

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

MINUTES OF NOVEMBER 7, 2013

MEMBERS PRESENT: R. Foust, C. Groom, K. Matsumoto, T. Nagel, N. Patridge

MEMBERS ABSENT: D. Canepa, D. Horsley

STAFF PRESENT: J. Averill, J. Cassman, A. Chan, E. Goode, G. Harrington,
C. Harvey, R. Haskin, J. Hurley, M. Martinez, N. McKenna,
M. Scanlon, M. Simon, J. Slavit

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 provided a report on the meeting of October 1, 2013 (see attached).

Director Karyl Matsumoto arrived at 5:07 p.m.

Public Comment

Rich Hedges, San Mateo, said the Burlingame grade separation is most needed even though Burlingame is not providing matching funds. He said the San Mateo separation at 25th Avenue is also important because the economic development at Bay Meadows would be hampered without a separation.

CONSENT CALENDAR

Director Terry Nagel asked to pull the minutes from the consent calendar.

- b. Acceptance of Statement of Revenues and Expenditures for Fiscal Year Ending June 2013 (unaudited)
- c. Acceptance of Statement of Revenues and Expenditures for September 2013
- d. Approval of 2014 Board of Directors Meeting Calendar

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

Approval of Minutes of October 3, 2013

Director Nagel asked if other transit agencies received money from the Lehman Brothers settlement and if the funding is available to be allocated. Michael Scanlon, Executive Director, said the TA received a total recovery of \$10,940,520.10, which amounts to 43 cents on the dollar. The San Mateo County Transit District did not have any money in the Lehman account. The Peninsula Corridor Joint Powers Board (JPB) recovered approximately \$566,476, about 43 cents on the dollar. The funds will go back exactly as the appropriations were made for the measure.

A motion (Matsumoto/Foust) to approve the minutes of October 3, 2013 was approved (Nagel abstained).

PUBLIC COMMENT

Rich Hedges, San Mateo, said he supports Mr. Scanlon in his efforts to run the three agencies. He said he saw a misleading report about the agencies, but Mr. Scanlon did a very good job dealing with the questions.

CHAIRPERSON'S REPORT – CAROLE GROOM

None

SAMTRANS LIAISON REPORT – KARYL MATSUMOTO

Director Matsumoto provided additional information from the November 6 Board meeting:

- The Board affirmed their confidence in Mr. Scanlon.
- The Board thanked the County Board of Supervisors because through the county's Measure A, SamTrans will be given \$5 million for Fiscal Years 2014-2015 for paratransit service.
- The SamTrans Service Plan found 760 bus stops need to be adjusted, 134 to be eliminated, 72 new ones to be placed, and 100 to be reviewed for accuracy.

JPB REPORT

Mr. Scanlon reported:

- Nuria Fernandez, the new general manager for Santa Clara Valley Transportation Authority, was introduced.
- Key Caltrain Performance Statistics
 - Monthly Performance Statistics – September 2013 compared to September 2012
 - Total Ridership was 1,395,711, an 8.2 percent increase.
 - Average Weekday Ridership was 54,308, a 6.9 percent increase.
 - Total Farebox Revenue was \$6,282,145, a 7.2 percent increase.
 - On-time Performance (OTP) was 90.9 percent, a 5 percent increase.
 - Caltrain Shuttle Ridership was 7,239, a 29.4 percent decrease. There continues to be problems with the counts on the Marguerite Shuttle.
 - Year to Date Performance Statistics – September 2013 compared to September 2012
 - Total Ridership was 4,353,765, a 10.3 percent increase.
 - Average Weekday Ridership was 54,379, a 10.2 percent increase.
 - Total Farebox Revenue was \$19,441,212, a 10.1 percent increase.
 - OTP was 90.8 percent, a 0.5 percent decrease.
 - Caltrain Shuttle Ridership was 6,995, a 20 percent decrease.
- Staff is working with TransitAmerica Services, Inc. to improve mechanical issues. OTP is affected by mechanical issues, record ridership, persons needing assistance, bicycles and dwell times. When measured within 10 minutes of the schedule, OTP is at 96 percent, proving delays are predominately caused by overloads and extended dwell times.
- Staff received rave reviews about the Caltrain 150th Anniversary event.
- The Holiday Train will be running the weekend of December 7.
- A Caltrain By the Numbers Annual Report has been produced.

- An emergency preparedness drill was conducted on November 2 and 150 local first responders attended the vehicle familiarization training.
- The Bicycle Advisory Committee is recruiting for four members.
- Extra riders are expected for Stanford football.
- A Sunday schedule will be operated on Thanksgiving Day, and a Saturday schedule will be operated the Friday after Thanksgiving.
- The San Bruno Grade Separation grand opening will be in early spring.
- Staff proposed changes to the Codified Tariff to include a 10 percent discount to groups of 25 or more and residential complexes in the GO Pass Program.
- The Board:
 - Received updates on the 4th and King Study and Caltrain Modernization
 - Authorized reaffirming the Annual Investment Policy and gave authorization to invest monies with the Local Agency Investment Fund
 - Authorized the rejection of all proposals for a Project Delivery Director for the Caltrain Modernization Program
 - Authorized the rejection of the lowest monetary bid from Canada Ticket, Inc. as non-responsive and awarded a contract to Paper Solutions, Inc. to provide typesetting, printing, and delivery of thermal and non-thermal ticket media for a total estimated cost of \$142,840 for a two-year term
 - Approved the adoption of the Caltrain Title VI Program
 - Adjourned in the memory of former SamTrans Board member and County Supervisor Bill Schumacher

Public Comment

Greg Conlon, Atherton, said it would cost about \$1.5 billion for a 10-mile trench between Palo Alto, Menlo Park and Atherton. He said there are about six or seven intersections in that area, and that there is congestion at those intersections. In the last year, there were five to 10 fatalities in those areas.

Adina Levin, Friends of Caltrain, said Caltrain is looking at the potential for level boarding and this would affect decisions about the purchase of rail cars for electrification. Level boarding would reduce delays, speed up the line, increase reliability and allow for better transfers. She said this will require money to upgrade platforms and would be a good investment to help alleviate dwell time issues.

REPORT OF THE EXECUTIVE DIRECTOR

Mr. Scanlon said:

- The Draft Environmental Impact Report (DEIR) for the Highway 101/Willow Interchange was released for public comment. Eleven comments were received ranging from concerns about noise and disruption of traffic during construction to requests to accommodate the needs of pedestrians and bicyclists. The cities of Menlo Park and East Palo Alto commented the project is consistent with their goals and objectives. Comments will be addressed as part of the Final EIR, which is scheduled to be approved by the end of the year.
- Redwood City City Council awarded a contract to URS for preparation of the EIR with the proposed reconstruction of the Highway 101/Woodside Interchange. The TA allocated \$3.42 million for the environmental phase of the project.

- The TA allocated \$61,000 for the Alpine Road Bicycle Safety Improvement Project. The area has been revamped and a clearly delineated bike lane has been added.
- SamTrans will conduct a study and outreach to start looking at Bus Rapid Transit along El Camino Real. SamTrans will be reaching out to city councils and elected officials, and will hold community events.

FINANCE

Authorize Acceptance of Quarterly Investment Report and Fixed Income Market Review Outlook for the Quarter Ended September 30, 2013

Bill Osher, CSI Investment, said the portfolio continues to cruise at a modest pace in line with low interest rates and is staying very safe. It was experiencing higher interest rates for a short time, a sign that things were getting better and people were hopeful with the economy. The rates fell in September due to the government shutdown. The economy is not growing as fast as it could because of uncertainty coming out of Washington D.C. He said there is underlying strength in the economy and he is hopeful to see improvements in employment and economic growth starting in the middle of next year. At that time, interest rates will start to go up again and the TA will start earning more money on the portfolio.

Authorize Amendment of the Fiscal Year 2014 Budget and Programming and Allocation of \$5,350,000 of Measure A Funds from the Grade Separation Program

Joel Slavit, Manager, Programming and Monitoring, said the solicitation for candidate grade separation projects was issued on August 5. Four proposals were received. One proposal was for preliminary engineering environmental work, and three proposals were for planning work, including a request for \$750,000 from the city of Menlo Park for the grade separation of Ravenswood Avenue. Proposals were evaluated using the criteria presented to the Board in August. Staff is recommending deferral of the final decision of Menlo Park's proposal until it is revised to meet program eligibility criteria. The existing proposal states the city will only support a two-track option, but this is inconsistent with the requirement that a scenario be considered to accommodate the Caltrain/high-speed rail blended system, which may include a third passing track. Staff will work with the city and will return to the Board when the proposal includes a study of at least one option that could accommodate a passing track.

Director Naomi Patridge asked if another city puts in for money that did pass the qualifications, is it being held up while Menlo Park amends their proposal. Mr. Scanlon said these are the only four proposals received and they are not holding anyone up.

Director Nagel offered thanks for the allocation for Burlingame and she said she brings gratitude from staff, council and citizens.

Public Comment

Larry Patterson, Interim City Manager, San Mateo, said San Mateo supports the recommendations from the evaluation panel and staff for the 25th Avenue Grade Separation Project, which has been in planning for 15 years.

Jim Bigelow, Redwood City/San Mateo County Chamber of Commerce, said he supports staff's recommendation. He said any grade separations can only be an improvement to safety, speeding up the trains and they are good for residents. He said San Mateo already purchased the shoofly land needed for the project.

Rich Hedges, San Mateo, said the way local communities are designed without grids forces everyone on arterials, and just to clean the air, grade separations are a good idea.

A motion (Foust/Nagel) to authorize the amendment of the Fiscal Year 2014 Budget and to program and allocate \$5,350,000 of Measure A Funds from the Grade Separation Program was approved.

Authorize Allocation of \$240,000 in Original Measure A Funds to the Peninsula Corridor Joint Powers Board for Design Review on the South San Francisco Caltrain Station

Eva Goode, Manager, Budgets, said the funds for this project are coming from previously budgeted amounts and the design review work is being done for the three hold-out rule locations in the county.

Director Nagel said she hopes staff is creating one plan with different options so there is no duplication of effort. She would not like to see something built and then have to be torn up later. Mr. Scanlon said staff is working closely with the community on this. He said within the blended system there are three geographic locations where there could be four-track sections and there is an option to have a third track. He said staff is conscious of not duplicating effort.

Public Comment

Adina Levin, Friends of Caltrain, said moving forward on the holdout rule stations is good for reliability and productivity of the system. She thanked staff for the work in South San Francisco where a set of improvements will have a major impact on the usability of the station.

A motion (Matsumoto/Nagel) to approve the allocation of \$240,000 in Original Measure A funds to the Peninsula Corridor Joint Powers Board for design review on the South San Francisco Caltrain Station was approved.

PROGRAM

Review the Program of Projects for Transmittal to Metropolitan Transportation Commission (MTC) for Dumbarton Rail Regional Measure 2 (RM2) Funding

April Chan, Executive Director, Planning and Development, said this is an informational item and no action will be taken. The administrative draft of the Dumbarton Rail Project EIR and Environmental Impact Statement was put on hold because of a deficient funding plan. MTC wanted an implementation plan regarding RM2 funds. Staff has been working with the Alameda County Transportation Commission and the cities of Menlo Park, East Palo Alto and Redwood City to determine how this funding could be used for the corridor and implemented quickly. The list of projects exceeds the \$34.7 million that is available. Supporting the existing Dumbarton Express Bus Service was determined to be a priority because it helps to relieve congestion in the corridor. The

Citizens Advisory Panel and the Policy Advisory Committee (PAC) made additional recommendations regarding station projects. Staff grouped some bus service improvements with some station projects to add up to \$34.7 million.

Ms. Chan said in 1998, Measure A funding was moved from the Grade Separation budget category to the Caltrain Improvement category for the Rapid Rail Study to benefit Dumbarton Rail. Staff is determining how much funding is remaining and will come back with recommendations about what should be done.

Director Nagel asked if staff has a rough idea how much funding is available and if it has to be used for Dumbarton. Ms. Chan said there is around \$45 million and staff is trying to determine where to move the funding.

Public Comment

Jim Bigelow, Menlo Park Chamber of Commerce, said the list has projects that total \$100 million. He said the Fremont PAC representative wanted to use the \$34.7 million for the Warm Springs Bay Area Rapid Transit operation. Caltrain has expressed to be the operator when and if this line ever goes to Union City, so the funds need to be kept in this area and not for other RM2 projects.

Mr. Scanlon said \$91 million of the RM2 money already has been loaned to Warm Springs so the TA must be vigilant.

Update on State and Federal Legislative Program

Mark Simon, Executive Director, Public Affairs, provided the following update.

State

Staff is working with the Transportation Coalition for Livable Communities to advocate that fuel-related cap-and-trade revenue be distributed regionally to transportation agencies.

The TA issued a Request for Proposals for State legislative advocates. Staff is working on developing the 2014 Legislative Program.

Federal

The Budget Conference Committee continues to meet to try to develop a compromise that will avoid another government shutdown before the next round of sequestration cuts is triggered January 15. They have a deadline of December 13 to present a spending debt limit compromise plan to Congress.

REQUESTS FROM THE AUTHORITY

Director Matsumoto said Bill Schumacher was very pro-Caltrain and asked the Board to adjourn in his memory. She also added for the SamTrans report, Joan Cassman, Legal Counsel, will be lead counsel effective January 1, 2015.

Director Rosanne Foust thanked Mr. Scanlon, Corrine Goodrich, Manager, Strategic Development and Ronny Kraft, Planner, for their work on the Grand Boulevard Initiative.

She congratulated Director Matsumoto for her reelection to the South San Francisco City Council.

WRITTEN COMMUNICATIONS TO THE AUTHORITY

No discussion

REPORT OF LEGAL COUNSEL

No report.

DATE AND PLACE OF NEXT MEETING

December 5, 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 6:04 p.m. in the memory of Bill Schumacher.

Good evening Madam Chair and Board members. Here is what I have to report from the CAC's Tuesday evening meeting:

(TA Item 4a) - The CAC reviewed the TA Board's Minutes of October 3, 2013, without any questions or comments.

(TA Item 4b) - The CAC supported the acceptance of the Statement of Revenues and Expenditures for Fiscal Year Ending June 2013.

(TA Item 4c) - The CAC supported the acceptance of the Statement of Revenues and Expenditures for September 2013.

(TA Item 4d) - The CAC supported the approval of the 2014 Board of Director's calendar and was glad to see that the Board proposes to change its first meeting of the year to January 9th, instead of January 2nd, thereby giving both the members of the CAC and the Board the potential opportunity to be away for the New Year's holiday.

(TA Item 10a) - The CAC was disappointed that, due to illness, Mr. Bill Osher (our TA Investment Advisor), was unable to attend our meeting and present, in person, his usual in-depth discussion of the TA's Investment portfolio. However, the CAC voted to support the acceptance of the Quarterly Investment Report and Fixed Income Market Review and appreciates and accepts the offer from Mr. Osher to attend next month's CAC meeting to further discuss same.

(TA Item 10b) - Following a brief update by Mr. Joel Slavit, Manager, Programming and Monitoring, along with a thorough Q and A session immediately following, the CAC voted to support the Amendment of the Fiscal Year 2014 Budget and Programming and Allocation of \$5,350,000 of Measure A Funds from the Grade Separation Program category for planning at 2 grade crossing; South Linden and Broadway and environmental studies at 25th Avenue in San Mateo.

(TA Item 10c) - The CAC supported the allocation of \$240,000 in Original Measure A Funds to the Peninsula Corridor Joint Powers Board for Design Review on the South San Francisco Caltrain Station.

(TA Item 11a) - As an information item only, April Chan, Executive Officer, Planning and Development, reviewed with the CAC the list of prioritized projects included for Dumbarton Corridor Regional Measure 2 (RM2) funding consideration. Because the list of projects exceeded the \$34.7 million of RM2 funds available, projects were prioritized to support existing Dumbarton Bus service and then to support possible service enhancements, such as transit centers that would support near-term bus transit service and future rail service. The remaining projects exceeding the amount of RM2 funds available were not prioritized however, the CAC agrees that these also should be submitted to the MTC because they are beneficial to the Dumbarton Corridor.

(TA Item 11b) - The CAC received no update on the State and Federal Legislative Program, however, the CAC was advised by Joe Hurley, TA Program Director, that there hasn't been much activity since the last month report being the state legislature is in recess and won't return until January and on the federal side focus was on working through and the government shutdown and once that was addressed attention was turned to health care.

CAC CHAIR'S REPORT TO CAC:

1. The first order of business in my own report to the CAC was to discuss the rescheduling of our December 30th meeting to January 7th, in order to conform with the Board's newly amended meeting schedule for January 2014. The CAC voted unanimously to approve the change in schedule.
2. Reported to the CAC about Caltrain's 150th birthday celebration festivities that were held at the Menlo Park Caltrain Station on October 19th. Although I was unable to attend, John Baker, the newest member of the CAC, did and reported back to us that the day's events were a huge success, especially with the added treat of free ice cream being given to all!
3. Additionally advised the CAC that the public will be able to get a sneak peak of TransForm's Strategic Plan, entitled TransForm 2018, at its upcoming fall event to be held at its SF office on Thursday November 14th from 6-9pm.
4. Announced to the CAC that the MTC has recently reported that the streets and roadways of the Bay Area have received a score of 66 out of 100 for its Pavement Condition Index (PCI), which means 43,000 miles of lanes and roadways remain in fair condition, with the typical stretch of asphalt showing serious wear and likely to require rehabilitation soon. (BTW, this score has not changed by more than 2 pts since 2006.)

Streets and roadways below a 60 PCI score are likely to deteriorate rapidly. Jurisdictions in San Mateo County with a PCI score of 60 or below are: Belmont, East Palo Alto, Half Moon Bay and Pacifica. The goal is to get everyone of our Bay Area cities to a score of 75 or better.
5. In reference to the new Bay Area Bike Share Program, I advised the CAC that over 2,500 people have now signed up for an annual membership, which costs \$88, and 6,100, thus far, have taken advantage of the \$22 three-day pass or the \$9 daily pass.
6. Advised the CAC about both the Transbay Terminal update scheduled for Wednesday, November 6th at the Transbay HQ in downtown SF and the November 7th JPB San Carlos meeting which will have a Caltrain update on a study exploring the feasibility of moving rail car storage to allow space near 4th and King Streets to be used for new real estate development in San Francisco.

In Joe's report to the CAC, he reiterated what I had initially said about the MTC's PCI Report concerning

the pavement conditions of our local roads and explained further the safety issues and financial challenges involved in rapidly deteriorating roadways. He took the opportunity to remind the CAC of the Measure A's contribution of 22.5% of the sales tax revenue used to maintain roads which totaled \$15.3 M this year and to consider how bad conditions might be without this funding.

He also reminded us that, to our annual Holiday dinner on December 3rd to reflect on and celebrate the accomplishments of 2013

Finally I'd like to extend an invitation to the Board to join us.

Respectfully submitted,

Barbara Arietta
Chair, SMCTA/CAC