

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY (TA)
1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070**

MINUTES OF APRIL 5, 2012

MEMBERS PRESENT: R. Foust, C. Groom (Chair), D. Horsley, K. Matsumoto, T. Nagel, N. Patridge, S. Richardson

MEMBERS ABSENT: None

STAFF PRESENT: J. Cassman, G. Harrington, C. Harvey, R. Haskin, A. Hughes, J. Hurley, M. Lee, M. Martinez, N. McKenna, D. Miller, M. Scanlon

Chair Carole Groom called the meeting to order at 5:01 p.m. and led the Pledge of Allegiance.

CITIZENS ADVISORY COMMITTEE (CAC) REPORT

CAC Chair Barbara Arietta reported on their April 3 meeting:

- Expressed appreciation for Jim Vreeland's service on the San Mateo County Transportation Authority (TA) Board.
- Received reports on the Measure A Program and Caltrain Modernization Early Memorandum of Understanding (MOU) Update by Marian Lee.
- Supported acceptance of Statement of Revenues and Expenses for February 2012.
- Supported authorization of reprogramming of inactive projects, but a number of CAC members expressed concern that Highway 92 improvements be considered for funding once again in a future timeframe since those projects are important, but couldn't be accomplished during this particular timeframe.
- Received a legislative update.
- Under her chair report she reported that she and Jim Bigelow attended the Caltrain event at San Jose and Santa Clara stations celebrating the recent improvements. She reported on the Regional Bike Sharing Program being developed by the Bay Area Air Quality Management District.
- Staff reported on the California Department of Transportation oversight charges and efforts to streamline the environmental process.

Director Naomi Patridge thanked the CAC for supporting the Highway 92 projects.

CONSENT CALENDAR

- a) Approval of Minutes of March 1, 2012
- b) Acceptance of Statement of Revenues and Expenditures for February 2012

A motion (Richardson/Foust) to approve the Consent Calendar was unanimously passed.

PUBLIC COMMENT

Rich Hedges, San Mateo, said there has been some information on the 2010 census pertaining to transportation facilities in the Bay Area and statewide. Seven of the 10 most densely populated standard metropolitan regions in the country are in California. The most densely populated urban area is in California. There is a tremendous need for transportation upgrades.

CHAIRPERSON'S REPORT – CAROLE GROOM

Resolution of Appreciation to Jim Vreeland

Chair Groom said Mr. Vreeland worked on the Strategic Plan that guides us through Measure A funding. He was part of the Wetland Mitigation Restoration Project that was selected as the Environmental Enhancement Project of the Year by the California Transportation Foundation. Mr. Vreeland worked very hard on the funding for bicycle and pedestrian projects to enhance the quality of life on the Coastside on projects to improve intersections of Highway 1 and 92.

A motion (Foust/Nagel) to approve the Resolution of Appreciation to Jim Vreeland was unanimously approved by roll call.

Chair Groom said the TA CAC recruitment has begun. Five members' terms will expire on May 31. The application is available on the TA website and due on April 23. If any board member is interested in participating on the interview panel please let her know.

Chair Groom said later in the meeting, a presentation on Measure A will be given. This is to get everyone up to speed on key components because there will be a lot of work this year especially for the highway projects. Measure A is very important because it is a voter-passed initiative and very prescriptive of what the money can be spent on.

SAMTRANS LIAISON REPORT – KARYL MATSUMOTO

The March 14, 2012 SamTrans report is included in the agenda packet.

JOINT POWERS BOARD (JPB) REPORT

Executive Director Michael Scanlon reported on the meeting of April 5, 2012:

- Today was the 100th anniversary of the San Francisco Municipal Railway. Mayor Ed Lee's Director of Transportation Gillian Gillette was in attendance and will be on the Staff Coordinating Council.
- JPB CAC recruitment has begun and closes April 30.
- Key Caltrain Performance Statistics
 - Monthly Performance Statistics – February 2012 compared to February 2011
 - Total Ridership was 1,088,162, an increase of 19.9 percent.
 - Average Weekday Ridership was 42,959, an increase of 15.9 percent.
 - Total Revenue was \$4,694,065, an increase of 24.4 percent.
 - On-time Performance was 94.6 percent, an increase of 0.7 percent.
 - Caltrain Shuttle Ridership was 7,871, an increase of 45.1 percent.
 - Year-to-Date Performance Statistics – February 2012 compared to February 2011
 - Total Ridership was 9,097,902, an increase of 10.7 percent.
 - Average Weekday Ridership was 42,788, an increase of 9.1 percent.

- Total Revenue was \$38,338,717, an increase of 23.6 percent.
- On-time Performance was 93.6, a decrease of 0.4 percent.
- Caltrain Shuttle Ridership was 7,002, an increase of 32.7 percent.
- Rail operator transition continues to make excellent progress. Union agreements have been signed and the main focus now is on hiring and retaining the current work force.
- The Bicycle Advisory Committee met on March 15 and received a report on the proposed bike facility at the new Transbay Terminal. Staff reported the Warm Planet Bike Facility will be subsidized.
- SamTrans was awarded a grant from the Metropolitan Transportation Commission (MTC) and the TA matched funds for a pilot car-share program in Redwood City. ZipCar was selected through a competitive procurement for nine vehicles. The program should be in place by the middle of May.
- Special service:
 - Sharks ridership was up 23 percent for February.
 - There was a double header soccer match on March 17 at AT&T Park and there were an additional 5,300 passengers.
 - Giants home opener is Friday, April 13 and extra service will be provided.
- San Bruno grade separation is going well and pile driving will be completed this month.
- The Out of the Darkness overnight walk is an 18-mile walk that will begin at dusk at Fort Mason. Caltrain is sponsoring a team of nine employees.
- Ms. Lee gave an update on the Caltrain Modernization Program on the continuing outreach and coordination activities.
- Reading file contained the Safety & Security Report, CAC recruitment Take One, Giants baseball brochure and the spring *Track the Fun*.
- The Board:
 - Approved the Consent Calendar.
 - Approved the Statement of Revenues and Expenses for February.
 - Received an update on the fuel hedge program assessment.
 - Received a State and Federal legislative update.

2012 Annual Passenger Counts

Deputy CEO Chuck Harvey reported:

- Average weekday ridership is 12.1 percent higher than last year and 66.7 percent increase from 2004.
- Traditional and reverse peak ridership is at or near capacity.
- Every station had growth except for two.
- There was growth in ridership in all three counties with Santa Clara being the highest with a 14 percent increase.
- Average weekday bicycle ridership increased 15.8 percent.
- On-board bicycle capacity was increased by 31 percent in June 2011.
- Bikes represent 10 percent of average weekday ridership.
- Fiscal Year (FY) 2013 budget remains challenging with fuel price increases and relies heavily on one-time funding sources.
- Staff remains very concerned about the projected deficit for FY2014, which will require finding one-time funds absent any dedicated revenues for Caltrain operations.

- Data will be used to develop potential service scenarios that will positively impact the greatest number of customers, balances fiscal constraints with continued growing demand for service and review access programs.

REPORT OF THE EXECUTIVE DIRECTOR

Mr. Scanlon reported:

- The Shuttle Call for Projects (CFP) workshop was held in conjunction with the City/County Association of Governments (C/CAG) to increase the level of outreach.
- The Belmont Bicycle Pedestrian Overcrossing has been nominated for a Tranny award from the California Transportation Foundation.
- Correspondence file includes an article Director Terry Nagel forwarded to staff on the 25-year Transportation Plan in Southern California that represents 191 cities.

MEASURE A PROGRAM UPDATE

Ms. Lee reported:

- The first Expenditure Plan was adopted in 1988 and \$1.2 billion in sales tax was collected and \$1 billion has been invested. The remaining funds are programmed in Caltrain, Dumbarton and Highway Projects.
- Voters then approved the 2004 Expenditure Plan.
- The two policy documents adopted were the Strategic Plan in 2008 and Implementation Plan in 2009, which set a policy framework on how to expend the sales tax revenues to be collected under the 2004 Expenditure Plan.
- All the monies to be invested and leveraged from other sources are to meet four goals explicitly stated in the Expenditure Plan: reduce commute corridor congestion, make regional connections, enhance safety and meet local mobility needs.
- The Expenditure Plan is a 25-year effort and these monies are to be used by 11 categories in six programs: transit, highways, local streets/transportation, grade separations, pedestrian and bicycle, and alternative congestion relief.
- The recommended approach for the local shuttles, pedestrian and bike and alternative congestion relief programs were to issue CFPs.
- Caltrain and highways would have a plan-based approach.
- Ferry, BART and local streets would have an agreement-based approach.
- The approach for accessible services, Dumbarton corridor and grade separation programs were to be determined. There are a lot of external uncertainties for these programs. Accessible services money goes to paratransit service, but there are a lot of pilot projects known as New Freedom Pilot Projects. The Dumbarton corridor project is still in the planning phase and is going through the environmental document process currently. There is a lot of speculation on how the grade separation money might be used to leverage HSR funding.

Executive Director Planning and Development Aidan Hughes added more to the CFP process:

- There is an overriding purpose when doing a CFP. The main challenge is trying to reconcile local interests with the county interests. This is a countywide program so staff is looking for a process that allows for robust and transparent decisions that address the county issues while still having some recognition of those local issues.

Director Rosanne Foust said if there is an interchange project the Board should be looking at the importance of the project and if the benefit rises to the level of the entire county. This is when the municipality hat comes off and the county hat should stay on. This is a countywide board not a municipality board.

Chair Groom said people need to remember Measure A was voted on by the voters of this county.

Director Richardson said it is hard to not wear her municipality hat when different municipalities don't affect her or her city. Mr. Hughes it is staff's responsibility to expose these challenges and tensions and to offer a way that allows the Board to make decisions that would be helpful for the county while still addressing some of the local issues.

Director Terry Nagel asked if any surveying has been done so gaps can be filled with the shuttles. Mr. Hughes said C/CAG has a Countywide Transportation Plan that identifies the priorities and gaps.

Mr. Hughes continued:

- In the last Shuttles CFP, all the projects were funded. Even when there is an under-subscribed position, staff doesn't want to support low performing projects and doesn't want to set expectations in a community by putting in a low performing service and then have to pull it.
- The Shuttle CFP is merit based and staff is developing criteria and a project selection basis that allows us to make judgments about performance.
- TA staff is involved in the Shuttle Best Practices Program with the Peninsula Traffic Congestion Relief Alliance (Alliance), C/CAG and the San Mateo County Transit District in order to expose the ways we can develop a more robust program in the county.
- Staff will be monitoring the performance of the shuttles.
- There is a need to leverage funds and staff understands cities face financial issues.

Director Matsumoto said there will only be one CFP, but funding will be split between the TA and C/CAG. Mr. Hughes said staff will have a list identifying \$6 million in projects to be funded by the TA and \$1 million by C/CAG.

Director Naomi Patridge understands the money, but her concern is that the criteria is worked out and aligned with C/CAG and TA. Mr. Hughes said it is a single call with single criteria.

Director Foust said it would be an interesting exercise to put the numbers out on a list without the city listing, which would take the personal connection out of the equation. She said there are some communities that want shuttles, but, as part of the performance monitoring, there has to be a mechanism that if you are able to meet the leveraging and meet a certain level of funding then the shuttle is kept active. Mr. Hughes said staff is looking at criteria to allow staff to make some distinction between the match from an employer commuter shuttle versus a community shuttle.

Mr. Scanlon said in the criteria there will be geographic equity and also how to address the needs of a community. Some communities need more than others.

Director Richardson said Brisbane will not be able to have a project that would meet countywide needs, but Brisbane needs the shuttle service.

Chair Groom said there are seven Board members and we have been tasked with doing this by following the criteria staff is recommending. The board members will have to work on our own thought process and we will figure this out.

Mr. Hughes continued:

- The Highway CFP is more challenging than the Shuttle CFP. The program is heavily oversubscribed and has an adopted Short Range Transit Plan.
- The Short Range Highway Plan is very prescriptive on how money is allocated, but the CFP makes it merit based.
- The Highway CFP significantly leverages TA funding and recognizes funding challenges.
- The project sponsors are expected to demonstrate a local commitment to the projects.
- There is a need to make timely use of funds and review inactive projects and reallocate funds.
- There is a provision to look at special circumstances and this allows staff to consider opportunities outside the CFP to advance cash for a project.

Director Matsumoto asked if the highway funds have to go through the State Transportation Improvement Plan (STIP) or is it dependent on the project. Mr. Hughes said the project readiness would recognize whether the project already has some funding or has progressed in terms of addressing its funding needs so the STIP is one part of that.

Legal Counsel David Miller reported:

- The role of Board and Management as fiduciaries/trustees is to administer the voter-approved Expenditure Plan in accordance with the broadly stated goals of the Plan and requires countywide focus.
- There is enabling legislation to have transportation authorities administer the Expenditure Plan.
- Each member represents an area of the county, but each represents the entire county while being on this Board.

Public Comment

Barbara Arietta, Pacifica, said Pacifica has over 40,000 residences who in 1988 also voted on this Measure. She said what we have here is a fruit bowl. Highway 101 and El Camino Real is the apple, Highway 1 is the orange, Highway 92 might be a grape and the rest may be bananas. It is hard to say which is best because we are talking about apples and oranges and that is why we have these discussions.

Jim Bigelow, Redwood City/San Mateo County Chamber of Commerce, said the Original and New Measure A never have enough money to cover all the projects. There are local cities that do nothing and do not do any requests. Those who have an interest advocate and ask for money. The TA and C/CAG have about a 50/50 match in the highway and roadway projects. There are ways for individual cities to advocate for their local interests.

Chair Groom said she spent time with a high school political science class and they asked how you make a decision. She told them you look at the law and look at the facts, which include some research, listen to the public testimony, evaluate the basic needs, put a little dose of own personal experience and then you make a vote.

Director Nagel said part of the Board's role is to evangelize what is out there.

FINANCE

Authorize Reprogramming of \$21,791,646 from Inactive Projects Under the 1988 Measure A Streets and Highways Program

Mr. Hughes said staff is recommending reprogramming funds from inactive 1988 Measure A projects. The basis for the reallocation was put in the adopted Short Range Highway Plan, which directed staff to initiate the CFP for the New Measure A program and close out the Original Measure A program by reviewing the status of previously allocated funds. Through the review process, six projects were identified as inactive based on two criterias: the last deliverable for the project was more than five years old; there was no deliverable or phase of work currently being completed for the proposed project.

Mr. Hughes said there is \$21 million from the six projects available to be reprogrammed to other Original Measure projects. A project being made inactive under the Original Measure, a sponsor can apply for funds under New Measure A. Half Moon Bay officials expressed support for their two projects and staff will continue discussions with them and work with them on how to apply for funding under the New Measure.

Director Nagel asked if this money has to be used for streets and highways only. Mr. Hughes said yes.

Director Patridge said she met with staff today and would like staff to clarify for the public and Board while these projects went inactive. Mr. Harvey said the definition of an inactive project was any phase of a project that had not been completed and had no activity for five years. On all these projects nothing had moved forward for five years. There were specific issues for each project that led them to be inactive.

- The truck-climbing lane project is on the section of Highway 92 between the reservoir Skyline Boulevard. The problem with this project was that it included the watershed area and staff was not able to obtain permissions from the San Francisco Water Department.
- The issue with the Half Moon Bay Pilarcitos Creek was the project needed to add shoulders and do some curve straightening. The regulatory agencies that had jurisdiction

placed onerous mitigation requirements on the project that would have required \$40 million project.

- There has been absolutely no political support in the west bay for the Bayfront Expressway to improve access from the Dumbarton Bridge and Highway 84.
- The Interstate 280 project had serious right of way issues that caused it to be extremely expensive and environmentally difficult.
- The proposal to extend Highway 380 beyond Highway 280 had no political backing and the project didn't advance.

Mr. Harvey said it could be possible in the new CFP that some smaller section of these areas could be candidates to be studied again.

Director Patridge said she thinks it is important the Board knows the facts of why these projects are being considered inactive.

A motion (Horsley/Richardson) to authorize reprogramming of \$21,791,646 from inactive projects under the 1988 Measure A Streets and Highways Program was approved unanimously.

PROGRAM

Program Report: Transit: Caltrain Modernization Early Investment Memorandum of Understanding Update

Ms. Lee reported projects for early investments in the Caltrain corridor projects were submitted to MTC and HSR for their consideration of leveraging HSR money. MTC got several transportation agencies in the region together and successfully agreed on a conceptual definition of the blended system and prioritization of projects to make the blended system happen and identify those that would compete well for HSR funding. Ms. Lee said this agreement has been put into a MOU. The nine parties in the MOU are HSR, MTC, JPB, the three transportation funding agencies, one in each county, that Caltrain represents, the Transbay Joint Powers Authority (TJPA) and the cities of San Francisco and San Jose. All parties on the MOU have a role in planning, funding, construction and/or operations in the corridor.

Ms. Lee said the MOU defines the blended system as primarily a two-track system, not a four-track system, in the corridor from San Jose to the northern terminus at the Transbay Center in downtown San Francisco, identified by law. It includes a description of several interrelated projects that are needed to happen to put the blended system in place and they include:

- Caltrain's advanced signal system, known as Communications Based Overlay Signal System/Positive Train Control.
- Electrification of the system.
- Acquiring of electric multiple units rolling stock.
- Construction of the downtown extension project to the Transbay Terminal Center.
- HSR stations proposed at Diridon and Millbrae.
- Set of core capacity projects that include system upgrades involving stations, tunnels, bridges, tracks and rail crossings.

Attached to the MOU is a funding plan of approximately \$1.5 billion to specifically fund the Caltrain advanced signal system and electrification. It doesn't mean these projects are more important than any of the other projects, but these two projects fared best in getting highway project funding. These projects are to be implemented by 2015 and 2019 and the funding plan reflects a 50/50 match

Ms. Lee said the most important condition that made it into the MOU is that this is primarily a two-track blended system. It is an electrified system to be used by Caltrain, HSR, freight and existing rail tenants. The planning process will be done in a way that is supported by the Local Land Use Policies as well as the Transit Oriented Development Policies set by local jurisdiction. There is also a commitment to update and recirculate the Caltrain environmental document.

Ms. Lee said there were some concerns that were not addressed in the MOU and they include:

- The need to figure out what other funding sources are available.
- There are cities in San Mateo County very interested in grade separation projects and through the existing 2005 Measure A program there is local sales tax money that can be used for leveraging funding.
- Staff will be supporting TJPA as they pursue Federal New Starts money for their project.
- There are other Federal grants available, specifically targeted for HSR corridors.

Ms. Lee said there was a second set of comments related to local planning that did not make it into the MOU and they include:

- Passing tracks, if we need them and where they would go.
- How to upgrade the at-grade crossings given the impact anticipated on gate down times and impact on local traffic.
- Issues on HSR maintenance and storage facility, if there would be one and if so, where it would.
- Improvements and impacts related to electrification project.

Ms. Lee said the third category of comments not in the MOU had to do with HSR policies and responsibilities. They include:

- Have the MOU reflect the fact it did not endorse HSR's alignment selection nor was the MOU an endorsement of HSR's decision to start in the Central Valley.
- Removing any reference to a four-track the prior and current Business Plans.
- There was interest in an opinion from the attorney general whether position if the blended system meets the Proposition 1A requirements.

Ms. Lee said MTC approved the MOU on March 28 and HSR will be taking action at its April 12 meeting. The JPB, TA and the Santa Clara Valley Transportation Authority will take action in May. The TJPA and the City of San Jose are scheduled to take action in June. The San Francisco agencies will be taking it up in the May/June timeframe.

Director Richardson asked for clarification on items that did not make into the MOU and those that will be discussed at local venues. Ms. Lee said there are two planning efforts addressing traffic impact at at-grade crossings, including gate down time and the issue of the HSR storage

and maintenance facility. In addition when staff recirculates and updates the environmental document, the concerns about poles, the wiring and the visual and sound impact will be addressed.

Director Richardson said with the four-track being excluded from the MOU, will that be addressed at the local level? Ms. Lee said it is addressed in the MOU and the MOU is about the blended system and the primarily two-track system.

Director Nagel said the MOU does not address the four-track, but is there any plan to assure cities that this is not the first step toward a four-track system. Ms. Lee said the MOU is very clear that it is not a four-track system, but also the revised HSR Business Plan embraces the blended system for the corridor. Staff will be coming back with an action item and can work with the Board so certain wording is contained in the resolution.

Director Nagel said there are fears among the cities and the fear of the unknown.

Public Comment

Jim Bigelow, Redwood City/San Mateo County/Menlo Park Chamber of Commerce, said the chamber submitted a letter to the MTC in support of the MOU. The key point is that MTC Chair Adrienne Tissier indicated Caltrain will be the lead agency on carrying out the two-year planning effort.

Director Foust said in the Board resolution she would like to call out and include in the TA's resolution the part in the MTC resolution that states "*This MOU is specific to project investments that upgrade existing rail service and prepare for a future HSR train project that is limited to infrastructure necessary to support a blended system, which will primarily be a two-track system shared by both Caltrain and HSR and will be designed to continue to support existing passenger and freight rail tenants.*" She thinks it is important this is in the resolution and from a clarification standpoint there are 17 cities along the Caltrain corridor, 11 of which reside in San Mateo County. There are many cities that submitted letters in support of the MTC resolution. There are some cities that still do have concerns and still have a level of distrust in the process. It is not all cities. When we speak in terms of cities she likes to make sure that both sides are brought out. She asked about the regulations that govern maximum speed of the trains on the Caltrain right of way. Ms. Lee said based on current classification, Caltrain cannot exceed 79 miles per hour and with the Caltrain electrification project, will not go faster than 79 miles per hour. Beyond electrification and when HSR gets here, staff has not made a determination yet, but is contemplating speeds up to 110 miles per hour and to do that we would need a new classification.

State and Federal Legislative Update

No report

REQUESTS FROM THE AUTHORITY

None

WRITTEN COMMUNICATIONS TO THE AUTHORITY

None

REPORT OF LEGAL COUNSEL

No report

DATE AND PLACE OF NEXT MEETING

May 3, 2012 at 5 p.m. in the San Mateo County Transit District Administrative Building,
Bacciocco Auditorium, 2nd floor, 1250 San Carlos Avenue, San Carlos CA 94070.

The meeting adjourned at 7:05 p.m.