



Revised 4/3/2018

**AGENDA**  
**CITIZENS ADVISORY COMMITTEE**  
Bacciocco Auditorium, 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos, CA 94070

**APRIL 3, 2018 – Tuesday**

**4:30 p.m.**

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Approval of Minutes from February 27, 2018
4. Public Comment  
Public testimony by each individual speaker shall be limited to three minutes
5. **Transportation Authority Board Meeting Agenda for April 5, 2018**
  - a. State and Federal Legislative Update (**TA Item 11c**) – Informational
  - b. San Mateo County Shuttle Program Draft Funding Recommendations (**TA Item 11a**)
  - c. Program Report: Transit – Caltrain Modernization Program (**TA Item 11b**)
  - d. Delegated Authority to Executive Director on Certain Real Estate Offers, Transactions and Property Rights conveyances (**TA Item 10**)
  - e. Approval of Minutes of March 1, 2018 (**TA Item 4a**)
  - e.f. Acceptance of Statement of Revenues and Expenses for February 2018 (**TA Item 4b**)
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, May 1, 2018 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

**CAC MEMBERS:** Barbara Arietta (Chair) • Diana Bautista • Kate Bond • An Chen • Ken Chin • 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](http://www.smcta.com). Communications to the CAC can be e-mailed to [cacsecretary@smcta.com](mailto: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](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

**MINUTES OF FEBRUARY 27, 2018**

**MEMBERS PRESENT:** B. Arietta, D. Bautista, K. Bond, A. Chen, K. Chin, R. Hedges,  
K. Kuklin, J. Londer, O. O'Neill, S. Scruggs, S. Stamos, W. Warhurst

**MEMBERS ABSENT:** E. El-Dardiry, J. Fox

**STAFF PRESENT:** A. Chan, J. Hurley, P. Kwan, L. Low, A. Pacumio, S. Petty, J. Slavitt

Chair, Barbara Arietta, called the meeting to order at 4:30 p.m.

Joe Hurley informed the Committee that Committee Member William Warhurst will be late for the meeting.

**APPROVAL OF THE JANUARY 30, 2018 MEETING MINUTES**

Committee Member Diana Bautista commented about the Meeting Minutes on page 3 of 10. She noted that her comment about Get Us Moving survey was made at a Menlo Park Chamber meeting, not at a CAC meeting.

The minutes were approved as amended.

Motion/Second: Hedges/Londer

Ayes: Arietta, Bautista, Bond, Chen, Chin, Kuklin, O'Neill, Scruggs, Stamos,

Absent: El-Dardiry, Fox

**PUBLIC COMMENT**

None.

**Programming and Allocation of Measure A funds for the Caltrain Business Plan**

Sebastian Petty, Caltrain Senior Policy Advisor, gave a high level presentation on Caltrain's Business Plan, its purpose, the draft scope of work along with a brief description of outreach plans, project management structure, budget and potential funding sources.

Purpose: The purpose of the Plan is to maximize the value of the public investment in Electrification, identify the steps and resources needed to truly modernize the railroad and layout the strategic position and importance of the Caltrain corridor and how Caltrain can maximize its effectiveness and integrate with a growing megaregional rail system.

Scope of Work:

- Task 1 – The Strategic Case for Caltrain
  - Define the long range markets and opportunities for rail service on (and beyond) the Peninsula
  - Consider opportunities for connection and integration with other systems
  - Understand local, regional and mega-regional demographic trends, development patterns and environmental context as they relate to rail
  - Consider the long range outlook of the overall future Bay Area transportation network
  
- Task 2 – Identifying Options
  - Analyze options for the evolution of rail service on the Peninsula corridor (trains/hour, local vs. express, stopping patterns and connectivity)
  - Understand infrastructure, fleet, ridership, cost and revenue implications and develop “business case” analysis of choices
  - Assess the “Caltrain Organization” and understand how peer railways are organized nationally and internationally
  - Identify and quantify the full range of community impacts, benefits and opportunities the railroad creates. Focus on value creation / development and grade-crossing impacts
  
- Task 3 – Develop the Business Plan
  - Optimize and refine the service assumptions included in the “Service Vision”. Detailed focus on the first 10-years of electrified service
  - Incorporate additional issues and strategies including customer experience, first- and last-mile connections, TOD, fares and retailing strategies
  - Work with Caltrain’s partners to develop an organizational strategy identifying how the organization could grow and change in support of the Service Vision
  - Work with Caltrain’s partners and local jurisdictions to develop a community interface strategy that maximizes the community benefits the Service Vision creates while minimizing and mitigating impacts
  
- Task 4 – Funding and Implementation
  - Develop a funding plan or funding scenarios for implementation of recommend services and investments
  - Understand what can be funded through self-generated revenues and monetization of assets
  - Identify where new funding sources may be needed and analyze potential options including measures, value-capture strategies and public private partnerships

- o Develop a focused implementation plan that identifies steps that the organization and its partners must take within the next 5-years

Outreach Plans: Staff will be conducting major outreach and engagement campaign with our customers, community groups, advocacy organizations, business groups, local jurisdictions as well as state and federal policy makers.

Project Structure: Within the Caltrain organization, the Caltrain Business Plan will be managed as an integrated project structure reporting directly to Caltrain's Executive Director Jim Hartnett. The Internal Project Team will be led by Sebastian Petty, Senior Policy Advisor and full-time project manager. The project manager will be supported by a cross-disciplinary internal team of executives and staff representing key functions and competencies within the Caltrain organization.

Budget and Potential Funding Sources: The project cost is estimated at \$5 million with funding sources coming from Caltrain partners up to \$1.5 million (\$500,000 from each partner), \$500,000 of in-kind assistance from CHSRA, \$1 million from CalSTA (TIRCP) and \$2 million of in-kind private assistance.

After the presentation, Mr. Petty stated that the reason why he is presenting the Business Plan is to request a "conditional" allocation of up to \$500,000 from the San Mateo County Transportation Authority, with usage and amount contingent on the provision of equivalent matches from San Francisco and Santa Clara Counties.

Chair Arietta asked what is the current fare box recovery. Mr. Petty responded it is around 70 percent not including other sources of revenue like parking and rental income.

Committee Member Rich Hedges asked about Caltrain's future plan with regards to its diesel units. With the electrification of the rail line, how many units of diesel will be retained and how many can be offloaded for some value to other counties/systems. Mr. Petty responded that the Electrification project will replace 75 percent of the diesel fleet. The rest, which will be the newer Bombardier, will be retained for deployment elsewhere like the Gilroy segment of the rail line which will not be electrified. Mr. Petty also mentioned the possibility of moving them to other jurisdictions like the Monterey Transportation Authority who has expressed interest with the possibility of connecting Salinas service to Caltrain.

Committee Member Olma O'Neill asked why the operating subsidy to JPB is at a record low of \$17 million to \$25 million in recent years while the projected annual need when the service is electrified will be \$30 million to \$40 million. Mr. Petty explained that the Caltrain service has been flat for the last 12 years. Since then, ridership has grown. The increase in ridership while providing the same kind of service resulted in operating subsidy getting smaller. In the future, with electrification, service levels will increase with more frequent trains serving more riders in more stations in the same amount of time. With the system getting bigger overall, the financial side of the system is expected to

grow as well. Mr. Petty also noted that Caltrain doesn't have a dedicated source of funding.

Committee Member Diana Bautista asked if Caltrain is looking for funding from other sources and how the Business Plan funding will be used. Mr. Petty responded that funding for the business plan will come from a variety of potential sources including already budgeted Caltrain project development funds, JPB partner contributions, regional contributions, state funding and private contributions. It is anticipated that some contributions may come as in-kind consultant support rather than direct financial contributions. Mr. Petty also noted that the Business Plan is more than a Business Plan. It is also a long range plan for the railroad that will require intensive resources working on large scale travel demand modeling, complicated rail operational analysis, organizational assessment and economic and policy modelling.

Committee Member Diana Bautista asked when the proposed Business Plan will be presented to the Board. Mr. Petty responded either late 2018 or early 2019.

Committee Member Diana Bautista asked if this effort of preparing a Business Plan is tied in any way to Gerry Hill's proposed bill to acquire a dedicated source of funding for Caltrain. Mr. Petty responded that this is a plan on its own which Caltrain needs to do regardless of whatever funding mechanism maybe on the horizon.

Committee Member ken Chin asked if the freight users were included in the outreach program. Mr. Petty responded that the freight users' representatives were included the stakeholder's meeting last September 2017 and they will continue to be part of the outreach going forward in the process.

Committee Member Jeff Londer asked if this plan will go into each at-grade crossing and decide what to be done on each one of them. He also asked how many at-grade crossings are there along the Caltrain corridor. Mr. Petty responded that the intent of the Business Plan is not to become a massive civil engineering exercise for the corridor. The Business Plan, however, can articulate Caltrain's position on how grade separation will impact service levels in the future. Mr. Petty also responded that there are 42 at-grade crossings along Caltrain's right-of-way and 33 of them are in San Mateo County.

Committee Member Diana Bautista asked how much is Caltrain's contribution to the Plan. Mr. Petty responded that Caltrain itself is not making any contribution to the Plan but its three member agencies are being requested to provide \$1.5 million (\$500,000 each) with the additional \$3.5 million from in-kind, the State of California and the private sector.

Mr. Hurley reminded the Committee that before them is a proposed action to program and allocate \$500,000 of Measure funds for the Caltrain Business Plan. He also reiterated that the allocation will be contingent with the other two member agencies (San Francisco and Santa Clara) providing their proportionate share.

Motion/Second: Hedges/Bautista

Ayes: Arietta, Bond, Chen, Chin, Kuklin, Londer, O' Neill, Scruggs, Stamos,

Absent: El-Dardiry, Fox

### **State and Federal Legislative Update**

Lori Low, Government and Community Affairs Officer, gave an update on the State and Federal Legislative Agenda.

On the Federal side, she reported that the Senate and House passed a budget deal on February 9 that includes \$20 billion for infrastructure over two years. Ms. Low also reported that the President introduced his FY19 budget request last February 12, which includes \$76.5 billion for DOT and recommends \$100 million for the Peninsula Corridor Electrification Program (PCEP). The President also released his infrastructure package that included \$200 billion in federal support that can be used to leverage local and state funds. It did not, however, include new revenue sources to pay for the \$200 billion.

At the State level, Ms. Low reported that the deadline for bill introduction was February 16. Approximately 2,300 bills were introduced. Ms. Low also noted that 2017 was a big year for transportation with the passage of SB 1.

Chair Arietta asked if more input will be required from local entities if only \$200 billion of federal funds will be available for a \$1.5 trillion infrastructure package. Ms. Low replied in the affirmative.

Committee Member Steve Stamos asked if all the bills in the matrix are new positions. Ms. Low replied that most of them are watched except for AB 1756 is an opposed position which will repeal SB 1

Committee Member Steve Stamos asked if there is any particular reason why Senator Hill's bill is only in a watched position. Ms. Low responded that it is just recently introduced and more discussions will be needed.

### **Reprogramming and Reallocation of Funds from an Inactive Pedestrian/Bicycle Project, Amendment to the Fiscal Year 2018 Budget and Programming and Allocation of Measure A Funds from the Pedestrian and Bicycle Program Category for Ten Projects**

Joel Slavit, Programming and Monitoring Manager, reported that a presentation to the Committee was given last month on the draft funding recommendation. No changes were made since that presentation. The Committee is now being asked to take action on the recommendation.

Committee Member Shaunda Scruggs asked what percentage of match the sponsors have to bring in. Mr. Slavit responded that we required a minimum of 10 percent match for the Highway Call for Projects and 25 percent match for Shuttles.

Motion/Second: Bautista/Hedges



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

**Measure A – Semi-Annual Program Status Report**

No comments.

Committee Member William Warhurst arrived at 5:12 pm.

**Program Report: Highway Program State Route 92/El Camino Real Interchange Project**

Pamela Kwan, TA Project Manager, gave a presentation on the status of the State Route 92/El Camino Real Interchange project. Ms. Kwan reported that the project will reconstruct the ramps within the interchange to improve the short weaving that contributes to both the operational and safety deficiencies that exist both on SR 92 and El Camino Real in the proximity of the interchange. It will also reduce existing traffic congestion, bottlenecks, weaving and queue spillback at the interchange on and off ramps. The project is a partnership between the City of San Mateo, TA and Caltrans.

Ms. Kwan also reported that the Environmental clearance on the project was secured in May 2014 and then proceeded onto the design phase which was completed in May 2016. As part of the 2015 Highway Program Call for Projects, the TA Board authorized the allocation of \$16.2 million of Measure A funding for the construction phase of the project. The total projected cost for construction is \$ 21.3 million with the balance of the cost being funded with a combination of Federal, State and local funding.

Construction on the project began in April 2017 and is expected to be completed in March 2018.

Ms. Kwan responded to questions posed by the Committee Members and told the Committee that she will follow up with Caltrans about the question on signal coordination.

**Acceptance of Statement of Revenues and Expenses for January 2018**

Motion/Second: Chin/Hedges

Ayes: Arietta, Bautista, Bond, Chen, Kuklin, Londer, O'Neill, Scruggs, Stamos, Warhurst  
Absent: El-Dardiry, Fox

**Board of Directors Meeting Minutes of February 1, 2018**

No comments.

### **Capital Projects Quarterly Status Report-2<sup>nd</sup> Quarter Fiscal Year 2018**

Joe Hurley, Director, Transportation Authority Program reported on the Capital Projects Quarterly Status Report for the 2<sup>nd</sup> quarter of Fiscal Year 2018. He informed the Committee that the report is also available online. Mr. Hurley took note of two projects. One of them, the US 101 Holly Interchange, is behind schedule because the City of San Carlos, being the project sponsor, proposed to merge together the pedestrian overcrossing and interchange reconstruction into one project. The interchange reconstruction component of the project is funded but the City of San Carlos is still working on securing funding for the pedestrian overcrossing phase.

Committee Member Steve Stamos asked if there is a cost or schedule saving to be gained from merging the two projects. Mr. Hurley responded in the affirmative and noted that the intent was two-fold. First is the economies of scale, when you let it out as a single contract, and secondly, the minimal disruption to the travelling public.

The second project that Mr. Hurley wanted the Committee take note of is the US 101/Peninsula Avenue Interchange project. There is a delay in issuing baseline schedule due to additional public meetings requested by the City of Burlingame to address potential traffic impact on city streets.

Committee Member Jeff Londer asked about the traffic counters that were installed in various streets in the neighborhood. He said he had not heard anything about them since they were installed. Mr. Hurley responded that there are concerns with the modification on the Peninsula Avenue Interchange specifically in the south bound direction. The City wants to know what impact that will have on local streets and the changing of the traffic patterns. What the City did is install tubes and assess what the pre-construction conditions would be and model what they would be after a built scenario. They are planning to come out with a report by early summer.

### **REPORT OF THE CHAIR**

Chair Barbara Arietta reported that JPB has a meeting on Thursday and they are going to consider on approving a contract with a railroad electronic incorporated company to complete a federally-mandated safety upgrade to the rail corridor signal system known as Positive Train Control. The safety upgrade will enable the system to override human errors and eliminate disasters. The project was supposed to be completed in 2015 but it was extended to the end of 2018 because a lot of the rail companies across the US did not have the funding necessary to complete the challenge. JPB also got rid of its original contractor due to non-performance issues. The new contract, when awarded, will cost JPB not to exceed \$49.5 million with \$59 million allocated and available to complete the project. Caltrain anticipates that additional funding will be needed to fully deliver the project and is currently working to define those amounts and identify potential funding strategies.

Chair Arietta also reported on Self-Help Counties. She noted that due to the financial challenges that all cities face in this time and age, they are becoming very creative and becoming self-help cities themselves. For example, Menlo Park is now looking into forming a non-profit Transportation Management Association in an effort to cut solo

driving and lessen traffic and greenhouse gas emission. The City of Menlo Park has received \$100,000 from Facebook to fund a study over the next 18 months. Palo Alto and Mountain View already have Transportation Management Associations. One is also being developed in Redwood City.

#### **REPORT FROM STAFF**

Mr. Hurley gave a brief report on two items. The first one is the 101 Managed Lane project which was identified as the number one priority project by Caltrans. The total project cost is \$514 million, with an unprecedented \$50 million coming from private contributions.

The other item that Mr. Hurley reported to the Committee is the Shuttle program. There are 38 different shuttles that were submitted for funding consideration coming from 9 different sponsors. This is the first time that the shuttle program was over-subscribed. The amount of money available is about \$10 million and the amount submitted for consideration is around \$11.4 million. Staff will come back in April for recommendation on the shuttle program and ask for action in May.

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

Committee Member Dianna Bautista commented about the mail packet not being mailed in time. Mr. Hurley apologized for not getting them in the mail early enough, and thanked Committee Member Shaunda Scruggs for bringing it to the staff's attention.

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

April 3, 2018 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA 94070

Adjourned at 6:05 p.m.