



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

**AGENDA**

**June 3, 2008 - Tuesday**

**4:30 PM**

1. Pledge of Allegiance
2. Introduction of New CAC Member – John D. Fox
3. Call to Order/Roll Call
4. Approval of Minutes: April 29, 2008
5. Public Comment  
Public testimony by each individual speaker shall be limited to three minutes
6. Transportation Authority Board Meeting Agenda for June 5, 2008
  - a. Adoption of the FY 2009 Operating Budget (TA Item 3a) Resolution
  - b. Adoption of the FY 2009 Capital Budget (TA Item 3b) Resolution
  - c. Acceptance of Statement of Revenues and Expenses for April 2008 (TA Item 4b) Motion
  - d. Adoption of Appropriations Limit for FY 2009 (TA Item 4c) Resolution
  - e. Award of Contracts to Ross Financial-Robert Kuo Consulting, LLC and KPMG, LLP to Provide On-call Auditory and Technical Analysis for Services for an Aggregate Not-to-Exceed Sum of \$250,000 for a Three-year Term (TA Item 11a) Resolution
  - f. Capital Project Status Report – 3<sup>rd</sup> Quarter FY 2008 (TA Item 12a) Informational
7. Report of the Chair – Pat Dixon
8. Report from Staff – Joe Hurley
9. Member Comments/Requests
10. Date, Time and Place of Next Meeting: Tuesday, July 1, 2008  
at 4:30 p.m., San Mateo County Transit District Administrative Building,  
Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 San Carlos Avenue, San Carlos, CA  
94070
11. Adjournment

*All items on this agenda are subject to action*

**CAC MEMBERS:** Barbara Arietta • Jim Bigelow • Pat Dixon (Chair) • John Fox • Rick Gomez • Rich Hedges • Randall Hees • Steve Krause • Austin Mader-Clark • Doris Maez • Larry Shaine • Nancy Stern • April Vargas • Paul Young (Vice-Chair) • George Zimmerman

## **INFORMATION TO THE PUBLIC**

If you have questions on the agenda, please contact the Assistant Authority 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 preceding 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 Rosemary Lake 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 650-508-6223, 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.

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1250 SAN CARLOS AVENUE, SAN CARLOS CA 94070  
BACCIOCCO AUDITORIUM, 2<sup>ND</sup> FLOOR**

**MINUTES OF APRIL 29, 2008**

**MEMBERS PRESENT:** B. Arietta, J. Bigelow, P. Dixon (Chair), R. Gomez,  
R. Hedges, R. Hees, S. Krause, A. Mader-Clark, D. Maez,  
N. Stern, P. Young (Vice-Chair), A. Vargas

**MEMBERS ABSENT:** L. Shaine, G. Zimmerman

**STAFF PRESENT:** C. Dunn, R. Lake, I. McAvoy, L. Millard

Chair Pat Dixon called the meeting to order at 4:41 p.m. and led the Pledge of Allegiance.

**APPROVAL OF MINUTES**

Mr. Shaine asked Chair Dixon to note that on page 2, the last sentence should read “in commute reverse ridership,” rather than increased ridership.

The minutes of the April 1, 2008 meeting were approved by the committee with this correction.

**PUBLIC COMMENT**

Pat Giorni, Burlingame, said a financial partner in a planned Millbrae transit-oriented development has 77 percent of the land consisting of 10 parcels, two of which are owned by SamTrans and BART. She expressed concern about expansion of the Caltrain line to four tracks if High Speed Rail (HSR) comes through and asked if the land should be given away. Randy Hees said the TA has a footprint study which was designed to specifically defend land that would be needed in the future for TA uses. Chief Development Officer Ian McAvoy agreed. He said staff has been in discussion with the city of Millbrae. When the Millbrae BART station was built Caltrain made sure they would be able to run an extra track through the station and also made sure the rail footprint would accommodate three tracks. He said there is an extra spur track on the east side of the tracks as well as one just south of the platform. He said the area Ms. Giorni was referring to is on the west side where the parking lot is located and is owned by a combination of BART, Caltrain and SamTrans. The city of Millbrae wants to make sure that Caltrain’s access road into the station area can also be used to deal with the frontage road around it to the transit-oriented development. The District is working with Millbrae to make sure they can meet their development goals and at the same time that it would not preclude the District’s ability to deal with HSR in the station area.

Greg Conlon, Atherton, said he was a past president of the Public Utilities Commission and responsible for rail safety. He congratulated the TA for authorizing implementation of quad gates at crossings in San Mateo County. He is concerned about the three Caltrain fatalities this month and thinks quad gates and fencing need to be installed. He said a psychologist said people don’t commit suicide in public. BART has one to two suicides a year and thinks suicides could be prevented if people could only access the train at the station.

Mr. Conlon will be attending Menlo Park and Atherton city council meetings to encourage grade crossing be built now. Mr. McAvoy said the TA is working in close conjunction with Caltrain and has embarked on a comprehensive systemwide fencing and crossing program and looking at quad gates and medians to avoid potential vehicular/train incidents. He said it is very troubling to staff when a life is taken by any type of system and Caltrain is doing everything that can possibly be done to mitigate and improve safety on the railroad and is clear in the actions taken in the last 12 months.

### **PRESENTATION - SOUTH SAN FRANCISCO FERRY SERVICE**

Mr. McAvoy said there is approximately \$30 million of ferry program money in the reauthorized sales tax Measure A. The cities of South San Francisco (SSF) and Redwood City are project sponsors for the ferry service projects. The two cities have agreed to split the funding and each city will receive \$15 million. The reauthorized Measure A does not go into effect until January 2009 and staff is working with the cities to make sure the funding can be advanced and available to be spent for ferry projects.

Mr. McAvoy introduced John Sindzinski, Manager, Planning and Development for the Water Emergency Transit Authority (WETA) who presented an update on the SSF Ferry Service.

- Revenues of \$51.2 million include Regional Measure 2 (RM2) funding, San Mateo County sales tax and federal funds and Proposition 1B funding, which will be made available in June of this year.
- SSF has negotiated a 50-year exclusive lease with the San Mateo County Harbor District for the site for the ferry terminal.
- The service from Jack London Square in Oakland to SSF is primarily designed to serve as a commute for people in biotech and other industries in the Oyster Point area.
- Ridership is forecast at 900 trips a day when service is scheduled to begin in 2009-10.
- The ferry terminal will be built in the Oyster Point Marina with removal of docks nine to 11.
- The terminal will accommodate two boats at a time with a gangway in the middle between the fixed pier and “floating” terminal that will move up and down with the tides.
- The covered terminal will hold two full boatloads of riders. It will have a viewing terrace for easy passenger access, which is required by the Bay Conservation and Development Commission.
- Two ferry boats are under construction in Seattle. The smaller will carry 149 passengers, the larger 199 in addition to over 30 bicycles.
- Marina dredging and dock removal will begin in the summer of 2008. Terminal construction and off-site float fabrication will begin in the fall of 2008 with project completion in fall 2009. Pile driving can only be done in San Francisco Bay between June 1 and November 30 and the goal is to get the piles in during this construction season.
- Capital costs of \$51.2 million include environmental mitigation and design, vessels and terminal, management/permitting, miscellaneous and contingency costs, site improvements and San Mateo County Harbor District lease. \$500,000 of funding will be used to meet ADA requirements at Jack London Square dock in Oakland.

### Comments/Questions

Doris Maez said RM2 revenue projections are based on a model and asked if increased use of carpool lanes due to increased fuel costs was factored in revenue projections. Mr. Sindzinski said RM2 funds are capital dollars and, if reduced, could affect operating dollars in a few years.

Steve Krause asked about the cost of tickets and if there would be shuttle service to the terminal. Mr. Sindzinski said ticket prices would be competitive with BART and riders would be guaranteed a seat. There is money in the project operating budget to work with SamTrans and or the Peninsula Relief Alliance.

Barbara Arietta asked if any alternate evening or weekend routes would be considered such as service to Giants games from Oyster Point. Mr. Sindzinski said service was originally envisioned as a triangular service from Jack London Square to SSF and San Francisco but SSF asked that the San Francisco link not be included because of BART ridership. Any future alternate routes would involve some amendment to the environmental document. He said Golden Gate and Alameda ferries operate to the Giants games and those services pay for themselves.

Rick Gomez said he lives in SSF and the possibility of ferry service is one reason the community voted for Measure A. He said the SSF BART station is one of the best on the Peninsula because of protection from the weather. He was concerned that the ferry terminal design would be cold because of Bay fog. Mr. Sindzinski said the terminal is 200 feet long and 16 feet wide and glassed in. Air comes in through the top to control interior heat. The 90 foot gangway has overhead protection and glass partitions and passengers are not allowed on the gangway unless a boat is in the terminal.

Mr. Krause was concerned about loading times. Mr. Sindzinski said it would take about 30 seconds to walk from the area where buses, shuttles and other vehicles drop off passengers to the boat. Ferry service will be a commuter service with approximately four specific trip times in morning and afternoon and shuttles and buses will coordinate with departure and arrival schedules.

Mr. Krause asked how service success would be measured. Mr. Sindzinski said RM2 money requires that 40 percent of operating costs come from fare box revenue.

Paul Young asked how many gallons of fuel are used by ferry boats and if fuel costs would affect the project. Mr. Sindzinski said the terminal was designed to fuel at one end. He said everyone who uses diesel fuel is affected by fuel costs.

Jim Bigelow said local demographics indicate older employees live in San Mateo County and San Francisco and newer hires live to the east and it makes good sense to have a direct shot across the Bay to a workplace. BART shuttle use indicates a lot of employees are coming into the ferry service area. He said the TA, local employers and WETA need to make this work.

Ms. Arietta asked about the state of funding given the budget challenges with the state budget. Mr. Sindzinski said the Proposition 1B bonds for the ferry service project have been sold and the Department of Homeland Security has \$25 million allocated to give to WETA. There is an additional \$25 million for water transit in the current budget proposal for next year but that hasn't been passed but the \$10 million Proposition 1B money is in the bank.

Mr. McAvoy said one of the driving forces behind the original Measure A and reauthorized Measure A is leverage. The TA is interested in leveraging as much external funding as possible and the ferry project is a classic example of TA money leveraging significant external funds. \$15 million of TA funding is leveraging approximately \$40 million dollars on the ferry program.

Ms. Arietta asked about the different ferry capacities of 149 and 199. Mr. Sindzinski said Coast Guard rules allow boats below a capacity of 149, which can be built to a lower safety standard. The boats are not unsafe, but built to a lower standard.

Mr. Hees asked if the presentation was basically informational and if \$15 million of TA funding less finance charges may be adjusted based upon experience of sales tax at this point.

Mr. McAvoy said the TA has been working behind the scenes on this project for months making sure there will be a project to fund. He said SSF is the champion coming forward with this program to the TA. WETA needs to make sure they can put forward a funding plan that meets the conditions of the TA and they have done everything that has been asked. The TA also has to decide if the application for funds comes in as an element part of the Strategic Plan or outside of the Strategic Plan because the timing of the project may be something that predates the adoption of the Strategic Plan. The key issue is that the money the TA is proposing to use for the project is money that starts to be generated in January 2009, which means the TA must project the money out and then project the money back into current dollars. Chief Financial Officer Gigi Harrington and staff are currently working on options to provide the best value to the project and also protect the TA from risk at the same time. The TA expects to see a request for funding in the summer of 2008. Transportation experts see a ferry program as being a complimentary service to the rest of transportation options including BART, bus and Caltrain systems.

**ITEMS FOR REVIEW – TRANSPORTATION AUTHORITY BOARD MEETING  
AGENDA OF MAY 1, 2008**

***TA Item 3b) Acceptance of Statement of Revenues and Expenses for March 2008***  
No discussion

***TA Item 10a) Authorize Award of Contract to Carter and Burgess, Inc. to Provide On-Call Program Management Oversight Services for an Aggregate Not-to-Exceed Sum of \$3,000,000 for a Three-Year Term***

Mr. McAvoy said the program management involved three distinct elements. One is project controls and as the TA moves from banker to builder taking on planning, environmental design and even construction management, program management will allow earned value analysis on projects, scope scheduling and budget management. Another element is administrative support and document support to bring the plans together. The third element is a stop light chart, which lists all key health indicators on the program.

Mr. Krause asked how many hours \$3 million will buy and if the TA has used up service in the past. Mr. Hees said it isn't a million dollars a year but a potential \$3 million if the contractor is called in to do anything. If the contractor is not called, they are not paid. Mr. McAvoy said the TA has actually never used this type of service directly. With all the TA projects going forward the TA will be the technical staff towards getting the projects completed. The consultants will provide project control services with monthly management reports on projects and quarterly reports to the TA Board.

Ms. Maez asked if this would preclude the need for more staffing to take care of increased responsibilities. Mr. McAvoy said that as the TA moves from banker to builder there will be a greater organization than now.

A motion (Hees/Bigelow) to support the contract, understanding that the TA's role is changing, was passed.

***TA Item 10b) Preliminary Operating Budget for Fiscal Year 2009***

Budget Manager Ladi Millard presented the preliminary FY 2009 Operating Budget in the amount of \$23,301,802.

- Revenues total \$85.7 million to include: sales tax \$65.4 million, interest income \$13.8 million, rental income \$0.9 million and grant proceeds \$5.6 million.
- Revenues are projected to decrease by \$4.7 million primarily due to a decrease of \$6.2 million as a result of lower average balances invested and lower interest rates.
- Program expenditures total \$69.6 million and include: local entities \$13.9 million, Paratransit and TSM \$2.8 million, Information and Administration \$.8 million, San Mateo County Caltrain Shuttles \$1.4 million, Dumbarton Rail \$.4 million, Transfer to San Mateo County Transit District for Caltrain \$2.5 million, SFO BART Extension \$.6 million, Current Year Capital \$46.3 million and Special Allocation \$.9 million for Paratransit activities.
- Expenditures will increase by \$19.7 million with the largest increase of \$27.5 million for current year capital.
- The Paratransit Trust Fund estimated ending fund balance on June 30, 2009 is \$25 million and Transportation Systems Management estimated fund balance on June 30, 2009 is \$139,000.

Questions/Comments

Mr. Hees asked if the TA considered keeping two operating budgets for the original Measure A to January 1, 2009 and another for the reauthorized Measure A. Ms. Millard said staff is reviewing options to keep track of the two Measures. Mr. McAvoy said there would be two sets of funds in terms of the transitional process, but to keep it simple, the TA will show one operating budget. He said the capital budget has been programmed with enough money to keep it moving along until the end of the calendar year. At that time it is anticipated the TA will program the remaining balance of all the money in the original Measure A towards active projects.

Mr. Hedges asked why the Paratransit expenditure was decreased given the aging population. Ms. Millard said the Paratransit and TSM funds were combined and in FY 2008 the Board approved a one-time item of \$3 million for the Alternative Route Incident Management Plan.

Mr. Bigelow said the Dumbarton loan was paid off in February. Mr. McAvoy said the loan has not been paid off and will get back to Mr. Bigelow with additional details.

***Item 10c) Preliminary Capital Budget for Fiscal Year 2009***

Mr. McAvoy reported:

- The capital budget is projected to be \$46.4 million with the following breakdown: Caltrain \$31.1 million, grade separations \$2 million, streets and highways \$12.8 million and oversight \$0.5 million.
- The major increase in the budget is Caltrain funding, which increased from \$3.6 million to \$31.1 million
- San Mateo County's local share of \$2.5 million towards Caltrain systemwide projects leverages in the region of \$170 million because the TA, San Francisco County and the VTA each contribute \$2.5 million to leverage a series of federal and state grants.

- Additional Caltrain projects include \$6.585 million for the SSF station project, \$11 million for San Mateo County local safety and access and \$11 million for Caltrain electrification.
- The streets and highways total budget of \$12.8 million includes: highway evaluation program \$3 million, Route 101 interchange at Broadway \$4 million and at Willow \$1million, Route 101 auxiliary lanes San Bruno-Sierra Point \$0.6 million, Route 84/101 interchange \$2.5 million and Route 1 Fassler Avenue-Westport \$1.7 million.
- C/CAG services total \$.45 million, which includes modeling services on projects, traffic forecast modeling and the C/CAG ITS program to improve throughput on Highways 101 and 280.

#### Questions/Comments

Ms. Maez said the San Bruno Grade Separation Project is 35 percent funded. She asked if it was dependent on leftover funds from the original Measure A. Mr. McAvoy said, in looking at grade separation projects, the TA is not distinguishing between the original and reauthorized Measures. There is \$65 million in the original Measure and this is not enough to pay for a major grade separation project. A planning process will determine which grade separation projects have the best benefit and staff will begin focusing on one or two major grade separations. Current planning will be beneficial if the HSR bond passes in November.

Ms. Maez asked if passage of the HSR bond could have a negative affect on funding for San Bruno. Mr. McAvoy said passage would be positive for everyone.

Mr. Hees asked if the TA would have to put more into grade crossings if HSR comes vs. not coming. Mr. McAvoy said the TA will be able to leverage a lot more money if the HSR bond passes. He said the state will probably move into a tight situation financially for the next three to four years. However, in five years there should be more money in the state given to projects and the best time to do planning is when there is money flowing.

Mr. Hedges asked if 25<sup>th</sup> Avenue in San Mateo may eventually be closed as a street.

Mr. McAvoy said no. He presented the footprint study to the San Mateo City Council and Planning Commission. The original Measure A has the ability to grade separate 25<sup>th</sup> Avenue but the City, as part of its overall development plans, is also interested in creating grade separations at 28<sup>th</sup> and 31<sup>st</sup> avenues. The program was originally for one grade separation. The TA is working with the city to narrow the alternatives to an affordable project.

Ms. Arietta asked if Caltrain will have capacity for projected ridership increase. Mr. McAvoy said the short answer is no. The longer answer is part of the Caltrain 2025 program, which is to increase throughput on the system and create more service. Projections based on population increases and general zoning plans indicate Caltrain can triple ridership over the next 25 years with an electrified system of electrical multiple units and lots of doors.

Mr. Hees asked if the Strategic Plan will guide spending the first six months of the reauthorized Measure. Mr. McAvoy said it may be a couple of years worth because some projects in the reauthorized Measure that were not eligible for the original Measure and certain projects in the old Measure don't roll over to the reauthorized Measure because they are not eligible.

Mr. Hees suggested a slide be added to the PowerPoint on the Capital Budget presentation to explain that there will be an October budget process for the closing of the original Measure and a list of spending under capital for the reauthorized Measure A for the last six months.

Mr. McAvoy said he would amend the presentation.

A motion (Bigelow/Hees) was passed that Chair Dixon indicate to the TA Board at the May 1 meeting that the CAC discussed at great length details of the preliminary operating and capital budgets and shifting of original and reauthorized Measure A funds.

### **REPORT OF THE CHAIR**

No report.

### **REPORT FROM STAFF**

Mr. McAvoy said it was a pleasure to discuss the agenda issues with the CAC.

### **MEMBER QUESTIONS/COMMENTS**

Mr. Gomez said he is impressed with safety improvements along Caltrain crossing areas.

Nancy Stern thanked Mr. Sindzinski for the ferry service updates, which will be appreciated by Genentech personnel.

Austin Mader-Clark announced the opening of her biodiesel filling station in San Mateo and invited everyone to visit the site.

April Vargas said she spoke with the public information officer at Caltrain regarding a Devil's Slide tunnel tour. Because of an aggressive construction schedule it is difficult to plan site visits, but Ms. Vargas will maintain contact for updates to the CAC.

Mr. Bigelow said the HSR assembly bill has been amended to make sure there is no station between Merced and Gilroy and is moving through the assembly.

Ms. Arietta asked about a transit-oriented development seminar to be presented at the end of May. Mr. McAvoy said he would send details to the CAC.

Mr. Hedges has prepared a report on the Transportation and Land Use Coalition, which he would like to present at the June meeting in addition to information on environmental justice. He prepared and distributed an email flyer on "An easy way to commute from mid-Peninsula and return," to 400 community contacts.

### **NEXT MEETING**

The next regular meeting of the TA CAC will be held on Tuesday, June 3, 2008, at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA 94070.

### **ADJOURNMENT**

The meeting adjourned at 6:25 p.m.