



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.

November 3, 2020 – Tuesday

4:30 pm

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Approval of Minutes from September 29, 2020
- 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 2020: Barbara Arietta (Chair), Diana Bautista, An Chen, Ken Chin, John Fox (Vice Chair), Steven Green, 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 November 5, 2020:**

- a) **TA Board Item 10 (a)** San Mateo 101 Express Lanes Quarterly Project Update INFORMATIONAL
 - b) **TA Board Item 10 (b)** Pedestrian and Bicycle Cycle 5 Call for Projects Draft Recommendations INFORMATIONAL
 - c) **TA Board Item 11 (a)** Programming and Allocation of Measure A Transit -- Caltrain Category Funds to Support the Atherton Station Closure Project MOTION
 - d) **TA Board Item 11 (b)** Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Period Ending September 30, 2020 MOTION
 - e) **TA Board Item 12** State and Federal Legislative Update INFORMATIONAL
 - f) **TA Board Item 5 (b)** Acceptance of Statement of Revenues and Expenditures for the Period Ending September 30, 2020 MOTION
 - g) **TA Board Item 5 (c)** Amend the San Mateo County Transportation Authority Investment Policy and Reauthorize Investment of Monies with the Local Agency Investment Fund MOTIONS
 - h) **TA Board Item 5 (a)** Approval of Minutes of the Board of Directors Meeting of October 1, 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, December 1, 2020, 4:30 pm via Zoom Teleconference
- 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**

SEPTEMBER 29, 2020

MEMBERS PRESENT: B. Arietta (Chair)*, D. Bautista, A. Chen, K. Chin, J. Fox (Vice Chair)*,
(Via S. Green, R. Hedges (joined at 4:39 pm), N. Hsu, K. Kuklin, S. Lang,
Teleconference) J. Londer, D. Reed, M. Rendon

MEMBERS ABSENT: P. Ohtaki, O. O'Neill

STAFF PRESENT: J. Hurley, R. McCauley, P. Skinner, V. Baum, A. Chan, J. Williams,
M. Cheung, A. Edwin, D. Srour, P. Gilster, 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 4:30 pm and he 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 SEPTEMBER 1, 2020

Motion/Second: Bautista/Arietta

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

Abstention: Chen

Absent: Hedges, Ohtaki, O'Neill

Rich Hedges joined the meeting at 4:39 pm.

4) APPROVAL OF 2021 CAC MEETING CALENDAR

Motion/Second: Arietta/Lang

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

Absent: Ohtaki, O'Neill

5) PRESENTATION ON SMCTD WEBSITE REPLACEMENT PROJECT

Jeremy Lipps, Digital Communications Manager, provided the presentation.

Joe Hurley asked how the CAC could get involved with the project. Mr. Lipps said a representative could interview with his group.

Sandra Lang asked if the bus schedules on the website would be in real time. Mr. Lipps said the new site will have enhanced bus route-finding capabilities.

Vice Chair Fox asked if the new site could give positional information based on the customer's actual location. Mr. Lipps said that it is currently based on the buses refresh rate of transmitting their location.

Jeff Londer asked about costs involved. Mr. Lipps said the total came to approx. \$1 million for a ten-year contract. He said he would get the numbers to him.

Ken Chin asked if there is any research showing if using Google Translate is effective. Mr. Lipps said they would not be using that service going forward. He said they are working on a process to translate individual pages.

6) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no comments.

7) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR OCTOBER 1, 2020

a) TA Board Item 9 (a) US 101/Produce Avenue Project Update

Michelle Cheung, Project Manager, Capital Projects and Programs, introduced Ramsey Hissen, Consultant, AECOM, who provided the presentation.

Rich Hedges asked what would be gained by the project. Mr. Hissen said the project provides a better opportunity for traffic to redistribute itself throughout the area.

b) TA Board Item 9 (b) Paratransit Program Update

Tina Dubost, Manager, Accessible Transit Services, provided the presentation.

Dave Reed asked about the average trips per year. Ms. Dubost said that the program provided 320,000 trips per year on average.

Ms. Lang noted that paratransit is a lifeline for the County's aging population. She said that inclusion of real-time passenger information in user software will be crucial in the future.

c) TA Board Item 10 (a) Allocation of \$16,597,344 in Measure A Funds to the San Mateo County Transit District for the SamTrans Paratransit Program and Caltrain

Virginia Baum, Senior Budget Analyst, provided the staff report.

Chair Arietta asked about the reason for the difference of approximately \$1.5 million between \$7.5 million in Measure A funding that was originally allocated from Caltrain to SamTrans and the new number of roughly \$6 million. Mr. Skinner said that one of the contributing partners, VTA (Santa Clara Valley Transportation Authority), was unable to contribute the full \$7.5 million but was able to provide \$6 million. He said for that reason, the amount for each of the other partners, including SFMTA (San Francisco Municipal Transportation Agency) and the TA, was also reduced to \$6 million.

Motion/Second: Hedges/Arietta

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

Absent: Ohtaki, O'Neill

d) TA Board Item 11 State and Federal Legislative Update

Brent Tietjen, Government and Community Relations Officer, provided an overview of the latest developments in transportation-related state and federal legislation.

Diana Bautista asked about the recent MTC (Metropolitan Transportation Commission) request to employers to reduce people working from home and asked when they would vote on that. April Chan, Chief Officer, Planning, Grants/Transportation Authority, said they likely already voted on that. She said Brent can bring some answers back to the CAC at the next meeting.

e) TA Board Item 5 (b) Acceptance of Statement of Revenues and Expenditures for the Period Ending June 30, 2020

f) TA Board Item 5 (c) Acceptance of Statement of Revenues and Expenditures for the Period Ending August 31, 2020

The CAC voted to accept both Items #7e and 7f in one motion:

Motion/Second: Kuklin/Arietta

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

Absent: Ohtaki, O'Neill

g) TA Board Item 5 (d) Acceptance of Measure A Semiannual Program Status Report

Motion/Second: Bautista/Reed

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

Absent: Ohtaki, O'Neill

h) TA Board Item 5 (e) Approval of the 2021 Board of Directors Calendar

Vice Chair Fox noted that the item was informational only.

i) TA Board Item 5 (a) Approval of Minutes of the Board of Directors Meeting of September 3, 2020

There were no comments.

8) REPORT OF THE CHAIR

Chair Arietta announced that MTC and ABAG (Association of Bay Area Governments) are the lead agencies for a DEIR (Draft Environmental Impact Report) for Plan Bay Area 2050. Ms. Brook said that she would email the CAC members with details about how to submit comments on the report prior to the end of the public comment period on October 28, 2020.

9) REPORT FROM STAFF

Mr. Hurley gave an update on the sound wall construction for the Express Lanes project. He announced the groundbreaking for the Wavecrest and SR 1 project.

He said that recruitment would begin for the Measure W Oversight Committee and that applications were due October 30, noting that Ms. Brook had emailed the CAC with details on how to apply.

Peter Skinner, Director of Grants and Funds Management, noted that the TA had received 19 applications for the bike/ped(bicycle/pedestrian) call for projects.

He announced that Patrick Gilster had come onboard as the new Manager of Programming and Monitoring. Mr. Gilster introduced himself and gave a brief background of his experience prior to joining the TA.

10) MEMBER COMMENTS/REQUESTS

There were no comments.

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

Vice Chair Fox announced that the next meeting would be held on Tuesday, November 3, 2020 at 4:30 pm, with teleconference or location details to be provided prior to the meeting.

12) ADJOURNMENT

The meeting adjourned at 5:57 pm.