

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

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

**MARCH 31, 2020**

**MEMBERS PRESENT:** B. Arietta (Chair)\*, D. Bautista, A. Chen, K. Chin, J. Fox (Vice Chair)\*,  
**(Via** S. Green, R. Hedges, N. Hsu, K. Kuklin, J. Londer, O. O'Neill, D. Reed,  
**Teleconference)** M. Rendon

**MEMBERS ABSENT:** P. Ohtaki

**STAFF PRESENT:** J. Hurley, A. Linehan, P. Skinner, R. Bolon, A. Chan, C. Mobley-Ritter,  
R. McCauley, 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 4:34 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 MARCH 3, 2020**

Motion/Second: Arietta/Hedges

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

Absent: Ohtaki

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

There were no public comments.

Joe Hurley, TA Director, noted that an attendee of the March 3 TA CAC meeting had possibly contracted COVID-19. Mr. Hurley said he would update the group if an actual diagnosis was confirmed.

**5) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR APRIL 2, 2020**

**a) TA Board Item 10 (a) Authorizing Examination of Authority Transactions and Use Tax Records**

Connie Mobley-Ritter, Director of Treasury, presented the background from the staff report.

Chair Arietta asked about the time period for examining transactions; Ms. Mobley-Ritter said the beginning of FY 2020. Chair Arietta asked if other counties are examining their

transactions and use tax records. Ms. Mobley-Ritter said that the TA has been looking at doing so for some time, but considers it a priority with the anticipated drop in sales tax resulting from the COVID-19 shelter in place.

Rich Hedges asked if the collection of Internet use tax was included in the transactions. Ms. Mobley-Ritter said that Internet taxes are expected to increase in February and March due to an increase in online shopping.

Motion/Second: Hedges/Arietta

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

Absent: Ohtaki, Reed

**b) TA Board Item 11 (b) San Mateo County Shuttle Program Draft Funding Recommendations**

Peter Skinner, Director, Grants and Fund Management, provided a presentation.

Ms. Arietta asked why the Oracle shuttle was not recommended. Mr. Skinner said it had very low ridership and a high cost per passenger.

Steven Green asked about Belmont-Hillsdale commuter shuttle. Mr. Skinner said it had low ridership over the last 13 months. He said that the 25<sup>th</sup> Avenue Grade Separation Project should have sufficient funding to operate the shuttle.

Diana Bautista said that she wondered how many shuttle operators will be allowed back to work once the shelter in place is over, given the possibility that some workers may continue to work from home. Vice Chair Fox said that the outcome remains to be seen.

Vice Chair Fox asked about the impacts of COVID-19 on funding that were alluded to in the presentation. Mr. Skinner said that to fund the shuttle program, the TA is relying on a portion of the unallocated balance of sales tax funds that it has. He said that because the projected income -- and consequently sales tax funding -- will be less, the TA needs to create a financial cushion to be able to pay shuttle sponsors.

Mr. Hedges said that SAMCEDA (San Mateo County Economic Development Association) had predicted that by mid-May, sales tax receipts will indicate the effects of the COVID-19 situation. He noted the Columbus Day Effect, i.e., a small reduction in traffic that impacts the daily commute.

Dave Reed noted that business at his retail hardware store has been up over 30 percent concurrent with a 25 percent reduction in staff within the past two weeks.

Jeff Londer commented that while he was working in Houston, the traffic improved during a period of 10 percent unemployment.

**c) TA Board Item 11 (c) Grade Separations – 25th Avenue Grade Separation Project**

Rafael Bolon, Project Manager Consultant, Engineering and Construction, provided a presentation. He noted accommodations that were being made during the Hillsdale Caltrain station closure, including SamTrans transfers to ECR routes.

Naomi Hsu said that she had been informed by Caltrain that there might be an extra stop for the Belmont-Hillsdale shuttle at East 28<sup>th</sup> Avenue and South Delaware Street in San Mateo. Mr. Bolon confirmed that the City of San Mateo had recently approved the new stop to be added.

Vice Chair Fox commented that the planned coordination of Caltrain and buses would provide welcome visibility of SamTrans service. Mr. Bolon said that he had heard that people were surprised that the service existed. Vice Chair Fox said that more outreach is needed to current non-riders of SamTrans.

**d) TA Board Item 11 (a) State and Federal Legislative Update and Approval of Legislative Proposals**

Amy Linehan, Public Affairs Specialist, briefly summarized highlights of recent federal and state legislation. She talked about the recent Executive Order that had been signed to provide COVID-19 financial relief.

She noted that Governor Gavin Newsom had declared a state of emergency beginning March 4, with subsequent updates.

Ms. Linehan said that she was requesting approval of the Board to support AB 2121 regarding traffic safety monitoring and SB 797 regarding funding for transit-oriented housing and housing infrastructure.

Motion/Second: Hedges/Arietta

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

Absent: Ohtaki

**e) TA Board Item 5 (b) Acceptance of Statement of Revenues and Expenditures for February 2020**

Motion/Second: Arietta/Kuklin

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

Absent: Ohtaki

**f) TA Board Item 5 (c) Acceptance of Measure A Semiannual Program Status Report**

Mr. Hurley noted that the report includes both original Measure A and new Measure A programs. He said that the direction of the TA is to draw down the original Measure A funds first when possible/eligible now that Measure W is coming onboard.

Motion/Second: Arietta/Bautista

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

**g) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of March 5, 2020**

No comments.

**6) REPORT OF THE CHAIR**

There was no report.

**7) REPORT FROM STAFF**

Mr. Hurley gave a brief update on the express lanes project. He said the shelter in place order resulted in suspended construction on the project as of March 17. He said that the construction resumed on March 29 since it was deemed an essential activity. He said that the reduced traffic volumes have provided larger work windows for the contractor.

He said that prior to the shutdown, the sound wall had been removed and a new sound wall near Dore Avenue should be completed by July 2020.

**8) MEMBER COMMENTS/REQUESTS**

Mr. Hedges commented that patience is needed with riders who are new to using public transit, which may be difficult to navigate in the beginning and is often perceived as less convenient than driving. He said that he has offered his services as a travel trainer in the past.

Mr. Londer said that he advocated completing the 2020 Census.

Olma O'Neill announced an online conference: CommuteCcon.com, April 1, 9:00 am to 2:00 pm.

Mr. Reed requested that people be considerate of retail workers who now risk COVID-19 exposure every day.

Chair Arietta thanked Vice Chair Fox for chairing the meeting.

Acting Chair Fox talked about interacting with the larger community and that during the pandemic that people have an opportunity to set a positive example for others.

Ms. Kuklin thanked Mr. Hurley for his comments about the 101 Express Lanes Project.

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

Acting Chair Fox announced that the next meeting would be held on Tuesday, May 5, 2020 at 4:30 pm, with teleconference details to be provided prior to the meeting.

**10) ADJOURNMENT**

The meeting adjourned at 5:56 pm.