



# AGENDA

## CITIZENS ADVISORY COMMITTEE MEETING

### SAN MATEO COUNTY TRANSPORTATION AUTHORITY

Bacciocco Auditorium, 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos, CA 94070

**September 3, 2019 – Tuesday**

**4:30 pm**

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Approval of Minutes from July 30, 2019 MOTION
- 4) Public Comment For Items Not on the Agenda  
Public testimony by each individual speaker shall be limited to three (3) minutes
- 5) **Transportation Authority Board Meeting Agenda for September 5, 2019:**
  - 11 State and Federal Legislative Update INFORMATIONAL
  - 10 (a) Award of Contracts for On-Call Financial Consulting Services MOTION
  - 10 (b) Authorize the Execution of a Four-Party Agreement to provide Toll System Design Services Associated with the San Mateo 101 Express Lanes Project MOTION
  - 10 (c) Authorize Loan of \$53 Million for the San Mateo 101 Express Lanes Project MOTION
  - 5 (b) Acceptance of Statement of Revenues and Expenditures for July 2019 MOTION
  - 5 (c) Acceptance of Capital Projects Quarterly Status Report 4th Quarter Fiscal Year 2019 MOTION
  - 5 (d) Information on Statement of Revenues and Expenses for June 2019 INFORMATIONAL

**TA Citizens Advisory Committee Members 2019:** Barbara Arietta (Chair), Diana Bautista, An Chen, Ken Chin, John Fox (Vice Chair), Steven Green, Rich Hedges, Naomi Hsu, Karen Kuklin, Jeff Londer, Olma O' Neill, Peter Ohtaki, Dave Reed, Mario Rendon, Daniel Ross-Jones

**Staff Liaison:** Joe Hurley, Transportation Authority Director

**CAC Secretary:** Jean Brook

San Mateo County TA CAC Meeting  
Agenda for September 3, 2019

- 5 (a) Approval of Minutes of the Board of Directors Meeting of August 1, 2019

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

- 10) Date/Time of Next Regular Meeting: Tuesday, October 1, 2019,  
4:30 pm at San Mateo County Transit District Administrative  
Building, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA 94070  
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 Authority Website at [www.smcta.com](http://www.smcta.com). Communications to the Board of Directors can be e-mailed to [board@smcta.com](mailto:board@smcta.com).

#### **Location, Date and Time of Regular Meetings**

Regular meetings are held at the San Mateo County Transit District Administrative Building located at 1250 San Carlos Ave., San Carlos, which is located one block west of the San Carlos Caltrain Station on El Camino Real. The building is also accessible by SamTrans bus routes ECR, FLX, 260, 295 and 398. Additional transit information can be obtained by calling 1-800-660-4287 (TTY 650-508-6448) or 511.

The Transportation Authority (TA) meets regularly on the first Thursday of the month at 5 p.m. The TA Citizens Advisory Committee (CAC) meets regularly on the Tuesday prior to the first Thursday of the month at 4:30 p.m. at the San Mateo County Transit District Administrative Building.

#### **Public Comment**

If you wish to address the Board, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Board and included for the official record, please hand it to the Authority Secretary, who will distribute the information to the Board members and staff.

Members of the public may address the Board on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to one minute and items raised that require a response will be deferred for staff reply.

#### **Accessibility for Individuals with Disabilities**

Upon request, the TA will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to the Authority Secretary at the San Mateo County Transportation Authority, 1250 San Carlos Avenue, San Carlos, CA 94070-1306 or emailed to [board@smcta.com](mailto:board@smcta.com); or by phone at 650-508-6279, 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**

**JULY 30, 2019**

**MEMBERS PRESENT:** B. Arietta (Chair), A. Chen, J. Fox (Vice Chair), S. Green, R. Hedges, N. Hsu, K. Kuklin, J. Londer, P. Ohtaki, O. O'Neill, D. Reed, D. Ross-Jones

**MEMBERS ABSENT:** D. Bautista, K. Chin, M. Rendon

**STAFF PRESENT:** J. Hurley, J. Slavitt, L. Low, J. Williams, J. Brook

Chair Barbara Arietta called the meeting to order at 4:32 pm and requested that Rich Hedges lead the Pledge of Allegiance.

**INTRODUCTION OF NEW CAC MEMBER**

Chair Arietta announced new member Peter Ohtaki, who gave a brief introduction about why he aspired to join the CAC. He noted that had twice been Mayor while serving on the Menlo Park City Council, and had also served on board of the Menlo Park Fire Protection District.

CAC Secretary Jean Brook called the roll. A quorum was present.

**APPROVAL OF MINUTES OF THE TA CAC MEETING OF JULY 9, 2019**

Motion/Second: Londer/Hedges

Ayes: Arietta, Chen, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, O'Neill, Reed, Ross-Jones

Absent: Bautista, Chin, Rendon

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

None.

**TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR AUGUST 1, 2019**

**11 State and Federal Legislative Update and Approval of Legislative Proposals**

Lori Low, Public Affairs Officer, briefly summarized highlights of recent federal and state legislation. She noted that for Fiscal Year 2021, the Governor's Department of Finance issued a budget letter that laid out parameters for the upcoming spending plan. She said they want to preserve critical state services and pay down debts.

She requested the Committee's support for SB 277, which would make adjustments to the local partnership program part of SB 1.

Naomi Hsu asked about the status of HR 2939, where the FAA (Federal Aviation Administration) threatened to hold back funding for airport needs only. Ms. Low said there had been no update.

Ms. Low noted that the Environment and Public Works Committee in the Senate introduced the next Surface Transportation Reauthorization bill. She said that the current bill expires next year.

Chair Arietta asked about recovering funding from the High Speed Rail (HSR) project. Ms. Low said that she would get back to her with an update.

Motion/Second: Hedges/Londer

Ayes: Arietta, Chen, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, O'Neill, Reed, Ross-Jones

Absent: Bautista, Chin, Rendon

## **9 Program Report: Alternative Congestion Relief**

John Ford, Executive Director of Commute.org, gave a presentation on the his organization's programs and outreach efforts. He discussed the first/last mile shuttle program and Commute.org's Star app, which lets users create a portal to track awards and incentives.

Ms. Hsu asked in relation to the introduction of electric buses how CO<sub>2</sub> emissions are measured. Mr. Ford said that more electric vehicles indicates a corresponding reduction in CO<sub>2</sub> emissions, and that the reduction is measured in aggregate. She asked what the reason was for the increase in carpooling. Mr. Ford said that the Carpooling 2.0 program offers additional incentives and that carpooling apps can be configured to automatically log trips on Commute.org.

Ms. Hsu asked about shuttle use. Mr. Ford said that generally about 20 percent of shuttle passengers travel from home to a transit station in the morning, with about 80 percent going from a station to their workplace. Ms. Hsu asked how he gauges that demand. Mr. Ford responded that actual usage is measured by pick-up and drop-off location. He said they want to avoid duplicating any service that is already being provide, such as by SamTrans fixed routes.

An Chen asked how often is the Guaranteed Ride Home service used. Mr. Ford said they provide approximately 20 rides per month.

Jeff Londer asked how often a rider could receive the \$100 award; Mr. Ford said just one time, as it was an incentive for people who sign up for the program. Mr. Londer asked about the constraints of the Guaranteed Ride Home service. Mr. Ford said it was only for people who work or go to school in San Mateo County. He said if you are a resident of San Mateo County but work or go to school outside the County, you can seek out a similar program offered by your employer, school, or the county where work or school is located.

John Fox asked about the metrics derived from their user surveys and how they normalize the survey responses from Commute.org users against the County population

at large. Mr. Ford said they use several methods, including having employers poll their employees to provide a broader set of respondents.

Mr. Hedges said he was very supportive of the service.

**10 (a) Authorize the Allocation of \$567,036 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 2020**

Jennifer Williams, Administrative Analyst, presented a staff report.

Motion/Second: Hedges/Chen

Ayes: Arietta, Chen, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, O'Neill, Reed, Ross-Jones

Absent: Bautista, Chin, Rendon

**10 (b) Authorize the Allocation of \$18,979,419 in Measure A Funds to the San Mateo County Transit District for the SamTrans Paratransit Program and Caltrain**

Jeannie Chen, Manager, Budget, presented a staff report.

Dave Reed said that the figures appear to add up to \$19.2 million as opposed to \$18.9 million. Ms. Chen provided further clarification.

Steven Green asked about what the percentage increase was over previous years' funding levels. Joe Hurley, TA Director, said that the increase was based on the increase in sales tax projection differences. Mr. Green asked if all the funding of non-discretionary programs was assigned formulaically, and Ms. Chen concurred.

Mr. Hedges asked if the Get Around! program had had an impact on Redi-Wheels usage. Mr. Hurley said that staff would find out and get back to him with the information.

Motion/Second: Hedges/Reed

Ayes: Arietta, Chen, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, O'Neill, Reed, Ross-Jones

Absent: Bautista, Chin, Rendon

**5 (b) Acceptance of Quarterly Investment Report for the Period Ending June 30, 2019**

Motion/Second: Kuklin/Londer

Ayes: Arietta, Chen, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, O'Neill, Reed, Ross-Jones

Absent: Bautista, Chin, Rendon

**5 (a) Approval of Minutes of the Board of Directors Meeting of July 11, 2019**

There were no comments on the minutes.

## **REPORT OF THE CHAIR**

Chair Arietta gave an update on the HSR project.

## **REPORT FROM STAFF**

Mr. Hurley noted that the San Mateo County Express Lanes JPA submitted their application to the California Transportation Commission (CTC) in June. He added that on July 25, a public hearing was held prior to the CTC taking formal action at its August 14 meeting to authorize the JPA to own and operate a high-occupancy toll facility.

He said that the TA Strategic Plan survey had been extended to run through August 5.

Mr. Green asked about the facility's fare structure, which Mr. Hurley said the JPA would discuss during the toll ordinance policy process.

## **MEMBER COMMENTS/REQUESTS**

Ms. Hsu talked about an article she read online regarding tolls on the US 101 Express Lanes facility. She noted that express buses have low ridership. Mr. Hurley said that the buses have no travel time savings when using general-purpose lanes, which is likely contributing to the low ridership.

The Committee members welcomed new member Peter Ohtaki.

Mr. Ohtaki said that he was looking forward to the opening of the US 101/Willow Road Interchange in Menlo Park and East Palo Alto.

Olma O'Neill said that she had read that the new Chase Center plans to reimburse transit costs to patrons who use Muni to attend events there.

Mr. Hedges announced a webinar concerning the Hillsdale Caltrain station on July 31. He said that there were a fair number of express buses in use until 2008. He predicted that the new Foster City Express bus would be heavily used. He said that he was part of a committee that evaluates HSR. He said that while he initially supported having no passing tracks, he now supports passing tracks with the intention of achieving BART-like service.

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

Chair Arietta announced that the next meeting would be held on Tuesday, September 3, 2019 at 4:30 pm, 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA.

## **ADJOURNMENT**

The meeting adjourned at 5:38 pm.