

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

MINUTES OF JANUARY 3, 2013

MEMBERS PRESENT: C. Groom, D. Horsley, K. Matsumoto, T. Nagel, N. Patridge

MEMBERS ABSENT: R. Foust

STAFF PRESENT: J. Averill, L. Bhuller, J. Cassman, C. Cavitt, A. Chan, C. Chung, B. Fitzpatrick, G. Harrington, C. Harvey, R. Haskin, J. Hurley, M. Martinez, N. McKenna, D. Miller, M. Scanlon, M. Simon

Chair Carole Groom called the meeting to order at 5:09 p.m. and led the Pledge of Allegiance.

SWEARING IN

District Secretary Martha Martinez administered the oath of office to Directors Groom, Karyl Matsumoto, and Terry Nagel for a two-year appointment to the TA.

ELECTION OF 2013 OFFICERS

Director Don Horsley nominated Director Groom for chair, seconded by Director Nagel. Director Naomi Patridge nominated Director Matsumoto for chair. Director Matsumoto withdrew her name from nomination.

Director Patridge nominated Director Matsumoto for vice chair, seconded by Director Nagel.

A motion (Horsley/Nagel) was passed to close nominations and to elect Director Groom as chair and Director Matsumoto as vice chair.

CITIZENS ADVISORY COMMITTEE (CAC) REPORT

CAC Chair Barbara Arietta reported:

- The CAC supported the approval of all items on the TA agenda.
- The CAC re-elected her as chair and elected Laurie Simonson as vice chair for 2013.
- She attended the ribbon-cutting ceremony for the U.S. Highway 101 Auxiliary Lanes held in Menlo Park on December 5.
- A report was delivered on the Caltrain Electrification project's draft Environmental Impact Report (EIR), which is scheduled to be released in fall/winter of 2013. The final document is scheduled to be ready in spring/summer of 2014, and the project approval is planned for summer/fall of 2014.
- It would be beneficial for the CAC to hold a retreat to discuss the Strategic Plan.

APPROVAL OF MINUTES OF NOVEMBER 1, 2012

A motion (Patridge/Horsley) to approve the minutes of November 1, 2012 was approved (Nagel abstained).

CONSENT CALENDAR

- b. Acceptance of Statement of Revenues and Expenditures for October 2012
- c. Acceptance of Statement of Revenues and Expenditures for November 2012

A motion (Nagel/Horsley) to approve the Consent Calendar was approved.

PUBLIC COMMENT

No comments

CHAIRPERSON'S REPORT – CAROLE GROOM

No discussion

SAMTRANS LIAISON REPORT – KARYL MATSUMOTO

- a. November 14, 2012
- b. December 12, 2012

No discussion

JOINT POWERS BOARD REPORT

Executive Director Michael Scanlon reported:

- Director Ken Yeager was elected chair and Director Tom Nolan was elected vice chair.
- A Resolution of Appreciation was presented to outgoing chair Director Adrienne Tissier.
- Key Caltrain Performance Statistics
 - Monthly Performance Statistics – November 2012 compared to November 2011
 - Total Ridership was 1,226,450, an increase of 11.4 percent.
 - Average Weekday Ridership (AWR) was 47,326, an increase of 12 percent.
 - Total Farebox Revenue was \$5,269,467, an increase of 14.4 percent.
 - On-time Performance (OTP) was 91 percent, a decrease of 2.7 percent.
 - Average Caltrain Shuttle Ridership was 8,696, an increase of 18.7 percent.
 - Year-to-Date Performance Statistics – November 2012 compared to November 2011
 - Total Ridership was 6,601,313, an increase of 12.6 percent.
 - AWR was 49,421, an increase of 12.5 percent.
 - Total Farebox Revenue was \$29,344,703, an increase of 18.7 percent.
 - OTP was 89.4 percent, a decrease of 3.9 percent.
 - Average Caltrain Shuttle Ridership was 8,774, an increase of 25 percent.
- There were 12 fatalities in 2012, down from 16 in 2011.
- An emergency preparedness drill took place on December 15 with outstanding cooperation from first responders.

- The Bicycle Advisory Committee meeting scheduled for January 17 has been cancelled due to vacancies.
- Special services included the Kraft Fight Hunger Bowl, which carried almost 2,000 additional riders, up about 8 percent from previous year; and four special trains on New Year's Eve after the fireworks event, which carried almost 5,000 riders, up almost 17 percent from previous year.
- The Freedom Train will operate January 21. The Dr. Martin Luther King Jr. Association of Santa Clara County will charter two trains and will make designated stops.
- The JPB is undertaking a Safety and Security Campaign using station visual message signs, conductor messages, web postings, and social media starting on January 7.
- Executive Officer, Caltrain Modernization Program Marian Lee gave the Board an update on Caltrain Modernization.
- Rich Walter, Principal from ICF, the engineering consulting firm hired to manage the electrification environmental process, gave a slide presentation to update the Board about the process.
- Deputy CEO Chuck Harvey gave an update on changes to Federal Transit Administration Title VI requirements.
- The farebox recovery goal has been increased to 45 to 65 percent.
- The second phase of the Caltrain signal system was authorized.
- Contracts were authorized for Federal legislative services.

REPORT OF THE EXECUTIVE DIRECTOR

Mr. Scanlon reported:

- Congratulated the Directors for their reappointments to the TA and for the elections.
- Director Groom was appointed to the California Coastal Commission.
- Foster City opened bids for the Triton Drive Project funded by the recent Streets and Highway Program Call for Projects (CFP) on November 29.
- The Pacifica shuttle service is up and running and it will serve Devil's Slide when the new tunnel opens.
- Director Sepi Richardson retired from public office and is consequently ineligible for the TA Board.

FINANCE

Authorize Amendment of Fiscal Year (FY) 2013 Budget to Increase Budget Expenditures by \$1,335,000 for a New Total of \$103,074,230

Manager of Budgets Ladi Bhuller said, based on FY2012 year-end sales tax receipts of \$68.5 million, staff is recommending an increase to the FY2013 sales tax projection. There will be an accompanying increase to categories that receive Measure A funds based on the percentage of the projected sales tax revenue.

A motion (Horsley/Matsumoto) to authorize the amendment of FY2013 Budget was approved.

Authorize Allocation of \$1 Million in New Measure A Highway Program Key Congested Area Funds for the U.S. 101/Peninsula/ Poplar Avenue Interchange Project Initiation Document (PID)/ Project Study Report (PSR) to the City of San Mateo

Interim Manager of Programming and Monitoring Celia Chung said these were funds the Board previously programmed in October as part of the Highway CFP. She said the condition the TA set to allocate the funds was that the San Mateo City Council needed to pass a resolution supporting the project. This condition was met.

Director Nagel asked if this funding is to study scenarios to relieve congestion and not to commit funds to any particular alternative. Ms. Chung said this is to study what alternatives would be possible.

A motion (Patridge/Matsumoto) to authorize the allocation of \$1 million for the U.S. 101/ Peninsula/ Poplar Avenue Interchange PID/PSR to the city of San Mateo was approved.

Authorize Allocation of \$2 Million in New Measure A Highway Program Supplemental Roadway Funds for the Staged U.S. 101 HOV Lane Project Study Report to the City/County Association of Governments (C/CAG)

Ms. Chung said the condition set for the allocation of these funds was for C/CAG to pass a resolution in support of the study. This condition was met.

A motion (Patridge/Horsley) to authorize the allocation of \$2 million for the staged U.S. 101 HOV Lane PSR was approved.

Authorize Cooperative Agreement with the County of San Mateo for Right of Way Services in Support of TA Capital Projects

Manager of Real Estate and Property Development Brian Fitzpatrick said the TA does not currently have the ability to condemn property for transportation or highway projects. He said the San Mateo County Board of Supervisors would consider resolutions of necessity, which are a prerequisite to allowing the TA to condemn property.

Director Nagel asked how the TA has existed until now without this authority. Mr. Fitzpatrick said the San Mateo County Board of Supervisors has adopted resolutions of necessity for a few projects in the past, and has bought real estate on behalf of the TA.

Mr. Scanlon said the San Mateo County Board of Supervisors will have discretion on a case-by-case basis. He said when the TA declares eminent domain, they do it very measuredly, and sometimes it is necessary to do in order to get the process moving forward.

A motion (Nagel/Patridge) to authorize a cooperative agreement with the county of San Mateo was approved.

Authorize Award of Contract to Holland & Knight, LLP for Federal Advocacy Services for a Firm Fixed Price of \$210,000 for a Five-year Term

Director of Contracts and Procurement Cheryl Cavitt said staff received three proposals in response to this Request for Proposals. She said the proposals were evaluated by a

committee consisting of representative from the TA, JPB, the San Mateo County Transit District, the Santa Clara Valley Transportation Authority, the San Francisco Municipal Transportation Agency, and C/CAG. She said the top scoring firm was Holland & Knight, LLP.

A motion (Horsley/Matsumoto) to award a contract to Holland & Knight, LLP was approved.

PROGRAM

Update on State and Federal Legislative Program

State

Director, Government and Community Affairs Seamus Murphy, said the Legislature convenes on January 7. He said the governor's budget will come out on January 10. He does not expect any issues in the budget since Proposition 1A was approved providing the state with revenue enhancements. The deadline for the introduction of legislation is February 22.

He said two key items that will be part of the TA's Legislative Program have already been introduced. One is the 55 percent vote threshold for sales tax measures for transportation projects. Since one party makes up two-thirds of both houses of the Legislature, this item has a higher probability of passing. The other bill is the reauthorization of the Carl Moyer Air Quality Program, which is an important part of the Caltrain Modernization funding plan.

Mr. Murphy said some committee chairs have been named. Senator Jim Beall, D-San Jose, will chair the Transportation Budget Subcommittee and Senator Mark DeSaulnier, D-Walnut Creek, will chair the Transportation and Housing Committee.

Assemblymember Rich Gordon, D-Menlo Park, is no longer chairing the Budget Subcommittee on Transportation but is still on the committee. He was very helpful to the TA as chair. Assemblymember Tom Ammiano, D-San Francisco, will be a member of the Transportation Committee. The chair is Bonnie Lowenthal, D-Long Beach.

Federal

The 113th Congress was sworn in on January 3, 2013. Legislation was passed to avoid the fiscal cliff, delaying spending cuts by a couple of months. The spending cuts do not affect any of the transportation formula funding but they do affect some of the discretionary programs such as the New Starts Program.

He said the big news on the transit front is the restoration of parity between the transit and parking pretax commuter benefits. They are both restored to \$240 a month, but only through 2013. Having parity helps the TA with its goal of fewer single-occupant vehicles on the road.

He said the alternative fuel tax credit was extended through the end of the year and is retroactive to the beginning of 2012.

Director Nagel asked if the pretax benefit is effective now. Mr. Murphy said it is effective now and it is retroactive to the beginning of 2012, but there are some administrative challenges in getting those retroactive benefits out.

Chair Groom said she read that there could be some changes in the Assembly and the Senate that could change the balance of the majority because some members are running for Congress. Mr. Murphy said it is too early to know what the outcome will be.

Program Report: Railroad Grade Separations (San Bruno)

Deputy CEO Chuck Harvey reported:

- Project goal is to improve safety by eliminating conflicts between trains and vehicular traffic at three at-grade crossings between Interstate 380 and San Felipe Avenue.
- The project will separate the grades by elevating the track, depressing the roadways at Angus, San Mateo, and San Bruno avenues, and constructing three pedestrian-only underpasses.
- The work consists of two construction projects: construction of a box culvert, completed in October 2010; and construction of the grade separation, estimated to be completed by the end of 2013.
- The project cost is \$147 million, which includes \$111.4 million in Measure A funds.
- A bypass is being constructed over the Bay Area Rapid Transit (BART) facility using tie-backs that help to restrain the bypass during seismic activities.
- Mechanically Stabilized Earth (MSE) panels were set in place, then lightweight concrete was laid, and straps made of bars were set in layers throughout the lightweight.
- Once the south end of the system is complete, which should be by 2013 summer, the train service will be moved up onto the grade separation, then the shoofly tracks will be torn out and the second half of the station will be built. Until that time, the temporary station will continue to be used.
- The area currently being used as a shoofly and for construction trailers will eventually be converted into a parking lot.
- Outreach was done to keep the community informed of the progress and status of the program including weekly construction updates, weekly constituent contact reports to city staff, and construction notices.

Photos of the project were shown.

Director Matsumoto asked how bicycles will access the station. Mr. Harvey said there are ramps that are in compliance with the Americans with Disabilities Act requirements.

Director Nagel asked if the project is on schedule and budget. Mr. Harvey said the project is 257 days behind schedule with a new expected completion date of the end of 2013. He said he does not believe the project will go much over budget.

Capital Projects Quarterly Status Report – 1st Quarter Fiscal Year 2013

Director, Transportation Authority Program Joe Hurley said there are two changes from the previous quarterly report. Both are on the Streets and Highway Program schedule section. The Calera Parkway Project schedule has been delayed because of the

volume and complexity of comments received on the environmental document. The replacement of the San Pedro Creek Bridge on Route 1 has been delayed due to the addition to the project scope of widening of the creek.

Director Horsley asked what the problems were with the San Pedro Creek Project. Mr. Hurley said this project requires many permits. He said the California Coastal Commission imposed the widening of the creek as a condition of the permit for this project.

Director Patridge asked if there are timeline limits to the habitat. Mr. Hurley said there will be restrictions when the channel can be accessed because of the migration of steelhead.

REQUESTS FROM THE AUTHORITY

Director Matsumoto said on December 31, the South San Francisco City Council appointed Doctor Pradeep Gupta to take Assemblyman Kevin Mullen's seat. Doctor Gupta will have a one-year term and will be up for reelection this fall.

Director Nagel said it would be good for cities to activate their emergency alert networks when major accidents occur on the freeways or when there are major delays on public transit.

Director Nagel asked if the Board would be interested in a presentation on financial safeguards, fiscal mismanagement, embezzlements, fraud, insurance, cash handling, government credit cards, and other topics.

Mr. Scanlon said if the Board would like that presentation staff could come up with something. Chair Groom said when staff has time to put it together then to schedule it.

WRITTEN COMMUNICATIONS TO THE AUTHORITY

Chair Groom said since Sepi Richardson has resigned, the City Selection Committee will be notified and in due time the TA will have a new Board member.

REPORT OF LEGAL COUNSEL

None

DATE AND PLACE OF NEXT MEETING

February 7, 2013 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

Meeting adjourned at 6:18 p.m. in memory of Mike Nevin.