

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

MINUTES OF SEPTEMBER 1, 2016

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

STAFF PRESENT: J. Averill, S. Bhatnagar, J. Cassman, A. Chan, J. Hartnett, J. Hurley, E. Kay, M. Martinez, N. McKenna, S. Murphy, M. Simon, J. Slavitt, S. van Hoften

Chair Carole Groom called the meeting to order at 5:02 p.m. and led the Pledge of Allegiance.

CITIZENS ADVISORY COMMITTEE (CAC) REPORT

Barbara Arietta, CAC Chair, reported on the meeting of August 30, 2016 (see attached).

Director Mary Ann Nihart arrived at 5:03 p.m.

APPROVAL OF CONSENT CALENDAR

- Approval of Minutes of August 4, 2016
- Acceptance of Statement of Revenues and Expenditures for July 2016

Motion/Second: Horsley/Nihart

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

Abstain: Freschet

PUBLIC COMMENT

None

CHAIRPERSON'S REPORT

None

PENINSULA CORRIDOR JOINT POWERS BOARD (JPB) REPORT – J. HARTNETT

The September 1 report is in the reading file.

REPORT OF THE EXECUTIVE DIRECTOR – J. HARTNETT

Jim Hartnett, Executive Director, said traffic studies continue to analyze the forecasted traffic demand for the corridor based on a number of managed lane alternatives. Engineering technical studies initiated this month include an express bus study, preliminary express lane civil design, a first round of biological surveys, investigation of utilities, and right of way assessment. Public outreach will begin in October. Staff is continuing to coordinate with San Francisco to study north of Interstate 380. Staff from the TA, the California State Department of Transportation (Caltrans), the City/County Association of Governments of San Mateo County (C/CAG), and the San Francisco County Transportation Authority have been exploring the concept. The analysis would be in the form of a Project Initiation Document. Staff will be coming back to the Board with a proposed course of action before the end of the year.

FINANCE

Authorize Execution of a Memorandum of Understanding (MOU) with C/CAG for the Development of Performance Measures as Part of a Highway Needs Assessment

Joel Slavitt, Manager, Programming and Monitoring, said C/CAG and the TA have determined a need to develop performance measures to assess key congestion and safety hotspots on the State highway network in the county. This will help to provide more informed guidance on highway needs for the Measure A Highway Program project selection process as well as other county-led highway programming efforts. Performance measures being considered include existing congestion, a projected increase in congestion, travel time reliability, and safety.

Director Karyl Matsumoto asked if this study is stopping at Interstate 380. Mr. Slavitt said it includes the entire State highway system.

Public Comment

Adina Levin, Friends of Caltrain, said the United States Department of Transportation has been working on a national program for appropriate measures for the performance of interstate and overall highway systems. Those draft measures focused on performance by vehicle, not by the ability to move passengers or greenhouse gas emissions. There was a national input process with Transportation for America that focused attention on making sure these performance measures include transit, moving passengers and greenhouse gases as a consideration. She hopes those issues will be considered at the regional level.

Director Ken Ibarra asked if a detailed report will be provided. Mr. Hartnett said yes.

Motion/Second: Nihart/Ibarra

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

PROGRAM

Authorize Revisions to Guiding Principles for Project Selection for the Measure A Grade Separation Program

April Chain, Chief Officer, Planning, Grants, and the TA, said staff is asking the Board to approve revisions to the guiding principles to how the TA selects projects from the Grade Separation Category. She said in April 2013, the Board approved a set of guiding principles. In November 2013 and May 2014, the Board approved four projects from five cities, San Mateo, Burlingame, South San Francisco and San Bruno, and Menlo Park, for a total of \$6.1 million. Through the end of the life of the program, in 2016 dollars, there is about \$235 million remaining. Many projects that were previously approved will be coming back for the next phase of funding. Projects are progressing at various schedules, so it would be difficult to do a call for projects (CFP). Given the amount of remaining funding, there is not sufficient money to complete all the projects. Staff is recommending removing the requirement to set aside funding for construction and preconstruction and focus the remaining funding on the completion of these projects. Staff is asking the Board to set aside \$5 million to assist with other eligible grade separation projects not previously funded. Any other cities with grade

separations in the Transportation Expenditure Plan can come to the TA Board to request funds for planning efforts.

Ms. Chan said there are only four projects and they will likely be coming back to the Board individually. Instead of a CFP, staff is recommending allowing the cities to come back on an as-needed, first come first served basis. In addition to the list of criteria previously approved, staff is also asking to take into consideration Caltrain's assessment and how the project is ranked in the Caltrain Grade Separation Crossing Hazard Analysis, how the project impacts Caltrain, evaluate project ranking in the Public Utilities Commission list, how the project can bring in match, at a minimum if the project needs construction funding it should bring in matching funds, geographic equity, and impacts to projects remaining on the list.

Director Ibarra said there is no roadmap on how grade separations will be funded in the future. He said things can change every year so he is not sure how the TA will be able to stick to these guiding principles. Any city that wants to do a grade separation will have to lobby to get funding. Ms. Chan said she reported last month there is funding out there that can be tapped in to.

Director Nihart said part of this is dealing with what the TA has, knowing what is on the books already, and knowing that the Legislature might do things differently and provide funding. These projects are those that were moving along already and the Board was not going to add to the list until a later time.

Public Comment

Adina Levin, Friends of Caltrain, said this decision and approach is prudent from the perspective of this body and the finances of the TA, but the Local Policy Maker Group was talking about collaborating with the Metropolitan Transportation Commission (MTC) to get a program created to provide planning resources for the entire corridor to get an inventory and provide tools for cities to deliver, plan and fund a project. There is an overall regional long-term need. She hopes the initiative working with MTC and the region will help provide resources to proceed with planning and not temporarily slow down when there are bumps in providing regional funding.

Director Nihart said this is where the TA is at right now. It does not mean things are not going to change in the future or that the TA is not aware of other planning that is in the works. This is to get the best bang for the buck at this point in time.

Chair Groom said this is not new information. The San Mateo grade separation has been in the works for 20 years. The Burlingame/Broadway project has been around almost as long and is almost finished. The TA always works with the MTC and has members that serve on it. It is okay for the TA to continue its work forward because these projects need to get done.

Motion/Second: Nihart/Horsley

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

Director Cameron Johnson left at 5:29 p.m.

Request by the City of San Mateo for Measure A Funds for the 25th Avenue Grade Separation Project

Ms. Chan presented:

- Project scope
 - Construct grade separation at 25th Avenue, along with elevated rail between Hillsdale Avenue and Highway 92
 - Relocate Hillsdale Station and provide station access and parking
 - Construct east/west connections at 28th and 31st avenues
- Cost estimate: \$165.3 million
 - Measure A request: \$65.3 million
 - California High-Speed Rail Authority (CHSRA): \$84 million
 - Caltrans: Section 190 Program: \$10 million
 - City of San Mateo match: \$6 million
- Cost estimate by element
 - Grade separation at 25th Avenue, elevated rail from Hillsdale Avenue to Highway 92: \$134 million
 - Relocated elevated Hillsdale Station (including station access and parking): \$33.8 million
 - East/west connections at 28th and 31st avenues: \$12.2 million
- Cost estimate by phase
 - Preliminary engineering and environmental review: \$3.5 million
 - Final design: \$7.2 million
 - Right of way acquisition and utility relocation: \$4 million
 - Construction: \$165.3 million
- Schedule
 - Preliminary engineering/environmental review: July 2014 – August 2016
 - Final design and right of way: December 2015 – July 2017
 - Bid and award: November 2016 – April 2017
 - Construction: May 2017 – October 2019
- Coordination with electrification
 - Electrification construction to start spring 2017
 - San Mateo needs to secure construction funds now to begin construction by mid-2017
 - Construction of grade separation needs to start by mid-2017 to be completed before the installation of the electrification overhead contact system
- Overall project funding plan
 - Environmental: Measure A: \$3.7 million; San Mateo: \$1 million
 - Design: Measure A: \$3 million; San Mateo: \$3 million
 - Right of way: Measure A: \$2 million; San Mateo: \$2 million
 - Construction: Measure A: \$65.3 million; San Mateo: \$6 million; State Section 190: \$10 million
- Special circumstance considerations
 - Urgency
 - Significant cost savings to do the project before electrification
 - Safety improvement
 - Potential loss of funds

- Impact to Measure A program
 - Grade separation program balance through Fiscal Year (FY) 2017: \$36.5 million
 - Annual receipts: approximately \$12 million
 - Staff currently evaluating whether funds can be borrowed from other TA programs if needed to cash flow the project
- Schedule
 - August 2016: San Mateo submits letter requesting Measure A construction allocation; CHSRA authorizes MOU for \$84 million to project
 - September 2016: information item on 25th Avenue Grade Separation
 - October 2016: TA action on 25th Avenue Grade Separation funding request

Director Nihart said there is a balance in Measure A, and this presentation shows there is \$36.5 million through FY2017. She asked if the TA is using next year's money. Ms. Chan said it is currently FY2017, and staff is estimating through the end of FY2017 there will be \$36.5 million. The TA continues to collect \$12 million a year. Looking at the construction schedule, the TA may barely have enough to pay the construction bills that will be coming in.

Chair Groom said this has been talked about long before the Bay Meadows project and it is exciting to see this project coming to fruition.

Director Maureen Freschet said she is proud of San Mateo city staff and the city manager.

Program Report: Transit Ferry Program – South San Francisco

Ernest Sanchez, Public Information and Marketing Officer, Water Emergency Transportation Authority (WETA), presented:

- Average daily ridership
 - Year one: 161
 - Year two: 333
 - Year three: 422
 - Year four: 479
- Average monthly farebox recovery: currently 31 percent
- Regional Measure 2 (RM2) Program: Performance criteria
 - Project has two years of ramp up and must reach threshold farebox recovery by third year
 - Services that do not meet thresholds in year three must complete a corrective action plan and submit to MTC for approval
 - Ferry services are evaluated as individual routes, not part of a larger system or program of services
- WETA Board ridership development actions
 - July 2012: South San Francisco ferry service begins
 - April 2013: ridership enhancement program
 - Additional evening trip, adjustment to peak schedule
 - Rider and commuter surveys
 - Midday service

- Marketing enhancements
- Increase of \$228,000 annual operating expense
- November 2013:
 - Status report
 - Follow up surveys
- May 2014
 - Made permanent April 2013 schedule changes
 - Employee transportation coordinator events
- September 2014
 - Fare program adoptions
 - Increased fare by 6 percent
- October 2014
 - System wide onboard passenger survey
- April 2015
 - Summer schedule
 - Modified evening departure
- September 2015
 - WETA submits corrective action plan
 - Monitor and adjust service to maintain ridership growth
 - Continue outreach to South San Francisco employers
 - Encourage modification and expansion of connecting shuttle program
 - Continue midday excursion trips to San Francisco
 - Interline crews and vessels
 - Work with MTC to modify RM2 performance criteria for WETA ferry program
 - Extend ramp up period for ferry capital projects from three years to 10 to 14 years
 - Evaluate WETA services as a system rather than individual, independent services
- Fall 2015
 - Letters of support from South San Francisco ferry stakeholders
- May 2016
 - MTC extends ramp up period to June 2019
- June 2016
 - Service hits 541 average daily boardings
- Upcoming South San Francisco development
 - 3.5 million square feet of office/commercial space currently under construction
 - 2.5 million square feet of officer/commercial space anticipated in Oyster Point

Director Matsumoto said she was skeptical of the service but she is pleased with what is happening. Genentech is building water taxis, but they should not impact WETA's ferry passengers. The water transit community group is trying diligently to market the WETA ferry and get word out, and has put up more ferry signs.

Mr. Sanchez said the WETA Board awarded a contract for the construction of three additional ferries, which hold 440 passengers and travel 34 knots per hour, and will go into the fleet to expand it to 12 vessels.

Director Nihart asked what the percentage of people who bring a bike onboard. Mr. Sanchez said 48 percent.

Capital Projects Quarterly Status Report – 4th Quarter Fiscal Year 2016

Joe Hurley, Director, TA Program, said:

- The Poplar Avenue Safety Improvement Project in San Mateo construction schedule slipped because the city opted to do more public outreach in advance of the start of construction. Construction began last month and is scheduled to be completed at the end of the year.
- The Highway 92 El Camino Real Interchange Reconstruction Project in San Mateo is delayed due to multiple reviews at the end of the design phase. The project design is completed and is scheduled to be advertised for construction before the end of the year.

Update on State and Federal Legislative Program

Shweta Bhatnagar, Manager, Government and Community Relations, provided the following update:

State

Assembly Bill (AB) 2030 increases the thresholds for purchases that require agencies to go out to bid and was passed and signed by the governor.

AB2126, which increases the number of projects where Caltrans can use the Construction Manager/General Contractor delivery method, passed the Legislature and is now with the governor.

AB1889 clarifies the early investments in the bookends and elsewhere along the high-speed rail system, which are ultimately going to be used for high-speed rail trains, to be consistent with the intent of the Legislature in appropriating Proposition 1A funds. This bill passed the Legislature and is now with the governor.

What is left is to pass is a final transportation funding package, which can be done any time before November 30 during the transportation special session.

The California State Transportation Agency awarded \$20 million to Caltrain from the State's Transit and Intercity Rail Cap and Trade Program for the electrification project.

Federal

The Federal Railroad Administration awarded Caltrain a \$2.8 million grant for the Communications-based Overlay Signal System/Positive Train Control Project.

Staff was notified that the Caltrain Electrification Project is moving forward in the Federal Transit Administration's Core Capacity grant program and is now entering the engineering phase.

Director Don Horsley asked if a public vote would be required for a transportation funding package. Ms. Bhatnagar said no, it would be an allocation of the remaining Cap and Trade funds.

Chair Groom asked how the money would be distributed if it passes. Ms. Bhatnagar said a chart is in the agenda packet that details where the money is coming from and what programs would be funded.

REQUESTS FROM THE AUTHORITY

None

WRITTEN COMMUNICATIONS TO THE AUTHORITY

No discussion.

DATE AND PLACE OF NEXT REGULAR MEETING

October 6, 2016 at 5 p.m. in the San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd floor, 1250 San Carlos Avenue, San Carlos CA 94070

REPORT OF LEGAL COUNSEL

Ms. Cassman said the Board will meet in closed session.

Recessed to closed session at 6:09 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

Reconvened to open session at 6:13 p.m.

Ms. Cassman said no action has been taken.

The meeting adjourned at 6:13 p.m. in memory of former supervisor Mary Griffin, who had a distinguished career in public office, including serving on the TA Board from 1989 to 1998.

TA CAC Chair's Report

September 1, 2016

Good evening Madam Chair and members of the Board,

Here are the results from this past Tuesday's meeting of the CAC :

(TA Item 4a) The CAC reviewed the Minutes of the Board's August 4, 2016, without questions or comments.

(TA Item 4b) The CAC supported the Acceptance of the Statement of Revenues and Expenditures for July 2016, without questions or comments. .

(TA Item 9a) The CAC supported the Execution of a Memorandum of Understanding with the City/County Association of Governments for the Development of Performance Measures as Part of a Highway Needs Assessment.

(TA Item 10a) After a comprehensive overview of the recommended revisions to the Guiding Principles for the Project Selection and Funding Process for the Measure A Grade Separation Program by April Chan, Chief Officer, Planning, Grants and the Transportation Authority, the CAC voted to support the recommended revisions. The CAC was pleased to hear that a recommendation was again being made to set aside up to \$5 million to assist with planning for other eligible grade separation projects listed in the Transportation Expenditure Plan that were not funded in 2013 or 2014, with the understanding that the remaining funding should be primarily focused on the projects previously approved by the San Mateo County Transportation Authority for pre-construction funding and that this new approach, in effect, will be replacing future Calls for Projects, a process which was part of the previously approved principles.

(TA Item 10b) The CAC received a detailed power point presentation by April Chan concerning the 25th Avenue Grade Separation Measure A Funding Request from the City of San Mateo. The report covered the project scope, its project cost estimate and project schedule, and its coordination with electrification, as well as the project funding plan, special circumstances consideration and action schedule. Mr. Larry Patterson, San Mateo's City Manager, and Mr. Leo Scott, Project Consultant, were on hand to answer questions. The CAC was made well aware of the urgency of the City of San Mateo receiving the funding immediately , as it would prove to be a significant cost savings, as well as safety improvement, in addition to avoiding a potential loss of

funds. Although this was only an FYI item presented to the CAC at this time, with no formal vote being taken yet, the CAC appeared to be in general agreement that the funding request should be approved when it comes up for a vote in October.

(TA Item 10c) As part of a series of program reports focusing on the various TA's programs, the CAC was given a report on the Transit Ferry Program in South San Francisco this month by Joel Slavitt, Manager, Programming and Managing. His presentation overview included a program report on the average daily boardings and the average monthly farebox recovery. Although the current ferry service's performance criteria does not meet the MTC's requirement of 40% for farebox recovery, the CAC was pleased to hear that an extension period to June 2019 had been granted by the MTC to the Water Emergency Transportation Authority for the project to have more ramp up time to reach the required 40% farebox recovery requirement. Members of the CAC commented on the fact that with all the new developments that are currently taking place at Oyster Point in northern San Mateo County and also expected to take place on Treasure Island, as well as developments now being constructed along the San Francisco waterfront between Mission Bay and Candlestick, which borders the northern waterfront of San Mateo County, there just might be a future opportunity to increase ridership quite a bit in the not too distant future, with some creative ferry routes being created to take into consideration the RM2 funding requirements that currently apply to the ferry routes.

(TA Item 10d) Joe Hurley, TA Program Director, gave a brief update to the CAC on the Capital Projects Quarterly Status Report for the 4th Quarter of Fiscal Year 2016, focusing on two projects primarily: the Poplar Avenue Safety Improvements and the Route 92/El Camino Real Interchange projects

(TA Item 10e) Shweta Bhatnagar, Manager Government and Community Relations, advised the CAC that Senator Jim Beal (D-San Jose) and Assemblyman Jim Frazier (D-Fairfield) have been combining efforts to produce a transportation-funding package. The CAC was also given an update on AB2030 (Mullin), which was recently signed by the Governor.

(CAC Chair's Report to the CAC)

In my own report to the CAC, I advised the CAC that our former CAC member Jim Bigelow had contacted me with news to share with members of the CAC about two upcoming public meetings on the Dumbarton Corridor Study..

The two public outreach meetings are scheduled to be held on Monday evening September 12 at the Newark Library in Newark and on Wednesday evening, September 14 at the Fair Oaks Community Center in Redwood City. Both meetings will be held between 7PM and 8PM.

At these meetings, staff will provide a study update; review the study goals, evaluation metrics and initial alternatives examined. The study will not approve any future projects, but instead will provide local stakeholders with options to consider exploring.

(Staff Report to the CAC)

In Joe's report to the CAC, he advised the CAC that the CTC authorized an agreement between the TA and the California Department of Transportation (CALTRANS) in regards to the 101 Willow Interchange Project. The TA will front the money, with STIP reimbursing the money at a later date. Joe also reported that the Hwy 101/Broadway Interchange Project costs are projected to be higher than budgeted. While TA staff is working with Caltrans and the utility companies to deliver the project within budget, the probability is that additional funding will be needed to complete the project. All parties are working together to quantify the anticipated funding shortfall and will bring that information back to the Board as soon as it becomes available.

Respectfully submitted,

BARBARA ARIETTA

Chair, San Mateo County Transportation Authority, CAC