



Agenda

Citizens Advisory Committee (CAC) Meeting

November 29, 2022, 4:30 pm

San Mateo County Transportation Authority

Due to COVID-19, this meeting will be conducted as a hybrid teleconference and in-person meeting pursuant to [Assembly Bill 361](#) (Government Code Section 54953). **Members of the public, and staff members whose presence is not specifically requested, are encouraged to participate remotely.**

Members, 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.

Members, staff and the public also may participate in person at: San Mateo County Transit District, Bacciocco Auditorium - Second Floor, 1250 San Carlos Ave., San Carlos, CA.

Please Note the following COVID-19 Protocols for in-person attendance:

1. Visitors experiencing the following symptoms of COVID-19 may not enter the building:
 - Cough
 - Shortness of Breath
 - Fever
 - Chills
 - Muscle Pain
 - Sore Throat
 - Loss of Taste or Smell
2. Visitors must use the hands-free temperature scanners upon entry. An alert will occur and entrance will be prohibited if a temperature is measured at 100.4 or above.
3. Visitors must show proof of Covid-19 vaccination or a negative COVID-19 test (with results obtained within last 7 days). Masks will be required for visitors who do not show proof of full vaccination (defined as two weeks after the second dose in a two-dose series, such as for the Pfizer-BioNTech and Moderna vaccines, or two weeks after a single dose of the J&J/Janssen vaccine).

The video live stream will be available during or after the meeting at <https://www.smcta.com/about-us/board-directors/video-board-directors>

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/whats-happening/board-directors-calendar>

TA Citizens Advisory Committee Members 2022: Barbara Arietta (Chair), Diana Bautista, Ivan Bucio, Ken Chin, John Fox (Vice Chair), Rich Hedges, Karen Kuklin, Sandra Lang, Jeff Londer, Gus Mattammal, Ethan Mizzi, Peter Ohtaki, Dave Reed, Mario Rendon, Mike Swire

Staff Liaison:
Peter Skinner, Executive Officer, Transportation Authority

CAC Secretary:
Jean Brook

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.

Each public comment is limited to 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.

November 29, 2022 – Tuesday

4:30 pm

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Public Comment for Items Not on the Agenda

Public testimony by each individual speaker shall be limited to three (3) minutes

4. Consent Calendar

- 4.a. Approval of Minutes of the CAC Meeting of November 1, 2022 Motion

TA Board Meeting Agenda for December 1, 2022

- 4.b. **TA Board Item 6.a** Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board’s and Committees’ Ability to Meet Safely in Person, and Authorizing Remote Teleconference Board and Committee Meetings to Continue Motion
- 4.c. **TA Board Item 6.c** Acceptance of Statement of Revenues and Expenditures for the Period Ending October 31, 2022 Motion
- 4.d. **TA Board Item 6.d** Acceptance of Capital Projects Quarterly Status Report for 1st Quarter Fiscal Year 2023 Motion
5. **TA Board Item 6.b** Approval of Minutes of the Board of Directors Meeting of November 3, 2022 Informational
6. **TA Board Item 9.a** Reallocation of Funds from Construction to Landscaping Phase of US 101 Express Lanes Project Motion
7. **TA Board Item 9.b** Adoption of Pedestrian and Bicycle Program 2022 Cycle 6 Call for Projects Program Motion
8. **TA Board Item 10** 2023 Draft Legislative Program Informational
9. **TA Board Item 11** State and Federal Legislative Update Informational

10. Report of the Chair
 - 10.a. Appointment of Nominating Committee for 2023 Chair and Vice Chair Motion
11. Report from Staff Informational
12. 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
13. Date/Time of Next Regular Meeting: Tuesday, January 3, 2023, 4:30 pm via Zoom teleconference (additional location, if any, to be determined)
14. 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. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the TA website.

Location of Meeting

Due to COVID-19, the meeting will be conducted both in person *and* via teleconference as per the information provided at the top of the agenda. The public may attend this meeting in person.

*Should Zoom not be operational, please check online at <https://www.smcta.com/whats-happening/board-directors-calendar> 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/board-directors-calendar>.

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 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.

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**

November 1, 2022

Members Present: B. Arietta (Chair)*, I. Bucio, K. Chin, J. Fox (Vice Chair) (joined at 5:11 pm),
(Via Teleconference R. Hedges, K. Kuklin (left at 6:01 pm), S. Lang, J. Londer (left at 6:36 pm),
G. Mattammal, E. Mizzi, P. Ohtaki, M. Rendon (left at 5:31 pm), M. Swire

Members Absent: D. Bautista, D. Reed

Staff Present: P. Skinner, H. El-Guindy, P. Gilster, A. Linehan, J. Brook

* Rich Hedges 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

Rich Hedges called the meeting to order at 4:31 pm and led the Pledge of Allegiance.

2. Announcement of New CAC Members

2.a. Gus Mattammal

2.b. Ethan Mizzi

Mr. Hedges welcomed Gus Mattammal and Ethan Mizzi, who briefly introduced themselves.

3. Roll Call

Jean Brook, CAC Secretary, called the roll and confirmed that a quorum was present.

4. Public Comment for Items Not on the Agenda

There were no comments.

5. Consent Calendar

5.a. Approval of Minutes of the CAC Meeting of October 4, 2022

5.b. Approval of 2023 TA CAC Meeting Calendar

TA Board Meeting Agenda for November 3, 2022

- 5.c. TA Board Item 5.a Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board's and Committees' Ability to Meet Safely in Person, and Authorizing Remote Teleconference Board and Committee Meetings to Continue**
- 5.d. TA Board Item 5.c Acceptance of Statement of Revenues and Expenditures for the Period Ending September 30, 2022**
- 5.e. TA Board Item 5.d Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook**

Regarding Item #5e, Peter Ohtaki asked what the investment firm's forecast was regarding interest rates over the next year. Connie Mobley-Ritter, Director, Treasury, said the investment banker's response was that rates may go as high as another 125 basis points before the end of the calendar year.

Sandra Lang said she would like to learn about the various financial terms discussed in the updates. Ms. Mobley-Ritter said staff could arrange to provide a financial "primer" at a future date.

Motion/Second: Lang/Kuklin

Ayes: Arietta, Bucio, Chin, Hedges, Kuklin, Lang, Londer, Mattammal, Mizzi, Ohtaki, Rendon, Swire

Absent: Bautista, Fox, Reed

6. TA Board Item 5.b Approval of Minutes of the Board of Directors Meeting of October 6, 2022

There were no comments.

7. TA Board Item 10.a San Mateo 101 Express Lanes Quarterly Project Update

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

Mike Swire asked what the projected traffic load would be on 101 once the lane opens. Mr. Scott said he expects congestion to continue to grow as more people return to offices for work. Heba El-Guindy, Acting Director of Program and Project Delivery, said they were doing a study of lane violations where drivers select a higher number on their transponders than the number of car occupants.

Mr. Hedges said that people have been setting their transponders to indicate three occupants.

John Fox joined the meeting at 5:11 pm.

Mr. Mizzi asked how the toll lanes determined if drivers were being honest when using the transponders. Mr. Scott said that toll enforcement comes from the CHP (California Highway Patrol), who can pull a driver over if they suspect the number of occupants is lower than that indicated on the transponder.

Ms. Lang asked how the CHP determines a violation. Mr. Scott said officers have access to the FasTrak system and can see the occupant setting selected by the driver as they pass by the tolling equipment.

Karen Kuklin remarked that CHP officers will follow alleged violators until they can determine whether a violation has occurred.

Public Comment:

Raayan Mohtashemi commented that toll lanes should not be achieved through lane additions, which leads to increased traffic.

Mario Rendon left the meeting at 5:31 pm.

8. TA Board Item 10.b Pedestrian and Bicycle Program Report

Jennifer Williams, Administrative Analyst II, provided the presentation.

Mr. Ohtaki asked if the bicycle/pedestrian underpass at Middle Avenue had been submitted by the City of Menlo Park. Patrick Gilster, Manager, Planning and Fund Management, said the project had been recommended during Cycle 5 and that they were currently working with City staff.

Mr. Swire asked what the submission guidelines were. Mr. Gilster said he would describe the guidelines and evaluation criteria as part of Item #9 and noted that the Strategic Plan 2020-2024 contains the project evaluation criteria.

Vice Chair John Fox said that some of the features preclude street sweeping. He said it was important to use traffic engineering knowledge to include all needed features.

Ivan Bucio asked if signage was planned to direct electric scooters off the sidewalks. Mr. Gilster said it is up to the local jurisdictions to adopt new policies regarding electric scooters.

Public Comment:

Mr. Mohtashemi said MTC (Metropolitan Transportation Commission) and C/CAG (City/County Association of Governments of San Mateo County) should encourage mandates to improve design requirements that would make roads safer for cyclists and pedestrians.

9. TA Board Item 10.c Pedestrian and Bicycle Program 2022 Cycle 6 Call for Projects Draft Recommendations

Mr. Gilster provided the presentation.

Karen Kuklin left the meeting at 6:01 pm.

Vice Chair Fox asked if money is advanced from a future cycle that there will be less money in the future, and Mr. Gilster concurred. Vice Chair Fox suggested selectively advancing funding based on project ranking.

Mr. Swire asked in terms of best practices if FHWA (Federal Highway Administration) standards were used as an alternative to those of NACTO (National Association of City Transportation Officials). Mr. Gilster said that FHWA worked with NACTO to develop the standards.

Ken Chin said he was in favor of advancing funds for large projects without waiting until the next cycle. He also suggested funding a lot of smaller projects that could be completed quickly.

Ethan Mizzi asked why the Town of Atherton and the City of South San Francisco are being asked to submit feasibility studies. Mr. Gilster said it was because they would like more information about the proposed projects, which is similar to what other applicants had done.

Vice Chair Fox said funding several small projects instead of one large project could potentially benefit more people for less money. Mr. Gilster said that the evaluation committee looks at those factors before making funding decisions.

Ms. Lang asked if the allocation of points was fixed by the Strategic Plan. Mr. Gilster said the points were fixed but could be updated with the next update of the Plan.

Mr. Ohtaki said it makes sense to move forward with smaller projects and those projects that have an alternative source of funding.

Mr. Swire said he supported the proposal to accelerate the smaller projects to maximize benefit.

Mr. Hedges asked how a safe bike line could be installed on 19th Avenue in San Mateo. Mr. Gilster said the project where the bike lanes would be fully separated from traffic would be kicking off in December.

Public Comment:

Mr. Mohtashemi said he concurred that the bike lanes along 19th Avenue were unsafe and requested that the project be initiated without delay.

Jeff Londer left the meeting at 6:36 pm.

10. TA Board Item 11.a Acceptance of the Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2022

Jennifer Ye, Director, Accounting, provided the presentation.

Mr. Ohtaki asked for confirmation that when the securities that are currently part of the \$14.4 million eventually mature, would they not be considered a loss. Ms. Ye said if they hold the bonds to maturity, they will get the principal plus interest back, so they would not see an investment loss due to market value adjustments.

Motion/Second: Arietta/Ohtaki

Ayes: Arietta, Bucio, Chin, Fox, Hedges, Lang, Mattammal, Mizzi, Ohtaki, Swire

Absent: Bautista, Kuklin, Londer, Reed, Rendon

11. TA Board Item 12 State and Federal Legislative Update

Amy Linehan, Government and Community Affairs Officer, provided a summary of federal and state legislation.

On the federal side, she said there would be a lame duck session between the election and when Congress reconvenes. She said they are working to pass the funding bill before December 16 so as not to have another continuing resolution to keep the government funded. She said the federal lobbyists would be attending the next Board meeting on December 1.

On the state side, she said they would the current session would conclude November 30 and reconvene in January.

Mr. Ohtaki asked about the most recent infrastructure bill that had passed earlier in the year, asking where is the TA in getting needed funding from the bill. Ms. Linehan said that staff has worked to ensure that all the localities are aware of information about available grant opportunities. She added that the website is continually updated to share opportunities with San Mateo County agencies.

12. Report of the Chair

Chair Arietta reported on the appointment of April Chan as the new Executive Director of the TA and General Manager/CEO of SamTrans.

13. Report From Staff

Peter Skinner, Executive Officer, Transportation Authority, said his report was in the packet.

14. Member Comments/Requests

Mr. Hedges said that he had recently attended a meeting on the Link21 project, which advocates building a new transbay passenger rail crossing between Oakland and San Francisco.

15. Date/Time of Next Regular Meeting

Mr. Hedges announced that the next meeting would be held on Tuesday, November 29, 2022, at 4:30 pm via Zoom teleconference (additional location, if any, to be determined).

16. Adjourn

The meeting adjourned at 7:13 pm.

An audio/video recording of this meeting is available online at <https://www.smcta.com/about-us/board-directors/video-board-directors-cac-and-smcel-jpa>. Questions may be referred to the Authority Secretary's office by phone at 650.508.6242 or by email to board@smcta.com.