

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

MINUTES OF OCTOBER 2, 2014

MEMBERS PRESENT: D. Canepa, R. Foust, C. Groom, K. Matsumoto (Chair), T. Nagel, N. Patridge

MEMBERS ABSENT: D. Horsley

STAFF PRESENT: J. Averill, J. Cassman, A. Chan, R. Haskin, G. Harrington, C. Harvey, J. Hurley, M. Martinez, N. McKenna, D. Miller, S. Murphy, M. Scanlon, M. Simon

Chair Karyl Matsumoto called the meeting to order at 5:04 p.m. and led the Pledge of Allegiance.

CITIZENS ADVISORY COMMITTEE (CAC) REPORT

Barbara Arietta, CAC Chair, reported on the meeting of September 30, 2014 (see attached).

APPROVAL OF MINUTES OF SEPTEMBER 4, 2014

Motion/Second: Canepa/Groom

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

Absent: Horsley

ACCEPTANCE OF STATEMENT OF REVENUES AND EXPENDITURES FOR AUGUST 2014

Chair Matsumoto asked why administrative expenses were higher than staff projections. Gigi Harrington, Deputy CEO, said it is due to the insurance coming through, which is paid at the beginning of the year.

Chair Matsumoto said interest income in April had a big spike. Ms. Harrington said all of the interest was paid on the day a security sold, and it rolled out of the portfolio that month. It did not earn interest along the way; it earned all of its interest at maturity.

Motion/Second: Groom/Nagel

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

Absent: Horsley

PUBLIC COMMENT

None.

CHAIRPERSON'S REPORT – KARYL MATSUMOTO

Chair Matsumoto said there was good turnout for the Highway 101/Broadway Interchange groundbreaking ceremony.

Chair Matsumoto requested the meeting adjourn in memory of Jim Vreeland, former TA Board member, and Kathy Simon, wife of Mark Simon, Executive Officer, Public Affairs.

SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT – KARYL MATSUMOTO

Chair Matsumoto said SamTrans rolled out a draft Strategic Plan, and there was large attendance at the Board meeting because SamTrans changed service providers for Redi-Wheels.

JOINT POWERS BOARD (JPB) REPORT

Michael Scanlon, Executive Director, reported:

- Key Caltrain Performance Statistics August 2014 compared to August 2013.
 - Total Ridership was 1,626,751, an increase of 11 percent.
 - Average Weekday Ridership (AWR) was 60,871, an increase of 13.1 percent.
 - Total Revenue was \$7,209,373, an increase of 10.8 percent.
 - On-time Performance (OTP) was 93.3 percent, an increase of 2.5 percent.
 - Caltrain Shuttle Ridership was 9,061, an increase of 30.1 percent. This percentage is artificially high due to the problems with the Marguerite shuttle counts.
- A suicide prevention page with a hotline number was launched on the Caltrain website at www.caltrain.com/thereishelp.
- The Federal Transit Administration approved the Positive Train Control Development Plan. Staff remains dedicated to get the project done by December 31, 2015.
- The Bicycle Advisory Committee met September 18 and received a presentation on Caltrain Modernization (CalMod) and the Bicycle Access and Parking Plan.
- Service to Levi's Stadium is going well. There were two football games in September and total ridership in Mountain View was 9,116.
- There were 10 Giants home games in September with 75,000 additional riders. For the regular season Caltrain transported more than 625,000 riders, a 16 percent increase over 2013.
- About 7,300 additional riders were carried for Stanford University football games, a 19 percent increase over 2013.
- Schedule changes start October 5 to accommodate the reconstruction of the four low bridges in San Mateo that require a slow order. Run time was added to the trains with the worst OTP.
- Staff is working with the Santa Clara County Valley Transportation Authority on the Light-rail Efficiency Project to increase the amount of service that can be provided at Mountain View for fans seeking to take transit to Levi's Stadium.
- The American Society of Civil Engineers selected the San Bruno Grade Separation Project as the Transportation Project of the Year for the San Francisco section.
- Between 2010 and 2014, Go Pass revenue grew from \$3 million to \$8 million, the number of participating companies grew from 43 to 89, and the number of eligible employees grew from 21,600 to 52,500.
- Staff is kicking off a two-month ridership promotion focusing on off-peak and weekends. Promotional elements include the electronic billboard in Redwood City, Pandora, KCBS, KQED, and social media.
- The Reading File contained the Track the Fun brochure and the August Safety and Security Report.

- The Board:
 - Received a quarterly progress report on Caltrain electrification
 - Authorized a lease agreement for CalMod office space at 2121 El Camino Real in San Mateo for a period of six years to provide space for about 100 people
 - Authorized execution of a fund transfer agreement with the San Mateo County Transit District for State Proposition 1B Transit Security Grant Program Funds in the amount of \$500,000 to pay for the installation of inward-facing cameras in Caltrain locomotives
 - Authorized staff to proceed with a 2014 Debt Issuance of up to \$11 million to finance the procurement and rehabilitation of 16 railcars from Southern California Regional Rail Authority and related capital expenditures, to select the direct purchaser, and to engage Orrick, Herrington & Sutcliffe, LLP to serve as bond counsel

Director Carole Groom asked if bikes onboard are included in the comment period for the Environmental Impact Report. Mr. Scanlon said the San Francisco Bicycle Coalition advocates for bikes on Caltrain and organized the letters and comments to the Board ever since word got out that Caltrain wanted to purchase the additional rail cars. He said Caltrain has a capacity problem for everyone, not just bikes. Caltrain carries more than 6,000 bikes a day.

REPORT OF THE EXECUTIVE DIRECTOR

Mr. Scanlon reported:

- The Route 1 San Pedro Creek Bridge Replacement Project pile driving has recently been completed and work in the channel is scheduled to be complete by October 15. Due to environmental permits, major construction work will be suspended October 16 and will resume next spring. There will be non-invasive work in between. A detour will remain in place for the duration of project. The project will be completed next October.
- The Highway 101/Broadway Interchange Reconstruction Project groundbreaking was September 16.

PROGRAM

Program Report: Transit – Paratransit

Chuck Harvey, Deputy CEO, presented:

- Americans with Disabilities Act (ADA) was passed in 1990 and required:
 - Full accessibility on all fixed-route buses
 - Complementary paratransit service for those unable to ride fixed-route transit
 - Service must be provided within three-fourths of a mile of fixed-route service
 - Service day and time must parallel fixed-route service
 - No service request can be denied
- SamTrans Paratransit Service
 - Provides equal opportunity for mobility to people with disabilities who can't use conventional fixed-route transit
 - Pre-dates ADA

- Provides service beyond what is required by ADA
 - Demand has grown dramatically
 - Is an unfunded Federal mandate
- Paratransit registrants have reached approximately 7,700
- Paratransit customers
 - Sixty-two percent are 70 years or older
 - Nineteen percent have cognitive disabilities
 - Twelve percent have visual disabilities
 - Ninety-eight percent live within three-fourths of a mile of a SamTrans fixed-route
 - Non-ambulatory customers represent 22 percent of eligible riders but take 44 percent of the trips
 - Low-income customers represent 16 percent of eligible riders but take 33 percent of the trips
 - Ten percent go to dialysis centers
 - Eighteen percent go to adult day care centers
 - Other key destinations include hospitals, doctor appointments, senior centers, colleges, senior housing, and shopping
 - All Redi-Wheels and RediCoast users must be certified as eligible for paratransit
- Fiscal Year (FY) 2014 Program costs
 - Total costs were \$14,111,000
 - Total trips were 314,010
 - Average cost was \$44.99
 - Farebox ratio was 5.9 percent
 - TA paratransit funding includes New Measure A funds of 4 percent of the Measure, approximately \$2.9 million per year
- Funding sources include
 - Passenger fares
 - Transportation Development Act funds
 - State Transit Assistance
 - District Sales Tax
 - TA funds
 - Measure M
 - Operating grants
 - San Mateo County
- How the service is delivered
 - Contractor with program oversight by SamTrans staff
 - SamTrans owns and maintains 52 cutaway buses and 24 minivans
 - Contractor supplements the fleet with sedans and taxis
- The Redi-Wheels Operations Center is owned and maintained by SamTrans
- Senior mobility includes
 - Mobility Ambassador Program – travel training for seniors
 - “Age Well Drive Smart” partnerships with the California Highway Patrol
 - Outreach to Coastside seniors
 - Veterans’ Mobility Corps

Director Terry Nagel asked if the new cars will be easily boardable and if everything will be accessible. Mr. Harvey said the Bombardier rail cars the JPB is purchasing will be the same as the current Bombardier low-floor cars used now and will have the same boarding ability. Regarding the Electric Multiple Unit fleet for CalMod, he said staff is looking into how to transition that fleet with the existing consists to eventually get to level boarding. He said it is complicated and expensive, but possible. Mr. Scanlon said the issue has gotten a lot of attention and staff will have a workshop with High-speed Rail (HSR) to figure out how to work together on this issue.

Chair Matsumoto asked if low-income customers get a discount. Mr. Harvey said a 50 percent discount is given to customers who get Supplemental Security Income, Medi-Cal, or general assistance from San Mateo County.

Update on Transportation Authority Strategic Plan 2014-2019

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

- Measure A requires a strategic plan be updated every five years to set the project selection and ranking process
- Measure A Program Categories:
 - Transit – 30 percent
 - Highways – 27.5 percent
 - Local Streets and Transportation – 22.5 percent
 - Grade Separations – 15 percent
 - Pedestrian and Bicycle – 3 percent
 - Administration – 1 percent
 - Alternative Congestion Relief – 1 percent
- The purpose of the strategic plan is to put together a policy framework for guiding programming and allocation decisions
- Development process
 - Reviewed accomplishments over the past five years
 - Reviewed county demographics and travel data
 - Received input from stakeholders on how the processes have performed
 - Reviewed Measure A financial outlook
- Stakeholder outreach included:
 - CACs from the TA, SamTrans, and the JPB
 - City/County Association of Governments (C/CAG) Technical Advisory Committee
 - San Mateo County Paratransit Coordinating Council
 - SamTrans Accessibility Committee
 - San Mateo County Economic Development Association
 - C/CAG Congestion Management and Environment Quality Program Committee
 - C/CAG Bicycle and Pedestrian Committee
- Program-wide challenges and opportunities
 - Establish metrics to better determine how well selected projects are meeting Measure A plan goals
 - Find that sponsor resources, expertise, and funding may impact project delivery

- Need to focus on Complete Streets and sustainability in light of statewide and regional initiatives
- Category-specific challenges and opportunities
 - Highway/Grade Separation programs
 - Insufficient funding available to deliver projects already in the pipeline
 - Need to balance delivery of planned projects with the need for new projects
 - Pedestrian and Bicycle Program
 - Stakeholders' concern that 3 percent of funds is insufficient to address needs
 - Ensure funds are available for a mix of projects while retaining the ability to deliver large capital projects
 - Shuttle Program
 - SamTrans is developing a Mobility Management Plan to provide planning guidance
- Anticipated funding challenges
 - Pipeline projects in the Grade Separation, Highway, and Pedestrian and Bicycle categories exceed \$500 million over the next five years, while receipts for those categories in that time period will be insufficient at \$167 million
- Financial outlook
 - Budgeted FY2015 sales tax revenue receipts are projected to be \$72 million
 - Available Measure A funds over the next five years are projected to be \$430 million
- Other funding issues
 - Current Call for Projects (CFP) funding cycles may not align well with anticipated State and Federal grant opportunities
 - Potential funding opportunities, with some uncertainties
 - Federal Moving Ahead for Progress in the 21st Century reauthorization
 - State Cap and Trade funds
 - Statewide Transportation Improvement Program
 - Project sponsors are encouraged to explore other funding opportunities
- Recommendations:
 - Project selection and funding cycles
 - Board approved project selection framework has worked well, but minor adjustments are needed
 - Adjust CFP funding cycles to leverage external funding opportunities
 - Partner with SamTrans on Mobility Management Plan
 - Project selection criteria
 - For discretionary categories, project selection should consider Complete Streets
 - Better define sustainability as a criterion

- Project initiation and implementation
 - Require project sponsors to coordinate project delivery decisions with the TA based on staffing resource and expertise
 - Allow project sponsors to delegate implementation responsibility to TA or other entities
- Implementation
 - Continue with current CFP process but develop a schedule that better aligns with other funding programs
 - Capital improvement program development to better manage funding needs with projected revenues
 - Coordinate with C/CAG on county-wide planning efforts
 - Explore and consider financing to advance needed projects
 - Explore and develop performance measures to better determine if programs meet Measure A goals
- Schedule
 - October/November – public outreach on draft plan
 - November – review comments and incorporate where warranted
 - December – Board adoption

Director Groom asked if Complete Streets could be funded under local streets and roads. Mr. Scanlon said the money the TA provides for local streets and roads is a preset amount that goes to the cities.

Director Groom asked why there are no projects in the pipeline on local streets and roads in the presentation. Ms. Chan said funding for that category goes by formula directly to the city and the county. The reason the pipeline list of projects is not in the presentation is because she would need to go to each of the cities to find out that information. The only categories where pipeline project information is readily available are the Grade Separation, Highway, and Bike and Pedestrian.

Director Rosanne Foust said there is a chart that shows each city and the percentage they get, so staff could take that dollar figure or go to each public works director to find out what they have done with the funding.

Joe Hurley, Director, TA Program, said as a condition of the allocation, the cities need to submit on an annual basis the specific projects they used the Measure A funds for and what other funds were leveraged. The TA gets a report with that information.

Director Groom said the presentation shows \$82.6 million, but no list of pipelines. She is worried the money is sitting and not being used. Mr. Scanlon said every penny goes back to the cities.

Director Foust said adjustments should be made to the presentation to explain this element further before it goes out to the public.

Mr. Scanlon said Measure A is designed to leverage other money and this is important when it comes matching with the timing of other funding sources.

Director Foust said the presentation should have an opening slide explaining that Measure A funds are from a half-cent sales tax and are designed for the county to be a self-help county to use the funds in the community, and to leverage other products. Mr. Scanlon said it could also explain the historical matches that have been leveraged.

Director Naomi Patridge said there was concern that the Pedestrian and Bike Program had a low percentage, and she continually explains that this was determined by voters and it can't be changed without going back to the voters. She said there could be a mix for bike and pedestrian projects by the statement, "ensure funds are available for a mix of projects while retaining the ability to deliver large capital projects."

Director Matsumoto said some of the bike and pedestrian projects could be worked into the bigger projects.

Ms. Chan said there are several other funding sources for these types of projects. She said there is not only the 3 percent set aside for bike and pedestrian projects, but cities get 22.5 percent for local streets and roads and pavement and striping also benefits bikes and pedestrians. She said funding going to transit benefits bicycle users on the train. She said there are a number of categories that have benefits for bicyclists and pedestrians.

Director Nagel said some cities are better at getting and leveraging matching funds. She said she would like to see information showing all cities how to do that and the lessons learned.

Director Nagel asked how the TA would go about developing a County Alternative Congestion Relief Plan. Ms. Chan said staff will work with the Peninsula Congestion Relief Alliance (Alliance) and C/CAG to determine what types of projects the TA should be funding out of the alternative congestion relief pot in addition to supporting what the Alliance is doing.

Director Foust said it should be noted at the public meetings that Measure A is a part of the solution, not the entire solution. Once people acknowledge that, they can start looking for other opportunities.

Update on State and Federal Legislative Program

Gus Khouri, Khouri Consulting, said two years ago, the legislative advocates worked to get Senate Bill (SB) 1029 passed, which provided the appropriation from Proposition 1A High Speed Rail bonds to make CalMod possible. The bill was threatened with litigation, so Governor Brown made it his priority to find an alternative means of funding for the HSR Project. He pushed for SB862, which created the funding source to protect the appropriation levels for CalMod. No Proposition 1A bonds have been sold, but that option is still available. Now there are two sources of funding for HSR. Not only is there the existing \$600 million in funding for electrification, but there was a \$400 million loan repayment from the previous year that may go towards connectivity projects.

Mr. Khouri said Cap and Trade is the only source of State funding in the foreseeable future. He said he will work with the Administration to secure funding through this program.

Mr. Khouri said SB1183 creates up to a \$5 vehicle registration fee subject to a two-thirds voter approval within the county. This is something the TA can contemplate doing.

Mr. Khouri said Assembly Bill 1447 makes traffic light synchronization an eligible expenditure for Cap and Trade and was signed into law.

Mr. Khouri said legislation was approved to lower the vote threshold for the creation of Infrastructure Financing Districts, so it now does not require a two-thirds vote threshold.

Director Nagel said the transit agency spends more than \$15 million on paratransit and asked if anyone has proposed legislation to charge for handicapped parking. Mr. Khouri said he has not heard of that and paratransit service is very expensive and the full cost can't be subsidized. He said paratransit took a cut during the previous Administration and now paratransit only receives about a quarter of what it should. This is what makes the Cap and Trade funding so critical so staff can pursue those opportunities.

REQUESTS FROM THE AUTHORITY

Director Foust said she would like more information on the contract awarded to the Metropolitan Transportation Commission on the Bike Share Program and the vendor that is going out of business.

WRITTEN COMMUNICATIONS TO THE AUTHORITY

No discussion.

REPORT OF LEGAL COUNSEL

No report.

DATE AND PLACE OF NEXT MEETING

November 6, 2014 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

Meeting adjourned at 6:48 p.m. in memory of Kathy Simon and Jim Vreeland.

TA CAC

Chair's Report to the Board

October 2, 2014

I have the following to report from the September 30th meeting of the CAC:

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

(TA Item 4b) The CAC unanimously voted to support the Board's Acceptance of the Statement of Revenues and Expenditures for the period ending August 31, 2014.

(TA Item 10a) As a part of a series of program reports presented to the Board on each of the Transportation Authority's program areas, we received a comprehensive report this month from Chuck Harvey, Deputy CEO, covering an overview of the entire SamTrans Paratransit Service Program, detailing the ADA - Americans with Disabilities Act, Paratransit customers, costs and funding sources, operating statistics, and senior mobility.

(TA Item 10b) The CAC received an in depth Measure A Strategic Plan update from Joel Slavitt, Manager, Programming and Monitoring covering the Strategic Plan development process, its program challenges and opportunities, financial outlook, recommendations and the next steps in the implementation strategy.

(TA Item 10c) The CAC was both surprised and pleased to receive a comprehensive Legislative update from Gus Khouri, Principal of Khouri Consulting. The CAC was very glad to hear that Governor Brown signed both SB 785 (Wolk) as well as SB 1433 (Hill), bills which would extend the sunset date on the existing authority solely for public transportation, respectively, and, thus, give Caltrain the ability to maintain design-build authority for public transportation, which was originally due to expire in 2015, making sure that our procurement process is factored in so delivery of the Caltrain electrification project is not impeded. The passage of those bills will also help give transit agencies an alternative project delivering method that increases coordination with the contractor, which could result in overall cost and time savings.

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

1. The San Carlos Planning Commission will hold a Public Hearing in the upstairs Library Conference Rooms at the San Carlos Library, 610 Elm Street, on Monday, October 6, 2014 at 7pm. At issue is the Design Review application, submitted by Legacy Partners Residential LLC on behalf of the 6.26 acres of Sam Trans property, located between the El Camino Real in San Carlos and the railroad tracks, that is due for potential development into a San Carlos Transit Village. I advised the CAC that staff reports will be available for viewing at the San Carlos Library, the Planning Dept and on-line at www.epackets.net.

2. Caltrain is now asking the public to electronically provide feedback and input on design details of its future fleet of electric trains which will replace approximately 75 percent of the current diesel fleet and eventually replace the entire fleet operating between San Francisco and San Jose. To provide feedback electronically, Caltrain is requesting the public to complete a new electric train survey at: www.caltrain.com/emussurvey

3. The Transbay Transit Center's future is in doubt after an agreement between San Francisco officials and downtown developers over a proposed tax district collapsed last week, throwing into jeopardy the payment for the \$2.6 billion extension of Caltrain from 4th and King to the new \$1.9 billion Transbay Transit Center at 1st and Mission in San Francisco. Without this happening, it would appear that San Francisco is going to be left with a very expensive bus station or a new skyline minus a few towers depending upon how threatened lawsuits play out. The developers are taking a few weeks before making any legal moves.

4. Bike share spare parts are unavailable causing bikes to be out of service indefinitely. There are currently 700 bikes scattered around 70 stations throughout the Bay Area, however, once broken, they will be out of service for a while. All of this is happening because the bike manufacturer, Alta Bicycle Share, is up for sale and the company that builds and maintains the software that oversees the system went belly up in January, putting everything into flux. According to the MTC this is a temporary hiccup. The MTC will be taking control of the bike share project from the Bay Area Air Quality Management District in the spring. By that time, new product providers should be in place with plenty of bicycle share parts.

5. I reminded the CAC that October 8th is International Walk to School Day.

6. In ending my report to the CAC, I reported that two men who have been very much involved in championing the concerns of the public, especially when it came to transportation needs, passed away last month. They will be missed by many, one locally and the other statewide...as well as personally by me, as they were both friends of mine. I knew one for 8 years and the other for 35 years...

*On September 11, 2014, former Pacifica City Mayor and San Mateo County Transportation Authority Board member (2008-2012), James Vreeland, passed away quite suddenly from a heart attack in his home in Ventura in Southern California. He was 51 years of age. As an executive for the EPA in San Francisco, Jim was a passionate advocate whose lifelong mission was to both protect and preserve the environment for the public. He loved Pacifica and he loved Pacifica's ocean as only an avid surfer, which Jim was, could. But the most important part about Jim was that he recognized the significant issues that the coastside residents experienced and he worked diligently to find solutions to those issues, especially the transportation ones. He served on the TA Board for several years.

*On that same date, September 11, 2014, former State Senator John Francis Foran, also known as "the father of the MTC", died in his San Francisco home after a brief battle with cancer. He was 84 years of age. A prolific legislator, Foran authored numerous bills that tremendously improved the state's transportation system, including Assembly Bill 363, which gave birth to the MTC in 1970. Foran was also responsible for the bill that permitted the MTC to use bridge toll revenues to improve transit systems in the bridge corridors and for a gas tax that generated \$2-3 billion for state and local roads in the 1980's. John was the MTC's founding father and he was immensely proud of the agency that he created.

He authored the Pure Air Act in 1968, which was later adopted by Congress as the Federal Clean Air Act. He is also the one to thank for the Golden Gate Bridge District's mission to include bus and ferry service.

He was Chairman of the Transportation Committee in both the Senate and the Assembly.

The public has lost two transportation advocates this month and ever so ironically on the same day...

In Joe's report to the CAC he reported that the US 101/Broadway Interchange Reconstruction Project Ground Breaking was held on Tuesday September 16, 2014 and was well received by all in attendance.

We ended our meeting on Tuesday evening in memory of former State Senator John Francis Foran and former Mayor James Vreeland.

Respectfully submitted,

Barbara Arietta

Chair, San Mateo County Transportation Authority, CAC