

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

MINUTES OF SEPTEMBER 3, 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, J. Hartnett, C. Harvey, J. Hurley,
M Martinez, N. McKenna, M. Reggiardo, M. Simon, J. Slavitt,
S. van Hoften

Vice Chair David Canepa called the meeting to order at 5:01 p.m. and led the Pledge of Allegiance.

CITIZENS ADVISORY COMMITTEE (CAC) REPORT

Barbara Arietta, CAC Chair, reported on the meeting of September 1, 2015 (see attached).

APPROVAL OF CONSENT CALENDAR

- a) Approval of Minutes of August 6, 2015
- b) Acceptance of Statement of Revenues and Expenditures for July 2015

Director Don Horsley requested that on Page 9 the minutes reflect Assembly Bill (AB) 464 was vetoed by the governor, not signed into law.

Motion to approve the consent calendar including the amendment to the minutes.

Motion/Second: Horsley/Johnson

Ayes: Groom, Horsley, Johnson, Nagel, Canepa

Absent: Matsumoto, Nihart

PUBLIC COMMENT

Andy Chow, Redwood City, said there is the potential to add High Occupancy Vehicle (HOV) or High Occupancy Toll (HOT) lanes on Highway 101. He said this would allow for more transit service on the corridor. There are regions around the State and country that have frequent transit service on the highways, and the TA and the City/County Association of Governments (C/CAG) should look at putting buses in HOV or HOT lanes or on the highway shoulders, which can access wayside bus stops.

CHAIRPERSON'S REPORT

Director Cameron Johnson said a highway Call for Projects (CFP) revealed the need exceeds the available funds. A Highway Capital Improvement Program (CIP) ad hoc committee composed of Director Carol Groom, Chair Karyl Matsumoto, and himself was formed to address that problem and bring a recommendation to the full Board. The committee met in August and discussed:

- Policy guidelines and priorities for how the Board might prioritize some projects over others, focused on:
 - Key Congested Areas (KCA)

- Maximizing the value for the money
- Projects needed for public safety
- If the TA should fund a small amount of prioritized projects where full funding is guaranteed to be available over the funding cycle, or if the TA should fund more projects where the funding is not available in the out years.
- Potential strategies of bonding and moving the projects forward and paying them off with sales tax receipts in the off year.
- Potential areas for additional revenue, such as public/private partnerships or special districts.

SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT

The September 2 report is in the reading file.

PENINSULA CORRIDOR JOINT POWERS BOARD (JPB) REPORT

The September 3 report is in the reading file.

REPORT OF THE EXECUTIVE DIRECTOR

Jim Hartnett, Executive Director, said:

- The Route 1 San Pedro Creek Replacement Bridge Project opened for traffic on August 6. The TA provided \$5.3 million in funding. It is expected that remaining construction items for this project will be completed by October 15.
- A Semi-Annual Measure A Program Status Report is generally provided in September, but is delayed due to the software conversion in the business optimization process.
- The TA provided some funding to the Highway 101 Broadway Interchange Project, but it is a California Department of Transportation project. No injuries were reported from the incident that recently took place where transmission lines came down across the highway.

Director Terry Nagel asked if extra trains or buses were provided after the accident. Mr. Hartnett said there wasn't an ability to add any additional trains because extra trains were already in place for the Giants game. No extra buses were provided because they would have been impacted by the same road traffic.

PROGRAM

Program Report: Alternative Congestion Relief – Connect, Redwood City! Pilot Program Findings

Melissa Reggiardo, Planner, presented:

- In 2010 the District received a \$1.5 million Climate Initiatives Grant from the Metropolitan Transportation Commission (MTC).
- The pilot tested last-mile operations and included some first-mile and all-mile options.
- Six strategies:
 - Bike Share
 - 70 bicycles at seven stations throughout the region
 - Redwood City had lowest ridership, 2 percent of San Francisco ridership

- Additional study recommended moving stations and supplemental marketing
- Redwood City ridership up 20 trips per month after making improvements
- New station location strategy
 - Dense locations with transit and bike facility access
 - Employment locations
 - Consider appropriate distances between bike share stations
- In May 2015 the Bay Area Air Quality Management District and MTC voted to privatize the system operating in San Francisco, San Jose and the East Bay
- Redwood City, Palo Alto, Mountain View are not part of the privatized system
- Peninsula cities to examine buying into the new system
- Car Share
 - Three cars at Redwood City Caltrain
 - Added three cars at San Mateo County Center
 - High utilization at Redwood City
 - Survey shows Zipcar supports Caltrain use
 - Caltrain hub was integral to Zipcar
 - Zipcar and Caltrain are negotiating lease terms to continue at Redwood City Caltrain Station and County Center
- Last-mile Vanpool
 - Operate from Redwood City Caltrain Station to work
 - No last-mile vanpools organized because high level of coordination needed, costly and parking issues
- Traditional Vanpool
 - Door-to-door from home to work
 - Commute.org subsidized 15 vanpools over an average of 17 months
 - 130 participants
 - Of those using the service, 42 percent said they would continue to vanpool after subsidy ends
 - Best for congested commutes with high occupancy vehicle lanes where transit is not viable
 - Employer pre-tax commuter benefits, emergency ride home programs and monthly subsidies encouraged vanpool
 - Twelve vanpools are still active
 - Participants continue leasing vans at program-negotiated rates
- Telework/Flex Schedules
 - County employee commutes are 33 percent of the County's greenhouse gas emissions
 - County re-launched telework and flex schedule programs
 - Toolkit developed to help other employers launch alternative work schedules and address benefits
 - No major increase in telework and flex schedules as management didn't support telework even though flex schedules are more acceptable

- County developed policy so departments can customize programs

Director Johnson asked what information learned from this program is broadly applicable. He said one or two people a day were using car share. Less than half of the door-to-door vanpool users said they would have used the service if it was not subsidized. He asked if any of these programs would really reduce single-occupancy vehicles on the highways. Ms. Reggiardo said the success of Zipcar would be applicable to all other cities on the Peninsula that are interested in the service. Staff felt it helps Caltrain ridership, so anywhere it can be placed is good. Staff can't identify exactly what impact it has because it is hard to tie Zipcar use to Caltrain ridership.

Director Johnson said it is negligible. If \$200,000 is going to be spent on a pilot program he would hope it would have an impact. The goal is to find a lasting impact that is going to reduce congestion. Ms. Reggiardo said she understands Zipcar is not increasing the use of transit or reducing the use of single-occupancy trips.

Director Horsley asked if schools or community colleges have ever requested vanpools because when school starts congestion increases. Ms. Reggiardo said Commute.org managed that portion of the program and she will follow up to find out more information.

Chair Karyl Matsumoto arrived at 5:36 p.m.

Mr. Hartnett said there is substantial school ridership on SamTrans. He said the pilot programs provide valuable information to know what agencies shouldn't be spending money on.

Director Nagel asked if it is possible for other cities to piggyback on the contract with Zipcar to save on administrative costs. Ms. Reggiardo said each city will have to have their own contract, but staff has shared information about experiences with Zipcar, which should speed up the process.

Highway Program: CFP Update

April Chan, Executive Officer, Planning and Development, said staff has been working with the ad hoc committee to look at long-term highway program needs. This presentation will be about the CFP. Notices were sent out to eligible cities, the county, and C/CAG for highway projects in need of funding over the next two years. This is an informational item and initial recommendation.

Joel Slavit, Manager, Programming and Monitoring, presented:

- Program Overview
 - Focus is to reduce congestion and improve throughput and safety on the most critical commute corridors within the county.
 - Per the voter-approved Transportation Expenditure Plan (TEP), 27.5 percent of Measure A sales tax receipts are dedicated to the highway program.
 - KCA: 17.3 percent.
 - Supplemental Roadways (SR): 10.2 percent.

- All phases of capital development may be funded from the highway program from planning through construction.
- Process – the TA Strategic Plan calls for:
 - Funding considerations made through a CFP.
 - Project review committee assembled to evaluation applications.
 - Projects reviewed based on a set of evaluation criteria.
 - Funding recommendations anchored to the evaluation criteria.
- Evaluation Criteria:
 - Need: what and how bad the problem is in regard to congestion and safety. Pre-environmental: 35 percent. Post-environmental: 15 percent.
 - Effectiveness: how the project proposes to address the problem and the benefits it can provide. Pre-environmental: 20 percent. Post-environmental: 40 percent.
 - Readiness: if the project is ready to go and what obstacles might prevent it moving forward in a timely manner. Pre- and post-environmental: 20 percent.
 - Funding leverage: the percent of match that is proposed, including private sector contributions. Pre- and post-environmental: 10 percent.
 - Policy Consistency and Sustainability: what planning documents the project is recognized in and how well the project maximizes the efficiency of the existing roadway network as well as its link with and support of land use and economic development. Pre- and post-environmental: 15 percent.
- Project Proposals:
 - Up to \$125 million available for programming and allocation.
 - Eleven applications submitted from nine sponsors.
 - \$158 million requested.
 - \$117 million in eligible requests for Fiscal Year (FY) 2016 and FY2017 timeframe.
 - Mix of project types:
 - Six freeway interchanges.
 - Two freeway mainline projects.
 - Three arterial projects.
 - Eligible funding requests within the FY2016 and FY2017 timeframe included:
 - Preconstruction: 22 percent.
 - Right of way and construction: 78 percent.
 - Distribution of KCA and SR categories is higher on the KCA than the TEP ratio, but the SR was higher in the 2012 CFP, so it somewhat balanced out.
 - Proposals ended up with scores that fell into three general categories referred to Tier I, II, and III. Staff's draft recommendation is that the Board consider making funding awards to the projects that are part of the Tier I and Tier II groups.
 - Tier I proposals had scores within a range of 71 to 80 points and fared well with all the evaluation criteria and stood out from Tier II projects as they scored higher on readiness and funding leverage.
 - State Routes 92/82 interchange improvements
 - Highway 101/Woodside Road interchange improvements

- Highway 101/Willow Road interchange improvements
- Highway 101/Holly Street interchange improvements
- Tier II projects scored in the low 60s, were not as ready to go and did not provide the same amount of funding leverage as Tier I projects.
 - Highway 101 staged HOV lanes (Whipple Avenue to San Bruno)
 - Highway 101/Peninsula Avenue interchange improvements
 - Highway 101 auxiliary lanes (Oyster Point to San Francisco County line)
 - Highway 101/Produce Avenue interchange improvements
- Tier III projects scored below 50 points and did not fare as well competing at the regional level.
 - State Route 1/Manor Drive overcrossing and Milagra Drive on-ramp
 - Ralston Avenue corridor complete streets improvements
 - Railroad Avenue extension
- Highway CIP
 - Provides overview of long-term needs versus funding availability.
 - Helps to better inform current CFP.
 - Identifies policy issues for further discussion. Staff is to work with the Board ad hoc committee on future program changes and advocacy.
- Next Steps
 - September 2015: Information item to CAC, Board, and C/CAG Technical Advisory Committee.
 - September/November 2015: Highway CIP ad hoc committee to consider policy issues that may influence funding recommendations.
 - October/November 2015: Board approves 2015 Highway Program of Projects.

Director Johnson said it does not look like there is enough money available to fully fund the four Tier II projects. He would like to know what the all-in cost is and where the shortfalls are. He said he would like to know what projects staff would take off the list if the Board was to take a conservative approach and which projects staff would add if the Board was aggressive and added Tier III projects. Without knowing the all-in long-term cost the Board can't make a decision.

Director Nagel asked why U.S. 101 Willow Project is so much more expensive than the other projects and why it is a high priority. Mr. Slavitt said it is a new overcrossing being built. It scored very well against need and evaluation criteria. It is on the Highway 101 corridor and is the primary access to the Dumbarton Bridge. It is the one project in the Tier I group that did not bring a match.

Chair Matsumoto asked the Board members to contact staff with questions or feedback so staff can do the research and bring it to the Board.

Mr. Hartnett said the Highway 101 Staged HOV Lanes from Whipple Avenue to San Bruno and the Auxiliary Lanes from Oyster Point to the San Francisco County Line

projects have drawn interest from State authorities, MTC and major employers in the region who are interested in having quicker action for improvements on Highway 101. Staff has had discussions with business groups, MTC, the State, and C/CAG. Staff is hoping to get private investment for supplemental work to fund some level of improvements.

Update on State and Federal Legislative Program

Gus Khouri, Khouri Consulting, said the governor vetoed AB464 because of items being considered for the 2016 ballot. AB378 is to facilitate a discussion about how to reduce congestion on Highway 101. Senate Bill 705 will include new language that will provide an exemption to the existing cap to allow San Mateo and Monterey counties to pursue a local sales tax measure up to 0.5 percent. He said there is precedent for the governor to sign legislation that pertains to one or two counties.

Mr. Khouri said the governor came out with a proposal during the special session on transportation. It is a \$3.6 billion plan, not including the \$897 million General Fund loans that will be paid back. The package totals about \$4.5 billion. This plan addresses multimodal needs. The governor plans to make an investment for transit and local streets and roads of about \$1.15 billion annually. He said \$400 million will be allocated from Cap and Trade for transit grants that can be used for operations or capital programs.

Capital Projects Quarterly Status Report – 4th Quarter Fiscal Year 2015

Joe Hurley, Director, TA Program, said this report covers the fourth quarter, and there have been no stop light changes from the previous quarter.

REQUESTS FROM THE AUTHORITY

None.

WRITTEN COMMUNICATIONS TO THE AUTHORITY

No discussion.

REPORT OF LEGAL COUNSEL

Joan Cassman, Legal Counsel, reported that there is no need for an update at this time.

DATE AND PLACE OF NEXT MEETING

October 1, 2015 at 5 p.m. in the San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd floor, 1250 San Carlos Avenue, San Carlos CA 94070

The meeting adjourned at 6:03 p.m.

TA CAC Chair's Report

September 3, 2015

Good evening Madame Chair and Members of the Board.

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

(TA Item 4a) The CAC reviewed the TA Board Minutes of August 6, 2015, without questions or comments.

(TA Item 4b) The CAC supported the action before the Board to accept the Statement of Revenues and Expenditures for July 2015.

(TA Item 10a) We received a highly informative presentation on the Alternative Congestion Relief Program - Connect Redwood City Pilot Program Findings from Melissa Reggiardo, with the District's Planning Section. The presentation covered the agency's program focus, illustrating its key findings, lessons learned and next steps for its six strategies, which included: bike share, car share, last-mile vanpool, traditional vanpool, telework and flex schedules.

The CAC was interested to hear that the Redwood City's bike ridership, although experiencing the lowest bike ridership of any location in the current program, increased 20 trips per month after making improvements with station re-locations and that plans, moving forward, will consider appropriate distances between stations for a more successful venture. However, they were also curious as to whether Redwood City would buy into the new privatized system operated by Motivate or, perhaps, choose to set up a bike operation of their own.

The CAC was also glad to hear that traditional vanpools and Zipcar are working well and that Zipcar is expanding its operations to include the Redwood City Main Library. Having been advised that the City of San Mateo may also be testing car and bike share programs, as well, the CAC thought that was a good idea and hope that the City of San Mateo pursues these programs.

(TA Item 10b) An excellent overview of the Measure A 2015 Highway Program Call for Projects Program (CFP) was given to the CAC by Joel Slavit, Manager of Programming and Monitoring. The presentation included the program overview, process, evaluation criteria, project proposals and the Highway CIP, as well as the next steps to be taken.

Again, as was discussed last month when the draft CIP was presented to the CAC, the issue of long term needs vs funding availability shows itself to be a critical one. The CAC understands that future project funding will call for many difficult decisions to be made, as project needs continue to far outweigh project funding.

(TA Item 10c) In the absence of Shweta Bhatnagar, our Government and Community Affairs Representative, the CAC received a comprehensive update on current legislation concerning transportation topics from Joe Hurley, TA Program Director. The CAC was surprised to hear that Governor Jerry Brown vetoed Assembly Speaker Mullin's Bill, AB 464, which would have increased the local sales tax cap from 2% to 3%, which would have helped ensure that all cities within the county, as well as the county itself, could absorb a local sales tax measure for transportation, among other things. We were informed other legislation is being pursued that would allow for the cap to be raised. The CAC was pleased to hear that an additional Special Session Bill SBX1-8 has been introduced by Senator Jerry Hill to help appropriate needed transportation funding. It is hoped that this new bill will be passed.

(TA Item 10d) The CAC received an overview of the Capital Projects Quarterly Status Report - 4th Quarter Fiscal Year 2015 from Joe Hurley, with very few questions or comments.

CAC Chair's Report:

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

1. At its board meeting last month, the High Speed Rail Authority (HSRA) kicked off the planning process with an aggressive schedule to bring High Speed Rail to the Peninsula corridor. The process raises opportunities to fund and implement grade separations, level boarding and longer platforms, which will provide more room on Caltrain, as well as faster, more accessible service and a blended service that could help on commuting between San Francisco and San Jose.

It has also been reported that the Authority is updating its schedule for the 2016 business plan, and considering initial service on the Peninsula corridor five years sooner, with service starting in 2024 rather than in 2029.

2. I also advised the CAC that there is a bill in the Assembly which is ABX1-7 by Assemblyman Nazarian (D- Van Nuys) which is a companion bill to State Senator Jerry Hill's Bill SBX1-8. Both of these bills would focus on allocating substantially more Cap and Trade funding for transit capital projects, which reduce greenhouse gas emissions. Because of the majority of the revenue supporting the Cap and Trade program is derived from transportation fuels, it would appear to make more sense to use more of the revenue to reduce transportation emissions.

Additional potential operating funding for Caltrain would be particularly helpful. Running more frequent service on Caltrain would help take more cars off the road at rush hour and help more people lead car-light and car-free lifestyles. Caltrain brings in over 60% of revenue from passengers, which is excellent for a service of this type, but that will still leave about \$25 million in public funding needed after electrification.

1. Staff Report:

In response to questions raised by the CAC at our last meeting, Joe reported on the operation of the ramp metering system on the 101 Corridor. Joe also advised the CAC about the details of the San Mateo County Transit District's new re-organizational structure.

Respectfully submitted,

BARBARA ARIETTA

Chair, San Mateo County Transportation Authority, CAC