

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

MINUTES OF JUNE 4, 2015

MEMBERS PRESENT: D. Canepa, C. Groom, D. Horsley, C. Johnson,
K. Matsumoto (Chair), T. Nagel

MEMBERS ABSENT: M.A. Nihart

STAFF PRESENT: J. Averill, J. Cassman, A. Chan, D. Couch, S. Gaffney,
G. Harrington, J. Hartnett, J. Hurley, M. Lee, A. Maguigad,
M Martinez, N. McKenna, M. Simon, S. van Hoften

Chair Karyl Matsumoto called the meeting to order at 5:06 p.m. and led the Pledge of Allegiance.

PUBLIC HEARING – FISCAL YEAR (FY) 2016 BUDGET

Authorize Adoption of the FY2016 Budget in the Amount of \$64,537,182

Martha Martinez, Authority Secretary, reported Section 131265(a) of the California Public Utilities Code requires all county transportation authorities to adopt an annual budget. Section 131266 of the code requires a public hearing be held concerning the annual budget after notifying the public of the time and place of the public hearing by published notice at least 15 days prior to the date of the hearing.

Notice of public hearing appeared in the Pacifica Tribune on May 20 and the San Mateo Daily Journal on May 27, and the lobby of the San Mateo County Transit District building in San Carlos. No comments have been received.

In accordance with the applicable law, staff prepared and submitted for review at the May meeting the proposed annual budget for FY2016.

Shannon Gaffney, Acting Manager, Budgets, said since the May budget presentation, the sales tax revenue projections have been increased from \$76 million to \$77 million. As a result in the increase of revenues, there was an adjustment on the expenditure side, which resulted in an increase in the annual allocations as well as program expenditures, and increased the size of the overall amount in the reserve.

Public Comment

Jim Bigelow, Redwood City/San Mateo County Chamber of Commerce, said the TA budget process goes very smoothly, and it is attributable to the staff, the process for calls for projects, and the way staff works with the City/County Association of Governments. He said it is good that there is more money that will hopefully lead to favorable mid-year adjustments. He said the local streets and roads could use more funding. He encouraged the Board to adopt the budget.

Joan Cassman, Legal Counsel, said holding a hearing is a statutory requirement. During the hearing, the Board was told the purpose of the hearing, was given a staff report, afforded the public an opportunity to be heard, and may now close the hearing and approve the resolution.

Close the Public Hearing:

Motion/Second: Horsley/Canepa

Ayes: Canepa, Groom, Horsley, Johnson, Nagel, Matsumoto

Absent: Nihart

Adopt the FY2016 Budget in the amount of \$64,537,182

Motion/Second: Canepa/Johnson

Ayes: Canepa, Groom, Horsley, Johnson, Nagel, Matsumoto

Absent: Nihart

CITIZENS ADVISORY COMMITTEE (CAC) REPORT

Barbara Arietta, CAC Chair, reported on the meeting of June 2, 2015 (see attached).

APPROVAL OF CONSENT CALENDAR

- Approval of Minutes of May 7, 2015
- Acceptance of Statement of Revenues and Expenditures for April 2015

Motion/Second: Horsley/Canepa

Ayes: Canepa, Groom, Horsley, Johnson, Nagel, Matsumoto

Absent: Nihart

AUTHORIZE CONDITIONAL ALLOCATION OF \$1.5 MILLION IN THE NEW MEASURE A HIGHWAY SUPPLEMENTAL ROADWAY PROJECTS FUNDS TO THE CITY OF SAN CARLOS FOR THE DESIGN PHASE OF THE U.S. 101/HOLLY INTERCHANGE PROJECT

Joe Hurley, Director, TA Program, said the Board allocated \$3 million for the Holly Street Interchange Project: \$1.5 million was for the environmental work and \$1.5 million was for design. The design is conditioned on the environmental work being approved, and the city of San Carlos notified staff that the approval is expected to occur the week of June 8. Since the July TA Board meeting is canceled, this item would have to be delayed until August. In order to avoid the delay, the Board is being asked to conditionally authorize this allocation upon environmental clearance of the project.

Motion/Second: Horsley/Groom

Ayes: Canepa, Groom, Horsley, Johnson, Nagel, Matsumoto

Absent: Nihart

PUBLIC COMMENT

Greg Conlon, Atherton, said last month there was discussion on the Dumbarton Rail Project. He found out that there is great interest to do the rail from Facebook to Redwood City. He said the TA has \$50 million from Measure A, the project on the west side costs \$200 million, and Facebook is interested in helping in this area. He encouraged the TA not to give up on the western end of the project because it would help 5,000 people with transportation.

Adina Levin, Friends of Caltrain, said at the last Dumbarton Policy Committee meeting there was a report about disinterest from the East Bay to contribute funding to the Dumbarton Rail Project, and there was a proposal from the TA to not fund it. There has

been a change in recent months regarding the idea of using the right of way from Menlo Park to Redwood City to take people to San Francisco and interest for commercial and housing development in Menlo Park, the growth of downtown Redwood City and the need for an alternative to cars. She urged the Board to consider keeping the project alive.

NOMINATING COMMITTEE REPORT FOR THE CITIZENS ADVISORY COMMITTEE (CANEPA, HORSLEY)

Director David Canepa said CAC member Jim Whittemore resigned. The nominating committee interviewed CAC applicants on April 23 and after filling the open positions at the May 7 Board meeting, 11 applications remain on file. He nominated Olma O'Neill of South San Francisco to fill the vacancy.

Motion/Second: Canepa/Horsley

Ayes: Canepa, Groom, Horsley, Johnson, Nagel, Matsumoto

Absent: Nihart

CHAIRPERSON'S REPORT – KARYL MATSUMOTO

No report.

SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORTS

The June 3 report is in the reading file.

PENINSULA CORRIDOR JOINT POWERS BOARD (JPB) REPORT

The June 4 report is in the reading file.

Presentation on Annual Caltrain Passenger Counts

April Maguigad, Manager, Rail Operations, presented:

- Purpose of the counts is to get a reference from prior years. Data is used for validating the revenue-based ridership estimates.
- Manual counts are taken over five weekdays and one weekend.
- Average Weekday Ridership was 58,245, a 10.7 percent increase over last year.
- Growth has spread on both peak hours and midday.
- All stations except College Park have increased ridership.
- The top 10 stations for weekly boardings have not changed; San Francisco is first and Palo Alto is second.
- All counties saw increases in ridership.
- Gilroy ridership has grown for the third consecutive year; it is up 13 riders per day over last year.
- Growth is on all train types, not just Bullets. Limited and local trains grew at a higher rate than Bullets.
- Forty percent of Bullets will have six-car trains starting on May 11.
- The last service change in October 2014 added five stops at 22nd Street for limited-stop trains.
- Average trip length is 28 miles for Bullets; weekday system-wide it is 22.7 miles.
- Average weekday bike ridership is up 5.7 percent.
- Bikes denied boarding numbers were up.
- Saturday ridership grew significantly. Sunday ridership decreased.

- Ridership is at an all-time high and has increased 71 percent since 2010.
- Southbound commute is getting strong.
- Next steps:
 - Budgets have been drafted to meet ridership demand.
 - Increasing capacity is essential to continue ridership/revenue growth.
 - Staff will continue to develop ridership data to help develop a schedule pattern for post-electrification.

Director Terry Nagel asked if the formula to determine the county allocations changes year to year. Ms. Cassman said the morning boarding and the annual passenger counts is the basis upon which the operating formula is determined. This presentation is showing the percent increase in each county.

REPORT OF THE EXECUTIVE DIRECTOR

Jim Hartnett, Executive Director, said:

- The Highway 101/Broadway Interchange Project is ongoing and there was a southbound closure last weekend between 1 a.m. and 7 a.m. for work in connection with the project. There will be a northbound closure next weekend to install girders for the east span of the new overcrossing.
- The Highway Program had a Call for Projects. Project requests are due through June 15. There was a workshop hosted by staff in May to help applicants prepare. Up to \$125 million in Measure A funding is available for allocation.
- He has been spending time reviewing the organization, meeting with employees, and concentrating on major projects.

PROGRAM

Program Report: Transit – Caltrain Modernization (CalMod) Program

Marian Lee, Executive Officer, CalMod Program, presented:

- Key Regional Benefits:
 - Decreases greenhouse gases, daily traffic congestion, engine noise
 - Improvements in clean air quality and increases in daily ridership, improved frequency and quicker trips
- Peninsula Corridor Electrification Project (PCEP) Service Benefits
 - Today
 - There are five trains that carry 5,100 passengers per hour per direction
 - A Baby Bullet train takes 60 minutes and makes six stops between San Francisco and San Jose
 - After PCEP
 - There will be six trains that carry 6,300 passengers per hour per direction
 - A Baby Bullet train could take 45 minutes to travel from San Francisco to San Jose, or at 60 minutes could make 13 stops
- Timeline for 2020 Revenue Service
 - Design Build contractors were prequalified summer 2014
 - The Request for Proposals (RFP) has been issued
 - The Design Build contract will be awarded in fall 2015

- The Electric Multiple Unit (EMU) RFP will be issued in July
 - The EMU contract will be awarded winter 2015
- Request for Information from Car Builders – summer 2014
 - To maximize seats would require bi-level vehicles
 - Use currently available makes of cars, which are service-proven and saves costs and time
 - Comply with U.S. regulations
 - Two double doors per car at 22 inches to 25 inches
- Recommended EMU
 - Two double doors located at 25 inches
 - One to two steps up from platform
 - Americans with Disabilities Act (ADA) passengers and bikes located at 25-inch level
 - ADA would use mini highs and wayside lifts
 - Similar to today's Bombardier cars
- Level Boarding (Beyond Electrification) is Important for
 - Safety enhancements
 - Operating efficiencies
 - Passenger convenience
 - ADA compliance
- Level Boarding Challenges
 - Lengthy construction period with revenue service
 - California Public Utilities Commission waiver needed for freight corridor
 - Tenants with different boarding heights
 - Station area impacts (e.g. ramps, circulation)

Dave Couch, Project Delivery Director, presented:

- Request for EMU Modification
 - California High-speed Rail Authority (CHSRA) vehicles will require high door boarding
 - Caltrain EMUs may be modified to support high door boarding
 - Enables common platforms in future
 - Provides system operational flexibility
- Explore Modification Options
 - December 2014 to May 2015
 - Car builder interviews
 - Technical analysis
 - Caltrain operational assessment
 - May 2015 – July 2015
 - Policy discussion/decisions
 - Updates to Boards and stakeholders
- Car Builder Interviews
 - Seven car builders participated and proposed
 - Cars with more doors – possible seat loss
 - Cars with traps – possible reliability concerns
 - Could redesign existing vehicles to save money and time
- Analysis
 - Two modification options

- Two timeframes
 - 2020 electrified service without high-speed rail (HSR)
 - Future blended service with HSR
- Focus areas
 - Boarding for passengers with and without bikes, ADA
 - Passenger circulation within the cars
 - Operational challenges
- Terminology
 - Caltrain EMU floor above top of rail (ATOR): 22 inches to 25 inches
 - CHSRA floor ATOR: 48 inches to 51 inches
 - Current platforms ATOR: eight inches
- Timeframe: 2020 Electrified Service
 - Modification A – Cars with more doors
 - Two double doors at 25-inch and 50-inch height for a total of four double doors
 - Passengers and bikes use 25-inch doors with one to two steps
 - ADA location to be determined
 - Modification B – Cars with traps
 - Two single doors with traps, two single doors with no traps, all doors to 50-inch floor. Single door access means longer dwell time
 - Passengers and bikes would use the two single doors with traps and step up three to five steps
 - ADA location at 50-inch level
- Timeframe: Future Blended System with Level Boarding
 - Scenario 1
 - Shared platforms at two to three CHSRA/Caltrain stations
 - Shared platforms at 50-inch height
 - Caltrain stations have level boarding at 25 inches
 - Modification A – Cars with more doors
 - Continue using both doors
 - Seats cannot be restored
 - Interior lift needed for ADA
 - Potential mitigation by car reconfiguration
 - Modification B – Cars with traps
 - Continue using traps
 - Interior circulation challenges
 - Scenario 2
 - Shared platforms at all 27 stations at 50 inches
 - Modification A – Cars with more doors
 - Seal low doors and use high doors only
 - Interior reconfiguration/restore seats
 - Bike circulation and storage challenge
 - Interior lift needed for ADA
 - Potential mitigation by car reconfiguration
 - Modification B – Cars with traps
 - Seal traps
 - Single door (dwell impacts)
 - Bike circulation and storage challenge

Ms. Lee presented:

- Potential Path Forward – Framework
 - Blended system partnership
 - Blended system is not yet defined
 - Early investment program
 - Need to make EMU design decision now to not preclude common platforms with CHSRA in the future
- Potential Path Forward – Cars with More Doors Option
 - Challenges
 - Seat loss/passenger circulation inside car
 - Short-term solution
 - Design car with two sets of doors
 - Keep high doors sealed/use low doors
 - Car configured similar to original EMUs
 - Request CHSRA to fund modification costs
 - Future blended system
 - Evaluate use of high doors
 - Associated car interior reconfiguration
- Future Blended Service
 - Additional work needed
 - Community planning/environmental review
 - Blended system definition
- Next Steps
 - June
 - Seats/bikes/bathroom balance
 - July Board action
 - Release EMU RFP
 - Updated funding plan/CHSRA additional funding commitment

Director Nagel asked if motorizing the three platforms that would accommodate CHSRA has been considered. Ms. Lee said it was not studied because the request was for the JPB to study modifying the vehicles.

Director Nagel said she heard this proposal would eliminate bathrooms on all trains. She said bathrooms are needed on trains because of children, elderly passengers, and when there are breakdowns. Ms. Lee said none of the options preclude a bathroom; it is up to the JPB to request them from the vehicle makers. Staff has received feedback about the bathrooms. There are tradeoffs to having bathrooms as one bathroom is equal to eight seats or 16 standing spaces.

Public Comment

Adina Levin, Friends of Caltrain, said one potential benefit from platform compatibility would be the amount of service to Transbay, which is expected to be the highest use station. With CHSRA, it may be possible for designs for Diridon and Millbrae to save money by being more compact. It will also provide the opportunity to have a blended service to use CHSRA or Caltrain to travel along the Peninsula. Dwell time will also be affected by having or not having compatible platforms.

Capital Projects Quarterly Status Report – 3rd Quarter Fiscal Year 2015

Mr. Hurley said 11 new projects have been reported at a more detailed level in this report.

Public Comment

Greg Conlon, Atherton, said a fence and outside platforms are being proposed as an interim solution for the Atherton hold-out station. The town would rather remove the center platform and put tracks closer together so it would not have wider right of way and so there would not be an interim solution, but a permanent one.

Update on State and Federal Legislative Program

Mark Simon, Executive Officer, Public Affairs, provided the following update:

State

The governor's May budget revise has been released and it contains minimal changes to the State's traditional transportation funding sources. There is additional revenue in the budget, but the governor is focused on new options for funding highway maintenance. A funding package should be put together by the end of year. The governor is concerned about deferred maintenance for roads and bridges. The revised budget also updates the plan for spending additional cap and trade revenues. The Administration wants to direct revenue to the mass transportation-eligible programs, including the Low-carbon Transit Operations Program, the Transit Intercity Rail Capital Program, and the Affordable Housing and Sustainable Communities Program, all which may present some funding opportunities for the TA.

Federal

On May 26, the President signed the Highway and Transportation Act of 2015, a two-month extension for the Highway Trust Fund to July 31. A six-year piece of legislation for Transportation Housing and Legislation appropriation is in the early stages. The previous extension of the six-month bill was supposed to expire May 31. Legislation does not carry additional costs since the Highway Trust Fund has sufficient funds to continue its obligation through July 31. The stopgap measure is the 33rd temporary fix for road project funding since 2008. Congress has until July 31 to pass the long-term funding solution before this extension expires.

REQUESTS FROM THE AUTHORITY

Director Nagel asked that the temperature control of the auditorium be a big priority since many meetings take place in it. She asked if something could be done about the electrical tape on the floor.

WRITTEN COMMUNICATIONS TO THE AUTHORITY

No discussion.

DATE AND PLACE OF NEXT MEETING

August 6, 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

REPORT OF LEGAL COUNSEL

Ms. Cassman said there are two closed session items and no action is anticipated.

Recessed to closed session at 6:28 p.m.

Reconvened at 6:40 p.m.

Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Pacificans for a Scenic Coast, Pacificans for Highway 1 Alternatives, and Center for Biological Diversity vs. Federal Highway Administration, California Department of Transportation, Malcolm Dougherty, U.S. Fish and Wildlife Service, National Park Service, U.S. Army Corps of Engineers, San Mateo County Transportation Authority and City of Pacifica. Case No. 3:15-cv-02090-LB

Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Pacificans for a Scenic Coast vs. California Department of Transportation, Respondents and Defendants, and San Mateo County Transportation Authority and City of Pacifica, Real Parties in Interest and Defendants. Case No. CIV 523973

Ms. Cassman said the Board convened in closed session to discuss matters of litigation. No action was taken on either case.

The meeting adjourned at 6:40 p.m.

TA CAC Chair's Report

June 4, 2015

Good evening Madame Chair and Members of the Board.

Before we began our CAC meeting on Tuesday, we had the pleasure of welcoming two of the latest additions to our committee, Shaundra Scruggs and Philip Rosenblatt. They shared with us a brief description of their backgrounds. The CAC is looking forward to working with them and believes that they will add to the skills and strengths of our committee. We thank the TA's Nominating Committee for their selection.

In reference to the staff presentations and actions taken at Tuesday's meeting, I have the following to report:

(TA Item 5a) The CAC reviewed the TA Board Minutes of May 7, 2015, without questions or comments.

(TA Item 5b) The CAC supported the action before the Board to accept the Statement of Revenues and Expenditures for April 2015, without questions or comments.

(TA Item 5c) After a brief explanation by Joe Hurley, TA Program Director, as to the immediate need, at this time, for a conditional allocation of funding, the CAC supported the Board's Authorization of a Conditional Allocation of \$1.5 Million in New Measure A Highway Supplemental Roadway Projects Funds to the City of San Carlos for the Design Phase of the U.S. 101/Holly Interchange Project.

(TA Item 10a) The CAC received a highly informative presentation on the 2015 Annual Caltrain Passenger Counts from April Maguigad, Manager of Caltrain Rail Operations. The presentation covered the purpose of ridership counts, data collection methodology, comparisons of the 2014 vs 2015 ridership levels, information on the top 10 stations, the average weekday bike ridership and the next steps planned to meet the public's demand in regards to Caltrain's service.

The CAC was pleased to learn that ridership is at an all-time high, but was concerned to hear that ridership growth continues to strain capacity in peak periods with many trains full beyond seating capacity, taking into consideration both the distance and time that passengers, who are unable to find a seat, are required to stand.

(TA Item 12a) Casey Fromson, Caltrain's Public Affairs Officer, delivered to the CAC a comprehensive update on the Caltrain Modernization EMU Procurement Project. The CAC was very interested in hearing about the plans for the new cars that will be added in the future to the Caltrain fleet and the added benefits they will provide. The CAC was also pleased to hear that there may be an increase in station stops and/or reduced travel times with a Caltrain electrified system. Ms. Fromson additionally went into great detail describing the challenges of what level boarding and longer trains would bring. Members of the CAC were then given an opportunity to provide feedback on the proposed design of those future EMUs. They were pleased to do so.

The CAC agreed with the "two sets of doors" design concept that was illustrated by Ms. Fromson and suggested that temporary seating be put by the doors, not currently in use, in order to achieve increased seating capacity on each train.

(TA Item 12b) Joe Hurley gave us a brief overview of the Capital Projects Quarterly Status Report for the 3rd Quarter Fiscal Year 2015. The CAC had no questions or comments.

(TA Item 12c) The CAC received a comprehensive update on both state and federal legislation from Schweta Bhatnagar, Government Affairs Officer. The CAC was pleased to hear that Governor Brown is working with the Legislature on its proposals to put together a funding package by the end of the year. They were particularly glad to hear that one such proposal, Senator Beall's Bill, SB 16, would generate \$3-\$3.5 billion for State highways and local streets and roads from a combination of revenue sources, including increased fuel taxes and vehicle registration fees.

The CAC was also very pleased to hear the Administration's plan for spending additional Cap and Trade revenues, which includes directing a significant amount of the additional revenue to mass transportation-eligible programs. This would more than double the initial planned investment amount of \$815 million to \$1.6 billion.

On the federal side, the CAC was glad to hear that the U.S. House of Representatives passed a two-month extension of the federal surface transportation program through July 31st and the Senate followed suit, but expressed concern about what might occur on July 31st, if funding doesn't come through. The CAC realizes just how important the continual funding of a national surface transportation program is and hopes that a positive solution to the funding problem can be achieved by the July deadline, without the need for further extensions.

In my own Chair's report to the CAC, I reported the following:

James Whittemore, who has served on the TA CAC for 5 years with extreme diligence, has regrettably announced his resignation from our CAC due to health issues and relocation to Oregon this summer.

Regarding his accounting acumen, Jim is an experienced financial professional who became an astute commentator on the Transportation Authority's financial reports. And, from the comments made at Tuesday evening's meeting, his fellow colleagues on the CAC appreciated him very much.

And, so it is with great sadness that we see Jim go. He was a very talented member of our team, whose departure only adds to the great diminishment of the CAC's institutional knowledge, which has continued to occur with the other recent departures of our former long term CAC members this past year.

In Joe's report to the CAC, he gave us an update on the new ramp metering lights that went on line last month on Hwy 101. From personal observation, I would say that these metering lights have greatly improved the flow of traffic on Hwy 101.

Respectfully submitted,

BARBARA ARIETTA

Chair, San Mateo County Transportation Authority, CAC