

**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. Joe Hurley, TA Director, 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.