



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 3, 2021 – Tuesday

4:30 pm

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Approval of Minutes from June 29, 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, Olma O'Neill, Peter Ohtaki, Dave Reed, Mario Rendon

Staff Liaison: Joe Hurley, Transportation Authority Director

CAC Secretary: Jean Brook

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 | INFORMATIONAL |
| b) TA Board Item 10 (b) Program Report: Transit – Shuttles | INFORMATIONAL |
| c) TA Board Item 10 (c) San Mateo County Shuttle Study Update | INFORMATIONAL |
| d) TA Board Item 11 (a) Award of Contracts to Provide On-call General Engineering Consultant Services | MOTION |
| e) TA Board Item 12 State and Federal Legislative Update | INFORMATIONAL |
| 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 | MOTION |
| 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 | MOTION |
| h) TA Board Item 5 (d) Information on Statement of Revenues and Expenditures for the Period Ending June 30, 2021 | INFORMATIONAL |
| i) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of July 1, 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, August 31, 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**

JUNE 29, 2021

MEMBERS PRESENT: B. Arietta (Chair)*, A. Chen (left at 6:45 pm), K. Chin (left at 6:49 pm), J. Fox (Vice Chair)*, R. Hedges, N. Hsu (left at 5:27 pm), K. Kuklin, S. Lang, J. Londer, P. Ohtaki, O. O'Neill, D. Reed, M. Rendon
(Via Teleconference)

MEMBERS ABSENT: D. Bautista

STAFF PRESENT: J. Hurley, P. Skinner, A. Chan, K. Yin, J. Sangha, M. Rush, J. Funghi, M. Bouchard, R. Barnard, A. Edwin, 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 4:31 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 1, 2021

Motion/Second: Hedges/Arietta

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

Absent: Bautista, O'Neill, Reed

4) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no comments.

5) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR JULY 1, 2021

a) TA Board Item 10 (a) Peninsula Corridor Electrification Project

Michelle Bouchard, JPB Acting Executive Director, and John Funghi, Chief Officer, CalMod Program, provided the presentation.

Sandra Lang asked how the JPB plans to fund the \$333 projected funding shortfall. Mr. Funghi said the upgrade of the PG&E (Pacific Gas and Electric) facilities is for both the electrification project and expansion of the facilities. He said the JPB was able, with the assistance of the California Public Utilities Commission, to arrive at a 60/40 cost split for this work. He explained that for every dollar that is spent upgrading the PG&E facility, the agency will receive a 60 percent share of that cost. Ms. Lang asked if there would be preliminary planning for public outreach for 2024. Mr. Funghi said that they had

done outreach to various agencies such as the fire departments. He said they would be doing a public awareness campaign to educate the public what the required distances are between the present time and fourth quarter of the current year.

Rich Hedges asked how long could electrification work continue if the JPB does not receive the money they are requesting. Ms. Bouchard said \$192 million of the \$333 million would be available through the end of the year. Mr. Funghi said the project completion plan demonstrates that the funding will be available when needed. He said that selling low-carbon fuel credits on the open market will be a future funding source once the system is fully electrified.

Peter Ohtaki asked what the potential was for a backstop to the funding arrangement and how that would affect future projects. April Chan, Chief Officer, Planning, Grants/Transportation Authority, said that TA had approved a contingency fund for the Caltrain electrification project. She said that starting in Fiscal Year 2022, funding would be used for capital purposes, primarily for projects either in San Mateo County or for systemwide projects that need that one-third match from the three partners. She explained that the Caltrain money would be primarily used either for systemwide improvements that would be shared equally across the three counties, or for county-specific projects that are required, or to enhance the system within San Mateo County.

b) TA Board Item 11 (a) Programming and Allocation of Measure A Funds in the Amount of \$23 Million for the South San Francisco Caltrain Station Improvement Project

Ms. Chan and Ms. Bouchard explained the details of the staff recommendation.

Ms. Chan introduced Robert Barnard, Deputy Chief, Rail Development, who provided the presentation.

Naomi Hsu left the meeting at 5:27 pm.

Karen Kuklin and Mr. Ohtaki asked if the City of South San Francisco should contribute more funding. Mr. Ohtaki noted that Facebook contributed to a Menlo Park project. He suggested that the City ask a local employers such as Roche to contribute to the shortfall. Ms. Bouchard said that City had already contributed 10 percent.

Mr. Hedges said that there might be other sources that would be able to help out with funding.

Chair Arietta said that pursuing funding from private sources may not meet the required timeframe.

Vice Chair Fox noted in the motion that the CAC is urging outreach to South San Francisco potential industrial partners and other users of the facility to try to help address the current funding gap.

Motion/Second: Hedges/Arietta

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

Absent: Bautista, Hsu, O'Neill, Reed

c) TA Board Item 11 (b) Allocate an Additional \$138,500 in Measure A Funds for the Design Phase of the State Route (SR) 1 Main Street to Kehoe Avenue Safety and Operational Improvements

Arul Edwin, Project Manager, presented the staff report.

Mario Rendon noted his support of the project as a major safety improvement on Highway 1.

Mr. Hedges asked about the cost. Mr. Edwin said that City of Half Moon Bay was willing to contribute \$2.1 million and was aggressively seeking funding for the \$3 million shortfall.

Public Comment:

Ray Razavi, Transportation Engineer, City of Half Moon Bay, outlined the City's expenditures for the Highway 1 projects, and said that they were seeking additional funding for design.

Mr. Hedges asked if the improvement would improve access to the airport. Mr. Razavi said that the airport is much further north and the frontage road physically stops south of the river.

CAC members asked staff to provide visuals so that they would be able to better understand the scope of the project.

Motion/Second: Kuklin/Hedges

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

Absent: Bautista, Hsu, 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.

Mr. Ohtaki said he was encouraged to have a bipartisan infrastructure spending bill at the federal level. He asked if the two San Mateo County congressional representatives could encourage funding of additional grade separation projects. Mr. McCauley said that grade separation funding is included, but added that he felt it was too early to ask the Congressmembers about the funding.

Mr. Hedges asked if rail funds would also apply to Valley Link. Mr. McCauley said that money set aside for transit would apply.

e) TA Board Item 5 (b) Acceptance of Statement of Revenues and Expenditures for the Period Ending May 31, 2021

Motion/Second: Hedges/Ohtaki

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

Absent: Bautista, Hsu, O'Neill, Reed

f) TA Board Item 5 (c) Award of Contract to Provide e-Builder Software Subscription Services

Joe Hurley, TA Director, presented the staff report.

Vice Chair Fox asked how long the contract extension would last. Mr. Hurley said it would last until the end of 2022.

Motion/Second: Ohtaki/Lang

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

Absent: Bautista, Hsu, O'Neill, Reed

g) TA Board Item 5 (d) Approve Execution of a Second Amendment to Cooperative Funding Agreement with the San Mateo County Express Lanes Joint Powers Authority

Mr. Hurley summarized the staff report.

Ms. Lang asked if it would impact the equity program or fee. Mr. Hurley said it was independent of the program. She asked if it provided any equity assistance. Mr. Hurley said the subject agreement provides for a wide array of operating and administrative costs.

Mr. Hedges asked if the funding would end once the tolling revenue begins; Mr. Hurley said yes after they have financial capacity to self sufficient.

Motion/Second: Hedges/Kuklin

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

Absent: Bautista, Hsu, O'Neill, Reed

h) TA Board Item 5 (e) Approval and Ratification of the Fiscal Year 2022 Transportation Authority Insurance Program

Marshall Rush, Claims Administrator, presented the staff report.

Chair Arietta asked about the TA's loss history. Mr. Rush said that the TA had no significant loss history. She asked why the insurance market had hardened. Mr. Rush said that property insurance has doubled in the last few years.

Mr. Ohtaki asked if there is a savings by raising the deductible. Mr. Rush said that with a \$100 k deductible, you see a negligible reduction in premium, but a \$500 k deductible would make a real difference.

Motion/Second: Ohtaki/Hedges

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

Absent: Bautista, Hsu, O'Neill, Reed

An Chen left the meeting at 6:45 pm.

i) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of June 3, 2021

There were no comments.

6) REPORT OF THE CHAIR

Chair Arietta reported on Caltrain governance and funding.

Ken Chin left the meeting at 6:49 pm.

Mr. Hedges said he was disappointed in the Caltrain funding situation.

7) REPORT FROM STAFF

Mr. Hurley provided a brief summary of ongoing projects. He said that there are efforts underway to extend the managed lanes north of I-380 to the San Francisco County line. He said there would be a scoping meeting on August 4 where public support would be solicited to help shape the scope of the environmental document.

Mr. Hedges asked if there was room to create another lane. Mr. Hurley said that it was currently being investigated.

8) MEMBER COMMENTS/REQUESTS

Vice Chair Fox polled the Committee to see if someone was interested in writing the CAC meeting summaries. Ms. Kuklin suggested that he reach out to former candidates for the CAC Chair or Vice Chair role.

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

Vice Chair Fox announced that the next meeting would be held on Tuesday, August 3, 2021 at 4:30 pm, with teleconference or location details to be provided prior to the meeting.

10) ADJOURNMENT

The meeting adjourned at 7:00 pm.