



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 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 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.

August 31, 2021 – Tuesday

4:30 pm

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

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 Update INFORMATIONAL
 - b) **TA Board Item 10 (b)** Alternative Congestion Relief Program Update INFORMATIONAL
 - 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 MOTION
 - d) **TA Board Item 12** State and Federal Legislative Update INFORMATIONAL
 - 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 MOTION
 - f) **TA Board Item 5 (c)** Program and Allocate \$301,000 of Measure A Grade Separation Program Funding for Whipple Avenue Grade Separation Project MOTION
 - g) **TA Board Item 5 (d)** Acceptance of Statement of Revenues and Expenditures for the Period Ending July 31, 2021 MOTION
 - h) **TA Board Item 5 (e)** Acceptance of Capital Projects Quarterly Status Report for 4th Quarter Fiscal Year 2021 MOTION
 - i) **TA Board Item 5 (a)** Approval of Minutes of the Board of Directors Meeting of August 5, 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, October 5, 2021, 4:30 pm via Zoom teleconference (additional location, if any, to be determined)
- 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. 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 <http://www.smcta.com/about/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: <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 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 3, 2021

MEMBERS PRESENT: B. Arietta (Chair)*, D. Bautista, A. Chen, J. Fox (Vice Chair)*,
(Via R. Hedges, N. Hsu, K. Kuklin, S. Lang, J. Londer, P. Ohtaki (joined at
Teleconference) 4:43 pm), D. Reed (joined at 5:14 pm), M. Rendon

MEMBERS ABSENT: K. Chin, O. O'Neill

STAFF PRESENT: P. Skinner, A. Chan, K. Yin, J. Sangha, A. Edwin, R. McCauley,
P. Gilster, J. Williams, D Shockley, 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 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 JUNE 29, 2021

Motion/Second: Hedges/Londer

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

Absent: Chin, Ohtaki, O'Neill, Reed

4) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no comments.

5) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR AUGUST 5, 2021

a) TA Board Item 10 (a) San Mateo US 101 Express Lanes Quarterly Project Update

Leo Scott, Co-Project Manager, Gray-Bowen-Scott, provided the presentation.

Peter Ohtaki joined the meeting at 4:43 pm.

Sandra Lang asked if they measured the projected heat on the pavement. Mr. Scott said that he would find out that information and get back to her. He noted that they had recycled a large amount of pavement so far during the project.

Diana Bautista praised the work of the project and construction team.

Rich Hedges suggested that future public outreach presentations highlight the fact that they received a sustainability award.

b) TA Board Item 10 (b) Program Report: Transit – Shuttles

Jennifer Williams, Administrative Analyst II, provided the presentation.

Peter Ohtaki asked if there are ways that we can raise awareness about the existence of the shuttles. He said each city has a different name for the shuttle, which can be confusing to potential riders. Ms. Williams said applicants for shuttle funds must also submit a marketing plan, including websites, flyers, community newsletters. Patrick Gilster, Manager, Programming and Monitoring, said they are looking at different ways to make the marketing of the shuttle easier.

Dave Reed joined the meeting at 5:14 pm.

An Chen asked if staff had been working with the large employers about marketing the shuttle. Ms. Williams said that shuttle sponsors work directly with employers to market the shuttles. She added that some of the employer-based shuttles are not currently running during the pandemic since many employees are working remotely. Ms. Chen said that Stanford has expressed interest in the shuttle program for their Redwood City campus. Peter Skinner, Director, Grants and Fund Programming, said that Commute.org indicated that due to capacity limitations on shuttles earlier in the year, Stanford had a shuttle following the Commute.org shuttle to ensure they can pick up all their employees going to the Redwood City campus.

c) TA Board Item 10 (c) San Mateo County Shuttle Study Update

Daniel Shockley, Senior Planner, provided the presentation.

Mr. Ohtaki noted that schedule coordination between the shuttle and Caltrain is important to riders. He said many major employers will have increased office occupancy to 50 percent capacity once schools are back in session, noting that it is important to capture these riders. He asked how the free shuttles are marketed to effectively compete with Uber and Lyft for last-mile travel. Mr. Shockley said that Commute.org is handling coordination of the shuttle with other travel modes. Vice Chair Fox said that the shuttles should be synergistic with rather than duplicative of SamTrans service.

d) TA Board Item 11 (a) Award of Contracts to Provide On-call General Engineering Consultant Services

Kevin Yin, Director, Contracts and Procurement, provided the staff report.

Ms. Lang asked if the remaining three consulting firms consult with one another. Mr. Yin said when they have work, they ask the firms for quotations, then pick out the best firm to meet their needs.

Vice Chair Fox confirmed that the firms are not guaranteed any money unless they win the bid for the work.

Motion/Second: Kuklin/Ohtaki

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

Absent: Chin, O'Neill

e) TA Board Item 12 State and Federal Legislative Update

Ryan McCauley, Government and Community Affairs Specialist, provided a summary of federal and state legislation. On the federal side, he noted that the Senate is expected to take up the long awaited bipartisan \$1.2 trillion physical infrastructure deal, which includes \$550 billion for transportation infrastructure. He added that the bill combines approximately \$475 billion for the five-year surface transportation reauthorization. He said that on the state side, MTC (Metropolitan Transportation Commission) has approved the Phase 1 allocations from the American Rescue Plan, which includes \$1.5 billion for Bay Area transit operators.

Mr. Ohtaki said he thought the CAC should recommend that the Board devise a funding strategy for grade separations in San Mateo County. He suggested that they ask the cities what funding sources are the most likely. Vice Chair Fox said he would relay his request to the Board. Mr. Skinner said they actively discuss realistic funding sources with the various jurisdictions.

Chair Arietta asked about the formation of a special district for grade separations. April Chan, Chief Officer, Planning, Grants/Transportation Authority, said she had not heard about a special district. She said the TA actively works with their advocates in Sacramento and Washington. Ms. Skinner said that Caltrain was embarking on a grade separation study along their entire corridor and the TA could ask them to update the TA on that study.

Ms. Lang asked what the amount of money in the second tranche was; Mr. McCauley said it was \$580 million. Ms. Chan said MTC's Blue Ribbon Task Force set aside 10 percent of the American Rescue Plan money to address pandemic recovery.

f) TA Board Item 5 (b) Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Period Ending June 30, 2021

Mr. Ohtaki requested that future summaries from Public Trust Advisors reflect if the yield curve is steepening and if the longer interest rates and the longer maturity bonds are starting to have higher yields due to expectations of inflation. Jayden Sangha, Treasury Manager, said they were planning to do so next quarter.

Motion/Second: Ohtaki/Reed

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

Absent: Chin, O'Neill

g) TA Board Item 5 (c) Reprogramming and Reallocating \$1.35 Million in Measure A Funds from Savings from the Environmental, Design, and Construction Phases to the Landscaping Phase of the State Route 92/El Camino Real Interchange Project

Arul Edwin, Project Manager, presented the staff report.

Vice Chair Fox asked if all the money allocated for landscaping had been spent. Mr. Edwin said that no money had been initially allocated for landscaping, which is why they were asking to reallocate funds from the other phases of the project to the landscaping phase.

Motion/Second: Hedges/Lang

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

Absent: Chin, O'Neill

h) TA Board Item 5 (d) Information on Statement of Revenues and Expenditures for the Period Ending June 30, 2021

There were no comments.

i) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of July 1, 2021

There were no comments.

6) REPORT OF THE CHAIR

Chair Arietta provided an update on Plan Bay Area 2050. She noted that there would be a webinar on August 17 to discuss input received during the public comment period; she said she would send the webinar details to Ms. Brook to forward to the Committee.

7) REPORT FROM STAFF

Mr. Skinner provided a brief summary of ongoing projects. He said the 25th Avenue grade separation project is going to be substantially complete in September.

8) MEMBER COMMENTS/REQUESTS

There were no comments or requests.

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

Vice Chair Fox announced that the next meeting would be held on Tuesday, August 31, 2021 at 4:30 pm, with teleconference or location details to be provided prior to the meeting.

10) ADJOURNMENT

The meeting adjourned at 6:35 pm.