

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

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

**FEBRUARY 2, 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, D. Reed, M. Rendon

**MEMBERS ABSENT:** None

**STAFF PRESENT:** J. Hurley, P. Skinner, A. Chan, M. Bouchard, P. Gilster, V. Baum,  
R. McCauley, K. Yin, H. Beckford, 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 4:33 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 JANUARY 5, 2021**

Motion/Second: Hedges/Londer

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

Abstentions: Chen, Hsu

Absent: Ohtaki, Reed

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

There were no comments.

*Peter Ohtaki joined the meeting at 4:37 pm*

**5) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR FEBRUARY 4, 2021**

**a) TA Board Item 11 (a) San Mateo 101 Express Lanes Quarterly Project Update**

Leo Scott, Co-Project Manager, Gray-Bowen-Scott, provided the presentation. He noted that they are doing public outreach via the online video series on the project website at 101express@dot.ca.gov.

Karen Kuklin asked about the date for the full freeway closure. Mr. Scott said that Caltrans was currently reviewing the request and expected details by Friday, February 5

in their weekly email blast. Ms. Kuklin said that according to recent Nextdoor posts in January, there was a Millbrae resident who sustained car damage due to what was claimed to be inadequate signage for the closure of the Millbrae Avenue northbound and southbound exits. Mr. Scott said that he would make inquiries. Joe Hurley, TA Director, said he would send Mr. Scott a link that he had received from Ms. Kuklin.

Sandra Lang asked if the contractors were observing COVID guidelines. She asked if the contingencies covered health and safety issues. Mr. Scott said some of the workers are not wearing masks since Caltrans does not require masks except by governor's mandate. He said if someone tests positive for COVID, they follow standard quarantining protocols. He said the contingency is not designed to cover all of the risks.

**b) TA Board Item 11 (b) South San Francisco Caltrain Station Improvement Project Update**

April Chan, Chief Officer, Planning, Grants/Transportation Authority, said that the TA is committed to providing frequent project updates.

Michelle Bouchard, Chief Operating Officer, Rail, noted the complexity of the project and introduced Howard Beckford, Senior Project Manager, who provided the presentation.

*Dave Reed joined the meeting at 5:22 pm*

Ms. Bouchard noted that they have been working with the contractor to get the resources to complete the project by summer.

Rich Hedges said he thought they were getting away from using a center platform. Ms. Bouchard said that the center platform would have the safety mechanisms of a tunnel and ramp. Mr. Beckford noted that they are working to further safety measures such as cameras in the underpass.

Ms. Lang asked if the steps were ADA (Americans with Disabilities Act)-compliant. Mr. Beckford said that all the steps and ramps were ADA-compliant and wheelchair-accessible.

Barbara Arietta said prior discussions of the project included having a police kiosk on site. Mr. Beckford said that the City of South San Francisco will be the entity to provide police presence. She asked if there were plans to install extra-bright lights in the tunnels to address safety issues. Ms. Chan said there would be an operations agreement between the City and the JPB (Peninsula Corridor Joint Powers Board). She added these factors could be part of the (O&M) Operations and Maintenance agreement with the City.

Mr. Hedges said that the drawings show a steep incline for the wheelchair ramps. Mr. Beckford said that the pitch of the ramps is ADA-compliant.

Olma O'Neill said she was happy that the CAC members were bringing up the concerns that she had heard raised during the time she served on the South San Francisco Bicycle and Pedestrian Advisory Committee.

Vice-Chair Fox said the concerns are common to many stations and said he supported having systemwide design guidelines.

Ms. Bouchard thanked the committee and staff for hearing the update. She said in a few months, she and Mr. Beckford would come back to the CAC to discuss budget and financial matters associated with the project.

**c) TA Board Item 12 (a) Approval of Procurement Policy**

Mr. Hurley said that the TA is the fiduciary administering sales tax revenues and it has taken on a greater role in sponsoring and implementing projects. He introduced Kevin Yin, Director, Contracts and Procurement, who provided the staff report. He said they would need to establish Disadvantaged Business Enterprise (DBE) goals.

Jeff Londer asked if there is special consideration for environmentally friendly products. Mr. Yin said they would add the sustainable features during the solicitation phase.

Chair Arietta asked what changes had been made to the existing policy. Mr. Yin said that the TA has added a professional services policy that has thresholds that are similar to other agencies. Mr. Hurley said the policy will allow the TA to directly utilize state and federal funding, whereas currently they are limited to using local funding. He said the TA wants to be in a position to be eligible to use state and federal funds that become available.

Motion/Second: Arietta/Hedges

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

Noes: None

Absent: None

**d) TA Board Item 13 State and Federal Legislative Update and Approval of Legislative Proposals: Support ACA 1**

Ryan McCauley, Government and Community Affairs Specialist, provided a summary of current federal and state legislation. On the federal side, he noted the new administration is focusing on the pandemic, climate change, and racial equality. He said that President Biden has announced his American rescue plan, which is a \$1.9 trillion proposal addressing COVID-19 response and healthcare measures, financial relief to workers and their families, and supporting small businesses and governments, which also includes \$20 billion for transit agencies. On the state side, he said the Governor has introduced the proposed state budget, which does not include any emergency funding for transit, but that there are increases in key state programs such as the State Transit Assistance program.

*Diana Bautista left the meeting at 5:59 pm*

He said that they were requesting Board support of the Assembly Constitutional Amendment (ACA) 1 regarding local government financing, affordable housing and public infrastructure, and voter approval.

Motion/Second: Hedges/Arietta

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

Noes: None

Absent: Bautista

**e) TA Board Item 6 (b) Acceptance of Statement of Revenues and Expenditures for the Period Ending December 31, 2020**

Motion/Second: Hedges/Londer

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

Noes: None

Absent: Bautista

**f) TA Board Item 6 (c) Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Period Ending December 31, 2020**

Peter Ohtaki noted that the yield curve table is starting to come back up to just under 1 percent, which he said is encouraging to the returns in the TA portfolio.

Mr. Hurley thanked Jayden Sangha for being available to answer questions.

Motion/Second: Reed/Ohtaki

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

Noes: None

Absent: Bautista

**g) TA Board Item 6 (d) Amendment of the Fiscal Year 2021 Budget to Increase Total Expenditures from \$212,055,740 to \$212,239,942**

Mr. Hurley said the amendment was being made to the projections from May 2020, which is called a true-up. He noted an increase of \$861,000 in administrative costs regarding the limited tax bond which was the \$100 million made available to the JPA for the Express Lane project to be repaid to the TA from future toll revenues. Mr. Reed asked if the TA would earn interest on the loan, which Mr. Hurley confirmed.

Mr. Ohtaki asked if the true-up included items from the revenues side. Mr. Hurley said that it did.

Mr. Hedges asked if the bounce-back were related to COVID, which Virginia Baum, Senior Budget Analyst, confirmed.

Motion/Second: Ohtaki/Hedges

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

Noes: None

Absent: Bautista

**h) TA Board Item 6 (a) Approval of Minutes of the Board of Directors Meeting of January 7, 2021**

There were no comments.

## **6) REPORT OF THE CHAIR**

Chair Arietta announced a Zoom conference being held on February 4, "Bikes, Trains, and (Electric) Automobiles: Plans for Carbon-Free Transit in SMC," hosted by Thrive Alliance with presentations on Caltrain electrification, biking and sustainable streets, commuter shuttles and rideshares, and electric vehicle growth. Ms. Brook noted that she would send the members the registration link.

## **7) REPORT FROM STAFF**

Mr. Hurley noted said that the team is working on the Short-Range Highway Plan (SRHP) and would be bringing an item to the CAC in March. He noted that there was a community meeting on January 27 on the 101 Peninsula project that was sponsored by the City of San Mateo regarding a project update, and the environmental process and schedule. He said the meeting video was available on the City's website.

## **8) MEMBER COMMENTS/REQUESTS**

Mr. Hedges noted that the General Motors is starting a program where they are hiring engineers to work on self-driving vehicles.

Ms. Lang noted that there was a Peninsula Avenue Interchange meeting and said that she was concerned about the project contributing to traffic congestion in the surrounding areas.

Mr. Londer said he had not yet heard about the Measure W Citizens Oversight Committee. Amy Linehan, Public Affairs Specialist, said they were planning to have an orientation meeting in March.

Mr. Hurley noted the retirement of former Director Karyl Matsumoto.

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

Vice Chair Fox announced that the next meeting would be held on Tuesday, March 2, 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.