



BOARD OF DIRECTORS 2023

RICO E. MEDINA, CHAIR
CARLOS ROMERO, VICE CHAIR
EMILY BEACH
JULIA MATES
MARK NAGALES

APRIL CHAN
EXECUTIVE DIRECTOR

Agenda

Board of Directors Meeting

January 5, 2023, 5:00 pm

San Mateo County Transportation Authority

Revised 1-4-2023, approx.. 9:40 am

Due to COVID-19, this meeting will be conducted as a **hybrid teleconference and in-person meeting** only pursuant to [Assembly Bill 361](#) (Government Code Section 54953). ~~Members of the public, and staff members whose presence is not specifically requested, are encouraged to participate remotely.~~

All attendees must participate remotely ~~Directors, staff and the public may participate remotely~~ via Zoom at:

<https://us06web.zoom.us/j/85358540271?pwd=cHNQdFNpd1Y5S3NUZWtteFkxVDFTUT09> or by entering Webinar ID: **853 5854 0271**, Passcode: **049847** 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.

~~Directors, staff and the public also may participate in person at: San Mateo County Transit District, Bacciocco Auditorium—Second Floor, 1250 San Carlos Ave., San Carlos, CA.~~

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. Visitors must use the hands-free temperature scanners upon entry. An alert will occur and entrance will be prohibited if a temperature is measured at 100.4 or above.~~

~~3. Visitors must show proof of Covid-19 vaccination or a negative COVID-19 test (with results obtained within last 7 days). Masks will be required for visitors who do not show proof of full vaccination (defined as two weeks after the second dose in a two-dose series, such as for the Pfizer BioNTech and Moderna vaccines, or two weeks after a single dose of the J&J/Janssen vaccine).~~

The video live stream will be available after the meeting at

<https://www.smcta.com/about-us/board-directors/video-board-directors>

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 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 and~~ through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should 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.

Each public comment is limited to two minutes or less. The Board and Committee Chairs 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.

Thursday, January 5, 2023

5:00 pm

-
1. Call to Order
 2. Swearing-in:
 - 2.a. Julia Mates for a term ending 12-31-2024 (Cities – Central County Representative)
 - 2.b. Carlos Romero for a term ending 12-31-2024 (Cities – Southern County Representative)
 - 2.c. Board of Supervisors Representative(s)
 3. Roll Call/Pledge of Allegiance
 4. Election of 2023 Officers Motion
 5. Public Comment For Items Not on the Agenda
Public comment by each individual speaker shall be limited two (2) minutes. Items raised that require a response will be deferred for staff reply.
 6. Report of the Citizens Advisory Committee Informational
 7. Consent Calendar
Members of the Board may request that an item under the Consent Calendar be considered separately
 - 7.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 Resolution

San Mateo County TA Board of Directors Meeting
January 5, 2023

- | | |
|---|---------------|
| 7.b. Approval of Minutes of the Board of Directors Meeting of December 1, 2022 | Motion |
| 7.c. Acceptance of Statement of Revenues and Expenditures for the Period Ending November 30, 2022 | Motion |
| 7.d. Authorize the Reassignment of TA Measure Fund Source for Projects Already Awarded Highway, Grade Separation, and Bicycle and Pedestrian Program Category Funds | Resolution |
| 8. Report of the Chair | |
| 8.a Appointment of Representative to the San Mateo County Express Lanes Joint Powers Authority | Motion |
| 9. San Mateo County Transit District Liaison Report | |
| 9.a. Meeting of December 7, 2022 | Informational |
| 9.b. Meeting of January 4, 2023 | Informational |
| 10. Joint Powers Board Liaison Report | Informational |
| 11. Report of the Executive Director | |
| 11.a. Executive Director Report – December 29, 2022 | Informational |
| 11.b. Update on Policy Regarding New Brown Act Remote Meetings Exceptions and Potential Legislative Positions Related to Remote Meeting Exceptions | Informational |
| 12. Adoption of 2023 Legislative Program | Motion |
| 13. State and Federal Legislative Update | Informational |
| 14. Program | |
| 14.a. Program Report: Transit - Shuttles | Informational |
| 14.b. Amend the Strategic Plan 2020-2024 Measure A Local Shuttle Program Match Requirements and Evaluation Criteria to Reflect Recommendations from the Peninsula Shuttle Study | Resolution |

15. Finance

15.a. US 101 Express Lanes: Quarterly Update on Variable Rate Bond and Phase 1 Operations Informational

15.b. Amending the Fiscal Year 2023 Budget to Increase Total Expenditures from \$166,776,919 to \$184,642,920 Resolution

16. Requests from the Authority

17. Written Communications to the Authority Informational

18. Date/Time of Next Regular Meeting - Thursday, February 2, 2023, at 5:00 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.

19. Report of Legal Counsel

19.a. Closed Session: Public Employee Performance Evaluation – Annual Goal-setting Pursuant to Government Code Section 54957(b)
Title: Executive Director

19.b. Closed Session: Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8
Property: 50-foot-wide Property Located Directly West of the Caltrain Corridor from 20th Avenue to Approximately 1,000 Feet Past 25th Avenue, City of San Mateo (Portion of APN 035-320-999)
Negotiators: April Chan and Joan Cassman
Negotiating Party: Peninsula Corridor Joint Powers Board
Under Negotiation: Price and Terms of Transfer

20. 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 llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

Date and Time of Regular and Citizens Advisory Committee Meetings

The Transportation Authority (TA) meets regularly on the first Thursday of the month at 5 p.m. The TA Citizens Advisory Committee (CAC) meets regularly on the Tuesday prior to the TA Board meeting 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 be conducted via teleconference as per the information provided at the top of the agenda. The public may 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

Members of the public may participate remotely or in person. 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 through Zoom, the teleconference number listed above, or in person. Public comments on individual agenda items are limited to two 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

Upon request, SamTrans will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least 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 ttitlevi@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
Staff Report**

To: Board Of Directors

Through: April Chan, Executive Director

From: Joan Cassman, Legal Counsel

Subject: **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**

Action

Staff recommends the Board adopt its next resolution under Assembly Bill 361 (AB 361) (1) making findings that the proclaimed COVID-19 pandemic State of Emergency continues to impact the ability of the San Mateo County Transportation Authority (TA) Board of Directors (Board) and its committees to meet safely in person, and (2) allowing for the TA to use the modified teleconferencing requirements under California Government Code Section 54953 for Board and committee meetings for the next 30 days.

Significance

On October 6, 2021, the Board adopted its first resolution under AB 361 documenting the findings described above. The Board also was advised to consider similar actions monthly thereafter until remote meetings are no longer necessary and appropriate. The proposed action would enable the District's Board and committees to continue to meet remotely for the next 30 days.

Given the current and evolving conditions, staff recommends that the Board renew the resolution for Board and committee meetings to be conducted via teleconference for the next 30 days, with some modifications. Specifically, staff recommends that while the remote meeting resolution is in effect, individual members of the Board, staff and members of the public may opt to participate in-person at Board meetings if they adhere to all policies for safe attendance.

Consistent with TA workplace safety policy, Board members, staff and members of the public will be required to show proof of vaccination (as defined by the California Department of Public Health) or proof of a negative COVID-19 test taken within the seven days preceding the meeting before entry into the building will be granted.

Board members, staff and members of the public who do not wish to participate in-person or do not provide proof of vaccination or of a negative COVID-19 test from within the previous seven days may participate remotely. This will also allow individuals who are particularly vulnerable to COVID-19, have additional health concerns, or who have been recently exposed to or infected by COVID-19 to participate safely.

With passage of the proposed resolution, certain committee meetings and all advisory committee meetings will continue to be conducted remotely with no in-person option.

If the Board does not adopt the resolution, the Board, committees, and advisory committees must meet in person, and any Board or committee member who participates via teleconference must notice the location from which the member participates, and open such location to the public for purposes of attending the meeting, as required by the Ralph M. Brown Act (pending any amendments to the Act, as described in more detail below).

Budget Impact

There is no impact on the budget.

Background

Pending Legislation

Assemblymembers Alex Lee and Cristina Garcia introduced Assembly Bill (AB) 1944 on February 10, 2022. If enacted, the bill would require local governments to livestream public meetings and allow virtual public participation. Under certain circumstances, the bill also would allow, upon a determination by a majority vote of the legislative body, a member of the legislative body to be exempt from identifying the address of the member's teleconference location in the notice or agenda or having the location be accessible to the public.

AB 1944, as amended, passed the Assembly on May 26, 2022 and is pending in the Senate. The bill does not include an urgency clause; if no urgency clause is added, the earliest the bill could go into effect is January 1, 2023.

COVID-19 and AB 361

On March 4, 2020, Governor Gavin Newsom declared a State of Emergency to exist in California as a result of the COVID-19 pandemic. The Governor issued Executive Order N-29-20 on March 17, 2020 to suspend certain provisions of the Brown Act related to teleconferencing to facilitate legislative bodies' use of remote public meetings to help protect against the spread of COVID-19. On June 11, 2021, the Governor issued Executive Order N-08-21, which specified that Executive Order N-29-20 remained in effect through September 30, 2021, at which point it expired.

On September 16, 2021, Governor Newsom signed AB 361 into law as urgency legislation that went effect immediately. AB 361 amended Government Code Section 54953 to allow legislative bodies, during proclaimed states of emergency, to meet remotely, without requiring public notice of or accesses to locations where legislative body members would participate in the meetings by teleconference, and without requiring a quorum of the members of the legislative body of the agency to participate from locations within the boundaries of the agency's jurisdiction.

On November 10, 2021, the Governor issued Executive Order N-21-21, which extended the State of Emergency and the timeframes set forth in Executive Orders N-12-21 and N-17-21. The Governor's action was primarily in response to a plateau in California's preceding record of week-over-week declines in COVID-19 cases and hospitalizations, indicating the potential beginning of a new surge in COVID-19 cases, and the need to protect capacity in and prevent staffing shortages at health care facilities with the onset of the flu season.

In February 2022, the Governor issued Executive Orders ending certain emergency measures no longer required to address the pandemic; however, the Governor's declared State of Emergency is still in place. Rates of COVID-19 infections and hospitalizations have continued to fluctuate, and new variants continue to emerge, including at least one recent variant with increased transmissibility. Though some COVID-19 restrictions are being rolled back at the federal, state and local levels, the California Department of Public Health continues to recommend that people who are at higher risk of severe illness from COVID-19 continue to protect themselves by staying at least six feet apart from people outside their households. And while masks are no longer required in all indoor spaces, the San Mateo County Health Department still recommends indoor masking for gatherings that include the elderly, immunocompromised individuals, or people who are not vaccinated.

To be allowed to meet remotely pursuant to AB 361, the legislative body must hold a meeting during a proclaimed state of emergency and:

- find that state or local officials have imposed or recommended measures to promote social distancing; or
- by majority vote, determine that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Local agency determinations to meet using the modified teleconferencing rules under AB 361 can be relied upon for up to 30 days. After that, a local agency can continue to meet remotely pursuant to AB 361 if it reconsiders the circumstances of the state of emergency and finds, by a majority vote, that:

- the state of emergency continues to directly impact the ability of the members to meet in person, or
- state or local officials continue to impose or recommend measures to promote social distancing.

Prepared by: Shayna van Hoften, Legal Counsel

415-995-5880

Resolution No. 2022 -

**Board of Directors, San Mateo County Transportation Authority
State Of California**

Finding that the Proclaimed State of Emergency for the COVID-19 Pandemic Continues to Impact the Ability for the Board of Directors and its Committees to Meet Safely in Person, and Directing that Virtual Board and Committee Meetings Continue

Whereas, on March 4, 2020, Governor Newsom declared a State of Emergency in California as a result of the threat of the COVID-19 pandemic, which declaration remains in effect; and

Whereas, on September 16, 2021, the Governor signed Assembly Bill (AB) 361 into law, amending Government Code Section 54953, effective immediately, to allow legislative bodies to continue to meet remotely under less restrictive requirements during a proclaimed State of Emergency provided that (1) state or local officials have imposed or recommended measures to promote social distancing, or (2) the legislative bodies determine that meeting in person would present imminent risks to the health or safety of attendees, and (3) the legislative bodies make such findings at least every 30 days during the term of the declared State of Emergency; and

Whereas, on October 6, 2021, pursuant to Resolution 2021-42, the San Mateo County Transportation Authority (TA) Board of Directors (Board) adopted its first monthly resolution making the requisite findings to allow teleconferencing for 30 days; and

Whereas, the rates of transmission of COVID-19 and its variants continue to pose risks for the health of attendees at indoor gatherings involving individuals from different households; and

Whereas, the Board finds that state and local officials, including the San Mateo County Health Officer, the California Department of Public Health (CDPH), and the Department of Industrial Relations, have maintained or continued to recommend measures to promote social distancing, and current public health data continues to indicate that COVID-19 presents ongoing risks of severe illness, even in vaccinated populations; and

Whereas, staff recommends that the Board renew its most recent resolution for the TA's Board and committee meetings to be conducted via teleconference for the next 30 days, and that while the remote meeting resolution is in effect, individual members of the Board, staff and members of the public may opt to participate in-person at Board and committee meetings if they comply with the TA's workplace safety policy requiring all individuals to show proof of vaccination (as defined by CDPH) or proof of a negative COVID-19 test taken within the seven days before a meeting; and

Whereas, to help protect against the spread of COVID-19 and variants, and to protect the health and safety of the public, the Board wishes to take the actions necessary to comply with the Brown Act, as amended, to continue to hold its Board, committee, and advisory committee meetings remotely via teleconference pursuant to AB 361 with an option for in-person attendance at Board and committee meetings for members of the Board, staff and the public, subject to the restrictions described above; and

Whereas, the Board will continue to give notice of the meeting and post agendas as otherwise required by the Brown Act and give members of the public ample opportunity for public comment.

Now, Therefore, Be It Resolved, that the Board of Directors has reviewed the findings made in prior AB 361-compliant resolutions and again concludes that (1) there is a continuing threat of COVID-19 to the community, (2) Board and committee meetings have characteristics that continue to give rise to risks to health and safety of meeting participants (such as the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to participate fully in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings), and (3) the State of Emergency continues to directly impact the ability of the members to safely meet in person and state or local officials continue to impose or recommend social distancing; and

Be It Further Resolved, that in light of these findings, the Board directs the Executive Director and Authority Secretary to continue to agendize public meetings of the Board, and all Transportation Authority committees that are subject to the Brown Act, as remote teleconference meetings, with the understanding that Board meetings will also be open for in-person attendance; and

Be It Further Resolved, that the TA will comply with the requirements of Government Code Section 54953(e)(2) when holding Board and committee meetings pursuant to this Resolution; and

Be It Further Resolved, that this Resolution will be in effect for the maximum period of time permitted under AB 361 (30 days), and the Board will reconsider the findings in this Resolution each month and may subsequently reaffirm these findings.

Regularly passed and adopted this 5th day of January, 2023 by the following vote:

Ayes:

Noes:

Absent:

Chair, San Mateo County Transportation Authority

Attest:

Authority Secretary

San Mateo County Transportation Authority
1250 San Carlos Avenue, San Carlos, California
Minutes of December 1, 2022

Members Present: E. Beach, C. Groom, D. Horsley, J. Mates, R. Medina (Chair) (joined at 5:50 pm), M. Nagales, C. Romero (Vice Chair)
(In Person)

Members Present: R. Medina (Chair) (left at 5:50 pm)
(Via Teleconference)

Members Absent: None

Staff Present: C. Mau, A. Chan, J. Cassman, P. Gilster, P. Skinner, C. Fromson, H. El-Guindy, G. Martinez, J. Epstein, J. Brook, D. Seamans

1. Call to Order

Vice Chair Carlos Romero called the meeting to order at 5:00 pm.

2. Roll Call/Pledge of Allegiance

Dora Seamans, Authority Secretary, confirmed that a quorum was present. Vice Chair Romero requested that Director Emily Beach lead the Pledge of Allegiance.

Vice Chair Romero said he would conduct the meeting until Chair Rico Medina arrives in person.

3. Public Comment for Items Not on the Agenda

There were no comments.

4. Report of Legal Counsel

4.a. Closed Session: Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8

Properties:

- **50-foot-wide Property Located Directly West of the Caltrain Corridor from 20th Avenue to Approximately 1,000 feet Past 25th Avenue, City of San Mateo (Portion of APN 035-320-999); and**
- **San Bruno Caltrain Station Property (APNs 014-293-030, -040, -050, -110 and -120)**

Negotiators: April Chan and Joan Cassman

Negotiating Party: Peninsula Corridor Joint Powers Board

Under Negotiation: Price and Terms of Transfer

Joan Cassman, Legal Counsel announced the closed session.

The Board recessed to closed session at 5:03 pm and reconvened into open session at 6:19 pm.

Ms. Cassman said the Board met and no action was taken.

5. Report of the Citizens Advisory Committee

Chair Medina noted that the report was posted on the website.

6. Consent Calendar

6.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 – Approved by Resolution No. 2022-37

6.b. Approval of Minutes of the Board of Directors Meeting of November 3, 2022

6.c. Acceptance of Statement of Revenues and Expenditures for the Period Ending October 31, 2022

6.d. Acceptance of Capital Projects Quarterly Status Report for 1st Quarter Fiscal Year 2023

Motion/Second: Mates/Beach

Ayes: Beach, Groom, Horsley, Mates, Medina, Nagales, Romero

Noes: None

Absent: None

7. Joint Powers Board Liaison Report

April Chan, Executive Director, said that the report was posted on the website. She said the JPB Board at their meeting that morning discussed suicide prevention on the railroad, including potential engineering, education, and enforcement strategies.

8. Report of the Executive Director

Ms. Chan said the report was in the packet. She noted the 101 Express Lanes are planned to open in early 2023 and a ribbon cutting ceremony is being planned.

9. Finance

9.a. Reallocation of Funds from Construction to Landscaping Phase of US 101 Express Lanes Project – Approved by Resolution No. 2022-38

Heba El-Guindy, Acting Director, Program and Project Delivery, presented the staff report.

Vice Chair Romero said he was supportive of the proposed action and Director Mates concurred.

Motion/Second: Mates/Romero

Ayes: Beach, Groom, Horsley, Mates, Medina, Nagales, Romero

Noes: None

Absent: None

9.b. Adoption of Pedestrian and Bicycle Program 2022 Cycle 6 Call for Projects Program – Approved by Resolution No. 2022-39

Patrick Gilster, Manager, Planning and Fund Management, presented the staff report.

Director Mark Nagales said he enjoyed reading about each of the projects and was pleased the TA received so many applications. He encouraged applicants who did not succeed in this round to reapply in the future.

Motion/Second: Beach/Horsley

Ayes: Beach, Groom, Horsley, Mates, Medina, Nagales, Romero

Noes: None

Absent: None

10. 2023 Draft Legislative Program

Casey Fromson, Chief Communications Officer, introduced Jessica Epstein, Manager, Government and Community Affairs, who reviewed the legislative program for the upcoming year.

Vice Chair Romero said he was supportive of a temporary allocation of cap and trade funds for transit operations until ridership returns to previous levels. Regarding transportation and housing, he asked if they anticipated changes to the Surplus Lands Act (SLA) that might allow the TA and transit agencies to maximize the development value of excess property. Ms. Epstein said they were not looking to change the fundamental application of the SLA but hoped to streamline the administrative processes related to the SLA that have created unnecessary burdens to local government by working with HCD (California Department of Housing and Community Development) and potentially through legislation to make administrative fixes to the process. Director Beach thanked Ms. Epstein for the overview and was pleased with the evolution of the legislative platform, including the emphasis on equity and multimodal projects.

11. State and Federal Legislative Update

Ms. Epstein provided a summary of federal and state legislation. On the federal side, she noted the leadership shift in the House of Representatives. She said they have several bills to pass before the end of the current legislative session. She also noted that former Assemblymember Kevin Mullin will be joining the US Congress and replacing retiring Congresswoman Jackie Speier.

At the state level, Ms. Epstein noted that Assemblymember Diane Papan would be taking office, amid other personnel changes. She said the new session will convene briefly on December 5, and then start in January.

Director Nagales asked how the TA was planning on reaching out to new Assemblymember Robert Rivas and other incoming leaders. Ms. Epstein noted there would be a fair amount of leadership transition and the TA's lobbyists are focusing on the San Mateo delegation to help facilitate those leadership conversations. She added that they also focus on specific committees that involve transportation so that they can help influence bills.

12. Report of the Chair

12.a Expressing Appreciation to Carole Groom – Approved by Resolution No. 2022-40

Motion/Second: Beach/Romero

Ayes: Beach, Horsley, Mates, Medina Nagales, Romero

Abstention: Groom

Noes: None

Absent: None

Chair Medina read the resolution into the record. The directors shared their experiences working with Director Carole Groom.

Director Groom thanked the Board for their well wishes and commented on her tenure at the TA.

12.b Expressing Appreciation to Don Horsley – Approved by Resolution No. 2022-41

Motion/Second: Nagales/Romero

Ayes: Beach, Groom, Mates, Medina Nagales, Romero

Abstention: Horsley

Noes: None

Absent: None

Chair Medina read the resolution into the record. The directors shared their experiences working with Director Don Horsley.

Carter Mau, Deputy General Manager/CEO, expressed his appreciation for Director Groom's and Director Horsley's service.

Director Horsley thanked the Board for their well wishes and commented on his tenure at the TA.

12.c Expressing Appreciation to Carter Mau – Approved by Resolution No. 2022-42

Motion/Second: Groom/Horsley

Ayes: Beach, Groom, Horsley, Mates, Medina Nagales, Romero

Noes: None

Absent: None

Chair Medina read the resolution into the record. The directors shared their experiences working alongside Mr. Mau.

Mr. Mau expressed his appreciation for the Board and staff.

Ms. Chan expressed her appreciation for Director Groom's and Director Horsley's service. She commended Mr. Mau for his leadership, especially on Caltrain governance.

Ms. Cassman expressed her appreciation for Director Groom's, Director Horsley's, and Mr. Mau's service.

13. Requests from the Authority

There were no requests.

14. Written Communications to the Authority

Chair Medina noted that the correspondence was available on the website.

15. Date/Time of Next Regular Meeting

Chair Medina thanked the Board and staff for an amazing year, saying he was appreciative of the work they had accomplished and looked forward to the new year. He announced the next meeting would be on Thursday, January 5, 2023, 5:00 pm in person at the SamTrans Auditorium and via Zoom teleconference.

16. Adjourn

The meeting adjourned at 7:46 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 Authority Secretary's office by phone at 650.508.6242 or by email to board@smcta.com.

DRAFT

**San Mateo County Transportation Authority
Staff Report**

To: Board of Directors
Through: April Chan, Executive Director
From: Grace Martinez, Acting Chief Financial Officer
Subject: **Acceptance of Statement of Revenues and Expenditures for the Period Ending November 30, 2022**

Action

Staff proposes that the Board accept and enter into the record the Statement of Revenues and Expenditures for the period ending November 2022 and supplemental information.

The statement columns have been designed to provide easy comparison of year to date prior to current actuals for the current fiscal year including dollar and percentage variances.

Significance

Year to Date Revenues: As of November year-to-date, the Total Revenues (page 1, line 8) are \$10.5 million more than prior year actuals. This is primarily due to increases in Measure A Sales Tax (page 1, line 2), Measure W Sales Tax (page 1, line 3) and Interest Income (page 1, line 4). Interest Income increased as a result of rising interest rates.

Year to Date Expenditures: As of November year-to-date, the Total Expenditures (page 1, line 28) are \$20.7 million less than prior year actuals. This is primarily due to a fluctuation in expenditures associated with various capital projects.

Budget Impact

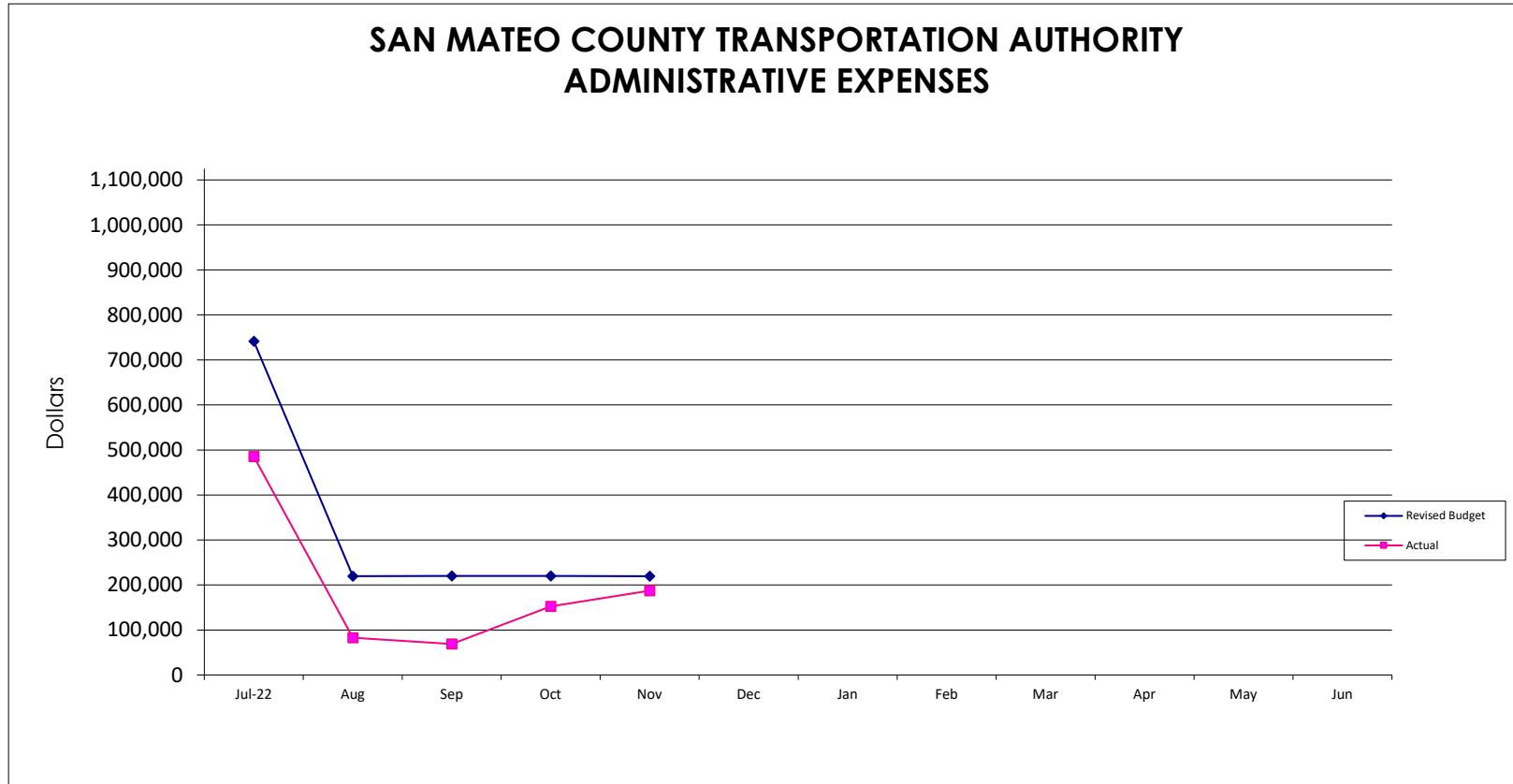
Budget Amendment: There are no budget amendments for the month of November 2022.

Prepared By:	Yijia Ma	Senior Accountant – General Ledger	650-508-7947
	Jennifer Ye	Director – Accounting	650-622-7890

SAN MATEO COUNTY TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES AND EXPENDITURES
Fiscal Year 2023
November 2022

% OF YEAR ELAPSED: 41.7%

	YEAR TO DATE				ANNUAL
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	ADOPTED BUDGET
REVENUES:					
Measure A Sales Tax	42,259,333	48,645,248	6,385,915	15.1%	108,272,000
Measure W Sales Tax	21,078,582	24,291,056	3,212,474	15.2%	54,136,000
Interest Income	2,380,283	3,181,677	801,394	33.7%	4,898,970
Rental Income	480,767	484,784	4,017	0.8%	1,199,315
Other Sources	-	67,945	67,945	-	400,000
TOTAL REVENUES	66,198,965	76,670,710	10,471,745	15.8%	168,906,285
EXPENDITURES:					
Measure A Annual Allocations	12,043,909	13,863,896	1,819,987	15.1%	30,857,520
Measure A Categories	20,814,193	2,396,540	(18,417,653)	(88.5%)	76,331,760
Other Uses	6,016,299	858,072	(5,158,227)	(85.7%)	-
Measure W Annual Allocations	4,215,737	4,858,211	642,474	15.2%	10,827,200
Measure W Categories	45,455	386,842	341,387	751.0%	43,308,800
Oversight	373,228	450,161	76,933	20.6%	2,250,000
Administrative					
Staff Support	377,750	399,924	22,174	5.9%	1,546,285
Measure A Info.- Others	-	-	-	-	5,000
Other Admin Expenses	576,227	577,380	1,153	0.2%	1,650,354
Total Administrative	953,977	977,304	23,327	2.4%	3,201,639
TOTAL EXPENDITURES	44,462,798	23,791,026	(20,671,772)	(46.5%)	166,776,919
EXCESS (DEFICIT)	21,736,167	52,879,684	31,143,517	143.3%	2,129,366



Current Year Data

	Jul '22	Aug '22	Sep '22	Oct '22	Nov '22	Dec '22	Jan '23	Feb '23	Mar '23	Apr '23	May '23	Jun '23
MONTHLY EXPENSES												
Revised Budget	741,707	219,870	219,930	219,930	219,513							
Actual	485,330	82,908	68,963	152,579	187,524							
CUMULATIVE EXPENSES												
Staff Projections	741,707	961,576	1,181,506	1,401,436	1,620,949							
Actual	485,330	568,238	637,201	789,780	977,304							
Variance-F(U)	256,377	393,338	544,305	611,656	643,645 *							
Variance %	34.57%	40.91%	46.07%	43.64%	39.71%							

Note:

*The favorable variance is primarily due to less actual administrative expenses incurred than budgeted in YTD November 2022, including staff support \$342k, Premium-Other Insurance \$107k, bank fees \$116k, legal fees \$54k, and other various expenses \$22k.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
CASH AND INVESTMENTS AS OF NOVEMBER 30, 2022**

11/30/2022

LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF

Bank of America Checking	3,631,566.62
JP Morgan Bank Checking	71,484,932.90
LAIF	66,186,819.54

INVESTMENT FUNDS

Investment Portfolio (Market Values)*	237,572,454.46
MMF - US Bank Custodian Account	115,261.63
Cash	50,242.84
County Pool*	227,495,634.84

Total

\$ 606,536,912.83

* Fund Managed by Public Trust Advisors

* Estimated County Pool Distributions



Report: GAAP Balance Sheet by Lot
 Account: PTA-San Mateo Co. Trans. Agg (257430)
 As of: 11/30/2022

ABS	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
65479CAD0	NAROT 2020-B A3	165,379.36	07/15/2024	165,374.83	40.43	163,704.07	163,744.50
92348TAA2	VZOT 2020-A A1A	169,080.96	07/22/2024	169,061.16	95.58	168,298.11	168,393.69
		334,460.32		334,435.99	136.00	332,002.18	332,138.18

AGCY BOND	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
3130A8HK2	FEDERAL HOME LOAN BANKS	3,275,000.00	06/14/2024	3,452,930.75	26,586.63	3,133,028.75	3,159,615.38
3130AJHU6	FEDERAL HOME LOAN BANKS	1,600,000.00	04/14/2025	1,592,064.00	1,044.44	1,470,112.00	1,471,156.44
3133EMRZ7	FEDERAL FARM CREDIT BANKS FUNDING CORP	3,300,000.00	02/26/2024	3,298,812.00	2,177.08	3,127,179.00	3,129,356.08
3135G03U5	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,600,000.00	04/22/2025	1,596,704.00	1,083.33	1,465,328.00	1,466,411.33
3135G04Z3	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,600,000.00	06/17/2025	1,596,688.00	3,644.44	1,457,104.00	1,460,748.44
3135G05X7	FEDERAL NATIONAL MORTGAGE ASSOCIATION	3,800,000.00	08/25/2025	3,787,422.00	3,800.00	3,430,336.00	3,434,136.00
3135G06H1	FEDERAL NATIONAL MORTGAGE ASSOCIATION	4,665,000.00	11/27/2023	4,659,681.90	129.58	4,457,360.85	4,457,490.43
3137EAEX3	FEDERAL HOME LOAN MORTGAGE CORP	3,800,000.00	09/23/2025	3,786,662.00	2,691.67	3,419,430.00	3,422,121.67
3137EAey1	FEDERAL HOME LOAN MORTGAGE CORP	3,900,000.00	10/16/2023	3,885,453.00	609.38	3,743,337.00	3,743,946.38
		27,540,000.00		27,656,417.65	41,766.56	25,703,215.60	25,744,982.16

CASH	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
CCYUSD	Receivable	3,104.90	11/30/2022	3,104.90	0.00	3,104.90	3,104.90
CCYUSD	Cash	46,297.99	11/30/2022	46,297.99	0.00	46,297.99	46,297.99
CCYUSD	Receivable	839.95	11/30/2022	839.95	0.00	839.95	839.95
		50,242.84		50,242.84	0.00	50,242.84	50,242.84

CD	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
23341VZT1	DNB Bank ASA - New York Branch	1,600,000.00	12/02/2022	1,600,000.00	16,501.33	1,599,840.00	1,616,341.33
		1,600,000.00		1,600,000.00	16,501.33	1,599,840.00	1,616,341.33

CORP	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
023135AZ9	AMAZON.COM INC	500,000.00	08/22/2024	532,605.00	3,850.00	486,145.00	489,995.00
023135BW5	AMAZON.COM INC	2,225,000.00	05/12/2024	2,221,751.50	528.44	2,100,266.50	2,100,794.94
023135CE4	AMAZON.COM INC	4,195,000.00	04/13/2025	4,188,329.95	16,780.00	4,063,906.25	4,080,686.25
023135CE4	AMAZON.COM INC	1,405,000.00	04/13/2025	1,402,766.05	5,620.00	1,361,093.75	1,366,713.75

037833AS9	APPLE INC	1,475,000.00	05/06/2024	1,605,301.50	3,533.85	1,452,771.75	1,456,305.60
037833AZ3	APPLE INC	750,000.00	02/09/2025	794,340.00	5,833.33	719,865.00	725,698.33
037833DT4	APPLE INC	1,600,000.00	05/11/2025	1,603,216.00	1,000.00	1,478,320.00	1,479,320.00
05531FBH5	TRUIST FINANCIAL CORP	1,550,000.00	08/01/2024	1,552,573.00	12,916.67	1,489,488.00	1,502,404.67
06406RAL1	BANK OF NEW YORK MELLON CORP	650,000.00	10/24/2024	652,860.00	1,402.92	619,255.00	620,657.92
14913R2P1	CATERPILLAR FINANCIAL SERVICES CORP	805,000.00	09/13/2024	803,905.20	1,046.50	749,334.25	750,380.75
14913R2S5	CATERPILLAR FINANCIAL SERVICES CORP	3,150,000.00	01/10/2024	3,149,496.00	11,720.63	3,024,283.50	3,036,004.13
14913R2S5	CATERPILLAR FINANCIAL SERVICES CORP	475,000.00	01/10/2024	474,924.00	1,767.40	456,042.75	457,810.15
194162AM5	COLGATE-PALMOLIVE CO	655,000.00	08/15/2025	654,397.40	6,317.11	636,489.70	642,806.81
194162AM5	COLGATE-PALMOLIVE CO	195,000.00	08/15/2025	194,820.60	1,880.67	189,489.30	191,369.97
437076CM2	HOME DEPOT INC	885,000.00	04/15/2025	883,451.25	3,053.25	850,582.35	853,635.60
437076CM2	HOME DEPOT INC	265,000.00	04/15/2025	264,536.25	914.25	254,694.15	255,608.40
637639AG0	NATIONAL SECURITIES CLEARING CORP	4,650,000.00	11/21/2024	4,648,930.50	6,522.92	4,657,579.50	4,664,102.42
637639AG0	NATIONAL SECURITIES CLEARING CORP	1,400,000.00	11/21/2024	1,399,678.00	1,963.89	1,402,282.00	1,404,245.89
693475AV7	PNC FINANCIAL SERVICES GROUP INC	1,550,000.00	01/23/2024	1,561,036.00	19,288.89	1,526,145.50	1,545,434.39
69371RR57	PACCAR FINANCIAL CORP	455,000.00	11/08/2024	454,972.70	261.63	422,695.00	422,956.63
69371RR81	PACCAR FINANCIAL CORP	2,570,000.00	06/13/2024	2,569,408.90	37,779.00	2,513,742.70	2,551,521.70
69371RR81	PACCAR FINANCIAL CORP	600,000.00	06/13/2024	599,862.00	8,820.00	586,866.00	595,686.00
69371RR99	PACCAR FINANCIAL CORP	3,800,000.00	08/11/2025	3,797,302.00	41,219.44	3,705,646.00	3,746,865.44
69371RR99	PACCAR FINANCIAL CORP	885,000.00	08/11/2025	884,371.65	9,599.79	863,025.45	872,625.24
89236TFS9	TOYOTA MOTOR CREDIT CORP	500,000.00	01/08/2024	534,995.00	6,653.47	492,180.00	498,833.47
89236TGT6	TOYOTA MOTOR CREDIT CORP	750,000.00	02/13/2025	757,327.50	4,050.00	706,477.50	710,527.50
89236TGT6	TOYOTA MOTOR CREDIT CORP	225,000.00	02/13/2025	227,198.25	1,215.00	211,943.25	213,158.25
89236TGT6	TOYOTA MOTOR CREDIT CORP	225,000.00	02/13/2025	228,132.00	1,215.00	211,943.25	213,158.25
89236TJN6	TOYOTA MOTOR CREDIT CORP	830,000.00	09/13/2024	829,609.90	1,123.96	772,497.60	773,621.56
89236TJT3	TOYOTA MOTOR CREDIT CORP	2,960,000.00	01/13/2025	2,956,033.60	16,452.67	2,778,788.80	2,795,241.47
91159HHZ6	US BANCORP	500,000.00	05/12/2025	512,005.00	382.64	464,180.00	464,562.64
931142DP5	WALMART INC	1,500,000.00	04/22/2024	1,618,200.00	5,362.50	1,475,100.00	1,480,462.50
931142EW9	WALMART INC	460,000.00	09/09/2025	459,678.00	4,086.33	454,273.00	458,359.33
		44,640,000.00		45,018,014.70	244,162.13	43,177,392.80	43,421,554.93

FHLMC	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
3137BGK24	FHMS K-043 A2	1,055,000.00	12/25/2024	1,107,255.47	2,692.01	1,020,480.40	1,023,172.41
3137FKK39	FHMS K-P05 A	21,519.25	07/25/2023	21,519.18	57.44	20,970.72	21,028.16
		1,076,519.25		1,128,774.65	2,749.45	1,041,451.12	1,044,200.57

MUNI	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
157411TK5	CHAFFEY CALIF JT UN HIGH SCH DIST	375,000.00	08/01/2024	375,000.00	2,626.25	359,816.25	362,442.50
93974ETG1	WASHINGTON ST	500,000.00	08/01/2025	500,000.00	1,116.67	453,730.00	454,846.67
		875,000.00		875,000.00	3,742.92	813,546.25	817,289.17

MMFUND	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
31846V534	FIRST AMER:US TRS MM Y	115,261.63	11/30/2022	115,261.63	0.00	115,261.63	115,261.63
SM - CP N/M A	County Pool New Measure A	203,512,283.42	11/30/2022	203,512,283.42	0.00	203,512,283.42	203,512,283.42
SM - CP O/M A	County Pool Old Measure A	23,983,351.42	11/30/2022	23,983,351.42	0.00	23,983,351.42	23,983,351.42
608919775	FEDERATED HRMS IS MM IS	10,078,927.47	11/30/2022	10,071,366.81	0.00	10,070,864.33	10,070,864.33
SM - LAIF	Local Agency Investment Fund	66,186,819.54	11/30/2022	66,186,819.54	0.00	66,186,819.54	66,186,819.54
902656404	UBS SL ESG PRIME INS	10,070,709.66	11/30/2022	10,072,224.75	0.00	10,074,737.95	10,074,737.95
902656602	UBS SL ESG PRIME PFD	15,102,469.99	11/30/2022	15,104,992.19	0.00	15,107,000.73	15,107,000.73
		329,049,823.13		329,046,299.76		329,050,319.02	329,050,319.02

SUPRANAT'L	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
459058JB0	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELC	750,000.00	04/22/2025	750,900.00	508.63	688,792.50	689,301.13
		750,000.00		750,900.00	508.63	688,792.50	689,301.13

US GOV	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
9128282R0	UNITED STATES TREASURY	6,075,000.00	08/15/2027	5,785,725.59	40,114.81	5,657,829.75	5,697,944.56
9128282R0	UNITED STATES TREASURY	1,700,000.00	08/15/2027	1,619,050.78	11,225.54	1,583,261.00	1,594,486.54
9128283J7	UNITED STATES TREASURY	815,000.00	11/30/2024	872,877.74	47.58	780,525.50	780,573.08
9128283V0	UNITED STATES TREASURY	790,000.00	01/31/2025	772,903.91	6,601.22	760,588.30	767,189.52
9128283Z1	UNITED STATES TREASURY	4,400,000.00	02/28/2025	4,364,421.88	30,751.38	4,257,880.00	4,288,631.38
912828U24	UNITED STATES TREASURY	900,000.00	11/15/2026	832,218.75	795.58	835,911.00	836,706.58
912828V98	UNITED STATES TREASURY	750,000.00	02/15/2027	698,701.17	4,952.45	701,542.50	706,494.95
912828XX3	UNITED STATES TREASURY	4,650,000.00	06/30/2024	4,744,089.84	38,918.48	4,470,882.00	4,509,800.48
912828XX3	UNITED STATES TREASURY	6,500,000.00	06/30/2024	6,597,500.00	54,402.17	6,249,620.00	6,304,022.17
912828XX3	UNITED STATES TREASURY	1,500,000.00	06/30/2024	1,522,089.84	12,554.35	1,442,220.00	1,454,774.35
912828XX3	UNITED STATES TREASURY	400,000.00	06/30/2024	410,859.38	3,347.83	384,592.00	387,939.83
912828XX3	UNITED STATES TREASURY	2,600,000.00	06/30/2024	2,726,648.44	21,760.87	2,499,848.00	2,521,608.87
912828Y95	UNITED STATES TREASURY	450,000.00	07/31/2026	425,478.52	2,820.14	417,816.00	420,636.14
912828YH7	UNITED STATES TREASURY	1,480,000.00	09/30/2024	1,529,718.75	3,781.32	1,403,972.40	1,407,753.72
912828YX2	UNITED STATES TREASURY	3,615,000.00	12/31/2026	3,451,618.95	26,473.98	3,322,112.70	3,348,586.68
912828YX2	UNITED STATES TREASURY	1,290,000.00	12/31/2026	1,231,698.05	9,447.15	1,185,484.20	1,194,931.35
912828YY0	UNITED STATES TREASURY	3,200,000.00	12/31/2024	3,400,875.01	23,434.78	3,038,368.00	3,061,802.78
912828YY0	UNITED STATES TREASURY	2,675,000.00	12/31/2024	2,669,879.89	19,590.01	2,539,885.75	2,559,475.76
912828YY0	UNITED STATES TREASURY	430,000.00	12/31/2024	448,375.78	3,149.05	408,280.70	411,429.75
912828ZF0	UNITED STATES TREASURY	540,000.00	03/31/2025	544,260.94	459.89	496,146.60	496,606.49
912828ZF0	UNITED STATES TREASURY	1,590,000.00	03/31/2025	1,586,521.88	1,354.12	1,460,876.10	1,462,230.22
912828ZL7	UNITED STATES TREASURY	1,600,000.00	04/30/2025	1,594,437.50	513.81	1,460,624.00	1,461,137.81
912828ZW3	UNITED STATES TREASURY	2,250,000.00	06/30/2025	2,240,244.14	2,353.94	2,039,580.00	2,041,933.94
91282CAB7	UNITED STATES TREASURY	2,455,000.00	07/31/2025	2,389,884.95	2,051.39	2,216,987.75	2,219,039.14
91282CAB7	UNITED STATES TREASURY	2,025,000.00	07/31/2025	1,971,290.03	1,692.09	1,828,676.25	1,830,368.34
91282CAJ0	UNITED STATES TREASURY	1,550,000.00	08/31/2025	1,524,570.31	984.81	1,394,752.00	1,395,736.81
91282CAL5	UNITED STATES TREASURY	6,000,000.00	09/30/2027	5,066,484.38	3,832.42	5,089,680.00	5,093,512.42

91282CAL5	UNITED STATES TREASURY	1,850,000.00	09/30/2027	1,563,394.53	1,181.66	1,569,318.00	1,570,499.66
91282CAT8	UNITED STATES TREASURY	1,700,000.00	10/31/2025	1,687,183.60	363.95	1,523,625.00	1,523,988.95
91282CAT8	UNITED STATES TREASURY	550,000.00	10/31/2025	538,570.31	117.75	492,937.50	493,055.25
91282CAZ4	UNITED STATES TREASURY	2,000,000.00	11/30/2025	1,993,906.26	20.60	1,792,740.00	1,792,760.60
91282CAZ4	UNITED STATES TREASURY	1,050,000.00	11/30/2025	1,037,285.16	10.82	941,188.50	941,199.32
91282CBA8	UNITED STATES TREASURY	1,235,000.00	12/15/2023	1,228,680.27	712.82	1,177,449.00	1,178,161.82
91282CBC4	UNITED STATES TREASURY	3,725,000.00	12/31/2025	3,686,440.44	5,845.62	3,334,880.75	3,340,726.37
91282CBC4	UNITED STATES TREASURY	1,550,000.00	12/31/2025	1,526,931.64	2,432.40	1,387,668.50	1,390,100.90
91282CBE0	UNITED STATES TREASURY	350,000.00	01/15/2024	348,728.52	165.25	332,759.00	332,924.25
91282CBH3	UNITED STATES TREASURY	2,925,000.00	01/31/2026	2,860,330.09	3,666.19	2,608,164.00	2,611,830.19
91282CBH3	UNITED STATES TREASURY	375,000.00	01/31/2026	367,617.19	470.02	334,380.00	334,850.02
91282CBM2	UNITED STATES TREASURY	2,095,000.00	02/15/2024	2,084,279.49	768.55	1,984,530.65	1,985,299.20
91282CBQ3	UNITED STATES TREASURY	4,850,000.00	02/28/2026	4,805,099.62	6,162.98	4,330,322.50	4,336,485.48
91282CBQ3	UNITED STATES TREASURY	1,620,000.00	02/28/2026	1,602,154.70	2,058.56	1,446,417.00	1,448,475.56
91282CBT7	UNITED STATES TREASURY	3,025,000.00	03/31/2026	2,977,379.88	3,864.35	2,720,261.50	2,724,125.85
91282CBT7	UNITED STATES TREASURY	500,000.00	03/31/2026	492,128.91	638.74	449,630.00	450,268.74
91282CBV2	UNITED STATES TREASURY	1,725,000.00	04/15/2024	1,723,113.28	835.25	1,628,175.75	1,629,011.00
91282CBW0	UNITED STATES TREASURY	2,350,000.00	04/30/2026	2,343,482.42	1,509.32	2,106,375.50	2,107,884.82
91282CBW0	UNITED STATES TREASURY	1,625,000.00	04/30/2026	1,629,760.75	1,043.68	1,456,536.25	1,457,579.93
91282CBW0	UNITED STATES TREASURY	1,950,000.00	04/30/2026	1,943,449.23	1,252.42	1,747,843.50	1,749,095.92
91282CCF6	UNITED STATES TREASURY	3,175,000.00	05/31/2026	3,172,147.46	65.42	2,838,164.25	2,838,229.67
91282CCF6	UNITED STATES TREASURY	1,625,000.00	05/31/2026	1,628,745.12	33.48	1,452,603.75	1,452,637.23
91282CCG4	UNITED STATES TREASURY	1,725,000.00	06/15/2024	1,714,959.97	1,991.29	1,615,031.25	1,617,022.54
91282CCL3	UNITED STATES TREASURY	825,000.00	07/15/2024	824,806.64	1,168.56	772,150.50	773,319.06
91282CCP4	UNITED STATES TREASURY	2,550,000.00	07/31/2026	2,531,572.27	5,326.94	2,259,045.00	2,264,371.94
91282CCP4	UNITED STATES TREASURY	2,550,000.00	07/31/2026	2,514,439.45	5,326.94	2,259,045.00	2,264,371.94
91282CCP4	UNITED STATES TREASURY	1,125,000.00	07/31/2026	1,117,485.35	2,350.12	996,637.50	998,987.62
91282CCP4	UNITED STATES TREASURY	850,000.00	07/31/2026	838,146.48	1,775.65	753,015.00	754,790.65
91282CCZ2	UNITED STATES TREASURY	5,315,000.00	09/30/2026	5,238,804.49	7,921.39	4,734,708.30	4,742,629.69
91282CCZ2	UNITED STATES TREASURY	1,800,000.00	09/30/2026	1,774,195.31	2,682.69	1,603,476.00	1,606,158.69
91282CDR9	UNITED STATES TREASURY	1,500,000.00	12/31/2023	1,488,750.00	4,707.88	1,437,720.00	1,442,427.88
91282CEC1	UNITED STATES TREASURY	4,200,000.00	02/28/2027	4,201,968.75	20,013.81	3,867,948.00	3,887,961.81
91282CEC1	UNITED STATES TREASURY	1,475,000.00	02/28/2027	1,475,691.41	7,028.66	1,358,386.50	1,365,415.16
91282CEF4	UNITED STATES TREASURY	1,565,000.00	03/31/2027	1,546,354.50	6,664.15	1,477,892.10	1,484,556.25
91282CEF4	UNITED STATES TREASURY	300,000.00	03/31/2027	296,144.53	1,277.47	283,302.00	284,579.47
91282CEK3	UNITED STATES TREASURY	1,035,000.00	04/30/2024	1,024,569.14	2,215.81	1,005,160.95	1,007,376.76
91282CET4	UNITED STATES TREASURY	3,950,000.00	05/31/2027	3,872,697.28	284.86	3,748,945.00	3,749,229.86
91282CET4	UNITED STATES TREASURY	1,200,000.00	05/31/2027	1,176,515.63	86.54	1,138,920.00	1,139,006.54
91282CEW7	UNITED STATES TREASURY	1,075,000.00	06/30/2027	1,084,406.25	14,620.58	1,047,028.50	1,061,649.08
91282CEW7	UNITED STATES TREASURY	400,000.00	06/30/2027	403,500.00	5,440.22	389,592.00	395,032.22
91282CFM8	UNITED STATES TREASURY	2,600,000.00	09/30/2027	2,620,515.63	18,267.86	2,631,694.00	2,649,961.86
		140,120,000.00		138,008,758.35	469,782.42	128,963,611.00	129,433,393.42

Base Risk Summary - Fixed Income

PTA-San Mateo Co. Trans. Agg (257430)

11/01/2022 - 11/30/2022

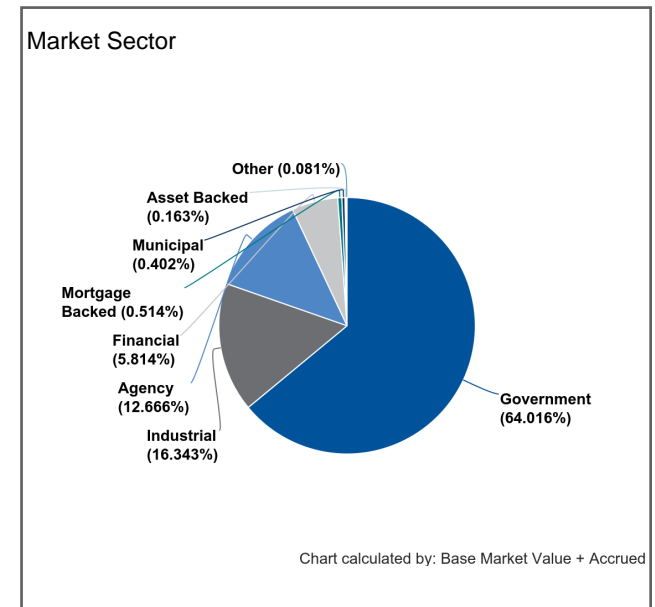
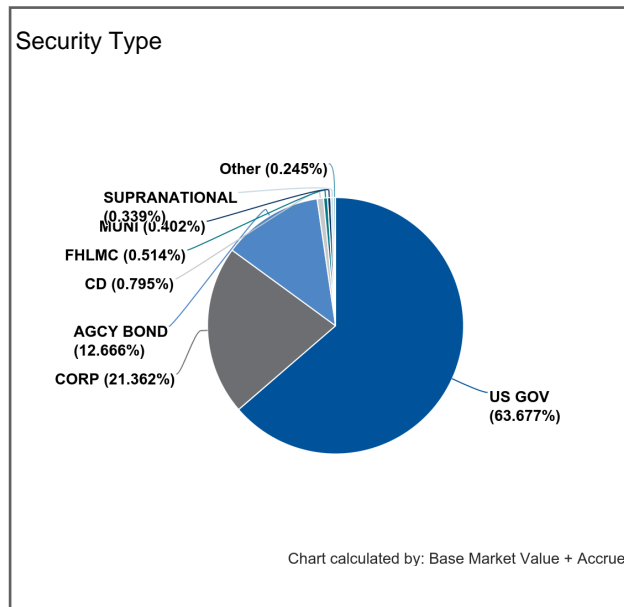
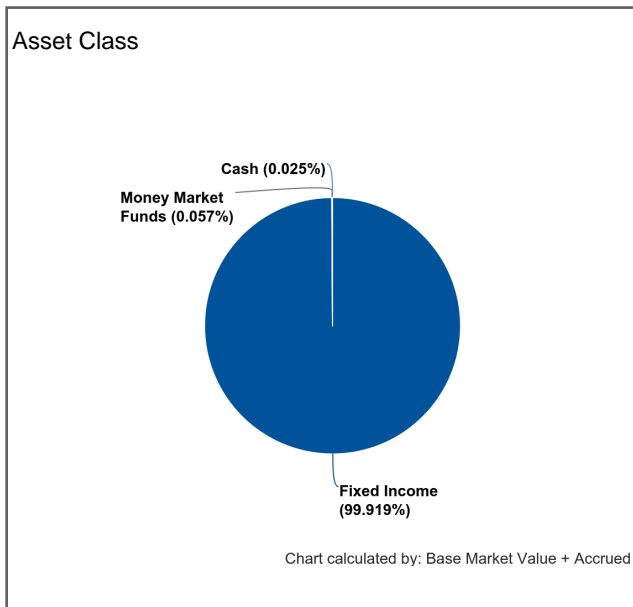
Dated: 12/07/2022

Balance Sheet	
Book Value + Accrued	215,881,520.42
Net Unrealized Gain/Loss	-12,616,815.05
Market Value + Accrued	203,264,705.37

Cash and Fixed Income Summary	
Risk Metric	Value
Cash	50,242.84
MMFund	115,261.63
Fixed Income	203,099,200.90
Duration	2.548
Convexity	0.090
WAL	2.667
Years to Final Maturity	2.667
Years to Effective Maturity	2.665
Yield	4.303
Book Yield	1.618
Avg Credit Rating	AA+/Aa1/AA+

Issuer Concentration	
Issuer Concentration	% of Base Market Value + Accrued
United States	63.677%
Other	13.432%
Federal National Mortgage Association	5.323%
Federal Home Loan Mortgage Corporation	4.039%
PACCAR Inc	4.029%
Amazon.com, Inc.	3.955%
The Depository Trust & Clearing Corporation	2.985%
Toyota Motor Corporation	2.560%
---	100.000%

Footnotes: 1,2

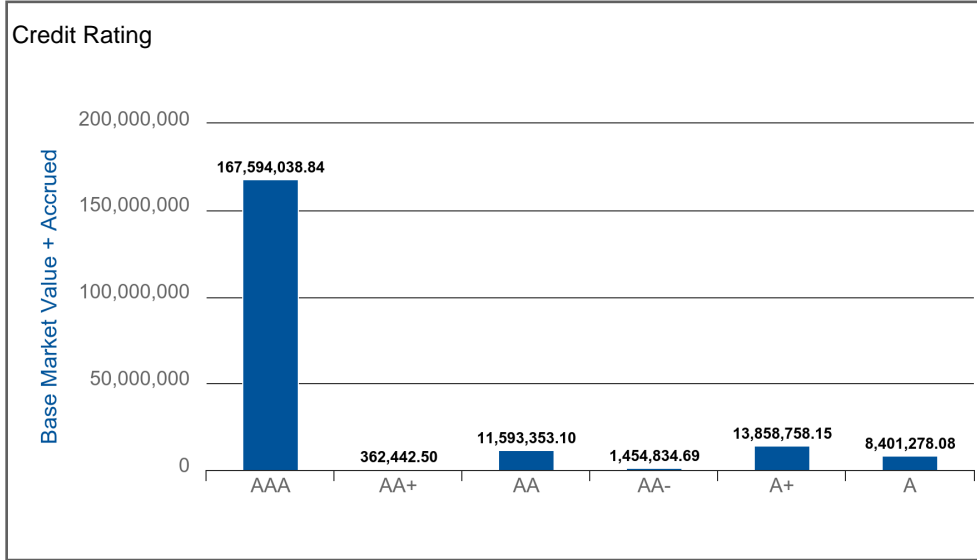


Base Risk Summary - Fixed Income

PTA-San Mateo Co. Trans. Agg (257430)

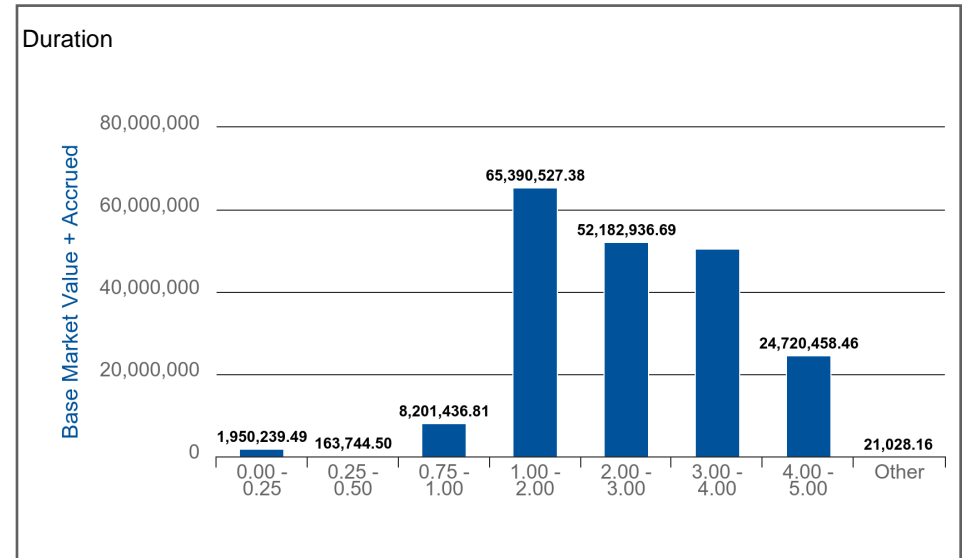
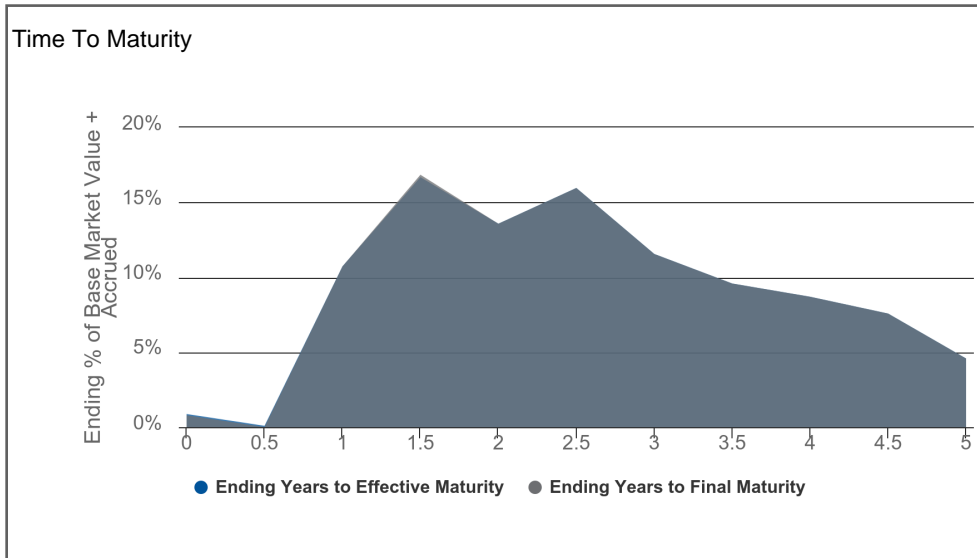
11/01/2022 - 11/30/2022

Dated: 12/07/2022



Credit Duration Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	4.290%	23.714%	17.375%	24.911%	12.162%	0.000%	0.000%	0.000%	0.000%
AA	0.795%	2.487%	3.316%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
A	0.000%	5.970%	4.981%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
BBB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
BB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
B	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CCC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
C	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
NA	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%

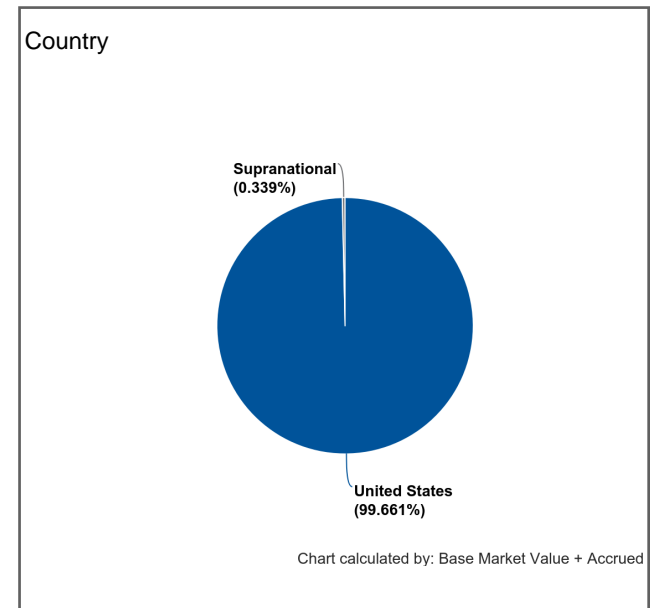
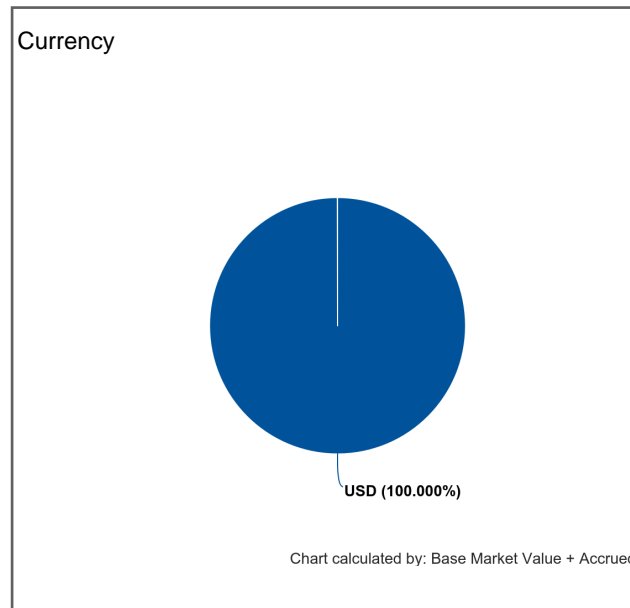
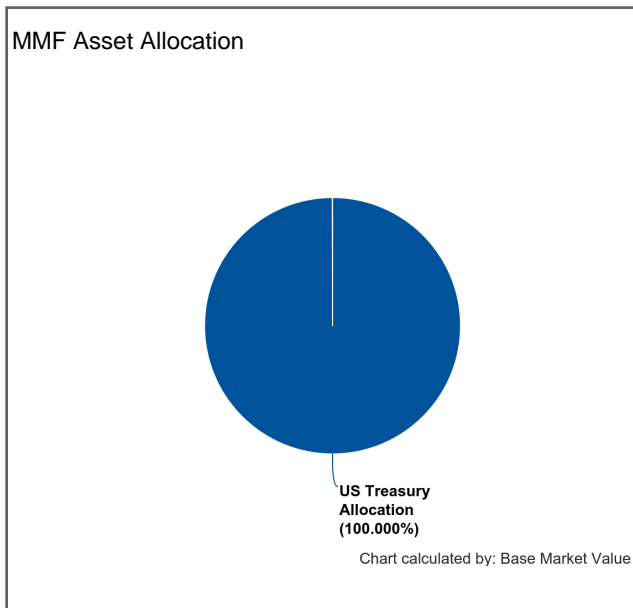
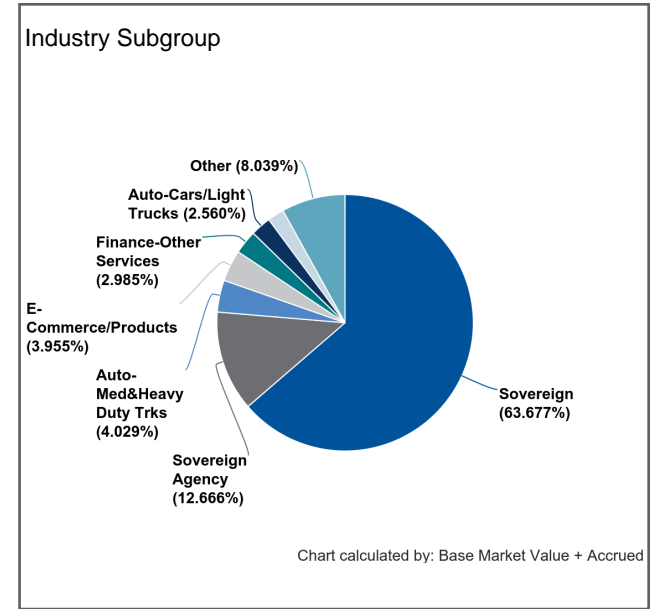
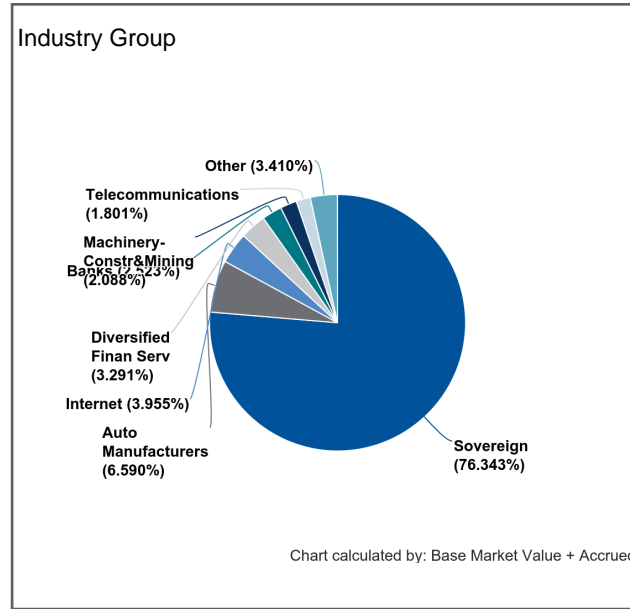
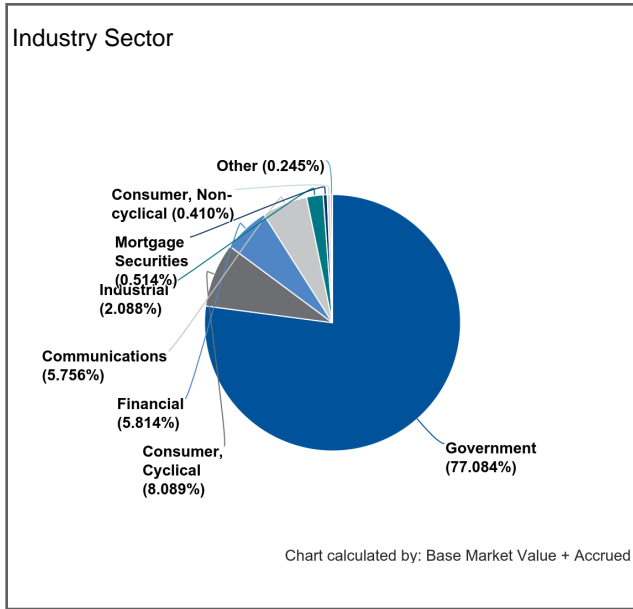


Base Risk Summary - Fixed Income

PTA-San Mateo Co. Trans. Agg (257430)

11/01/2022 - 11/30/2022

Dated: 12/07/2022



Base Risk Summary - Fixed Income

11/01/2022 - 11/30/2022

PTA-San Mateo Co. Trans. Agg (257430)

Dated: 12/07/2022

1: * Grouped by: Issuer Concentration. 2: * Groups Sorted by: % of Base Market Value + Accrued.

Additional Disclosure:

This information is for the sole purposes of the client and is not intended to provide specific advice or recommendations. Please review the contents of this information carefully. Should you have any questions regarding the information presented, calculation methodology, investment portfolio, security detail, or any other facet of this information, please feel free to contact us.

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Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.

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Public Trust Advisors
717 17th St. Suite 1850
Denver, CO 80202



Report: GAAP Trading Activity
Account: PTA-San Mateo Co. Trans. Agg (257430)
Date: 11/01/2022 - 11/30/2022

Identifier	Description	Base Original Units	Base Current Units	Transaction Type	Trade Date	Settle Date	Final Maturity	Base Principal	Accrued Interest	Market Value
3137FKK39	FHMS K-P05 A	-	(59.50)	Principal Paydown	11/01/2022	11/01/2022	07/25/2023	(59.50)	-	59.50
3137FQ3V3	FHMS K-J27 A1	-	(4,676.29)	Principal Paydown	11/01/2022	11/01/2022	07/25/2024	(4,676.28)	-	4,676.28
31846V534	FIRST AMER:US TRS MM Y	4,225,814.75	4,225,814.75	Buy	---	---	11/30/2022	4,225,814.75	-	(4,225,814.75)
31846V534	FIRST AMER:US TRS MM Y	(4,724,719.29)	(4,724,719.29)	Sell	---	---	11/30/2022	(4,724,719.29)	-	4,724,719.29
637639AG0	NATIONAL SECURITIES CLEARING CORP	4,650,000.00	4,650,000.00	Buy	11/14/2022	11/21/2022	11/21/2024	4,648,930.50	-	(4,648,930.50)
637639AG0	NATIONAL SECURITIES CLEARING CORP	1,400,000.00	1,400,000.00	Buy	11/14/2022	11/21/2022	11/21/2024	1,399,678.00	-	(1,399,678.00)
65479CAD0	NAROT 2020-B A3	-	(26,772.62)	Principal Paydown	11/15/2022	11/15/2022	07/15/2024	(26,772.62)	-	26,772.62
9128285K2	UNITED STATES TREASURY	(1,565,000.00)	(1,565,000.00)	Sell	11/15/2022	11/16/2022	10/31/2023	(1,540,118.95)	(1,988.67)	1,542,107.62
912828U24	UNITED STATES TREASURY	900,000.00	900,000.00	Buy	11/29/2022	11/30/2022	11/15/2026	832,218.75	745.86	(832,964.61)
912828V98	UNITED STATES TREASURY	750,000.00	750,000.00	Buy	11/28/2022	11/29/2022	02/15/2027	698,701.17	4,860.73	(703,561.90)
912828W48	UNITED STATES TREASURY	(440,000.00)	(440,000.00)	Sell	11/29/2022	11/30/2022	02/29/2024	(426,250.00)	(2,350.41)	428,600.41
912828YM6	UNITED STATES TREASURY	(2,250,000.00)	(2,250,000.00)	Sell	11/29/2022	11/30/2022	10/31/2024	(2,127,656.25)	(2,796.96)	2,130,453.21
91282CAF8	UNITED STATES TREASURY	(1,355,000.00)	(1,355,000.00)	Sell	11/15/2022	11/16/2022	08/15/2023	(1,310,327.34)	(428.04)	1,310,755.38
91282CAF8	UNITED STATES TREASURY	(700,000.00)	(700,000.00)	Sell	11/28/2022	11/29/2022	08/15/2023	(677,660.16)	(252.04)	677,912.20
91282CAL5	UNITED STATES TREASURY	6,000,000.00	6,000,000.00	Buy	11/29/2022	11/30/2022	09/30/2027	5,066,484.38	3,770.60	(5,070,254.98)
91282CAL5	UNITED STATES TREASURY	1,850,000.00	1,850,000.00	Buy	11/28/2022	11/29/2022	09/30/2027	1,563,394.53	1,143.54	(1,564,538.07)
91282CAP6	UNITED STATES TREASURY	(1,650,000.00)	(1,650,000.00)	Sell	11/28/2022	11/29/2022	10/15/2023	(1,584,837.89)	(254.98)	1,585,092.87
91282CAW1	UNITED STATES TREASURY	(2,625,000.00)	(2,625,000.00)	Sell	11/15/2022	11/16/2022	11/15/2023	(2,514,155.27)	(18.13)	2,514,173.40
91282CAW1	UNITED STATES TREASURY	(2,700,000.00)	(2,700,000.00)	Sell	11/29/2022	11/30/2022	11/15/2023	(2,586,726.56)	(279.70)	2,587,006.26
91282CEA5	UNITED STATES TREASURY	(3,390,000.00)	(3,390,000.00)	Sell	11/29/2022	11/30/2022	02/29/2024	(3,258,107.81)	(12,782.73)	3,270,890.54
91282CFM8	UNITED STATES TREASURY	2,600,000.00	2,600,000.00	Buy	11/29/2022	11/30/2022	09/30/2027	2,620,515.63	17,973.21	(2,638,488.84)
92348TAA2	VZOT 2020-A A1A	-	(49,306.15)	Principal Paydown	11/20/2022	11/20/2022	07/22/2024	(49,306.14)	-	49,306.14
San Mateo County TA		976,095.46	895,280.89					224,363.65	7,342.28	(231,705.93)

SMCTA – Glossary of Terms

Accrued Interest The interest that has accumulated on a bond since the last interest payment up to, but not including, the settlement date. Accrued interest occurs as a result of the difference in timing of cash flows and the measurement of these cash flows.

Amortized Cost The amount at which an investment is acquired, adjusted for accretion, amortization, and collection of cash.

Book Yield The measure of a bond's recurring realized investment income that combines both the bond's coupon return plus its amortization.

Average Credit Rating The average credit worthiness of a portfolio, weighted in proportion to the dollar amount that is invested in the

Convexity The relationship between bond prices and bond yields that demonstrates how the duration of a bond changes as the interest rate

Credit Rating An assessment of the credit worthiness of an entity with respect to a particular financial obligation. The credit rating is inversely related to the possibility of debt default.

Duration A measure of the exposure to interest rate risk and sensitivity to price fluctuation of fixed income investments. Duration is expressed as a number of years.

Income Return The percentage of the total return generated by the income from interest or dividends.

Original Cost The original cost of an asset takes into consideration all of the costs that can be attributed to its purchase and to putting the

Par Value The face value of a bond. Par value is important for a bond or fixed income instrument because it determines its maturity value as well as the dollar value of coupon payments.

Price Return The percentage of the total return generated by capital appreciation due to changes in the market price of an asset.

Short Term Portfolio The city's investment portfolio whose securities' average maturity is between 1 and 5 years.

Targeted Maturities Portfolio The city's investment portfolio whose securities' average maturity is between 0 and 3 years.

Total Return The actual rate of return of an investment over a given evaluation period. Total return is the combination of income and price

Unrealized Gains/(Loss) A profitable/(losing) position that has yet to be cashed in. The actual gain/(loss) is not realized until the position is closed. A position with an unrealized gain may eventually turn into a position with an unrealized loss, as the market fluctuates and vice versa.

Weighted Average Life (WAL) The average number of years for which each dollar of unpaid principal on an investment remains outstanding, weighted by the size of each principal payout.

Yield The income return on an investment. This refers to the interest or dividends received from a security and is expressed as a percentage based on the investment's cost and its current market value.

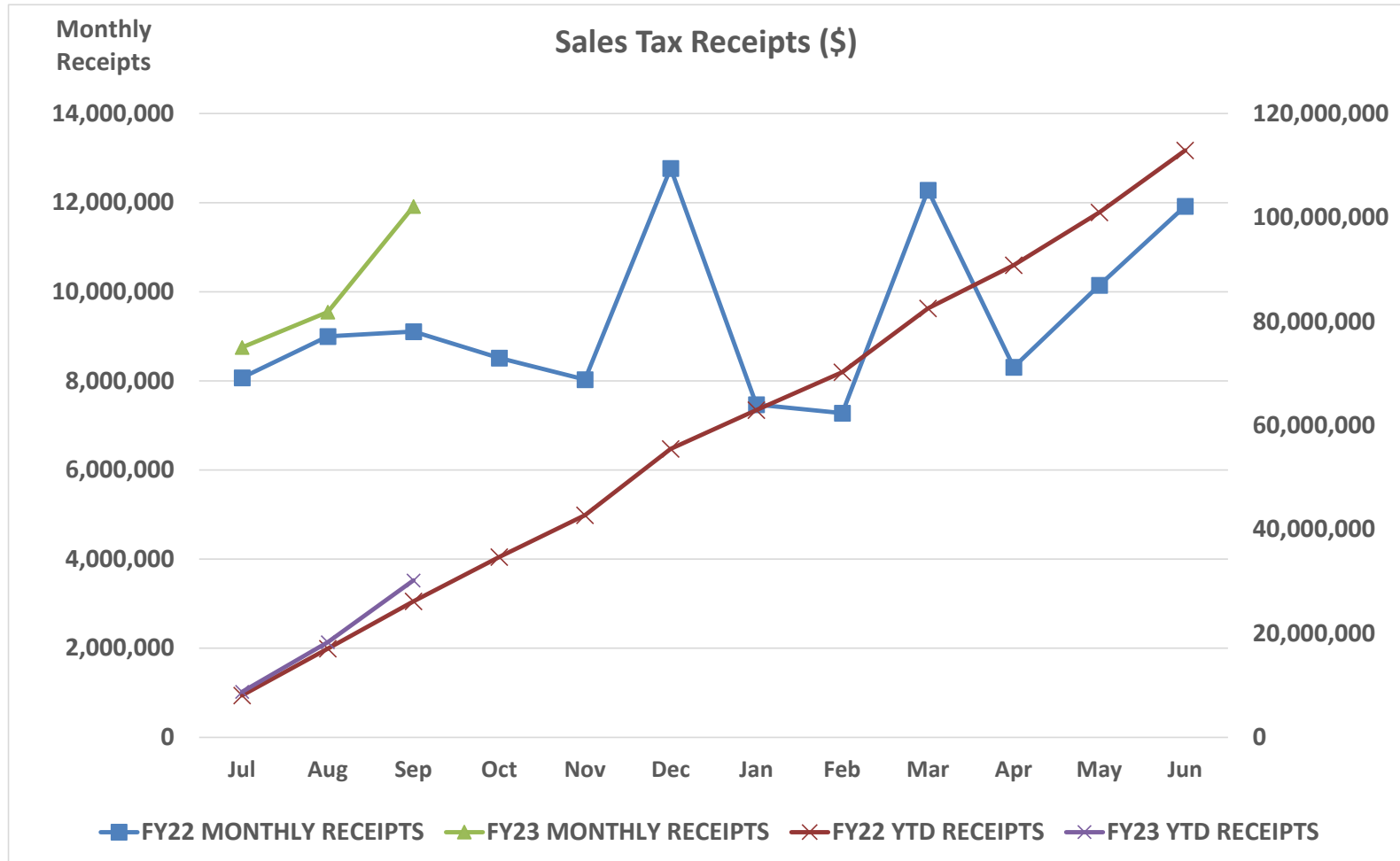
Yield to Maturity at Cost (YTM @ Cost) The internal rate of return of a security given the amortized price as of the report date and future expected cash flows.

Yield to Maturity at Market (YTM @ Market) The internal rate of return of a security given the market price as of the report date and future expected cash flows.

Years to Effective Maturity – The average time it takes for securities in a portfolio to mature, taking into account the possibility that any of the bonds might be called back to the issuer.

Years to Final Maturity The average time it takes for securities in a portfolio to mature, weighted in proportion to the dollar amount that is invested in the portfolio. Weighted average maturity measures the sensitivity of fixed income portfolios to interest rate changes.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2023
Measure A Sales Tax
November 2022**



* Sales tax receipts are received and reconciled two months in arrears
with a quarterly true up by the State of California also two months in arrears

SAN MATEO COUNTY TRANSPORTATION AUTHORITY
 CHECKS WRITTEN
 NOVEMBER 2022

Unit	Ref	Name	Amount	Method	Description
SMCTA	000169	HANSON BRIDGETT LLP	4,743.00	WIR	Operating Expenses
SMCTA	000177	KADESH & ASSOCIATES, LLC	4,600.00	ACH	Operating Expenses
SMCTA	000178	KHOURI CONSULTING LLC	5,750.00	ACH	Operating Expenses
SMCTA	000584	SAN MATEO COUNTY TAX COLLECTOR	820.68	CHK	Operating Expenses
SMCTA	000589	PUBLIC TRUST ADVISORS	16,890.23	CHK	Operating Expenses
SMCTA	000592	HINDERLITER, DE LLAMAS AND ASSOCIATES	74,462.05	CHK	Operating Expenses
SMCTA	000170	HANSON BRIDGETT LLP	15,813.00	WIR	Capital Programs (1)
SMCTA	000171	PENINSULA CORRIDOR JOINT POWERS BOARD	332,496.86	WIR	Capital Programs (2)
SMCTA	000172	HANSON BRIDGETT LLP	790.50	WIR	Capital Programs (3)
SMCTA	000173	WSP USA INC.	387.40	ACH	Capital Programs (4)
SMCTA	000174	MARK THOMAS & COMPANY AND AECOM JV	236,742.95	ACH	Capital Programs (4)
SMCTA	000180	MARK THOMAS & COMPANY AND AECOM JV	22,986.81	ACH	Capital Programs (4)
SMCTA	000175	GRAY-BOWEN-SCOTT	53,028.89	ACH	Capital Programs (5)
SMCTA	000176	GRAY-BOWEN-SCOTT	40,199.87	ACH	Capital Programs (5)
SMCTA	000182	GRAY-BOWEN-SCOTT	38,292.08	ACH	Capital Programs (5)
SMCTA	000576	PACIFIC GAS & ELECTRIC COMPANY	42.18	CHK	Capital Programs (5)
SMCTA	000577	PACIFIC GAS & ELECTRIC COMPANY	9.52	CHK	Capital Programs (5)
SMCTA	000578	PACIFIC GAS & ELECTRIC COMPANY	74.88	CHK	Capital Programs (5)
SMCTA	000579	PACIFIC GAS & ELECTRIC COMPANY	68.19	CHK	Capital Programs (5)
SMCTA	000580	PACIFIC GAS & ELECTRIC COMPANY	296.67	CHK	Capital Programs (5)
SMCTA	000581	PACIFIC GAS & ELECTRIC COMPANY	247.51	CHK	Capital Programs (5)
SMCTA	000582	PACIFIC GAS & ELECTRIC COMPANY	411.07	CHK	Capital Programs (5)
SMCTA	000583	PACIFIC GAS & ELECTRIC COMPANY	412.25	CHK	Capital Programs (5)
SMCTA	000585	PACIFIC GAS & ELECTRIC COMPANY	251.39	CHK	Capital Programs (5)
SMCTA	000586	PACIFIC GAS & ELECTRIC COMPANY	421.13	CHK	Capital Programs (5)
SMCTA	000587	PACIFIC GAS & ELECTRIC COMPANY	110.94	CHK	Capital Programs (5)
SMCTA	000588	PALO ALTO, CITY OF	406.69	CHK	Capital Programs (5)
SMCTA	000593	PACIFIC GAS & ELECTRIC COMPANY	52.67	CHK	Capital Programs (5)
SMCTA	000594	PACIFIC GAS & ELECTRIC COMPANY	133.56	CHK	Capital Programs (5)
SMCTA	000595	PACIFIC GAS & ELECTRIC COMPANY	85.07	CHK	Capital Programs (5)
SMCTA	000596	PACIFIC GAS & ELECTRIC COMPANY	12.05	CHK	Capital Programs (5)
SMCTA	000597	PACIFIC GAS & ELECTRIC COMPANY	74.02	CHK	Capital Programs (5)
SMCTA	000598	PACIFIC GAS & ELECTRIC COMPANY	373.43	CHK	Capital Programs (5)
SMCTA	000599	PACIFIC GAS & ELECTRIC COMPANY	291.28	CHK	Capital Programs (5)
SMCTA	000179	STANTEC CONSULTING SERVICES, INC.	1,763.54	ACH	Capital Programs (6)
SMCTA	000181	WSP USA INC.	4,004.54	ACH	Capital Programs (7)
SMCTA	000183	AECOM TECHNICAL SERVICES, INC.	59,544.04	ACH	Capital Programs (8)
SMCTA	000590	CITY OF DALY CITY	21,981.38	CHK	Capital Programs (9)
SMCTA	000591	DALY CITY, CITY OF	1,069.50	CHK	Capital Programs (9)
			940,141.82		

(1) 1,162.50 101 Managed Lanes (Nof I-380)
 10,651.50 SMCTA Operating Administration
 2,325.00 Local Shuttle Oversight
 1,395.00 TA-Caltrain Project Oversight
 279.00 Ferry Oversight
15,813.00

(2) Shuttles FY21-22 Funding

(3) 372.00 101 Interchange to Broadway
 418.50 Highway Oversight
790.50

(4) 101 Managed Lanes (Nof I-380)

(5) 101 HOV Ln Whipple - San Bruno

(6) ACR/TDM Plan

(7) Highway Oversight

(8) Moss Beach-SR1 Cong& Safe Impr

(9) 2017 Bike/Ped Call for project

SAN MATEO COUNTY TRANSPORTATION AUTHORITY
Project Expenses by Category
As of November 30, 2022

Measure A Annual Category Allocations (Pass-through)	Expenses
Local Streets/ Transportation	\$10,945,181
San Mateo County/SFO BART Extension	\$972,905
Accessible Services	\$1,945,810
Total	\$13,863,896

Measure A Categories	Expenses
Transit	
<i>Caltrain</i>	\$116,883
<i>Local Shuttle</i>	\$823,285
<i>Ferry Service</i>	\$14,610
<i>Dumbarton</i>	\$14,610
Highways	\$839,510
Grade Separation	\$245,476
Pedestrian and Bicycle	\$43,897
Alternative Congestion Relief	\$298,269
Total	\$2,396,540

Measure W Annual Category Allocations (Pass-through)	Expenses
Local Safety Pothole and Congestion Relief Improvements	\$4,858,211
Total	\$4,858,211

Measure W Categories	Expenses
Countywide Highway Congestion Improvements	\$228,711
Transportation Demand Management	\$29,221
Grade Separation	\$18,263
Pedestrian and Bicycle	\$37,595
Regional Transit Connections	\$73,052
Total	\$386,842

Other Uses	Expenses
US 101 Express Lanes 2020 Ltd Tax Bonds Proceeds	\$858,072
Total	\$858,072

**San Mateo County Transportation Authority
Staff Report**

To: Board of Directors
Through: April Chan, Executive Director
From: Peter Skinner, Executive Officer, Transportation Authority
Subject: **Authorize the Reassignment of TA Measure Fund Source for Projects Already Awarded Highway, Grade Separation, and Bicycle and Pedestrian Program Category Funds**

Action

Staff proposes the San Mateo County Transportation Authority (TA) Board of Directors (Board) authorize the Executive Director, or her designee, to do the following:

1. Authority to reassign a different source of TA Measure funds to be expended on a Highway, Grade Separation, or Bicycle and Pedestrian Category project when all the following conditions are met:
 - a. The Board previously programmed and allocated Original Measure A, New Measure A, and/or Measure W funds to the project;
 - b. The project meets all eligibility requirements to receive funds from the newly-designated TA Measure source;
 - c. There are sufficient funds available for allocation from the newly- TA Measure source; and
 - d. No new programming and/or allocation of additional TA Measure funds result from the fund reassignment action.
2. Authority to execute any contracts or contract amendments, and take any other actions that may be necessary, to give effect to a fund source reassignment action as described above.

Significance

In October 2017, through Resolution No. 2017-16, the TA Board authorized the Executive Director, or his designee at the time, to instead expend Original Measure A funds for Caltrain, Highway and Grade Separation projects that were previously awarded New Measure A funds. The action was approved to help spend down Original Measure A funds, and the fund shift for projects and programs would only occur if the projects receiving the funds are eligible to receive funds from Original Measure A.

With the passage of Measure W, this policy has not been updated to allow similar flexibility in the use of funds when projects from certain program categories in Measure W Congestion Relief Plan are also eligible to receive either or both of the Original or New Measure A funds, specifically for projects in the Highway, Grade Separation, and Pedestrian and Bicycle program categories. The proposed action would simplify the TA's funding process, help ensure eligible

project expenditures are charged to the appropriate measure(s), and allow the TA to continue spending down the oldest dollars, and working toward closing out Original Measure A.

Approval of this action would not impact the program category percentages set forth in Original Measure A, New Measure A or Measure W. Reassignment of funds would be subject to funding availability in each category and funding commitments would only be transferred between measures if a subject project was eligible for funding and could meet all requirements applicable to, the newly-assigned funding source. In addition, if approved, this action would supersede Resolution No. 2017-16 for Highway and Grade Separation projects, but Resolution No. 2017-16 would still control for Caltrain projects.

Budget Impact

This proposed action has no budget impact.

Background

In 1988, San Mateo County voters approved the Measure A, a 20-year half-cent sales tax to help fund transportation projects and programs throughout the County. In 2004, the County voters reauthorized this measure for an additional 25 years (2009-2034). The reauthorized measure has been referred to as "New Measure A" to differentiate it from the "Original Measure A." In 2018, San Mateo County voters approved Measure W, a new half-cent sales tax to improve transit and relieve traffic congestion. Each of these three measures (Original Measure A, New Measure A, and Measure W) has its own expenditure plan that sets the requirements and funding available for the programs and projects that are contained therein. In addition, the TA Strategic Plan 2020-2024 reconciled the requirements of the eligible categories shared between the three measures and created consolidated programs to guide funding decisions.

Prepared By: Patrick Gilster, AICP

Manager, Planning & Fund
Management

650-622-7853

Resolution No. 2023-

**Board of Directors, San Mateo County Transportation Authority
State of California**

* * *

**Authorizing the Reassignment of TA Measure Fund Source for Projects Already Awarded
Highway, Grade Separation, and Bicycle and Pedestrian Program Category Funds**

Whereas, on June 7, 1988, the voters of San Mateo County approved a ballot measure known as "Measure A" (Original Measure A), which increased the local sales tax in San Mateo County by ½ percent with the new tax revenue to be used for highway and transit improvements pursuant to the Transportation Expenditure Plan presented to the voters; and

Whereas, on November 2, 2004, the voters of San Mateo County approved continued collection and distribution by the San Mateo County Transportation Authority (TA) of the half-cent transactions and use tax for an additional 25 years to implement the 2004 Transportation Expenditure Plan beginning January 1, 2009 (New Measure A); and

Whereas, on November 6, 2018, the voters of San Mateo County approved a ballot measure known as "Measure W," which increased the sales tax in San Mateo County by 1/2 percent, and tasked the TA with administering four of the five transportation program categories pursuant to the Measure W Congestion Relief Plan, which was presented to the voters; and

Whereas, the expenditure plans for all three measures each have their own requirements for the programs and projects contained within them; and

Whereas, in October 2017, through Resolution No. 2017-16, the Board of Directors (Board) authorized the Executive Director, or designee, to expend Original Measure A funds for Caltrain, Highway and Grade Separation projects awarded New Measure A funds in order to help spend down Original Measure A funds and allow projects to be funded from either or both so long as appropriate eligibility requirements are met; and

Whereas, with the passage of Measure W, this policy has not been updated to allow funds to be spent from each of the three measures when appropriate eligibility requirements

are met, regardless of the initial designation assigned at the time of fund programming and allocation; and

Whereas, in order to simplify the funding process, ensure eligible project expenditures are charged to the appropriate measures, and allow the TA to continue working toward closing out Original Measure A, staff recommends that the Board authorize the Executive Director, or her designee, to exercise fund source flexibility in carrying out Board programming and allocation actions, as long as all resulting actions are wholly consistent with the Original Measure A and New Measure A Transportation Expenditure Plans and the Measure W Congestion Relief Plan; and

Whereas, the proposed action would supersede Resolution No. 2017-16 for Highway and Grade Separation projects, but Resolution No. 2017-16 would still control for Caltrain projects.

Now, Therefore, Be It Resolved that the Board of Directors of the San Mateo County Transportation Authority hereby authorizes the Executive Director, or her designee, to reassign the source of TA measure funds to be expended on a Highway, Grade Separation, or Bicycle and Pedestrian Category project when all the following conditions are met:

1. The Board previously programmed and allocated Original Measure A, New Measure A, and/or Measure W funds to the project;
2. The project meets all eligibility requirements to receive funds from the newly-designated TA Measure source;
3. There are sufficient funds available for allocation from the newly- TA Measure source; and
4. No new programming and/or allocation of additional TA Measure funds result from the fund reassignment action.

Be It Further Resolved that the Executive Director, or designee, may execute any contracts or contract amendments, and take any other actions that may be necessary, to give effect to a fund source reassignment action as described above.

Regularly passed and adopted this 5th day of January, 2023 by the following vote:

Ayes:

Noes:

Absent:

Chair, San Mateo County Transportation Authority

Attest:

Authority Secretary

San Mateo County Transit District Liaison Report

Meeting of December 7, 2022

Board Actions

- Adopted a 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
- Approved the Minutes of the Board of Directors Meeting of November 2, 2022
- Accepted Statement of Revenues and Expenses for the Period Ending October 31, 2022
- Authorized Approval of San Mateo County Transit District Short Range Transit Plan Fiscal Years 2023-2028
- Adopted a Negative Declaration for the SamTrans Zero Emission Bus Implementation Project
- Adopted the San Mateo County Transit District's 2022 Title VI Program
- Accepted the Quarterly Fuel Hedge Update
- Approved Continuation of the Safe Harbor Transit Ticket Program
- Approved a Motion to Make Appointments to the Measure W Citizens Oversight Committee
- Awarded a Contract for Non-revenue Vehicle Maintenance and Repair Services
- Awarded a Contract for Compensation and Classification Study Services
- Approved the Updated Public Transportation Agency Safety Plan
- Authorized an Amendment to a Contract with Conduent Transport Solutions for Software and Hardware Maintenance Support Services
- Appointed Director Marina Fraser for a new four-year term as Public Member - Coastside, expiring December 2026
- Approved a Resolution of Appreciation for retiring Director Charles Stone
- Approved a Resolution of Appreciation for retiring Deputy General Manager/CEO Carter Mau
- Authorized Reclassifications, Title Changes, Modification, and Addition of Positions to the Table of Position Classifications
- Adopted a Biennial Budget Policy
- Approved the San Mateo County Transit District El Camino Real Bus Speed and Reliability Study
- Authorized Use of Construction Manager General Contractor Project Delivery Method for the South Base Battery Electric Bus Charging Infrastructure Project
- Accepted the Capital Projects Quarterly Status Report for 1st Quarter Fiscal Year 2023

Board Highlights

- The Directors and executive staff expressed their appreciation for Director Stone's advocacy and service on the Board, and for Mr. Mau's leadership of the District.

- April Chan, General Manager/CEO, noted that MTC (Metropolitan Transportation Commission) would soon conclude its one-year analysis of the regional network governance process. She said that one of the models they are currently looking at is to have a committee consisting of the general managers of the Bay Area transit agencies, and staff plans to provide more information on this to the Board in January.

Committee Discussion Highlights

Community Relations Committee

Monthly Performance Report | October 2022

David Olmeda, Chief Operating Officer, Bus, provided a brief summary of October performance, noting that average daily ridership had increased 38 to 40 percent compared to October 2021 and that ridership on fixed route service was currently approaching 80 percent of pre-pandemic levels.

Finance Committee

Adopt a Biennial Budget Policy

Grace Martinez, Acting Chief Financial Officer, presented the staff report for a biennial operating and capital budget for Fiscal Years 2024 and 2025. She noted the benefits for long-term financial planning, strategic thinking, and savings in time and costs. Committee Member Jeff Gee asked if the budget would be on a rolling two-year schedule. Ms. Martinez said they would be providing a two-year budget every two years. She said the General Manager/CEO would be authorized to adjust the operating budget by up to 10 percent before seeking Board approval. Director Dave Pine asked if the budget would still be adopted annually. Ms. Martinez said at the end of the first year of the biennial budget, they would bring the budget to the Board to approve any adjustments of 10 percent or more.

Strategic Planning, Development, and Sustainability Committee

Authorize Approval of the SamTrans ECR Bus Speed and Reliability Study

Millie Tolleson, Acting Director of Planning, introduced Daniel Jacobson, Senior Associate, Fehr and Peers, and provided the presentation, which included the study background, recommendations, and anticipated benefits for increased bus speeds and reliability of bus service. In response to Committee Member questions and comments, staff clarified that they carefully weighed the opinions received from the public and stakeholders in the context of the entire corridor when deciding on bus stop spacing; acknowledged a comment on there being guiding principles to help staff make decisions on bus stop locations; an education campaign needed to help emphasize that the bus lanes are for buses and not cars; and, the need to make roads more bicycle and pedestrian friendly. Ms. Tolleson said that the District advocates a transit-first policy. Five members of the public expressed their support of the plan.

Legislative Committee

2023 Draft Legislative Program

Jessica Epstein, Manager, Government and Community Affairs, reviewed updates and additional work to the legislative program for the upcoming year, including advocacy for equitable transportation projects and funding.

Closed Sessions

There was a closed session on public employee performance evaluation – annual goal setting, with a report-out to be provided at the January 4 Board meeting.



Memorandum

Date: December 29, 2022
To: TA Board of Directors
From: April Chan, Executive Director
Subject: Executive Director's Report

University Avenue Interchange Improvements and Bicycle/Pedestrian Overcrossing Project Groundbreaking

On December 9, the City of East Palo Alto hosted a groundbreaking ceremony for the US 101/University Avenue Interchange Improvements and Bicycle/Pedestrian Overcrossing project (Project). In addition to constructing a new bicycle/pedestrian overcrossing, the Project will also upgrade signal and lane configurations at the intersections of US 101 off-ramps at University Avenue, improve other signing and marking, and improve landscaping. These multimodal improvements will enhance safety and connectivity for all roadway users. Construction of the Project is funded with over \$13M in Measure A & W funds along with a portion of the TA's share of SB-1 Local Partnership Program funds. The groundbreaking was attended by many local officials, including TA Board Chair Rico E. Medina and Vice Chair Carlos Romero who provided remarks and emphasized the importance of safety and reconnecting communities on both sides of the freeway. Construction is scheduled to commence in Spring 2023 and is projected to be complete in Winter 2024.

Moss Beach Congestion & Safety Improvements Project

TA and San Mateo County staff, along with consultant support, presented the Moss Beach State Route (SR) 1 Improvements project (Project) background, goals and preliminary scope of work to the Midcoast Community Council (MCC) at its November 30, 2022 meeting. The Project team responded to questions and received comments from members of the MCC and the public. The Project aims to advance the recommendations identified in the [Connect the Coastside](#) plan, with the goals of improving safety and addressing the travel needs of drivers, cyclists, pedestrians, and transit riders, all while preserving the character of the Moss Beach area. The project is currently in the Project Initiation Document (PID) phase and is funded by

TA Highway Program Category funds in addition to local match from the County of San Mateo. The scope of work may include improvements such as roundabouts, traffic signals, dedicated turn lanes, high-visibility crosswalks, pedestrian walkways, bus stop enhancements, and bike lanes.

2023 Measure A & W Calls for Projects Look Ahead

TA staff is looking forward to an exciting 2023 that will include the Joint TA & C/CAG Shuttle Program Call for Projects (CFP) being announced at the January 2023 meeting. Later this year, we will be announcing the next Highway Program CFP which will include upward of \$100 million in Measure A and W funding. To help local jurisdictions plan for the upcoming opportunities, an announcement will be sent to all eligible sponsors and interested parties regarding these funding programs on January 3, 2023. We look forward to helping our project sponsors fund and deliver critical transportation investments throughout San Mateo County. To view the full 2023 Measure A & W CFP look ahead and read about project funding availability, please visit the Call for Project webpage [here](#).

**San Mateo County Transportation Authority
Staff Report**

To: Board of Directors

Through: April Chan, Executive Director

From: Joan Cassman, Legal Counsel

Subject: **Update on Policy Regarding New Brown Act Remote Meetings Exceptions and Potential Legislative Positions Related to Remote Meeting Exceptions**

Action

Legal Counsel will provide an update on:

1. A draft policy for all San Mateo County Transportation Authority (Authority) Regular and Special Board of Directors (Board) meetings to reflect new remote meetings exceptions recently added to the Ralph M. Brown Act (the Brown Act) by Assembly Bill (AB) 2449 and Governor Newsom's anticipated withdrawal of the COVID-19 State of Emergency; and
2. Options for taking positions on potential legislation related to AB 2449.

No action is proposed for this January 4, 2023 Board meeting. Staff will return to the Board with a request for action in February, as detailed further below.

Significance

Legal Counsel and staff have prepared a draft policy on administration of AB 2449 for the Board's consideration. The proposed policy would provide Authority Board members, staff and the public with clear direction on options for, and limits on, directors' participation in Board meetings via teleconference after the end of the COVID-19 State of Emergency, and a process for Board members to participate remotely under AB 2449, as described below. In addition, the proposed policy would clarify the role of the Authority Secretary in implementing the policy to ensure efficiency, maintain transparency in public meetings, and provide the public with adequate notice of changes to meeting formats. Finally, the proposed policy would maximize the public's opportunity to participate in future meetings of the Board, both remotely and in person. With the Board's approval, the proposed policy would take effect upon the end of the COVID-19 State of Emergency (currently anticipated to occur on February 28, 2023).

Staff and Legal Counsel may return to the Board in the coming months to discuss meeting requirements and options for the Authority's Citizens Advisory Committee.

There is no legal requirement for the Board to adopt a policy governing compliance with AB 2449, but some agencies (including the Peninsula Corridor Joint Powers Board) are doing so to ease implementation.

In addition, some agencies are taking action at the start of the next State legislative session to establish their positions on potential additional changes to the Brown Act. For example, the City of San Carlos has authorized the Mayor, on behalf of the City Council, to sign a letter to the State Legislature urging amendments to the new rules established by AB 2449. A copy of San Carlos' letter is attached as an exhibit to this staff report. The Authority's current draft legislative program does not include support for Brown Act amendments. Accordingly, additional input would be required for staff or Board leadership to sign a similar letter or otherwise advocate for expanded remote meeting participation options under the Brown Act.

This purpose of this informational item is to solicit the Board's feedback and comments on the proposed policy and on whether the Authority should take a position on further Brown Act amendments related to remote meeting participation..

Budget Impact

There is no budget impact associated with adopting the policy or taking a legislative position.

Background

The Brown Act was enacted in 1953 to guarantee the public's right to attend and participate in meetings of local government legislative bodies.¹ As "local legislative bodies," a quorum of the Authority's Board (e.g., 4 members) may only discuss matters within the body's subject-matter jurisdiction when doing so in compliance with the many requirements set forth in the Brown Act, including that the meetings must be open and accessible to the public, that agendas describing all planned actions and discussions must be published at least 24 hours in advance of any Special Meeting or 72 hours in advance of any Regular Meeting, and that the Board may only meet in Closed Session for specific reasons delineated in the law.

For many years, the Brown Act has permitted members of local legislative bodies to participate in public meetings via teleconference only when:

1. each remote location is open and accessible to the public, and connected to the main meeting location by telephone, video, or both;
2. the notice and agenda of the meeting identify the address of each remote location;
3. the agenda is posted at each remote location;
4. all votes are taken by roll call;
5. the public is given an opportunity to address the legislative body and otherwise participate at each remote location; and

¹ Cal. Gov. Code § 54950 *et seq.*

6. at least a quorum of the legislative body participate from locations within the agency's jurisdiction (but other members may participate from outside the jurisdiction).²

Meetings During the COVID-19 State of Emergency

During the early months of the COVID-19 pandemic, Governor Newsom issued multiple Executive Orders that suspended certain portions of the Brown Act to enable fully remote meetings of local legislative bodies, without requiring compliance with certain aspects of the Brown Act teleconference rules enumerated above. These Executive Orders were later replaced by Assembly Bill (AB) 361, enacted in 2021, which amended the Brown Act to permit local agencies to meet remotely during a proclaimed state of emergency without having to notice the remote locations from which members participate, or make those locations accessible to the public, provided the legislative bodies make certain findings regarding public health and safety.³

On October 17, 2022, the Governor announced his intent to withdraw the COVID-19 State of Emergency on February 28, 2023. After the Governor withdraws the state of emergency, the teleconference exceptions afforded by AB 361 will no longer be available to the Authority Board.⁴

Meetings After the COVID-19 State of Emergency

Once the flexibility provided under AB 361 is not available to local legislative bodies, the traditional teleconferencing rules under the Brown Act will again become the primary method of remote participation by Board members who are unable – or choose not – to attend meetings in person.

However, in addition, AB 2449 amended the Brown Act in 2022 to provide an alternative way for members of local legislative bodies to participate in meetings remotely, even when there is no state of emergency, until January 1, 2026.⁵ Under AB 2449, Board members may participate in meetings without identifying the member's location on the agenda or making the location accessible to the public if:

- a. a quorum of members participate in the meeting in person from a singular physical location that is clearly identified on the agenda, open to the public, and situated within the local agency's jurisdiction;
- b. the public can remotely hear, visually observe, and address the body at the meeting through (i) audio-video teleconference, or (ii) a combination of audio teleconference and live-streaming video technology;

² Cal. Gov. Code § 54953(b).

³ Codified at Cal. Gov't Code § 54953(e)(3) until January 1, 2024, at which point the subsection will be repealed.

⁴ If the Governor opts to continue the State of Emergency, or declares a subsequent State of Emergency, the teleconference exceptions afforded by AB 361 will remain available, or again become available, until as late as January 1, 2024. Absent further legislative action, teleconference exceptions created by AB 361 will be repealed by operation of law on January 1, 2024.

⁵ Codified at Cal. Gov. Code § 54953(f) until January 1, 2024, when it will be renumbered as § 54953(e) until January 1, 2026, when that subsection also will be repealed.

- c. the agenda must provide notice of the means by which members of the public may access the meeting and offer public comment, and identify and include an opportunity for all persons to attend and address the legislative body;
- d. the member participating remotely under AB 2449 has:
 - i. notified the legislative body of their intent to participate remotely for "just cause," and provided a description of the reason; or
 - ii. made a request to participate remotely due to "emergency circumstances" and the legislative body takes action to approve the request; and
- e. the member participating remotely under AB 2449 uses both audio and visual technology to allow members of the public to see and hear them, and publicly discloses whether any other individual over the age of 18 is present at their remote location.

Just Cause

AB 2449 defines "just cause" as one or more of the following: (i) a childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a member to participate remotely; (ii) a contagious illness that prevents a member from attending in person; (iii) a need related to a physical or mental disability, as defined by statute; or (iv) travel while on official business of the legislative body or another state or local agency.

Emergency Circumstances

"Emergency circumstances" is defined as physical or family medical emergencies that prevent members from attending in person.

Limitations

A member may rely upon the "just cause" exception no more than two times per calendar year. When combining the "just cause" and "emergency circumstances" exceptions, no member may participate remotely under AB 2449 for more than (a) three consecutive months, (b) 20% of the regular meetings in a calendar year (i.e., no more than 2 of 12 monthly regular meetings per year), or (c) two meetings in a calendar year if the legislative body has fewer than 10 regular meetings in that year.

Absent additional legislative action at the State level, the remote meeting alternative created through AB 2449 will be repealed as of January 1, 2026.

San Carlos Letter to the Legislature

The City Council for San Carlos has authorized its Mayor to sign a letter urging State legislators to amend the rules established by AB 2449. The letter explains how AB 2449 is unnecessarily restrictive and urges changes to the law, as follows:

1. Just cause travel. AB 2449's "just cause" requirement allows travel while on business of the legislative body or another state or local agency, but not travel related to an individual's occupation. The letter raises an equity concern that participation in local and regional government may be limited to officials at a certain socioeconomic level, and suggests that travel for any member's occupation should be included under "just cause."

2. Cap on number of remote meetings allowed. The letter suggests that the limitation on the number of meetings that may be attended remotely appears arbitrary. The letter offers some alternatives, including mandating a "floor" for in-person meetings and allowing flexibility for regional boards and their standing committees.
3. Quorum. The letter suggests that requiring a quorum at a single physical location for regional boards and their committees, and mandating that members of these bodies travel long distances to attend in-person meetings, is inconsistent with the State's efforts to curb greenhouse gas emissions and seems arbitrary and particularly burdensome when regional boards are comprised of a geographically-diverse membership of representatives from multiple cities and counties. The letter suggests that local legislative bodies should have the option of deciding how many meetings should be attended in-person versus remote.
4. Webcasting Technology. The letter explains that regional boards meet in a variety of locations, many of which are not equipped with the webcasting technology needed for hybrid remote and in-person meetings. Under AB 2449, regional boards without hybrid meeting technology will need to pivot from online meetings to entirely in-person meetings.
5. Disclosure. The letter raises a concern that the requirement for members participating remotely to publicly disclose any individual in the room over the age of 18 is a privacy violation.

The letter requests that AB 2449 be amended to provide more flexibility for regional agencies and local governing bodies.

Prepared By: Shayna van Hoften Legal Counsel

415-995-5880

Policy Regarding Remote Participation in Meetings of the Board of Directors of the San Mateo County Transportation Authority

Principles and Purpose

The Board of Directors (Board) of the San Mateo County Transportation Authority (Authority) is committed to the principles of government transparency, the promotion of public participation, and compliance with the Ralph M. Brown Act, codified at California Government Code section 54950, *et seq.*

The purpose of this Policy is to establish clear guidance for members of the Authority Board, Authority staff, and the public regarding remote participation in Regular and Special meetings of the Board.

I. In-Person Participation in Meetings

- A. Members of the Board may participate in public meetings from the auditorium at the Authority's administrative headquarters at 1250 San Carlos Avenue, in San Carlos, California, or at another location that is noticed on the agenda for the meeting, subject to the health and safety policies of the Authority.
- B. Members of the public may participate in Board meetings in person at the same location, subject to the health and safety policies of the Authority, or from any other location that is noticed on the agenda for the meeting.

II. Remote Participation Under the "Teleconferencing" Provisions of the Brown Act

- A. Members of the Board may participate remotely in Board meetings under the "teleconferencing" provisions of the Brown Act¹, as they may be amended from time to time.
- B. Members of the Board participating in meetings under the "teleconferencing" provisions of the Brown Act must:
 - 1. Provide the address of the location from which they will be participating to the Authority Secretary at least four days in advance of the scheduled meeting;
 - 2. Ensure that the location is open and accessible to the public throughout the meeting, and that attendees can hear the meeting from such locations (e.g., on a speakerphone); and
 - 3. Ensure that the meeting agenda is posted in a publicly-accessible place at the remote location.

¹ As permitted by Cal. Gov. Code section 54953(b).

- C. Members of the public may attend, hear and make public comments at locations used by Board members under the "teleconferencing" provisions of the Brown Act.

III. Remote Participation Due to "Just Cause" or "Emergency Circumstances"

- A. Members of the Board may participate remotely in Board meetings under the "just cause" and "emergency circumstances" provisions of the Brown Act², as they may be amended from time to time, until they are repealed by the State.

B. Just Cause

1. A member of the Board may participate remotely in a meeting of the Board without noticing the location from which they are participating or making the location accessible to the public if the member:
 - i. Notifies the Board Chair and the Authority Secretary of the member's need to participate remotely due to "just cause" at least four days before the meeting; and
 - ii. Provides the Board Chair and the Authority Secretary a general description of the circumstances relating to the member's need to appear remotely in the meeting.
2. "Just cause" is defined as: childcare or caregiving of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires remote participation; a contagious illness that prevents a member from attending in person; a need related to a physical or mental disability; and travel while on official business of the legislative body or another state or local agency.³
3. A member may participate in meetings remotely for "just cause" no more than twice per legislative body per calendar year.
4. The Authority Secretary shall alert the Board if it appears that a quorum of members will not be physically present at a meeting for which a member or members have provided notice of their intent to participate remotely for just cause.

C. Emergency Circumstances

1. A member of the Board may participate remotely in a meeting of the Board without noticing the location from which they are participating, or making the location accessible to the public, if the member submits a request to participate

² As permitted by Cal. Gov. Code § 54953(f) until January 1, 2024, when it will be renumbered as § 54953(e) until January 1, 2026, when the subsection will be repealed.

³ As defined by Cal. Gov. Code section 54953(j) until January 1, 2024, when it will be renumbered as § 54953(i) until January 1, 2026, when the subsection will be repealed.

remotely due to emergency circumstances to the Board Chair and Authority Secretary, in advance of the meeting, and the Board approves the request.⁴

2. "Emergency circumstances" is defined as a physical or family medical emergency that prevents a member from attending in person.⁵

3. Process

- i. Any member requesting to participate in a meeting remotely due to emergency circumstances shall alert the Board Chair and Authority Secretary as soon as practicable. The member must provide a brief (e.g., no more than 20 words), general description of the emergency circumstances. The member does not need to disclose any medical diagnosis or disability, nor any personal identifying information regarding a patient's medical history, mental or physical condition, or related treatment.
- ii. A member requesting permission to participate remotely in multiple meetings must make a separate request for each meeting.
- iii. When the Board receives a member's request to participate remotely due to emergency circumstances, the Board shall vote on whether to approve the request at the subject meeting.
- iv. The Board will act on a member's request to participate remotely due to emergency circumstances at the beginning of the meeting before considering other items of business even if the proposed action on the request is not placed on the posted agenda for the meeting.
- v. If a quorum of the Board will not be physically present at the meeting for which a request is made, the Board must deny the request or cancel the meeting.

D. Agenda Notices

1. It is the intent of the Authority to provide notice of remote participation due to just cause or emergency circumstances as soon as practicable.
2. If a notice and agenda for a meeting has been posted without the information required for remote or teleconference attendance, and the Authority Secretary then receives a notification or request for remote participation, the Authority Secretary shall expeditiously post a revised agenda including a link to a teleconferencing platform to allow the public and the Board member(s) to participate remotely. In the case of a request for remote participation due to

⁴ As permitted by Cal. Gov. Code § 54953(f) until January 1, 2024, when it will be renumbered as § 54953(e) until January 1, 2026, when the subsection will be repealed.

⁵ As defined by Cal. Gov. Code section 54953(j) until January 1, 2024, when it will be renumbered as § 54953(i) until January 1, 2026, when the subsection will be repealed.

emergency circumstances at least 72 hours before a Regular Meeting, or 24 hours before a Special Meeting, the revised agenda should include an item for consideration of the member's request.

3. When the Board votes to approve a request for remote participation due to emergency circumstances in advance (e.g., at a prior meeting), the Authority Secretary shall indicate that the Board approved the prior request and that the meeting is a hybrid remote meeting in compliance with Government Code § 54953.
- E. **Combined Limits on Remote Participation.** A member may rely on the remote meeting exception no more than:
1. three months in a row;
 2. at more than 20 percent of the regular meetings in a calendar year (i.e., no more than 2 of 12 monthly regular meetings).

DRAFT

Dear Assemblymember Rubio:

Thank you for your leadership in the State Assembly on critical issues ranging from pre-school education and safe drinking water, to continuous medical care for children under the age of five and transparency and flexibility in public meetings. We appreciate your inclusive approach to addressing the needs of all Californians and empowering communities to come together to create positive change for all.

We are writing to request that Assembly Bill ("AB") 2449 be amended to allow city councils, their standing committees, and regional boards more flexibility to establish their own teleconference requirements related to quorums, just cause and emergency requirements, and limitations on the number of remote meetings members may attend.

In March 2020, the Governor issued Executive Order N-29-20, giving local agencies more flexibility to deploy teleconferencing, and it was a monumental success. It protected the health and safety of civil servants and the public, while effectively and efficiently conducting the public's business.

Teleconferencing during the pandemic increased public participation, reduced single occupancy vehicle trips and travel costs, and decreased greenhouse gas (GHG) emissions.

We believe there are several unintended consequences of AB 2449 and respectfully request that the following requirements be considered for amendment:

1. **Just cause travel.** Local city councils and their standing committees are often comprised of individuals with full-time occupations. AB 2449's "just cause" requirement unfairly allows travel while on business "of the legislative body or another state or local agency," but not travel related to an individual's occupation. This raises an equity concern that participation in local and regional government would be limited to officials at a certain socioeconomic level. Travel for a member's occupation should be allowed under "just cause."
2. **Cap on number of remote meetings allowed.** The limitation on the number of meetings that may be attended remotely appears arbitrary. The State could consider mandating a "floor" for in-person meetings, i.e. at least two meetings per year must be in person, and allow regional boards and standing committees maximum flexibility in determining the "ceiling" or "cap" on the number of remote meetings permissible. To contrast, local officials serve in the communities in which they live and the return to in-person meetings for local jurisdictions is not an issue. Nonetheless, local jurisdictions and their constituents are best suited to decide whether to host in-person or virtual meetings and to decide the limitations of those meetings.
3. **Quorum.** Requiring a quorum at a single physical location for regional boards and their subcommittees, and mandating that members of these bodies travel long distances to attend in-person meetings, contradicts the State's efforts to curb GHG emissions and seems arbitrary and particularly burdensome when regional boards are comprised of a geographically diverse membership of cities and counties. Regional boards, as well as standing committees of a city council should be allowed to stay 100% remote, with the option of deciding as a body, how many meetings should be attended in-person versus remote.

4. **Webcasting technology.** Unlike local city councils, regional boards meet in a variety of locations that often are not equipped with webcasting technology to enable hybrid meetings. Under AB 2449 regional boards will need to pivot from online meetings to in-person meetings.

5. **Disclosure.** The requirement to publicly disclose any individual in the room over the age of 18 is a privacy violation. For example, if a member is under the care of an at-home nurse, this should not need to be shared publicly.

We have serious concerns regarding AB 2449's measures to limit remote teleconferencing to a handful of emergency or restrictive just cause approvals. Without amendment, these measures will result in unnecessarily long travel times to meetings, suppressed attendance, and difficulty reaching quorum, which will in turn negatively impact the governing body's productive work.

We respectfully request that AB 2449 be amended to provide more flexibility to regional agencies and local governing bodies. The Brown Act ensures that officials and their constituents can have open and transparent meetings, which we now know can occur using modern technology. As representatives of local governments and regional boards, we believe in the benefit of increased access in our communities. We look forward to collaborating with you to promote greater flexibility and participation in the decision making process by incorporating the changes we have proposed. Thank you for your time and consideration of this important matter that impacts all of us.

Sincerely,

Adam Rak, Mayor, City of San Carlos
Sara McDowell, Councilmember, City of San Carlos

cc: Senator Josh Becker
Assemblymember Diane Papan

**San Mateo County Transportation Authority
Staff Report**

To: Board of Directors
Through: April Chan, Executive Director
From: Casey Fromson, Chief Communications Officer
Subject: **2023 Final Legislative Program**

Action

Staff proposes the Board approve the 2023 Legislative Program for the San Mateo County Transportation Authority.

Significance

Legislative and regulatory actions have the potential to significantly benefit San Mateo County Transportation Authority (Agency) programs and services. They also have the potential to present serious challenges that threaten the Agency's ability to meet the county's most critical transportation demands.

The 2023 Legislative Program establishes the principles that will guide the Agency's legislative and regulatory advocacy efforts through the 2023 calendar year, including the first half of the 2023-24 State legislative session and first session of the 118th Congress. The program is intended to be broad enough to cover the wide variety of issues that are likely to be considered during that time and flexible enough to allow the Agency to respond swiftly and effectively to unanticipated developments.

Objectives

The 2023 Legislative Program is organized to guide the Agency's actions and positions in support of three primary objectives:

- Maintain and enhance funding opportunities to support the Agency's programs and services;
- Seek a regulatory environment that streamlines project delivery and maximizes the Agency's ability to meet transportation service demands; and
- Reinforce and expand programs that build and incentivize public transportation ridership, improve quality transportation choices, and better incorporate the Transportation Authority programs as well as SamTrans and other transit provider services with other agencies in the Bay Area.

Advocacy Process

Staff actively monitors legislative and regulatory activity and will seek Board positions on selected bills as appropriate to further the TA's legislative objectives and to provide support for our advocacy efforts.

Staff will supply updated reports summarizing relevant legislative and regulatory activities, allowing the Board to track legislative developments and providing opportunities to take appropriate action on pending legislation. Staff will indicate on each monthly legislative update recommended positions for pending bills.

Once the Board has an opportunity to review the recommended position, staff will communicate the position to the relevant entity (such as the bill author, agency, or coalition). In rare circumstances, should a position on a bill be needed in advance of a Board meeting, staff will confer with the Board Chair. If legislation falls outside of the scope of the Board's adopted Legislative Program, Board approval will be required prior to the Agency taking a position.

Public Engagement Strategies

Staff, led by the Communications Division and its legislative consultants, will employ a variety of public engagement strategies to support the 2023 Legislative Program, including:

- Direct Engagement
Engage policymakers at the federal, state, regional and local levels directly and sponsor legislation, submit correspondence and provide public testimony that communicates and advances the Agency's legislative priorities and positions.
- Coalition-based Engagement
Engage stakeholders to build awareness about specific issues and participate in local, regional, statewide and national coalitions organized to advance positions that are consistent with the 2023 Legislative Program.
- Media Engagement
Build public awareness and communicate the Agency's legislative priorities by issuing press releases, organizing media events, and through the use of social media.

Budget Impact

There is no impact on the budget.

Prepared By:	Jessica Epstein	Government and Community Affairs Manager	650-400-6451
	Amy Linehan	Government and Community Affairs Officer	650-418-0095

San Mateo County Transportation Authority 2023 Legislative Program

Purpose

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Issues

The Legislative Program is structured to apply these core objectives to a series of State and Federal issues falling in these categories:

- Budget and Transportation Funding Opportunities
- Transportation Projects Funding Requests and Needs
- Regulatory, Legislative, and Administrative Issues

Within these categories are a detailed list of specific legislative initiatives and corresponding set of policy strategies.

Should other issues surface that require the Board's attention, actions will be guided by the three policy objectives listed above. If needed, potential action on issues that are unrelated to these policy goals will be brought to the Board for consideration.

Advocacy Process

Staff will indicate on each monthly legislative update recommended positions for pending bills. Once the Board has an opportunity to review the recommended position, staff will communicate the position to the relevant entity (such as the bill author, agency, or coalition). In rare circumstances, should a position on a bill be needed in advance of a Board meeting, staff will confer with the Board Chair. If legislation falls outside of the scope of the Board's adopted Legislative Program, Board approval will be required prior to the Agency taking a position.

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Engage stakeholders to build awareness about specific issues and participate in local, regional, statewide and national coalitions organized to advance positions that are consistent with the Legislative Program.
- Media Engagement
Build public awareness and communicate the Agency's legislative priorities by issuing press releases, organizing media events, and through the use of social media.

The adopted legislative program will guide the Agency's legislative advocacy efforts until approval of the next program.

State and Regional	
Funding Opportunities and Challenges	
<i>Issue / Background</i>	<i>Strategy</i>
<p>General Funding Transit agencies continue to suffer from a loss of ridership and revenue as a result of the COVID-19 pandemic. Additional funding is needed to mitigate the pandemic’s impact for transit agencies.</p> <p>In 2022, the state budget included significant new funding for transportation, with additional funds (\$4 billion) proposed for FYs 2023-24 and 2024-25. These funds are for capital projects and flow through the Transit and Intercity Rail Capital Program (TIRCP).</p>	<ul style="list-style-type: none"> ● Direct advocacy for additional resources to secure state funding for transit systems and work to ensure committed funds materialize in the FY 2023-24 State Budget. ● Work with other regional transit agencies and other entities, and agencies statewide, to secure a new source of operations funding for transit. ● Ensure that any new COVID relief funding suballocated through the region is based primarily on revenue losses, balanced with the needs of transit dependent riders. ● Protect against the elimination or diversion of any State or regional funds that support the Agency’s transportation needs. ● Support State funding allocation requests for investments that benefit the Agency’s transportation programs and services. ● Work with legislative delegation, regional agencies, transit systems and transit associations to identify and advance opportunities for funding that would support the Agency’s transportation priorities. ● Support efforts to provide funding for the deployment of zero emission transit vehicles and infrastructure, including working with the California State Transportation Agency (CalSTA), the California Air Resources Board (CARB), and the California Energy Commission (CEC) on funding program requirements.
<p>Formula Funding In 2022, transit formula funding began to rebound from the lows of the COVID-19 pandemic, seeing new highs by some estimates. However, a potential recession may impact core transit funding.</p> <p>After years of diversion to support the State’s General Fund, funding for the State Transit Assistance (STA) program has remained stable over the last few budget cycles thanks to successful legal, legislative and political efforts on</p>	<ul style="list-style-type: none"> ● Support the full funding of the STA program at levels called for in the 2011 reenactment of the 2010 gas-tax swap legislation. ● Support full and timely allocation of the Agency’s State Transportation Improvement Program (STIP) share. ● Participate in the CTA’s TDA taskforce and support CTA efforts to engage the Legislature on TDA reform, the review of performance measures for transit, and efforts to extend temporary relief.

<p>behalf of the transportation community. Still, more revenue is needed in order to meet the demand of increased ridership, reduce highway congestion and adhere to the State’s mandate of reducing greenhouse gas emissions, and creating livable communities.</p> <p>In 2019, the California Transit Association convened a working group, at the request of the Senate and Assembly Transportation Committees to review and provide potential changes to the Transportation Development Act (TDA). The CTA effort resulted in temporary relief in meeting farebox recovery ratio requirements to access LTF, STA, LCTOP and SOGR funds as well as several more significant and permanent changes to TDA such as adding additional exemptions for on-demand service, cost of security, transitioning to zero-emission operations, and more. In 2023, the TDA conversation will continue to assess more holistic changes to TDA to maximize flexibility for maintaining and expanding service. The Agency via the San Mateo County Transit District is part of the working group. In 2023, the Agency will support the California Transit Association’s efforts to extend the temporary relief.</p>	
<p>Cap-and-Trade Revenues In 2012, the State began implementing the cap-and-trade market-based compliance system approved as a part of the California Global Warming Solutions Act of 2006 (AB 32). Since the program began selling allowances, it has generated billions of dollars. In 2014, legislation was enacted creating a long-term funding plan for cap-and-trade which dedicates 60</p>	<ul style="list-style-type: none"> ● Work with the Administration and like-minded coalitions to secure the appropriation of additional cap-and-trade revenues to support the Agency’s transportation needs. ● Support legislation and regional action that makes a broad array of the Agency’s emissions-reducing transportation projects, programs and services eligible for investment. ● Support efforts to further extend the program.

<p>percent of cap-and-trade revenues to transportation. The remaining 40 percent is subject to annual appropriation through the state budget process. In 2017, the legislature extended the program from 2020 to 2030.</p> <p>The programs require a certain percentage of funds be expended in state defined “equity priority communities” communities” (as defined by CalEnviroScreen). This can prove difficult in jurisdictions with a small number of disadvantaged communities.</p>	<ul style="list-style-type: none"> • Protect existing cap-and-trade appropriations for transit operations, capital projects and sustainable communities strategy implementation. • Support efforts to revise the State’s definition on “equity priority communities” to encompass a larger proportion of disadvantaged communities on the Peninsula.
<p>Voter Threshold In recent years, the Agency has supported legislation that would provide a framework for lowering the thresholds for the State or a city, county, special JPB or regional public agency to impose a special tax.</p>	<ul style="list-style-type: none"> • Support efforts to amend the State Constitution to reduce the voter threshold required for the State or a city, county, special district or regional transportation agency to impose a special tax for transportation supported projects or programs. Monitor efforts to use the initiative process to place measures on the ballot with lower voter thresholds.
<p>Other State or Local Funding Options Local and regional governments continue to seek methods for funding new infrastructure, facility needs, sustainability initiatives, and projects that will support ridership growth through a variety of methods such as managed lanes and local ballot measures.</p> <p>In 2020, there was the potential for a regional transportation measure (called FASTER Bay Area), led by the Bay Area Council, Silicon Valley Leadership Group and SPUR. MTC is kicking off a listening tour regarding a potential future regional ballot. Many details about the timing, funding mechanism and expenditure plan are still being discussed.</p>	<ul style="list-style-type: none"> • Advocate for legislation that would create new local funding tools to support transportation infrastructure and services. • Support innovative local and regional funding options that will provide financial support for the Agency. • Support legislation that works to ensure revenues generated through express lane projects remain in the County of origin. • Advocate for funding sources that would assist transit agencies in obtaining funds for sustainability initiatives including water conservation, waste reduction, long-term resource efficiency of facilities and equipment, and greenhouse gas reductions. • Support funding for workforce development, retention, and housing to attract and retain quality personnel. • Support efforts that allow for public private partnerships that benefit the implementation of capital projects, efficient operation of transit services, or enhanced access to a broad range of mobility options that reduce traffic congestion.

<p>In 2014, the Federal Aviation Administration (FAA) issued a rule called the “Policy and Procedures Concerning the Use of Airport Revenue, proceeds from Taxes on Aviation Fuel.” The rule would require that local taxes on aviation fuels must be spent on airports is contrary to states’ rights to control their general application sales tax measures. The State of California has been active in addressing this issue.</p>	<ul style="list-style-type: none"> • Work to ensure the Agency is at the table and appropriately funded as part of any potential regional funding measure. • Support efforts to ensure sales tax revenues generated from aviation fuel continue to fund planned transportation projects. Support the State of California in its efforts to respond and address FAA’s requests.
<p>Transportation & Housing Connection Given the housing shortage crisis, there have been efforts at the State and regional levels to link housing and zoning with transportation funding. The Surplus Lands Act which governs the disposition of government owned property is likely to be amended in the next legislative cycle.</p>	<ul style="list-style-type: none"> • Evaluate state or regional efforts that directly link transportation funding to housing and enable higher density housing projects near transit stations. • Advocate for solutions that appropriately match decision making authority with funding (i.e – An agency shouldn’t be financially penalized for decisions that are outside the authority of the agency). • Advocate where necessary for the Transportation Authority to be able to develop its property in the manner most beneficial to Agency needs and goals.
<p>Transportation Projects</p>	
<p>General Pre-pandemic, as the Bay Area’s population continued to grow, the region’s transportation infrastructure was strained. Although transit ridership remains far below pre-pandemic levels, we expect riders to return to public transit over time. We are already seeing highways, local streets and roads becoming heavily congested. Despite the pandemic, the demand for housing with easy access to public transit continues to grow.</p>	<ul style="list-style-type: none"> • Work with partners in the region to bring business, community, and transportation stakeholders together to enhance, support and advocate for equitable transportation and mobility in the Bay Area. • Support legislation and funding that assists the Agency in its efforts to recruit and retain employees.
<p>101 Managed Lanes and Multimodal Projects There are several Managed and Express Lanes projects in San Mateo County including the 101</p>	<ul style="list-style-type: none"> • Support funding opportunities that will help the project move through the different stages of planning, environmental, and construction phases. • Support policies that will allow for effective public private partnerships.

<p>Express Lanes from the San Mateo/Santa Clara County line to I-380 in South San Francisco (Phase 1); North of 380 to San Francisco (Phase 2); and the 101/92 Interchange Area Improvement and Direct Connector projects. Phase 1 (of 101 Express Lanes is expected to be fully operational in early 2023 and Phase 2 began environmental efforts in 2021 with a draft EIR expected to be available for public comment in winter 2023/24. The 101/92 Area Improvement project is construction ready and the Direct Connector project starts environmental efforts in 2023.</p>	<ul style="list-style-type: none"> • Participate in future workshops held by the California Transportation Commission to ensure eligibility for all projects. • Support funding and regulations that complement the San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) adopted 101 equity program.
<p>Transit-Oriented Development / First and Last Mile First and last mile projects, as well as transit-oriented development projects are an important part of the broad transit ecosystem that will help support robust ridership in the corridor.</p>	<ul style="list-style-type: none"> • Support efforts to provide commuters with easy and convenient options to travel to and from major transit centers to their final destination. • Support the development of new, innovative, and equitable first and last mile options. • Support increased funding opportunities for first and last mile projects. • Advocate for policies that promote transit-oriented developments in ways that compliment transit services. • Support state funding incentives and streamlining processes for transit-oriented development.
<p>Grade Separations are an important safety and quality of life feature for the cities in San Mateo County. These projects improve safety for people walking, biking, and driving when crossing the railroad, and help to relieve congestion on local our streets. Unfortunately, with the average grade separation cost over \$200 million, there continue to be limited federal, state and local resources available to help finance these projects.</p>	<ul style="list-style-type: none"> • Advocate for funding and policies to support grade separation projects.
<p>Transportation Demand Management (TDM) TDM is the application of strategies and policies to</p>	<ul style="list-style-type: none"> • Support efforts that provide more TDM tools and funding opportunities. • Support policies that encourage use of TDM.

<p>reduce travel demand of single-occupancy vehicles or to redistribute this demand in space or time.</p>	
<p>Electrification Project In 2012, the State Legislature appropriated Prop 1A high-speed rail funds to modernize the Caltrain corridor and lay the foundation for future high-speed rail service. Under a multi-party regional funding agreement, this investment was matched with a variety of local, regional, state and federal funding sources to electrify the corridor, install an advanced signaling system and replace 75% of Caltrain’s aging diesel trains with electric trains that will dramatically improve service between San Francisco and San Jose. The Project has a funding gap that requires additional financial resources.</p> <p>The Electrification Project is a transformational first step in the realization of a larger future for Caltrain that will be guided by the Caltrain 2040 Business Plan efforts.</p>	<ul style="list-style-type: none"> • Direct advocacy to support allocation of one-time general fund money, TIRCP, cap-and-trade, or other State funding, to fill the funding gap for the Electrification project to ensure timely completion of the project by 2024. • Work with state, local and regional partners to advance policies and actions that will help secure funding needed to fulfill local, regional and state commitments to the Electrification Project.
<p>Legislative, Regulatory and Administrative Issues</p>	
<p>General Every year, lawmakers pursue a variety of legislation or regulatory actions that would affect regulations governing transportation-related service operations, administration, planning and project delivery. In addition, there are opportunities to reform or update existing regulations that are outdated, or can be improved to address potential burdens on transportation agencies without affecting regulatory goals. Recently, there have been calls for a more</p>	<ul style="list-style-type: none"> • Support opportunities to remove barriers to, and improve the ability to conduct, safe, efficient transportation operations, administration, planning and project delivery efforts, including alternative project delivery methods that provide flexibility to the Agency. • Oppose efforts to impose unjustified and burdensome regulations or restrictions on the Agency’s ability to conduct efficient transportation operations, administration, planning and project delivery efforts. • Engage with MTC, the Legislature, and stakeholders on policies stemming from MTC’s Blue Ribbon Transit Recovery Task Force’s Bay Area Transit Transformation Action Plan, and the “Seamless” Bay Area efforts.

<p>coordinated and streamlined transit system in the Bay Area.</p>	<ul style="list-style-type: none"> • Ensure that new requirements impacting transit agencies support improved connections with other transit system and don't result in tradeoffs that have unintended consequences for key transit riders and stakeholders. • Work with the Administration to ensure guidance considers impacts on transit operations and the ability to meet transit rider mobility needs. • Support efforts that assist the Agency in its efforts to recruit and retain employees.
<p>California Environmental Quality Act (CEQA) Several regional and statewide transportation organizations continue working to modernize CEQA and minimize unnecessary delays during the environmental review process. In 2020, legislation was passed (SB 288) providing a series of statutory exemptions for transit and active transportation projects under CEQA. In 2022, lawmakers passed SB 922 to extend these exemptions through 2030.</p>	<ul style="list-style-type: none"> • Closely monitor efforts to modernize CEQA. Without compromising CEQA's effectiveness as an environmental protection policy, support proposals that advantage transportation projects, including bicycle, pedestrian and transit-oriented development projects. • Monitor the implementation and opportunities related to SB 922 (Weiner).
<p>Sustainable Communities Strategies Implementation In conjunction with AB 32 and SB 32 implementation, the Sustainable Communities and Climate Protection Act (SB 375) requires regions to develop Sustainable Communities Strategies (SCS) with integrated housing, land use and transportation policies that will accommodate population growth and reduce regional greenhouse gas emissions by specific amounts. In 2017, regional authorities in the Bay Area approved the update to Plan Bay Area. The final Plan Bay Area 2050 was adopted in 2021.</p>	<ul style="list-style-type: none"> • Advocate for policies that provide adequate and equitable funding to support increased demand and dependence on the Agency's transportation services associated with the implementation of SB 375 and Plan Bay Area. • Ensure any planning, development, or policy proposals are consistent with the Agency's policies and planning. • Support efforts to provide ensure transit agencies are eligible for climate resiliency program funding.
<p>Transit Bus Electrification Zero-Emission Bus In December 2018, the California Air Resources Board (CARB) adopted the Innovative Clean Transit regulation. This regulation, which aims to transition</p>	<ul style="list-style-type: none"> • Advocate for priority funding from the State Legislature, CARB, CEC and CPUC for zero-emission buses and charging/refueling infrastructure to facilitate compliance with the Innovative Clean Transit (ICT) regulation.

<p>all transit buses operating in California to zero-emission bus technologies by 2040, presents transit agencies with new funding and operational challenges. Addressing these challenges requires ongoing engagement with regulatory bodies, including CARB, the California Energy Commission and the California Public Utilities Commission, to unlock new funding and to design programs supportive of compliance with the regulation.</p>	<ul style="list-style-type: none"> • Continue to educate State Legislature, CARB, CEC and CPUC on any challenges to implement the ICT regulation. • Continue to monitor implementation of Pacific Gas & Electric’s Commercial Electric Vehicle Rate, determine whether further refinements to the rate are necessary.
<p>Executive Orders Related to GHG Emissions: Since taking office, Governor Newsom has issued two Executive Orders – N-19-19 and N-79-20 – calling for reduced emissions from the transportation sector and larger, coordinated investments in transit, active transportation and land use. The executive orders highlight the need for expanding clean transportation options.</p> <p>Building on the executive orders above, in 2021, CalSTA adopted the Climate Action Plan for Transportation Infrastructure (CAPTI), which details how the state recommends investing billions of discretionary transportation dollars annually to aggressively combat and adapt to climate change while supporting public health, safety and equity.</p>	<ul style="list-style-type: none"> • Work to ensure state and federal funds are made available to achieve the goals outlined in the orders. • Engage in the State’s effort to address the transit-specific goals outlined in the executive orders. • Protect transit agencies from any negative impacts stemming from the executive orders (e.g. additional mandates without funding, changes to funding guidelines that might disadvantage transit projects). • Work to ensure state regulations related to the reduction of greenhouse gas emissions (GHG) and the implementation of the Climate Action Plan for Transportation Infrastructure (CAPTI) align with the goals of the Transportation Authority.

Federal	
Funding Opportunities and Challenges	
<i>Issue / Background</i>	<i>Strategy</i>
<p>Federal Appropriations Transit agencies continue to be impacted by the loss of ridership and revenue due to the COVID-19 pandemic. We expect the same in 2023. While federal emergency relief funding has provided some relief in the near-term, significant additional funding is needed to mitigate the pandemic's long-term impact.</p> <p>Every year, Congress adopts appropriations bills that cover 12 major issue areas, including the Transportation, Housing and Urban Development bill. These measures provide the funding for federal agencies to spend money during the upcoming fiscal year for the programs they administer. In March of 2022, Congress passed the FY 2022 Omnibus spending package. This legislation provided new funding levels to the Department of Transportation and the subsequent agencies that the Agency interacts with.</p> <p>In September, as Congress debated FY 2023 spending bills, members passed a continuing resolution (CR) to keep federal agencies funded at the same level as the previous fiscal year, through December 16, 2022.</p>	<ul style="list-style-type: none"> • Work with the Agency's federal delegation to secure Community Project Funding for the Agency's project priorities. • Partner with local, regional, State and national coalitions to advocate appropriation of the maximum authorized amount for programs that benefit the Agency's transportation services and needs. • Work with local and regional coalitions to support requests for funding from discretionary programs, • Communicate frequently with the Agency's federal delegation and key appropriators on the needs or concerns of pending appropriation bills.

<p>Similar to FY 2022, the FY 2023 appropriations process is expected to be completed with an Omnibus appropriations bill.</p>	
<p>Tax and Finance Congress considers legislation that governs tax and finance issues that impact transit agencies.</p>	<ul style="list-style-type: none"> • Support efforts to ensure tax provisions that benefit the Agency’s priorities are included in any tax or finance proposal. • Protect against the elimination or diversion of any tax policies that support the Agency’s transportation needs.
<p>Transportation Projects</p>	
<p>General Support Agency projects and the efforts of partnering agencies to obtain federal funding for the Agency’s related transit projects.</p>	<ul style="list-style-type: none"> • Work with federal delegation members, as well as local, regional, and state coalitions to support the federal funding requests for Agency projects and for our partner transit agencies on projects that provide complimentary services for the Agency. • Support the allocation of federal funding to advance implementation of transportation projects in San Mateo County
<p>Grade Separations are an important safety and quality of life feature for the cities in San Mateo County. These projects improve safety for people walking, biking, and driving when crossing the railroad, and help to relieve congestion on local our streets. While the IJJA authorized additional funding for Grade Separation projects, the average grade separation cost over \$200 million and there continues to be limited resources available to help advance these projects.</p>	<ul style="list-style-type: none"> • Advocate for funding and policies to support grade separation projects. • Support the allocation of federal funding to advance implementation of grade separation projects.
<p>Electrification Project The current funding plan includes funding from several federal funding sources including the FTA Capital Investments Grant Core Capacity Program.</p> <p>The Project currently has a funding gap that we are working to close through State and federal funding sources. The Electrification Project is a transformational first step in the realization of a</p>	<ul style="list-style-type: none"> • Work with federal delegation members, as well as local, regional, and state coalitions to fill the Electrification Project funding gap. • Support the implementation and funding of the Caltrain Business Plan associated projects and policies. • Support funding and regulations that are consistent with Caltrain’s equity and growth policy, business plan. Consistent with existing agreements between JPB and CHSRA, support efforts to plan, engage stakeholders, and implement the Blended System project on the Caltrain corridor.

<p>larger future for Caltrain that will be guided by the Caltrain 2040 Business Plan efforts.</p>	
<p>101 Managed Lanes and Multimodal Projects There are several Managed and Express Lanes projects in San Mateo County including the 101 Express Lanes from the San Mateo/Santa Clara County border to I-380 in South San Francisco (Phase 1); North of 380 to San Francisco (Phase 2); and the 101/92 interchange Area Improvement and Direct Connector projects. Phase 1 is expected to be fully operational in early 2023 and Phase 2 began environmental efforts in 2021 with a draft EIR expected to be available for public comment in fall 2023. The 101/92 Area Improvement project is construction ready and the Direct Connect project starts environmental efforts in 2023.</p>	<ul style="list-style-type: none"> • Support funding opportunities that will help the project move through the different stages of planning, environmental, and construction phases. • Support policies that will allow for effective public private partnerships.
<p>Legislative, Regulatory and Administrative Issues</p>	
<p>General Every year lawmakers pursue legislation or regulatory action that would affect regulations governing transportation-related service operations, administration, planning and project delivery. In addition, there are opportunities to reform or update existing regulations that are outdated, or can be improved to address potential burdens on transportation agencies without affecting regulatory goals.</p>	<ul style="list-style-type: none"> • Support opportunities to remove barriers to, and improve the ability to conduct, safe, efficient transportation operations, administration, planning and project delivery efforts, including alternative project delivery methods that provide flexibility to the Agency. • Oppose efforts to impose unjustified and burdensome regulations or restrictions on the Agency’s ability to conduct efficient transportation operations, administration, planning and project delivery efforts. • Support efforts that assists the Agency in its efforts to recruit and retain employees.
<p>Infrastructure Investment and Jobs Act implementation (IIJA) In November 2021, Congress approved and the President signed into law the IIJA, includes \$550 billion in new funding, and \$1.2 trillion in total, for infrastructure</p>	<ul style="list-style-type: none"> • Support efforts to seek federal funds through IIJA for Agency projects and plans. • Monitor and review guidance and rulemaking proposals affecting IIJA implementation and other transportation issues.

<p>investment, including for roads and bridges, rail systems, bus systems, drinking water and clean water, the electric grid, and other programs. MTC estimates that the Bay Area will receive at least \$3.4 billion in formula fundings from the IIJA.</p>	<ul style="list-style-type: none"> • Collaborate with local, regional, state and national transportation advocacy groups to coordinate comments and advocacy efforts that support regulations that maximize benefits for transportation programs, services and users. • Collaborate with local, regional, state and national transportation advocacy groups to coordinate proposals and advocacy efforts for IIJA funding and implementation. • Evaluate DOT funding announcements as they open and seek direct funding from RAISE, INFRA/MEGA, Reconnecting Communities, and other relevant funding programs.
<p>Inflation Reduction Act (IRA) After the passage of the IRA, federal agencies will be tasked with program implementation, granting them broad authority over the deployment of funding. While focusing mainly on energy production, tax, and healthcare, the IRA provides some funding for low-emission transportation technologies.</p>	<ul style="list-style-type: none"> • Monitor closely and take action as needed during Administration implementation of provisions that may have a significant impact on transit / transportation projects and programs. • Advocate for funding for the Agency’s projects and needs.
<p>FAA Rule In 2014, the Federal Aviation Administration’s (FAA) issued a rule called the “Policy and Procedures Concerning the Use of Airport Revenue, proceeds from Taxes on Aviation Fuel.” The rule would require that local taxes on aviation fuels must be spent on airports is contrary to states’ rights to control their general application sales tax measures.</p> <p>The final FY 2021 Omnibus Appropriations bill includes report language encouraging the Department of Transportation “to continue working with State and local governments and the FAA to develop a path forward to allow the use of local sales tax revenues generated on the sale of aviation fuel to be used in a manner consistent with their enactment.”</p>	<ul style="list-style-type: none"> • Support efforts to protect the ability of local and state governments to determine how general sales tax measures are allocated. • Continue to advocate for report language in the annual appropriations bills and support legislative changes that would permanently clarify the issue. • Support the State of California in its efforts to respond and address FAA’s requests.

**San Mateo County Transportation Authority
Staff Report**

To: Board of Directors
Through: April Chan, Executive Director
From: Casey Fromson, Chief Communications Officer
Subject: **State and Federal Legislative Update**

Action

Staff proposes the Board receive the attached federal and state legislative updates.

Significance

The 2023 Legislative Program establishes the principles that will guide the legislative and regulatory advocacy efforts. Based on those principles, staff coordinates closely with our Federal and State advocates on a wide variety of issues that are considered in Congress and the State legislature. The attached reports highlight the recent issues and actions that are relevant to the Board, and specifies those bills on which staff proposes that the TA take a formal position.

Prepared By:	Jessica Epstein	Government and Community Affairs Manager	650-400-6451
	Amy Linehan	Government and Community Affairs Officer	650-418-0095

KADESH & ASSOCIATES, LLC

Federal Update
San Mateo County Transportation Authority
December 14, 2022

Most of the focus in Washington for the past month has been on closing out FY 2023 budget cycle and preparing for 118th session of Congress. House Democrats have replaced their entire leadership team and have elected Rep. Hakeem Jeffries of New York to be the new Minority Leader. Rep. Pete Aguilar will be the highest ranking Californian in the new leadership team serving as caucus chair.

House Republicans continue their leadership negotiations. Rep. Kevin McCarthy (CA) is the clear front runner to become the Speaker of the House, but does not yet have the 218 votes required. While the vote will not occur until January 3, there are intense negotiations underway way to solidify his election. McCarthy has the support of the rank-and-file membership, but is negotiating for votes from the very conservative House Freedom Caucus in order to get to the required 218.

Several members of the House Freedom Caucus have pledged to oppose McCarthy while others are attempting to negotiate rules changes to favor conservative causes. McCarthy is so concerned about defections from the House Freedom Caucus he has withdrawn all involvement in resolving the FY23 omnibus. This is a highly fluid situation and we will keep you posted.

FY 2023 Appropriations Update

Earlier this week, Senators Patrick Leahy (VT) and Richard Shelby (AL) and House Appropriations Committee Chair Rosa DeLauro (CT) announced a deal on top line numbers relating to the FY 2023 omnibus appropriations package. Recall, this has been a sticking point in completing the bills. While the top line number has not been announced – nor the division within the between defense and non-defense discretionary spending – work is expected to continue throughout the weekend with the hopes of putting a bill together early next week.

The House is expected to take up a one-week continuing resolution that will move the fiscal deadline to December 23. The Senate is expected to pass the short term CR after the House.

FHWA Nominee Confirmed

On December 8, the Senate confirmed Shailen Bhatt as Administrator of the Federal Highway Administration (FHWA). In his new position, Bhatt will oversee the implementation of some of the most significant Infrastructure Investment and Jobs Act (IIJA) programs at the Department of Transportation (DOT).

Bhatt was nominated in July to lead FHWA, after several Senators urged the Biden Administration to announce a candidate for the vacant position. With the announcement, several industry groups announced their support for his nomination.

Department of Transportation Grant Updates

The Department of Transportation (DOT) is still planning to formally release the RAISE funding notice (NOFO) this week. Per the IIJA, the RAISE NOFO should make available \$1.5 billion for

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the next round of the popular program. The deadline for applications is February 28 and awards are expected in April/May. DOT also is also developing a NOFO schedule for next year to help with planning. The schedule has missed many deadlines and should be out by the end of the year.

On November 28, DOT released a new [checklist](#) for grant applicants' use while developing a transportation workforce and labor plan. A strong workforce plan is a top priority of the Biden Administration; and DOT recommends that this should be reflected in all DOT grant applications.

The new checklist outlines several criteria for applicants' to consider while drafting their plan.

The checklist has three main components:

- Creating good-paying jobs with a free and fair choice to join a union
- Expanding high-quality training and education programs to help train and place people in good-paying jobs, with a focus on populations facing systemic barriers to employment
- Implementing policies both during procurement and during project implementation that will promote the hiring and retention of underrepresented workers

DOT has made clear that projects that include workforce concerns will be viewed more favorably. While workforce development requirements among DOT grants are not universal, grant administrators expect high-quality proposals to address workforce concerns in applications.



December 12, 2022

TO: Board Members, San Mateo County Transportation Authority
FROM: Gus Khouri, President
Khouri Consulting LLC

RE: STATE LEGISLATIVE UPDATE – JANUARY

GENERAL UPDATE

The new 2023-24 Session legislative class was sworn into office on Monday, December 5. Democrats will continue to hold supermajorities in both houses of the State Legislature (at least 75%), with a 32 to 8 margin in the Senate and a 62 to 18 advantage in the Assembly. Session will reconvene on Wednesday, January 4. The proposed FY 23-24 State budget will be released by January 10.

Governor Newsom also called for a Special Session on December 5, intending to hold oil companies accountable for potential price gouging due to record gas prices, which averaged \$6.42 over the fall. The Governor justified the Special Session declaration by referencing the Assembly's Select Committee on Gasoline Supply and Pricing and the California Energy Commission's inability to identify causes of gasoline price increases and supply shortages due to a lack of cooperation by companies.

A different area related to gas pricing is whether the gas tax once again is a focus for the Special Session. The gas tax has been an effort by legislators to provide relief to consumers. Governor Newsom had a proposal in his proposed FY 22-23 January Budget that would have suspended the inflationary adjustment of the gas tax, which did not make it into the final state budget package. There is a discussion about converting the gas tax to a more environmentally friendly source of funding so that the state stops depending on petroleum consumption to address infrastructure and mobility needs. The vehicle registration fee component in SB 1 (Beall), Chapter 5, Statutes of 2017, provides a precedent to draw upon.

BILLS OF INTEREST

Assembly Transportation Committee Chair Laura Friedman has reintroduced legislation from the last Session to compel prioritization of multi-modal options and significant limitations on single occupancy vehicle (SOV) focused projects. Both bills are currently in spot bill form, meaning they only express legislative intent and will need to be amended further to be referred to a policy committee.

AB 6 (Friedman) states the intent of the Legislature to enact subsequent legislation that would require regional transportation agencies to prioritize and fund transportation projects, including those funded by a local sales tax measure, that significantly contribute towards the goals outlined in a region's sustainable communities strategy and the state's climate goals. This bill is like AB 2237 (Friedman), which attempted to influence the delivery of projects in locally approved sales tax measure expenditure plans. AB 2237 failed in the Senate Transportation Committee.

AB 7 (Friedman) states the intent of the Legislature to enact subsequent legislation that would eliminate single occupancy vehicle freeway capacity projects and allow capacity projects only for bus rapid transit, rail, active transportation purposes, projects that significantly add safety, and projects that significantly reduce congestion, without interfering with existing maintenance and rehabilitation needs. This bill resembles AB 2438 (Friedman) from last year, which attempted to make all state funding programs subject to the Governor's Climate Action Plan for Transportation Infrastructure (CAPTI) as adopted in July of 2021. Governor Newsom vetoed AB 2438, citing the need to work more closely with transportation planning agencies to craft solutions unique to each region to help accelerate the state's climate goals.

STATEWIDE COMPETITIVE GRANT PROGRAMS

Below is a list of major reoccurring competitive grant programs administered by the State from which transit and rail projects are eligible/can be funded. SB 1 Cycle 3 guideline development was discussed during the spring of 2022, with guideline adoption and the calls for projects in the various programs occurring in the summer of 2022, applications due fall of 2022, and awards scheduled for adoption in the summer of 2023.

Active Transportation Program (ATP)

The ATP was created in 2013 to consolidate five programs (Transportation Alternatives Program, Safe Routes to School Program, Bicycle Transportation Account Program, Recreational Trails Program, and Environmental Enhancement and Mitigation Program) to better leverage resources to provide multi-modal options. The CTC awarded \$450 million this March for Cycle 5. Given that over \$2.2 billion of projects were submitted for Cycle 5, the legislature provided an additional one-time amount of \$1.049 billion to augment Cycle 6 through the enactment of AB 180, Chapter 44, statutes of 2022, which amends the FY 21-22 State Budget. On December 7, the CTC adopted the Statewide and Small Urban and Rural components and Quick-Build Pilot Program for Cycle 6. MPO-selected projects are scheduled to be approved June 28-29, 2023.

Solutions for Congested Corridors Program (SCCP)

The SCCP provides funding to achieve a balanced set of transportation, environmental, and community access improvements to reduce congestion throughout the state. The program makes \$250 million available annually (programmed in 2-year increments) for projects implementing specific transportation performance improvements. Project nominations were due December 2. Staff recommendations are scheduled to be released on June 8, 2022, with program adoption occurring on June 28-29, 2023.

Local Partnership Program (LPP)

The LPP is intended to provide local and regional transportation agencies that have passed sales tax measures, developer fees, or other imposed transportation fees with a continuous appropriation of \$200 million annually from the Road Maintenance and Rehabilitation Account to fund road maintenance and rehabilitation, sound walls, and other transportation improvement projects. The Competitive program is funded at \$80 million annually. Project nominations were due by November 29, 2022. Staff

recommendations are scheduled to be released on June 8, 2022, with program adoption occurring on June 28-29, 2023.

Trade Corridor Enhancement Program (TCEP)

The TCEP provides funding for infrastructure improvements on federally designated Trade Corridors of National and Regional Significance, on the Primary Freight Network as identified in the California Freight Mobility Plan, and along other corridors with a high volume of freight movement. The competitive program typically provides approximately \$300 million per year (programmed in 2-year increments). For Cycle 3 (2023-24 and 2024-25), it is estimated that \$1.046 billion will be made available. That amount is comprised of \$246 million (\$246,000,000) of National Highway Freight Program Funds and \$805 million (\$805,000,000) from the Trade Corridor Enhancement Account Fund. Project nominations were due November 18. Staff recommendations are scheduled to be released on June 8, 2023, with program adoption occurring June 28-29, 2023.

State Formulaic Programs

State Transportation Improvement Program

The STIP, managed by Caltrans and programmed by the CTC, is primarily used to fund highway expansion projects throughout the state and supports grade separations. Local agencies receive a share of STIP funding (75%, C/CAG is San Mateo's recipient), as does the State (25%). The STIP is funded with gasoline excise tax revenues. The STIP is programmed every two years (currently, the 2022 STIP added \$2.1 billion in new funding).

Grade Separation Funding

Below is a list of the funding sources used to fund grade separations in recent years. The funding sources below are managed across various state agencies and departments, including the Public Utilities Commission (PUC), the California State Transportation Agency (CalSTA), the California Transportation Commission (CTC), and Caltrans.

PUC Section 190 Grade Separation Program

The Program is a [state funding program](#) to grade separate crossings between roadways and railroad tracks and provides approximately \$15 million annually, transferred from Caltrans. Agencies apply to the PUC for project funding. AB 180, Chapter 44, Statutes of 2022, provides a one-time \$350 million augmentation through the California State Transportation Agency.

Proposition 1A

This \$9.95 billion Bond Act is the primary funding source for the high-speed rail project and has been used to fund a very limited number of grade separation projects in the past, including in the City of San Mateo. AB 180, Chapter 44, Statutes of 2022, authorizes the remaining \$4.2 billion balance of funding from Proposition 1A to be appropriated.

**San Mateo County Transportation Authority
Staff Report**

To: Board of Directors
Through: April Chan, Executive Director
From: Peter Skinner, Executive Officer, Transportation Authority
Subject: **Program Report: Transit – Shuttles**

Action

No action is required. This item is being presented to the Board for information only.

Significance

This presentation is part of a series of program reports presented to the Board. Measure A encompasses six program categories – Transit, Highways, Local Streets/Transportation, Grade Separations, Pedestrian and Bicycle, and Alternative Congestion Relief Programs – which will be featured individually throughout the year.

This item features a presentation highlighting the status of the Transit – Local Shuttle Program, which will be presented via PowerPoint. The last shuttle program update to the TA Board was in August 2021. This presentation will focus on the performance of the FY 2021/2022 cycle and provide an overview of the current FY 2023 extension.

Budget Impact

This informational item does not impact the budget.

Background

Four percent of the Measure A sales tax revenue is available to support the Local Shuttle Program. The TA's Local Shuttle Program provides operating funds for commuter shuttles connecting with transit stations and community-serving shuttles. Project sponsors are required to submit quarterly and annual progress reports, which the TA uses to track the performance of individual projects as well as the overall program.

In November 2021, the San Mateo County Transit District conducted a Shuttle Study, which recommended improving and simplifying shuttle operations by streamlining the administration of the Shuttle Program. Subsequently, the Shuttle Study recommended that the TA and C/CAG extend the FY 2021/2022 Shuttle Program through FY 2023 and allocated \$1,558,044 for the extension.

Based on the Shuttle Program FY 2021/2022 cycle, most of the shuttle routes significantly reduced or suspended operations for FY 2021, due to the pandemic. In FY 2022, most suspended shuttles resumed operations. Currently, ridership has rebounded, but not to pre-pandemic levels. The FY 2023 extension year will assist TA staff to determine if shuttle performance will meet the benchmarks or if metrics need adjustment.

Prepared By: Jennifer Williams Administrative Analyst II 650-508-6343

Shuttle Program Fact Sheet for FY 21/22 & 23

Commute.org Shuttles

1. Bayhill-San Bruno BART*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$180,000

Provides service between San Bruno BART Station and the San Bruno Business Park area during commute hours, Monday-Friday.

2. Bayshore/Brisbane Commuter*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$314,330

Provides service between the Bayshore Caltrain Station and the Brisbane – Crocker Industrial Park area. In addition, services various residential stops along San Bruno Avenue during commute hours, Monday-Friday.

3. Bayshore Technology Park

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$211,079

Serves the office complex located in the Bridge Parkway area of Redwood Shores. Shuttle route is designed to operate during peak commute hours, Monday-Friday, and offers first/last mile connections to train service at the Hillsdale Caltrain Station.

4. Brisbane Crocker Park

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$572,218

Serves the Valley Drive/South Hill Drive area of Brisbane. Provides last mile service from the Balboa Park BART station and the Bayshore Caltrain station to commuters and community members. Operates Monday-Friday, during morning and afternoon commute hours.

5. Burlingame Bayside

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$245,420

Serves Millbrae Intermodal Station and Burlingame Bayside Area during commute hours, Monday-Friday. Connects to Millbrae BART/Caltrain stations.

6. Burlingame Point

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$264,000

Serves between the Millbrae Intermodal Station and the Burlingame Bayside/Burlingame Point business district east of US Highway 101, including the new office complex located on Airport Blvd and the businesses on Beach Rd. in Burlingame. Operates during peak commute hours, Monday-Friday.

7. Campus Drive*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$370,612

Serves between Hillsdale Caltrain Station and the Campus Drive area. Provides residential stops along West Hillsdale Blvd during commute hours, Monday-Friday.

8. Electronic Arts (EA)*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$160,000

Serves between the San Carlos Caltrain Station and employer, Electronic Arts, during commute hours, Monday-Friday.

9. Lincoln Centre*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$355,409

Provides service between the Hillsdale Caltrain Station and businesses in the Lincoln Centre area in North Foster City during commute hours, Monday-Friday.

10. Mariners' Island*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$369,855

Provides service between the Hillsdale Caltrain Station and the Mariners' Island area during commute hours, Monday-Friday.

11. Millbrae/Broadway*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$368,496

Non-stop shuttle service between Broadway and Millbrae Caltrain stations. Operates on weekday morning and afternoon/evening schedule and serves only Broadway station on weekends.

12. Norfolk Area*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$251,800

Provides service to Hillsdale Caltrain Station and various area office buildings during commute hours, Monday-Friday. In addition, the shuttle serves residential areas of Lakeshore and Fiesta Gardens.

13. North Burlingame

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$197,189

This shuttle operates between the Millbrae Intermodal BART & Caltrain Station, Mills-Peninsula Health Services, Sisters of Mercy of the Americas and the residential area of the Easton-Burlingame neighborhood. The service operates during peak commute hours, Monday-Friday.

14. North Foster City

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$377,764

The North Foster City Shuttles primarily serve large employers in the North Foster City area during peak commute hours, Monday-Friday. The routes are designed to connect both BART and Caltrain passengers to employment sites located in an area that is not served by SamTrans fixed route service. The shuttles provide first/last mile service.

15. Pacific Shores*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$318,866

Provides service eastside of Redwood City Caltrain Station and Pacific Shores Center during commute hours, Monday-Friday.

16. Redwood City Midpoint Caltrain

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$349,248

Serves the Midpoint Technology Center and Stanford Medicine Outpatient Center complexes in southern Redwood City along US 101. Provides first and last mile service from the Redwood City Caltrain Station to commuters, community members, and staff/patients of Stanford Medical Center. Operates Monday-Friday, during morning and afternoon commute hours.

17. Redwood City Seaport Centre

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$150,090

Serves the Seaport Centre office complex, located off Seaport Blvd., during peak commute hours, Monday-Friday. The shuttle also provides service to San Mateo County Sheriff's Office Maple Street Correctional Center. Provides first and last mile service from the Redwood City Caltrain station to commuters and community members.

18. Seton Medical*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$238,698

Provides service between the Daly City BART Station, Daly City Civic Center and Seton Medical Center. Operates during morning and afternoon commute hours, Monday-Friday.

19. Sierra Point-Balboa Part BART*

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$216,266

Provides service between Balboa Park BART Station and Sierra Point area office buildings, near Brisbane Bayside, during commute hours, Monday-Friday.

20. South SF BART

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$790,091

Serves Oyster Point route, northeastern section of SSF, the Utah-Grand route, Genentech, SSF Conference Center, and residents of the marinas. Provides first/last mile service from the South San Francisco BART station to commuters and community members. Operates Monday-Friday, during morning and afternoon commute hours.

21. South SF Caltrain

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$725,914

Serves Oyster Point route, northeastern section of SSF, the Utah-Grand route, Genentech, SSF Conference Center, and residents of the marinas. The South San Francisco Caltrain Shuttles provide first/last mile service from the South San Francisco Caltrain station to commuters and community members. Operates Monday-Friday, during morning and afternoon commute hours.

22. South SF Genesis Towers

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$271,842

Serves the Genesis Towers complex located at One, Two and Three Tower Place in South San Francisco. It also serves the South San Francisco Business Center located on Dubuque. The service operates during peak commute hours, Monday-Friday. Provides first/last mile service directly from two transit stations, BART and Caltrain, to commuters and community members.

23. South SF Ferry Terminal

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$315,337

Serves Oyster Point route, northeastern section of SSF, the Utah-Grand route, Genentech, SSF Conference Center, and Genesis Towers. Provides first and last mile service from the South San Francisco Ferry Terminal to commuters and community members, Monday-Friday during morning and afternoon commute hours. The shuttles also serve as a vital link to transit coming from the East Bay in the event of a BART shutdown.

*JPB Shuttles were transferred over to Commute.org for complete administration, as recommended by the Peninsula Shuttle Study.

Daly City

24. Bayshore Shuttle

Service Type: Commuter/Community

Allocated Funding for FY 21/22 & 23: \$516,793

Connects residents in the City's Bayshore neighborhood with public transportation options including SamTrans, Muni, and BART (Daly City and Balboa Park stations). Serves commuters during peak commute hours and the community during the midday, Monday-Friday.

Menlo Park

25. Willow Road

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$376,984

Provides direct connection to the Menlo Park Caltrain Station and local employment centers within Menlo Park, east of Highway 10. Operates Monday-Friday, during morning and afternoon commute hours.

SamTrans Shuttle

26. Bayshore/Brisbane Senior

Service Type: Door to Door

Allocated Funding for FY 21/22 & 23: \$323,973

Serves seniors to conduct daily tasks connecting with San Francisco MUNI and SamTrans to access social services, community centers and shopping. Operates primarily midday residential service, Monday-Friday.

San Mateo County College District

27. Skyline College Express

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$309,328

Provides direct, non-stop service, connecting the Daly City BART Station to Skyline College, with 11 round-trips when classes are in session, Monday-Friday.

South San Francisco (SSF)

28. South City Shuttle

Service Type: Community

Allocated Funding for FY 21/22 & 23: \$1,002,225

Service begins and ends at the SSF BART Station, making connections to SamTrans bus routes and is within walking distance to SSF Caltrain Station. Provides underserved areas, such as Holly Avenue, Hillsdale Avenue, West Orange and Alida Way. Operates during morning, afternoon/evening hours, Monday-Friday.



Shuttle Program Fact Sheet

Menlo Park

29. Crosstown Shuttle

Service Type: Community

Allocated Funding for FY 21/22 & 23: \$870,179

Provides residents of Belle Haven neighborhood direct connection to Downtown Menlo Park, Stanford Shopping Center and Menlo Park Caltrain Station. Operates during morning, afternoon/evening hours, Monday-Friday.

30. Marsh Road Shuttle

Service Type: Commuter

Allocated Funding for FY 21/22 & 23: \$610,500

Provides service between Menlo Park Caltrain Station and the Marsh Road business parks area during commute hours, Monday-Friday.

**San Mateo County Transportation Authority
Staff Report**

To: Board of Directors
Through: April Chan, Executive Director
From: Peter Skinner, Executive Officer, Transportation Authority
Subject: **Amend the Strategic Plan 2020-2024 Measure A Local Shuttle Program Match Requirements and Evaluation Criteria to Reflect Recommendations from the Peninsula Shuttle Study**

Action

Staff proposes the Board of Directors (Board):

1. Amend the San Mateo County Transportation Authority (TA) Strategic Plan 2020-2024 to replace the Measure A Local Shuttle Program guidelines and evaluation criteria with the guidelines and evaluation criteria developed as part of the Peninsula Shuttle Study, as set forth in Exhibit A, for the Fiscal Years (FY) 2024 and 2025 San Mateo County Shuttle Program call for projects (CFP); and
2. Make a one-time exception to the Strategic Plan guidelines for the FY 2024-2025 CFP to waive the requirement for existing shuttle sponsors to provide a 50% match if they did not meet the “operating cost per passenger” benchmark during the prior cycle.

Significance

The TA and City/County Association of Governments of San Mateo County (C/CAG) have jointly developed a combined San Mateo County Shuttle Program CFP that enables project sponsors to utilize one funding application for both the TA New Measure A Local Shuttle Program and the C/CAG Congestion Relief funds for FY 2024 and FY 2025.

The projected available funding for the CFP is as follows:

Funding Source	Total Amount
Measure A Local Shuttle Program	\$10.0 million
<u>C/CAG Congestion Relief Funds</u>	<u>\$1.0 million</u>
Total	\$11.0 million

The Peninsula Shuttle Program is a multi-agency public-private partnership of first/last mile and community transit operations spanning San Mateo and Santa Clara Counties. The Peninsula Shuttle Program, which operated a total of 45 routes serving approximately 5,200 daily riders in 2019, includes services that are mostly funded by the TA, with additional funds from C/CAG, the San Mateo County Transit District (District), and/or the Peninsula Corridor Joint Powers Board (JPB). In September 2021, the District and JPB adopted the [Peninsula Shuttle Study](#) (Study) that was conducted in coordination with the TA, C/CAG, and Commute.org to streamline the

management and operations of the multi-agency Peninsula Shuttle Program. The primary focuses of the Study were to modernize data management, enhance rider communication, and simplify core management roles. As part of the process, the Study also recommended new guidelines and evaluation and scoring criteria (Exhibit A). The revised guidelines and criteria have a stronger focus on data-driven performance metrics while also simplifying the application process for sponsors. This information was previously presented to the Board in August 2021.

Because the recommended scoring criteria for the pending CFP deviate from the TA Strategic Plan 2020-2024 criteria, staff recommends that the Board revise the Strategic Plan by adopting the revised guidelines and evaluation and scoring criteria included in Exhibit A.

In addition, due to the COVID-19 pandemic and varying return-to-work practices in San Mateo County, staff recommends that the Board make a one-time exception to the Strategic Plan 2020-2024 guidelines requiring existing shuttle sponsors to provide a 50% match if they did not meet the "operating cost per passenger" benchmark during the prior funding cycle. Staff does not believe this benchmark should be assessed for the FY 2024 and FY 2025 funding cycle, but should be evaluated for the next (FY 2026 and FY 2027) cycle. All project sponsors would still be required to provide a minimum 25% match from non-C/CAG or Measure A Local Shuttle program funds.

A PowerPoint presentation will be provided at the meeting and the full guidelines and evaluation criteria can be found in Exhibit A.

Budget Impact

The action has no budget impact.

Background

The combined San Mateo County Shuttle CFP streamlines the application funding process for shuttle applicants in the county, and is consistent with recommendations from Peninsula Shuttle Study. The San Mateo County Shuttle Program funds the operation of shuttle services that meet local mobility needs and provide access to regional transit. Four percent of the New Measure A sales tax revenue is available to support the Local Shuttle Program.

Prepared By: Patrick Gilster, AICP Manager, Planning & Fund (650) 622-7853
Management

Resolution No. 2023 –

**Board of Directors, San Mateo County Transportation Authority
State of California**

* * *

**Amend the Strategic Plan 2020-2024 Measure A Local Shuttle Program Match Requirements
to Reflect Recommendations from the Peninsula Shuttle Study**

Whereas, on June 7, 1988, the voters of San Mateo County approved a ballot measure to allow the collection and distribution by the San Mateo County Transportation Authority (TA) of a half-cent sales tax in San Mateo County for 20 years with the tax revenues to be used for highway and transit improvements pursuant to the Transportation Expenditure Plan presented to the voters (Original Measure A); and

Whereas, on November 2, 2004, the voters of San Mateo County approved the continuation of the collection and distribution by the TA of the New Measure A half-cent sales tax for an additional 25 years to implement the 2004 Transportation Expenditure Plan beginning January 1, 2009 (New Measure A); and

Whereas, on November 6, 2018, the voters of San Mateo County approved a San Mateo County Transit District's (District) ballot measure known as "Measure W" to allow the collection and distribution of a half-cent transactions and use tax for 30 years with the tax revenues to be used by the TA and the District to fund investment for transportation and public transit in accordance with the San Mateo County Congestion Relief Plan beginning July 1, 2019; and

Whereas, in December 2019, the TA prepared and adopted a Strategic Plan to address the requirements of, and provide a policy framework for the implementation of, the New Measure A and Measure W programs; and

Whereas, the Strategic Plan 2020-2024 establishes guidelines and evaluation criteria for the Measure A Local Shuttle Program; and

Whereas, the Peninsula Shuttle Program is a multi-agency public-private partnership of first/last mile and community transit operations spanning San Mateo and Santa Clara Counties; and

Whereas, the Peninsula Shuttle Program, which operated a total of 45 routes serving approximately 5,200 daily riders in 2019, includes services that are mostly funded by the TA, with additional funds from the City/County Association of Governments of San Mateo County (C/CAG), the District, and/or the Peninsula Corridor Joint Powers Board (JPB); and

Whereas, the District and JPB conducted the Peninsula Shuttle Study (Study) in coordination with the TA, C/CAG, and Commute.org to study ways to streamline the management and operations of the Peninsula Shuttle Program, and the Study recommended updates to the Strategic Plan 2020-2024 guidelines and evaluation criteria for the Measure A Local Shuttle Program; and

Whereas, the TA and C/CAG jointly conduct the San Mateo County Shuttle Program Call for Projects (CFP); and

Whereas, TA and C/CAG staff were involved in the development of the Study's recommended changes to the guidelines and evaluation criteria; and

Whereas, the TA Board of Directors (Board) received a presentation and provided input on the Study recommendations at the August 2021 Board meeting; and

Whereas, TA staff recommends that the Board amend the Strategic Plan 2020-2024 Measure A Shuttle Program match requirements and evaluation criteria to reflect and incorporate the changes from the Study for the TA-C/CAG joint CFP for Fiscal Years 2024 and 2025; and

Whereas, due to the COVID-19 pandemic and varying return-to-work practices in San Mateo County, and the upcoming issuance of the joint CFP, staff also recommends that the Board make a one-time exception to the Strategic Plan 2020-24 guidelines requiring existing shuttle sponsors to provide a 50% match if they did not meet the "operating cost per passenger" benchmark during the prior funding cycle.

Now, Therefore, Be It Resolved that the Board of Directors of the San Mateo County Transportation Authority hereby:

1. Amends the TA Strategic Plan 2020-2024 to replace the Measure A Local Shuttle program guidelines and evaluation criteria with the program guidelines and evaluation criteria developed as part of the Peninsula Shuttle Study, as set forth in

Exhibit A, for the Fiscal Years 2024 and 2025 San Mateo County Shuttle Program call for projects; and

2. Make a one-time exception to the Strategic Plan guidelines for the FY 2024-2025 CFP to waive the requirement for existing shuttle sponsors to provide a 50% match if they did not meet the “operating cost per passenger” benchmark during the prior cycle.

Regularly passed and adopted this 5th day of January, 2023 by the following vote:

Ayes:

Noes:

Absent:

Chair, San Mateo County Transportation Authority

Attest:

Authority Secretary

Exhibit A



**San Mateo County Shuttle Program Joint SMCTA & C/CAG
Call for Projects FY 2024 & FY 2025 Guidelines and Evaluation Criteria**

Program Overview

The San Mateo County Shuttle Program Call for Projects (CFP) for fiscal year (FY) 2024 and 2025 guidelines and scoring criteria are provided in this document to assist local jurisdictions with applying for funding for commuter and community shuttles. The Shuttle Program is made up of a combination of the City/County Association of Governments of San Mateo County (C/CAG) Local Transportation Services Program and the San Mateo County Transportation Authority (TA) Measure A sales tax funds. This combined funding program offers an estimated \$11,000,000 available on a competitive basis for a two-year funding cycle (\$10 million from the TA and \$1 million from C/CAG). The funding for this CFP is intended to start new local transportation services, augment existing services, or continue projects previously funded by the Shuttle Program. Shuttles funded through this Program must be open to the general public, and must conform to all applicable federal, state and local laws and regulations.

Program Eligibility

Eligible applicants, including local jurisdictions and/or public agencies within San Mateo County, can apply for funding to establish local shuttle services designed to assist resident and employee travel within the County and/or to connect with regional transportation service (e.g., major SamTrans routes, Caltrain, BART, ferries). Although a public agency must be the applicant for the funds, they may use another entity such as the San Mateo County Transit District (District), the Peninsula Traffic Congestion Relief Alliance (Commute.org) or others to manage and/or operate the service. Similarly, employers and private entities are not eligible to apply directly, but may partner with a local jurisdiction or public agency to sponsor a project. Projects that are coordinated among multiple jurisdictions are encouraged.

Updated Guidelines and Evaluation Approach

In September 2021, the District and the Peninsula Corridor Joint Powers Board (JPB) adopted the [Peninsula Shuttle Study](#) (Study) that was conducted in coordination with the TA, C/CAG, and Commute.org to streamline the management and operations of the multi-agency Peninsula Shuttle Program. The primary focuses of the study were to modernize data management, enhance rider communication, and simplify core management roles. As part of the process, the Study recommended new General Guideline Requirements & Screening Criteria (Attachment A) and Evaluation & Scoring Metrics (Attachment B) for the TA and C/CAG to use as part of the CFP grant process. The new approach focuses on data-driven performance metrics and simplifies the application process for sponsors.

Match Requirement Changes Due to COVID-19 Pandemic

Project sponsors must provide a minimum of 25% of non-C/CAG or Measure A Local Shuttle program funds toward the total cost of the program proposed for funding. In previous cycles, a 50% match was required for sponsors of existing shuttles that have failed to meet the “operating cost per passenger” benchmark during the prior cycle. However, given the COVID-19 pandemic and varying return to work practices in San Mateo County, this criteria will not be assessed this cycle. The source of matching funds is at the discretion of the project sponsor, however, as noted above, matching cannot be C/CAG funds or TA Measure A Local Shuttle Program funds. Direct costs for operations, marketing and administration of shuttles are eligible.

Process for New Proposed Shuttle Services

Sponsors of new shuttles are required to attend a pre-submittal meeting with TA staff, District operations planning staff (for community and commuter shuttles), and Commute.org (for commuter shuttles only) for shuttle technical assistance prior to the submittal of an application. In the pre-submittal meeting, staff will agree on the most appropriate technical metrics to be used as assumptions for assessing the proposed service during the CFP. District staff will also confirm that the shuttle route(s) generally do not duplicate SamTrans fixed-route services and will make routing or stop suggestions. It is strongly recommended that project sponsors for new routes schedule appointments as soon as possible, but no later than February 3, 2022, to ensure sufficient time for staff to set up the meeting and provide technical assistance recommendations. Please contact Patrick Gilster directly at gilsterp@samtrans.com to schedule a meeting.

Submitting Applications

The application deadline is 4:00 p.m. Friday, February 24, 2023. Each application must include all information identified in the applications listed below and must be completed with the attached Microsoft Word application forms. Projects (both new and existing) may be considered for reduced funding in the event that there are insufficient funds to fully fund the requested amount. To apply, email one electronic copy of the application to gilsterp@samtrans.com and williamsj@samtrans.com.

Call for Projects Schedule

- November 28, 2022 – C/CAG Congestion Management and Environmental Quality Committee (CMEQ) Presentation
- December 15, 2022 – C/CAG Congestion Management Technical Advisory Committee (TAC) Presentation
- January 3, 2023 – TA Citizen’s Advisory Committee (CAC) Presentation
- January 5, 2023 – TA Board of Directors Presentation
- January 12, 2023 – C/CAG Board of Directors Presentation
- January 13, 2023 – Call for Projects Officially Released
- February 24, 2023 – Applications Due to the TA by 4:00 PM
- March & April 2023 – SamTrans Operations Planning Shuttle Network Concurrence & CFP Evaluation Committee Scoring Period
- May 2023 – Draft Recommendations Presentation to TA CAC & Board and C/CAG CMEQ & TAC
- June 2023 – Final Shuttle Program Adoption by TA & C/CAG Board of Directors

Link to Application Materials

All the CFP details and application materials can be found using the link below.

<https://www.smcta.com/whats-happening/call-projects>

Exhibit A

Attachment A. General Guideline Requirements and Screening Criteria

All proposed shuttle applications must meet all of the guideline requirements and screening criteria listed in the table below and include the appropriate attachments with the applications.

Criteria	Description
Eligibility	
Project is located in San Mateo County	Shuttle serves residents or employers in San Mateo County
Applicant is an eligible agency	Applicants may include local jurisdiction or Commute.org; may also be partnered with other public, non-profit, or private entities to co-sponsor
Applicant provides a governing board resolution (Attachment 1)	Applicant provides a board resolution in support of the proposed shuttle service application which includes the following: service description and benefits, total project cost and matching funds provided, certifies non-supplantation of funds, and authorizes Sponsor's Chief Executive or City/Town Manager (or similar) to execute a funding agreement with the TA or C/CAG
Need & Service Principles	
Shuttle provides coordinated first/last mile connection to a major transit station or regional bus route	Eligible services include Caltrain, BART, WETA, and regional bus routes (including SamTrans ECR, 292, 110, 17, and 294, as well as Dumbarton Express)
Shuttle is open to the public and serves a range of users	Shuttles do not limit public access. A single employer does not account for >75% of ridership based on survey data.
Shuttle vehicles are ADA-accessible and can accommodate bicycles	Shuttle provider opts into District shuttle contract or provides vehicle specifications and photos of independently-operated shuttle vehicles
Operations & Readiness	
Applicant provides an operating plan and service map (Attachment 2)	Applicant provides operating plan summarizing proposed schedule, stops, and operator. Applicant provides photos of stops. Applicant agrees to notify the TA, C/CAG, and District in writing of service changes in advance of implementation or risk losing funding for periods where changes were implemented.
SamTrans Shuttle Network Concurrence Review	District Operations Planning will provide a concurrence review of all submitted applications to assess the entire network of shuttles. The review will assess overlap with existing and proposed bus/shuttle services and access for equity focus areas. Applicants agree to incorporate route or stop modifications recommendations, where feasible.
Monitoring and quarterly reporting	Applicant agrees provide AVL and APC data to the District (either via their own system or one provided by the District). Applicant agrees to provide quarterly files summarizing ridership by stop and by trip (in format specified by the District), participation in annual survey by the District, and preparation of quarterly financial/progress reports required by the TA or C/CAG. Applicant agrees to manage customer service and rider feedback with summaries provided in quarterly progress reports.
Funding plan	Minimum match of 25% is required. C/CAG funds and TA Measure A Local Shuttle Program funds are not eligible as match. No increased match will be required this cycle for underperforming existing shuttles due to the impacts of the COVID-19 pandemic. Funding plan may include costs directly tied to the shuttle service, such as leasing vehicles, operations, marketing and outreach, and staff time directly associated with shuttle administration are eligible. Vehicle purchase and overhead, indirect or other staff costs are not eligible.
Customer Service/Information	
Applicant provides a Marketing plan (Attachment 3)	Marketing plan identified to provide information and marketing materials to potential riders. Applicant will be responsible for providing the District with a GTFS feed accompanied by a list and map of stops for use on the District website, app, and third-party trip planning and real-time tracking apps.
Provide signage at all stops	Applicant agrees to install signage at all stop locations.

Exhibit A

Attachment B. Evaluation and Scoring Metrics

Table B.1 below summarizes the application metrics and questions along with the associated possible points. Table B.2 summarizes the weightings based on whether an application is a previously funded existing shuttle from FY 2023 or is a newly proposed service.

Table B.1 Application Metrics and Scoring Rubric

Criteria	Description	Points Possible	Responsibility	Methodology Notes
Goal 1: Equity				
1.1 - Serves residents in a SamTrans Equity Zone	Shuttle serves residents in an Equity Zone as identified by Reimagine SamTrans	0 - No 1 - Yes	Coverage of proposed routes, populated by TA Staff	Route design reflects intent to connect residents of a Community of Concern to regional transit
1.2 - Serves lower income riders	Percent of riders potentially qualifying for very low income housing assistance	1 - 0% to 19% 2 - 20% to 39% 3 - 40% to 59% 4 - 60% to 79% 5 - 80% to 100%	Based on results of 2022 Shuttle Annual Survey, populated by TA staff	Based on annual survey data and County of San Mateo very low income housing assistance limits (by household size and income)
1.3 - Assessment of equity need	Staff review of how the proposed shuttle would serve low income communities, communities of color, seniors, or other vulnerable populations.	Scores of 1 to 5 based on quintiles of staff rankings	Written response by applicant	Based on applicant's description as well as assessment of local context. Consider how reliant riders are on the shuttle and how the shuttle serves key destinations for underserved populations.
Goal 2: First/Last Mile Need				
2.1 Overlaps with existing bus and shuttle services	Staff review of proposed shuttle relative to existing bus or shuttle service in the proposed service area	0 - Serves similar geographic area; similar span of service/headways; similar connections 1 - Serves similar geographic area but more or substantially different service (e.g. more frequent peak period service) 2 - Does not serve similar geographic area & provides new or substantially different service	Based on SamTrans Shuttle Network Concurrence Review of proposed route, populated by District staff	Geographic area defined as 1/4 mile walksheds from stops. Consider overlap with both public and private services and whether any services already have tapped into the market

Exhibit A

Criteria	Description	Points Possible	Responsibility	Methodology Notes
2.2 - Leverages matching funds	1 point for meeting the minimum match amount; 1 point for each additional match tier	1 - 25% match to 29% 2 - 30% to 34% 3 - 35% to 39% 4 - 40% to 44% 5 - 45% to 49% 6 - 50% to 54% 7 - 55% to 59% 8 - 60% to 64% 9 - 65% to 70% 10- >70%	Funding plan provided by applicant	Match subject to change based on program funding availability
2.3 - Assessment of first/last mile need	Staff review of how the proposed shuttle would address first/last mile gaps between regional transit and employment centers, residential areas, and/or activity centers	Scores of 1 to 5 based on quintiles of staff rankings	Written response by applicant	Based on applicant's description as well as assessment of local context. Consider how critical the service is for first/last mile connections to regional transit and whether other options are available.
Goal 3: Ridership				
3.1 - Daily ridership	Based on ridership data from the previous six months for existing shuttles For new shuttles, ridership potential should be qualitatively evaluated by the reviewer based on application materials, and may be assigned a ranking in comparison to a shuttle with comparable characteristics	Scores of 1 to 5 based on quintiles of applications received	Based on results of 2022 Shuttle Annual Survey, populated by TA staff	For new shuttles, comparable characteristics include: subsidized transit fares, number/density of people and jobs served, duplication with other services, serving commuter and community markets, etc.
3.2 - Productivity	Passengers per revenue hour, based on ridership and service data from the previous six months	Scores of 1 to 5 based on quintiles of applications received	Based on results of 2022 Shuttle Annual Survey, populated by TA staff	New shuttles should estimate productivity using estimated daily ridership & revenue hours
3.3 - Cost efficiency	Net subsidy per passenger for TA-C/CAG funds, based on data from previous six months. Calculation excludes matching funds.	Scores of 1 to 5 based on quintiles of applications received	Based on results of 2022 Shuttle Annual Survey, populated by TA staff	New shuttles should estimate productivity using estimated daily ridership & cost

Exhibit A

Item #14.b.
1/5/2023

Criteria	Description	Points Possible	Responsibility	Methodology Notes
3.4 - VMT reduction	Shuttles reduce vehicle miles traveled	Scores of 1 to 5 based on quintiles of applications received	Based on results of 2022 Shuttle Annual Survey, populated by TA staff	<p>VMT Prevented = [% of Riders Shifted from Driving] * [Average Length of Home-to-Work Journey by Home Zip Code] * [Average Daily Ridership]</p> <p>% of Riders Shifted from Driving = Based on annual rider survey results, what percentage of riders report that they would commute entirely by car if the shuttle did not exist</p> <p>New shuttles estimated based on comparable ridership, mode shift, and trip length estimates</p>
3.5 - Assessment of ridership growth potential	Staff review of a shuttle's potential to grow ridership.	Scores of 1 to 5 based on quintiles of staff rankings	Written response by applicant	Based on applicant's description as well as assessment of local context. Assessment should focus on whether the shuttle serves an area with significant development activity and whether it has demonstrated a sustained ridership growth trend. May also consider whether major changes to shuttle planning or TDM programs have the potential to affect ridership, such as increased GoPass participation and other transit subsidies by nearby employers, expansion of frequency or service hours, and adjustments to route to serve bidirectional markets of residents and employees.
Bonus Points				
B.1 - Clean-fuel vehicles	Shuttle does not use diesel, gasoline, or natural gas	0 - No 1 - Yes	Written response by applicant	Based on applicant's description of shuttle vehicles
B-2 - Off-peak service	Shuttle provides off-peak service (i.e., midday)	0 - No 1 - Yes	Written response by applicant	Shuttle schedule includes off-peak service (e.g. greater than 8 hours of service per day, outside of peak periods from 6-10am and 3-7pm)

Exhibit A

Criteria	Description	Points Possible	Responsibility	Methodology Notes
B-3 - Sidewalk connectivity	Most shuttle stops are provided on-street/in public right-of-way connected to sidewalks	0 - <60% of stops located on-street with sidewalk access 1 - 60-79% of stops located on-street with sidewalk access 2 - >80% of stops located on-street with sidewalk access	Photos of individual stops and sidewalk access provided by applicant	Shuttle stops located on public streets connected to sidewalks are more accessible and attract a wider range of riders. Applicants should provide a map with proposed stop locations annotated. This rating should exclude the stop at the Caltrain/BART/ferry/regional bus transfer.
B-4 - Private sector match	Shuttle includes matching funds from the private sector	0 - No 1 - Yes	Funding plan provided by applicant	Private sector match may include direct contribution of matching funds or pass-through from city fees

Table B.2 Weightings for Existing and New Shuttles

Criteria	Max Raw Points from Table B.1	Adjusted Weighting for Existing Shuttles	Adjusted Weighting for New Shuttles
1.1 - Serves residents in a SamTrans Equity Zone	1	10	15
1.2 - Serves lower income riders	5	10	0
1.3 - Assessment of equity need	5	5	10
2.1 - Overlaps with existing bus/shuttle services	2	10	10
2.2 - Leverages matching funds	10	10	10
2.3 - Assessment of first/last mile need	5	5	5
3.1 - Daily ridership	5	10	10
3.2 - Productivity	5	10	10
3.3 - Cost Efficiency	5	10	10
3.4 - VMT Reduction	5	10	10
3.5 - Assessment of ridership growth potential	5	10	10
B.1 - Clean-fuel vehicles	1	1	1
B.2 - Off-peak service	1	4	4
B.3 - Private sector match	1	1	1
B.4 - Sidewalk connectivity	2	4	4
Total Possible	58	110	110

**San Mateo County Transportation Authority
Staff Report**

To: Board of Directors
Through: April Chan, Executive Director
From: Grace Martinez, Acting Chief Financial Officer Peter Skinner, Executive Officer,
Transportation Authority
Subject: **US 101 Express Lanes: Quarterly Update on Variable Rate Bond & Phase 1 Operations**

Action

This is an informational item. No action is required.

Significance

The Board will receive a presentation on the status of the outstanding 2020 Variable Rate Demand Bonds issued by the San Mateo County Transportation Authority (TA) to finance the remaining funds needed to construct the SMCEL-JPA Express Lanes Project. Staff will discuss how recent interest rate increases may impact TA obligations and payments to the bondholders in both the near and long terms.

The Board will also receive an update on operation of the Southern Segment (Phase 1) of the US 101 Express Lanes between Whipple Avenue and Embarcadero Road for the three-month period of September through November 2022, including the monthly revenue generation and operations and maintenance expenses. In addition, the presentation will provide an overview of revenue and expenses since the Southern Segment of the Express Lanes opened on February 11, 2022.

Budget Impact

This is an informational item. There is no budget impact.

Background

On September 10, 2020, the TA issued \$100 million Subordinate Sales Tax Revenue Variable Rate Demand Bonds (Limited Tax Bonds), 2020 Series A and B to fund project costs associated with construction of the US 101 Express Lanes project and an equity program. Interest and fees on the bond are capitalized for the first three years.

The Express Lanes Project extends over a 22-mile distance from the San Mateo/Santa Clara County line to I-380 in South San Francisco. The Southern Segment of the Express Lanes, approximately 8 of the 22 miles, opened and has been in operation since February 11, 2022. Quarterly operation updates have been presented to the Board since opening of the Southern Segment.

Prepared By:	Connie Mobley-Ritter	Director, Treasury	650-508-7765
	Heba El-Guindy	Acting Director, Program and Project Delivery	650-508-6476

**San Mateo County Transportation Authority
Staff Report**

To: Board of Directors
Through: April Chan, Executive Director
From: Grace Martinez
Acting Chief Financial Officer
Subject: **Amending the Fiscal Year 2023 Budget to Increase Total Expenditures from \$166,776,919 to \$184,642,920**

Action

Staff recommends the San Mateo County Transportation Authority (TA) Board of Directors (Board) amend the Fiscal Year 2022-23 (FY 2023) Budget to reflect higher-than-budgeted FY 2022 revenues and therefore increase:

1. Measure A Categories expenditures by \$11,565,151, from \$76,331,760 to \$87,896,911 (Line 18, Attachment A);
2. Measure W Categories expenditures by \$6,300,850, from \$43,308,800 to \$49,609,650 (Line 24, Attachment A); and
3. Total FY2023 expenditures by the corresponding amount of \$17,866,001, from \$166,776,919 to \$184,642,920 (Line 34, Attachment A).

Significance

This action will update the FY 2023 TA Budget to reflect funds available for programming and allocation under the 2004 Measure A Transportation Expenditure Plan (TEP) and Measure W Congestion Relief Plan categories based on actual sales tax receipts for FY 2022.

The proposed budget amendment reflects a “true-up” in certain expenditure categories to reflect the actual amount of \$112,900,009 Measure A sales tax revenue collected in FY 2022 (Column A, Line 1 of Attachment A), which is an increase of \$16,404,469 compared to the \$96,495,540 budgeted for FY 2022, the actual amount of \$56,123,833 Measure W sales tax revenue collected in FY 2022 (Column A, Line 3 of Attachment A), which is an increase of \$7,876,063 compared to the \$48,247,770 budgeted for last year.

Expenditures

Annual Allocations

Several Annual Allocations under the Measure A and Measure W expenditure plans are percentage-based “pass-throughs” to recipients, such as to each city in San Mateo County and the County of San Mateo. These amounts are transmitted directly to the recipients when tax revenues are received. Accordingly, the differences between budgeted and actual tax revenues are not carried over from year to year and do not need to be reflected in the revised budgets as part of the true-up process.

Measure A Categories (Attachment A, Line 18): Increase of \$11,565,151

Line 18, Measure A Categories, reflects funds that are pooled by the TA for distribution to project sponsors in accordance with the 2004 TEP and as determined by the Board. The amounts budgeted for FY 2022 were based on tax revenue estimates, which were exceeded during the year. The excess revenues now must be included in the FY 2023 budget to “true-up” funds available for the following categories and projects: Alternative Congestion Relief, Dumbarton, Caltrain, Pedestrian and Bicycle Program, Local Shuttle, Streets and Highways, Grade Separation, and San Mateo County Ferry Service, all as more specifically set forth in Attachment B.

Measure W Categories (Attachment A, Line 24): Increase of \$6,300,850

The 2019-2049 Measure W program was approved on November 6, 2018 with the collection of revenue beginning on July 1, 2019. Line 24, Measure W Categories, reflects funds that are pooled by the TA for distribution to project sponsors in accordance with the Congestion Relief Plan and as determined by the Board. As with the Measure A Categories, the amounts budgeted for the Measure W Categories for FY 2022 were based on tax revenue estimates, which were exceeded during the year, requiring amendment to the FY 2023 budget to “true-up” funds available for the following categories and projects: Countywide Highway Congestion Improvements; Local Safety, Pothole and Congestion Relief Improvements - Grade Separation; Bicycle and Pedestrian Improvements, and Regional Transit Connections, all as more specifically set forth in Attachment B.

Budget Impact

The overall impact to the FY 2023 Budget is an increase of \$17,866,001 in total expenditures, from \$166,776,919 to \$184,642,920.

Background

The TA annually adopts a budget. On June 2, 2022, the Board adopted the FY 2023 Budget in the amount of \$166,776,919 per Board Resolution No. 2022-19.

Prepared By:	Cleo Liao	Manager, Budgets	650-508-7756
	Daniel Srour	Senior Budget Analyst	650-508-6302

Resolution No. 2022-

**Board of Directors, San Mateo County Transportation Authority
State of California**

* * *

**Amending the Fiscal Year 2023 Budget to Increase Total Expenditures From \$166,776,919 to
\$184,642,920**

Whereas, on November 2, 2004, the voters of San Mateo County approved the continuation of the collection and distribution by the San Mateo County Transportation Authority (TA) of the New Measure A half-cent transactions and use tax for an additional 25 years to implement the 2004 Transportation Expenditure Plan (TEP) beginning January 1, 2009; and

Whereas, on November 6, 2018, the voters of San Mateo County approved the collection and distribution of the Measure W half-cent transactions and use tax for 30 years to fund investment for transportation and public transit in accordance with the San Mateo County Congestion Relief Plan (Congestion Relief Plan); and

Whereas, the Board of Directors (Board) adopted the TA's Fiscal Year (FY) 2023 Budget on June 2, 2022, pursuant to Resolution 2022-19, based on projected tax revenues for FY2022; and

Whereas, staff recommends the Board increase the FY2023 Budget to reflect the adjusted budgeted sales tax revenues generated in FY2022, specifically to "true-up" actual sales tax receipts available for the 2004 TEP and Congestion Relief Plan categories subject to programming and allocation by the Board as follows:

1. Increase Measure A Categories expenditures for the Alternative Congestion Relief, Dumbarton, Caltrain, Pedestrian and Bicycle Program, Local Shuttle, Streets and Highways, Grade Separation, and San Mateo County Ferry Service categories by a total of \$11,565,151, from \$76,331,760 to \$87,896,911 (Line 18 of Attachment A); and
2. Increase Measure W Categories expenditures for the Countywide Highway Congestion Improvements; Local Safety, Pothole and Congestion Relief Improvements - Grade Separation; Bicycle and Pedestrian Improvements, and Regional Transit Connections categories by a total of \$6,300,850, from \$43,308,800 to \$49,609,650 (Line 24 of Attachment A); and
3. Amend total expenditures in the FY2023 Budget by \$17,866,001, from \$166,776,919 to \$184,642,920 (Line 34 of Attachment A); and

Whereas, the revised budget does not reflect the additional Measure A and Measure W sales tax revenues passed through directly to the cities in San Mateo County, the County of San Mateo, and other designated entities during FY2022, as those funds were transmitted on a percentage basis in accordance with the 2004 TEP and Congestion Relief Plan when tax revenues are received.

Now, Therefore, Be It Resolved that the Board of Directors of the San Mateo County Transportation Authority hereby amends the Fiscal Year 2023 Budget of \$166,776,919 to increase Measure A Categories expenditures by \$11,565,151, and increase Measure W Categories expenditures by \$6,300,850, for a revised total Budget of \$184,642,920 as set forth in Attachments A and B.

Regularly passed and adopted this 5th day of January, 2023 by the following vote:

Ayes:

Noes:

Absent:

Chair, San Mateo County Transportation Authority

Attest:

Authority Secretary

ATTACHMENT A

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2023 REVISED BUDGET**

	<u>FY2022 ACTUAL</u>	<u>FY2023 ADOPTED</u>	<u>FY2023 REVISED</u>	<u>FY2023 REVISED TO FY2023 ADOPTED Increase (Decrease)</u>	<u>BUDGET PERCENT CHANGE</u>	
	A	B	C	D= C-B	E = D/B	
<u>REVENUE:</u>						
1 Sales Tax - Measure A	112,900,009	108,272,000	108,272,000	-	0.0%	1
2						2
3 Sales Tax - Measure W	56,123,833	54,136,000	54,136,000	-	0.0%	3
4						4
5 Interest Income	4,005,332	4,898,970	4,898,970	-	0.0%	5
6						6
7 Rental Income	1,140,226	1,199,315	1,199,315	-	0.0%	7
8						8
9 Other Sources	734,184	400,000	400,000	-	0.0%	9
10						10
11 TOTAL REVENUE	174,903,584	168,906,285	168,906,285	-	0.0%	11
12						12
13						13
<u>EXPENDITURES:</u>						
14						14
15						15
16 Measure A Annual Allocations	32,176,502	30,857,520	30,857,520 (1)	-	0.0%	16
17						17
18 Measure A Categories	37,927,053	76,331,760	87,896,911 (1)	11,565,151	15.2%	18
19						19
20 Other Uses	20,384,838			-	100.0%	20
21						21
22 Measure W Annual Allocations	11,224,787	10,827,200	10,827,200 (1)	-	0.0%	22
23						23
24 Measure W Categories	1,645,876	43,308,800	49,609,650 (1)	6,300,850	14.5%	24
25						25
26 Oversight	1,827,208	2,250,000	2,250,000	-	0.0%	26
27						27
Administrative:						
28						28
29 Staff Support	744,466	1,546,285	1,546,285	-	0.0%	29
30 Measure A Info-Others		5,000	5,000	-	0.0%	30
31 Other Admin Expenses	1,660,637	1,650,354	1,650,354	-	0.0%	31
32 Total Administrative	2,405,103	3,201,639	3,201,639	-	0.0%	32
33						33
34 TOTAL EXPENDITURES	107,591,368	166,776,919	184,642,920	17,866,001	10.7%	34
35						35
36 EXCESS/(DEFICIT)	67,312,216	2,129,366	(15,736,635)			36
37						37
38 (1) See Attachment B for details						38

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2023 ALLOCATIONS AND EXPENDITURES**

			FY2023	FY2022 TRUE	FY2023		
		MEASURES A & W	ADOPTED	UP	REVISED		
		TEP % SHARE	BUDGET		BUDGET		
1	MEASURE A ANNUAL ALLOCATIONS:						1
2	LOCAL STREETS & TRANSPORTATION					2	
3	ALLOCATION TO LOCAL ENTITIES	22.50%	24,361,200	-	24,361,200	3	
4	SFO BART EXTENSION	2.00%	2,165,440	-	2,165,440	4	
5		Total Pass-Thru	26,526,640	-	26,526,640	5	
6	PARATRANSIT	4.00%	4,330,880	-	4,330,880	6	
7						7	
8	TOTAL ANNUAL ALLOCATIONS		30,857,520	-	30,857,520	8	
9						9	
10	MEASURE A CATEGORIES:						10
11	ALTERNATIVE CONGESTION RELIEF	PROJECT				11	
12	Available for future ACR projects	000903	504,320	164,045	668,365	12	
13	Commute.org TDM program	000807	578,400		578,400	13	
14	DUMBARTON	100263	2,165,440	328,089	2,493,529	14	
15	CALTRAIN *	000907	17,323,520	2,624,715	19,948,235	15	
16	PEDESTRIAN AND BICYCLE PROGRAM	000816	3,248,160	492,134	3,740,294	16	
17	LOCAL SHUTTLE	000902	4,330,880	656,179	4,987,059	17	
18	STREETS AND HIGHWAYS					18	
19	Key congested corridors program	000900	18,731,056	2,837,973	21,569,029	19	
20	Supplemental roadway projects	000901	11,043,744	1,673,256	12,717,000	20	
21	GRADE SEPARATION	100258	16,240,800	2,460,670	18,701,470	21	
22	SAN MATEO COUNTY FERRY SERVICE	000905	2,165,440	328,089	2,493,529	22	
23						23	
24	TOTAL MEASURE A CATEGORIES		76,331,760	11,565,151	87,896,911	24	
25	STAFF SUPPORT	1.00%	1,082,720	-	1,082,720	25	
26	TOTAL MEASURE A SALES TAX		108,272,000	11,565,151	119,837,151	26	
27						27	
28	MEASURE W ANNUAL ALLOCATIONS:**						28
29	LOCAL SAFETY, POTHOLE AND CONGESTION RELIEF IMPROVEMENTS					29	
30	ALLOCATION TO LOCAL ENTITIES	10.00%	10,827,200	-	10,827,200	30	
31						31	
32	MEASURE W CATEGORIES: **						(1) 32
33	COUNTYWIDE HIGHWAY CONGESTION IMPROVEMENTS	100422	23,386,752	3,402,459	26,789,211	33	
34	TDM ***	100671	974,448	141,769	1,116,217	34	
35	LOCAL SAFETY, POTHOLE AND CONGESTION RELIEF IMPROVEMENTS					35	
36	GRADE SEPARATION	100423	2,706,800	393,803	3,100,603	36	
37	BICYCLE AND PEDESTRIAN IMPROVEMENTS	100424	5,413,600	787,606	6,201,206	37	
38	REGIONAL TRANSIT CONNECTIONS	100425	10,827,200	1,575,213	12,402,413	38	
39	TOTAL MEASURE W CATEGORIES		43,308,800	6,300,850	49,609,650	39	
40						40	
41	TOTAL MEASURE W SALES TAX		54,136,000	6,300,850	60,436,850	41	

* Unlike prior years, in which 8% of the Measure A funds are allocated to Caltrain for Operations, TA will retain the 16% allocation for Caltrain in FY23. If funds are needed for Caltrain capital needs in FY23, TA staff will review the request with the TA Board in subsequent meetings.

** Percents reflect 50% of the total Half Cent Sales Tax related to Measure W

*** 4% of Measure W Countywide Highway allocated to the TDM subcategory

(1) Note: 1% of the total Measure W Categories will be reserved for Staff Support