



**NOTE MEETING DATE**

## AGENDA

### SAN MATEO COUNTY TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

Bacciocco Auditorium, 2<sup>nd</sup> 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

**January 6, 2015 – Tuesday**

**4:30 p.m.**

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Report of Nominating Committee (Jim Bigelow, John Fox, April Vargas)
  - a. Election of 2015 Officers
4. Approval of Minutes from December 2, 2014
5. Public Comment  
Public testimony by each individual speaker shall be limited to three minutes
6. **Transportation Authority Board Meeting Agenda for January 8, 2015**
  - a. Program Report: Shuttle Program Status **(TA Item 13a)**
  - b. Authorize Approval and Allocation of \$94,182 in New Measure A Local Shuttle Program Funds for Fiscal Years 2015 and 2016 to the Peninsula Traffic Congestion Relief Alliance for the Bayshore Technology Park Shuttle **(TA Item 12a)**
  - c. Request from the City of South San Francisco for Measure A Funds for Caltrain Station Improvements **(TA Item 12c)**
  - d. Authorize Execution of a Quitclaim Deed to Release the TA's Interest of Property Located in Redwood City in Return for Payment of \$1,795,000 **(TA Item 12b)**
  - e. Acceptance of Statement of Revenues and Expenditures for November 2014 **(TA Item 6b)**
  - f. Update on State and Federal Legislative Program **(TA Item 13b)**
  - g. Approval of Minutes of December 4, 2014 **(TA Item 6a)**
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, February 3, 2015 at 4:30 p.m., San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2<sup>nd</sup> 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](http://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](mailto: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, 2<sup>nd</sup> Floor

Draft

**MINUTES OF DECEMBER 2, 2014**

**MEMBERS PRESENT:** B. Arietta (Chair), J. Baker, J. Bigelow, J. Fox, R. Hedges, R. Hees, J. Londer, D. Lujan, L. Shaine, L. Simonson, A. Vargas, B. Warhurst, J. Whittemore

**MEMBERS ABSENT:** D. Bautista, D. Maez

**STAFF PRESENT:** J. Averill, A. Chan, A.K. Chan, J. Hurley, J. Slavitt, K. Watson

Chair Barbara Arietta called the meeting to order at 4:32 p.m. and led the Pledge of Allegiance.

**APPROVAL OF THE NOVEMBER 4, 2014 MEETING MINUTES**

Motion/Second: Hedges/Londer

Ayes: Arietta, Bigelow, Hedges, Hees, Londer, Shaine, Simonson, Warhurst, Whittemore

Absent: Baker, Bautista, Fox, Lujan, Maez

Abstain: Vargas

**PUBLIC COMMENT**

Karyl Matsumoto, Chair, TA, thanked the CAC members for spending their time on the CAC and for bringing different perspectives to the Board. She said she values and appreciates their work.

John Fox arrived at 4:34 p.m.

**ITEMS FOR REVIEW – DECEMBER 4, 2014 TA BOARD MEETING**

**Authorize Approval of the Transportation Authority Strategic Plan (Plan) 2014-2019 (TA Item 11a)**

April Vargas asked where public comments that were sent to project sponsors are available. Joe Hurley, Director, TA Program, said comments to project sponsors were sent directly to those sponsors and they would be responsible for responding to them.

William Warhurst asked where the public comments the TA received are. Joel Slavitt, Manager, Programming and Monitoring, said Appendix D is a summation of public comments received on the Plan.

John Baker arrived at 4:43 p.m.

Mr. Slavitt presented:

- Purpose of the Plan is to set policy framework and guiding principles for:
  - Funding prioritization and evaluation criteria used for the selection of projects
  - Procedures for sponsors to initiate and implement projects

- Plan development process:
  - June-August
    - Looked at past Plan accomplishments
    - Reviewed demographic and travel data
    - Assessed financial outlook for the next five years
    - Conducted stakeholder outreach
  - October 2 – Draft Plan framework presented to the Board
  - October 10 – Draft Plan released and 30-day public comment period began
  - November – draft Plan finalized with public input
  - December 4 – Board adoption of final Plan
- Comments and responses from the Public outreach period:
  - Include all relevant stakeholders in efforts to solve transportation issues. The TA continues to coordinate with key stakeholders in countywide transportation planning efforts.
  - Support for inclusion of Complete Streets in project selection criteria, expanded to Local Street and Transportation Program (LSTP). Cities and the county are required by the State to plan for Complete Streets, and sponsors have discretion on LSTP project selection.
- Three percent of Measure A for Pedestrian/Bicycle Program is insufficient. The three percent share is governed by the Transportation Expenditure Plan. Sponsors can apply for other grants to supplement Measure A funds.

Daina Lujan arrived at 4:49 p.m.

- Concerns expressed about the Calera Parkway Highway Project proceedings. Project specific concerns are outside the purview of the Plan.
- Next steps:
  - Continue the competitive program funding calls.
  - Better align the timing of Measure A calls based on external grant cycles and project needs.
  - Develop a Capital Improvement Plan for large competitive capital programs.
  - Coordinate with key stakeholders on countywide transportation planning efforts.
  - Include Complete Streets and Sustainability in project selection criteria.
  - Require sponsor coordination with the TA to determine entities best suited to deliver projects as part of the application process.
  - Debt financing to be considered when appropriate to advance projects.
  - Explore and develop metrics to determine if programs and projects meet Measure A goals.

Jim Whittemore asked if issuing bonds on future tax revenues as a way to fund current projects has ever been used and if the TA is seriously considering using it for anything. Mr. Slavitt said it hasn't been used. He said many projects will need funding for construction as they advance through the phases, and at that time the TA will have to give serious consideration to using this option. If the need arises, it will be brought to the

Board. He said the TA is not currently in the planning stages of requesting advanced funding against future revenues.

Rich Hedges asked if complete streets and sustainable communities are addressed in the Plan because the TA believes it will be easier to get funding. Mr. Slavitt said it will put the TA in alignment with other regional directives. He said per the Complete Streets Act of 2008, cities and the county are required to have policies addressing complete streets when they update their General Plans.

Laurie Simonson suggested a list of acronyms be added to the back so readers don't have to hunt for the first use of each one.

Ms. Vargas asked if there is a mechanism to accept private funds or funds from a corporation or a business that wanted to encourage better transportation connectivity in neighborhoods around a facility they have. Mr. Slavitt said the way the TA encourages private contributions to a project is for the private party to work with an eligible project sponsor.

Motion/Second: Hedges/Londer

Ayes: Arietta, Baker, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Simonson, Vargas, Warhurst, Whittemore

Absent: Bautista, Maez

**Authorize Reallocation of \$500,000 Originally Allocated for the Environmental Phase of the Highway 101/Willow Interchange Project to Project Support During Subsequent Phases of Work (TA Item 10b)**

Motion/Second: Bigelow/Londer

Ayes: Arietta, Baker, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Simonson, Vargas, Warhurst, Whittemore

Absent: Bautista, Maez

**Authorize Award of Contract to PFM Asset Management LLC and U.S. Bank to Provide Investment Management and Custodial Services for a Three-Year Base Term (TA Item 10a)**

Mr. Whittemore said there is no comparison cost information in the staff report. He said he has no idea if the fees being charged are radically different. He said he is pleased this is a three year contract with two one-year extensions. He said he cannot vote to support this without the information to make the comparison.

Ms. Simonson said it looks like the contract with Sun Trust was up and another company beat the bid. Alan Chan, Contract Officer, said a competitive Request for Proposals (RFP) was done because the contract expired.

Mr. Whittemore said when CSI switched to Sun Trust, the CAC was assured that due to the long-term personal relationship with Bill Osher of Sun Trust and the agency's confidence in his skill in management that the TA wanted to switch the custody bank to retain his services. Now, in the absence of the data, he has no reason to undo that decision and support this new direction. He said when something this large is coming

up the CAC should be notified ahead of time so they can do their due diligence and research the contracts before they are asked to vote. He said the staff report does not provide any motivation to switch companies other than that Sun Trust lost in the process. It does not say the TA will be paying less because of the switch or the TA will benefit in some other way.

Ms. Simonson said the staff report does not make it clear why the new company was ranked higher and what the criteria area. She said more explanation as to why the conclusion was reached would be helpful.

Mr. Fox said many of the TA's investments make very modest returns, and since the TA is paying a third of the returns to custody fees, he hopes the TA is competitively assessing the custody bank. He said the Board should strive to get a better banking relationship and not lose so much of the returns to fees.

Motion/Second: Hedges/Londer

Ayes: Baker, Bigelow, Hedges

Noes: Arietta, Fox, Hees, Londer, Lujan, Shaine, Simonson, Vargas, Warhurst, Whittemore

Absent: Bautista, Maez

**Acceptance of Statement of Revenues and Expenditures for Fiscal Year (FY) Ending June 2014 (Unaudited) (TA Item 4b)**

Mr. Whittemore said he would like to review these numbers with the Comprehensive Annual Financial Report, so he is abstaining.

Mr. Londer said on Page 1 there is minus sign denoting a negative number but there are also parenthesis denoting negative numbers and it should be consistent.

Ms. Simonson said on Page 10 there is a reference to footnote 8 but there is no footnote 8 written.

Motion/Second: Londer/Lujan

Ayes: Arietta, Baker, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Simonson,  
Vargas, Warhurst

Abstain: Whittemore

Absent: Bautista, Maez

**Acceptance of Statement of Revenues and Expenditures for October 2014 (TA Item 4c)**

Motion/Second: Whittemore/Londer

Ayes: Arietta, Baker, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Simonson,  
Vargas, Warhurst, Whittemore

Absent: Bautista, Maez

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

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

Federal

With the current continuing resolution to keep the Federal government funded set to expire on December 11, Congress is working on the FY2015 appropriations. It is unlikely there will be any increases in revenues when Congress debates the extension of the Surface Transportation funding in the spring. House Republicans may advocate for limiting gas tax revenues to highways only, leaving out transit and bike and pedestrian programs.

State

The Democrats lost their two-thirds majority in both houses of the California Legislature. Some bills recently introduced pertain to banning tolls on the Golden Gate Bridge for pedestrians and bicycles. Senate Bill (SB) 5 and SB23 were introduced and would exempt oil and gas from being included in the Cap and Trade Program. SB32 was also introduced that would extend the Cap and Trade Program deadline to reduce greenhouse gas emission levels from 2020 to 2050.

**Capital Projects Quarterly Status Report – 1<sup>st</sup> Quarter Fiscal Year 2015 (TA Item 11c)**

Mr. Hurley said staff tried to put a note on the report indicating when funds expended decreased from one quarter to the next. He said “expended” was defined as “cost incurred plus projected but not yet incurred.” He said the Peninsula Corridor Electrification Project should have been marked this way. He said there was a request to include when a project was rebaselined. That change will be made to the next report.

Mr. Whittemore said the Highway 101/Broadway Interchange Project was overstated in the last report and corrected in this report. The same \$4 million was duplicated. He said there have been several discrepancies in this report regarding numbers of expenditures and contribution amounts. He said he met with Mr. Hurley and other staff privately, and the answers in that meeting were that the discrepancies for the most part can be attributed to adjustments between projected and actual expenditures. Mr. Whittemore said this is a serious accounting issue.

Mr. Hurley said Chair Arietta asked what the people of Pacifica should do or need to do regarding the Calera Parkway Project. He said the TA is the funding source and has programmed but not allocated the money for the design phase of the Calera Parkway Project conditioned on environmental clearance of the project and a request from the city of Pacifica to advance the project into the design phase. There is a lawsuit challenging the adequacy of the environmental document, and the city is probably not going to make a request in advance of the lawsuit being resolved. The TA will not take any action to advance the project until initiated by the city of Pacifica.

Ms. Simonson asked who is doing the project study for the Highway 101/Peninsula Avenue Project. Mr. Hurley said the city of San Mateo is the project sponsor.



Ms. Simonson asked what safety improvements are taking place at Poplar Corridor. Mr. Hurley said there is a construction project that will restrict left turn movements that have contributed to a high volume of collisions.

Mr. Hees asked if dewatering the San Pedro Creek will need to occur again. Mr. Hurley said the work was completed within the creek and workers will not have to go through dewatering or fish relocation again for the project.

#### **Approval of Minutes of November 6, 2014 (TA Item 4a)**

No discussion.

#### **REPORT OF THE CHAIR – BARBARA ARIETTA**

##### **Appointment of Nominating Committee for Election of Officers**

Chair Arietta appointed Jim Bigelow, Mr. Fox, and Ms. Vargas to the nominating committee.

See attachment for Chair Arietta's complete report.

#### **REPORT FROM STAFF – JOE HURLEY**

Mr. Hurley said:

- A meeting will take place on December 4 with the local residents at the Pedro Point Area concerning traffic delays and detours around San Pedro Creek. The California State Department of Transportation and the city of Pacifica will meet with residents to discuss options to mitigate the impacts.
- Wished the CAC a happy holiday and thanked them for their work over the year.

#### **MEMBER COMMENTS/REQUESTS**

Mr. Hedges said he attended the ribbon cutting for the Oakland airport connector. The project ended ahead of schedule and under budget, and it is now easier to get to the airport.

Mr. Hedges said unemployment in 2010 was 9.1 percent in this county and today it is 4.1 percent, so traffic has increased because of the economy and increase in jobs.

Ms. Lujan said South San Francisco is making improvements to the Grand Avenue exit and she thanked the Public Works department. They were timely in their response.

Mr. Bigelow said he knew Daniel Mensing before he had any physical problems due to multiple sclerosis. He said he is sad that Mr. Mensing is gone.

Chair Arietta congratulated the CAC on a good year of decisions and discussions.

Mr. Whittemore said he was on a train when the door did not open. He said he is concerned the Caltrain system does not know when the doors do not open and is concerned that Caltrain might now know if the doors are not closed.

Mr. Whittemore said if the records on the website will be purged he would like to be notified in advance.

**DATE, TIME AND PLACE OF NEXT MEETING**

Tuesday, January 6, 2015 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA 94070

Adjourned at 5:58 p.m. in memory of Daniel Mensing.

**Averill, Joshua**

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**From:** Barbara Arietta <barietta@hotmail.com>  
**Sent:** Monday, December 08, 2014 4:42 PM  
**To:** Averill, Joshua  
**Subject:** \*\*\*\*\*CAC Chair's Report - 12-2-2014\*\*\*\*\*

## **MTC'S DRAFT 2015 PUBLIC PARTICIPATION PROGRAM**

1. Reminder about the news recently reported to us by our CAC member Larry Shaine: On November 7, 2014, the MTC released a Draft 2015 Public Participation Program for public review. Comments are due by 4pm on Monday January 12, 2015. Comments can be emailed to [infor@mtc.ca.gov](mailto:infor@mtc.ca.gov) or sent to Public Information, MTC, Metro Center, 101 8th Street, Oakland, CA 94607. The final Commission Action on Draft PPP is due to be accomplished by 2/25/2015, or in April 2015, if a second comment period is necessary.

## **FINAL DRAFT - STRATEGIC PLAN**

2. The final draft of the 2014-2019 Strategic Plan will be presented to the TA Executive Board on December 4, 2014 for adoption.

## **CALTRAIN HOLIDAY TRAIN**

3. The Caltrain Holiday Train, presented by the Silicon Valley Community Center, will be rolling down the tracks from San Francisco to Santa Clara this coming Saturday, December 5 and Sunday, December 6. It's due to visit nine Caltrain stations on those evenings. Each stop will be for 20 minutes where Santa and Mrs. Claus and Frosty the Snowman will exit the train and people can join in singing with on-board carolers and a Salvation Army Brass Band. Prior to the arrival of the trains families can enjoy live entertainment at each of the Holiday Train station stops. Food trucks will be onsite in Menlo Park, Santa Clara, Mountain View and Sunnyvale.

## **CALTRAIN ELECTRIFICATION MILESTONE**

4. This week the Caltrain board will be reviewing the final Environmental Impact Report for electrification and they are scheduled to certify the EIR at the January board meeting. The board is also due to receive reports this Thursday on the efforts that Caltrain and High Speed Rail are making regarding compatible platform heights with the goal of more service to Transbay Terminal, which would, reportedly, mean more ridership overall.

## **NOTE OF APPRECIATION FOR JOSH AVERILL AND JOE HURLEY**

On behalf of the CAC I would like to express to Josh Averill, our CAC secretary, how much we

appreciate his body of work for us throughout the year and thank him for doing such a fine job. Additionally, the CAC also highly praises our staff liaison, Joe Hurley for being the "best staff liaison" any committee could have. Congratulations to both gentlemen for a "job well done"!

### **DANIEL MENSING'S MEMORIAL SERVICE**

Lastly, on a very sad note, I would like to advise the CAC that there will be a Memorial Service for our former CAC member Daniel Mensing, who, due to failing health, departed from our committee one year ago this month. Daniel passed away this past November. The services will be held on Saturday, December 13 at 1pm at Bethany Lutheran Church, 1095 Cloud Ave. in Menlo Park. In lieu of flowers, it is requested that donations be made in Daniel's name to either Bethany Lutheran Church or the National Multiple Sclerosis Society. I wish to adjourn this evening's meeting in Daniel's memory.

Respectfully submitted,

BARBARA ARIETTA  
Chair, San Mateo County Transportation Authority, CAC