

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

MINUTES OF DECEMBER 5, 2013

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

MEMBERS ABSENT: D. Horsley

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

Chair Carole Groom called the meeting to order at 5:05 p.m. and led the Pledge of Allegiance.

CITIZENS ADVISORY COMMITTEE (CAC) REPORT

CAC Chair Barbara Arietta reported on the meeting of December 3, 2013 (see attached).

Director Karyl Matsumoto arrived at 5:09 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of November 7, 2013
- b. Acceptance of Statement of Revenues and Expenditures for October 2013

A motion (Nagel/Foust) to approve the Consent Calendar was approved.

PUBLIC COMMENT

None

CHAIRPERSON'S REPORT – CAROLE GROOM

None

SAMTRANS LIAISON REPORT – KARYL MATSUMOTO

No discussion

JOINT POWERS BOARD (JPB) REPORT

Michael Scanlon, Executive Director, reported:

- Directors Jose Cisneros, Perry Woodward and Adrienne Tissier were appointed to the Nominating Committee for 2014 Officers.
- Key Caltrain Performance Statistics
 - Monthly Performance Statistics – October 2013 compared to October 2012
 - Total Ridership was 1,435,694, a 0.5 percent increase.
 - Average Weekday Ridership was 51,741, a 0.05 percent increase.
 - Total Farebox Revenue was \$6,158,615, a 3.9 percent decrease.
 - On-time Performance (OTP) was 92 percent, an 11 percent increase.

- Caltrain Shuttle Ridership was 6,803, a 26.6 percent decrease. There continues to be problems with the count reports from the Marguerite Shuttle.
- Year-to-Date Performance Statistics – October 2013 compared to October 2012
 - Total Ridership was 5,789,459, a 7.7 percent increase.
 - Average Weekday Ridership was 53,720, a 7.6 percent increase.
 - Total Farebox Revenue was \$25,599,827, a 6.3 percent increase.
 - OTP was 91.1 percent, a 2.4 percent increase.
 - Caltrain Shuttle Ridership was 6,944, a 21.7 percent decrease.
- San Jose Sharks ridership was up 12 percent over last year.
- Stanford football ridership was up 7 percent over last year.
- A Sunday schedule will be operated on Christmas Day.
- Additional service will be provided on New Year's Eve. Staff has coordinated with Santa Clara Valley Transportation Authority (VTA) and San Francisco Municipal Transportation Agency to offer free service after 8 p.m.
- The Holiday Train will be running the weekend of December 7 in partnership with the Silicon Valley Community Foundation. Tasha Bartholomew, Community Relations Officer, was recognized for her work on the Holiday Train.
- A video was shown of the Caltrain 150th Anniversary event in October. The next event is January 18.
- The Board:
 - Received updates on the Caltrain Modernization Program, High-speed Rail court rulings, and Positive Train Control and the steps being taken to ensure safety on the rail line.
 - Authorized the adoption of findings for a statutory exemption under the California Environmental Quality Act (CEQA), adoption of the associated Title VI analysis, and adoption of an amended and restated Codified Tariff that provides a 10 percent discount to fare-paying groups of 25 or more that pre-purchase tickets through the Caltrain Group Travel Program, allows universities and other employers purchasing Go Pass annual passes to include all of their employees including those that work less than 20 hours per week and interns, and expands the annual Go Pass Program to include residential complexes.
 - Authorized the award of a sole source contract in the amount of \$1,993,468 to ARINC, Inc. to modify the Rail Operations Control System to include the Communications-based Overlay Signal System/Positive Train Control functions.
 - Authorized an increase in change order authority for an amount not to exceed \$4 million for the San Bruno Grade Separation Project contract.
 - Authorized the award of contract to Vali Cooper and Associates for on-call construction management services for a not-to-exceed amount of \$15 million for a three-year term.

REPORT OF THE EXECUTIVE DIRECTOR

Mr. Scanlon said:

- TA and City/County Association of Governments (C/CAG) staff worked together to refine evaluation criteria for the upcoming Shuttle Program joint Call for Projects (CFP). Staff recommendations will be presented at the next meeting.
- The Highway 101/Willow Road Interchange Project in Menlo Park cleared the environmental process and can advance to the design phase.
- San Pedro Creek Bridge Replacement Project in Pacifica was advertised for construction bids December 2. Bids will be opened in February and construction will begin in April.
- On December 11, the California Transportation Commission will be asked to allocate \$19 million in Statewide Transportation Improvement Program funding for the Highway 101/Broadway Interchange in Burlingame. If approved, this will be the final piece required to fund the project through construction.
- The San Mateo County Transit District holiday card video was shown.

PROGRAM

Program Report: Highway 101/Broadway Interchange Reconstruction Project

Jim McKim, Project Manager, presented:

- The project is intended to improve the ramps and existing circuitous movements of the interchange, accommodate future traffic growth, and increase bicycle and pedestrian access.
- The total project cost estimate is \$83 million, which includes \$60 million for construction and \$12 million for the right of way and utilities.
- Construction funding includes \$32.4 million, or 54 percent, from Measure A, and \$19 million from the State.
- Measure A will fund 62 percent of the total project.
- Approved permits have been issued by the Regional San Francisco Water Quality Control Board, the Army Corps of Engineers, the California Department of Fish and Wildlife, and the San Francisco Bay Conservation and Development Commission.
- Fifteen parcels are needed for the right of way. Twelve parcels have been acquired and the TA has orders of possession on the remaining three while they are in the condemnation process.
- Notices to relocate and all the agreements with the utility companies have been executed. Affected utilities include Pacific Gas and Electric, American Telephone and Telegraph, Comcast, Sprint, Burlingame sewer and water, and Millbrae sewer.
- The project is in the Ready to List phase of the California Department of Transportation (Caltrans) development process.
- Key milestones include advertising the project in January, bid opening in March, construction beginning in April, and construction completing in spring of 2017.

Director Terry Nagel asked who will notify the public of road closures and construction. Mr. McKim said Caltrans will manage construction and these notifications are their responsibility. He said city staff and Caltrans have already met with most of the businesses that will be affected.

Update on New Measure A Pedestrian and Bicycle Program Criteria for the 2013 CFP

Joel Slavitt, Manager, Programming and Monitoring, presented:

- Three percent of Measure A funds is set aside for this program.
- The purpose of the program is to fund projects that encourage and improve walking and bicycling conditions.
- Eligible activities include funding for the project development, right of way acquisition, and construction of facilities for pedestrians and bicyclists. Eligible projects include paths, trails and bridges over roads and highways, and pedestrian/bicycle components of a larger multi-modal project, but do not include general citywide planning or maintenance or rehabilitation.
- The CFP will be issued in December and will cover Fiscal Years 2014 and 2015. There is \$5.4 million available. Sponsors are limited to a maximum of three applications up to \$1 million.
- Proposals will be evaluated by a staff panel and will include a C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) member.
- The expenditure period has been reduced from five to two years for preconstruction-only activities, three years for construction activities, or five years if the project includes both preconstruction and construction.
- Evaluation criteria:
 - Project readiness and need – 35 percent.
 - Effectiveness – 35 percent.
 - Policy consistency – 10 percent.
 - Sustainability – 10 percent.
 - Funding – 10 percent.
- Proposed revisions to the process since the last CFP include refining eligibility requirements, changing the timely use of funds, promoting geographic equity by limiting the number of applications in each portion of the county, the total dollar amount per project sponsor or city, and adding an effectiveness category that includes pedestrian and bicycle accommodation, value, and serving low-income or transit-dependent populations.
- Applications are due in mid-January, the CAC and Board will receive the draft Program of Projects in March, and the Board will approve the proposed Program of Projects in April.

Director Matsumoto asked if the BPAC will review the criteria and make recommendations to the Board. Mr. Slavitt said one member from the BPAC will be on the evaluation panel. Director Matsumoto asked if the Board will approve the projects or if they will be predetermined. Mr. Slavitt said the Board will make the final decision about which projects to fund.

Chair Groom asked who is on the review committee. Mr. Slavitt said it will include representation from TA and JPB staff, the C/CAG active transportation coordinator, one VTA staff member, and chair of BPAC.

Director Matsumoto said an elected official could provide beneficial information and she would like to see an elected representative on the evaluation panel. Mr. Scanlon said there is no problem to add an elected official.

April Chan, Executive Officer, Planning and Development, said the BPAC Technical Advisory Committee (TAC) appointed the chair of the BPAC because he has bike and pedestrian technical knowledge.

Director Matsumoto said elected officials look at projects and consider connectivity to schools, transit-oriented development, and understand the links, benefits and value of the projects.

Mr. Scanlon said since there is a BPAC representative from C/CAG and the Board wants to add an elected official, he suggests it should be someone who is not from C/CAG or BPAC.

Chair Groom said the Board will make that appointment at the January meeting.

Director Nagel said the mid-January deadline is very soon after the holidays and asked if it might be a problem for staff to get their information together in that timeframe. Ms. Chan said staff presented this item to the TAC meeting in November, and all the public works directors were there and are aware this program is coming. She said they already have programs in their pipeline that can be submitted to this program.

Update on State and Federal Legislative Program

Seamus Murphy, Director, Government and Community Affairs, provided the following update.

State

A group has filed a possible ballot measure with the Secretary of State to increase the vehicle license fee by 1 percent of total vehicle value, which generate about \$2.9 billion per year. Ten percent of that would go towards State Transit Assistance, 40 percent to the State Highway Program, 25 percent to local streets and roads, and 25 percent to county roads. It would be phased in over four years starting in 2015. Sponsors will conduct polling and make a decision in January whether to proceed with this measure.

Federal

There are two new bills the TA will consider through the Legislative Program next year. One is an increase in the gas tax by 15 cents starting in 2015, which would be about \$170 billion per year and would help bridge the gap in the Highway Trust Fund after Moving Ahead for Progress in the 21st Century expires. The second bill would propose a pilot program to look at an alternative to the Federal gas tax and implement a vehicle miles traveled tax.

There is still no permanent parity for pretax benefits for transit commuters and drivers. Transit commute benefits are set to expire at the end of the year and would be reduced to \$130 per month, while driver benefits would increase to \$250 a month. The parties involved in extending parity want to wait to deal with this issue as a part of comprehensive tax reform next year.

Director Matsumoto thanked Mr. Murphy for informing a South San Francisco newly elected councilmember about SamTrans, the TA, and JPB. Mr. Murphy said staff invites

all newly elected councilmembers to come and learn about the agencies and their challenges and needs.

Director Rosanne Foust said to watch out for November 2014 legislation from other groups such as the San Francisco Bay Restoration Authority, which is considering a nine-county parcel tax. She said if other taxes end up on ballot she gets nervous because transit is very important.

Mr. Scanlon said one of the recommendations the San Francisco mayor's Transportation Task Force developed was vehicle license increases, so there could be some real pushback.

Capital Projects Quarterly Status Report – 1st Quarter Fiscal Year 2014

Joe Hurley, Director, Transportation Authority Program, said the budget for the San Bruno Grade Separation Project went from yellow to green because of the infusion of \$8 million to address the funding gap. He said Caltrans certified the environmental document for the Route 1 Calera Parkway Project and the schedule now reflects that milestone. He said the San Pedro Creek Bridge Replacement Project budget went from red to green because the TA Board allocated \$3.4 million in August. The project has been advertised and the schedule has changed from yellow to green.

REQUESTS FROM THE AUTHORITY

None

WRITTEN COMMUNICATIONS TO THE AUTHORITY

No discussion

REPORT OF LEGAL COUNSEL

Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(a): 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

David Miller, Legal Counsel, said there will not be a closed session. He said the petitioners, Caltrans, the city of Pacifica and the TA met in October for an early settlement conference as required under the CEQA. He said the petitioners requested Caltrans decertify the Environmental Impact Report. Caltrans declined. He said there is no specific relief being sought from the TA. Legal counsel spoke with the petitioners' counsel and put forward a proposal that they voluntarily dismiss the TA.

DATE AND PLACE OF NEXT MEETING

Chair Groom wished staff, the CAC, and all the people who contribute to the success of the TA a happy holiday and prosperous new year.

January 9, 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 6:08 p.m.

CHAIR ARIETTA'S TA CAC REPORT

December 5, 2013

Good evening Madam Chair and Board members. Here is what I have to report from our Tuesday night CAC meeting.

We began our meeting with a written Holiday Greeting from TA Board member Karyl Matsumoto, which was read into the record by our CAC Secretary Josh Averill. Apparently, there had been a time conflict with Ms. Matsumoto's schedule that prevented her from staying for our meeting that evening, however, we very much appreciated her written Holiday wishes to us.

We were then delighted to receive a most welcomed update from Bill Osher, the TA's Investment Manager. Mr. Osher reviewed with us the Quarterly Investment Report and Fixed Income Market Review Outlook for the Quarter Ending September 30, 2013. This item was scheduled to be presented to us last month, but due to Mr. Osher's illness at the time, it was postponed to this month. His appearance at our meeting on Tuesday evening not only gave us the opportunity of being given his erudite financial update, but also to have the pleasure of his company at our annual Holiday dinner which immediately followed our meeting that evening.

After Mr. Osher's report we went on to review this month's TA business and I am here to report the following in reference to the Board's Agenda this evening:

(TA Item 4a) - The CAC reviewed the TA Board's Minutes of November 7, 2013, without questions or comments.

(TA Item 4b) - The CAC supported the Acceptance of the Statement of Revenues and Expenditures for October 2013, without questions or comments.

(TA Item 10a) - As part of an ongoing series of reports on the TA's current programs, Jim McKim, TA Project Manager gave us a comprehensive overview of the US 101/Broadway Interchange Reconstruction Project, which informed us about the project's various funding sources, as well as the status of its permits and right of way and also the project's phases and schedule.

This project has been a longtime coming and the CAC believes that, when finished, it will greatly improve the existing traffic movements and most decidedly accommodate future traffic growth, along with increasing bicyclist and pedestrian access in the now heavily congested US 101/Burlingame area.

(TA Item 10b) - Joel Slavit, Manager, Programming and Monitoring, gave the CAC a highly informative update on the Measure A Pedestrian and Bicycle Program Criteria for the 2013 Call for Projects. The CAC members were pleased to see that there has been a refinement to the evaluation criteria in response to comments made by our committee, changes to eligibility requirements from those of previous years, as well as a limitation in the number of applications that a sponsor can make with a maximum funding award of \$1 million per sponsor.

(TA Item 10c) - Schweta Bhatnagar, Government Affairs Officer delivered a brief, but informative State and Federal Legislative update focusing on the framework for the Metropolitan Commission's proposed investment program in regards to the regional distribution of next year's Cap and Trade revenues within the State. She also informed us that as part of the proposed plan three of the five distribution categories could potentially be available to help fund our public transportation projects, programs and services. The CAC was pleased to hear about this proposal and is eager to find out what happens at the next meeting of the Metropolitan Transportation Commission on December 18th when it considers this proposal.

(TA Item 10d) - We reviewed the Capital Projects Quarterly Status Report for the 1st Quarter Fiscal Year 2014 with very few questions and very little comments.

I selected a Nominating Committee for next year's Chair and Vice Chair elections in January 2014. The CAC members selected for the 2014 Nominating Committee are: Jeff Londer, James Whittemore and Richard Hedges.

The remainder of my report focused on Caltrain news, announcements and issues, including the following:

1. Caltrain has invited everyone to help celebrate its 150th Anniversary next month on January 18, 2014 at the Santa Clara Rail Station at 11 a.m. There will be speeches from community leaders and exhibits from other regional partners celebrating the spirit of innovation and progress for which this region is known.

2. Caltrain's electrification funding is at risk, due to a Sacramento Judge's ruling on 11/25th which invalidated the High Speed Rail Authority's funding plan. About half of the funds for Caltrain electrification come from HSR. The High Speed Rail Authority will run out of money in April unless something changes...Caltrain has enough money in hand to complete preparing for electrification through 2015, while backup plans are being worked on, however it will need more money for implementation after 2015.

3. At a recent meeting of the Transbay Joint Powers Authority, the Transbay staff presented a proposal intended to connect the Caltrain tracks to the Transbay Terminal by 2022-two years ahead and a half a billion dollars below expectation-by creating a Public Private Partnership that would toll \$1.25 for the last stop to the financial district.

There is much controversy on the proposed funding measures being contemplated to attain this goal, however the project's early completion is being considered critical due to the 180,000 jobs potentially being serviced within 1/2 mile of the Transbay Terminal, as well as the forecasted increase in Caltrain ridership into San Francisco by more than 50%. But, there still remains many, many questions about how the rail line will be extended downtown, how it will be paid for, and how the overall system will eventually be managed in the future.

We then adjourned our meeting to begin our Holiday dinner and celebrate the close of a very exciting 2013. I also want to express the CAC appreciation to Director Nagel's for her presence at both the meeting and Holiday dinner.

Respectfully submitted,

Barbara Arietta
Chair, SMCTA/CAC