



2014 BOARD OF DIRECTORS

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AGENDA

SAN MATEO COUNTY TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

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

SEPTEMBER 2, 2014 – Tuesday

4:30 p.m.

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Approval of Meeting Minutes of August 5, 2014
4. Approval of Workshop Summary of August 5, 2014
5. Public Comment
Public testimony by each individual speaker shall be limited to three minutes
6. **Transportation Authority Board Meeting Agenda for September 4, 2014**
 - a. Program Report: Alternative Congestion Relief **(TA Item 10)**
 - b. Authorize Allocation of \$425,000 in New Measure A Alternative Congestion Relief Funds to the Peninsula Traffic Congestion Relief Alliance to Support the Countywide Congestion Relief Program for Fiscal Year 2015 **(TA Item 11a)**
 - c. Measure A Semi-Annual Program Status Report **(TA Item 4c)**
 - d. Update on State and Federal Legislative Program **(TA Item 12b)**
 - e. Capital Projects Quarterly Status Report – 4th Quarter Fiscal Year 2014 **(TA Item 12a)**
 - f. Acceptance of Statement of Revenues and Expenditures for July 2014 **(TA Item 4b)**
 - g. Approval of Minutes of August 7, 2014 **(TA Item 4a)**
7. Report of the Chair (Barbara Arietta)
8. Report from Staff (Joe Hurley)

9. **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
10. **Date, Time, and Place of Next Meeting:** Tuesday, September 30, 2014 at 4:30 p.m., San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Ave, San Carlos, CA 94070
11. **Adjournment**

All items on this agenda are subject to action

CAC MEMBERS: Barbara Arietta (Chair) • John Baker • Diana Bautista • Jim Bigelow • John Fox • Rich Hedges • Randall Hees • Jeff Londer • Daina Lujan • Doris Maez • Larry Shaine • Laurie Simonson (Vice Chair) • April Vargas • William Warhurst • James Whittemore

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 Avenue, San Carlos, which is one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus routes ECR, FLX, 260, 295 and 398.

Additional transit information can be obtained by calling 1-800-660-4287 (TTY 650-508-6448) or 511.

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

Draft

MINUTES OF AUGUST 5, 2014

MEMBERS PRESENT: B. Arietta (Chair), D. Bautista, J. Bigelow, J. Fox, R. Hedges, R. Hees, J. Londer, D. Lujan, L. Shaine, A. Vargas,

MEMBERS ABSENT: J. Baker, D. Maez, L. Simonson W. Warhurst, J. Whittemore

STAFF PRESENT: J. Averill, S. Bhatnagar, A. Chan, G. Harrington, J. Hurley, J. Slavitt

Chair Barbara Arietta called the meeting to order at 4:31 p.m. and Jim Bigelow led the Pledge of Allegiance.

APPROVAL OF MINUTES OF JUNE 3, 2014

No discussion.

Motion/Second: Hees/Londer

Ayes: Arietta, Bautista, Bigelow, Hedges, Hees, Londer, Lujan, Shaine, Vargas

Absent: Baker, Fox, Maez, Simonson, Warhurst, Whittemore

APPROVAL OF MEETING SUMMARY OF JULY 1, 2014

No discussion.

Motion/Second: Hees/Londer

Ayes: Arietta, Bautista, Bigelow, Hedges, Hees, Londer, Lujan, Shaine, Vargas

Absent: Baker, Fox, Maez, Simonson, Warhurst, Whittemore

PUBLIC COMMENT

None

John Fox arrived at 4:36 p.m.

ITEMS FOR REVIEW – AUGUST 7, 2014 TA BOARD MEETING

Authorize Approval and Ratification of the Fiscal Year (FY) 2015 Insurance Program with Wells Fargo Insurance Services and Increase the FY2015 Budget by \$204,394 to \$68,418,048 (TA Item 10b)

Gigi Harrington, Deputy CEO, said the TA has not previously had its own insurance; it had access to the San Mateo County Transit District (District) policy. She said this provides the TA with Liability and Public Officials Liability insurance. There is a \$10,000 deductible for the Liability insurance and it covers up to \$11 million. Anything beyond that would be covered under the District insurance, which has coverage up to \$100 million. This includes claims costs and attorney's costs. The Public Officials Liability insurance has a deductible of \$50,000 with a \$3 million limit. She said samples of types of claims from other funding agencies include contractors not paying wages correctly,

and a bicyclist who hit a plate in the street that was being worked on through the funding of a funding agency.

April Vargas asked why the TA would be sued if a contractor working on a street put in a plate that caused an accident with a bicyclist. Ms. Harrington said everyone involved in the project ends up in the mix and sometimes attorneys can get agencies out of exposure to a lawsuit, but this insurance would cover the agency if needed.

Jeff Londer asked if Board members are covered. Ms. Harrington said they are covered under the Public Officials Liability policy if someone made a claim against a Board member.

Mr. Londer asked if the CAC members are covered. Barbra Goodwin, Consultant, Wells Fargo Insurance, said this protection would protect the committee members as part of the TA.

Randy Hees said it is inexpensive for someone to sue a Board member, but it is expensive for a Board member to defend him or herself, so he endorses this policy.

Motion/Second: Hees/Shaine

Ayes: Arietta, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Vargas

Absent: Baker, Maez, Simonson, Warhurst, Whittemore

Authorize Award of Contracts to Ernst & Young Infrastructure, KPMB LLP, Macias Consulting Group, Inc., Nancy Whelan Consulting, LLC, Public Financial Management, Inc., Ross Financial, LLC, and Williams, Adley & Company-CA, LLP to Provide On-Call Financial Consulting Services in an Aggregate Estimated Not-to Exceed Amount of \$2.2 Million for Five-Year Term (TA Item 10c)

Ms. Harrington said a procurement was conducted for all three agencies. These are five-year contracts in different categories. She said if the TA decided to advance projects through a debt issuance, these consultants would be on call to guide staff through that process. If there was a need for any performance or financial special audits, these consultants would be available for that.

Mr. Hees asked if there was no cost unless staff called on the consultants.

Ms. Harrington said yes, these are done by work directives.

Larry Shaine asked if funds for these purposes are charged to projects. Ms. Harrington said yes.

Mr. Shaine asked how the \$2.2 million fits into the budget. Ms. Harrington said these funds would only be accessed if the TA wanted to advance funds to accelerate a program. She said there is no budget impact today.

Mr. Bigelow said the Caltrain Modernization timeline to deliver electric trains could possibly be a candidate for this. He said it is wise to have this in place. He said Willow Road and Woodside Road and other interchange projects might need this. He

said if it is needed to take advantage of low interest to move projects ahead, it makes sense to have this as a tool.

Mr. Londer asked if the entire \$2.2 million could be used in one year. Ms. Harrington said it would be very unlikely. The cost of a debt issuance would be in the range of \$250,000 to \$300,000.

Chair Arietta asked why this is for a five-year term. Ms. Harrington said it is past practice and since this is a joint procurement for the three agencies, the goal was to have a stable set of vendors available.

Motion/Second: Hees/Shaine

Ayes: Arietta, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Vargas

Absent: Baker, Maez, Simonson, Warhurst, Whittemore

Authorize Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended June 30, 2014 (TA Item 10a)

No discussion.

Motion/Second: Londer/Bigelow

Ayes: Arietta, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Vargas

Absent: Baker, Maez, Simonson, Warhurst, Whittemore

Authorize Allocation of \$12,140,000 in New Measure A Funds and \$16,733,000 in Original Measure A Funds to the San Mateo County Transit District for Application Towards the Caltrain Program Category and the Paratransit Program Category (TA Item 10d)

Mr. Hees asked where this leaves the TA with Original Measure A funds. Joe Hurley, Director, Transportation Authority Program, said there is Original Measure A money left after this.

April Chan, Executive Officer, Planning and Development, said the Semi-Annual Program Status Report will be presented in September and will show the balance of the Original and New Measure A by category.

Mr. Shaine asked how this fits with the Caltrain budget cycle since their budget has already been approved. He asked how they can budget if they don't already have this approval. Ms. Chan said this was already programmed with the TA budget, so with the approval of the inclusion of the amount for Caltrain operation, it got incorporated into the Caltrain budget. This item is the next step; since the money was already budgeted, it will now be allocated.

Motion/Second: Hees/Bigelow

Ayes: Arietta, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Vargas

Absent: Baker, Maez, Simonson, Warhurst, Whittemore

Authorize Allocation of \$1.6 Million in Original Measure A Highway Program Category Funds to the City of San Mateo for the Plans, Specifications, and Estimates Phase of the Route 92/El Camino Real Interchange Project (TA Item 10e)

Mr. Bigelow said this is a terrible merging of traffic coming off of Route 92 onto El Camino Real, and this money will bring solutions to the forefront.

Mr. Hees said when coming up for a spending plan for the New Measure A, this area had some of the highest needs and was only left out of the spending plan because the costs would potentially absorb all highway funds. He said he is glad San Mateo is asking for the design money to get started.

John Fox said his concern about this re-evaluation of rankings is there is limited funds and many jurisdictions. He said the best that can be done is have a process to fairly evaluate projects, and look at the value it would bring.

Mr. Hurley said this project was submitted for funding consideration as part of the Highway Program Call for Projects (CFP) two years ago. He said the TA felt this project had merit and the money was programmed and allocated for the environmental phase of the project, and the money for the design phase was programmed but the allocation was conditioned on the project being environmentally cleared and having political and public support to advance. It has achieved that milestone and it is back for the funding to be allocated.

Rich Hedges said this project has been necessary for a long time. He said he sees accidents there all the time.

Motion/Second: Bigelow/Hees

Ayes: Arietta, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Vargas

Absent: Baker, Maez, Simonson, Warhurst, Whittemore

Authorize Reallocation of \$90,000 in New Measure A Program, Planning and Management Funds to the San Mateo County Transit District for the Mobility Management Plan (TA Item 10f)

Joel Slavit, Manager, Programming and Monitoring, said an allocation was made for the Shuttle Technical Assistance Program to help sponsors that had poorly performing shuttles or were thinking of new shuttles prepare for the upcoming CFP. This is the balance of money remaining from that allocation. Staff is proposing to reallocate the balance to the District's Mobility Management Plan specifically to be used to better define how community and commuter shuttle services should be planned and implemented in the county.

Mr. Hees asked if this is the TA counseling cities and agencies on how to create shuttles or studying existing shuttles and trying to understand how they work. Mr. Slavit said it takes a comprehensive picture of services in the county and who is best to deliver the service.

Mr. Hees asked what the timeline is. Ms. Chan said it is over a 12- to 18-month period.

Motion/Second: Londer/Shaine

Ayes: Arietta, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Vargas

Absent: Baker, Maez, Simonson, Warhurst, Whittemore

Update on State and Federal Legislative Program (TA Item 11a)

Shweta Bhatnagar, Government Affairs Officer, provided the following update:

State

The Legislature approved, and the governor signed, the FY2014-2015 Budget Act and companion Cap and Trade trailer bill. The Legislature authorized \$630 million dollars in one-time expenditures from the Cap and Trade Program for various transit, affordable housing and sustainable communities, and low-carbon transportation programs that reduce greenhouse gas emissions. She said for transportation programs, the budget provides \$250 million to high-speed rail (HSR) for construction of the first phase of the HSR project, including work on the blended system, \$200 million to the Air Resources Board for low-carbon transportation projects including zero and near-zero emissions bus deployment projects, \$130 million to the Strategic Growth Council for a competitive grant program for projects that reduce greenhouse gas emissions by increasing transit ridership, promote active transportation and affordable housing near transit, promote infill development, and reduce the number of vehicle miles traveled, \$25 million allocated to the State Transit Assistance program for direct funding to transit agencies for operations and capital projects, and provides another \$25 million to the California State Transportation Agency for a competitive grant program for transit and intercity rail capital projects.

She said the companion Cap and Trade trailer bill, which will begin in FY2015-2016, establishes a long-term framework for the expenditures of future Cap and Trade auction revenues. She said 40 percent of the revenue will be appropriated by the Legislature and the governor for any mix of programs aimed at reducing greenhouse gas emissions. The remaining 60 percent is distributed using a percentage-based allocation with 25 percent going to HSR, 20 percent going to the Strategic Growth Council for Affordable Housing and Sustainable Communities Program, half of the funds in this category must go towards affordable housing programs, 10 percent going to California State Transportation Agency for transit and intercity rail, and 5 percent to the State Transit Assistance Program for transit capital and operations.

She said in the coming months, the respective State agencies responsible for implementing each of these programs will begin the process of developing guidelines. They will also hold a series of public meetings for each of the proposed programs. In early July, the Strategic Growth Council was the first of the State agencies to hold a public meeting where the agency provided an overview of the Affordable Housing and Sustainable Communities program and laid out a schedule of how the program guidelines will be developed. The Strategic Growth Council will work with the Department of Housing and Community Development and the Natural Resources Agency in developing and implementing this program. She said they anticipate using the remainder of the year to develop the program guidelines and hold public workshops. The guidelines will be approved by the council in December and the first

funding solicitation will be released in January 2015. Grant applications will be due in April and grant awards will be announced in June.

Federal

Ms. Bhatnagar said last week, Congress passed a short-term funding measure for the Highway Trust Fund and its Mass Transit Account. The legislation provides approximately \$10.8 billion to support current spending levels and extends Moving Ahead for Progress in the 21st Century funding authorization and policies for transit, highway and highway safety programs funded from the Highway Trust Fund through the end of May 2015. She said the bill creates funds through pension tax changes, changes to customers' user fees, and a transfer of money from a fund to repair leaking underground fuel storage tanks. Some Senators were pushing for an amendment that would only provide funding until December in an attempt to force Congress to work on a long-term funding plan during the lame duck session in November. That amendment did not make it into the final legislation. The bill was sent to the president and is awaiting his signature.

Mr. Hees said the State spending plan is intended to be a long-term plan and asked if it is only in place until it is voted out. Ms. Bhatnagar said agencies that didn't get funding or were underfunded complained that if the plan was locked in, the agencies would be stuck with it, so it is as flexible as the Legislature will allow. If the Legislature finds that affordable housing and sustainable communities is more efficient than low-carbon transportation, they can make adjustments.

Approval of Minutes of June 5, 2014 (TA Item 4a)

No discussion.

SamTrans Summary of July 2, 2014 (TA Item 7a)

No discussion.

SamTrans Special Meeting Summary of July 17, 2014 (TA Item 7b)

No discussion.

Acceptance of Statement of Revenues and Expenditures for May 2014 (TA Item 4b)

No discussion.

Information of Statement of Revenues and Expenditures for June 2014 (TA Item 4c)

No discussion.

REPORT OF THE CHAIR – BARBARA ARIETTA

See attachment for Chair Arietta's complete report.

Mr. Hedges said it will be limited where San Bruno can have 90-foot limits. He said the Federal Aviation Administration has 59-foot limits because of the glide path of the airport.

REPORT FROM STAFF – JOE HURLEY

Mr. Hurley said:

- The Route 1 San Pedro Creek Bridge Replacement Project is well under construction. Traffic is detoured onto a frontage road. There is a learning curve because of an increase in traffic on the weekends and people unfamiliar with the traffic shift. The California Department of Transportation is making efforts to adjust the signal timing to minimize traffic disruptions. The bridge is completely demolished and the area has been dewatered. The workers are trying to get the project work in the creek completed in one season; the window closes on October 1.
- The US Highway 101/Broadway Interchange Project contract has been awarded and approved. Construction will begin in mid to late September.

MEMBER COMMENTS/REQUESTS

Mr. Shaine said there is a lot of concrete covering the San Bruno Caltrain Station and asked if there is any money to plant climbing ivy to cover the ugliness of the concrete. Mr. Hurley said the landscape vegetation is young and takes a while to soften the look.

Daina Lujan said there is confusion in Pacifica about the southbound right lane going over the bridge and left lane going to Linda Mar and people not knowing where they're supposed to be. Mr. Hurley said delineators were put up to prevent drivers from blocking traffic that resulted from them taking the wrong lane.

Mr. Hees said many projects have significant traffic impacts during construction. He said there will always be objections, but the long-term goal is a good solution and it will get better.

Mr. Hurley said efforts are made to communicate and articulate traffic pattern shifts to let people know. There will be a level of disruption, and it is a matter of communicating it ahead of time.

DATE, TIME AND PLACE OF NEXT MEETING

Tuesday, September 2, 2014 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA 94070

The meeting adjourned at 5:36 p.m.

Averill, Joshua

From: Barbara Arietta <barietta@hotmail.com>
Sent: Wednesday, August 06, 2014 12:27 PM
To: Averill, Joshua
Cc: Hurley, Joseph
Subject: ** Chair's Report to CAC - August 5, 2014**

I have corrected the typos in copy. Please use this for meeting report. Thanks!

Updates for Caltrain Riders in North County:

San Bruno voters will consider a 2014 ballot initiative to raise height limits to up to 90 feet in the area closest to the Caltrain station. The ballot measure is an outcome of the City's Transit Corridors Plan, which envisioned updating old and underutilized areas near the San Bruno Caltrain station, downtown, and along El Camino Real.

Millbrae City Council has reviewed their Station Area Plan and is planing to review more details and give direction to the EIR concerns about the plan which include pedestrian, bicycle and bus access to the area and housing affordability. There will be meetings coming up in the Fall to make the Millbrae Station more accessible and less bleak.

The two major developments being proposed would bring retail, offices, housing and possibly hotels to the station area.

Bike access improvements in San Jose and San Francisco:

For the 15% or so of Caltrain riders who use a bicycle to get to, from and around the station area, improvements are coming in San Jose and San Francisco and the public can participate in refining these improvments.

In San Jose, on August 13, the City Transportation Department is hosting a meeting to review a set of bike improvements west of Downtown, including bike lanes on several streets. The meeting will be held on Wednesday, August 13, 2014, at 6:00 PM, Gardner Community Center, 520 West Viginia St, San Jose.

In San Francisco, the SFMTA is working on designs for potected bike lanes along the Embarcadero. Future public meetings to be announced.

Educational opportunity to learn more and take action to improve Caltrain service and transit policies on the corridor:

Thursday, August 7, 6-7:30PM - San Mateo Taste and Talk

The Solid Link between Transportation and Land Use

Presented by: Thomas Kronmeyer from Community Design & Architecture & Jeff Tumlin from Nelson/Nygaard

San Mateo Public Library, Oak Room, 55 West 3rd Ave., San Mateo

Appellate Court upholds environmental work for high-speed rail via Pacheco Pass:

On July 24th a State Appeals Court upheld environmental approval of a broad corridor for bullet trains down the San Francisco Peninsula and through the Pacheco Pass into the central San Joaquin Valley. Peninsula communities, which included the Town of Atherton and the City of Palo Alto, instead wanted the route to avoid them by going across San Francisco Bay and over the Altamont Pass to the northern San Joaquin Valley.

Respectfully submitted,

Barbara Arietta
Chair, TA/CAC

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

Draft

WORKSHOP OF AUGUST 5, 2014

Chair Barbara Arietta called the meeting to order at 5:40 p.m.

WORKSHOP PARTICIPANTS

The workshop was open to the public.

TA CAC Members: B. Arietta (Chair), J. Baker, J. Bigelow, J. Fox, R. Hedges, R. Hees, J. Londer, D. Lujan, L. Shaine, A. Vargas

Members Absent: D. Maez, D. Bautista, L. Simonson, W. Warhurst, J. Whittemore

TA Staff: A. Chan, J. Hurley, P. Rasmussen, J. Slavitt, B. Tietjen

CDM Smith Consultants: B. Hurrell

TA STRATEGIC PLAN WORKSHOP

This workshop was held to continue the review of the TA Strategic Plan with the public and the CAC. Topics discussed were the Strategic Plan purpose, scope and schedule, project selection and ranking criteria, project delivery, capital improvement programs, and performance measures.

NEXT STEPS

- August: Stakeholder meetings will be held and public surveys will be conducted.
- September: A subcommittee of the TA Board of Directors will review the findings and draft plan.
- October/November: The full Board will review the draft plan. Public outreach will be conducted.
- December: The Board will adopt the final plan.

The meeting adjourned at 7 p.m.

The next regular meeting of the TA CAC will be on Tuesday, September 2, 2014 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA 94070