



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://zoom.us/j/96535746063> for audio/visual capability or by calling **1-669-900-9128**, **Webinar ID: 965 3574 6063** 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 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. 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 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.

June 2, 2020 – Tuesday

4:30 pm

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Approval of Minutes from May 5, 2020

MOTION

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 June 2, 2020

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 June 4, 2020:**

- | | |
|---|---------------|
| a) TA Board Item 10 (a) Public Hearing: Adoption of Interim First Quarter Budget for Fiscal Year 2021 in the Amount of \$29,764,261 | MOTION |
| b) TA Board Item 10 (b) Authorize an Amendment to the Four-party Cooperative Agreement to Provide Toll System Implementation (Construction and Testing) Associated with the San Mateo County 101 Express Lanes Project | MOTION |
| c) TA Board Item 10 (c) Award of Contract for Investment Management and Custody Services | MOTION |
| d) TA Board Item 10 (d) Approval and Ratification of the Fiscal Year 2021 Transportation Authority Insurance Program | MOTION |
| e) TA Board Item 10 (e) Program and Allocate Funds for the Safe Routes to School Program | MOTION |
| f) TA Board Item 10 (f) Presentation from PFM Asset Management LLC on Market Outlook and Expected Investment Portfolio Changes as a Result of COVID-19 | INFORMATIONAL |
| g) TA Board Item 11 (a) State and Federal Legislative Update | INFORMATIONAL |
| h) TA Board Item 5 (b) Acceptance of Statement of Revenues and Expenditures for April 2020 | MOTION |
| i) TA Board Item 5 (c) Acceptance of Capital Projects Quarterly Status Report 3 rd Quarter FY 2020 | MOTION |
| j) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of May 7, 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, July 7, 2020, 4:30 pm via Zoom Teleconference or at the 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

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**

MAY 5, 2020

MEMBERS PRESENT: B. Arietta (Chair)*, D. Bautista, A. Chen, K. Chin, J. Fox (Vice Chair)*,
(Via S. Green, R. Hedges, N. Hsu, K. Kuklin, J. Londer, P. Ohtaki, D. Reed,
Teleconference) M. Rendon

MEMBERS ABSENT: O. O'Neill

STAFF PRESENT: J. Hurley, A. Linehan, P. Skinner, D. Hansel, A. Chan, C. Mobley-Ritter,
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 4:32 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 MARCH 31, 2020

Motion/Second: Hedges/Arietta

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

Abstention: Ohtaki

Absent: O'Neill

4) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no public comments.

TA Board Director Rico Medina thanked everyone for their service.

5) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR MAY 7, 2020

a) TA Board Item 10 (a) Call for a Public Hearing at the June 4, 2020 Meeting on the Preliminary Budget for Fiscal Year 2021

Motion/Second: Arietta/Hedges

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

Absent: O'Neill

b) TA Board Item 11 (a) Approval of Shuttle Applications and Programming and Allocation of Measure A Local Shuttle Program Funds for 28 Shuttles for Fiscal Years 2021 and 2022

Peter Skinner, Director, Grants and Fund Management, presented a staff report.

Vice Chair Fox asked if the programming funds were based on the proposed plans that were discussed at the previous CAC meeting; Mr. Skinner confirmed that they were.

Motion/Second: Arietta/Hedges

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

Absent: O'Neill

Vice Chair Fox said that the ridership would be depressed, which may save some money if not all the shuttles are running.

Rich Hedges said he has used multiple shuttles and said most still appear to be running. Mr. Skinner said they are all running but on a reduced schedule.

Vice Chair Fox suggested at a future meeting to discuss the restart plan for the shuttles. Joe Hurley, TA Director, said he would look into it.

c) TA Board Item 11 (b) State and Federal Legislative Update

Amy Linehan, Public Affairs Specialist, provided details on the recent federal relief funding on both known and unknown losses.

She said that the first tranche of funding includes \$28.5 million for SamTrans and \$49 million for Caltrain, adding that this money is not projected to last very long. She said the second tranche of funding will be even more critical, and that a decision by MTC (Metropolitan Transportation Commission) is expected to come in July. She added that MTC is establishing a blue ribbon committee to oversee distribution of these funds.

d) TA Board Item 11 (c) San Mateo County US 101 Express Lanes Project Quarterly Update

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

Dave Reed asked about what motivated Kiewit to change their stance on allowing their workers to go back on the project. Mr. Scott said that Kiewit has a strong safety record. He said the action was done unilaterally by their management. He said that Kiewit said that they wanted to keep up the production for the benefit of their own staff.

Vice Chair Fox noted that the reduced traffic has increased the construction work window.

Mr. Hedges said he has noted people abusing the auxiliary lanes in the past.

e) TA Board Item 11 (d) Update on Financing of 101 Express Lanes Project – Proposed Terms for Loan Agreement

Derek Hansel, Chief Financial Officer, provided a presentation.

Chair Arietta asked what an additional \$250,000 deposit would be applied to. Mr. Hansel said two alternatives were being proposed: Alternative 1 increases the priority guarantee from \$500,000 to \$600,000 and creates a million dollars of funding out of the bond proceeds. He said that Alternative 2 does not include the million dollars but adds an additional \$250,000 a year.

Mr. Hedges said he is concerned about a potential significant jump in interest rates if the TA does not move forward quickly enough. Mr. Hansel said that interest rates are governed by multiple factors. Mr. Hedges said they would need to raise rates to sell a large quantity of bonds.

Steven Green left the meeting at 5:45 pm.

Peter Ohtaki asked about the type of modeling and economic projections being used in deciding between a fixed and a variable interest rate.

Mr. Hansel said a decrease in economic activity is not ideal for performance, however, he expressed concern for the return of ridership when some people would prefer being in a private car over riding transit.

In response to a question by Mr. Ohtaki, Mr. Hansel discussed the pros and cons of a variable versus a fixed interest rate.

Vice Chair Fox asked about the rate on the bonds. Mr. Hansel said he agreed this was a difficult decision and that the variable rate was something to consider.

Mr. Hedges said he agreed with Vice Chair Fox about the variable rates. Vice Chair Fox suggested placing the discussion on a future meeting agenda. Mr. Hansel said they would be coming back before the Board in June or July.

f) TA Board Item 11 (e) Approval to Make an Initial Deposit to Caltrans of \$12 Million for Construction of the North Segment of the San Mateo 101 Express Lanes Project (Whipple – I-380)

Mr. Hurley presented a staff report.

Motion/Second: Arietta/Londer

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

Absent: Green, O'Neill

g) TA Board Item 5 (b) Acceptance of Statement of Revenues and Expenditures for March 2020

Motion/Second: Hedges/Arietta

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

Absent: Green, O'Neill

h) TA Board Item 5 (c) Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Period Ending March 31, 2020

Mr. Ohtaki had questions about the report, including a request for a breakout of lower-rated bonds and more information regarding Chaffee California Joint Union High School District. Mr. Hansel said he would investigate and get back to him.

Motion/Second: Hedges/Kuklin

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

Absent: Green, O'Neill

i) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of April 2, 2020

No comments.

6) REPORT OF THE CHAIR

Chair Arietta said that Alemany Circle at the US 101 and I 280 Interchange was predicted to be busy this summer but due to reduced traffic as a result of COVID-19, it is now close to completion. She said that Caltrain had had three deaths on the tracks in the last four months. She asked if train operators have access to psychological counseling, and Mr. Hurley said yes.

7) REPORT FROM STAFF

Mr. Hurley noted opportunities to speed up construction projects presented by reduced traffic as a result of COVID-19. He commended the members for their attendance at the meeting during the challenging and unprecedented time.

Vice Chair Fox expressed his appreciation to staff for making the teleconference meetings possible.

8) MEMBER COMMENTS/REQUESTS

Chair Arietta complimented the staff.

Mario Rendon said that the San Mateo County Board of Supervisors had approved a one-eighth-cent sales tax dedicated funding for Caltrain that morning.

Mr. Hedges said he had checked out the progress of the grade separation projects.

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

Vice Chair Fox announced that the next meeting would be held on Tuesday, June 2, 2020 at 4:30 pm, with teleconference or location details to be provided prior to the meeting.

10) ADJOURNMENT

The meeting adjourned at 6:22 pm.