

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

MINUTES OF JANUARY 8, 2015

MEMBERS PRESENT: D. Canepa, R. Foust, C. Groom, K. Matsumoto (Chair), T. Nagel, M.A. Nihart

MEMBERS ABSENT: D. Horsley

STAFF PRESENT: J. Averill, J. Cassman, A. Chan, B. Fitzpatrick, R. Haskin, G. Harrington, C. Harvey, J. Hurley, M. Martinez, N. McKenna, S. Murphy, M. Scanlon, M. Simon, J. Slavitt, S. van Hoften

Chair Karyl Matsumoto called the meeting to order at 5:08 p.m. and led the Pledge of Allegiance.

SWEARING IN

Martha Martinez, Authority Secretary, administered the Oath of Office to Rosanne Foust representing City Selection Committee – Southern Judicial Cities, Carole Groom representing the San Mateo County Board of Supervisors, Karyl Matsumoto representing SamTrans, Terry Nagel representing City Selection Committee – Central Judicial Cities, and Mary Ann Nihart representing City Selection Committee – Cities-at-Large.

ELECTION OF 2015 OFFICERS

Director Foust nominated Chair Matsumoto as Chair.

Motion/Second: Foust/Groom

Ayes: Canepa, Foust, Groom, Matsumoto, Nagel, Nihart

Absent: Horsley

Director Foust nominated Director David Canepa as Vice Chair.

Motion/Second: Foust/Groom

Ayes: Canepa, Foust, Groom, Matsumoto, Nagel, Nihart

Absent: Horsley

CITIZENS ADVISORY COMMITTEE (CAC) REPORT

Barbara Arietta, CAC Chair, reported on the meeting of January 6, 2015 (see attached).

APPROVAL OF CONSENT CALENDAR

a) Approval of Minutes of December 4, 2014

b) Acceptance of Statement of Revenues and Expenditures for November 2014

Motion/Second: Foust/Nagel

Ayes: Canepa, Foust, Groom, Matsumoto, Nagel

Absent: Horsley

Abstain: Nihart

PUBLIC COMMENT

None

CHAIRPERSON'S REPORT – KARYL MATSUMOTO

Chair Matsumoto thanked staff for their work in 2014.

SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT – KARYL MATSUMOTO

The report is in the Reading File. Shirley Harris was elected Chair and Zoe Kersteen-Tucker was elected Vice Chair.

JOINT POWERS BOARD (JPB) REPORT

Michael Scanlon, Executive Director, reported:

- Jeff Gee, Mayor of Redwood City, was sworn-in as a new Board member.
- Adrienne Tissier is the new Chair and Perry Woodward is the new Vice Chair.
- Key Caltrain Performance Statistics November 2014 compared to November 2013
 - Monthly Performance Statistics:
 - Total Ridership was 1,418,781, an increase of 7 percent.
 - Average Weekday Ridership (AWR) was 56,899, an increase of 9.4 percent.
 - Total Revenue was \$6,447,824, an increase of 10.4 percent.
 - On-time Performance (OTP) was 92.5 percent, a decrease of 1.1 percent.
 - Caltrain Shuttle Ridership was 8,395, a decrease of 9 percent. This may be due to counting problems related to the Marguerite shuttle.
 - Year-to-Date Performance Statistics:
 - Total Ridership was 7,939,366, an increase of 11.6 percent.
 - AWR was 59,853, an increase of 12.1 percent.
 - Total Revenue was \$35,642,390, an increase of 13.4 percent.
 - OTP was 91.8 percent, an increase of 0.3 percent.
 - Caltrain Shuttle Ridership was 8,858, an increase of 19.3 percent. This may be due to counting problems related to the Marguerite shuttle.
- Special Service
 - New Year's Eve service was provided to an additional 10-11,000 riders. Trains were free after 8 p.m. in cooperation with other transit agencies in the area.
 - This will be the 30th year for the Freedom Train, but may be the last year due to sponsorship problems and other issues.
 - Holiday Train crowds were estimated in excess of 25,000 people. Toy collection went from 2,000 in 2013 to 3,000 in 2014.
- The JPB committed to bringing all trains close to parity in terms of the onboard bike capacity.
- The Quint Street Bridge inspections have increased from monthly to weekly and speed restrictions have been imposed. Staff is attempting to expedite a contract to replace the bridge.

- The Board:
 - Certified the Final Environmental Impact Report for the Peninsula Corridor Electrification Project and approved the project.
 - Approved revenue bond financing in the amount of \$11 million to cover the procurement and renovation of additional rail cars and modifications to the stations needed to run them.

REPORT OF THE EXECUTIVE DIRECTOR

Mr. Scanlon reported:

- Congratulated the directors who were reappointed and welcomed Director Nihart.
- The U.S. Highway 101/Broadway Interchange Project is underway. Crews are working on the stabilization of the soil and sewers and storm drains. This project should be complete in fall 2017.
- The U.S. Highway 101/Woodside Interchange scoping period for the environmental document closed December 20. Fifteen comments were received covering topics from provisions for sea level rise, the diamond lane alternative, bike improvements and alternative transportation, including street cars, car pools, park and ride, and ferries. Environmental and engineering studies should be completed in spring 2016.

FINANCE

Authorize Approval and Allocation of \$94,182 in New Measure A Local Shuttle Program Funds for Fiscal Year (FY) 2015 and FY2016 to the Peninsula Traffic Congestion Relief Alliance (Alliance) for the Bayshore Technology Park Shuttle

Joel Slavit, Manager, Programming and Monitoring, said in May 2014, the TA approved shuttle funds as a joint TA/City/County Association of Governments (C/CAG) Call for Projects (CFP). The TA deferred action on this shuttle pending coordination with the JPB's Bridge Park shuttle to address service overlap. The concerns have been addressed and the request has been revised. The TA will enter into an agreement with the Alliance and C/CAG. The TA contribution is 80 percent and C/CAG's is 14 percent of the available funding. The agreement between the TA and C/CAG will enable C/CAG to reimburse the TA to maintain its 14 percent funding contribution.

Motion/Second: Foust/Canepa

Ayes: Canepa, Foust, Groom, Matsumoto, Nagel, Nihart

Absent: Horsley

Authorize Execution of a Quitclaim Deed to Release TA's Interest of Property Located in Redwood City in Return for a Payment of \$1,795,000

Brian Fitzpatrick, Manager, Real Estate and Property Development, said this does not include closing costs.

Director Terry Nagel asked what the money could be used for. Joan Cassman, Legal Counsel, said this money was Original Measure A funding for Grade Separations and will be returned to that category.

Motion/Second: Foust/Nagel

Ayes: Canepa, Foust, Groom, Matsumoto, Nagel, Nihart

Absent: Horsley

Request by the City of South San Francisco for Measure A Funds for Caltrain Station Improvements

April Chan, Executive Officer, Planning and Development, presented:

- The scope is for construction of a longer center platform, track configuration improvements and a new pedestrian underpass.
- The project will cost \$59 million; \$4 million has been expended to date.
- The Measure A funding request is for \$49.1 million. South San Francisco matching funds are \$5.9 million.
- Photos of the location were shown.
- Special circumstance considerations:
 - Urgency
 - Needed safety improvement – This is one of the four remaining stations with a hold-out rule. A near miss occurred about two years ago and the platform configuration poses safety issues and concerns.
 - Loss of funds – South San Francisco is taking action to provide matching funds. This will help contribute to the financing of the project.
 - Significant cost savings – The Caltrain Modernization team is coordinating the projects that need to happen along the right of way. If this project is completed after the electrification poles go in, the poles would have to be removed, the safety improvements would be made, then the poles would have to be reinstalled.
 - Impact to the Measure A Program – Staff is attempting to secure other discretionary funding.
 - Measure A Funds for Transit – Caltrain
 - Sixteen percent available; up to one-half may be used for operations
 - Assuming \$72 million in annual receipts, \$5.76 million for capital and up to \$5.76 million for operations
 - Balance as of June 30, 2014 - \$49.8 million
- Next steps:
 - January 2015 – South San Francisco City Council action to commit matching funds
 - February 2015 – Proposed JPB release of RFP for electrification; TA action on funding request
 - Ongoing – negotiation with Union Pacific; Federal Transit Administration approval on platform configuration

Director Foust asked how long negotiations with Union Pacific would take, and if negotiations dragged on, how it would impact this project. Mr. Scanlon said staff has been in negotiations with them for years. He said the window of opportunity to do this project is now. Staff can show there is local funding. There is a pressing need to get this

done, it is funded, drawings are 100 percent complete, and staff can try to take it forward.

Director Nagel said there are four hold-out stations and asked if South San Francisco is the most dangerous. Mr. Scanlon said it is the most used. Two of the other three are not used during weekdays. He said any error by the existing signal technology or any human error could result in an accident.

Director Nagel said she would not want anything redone and asked if this area will be considered for grade separations or platform height issues. Mr. Scanlon said it is not a platform issue, it is a rolling stock issue. He said poles and wires can be relocated if they have to be. He said there is a reasonable chance to get a waiver from the Federal government.

Director Nihart asked what is going to be given up if this money is invested here. Mr. Scanlon said the Board is using its discretion, consistent with the Transportation Expenditure Plan. There are no other priorities.

Ms. Chan said this is consistent with the Caltrain Capital Improvement Program.

Director Canepa said this station needs a lot of help. He said this station can bring benefits in the revitalization of downtown South San Francisco.

PROGRAM

Program Report: Shuttle Program Status

Mr. Slavitt presented:

- New Measure A Local Shuttle Program
 - Shuttles: 4 percent of Measure A Program
 - Provides matching funds for operation of local shuttle service
 - Minimum 25 percent match required
- Measure A Allocations to date
 - FY2011: \$1,342,000
 - FY2012: \$1,430,000
 - FY2013: \$2,178,000
 - FY2014: \$2,542,000
 - FY2015: \$2,827,000
 - FY2016: \$2,884,000
 - Total is \$13,203,000
- Funding sources
 - Thirty shuttles were allocated Measure A funds for shuttle operation in FY2013 and FY2014
 - Operating cost: \$9.4 million
 - Measure A funds: \$4.7 million
 - Matching funds: \$4.7 million
- Types of shuttles
 - Twenty-three commuter shuttles
 - Five community shuttles
 - Two combination commuter/community shuttles

- Maps of shuttle routes were shown.
- FY2014 performance
 - Thirty different shuttles
 - Sponsor progress reports include ridership, total operating cost and total service hours
 - Program performance metrics include ridership, cost per passenger and passengers per service hour
- FY2014 monthly ridership – averaged approximately 73,000, a 7.3 percent increase over FY2013.
 - FY2014 average operating cost per passenger for commuter shuttles was \$5.47 and \$13.72 for community shuttles.
- FY2014 passengers per service hour for commuter shuttles averaged 17.65 and 7.73 for community shuttles.
- The TA will continue to participate in the SamTrans Mobility Management Plan (MMP) to determine entities best able to manage shuttle programs, guidance for updating performance benchmarks, better definition of service duplication.

Director Groom asked what the average national or regional cost for a shuttle ride is. Mr. Slavik said it is something the SamTrans MMP is reviewing.

Director Nagel asked what is meant by the description of entities best able to manage the shuttle programs. Mr. Slavik said sponsors could be cities, the Alliance, the JPB, etc.

Director Nagel asked if the MMP will discuss a regional approach to have cities think about connections across city borders. Mr. Slavik said there are a number of shuttles that cross city jurisdictions. Director Nagel said she would like shuttles to be based on studies of where people actually commute and not only on sponsors that request them.

Update on State and Federal Legislative Program

Seamus Murphy, Director, Government and Community Affairs, provided the following update:

State Update

A Legislative Program will be brought to the Board for approval next month. Cap and Trade will be a major issue even though about 60 percent of the funds have been allocated to different programs by the Legislature. There is still 40 percent that remains unallocated and the Legislature will budget that on a year-to-year basis. Efforts will be made to tweak existing programs approved by Legislature. The governor's budget will be released tomorrow and a report will be made on it.

Federal Update

Congress approved an appropriations bill that included a \$500 million line item for the TIGER Program, \$100 million less than last year. It is a very competitive program and transit and transportation agencies have not had much success with the program. It is worth looking at Cap and Trade programs as a more viable grant opportunity moving forward.

REQUESTS FROM THE AUTHORITY

None

WRITTEN COMMUNICATIONS TO THE AUTHORITY

None

REPORT OF LEGAL COUNSEL

None

DATE AND PLACE OF NEXT MEETING

February 5, 2015 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 6:12 p.m.

TA CAC Chair's Report

January 8, 2015

Good afternoon Madam Chair and Board members,

Happy New Year to all!

Before I proceed to deliver my CAC report today, I would like to extend my congratulations to the four continuing Executive Board members who are being re-appointed this afternoon, as well as to the new Cities-At-Large representative who was appointed to the board for the first time.

Our CAC also had some leadership business to take care of Tuesday evening...As is customary at the beginning of our first meeting of the year, the CAC held its annual election for the 2015 leadership of the CAC. I am once again honored to report that the CAC has chosen to re-elect Laurie Simonson, from Burlingame, as continuing Vice Chair and myself, Barbara Arietta, from Pacifica, as continuing Chair of the 2015 CAC.

During that same evening, the CAC also had the unexpected honor and pleasure of having TA Chair Karyl Matsumoto join us as a member of our audience. Although Karyl was there on an agenda item pertaining to South San Francisco, of which she is a Councilmember, she stayed and observed us throughout the evening and witnessed the in-depth deliberations and due diligence that the CAC performs in the performance of its duties. I only hope that we didn't wear her out, as some of the discussions were quite lengthy.

As far as those discussions that evening I have the following to report from the January 6, 2015 meeting of the CAC:

(TA Item 6a) The CAC reviewed the TA Board's Minutes of December 4, 2014, without questions or comments.

(TA Item 6b) The CAC supported the Board's Acceptance of the Statement of Revenues and Expenditures for the period ending November 2014, without questions or comments.

(TA Item 12a) After a brief report on the Bayshore Technology Park shuttle funding allocations by Joel Slavitt, Manager, Programming and Monitoring, the CAC voted to support the Approval and Allocation of \$94,182 in New Measure A Local Shuttle Program Funds for Fiscal Years 2015 and 2016 to the Peninsula Traffic Congestion Relief Alliance for the Bayshore Technology Park Shuttle.

(TA Item 12b) Pursuant to a highly informative report by Brian Fitzpatrick, Manager, Real Estate and Property Development, the CAC voted to support the Execution of a Quitclaim Deed to Release the TA's Interest of Property located in Redwood City in Return for Payment of \$1,795,000.

(TA Item 12c) The CAC was very pleased to receive this advance information from April Chan, Executive Officer, Planning and Development, concerning a request from the City of South San Francisco for Measure A Funds for Caltrain Station Improvement. Discussion of this future action item generated many constructive comments and suggestions on Tuesday evening, not only from all of the members on the CAC, but also from South San Francisco's new City Manager. The CAC looks forward to reviewing the formal request when it is presented to the CAC next month.

(TA Item 13a) As part of an on-going series of reports on TA programs, Joel Slavit, gave the CAC a brief overview of the Measure A Local Shuttle Program Status, focusing on the New Measure A Local Shuttle Program, the Program Performance for FY 2014 and the next steps in the TA's participation in the SamTrans Mobility Plan, which will be looking at the best entities to manage the shuttle programs, as well as the guidance for updating performance benchmarks and developing a better definition of "service duplication". The CAC was very pleased with the next steps articulated by Mr. Slavit.

(TA Item 13b) Unfortunately, none of the TA's public affairs representatives were able to be at our meeting on Tuesday evening to deliver an update on the State and Federal Programs, but instead sent us a message that if we had any questions on the printed updates made available at our meeting, members of the CAC could pose their questions by email for response from them at a later time.

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

1. On December 13th, I attended the Memorial Service for our former CAC member, Daniel Mensing, who passed away on November 1st. Over 200 people attended the December services to attest that Daniel was a man of excellent character, high intelligence and strong fortitude. In addition to his military service as a member of the United States Air Force for over 26 years, Dan was an Instrument Technician and a Field Service Engineer until Multiple Sclerosis prevented him from continuing. But, one of the most important things that I found out about Dan that day was that the manner in which he grappled with the devastating challenge of battling MS for over 25 years was an inspiration to all that knew him. He truly was a leader in his groups and lived his life according to the philosophy of Winston Churchill...that is, he "never gave up".

2. I also advised the CAC that on Tuesday January 6, 2015, after a two-year delay, many legal wranglings and plenty of squabbles in Sacramento that have focused on the economic viability of the construction project, the High Speed Rail Authority (HSR) officially broke ground in Fresno, where the first phase of rail construction for the \$68 billion bullet train will begin connecting two parts of the Central Valley which are 29 miles apart...Fresno and Madera. That initial leg will be completed in 2018. The San Francisco to Los Angeles leg is expected to be completed by 2029.

However, there still remain many hurdles that are hampering the project including the need for acquiring more funding, as well as the need for acquiring more private land, and there's also the reported problem of potential construction delays that could put federal funds at risk. There's a mandate that some \$4 billion in state and federal matching funds must be spent by October 1, 2017, something which some experts think is unlikely to happen without work happening at an exceptional pace.

And, there are also the lawsuits still pending in Kern County and Bakersfield, in addition to those folks on our own peninsula, who have been vigorously fighting this thing.

But, the good news is that the fare for the expansion of the project from SF to LA, is projected to cost only \$97 for the one way trip that should take just under three hours. Eventually, more legs will connect Sacramento to San Diego.

3. Pursuant to a series of highly technical financial questions concerning the appointment of our new financial consultants posed by our CAC member Jim Whittemore at last month's TA Board's meeting, Gigi Harrington, Deputy CEO of the TA and members of the Board at the December 4, 2014 meeting, suggested that CAC member Jim Whittemore and myself, meet with members of the TA's financial administrative staff, as well as with the representatives from PFM Asset Management LLC and U. S. Bank, in order to obtain the correct technical answers to Jim's questions.

We met on December 18. After a highly informative Q and A session with all involved, Jim announced that all of his questions and concerns that could be answered by the consultants had been answered and that he was pleased with both their answers and the opportunity to have met them directly to ask those questions of them.

In Joe's report to the CAC, he kept it brief by wishing all a Happy New Year and extending his congratulations to both Laurie Simonson and me on our re-election to the leadership of the CAC for 2015.

Respectfully submitted,

BARBARA ARIETTA

Chair, San Mateo County Transportation Authority, CAC

