



**BOARD OF DIRECTORS 2021**

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ACTING EXECUTIVE DIRECTOR

# 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](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: <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.

#### **June 29, 2021 – Tuesday**

**4:30 pm**

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Approval of Minutes from June 1, 2021
- 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 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

5) **Transportation Authority Board Meeting Agenda for July 1, 2021**

- a) **TA Board Item 10 (a)** Peninsula Corridor Electrification Project INFORMATIONAL
  - b) **TA Board Item 11 (a)** Programming and Allocation of Measure A Funds in the Amount of \$23 Million for the South San Francisco Caltrain Station Improvement Project MOTION
  - c) **TA Board Item 11 (b)** Allocate an Additional \$138,500 in Measure A Funds for the Design Phase of the State Route (SR) 1 Main Street to Kehoe Avenue Safety and Operational Improvements MOTION
  - d) **TA Board Item 12** State and Federal Legislative Update INFORMATIONAL
  - e) **TA Board Item 5 (b)** Acceptance of Statement of Revenues and Expenditures for the Period Ending May 31, 2021 MOTION
  - f) **TA Board Item 5 (c)** Award of Contract to Provide e-Builder Software Subscription Services MOTION
  - g) **TA Board Item 5 (d)** Approve Execution of a Second Amendment to Cooperative Funding Agreement with the San Mateo County Express Lanes Joint Powers Authority MOTION
  - h) **TA Board Item 5 (e)** Approval and Ratification of the Fiscal Year 2022 Transportation Authority Insurance Program MOTION
  - i) **TA Board Item 5 (a)** Approval of Minutes of the Board of Directors Meeting of June 3, 2021 INFORMATIONAL
- 6) Report of the Chair
- 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, August 3, 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](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**

**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**

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#### **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 [tiflevi@samtrans.com](mailto:tiflevi@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.

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

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

**JUNE 1, 2021**

**MEMBERS PRESENT:** B. Arietta (Chair)\*, D. Bautista, A. Chen, K. Chin, J. Fox (Vice Chair)\*,  
**(Via** S. Green, R. Hedges, N. Hsu, K. Kuklin, S. Lang, J. Londer, P. Ohtaki,  
**Teleconference)** O. O'Neill (joined at 4:49 pm), D. Reed (joined at 5:16 pm),  
M. Rendon

**MEMBERS ABSENT:** None

**STAFF PRESENT:** J. Hurley, P. Skinner, A. Chan, P. Gilster, A. Linehan, J. Williams, , V.  
Baum, 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 4:32 pm and 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 MAY 4, 2021**

Public Comment:

Drew requested the following changes be made to his comments in Page 3 of the minutes:

- Item #5d (TA Board Item 11b): "Drew questioned the fencing ~~around the west side of the tracks along East 28<sup>th</sup> Avenue~~, saying that it was not aesthetically appropriate or necessary."
- Item #5e (TA Board Item 11c): "He also said that the ~~popular~~ location map for the Highway 1 Safety and Operational Improvement Project: Wavecrest to Poplar Street in Half Moon Bay appeared to be off."

The minutes were approved as amended:

Motion/Second: \_Hedges/Arietta

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

Absent: O'Neill, Reed

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

There were no comments.

**5) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR JUNE 3, 2021**

**a) TA Board Item 10 (a) Adoption of Short Range Highway Plan**

Patrick Gilster, Manager, Programming and Monitoring, presented the staff report.

Motion/Second: Kuklin/Hedges

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

Absent: O'Neill, Reed

**b) TA Board Item 11 (a) Public Hearing: Adoption of Proposed Budget for Fiscal Year 2022**

Virginia Baum, Budget Manager, provided the presentation.

*Olma O'Neill joined the meeting at 4:49 pm.*

Sandra Lang asked if the increase of 13.6 percent for grade separations reflected the original allocation of Measure W funds. Ms. Baum said that the numbers reflect the percentages that get allocated every year. She noted that there had also been an advancement of sales tax revenue from the Measure A Grade Separation Program category, which was repaid.

Mr. Hedges asked about proposed sales tax in San Bruno and San Jose that involves Walmart. Joe Hurley, TA Director, said that staff would investigate and get back to the CAC.

Motion/Second: Hedges/Kuklin

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

Absent: Reed

**c) TA Board Item 11 (b) San Mateo County Express Lanes Joint Powers Authority's (SMCEL-JPA) Request to the Transportation Authority (TA) to Use the Credit Enhancement Fee Included in the July 2020 Loan Agreement for Specified Purposes**

April Chan, Chief Officer, Planning, Grants/Transportation Authority, provided the presentation.

*Dave Reed joined the meeting at 5:16 pm.*

Peter Ohtaki asked if there was a request to agendaize this item. Ms. Chan said that the request from SMCEL-JPA was to have an item for discussion at a future TA Board meeting and that any action could be taken at a subsequent Board meeting.

Ms. Lang had questions about the stability of the loan agreement and the administration of the equity program. Ms. Chan responded that SMCEL-JPA has the authority to operate the express lanes and implement programs to either enhance or

provide equity. She acknowledged that the loan agreement did not specify how the credit enhancement fee is to be used, which will be up to the TA to determine.

Vice Chair Fox asked about the one-time payments. Ms. Chan said for the toll tag, it is a one-time benefit. She said it is an annual benefit in the Clipper program as long as eligibility is maintained.

Chair Arietta asked what the risks were for renegotiating the contract. Ms. Chan said that it would require legal counsel and a number of months, plus staff resources, and financial advisors.

**d) TA Board Item 12 State and Federal Legislative Update**

Ryan McCauley, Government and Community Affairs Specialist, provided a summary of federal and state legislation.

Mr. Ohtaki asked if there was any additional funding for grade separations and Dumbarton rail in either the federal or state packages. Mr. McCauley said they do not yet know what funding will be in the final version of the packages. He said he would check with his team and get back to the CAC.

Dave Reed asked if there is a growing trend of bipartisan support on funding measures. Mr. McCauley said that there appeared to be indications from the White House that they would like to do things in a bipartisan manner, but that agreement on the infrastructure package remains to be seen.

**e) TA Board Item 5 (b) Acceptance of Statement of Revenues and Expenditures for the Period Ending April 30, 2021**

Motion/Second: Hedges/Reed

Ayes: Arietta, Bautista, Chen, Chin, Fox, Green, Hedges, Hsu, Kuklin, Lang, Londer, Ohtaki, O'Neill, Reed, Rendon  
Absent: None

**f) TA Board Item 5 (c) Acceptance of Capital Projects Quarterly Status Report for 3rd Quarter Fiscal Year 2021**

Mr. Hurley said they were planning on expanding the number of projects included in future reports and going more into depth for individual projects. He invited members to provide suggestions about what they would like to see included in future reports.

Ms. Lang asked if there would be opportunities for public input regarding the Peninsula Avenue/101 interchange. Mr. Hurley said they would have an opportunity to submit comments on the draft environmental document, which would include all the technical studies associated with the project during the public comment period. He said that the target for this period is late 2021.

Motion/Second: Bautista/Kuklin

Ayes: Arietta, Bautista, Chen, Chin, Fox, Green, Hedges, Hsu, Kuklin, Lang, Londer, Ohtaki, O'Neill, Reed, Rendon  
Absent: None

**g) TA Board Item 5 (d) Establishing the Appropriations Limit for Fiscal Year 2021-2022**

Mr. Ohtaki asked if the appropriates limit was the Gann limit calculation, and Ms. Baum said yes.

Motion/Second: Lang/Hedges

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

Absent: None

**h) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of May 6, 2021**

There were no comments.

**6) REPORT OF THE CHAIR**

Chair Arietta read a report from the Association of Bay Area Governments (ABAG) regarding Draft Plan Bay Area 2050. She provided a website where CAC members could go for more information and to post comments, which Ms. Brook forwarded to the Committee.

**7) REPORT FROM STAFF**

Mr. Hurley provided a brief summary of ongoing projects. He noted that the express lanes north of I-380 environmental scoping meeting was coming up in the summer.

He expressed his appreciation for member Steven Green, who was leaving the CAC due to his move to Portland, Oregon.

**8) MEMBER COMMENTS/REQUESTS**

The CAC members extended their best wishes to Steven. Mr. Green thanked the Committee and staff.

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

Vice Chair Fox announced that the next meeting would be held on Tuesday, June 29, 2021 at 4:30 pm, with teleconference or location details to be provided prior to the meeting.

**10) ADJOURNMENT**

The meeting adjourned at 6:10 pm in memory of those VTA (Santa Clara Valley Transportation Authority) employees who lost their lives in the May 26 light railyard shooting.