



AGENDA

CITIZENS ADVISORY COMMITTEE MEETING

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

Gallagher Conference Room, 3rd Floor

1250 San Carlos Avenue, San Carlos, CA 94070

March 3, 2020 – Tuesday

4:30 pm

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Approval of Minutes from ~~January 7~~ [February 4](#), 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 ~~February 6~~ [March 5](#), 2020:**
 - a) **TA Board Item 10 (a)** Award of Contracts for On-Call Transportation Planning, Management and Support Service MOTION
 - b) **TA Board Item 11 (b)** Transit - Peninsula Corridor Electrification Program Update INFORMATIONAL
 - c) **TA Board Item 10 (b)** Financial Projections for the San Mateo 101 Express Lanes Project INFORMATIONAL
 - d) **TA Board Item 10 (c)** Disclosure Training INFORMATIONAL
 - e) **TA Board Item 11 (a)** State and Federal Legislative Update ~~INFORMATIONAL~~
[and Approval of Legislative Proposals](#) [MOTION](#)
 - f) **TA Board Item 5 (b)** Acceptance of Statement of Revenues and Expenditures for January 2020 MOTION
 - g) **TA Board Item 5 (c)** Acceptance of Capital Projects Quarterly Status Report 2nd Quarter FY 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, Daniel Ross-Jones

Staff Liaison: Joe Hurley, Transportation Authority Director

CAC Secretary: Jean Brook

San Mateo County TA CAC Meeting
Agenda for March 3, 2020

- h) **TA Board Item 5 (a)** Approval of Minutes of the Board of Directors Meeting of February 6, 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, March 31, 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

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, 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.

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**

FEBRUARY 4, 2020

MEMBERS PRESENT: B. Arietta (Chair), D. Bautista, A. Chen (left at 5:31 pm), K. Chin, J. Fox (Vice Chair) (arrived at 4:40 pm), S. Green, R. Hedges (via teleconference), N. Hsu, K. Kuklin, J. Londer, P. Ohtaki (arrived at 4:40 pm), M. Rendon

MEMBERS ABSENT: O. O'Neill, D. Reed, D. Ross-Jones

STAFF PRESENT: J. Hurley, A. Linehan, D. Hansel, C. Mobley-Ritter, J. Ye, R. Narayan

1) CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Barbara Arietta called the meeting to order at 4:30 pm and led the Pledge of Allegiance.

2) ROLL CALL

Acting CAC Secretary Renuka Narayan called the roll. A quorum was present.

3) APPROVAL OF MINUTES OF THE TA CAC MEETING OF JANUARY 7, 2020

Motion/Second: Green/Londer

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

Absent: Fox, Ohtaki, O'Neill, Reed, Ross-Jones

4) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

None.

5) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR FEBRUARY 6, 2020

10 (a) State and Federal Legislative Update

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

Steven Green asked if the TA was watching AB 2057, the seamless transportation bill; Ms. Linehan said yes.

Rich Hedges asked about the new FRA (Federal Railroad Administration) web portal for reporting blocked rail crossings and wondered about its impact on Caltrain. Ms. Linehan said she did not want to speculate on its impact on rail. She said the overall goal was to have a tool to increase safety on the tracks. Joe Hurley, TA Director, said

that if complaints about rail crossings lead to increased federal funding for grade separations, then something positive could come out of it.

John Fox and Peter Ohtaki arrived at 4:40 pm

Mr. Hurley requested to take the items out of order

11 (a) Acceptance of Quarterly Investment Report for the Period Ending December 31, 2019

Connie Mobley-Ritter, Director of Treasury, presented a staff report. She answered questions from Peter Ohtaki about the portfolio.

Motion/Second: Fox/Bautista

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

Absent: O'Neill, Reed, Ross-Jones

11 (c) Adopt a Debt Policy and Declaration of Official Intent to Reimburse Expenditures from Proceeds of Indebtedness

Ms. Mobley-Ritter presented a staff report.

Motion/Second: Hedges/Hsu

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

Absent: O'Neill, Reed, Ross-Jones

10 (b) San Mateo County US 101 Express Lanes Project Update

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

Jeff Londer asked if the various planned construction activities would start at the southern end and move north; Mr. Scott said yes.

An Chen said that she was concerned that current social media channels were not reaching younger drivers. Mr. Scott said they have been providing the cities with the information for them for dissemination by their respective public information officers.

Mario Rendon inquired about advertising during the morning commute from 7:30 to 9:30 am to create greater awareness. Mr. Scott said that when the press release goes out, it should be heard during prime time.

Mr. Hurley proposed having a standing item on upcoming TA CAC agendas to share concerns that Committee members are hearing from the public. He said the TA could adjust its strategies in response to these concerns.

John Fox asked if the information side of the project is included in the communications plan, such as lane closure announcements. Mr. Scott said that the TA can do that for significant lane closures and have signs on the side of the road.

Diana Bautista said she had heard radio announcements and seen the road signs. She said that she was willing to share the press releases.

Naomi Hsu said she would share with her Bay Meadows neighbors. She asked what toll testing would entail. Mr. Scott said they would run test vehicles after installing the tolling equipment.

Ms. Chen left the meeting at 5:31 pm

11 (b) Authorize an Amendment to the Contract with Eide Bailly LLP for Financial Audit Services

Derek Hansel, Chief Financial Officer, presented a staff report.

Ms. Hsu asked if the increase in fixed price was prorated from the original contract. Mr. Hansel said the increase was based on normal cost escalation and the volume of work.

Motion/Second: Hedges/Hsu

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

Absent: Chen, O'Neill, Reed, Ross-Jones

11 (d) Amendment of Fiscal Year 2020 Budget

Mr. Hansel said the amendment was based on the normal annual true-up process of the budget.

Motion/Second: Hsu/Bautista

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

Absent: Chen, O'Neill, Reed, Ross-Jones

5 (b) Acceptance of Statement of Revenues and Expenditures for December 2019

Motion/Second: Bautista/Hsu

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

Absent: Chen, O'Neill, Reed, Ross-Jones

5 (a) Approval of Minutes of the Board of Directors Meeting of January 9, 2020

No comments.

6) REPORT OF THE CHAIR

Chair Arietta noted that the Caltrain Board had approval of a proposed Transit-Oriented Development policy.

She also noted an upcoming closure of the lower Crystal Springs dam bridge.

7) REPORT FROM STAFF

Mr. Hurley gave an update on the Holly Street/US 101 Interchange Project. He noted that the Express Lanes Project will proceed ahead of the Interchange.

Mr. Green asked if money was moved from the express lanes budget to construct the Holly interchange; Mr. Hurley said the transfer was not done.

Chair Arietta asked about the bids for the Interchange Project. Mr. Hurley said that two things may have contributed: the current volume of work for contractors and the one-year delay in the start of construction after bids.

Mr. Hurley said that the 101/Peninsula project involving the relocation of southbound ramps located at Poplar Avenue in San Mateo. He said that the Peninsula Avenue overcrossing will be used by both the City of Burlingame and the City of San Mateo. He said that the project will likely go before the Burlingame City Council in April, while the San Mateo City Council had a study session on February 3.

Mr. Londer said he was not aware of the San Mateo study session. Mr. Hurley said the City of San Mateo was working on doing more aggressive outreach.

Ken Chin said he heard that the new San Mateo Facebook campus is slated to have 8,000-plus employees. He asked when construction would be complete. Karen Kuklin said it would be April. Mr. Londer said the number was more likely 3,000 employees. Mr. Chin said that the 8,000 number may have referred to the full expansion to all properties under consideration by Facebook.

8) MEMBER COMMENTS/REQUESTS

None.

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

Chair Arietta announced that the next meeting would be held on Tuesday, March 3, 2020 at 4:30 pm, 1250 San Carlos Avenue, **Gallagher Conference Room, 3rd Floor**, San Carlos, CA.

10) ADJOURNMENT

The meeting adjourned at 5:50 pm.