



BOARD OF DIRECTORS 2021

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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 [Assembly Bill 361](#) (Government Code Section 54953).

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 <https://www.smcta.com/whathappening/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: <https://www.smcta.com/whathappening/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.

October 5, 2021 – Tuesday

4:30 pm

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Approval of Minutes from August 31, 2021 MOTION
- 4) Approval of 2022 TA CAC Meeting Calendar 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), Rich Hedges, Naomi Hsu, Karen Kuklin, Sandra Lang, Jeff Londer, Peter Ohtaki, Dave Reed, Mario Rendon

Staff Liaison: Joe Hurley, Transportation Authority Director

CAC Secretary: Jean Brook

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

- | | |
|---|---------------|
| a) TA Board Item 11 (a) Program Report: South San Francisco Caltrain Station Project | INFORMATIONAL |
| b) TA Board Item 11 (b) Program Report: Pedestrian and Bicycle Program | INFORMATIONAL |
| c) TA Board Item 11 (c) Program Report: Safe Routes to School | INFORMATIONAL |
| d) TA Board Item 12 State and Federal Legislative Update | INFORMATIONAL |
| e) TA Board Item 6 (b) Acceptance of Statement of Revenues and Expenditures for the Fiscal Year Ended June 30, 2021 | MOTION |
| f) TA Board Item 6 (c) Acceptance of Statement of Revenues and Expenditures for the Period Ending August 31, 2021 | MOTION |
| g) TA Board Item 6 (d) Reaffirm the San Mateo County Transportation Authority Investment Policy and Reauthorize Investment of Monies with the Local Agency Investment Fund | MOTION |
| h) TA Board Item 6 (e) Authorize the Filing of Highway Program Call for Projects Applications and Adopt a Resolution in Support of Three Countywide Significant Projects | MOTION |
| i) TA Board Item 6 (f) Proclamation Declaring the Month of October as Cybersecurity Awareness Month | MOTION |
| j) TA Board Item 6 (g) Acceptance of Measure A and Measure W Semiannual Program Status Report | MOTION |
| k) TA Board Item 6 (h) Approval of the 2022 Board of Directors Calendar | MOTION |
| l) TA Board Item 6 (a) Approval of Minutes of the Board of Directors Meeting of September 2, 2021 | 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, November 2, 2021, 4:30 pm via Zoom teleconference (additional location, if any, to be determined)
- 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 <https://www.smcta.com/whats happening/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:

<https://www.smcta.com/whats happening/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**

AUGUST 31, 2021

MEMBERS PRESENT: B. Arietta (Chair)*, D. Bautista, K. Chin, J. Fox (Vice Chair)*,
(Via Teleconference) R. Hedges, N. Hsu, K. Kuklin, S. Lang, J. Londer, P. Ohtaki (joined at 4:37 pm), M. Rendon

MEMBERS ABSENT: A. Chen, O. O'Neill, D. Reed

STAFF PRESENT: P. Skinner, A. Chan, J. Hurley, R. McCauley, P. Gilster, 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 4:34 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 AUGUST 3, 2021

Peter Ohtaki joined the meeting at 4:37 pm.

Motion/Second: Hedges/Lang

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

Abstention: Chin

Absent: Chen, O'Neill, Reed

4) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no comments.

5) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR SEPTEMBER 2, 2021

a) TA Board Item 10 (a) Alternative Congestion Relief and Traffic Demand Management (ACR/TDM) Plan

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

Vice Chair Fox commended having input from stakeholders in the form of peer review.

Sandra Lang asked if the TA would need to form a new agency. Mr. Gilster said no, but that the TAG (technical advisory group) would be discussing ways the different agency

partners could encourage congestion relief activities potentially using the TA funding through this program.

Ken Chin asked if the TA had thought about if there was some differentiation between TDM plans for the various parts of San Mateo County. Mr. Gilster said they have built in the flexibility to address congestion in different parts of the County such as the Coastsides on the weekends and the Bayside during the weekday commute.

b) TA Board Item 10 (b) Alternative Congestion Relief Program Update

Jennifer Williams, Administrative Analyst II, provided the staff report and introduced John Ford, Chair Commute.org, who provided the presentation.

Joe Hurley, TA Director, asked what the planned communications would be to facilitate an increase in carpooling with the opening of the 101 Express Lanes. Mr. Ford said for marketing, you cannot rely on a single stream or message, adding that you need to target many different areas with multiple messages.

Vice Chair Fox said that as more people start driving again, congestion will increase. He said that marketing was a lot easier prior to COVID.

c) TA Board Item 11 (a) Program and Allocate \$572,535 in Measure A Alternative Congestion Relief Funds to the Peninsula Traffic Congestion Relief Alliance (Commute.org) to Support the Countywide Congestion Relief Program for Fiscal Year 2022

Ms. Williams provided the staff report.

Vice Chair Fox asked how the amount compares to past years. Ms. Williams said funding is based on the Consumer Price Index and some of it funds Commute.org's administration. She said they work with Mr. Ford to come up with a number based on previous years' allocations.

Motion/Second: Arietta/Hedges

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

Absent: Chen, O'Neill, Reed

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. He said the Senate passed a \$1 trillion bipartisan infrastructure package on August 11, known as the Infrastructure Investment and Jobs Act (IIJA).

He said on the state side, Senate Bill (SB) 129 was passed, which includes \$2.7 billion in zero-emission vehicle infrastructure and \$500 million for grade separations.

Ms. Lang asked if the connecting communities program would help disadvantaged communities if grade separations are funded. Mr. McCauley confirmed that the bill is looking at the impact of the grade separations on historically disadvantaged communities with the intention of connecting such communities. Vice Chair Fox said that it was important to look at the impact of past transportation projects on these neighborhoods.

e) TA Board Item 5 (b) Program and Allocate \$3,859,822 in Measure A Funds to the San Mateo County Transit District for the SamTrans Paratransit Program

Peter Skinner, Director, Grants and Fund Programming , presented the staff report.

Rich Hedges said that MTC (Metropolitan Transportation Commission) was looking at having point to point transit without transferring at the County line.

Vice Chair Fox said it would be interesting to have a peer review by agencies in other counties.

Chair Barbara Arietta asked how long the paratransit program has been using taxis. She said riders must be eligible for paratransit services and need to arrange 24 hours ahead. Mr. Skinner said he would relay questions to confirmed with Tina Dubost, Manager, Accessible Services, prior to her presentation to the CAC in the coming months. Mr. Hedges explained the ride acquisition process.

Motion/Second: Hedges/Lang

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

Absent: Chen, O'Neill, Reed

f) TA Board Item 5 (c) Program and Allocate \$301,000 of Measure A Grade Separation Program Funding for Whipple Avenue Grade Separation Project

Mr. Skinner presented the staff report.

Mr. Hedges said that he supported the project and hoped that all the grade separations could be completed.

Vice Chair Fox asked how many at-grade crossings remain in Redwood City. Jessica Manzi, Transportation Manager, Redwood City, said there were six.

Motion/Second: Hedges/Ohtaki

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

Absent: Chen, O'Neill, Reed

g) TA Board Item 5 (d) Acceptance of Statement of Revenues and Expenditures for the Period Ending July 31, 2021

Mr. Hurley noted that for the first month of the current fiscal year, there was an increase for Measures A and W of \$3.8 million over the first month of last fiscal year, or a 40 percent increase in sales tax revenue for just the one month.

Motion/Second: Londer/Ohtaki

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

Absent: Chen, O'Neill, Reed

h) TA Board Item 5 (e) Acceptance of Capital Projects Quarterly Status Report for 4th Quarter Fiscal Year 2021

Mr. Hurley noted that they were pursuing the request of the Board for an enhanced quarterly report that will provide a more comprehensive picture of the Caltrain capital projects that have TA funding. He said the next quarterly report would show more significant changes.

Motion/Second: Hedges/Bautista

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

Absent: Chen, O'Neill, Reed

i) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of August 5, 2021

There were no comments.

6) REPORT OF THE CHAIR

Chair Arietta provided a summary of the August 20 JPB (Peninsula Corridor Joint Powers Board) special meeting on Caltrain governance, which was a follow-up to the cancelled governance meeting of June 25. She said the next governance meeting would be on September 30.

7) REPORT FROM STAFF

Mr. Hurley provided a brief summary of ongoing projects. He shared deadlines on some of the highway projects and Call for Projects.

Mr. Skinner responded to an earlier question about the role of taxi service in the paratransit program, saying that Ms. Dubost had clarified that the District began subcontracting with a taxi service in 2002 and that the paratransit subcontractor determines when to place a trip on taxi. Regarding a question about peer review, he said that Ms. Dubost participates in the Bay Area Accessibility Managers Working Group and attends a number of industry conferences and webinars to keep up to date on best industry practices.

8) MEMBER COMMENTS/REQUESTS

Ms. Lang said there is a need for an increase for potential funding for grade separations. She noted the Broadway crossing has been identified as one of the most dangerous in the state.

Mr. Hedges noted the success of the Amtrak route from Milwaukee to Chicago.

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

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

10) ADJOURNMENT

The meeting adjourned at 6:15 pm.



Citizens Advisory Committee Meeting Calendar 2022

Tuesday – 4:30 PM
January 4
February 1
March 1
April 5
May 3
May 31
July 5
August 2
August 30
October 4
November 1
November 29

The CAC meets the Tuesday preceding the first Thursday of the month unless otherwise noted.

All meetings are held at via Zoom (additional location, if any, to be determined), unless otherwise stated at <https://www.smcta.com/whats happening/cac/citizensadvisorycommitteecalendar.html>)