



AGENDA

CITIZENS ADVISORY COMMITTEE MEETING

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

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

December 3, 2019 – Tuesday

4:30 pm

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Approval of Minutes from November 5, 2019 MOTION
- 4) Public Comment For Items Not on the Agenda

Public testimony by each individual speaker shall be limited to three (3) minutes
- 5) **Transportation Authority Board Meeting Agenda for December 5, 2019:**
 - 11 (b) State and Federal Legislative Update INFORMATIONAL
 - 11 (c) 2020 Draft Legislative Program INFORMATIONAL
 - 10 (a) Acceptance of Fiscal Year 2019 Comprehensive Annual Financial Report MOTION
 - 11 (a) Adoption of Final Strategic Plan 2020-2024 MOTION
 - 5 (b) Acceptance of Statement of Revenues and Expenditures for October 2019 MOTION
 - 5 (c) Acceptance of Capital Projects Quarterly Status Report 1st Quarter FY 2020 MOTION
 - 5 (a) Approval of Minutes of the Board of Directors Meeting of November 7, 2019 INFORMATIONAL
- 6) Report of the Chair
 - a. Appointment of Nominating Committee for 2020 Chair and Vice Chair MOTION

TA Citizens Advisory Committee Members 2019: Barbara Arietta (Chair), Diana Bautista, An Chen, Ken Chin, John Fox (Vice Chair), Steven Green, Rich Hedges, Naomi Hsu, Karen Kuklin, Jeff Londer, Olma O' Neill, Peter Ohtaki, Dave Reed, Mario Rendon, Daniel Ross-Jones

Staff Liaison: Joe Hurley, Transportation Authority Director

CAC Secretary: Jean Brook

San Mateo County TA CAC Meeting
Agenda for December 3, 2019

- 7) Report from Staff
- 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 of Next Regular Meeting: Tuesday, January 7, 2020,
4:30 pm at San Mateo County Transit District Administrative
Building, Bacciocco Auditorium, 2nd Floor, San Carlos, CA 94070

- 10) Adjourn

INFORMATION FOR THE PUBLIC

All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

If you have questions on the agenda, please contact the Authority Secretary at 650-508-6242. Assisted listening devices are available upon request. Agendas are posted on the TA website at www.smcta.com. Communications to the Board of Directors can be emailed to board@smcta.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译请电1.800.660.4287

Location, Date and Time of Regular Meetings

Regular meetings are held at the San Mateo County Transit District Administrative Building located at 1250 San Carlos Ave., San Carlos, which is located one block west of the San Carlos Caltrain Station on El Camino Real. The building is also accessible by SamTrans bus routes ECR, 260, 295 and 398. Additional transit information can be obtained by calling 1-800-660-4287 (TTY 650-508-6448) or 511.

The Transportation Authority (TA) meets regularly on the first Thursday of the month at 5 p.m. The TA Citizens Advisory Committee (CAC) meets regularly on the Tuesday prior to the first Thursday of the month at 4:30 p.m. at the San Mateo County Transit District Administrative Building.

Public Comment

If you wish to address the Board, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Board and included for the official record, please hand it to the Authority Secretary, who will distribute the information to the Board members and staff.

Members of the public may address the Board on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to one minute and items raised that require a response will be deferred for staff reply.

Accessible Public Meetings/Translation

Written materials in appropriate alternative formats, disability-related modification/accommodation, as well as sign language and foreign language interpreters are available upon request; all requests must be made at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 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.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**CITIZENS ADVISORY COMMITTEE (CAC)
MEETING MINUTES**

NOVEMBER 5, 2019

MEMBERS PRESENT: B. Arietta (Chair), J. Fox (Vice Chair) (left at 6:14 pm), S. Green (left at 6:19 pm), R. Hedges, N. Hsu, K. Kuklin, J. Londer, P. Ohtaki (arrived at 5:05 pm), D. Reed, M. Rendon, D. Ross-Jones (left at 6:30 pm)

MEMBERS ABSENT: D. Bautista, A. Chen, K. Chin, O. O'Neill

STAFF PRESENT: D. Hansel, A. Chan, J. Hurley, C. David, A. Linehan, J. Navarro, J. Slavitt, H. Beckford, R. Narayan, J. Brook

Chair Barbara Arietta called the meeting to order at 4:31 pm and requested that Naomi Hsu lead the Pledge of Allegiance.

CAC Secretary Jean Brook called the roll. A quorum was present.

APPROVAL OF MINUTES OF THE TA CAC MEETING OF OCTOBER 1, 2019

Rich Hedges requested that his absence at the October 1 meeting be noted as excused. Joe Hurley, TA Director, confirmed that the absences of all the members not attending, including Mr. Hedges, had been excused prior to the meeting.

Motion/Second: Hedges/Londer

Ayes: Arietta, Fox, Green, Hedges, Hsu, Kuklin, Londer, Reed, Rendon, Ross-Jones

Absent: Bautista, Chen, Chin, Ohtaki, O'Neill

APPROVAL OF 2020 CAC MEETING CALENDAR

Chair Arietta requested to remove an asterisk that incorrectly identified August 4 as the second Tuesday of the month.

Motion/Second: Kuklin/Hsu

Ayes: Arietta, Fox, Green, Hedges, Hsu, Kuklin, Londer, Reed, Rendon, Ross-Jones

Absent: Bautista, Chen, Chin, Ohtaki, O'Neill

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

None.

TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR NOVEMBER 7, 2019

12 (a) State and Federal Legislative Update

Amy Linehan, Government and Community Affairs Officer, briefly summarized highlights of recent federal and state legislation.

Rich Hedges said regarding SB 50 that he heard there may be a change in the focus of the bill from neighborhoods to higher-density areas that are near transit.

11 (a) Approve Funding for San Mateo US 101 Managed Lanes South of I-380 Project

April Chan, Chief Officer, Planning, Grants/Transportation Authority, introduced Leo Scott, Co-Project Manager, Gray-Bowen-Scott, who provided a presentation.

Peter Ohtaki arrived at 5:05 pm

Karen Kuklin asked if the procurement of the toll system was sole sourced, and Mr. Scott said it was. He said that BAIFA (Bay Area Infrastructure Financing Authority) has an existing contract that was secured through a competitive procurement process with Transcore and that the TA got the contract through BAIFA's selection. He said that they are holding construction contingencies through the civil contract.

John Fox said that he thought it made sense to not get a loan on the contingency amount.

Derek Hansel, Chief Financial Officer, said that it depends on how the new loan is structured. He said that since interest rates are low, it makes sense to borrow now.

Jeff Londer asked how long the freeways and ramp closures would be. Mr. Scott said the ramps would be closed at night and may have periodic daytime closures when construction activities necessitate it.

Mr. Londer asked if construction would be completed in the same order in which it was started. Mr. Scott said that the civil work for the area south of Whipple Road down to the Santa Clara County line is currently projected to be finished in February. He added that the next phases (civil work north of Whipple and the toll system south of Whipple) would be happening concurrently, from a driver's perspective.

Dave Reed asked if the traffic delays would be reflected in Google maps and other travel apps. Mr. Scott said that they were in the process of making connections to update apps with detour information.

Peter Ohtaki asked if the San Mateo County Express Lanes Joint Powers Authority (SMCEL JPA) receives the tolls. Mr. Hansel said that the TA takes out the loan secured by sales tax revenue.

Mr. Hedges noted that it will be a while before the loan gets paid back.

Mr. Hedges asked where the sewer lines were. Mr. Scott said they are south of Dore Avenue in San Mateo on the east side of Highway 101.

Chair Arietta asked if the loan terms would be fixed rate or variable. Mr. Hansel said it is yet to be decided but the terms were of more concern to the JPA than to the TA.

Motion/Second: Hedges/Kuklin

Ayes: Arietta, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, Reed, Rendon, Ross-Jones

Absent: Bautista, Chen, Chin, O'Neill

11 (b) Approve Funding for San Mateo US 101 Managed Lanes North of I-380 Project

Mr. Hurley summarized a staff report.

Mr. Hedges asked if the construction funding was coming from tolls. Mr. Hurley said that perhaps it would in the future. He said that funding is needed to serve immediate needs, which includes the environmental phase. He added that there are different options on the table and studies will be conducted.

Motion/Second: Reed/Ross-Jones

Ayes: Arietta, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, Reed, Rendon, Ross-Jones

Absent: Bautista, Chen, Chin, O'Neill

11 (c) Programming and Allocation of Measure A Funds in the Amount of \$11.3 Million for the South San Francisco Caltrain Station Improvement Project

Joel Slavitt, Manager, Programming and Monitoring, introduced Howard Beckford, Senior Project Manager, Capital Project Management, and Sharon Ranals, Assistant City Manager, City of South San Francisco. Mr. Beckford provided a presentation.

Mr. Hedges noted that South San Francisco station is the least-used station except for Broadway Burlingame and added that he feels it is very dangerous and difficult to access. Mr. Beckford noted the concern and added that the improved station will be ADA-compliant.

Ms. Kuklin asked why permits were missed. Mr. Beckford said that the project had been accelerated to get ahead of the Caltrain electrification.

Ms. Hsu asked how the \$16.6 million increase was distributed across the funding sources. Mr. Beckford pointed out the delay/cost escalation on Slide 6 of the presentation, explaining that it was based on proportional prior contributions to the project.

Mr. Ohtaki asked if there were any ramifications to other projects due to the increased cost. Mr. Slavitt said that that falls under the project's special circumstances criteria because it is out of its funding cycle and that there was not a specific project that would lose the funding.

Chair Arietta asked if anything had been sacrificed on the project. She said she hoped that station improvements would include better lighting. Mr. Beckford said that the City of South San Francisco has not descope any of the amenities in the station design.

Chair Arietta asked about police presence. Ms. Ranals said that the City has a police substation located in a nearby parking structure. Chair Arietta asked about security to manage drunk Caltrain patrons.

Ms. Ranals said that some retail is opening up on the Plaza near the station that is beyond the original project scope.

Steven Green asked which category of Measure A the funding is coming from. Mr. Slavitt said it is coming from the Caltrain capital program.

Mr. Reed asked about the agencies that are affected by the delays. Mr. Beckford said that it is possible to descope the project or change the funding plan.

Motion/Second: Hedges/Ross-Jones

Ayes: Arietta, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, Reed, Rendon, Ross-Jones

Absent: Bautista, Chen, Chin, O'Neill

12 (b) 2019 Caltrain Annual Passenger Count

Catherine David, Principal Planner, Caltrain Rail Operations, provided a presentation.

John Fox left the meeting at 6:14 pm

Steven Green left the meeting at 6:19 pm

Ms. Hsu asked about the methods used to derive the ridership numbers. Ms. David gave an explanation and noted that revenue-based numbers are related to ticket sales. Ms. Hsu asked if Caltrain attempts to determine year-to-year changes in ridership. Ms. David responded that no service changes were planned during electrification efforts. She said that Caltrain is in the process of changing the annual count methodology. Joe Navarro, Director, Rail Operations, said they are pursuing other ways to capture customer data. He added that they will be moving the annual count period from January/February to May/June.

Daniel Ross-Jones left the meeting at 6:30 pm

Mr. Hedges talked about the current Clipper tagging process. Mr. Navarro said they are working with MTC (Metropolitan Transportation Commission) on improvements. He said in April 2020, there will be Clipper card add-value machines.

Chair Arietta asked if there was increased Caltrain use in the evenings since the opening of the Chase Center in San Francisco. Mr. Navarro said yes, and that there is a late train that departs at 12:05 am.

Mr. Ohtaki said that in the slide showing boardings by time period, it appears that the reverse peak accounts for most of the change and suggested that could be due to employer shift. Ms. David concurred, and said that employer shuttles may also account for the decrease in the reverse peak.

6 (b) Acceptance of Statement of Revenues and Expenditures for September 2019

Motion/Second: Londer/Hedges

Ayes: Arietta, Hedges, Hsu, Kuklin, Londer, Ohtaki, Reed, Rendon

Absent: Bautista, Chen, Chin, Fox, Green, O'Neill, Ross-Jones

6 (c) Acceptance of Quarterly Investment Report for the Period Ending September 30, 2019

Motion/Second: Kuklin/Ohtaki

Ayes: Arietta, Hedges, Hsu, Kuklin, Londer, Ohtaki, Reed, Rendon

Absent: Bautista, Chen, Chin, Fox, Green, O'Neill, Ross-Jones

6 (d) Approval of the 2020 Board of Directors Calendar

There were no comments.

6 (a) Approval of Minutes of the Board of Directors Meeting of October 3, 2019

There were no comments.

REPORT OF THE CHAIR

Chair Arietta talked about the Pavement Condition Index (PCI) of the City of Pacifica. She noted that San Mateo County is the wealthiest county in the United States yet its cities have low PCIs.

REPORT FROM STAFF

Mr. Hurley said that Measure W's Local Investment Share funds must be used to raise a city's PCI that is 70 or lower. He said that the Strategic Plan 2020-2024 has been presented to the County Board of Supervisors that morning. He said that the deadline for public comment on the Plan was November 15. He noted that the CTC (California Transportation Commission) allocated \$200 million to the Express Lanes Project at their October meeting.

MEMBER COMMENTS/REQUESTS

Mr. Londer noted that former TA CAC member Laurie Simonson was recently hired as the City Attorney in Moab, Utah.

Mr. Reed announced that Stanford University had withdrawn their general use permit application.

Mario Rendon said that he had attended the FASTER Bay Area town hall along with Mr. Londer and Mr. Green.

Ms. Kuklin said that she was unhappy with the overage on the South San Francisco Caltrain station improvement project. Mr. Hurley said that JPB and the City of South San Francisco had made the decision to proceed with the station project without everything being in order to stay ahead of the electrification project.

Mr. Hedges said in relation to FASTER Bay Area that the City of Los Angeles raised \$120 billion over 30 years with a similar regional transportation measure.

Mr. Hurley asked if two-thirds vote in aggregate would be required for passage of the proposed measure. Mr. Rendon said yes, across the nine Bay Area counties.

DATE, TIME, AND PLACE OF NEXT REGULAR MEETING

Chair Arietta announced that the next meeting would be held on Tuesday, December 3, 2019 at 4:30 pm, 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA.

ADJOURNMENT

The meeting adjourned at 6:56 pm.