



NOTE ROOM CHANGE

AGENDA

SAN MATEO COUNTY TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

4th Floor Dining Room

1250 San Carlos Avenue, San Carlos, CA 94070

November 4, 2014 – Tuesday

4:30 p.m.

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Approval of Minutes from September 30, 2014
4. Public Comment
Public testimony by each individual speaker shall be limited to three minutes
5. **Transportation Authority Board Meeting Agenda for November 6, 2014**
 - a. Authorize Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended September 30, 2014
(TA Item 10a)
 - b. Program Report: Highway Program **(TA Item 11a)**
 - c. Acceptance of Statement of Revenues and Expenditures for September 2014
(TA Item 4c)
 - d. Update on State and Federal Legislative Program **(TA Item 11b)**
 - e. Adoption of Revised Conflict of Interest Code **(TA Item 4d)**
 - f. Approval of 2015 Board of Directors Meeting Calendar **(TA Item 4b)**
 - g. Approval of Minutes of October 2, 2014 **(TA Item 4a)**
6. Report of the Chair (Barbara Arietta)
7. Report from Staff (Joe Hurley)
8. Member Comments/Requests
Committee members may make brief statements regarding CAC-related areas of concern, ideas for improvement, or other items that will benefit or impact the TA or the CAC
9. Date, Time, and Place of Next Meeting: Tuesday, December 2, 2014 at 4:30 p.m., San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Ave, San Carlos, CA 94070
10. Adjournment

All items on this agenda are subject to action

CAC MEMBERS: Barbara Arietta (Chair) • John Baker • Daina Bautista • Jim Bigelow • John Fox • Rich Hedges • Randall Hees • Jeff Londer • Daina Lujan • Doris Maez • Larry Shaine • Laurie Simonson (Vice Chair) • April Vargas • William Warhurst • James Whittemore

INFORMATION TO THE PUBLIC

If you have questions on the agenda, please contact the Assistant District Secretary at 650-508-6223. Assisted listening devices are available upon request. Agendas are available on the Transportation Authority Website at www.smcta.com.

Date and Time of Boards and Advisory Committee Meetings

San Mateo County Transportation Authority (TA) Committees and Board: First Thursday of the month, 5 p.m. Transportation Authority Citizens Advisory Committee (CAC): Tuesday proceeding first Thursday of the month, 4:30 p.m. Date, time and location of meetings may be changed as needed.

Location of Meeting

The San Mateo County Transit District Administrative Office is located at 1250 San Carlos Avenue, San Carlos, which is one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus Routes ECR, FLX, 260, 295, and 398.

Additional transit information can be obtained by calling 1-800-660-4287 (TTY 650-508-6448) or 511.

Public Comment

If you wish to address the Citizens Advisory Committee, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Citizens Advisory Committee and included for the official record, please hand it to the Assistant Authority Secretary, who will distribute the information to the Committee members and staff.

Members of the public may address the Citizens Advisory Committee on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to three minutes and items raised that require a response will be deferred for staff reply.

Accessibility for Individuals with Disabilities

Upon request, the TA will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to Nancy McKenna at San Mateo County Transportation Authority, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email to cacsecretary@smcta.com; or by phone at 650-508-6279, or TDD 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.

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

Draft

MINUTES OF SEPTEMBER 30, 2014

MEMBERS PRESENT: B. Arietta (Chair), J. Bigelow, J. Fox, R. Hees, L. Simonson, J. Londer, D. Maez, W. Warhurst, J. Whittemore

MEMBERS ABSENT: J. Baker, D. Bautista, R. Hedges, D. Lujan, L. Shaine, A. Vargas

STAFF PRESENT: J. Averill, A. Chan, C. Harvey, J. Hurley, J. Slavitt

Chair Barbara Arietta called the meeting to order at 4:39 p.m. and John Fox led the Pledge of Allegiance.

APPROVAL OF THE SEPTEMBER 2, 2014 MEETING MINUTES

Chair Arietta said on page 3 in the fourth paragraph, Commute.org is misspelled, and the word "said" should be removed from Jim Whittemore's comment that reads, "Mr. Whittemore said asked..."

Motion to approve the minutes as amended.

Motion/Second: Londer/Bigelow

Ayes: Arietta, Bigelow, Fox, Hees, Simonson, Londer, Maez, Warhurst, Whittemore

Absent: Baker, Bautista, Hedges, Lujan, Shaine, Vargas

PUBLIC COMMENT

None

ITEMS FOR REVIEW – OCTOBER 2, 2014 TA BOARD MEETING

Program Report: Transit – Paratransit (TA Item 10a)

Chuck Harvey, Deputy CEO, presented:

- Americans with Disabilities Act (ADA) was passed in 1990 and required:
 - Full accessibility on all fixed-route buses
 - Complimentary paratransit service for those unable to ride fixed-route transit
 - Service must be provided within a three-fourths of a mile zone of a fixed-route service
 - Service day and time must parallel fixed-route service
 - No service request can be denied for register users
- 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 SamTrans bus routes
 - 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
 - Interest (Paratransit Trust Fund)
 - 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

Randy Hees asked if the contractor handles dispatching. Mr. Harvey said yes, they are the experts, so they make the reservations and load them into the system.

Mr. Hees asked if Caltrain has an ADA mandate. Mr. Harvey said no, but it did have to comply with the Key Station Initiative. The Federal government acknowledged many train systems were not accessible, so all new vehicles have to have wheelchair ramps or lifts, and Caltrain had to identify the improvements made over time to make the system as accessible as possible given the existing physical constraints.

Jim Whittemore asked why operating grants are down. Mr. Harvey said the agency received less money from the State.

Mr. Whittemore asked about telephone hold time. Mr. Harvey said the goal is being on hold for 1.5 minutes, maximum. For the last two years, staff has been well-below that number.

Mr. Whittemore asked if no shows and late cancels are doing well. Mr. Harvey said it is harmful to the system for customers to cancel a scheduled ride late, because that is capacity that could have been given to a customer who needed it. If a customer cancels late or doesn't show up, they get a warning, could be suspended, or get a sanction. There is a well-structured appeals process for this situation.

Doris Maez said the change to the contractor could cause problems. She said when there is a change in drivers, they might not know where the exact pickup location is. Mr. Harvey said Redi-wheels is a curb-to-curb not a door-to-door service. Drivers receive instructions where the pickup is at a particular center, but there could be some special circumstances for individuals and the driver will be informed of those. He said every driver is going to be offered a job by the new contractor, so there shouldn't be much turnover. He said staff will be monitoring the changeover to make sure the contractor is empathetic and understands the needs of the customers.

Chair Arietta asked what steps are being taken to fund programs with unfunded mandates. Mr. Harvey said there is no Federal source to provide operating assistance, but there is some capital money, State of Good Repair money, and money for vehicle replacements. The State provides about \$3 million, but the State program is very constrained. All transit agencies are facing this issue. He said part of the reason there hasn't been large cost growth over the last few years is because of the sacrifice of the employees. MV Transportation drivers went three and a half years without a pay increase but paid more into healthcare. He said what has to be done is manage the demand by a combination of paratransit, expanding senior mobility, and looking at other programs to meet the service needs.

Update on State and Federal Legislative Program (TA Item 10c)

Gus Khouri, Principal, Khouri Consulting, said State funding is at a premium. Nearly 70 percent of transportation funding comes from local jurisdictions. The gas tax has not been adjusted since 1990. The most recent opportunity to provide funding was from the Cap and Trade Program. He said his firm worked to get Senate Bill (SB) 826 passed to make sure there was sufficient funding for the high-speed rail system. The problem is there is not much funding for transportation, but once auctions start occurring, legislative advocates will try to make sure transportation qualifies for some of the funding. There is no other opportunity in the near future for State funding for

transportation, and there is no public support for increasing the gas tax. The governor does not want the State to incur more bond indebtedness.

Mr. Khouri said the governor signed both SB785 and SB1433, bills that would extend the design-build authority for the Caltrain electrification procurement.

Mr. Khouri said SB1077 creates a task force in order to look at alternative methods of funding the transportation system. This is helpful since there is no State funding. One thought is to look at mileage based fees.

Jim Bigelow asked how to advocate for gas tax given the insurgence of electric vehicles and the fact that they spend less on fuel. Mr. Khouri said it is difficult because the governor recently signed six bills to give more incentives for single-occupant low-emissions vehicles to use High Occupancy Vehicle and toll lanes. He said the State is focused on reducing greenhouse gas emissions. By signing SB1077, the governor realizes the dynamics are changing, driving patterns are changing, and the government needs to look at alternative ways to fund transportation.

Update on Transportation Authority Strategic Plan 2014-2019 (TA Item 10b)

Joel Slavit, Manager, Programming and Monitoring, 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 Peninsula Corridor Joint Powers Board
 - 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 state-wide 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 while allowing 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

Mr. Hees asked if there is enough flexibility in the Strategic Plan to change funding cycles due to plans and changes from partner agencies. Mr. Slavitt said yes, that flexibility exists.

Mr. Hees asked if the potential funding requests are what the TA is asked to fund or project costs. He said at one time the TA would not look at funding a project unless the sponsor would bring 50 percent funding from other sources, and the TA should go back to this mix of funding. Mr. Slavitt said potential funding requests represents total costs. He said funding from other sources is decreasing.

Mr. Hees asked if the TA has the ability to award funding based on the project sponsor getting other funding. Joe Hurley, Director, TA Program, said the TA has the ability to program money with the condition that the project sponsor secures the balance of the funds remaining.

Mr. Hees said when the TA is trying to time the award of grants to help projects get additional grants, it should be done on a contingency basis, then the TA would be more willing to go forward and support projects. There should be a sunset date on the commitment in case the additional grants don't come through.

Mr. Bigelow said the bicycle group complains about the amount of money they get, but highway projects will improve the bike and pedestrian facilities, and this is above and beyond the amount dedicated to bicycles. He said he would like to see breakout costs in the highway projects that show the benefits to bicycles and pedestrians.

Acceptance of Statement of Revenues and Expenditures for August 2014 (TA Item 4b)

No discussion.

Motion/Second: Whittemore/Hees

Ayes: Arietta, Bigelow, Fox, Hees, Simonson, Londer, Maez, Warhurst, Whittemore

Absent: Baker, Bautista, Hedges, Lujan, Shaine, Vargas

Approval of Minutes of August 7, 2014 (TA Item 4a)

No discussion.

REPORT OF THE CHAIR – BARBARA ARIETTA

See attachment for Chair Arietta's complete report.

John Fox left at 6:01 p.m.

Mr. Hurley said the CAC lost a quorum and the meeting would have to adjourn.

DATE, TIME AND PLACE OF NEXT MEETING

Tuesday, November 4, 2014 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA 94070

The meeting adjourned at 6:08 p.m. in honor of James Vreeland and John Francis Foran.

Averill, Joshua

From: Barbara Arietta <barietta@hotmail.com>
Sent: Tuesday, September 30, 2014 2:12 PM
To: Averill, Joshua
Cc: Hurley, Joseph
Subject: RE:***CAC Chairs Report - September 30, 2014***

SAN CARLOS TRANSIT VILLAGE PUBLIC HEARING:

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 7:00 pm for the purpose of hearing and considering all comments of all persons interested in or concerned with:

The Design Review application, submitted by LEGACY PARTNERS RESIDENTIAL LLC on behalf of the property of SamTrans, concerns the potential development of an approximately 6.26 acre site located within the railroad corridor generally bounded by El Camino Real to the west and the Caltrain tracks to the east, and extending from Oak street on the north to just south of San Carlos Avenue on the south.

The proposed development includes:

- a. 202 multiple-family rental units in six three-story buildings.
- b. Two two-story commercial buildings located just north and south of the existing San Carlos Historic Train Station with a new public plaza constructed between them..

Staff reports will be available for viewing at the San Carlos Library, the Planning Dept and on-line at www.epackets.net. All persons interested in the above are invited to attend this public hearing and be heard.

SEEKING PUBLIC FEEDBACK ELECTRONICALLY FOR NEW ELECTRIC TRAINS:

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 will replace the entire fleet operating between San Francisco and San Jose.

The rail agency is soliciting feedback from the public about how the new trains should be constructed to manage capacity on key issues such as seats/standees, bathrooms and bikes on board.

To provide feedback electronically Caltrain is requesting the public to complete a new electric train survey at:

www.caltrain.com/emusurvey

The survey closes at 10/17/2014.

TRANSBAY TRANSIT CENTER'S FUTURE IN DOUBT AFTER DEAL FALLS APART

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 into the new \$1.9 billion Transbay Transit Center at 1st and Mission in San Francisco. The plan was thrown into a state of flux last week when the SF BOS unanimously approved the creation of a community benefit district with a tax structure opposed by a number of developers, some with projects already under construction.

The most threatened is not the Transbay Transit Center but the extension of Caltrain rail tracks from 4th and King to 1st and Mission. Without that, San Francisco would be left with a very expensive bus station or a new skyline minus a few towers depending upon how threatened lawsuits over the city's plan to build a new downtown transit hub, billed as the Grand Central Station of the West, play out.

No lawsuits have been filed as yet. The developers who oppose the terms of the special tax district are expected to take a few weeks before making any legal moves.

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.

There were supposed to be more bikes and more stations however, there has been a break in the bicycle's supply chain. Bike manufacturer Alta Bicycle Share is for sale and the company that builds and maintains the software that oversees the system went belly up in January, putting everything into flux. Because of the turmoil of the companies that built the bikes, there are no spare parts handy at the moment.

This is a temporary hiccup according to the MTC. 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 will be in place with plenty of bicycle share parts.

REMINDER; OCTOBER 8TH IS INTERNATIONAL WALK TO SCHOOL DAY

CAC member, Daina Lujan, has asked that all on the CAC be reminded that October 8th is International Walk to School Day.

IN MEMORIAM

Two men who have been very much involved in championing the concerns of the public, especially when it came to transportation needs, passed away this month. They will be missed by many, both locally and 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 Executive Board member, (2008-2012), James Vreeland passed away unexpectedly from a sudden heart attack in his home in Ventura in Southern California. He was 51 years of age. As an executive of the EPA in San Francisco, Jim was an activist whose lifelong mission was to both protect and preserve the environment. He loved Pacifica and he loved the Pacifica Ocean and recognized the significant issues that the coastside experienced and worked diligently to find solutions to those issues, especially the transportation ones.

*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 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 important transportation champions this month and ever so ironically on the same day....

I would like to close tonight's meeting in their honor.

Respectfully submitted,

Barbara Arietta
Chair, TA/CAC