



#### BOARD OF DIRECTORS 2021

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# AGENDA

## CITIZENS ADVISORY COMMITTEE MEETING

### SAN MATEO COUNTY TRANSPORTATION AUTHORITY

**Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to [Assembly Bill 361](#) (Government Code Section 54953).**

Directors, staff and the public may participate remotely via Zoom at <https://samtrans.zoom.us/j/92830199143?pwd=djhSTlhqTkV4alk3anVWRThWSXFnUT09> or by entering Webinar ID: **928 3019 9143**, Passcode: **602531** 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. The video live stream will be available during or after the meeting at <https://www.smcta.com/whats happening/boardofdirectors/video.html>.

**Public Comments:** Members of the public are encouraged to participate remotely. Public comments may be submitted to [publiccomment@smcta.com](mailto: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 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/boardofdirectors/boardofdirectorscalendar.html>

Oral public comments will also be accepted during the meeting through Zoom\* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Use the Raise Hand feature to request to speak. For participants calling in, dial \*67 if you do not want your telephone number to appear on the live broadcast. Callers may dial \*9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak and callers should dial \*6 to unmute themselves when recognized to speak for three minutes or less. The CAC Chair shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

**November 30, 2021 – Tuesday**

**4:30 pm**

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Public Comment For Items Not on the Agenda

Public testimony by each individual speaker shall be limited to three (3) minutes

**TA Citizens Advisory Committee Members 2021:** Barbara Arietta (Chair), Diana Bautista, An Chen, Ken Chin, John Fox (Vice Chair), Rich Hedges, Naomi Hsu, Karen Kuklin, Sandra Lang, Jeff Londer, Peter Ohtaki, Dave Reed, Mario Rendon

**Staff Liaison:** Joe Hurley, Transportation Authority Director

**CAC Secretary:** Jean Brook

- 4) Consent Calendar
  - a) Approval of Minutes of the CAC Meeting of November 2, 2021 MOTION

**TA Board Meeting Agenda for December 2, 2021**

- b) **TA Board Item 5 (a)** Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board's and Committees' Ability to Meet Safely in Person MOTION
- c) **TA Board Item 5 (c)** Acceptance of Statement of Revenues and Expenditures for the Period Ending October 31, 2021 MOTION
- d) **TA Board Item 5 (d)** Acceptance of Capital Projects Quarterly Status Report for 1st Quarter Fiscal Year 2022 MOTION
- e) **TA Board Item 5 (e)** Award of Contract to Provide Financial Audit Services MOTION
- 5) **TA Board Item 11 (a)** Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook MOTION
- 6) **TA Board Item 10 (a)** Alternative Congestion Relief/Traffic Demand Management Draft PI INFORMATIONAL
- 7) **TA Board Item 11 (b)** Programming and Allocation of \$113,968,000 in Measure A and Measure W Highway Program Funds for Twelve Highway Projects and Request Programming and Allocation of \$2,302,000 in Local Partnership Formula Funds MOTION
- 8) **TA Board Item 12** State and Federal Legislative Update INFORMATIONAL
- 9) **TA Board Item 13** 2022 Draft Legislative Program INFORMATIONAL
- 10) Report of the Chair
- 11) Report from Staff
- 12) Member Comments/Requests

Committee members may make brief statements regarding CAC-related areas of concern, ideas for improvement, or other items that will benefit or impact the TA or the CAC
- 13) Date/Time of Next Regular Meeting: Tuesday, January 4, 2022, 4:30 pm via Zoom teleconference (additional location, if any, to be determined)
- 14) 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 [www.smcta.com](http://www.smcta.com). Communications to the Board of Directors can be emailed to [board@smcta.com](mailto: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 Meetings**

The Transportation Authority (TA) meets regularly on the first Thursday of the month at 5:00 pm. The TA Citizens Advisory Committee (CAC) meets regularly on the Tuesday prior to the first Thursday of the month at 4:30 pm at the San Mateo County Transit District Administrative Building.

### **Location of Meeting**

\*Should Zoom not be operational, please check online at [https://www.smcta.com/whats happening/board\\_of\\_directorscalendar.html](https://www.smcta.com/whats happening/board_of_directorscalendar.html) for any updates or further instruction.

### **Public Comment**

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[https://www.smcta.com/whats happening/board\\_of\\_directorscalendar.html](https://www.smcta.com/whats happening/board_of_directorscalendar.html).

Oral public comments will also be accepted during the meeting through Zoom or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM and each commenter will be automatically notified when they are unmuted to speak for two minutes or less. The CAC Chair shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

### **Accessible Public Meetings/Translation**

Written materials in appropriate alternative formats, disability-related modification/accommodation, as well as sign language and foreign language interpreters are available upon request; all requests must be made at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email [titlevi@samtrans.com](mailto:titlevi@samtrans.com); or request by phone at 650-622-7864 or TTY 650-508-6448.

### **Availability of Public Records**

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**CITIZENS ADVISORY COMMITTEE (CAC)  
MEETING MINUTES**

**NOVEMBER 2, 2021**

**MEMBERS PRESENT:** B. Arietta (Chair)\*, D. Bautista, A. Chen, K. Chin, R. Hedges\*, N. Hsu,  
(Via  
Teleconference) K. Kuklin, S. Lang, J. Londer, P. Ohtaki, D. Reed (joined at 5:06 pm)

**MEMBERS ABSENT:** J. Fox (Vice Chair), M. Rendon

**STAFF PRESENT:** P. Skinner, A. Chan, J. Hurley, A. Linehan, P. Gilster, J. Williams,  
J. Lipps, J. Brook

\* Rich Hedges chaired the meeting in place of Chair Barbara Arietta due to the technical considerations of conducting the meeting via teleconference.

## **1) CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Rich Hedges, filling in for Vice Chair John Fox, called the meeting to order at 4:31 pm and asked Jeff Londer to lead the Pledge of Allegiance.

## **2) ROLL CALL**

CAC Secretary Jean Brook called the roll. A quorum was present.

## **3) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

There were no comments.

## **4) CONSENT CALENDAR**

- a) Approval of Minutes of the CAC Meeting of October 5, 2021
- b) TA November 4, 2021 Board Item 5 (a) Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board's and Committees' Ability to Meet Safely in Person
- c) TA November 4, 2021 Board Item 5 (b) Approval of Minutes of the Board of Directors Meeting of October 7, 2021
- d) TA November 4, 2021 Board Item 5 (c) Acceptance of Statement of Revenues and Expenditures for the Period Ending September 30, 2021
- e) TA November 4, 2021 Board Item 5 (d) Authorize the Filing of an Application for \$12,858,000 of Regional Transportation Improvement Program Funds for the Design Phase of the SR 92/US 101 Direct Connector Project
- f) TA November 4, 2021 Board Item 11 (a) Acceptance of the Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2021

**g) TA November 4, 2021 Board Item 11 (b) Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook**

Sandra Lang requested to pull Item #4d, Peter Ohtaki requested to pull Item #4f, and Chair Arietta requested to pull #4g from the Consent Calendar

The Board voted to approve Items #4a, 4b, 4c, and 4e.

Motion/Second: Lang/Arietta

Ayes: Arietta, Bautista, Chen, Chin, Hedges, Hsu, Kuklin, Lang, Londer, Ohtaki

Absent: Fox, Reed, Rendon

Regarding #4d, Ms. Lang asked about the meaning of "oversight." Joe Hurley, TA Director, said there was oversight support associated with each of the program categories in addition to individual projects, which is tapped to fund staff effort at a programmatic rather than project level.

Regarding #4f, Mr. Ohtaki said he thought it should not have been placed on consent since he thought it required a presentation and more discussion. Other CAC members opined that it should not be on consent in the future.

Regarding #4g, Chair Arietta said she had questions about inflation. She supported the idea of having future quarterly reports not be on consent.

The Board voted to approve Items #4d, 4f, and 4g.

Motion/Second: Arietta/Ohtaki

Ayes: Arietta, Bautista, Chen, Chin, Hedges, Hsu, Kuklin, Lang, Londer, Ohtaki

Absent: Fox, Reed, Rendon

**5) UPDATE ON SMCTD WEBSITE REPLACEMENT PROJECT**

Jeremy Lipps, Digital Communications Manager, provided the presentation.

*Dave Reed joined the meeting at 5:06 pm.*

Ms. Lang asked if there was any online help available for website users. Mr. Lipps said the hope is that the new site would be intuitive.

Mr. Ohtaki asked if the shuttle schedules could be integrated into the SamTrans and Caltrain sites. Mr. Lipps said that there are new directives coming with GTFS (General Transit Feed Specification) code for the shuttle services so that the schedules show up in transit-related apps such as Google Maps.

Diana Bautista said she liked the look and layout of the website.

Mr. Hedges asked if the new site would connect with apps like NextBus that shows when the next bus will arrive. Mr. Lipps said not now, but the site would be able to handle the integration. Mr. Hedges said he was surprised at the cost of making PDFs accessible according to the ADA (Americans with Disabilities Act).

**6) TA NOVEMBER 4, 2021 BOARD ITEM 10 (a) SAN MATEO US 101 EXPRESS LANES QUARTERLY PROJECT UPDATE**

Leo Scott, Co-Project Manager, Gray-Bowen-Scott, provided the presentation.

Ms. Bautista praised the presentation and said she was excited for the opening of the project.

Mr. Hedges asked if there would be warning tickets for users after opening. Mr. Scott said that the CHP (California Highway Patrol) had the discretion to issue warnings or tickets as they see fit.

Chair Arietta asked how the CHP determines how many occupants are in the cars. Mr. Scott said the only reliable method at this time is visual observation. He said that users of the express lanes must first set their switchable transponders in the correct position: 1, 2, or 3. Mr. Hurley added the JPA has a contract with CHP for enhanced enforcement for express lanes tolling.

#### **7) TA NOVEMBER 4, 2021 BOARD ITEM 10 (b) 2021 HIGHWAY PROGRAM CALL FOR PROJECTS DRAFT RECOMMENDATIONS**

Patrick Gilster, Manager, Programming and Monitoring, provided the presentation.

Dave Reed asked about funding sources. Mr. Gilster explained that they would not be using all the available original Measure A funding in Option #2; he said it would just be to fill the funding gaps to award all the eligible requests that came in. He added that Option #3 would use all the available funds plus funding from the TA's Local Partnership Program (LPP) part of the SB-1 (Senate Bill 1) Program.

Ms. Lang asked about the scope description for US 101/Peninsula Avenue Interchange. Mr. Gilster said there would be additional stakeholder engagement throughout the environmental phase. Mr. Hurley said there would be ample opportunities for the public to review and comment on the project as it gets scoped and technical studies are developed. Ms. Lang asked what a buttonhook off-ramp was. Mr. Hurley said it was the type of off-ramp at Poplar Avenue.

Mr. Ohtaki asked if there were any sponsors at the workshops whose projects did not get submitted. Mr. Gilster said they had not had a debrief with those sponsors and would likely announce another request as they did for the ped/bike (pedestrian/bicycle) program. Mr. Ohtaki asked if there were any reservations expressed by applicants over their share of funding. Mr. Gilster said most sponsors understood they would have to have some level of investment in the projects to receive funding.

Chair Arietta and others expressed their strong support of Option #3, which includes funding for the Highway 1/Manor Drive overcrossing in Pacifica.

#### **8) TA NOVEMBER 4, 2021 BOARD ITEM 12 STATE AND FEDERAL LEGISLATIVE UPDATE**

Amy Linehan, Public Affairs Specialist, provided a summary of federal and state legislation. She said Congress is still trying to come to an agreement on the infrastructure bill. She said the President presented a trimmed-down version of the Build Back Better framework provides some funding for transportation. She said the infrastructure bill may pass the House as soon as this week.

She reported the state legislature is in recess until early January.

**9) REPORT OF THE CHAIR**

Chair Arietta provided an update on the October 29 Caltrain governance committee meeting.

**10)REPORT FROM STAFF**

Mr. Hurley provided a summary of ongoing projects. He noted the ribbon-cutting on October 13 in Half Moon Bay. He announced the November 17 workshop on preparing for the future of autonomous vehicles.

**11)MEMBER COMMENTS/REQUESTS**

Mr. Hedges suggested the idea of creating a grade separation district to pursue large-scale state and federal grants. Chair Arietta concurred that funding for grade separations is a top priority. Mr. Hedges said that there needs to be more cooperation from local government regarding autonomous vehicles.

**12)DATE, TIME, AND PLACE OF NEXT REGULAR MEETING**

Vice Chair Fox announced that the next meeting would be held on Tuesday, November 30, 2021 at 4:30 pm, with teleconference or location details to be provided prior to the meeting.

**13)ADJOURNMENT**

The meeting adjourned at 6:26 pm.