



AGENDA

CITIZENS ADVISORY COMMITTEE MEETING

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

Due to COVID-19, this meeting will be conducted as a teleconference pursuant to the provisions of the [Governor's Executive Orders N-25-20 and N-29-20](#), which suspends certain requirements of the Ralph M. Brown Act.

THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

Committee members, staff, and the public may participate remotely* via the Zoom website at <https://zoom.us/j/879597744> for audio/visual capability or by calling 1-669-900-9128, Webinar ID: 879597744 for audio only. You also may view a [video live stream](#) during or after the meeting at <http://www.smcta.com/about/boardofdirectors/video.html>.

Public Comment on Items Not on the Agenda (limit one per person) must be submitted via email prior to the meeting's call to order to publiccomment@smcta.com.

Public comments on individual agenda items (limit one per person PER AGENDA ITEM) must be submitted (a) via email prior to the meeting's call to order to publiccomment@smcta.com or (b) via Zoom Q&A before each agenda item is presented. Please indicate in your email or Q&A the agenda item to which your comment applies. Any written public comments received after the deadlines specified above will be included in the Board's weekly correspondence posted online at <http://www.smcta.com/about/boardofdirectors/boardofdirectorscalendar.html>. Although public comments are generally limited to three minutes ~~per person~~ per comment, 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. ~~Public comment also may be submitted via email to publiccomment@smcta.com. Please indicate in your email the agenda item to which your comment applies. Please submit public comments as soon as possible so that they can be provided to the committee members before and, as feasible, during the meeting.~~

March 31, 2020 – Tuesday

4:30 pm

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call

TA Citizens Advisory Committee Members 2020: 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

Staff Liaison: Joe Hurley, Transportation Authority Director

CAC Secretary: Jean Brook

San Mateo County TA CAC Meeting
Agenda for March 31, 2020

3) Approval of Minutes from March 3, 2020 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 April 2, 2020:**

a) **TA Board Item 10 (a)** [Authorizing Examination of Authority Transactions and Use Tax Records](#) ~~Approval of Contracts for Sales Tax Audit and Management Services~~ MOTION

b) **TA Board Item 11 (b)** San Mateo County Shuttle Program Draft Funding Recommendations INFORMATIONAL

c) **TA Board Item 11 (c)** Grade Separations – 25th Avenue Grade Separation Project INFORMATIONAL

d) **TA Board Item 11 (a)** State and Federal Legislative Update and Approval of Legislative Proposals MOTION

e) **TA Board Item 5 (b)** Acceptance of Statement of Revenues and Expenditures for February 2020 MOTION

f) **TA Board Item 5 (c)** Acceptance of Measure A Semiannual Program Status Report MOTION

g) **TA Board Item 5 (a)** Approval of Minutes of the Board of Directors Meeting of March 5, 2020 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, May 5, 2020, 4:30 pm at San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd Floor, San Carlos, CA 94070

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.

Public Comment

[Public Comment on Items Not on the Agenda \(limit one per person\) must be submitted via email prior to the meeting's call to order to \[publiccomment@smcta.com\]\(mailto:publiccomment@smcta.com\).](#)

[Public comments on individual agenda items \(limit one per person PER AGENDA ITEM\) must be submitted \(a\) via email prior to the meeting's call to order to \[publiccomment@smcta.com\]\(mailto:publiccomment@smcta.com\) or \(b\) via Zoom Q&A before each agenda item is presented. Please indicate in your email or Q&A the agenda item to which your comment applies. Any written public comments received after the deadlines specified above will be included in the Board's weekly correspondence posted online at <http://www.smcta.com/about/boardofdirectors/boardofdirectorscalendar.html>. Although public comments are generally limited to three minutes ~~per person~~ per comment, 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.](#)

~~The public comment will be available remotely via the Zoom website using the link provided at the top of the agenda. Public commenters may enter in comments for specific agenda item(s) into the Zoom Q&A section and wait for the Chair to open for public comment and when you are called upon and for up to the allotted time allowed per speaker. The telephone call-in number, provided at the top of the agenda, is only to listen to the meeting and does not have the capability to take any verbal comment. As directed at the top of the agenda, you may email comments/correspondence to publiccomment@smcta.com and it will be distributed to the Board and included for the official record. Comments that require a response may be deferred for staff reply.~~

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 ttitlevi@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.

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**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**CITIZENS ADVISORY COMMITTEE (CAC)
MEETING MINUTES**

MARCH 3, 2020

MEMBERS PRESENT: B. Arietta (Chair), D. Bautista, A. Chen, J. Fox (Vice Chair) (left at 6:10 pm), S. Green (left at 6:25 pm), R. Hedges, N. Hsu, K. Kuklin, J. Londer, P. Ohtaki, O. O'Neill (arrived at 4:36 pm; left at 6:18 pm), M. Rendon

MEMBERS ABSENT: K. Chin, D. Reed

STAFF PRESENT: J. Hurley, A. Linehan, D. Hansel, J. Funghi, D. Cordova, J. Brook

1) CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Barbara Arietta 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 FEBRUARY 4, 2020

Motion/Second: Green/Hsu

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

Absent: Chin, O'Neill, Reed

4) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

None.

5) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR MARCH 5, 2020

a) TA Board Item 10 (a) Award of Contracts for On-Call Transportation Planning, Management and Support Service

Deborah Cordova, Procurement Administrator, Contracts and Procurement, presented a staff report. She introduced her new manager, John Montenero.

Rich Hedges asked for clarification on the contract activities. Joe Hurley, TA Director, outlined the mandatory reports as outlined in the TA Strategic Plan.

Olma O'Neill arrived at 4:36 pm.

Motion/Second: Bautista/Londer

Ayes: Arietta, Bautista, Chen, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, O'Neill, Rendon

Absent: Chin, Reed

b) TA Board Item 11 (b) Transit - Peninsula Corridor Electrification Program Update

John Funghi, Chief Officer, CalMod, gave a presentation.

Jeff Londer inquired why the first train was not arriving for a year. Mr. Funghi said there is a year testing period for the prototype to highlight any potential weaknesses in the rail cars. He said that the rail cars will then go back to Salt Lake City for any needed repairs before coming back to California for FRA (Federal Railroad Administration)-mandated testing. He said that the first train set will be used to train the existing operators on how to operate an EMU (electric multiple unit) vehicle.

Mr. Hedges asked if there would be enough stock to do all the runs, saying that diesel locomotives will be used for express runs from San Jose into San Francisco. Mr. Funghi said that that has changed.

Steven Green noted slow progress on construction work for foundations. He said he had heard this is due to utility line placement problems and asked if production can be accelerated to meet the end of the year schedule. Mr. Funghi agreed that productivity has been low. He said that Balfour Beatty has been focusing on electrification activities lately. He said that Balfour will be asked to continue the foundation work. He said that completion as scheduled is doable but that the work is being monitored on a monthly basis.

Olma O'Neill asked if there was real estate to store trains. Mr. Funghi said Caltrain has space for approximately six train sets.

Vice Chair John Fox asked about plans for the Atherton station. Peter Skinner, Director, Grants and Fund Programming, said the Town of Atherton wants to close the station and redirect passengers to Menlo Park station, which has greater ridership potential. He said closure of Atherton, being a hold-out station, would have performance benefits for the whole corridor.

Karen Kuklin asked about the budget as related to unknown utility conditions. Mr. Funghi outlined the change management process.

Peter Ohtaki asked about the source of power for the new electrified system. Mr. Funghi said in the future, because Caltrain is such a large customer for PG&E (Pacific Gas and Electric), they can be a wholesaler and put bids out for others to buy power.

Mr. Hurley asked about safeguarding the paralleling station at Hillsdale station against vandalism. Mr. Funghi said there would be locked gates and other forms of security. He said redundancy is built into the design.

c) TA Board Item 10 (b) Financial Projections for the San Mateo 101 Express Lanes Project

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

Vice Chair Fox asked about the security plan. Mr. Scott said that there would be at least four CHP (California Highway Patrol) officers, paid overtime. Vice Chair Fox talked about the equity program.

Mr. Ohtaki asked about debt service numbers. Mr. Scott referred him to Derek Hansel, Chief Financial Officer. Mr. Hurley provided more details on the loan arrangement and expenditure plan.

Mr. Hedges talked about his experience using express lanes in other Bay Area corridors.

Mr. Hurley said the project's intent is not about money but about increasing person throughput.

Ms. Bautista encouraged early opening of the project as long as we are aligned with VTA (Santa Clara Valley Transportation Authority).

Mr. Hedges said entering and exiting the express lanes will be challenging. Mr. Scott said the congestion will change the algorithm due to slower speeds in the lane while entering or exiting.

d) TA Board Item 10 (c) Disclosure Training

Mr. Hurley said the TA will be floating a bond to make money available to the SMCEL JPA (San Mateo County Express Lanes Joint Powers Authority) for the express lanes project. He said the TA Board would have mandatory disclosure training at their March 5 meeting.

e) TA Board Item 11 (a) State and Federal Legislative Update and Approval of Legislative Proposals

Amy Linehan, Public Affairs Specialist, briefly summarized highlights of recent federal and state legislation.

John Fox left the meeting at 6:10 pm.

Mr. Hedges asked if the TA had taken a position on FASTER Bay Area. Ms. Linehan said they are closely tracking it but have not yet taken a formal position.

Naomi Hsu asked if other TAs would want to be on board to support FASTER Bay Area. Ms. Linehan said it depends on their respective boards whether or not they will support the bill.

Ms. Linehan requested approval of support of AB 2237 relating to agency procurement thresholds for transportation authorities.

Motion/Second: Hedges/Kuklin

Ayes: Arietta, Bautista, Chen, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, O'Neill, Rendon

Absent: Chin, Fox, Reed

Olma O'Neill left the meeting at 6:18 pm

f) TA Board Item 5 (b) Acceptance of Statement of Revenues and Expenditures for January 2020

Motion/Second: Londer/Hedges

Ayes: Arietta, Bautista, Chen, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, , Rendon

Absent: Chin, Fox, O'Neill, Reed

g) TA Board Item 5 (c) Acceptance of Capital Projects Quarterly Status Report 2nd Quarter FY 2020

Motion/Second: Londer/Hedges

Ayes: Arietta, Bautista, Chen, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, Rendon

Absent: Chin, Fox, O'Neill, Reed

h) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of February 6, 2020

No comments.

6) REPORT OF THE CHAIR

Chair Arietta read from a report on a fare integration study task force.

7) REPORT FROM STAFF

Mr. Hurley said that construction for the express lanes contract north of Whipple is underway. He also gave an update on the shuttle call for projects.

8) MEMBER COMMENTS/REQUESTS

Mr. Hedges shared his experience riding the LA Metro system, describing it as having clean trains and low fare evasion.

Steven Green left the meeting at 6:25 pm

An Chen mentioned recruiting school crossing guards in Hillsborough.

Mr. Hurley noted that CAC member Daniel Ross-Jones has relocated to Sacramento.

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

Chair Arietta announced that the next meeting would be held on Tuesday, March 31, 2020 at 4:30 pm, 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA.

10) ADJOURNMENT

The meeting adjourned at 6:27 pm.