

CITIZENS ADVISORY COMMITTEE (CAC)
SAN MATEO COUNTY TRANSPORTATION AUTHORITY (TA)
1250 San Carlos Avenue, San Carlos CA 94070
Bacciocco Auditorium, 2nd Floor

MINUTES OF AUGUST 4, 2015

MEMBERS PRESENT: B. Arietta (Chair), J. Bigelow, R. Hedges, R. Hees, J. Londer, D. Lujan, O. O'Neill, P. Rosenblatt, S. Scruggs, L. Shaine, W. Warhurst, P. Young

MEMBERS ABSENT: D. Bautista, J. Fox, L. Simonson

STAFF PRESENT: J. Averill, S. Bhatnagar, A. Chan, B. Fitzpatrick, J. Hurley, J. Slavitt

Chair Barbara Arietta called the meeting to order at 4:33 p.m. and Rich Hedges led the Pledge of Allegiance.

INTRODUCTION OF NEW MEMBER OLMA O'NEILL

Olma O'Neill said she is a resident of South San Francisco and works in the nonprofit sector in San Francisco. She said she has a lot of interest in transportation issues.

Chair Arietta said Paul Young is a returning member to the committee. Mr. Young said he is from South San Francisco and is excited to be back on the CAC.

APPROVAL OF THE JUNE 2, 2015 MEETING MINUTES

Jeff Londer said his name is misspelled on pages 1, 6, and 7.

Motion/Second: Hedges/Shaine

Ayes: Arietta, Bigelow, Hedges, O'Neill, Rosenblatt, Scruggs, Shaine, Warhurst, Young

Absent: Bautista, Fox, Hees, Lujan, Simonson

Abstain: Londer

PUBLIC COMMENT

Gil Anda, Burlingame, said his family owns a lot in Pacifica that would be bought if the Calera Parkway Project went forward. He said the General Plan developed by the city of Pacifica took out any mention of adding lanes. He said he and many residents of Pacifica are concerned about keeping the funding alive for the project.

ITEMS FOR REVIEW – AUGUST 6, 2015 TA BOARD MEETING

Program Report: Alternate Congestion Relief (TA Item 11)

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

- Commute.org (formerly known as the Alliance) Overview
 - San Mateo County's Transportation Demand Management (TDM) agency
 - Focus: reduce the number of single-occupancy vehicles traveling to, through, or from San Mateo County
 - Board of Directors: 17 cities and county
 - Supervisory Committee: eight members

Daina Lujan and Randy Hees arrived at 4:42 p.m.

- Strategic Plan Update
 - Retain structure of 2010 Strategic Plan
 - Elevate shuttles to program level
 - Technology is integral to agency success
 - Top-down focus on employer outreach
 - Redesign incentives to incorporate new alternatives
 - Expand partnerships beyond those in the original plan
 - Use annual surveying to measure single-occupancy vehicle and mode shift
- FY2016 Work Plan
 - Follows the format of the Strategic Plan and becomes the basis for the scope of work documents with funding partners
 - Serves as a report card showing results of goals and objectives over several years
 - Includes employers, shuttles, commuters, public/private partnerships, and agency development program areas
 - The number of employees at active employers has grown over the last four years and the target for FY2016 is 120,306
 - Employer outreach included a Breakfast with Transportation Champions, the Bay Area Commuter Benefits Program, and Telework and Flex-schedules Toolkit
 - Shuttle program: ridership has grown over the last four years and the target for FY2016 is over 579,000
 - Commuter incentives include carpool, vanpool, Try Transit, and campaigns
 - Caltrain is the number one commute alternative choice followed by carpool
 - Key initiatives
 - Shuttle service contract transition
 - Guaranteed Ride Home Program
 - San Mateo County compliance with the Bay Area Commuter Benefits Program
 - Mobility-as-a-service partnerships
 - Commute mode survey
 - Website release and expansion
- Budget – Revenue:
 - TA shuttle grants: 39 percent
 - TA Measure A: 12 percent
 - Metropolitan Transportation Commission outreach: 2 percent
 - City/County Association of Governments (C/CAG) Assembly Bill (AB) 434: 13 percent
 - C/CAG congestion relief: 14 percent
 - Shuttle consortium funding: 19 percent
- Budget – Expenses:
 - Shuttle operations: 57 percent
 - Employer programs: 16 percent

- Commuter programs: 10 percent
- Public/private partnerships: 8 percent
- Administration/agency development: 9 percent

Mr. Hedges said the shuttle system is great and has improved, and kudos for getting the Google trip planner to include the shuttle system.

Shaunda Scruggs asked if the Foster City shuttle service is run by the Chamber of Commerce. Mr. Ford said there was one midday shuttle on the drawing board in Foster City and it is under review. He said some Commute.org shuttles are redeployed during the day for different purposes.

Phil Rosenblatt asked what extent Commute.org is reaching out to Coastside employers. Mr. Ford said he has staff dedicated to every incorporated city and town in the county. Any employer in the city gets outreach activities.

Mr. Rosenblatt asked about employers on the Bayside whose employees live on the Coastside and commute over the hill. Mr. Ford said no, this is a first- and last-mile service and it does not duplicate SamTrans bus service. He said vanpooling and carpooling are promoted for east/west service.

Mr. Rosenblatt asked how services are promoted. Mr. Ford said signs, e-mails, in-person visits, employer and benefit fairs, trip planning, bike rack funding, and others.

Daina Lujan asked what Commute.org's vision for the future is and how the TA CAC can support it. She said the county has added 30,000 jobs but only 3,000 housing units, which makes the roads very congested. Mr. Ford said technology will ultimately help towards a solution, and Commute.org is working on getting people to adopt the ideas. One of the few things that can be done is getting people to share rides. Technology is leading people in the right direction. He said it is good that employees are riding in buses to their jobs because it keeps cars off the road. The Guaranteed Ride Home Program only has 53 companies involved because it requires them to sign a contract and co-pay. It will be changed to be available to any commuter. This will help broaden the opportunity and encourage more people to use commute alternatives.

Larry Shaine asked if the Board is required to be made of elected officials. Mr. Ford said it is a requirement; each city council appoints members.

Mr. Shaine asked if Commute.org thought about Wi-Fi on the shuttles. Mr. Ford said yes, but it did not make it into the request for proposals for the new contract. Wi-Fi would be nice to have but not necessary. Rides are typically only eight- to 10-minutes long.

Mr. Shaine asked if there is a way to reduce redundancies with the Menlo Park and Atherton. Mr. Ford said Atherton is a member and is represented; Menlo Park is not. The city of Menlo Park has their own shuttle program, and there are employer shuttles, so there is some overlap with SamTrans shuttles.

William Warhurst asked if Commute.org provides assistance in getting out basic information, such as where to park if the Caltrain parking lots are full. Mr. Ford said their site would provide links to Caltrain, but finding parking is not what Commute.org is good at. He said Commute.org is happy to help find carpooling information if someone is coming to or through San Mateo County.

Mr. Young said Uber would be a good partnership because of the technology they use to load a car in just a few minutes and get people where they need to go. Mr. Ford said there are a dozen businesses trying to solve that issue with technology. Getting adoption for ride sharing and cost sharing is the problem.

Mr. Londer asked what the average cost per person per shuttle trip is. Mr. Ford said it is under \$5.

Joe Hurley, Director, TA Program, asked if Commute.org has done research on how carpooling might increase if there was a high-occupancy vehicle (HOV) lane on the Highway 101 corridor. Mr. Ford said he is going out in the next month with a survey about commute modes and will ask if an HOV lane will help commuters shift modes.

Authorize Allocation of \$435,000 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 (FY) 2016 (TA Item 12a)

Motion/Second: Bigelow/Lujan

Ayes: Arietta, Bigelow, Hedges, Hees, Londer, Lujan, O'Neill, Rosenblatt, Scruggs, Shaine, Warhurst, Young

Absent: Bautista, Fox, Simonson

Authorize Execution of Subordination and Non-Disturbance Agreement with Legacy Partners Residential, LLC in Support of the San Carlos Transit Village Project (TA Item 12c)

Brian Fitzpatrick, Manager, Real Estate and Property Development, said this is in support of the San Carlos Transit Village. The San Mateo County Transit District (District) is developing nine acres of transit property in San Carlos on El Camino Real. This property was purchased by the TA in support of the grade separation project for Holly Street, Ralston Avenue and Harbor Boulevard. This asset was sold to the District in 2007 for \$4.3 million using a promissory note. The District owns all the land and has partnered with San Carlos Transit Village, LLC, who will own the buildings. The District gets revenue from the development through a ground lease. The developers are seeking funding to build the project through loans. In these types of transactions, it is asked that any loan on the underlying property be subordinated and made secondary to the ground lease. This way, if the TA foreclosed on the District's interest, the TA would become the landlord and collect all the revenue collected by the District, and the ground lease would remain in place.

Mr. Rosenblatt asked what would prevent the sale of ground lease by the San Carlos Transit Village to some other property. Mr. Fitzpatrick said that has been accounted for in the business deal on the District end. If that happened the terms and conditions of this agreement would apply to the new owner. Every time a sale happens, the District would get a percentage of the profits of that sale.

Mr. Hedges asked if the District would ever take part in a loss. Mr. Fitzpatrick said the District is shielded from all losses.

Mr. Bigelow said this has gone on for years. Part of the site is unsightly and this project is long overdue.

Mr. Warhurst said this project is highly controversial with many people in San Carlos, but this makes sense to get the legal papers in order.

Mr. Young asked what project will be there. Mr. Fitzpatrick said there will be a transit-oriented development project with 200 residential units for rent and 25,000 square feet of commercial, retail, and office space.

Motion/Abstain: Bigelow/Hees

Ayes: Arietta, Bigelow, Hedges, Hees, Londer, Lujan, Rosenblatt, Scruggs, Shaine, Warhurst, Young

Absent: Bautista, Fox, Simonson

Abstain: O'Neill

Update on the Highway Capital Improvement Program (TA Item 13a)

Joel Slavit, Manager, Programming and Monitoring, presented:

- Highway Program
 - Per the voter-approved Expenditure Plan, 27.5 percent of Measure A revenue is dedicated for the Highway Program
 - 17.3 percent for Key Congested Areas (KCA)
 - 10.2 percent for Supplemental Roadways (SR)
 - The 2011 Short-Range Highway Plan (SRHP) and 2014 Measure A Strategic Plan call for the development of a Highway CIP
- Highway CIP Goals
 - Assessment of projected costs versus revenue
 - Provide context for funding decisions
 - Identify key issues and present policy considerations
- Development Process
 - Conducted a best practices review
 - Reviewed SRHP
 - Generated a list of projects with schedules and costs
 - Updated revenue projections
- CIP Summary
 - Costs
 - Ten-year identified costs
 - KCA projects: \$327.8 million
 - SR projects: \$945.9 million
 - Total: \$1.274 billion
 - Pre-construction: 11 percent
 - Right of way and construction: 89 percent
 - SRHP funding benchmarks
 - Pre-construction: 20 percent

- Right of way and construction: 80 percent
- Funding
 - Ten-year funding projections
 - Measure A: \$362.2 million
 - Other funds: \$268.4 million
 - Total: \$630.6 million
- Shortfall
 - Ten-year summary
 - KCA project shortfall: \$23.6 million
 - SR project shortfall: \$619.5 million
 - Total: \$643.1 million
- Findings
 - Costs versus funding
 - Needs far outweigh projected funding
 - Available Federal and State funding sources are declining
 - Program imbalance
 - Timing of needs
 - Need to relieve increasing levels of congestion now
 - 93 percent of funding need by 2021
 - \$616 million projected over remaining life of Measure A
 - Fewer funds will be available for future funding cycles
 - Large projects
 - Five pipeline projects account for 69 percent of the total \$1.274 billion in project costs
- Policy Considerations
 - Consider match requirement in the future
 - Lobby to increase funding sources
 - Monitor split of KCA/SR funding awards and make adjustments
 - Prepare countywide needs assessment and prioritize
 - Emphasize the completion of pipeline projects
 - Retain the 20 to 80 percent pre-construction and right of way and construction activity funding benchmark ratio
 - Consider use of bond financing
- Next Steps
 - Review August 2015 draft
 - Board subcommittee to review and discuss policy options
 - Board reviews draft highway recommendations
 - Board action regarding Highway CIP policy options and call programming

Mr. Hurley said there are a lot more funding requests than there are funds available to move forward. As the TA goes into this Call for Projects exercise, it is important to know the long-term needs that may influence the current funding allocation decisions.

Mr. Shaine asked if the costs noted include inflation. Mr. Slavitt said he used an escalation rate of 2.2 percent based on inflation for the Bay Area.

Mr. Bigelow asked why there is nothing in the presentation about the consideration of bonding to advance the funds on future collections to deliver projects early. He said

large employers and the Bay Area Council have ideas about solving the congestion problem within five years, but there is no mention of large employers being considered as possible funding partners for some of these projects since they are generating large jobs and have some responsibility that was not thought of when Measure A passed.

Mr. Hedges left at 5:47 p.m.

Mr. Slavit said bonding can be done, and the Strategic Plan mentions bonding as an option. The Board subcommittee will review that as a policy option.

Mr. Hees said there is not enough money to meet the need. He said there should be a footnote with expected TA contributions for clarity. He said bonding should be listed as an option for the accelerating highway. He said the TA used to not fund projects that did not have a 50 percent match.

Mr. Londer asked if the 11 percent preconstruction costs include design. Mr. Slavit it includes planning, environmental, engineering and design.

Mr. Londer asked if Cap and Trade funds can be considered. Mr. Hurley said there has to be a nexus between the project itself and its ability to improve air quality or reduce greenhouse gas emissions.

Mr. Rosenblatt asked if the list is a complete list of intended Measure A highway projects. Mr. Slavit said it is a list of what is known about today that is projected over the next 10 years. Flexibility is needed in case new projects come up that need to be added.

Authorize Adoption of the Appropriations Limit for FY2016 in the Amount of \$617,329,031 (TA Item 4d)

Motion/Second: Hees/Lujan

Ayes: Arietta, Bigelow, Hees, Londer, Lujan, O'Neill, Rosenblatt, Scruggs, Shaine, Warhurst, Young

Absent: Bautista, Fox, Hedges, Simonson

Acceptance of Statement of Revenues and Expenditures for May 2015 (TA Item 4b)

Motion/Second: Lujan/Shaine

Ayes: Arietta, Bigelow, Hees, Londer, Lujan, O'Neill, Rosenblatt, Scruggs, Shaine, Warhurst, Young

Absent: Bautista, Fox, Hedges, Simonson

Information on Statement of Revenues and Expenditures for June 2015 (TA Item 4c)

No discussion.

Authorize Allocation of \$14,240,000 in New Measure A Funds and \$12,927,000 in Original Measure A Funds to the San Mateo County Transit District for Application Towards the Caltrain Program Category and the Paratransit Program Category (TA Item 12b)

Mr. Bigelow said this is the start of the modernization of the Caltrain and each of the funding partners has to match funds for Capital projects. Normally it is \$3 million a year, but this is a major start to meet 2020 with an electrified train.

Ms. Lujan asked if paratransit shuttle drivers will get a raise with this budget allocation. Mr. Hurley said he will get back with an answer.

Motion/Second: Lujan/Bigelow

Ayes: Arietta, Bigelow, Hees, Londer, Lujan, O'Neill, Rosenblatt, Scruggs, Shaine, Warhurst, Young

Absent: Bautista, Fox, Hedges, Simonson

Authorize Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended June 30, 2015 (TA Item 12d)

Motion/Second: Lujan/Shaine

Ayes: Arietta, Bigelow, Hees, Londer, Lujan, O'Neill, Rosenblatt, Scruggs, Shaine, Warhurst, Young

Absent: Bautista, Fox, Hedges, Simonson

Update on State and Federal Legislative Program (TA Item 13b)

Shweta Bhatnagar, Government Affairs Officer, provided the following update:

State

On June 30 the Strategic Growth Council (SGC) awarded \$121.9 million in funds through their Affordable Housing and Sustainable Communities program. For FY2014-2015, which is the program's first funding cycle, 28 projects were approved in 21 cities and 19 counties. The South San Francisco Caltrain Station Improvements project was not selected for an award. The SGC estimates these projects will eliminate over 723,000 metric tons of greenhouse gas emissions, which is equivalent to taking 140,000 cars off the road for one year. She said \$89 million, or 73 percent of program funds, went to affordable housing and \$92 million, or 75 percent of program funds, benefited a disadvantaged community. She said there were 43 Bay Area concept proposals submitted, 21 of those were invited to submit a full application, and 11 of those were actually funded. The Bay Area received roughly \$47 million, about 39 percent, out of the full program funds.

Staff submitted comments to SGC mainly stating that the way the program is designed, it has a strong bias towards housing projects and puts transportation projects at a disadvantage. The scoring criteria does not allow for transportation projects to score as high as housing projects. Staff is asking the SGC to revise the guidelines so that transportation projects have a better chance of getting funding. SGC will revise the guidelines for the FY2015-2016 program starting in August with Draft Revised Guidelines released this fall. The Final Revised Guidelines for the FY2015-2016 program are expected to be released in winter 2015.

Assembly Bill (AB) 464, which increases the local sales tax cap from 2 percent to 3 percent, passed through the Legislature and was sent to the governor.

Federal

The president signed into law legislation extending the Highway Trust Fund for three months. This \$8 billion patch marks the third funding extension of the trust fund in less than a year. Last week the Senate passed a six-year surface transportation reauthorization bill. The House still needs to draft its surface transportation reauthorization legislation and once it does, the House and Senate will meet in conference to reconcile the differences between the two bills.

The Peninsula Corridor Joint Powers Board recently applied to the Federal Transit Administration's Core Capacity Program for the Caltrain electrification project. This program provides funds for projects that are in corridors that are at or over capacity or will be in five years. The project must increase transit capacity by 10 percent. The Caltrain electrification project was accepted into the program and is currently in the project development phase, which entails completing the environmental review process. Staff and major Bay Area employers met with key legislators and Department of Transportation officials last week to advocate that \$220 million be included in the president's FY2017 budget request under this program for the electrification project.

Proclamation Recognizing the 25th Anniversary of the Americans with Disabilities Act (TA Item 10a)

No discussion.

Authorize Approval and Ratification of the Fiscal Year 2016 Insurance Program with Wells Fargo Insurance Services at a Total Cost of \$230,464 (TA Item 4e)

Motion/Second: Lujan/Shaine

Ayes: Arietta, Bigelow, Hees, Londer, Lujan, O'Neill, Rosenblatt, Scruggs, Shaine, Warhurst, Young

Absent: Bautista, Fox, Hedges, Simonson

Approval of Minutes of June 4, 2015 (TA Item 4a)

No discussion.

REPORT OF THE CHAIR – BARBARA ARIETTA

See attachment for Chair Arietta's complete report.

Ms. O'Neill and Mr. Warhurst left at 6:37 p.m.

REPORT FROM STAFF – JOE HURLEY

Mr. Hurley said the Highway 101 corridor is ranked amongst the top 10 congested corridors in the Bay Area. There have been a number of meetings to discuss this issue, including one with Brian Kelly, Secretary, California State Transportation Agency, and one with Assemblymember Kevin Mullin. There will not be one single solution but a suite of solutions that may include modifications to Highway 101, enhanced Caltrain service, bus rapid transit, and ferry service. The corridor is a huge economic engine for California and generates almost 25 percent of the tax revenue in the State.

MEMBER COMMENTS/REQUESTS

Mr. Rosenblatt said there is no way to escape the congestion that occurs on Highway 92 on the Coastside when there is an accident. He said there are solutions that would not require significant amounts of funding to assist in the traffic flow, such as turnouts. Mr. Hurley said there is an ongoing study called Connect the Coast to look at this problem. He suggested this go to the Half Moon Bay City Council so they could get behind it politically.

Mr. Rosenblatt said most of Highway 92 is not within the city limits, so the county needs to address it to be effective.

Chair Arietta said Pacifica also has a problem with ingress and egress whenever there is a traffic accident, construction or other problem.

Mr. Hees said the metering lights on Highway 101 at Third Avenue in San Mateo going north seem to be operating at random hours. Mr. Hurley said C/CAG is the lead on this. The lights should go on at specific times. He will look into this issue.

DATE, TIME AND PLACE OF NEXT MEETING

Tuesday, September 1, 2015 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA 94070

Adjourned at 6:51 p.m.

Averill, Joshua

From: Barbara Arietta <barietta@hotmail.com>
Sent: Tuesday, August 04, 2015 7:23 PM
To: Averill, Joshua
Subject: ****Chair's Report to CAC August 4, 2015****

THE RETIREMENT OF JIM BIGELOW:

1. Today is another day of extending fond farewells from our CAC because of the departure of our long-time member, Jim Bigelow. As you may recall, at our June 3rd CAC meeting Jim announced that his impending departure from our group would be effective on the 31st of this month. As you know from Jim's initial announcement, he will be retiring to a beautiful place in the Sierra foothills of Reno, Nevada, where he and his wife have recently had a beautiful house built for themselves.

What many of you most likely didn't know about our highly esteemed colleague is that Jim, a member of the CAC since 1988, initially worked on Measure A in 1986 which, unfortunately, did not pass, then continued to work on Measure A in 1988, which did pass, and proceeded to work on the Renewed Measure A in 2004 which also passed. In addition to his work on transportation issues for the San Mateo County Transit District as a member of our CAC, Jim has been a very active San Mateo County citizen.

Having been involved in transportation matters for over 30 years, Jim has been a consultant, as well as an advocate for transportation and housing developments before a variety of public agencies in the San Francisco Bay Area. As a member of our CAC, I have often referred to Jim as one of our best "Senior Statesman", if not our best...He truly has been an active player in all transportation modes including aviation, land use, general plan revisions, specific plans, and precise plans within the county, region and state levels, having completed 50+ years participation in such matters, including his 25 plus years on the San Mateo County's Transportation Authority's CAC.

During this past year, the CAC has seen much of the "changing of the guard" for many of our members, some for health reasons, and others simply because they were moving away. With each departure, we have lost a little bit of our "institutional knowledge", but with Jim's departure, I am afraid to report that we have lost a sizeable amount of our long-term "institutional knowledge". And, as I have said it of our other "Senior Statesmen", who have left our ranks, Jim Bigelow will always be one of those members who will be succeeded, but never truly replaced...

We wish him well and ask that he keep in touch.

SHARE YOUR IDEAS FOR CALTRAIN SCHEDULE IMPROVEMENTS:

2. At the upcoming Caltrain CAC meeting on August 19th, Caltrain staff is scheduled to present information on how service levels are decided, when changes are made and what factors are involved. The Friends of Caltrain are asking members of the public to share their ideas at that meeting about potential schedule improvements that Caltrain could make prior to electrification, such as the desire to see possible later trains back from San

Jose or more stops at a potentially high-usage station or better connections to Millbrae BART, or possible changes to baby bullets along with any other schedule improvement ideas and suggestions.

The meeting starts at 5:40 p.m. right here at 1250 San Carlos Ave. in San Carlos on August 19th.

Respectfully submitted

BARBARA ARIETTA
Chair, San Mateo County Transportation Authority, CAC