

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

**MINUTES OF JANUARY 7, 2016**

**MEMBERS PRESENT:** M. Freschet, C. Groom (Chair), K. Ibarra, C. Johnson,  
K. Matsumoto, M.A. Nihart

**MEMBERS ABSENT:** D. Horsley

**STAFF PRESENT:** J. Averill, J. Cassman, A. Chan, G. Harrington, J. Hartnett,  
C. Harvey, J. Hurley, M. Martinez, N. McKenna, S. Murphy,  
M. Simon, S. van Hoften

Chair Karyl Matsumoto called the meeting to order at 5:03 p.m. and led the Pledge of Allegiance.

**SWEARING IN**

Martha Martinez, Executive Officer, District Secretary/Executive Administration, administered the Oath of Office to Maureen Freschet representing City Selection Committee – Central Judicial Cities, and Ken Ibarra representing City Selection Committee – Northern Judicial Cities.

Director Freschet said she is delighted to represent central cities on this Board that is so important.

Director Ibarra said he has been on a city council for a long time and is confident he can be helpful on the Board.

**CITIZENS ADVISORY COMMITTEE (CAC) REPORT**

Barbara Arietta, CAC Chair, reported on the meeting of January 5, 2016 (see attached).

Director Mary Ann Nihart arrived at 5:10 p.m.

**SWEARING IN**

Ms. Martinez administered the Oath of Office to Director Nihart representing City Selection Committee – Cities-at-Large.

Director Nihart said she is honored to be selected for the Board.

**ELECTION OF 2016 OFFICERS**

Director Carole Groom was elected chair.

Motion/Second: Johnson/Ibarra

Ayes: Freschet, Groom, Ibarra, Johnson, Matsumoto

Noes: Nihart

Absent: Horsley

Director Don Horsley was elected vice chair.

Motion/Second: Nihart/Johnson

Ayes: Freschet, Ibarra, Johnson, Matsumoto, Nihart, Groom

Absent: Horsley

### **APPROVAL OF CONSENT CALENDAR**

a) Approval of Minutes of December 3, 2015

b) Acceptance of Statement of Revenues and Expenditures for November 2015

Motion/Second: Johnson/Matsumoto

Ayes: Freschet, Groom, Ibarra, Johnson, Matsumoto, Groom

Absent: Horsley

### **PUBLIC COMMENT**

None

### **CHAIRPERSON'S REPORT**

#### **Resolution of Appreciation for Director David Canepa**

Chair Groom presented a resolution of appreciation to Director Canepa after three years of service on the Board.

Motion/Second: Groom/Johnson

Ayes: Freschet, Groom, Ibarra, Johnson, Matsumoto, Groom

Absent: Horsley

### **SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT – K. MATSUMOTO**

The January 6 report is in the reading file.

### **PENINSULA CORRIDOR JOINT POWERS BOARD (JPB) REPORT**

The January 7 report is in the reading file.

### **REPORT OF THE EXECUTIVE DIRECTOR**

#### **Update on Super Bowl 50 Transportation Planning – Caltrain**

Chuck Harvey, Deputy CEO, Organization Support/Special Projects, presented:

- Caltrain will run six-car trains the weekends of January 30 and February 6 to increase capacity.
- Enhanced Safety Measures
  - Increased patrols throughout the system
  - Regular sweeps of high visibility locations
  - Communication of National Football League (NFL) bag policy to customers
  - Pre-inspection of every train departing San Francisco on Super Bowl Sunday
  - Participating in multi-jurisdictional law enforcement planning task force
  - Increased use of K-9s for system-wide inspections
- Event preparation
  - All staff time off cancelled

- Additional Transit America Services, Inc. staff brought in to support operations and maintenance activities
- Standby maintenance teams to address equipment malfunctions
- Preventative pre-event maintenance
- Station brightening and cleaning at San Francisco, Millbrae, Redwood City, Palo Alto, Mountain View, Santa Clara and San Jose stations
- Communication
  - Participating in region-wide Super Bowl informational planning effort
  - Using #SB50 hashtag campaigns across Twitter, Facebook and Instagram
  - Staffing joint information center in Santa Clara
  - Targeted digital and print advertising efforts
  - Paid social media campaign
  - Outreach to local tourism organizations and area hotels

Seamus Murphy, Chief Communications Officer, presented:

- Customer Communication
  - Onboard take ones and brochures
  - Conductor announcements
  - Website information
  - Platform announcements
  - Use of visual messaging system on platforms
  - Expanded hours for customer service representatives and social media officer
  - News releases
  - Social media
- Ambassadors
  - Customer information ambassadors at San Francisco beginning January 30 and at Millbrae throughout the week prior to Super Bowl 50
  - More than 122 shifts scheduled throughout the week beginning January 30
  - Targeted locations include San Francisco, Millbrae, Redwood City, Palo Alto Mountain View, Santa Clara and San Jose stations
  - Created a "train the trainer" program to rollout conductor information
- Fares and Parking
  - Customers may use all forms of regular fare media throughout Super Bowl 50 week
  - New Joint Caltrain/Santa Clara Valley Transportation Authority (VTA) Levi's Stadium Tickets sold at ticket vending machines
  - For Super Bowl Sunday, only customers holding a special VTA light rail ticket will be allowed to board Levi's Stadium-bound trains
  - The joint VTA mobile application ticket will be accepted on Caltrain
  - VTA capping the number of tickets sold at 12,000
  - Due to anticipated demand, parking at all Caltrain lots will be increased to \$20 on February 7 only

Mr. Harvey presented:

- Bus Contingency Plans
  - SamTrans bus service into San Francisco during Super Bowl 50 week not directly impacted by street closures
  - Staff will be monitoring loads and adding bus tripper service if additional demand requires
  - Traffic conditions and delays of bus service will be monitored daily by SamTrans Bus Operations Control Center
- Super Bowl Sunday
  - VTA will be staging contingency bus fleets at Mountain View and Santa Clara County to address any light rail service interruptions
  - In San Mateo County, SamTrans will have a fleet of articulated buses, drivers, and field supervisors staged in South San Francisco and San Carlos to respond to any Caltrain Service interruptions
- Budget
  - Super Bowl Host Committee and NFL are not reimbursing local transit agencies for Super Bowl 50-related expenses
  - Staff is establishing budgets for Transit America, Inc., the Transit Police, ambassadors, communications and all other related expenses
  - Final accounting of all Super Bowl 50 expenses will be prepared
  - Peninsula Corridor Joint Powers Board and SamTrans budgets have operating budget capacity to fund Super Bowl 50

Director Johnson asked if the existing Caltrain schedules are in place for the week of the game. Mr. Harvey said the normal weekday pattern will be run in addition to post-event games.

Mr. Hartnett said

- The Pedestrian and Bicycle Program Call for Projects (CFP) solicitation closed and 20 applications have been received from 13 sponsors requesting \$9.3 million in funding, nearly twice the \$4.9 million funding available. A review committee composed of staff from the TA, SamTrans, City/County Association of Governments (C/CAG), C/CAG Bicycle and Pedestrian Advisory Committee, and San Mateo County Public Health Department are reviewing the proposals and staff will present a draft recommended program of projects to be funded at the February Board meeting. In March staff will request action to approve the program of projects.
- On December 14, the Local Shuttle Program CFP was released, and up to \$10 million will be available. On December 15 the TA hosted a workshop for prospective sponsors. Applications are due on February 12.
- Facebook has provided a \$1 million grant to the San Mateo County Transit District (District) to complete a Dumbarton Transportation Corridor Plant, which will study various mobility improvement options and develop a phased program of potential short- and long-term infrastructure and operational improvements to enhance mobility between San Mateo and Alameda counties along the Dumbarton Corridor.

- Facebook has provided the District up to \$700,000 to complete the environmental review to use a West Bay portion of the Dumbarton Rail right of way to construct a bike and pedestrian trail.

## **PROGRAM**

### **Program Report: Local Streets/Transportation**

Joe Hurley, Director, TA Program, presented:

- Local Streets and Transportation Share – 22.5 percent of Measure A
- Meeting the Local Mobility Needs of San Mateo County
  - Provides an assured source of funding to cities and the county for local streets, and funds improvements and maintenance to:
    - Maintain local streets and roads, pave streets, and repair potholes and sidewalks
    - Promote and operate alternative modes of transportation such as shuttles, sponsor carpools, and bicycling and pedestrian programs
    - Develop and implement traffic operations and safety projects, including signal coordination
    - Develop bicycle and pedestrian safety projects that eliminate hazardous conditions
- Funding Distribution Formula
  - Based on 50 percent population and 50 percent number of road miles in each jurisdiction
- Distribution
  - \$101,411,095 allocated to local jurisdictions since New Measure A began
  - Over \$18 million allocated to local jurisdictions in Fiscal Year 2015
- Terms/Conditions of Funding
  - TA insures the distribution of proportional share of funding on a monthly basis
  - Cities may use funding for local transportation projects and programs
  - Funding may not be used to supplant other funding sources
  - Cities must provide a summary of projects and programs funded with Measure A funds and provide an annual audit
- Types of Projects Funded
  - Street lighting repair/replacement
  - Traffic safety projects
  - Congestion management program
  - Traffic signals installation/upgrade
  - Bike lanes
  - Sidewalk installation/maintenance
  - Shuttles
  - Traffic studies
  - Road maintenance
- Where the Funding Goes
  - Road maintenance – 70 percent
  - Other – 30 percent
- San Mateo County Publically Maintained Roadways
  - Cities – 73 percent or 1,520 miles
  - County – 15 percent or 322 miles

- State highway – 10 percent or 213 miles
- Other State agencies – 2 percent or 35 miles
- Pavement Condition Index (PCI)
  - State-wide roads are rated a PCI of 66, in the “at risk” category
  - San Mateo County PCI is rated 70, in the “excellent/good” category

### **Draft 2016 Legislative Program**

Mr. Murphy presented:

- Core Objectives
  - Maintain and enhance funding opportunities
  - Seek a regulatory environment that streamlines project delivery and maximizes ability to meet demands
  - Reinforce and expand projects that build and incentivize public transportation ridership, bike and pedestrian improvements, and transit-oriented developments (TOD)
- Public engagement strategies include direct engagement, coalition-based engagement, and media engagement
- The program is divided into three categories:
  1. Budget and transportation funding opportunities
    - State/Regional level
      - Existing revenues – formula and cap and trade
      - Ballot measures and voter threshold
      - Other innovative funding options – managed lanes
    - Federal level
      - Annual appropriations
      - Tax extenders
      - Surface transportation and rail authorization
  2. Transportation Projects – funding requests and needs
    - State/Regional level
      - TA supported projects – transit/highway/local streets/grade separations/bike and pedestrian/alternative congestion relief
      - Caltrain Modernization (CalMod) Program supplemental memorandum of understanding
      - Other projects – projects that enhance capacity, service and safety
    - Federal level
      - Partner agencies funding requests
      - CalMod Program – Federal Transit Administration Core Capacity funding
      - Other projects – projects that enhance capacity, service and safety
  3. Regulatory and administrative issues
    - State/Regional level
      - Managed lanes
      - California Environmental Quality Act
      - Sustainable communities implementation
      - Commuter Benefits Program

- Federal level
  - Fixing America's Surface Transportation (FAST) Act and other regulations
  - Aviation fuel tax
- Next steps
  - Solicit feedback on Draft Program
  - Board approval and adoption in February

Director Nihart asked if anyone is looking strategically at how the region, the State or the Federal government are spending funds in a "bang for the buck" way. Mr. Murphy said there are some criteria applied to most funding programs to ensure there is a return. No one has that sole responsibility.

Director Nihart said there is an ongoing issue and crisis concerning housing and displacement and the impact on transportation. Mr. Murphy said 20 percent of all Cap and Trade funds are available for the Affordable Housing and Transportation Program. This is housing focused but there has to be a tie to transportation. It's geared towards TOD because in order for those funds to be used there has to be a greenhouse gas reduction. There is an opportunity to revise the criteria for that program that is underway now and staff has been working with the region and MTC to provide comments to make it more viable for this region and qualifying what it means to be a disadvantaged community.

Director Nihart said there is a nexus between water and transportation projects. There are no good funding sources that capitalize on those two issues together and when projects are built water has to be considered. She said she would appreciate a push in that direction. Mr. Murphy said staff will look for opportunities to incentivize that issue and put it into the program.

Director Matsumoto said \$15 million of Measure A funds were available for the South San Francisco and Redwood City ferry, and \$7 million was used. She asked if water taxis could be funded through that program. Mr. Hartnett said the funds were intended for capital improvements to build a safe place for people to get on and off the ferry.

Joan Cassman, Legal Counsel, said the description in the 2004 Transportation Expenditure Program is to provide financial assistance as local match funds for cost-effective ferry service to South San Francisco and Redwood City.

Mr. Hartnett said there is a State focus on Highway 101 and staff is working with the California State Department of Transportation and others in connection with opportunities. The TA is getting great support, but there are financial constraints. Mr. Murphy has a lot of great State and regional transportation relationships that will be an advantage.

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

Mr. Murphy provided the following update:

### State

The special session on transportation is ongoing. A proposal came forward to increase the tax on diesel fuel and allocate more Cap and Trade funding to different pots including a doubling of the pot for inter-city and rail and transit to 20 percent. All the sales tax-, gas tax- and fuel tax-related increases would go to local streets and roads or highway maintenance and improvements.

### Federal

Through passage of the FAST Act, Congress decided to equate the benefits that transit riders receive with the tax benefit that that drivers receive up to \$255 per month.

## **REQUESTS FROM THE AUTHORITY**

Director Matsumoto said former TA Director Terry Nagel used to represent the TA at C/CAG in a non-voting seat. She asked if anyone is interested who serves on C/CAG. Director Johnson said he would do it.

## **WRITTEN COMMUNICATIONS TO THE AUTHORITY**

No discussion.

## **DATE AND PLACE OF NEXT REGULAR MEETING**

February 4, 2016 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

## **REPORT OF LEGAL COUNSEL**

Ms. Cassman said the Board will meet in closed session on a matter of existing litigation.

Recessed to closed session 6:24 p.m.

Reconvened at 6:35 p.m.

## **Closed Session: 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 received an update and no action was taken.

The meeting adjourned at 6:35 p.m.



# TA CAC Chair's Report

January 7, 2016

Good evening, Madame Chair and Members of the Board.

The CAC was pleasantly surprised and delighted to be visited by Chair Matsumoto at our meeting on Tuesday. Members of the CAC were equally pleased and delighted to both hear what she had to say to us and to also share in the box of delicious chocolates that she gave to us to start off our New Year. On behalf of the CAC, I would once again like to extend our thanks to Chair Matsumoto for her generous gift.

We began our meeting by selecting the new officers for the leadership of the CAC for the 2016 term. The Nominating Committee consisted of Randy Hees, John Fox and Rich Hedges. The CAC agreed with the nominations presented by the Committee's spokesperson, Randy Hees, and unanimously voted for both William Warhurst from San Carlos to be the new Vice Chair and for myself, Barbara Arietta, to serve as the continuing Chair of the CAC.

In reference to the details of Tuesday's meeting of the CAC, I have the following to report:

(TA Item 6a) The CAC reviewed the TA Board Minutes of December 3, 2015, without questions or comments.

(TA Item 6b) The CAC supported the Acceptance of the Statement of Revenues and Expenditures for November 2015.

(TA Item 12a) As part of an ongoing series of program reports on the Transportation Authority's (TA) six program areas, this month Joe Hurley, TA Program Director, gave the CAC a comprehensive report highlighting the Local Streets/Transportation Program. The CAC was highly interested in finding out about the Measure A Funding Distribution Formula, which is based 50% on population and 50% on number of road miles in each jurisdiction. They were also interested in finding out the terms and conditions of the funding, which among other requirements asks that cities must now provide an annual audit, which wasn't a requirement in the original Measure A.

The CAC was also pleased to hear from Joe's report the fact that San Mateo County now enjoys an countywide average Pavement Condition Index rating of 70, which puts the condition of the County's roads in the "good to excellent" category for road

maintenance, as compared to the state wide average of rating of 66 for road pavement conditions, which is in the "at risk" category for road condition.

(TA Item 12b) The CAC received a highly informative presentation overview from Shweta Bhatnagar, Government Affairs Officer, on the 2016 Legislative Program, which included not only information on the purpose and core objectives of the program, but also information on the public engagement strategies, State and Federal issues, budget and funding opportunities and State, Regional and Federal funding requests and needs, as well as regulatory and administrative issues.

(TA Item 12c) The CAC received a comprehensive Legislative update from Shweta Bhatnagar, covering the recent passage by Congress of the Omnibus Appropriations Bill, and the tax extenders provisions, which include several tax credits for transportation agencies. Shweta also delivered a high level report on the new Fixing America's Surface Transportation (FAST) Act (H.R.22).

In reference to State legislative issues, the CAC was given information about Assemblyman Mullin's amended bill AB378, as well as the news that Governor Brown's new State Budget is due to be released today.

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

1. The Caltrain NORCAL/MLK Celebration Train presented by PG& E will run on Monday, January 18, 2016. The Celebration Train will provide free service for those on the Peninsula, who wish to attend the annual celebration of the life of Dr. Martin Luther King Jr. in San Francisco, hosted by Northern California Dr. Martin Luther King Jr. Community Foundation.
2. With respect to the Bay Area's share of highway formula funding over the five year life of the FAST Act, HR 22, it has been reported by the Metropolitan Transportation Commission (MTC) that the funds flowing to the Bay Area region in Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funding are used for the region's One Bay Area Grant Program (OBAG), the second cycle of which was approved in November 2015.

According to the reports on the MTC's website, this will be approximately \$69 million more than anticipated over the five year period, including \$30 million in additional CMAQ funding and \$39 million in additional STP funds. When the FAST Act's annual growth is extrapolated through FY 2022, the final year of the OBAG 2 programming cycle, MTC reports that funding

would be up by approximately \$93 million.

In Joe's staff report, he advised the CAC about the on-going Shuttle Call for Projects and reported that all requests from sponsors for funding must be submitted by February 12, 2016. He also reported the transmission tower line at the 101/Broadway Interchange in Burlingame that was damaged in a construction incident last August has now been replaced by a "mono" pole, instead of the original tower structure. The work was able to be done without the need for any road closures.

He also informed us that at the request of the City of Burlingame the left turn at the terminus of the southbound off ramp will be restored as soon as the weather permits. This will improve traffic flow in the area which had been a very contentious issue with the city.

Respectfully submitted,

BARBARA ARIETTA  
Chair, San Mateo County Transportation Authority CAC