



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 the [Governor's Executive Orders N-25-20 and N-29-20](#).

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 <http://www.smcta.com/about/boardofdirectors/video.html>.

Public Comments: Members of the public are encouraged to participate remotely. 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 after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <http://www.smcta.com/about/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.

December 1, 2020 – Tuesday

4:30 pm

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Approval of Minutes from November 3, 2020
- 4) Public Comment For Items Not on the Agenda

MOTION

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

TA Citizens Advisory Committee Members 2020: Barbara Arietta (Chair), Diana Bautista, An Chen, Ken Chin, John Fox (Vice Chair), Steven Green, Rich Hedges, Naomi Hsu, Karen Kuklin, Sandra Lang, Jeff Londer, Olma O' Neill, Peter Ohtaki, Dave Reed, Mario Rendon

Staff Liaison: Joe Hurley, Transportation Authority Director

CAC Secretary: Jean Brook

5) **Transportation Authority Board Meeting Agenda for December 3, 2020:**

- a) **TA Board Item 10 (a)** Acceptance of Fiscal Year 2020 Comprehensive Annual Financial Report MOTION
 - b) **TA Board Item 10 (b)** Programming and Allocation of \$7,714,729 in Measure A and Measure W Funds from the Pedestrian and Bicycle Category for 12 Projects MOTION
 - c) **TA Board Item 11 (a)** Silicon Valley Bicycle Coalition Update INFORMATIONAL
 - d) **TA Board Item 12** State and Federal Legislative Update INFORMATIONAL
 - e) **TA Board Item 13** 2021 Draft Legislative Program INFORMATIONAL
 - f) **TA Board Item 5 (b)** Acceptance of Statement of Revenues and Expenditures for the Period Ending October 31, 2020 MOTION
 - g) **TA Board Item 5 (c)** Acceptance of Capital Projects Quarterly Status Report for 1st Quarter Fiscal Year 2021 MOTION
 - h) **TA Board Item 5 (a)** Approval of Minutes of the Board of Directors Meeting of November 5, 2020 INFORMATIONAL
- 6) Report of the Chair
- a) Appointment of Nominating Committee for 2021 Chair and Vice Chair MOTION
- 7) Report from Staff
- 8) 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
- 9) Date/Time of Next Regular Meeting: Tuesday, January 5, 2021, 4:30 pm via Zoom Teleconference
- 10) 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. 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 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

Due to COVID-19, the meeting will only be via teleconference as per the information provided at the top of the agenda. The Public may not attend this meeting in person.

*Should Zoom not be operational, please check online at <http://www.smcta.com/about/boardofdirectors/boardofdirectorscalendar.html> for any updates or further instruction.

Public Comment

Members of the public are encouraged to participate remotely. 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 CAC 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: <http://www.smcta.com/about/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 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; 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 3, 2020

MEMBERS PRESENT: B. Arietta (Chair)*, D. Bautista, A. Chen, K. Chin, J. Fox (Vice Chair)*, S. Green (left at 5:35 pm), R. Hedges, N. Hsu, K. Kuklin, S. Lang, J. Londer, P. Ohtaki, O. O'Neill (left at 6:24 pm), D. Reed (arrived at 4:53 pm), M. Rendon
(Via Teleconference)

MEMBERS ABSENT: None

STAFF PRESENT: J. Hurley, M. Salazar, P. Skinner, A. Chan, P. Gilster, D. Pape, S. Petty, C. Mobley-Ritter, L. Low, J. Brook

* Vice Chair John Fox 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

Vice Chair John Fox called the meeting to order at 4:30 pm and he led the Pledge of Allegiance.

2) ROLL CALL

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

3) APPROVAL OF MINUTES OF THE TA CAC MEETING OF SEPTEMBER 29, 2020

Motion/Second: Hedges/Bautista

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

Abstentions: Ohtaki, O'Neill

Absent: Reed

4) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no comments.

5) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR NOVEMBER 5, 2020

a) TA Board Item 10 (a) San Mateo 101 Express Lanes Quarterly Project Update

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

Dave Reed joined the meeting at 4:53 pm

Joe Hurley, TA Director, noted that the civil project started with a much leaner contingency on a percentage basis than the toll system work. He added that they meet with the change management board weekly and are optimistic about bringing the project in within budget.

b) TA Board Item 10 (b) Pedestrian and Bicycle Cycle 5 Call for Projects Draft Recommendations

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

Sandra Lang asked how the need score of 12.8 was determined for the Burlingame Caltrain Station. Mr. Gilster said that the reviewers look at factors such as population and employment density and access to activity centers.

Public Comment:

Kelly Moran, President, Bay Meadows Neighborhood Alliance, said that the Alliance opposed funding the project until the bicycle portion of it could be re-scoped.

Chair Arietta expressed her concern for blind intersections in such a high-density area. Peter Skinner, Director, Grants and Fund Programming, said that the TA has an open offer to facilitate a meeting with the community regarding safety issues.

Vice Chair Fox said that a project that restricts counter-flow would not pass design guidelines.

Peter Ohtaki asked why the Menlo Park Middle Avenue bike/ped underpass was not granted its full funding request. He said that when he was a member of the Menlo Park City Council, he had struggled to request funding contributions from Stanford University for the project. Mr. Gilster said that the Evaluation Committee said that there is currently a \$10 million funding gap with this project. He said that they could come back in the next cycle.

Rich Hedges asked how the project complements the Burlingame bike lanes that had been funded in the previous cycle. Mr. Gilster said that the part north of the roundabout helps to fill the gap toward Millbrae.

Dave Reed noted there were no calls for projects on the Coastside and asked how to promote Coastside projects. Mr. Gilster talked about the recent Half Moon Bay project.

Steven Green left the meeting at 5:35 pm

Naomi Hsu suggested funding the El Camino Real crosswalk without funding the part of the project that would route bicyclists to the north side of 28th Avenue.

Jeff Londer said he shared the other members' safety concerns for the 28th Avenue crossing.

Ken Chin noted that there was time to provide input to the recommendations before final approval by the Board in December. He advocated moving ahead with the planning project and suggested that improvements for pedestrians/bicycles should be made at the Caltrain station driveway.

Sue-Ellen Atkinson, Principal Transportation Planner, City of San Mateo, noted that they had brought the concerns of the Bay Meadows neighborhood to the Caltrain project team and started working with them to mitigate issues and explore, develop, and evaluate modifications and improvements.

Vice Chair Fox summarized the CAC members' concerns about the project. He said the design team needs to look at all the proposed projects together from a safety standpoint.

Mr. Hedges noted that the original traffic studies for the 28th Avenue project indicated that it would serve the neighborhoods on the west side of El Camino Real.

c) TA Board Item 11 (a) Programming and Allocation of Measure A Transit -- Caltrain Category Funds to Support the Atherton Station Closure Project

Mr. Skinner introduced David Pape, Principal Planner, who provided the presentation.

Mr. Chin asked how much of the estimate was related to the quad (four-quadrant) gates. Mr. Pape said \$5 million.

Vice Chair Fox said the quad gates are required for high-speed rail and improved safety and asked why funding is not available through another source to build them. He asked why the TA was taking the expenditure out of Measure A instead of out of some other mechanism that pays for gates and improvements along the high-speed rail and Caltrain corridor. Mr. Skinner said the state local partnership program may fund half the cost of the quad gate construction pending the CTC's (California Transportation Commission) decision. He said they are also seeking federal funding from the Section 130 program.

Mr. Chin asked if installation of the quad gates qualifies the crossing as a quiet zone. Mr. Skinner confirmed that it was one of the prerequisites for applying to the Federal Railroad Administration to become a quiet zone

Mr. Hedges noted that public comment from Atherton supported the closure.

Vice Chair Fox asked about the cost estimate to rebuild Atherton Station. Sebastian Petty, Director, Caltrain Policy Development, said \$30 million.

Mr. Ohtaki said that he supported the station closure but said he thought that an alternative funding mechanism would be a win-win for everyone concerned.

Mr. Reed said that the City of San Leandro had spent under \$3 million to install a quad gate in 2018.

Motion/Second: Hedges/Kuklin

Ayes: Arietta, Chen, Chin, Fox, Hedges, Hsu, Kuklin, Lang, Londer, Ohtaki, O'Neill, Reed, Rendon

Abstain: Bautista

Absent: Green

d) TA Board Item 11 (b) Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Period Ending September 30, 2020

Motion/Second: Hedges/Arietta

Ayes: Arietta, Bautista, Chen, Chin, Fox, Hedges, Hsu, Kuklin, Lang, Londer, Ohtaki, O'Neil, Reed, Rendon

Absent: Green

Olma O'Neill left the meeting at 6:24 pm

e) TA Board Item 12 State and Federal Legislative Update

Lori Low, Public Affairs Officer, provided an overview of the latest developments in transportation-related state and federal legislation.

f) TA Board Item 5 (b) Acceptance of Statement of Revenues and Expenditures for the Period Ending September 30, 2020

Mr. Ohtaki said there was only a \$500,00 difference between the first quarter of Fiscal Year 2021 versus the actual for the previous fiscal year.

Connie Mobley-Ritter, Director of Treasury, said they do not yet have the actual sales tax numbers, so it is too early to predict the County sales tax revenues. She said they would report back to the CAC with actuals in December.

Motion/Second: Arietta/Reed

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

Absent: Green, O'Neill

g) TA Board Item 5 (c) Amend the San Mateo County Transportation Authority Investment Policy and Reauthorize Investment of Monies with the Local Agency Investment Fund

Ms. Mobley-Ritter said the investment policy is periodically adjusted to align with the changes from the State of California. She added that every year, they bring the reauthorization of the TA's ability to reinvest with LAIF (Local Agency Investment Fund) for the State.

The Committee approved two motions:

Motion/Second: Hedges/Arietta

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

Absent: Green, O'Neill

h) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of October 1, 2020

There were no comments.

6) REPORT OF THE CHAIR

Chair Arietta gave a brief update on Bay Area traffic during the pandemic.

7) REPORT FROM STAFF

Mr. Hurley said he had nothing further to report.

8) MEMBER COMMENTS/REQUESTS

Mr. Hedges said he appreciated that Mr. Reed had checked the price of the quad gates. He questioned why the cost would increase 60 percent in a two-year period. He said that MTC (Metropolitan Transportation Commission) is doing an equity study on express lane tolling. Mr. Hurley noted that the San Mateo County Express Lanes JPA (Joint Powers Authority) had embarked an equity study as well.

Vice Chair Fox encouraged the CAC members to share their thoughts about the ranking of the bike/ped projects with Mr. Gilster.

9) DATE, TIME, AND PLACE OF NEXT REGULAR MEETING

Vice Chair Fox announced that the next meeting would be held on Tuesday, December 1, 2020 at 4:30 pm, with teleconference or location details to be provided prior to the meeting.

10) ADJOURNMENT

The meeting adjourned at 6:42 pm.