

# CALIFORNIA HIGH-SPEED TRAIN

## DRAFT

### Agency Coordination Plan for the San Francisco to San Jose Section

November 2009

Prepared for:  
**California High-Speed  
Rail Authority**



**U.S. Department of Transportation  
Federal Railroad Administration**





**CALIFORNIA HIGH-SPEED TRAIN PROJECT  
(CAHST)  
AGENCY COORDINATION PLAN  
FOR THE  
SAN FRANCISCO TO SAN JOSE  
HIGH-SPEED TRAIN  
PROJECT EIR/EIS**

November 2009

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# Section 1. Lead/Cooperating/Participating Agencies

## 1.1 List of Agencies, Roles, and Responsibilities

### Overview to the Project and the Coordination Plan

The California High-Speed (CAHST) Train system intended to serve future intercity travel demand in California traverses a diverse set of communities, regions, and natural resources. As a result, there is a critical need to engage and coordinate with a number of public agencies in the planning, design, permitting, construction, and implementation of this landmark statewide rail system. This coordination plan identifies public agencies that the California High-Speed Rail Authority (Authority) and the Federal Railroad Administration (FRA) will consult during the project Environmental Impact Report/Environmental Impact Statement (EIR/EIS) and describes the process by which the Authority and FRA proposes to seek guidance and share information during the preparation of the EIR/EIS.

The CAHST Coordination Plan establishes a formal procedure by which interested governmental agencies can participate in the environmental review process. The purpose of the CAHST Coordination Plan is to facilitate and document the lead agencies' structured interaction with the public and other agencies as well as to inform groups of how the plan will be implemented. The coordination plan promotes an efficient, streamlined process, as well as good project management through coordination, scheduling, and early resolution of issues.

### Participating Agencies

The CAHST Coordination Plan seeks to include Federal, State, tribal, regional, and local government agencies that may have an interest in the HST Project and participate in the environmental review process for that project. Nongovernmental organizations and private entities cannot serve as participating agencies. The Authority and FRA have identified the agencies below as potential participants in the San Francisco to San Jose High-Speed Train (HST) Project EIR/EIS. The selection of these agencies represents a good faith, common-sense effort to identify and involve interested agencies early on, the objective being to raise and resolve issues as early and quickly as possible.

The roles and responsibilities of participating agencies include, but are not limited to:

- Participating in the National Environmental Policy Act (NEPA) process starting at the earliest possible time, especially with regard to the development of the purpose and need statement, range of alternatives, methodologies, and the level of detail for the analysis of alternatives.
- Identifying, as early as practicable, any issues of concern regarding the project's potential environmental or socioeconomic impacts.
- Providing meaningful and timely input on unresolved issues.
- Participating in the scoping process. The scoping process should be designed so that agencies whose interest in the project comes to light as a result of initial scoping activities are invited to participate and still have an opportunity for involvement.

### Cooperating Agencies

Cooperating Agencies are those governmental agencies with jurisdiction by law or special expertise that have been specifically requested by the lead agency to cooperate in the preparation of the environmental document for the project. Cooperating and Participating Agencies that have been sent invitations for this

project, as well as their responsibilities, are listed in the tables below and their contact information is provided later in Section 2 of this Coordination Plan.

The Cooperating Agencies for this project have roles and responsibilities that include, but are not limited to:

- Participating in the NEPA process starting at the earliest possible time, especially with regard to the development of the purpose and need statement, range of alternatives, and methodologies;
- Identifying, as early as practicable, any issues of concern regarding the project's potential environmental or socioeconomic impacts. Cooperating Agencies are also allowed to participate in the issue resolution process;
- Providing meaningful and timely input on unresolved issues; and
- Reviewing and providing comment on the preliminary draft DEIS and the preferred alternative.

If new information reveals the need to request another agency to serve as a Cooperating Agency, FRA/Authority will issue that agency an invitation.

### Responsible Agencies

Responsible Agencies, as defined by the California Environmental Quality Act, are those local and state governmental agencies with jurisdiction by law or special expertise that have discretionary approval power over a project. Examples of approval authority include review, approval, or permitting authority over a project. While the lead agency (the Authority) is responsible for considering all environmental impacts of a project before approving it, a responsible agency has a more specific charge: to consider only those aspects of a project that are subject to the responsible agency's jurisdiction. Under CEQA, responsible agencies have two sets of responsibilities. First, they must respond in a timely fashion to lead agency requests for information or comments at various stages in preparation of the EIR. Second, they must fulfill their role in approving or acting on a project. Responsible and Participating Agencies that have been sent invitations for this project, as well as their responsibilities, are listed in the tables below and their contact information is provided later in Section 2 of this Coordination Plan.

### Initial Coordination

The FRA, with assistance from the Authority, submitted a Notice of Intent (NOI) to prepare an EIS, as required by CEQ regulations 40 CFR 1501.7. The NOI was published in the Federal Register on December 29, 2008. Notification of the preparation of the EIS was also published in the project area newspapers. The NOI announced a series of scoping meetings at which agencies, organizations, and the public could learn about the EIS process and raise initial concerns about the project and the scope of the environmental documentation. Three scoping meetings were held in January 2009, with three additional informational meetings in February/March. The scoping comment period extended through April 6, 2009.

### Lead Agencies

Agency Name	Role	Responsibilities
Federal Railroad Administration	Federal Lead Agency	Manage agency coordination process; prepare EIS; provide opportunity for public & participating/cooperating agency involvement
California High-Speed Rail Authority	State Lead Agency	Manage agency coordination process; prepare EIR; provide opportunity for public & participating/cooperating agency involvement

**Potential Participating Resource Agencies (including Cooperating and Responsible Agencies)**

<b>Agency Name</b>	<b>Role</b>	<b>Responsibilities</b>
Army Corps of Engineers, San Francisco District	Invited Cooperating Agency	Section 404 Clean Water Act permit; Encroachment permit; provide comments on methodologies, mitigation measures
U.S. Environmental Protection Agency, Region 9	Participating Agency	NEPA compliance; wetland oversight; Executive Order 12898 Environmental Justice; air conformity
U.S. Fish and Wildlife Service, Region 8	Participating Agency	Section 7 Endangered Species Act consultation process and compliance, Biological Assessment and Biological Opinion; provide comments on methodologies, mitigation measures
U.S. Homeland Security, Coast Guard 11 <sup>th</sup> District	Participating Agency	NEPA compliance; bridge compliance
Federal Emergency Management Agency	Participating Agency	Executive Order 11988 Floodplain Determination
Advisory Council on Historic Preservation	Participating Agency	Section 106 consultation and compliance process
State Historic Preservation Office	Responsible Agency	Section 106 consultation and compliance process; approve APE; signatory to programmatic agreement
California Department of Fish and Game, Region 3	Responsible Agency	Streambed Alteration Agreement; California Endangered Species Act compliance; provide comments on methodologies, mitigation measures
Regional Water Quality Control Board, San Francisco Bay Region	Responsible Agency	Section 401 Water Quality Certification or Waiver; Storm Water Pollution Prevention Plan; NPDES permits, waste discharge requirements
Native American Heritage Commission	Responsible Agency	Section 106 consultation and compliance process
Department of Toxic Substances Control	Responsible Agency	Hazards and hazardous waste plans
California Environmental Protection Agency	Participating Agency	State oversight on air, water, soil, safe pesticides and waste recycling and reduction laws
California State Lands Commission	Participating Agency	Administration of "Public Trust" lands
California Native Plant Society	Participating Agency	Inventory of sensitive plant species
State Department of Parks and Recreation	Participating Agency	State public lands
San Francisco Bay Conservation and Development Commission	Responsible Agency	Land use, public access, and project review within 100-foot shoreline band of mean higher high water
California Air Resources Board	Participating Agency	Responsible for monitoring the regulatory activity of California's 35 local air districts; issuing statewide guidance on clean air regulations and climate change
Bay Area Air Quality Management District	Responsible Agency	Conformity reviews

**Potential Participating Transportation Agencies (and Cooperating Agencies)**

<b>Agency Name</b>	<b>Role</b>	<b>Responsibilities</b>
Federal Highway Administration, California Division	Participating Agency	Federal and state highway jurisdiction
Federal Aviation Administration	Participating Agency	Airport and airspace jurisdiction
Federal Transit Administration, Region IX	Participating Agency	Approval and funding of construction for transit improvements
California Transportation Commission	Participating Agency	Funding of construction of highway, passenger rail and transit improvements throughout California
California Department of Transportation, Planning and Division of Aeronautics	Responsible Agency	Encroachment permit, highway access, modification reviews, and conformance with safety regulations at airports
California Department of Transportation, District 4	Responsible Agency	Encroachment permit, highway access and modification reviews
California Highway Patrol	Responsible Agency	Safety on State highway facilities
California Public Utilities Commission	Responsible Agency	Grade crossings, grade separations, systems safety
Water Emergency Transit Authority	Participating Agency	San Francisco Bay Area public water transit system; emergency ferry service
Metropolitan Transportation Commission	Participating Agency	Consistency with MTC RTP "Transportation 2035;" funding of highway, passenger rail, and transit improvements in the San Francisco Bay Area"
Amtrak	Participating Agency	Shared stations and feeder systems
Caltrain – Peninsula Corridor Joint Powers Board	Participating Agency	Shared ROW, stations and feeder systems
Capitol Corridor Joint Powers Authority	Participating Agency	Shared stations and feeder systems
San Joaquin Regional Rail Commission	Participating Agency	Shared stations and feeder systems
San Mateo County Transit District	Participating Agency	Shared ROW, stations and feeder systems
San Mateo County Transportation Authority	Participating Agency	Distribute funding to local projects
Peninsula Congestion Relief Alliance	Participating Agency	Countywide transportation demand management programs
Santa Clara Valley Transportation Authority	Participating Agency	Shared ROW, stations and feeder systems
San Francisco County Transportation Authority	Participating Agency	Distribute funding to local projects
San Francisco Municipal Transportation Agency/MUNI	Participating Agency	Shared ROW, stations and feeder systems
San Francisco Bay Area Rapid Transit District	Participating agency; Landowner	Shared ROW, rail crossings, encroachment permits

Agency Name	Role	Responsibilities
San Francisco International Airport Authority	Participating Agency; Landowner	Operation and maintenance of SFO
San Jose International Airport Authority	Participating Agency; Landowner	Operation and maintenance of SJC
San Francisco Transbay Joint Powers Authority	Participating agency; Landowner	Shared ROW, rail crossings, encroachment permits, development of Transbay Station and development of surrounding station area
AC Transit	Participating Agency	Public transit operator in Alameda County
Port of San Francisco	Participating Agency	Waterfront development and public access in San Francisco
Port of Redwood City	Participating Agency	Maritime operations, freight connection to the UPRR

### Local Agencies

The following local agencies will be invited to participate in the coordination of the EIR/EIS:

Agency	Role	Responsibility
Association of Bay Area Governments	Participating Agency	Review of documents from EIR/EIS
City/County Association of Governments of San Mateo County	Participating Agency	Review of documents from EIR/EIS
City and County of San Francisco	Participating Agency	Review of documents from EIR/EIS
San Francisco Redevelopment Agency	Participating Agency	Review of documents from EIR/EIS
City of Brisbane	Participating Agency	Review of documents from EIR/EIS
City of South San Francisco	Participating Agency	Review of documents from EIR/EIS
City of San Bruno	Participating Agency	Review of documents from EIR/EIS
City of Millbrae	Participating Agency	Review of documents from EIR/EIS
City of Burlingame	Participating Agency	Review of documents from EIR/EIS
City of San Mateo	Participating Agency	Review of documents from EIR/EIS
City of Belmont	Participating Agency	Review of documents from EIR/EIS
City of San Carlos	Participating Agency	Review of documents from EIR/EIS
City of Redwood City	Participating Agency	Review of documents from EIR/EIS
City of Menlo Park	Participating Agency	Review of documents from EIR/EIS
Town of Atherton	Participating Agency	Review of documents from EIR/EIS
County of San Mateo	Participating Agency	Review of documents from EIR/EIS
City of East Palo Alto	Participating Agency	Review of documents from EIR/EIS
City of Palo Alto	Participating Agency	Review of documents from EIR/EIS
City of East Palo Alto	Participating Agency	Review of documents from EIR/EIS
City of Sunnyvale	Participating Agency	Review of documents from EIR/EIS

Agency	Role	Responsibility
City of Mountain View	Participating Agency	Review of documents from EIR/EIS
City of Santa Clara	Participating Agency	Review of documents from EIR/EIS
City of San Jose	Participating Agency	Review of documents from EIR/EIS
County of Santa Clara	Participating Agency	Review of documents from EIR/EIS
San Mateo County Flood Control District	Participating Agency	Review of documents from EIR/EIS
Santa Clara Valley Water District	Participating Agency	Review of documents from EIR/EIS
San Francisco Public Utilities Commission	Participating Agency	Review of documents from EIR/EIS

## 1.2 Agency Contact Information

This draft of the Coordination Plan contains a number of prospective participating agencies. Following the response to the invitation letters to participate in the San Francisco to San Jose HST Project EIR/EIS, the list of agencies will be updated to include those that elect to participate and to exclude those that decline to participate. At the time the Coordination Plan is updated, agency contacts will also be revised with the specific contact identified by the participating agency. The contact information for each agency identified in Section 1.1 is provided below.

### Lead Agencies

Agency	Contact Person/Title	Phone	E-mail
Federal Railroad Administration	David Valenstein	(202) 493-6368	<a href="mailto:David.valenstein@dot.gov">David.valenstein@dot.gov</a>
California High-Speed Rail Authority	Dan Leavitt	(916) 322-1397	<a href="mailto:Dan.Leavitt@hsr.ca.gov">Dan.Leavitt@hsr.ca.gov</a>

### Resource Agencies<sup>1</sup>

Agency	Contact Person/Title	Phone	E-mail
Army Corps of Engineers	Robert Smith, Regulatory Branch, San Francisco District	(415) 503-6792	<a href="mailto:Robert.f.smith@usace.army.mil">Robert.f.smith@usace.army.mil</a>
U.S. and CA Region 9 Environmental Protection Agency	Carolyn Mulvihill, Environmental Scientist	(415) 947-3554	<a href="mailto:mulvihill.carolyn@epa.gov">mulvihill.carolyn@epa.gov</a>
U.S. Fish and Wildlife Service	Kathy Wood	(916) 414-6555	kathy_wood@fws.gov

<sup>1</sup> California Transportation Commission and the San Jose International Airport declined to be a participating agency.

Agency	Contact Person/Title	Phone	E-mail
Advisory Council on Historic Preservation	John M. Fowler, Executive Director	(202) 606-8503	<a href="mailto:jfowler@achp.gov">jfowler@achp.gov</a>
State Historic Preservation Office	Michelle Messenger, State Historian	(916) 653-5099	<a href="mailto:mmessenger@parks.ca.gov">mmessenger@parks.ca.gov</a>
California Department of Fish and Game, Region 3	Chuck Armor, Regional Manager, Bay Delta Region	(707) 944-5517	To be obtained if agency agrees to be a participating agency
Regional Water Quality Control Board, San Francisco Bay Region	Brian Wines	(510) 622-5680	<a href="mailto:bwines@waterboards.ca.gov">bwines@waterboards.ca.gov</a>
Native American Heritage Commission	Debbie Pilas, Environmental Specialist	(916) 653-4082	<a href="mailto:nahc@pacbell.net">nahc@pacbell.net</a>
Department of Toxic Substances Control	Andrew Berna-Hicks, PE, Hazardous Substances Engineer	(510) 540-3956	<a href="mailto:abernahi@dtsc.ca.gov">abernahi@dtsc.ca.gov</a>
California State Lands Commission	Marina Brand	(916) 574-1880	To be obtained if agency agrees to be a participating agency
California Native Plant Society	Amanda Jorgenson, Executive Director	(916) 447-2677 ext.201	To be obtained if agency agrees to be a participating agency
San Francisco Bay Conservation and Development Commission	Jaime Michaels	(415) 352-3653	<a href="mailto:jaimem@bccd.ca.gov">jaimem@bccd.ca.gov</a>
California Air Resources Board	Richard Varenchik	(626) 575-6730	<a href="mailto:rvarench@arb.ca.gov">rvarench@arb.ca.gov</a>
Bay Area Air Quality Management District	Michael Murphy	(415)-749-4644	<a href="mailto:mmurphy@baaqmd.gov">mmurphy@baaqmd.gov</a>
Santa Clara Valley Water District	Yvonne Arroyo, Associate Engineer	(408) 265-2607 x2319	<a href="mailto:yarroyo@valleywater.org">yarroyo@valleywater.org</a>
San Francisco Public Utility District	Ed Harrington, General Manager	(415) 554-1600	<a href="mailto:eharrington@sflower.org">eharrington@sflower.org</a>
San Mateo County Flood Control District	Mark Chow, Principal Engineer	(650) 599-1489	<a href="mailto:mchow@co.sanmateo.ca.us">mchow@co.sanmateo.ca.us</a>

## Transportation Agencies<sup>2</sup>

Agency	Contact Person/Title	Phone	E-mail
Federal Highway Administration	David Cohen Environmental Program Coordinator, FHWA California Division	(916) 498-5868	<a href="mailto:David.Cohen@dot.gov">David.Cohen@dot.gov</a>
Federal Highway Administration	Shawn Oliver State Programs Team Leader	(916) 498-5040	<a href="mailto:Shawn.Oliver@dot.gov">Shawn.Oliver@dot.gov</a>

<sup>2</sup> Stanford University declined to participate in this project.

Agency	Contact Person/Title	Phone	E-mail
Federal Aviation Administration	Richard Dykas, Regional Capacity Officer	(310) 725-3613	To be obtained if agency agrees to be a participating agency
Federal Transit Administration, Region IX	Eric Eidlin, Community Planner	(415) 744-2502	<a href="mailto:Eric.Eidlin@dot.gov">Eric.Eidlin@dot.gov</a>
California Department of Transportation	Becky Frank, Senior Transportation Planner	(510) 286-3536	<a href="mailto:becky_frank@dot.ca.gov">becky_frank@dot.ca.gov</a>
California Highway Patrol	Public Affairs	(707) 648-4180	To be obtained if agency agrees to be a participating agency
California Public Utilities Commission	Daniel Kevin	(415) 703-1306	<a href="mailto:djk@cpuc.ca.gov">djk@cpuc.ca.gov</a>
Water Emergency Transportation Authority	John Sindzinski, Planning and Development Manager	(415) 291-3377 X182	<a href="mailto:sindzinski@watertransit.org">sindzinski@watertransit.org</a>
Metropolitan Transportation Commission	Ashley Nguyen, Senior Transportation Planner	(510) 817-5809	<a href="mailto:anguyen@mtc.ca.gov">anguyen@mtc.ca.gov</a>
Peninsula Corridor Joint Powers Board/SamTrans/San Mateo County Transportation Authority	Hilda LaFebre, Environmental Manager	(650) 508-7842	<a href="mailto:lafebreh@samtrans.com">lafebreh@samtrans.com</a>
Capitol Corridor Joint Powers Authority	David Kutrosky Deputy Managing Director	(510) 464-6993	<a href="mailto:dkutros@bart.gov">dkutros@bart.gov</a>
San Joaquin Regional Rail Commission	Brian Schmidt, Director of Planning & Programming	(209) 944-6241	<a href="mailto:brian@acerail.com">brian@acerail.com</a>
Santa Clara Valley Transportation Authority	Steve Fischer, Sr. Transportation Planner	(408) 321-5748	<a href="mailto:steve.fisher@vta.org">steve.fisher@vta.org</a>
San Francisco County Transportation Authority	Lee Saage, Manager	(415) 522-4812	<a href="mailto:leesaage@sfcta.org">leesaage@sfcta.org</a>
San Francisco Municipal Transportation Agency/MUNI	Carter Rohan, Senior Director	(415) 701-4282	<a href="mailto:carter.rohan@sfmta.org">carter.rohan@sfmta.org</a>
San Francisco Bay Area Rapid Transit District	Thomas Tumola, Senior Planner	(510) 287-4702	<a href="mailto:ttumola@bart.gov">ttumola@bart.gov</a>
San Francisco International Airport Authority	Julian Potter, Fed./Regional Governmental Affairs Mgr.	(650) 821-5027	<a href="mailto:Julian.potter@flysfso.com">Julian.potter@flysfso.com</a>
San Francisco Transbay Joint Powers Authority	Brian Dykes, Principal Engineer	(415) 599-4617	<a href="mailto:bdykes@transbaycenter.org">bdykes@transbaycenter.org</a>
AC Transit	Robert Del Rosario, Senior Transportation Planner	(510) 891-4734	<a href="mailto:rdelrosa@actransit.org">rdelrosa@actransit.org</a>
Port of San Francisco	Ed Byrne, Chief Harbor Engineer	(415) 274-0400	<a href="mailto:Edward.Byrne@sfport.com">Edward.Byrne@sfport.com</a>
Port of Redwood City	Michael Giari, Executive Director	(650) 306-4150	<a href="mailto:mgiari@redwoodcityport.com">mgiari@redwoodcityport.com</a>

**Local Agencies<sup>3</sup>**

Agency	Contact Person/Title	Phone	E-mail
Association of Bay Area Governments	Miriam Chion, Regional Planner	(510) 464-7919	<a href="mailto:miriamc@abag.ca.gov">miriamc@abag.ca.gov</a>
Association of Bay Area Governments	Justin Fried, Regional Planner	(510) 464-7947	<a href="mailto:justinf@abag.ca.gov">justinf@abag.ca.gov</a>
City/County Association of Governments (C/CAG)	Richard Napier, Executive Director	(650) 599-1420	<a href="mailto:rnapier@co.sanmateo.ca.us">rnapier@co.sanmateo.ca.us</a>
City and County of San Francisco	Viktoriya Wise, Senior Planner	(415) 575-9049	<a href="mailto:viktoriya.wise@sfgov.org">viktoriya.wise@sfgov.org</a>
City and County of San Francisco, Office of Economic and Workforce	Michael Cohen, Director	(415) 554-6972	<a href="mailto:Michael.cohen@sfgov.org">Michael.cohen@sfgov.org</a>
San Francisco Redevelopment Agency	Mike Grisso, Transbay Area Senior Project Manager	(415) 749-2510	<a href="mailto:Mike.Grisso@sfgov.org">Mike.Grisso@sfgov.org</a>
City of Brisbane	John Swiecki, Principal Planner	(415) 508-2120	<a href="mailto:jswiecki@ci.brisbane.ca.us">jswiecki@ci.brisbane.ca.us</a>
City of South San Francisco	Ray Razavi, City Engineer	(650) 829-6664	<a href="mailto:ray.razavi@ssf.net">ray.razavi@ssf.net</a>
City of South San Francisco	Susy Kalkin, Chief Planner	(650) 829-6652	<a href="mailto:susy.kalkin@ssf.net">susy.kalkin@ssf.net</a>
City of San Bruno	Klara Fabry, Public Service Director	(650) 557-7067	<a href="mailto:kfabry@sanbruno.ca.gov">kfabry@sanbruno.ca.gov</a>
City of Millbrae	Ron Popp, Public Works Director	(650) 259-2418	<a href="mailto:rpoppp@ci.millbrae.ca.us">rpoppp@ci.millbrae.ca.us</a>
City of Burlingame	Art Morimoto, Asst. Public Works Director	(650) 558-7230	<a href="mailto:amorimoto@burlingame.org">amorimoto@burlingame.org</a>
City of San Mateo	Larry Patterson, Public Works Director	(650) 522-7303	<a href="mailto:lpatterson@cityofsanmateo.org">lpatterson@cityofsanmateo.org</a>
City of Belmont	Karen Borrmann, Interim Public Works Dir.	(650) 595-7479	<a href="mailto:kbormann@belmont.gov">kbormann@belmont.gov</a>
City of Belmont	Carlos De Melo, Community Development Director	(650) 595-7440	<a href="mailto:cdemelo@belmont.gov">cdemelo@belmont.gov</a>
City of San Carlos	Robert Weil, Public Works Director	(650) 802-4202	<a href="mailto:rweil@cityofsancarlos.org">rweil@cityofsancarlos.org</a>
City of Redwood City	Chu Chang, Director, Building, Infrastructure and Transportation Department	(650) 780-7382	<a href="mailto:CChang@redwoodcity.org">CChang@redwoodcity.org</a>

<sup>3</sup> The County of Santa Clara has declined to be a participating agency.

<b>Agency</b>	<b>Contact Person/Title</b>	<b>Phone</b>	<b>E-mail</b>
City of Menlo Park	Kent Steffens, Public Works Director	(650) 330-6781	ksteffens@menlopark.org
Town of Atherton	Duncan Jones, Public Works Director	(650) 752-0532	<a href="mailto:djones@ci.atherton.ca.us">djones@ci.atherton.ca.us</a>
County of San Mateo	Lisa Grote, Planning Director	(650) 363-1861	<a href="mailto:lgrote@co.sanmateo.ca.us">lgrote@co.sanmateo.ca.us</a>
City of Palo Alto	Shahla Yazdy, Transportation Engineer	(650) 617-3151	<a href="mailto:shahla.yazdy@cityofpaloalto.org">shahla.yazdy@cityofpaloalto.org</a>
City of East Palo Alto	Anthony Docto, Director of Public Works	(650) 853-3159	adocto@cityofepa.org
City of Sunnyvale	Jack Witthaus, Transportation & Traffic Manager	(408) 730-7330	jwitthaus@ci.sunnyvale.ca.us
City of Mountain View	Joan Jenkins, Transportation Policy Manager	(650) 903-6301	<a href="mailto:joan.jenkins@mountainview.gov">joan.jenkins@mountainview.gov</a>
City of Santa Clara	Payal Bhagat, Assistant Planner II	(408) 615-2450	pbhagat@santaclaraca.gov
City of San Jose	Ben Tripousis, Transportation Systems Manager	(408) 975-3717	<a href="mailto:ben.tripousis@sanjose.ca.gov">ben.tripousis@sanjose.ca.gov</a>
City of San Jose	Henry Servin, Rail Project Liaison Manager	(408) 858-8772	Henry.Servin@sanjose.ca.gov

## Section 2. Coordination Points and Responsibilities

### 2.1 Coordination Points, Information Requirements and Responsibilities

#### Invitation to Participate

All prospective participating and responsible agencies will be invited to participate in writing by the Authority. Invitations to cooperating federal agencies will be sent by the FRA. State, regional, and local governmental agencies will be invited to participate by the Authority. Federal agencies that decline to participate are asked to indicate so in writing and to provide an explanation for their decision. If no response to the invitation letter is received from other public agencies, it is assumed that they will not serve as participating agencies. This section lists key coordination points, including which agency is responsible for activities during that coordination point, the information required at each coordination point, and who is responsible for transmitting that information.

Coordination Point	Responsibility of Lead Agencies	Information Solicited from Participating / Responsible / Cooperating Agencies
Notice of Intent Notice of Preparation	Send participating agencies a copy of the NOI and NOP; publish notice in newspaper; invite agencies and public to public scoping meeting	Comments on NOI and NOP
Purpose and Need	Provide agencies and public with draft purpose and need statement in scoping materials; solicit comments; hold scoping meeting	Comments on Purpose and Need
Range of Alternatives	Provide participating agencies and public with information regarding alternatives being considered; solicit comments; hold public and agency involvement meeting	Comments on range of alternatives and design options
Collaboration on impact assessment methodologies	Provide proposed criteria and methodologies to cooperating agencies	Comments on methodology for pertinent resource areas
Socioeconomic and environmental impacts	Identification of resources located within project area & general location of alternatives; provide information and hold cooperating agency meeting	Identification of any issues that could substantially delay permit approval
Circulation of DEIS/DEIR	Send participating agencies a copy of the DEIS/DEIR; publish notice in newspaper, and EPA NOA in Federal Register; invite agencies and public to public meeting	Comments on environmental analysis and mitigation measures
Identify Preferred Alternative	Provide cooperating agencies with information regarding Preferred Alternative via letters; solicit comments; hold cooperating agency meeting	Comments on Preferred Alternative

<b>Coordination Point</b>	<b>Responsibility of Lead Agencies</b>	<b>Information Solicited from Participating / Responsible / Cooperating Agencies</b>
Circulation of FEIS/FEIR	Send participating agencies a copy of the FEIS/FEIR; publish notice in newspaper, and EPA NOA in Federal Register	Comments on the final environmental document
Issue ROD Issue Notice of Determination	Send cooperating agencies a copy of the ROD	Cooperating agency NEPA decisions

## Section 3. Project Schedule

This section includes the key milestones and decision-making deadlines for each agency approval.

<b>Coordination Point</b>	<b>Anticipated Date for Distribution of Coordination Materials</b>	<b>Anticipated Date for Receipt of Comments from Participating Agencies</b>
Notice of Intent	December 2008	April 6, 2009
Purpose and Need	September 2009	October 2009
Range of Alternatives	September 2009	October 2009
Collaboration on impact assessment methodologies	Summer 2009	October/November 2009
Socioeconomic and environmental impacts	Summer 2010	September/October 2010
Circulation of Draft EIR/EIS	December 2010	December 2010/January 2011
Identify Preferred Alternative	March 2011	April 2011
Issue Biological Assessment (if applicable)	March 2011	Biological Opinion from USFWS by August 2011
Circulation of Final EIR/EIS	July 2011	August 2011
Issue ROD/NOD	August 2011	September 2011
Issue Clean Water Act Permits	July 2011	August 2011

## Section 4. Coordination Meeting

The previous section identifies the junctures when coordination should occur during the preparation of the EIR/EIS. This section offers more guidance on how the coordination will be managed. The means of organizing the participating agencies around the coordination points varies depending on the type of public agency.

### Resource Agencies – Biological and Water Resources

Initial coordination with the federal and state resources agencies will occur through the release of the NOP/NOI. Comments received from the agencies will be used as a preliminary indicator of the issues of concern in preparing the EIR/EIS. Confirmation of these concerns will be sought along with other considerations during an Interagency Coordination Meeting that will be scheduled. The meeting is expected to include the US EPA, the US Army Corps of Engineers, the US Fish and Wildlife Service, the Regional Water Quality Control Board, and the California Department of Fish and Game. This meeting provides the team with an opportunity to present the Purpose and Need, the preliminary project alternatives that emerged from the Scoping Meetings and scoping comment period, and the impact assessment methodologies that will be used to identify potential impacts. The agencies are expected to offer further information on any alternatives they feel need to be examined as well as validating or refining the mitigation strategies that were outlined in the Bay Area to Central Valley HST Program EIR/EIS. Resource agencies that are not able to attend the Interagency Coordination Meeting will be contacted separately to ensure that their input is sought.

Subsequent to the initial Interagency Coordination Meeting, the resource agencies will continue to individually receive periodic updates on project progress. At the time of the Draft Alternatives Analysis, the resources agencies will be consulted to discuss the screening process performed to identify the range of alternatives to be addressed in the EIR/EIS, the Least Environmentally Damaging Practicable Alternative, and further design options that could minimize harm to biological and water resources.

Prior to release of the Draft EIR/EIS, the resource agencies will again be consulted to ensure that the impact assessment provides the information necessary for the Section 7 biological assessment, the Section 404(b)(1) alternatives analysis, and the Section 401 water quality certification or waiver.

### Resource Agencies – Cultural Resources

Coordination and consultation with the State Historic Preservation Officer (SHPO) and the Native American Heritage Commission will be governed by Section 106 of the National Historic Preservation Act. The SHPO will be requested to participate at a number of well defined coordination/concurrence points, including:

- Approval of the Area of Potential Effect
- Approval of the Survey and Treatment Plan
- Concurrence with Eligibility of Properties for Inclusion in the National Register
- Concurrence with Findings of Effect
- Approval of Mitigation Plan/Memorandum of Agreement

The coordination plan is expected to be shaped and refined once the Programmatic Agreement among the SHPO, the Authority, and the FRA is executed.

## Local City and County Transportation and Planning Agencies

The San Francisco to San Jose section encompasses three counties and 17 cities, each with various departments that are highly interested in offering input and seeking current information about the project. In order to balance the need to coordinate with all of these agencies and disseminate information efficiently, the Authority will organize the local public agencies into working groups organized by the three counties, San Francisco, San Mateo, and Santa Clara. This organization separates the local agencies into smaller groups that share common social, economic, and travel characteristics.

The Technical Working Groups (TWG) will be the primary vehicle for distributing information to the local agencies during the EIR/EIS preparation. These groups are expected to be helpful in quickly distilling local issues and environmental hotspots, directing the consultant team to data sources, and identifying reasonable and feasible design options for consideration. A further description of these groups is presented below. The timing and likely topics for meetings with TWGs are presented in Section 3 of this plan.

## Other Agencies

Other potential participating agencies identified in the previous section will be consulted through the normal procedures and protocols outlined in NEPA. It is not envisioned as part of this coordination plan that efforts beyond the normal consultation and requests to comments are necessary. Consequently, these other agencies will be asked to participate through requests to respond to the NOP/NOI, to participate at the scoping meeting or to submit comments during the scoping process, and to submit comments on the Draft EIR/EIS.

## Technical Working Groups (TWG)

These initial county-specific meetings will be held (two sets of four separate meetings in 2009) in San Francisco, San Mateo and Santa Clara County, to provide a venue for the technical and strategy teams to inform (and gather feedback from) key stakeholders (city/county entities) and agency representatives about the environmental process, collect input, provide technical information, provide updates related to community impacts/outreach activities, and discuss operational coordination/technical considerations.

- TWG Candidate/Member Composition and Basic Responsibilities – Members will include, but not be limited to, city staff, county government representatives, state/local resource agencies, transportation policy entities, and transit operators.
- Technical Team Roles/Responsibilities - The technical team will present project information (including public outreach and communications-related information), attend meetings and document technical information at the TWG meetings.
- Public Participation and Strategy Team Responsibilities – The public participation lead, strategy lead and strategy team will coordinate closely with Caltrain/JPB governmental affairs staff, regarding communications to external stakeholders related to project milestones, technical considerations that have community/public implications (i.e., relaying information to elected officials, community groups and media as needed). Strategy team would also attend and document community issues/concerns identified at the TWG meetings.
- Meeting Schedule – The first set of meetings are scheduled post-scoping (late-May/early-June 2009) to provide results of the draft scoping report, preliminary technical information and to review initial environmental screening data that is developed. The second set of meetings would be in fall 2009 to review outcomes and results of the alternatives development and refinement efforts. There are additional TWG meetings planned between 2010 – 2011 (four in 2010 and two in 2011).

- Meeting Locations – Meetings will be held at a central location in each county. TWG agencies (i.e., JPB/SFMTA/SFCTA/SFMTA/VTA, others) will be asked to assist with co-hosting meetings and coordinate with project team regarding meeting logistics and facilities arrangements in each county.

**Stakeholder Communications/Public Outreach**

The public participation lead (and staff), with the support of the strategy lead and strategy team, will develop a county-specific (and customized, city-by-city) outreach plan to address unique community, communication and coordination challenges. Activities will be designed to support transparent communication, information sharing and regular contact with public groups/organizations and communities in all three counties going forward. The public participation lead (and staff), with the support of the strategy lead and strategy team will coordinate outreach activities, develop communications materials and plan media relations activities with Caltrain Governmental Affairs.

*Priority Activities:*

- Targeted Stakeholder Meetings – Continue to schedule project update meetings in all three counties with community based organizations, civic groups, service clubs, environmental organizations, neighborhood associations, homeowner’s associations/realtors, historic preservation societies, transportation advocacy groups, chambers, labor organizations, rail advocacy groups, and elected officials, etc.
- Update/Create Project Fact Sheets
- Develop Project Newsletters
- Develop Topical Frequently Asked Questions – Distribute as a new information product for the public and media
- Visual Simulations/Videos/Renderings – Develop localized visual renditions about “what high-speed rail will look like” in communities in the section
- Website Coordination and Information Sharing

<b>Coordination Point</b>	<b>Anticipated Date for Coordination Meeting/Input</b>	<b>Purpose of Meeting/Coordination</b>
Notice of Intent	April 2009	Comments on NOI and NOP
Purpose and Need	September 2009	Comments on Purpose and Need
Range of Alternatives	September 2009	Comments on range of alternatives and design options
Collaboration on impact assessment methodologies	September 2009	Comments on methodology for pertinent resource areas
Socioeconomic and environmental impacts	September 2010	Identification of any issues that could substantially delay permit approval
Issue DEIS/DEIR	January/February 2011	Comments on environmental analysis and mitigation measures
Identify Preferred Alternative	March 2011	Comments on Preferred Alternative
Issue FEIS/FEIR	July 2011	Comments on Preferred Alternative
Issue ROD/NOD	August 2011	Cooperating agency NEPA decisions

<b>Coordination Point</b>	<b>Anticipated Date for Coordination Meeting/Input</b>	<b>Purpose of Meeting/Coordination</b>
Issue Clean Water Act Permits	July 2011	Comments on permit application; review of permit conditions

## Section 5. Revision History

Version	Date	Name	Description
1	8/17/09	Rod Jeung	Initial Coordination Plan
2	11/16/09	Rod Jeung	Updated Plan
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