

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

**MINUTES OF SEPTEMBER 4, 2014**

**MEMBERS PRESENT:** R. Foust C. Groom, D. Horsley, K. Matsumoto (Chair), T. Nagel

**MEMBERS ABSENT:** D. Canepa, N. Patridge

**STAFF PRESENT:** J. Averill, J. Cassman, A. Chan, F. G. Conner, B. Fitzpatrick, R. Haskin, G. Harrington, C. Harvey, J. Hurley, J. Slavitt, M. Martinez, N. McKenna, D. Miller, M. Scanlon

Chair Karyl Matsumoto called the meeting to order at 5:07 p.m. and led the Pledge of Allegiance.

**CITIZENS ADVISORY COMMITTEE (CAC) REPORT**

Barbara Arietta, CAC Chair, reported on the meeting of September 2, 2014 (see attached).

**CONSENT CALENDAR**

- a. Approval of Minutes of August 7, 2014
- b. Acceptance of Statement of Revenues and Expenditures for July 2014
- c. Receive and File the Semi-Annual Measure A Program Status Report

Motion/Second: Foust/Groom

Ayes: Foust, Groom, Horsley, Matsumoto, Nagel

Absent: Canepa, Patridge

**PUBLIC COMMENT**

None.

**CHAIRPERSON'S REPORT – KARYL MATSUMOTO**

None.

**SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT – KARYL MATSUMOTO**

No discussion.

**JPB REPORT**

Michael Scanlon, Executive Director, reported:

- Key Caltrain Performance Statistics July 2014 compared to July 2013.
  - Monthly and Year-to-date Performance Statistics:
    - Total Ridership was 1,596,719, an increase of 7 percent.
    - Average Weekday Ridership was 58,598, an increase of 6.6 percent.
    - Total Revenue was \$7,241,932, an increase of 8.8 percent.
    - On-time Performance (OTP) was 92.6 percent, an increase of 2.4 percent.
    - Caltrain Shuttle Ridership was 9,060, an increase of 36.3 percent.
- The Caltrain Bicycle Advisory Committee will meet September 18.

- Staff and contractors inspected the Caltrain line and restored service by 10:34 a.m. after the earthquake on August 24. One special train to Levi's Stadium was canceled.
- There have been two football games and a soccer game at Levi's Stadium. Ridership for the football games was about 3,600 each.
- Giants ridership year to date is 550,000, a 15 percent increase.
- Jay Z and Beyoncé performed at AT&T Park on August 5 and 6. One extra train was provided on August 5, three extra trains were provided on August 6. More than 15,000 additional riders were carried.
- Extra service was provided during the holiday schedule on Labor Day for the game at AT&T Park and because of the closure of Interstate 280.
- Schedule changes will take effect in October. This is to accommodate slow orders for construction. Time will be added to five trains with the worst OTP.
- No further moves have occurred after the Quint Street Bridge repair. A slow order of 45 miles per hour is still in effect.
- Staff is working with Santa Clara Valley Transportation Authority to help expand tracks in Mountain View so they can have a pocket track and double track to better get people to Levi's Stadium.
- The Board:
  - Approved a Resolution of Appreciation to Outgoing Director Jerry Deal.
  - Proclaimed September Rail Safety Month. Stephen Kaplan, Director, Behavioral Health and Recovery Services, San Mateo County, accepted the proclamation.
  - Received an update on the Caltrain Modernization (CalMod) Program.
  - Accepted the Statement of Revenues and Expenses for July 2014. Revenue is better than budget by over \$800,000, expenses are over budget because of the operator contract.
  - Authorized the term sheet for the purchase of 16 rail cars. This is a \$15 million procurement to buy and rehabilitate the cars and some modest platform modifications.
  - Adopted the Caltrain Strategic Plan. The plan resets the goals for the agency.
  - Received an update on the execution of the Fiscal Year (FY) 2015 Fuel Hedge Program.
  - Received the Capital Projects Quarterly Status Report – 4<sup>th</sup> Quarter FY2014.

## **REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Scanlon reported:

- Staff continues to work on updating the TA Strategic Plan. There have been a number of stakeholder outreach meetings to receive input. The primary focus has been on the project selection process and whether it should be changed. Initial outreach has concluded. Comments have been positive and minor suggestions were made. Some members of the City/County Association of Governments Bicycle and Pedestrian Advisory Committee requested to go back to the voters to increase the percentage of funds going to bicycle and pedestrian projects.

Director Don Horsley said the group realized it would not be worthwhile to go back to the voters for this issue. He asked if there is flexibility for other projects to include some measure of bicycle and pedestrian elements.

Mr. Scanlon said this is done to some extent, but staff has not tried to willfully maximize bike facilities as part of other projects. He said the sponsors could include this in their projects, but it would still have to go through the rating process.

Chair Matsumoto said the Metropolitan Transportation Commission can up the ante with bikes. She said for example, they should provide Redwood City with additional funding for additional bike lanes to make it more enticing for people to use Bike Share.

Mr. Scanlon said the hope is to bring the draft TA Strategic Plan to the Board in October. There will be four public meetings between October and November and a final draft will be brought to the Board for approval in December.

- The California Department of Transportation certified the environmental document and approved the Route 1 Calera Parkway Project August 1, 2013. Pacificans for a Scenic Coast filed a lawsuit alleging the California Environmental Quality Act regulations were not adequately followed. A hearing was concluded August 29, 2014, and the judge has up to 90 days to render a decision. The TA programmed \$4 million for the design phase of the project conditioned on the project securing environmental clearance and the desire of the city of Pacifica to advance the project into the design phase.
- The contractor has 600 working days to complete the U.S. Highway 101/ Broadway Interchange Project construction and should be done by mid-2017.
- After a long career, he has decided to retire. He will stay during the search for his replacement.

#### **PROGRAM REPORT: ALTERNATIVE CONGESTION RELIEF**

John Ford, Executive Director, Commute.org, presented:

- Commute.org Overview:
  - Known as the Peninsula Traffic Congestion Relief Alliance (Alliance)
  - San Mateo County's Transportation Demand Management (TDM) Agency
  - Goal is to reduce the number of single-occupant vehicles in the county to improve air quality, the environment, and the economy
- FY2013 Program Report:
  - Employer outreach/support services
    - Emergency ride home
    - Onsite benefits consulting
    - Campaigns and competitions
  - Employer-based shuttle program
    - Manage 20 routes with 483,784 boardings
    - Cost per passenger is \$5
    - Ridership is up 6.5 percent over last year
    - Fifty-six employers/property managers participate financially

- Commuter outreach/transit alternatives
  - Catch a Ride is up 63 percent
  - Try Transit is up 19 percent
  - Carpool is up 5 percent
  - Vanpool is down 3 percent
- Partnerships/special projects
  - Rail Corridor
  - Connect Redwood City
  - San Mateo Community College District
  - Bay Area Bicycle Coalition
- FY2014 Work Plan Challenges and Opportunities:
  - Congestion issues – roads and transit
  - Bay Area Commuter Benefits Program – short-term challenges but long-term benefits
  - Commuter shuttles – corporate versus last-mile issues
  - Short-distance vanpools – promising alternative
  - Bike/car/ride share
  - Agency bandwidth
- FY2014 Work Plan Key Initiatives:
  - Commute Profile 2014
  - Agency Identity Project
  - Strategic Plan update
  - Bay Area Commuter Benefits Program
  - Shuttle services contract transition
  - Website redesign
  - Innovative TDM grants
- The website, revenue and expense charts, and marketing examples were shown.

Director Rosanne Foust said Mr. Ford has made Commute.org much more dynamic. She said the website has big buttons, and she said not to let those go with the redesign. She said she wished there was more money for the agency and a tie-in with the private buses to make everything seamless.

Director Terry Nagel said she is impressed with what Mr. Ford has done with the agency. She said she is happy he is getting new data from the survey and asked if there will be a question about time spent commuting. She said some College of San Mateo students said there is a problem for students to get from campus to campus and they are looking for shuttle options. She said senior citizens are looking for last-mile connections as well. She said TA Board members could promote a ride sharing program.

Chair Matsumoto asked if the work plan with goals and measures is on the website. Mr. Ford said yes.

## **FINANCE**

### **Authorize Allocation of \$425,000 in New Measure A Alternative Congestion Relief Funds to the Peninsula Traffic Congestion Relief Alliance to Support the Countywide Congestion Relief Program for Fiscal Year 2015**

Joel Slavitt, Manager, Programming and Monitoring, said the TA has historically provided Measure A funds to support Commute.org's work programs, and if this is approved it would go to their FY2015 Work Program.

#### Public Comment

Jim Bigelow, Redwood City/San Mateo County Chamber of Commerce, said the amount of money from the Original Measure A was insufficient and was doubled for the New Measure. He said the Alliance is outstanding in working with businesses in the county. He said he worked with Mr. Ford and his staff and they are personable and enthusiastic.

Motion/Second: Groom/Horsley

Ayes: Foust, Groom, Horsley, Matsumoto, Nagel

Absent: Canepa, Patridge

## **PROGRAM**

### **Capital Projects Quarterly Status Report – 4<sup>th</sup> Quarter Fiscal Year 2014**

Joe Hurley, Director, TA Program, said this report shows how capital projects are moving along. He said there have not been many changes since last quarter as many projects are underway, but eight new projects have been added to the report.

### **Update on State and Federal Legislative Program**

Mr. Scanlon provided the following update:

The State Legislative session ended last week and the governor has until the end of September to sign or veto more than 900 bills. Staff's top legislative goal for this year is to extend the design-build authorization so Caltrain electrification can be done through that project delivery mechanism. Two bills have passed the Legislature that would accomplish that goal: Senate Bill (SB) 785, which would extend the authorization through 2027; and SB1433, which would extend authority through 2019. Either bill will allow the CalMod Program to proceed on schedule.

Staff continues to work with the administration in the process of crafting the guidance for the delivery and competition for the Cap and Trade funds.

Congress is in recess so there is nothing to report on the Federal Program.

## **REQUESTS FROM THE AUTHORITY**

Chair Matsumoto said the SamTrans Service Plan is totally successful and ridership and cost recovery is phenomenal.

## **WRITTEN COMMUNICATIONS TO THE AUTHORITY**

No discussion.

**REPORT OF LEGAL COUNSEL**

David Miller, Legal Counsel, said there are two closed session items listed on the agenda, but the second item will be postponed. He said he and Joan Cassman, Legal Counsel, will recuse themselves as their office represents one of the parties involved in this matter. He said the Board will convene in closed session to discuss real estate negotiations.

Closed Session: Real Estate Negotiations – Pursuant to Government Code 549956.8:  
Agency Negotiators: F. Gale Conner, Special Counsel, and Brian W. Fitzpatrick  
Under Negotiation: Price and Terms of Purchase

Adjourned to closed session at 6:02 p.m.

Reconvened from closed session at 6:23 p.m.

Mr. Scanlon said the Board met in closed session consistent with the Brown Act to hear a report from the negotiators on a parcel at 1240 Bayshore Highway necessary for the U.S. Highway 101/Broadway Interchange. He said the Board was advised of a favorable verdict in that case. There is a remote possibility of an appeal.

**DATE AND PLACE OF NEXT MEETING**

October 2, 2014 at 5 p.m. in the San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2<sup>nd</sup> floor, 1250 San Carlos Avenue, San Carlos CA 94070

Meeting adjourned at 6:25 p.m.

# TA CAC Chair's Report

September 4, 2014

I have the following to report from the September 2nd meeting of the CAC:

(TA Item 4a) The CAC reviewed the TA Board's Minutes of August 7, 2014, without questions or comments.

(TA Item 4b) Due to what appeared to be a clerical discrepancy in calculations found on the on Interest and Investment page 6 of 10 in the Statement of Revenues and Expenditures report presented to the CAC on Tuesday evening, the CAC declined to accept the Statement of Revenues and Expenditures Report for the period ending July 31, 2014, as submitted. But, rather, the CAC referred the report back to Joe Hurley, TA Program Director, for further review and the completion of any appropriate changes warranted, prior to its final submission to the TA Board this evening. Since that time the discrepancy has been addressed and a new page was submitted to both the TA CAC and Board.

(TA Item 4c) After a brief update by Joel Slavit, Manager, Programming and Monitoring, the CAC voted to support the staff's recommendation that the Board receive and file the semi-annual Measure A Program Status Report.

(TA Item 10) As a part of a series of program reports presented to the Board on each of the Transportation Authority's six program areas, one of which is Alternative Congestion Relief Programs, we received a comprehensive report this month from John Ford, Executive Director of Peninsula Traffic Congestion Relief Alliance, covering an overview of the entire program, including the FY 2014 Program Report, as well as the details of the FY 2015 Work Plan, with its major initiatives and funding sources and expenditures profiles.

(TA Item 11a) The CAC voted to support the Authorization to Allocate \$425,000 in New Measure A Alternative Congestion Relief Funds to the Peninsula Traffic Congestion Relief Alliance to Support the Countywide Congestion Relief Program for Fiscal Year 2015.

(TA Item 12a) Joe Hurley gave the CAC a brief update on the Capital Projects Quarterly Status Report for the 4th Quarter Fiscal Year 2014

(TA Item 12b) The CAC was given an updated report on the State's Cap and Trade Program by Schweta Bhatnagar, Government Affairs Officer.

In my own Chair's Report to the CAC, I advised the following:

1. Caltrain is about to make decisions about the design of electric rail cars that will affect the service for many decades to come. These decisions will cover many important areas including , but not limited to, the issues of: level boarding, standing room, space allocation for bicycles, and space allocation for bathrooms. Several public meetings have been planned t in September to obtain the public's opinions on these matters.

All of the meetings will be held at 1250 San Carlos Ave, in San Carlos. The meeting groups and dates involved include the following:

\*\*Community Meeting, September 8, 2014 at 11 am and 6pm

\*\*Bicycle Advisory Committee (BAC), September 18, 2014 at 5:45 pm

\*\*Caltrain Access Advisory Committee, September 22, 2014 at 11 am

\*\*Local Policy Makers Group (LPMG), September 25, 2014 at 6pm

2. I reminded the CAC that the US 101/Broadway Interchange Reconstruction Project Ground Breaking will be held on Tuesday September 16, 2014 at 1pm. The event will be held at the foot of San Francisco Bay Trail near the intersection of Old Bayshore Highway and Airport Blvd. in Burlingame and a number of speakers will present that day, including our own TA Chair Karyl Matsumoto and TA Vice Chair David Canepa, as well as representatives from Caltrans, the City of Burlingame and C/CAG.

In Joe's report to the CAC. the CAC was given a brief update on both the San Pedro Bridge Replacement Project progress, as well as the progress of the outreach process for the TA's Strategic Plan.

Respectfully submitted,

Barbara Arietta

Chair, San Mateo County Transportation Authority, CAC