



# AGENDA

## CITIZENS ADVISORY COMMITTEE MEETING

### SAN MATEO COUNTY TRANSPORTATION AUTHORITY

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

**October 2, 2018 – Tuesday**

**4:30 pm**

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Approval of Minutes from September 4, 2018
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 October 4, 2018:**
  - 11 (b)** State and Federal Legislative Update
  - 10 (a)** Support Measure W, the Half-cent Countywide Sales Tax to Invest in Transportation and Public Transit
  - 11 (a)** Program Report: Highway Program US 101/Willow Interchange
  - 4 (b)** Acceptance of Statement of Revenues and Expenditures for August 2018
  - 4 (a)** Approval of Minutes of the Board of Directors Meeting of September 6, 2018
6. Report of the Chair
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, and Place of Next Regular Meeting: Tuesday, October 30, 2018 at 4:30 pm, San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Ave, San Carlos, CA 94070
10. Adjournment

**TA Citizens Advisory Committee Members 2018:** 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, Mario Rendon, Daniel Ross-Jones, William Warhurst

**Staff Liaison:** Joe Hurley, Transportation Authority Director

**CAC Secretary:** Jean Brook

## **INFORMATION FOR THE PUBLIC**

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### **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.

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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.

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# Draft

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

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

**September 4, 2018**

**MEMBERS PRESENT:** B. Arietta (Chair), K. Bond, A. Chen, K. Chin, E. El-Dardiry, J. Fox (Vice Chair), R. Hedges, K. Kuklin, J. Londer, O. O'Neill, M. Rendon, W. Warhurst

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

**STAFF PRESENT:** J. Hurley, J. Slavitt, C. David, J. Navarro, L. Low, J. Williams, M. Bouchard, J. Brook

Chair Barbara Arietta called the meeting to order at 4:31 pm and William Warhurst led the Pledge of Allegiance.

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

Chair Arietta introduced the newest TA CAC member, Mario Rendon, whose term expires May 2020. Mr. Rendon said he has been a San Mateo County resident since 1989 and serves as District Director for Assemblymember Kevin Mullin. He said he uses a variety of modes to travel to and from his home in Half Moon Bay.

### **APPROVAL OF MINUTES OF THE TA CAC MEETING OF JULY 31, 2018**

Motion/Second: Hedges/Londer

Ayes: B. Arietta, K. Bond, A. Chen, K. Chin, J. Fox, R. Hedges, K. Kuklin, J. Londer, O. O'Neill, W. Warhurst

Abstention: M. Rendon

Absent: D. Bautista, E. El-Dardiry, D. Ross-Jones

### **PUBLIC COMMENT**

None.

### **TRANSPORTATION AUTHORITY BOARD MEETING AGENDA FOR SEPTEMBER 6, 2018**

#### **State and Federal Legislative Update (TA Item 13b)**

Lori Low, Public Affairs Officer, gave a summary of state and federal legislation concerning the Authority.

William Warhurst asked about the delivery of SB 1262. Joe Hurley, Transportation Authority Director, said the bill gives the opportunity for the contractor to be embedded with the design team, leading to potential time and cost savings.

Rich Hedges asked about the status of SB 1329 (Hill) regarding a small fee on Uber, Lyft, etc. would go to the counties where the rides originate to support paratransit. Ms. Low said they haven't been tracking the bill but that they will look into it.

### **Reauthorize Investment of Monies with the Local Agency Investment Fund (TA Item 10a)**

Mr. Hurley said the TA's investments are spread out. He said this item authorizes the Executive Director to check in annually with the State.

Motion/Second: Hedges/Kuklin

Ayes: B. Arietta, K. Bond, A. Chen, K. Chin, J. Fox, R. Hedges, K. Kuklin, J. Londer, O. O'Neill, M. Rendon, W. Warhurst

Absent: D. Bautista, E. El-Dardiry, D. Ross-Jones

*Essam El-Dardiry arrived at 4:45 pm.*

### **Program Report: Alternative Congestion Relief (TA Item 11)**

Joel Slavit, Manager, Programming and Monitoring, introduced John Ford, Executive Director of Commute.org, who gave an annual update presentation on his agency's TDM (transportation demand management) programs. He said Commute.org is a JPA consisting of 17 cities plus the County and talked about their funding sources.

Mr. Ford said they cover four main program areas: employer programs, commuter programs, a shuttle program, and transportation technology partnerships.

He reviewed the budget, saying that shuttle operations makes up 58 percent of their expenses. He said Commute.org manages 20 shuttle routes, with 13 being theirs, seven sponsored by SamTrans, and one sponsored by the City of San Carlos. He said that currently the shuttle vendor is having difficulty maintaining staffing levels, resulting in many customer complaints. He said many customers have signed up for text alerts regarding shuttle status.

Mr. Ford described the site's STAR Platform, where users can sign up to receive a guaranteed ride home (GRH) via Uber, Lyft, or taxi, in an amount up to \$60 no more than four times per year. He said the GRH program is open to all commuters who work or attend school in San Mateo County who are using any alternative mode of travel, i.e., not driving alone. He said that the STAR Platform provides incentives and rewards, and has options such as trip logging, trip planning, and carpool matching. He said employers can use this tool to run their own incentive programs.

Jeff Londer asked about the qualifications for the Scoop program. Mr. Ford said the GRH program serves commuters who work or attend school in the County, while the Scoop program is a carpool matching service. He added that San Mateo County residents who commute out of the County to go to work or school are not eligible for GRH but can still use the STAR Platform to log their trips and earn rewards. Mr. Ford noted that a few other Bay Area counties such as San Francisco and Alameda have their own GRH programs. Mr. Londer said he was encouraged that shuttle usage has been increasing.

John Fox asked about further incentives. Mr. Ford said they had many one-time incentives plus ongoing drawings for Commute.org merchandise.

Ken Chin asked about the shuttle problems. Mr. Ford said the shuttle provider has trouble keeping drivers.

Mr. Hedges said that many of his destinations are easier to get to using transit instead of driving.

**Authorize the Allocation of \$548,060 in Measure A Alternative Congestion Relief Funds to the Peninsula Traffic Congestion Relief Alliance to Support the Countywide Congestion Relief Program for Fiscal Year 2019 (TA Item 12)**

Jennifer Williams, Administrative Analyst II, Transportation Authority, said that 1 percent of Measure A funds is set aside annually for the Alternative Congestion Relief (ACR) program. She said there is a 20 percent increase this year due to (1) transfer of management of several shuttle routes from the District to Commute.org, (2) additional marketing efforts needed for specific transit locations, and (3) a 2.5 percent increase per the Consumer Price Index.

Motion/Second: Hedges/Kuklin

Ayes: B. Arietta, K. Bond, A. Chen, K. Chin, E. El-Dardiry, J. Fox, R. Hedges, K. Kuklin, J. Londer, O. O'Neill, M. Rendon, W. Warhurst

Absent: D. Bautista, D. Ross-Jones

**Program: 2018 Caltrain Annual Count Presentation (TA Item 13a)**

Catherine David, Principal Planner, Caltrain Rail Operations, gave a presentation on the annual count on ridership, including its purpose and methodologies. She said they use the counts from late January to February to create a baseline for Caltrain for the year for passenger and bike boardings (stations, time of day, etc.). She said that Caltrain uses this data to allocate equipment such as providing adequate cars on a train. She stated that key findings reports going back to 2002 are posted on the Caltrain website.

Mr. Londer asked about the decrease in ridership from 2017 for midday and evening. Ms. David said that during midday and evenings, only local trains are available. She said that riders may prefer riding bullet trains, which only serve peak periods. She said that electrification may affect future scheduling options.

An Chen asked about statistics for bike bumps due to bike cars being at capacity so that riders are denied boarding. Ms. David said that with electrification, there will be Automated Passenger Counters (APCs).

Mr. Hurley asked if advance notification for bicycle capacity on trains was planned for the future. Ms. David said that now riders can fill out an online form saying that they have been bumped, which then gets uploaded to Caltrain's bike Twitter feed.

Mr. Chin asked if the number of trains at capacity has increased. Ms. David said that she would get back to him. He said that Hayward Park station had the number-one ridership increase at 51 percent. Ms. David said there is a lot of recent transit-oriented development happening there.

Mr. Hedges said that he noticed last year that trains No. 217 and No. 221 are already at capacity. Ms. David concurred that 217 was over capacity and said that the business plan and electrification efforts may mitigate that.

Olma O'Neill said that the data shows an increase in bicycle boardings but that the number of bumps has decrease. She asked if this was a result of increasing bicycle capacity on the trains. Ms. David said that the reduction could be attributed to a reduced number of rainy days. Ms. O'Neill suggested taking passenger counts at different times to get a more comprehensive picture of ridership.

Karen Kuklin asked if the capacity issue would have to wait for electrification to be addresses. Ms. David said that standees are usually not standing for their entire trip.

Essam El-Dardiry asked if there were a short-term plan to address over-capacity. Ms. David said they are working on the business plan to address the issue.

Joe Navarro, Director, Rail Operations, described the process for reporting bike bumps. Regarding capacity, he said Caltrain attempts to provide the right number of cars for each train. He said that in the future, the APCs will count bikes as well as riders.

Mr. Hedges said that he notices that some riders prefer to stand while riding the train.

Mr. El-Dardiry asked what else is being done to improve capacity. Mr. Navarro said they were working on repairing their equipment.

**Authorize Redirecting Funding Sources Between the US 101/SR 92 Direct Connector and the US 101 Managed Lanes Projects, and Increasing the Fiscal Year 2019 Budget (TA Item 10b)**

Mr. Slavitt briefly summarized the background of the funding of the 101/92 Direct Connector and 101 Managed Lanes projects.

Motion/Second: Hedges/O'Neill

Ayes: B. Arietta, K. Bond, A. Chen, K. Chin, E. El-Dardiry, J. Fox, R. Hedges, K. Kuklin, J. Londer, O. O'Neill, M. Rendon, W. Warhurst

Absent: D. Bautista, D. Ross-Jones

**Acceptance of Capital Projects Quarterly Status Report – 4<sup>th</sup> Quarter Fiscal Year 2018 (TA Item 4c)**

Mr. Hurley indicated that the Holly Interchange Project on Page 15 of the report still has a red signal indicating significant schedule issues. He said they are working on securing stormwater permits from the Regional Water Quality Control Board before they can proceed with construction. He also said the 101/Willow Road crossing will be closed during construction in late September/early October.

Chair Arietta asked what the Gray Whale Cove project was. Mr. Hurley said the project involved installing a flashing beacon south of the Tom Lantos Tunnel to facilitate a single point for safe pedestrian crossing of Highway 1 at Gray Whale Cove beach.

### **Acceptance of Statement of Revenues and Expenses for July 2018 (TA Item 4b)**

Motion/Second: Fox/Chin

Ayes: B. Arietta, K. Bond, A. Chen, K. Chin, E. El-Dardiry, J. Fox, R. Hedges, K. Kuklin, J. Londer, O. O'Neill, M. Rendon, W. Warhurst

Absent: D. Bautista, D. Ross-Jones

### **Approval of Minutes of the Board of Directors Meeting of August 2, 2018 (TA Item 4a)**

There were no comments on the minutes.

### **REPORT OF THE CHAIR**

Chair Arietta said that she had nothing to report.

*Jeff Londer left at 6:06 pm.*

### **REPORT FROM STAFF**

Mr. Hurley said at his recent meeting in Sacramento that there was a joint effort by the Secretary of Transportation, the Secretary of Natural Resources, and the Environmental Protection Agency to work towards resolution of AB 1282 (Mullin) regarding permitting on transportation projects from state regulatory agencies. He said they would be working on some pilot projects that could include 101 managed lanes. He said that the September 10 workshop on managed lanes will be rescheduled to sometime later in the Fall.

Chair Arietta asked what the conflicts were for AB 1282. Mr. Hurley said that resources were one issue, with regulatory agencies not having enough staff available to handle the increased project volume. He said another issue is the subjectivity of a lot of the regulation language, which causes permitting delays due to a lot of back-and-forth communication.

### **MEMBER COMMENTS/REQUESTS**

The Committee members welcomed Mario Rendon.

Ms. O'Neill noted that Rich Hedges was mentioned in the latest issue of *San Mateo Movers and Shakers*.

Mr. Hedges said he went to the opening of the new Transbay Terminal in San Francisco. He also talked about a proposed extension of the Third Street Light Rail to Oyster Point.

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

The next meeting will be held October 2, 2018 at 4:30 pm, 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA.

### **ADJOURNMENT**

The meeting adjourned at 6:14 pm.

# TA CAC Chair's Report

## September 6, 2018

Good evening Chairman Horsley and Members of the Board,

Before our latest meeting began, the CAC had the pleasure of welcoming the latest member of our committee, Mario Rendon.

I have the following to report from Tuesday's meeting of the CAC:

**(TA Items 4a and 4b)** The CAC reviewed the Board's Minutes of August 2, 2018 and Acceptance the statement of Revenue and Expenditures without questions or comments.

**(TA Item 4c)** The CAC received an overview of the Capital Projects Quarterly Status Report for the 4th Quarter from Joe Hurley, Director SMCTA Program. Joe explained that the schedule for the U.S. 101/Holly Street Interchange Project has been delayed, due to some unresolved design issues and securing a permit from the Regional Water Quality Control Board. The City of San Carlos, the project sponsor and implementer will be updating the schedule to reflect this impact. The CAC had no questions concerning same. However, one CAC member did comment that they were looking forward to the completion of the Highway 1, Safety and Operational Project (Grey Whale Cove), due to the very dangerous conditions that currently exist for both motorists and pedestrians, when pedestrians attempt to cross Highway 1 from the east side of the highway to the ocean side.

**(TA Item 10a)** After an update by Joe Hurley, the CAC supported the Re-authorization Investment of San Mateo County Transportation Authority (TA) Funds to be invested in Local Agency Investment Funds (LAIF), in compliance with LAIF requirements, without questions or comments.

**(TA Item 10b)** Following a brief update by Joel Slavit, TA Manager, Programming and Monitoring, the CAC supported the Authorization to Re-Direct SB-1 Local Partnership Program Formula Funds from the US-101/SR-92 Direct Connector Project to the US-101 Managed Lanes Project and Reprogram and Reallocate an Equivalent Amount of Measure A Highway Program Category Funds from the US-101 Managed Lanes Project to the US-101/SR-92 Direct Connector Project and Increase Fiscal Year 2019 Budget. The CAC had no questions or comments.

**(TA Item 11)** As part of an ongoing series of reports on the TA's current programs, the CAC received a detailed Program Report on the Alternative Congestion Relief Program from John Ford, Executive Director of Commute.org. CAC members commented that they were glad to see that the shuttle ridership is on the rise once more, after taking a slight dip in 2017. Others commented on their support for incentive programs, which should be made available on a regular basis and encouraged the increase of visibility of these programs to help increase ridership. Some members of the CAC questioned if there was any issue with staffing or the availability of shuttle buses and were told that there a serious shortage of drivers. This shortage is adversely impacting the level of service provided.

The CAC was also pleased to learn about the Guaranteed Ride Home Program and asked if the current intra county program could develop into an inter county availability with adjoining counties in the future, as well, especially San Francisco. We were told that San Francisco has a similar program but Santa Clara does not.



**(TA Item 12) After a brief report by Jennifer Williams, TA Programming and Monitoring Analysis, the CAC supported the Authorization of the Allocation of \$548,060 in Measure A Alternative Congestion Relief Funds to the Peninsula Traffic Congestion Relief Alliance to Support the Countywide Congestion Relief Program for Fiscal Year 2019, without questions or comments.**

**(TA Item 13a) Following a comprehensive presentation on the 2018 Caltrain Annual Count Program from Catherine David, Caltrain Principal Planner, and the CAC had a number of questions which included the following: Are there fewer trains at mid-day or at night that explain the drop in ridership during these times of the day? Are folding bikes included in the bike count? In reference to automatic passenger counters, how are people that are turned away with bikes captured in the count, if at all? By what means are advanced notices given to passengers about crowded trains approaching and the possibility of being unable to board because of those crowded conditions? As passenger ridership continues to grow, where are we going to put all those new passengers, especially when we exceed the 125% capacity levels? It shows that bicycle boarding denials have gone down from 87 in 2017 to 21 in 2018, but the sampling of various trains has also gone down from 527 trains counted to that of only 236 trains counted, have the bike boarding denials overall really gone down all that much? With the future addition of the Warriors basketball games beginning in 2019, what are the plans for this added demand, coupled with the demand for the Giant's games partially overlapping seasons? Will shuttles be used for the Warrior games to get back and forth to the Caltrain station? Overall, in the future, how will standee issues be mitigated on all trains? What are the interim plans to address overcrowding between now and electrification?**

**(TA Item 13b) The CAC received a State and Federal Legislative Update from Lori Low, Public Affairs Officer. CAC members commented on the importance of defeating the upcoming Proposition 6 in the November election, in order to protect this critical transportation funding currently being received from the recent passage of SB 1.**

**CAC CHAIR'S REPORT:**

**NO REPORT.**

**STAFF REPORT TO CAC:**

**In Joe's report to the CAC , he reported that he is working on AB 1282 Task Force ,along with a group of representatives throughout the state, and is optimistic about everyone working together on this project to develop better clarity and more effective strategies on implementing transportation while being good steward of the environment . He also reported that a 101 Managed Lanes workshop originally scheduled for 9/10/18 will be rescheduled until later this fall.**

**Respectfully submitted,**

**BARBARA ARIETTA  
Chair, San Mateo County Transportation Authority CAC**



# AGENDA

## BOARD OF DIRECTORS MEETING

### SAN MATEO COUNTY TRANSPORTATION AUTHORITY

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

**October 4, 2018 – Thursday**

**5:00 pm**

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call
- 3) Report of the Citizens Advisory Committee
- 4) Consent Calendar

Members of the Board may request that an item under the Consent Calendar be considered separately

  - a) Approval of Minutes of the Board of Directors Meeting of September 6, 2018
  - b) Acceptance of Statement of Revenues and Expenditures for August 2018
- 5) Public Comment For Items Not on the Agenda

Public comment by each individual speaker shall be limited two (2) minutes. Items raised that require a response will be deferred for staff reply.
- 6) Report of the Chair
- 7) San Mateo County Transit District Liaison Report
- 8) Joint Powers Board Report
- 9) Report of the Executive Director
- 10) Finance
  - a) Support Measure W, the Half-cent Countywide Sales Tax to Invest in Transportation and Public Transit RESOLUTION
- 11) Program
  - a) Highway Program US 101/Willow Interchange INFORMATIONAL
  - b) State and Federal Legislative Update INFORMATIONAL
- 12) Requests from the Authority

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San Mateo County Transportation Authority Meeting  
Agenda for October 4, 2018

13) Written Communications to the Authority

14) Date/Time of Next Regular Meeting: Thursday, November 1, 2018, 5:00 p.m. at San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos Avenue, San Carlos, CA 94070

15) Report of Legal Counsel

Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Pacificans for a Scenic Coast v. California Department of Transportation, et al.; San Mateo County Superior Court Case No. CIV-523973

16) Adjourn

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