



AGENDA

CITIZENS ADVISORY COMMITTEE

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

TELECONFERENCE LOCATION: Members of the public are welcome to attend the teleconference location at Tenaya Lodge in Yosemite. The address is: 1122 CA-41, Fish Camp, CA 93623.

October 31, 2017 – Tuesday

4:30 p.m.

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Approval of Minutes from October 3, 2017
4. Public Comment
Public testimony by each individual speaker shall be limited to three minutes
5. **Transportation Authority Board Meeting Agenda for November 2, 2017**
 - a. Amend the Fiscal Year (FY) 2018 Budget to Increase the Grade Separation Program Category by \$750,000 for a Total FY2018 Budget of \$87,594,264 to fund a Project Study Report for the Redwood City Whipple Avenue Grade Separation Project **(TA Item 11b)**
 - b. Program Report: Pedestrian and Bicycle Program Report **(TA Item 12a)** – Informational
 - c. Program Report: New Measure 2017 Pedestrian and Bicycle Program Call for Projects **(TA Item 12b)**
 - d. Program Report: Highway Program – 101 Corridor Managed Lanes
 - i. **(TA Item 10)** – Informational
 - e. Amend the FY2018 Budget to Increase the Streets and Highway Category by \$15,000 and Enter into an Agreement with the City/County Association of Government of San Mateo County for Preparation of a Benefit/Cost Analysis Associated with the 101 Managed Lanes Project **(TA Item 4e)**
 - f. Authorizing the Resolution of Support for \$34,498,000 of Regional Transportation Improvement Program (RTIP) Funding for the 101 Managed Lanes Project to be Included in the 2018 State Transportation Improvement Program (STIP) **(TA Item 11a)**
 - g. Update on State and Legislative **(TA Item 12c)** – Informational

- h. Acceptance of Statement of Revenues and Expenditures for September 2017 **(TA Item 4b)**
 - i. Acceptance of Statement of Revenue and Expenses for Fiscal Year Ending June 2017 (Unaudited) **(TA Item 4c)**
 - j. Grant of Subsurface Utility Easement to PG&E to Support San Carlos Transit Village Transit Oriented Development Project **(TA Item 4f)**
 - k. Approval of Minutes of October 5, 2017 **(TA Item 4a)** – Informational
 - l. Approval of 2018 Board of Directors Meeting Calendar **(TA Item 4d)** – Informational
- 6. Report of the Chair (Barbara Arietta)
 - 7. Report from Staff (Joe Hurley)
 - 8. 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
 - 9. Date, Time, and Place of Next Regular Meeting: Tuesday, December 5, 2017 at 4:30 p.m., San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Ave, San Carlos, CA 94070
 - 10. Adjournment

CAC MEMBERS: Barbara Arietta (Chair) • Diana Bautista • Kate Bond • An Chen • KenChin • Essam El-Dardiry • John Fox (Vice Chair) • Rich Hedges • Karen Kuklin • Jeff Londer • Olma O'Neill • Shaunda Scruggs • Steve Stamos • William Warhurst

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. Communications to the CAC can be e-mailed to cacsecretary@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

MINUTES OF OCTOBER 3, 2017

MEMBERS PRESENT: D. Bautista, K. Bond, A. Chen, K. Chin, E. El-Dardiry, J. Fox, R. Hedges, K. Kuklin, J. Londer, O. O’Neill, S. Scruggs, S. Stamos, W. Warhurst

MEMBERS ABSENT: B. Arietta

STAFF PRESENT: M. Beveridge, A. Chan, C. Gumpal, J. Hurley, J. Slavitt ; B. Tietjen

Vice-Chair, John Fox, called the meeting to order at 4:25 p.m.

APPROVAL OF THE SEPTEMBER 5, 2017 MEETING MINUTES

Committee Member Shaunda Scruggs said she was present and her name is not referenced in the meeting minutes.

Committee Member Ken Chin commented about the Meeting Minutes page 6 of 7 (second paragraph) noting “the Committee had safety concerns about the compatibility of a rail service and a bike/pedestrian path next to each other, and agreed that for safety purposes, using bus and rail, in this instance, will serve most users”. He said he was confused because he does not feel as stated in the meeting minutes, but was concerned for other reasons. The CAC proposed a change be made to the minutes to the following: “Questions were raised by the CAC about the compatibility of a rail service and a bike/pedestrian path next to each other given the right-of- way width/constrains.” The term “safety concerns” would be removed.

Committee Member An Chen arrived at 4:35 p.m.

Committee Member Essam El-Dardiry arrived at 4:38 p.m.

The minutes were approved as amended.

Motion/Second: Hedges/Bautista

Ayes: Bautista, Bond, Chen, Chin, El-Dardiry, Fox, Hedges, Kuklin, Londer, O’Neill, Scruggs, Stamos, Warhurst

Absent: Arietta

PUBLIC COMMENT

None.

Program Report: Highway 101 Corridor Managed Lanes

Joe Hurley, Director, Transportation Authority, presented a high level update on accomplishments the team has made on the environmental process associate with this

project. He said that the environmental document has been prepared by the Transportation Authority (TA) and Caltrans.

Mr. Hurley stated the problem is greater than one project can solve and presented the follow:

- The Caltrain Electrification Project will not fully address the projected demand
- SamTrans is studying express bus service on the 101 corridor
- Santa Clara Valley Transportation Authority (VTA) is in final design to create a 2 plus High Occupancy Vehicle Lane (HOV) Express Lanes from south of Highway 85 to the San Mateo County line
- San Francisco County Transportation Authority (SFCTA) is coordinating with San Mateo to study an extension of the 101 managed lanes into San Francisco
- Metropolitan Transportation Commission (MTC) is planning to improve and increase park and ride lots
- Municipalities implementing Transportation Demand Management (TDM) measures

Purpose for the Project:

- Reduce congestion in the corridor
- Encourage carpooling and transit use
- Provide managed lanes for travel-time reliability
- Minimize the operational degradation of the general purpose lanes
- Increase person throughput
- Apply technology and/or design features to help manage traffic

Overall Challenges:

- Find a solution quickly
- Secure public and political support of the project
- Secure the required funding
- Minimize environmental impacts
- Stay within the current Right- of-Way as much as possible
- Don't make congestion worse in the other lanes
- Reduce cut through traffic on the local street network
- Build the project as soon as possible

Facility owner needs to be identified and this owner will be an agency. The agency will be responsible for:

- Tolling equipment and related highway improvements
- Set the tolling policy and rates
- Budgets and pays for the operation, maintenance and liabilities of the facility
- Distributes revenues

Facility operator owner also needs to be identified and this owner will be an agency as well. The agency will be responsible for:

- Managing the day to day operation of the facility on behalf of owner
- Ensures that the system is maintained

The CAC expressed interest as to how the lanes were going to be managed and asked detailed questions regarding how the Express and HOV lanes were going to be enforced and if economic measures were being looked at. Mr. Hurley acknowledged there will be challenges and informed the TA is looking into new technologies to make the system better enforced and more efficient. He also acknowledged that enforcement is a challenge.

Ms. April Chan, Chief Officer of Planning and Development, presented the following:

Toll System Manager will be a consultant that will be responsible for:

- Defining toll system requirements
- Overseeing Toll System Integrator to ensure requirements are met

Toll System Integrator will be the responsibility of a contractor. The contractor will be responsible for:

- Designing and implementing the toll system according to the requirements
- Supporting operation of the toll system for year under warranty

Ms. Chan said carpools, buses, motorcycles and eligible clean air vehicles will have free access to the Express Lanes. Single drivers can choose to pay to use the express lanes and that electronic toll collection will be used to collect fees. When traffic is too congested, signage before arrival to the dynamic tolls will indicate single drivers do not have access to the express lane and when congestion is low, signage will indicate single drivers have access to express lanes.

Tolling System Near-Term Decisions:

Select the Facility Operator, as well as the Facility Owner from:

- San Mateo agency to be formed (legislation required)
- Santa Clara Valley Transportation Authority (VTA) (SB 595 enabling legislation)
- Bay Area Infrastructure Finance Authority (MTC)

Tolling System Timing

- October – provide information to Board regarding toll operation and roles
- November – discuss tradeoffs between owner/operator options
- December/January – Board decides on owner/operator
- Late 2018 – operation policy decisions

Operating Policy Decisions

Tolling policies to be made by late 2018:

- Hours of operation
- Toll rate structure
- Distribution of revenue
- Provision of facility maintenance

Ms. Chan said she would be returning to the TA Board to provide more information.

Ms. Chan reviewed four project alternatives.

- 1) Not to initiate a project
- 2) Modify the existing auxiliary lanes to make a new through lane from Whipple Avenue to I-380 and convert the median lane to a High Occupancy Vehicle Lane (HOV) for HOV 2 + person lane
- 3) Convert the existing median lane to a HOV 3 person plus lane
- 4) Modify the existing auxiliary lanes to make a new through lane from Whipple Avenue to I-380 and convert the median lane to a HOT 3 + person Express Lane

Key Selection Criteria

- Vehicle hours of delay: How many hours each car sits in traffic
- Change in travel times: How long it takes to get from point A to point B
- Person throughput: How many people can we move through point A on the way to point B
- Vehicle miles travelled: How many miles a vehicle travels in a specific time period (could mean reduced vehicle travel or could also mean gridlock)

The CAC expressed an interest in an informational presentation on the various ideas to improve enforcement of the HOV rules.

Numerous committee members were concerned that without appropriate enforcement, the general public will not easily accept the managed lanes and lane restrictions.

Motion/Second: Hedges/Stamos

Ayes: Bautista, Bond, Chen, Chin, El-Dardiry, Fox, Hedges, Kuklin, Londer, O' Neill, Scruggs, Stamos

Noes: Warhurst

Absent: Arietta

Approval of Measure A Highway Program Funding Policy Revision

Mr. Joel Slavit, Manager, Programming and Monitoring, the revisions will prioritize projects that are already in the pipeline to enable sponsors to complete work already started and also set aside up to \$10 million, through the remaining life of Measure A, to assist with the planning and environmental phases of work on projects that are not already in the Measure A funding pipeline. He said the updates also further leverage Measure A investments by requiring a minimum 10 percent funding match with each phase of work for all projects.

Matching funds may consist of federal, state, regional and/or local sources, including those from private development as well as a project sponsor's Measure A Local Streets and Transportation Program funds. Mr. Slavit stated new highway facilities that are already in the Measure A funding pipeline, may require a match greater than 10 percent for the final design, right-of-way and construction phases of work. The match requirement will be proportionate to the impacts from additional traffic generated from new land use development that is generating the need for the new facility. The match

requirement will be evaluated on a case-by-case basis with the project sponsor. He stated the change would further promote timely use of funds and there must be substantial activity on a project within two years of retaining a funding award, including demonstrating expenditures on the project.

Committee Member Warhurst made a recommendation to update the wording on the language of the resolution as to what a "match" means. He said the language does not clarify the concept of the term "match" and should be more clearly defined.

Committee Member Warhurst left at 5:50 PM.

Ms. Chan provided an explanation and examples to assist in clarifying the term "match".

Motion/Second: Hedges/Stamos

Ayes: Bautista, Bond, Chen, Chin, El-Dardiry, Fox, Hedges, Kuklin, Londer, O'Neill, Scruggs, Stamos

Absent: Arietta, Warhurst

Update on Measure A 2017 Highway Program Call For Projects (CFP)

Mr. Slavit provided a high-level overview of the highway program and addressed the project eligibility and evaluation criteria. The focus of the Highway Program is to reduce congestion, and improve throughput and safety on the most critical commute corridors within San Mateo County. Per the voter approved Transportation Expenditure Plan (TEP), 27.5 percent of Measure A sales tax receipts are dedicated to the Highway Program. The 27.5 percent is further split between Key Congested Areas at 17.3 percent of the sales tax receipts and Supplemental Roadways at 10.2 percent of the sales tax receipts. Mr. Slavit stated key congested areas: consist of a list of eleven identified projects from the TEP and within the 101, 280, 92 and 1 state highway corridors.

Mr. Slavit said there are two types of new project classifications with regard to eligibility for this CFP, pending board approval of the new funding policy revisions. There is 1) the Measure A funded Pipeline projects and 2) Other projects that are not already in the Measure A funding pipeline. The priority will be to prioritize the Measure A pipeline projects, which are those projects that have already receiving Measure A funds that are advancing through the project delivery process.

Mr. Slavit said the new funding policy revisions will have new matching fund requirements. During prior CFPs, there was no minimum matching funds requirement. For the 2017 CFP, a minimum 10 percent funding match will be required that applies to each phase of work. For new highway facilities, (e.g. new roads and/or interchanges that do not currently exist) the required match may be greater than 10 percent. He said for projects not already in the Measure A funding pipeline, a set-aside of up to \$10 million through the remaining life of Measure A.

Mr. Slavit stated these changes will help the TA better ensure that work started with Measure A funds can be completed while also providing the opportunity to fund the initial phases of work for new projects to account for changing conditions over time.

He stated that a total of up to \$75 million will be made available to fund projects that are already in the Measure A funding pipeline that best meet the highway selection and evaluation criteria contained in the Measure A Strategic Plan 2014-2019.

Evaluation Criteria: Need and Effectiveness

Need

- Current congestion
- Projected congestion
- Identified safety issues
- Located in an area on the State Highway System Congestion and Safety Performance Assessment for San Mateo County with significant congestion and safety deficiencies

Effectiveness

- Ability to relieve congestion/performance improvement
- Ability to address safety issue
- Regional significance
- Demonstrates coordination with adjacent projects/integration or inter-related projects
- Cost effectiveness

Summary of New Funding Policies

- The priority is to continue funding projects of greatest merit in the Measure A pipeline to complete work already started
- A set aside, up to \$10 million, through the remaining life of Measure A for planning and environmental work will be available for projects not already in the Measure A funding pipeline
- A minimum 10 percent funding match required with each phase of work
- The match requirement may be greater than 10 percent for new highway facilities, proportionate to the traffic impacts from new development
- To further promote timely use of funds, there must be substantial activity on a project w/in 2 years of the funding award or the funds may be made available for other project

Mr. Slavit presented the project timeline.

- October 2017 – Informational item to TA CAC and TA Board
- October 9, 2017 – Call for Projects released for Fiscal Years 2016 and 2017, workshop to be held
- October 17, 2017 – Call for Projects Sponsor Workshop
- November 20, 2017 – Applications due
- December 2017 – Evaluation Panel reviews and prioritizes project proposals
- January 4, 2018 – Informational item to TA CAC and TA Board on Draft Program of Projects
- February 1, 2018 – TA Board approves proposed Program of Projects

PUBLIC COMMENT

Mr. Paul Krupka, San Mateo, is a professional engineer and an independent transportation consultant and a 30-year resident of San Mateo County. Mr. Krupka

stated he is very appreciative of the Board and the Transportation Authority Measure A Program. Mr. Krupka is also the project manager for Redwood City -101 Woodside Road Project and he stated the revisions made to this policy have been enhanced and helps with understanding the interpretation of the policy. Mr. Krupka thanked the Board and staff for all their hard work and he realizes it is very complicated and is looking forward to seeing the Call-For-Project and putting forth the proposal with an excellent match.

Receive and File Measure A Semi-Annual Program Status Report

No comments were received.

Committee Member Olma O'Neill left the meeting at 6:00 p.m.

Delegate the Executive Director the Authority to Assign New Measure A Funds on Projects to be Funded Under Either Measure

Motion/Second: Hedges/Bautista

Ayes: Bautista, Bond, Chen, Chin, El-Dardiry, Fox, Hedges, Kuklin, Londer, Scruggs, Stamos

Absent: Arietta, O'Neill, Warhurst

Update on Legislative Program

Mr. Brent Tietjen reported the following:

Bills Signed:

- Governor must sign bills by October 15
 - AB 1613 (Mullin)
 - Would allow SamTrans to use the .5 percent sales tax exemption from the 2 percent local sales tax. The bill requires the expenditure plan to be developed in concurrence with the county and allows either SamTrans or SMCTA to administer the proceeds of measure, if adopted by voters
 - State Bill (SB) 595 also known as Regional Measure 3 (RM3)
 - Would allow MTC to place a measure on the ballot to raise the Bay Area bridges toll by up to \$3.
 - Would benefit San Mateo County by:
 - \$325 million for the Caltrain Downtown Extension; Transbay Terminal Phase Two
 - \$100 million for the San Jose Diridon Station
 - \$130 million for Dumbarton Transportation Corridor Improvements
 - \$50 million for the Highway 101/State Route 92 Interchange
 - SB 797 (Hill) would allow the Caltrain board to place a one-eighth sales tax measure on the ballot in San Francisco, San Mateo and Santa Clara counties

Approval and Ratification of the Fiscal Year 2018 Transportation authority Insurance Program

Motion/Second: Hedges/Bautista

Ayes: Bautista, Bond, Chen, Chin, El-Dardiry, Fox, Hedges, Kuklin, Londer, Scruggs, Stamos

Absent: Arietta, O'Neill, Warhurst

Approval of Board of Directors Meeting Minutes of September 7, 2017

Motion/Second: Hedges/Bautista

Ayes: Bautista, Bond, Chen, Chin, El-Dardiry, Fox, Hedges, Kuklin, Londer, Scruggs, Stamos

Absent: Arietta, O'Neill, Warhurst

REPORT OF THE CHAIR

Vice-Chair, Mr. Fox, did not offer a report, however he stated that he shares the sentiment of the committee extending good wishes and a get well to Ms. Arietta.

REPORT FROM STAFF

Mr. Hurley reported that Thursday, September 14, 2017 was the ribbon-cutting ceremony for the Broadway Interchange Project. It was a great commemoration of the replacement of the oldest interchange in San Mateo County. The groundbreaking ceremony for the 25th Avenue Grade Separation Project occurred last Tuesday, September 26, 2017. This particular project was a \$180 million dollar project of which \$70 million is funded by the Transportation Authority. Mr. Hurley also reported on upcoming funding opportunities to the Transportation Shuttle Program which will hold its Call-for-Projects in the December, January time frame. He stated that there had been a workshop on Wednesday, September 27, 2017 to prepare new project sponsors and sponsors whose shuttles are underperforming. Mr. Hurley concluded by informing the Committee that the Bike and Pedestrian Program Call-for-Projects will be brought back to this forum at the October 31 meeting.

Mr. Hurley also let the Committee know that he received an email from Pamela Haynie letting him know she will be stepping down from the TA CAC for personal reasons, but she wanted Mr. Hurley to pass along her appreciation of the hard work that this Committee does and the collegial way with which all conduct business.

MEMBER COMMENTS/REQUESTS

None.

DATE, TIME AND PLACE OF NEXT MEETING

October 31, 2017 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA 94070

Adjourned at 6:24 p.m.