



# AGENDA

## CITIZENS ADVISORY COMMITTEE MEETING

### SAN MATEO COUNTY TRANSPORTATION AUTHORITY

Bacciocco Auditorium, 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos, CA 94070

**November 5, 2019 – Tuesday**

**4:30 pm**

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Approval of Minutes from October 1, 2019 MOTION
- 4) Approval of 2020 CAC Meeting Calendar MOTION
- 5) Public Comment For Items Not on the Agenda  

Public testimony by each individual speaker shall be limited to three (3) minutes
- 6) **Transportation Authority Board Meeting Agenda for November 7, 2019:**
  - 12 (a) State and Federal Legislative Update INFORMATIONAL
  - 11 (a) Approve Funding for San Mateo US 101 Managed Lanes South of I-380 Project MOTION
  - 11 (b) Approve Funding for San Mateo US 101 Managed Lanes North of I-380 Project MOTION
  - 11 (c) Programming and Allocation of Measure A Funds in the Amount of \$11.3 Million for the South San Francisco Caltrain Station Improvement Project MOTION
  - 12 (b) 2019 Caltrain Annual Passenger Count INFORMATIONAL
  - 6 (b) Acceptance of Statement of Revenues and Expenditures for September 2019 MOTION
  - 6 (c) Acceptance of Quarterly Investment Report for the Period Ending September 30, 2019 MOTION

**TA Citizens Advisory Committee Members 2019:** Barbara Arietta (Chair), Diana Bautista, An Chen, Ken Chin, John Fox (Vice Chair), Steven Green, Rich Hedges, Naomi Hsu, Karen Kuklin, Jeff Londer, Olma O' Neill, Peter Ohtaki, Dave Reed, Mario Rendon, Daniel Ross-Jones

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

**CAC Secretary:** Jean Brook

San Mateo County TA CAC Meeting  
Agenda for November 5, 2019

**6 (d)** Approval of the 2020 Board of Directors Calendar

MOTION

**6 (a)** Approval of Minutes of the Board of Directors Meeting  
of October 3, 2019

INFORMATIONAL

7) Report of the Chair

8) Report from Staff

9) 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

10) Date/Time of Next Regular Meeting: Tuesday, December 3, 2019, 4:30 pm at San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA 94070

11) 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 Authority Website at [www.smcta.com](http://www.smcta.com). Communications to the Board of Directors can be e-mailed to [board@smcta.com](mailto:board@smcta.com).

#### **Location, Date and Time of Regular Meetings**

Regular meetings are held at the San Mateo County Transit District Administrative Building located at 1250 San Carlos Ave., San Carlos, which is located one block west of the San Carlos Caltrain Station on El Camino Real. The building is also accessible by SamTrans bus routes ECR, 260, 295 and 398. Additional transit information can be obtained by calling 1-800-660-4287 (TTY 650-508-6448) or 511.

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 first Thursday of the month at 4:30 p.m. at the San Mateo County Transit District Administrative Building.

#### **Public Comment**

If you wish to address the Board, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Board and included for the official record, please hand it to the Authority Secretary, who will distribute the information to the Board members and staff.

Members of the public may address the Board on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to one minute and items raised that require a response will be deferred for staff reply.

#### **Accessibility for Individuals with Disabilities**

Upon request, the TA 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 public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to the Authority Secretary at the San Mateo County Transportation Authority, 1250 San Carlos Avenue, San Carlos, CA 94070-1306 or emailed to [board@smcta.com](mailto:board@smcta.com); or by phone at 650-508-6279, or TTY 650-508-6448.

#### **Availability of Public Records**

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

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

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

**OCTOBER 1, 2019**

**MEMBERS PRESENT:** B. Arietta (Chair), D. Bautista (left at 6:21 pm), A. Chen, K. Chin, J. Fox (Vice Chair) (left at 6:10 pm), S. Green, N. Hsu, K. Kuklin, J. Londer, P. Ohtaki, M. Rendon

**MEMBERS ABSENT:** R. Hedges, O. O'Neil, D. Reed, D. Ross-Jones

**STAFF PRESENT:** D. Hansel, J. Hurley, J. Taylor, J. Slavitt, L. Low, J. Epstein, P. Kwan, J. Brook

Chair Barbara Arietta called the meeting to order at 4:33 pm and requested that John Fox lead the Pledge of Allegiance.

**APPROVAL OF MINUTES OF THE TA CAC MEETING OF SEPTEMBER 3, 2019**

Jeff Londer requested a minor correction be made on Page 1 under "Staff Present." The Committee voted on the minutes as amended.

Motion/Second: Bautista/Chin

Ayes: Arietta, Bautista, Fox, Green, Kuklin, Londer, Ohtaki, Rendon

Abstentions: Chen, Chin, Hsu

Absent: Hedges, O'Neill, Reed, Ross-Jones

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

None.

**TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR OCTOBER 3, 2019**

**10 (b) Award of Contracts to Provide On-Call Environmental Planning, Permitting, and Support Services**

Julie Taylor, Director of Contracts and Procurement, presented a staff report.

Chair Arietta asked if the three firms selected were incumbent. Ms. Taylor said that they were. She said that the 11 other firms were sub-consultants. Chair Arietta asked if any were Disadvantaged Business Enterprises (DBEs). Ms. Taylor said that she would get back to her.

Jeff Londer asked how much money from the last contract had been spent. Joe Hurley, TA Director, said he would get back to him.

Ms. Taylor said that the TA does not have a DBE program, so no special preference was given to DBEs. Mr. Hurley said that the TA was likely moving in that direction. Chair Arietta asked how the TA could encourage more competition in the future. Ms. Taylor said that the contract was very small and that there is not a lot of competition for such contracts.

Ken Chin asked if all sub-consultants are required to be listed on the contract and Ms. Taylor said that they are.

Motion/Second: Kuklin/Londer

Ayes: Arietta, Bautista, Chen, Chin, Fox, Green, Hsu, Kuklin, Londer, Ohtaki, Rendon

Absent: Hedges, O'Neill, Reed, Ross-Jones

### **10 (c) Award of Contract to Provide On-Call Construction Management Services for the US 101 Express Lanes Project**

Ms. Taylor presented a staff report.

Mr. Hurley said that the selected firm has a lot of experience on the Express Lanes Project working side by side with Caltrans.

Peter Ohtaki asked if the TA would be able to recoup any money from Caltrans for the project. Mr. Hurley explained that that is not how the contract is structured. He said that these services will supplement Caltrans staffing, not replace it. He added that the TA would tap into project funding to pay for the contracted services. He said it was unlikely that they would use the entire \$3.1 million amount but would like to have some reserve in case the need for it arises.

Ms. Taylor said that this was a small, but long-term contract and noted that small businesses and DBEs often become subcontractors of a prime contractor. Chair Arietta asked if the Zoon proposal mentioned small business.

Motion/Second: Bautista/Kuklin

Ayes: Arietta, Bautista, Chen, Chin, Fox, Green, Hsu, Kuklin, Londer, Ohtaki, Rendon

Absent: Hedges, O'Neill, Reed, Ross-Jones

### **11 (c) State and Federal Legislative Update**

Lori Low, Government and Community Affairs Officer, briefly summarized highlights of recent federal and state legislation. She introduced Amy Linehan, who she said would be providing the TA CAC legislative update starting next month.

Ms. Low said that the President signed a continuing resolution to fund the federal government through November 21. She said that the Senate Appropriation Committee approved a draft of their Fiscal Year 2020 transportation bill on September 19.

She said that the final matrix of state legislation showing which bills passed will be in the November Board packet. She said that Governor Newsom signed an Executive Order on reducing emissions in the public sector.

**10 (a) Authorization of Loan to Partially Fund Fiscal Year 2020 Operations of San Mateo County Express Lanes Joint Powers Authority**

Derek Hansel, Chief Financial Officer, presented a staff report.

Mr. Londer asked if C/CAG (City/County Association of Governments of San Mateo County) has approved the loan. Mr. Hansel said they would do so at their October meeting.

Mario Rendon asked if there would be another loan in 2021. Mr. Hansel said that yes, there would be a series of loans until the facility is generating revenue.

Naomi Hsu asked if the loan is a capital loan. Mr. Hansel said the current loan is an operating loan that is within the TA's budget.

Motion/Second: Chin/Bautista

Ayes: Arietta, Bautista, Chen, Chin, Fox, Green, Hsu, Kuklin, Londer, Ohtaki, Rendon

Absent: Hedges, O'Neill, Reed, Ross-Jones

**10 (d) Allocation of Construction Funds for SR 1 Safety and Operational Improvements in Half Moon Bay**

Pam Kwan, Project Manager, presented a staff report.

Mr. Rendon expressed his support for the project and said that it represented a huge safety improvement for the area.

Motion/Second: Ohtaki/Bautista

Ayes: Arietta, Bautista, Chen, Chin, Fox, Green, Hsu, Kuklin, Londer, Ohtaki, Rendon

Absent: Hedges, O'Neill, Reed, Ross-Jones

**11 (a) 101/SR 92 Interchange Projects Update**

Ms. Kwan gave a presentation on the planned interchange project.

Ms. Hsu said that a 2016 law requires investigation of using reversible lanes. Ms. Kwan said that that has been part of their Statement of Work. Mr. Hurley said that having reversible lanes is a way to get the best use out of an expensive structure.

Mr. Ohtaki said that Alternative 1 does not help the evening commute, while Alternative 2 addresses the evening peak traffic.

Ms. Bautista said that the Golden Gate Bridge is a current example of the use of reversible lanes. She said that drivers may be more likely to cut in line with the widening of the 92 on-ramp.

Mr. Chin had multiple questions and comments about the project.

Chair Arietta asked what the lane widths are. Ms. Kwan said that the standard width is 12 feet, while what is being considered is 11 feet. Chair Arietta asked how northbound 101 to eastbound 92 lanes will be impacted. Ms. Kwan said that a detailed traffic analysis revealed that narrow lanes are justified to mitigate congestion and slower traffic.

John Fox asked if the commute pattern is likely to continue. He emphasized using the best economic planning and forecasting possible.

Mr. Rendon asked about the options on the auxiliary lanes. Ms. Kwan said that the 92 Interchange and the Hillsdale exit are only one-half mile apart instead of the standard one mile. She said that combining those two interchanges is not possible since that would impact several homes.

An Chen commented on dangerous traffic patterns and cut-through traffic. Ms. Kwan said that the long-term goal is to reduce congestion at the interchanges.

Steven Green asked for clarification that the only way the project encourages transit and carpool use is through the connection to the express lanes. Ms. Kwan said that that was true and that the project also encompasses building a managed lanes system within the interchange.

Mr. Londer asked if the project was within the Caltrans right of way. Ms. Kwan said that based on the preliminary study, there may be the need for a right of way outside the Caltrans right of way.

### **11 (b) Minor Amendment of 2004 Transportation Expenditure Plan to Allow the TA to Sponsor the 101/SR 92 Interchange Projects**

Mr. Hurley said that Caltrans does not usually act as the lead for this type of project, which ideally would be a Countywide agency. He said that cities requested that the TA and C/CAG take on the role of project lead, as was done for the 101 Express Lanes Project.

Mr. Chin asked if the TA had adequate staff to lead the project. Mr. Hurley said the TA was onboarding on-call consultants.

Mr. Ohtaki asked if other counties have had similar arrangements. Mr. Hurley noted that both Alameda and Santa Clara Counties had done so. Chair Arietta asked if this type of arrangement had had a positive outcome for those counties.

Motion/Second: Bautista/Londer

Ayes: Arietta, Bautista, Chen, Chin, Fox, Green, Hsu, Kuklin, Londer, Ohtaki, Rendon

Absent: Hedges, O'Neill, Reed, Ross-Jones

### **11 (d) Update on the 2020-2024 TA Strategic Plan**

Joel Slavitt, Manager, Programming and Monitoring, gave a presentation on the plan criteria and Jessica Epstein, Government and Community Affairs Officer, talked about the public outreach process.

*John Fox left the meeting at 6:10 pm.*

Mr. Ohtaki said that more grade separations are needed. Mr. Slavitt said that Caltrain is exploring state and federal funding sources.

Mr. Chin had multiple questions about project sponsors.

Mr. Slavitt discussed the weighting of the Core Principles.

*Diana Bautista left the meeting at 6:21 pm.*

Public Comment:

- Vanessa Castro, San Mateo County Office of Education, thanked the TA for funding Safe Routes to School (SRTS).
- Sandhya Laddha, Silicon Valley Bicycle Coalition(SVBC)/TEAMC, said that she appreciates the SRTS funding. She said there is too much emphasis on criteria about funding leverage and readiness and not enough emphasis on housing and transportation.

Ms. Hsu asked if guidelines on how to comment will be available. Mr. Slavitt and Ms. Epstein said that the TA Strategic Plan web page will have a comment form. Ms. Hsu asked how comments will be assessed and processed. Mr. Slavitt said that staff will lead the effort in responding to comments and making appropriate changes to the Plan. He added that staff will solicit input where appropriate from stakeholders.

Mr. Chin referred to an email he received from SVBC and TEAMC, who are part of the SAG. He noted that some of their comments had been addressed in the Strategic Plan presentation, but expressed concern about how project readiness is calculated. Mr. Slavitt said he would address his questions offline.

Karen Kuklin said that the projects need to go through an environmental clearance process and that readiness needs to be part of the evaluation criteria.

Mr. Green had questions that Mr. Slavitt said he would respond to offline.

Mr. Londer expressed appreciation for staff's work on the plan.

Mr. Hurley commented that the presentation was an advance look at what will be in the Strategic Plan.

**5 (b) Acceptance of Statement of Revenues and Expenditures for June 2019**

Mr. Ohtaki said that he did not see the \$50 million in miscellaneous income received in the current actuals. Mr. Hurley said that it would be received in Fiscal Year 2020.

Motion/Second: Ohtaki/Kuklin

Ayes: Arietta, Chen, Chin, Green, Hsu, Kuklin, Londer, Ohtaki, Rendon

Absent: Bautista, Fox, Hedges, O'Neill, Reed, Ross-Jones

**5 (c) Acceptance of Statement of Revenues and Expenditures for August 2019**

Motion/Second: Chin/Chen

Ayes: Arietta, Chen, Chin, Green, Hsu, Kuklin, Londer, Ohtaki, Rendon

Absent: Bautista, Fox, Hedges, O'Neill, Reed, Ross-Jones

**5 (d) Acceptance of Measure A Semi-Annual Program Status Report**

Motion/Second: Chin/Londer

Ayes: Arietta, Chen, Chin, Green, Hsu, Kuklin, Londer, Ohtaki, Rendon

Absent: Bautista, Fox, Hedges, O'Neill, Reed, Ross-Jones



**5 (e) Reaffirmation of the San Mateo County Transportation Authority's Investment Policy and Reauthorization of the Investment of Monies with the Local Agency Investment Fund**

Mr. Ohtaki asked if the investment policy applies only to the Local Agency Investment Fund (LAIF) or is it with respect to other funds. Mr. Hurley said he would get a confirmation on where the policy applies.

Mr. Ohtaki asked if triple B-rated bonds are consistent with the TA's investment policy. Mr. Hurley said that he would get back to him.

Motion/Second: Kuklin/Chen

Ayes: Arietta, Chen, Chin, Green, Hsu, Kuklin, Londer, Ohtaki, Rendon

Absent: Bautista, Fox, Hedges, O'Neill, Reed, Ross-Jones

**5 (a) Approval of Minutes of the Board of Directors Meeting of September 5, 2019**

There were no comments.

**REPORT OF THE CHAIR**

Chair Arietta discussed Plan Bay Area 2050, which provides a roadmap to the future of the region's housing, transportation, and economy. She noted upcoming workshops and pop-up events.

**REPORT FROM STAFF**

Mr. Hurley noted that he had attended a workshop that day on the shuttle call for projects.

He said that the TA will be seeking funding at the CTC (California Transportation Commission) Board meeting on October 9.

He acknowledged the CAC members who participated at the ribbon-cutting for the 101/Willow Road Interchange Project on September 24.

**MEMBER COMMENTS/REQUESTS**

Mr. Londer said that he was glad to have attended the ribbon-cutting for the 101/Willow Road Interchange Project.

Mr. Chin thanked retiring Director Maureen Freschet for her contributions to the TA Board.

Mr. Ohtaki said as a Menlo Park resident, he was very pleased with the opening of the 101/Willow Road Interchange.

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

Chair Arietta announced that the next meeting would be held on Tuesday, November 5, 2019 at 4:30 pm, 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA.

**ADJOURNMENT**

The meeting adjourned at 7:05 pm.



## Citizens Advisory Committee Meeting Calendar 2020

Tuesday – 4:30 PM
January 7*
February 4
March 3
March 31
May 5
June 2
July 7*
August 4*
September 1
September 29
November 3
December 1

\* Preceding second Thursday

The CAC meets the Tuesday preceding the first Thursday of the month unless otherwise noted.

All meetings are held at 1250 San Carlos Avenue, Baccioco Auditorium, 2nd Floor, San Carlos, CA