

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 6, 2015

MEMBERS PRESENT: B. Arietta (Chair), J. Baker, D. Bautista, J. Bigelow, J. Fox, R. Hedges, R. Hees, J. Londer, D. Lujan, D. Maez, L. Shaine, L. Simonson, B. Warhurst, J. Whittemore

MEMBERS ABSENT: A. Vargas

STAFF PRESENT: J. Averill, A. Chan, B. Fitzpatrick, J. Hurley, L. Larano, J. Slavitt

Chair Barbara Arietta called the meeting to order at 4:37 p.m. and led the Pledge of Allegiance.

REPORT OF NOMINATING COMMITTEE – JIM BIGELOW, JOHN FOX, APRIL VARGAS
Election of 2015 Officers

John Fox said the committee nominates Chair Arietta as Chair and Laurie Simonson as Vice Chair. No others have asked to be nominated.

Motion to close the nominations.

Motion/Second: Hees/Bigelow

Ayes: Arietta, Baker, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Maez, Shaine, Simonson, Warhurst, Whittemore

Absent: Vargas

Motion/Second: Hedges/Hees

Ayes: Arietta, Baker, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Maez, Shaine, Simonson, Warhurst, Whittemore

Absent: Vargas

APPROVAL OF THE DECEMBER 2, 2014 MEETING MINUTES

Ms. Simonson said on page 4, second paragraph, the word "area" should be "are" in the sentence that reads, "Ms. Simonson said the staff report does not make it clear why the new company was ranked higher and what the criteria are."

Jim Whittemore requested to strike the word "tax" on page 2 in the last paragraph because he was referring to all revenues, not only tax revenues.

Mr. Whittemore said on page 5 under the Capital Projects Quarterly Status Report, the following words should be added to the end of the second to last paragraph: "and that these were mistaken entries and corrected at a future date without attribution."

Joe Hurley, Director, TA Program, said there were two things that contributed to that issue. Some were mistakes, specifically the U.S. Highway 101/Broadway Interchange

Project, and some were situations where costs encumbered was reported vs. actual expended.

Mr. Whittemore said on page 6 in the second to last paragraph, the words "Mr. Whittemore said he was on a train" should be "Mr. Whittemore said he was on a handicapped train."

Mr. Whittemore said on page 6 in the second to last paragraph the word "now" should be changed to "not" and the word "also" should be added at the beginning of that phase so it would read, "and is also concerned that Caltrain might not know if the doors are not closed."

Mr. Whittemore said on page 6 in the last paragraph he would like to add the sentence, "He said this is the third year in a row that he stated these records should not be purged from the website and in the interest of public transparency they should be maintained going forward because there is no business or cost reason to remove them."

Motion/Second: Londer/Hees

Ayes: Arietta, Baker, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Shaine, Simonson, Warhurst, Whittemore

Absent: Vargas

Abstain: Maez

PUBLIC COMMENT

None.

ITEMS FOR REVIEW – JANUARY 8, 2015 TA BOARD MEETING

Program Report: Shuttle Program Status (TA Item 13a)

Joel Slavit, Manager, Programming and Monitoring, presented:

- New Measure A Local Shuttle Program
 - Shuttles: 4 percent of Measure A Program
 - Provides matching funds for operation of local shuttle service
 - Minimum 25 percent match required
- Measure A Allocations to date
 - FY2011: \$1,342,000
 - FY2012: \$1,430,000
 - FY2013: \$2,178,000
 - FY2014: \$2,542,000
 - FY2015: \$2,827,000
 - FY2016: \$2,884,000
 - Total is \$13,203,000
- Funding sources
 - Thirty shuttles were allocated Measure A funds for shuttle operation in FY2013 and FY2014
 - Operating cost: \$9.4 million
 - Measure A funds: \$4.7 million
 - Matching funds: \$4.7 million

- Types of shuttles
 - Twenty-three commuter shuttles
 - Five community shuttles
 - Two combination commuter/community shuttles
- Maps of shuttle routes were shown.
- FY2014 performance
 - Thirty different shuttles
 - Sponsor progress reports include ridership, total operating cost and total service hours
 - Program performance metrics include ridership, cost per passenger and passengers per service hour
- FY2014 monthly ridership – averaged approximately 73,000, a 7.3 percent increase over FY2013.
 - FY2014 average operating cost per passenger for commuter shuttles was \$5.47 and \$13.72 for community shuttles.
- FY2014 passengers per service hour for commuter shuttles averaged 17.65 and 7.73 for community shuttles.
- The TA will continue to participate in the SamTrans Mobility Management Plan (MMP) to determine entities best able to manage shuttle programs, guidance for updating performance benchmarks, better definition of service duplication.

Jeff Londer asked how operating costs per passenger and passengers per service hour compares with other shuttle providers in the world. Mr. Slavitt said staff will be conducting an analysis to find that information and establish benchmarks and will report back to the CAC at the next Call for Projects (CFP) in FY2016.

Randy Hees said two community-based shuttles have been dropped and asked if they represent the \$20 per passenger reflected in the operating cost per passenger slide. Mr. Slavitt said that was for Pacifica's Devil's Slide Tunnel. He said it was high in cost because for three fourths of the data, the shuttle did not connect to where it was ultimately intended because the Devil's Slide Trail was not open.

Larry Shaine asked how the reverse commute is calculated from a cost per passenger standpoint. Mr. Slavitt said the total cost of the service is divided by the number of passengers, regardless of which way they are going.

Mr. Shaine said the reverse commute from Bay Area Rapid Transit should be publicized better because people are not aware of the availability.

Mr. Whittemore said it would be helpful to show a comparison on total passengers. The passenger hours count is hard for people to understand. He said it would be good to highlight passenger growth overall.

Ms. Simonson asked if the next CFP will be a joint call with the City/County Association of Governments (C/CAG). Mr. Slavitt said yes.

Rich Hedges said he hopes the newsletter he sends out to his community urging them to take the shuttles on the counter commute is helping add to the ridership.

Jim Bigelow said he compliments the agencies on keeping an eye on cost per passenger. He said these shuttles are very helpful in keeping people from clogging the highways with their cars, and there are checks and balances to be innovative on new shuttles and ways to get rid of shuttles that are not performing.

Doris Maez asked how someone would find what the routes are. Mr. Slavitt said all the sponsors' websites have links to the maps and schedules. Some sponsors, such as Pacifica, have smartphone applications with that information. The Peninsula Congestion Relief Alliance (Alliance) has the information on Google Transit.

Mr. Bigelow said there is a map for each shuttle service in the lobby of this building.

Mr. Hedges said most schedules are on Caltrain.com and it shows where they stop and where specifically to stand to catch the shuttle.

Authorize Approval and Allocation of \$94,182 in New Measure A Local Shuttle Program Funds for FY2015 and FY2016 to the Alliance for the Bayshore Technology Park Shuttle (TA Item 12a)

Mr. Slavitt said this shuttle came up during the FY2015 and FY2016 CFP, but there were some concerns with overlap with an existing Caltrain shuttle. The concern has been addressed and there is now no service overlap. He said C/CAG put up \$1 million and the TA put up about \$6 million to fund the Shuttle Program. Since the TA is putting up the bulk of the funding, the agreement with the Alliance will be with the TA, but in order to keep the funding split between the TA and C/CAG the same, the TA will enter into an agreement with C/CAG so C/CAG can reimburse the TA for its share of this shuttle and keep the original percentage of funding.

Ms. Simonson asked if C/CAG is agreeable to this arrangement. Mr. Slavitt said yes.

Motion/Second: Bigelow/Hees

Ayes: Arietta, Baker, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Maez, Shaine, Simonson, Warhurst, Whittemore

Absent: Vargas

Authorize Execution of a Quitclaim Deed to Release the TA's Interest of Property Located in Redwood City in Return for Payment of \$1,795,000 (TA Item 12b)

Mr. Shaine asked when the last time any improvements were made at that station. Brian Fitzpatrick, Manager, Real Estate and Development, said this is not a station, it is property under the Jefferson undercrossing. He said this property was needed to support the Jefferson Avenue Grade Separation Project. After the construction, there was no need for this area. No work has been done in that area since the grade separation.

John Baker said this property has been vacant since 1997.

Mr. Hees asked how the value is established. Mr. Fitzpatrick said a third party appraiser conducted the appraisal and it was reviewed and agreed to by staff.

Mr. Hedges asked when the appraisal was done. Mr. Fitzpatrick said a year ago.

Mr. Hedges said property value might have increased since that time. Mr. Fitzpatrick said this appraisal is very generous.

Mr. Whittemore asked when this deal will close, where the \$1.7 million will flow through on the accounting reports and what account it will go to. Mr. Fitzpatrick said it will close in mid-January and staff will get back on the question of where the money will show up.

Motion/Second: Whittemore/Londer

Ayes: Arietta, Baker, Bautista, Bigelow, Fox, Hees, Londer, Lujan, Maez, Shaine, Simonson, Warhurst, Whittemore

Absent: Vargas

Abstain: Hedges

Request from the City of South San Francisco for Measure A Funds for Caltrain Station Improvements (TA Item 12c)

April Chan, Executive Officer, Planning and Development, presented:

- The scope is for construction of a longer center platform, track configuration improvements and a new pedestrian underpass.
- The project will cost \$59 million; \$4 million has been expended to date.
- The Measure A funding request is for \$49.1 million. South San Francisco matching funds are \$5.9 million.
- Photos of the location were shown.
- Special circumstance considerations:
 - Urgency
 - Needed safety improvement – This is one of the four remaining stations with a hold-out rule. A near miss occurred about two years ago and the platform configuration poses safety issues and concerns.
 - Loss of funds – South San Francisco is taking action to provide matching funds. This will help contribute to the financing of the project.
 - Significant cost savings – The Caltrain Modernization team is coordinating the projects that need to happen along the right of way. If this project is completed after the electrification poles go in, the poles would have to be removed, the safety improvements would be made, then the poles would have to be reinstalled.
 - Impact to the Measure A Program – Staff is attempting to secure other discretionary funding.
 - Measure A Funds for Transit – Caltrain
 - Sixteen percent available; up to one-half may be used for operations
 - Assuming \$72 million in annual receipts, \$5.76 million for capital and up to \$5.76 million for operations
 - Balance as of June 30, 2014 - \$49.8 million

- Next steps:
 - January 2015 – South San Francisco City Council action to commit matching funds
 - February 2015 – Proposed JPB release of RFP for electrification; TA action on funding request
 - Ongoing – negotiation with Union Pacific; Federal Transit Administration approval on platform configuration

Mr. Hees said this station improvement needs to happen. This is a bad location with a lot of technology shuttles. He said he accepts the argument for urgency, but his concern is cost. It is a huge cost and it empties the funds. He said this might end opportunities for other funding and would like to see more funding from South San Francisco.

Mr. Fox asked where the pedestrian and bike undercrossing would be coming from, bike routes or just parking lots. Mike Futrell, City Manager, South San Francisco, said the city has entitled and moved forward about 400 new residential units within three blocks of downtown. Over the next few years there will be 3,000 new units within reach of this station. The city has purchased land near the station to create a plaza with retail and bike lockers. This station improvement is designed to bring connectivity throughout the area to the downtown and to the plaza.

Mr. Hees said the property purchased should be reflected in the documents here because it is supporting the project, doubles the local investment in the project, and radically changes the percentage.

Ms. Maez asked how people would get to the platform from the underpass. Liria Larano, Director, Engineering and Construction, said there are stairs and ramps on the south side of the platform.

Daina Lujan said the station is terrifying. She asked what the timeline is for the Department of Transportation approval of the waiver for level boarding. Ms. Chan said she would get back to CAC.

Mr. Baker asked if money has been set aside to create access to the east side of the tracks. Ms. Larano said it is included and there will be an east portal.

Diana Bautista said she hopes there will be more illumination for safety.

Mr. Shaine asked if an underpass is better or worse than an overpass, and what can be done to improve security. Ms. Chan said staff had to look at the physical layout of the station to determine which would work better. She said lighting can be added to help with security. Ms. Larano said there is illumination and lighting on both sides as well as a skylight.

Mr. Shaine asked how this will fit with the compatibility with high-speed rail (HSR). Ms. Larano said a study was completed for the hold-out rule stations to see if the design would preclude the blended system tracks. The study determined this station would not

preclude the blended system and if it is decided in the future to put in an HSR connection in this location, it can be done without having much redo work.

Mr. Bigelow said the layouts presented are very difficult to visualize. Renderings and graphics should be provided to help people understand what the project will entail and convince people to invest in the project.

Ms. Maez said there should be a camera in the underpass. Mr. Futrell said he agrees and city staff will go to extraordinary efforts to make sure the area is safe, well-lit, visually appealing, and will have dedicated police patrols.

Chair Arietta said the plans show mixed use, and simply putting down bike lane striping can help if it becomes a problem mixing pedestrians and bicyclists.

Mr. Whittemore said the presentation should reference the ferry terminal since this is a logical point to connect. He said this is an obscene amount of money. He asked how old the estimate is for this project. Ms. Chan said it is two years old.

Mr. Whittemore said this is obscene amount of money for an enhanced sidewalk and a tunnel. He asked if this area will have to be redone if Caltrain ever has level boarding.

Ms. Chan said the underpass and center platform for the Santa Clara Station was completed five years ago and was \$26 million. The San Jose Diridon project added platforms, signals, track reconfigurations, and was \$34 million. She said these projects are not cheap. She said the presentation was simplified, and there are many other things that have to be done. She said staff used a consulting firm to come up with cost estimates as well as historical trends and the latest construction trends.

Ms. Maez asked if the freight tracks have to be relocated and if that is a big part of the cost. She asked when the project will be done. Ms. Larano said the freight tracks will have to be relocated east to Harbor Way. She said the station will continue to operate through construction, so temporary platforms will be made to the north. Some of the costs are not shown in the final product, but are part of the delivery process. She said the environmental document will have to be revisited and the drawings will need to be refreshed, so including construction this project will take about three years.

Mr. Fox left at 6:09 p.m.

Mr. Warhurst asked what a TIGER 6 Discretionary Grant is. Ms. Chan said staff tried to get TIGER discretionary funding for this project but was not successful. Staff will continue other avenues to seek discretionary funding for this project.

Mr. Bigelow said it cost \$10 million for the bypass track during construction for the San Carlos Station. He said if the presentation highlighted how many feet of the Union Pacific tracks that have to be redone, and the space that has to be expanded between the Caltrain tracks, the costs will be more understandable.

Mr. Whittemore said the pedestrian underpass and tunnel appears to be the largest cost element, so he would like to hear a convincing case that an overpass is not cheaper.

**Acceptance of Statement of Revenues and Expenditures for November 2014
(TA Item 6b)**

Motion/Second: Hedges/Hees

Ayes: Arietta, Baker, Bautista, Bigelow, Fox, Hedges, Hees, Londer, Lujan, Maez, Shaine, Simonson, Warhurst, Whittemore

Absent: Fox, Vargas

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

No report.

Approval of Minutes of December 4, 2014 (TA Item 6a)

No discussion.

REPORT OF THE CHAIR – BARBARA ARIETTA

See attachment for Chair Arietta's complete report.

Rich Hedges left at 6:26 p.m.

Mr. Whittemore said Chair Arietta and he met with PFM Asset Management and TA staff on the December 18 and they answered his questions. He said he still does not know what the old contractual rate was, the old basis points per transaction fee the TA had with the previous agent. He said he suggests when this three-year contract is up, there should be a different investment advisor for each of the three agencies. He said if the TA ever issues a bond, he strongly urges the TA not to use the same agency to issue the bond that they use for investment management.

REPORT FROM STAFF – JOE HURLEY

Mr. Hurley congratulated Chair Arietta and Vice Chair Simonson on their reelection to CAC office.

MEMBER COMMENTS/REQUESTS

Ms. Bautista said it would be great to have way finding signage to the South San Francisco ferry.

Mr. Shaine said he had asked at a previous meeting about the contractual relationship with the county for investment. He said he has not received an answer.

DATE, TIME AND PLACE OF NEXT MEETING

Tuesday, February 3, 2015 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA 94070

Adjourned at 6:37 p.m.

Averill, Joshua

From: Barbara Arietta <barietta@hotmail.com>
Sent: Tuesday, January 06, 2015 3:59 PM
To: Averill, Joshua
Cc: Hurley, Joseph
Subject: RE:*** CAC Chair's Report for January 6, 2015***

Here is my report for Tuesday, January 6, 2015:

DANIEL MENSING MEMORIAL SERVICES

1. On December 13th, I attended the Memorial Service for our former CAC member, Daniel Mensing, who passed away on November 1st. Over 200 people attended the December services to attest that Daniel was a man of excellent character, high intelligence and strong fortitude. Dan served in the United States Air Force for over 26 years. In addition to his military service, Dan was an Instrument Technician and a Field Service Engineer until the MS prevented him from continuing to do so.

From the many, many comments made that day concerning how Daniel courageously battled multiple sclerosis for over 25 years prior to his death, it was very obvious that Daniel's life, and how he grappled with the devastating challenge of living with multiple sclerosis, was an inspiration to all. He truly was a leader in his groups and lived his life according to the philosophy of Winston Churchill...that is, he "never gave up".

HSR BREAKS GROUND IN FRESNO ON JANUARY 6, 2015

2. After a two-year delay, many legal wranglings and plenty of squabbles in Sacramento that have focused on the economic viability of the construction project, the High Speed Rail Authority (HSR) officially broke ground today in Fresno where the first phase of rail construction for the \$68 billion bullet train will begin connecting two parts of the Central Valley which are 29 miles apart...Madera and Fresno. The construction of this first leg is due to be completed by 2018.

The High Speed Rail Authority has been careful in laying out the economic details, which promises that the railway will be self-sustaining from ticket sales alone, even with the most modest ridership projections.

However, the project still has hurdles that are hampering the project such as the need for acquiring more funding as well as the need for acquiring more private land as construction gets underway. To date they have acquired only 101 of the 526 parcels required for the first 29 miles.

And, then there's also been reported the problem of the construction delay, which could put federal funds at risk. There's a mandate that some \$4 billion in state and federal matching funds must be spent by October 1, 2017, something which some experts think is unlikely to happen without work happening at an exceptional pace.

And, there are also the lawsuits still pending in Kern County and Bakersfield, in addition to those folks on our own peninsula, who have been fighting this thing tooth and nail.

But, the good news is that the fare for the expansion of the project from SF to LA, now due to be completed by 2029, is projected to cost only \$97 for the one way trip that should take just under 3 hours. Eventually more legs will connect Sacramento to San Diego...

MEETING WITH TA FINANCIAL STAFF

3. As discussed in our December meeting, our CAC colleague Jim Whittemore had a number of highly technical financial questions about the TA's new financial consultants that could not be immediately answered at our last CAC meeting. I, in turn, reported a summary of those questions to the TA Executive Board at its meeting the following Thursday evening.

During the discussion that evening at the board meeting, it was suggested by Gigi Harrington, Deputy CEO of the TA, and agreed upon by all of the members of the TA's Executive Board that a meeting should be set up in December between Jim, myself, the TA's financial administrative staff and representatives from the new TA financial consultants, PFM Asset Management LLC and U.S. Bank, in order to obtain the correct technical answers to Jim's questions.

We met on December 18.

After a highly informative Q and A session with all involved, Jim announced that all of his questions and concerns that could be answered by the consultants had been answered and he was pleased with both their answers and the opportunity to have met them directly to ask those questions of them. Jim had some questions remaining, but those will be presented to the TA staff at a later date.

Respectfully submitted,

BARBARA ARIETTA

Chair, San Mateo County Transportation Authority CAC