US 101 between Whipple Avenue and I-380 was to provide that express lane. Mr. Swire said that they could have added an express lane without widening US 101; there were three options on the table, just as there currently are for north of I-380. Staff said that they should not be discussing the merits of the proposed north of I 380 managed lanes project under the current agenda item as discussion on the highway call for projects had concluded, explaining that this item is concerning the operations of the existing express lanes. Mr. Swire said that he was simply trying to understand whether the previous widening worked as another widening is now being considered. He said this is important in providing community input to the Board. Staff said that one of the primary data points they look at is whether express lane drivers are getting the speed benefits they paid for, noting that there are state and federal regulatory requirements related to management of speed and volume in the express lanes.

Mr. Carlini said he would like to see key performance indicators (KPIs) for the tolling and general purpose lanes. Mr. Skinner said they were working on the KPIs and they would be bringing that information back to the CAC at a later time. He directed the members to the 101 Express Lanes website at <https://101expresslanes.org> for more information on performance.

#### **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**

Mr. Skinner provided the presentation.

Mr. Swire asked if the recent work on Broadway would be changed. Alex Acenas, Project Manager, Caltrain, said there was a plan to build a multimodal bike and ped path next to the grade separation.

Mr. Mattammal asked how is the general contractor being chosen. Mr. Acenas said Caltrain issued an RFP (Request for Proposals) and asked them to prepare a technical proposal. He said they are looking for a best value. Mr. Mattammal asked how much transparency there is in the selection process. Mr. Acenas said they received three proposals from three contracting firms that are being reviewed by the selection team. Mr. Mattammal asked if that is part of a public meeting, and Mr. Acenas said it is a closed-door meeting with the evaluation committee. Mr. Skinner said the proposal scores are public so that any contractor could see how they scored relative to the other bidders and can ask for a debrief if they are not successful.

Motion/Second: Lang/Bucio

Ayes: Arietta, Bucio, Carlini, Enriquez, Kuklin, Londer, Mattammal, Swire

Noes: None

Absent: Bojack, Fox, Ohtaki, Paul

### Public Comment:

Peter Ohtaki asked if the cities had been informed that they should work aggressively to seek funds for other projects, and Mr. Skinner said yes.

### **10. 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 Mike Johnson was elected as House Speaker. She said the House may vote on appropriations bills as soon as the current week. She said the current CR runs out on November 17 and one more CR may need to be enacted.

On the state side, she said the Governor had until October 14 to act on bills. She noted that Assembly Bill (AB) 557 regarding open meetings that was removing the January 2024 sunset date on the Brown Act exemptions for board meetings during a state of emergency was signed by the Governor.

### **11. Report of the Chair**

Chair Arietta reported that the final segment of the Cordilleras Creek Bridge Replacement Project had been successfully completed on October 15, thereby finishing 14 hours earlier than originally scheduled for this segment alone. She said adding this to the nine-hour early finish from the first segment shutdown, the project showed a combined savings of 23 hours in project completion. Citing the fact that this entire bridge replacement required the complete alternate shutdown of US 101 lanes between Brittan Avenue and Whipple Avenue southbound and Holly Street and Whipple Avenue northbound for two 55-hour weekends, Chair Arietta gave great praise to what a construction feat it had been. She said in utilizing this new construction approach, the process, which once would have taken up to three summer/ fall seasons to accomplish, was completed in a total of only 87 hours. Chair Arietta said that Caltrans reported the speediness of construction was partially thanks to the public, who after grappling with the traffic of the first shutdown appeared to be better prepared this time in using the recommended detours and also utilizing public transit during the closure. She said this reduction of traffic on the road minimized delays, thus allowing the early finish.

### **12. Report From Staff**

Mr. Skinner said the report was in the packet. He announced that Jessica Manzi was the new TA Director of Project Delivery. Ms. Manzi said she was working for Redwood City for 12 years prior to joining the TA and is looking forward to working on multimodal projects throughout the County.

### **13. Member Comments/Requests**

Karen Kuklin welcomed Ms. Manzi and thanked Mr. Skinner and Mr. Gilster for their presentations.

Ms. Enriquez asked about the upcoming AV (Autonomous Vehicle) workshop. Mr. Gilster said the invitations would be going out during the current week.

Mr. Carlini said he was pleased to ride on the pilot protected bike lane in South San Francisco.

Chair Arietta asked about MTC (Metropolitan Transportation Commission) toll lane seminars in early November, and Mr. Skinner said it would be a seminar on all-lane tolling that would be repeated on the second date.

Mr. Mattammal thanked Mr. Skinner and Mr. Gilster for their presentations.

Mr. Swire said he served on C/CAG BPAC (City/County Association of Governments of San Mateo County Bicycle and Pedestrian Advisory Committee) and said they had received a presentation on the Bay Trail and how it is difficult to access on foot or by bike.. He requested if the TA could consider if the Bay Trail could be factored into decision-making criteria on projects. He said that Caltrans had a District 4 map that identifies different areas for improvement, and said that the process for creating all the various maps should be streamlined. Mr. Gilster noted the Active 101 planning effort that would be coming out soon, which would help aggregate the projects. He also provided more details on Jeanie Ward-Waller's allegations that Caltrans was misusing maintenance funds to finance a highway widening on I-80.

Ms. Lang thanked Mr. Skinner and Mr. Gilster for their presentations and welcomed Ms. Manzi. She noted that a great improvement has been made on Washington Boulevard in Burlingame.

Jeff Londer thanked Mr. Skinner and Mr. Gilster for their presentations and welcomed Ms. Manzi.

#### **14. Date/Time of Next Regular Meeting**

Chair Arietta announced that the next meeting would be held on Tuesday, December 5, 2023, at 4:30 pm in person at the SamTrans Auditorium and via Zoom teleconference.

#### **15. Adjourn**

The meeting adjourned at 7:10 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](mailto:cacsecretary@smcta.com).