

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

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

**JANUARY 7, 2020**

**MEMBERS PRESENT:** B. Arietta (Chair), A. Chen, J. Fox (Vice Chair) (arrived at 4:35 pm), S. Green, R. Hedges (via teleconference), N. Hsu, K. Kuklin, J. Londer, P. Ohtaki, O. O'Neill (left at 5:45 pm), D. Reed, M. Rendon

**MEMBERS ABSENT:** D. Bautista, K. Chin, D. Ross-Jones

**STAFF PRESENT:** A. Chan, J. Hurley, A. Linehan, P. Skinner, C. Fromson, J. Brook, J. Williams

**1) CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Barbara Arietta called the meeting to order at 4:31pm and requested that Olma O'Neill lead the Pledge of Allegiance.

**2) ROLL CALL**

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

**3) REPORT OF THE NOMINATING COMMITTEE FOR 2020 CHAIR AND VICE CHAIR**

On behalf of the Nominating Committee (Naomi Hsu, Rich Hedges, and Dave Reed), Ms. Hsu nominated Barbara Arietta and John Fox to continue in the roles of Chair and Vice Chair, respectively.

*John Fox arrived at 4:35 pm.*

Motion/Second: Hedges/Chen

Ayes: Arietta, B, Chen, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, O'Neill, Reed, Rendon

Absent: Bautista, Chin, Ross-Jones

**4) APPROVAL OF MINUTES OF THE TA CAC MEETING OF DECEMBER 3, 2019**

Chair Arietta had a possible correction. She requested that PID be added to the Glossary of Terms.

Motion/Second: Reed/Kuklin

Ayes: Arietta, Chen, Fox, Green, Hedges, Hsu, Kuklin, Ohtaki, O'Neill, Reed, Rendon

Abstention: Londer

Absent: Bautista, Chin, Ross-Jones

## **5) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

None.

## **6) TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR JANUARY 9, 2020**

### **12 (a) Adoption of 2020 Legislative Program**

Amy Linehan, Government and Community Affairs Officer, briefly summarized the current legislative program.

Peter Ohtaki asked if grade separations were in the program. Ms. Linehan said they were. Mr. Ohtaki asked if there were any place in the current state legislation to advocate for surplus funds going to transportation infrastructure funding; Ms. Linehan said no.

Rich Hedges asked if the president was trying to eliminate the new starts program and if it could be passed through Congress. Ms. Linehan said that it is just a jumping-off point. Mr. Hedges said that it seems counterintuitive to what the President talked about during the last election.

Jeff Londer thanked Ms. Linehan for the comprehensive report.

Motion/Second: Ohtaki/Hedges

Ayes: Arietta, Chen, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, O'Neill, Reed, Rendon

Absent: Bautista, Chin, Ross-Jones

### **12 (b) State and Federal Legislative Update**

Ms. Linehan said that the State Legislature had reconvened and discussed transportation-related bills that the TA is watching.

She said that they are working on making the TA more consistent with other transportation authorities statewide regarding procurement policy and procedures and noted grants that are currently available.

Mr. Reed asked if the TA were in on the January 16 TIRCP (Transit and Intercity Rail Capital Program) grant. Peter Skinner, Manager, Grants and Fund Programming, said that Caltrain is applying for a TIRCP grant. He said that SamTrans is also working on a TIRCP grant for the Dumbarton Rail Corridor.

Chair Arietta asked about hold-out rule stations, i.e., Broadway and Atherton. Mr. Skinner said they are stations that have low ridership and are currently closed on weekends. He said the Town of Atherton is looking at closing their station. Mr. Hurley explained that "hold-out" occurs when, for example, a southbound train is in the station and it must clear the station before a northbound train can enter. He said that this is the case with stations constructed with a narrow centerboard platform.

Mr. Reed asked how much of grant funding gets used each year. Mr. Skinner said that most programs are heavily over-subscribed.

Chair Arietta asked about how to establish greater consistency for the SMCTA. Ms. Linehan said that this would be accomplished by increasing flexibility in terms of procurement and increasing the funding that can be used, awarding to the lowest responsible bidder that provides the best value, and expanding the amount of awards and who contracts can be awarded to.

### **12 (c) Status Report on Fiscal Year 2019 Transit Shuttle Program**

Mr. Skinner provided a presentation on the various metrics of the transit shuttle program.

Chair Arietta asked who was turned down and why. Mr. Hurley said as a condition of shuttle funding, SamTrans needs to deem a shuttle as nonredundant with fixed-route service. Chair Arietta asked about shuttle service on the Coastsides. Mr. Hurley said that recent Coastsides shuttles have underperformed. Chair Arietta asked if individual cities have asked for shuttles. Mr. Skinner has said that no city from the Coastsides has asked for technical assistance for getting shuttle service.

Steven Green requested information about the driver shortage and asked for estimates of its impact on ridership. Mr. Hurley said that the reliability of the services has been called into question due to missed routes.

Chair Arietta asked about the ECR Rapid service. Ms. Linehan said that it was being suspended due to operator shortage. Chair Arietta asked how it might be reviewed for possible reinstatement. She asked if any new operators were graduating from training in the near future. Mr. Hurley said that the expense of living in the Bay Area has been one of the biggest challenges with recruiting drivers.

Ms. Hsu asked about the wide variation and cost per passenger with the commuter shuttles. Mr. Skinner said that the ridership is the main factor – the more riders, the lower the per-rider cost. Ms. Hsu asked what determines the baseline. Mr. Skinner said it was a previously adopted threshold with the ridership being the primary factor, with increased ridership lowering the cost per passenger.

Mr. Hurley noted that while shuttle operations are funded by Measure A, there is an eligible component of Measure W for marketing the shuttle service, which is crucial to maintaining ridership.

Olma O'Neill asked about interest for shuttles serving the south Coastsides, e.g., Pescadero. She also asked about changing allotments during a budget cycle based on performance. Mr. Skinner said they don't change the budget during the award period but that it can be adjusted when contractors reapply for funding. He said it is incumbent on the cities to initiate the request for shuttle service to the TA.

Chair Arietta asked what amount of money was required to preserve the Bayshore shuttle service. Jennifer Williams, Analyst, Programming and Monitoring, said that the Brisbane Senior midday shuttle split into two routes: the Brisbane Commuter and Bayshore Brisbane Senior. Chair Arietta asked about how to determine an acceptable rate of return on those shuttles.

Mr. Hedges said that it is difficult to get drivers for the shuttles. He said he has heard that people stop taking shuttles when they fail to show up due to driver shortage. He said he is nonetheless an avid shuttle rider.

Mr. Ohtaki asked about the scope of the upcoming shuttle study. He asked from a marketing and operational standpoint if there is any benefit to having a single "brand," which he suggested would make it easier for people to schedule rides. Mr. Skinner said that that will be part of the study. Mr. Ohtaki asked about new TMAs (transportation management associations) that would reducing redundancy.

#### **12 (d) Joint TA and C/CAG San Mateo County Shuttle Program Call for Projects**

Mr. Skinner provided a presentation covering the eligibility requirements.

Ms. Williams said that shuttles are funded for two years and are reviewed for performance efficiency. She said that the match must be higher for low-performing shuttles. She said that as an example, if a commuter shuttle provides 25 percent and they want to come back for more funding, they will need to increase their match to 50 percent and meet with a TA planner to receive technical assistance. She added that a shuttle cannot be stopped in the middle of a cycle because the funds have already been allocated.

Mr. Reed asked if sponsors could pull out mid-cycle and Mr. Skinner said yes. Mr. Skinner said that the cost to operate shuttles goes up year after year. Mr. Reed asked if unions were amenable to synchronizing the contracts. Mr. Skinner said that the rates were much lower when the contract was awarded.

*Olma O'Neill left the meeting at 5:45 pm.*

#### **7 (b) Acceptance of Statement of Revenues and Expenditures for November 2019**

Motion/Second: Ohtaki/Reed

Ayes: Arietta, Chen, Fox, Green, Hedges, Hsu, Kuklin, Londer, Ohtaki, Reed, Rendon

Absent: Bautista, Chin, O'Neill, Ross-Jones

#### **7 (a) Approval of Minutes of the Board of Directors Meeting of December 5, 2019**

No comments.

### **7) REPORT OF THE CHAIR**

Chair Arietta relayed a message from Caltrain that the temporary Hillsdale Station closure is expected to commence in Spring 2020 and last for six months.

She referred the CAC members to the Caltrain website to find details about the ongoing electrification project and a January 13 community meeting regarding the Caltrain parking track.

Mr. Hedges said he did not think there was a parking track at the 25<sup>th</sup> Avenue station. Mr. Hurley said that the 25<sup>th</sup> Avenue grade separation project also includes the crossings at 28<sup>th</sup> and 31<sup>st</sup> Avenues and the relocation of the parking track is driven by the grade separation project.

## **8) REPORT FROM STAFF**

Joe Hurley, TA Director, gave an update on the southern portion of the 101 Express Lanes Project, which involves converting an existing HOV (high-occupancy vehicle) lane to an express lane. He said that the civil component is projected to be completed by February. He said a price was recently negotiated for the northern portion of the project, which involves construction of a new express lane. He added that construction on the northern portion is slated to begin in January/February .

Chair Arietta asked about the project duration. Mr. Hurley said that the northern contract was projected to last two years. He noted the model of the Caltrain electrified rolling stock. Vice Chair Fox noted the dual door heights. Mr. Green asked if the seat configuration was similar to existing stock, and Mr. Hurley said yes.

## **9) MEMBER COMMENTS/REQUESTS**

Mr. Green said that SB 50 was back with revisions.

Mr. Ohtaki announced that he is running for State Assembly District 24, representing southern San Mateo County.

Mr. Hurley congratulated Chair Arietta and Vice Chair Fox on being re-elected.

## **10) DATE, TIME, AND PLACE OF NEXT REGULAR MEETING**

Chair Arietta announced that the next meeting would be held on Tuesday, February 4, 2020 at 4:30 pm, 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA.

## **11) ADJOURNMENT**

The meeting adjourned at 6:01 pm.