

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

MINUTES OF JANUARY 7, 2014

MEMBERS PRESENT: B. Arietta, J. Baker, J. Bigelow, J. Fox, R. Hees, J. Londer, D. Lujan, D. Maez, L. Shaine, L. Simonson, A. Vargas, W. Warhurst, J. Whittemore

TELECONFERENCE: R. Hedges

MEMBERS ABSENT: None

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

Chair Barbara Arietta called the meeting to order at 4:30 p.m. and Jim Whittemore led the Pledge of Allegiance.

OF THE NOMINATING COMMITTEE

Jeff Londer, on behalf of the committee, thanked Vice Chair Laurie Simonson and Chair Arietta for their service over the last year. He said the nominating committee nominates Chair Arietta to be chair and Ms. Simonson to be vice chair for 2014.

A motion (Hees/Baker) to elect Chair Arietta chair and Ms. Simonson vice chair was approved.

APPROVAL OF MINUTES OF DECEMBER 3, 2013

No discussion.

A motion (Hedges/Simonson) to approve the December 3, 2013 minutes was approved.

PUBLIC COMMENT

None

Dana Lujan arrived at 4:34 p.m.

ITEMS FOR REVIEW – JANUARY 9, 2014 TA BOARD MEETING

**Acceptance of Statement of Revenues and Expenditures for November 2013
(TA Item 6b)**

John Fox arrived at 4:36 p.m.

Mr. Whittemore said he e-mailed staff his questions. He said Check Register entry number 3593 for \$3,211,500 was paid to California Department of Transportation (Caltrans) as "Other Non Current Liabilities" and footnoted as "repayment of loan from Caltrans." He said he asked what this is, how old the liability is, if any interest was charged on the loan, and if there is an inventory of all "other Non Current Liabilities"

outstanding. He said the response he received was that this was the \$3,450,000 loan obtained from Caltrans in Fiscal Year (FY) 1995 to purchase property from Southern Pacific Transportation Company. The loan was non-interest bearing and the TA was required to pay the full amount by November 2013. There are no other Non Current Liabilities outstanding on the TA books. Joe Hurley, Director, TA Program, said that was for the Dumbarton Rail Corridor Project. He said the stipulation of the agreement was that the TA was obligated to pay Caltrans back by December 2012 but was granted a time extension to November 2013. Mr. Whittemore asked if there are any non-current receivables the TA has loaned out. Mr. Hurley said he was not aware of any but if he finds any he will report them out to the CAC.

Larry Shaine said the TA advances funds out in anticipation of repayment.

A motion (Hees/Shaine) to accept the statement of revenues and expenditures for November 2013 was approved.

Authorize Amendment of Fiscal Year 2014 Budget to Increase Budget Expenditures by \$3,900,000 for a Revised Total of \$122,235,286 (TA Item 12a)

Mr. Whittemore said he asked staff why oversight was increasing by 144 percent. He said it is not proportional to the amount of increase in sales tax revenue. He said he doesn't understand the final sentence of the oversight paragraph that states, "These expenditures will be funded with investment interest earned on fund balances." He said the response he got was the increase in the oversight line reflects the projected expenditures on the various Calls for Projects (CFP) for FY2014. Because of the considerable work involved in implementing the Highway and Grade Separation CFPs, the expenditures have increased significantly for the year. Staff uses the interest collected on fund balances to cover these expenses. The TA is not using sales tax funds designated for the specific program categories. Mr. Whittemore said he is not clear why this item is funded differently or where the interest earned on the fund balances flows through on the accounting reports.

A motion (Bigelow/Londer) to support the authorization of the amendment of the FY2014 Budget was approved.

Adoption of the Tickets Policy Governing the Distribution of Tickets and Passes Received by the TA to Officials and Employees (TA Item 13a)

Chair Arietta said this applies to staff and Board members who have to fill out a Form 700.

Doris Maez asked what circumstances would benefit the TA for someone to go to a ticketed event. John Baker said this is outside the CAC scope, but perhaps on the JPB it could apply to someone going to sporting events to determine the level of service.

Ms. Simonson said she suggests paragraph six of the policy state the distribution of tickets shall be for a public purpose as explained in paragraph four so if the TA gets tickets they are used for a public purpose.

Randy Hees said the fact that this policy is being discussed makes it very public and since the public can discuss it and make comments he is more comfortable with the policy.

William Warhurst said he saw this as being a way to create a public document so if there ever was a question it would be in the public view.

A motion (Whittemore/Hees) to support the adoption of the ticket policy was approved.

Program Report: Measure A Ferry Program (TA Item 13b)

April Chan, Executive Officer, Planning and Development, said a few years ago the Board approved \$15 million in capital funding to build a ferry terminal in South San Francisco. No operating funds have been allocated. One of the TA requirements of the capital allocation is the ferry service needs to be operated for at least five years.

Ms. Chan said this report summarizes five quarters of data since the service started. Since the last update on this service, the Water Emergency Transportation Authority (WETA), who runs the ferry service, added a run in the afternoon and two more services during midday on Wednesday and Friday. The Bay Area Rapid Transit (BART) strike in July and the Bay Bridge closure in August led to additional ridership.

Ms. Chan said the farebox recovery in the first quarter of FY2014 increased 111 percent. WETA is getting Regional Measure 2 funding and there is a farebox recovery ratio they eventually need to reach. Average weekday ridership increased by more than 100 percent.

Mr. Hees said he is pleased with the trend lines but at a subsidy cost of \$34 per rider that is a really scary number. He asked where WETA is based on their business plan. Ms. Chan said the cost per passenger will continue to decrease. WETA has done extensive marketing to South San Francisco businesses and residences. She said Genentech used to only provide a partial subsidy to its employees but now they cover it 100 percent. WETA recognizes they need to do better.

Mr. Hees asked if WETA is on line with what they said they would be. Ms. Chan said she would have to check.

Mr. Baker said one of SamTrans' worst operating cost per-passenger at \$23 and the median was \$8 per passenger. He said he likes seeing the trend go down for cost per passenger but the two special events skewed the data and he is interested in seeing how it goes in the future.

Mr. Shaine said it is important that this issue is dealt with because transportation agencies often go to the public for funding and the agencies need to do what they say they are going to do. He said WETA needs to be cognizant of this and continue their promotion work.

Mr. Fox said the idea of having the infrastructure in place to be used after an earthquake or disaster is part of the rationale for this investment. He said at this moment it can't be compared to a farebox recovery issue in terms of subsidies like other transit agencies. He said this is infrastructure for a natural disaster purpose and would have exceptional value at that point. He said the fact that it is growing reflects that it is a new service.

Mr. Hees said the WETA paperwork states that if there is an emergency and the bridge is out the ferry can only accommodate emergency responders, not commuters. He asked if this is an emergency service being subsidized by transit money.

Mr. Hurley said a former TA board member was adamant about the emergency component and stated the service was not exclusively for emergency responders but they would get priority in an emergency.

Ms. Lujan said she is interested in additional data as it moves forward because with the implementation of Senate Bill 1339, ridership may increase in concert with the marketing campaign.

Mr. Fox said the emergency aspect includes the docks and facilities so other ferries in the bay could use the infrastructure, and that is a much larger investment than just the boats and the crew.

Mr. Whittemore said the numbers have gone up but this is not even close to acceptable. He said WETA never shared their plan numbers and the next time WETA comes to the TA he would like to see them. He said he wants to know how many empty seats are running back and forth every day. Mr. Hurley reiterated the TA agreement with WETA was they have to operate the service for five years, therefore the focus of energy and efforts should be on making the service successful rather than planning its demise.

Mr. Hees said it is written into the New Measure A that capital funds must be contributed to WETA.

Ms. Maez said she would like to know if the expense of marketing for the increase in midday service and the increased cost of operating it have been recovered because there has only been a small increase in ridership.

Ms. Simonson said she would like to know what steps WETA is taking to continue the increase in ridership and what the capacity is and how close they are to filling it.

Ms. Chan said she will get that information out and she will share these questions with WETA so they can provide that information when they present to the TA in six months.

Chair Arietta asked what changes WETA has made to beef up their marketing.

Jim Bigelow said he attends meetings about the ferries with WETA and South San Francisco and they are more robust and disagreeable about ridership problems and cost per passenger than the TA CAC. He said the biotech businesses are

beginning to come to the table because if this is not improved there will be no service to Redwood City. He said they know they have to do better. He said the biggest problem is the ferry program was delayed for years and in the meantime businesses started using fancy buses.

Mr. Shaine said there may be opportunities from a revenue and equipment utilization standpoint for charters, especially on weekends.

Program Report: Transit – Shuttles (TA Item 13c)

Joel Slavitt, Manager, Programming and Monitoring, presented:

- Four percent of the Measure A Program is set aside for shuttles, totaling \$60 million over the 25-year life of the program.
- The program provides matching funds for the operation of local shuttle service.
- A minimum 25 percent match is required for the program.
- There have been two CFPs funding shuttles on two-year cycles.
- Approximately \$7.5 million of Measure A funds have been allocated from the past two CFPs.
- Thirty shuttles were allocated Measure A funds in FY2013 and FY2014. Total operating cost is projected to be \$9.4 million, \$4.7 million from Measure A and \$4.7 million in matching funds.
- Types of shuttles include 23 commuter, six community, and one combination commuter/community.
- There were 28 shuttles in operation in FY2013. Sponsors are required to submit progress reports with information on ridership, operating costs and number of passengers per service hour.
- Total monthly ridership averaged around 70,000 passengers per month or about 817,000 for the fiscal year.
- The average operating cost per passenger for commuter shuttles was \$6, for community shuttles was \$17.
- There was an average of 17 passengers per service hour for the commuter shuttles and seven for the community shuttles.

Ms. Simonson left at 5:21 p.m.

Mr. Hees said he would like to see what the public input is in total. He said the TA is putting in \$7.5 million but clean air funds and other funds are being put in, so he would like to know the total of government funds as a component of the cost of the shuttle. Mr. Slavitt said he can show that in the future.

Joint TA and C/CAG San Mateo County Shuttle Program Call for Projects (TA Item 13d)

Mr. Slavitt presented:

- The San Mateo County Shuttle Program is a joint CFP with the TA's Measure A Local Shuttle Program and the City/County Association of Government's (C/CAG) Local Transportation Services Shuttle Program.
- The purpose is to provide matching funds for the operation of local shuttle services.
- Eligible costs include operations, marketing, and the administration of shuttles.
- Eligibility requirements:

- Sponsors must be public agencies
- Shuttles must serve county residents and employees
- Shuttles must provide access to regional transit and/or meet local mobility needs.
- Shuttles must be open to the public and Americans with Disabilities Act compliant.
- Funds are to be used to supplement other funding services.
- A letter from SamTrans is required to confirm the shuttle route does not duplicate existing fixed-route service or other shuttle service.
- A resolution is required from the sponsor's governing board to ensure local support for the project.
- Staff is proposing to release the joint funding call with C/CAG on January 13.
 - The call will provide funding for the operation of shuttles over the next two fiscal years with \$6 million from Measure A and \$1 million from C/CAG.
 - A minimum 25 percent match is required.
 - There is one set of program guidelines, one application process and one evaluation panel.
- Evaluation criteria:
 - Need and readiness: 40 – 50 percent
 - Effectiveness: 15 – 25 percent
 - Funding leverage: 20 percent
 - Policy consistency and sustainability: 15 percent
- Schedule:
 - A public workshop will be held on January 21.
 - The application deadline is February 14.
 - The Draft Program of Projects will be presented to the Board and CAC in April.
 - The Board will be asked to approve the projects in May.

April Vargas left at 5:37 p.m.

Rich Hedges asked why the North Foster City Shuttle is not listed on the handout. Mr. Slavitt said the handout is a complete list of shuttles funded by Measure A, so that shuttle is not funded by Measure A. Mr. Whittemore said that shuttle is funded by the Bay Area Air Quality Management District, the San Mateo County Transit District, Gilead and Life Technologies.

Ms. Maez said there will only be one city council meeting between the CFP and the deadline. She asked if this has been a problem for previous applicants. Mr. Slavitt said if sponsor is not able to provide a resolution by the application deadline they are allowed in the interim to submit an endorsement letter from the city manager and they get a month to get the resolution in.

Mr. Shaine asked if there was money left after the last CFP. Mr. Slavitt said a little over \$1 million.

Mr. Whittemore said the second most expensive shuttle is the one that goes to the South San Francisco Ferry at \$23 per passenger.

Chair Arietta said the Pacifica Weekend Shuttle is expensive but Pacifica is on the verge of using the shuttle for the Devil's Slide Trail Park.

Update on State and Federal Legislative Program (TA Item 13e)

No report.

Approval of Minutes of December 5, 2013 (TA Item 6a)

No discussion.

REPORT OF THE CHAIR – BARBARA ARIETTA

See attachment for Chair Arietta's complete report.

REPORT FROM STAFF – JOE HURLEY

Mr. Hurley said:

- Two highway projects will be going to construction in 2014: the San Pedro Creek Bridge Replacement Project and the Broadway Interchange Project in Burlingame.
- The draft release of the governor's budget will be on January 10 and he is eager to see how it will affect transportation funding.

Mr. Warhurst asked how the pedestrian and bike CFP is going. Mr. Hurley said applications are due on January 17. He said it has historically been a significantly oversubscribed program. Mr. Warhurst asked if some of that money could be moved to the Shuttle Program. Mr. Hurley said there are firewalls between the programs so the money cannot be moved between programs.

Ms. Maez asked if the California Transportation Commission (CTC) approved the funding for the Broadway Interchange. Mr. Hurley said on December 11 the CTC approved the \$19 million and that secures the last dollars necessary to fully fund the project.

MEMBER COMMENTS/REQUESTS

Mr. Hees said Millbrae BART still requires people to pay for parking after they get through the paid fare gate. He said it is still not a clean or efficient program.

Ms. Lujan said the Bayshore School District Superintendent is pleased with the launch of the new shuttle. She said on February 22 there will be a San Mateo County and Santa Clara County transportation summit and she will present on safe routes.

Ms. Maez said in many places SamTrans bus stops are not in red zones and people park there, which creates problems for people with disabilities because buses cannot pull in to deploy the lift. She said she encourages the CAC members to encourage public works officials to consider putting red zones where bus stops are. Mr. Hurley said San Francisco buses are equipped with cameras for photo enforcement so people who park in a bus zone are ticketed. Ms. Maez said there are some bus stops where it is legal to park at. Mr. Hurley said he will bring up this topic at the Technical Advisory

Committee because the public works directors attend those meetings and they are the proper audience for that issue.

Mr. Baker said the Oyster Point Shuttle should go one block south of the Centennial Towers to Sister Cities Boulevard where there is a SamTrans stop. Mr. Hurley said that should be brought up to South San Francisco because that input would be helpful to them when they submit their application for the shuttle.

Mr. Shaine said he is happy to see the cooperation between the TA and C/CAG and it presents a good image to the public.

Mr. Hedges said there is no guarantee that transportation will receive cap and trade money, but of the money that is guaranteed over the next 30 years, 80 percent goes to three transit districts that carry the most people leaving the smaller transit agencies with little funding.

Mr. Bigelow said there were a couple of counties that protested the fact that some of the less well-managed agencies were getting the bulk of the funds.

Mr. Hees said the regional plan put forward by Plan Bay Area talked about concentrating development in the most developed areas, and this funding decision is consistent with the regional plan, which is to concentrate funding in these areas rather than in outlying areas such as San Mateo County in an attempt to reduce development in outlying counties.

Mr. Fox said increasing revenues is key for the ferry. He said to be successful in shifting riders from BART, there must be connectivity between the ferry and other modes.

Mr. Warhurst said he would like a review on what the result was where there have been new bike or pedestrian improvements because he does not want to forget about them once they are built. He said two years ago there was a pedestrian overpass in Belmont and after two years he finally saw someone using it.

Mr. Londer said ridership on the ferry is increasing at an increasing rate and he hopes it continues to be positive.

Mr. Whittemore said he uses the Belmont overpass once a week.

Ms. Lujan said people who work at the San Mateo County Office of Education use that bridge as a commuter connection.

DATE, TIME AND PLACE OF NEXT MEETING

Tuesday, February 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.

From: Barbara Arietta <barietta@hotmail.com>
Sent: Friday, January 10, 2014 11:24 AM
To: Averill, Joshua
Subject: ***CAC Chair's Report*** - January 7, 2014***

For my CAC Chair's Report for January 7, 2014, I have the following:

1. NEW FREE DALY CITY SHUTTLE SERVICE IS LAUNCHED:

I attended the launch of the new free shuttle service in Daly City's Bayshore Community yesterday, January 6th. The shuttle service will connect locals to vital resources including hospitals, grocery stores, clinics and pharmacies and for the folks living in that area it has been a long time coming.

The shuttles, which carry 20 passengers and come equipped with a bike rack, will complete five r/t routes throughout the day. They will run from the area by the Cow Palace all the way to Serramonte Shopping Center, stopping at Seton Medical Center, the North Peninsula Food Pantry, the Daly City DMV, as well as a local Walgreens and the Safeway in San Francisco, among other destinations.

Speaking at the event were Daly City Mayor Dave Canepa, TA spokesperson Mark Simon and our own TA Executive Board Chair, Carole Groom, in addition to other local community leaders. The TA, along with the MTC and C/CAG will provide the funding for the free shuttle.

2. DEVIL'S SLIDE TRAIL PROJECT ON SCHEDULE:

The \$2 million Devil's Slide Trail Project, which is converting a 1.3 mile stretch of state highway 1 south of Pacifica into a recreational trail for bikers, hikers, birdwatchers and nature lovers, has recently been toured by SMC Supervisor and TA Exec Board member Don Horsley, who reported the project to be on schedule to finish its transformation by March 22nd.

3. FRIENDS OF CALTRAIN CONDUCT STRATEGIC PLANING MEETING:

Friends of Caltrain conducted a Stategic Planning meeting on December 16th. The primary vision that was voiced by the meeting attendees included: more frequent all-day service, level boarding for faster service and better transfers, grade separations for safety and reliability and the introduction of Wi-Fi on all trains.

4. FINAL REMINDER: CALTRAIN'S 150TH ANNIVERSARY EVENT

On January 18th from 11am to 3pm, Caltrain will celebrate the 150th anniversary of its passenger rail service between SF and San Jose. The event will offer a festival like atmosphere with speeches from local leaders, along with information boothes from local rail organizations and agencies, various exhibits and live music.

5. SAMTRANS TO LAUNCH COMPREHENSIVE SERVICE CHANGES ON JANUARY 26, 2014

SamTrans is preparing to launch the most comprehensive service changes the agency has undertaken in more than a decade beginning on January 26th. The sweeping changes are the result of a two year study of the bus service's routes . This is being done in order to improve efficiency, grow ridership and increase reliability by doing "more of what works, less of what doesn't and trying new things."

One of those "new things" will be the launch of FLX pilot services in San Carlos and Pacifica, wherein local buses will circulate within their respective communities and serve major gathering spots and mainline transit service. The buses bear the FLX designation because , even though they serve a fixed route, they will have the flexibility to deviate from that route to meet the needs of would-be riders.

6. MTC DIVIDES UP CAP AND TRADE FUNDING IN PREPARATION FOR SACRAMENTO FIGHT

On December 18th, the MTC provisionally decided on how to divide \$3 billion in Transportation fund's from the state's Cap and Trade program over the next 26 years, in preparation for what is expected to be a budget battle in Sacramento this Spring. Caltrain and Sam Trans did proportionally ok, according to analysts, with each receiving 3% from the funding over the next 26 years. This won't fix Caltrain's operating gap, but will be helpful if the funding materializes.

The biggest operators (Muni-42%, Bart-13%,AC Transit-18% and VTA-16%) are getting the most certain and soonest funding, based on the argument that these operators will serve the largest amount of the region's growth. However several MTC Commissioners pointed out during the debate that the vote was a bit of an exercise in "counting unhatched chickens", since Cap and Trade funding for Transportation, which is planned to be available in 2015, is not a sure thing. There are no guarantees.

Respectfully submitted,

Barbara Arietta
Chair, San Mateo County Transportation Authority, CAC