



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.

January 5, 2021 – Tuesday

4:30 pm

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Report of the Nominating Committee for 2021 Chair and Vice Chair MOTION
- 4) Approval of Minutes from December 1, 2020 MOTION
- 5) 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), 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

6) **Transportation Authority Board Meeting Agenda for January 7, 2021**

- | | |
|---|---------------|
| a) TA Board Item 12 State and Federal Legislative Update | INFORMATIONAL |
| b) TA Board Item 13 Adoption of 2021 Legislative Program | MOTION |
| c) TA Board Item 14 (a) Grade Separation Program Update | INFORMATIONAL |
| d) TA Board Item 15 (a) Program and Allocate \$23.8 Million of Measure A Grade Separation Program Funds for the 25 th Avenue Grade Separation Project | MOTION |
| e) TA Board Item 15 (b) Program and Allocate \$350,000 for the Development of the Alternative Congestion Relief and Transportation Demand Management Plan | MOTION |
| f) TA Board Item 7 (b) Acceptance of Statement of Revenues and Expenditures for the Period Ending November 30, 2020 | MOTION |
| g) TA Board Item 7 (a) Approval of Minutes of the Board of Directors Meeting of December 3, 2020 | 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, February 2, 2021, 4:30 pm via Zoom Teleconference

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 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**

DECEMBER 1, 2020

MEMBERS PRESENT: B. Arietta (Chair)*, D. Bautista (left at 6:03 pm), A. Chen, K. Chin,
(Via J. Fox (Vice Chair)*, S. Green, R. Hedges, N. Hsu, K. Kuklin, S. Lang,
Teleconference) J. Londer, P. Ohtaki, D. Reed (arrived at 4:55 pm), M. Rendon

MEMBERS ABSENT: O. O'Neill

STAFF PRESENT: J. Hurley, P. Skinner, A. Chan, P. Gilster, A. Linehan, J. Williams,
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 4:31 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 NOVEMBER 3, 2020

Vice Chair Fox requested that the following change be made to his comment in the fifth paragraph on Page 2 of 5 of the minutes:

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

Motion/Second: Hedges/Kuklin

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

Abstention: Green

Absent: O'Neill, Reed

4) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no comments.

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/Second: Arietta/Hedges

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

Absent: O'Neill, Reed

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

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

Sandra Lang asked if the Burlingame Station pedestrian improvement project would address other pedestrian needs such as lighting. Mr. Gilster said that lighting was not specifically included. He said he would share a diagram of the crossing in the application itself.

Naomi Hsu expressed concern that the “blind” driveway intersection of the San Mateo/Hillsdale project should be addressed prior to being funded. Peter Skinner, Director, Grants and Fund Programming, said that due to the heightened concern about the project, they will make the process in the San Mateo City Council resolution more specific next time to ensure the satisfaction of the community at large.

Rich Hedges noted that biking was not inherently 100 percent safe and said he endorsed any safety enhancements. He said there should be crosswalks on both sides of El Camino Real.

Peter Ohtaki said he endorsed the Middle Avenue bike and pedestrian Caltrain undercrossing project in Menlo Park.

Dave Reed joined the meeting at 4:55 pm

Vice Chair Fox suggested a future field trip for the CAC members to see some of the completed projects.

Steven Green left the meeting at 4:58 pm

Motion/Second: Lang/Hedges

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

Absent: Green, O’Neill

Steven Green rejoined the meeting at 5:02 pm

c) TA Board Item 11 (a) Silicon Valley Bicycle Coalition Update

Mr. Gilster introduced Emma Shlaes, Deputy Director, Silicon Valley Bicycle Coalition, who provided the presentation.

Diana Bautista asked if biking was becoming more of a priority for cities due to COVID-19. Ms. Shlaes said that San Mateo, Redwood City, and other cities have been addressing bike safety concerns during the pandemic.

An Chen said that the Town of Hillsborough had lowered speed limits around schools. She added that the Town had approved funding for crossing guards, but was not able to find people to fill the positions. Ms. Shlaes noted other safety measure improvements that could be employed to slow traffic.

Ken Chin asked when the survey was taken; Ms. Shlaes said March 6, 2020. He asked what was the primary thing that the TA could do to enhance bicycle safety. Ms. Shlaes suggested having a mid-cycle call for projects.

Vice Chair Fox said that people are more likely to use bicycles if they see their neighbors doing so. He said that cycling plays multiple roles among transportation modalities, such as biking to work and biking for recreation.

Dave Reed asked how the information gets disseminated to the cities. Ms. Shlaes encouraged the members to let her know about any cities where she could present.

d) TA Board Item 12 State and Federal Legislative Update

Amy Linehan, Public Affairs Specialist, provided an overview of the latest developments in transportation-related state and federal legislation. She said that COVID relief packages will likely remain stymied until after the beginning of the new administration. She noted that Caltrain would be able to collect funding from the newly passed Measure RR as of July 1, 2021.

e) TA Board Item 13 2021 Draft Legislative Program

Ms. Linehan said the program was broad enough to encompass expected legislation in 2021 yet be flexible enough for the Board to respond when needed. She reviewed the core objectives of the program and highlighted the key proposed changes to the program for both federal and state categories.

Ms. Bautista said she supported the legislative action plan.

f) TA Board Item 5 (b) Acceptance of Statement of Revenues and Expenditures for the Period Ending October 31, 2020

Mr. Ohtaki asked if the current month was more reflective of the true sales tax impact or just a result of accrual. Mr. Hurley said he would get back to him with more information.

Motion/Second: Hedges/Reed

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

Absent: O'Neill

g) TA Board Item 5 (c) Acceptance of Capital Projects Quarterly Status Report for 1st Quarter Fiscal Year 2021

Jeff Londer asked about the progress on the 101/Peninsula Avenue project. Mr. Hurley said that concerns had been raised regarding cut-through traffic by Lyon Hoag neighborhood residents. He said that there would be another community meeting in January 2021 to present findings in an effort to respond to the aforementioned community concerns.

Vice Chair Fox asked about the progress on the Holly Street interchange/overcrossing project. Mr. Hurley said that the City of San Carlos would submit the pedestrian overcrossing project for funding during the next project cycle to coordinate with the timing of the 101 Express Lanes project.

Mr. Reed asked what the potential fiscal impact was for the Holly Street project. Mr. Hurley said it would depend on continued funding for both the interchange and pedestrian overcrossing components of the project.

Steven Green asked regarding the Ferry Terminal project in Redwood City if the TA needed to pay the consultants until the Redwood City Council reviewed the reports.

Jennifer Williams, Administrative Analyst II, said that there was an amendment to extend the scope of work for City acceptance, which the City Council had agendaized for its December meeting.

Motion/Second: Hedges/Arietta

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

Absent: O'Neill

Diana Bautista left the meeting at 6:03 pm

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

There were no comments.

6) REPORT OF THE CHAIR

Chair Arietta gave a report on the most recent Pavement Condition Index (PCI) in the County. She requested financial information on road funding from all the cities; Mr. Hurley said he would provide this to the CAC members. He noted that cities are required to maintain adequate PCI scores to have discretion with Measure W funding.

a) Appointment of Nominating Committee for 2021 Chair and Vice Chair

Mr. Hedges, Mr. Londer, and Karen Kuklin volunteered to be on the committee to nominate a TA CAC chair and vice-chair for 2021.

Motion/Second: Ohtaki/Reed

Ayes: Arietta, Chen, Chin, Fox, Green, Hsu, Lang, Ohtaki, Reed, Rendon

Abstentions: Hedges, Kuklin, Londer

Absent: Bautista, O'Neill

7) REPORT FROM STAFF

Mr. Hurley noted that four TA CAC members had been nominated to participate on the Measure W Citizens Oversight Committee, subject to SamTrans Board approval on December 2. He thanked the Committee for persevering during the extraordinary challenges in 2020.

8) MEMBER COMMENTS/REQUESTS

Mr. Hedges said that the financial condition of a city can be determined by the condition of its roads. He noted the bulk of the cost of improvements falls on the cities. He thanked everyone on the Committee.

Various Committee members expressed their appreciation and thanks for everyone's hard work and wished everyone a happy holiday season.

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

Vice Chair Fox announced that the next meeting would be held on Tuesday, January 5, 2021 at 4:30 pm, with teleconference or location details to be provided prior to the meeting.

10) ADJOURNMENT

The meeting adjourned at 6:28 pm.