



# AGENDA

## SAN MATEO COUNTY TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

Bacciocco Auditorium, 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos, CA 94070

**July 31, 2012 – Tuesday**

**4:30 p.m.**

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Approval of Minutes from June 5, 2012
4. Public Comment  
Public testimony by each individual speaker shall be limited to three minutes
5. **Transportation Authority Board Meeting Agenda for August 2, 2012**
  - a. Alternative Congestion Relief Program: Smart Corridor  
**(TA Item 11a)**
  - b. Authorize Approval of Local Shuttle Programming and Allocation of \$116,302 in New Measure A Funds From the Local Shuttle Program Category for Fiscal Years 2013 and 2014 for the City of Pacifica's Community Weekend Shuttle  
**(TA Item 10a)**
  - c. Authorize Approval of the Allocation of \$11,678,056 in New Measure A Funds to the San Mateo County Transit District for Application Towards its Share of Caltrain's Fiscal Year 2013 Capital and Operating Budgets and to Support its Fiscal Year 2013 Paratransit Program **(TA Item 10b)**
  - d. Update on State and Federal Legislative Program **(TA Item 11b)**
  - e. Approval of Minutes of June 7, 2012 **(TA Item 4a)**
  - f. Acceptance of Statement of Revenues and Expenditures for May 2012  
**(TA Item 4b)**

- g. Information on Statement of Revenues and Expenses for the Period Ending June 30, 2012 **(TA Item 4c)**
  - h. SamTrans Liaison Report – June 13, 2012 **(TA Item 7)**
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, September 4, 2012 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
  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 • April Vargas (Vice Chair) • 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](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 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](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.

Draft

**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**

**MINUTES OF JUNE 5, 2012**

**MEMBERS PRESENT:** B. Arietta (Chair), J. Bigelow, R. Hedges, R. Hees, E. Lasensky, J. Londer, D. Maez, L. Shaine, A. Vargas, B. Warhurst, J. Whittemore, G. Zimmerman

**MEMBERS ABSENT:** J. Fox, D. Mensing, L. Simonson

**STAFF PRESENT:** J. Ackemann, J. Averill, C. Chung, R. Haskin, J. Hurley, N. McKenna

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

**APPROVAL OF MINUTES**

Larry Shaine said on page two of seven he wanted to add “CAC” in the line, “Mr. Shaine asked that the TA receive the final Memorandum of Understanding (MOU) if there are any revisions.” The line will now read, “Mr. Shaine asked that the TA CAC receive the final MOU if there are any revisions.”

Jim Bigelow wanted to change page three of seven, fifth paragraph, to “At a future time more passing capacity would be added under another funding agreement and High Speed Rail (HSR) connecting at San Jose.”

A motion (Zimmerman/Hess) to approve the May 1, 2012 minutes as amended was passed.

**PUBLIC COMMENT**

None

**PRESENTATION: NEW TA WEBSITE STATUS**

Executive Officer Customer Service and Marketing Rita Haskin said the TA website has been modernized and updated. The new website will be launched at the end of June.

Doris Maez said the current website takes a long time to download the agenda packets and asked if the new website will be faster. Ms. Haskin said no, but the reason for the speed could be related to the size of the agenda and the speed of the user’s computer.

Mr. Bigelow said projects should be listed that enhance the total slice in the pie chart. Ms. Haskin said on the specific page the specific projects can be listed.

Bill Warhurst said the content is important and the average person who wants to learn about transportation won't understand some of the terms being used for the pie chart, e.g., transit, grade separations, or highways. Ms. Haskin said they are working on content now and they are not changing the titles because they are titles used in the Transportation Expenditure Plan as approved by the voters. Some of the terminology must be kept as-is, but we'll attempt to be descriptive in the text to help define the terms for the reader.

Rich Hedges asked if "transit" could be listed as "public transit" and if it is possible to add links for people to find out more about each of the categories. Ms. Haskin said staff is trying to have as few clicks as possible for people to maneuver through the website. The site is dynamic and will constantly be updated.

Elizabeth Lasensky asked if the photo on the main page could rotate in a slide show. Ms. Haskin said the photo will change like a slide show and will have various photos related to the TA Program.

Chair Arietta asked if there will be a glossary of terms page. Ms. Haskin said that it is the job of staff to use wording that is easy to understand.

Jim Whittemore said the glossary is a good idea. He would like to know if the website uses Flash or Java and what are the security mechanisms. He also asked if there are user forms that input user information such as name and address. Ms. Haskin said to sign up for agendas only an email address is required and if an email address is entered the recipient must confirm that he or she did in fact want to receive the requested information which prevents people from being able to subscribe other users.

Mr. Whittemore said he has cataracts and cannot read the current website and wanted to know if the new website has a way to adjust the font size and accommodates people with color blindness. Ms. Haskin said some of the colors are different enough, there is a way to change the font size, and it is all Americans with Disabilities Act compliant.

Mr. Whittemore said people do not like pie charts and bar charts and graphs work better.

Mr. Whittemore said all the data on the website are documents or frozen pictures of documents and he has to download the pictures of the documents and then retype everything. He wants raw data instead of frozen PDF documents.

Mr. Zimmerman said he likes pie charts and finds them easier to read than bar charts.

#### **ITEMS FOR REVIEW – JUNE 7, 2012 TA BOARD MEETING**

##### **Authorize Adoption of the Fiscal Year (FY) 2013 Budget in the Amount of \$98,370,230 (TA Item 4a)**

Mr. Zimmerman said on the first report, item number four on page two or three under Program Expenditures appear to be routine maintenance items and not out of the ordinary. Director, Transportation Authority Program Joe Hurley said they are categorized as State of Good Repair Projects.

Mr. Zimmermann said he hopes the projected sales tax revenue on attachment A is correct. Ms. Maez said on page one of the staff report under revenues the statement says, "For FY2013 the total revenue for the TA is projected to be \$70.1 million, a decrease of \$1.5 million, or 2.1 percent over the FY2012 revised budget." She said this is a confusing statement because if it is a decrease how can it be over?

Mr. Whittemore said the attachment is looking at apples and oranges. We are currently deriving the number in column E by subtracting column C from D, which means we take proposed FY2013 from revised FY2012. A better way to look at the direction of the budget is to subtract column B, adopted FY2012, from column D, proposed FY2013.

Mr. Bigelow said in the middle of the year the Board looks at how things are tracking and then revises revenue projections reflective of how things are going. Typically they do not stick with the original revenue projection amount.

Mr. Hurley said he will have an off-line discussion with Mr. Whittemore on this item.

Mr. Hedges asked what the basis of the projection of the sales tax is. Mr. Hurley said it is recent information and trends staff have received.

A motion (Zimmerman/Hees) to support the adoption of the Fiscal Year 2013 Budget was approved.

**Authorize Adoption of the Appropriations Limit for Fiscal Year 2013 in the Amount of \$548,869,416 (TA Item 5c)**

A motion (Whittemore/Hess) to support the adoption of the Appropriations Limit for Fiscal Year 2013 was approved.

**Authorize Approval of Shuttle Projects and Program and Allocate a Total of \$4,513,143 in New Measure A Funds for the Local Shuttle Program for Fiscal Years 2013 and 2014 (TA Item 12a)**

Mr. Zimmerman asked what the frequency is of the shuttle service and the patronage on them.

Interim Manager, Programming and Monitoring Celia Chung said the frequency depends on the type of shuttle service. Commuter or Caltrain shuttles run approximately every 20-30 minutes.

Mr. Hedges said the shuttle frequency depends on where they are operating. Three shuttles he uses are usually standing room only. The turnover of drivers on the shuttles is high and they need to pay attention to the balance of the riders taking the return trips.

Mr. Zimmerman asked what is the range of occupancy on these shuttles. Ms. Chung said she can send the ridership statistics to the CAC from the most recent report from 2011.

Mr. Bigelow said he sits on the City/County Association of Governments of San Mateo County (C/CAG) and Congestion Management and Environmental Quality (CMEQ) committee and they get shuttle ridership information and people are watching the shuttle ridership. There is an oversight committee between C/CAG and TA.

Mr. Whittemore asked if this is everyone who applied or just who made it through. Ms. Chung said the top half of the chart shows those getting funding and three that staff is continuing to evaluate in coordination with shuttle sponsors.

Mr. Whittemore asked if there was anyone from last time who didn't apply this time. Ms. Chung said Foster City didn't apply for funding.

Mr. Whittemore said there is a shuttle between the Belmont and Hillsdale Caltrain stations and is this the shuttle that compensates for the decrease in Caltrain service at Belmont. He asked if parking is still free at Belmont and if it is he wouldn't vote for this.

Mr. Hedges said the Belmont/Hillsdale shuttle is very full.

Chair Arietta asked if the three South San Francisco shuttles are corporate. Ms. Chung said they are consortiums of employers.

Chair Arietta asked what the next step is on the three that have not been funded. Ms. Chung said there is no set timeframe and they do not have to wait for the next Call for Projects (CFP). They need to clarify their service plan to the panel and then staff will bring it back to the Board with a funding recommendation.

Chair Arietta said she heard the Pacifica shuttle is an overlap with SamTrans service. Ms. Chung said it overlapped heavily with Routes 110 and 112 and the panel had concerns with that. Also, the city was asking for \$80,000 to buy a vehicle which is a capital cost.

Mr. Zimmerman asked if the vehicles are privately purchased and operated or county purchased. Ms. Chung said none of the vehicles are purchased. All service is contracted out.

Mr. Shaine asked what percentage of funds is currently committed. Ms. Chung said about 60-70 percent is committed.

Ms. Maez said the shuttle service to the ferry is heavily subsidized by the TA and it seems Genentech is getting a very good deal. Ms. Chung said the ferry service is being funded as a new service and staff will wait and see on ridership.

Mr. Hurley said we need to consider that if these ferries and shuttles were not available people would be driving and adding to the congestion.

Mr. Hedges asked if Genentech pays for their own coaches. Ms. Chung said yes.

Mr. Bigelow said on this CFP the minimum percentage was lowered to 25 percent for the local match and employers may be contributing to the funding. The more local match there is the better the score.

Chair Arietta asked if there is enough money to fund the last three. Ms. Chung said yes. There is a total of \$7 million for this CFP and \$5.3 million is being allocated.

Mr. Whittemore said the process was great and asked if there is an imperative need to pass this now. He asked to see the applications. Mr. Hurley said it is staff's responsibility to evaluate with the previously adopted criteria and we need to allow the staff to do their work. It will make things much simpler to pass now.

Jeff Londer asked what happens to the money left on the table. Ms. Chung said it is rolled over into the next Shuttle CFP.

A motion (Hess/Bigelow) to support the approval of shuttle projects and program and allocate a total of \$4,513,143 in New Measure A funds for the Local Shuttle Program for Fiscal Years 2013 and 2014 was approved.

**Approval of Minutes of May 3, 2012 (TA Item 5a)**

Mr. Zimmerman asked where freight trains fit into the HSR MOU. Mr. Hurley said there is a separate MOU between Caltrain and the freight operator which lays out when freight can operate on the rail system.

**Acceptance of Statement of Revenues and Expenditures for April 2012 (TA Item 5b)**

A motion (Hedges/Bigelow) to support acceptance of the Statement of Revenues and Expenditures for April 2012 was approved.

**Sam Trans Liaison Report – May 9, 2012 (TA Item 9)**

No discussion

**Update on State and Federal Legislative Program (TA Item 13a)**

Government Affairs Office Jayme Ackemann said things are moving slow because of the summer break. The MOU signed by the Peninsula Corridor Joint Powers Board (JPB) and TA last month is not finalized. There were many entities involved in the MOU and it is still being approved by different parties.

State

Ms. Ackemann said the governor issued his May revised budget and the deficit is larger than anticipated and continues to hold the line on cuts to transit. He has recommended the funding be released for the Central Valley segment of the HSR construction. Staff is waiting for the MOU to be approved and then will ask for the release of funding for Caltrain modernization.

Federal

Ms. Ackemann said the Conference Committee charged with the transportation reauthorization legislation continues to meet but the House has held firm on including the Keystone Pipeline funding so they have not made much progress.

Mr. Zimmerman left at 5:44 p.m.

Ms. Maez asked if we are competing with Los Angeles for HSR funding. Ms. Ackemann said the way the HSR Business Plan is written; funding is for the "bookends" and would be a complete package.



Mr. Warhurst asked about the report from Congresswoman Anna Eshoo's office and if the economic advantage is because of the construction or the operations. Ms. Ackemann said it looks at several layers of improvement. First at economic stimulation of funding construction, the jobs, and the money that goes into the infrastructure, then the improvements to the economy a modernized system allows in terms of jobs and population growth and the enhancements to the corridor itself.

Mr. Hedges said at the last HSR meeting there was some concern by Orange County for being excluded, and he asked if there is any danger they could scuttle this program until they got money. Ms. Ackemann said staff doesn't know where the votes are including from our own delegation.

Mr. Bigelow said he was at the HSR meeting and the Orange County Business Association showed up and took exception with eliminating in the initial phase one from Los Angeles to Orange County. The Board was concerned the Orange County TA had voted not to support the extension to Anaheim.

Mr. Whittemore asked if any text changed on the MOU the CAC saw last month. Ms. Ackemann said the text hasn't changed and if there were any changes it wouldn't have anything to do with Caltrain or the TA.

Mr. Hurley said staff is watching Assembly Bill 1780 very closely and feel the State should provide oversight at their own cost.

### **Capital Projects Quarterly Status Report (TA Item 13b)**

Mr. Hurley said this report provides updates on current TA capital projects.

Chair Arietta asked what the estimated timeframe is for the Calera Parkway Project. Mr. Hurley said late fall this year.

Mr. Hees asked why the Calera Parkway Project is going to California State Department of Transportation (Caltrans) headquarters. Mr. Hurley said it has to do with the fact that when Caltrans assumed National Environmental Policy Act responsibility, the Federal clearance of the environmental document, a condition was imposed that if there was a project of environmental complexity with significant public interest which generated a large number of public comments, it would trigger a legal review by Caltrans headquarters. This project meets the environmental complexity and public interest criteria.

Mr. Whittemore complimented staff on this report as it was full of useful information. There needs to be dates for whenever there are changes. Mr. Hurley said there needs to be flexibility with dates avoiding the higher degree of precision than is practical.

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

Chair Arietta asked Mr. Whittemore to report on the South San Francisco ferry event.

Mr. Whittemore said the South San Francisco event had a great turnout. The ferries are very comfortable.

Mr. Hurley said these types of projects take a lot of time, and this was contentious at times with South San Francisco and Water Emergency Transportation Authority. TA Board Chair Carole Groom gave a nice speech on money from Measure A to this project.

Chair Arietta reported:

- Caltrain riders can see an electrified system by 2019.
- Highway CFP applications are due June 29.
- Caltrain held a public meeting to seek comment on proposed service changes of restoring four trains to the weekday schedule, adding two trains to the evening peak commute, and adding stops at Sunnyvale and Palo Alto.
- TransForm is sponsoring a 128-mile bike ride event.

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

Mr. Hurley reported:

- Congratulated the CAC members who are in line to be reappointed at the June 7 meeting.
- Thanked CAC members who attended the South San Francisco ferry event.
- Jeff Morales has been named the new Executive Director of the California High Speed Rail Authority.
- Josh Averill, the new Assistant District Secretary, was introduced.
- Asked the CAC to close tonight's meeting in memory of former TA Board Director John Lee.

### **COMMITTEE COMMENTS**

Mr. Whittemore said he went to Mr. Lee's memorial on Sunday and a highlight was his dedication to transit.

Mr. Londer said Mr. Morales worked for Parsons Brinckerhoff so there may be some conflict of interest. He is very disappointed the governor wants to circumvent the California Environmental Quality Act (CEQA) process for the HSR because it is the largest project for the history of this state and something of that order should not circumvent the environmental process.

Mr. Warhurst said he participated in Bike to Work Day and enjoyed it but doesn't know how practical it is. The South San Francisco ferry is very nice, but signage is very poor and he hopes it is improved.

April Vargas said it is thrilling to see the portals on Devils Slide and the synthetic rock.

Mr. Bigelow said Tyco and Facebook purchased the signal upgrades for the countdowns for Marsh Road out to the bridge on the Bay Trail and the Bay Front Expressway. They have been installed and are operational.

Mr. Shaine said he took Caltrain to AT&T Park on June 4. The trains were very crowded and conductors handled the crowds well.

Ms. Maez said the San Bruno Grade Separation Project is proceeding well, but it is impacting local businesses around the construction.

Ms. Maez left at 6:23 p.m.

Mr. Hedges said he helped Mr. Lee on his first campaign. He said Mr. Lee was honest and direct. He visited him in the hospital and was glad he did because he saw a different side of him. Mr. Hedges was troubled to see Doug Kimsey retire from the Metropolitan Transportation Commission.

**Date and Time of Next Meeting**

Tuesday, July 31, 2012 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA 94070.

The meeting adjourned at 6:30 p.m. in memory of John Lee.