



AGENDA

SAN MATEO COUNTY TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos, CA 94070

TELECONFERENCE LOCATION: Members of the public are welcome to attend the teleconference location at 2405 Kalaniana'ole Avenue, PH-11, Hilo, HI 96720: Rich Hedges, Tel: 808-935-9260.

February 5, 2013 – Tuesday

4:30 p.m.

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Approval of Minutes from January 2, 2013
4. Public Comment
Public testimony by each individual speaker shall be limited to three minutes
5. **Transportation Authority Board Meeting Agenda for February 7, 2013**
 - a. Authorize Acceptance of the Quarterly Investment Report and Fixed Income Market Review Outlook for the Quarter Ended December 31, 2012
(TA Item 11c)
 - b. Acceptance of Statement of Revenues and Expenditures for December 2012
(TA Item 5b)
 - c. Fiscal Year 2012 Comprehensive Annual Financial Report **(TA Item 11a)**
 - d. Authorize the Filing of an Application with Metropolitan Transportation Commission for \$3,613,000 in Surface Transportation Program / Congestion Mitigation and Air Quality Improvement Program Funds for the U.S. Highway 101/Broadway Interchange Reconstruction Project **(TA Item 11b)**
 - e. Program Report: Transit – Shuttles **(TA Item 12a)**
 - f. Approval of the 2013 Legislative Program **(TA Item 12b)**
 - g. Update on State and Federal Legislative Program **(TA Item 12c)**
 - h. Approval of Minutes of January 3, 2013 **(TA Item 5a)**

- i. SamTrans Liaison Report – January 9, 2013 **(TA Item 8)**
6. Report of the Chair (B. Arietta)
7. Report from Staff (J. Hurley)
8. Member Comments/Requests
9. Date, Time, and Place of Next Meeting: Tuesday, March 5, 2013 at 4:30 p.m.,
San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd
Floor, 1250 San Carlos Ave, San Carlos, CA 94070
10. Adjournment

All items on this agenda are subject to action

CAC MEMBERS: Barbara Arietta (Chair) • Jim Bigelow • John Fox • Rich Hedges • Randall Hees •
Elizabeth Lasensky • Jeff Londer • Doris Maez • Daniel Mensing • Larry Shaine •
Laurie Simonson (Vice Chair) • April Vargas • William Warhurst • James Whittemore •
George Zimmerman

INFORMATION TO THE PUBLIC

If you have questions on the agenda, please contact the Assistant District Secretary at 650-508-6223. Assisted listening devices are available upon request. Agendas are available on the Transportation Authority Website at www.smcta.com.

Date and Time of Boards and Advisory Committee Meetings

San Mateo County Transportation Authority (TA) Committees and Board: First Thursday of the month, 5 p.m. Transportation Authority Citizens Advisory Committee (CAC): Tuesday proceeding first Thursday of the month, 4:30 p.m. Date, time and location of meetings may be changed as needed.

Location of Meeting

The San Mateo County Transit District Administrative Office is located at 1250 San Carlos Ave.,

San Carlos, which is one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus Routes: 260, 295, 390, 391, KX.

Public Comment

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

Members of the public may address the Citizens Advisory Committee on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to three minutes 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 Nancy McKenna at San Mateo County Transportation Authority, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email to cacsecretary@smcta.com; or by phone at 650-508-6279, or TDD 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.

**CITIZENS ADVISORY COMMITTEE (CAC)
SAN MATEO COUNTY TRANSPORTATION AUTHORITY (TA)**
1250 San Carlos Avenue, San Carlos CA 94070
Bacciocco Auditorium, 2nd Floor

MINUTES OF JANUARY 2, 2013

MEMBERS PRESENT: B. Arietta, J. Bigelow, R. Hedges, R. Hees, E. Lasensky, J. Londer, D. Mensing, L. Shaine, L. Simonson, A. Vargas, W. Warhurst, J. Whittemore, G. Zimmerman

MEMBERS ABSENT: J. Fox, D. Maez

STAFF PRESENT: J. Averill, E. Goode, J. Hurley

Chair Barbara Arietta called the meeting to order at 4:30 p.m. and Daniel Mensing led the Pledge of Allegiance.

REPORT FROM THE NOMINATING COMMITTEE

George Zimmerman said the nominating committee (Bigelow, Mensing, Zimmerman) nominated Barbara Arietta for chair, and Laurie Simonson for vice chair.

A motion (Bigelow/Shaine) to close the nominations was approved.

A motion (Hedges/Whittemore) to elect the nominated members was approved.

Mr. Zimmerman said he commends Chair Arietta for her successful service to the TA CAC, congratulated Vice Chair Simonson for being elected, and thanked April Vargas for her service as Vice Chair the previous year. He thanked Mr. Bigelow and Mr. Mensing for their service on the nominating committee.

Chair Arietta asked Ms. Simonson to tell the CAC about herself. Ms. Simonson said she has been involved with the Burlingame Traffic Safety and Parking Commission for three years, and was recently the chair. She was recently appointed to the San Mateo County Planning Commission. She said she is an attorney with the Department of Homeland Security.

APPROVAL OF MINUTES OF DECEMBER 4, 2012

Ms. Simonson requested the change of the name on page 9 from Jerry Mullen to Kevin Mullen.

Mr. Whittemore said on page 9 he is quoted, "event flyers should include directions to the events via public transit or biking/walking instead of driving," and it should be, "in addition to..." He said the line that reads, "He asked if the TA is going to be making any more investments," should include "by moving money into TA's portfolio managed by Bill Osher of CSI Capital" at the end of the sentence.

A motion (Bigelow/Hedges) to approve the December 4, 2012 minutes as amended was approved.

PUBLIC COMMENT

None

ITEMS FOR REVIEW – JANUARY 3, 2013 TA BOARD MEETING

Authorize Amendment of Fiscal Year (FY) 2013 Budget to Increase Budget Expenditures by \$1,335,000 for a New Total of \$103,074,230 (TA Item 12a)

Mr. Zimmerman asked if the Program Expenditure on line item 16 with an increase of \$240,000 will be the same amount for San Francisco and Santa Clara counties. Director, Transportation Authority Program Joe Hurley said the three counties share proportionally the operating costs and this action will maintain that balance. He said the sales tax is higher than projected and as a result the budget is being amended to reflect that, and the expenditures are based on a proportional distribution formula that was agreed to as part of the Expenditure Plan.

Vice Chair Simonson said on page two the report states the funds for the Bicycle and Pedestrian Program will be used for the FY2014-15 Call for Projects (CFP). She said she thought this was for a FY2013-14 CFP, and the shuttle was a FY2014-15 CFP.

Manager, Budgets Eva Goode said the CFP is put out in FY2013 but it is for FY2014, so the CFP may be done in one fiscal year but it is intended for a future fiscal year.

Larry Shaine said the staff report references the 2004 Transportation Expenditure Plan and it should be 2008. Mr. Hurley said the voters approved the Plan in 2004 and even though it did not go into effect until 2009 it is still referred to as the 2004 Plan.

Mr. Whittemore said the allocation formulas show 4 percent but Caltrain is up to 8 percent and asked if there was a variable available and why it is at 8 percent. Mr. Hurley confirmed there is a variable and said the Board decided 8 percent of the money would be allocated for operating the Caltrain system.

A motion (Bigelow/Hees) to support the amendment of the FY2013 budget was approved.

Authorize Cooperative Agreement with the County of San Mateo for Right of Way Services in Support of TA Capital Projects (TA Item 12d)

Mr. Shaine asked how this has been handled up to now since the TA has never had this authority. Mr. Hurley said right of way acquisition on the highway projects has been done by the California Department of Transportation or the Joint Powers Board (JPB), but the need for the TA to have this authority has arisen from the Burlingame Interchange Project and potentially for future projects as well.

Mr. Whittemore asked if other local government entities' agreements are substantially different in any way than the TA's. Mr. Hurley said they are boilerplate, so basically the same.

Ms. Simonson asked who the public process will be held through and who would hold the hearings. Mr. Hurley said the county. Ms. Simonson asked if the TA just manages the acquisition. Mr. Hurley said the TA funds the acquisition.

Mr. Hedges said like the state, the county attorney's office handles all the legal work in these cases for all boards and departments, and the TA just pays for it.

Mr. Whittemore said it is not just that the TA pays for it, but the TA assumes liability for it. He said although the county takes the eminent domain actions, it will not have any legal liability.

Chair Arietta said this sets precedence. Mr. Hurley said once this is in place the TA will have the ability to do this with future projects.

A motion (Zimmerman/Lasensky) to support the cooperative agreement was approved.

Authorize Award of Contract to Holland & Knight, LLP for Federal Advocacy Services for a Firm Fixed Price of \$210,000 for a Five-year Term (TA Item 12e)

Mr. Zimmerman asked if this firm has a proven track record of being equally effective with both sides of the political forum. Mr. Hurley said this group is a bipartisan group and has relationships with both sides of the aisle, they have been effective with navigating and shepherding legislation through both parties, and are as effective as anyone could be in the current environment in D.C.

Ms. Vargas asked if this is \$210,000 over five years or if it is per year. Mr. Hurley said it is over five years.

Chair Arietta said it used to be \$60,000 per year and now it is \$42,000 and asked why it has gone down. Mr. Hurley said it is reflective of the needs and anticipated workload coupled with a competitive environment.

Mr. Whittemore asked why the TA is moving from a three-year contract to five years. Mr. Hurley said it could be an economy-of-scale type of situation where a longer contract would be a lower cost. Mr. Whittemore said he checked on this firm and said they are very reputable and effective. He said the scoring seems to reflect an emphasis on personal relationships. Mr. Hurley said it does, and a proven track record, and the fact that the firm has been in this business for 30 years.

Mr. Mensing asked how the new sales tax is going to impact the TA. Mr. Zimmerman said that is not on the agenda. Chair Arietta said it does not necessarily need to be put on a future agenda but said it could be researched and explained to the CAC.

Chair Arietta asked if Holland and Knight, LLP will replace Shaw Yoder. Mr. Hurley said no, Shaw Yoder is on the State level.

Mr. Whittemore said this firm is one that receives large dollar-amount checks and asked if they could take wire transfers. Mr. Hurley said he would look into it.

A motion (Zimmerman/Lasensky) to support the award of contract to Holland & Knight, LLP was approved.

Authorize Acceptance of Statement of Revenues and Expenditures for November 2012 (TA Item 6c)

Ms. Simonson said the check register shows a payment to Director Sepi Richardson under Capital Program and not under Board of Directors Compensation.

A motion (Londer/Bigelow) to support the acceptance of statement of revenues and expenditures was approved.

SamTrans Liaison Report – December 12, 2012 (TA Item 9b)

Mr. Zimmerman asked what the Daly City Bay Area Rapid Transit (BART) Wayfinding Project and redevelopment project at the Colma Park and Ride Lot consisted of. Mr. Hurley said he will look into it and answer this question at a future meeting.

Mr. Zimmerman asked what the differences in the operational qualifications are between Amtrak and TransitAmerica Services, Inc. (TASI). Mr. Hurley said TASI took over the maintenance and operation of the Caltrain service in May. He said there were a number of challenges that TASI had to deal with including the record-breaking ridership, and a number of incidents on the system that have occurred. He said staff is very focused on mitigating these types of impacts to the system and are pleased with TASI and believe that once TASI becomes more familiar with the system, there will be fewer impacts on performance.

Ms. Lasensky said the Caltrain on-time performance has not been that great.

Mr. Zimmerman said it is great that staff continues to work with stakeholders including the Silicon Valley Leadership Group.

REPORT OF THE CHAIR – BARBARA ARIETTA

See the attachment for Chair Arietta's complete report. Committee member comments on specific items are below.

- There are no plans to consider level boarding in the EIR.
 - Randy Hees said the problem with level boarding is sharing tracks with freight trains because the size of the freight train means the gap between the train and the platform is potentially wider than on a track that runs a single type of equipment.
 - Mr. Whittemore said some conductors have told him the reason for some of the late trains is due to disabled boardings which takes time because there is no level boarding.
- The location where trains will be stored is still undecided.
 - Mr. Bigelow said this process is scoping, which is looking at what items should be considered in the year-long work on the Caltrain Modernization. He said whether the contractor thinks the project is something to be considered or not, the policy board will direct the contractor based on

comments received from the EIR scoping. He said the public can voice their concerns about what should be studied and the policy board will make the decisions based on the input.

- It would be beneficial for the CAC to hold a retreat to discuss the Strategic Plan.
 - Mr. Hurley said the Strategic Plan will be updated this year, so he will look for a timeframe that would make more sense, such as this spring or summer.
 - Mr. Hees said the CAC did series of retreats when it was considering the reauthorization of Measure A. He said if the retreat has a strong focus on a specific subject it could be very productive.
 - Mr. Whittemore said he would like a 30-minute presentation about how to read the financial documents from the agenda package.
 - Mr. Hurley said it would be good for the group to think about what would be helpful to them to be more successful in their role.
 - Mr. Zimmerman said it would be good to provide a framework about what the functions are of the TA and of the CAC.
 - Mr. Shaine said perhaps a TA Board member could kick off the retreat to solidify the partnership between the Board and the CAC.

REPORT FROM STAFF – JOE HURLEY

Mr. Hurley said there will be a lot of things happening in 2013. The Calera Parkway Project EIR is one and is a high-profile project, and also the Broadway Interchange Project is wrapping up the design end. He said the 23 (sic 28) highway projects approved last year will be moving forward, as will some bike and pedestrian projects. He said the solicitation to cities regarding their interest in grade separations has gone out and there will be some follow up with CAC. He said it will be an exciting year.

MEMBER COMMENTS/REQUESTS

Mr. Hedges said the main criticisms to Santa Clara Valley Transportation Authority are the failure of the system to go through downtown San Jose underground, resentment from motorists regarding delays. San Jose airport does not allow flyers to park in the leftover parking and ride the rail system. He said an airport director told him that they do not want to allow that because they sell parking.

Mr. Shaine said a nice-working light-rail system is in Portland, Oregon. It is successful and goes to the airport.

Mr. Bigelow said the Caltrain MOU with HSR is in draft form and should be on the Caltrain website. It will be previewed January 3rd at the JPB Board meeting and they will act on it in February. They are taking away the full four-track system and going with the two-track system.

Ms. Vargas thanked the CAC for allowing her to serve as vice chair. She said she did a special tour of the tunnels project. She said she is hoping the [Devil's Slide] Tunnel will open around the end of February.

Mr. Hees said he was in Washington D.C. and used his Metro Card which is similar to the Clipper Card and it worked very well. He said the Clipper Card is difficult to add fare

and inconsistent, and he couldn't pay for parking at BART. He said the technology is known and it is frustrating that Clipper does not work as well.

Ms. Simonson said she just looked up the Bike and Pedestrian CFP online and the TA website shows the next CFP is due to be issued in 2013, and the website may be inaccurate. She said she read a book called "Walkable City" which covers many issues that the CAC tries to accomplish.

Mr. Whittemore said the Quarterly Projects Report contains no bike or pedestrian projects. He would like to know the status of the Bike Share Program that the TA authorized \$80,000 before July 2011 for this program. Mr. Hurley said he will follow up. Mr. Whittemore thanked staff for the San Bruno Grade Separation presentation from November's meeting.

Mr. Hurley said the staff report about the Bicycle and Pedestrian CFP talks about FY2014-15. He said FY2014 actually begins July 1, 2013 and ends in June 2014, and that's when the money becomes available for the upcoming CFP for the Bicycle and Pedestrian Program. Ms. Simonson asked if the CFP will occur this summer. Mr. Hurley said yes.

DATE, TIME AND PLACE OF NEXT MEETING

Tuesday, February 5, 2013 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA 94070

The meeting adjourned at 5:38 p.m.

***** Chair's Report to the CAC - January 2, 2013*****

From: **Barbara Arietta** (barietta@hotmail.com)
Sent: Wed 1/02/13 3:05 PM
To: Barbara Arietta (barietta@hotmail.com)

1. Joe Hurley, Jim Bigelow and I attended the U.S. 101 Auxilliary Lane Ribbon Cutting Event in Menlo Park on Wednesday, December 5, 2012. Additional representatives from the Transit District included TA Executive Director, Mike Scanlon, TA Public Affairs Director, Mark Simon, and TA Board member, Karyl Matsumoto, who was also the Moderator of the program. Speakers included Caltrans Regional Director Bijan Sartip, State Senator Jerry Hill, Menlo Park Councilwoman Kirsten Keith, and two councilmembers from East Palo Alto.

2. As we all know, the opening of the tunnels at Devil's Slide has been delayed until sometime next Spring. It's now being reported in an article in last week's SF Chronicle that although the tunnels themselves have been constructed, it is the operating systems inside that are still being installed and contributing to the delay.

Each tunnel will hold a single lane of traffic, 12 feet wide, with an 8 ft shoulder on the right and a 2ft shoulder on the left. The original cost was estimated to be \$322 million, but the tunnel's completion cost has now been estimated in last week's Chronicle to be \$439 million.

When the tunnels finally open CALTRANS will abandon the 1.2 mile stretch of highway 1 and turn it over to San Mateo County, which will spend about nine months converting it into the first phase of the Devil's Slide Coastal Trail. After that it will be turned over to hikers and bikers.

3. CALTRAIN News: Lots of important news at present concerning Caltrain...

Caltrain Environmental Schedule released. Get ready to weigh in...

In mid-December 2012, Caltrain released the schedule for the Environmental Impact Report for Caltrain eletrification and disclosed preliminary findings of the traffic study regarding the traffic impact of the blended system with High Speed Rail tracks.

Caltrain plans to begin at the beginning, at the "scoping" phase to solicit public feedback on what they should study, rather relying on the scoping work done for the 2009 Environmental Impact Report. This phase will take place in January and February of this year. (This is the chance for the public to review and provide feedback on Caltrain's plans for electrification and the environmental impacts of the changes to come.)

The Draft EIR schedule to be released in Fall/Winter 2013...final document ready in Spring/Summer 2014 and project approval planned for Summer/Fall 2014.

There are several questions currently being asked about a variety of issues including:

- A. The impact of the Downtown Extension to the Transbay Terminal (3-times the number of jobs)
- A. The impact of the Downtown Extension to the Transbay Terminal (2-times the number of jobs)

within a 3/4 mile radius could nearly double ridership)

B. The concept of "level boarding"...It has been reported that there are no plans for "level boarding" to be considered in the Environmental Review plan. (Proponents say that "level boarding" can save 30-60 seconds or more at each station stop and would result in notable improvements in reliability, speed, and ridership.)

c. Where will the trains be stored? (If storage for high speed trains is being studied, will it also make sense to study the location to store Caltrain trains)

D. What will be the role of longer trains? The simulations look at the use of longer trains instead of frequent service.(Given the capacity limits of the blended system, calling for upto 6 Caltrain trains per hours, would it make more sense to provide longer trains in addition to more frequent service, not instead of it..especially on crowded baby bullet trains at the higher volume stations?

E. Grade Separations - The blended system with HSR is likely to break cross-town traffic patterns in many communities, unless there are more grade separations

F. Electrification doesn't break crosstown connectivity - but passing tracks likely will...

G. High Speed Rail Memorandum of Understanding - Caltrain should be the Lead Agency according to many Caltrain advocates because the Caltrain Modernization team has a strong relationship with the community and the High Speed Rail Authority doesn't yet. The MOU is currently under review and will be approved by the Caltrain Board in February.

CALTRAIN NEARLY DOUBLES FAREBOX RECOVERY SINCE 2004 HELPING OPERATING BUDGET.

At tomorrow morning's Board meeting, the Caltrain Board will consider increasing the expected farebox revenue to the operating budget from a range of 38 to 50 percent, adopted in 2008 to a range of 45 to 65 percent, starting in 2014. This will enable Caltrain to contribute more rider revenues (and require lower public contribution) in the next fiscal year's budget.

CAC Retreat :

It has been mentioned that due to the combination of having both long term and recently appointed members on our CAC with varying degrees of knowledge about the TA programs, it would be beneficial for all of our membership to have a CAC Retreat to discuss the Strategic Plan and bring all members up to speed on its various components. We were thinking about having the retreat on a Saturday morning in the not too distant future. Member comments?
