

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

MINUTES OF FEBRUARY 3, 2015

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

STAFF PRESENT: J. Averill, S. Bhatnagar, J. Hurley, L. Larano, J. Slavitt, K. Watson

Vice Chair Laurie Simonson called the meeting to order at 4:31 p.m. and led the Pledge of Allegiance.

APPROVAL OF THE JANUARY 6, 2015 MEETING MINUTES

Motion/Second: Londer/Hees

Ayes: Bautista, Bigelow, Hedges, Hees, Londer, Maez, Shaine, Simonson, Vargas, Warhurst, Whittemore

Absent: Arietta, Fox, Lujan

PUBLIC COMMENT

None.

ITEMS FOR REVIEW – FEBRUARY 5, 2015 TA BOARD MEETING

Authorize Allocation and Programming of \$49.1 Million in Original Measure A Funds to the City of South San Francisco for Caltrain Station Improvements (TA Item 10a)

Joel Slavitt, Manager, Programming and Monitoring, said:

- Funding request
 - Outside budget cycle.
 - Determine if project meets special circumstances established in the Measure A Strategic Plan.

Liria Larano, Director, Engineering and Construction, said:

- Project Scope - \$59 million total project cost

John Fox arrived at 4:38 p.m.

- Renderings of the project were shown.
 - Remodeling the station requires negotiation with Union Pacific Railroad (UPRR) to relocate their tracks and loading dock. Then tracks can be reconfigured.
 - Platform limitations exist due to the roadway configuration.
 - The safety improvement would be to replace the narrow center platform with a wider center platform with underground access.
 - The east side will have a shuttle drop-off zone and will connect to the business park communities.

- Skylights, lighting, and cameras will be installed for safety.
- The city of South San Francisco has acquired property on each side to enable the design to have the two portals.
- Key Project Issues
 - UPRR right of way negotiations.
 - Federal approval of alternative means for reaching level boarding service standards.

Mr. Slavitt continued:

- Funding Plan
 - Measure A request: \$49.1 million
 - Peninsula Corridor Joint Powers Board expended funds: \$4 million
 - South San Francisco match: \$5.9 million
 - Pursuing the Transportation Investment Generating Economic Recovery (TIGER) Discretionary Grant Program and Federal Transit Administration State of Good Repair funds
- Special circumstances
 - Urgency
 - Safety – This is a holdout rule station and is included in the Caltrain Strategic Plan to get fixed. This is a more urgent safety than the other station with a holdout rule because there is more service, more stops and a higher volume of people at this station.
 - Loss of funds – There are leveraged funds coming into the project and there is potential to lose those funds.
 - Significant cost savings – This project cost is escalating because of the market.

Daina Lujan arrived at 4:45 p.m.

- Impact to Measure A Program – Adequate money is in the Caltrain line item, and most of it will be used.

Mr. Fox asked if staff investigated public/private partnerships for paying for things such as the landscaping or the plaza or other aspects that some of the companies who are writing in support of the project might contribute to. Mike Futrell, City Manager, South San Francisco, said no but it is on the table along with any other funding alternative. It will be a few years before money is needed, and the city will pursue options.

Doris Maez said the pictures show a large difference in grade and she is concerned about the Americans with Disabilities Act (ADA) ramps. She said the ramp at San Bruno is so long and steep it kills her scooter battery. Ms. Larano said the ramp is approximately 100 feet, the drop is about nine feet in total, and the ramp is ADA compliant.

Larry Shaine asked if there is a safety issue with the rail cars being stored in this area due to the hazardous materials. Ms. Larano said she is not aware of any issues or problems.

Mr. Shaine said the new stations being built do not have a center platform for safety and to end the holdout rule, and asked why outside platforms are not being constructed here as that seems to be the standard. Ms. Larano said the standard allows for both. She said space is an issue that prevents outside platforms.

Mr. Shaine asked if outside platforms are safer. Ms. Larano said it is not any more or less safe, they're just different.

Jim Bigelow said this is an old antiquated area and the sooner this can be addressed the better. This is an excellent improvement over what it was, and he compliments the people who worked on the graphics in the presentation. Ms. Larano thanked the city of South San Francisco and their consultants for converting the engineering drawings to the renderings.

Randy Hees said a gutter along the edge of the stairs would be helpful for bicyclists to get their bikes up and down the stairs.

Barbara Arietta arrived at 4:57 p.m.

Jeff Londer asked if the Measure A funding would be reduced if extra outside money was brought in from grants and corporate partnerships. Mr. Slavitt said it would reduce the Measure A amount needed for the project and it may reduce the city's contribution amount as well, but that has not been decided or discussed at this time.

Jim Whittemore said he agrees with the urgent need for this project, the timing, and that applying strict fiscal constraints would not be productive. He said this is a lot of money and he questions why a center platform is being built for this project. He said he does not believe in a high-speed rail environment with center boarding platforms. He said the Hillside Station layout with two outboard platforms could be used in South San Francisco without any over or underpass. Ms. Larano said there are three sets of UPRR tracks and two main-line tracks in the area that can't be moved, so outboard platforms would not fit in this space.

Rich Hedges said the South San Francisco Downtown Plan and Station Area Plan had an underground passage under Airport Boulevard to the station, but that is not in the rendering. Mr. Futrell said the South San Francisco City Council adopted the Downtown Specific Plan just last week, and the traffic calming expected at Grand Avenue and Airport does not call for a tunnel, but it does call to narrow the intersection, put in pedestrian-friendly bulb outs, and to put in traffic-calming landscape to make it easier for pedestrians and bicyclists to cross the intersection. He said on the other side of Airport Boulevard, there will be 500 new residential units.

Mr. Whittemore asked how this factors in to paying for electrification at the same time. He asked how confident the TA is in its judgment today that it should be spending the revenues that the TA five and eight years from now should be spending but have already committed. He asked what this does to the money available for electrification. Mr. Slavitt said money has been set aside for electrification and this does not affect that.

Mr. Whittemore said the TA would be spending future revenue today. Mr. Hees said all of the available money that isn't committed is going to this project.

Ms. Simonson said normally when there is a contingency the TA would program funds first and allocate when the contingency is removed. In this case, the funding is being programmed and allocated at the same time. Mr. Slavitt said the reason is to put forward a strategy to UPRR help move forward the negotiations to show this is a fully funded project that is ready to go now.

Ms. Simonson asked what if the contingency is not removed. Mr. Slavitt said the money can go back into the pot and be allocated to another project.

Mr. Bigelow said he will make a motion to support this project with the hopes that other grant money or private sector money will come in to reduce the TA share to a lesser amount.

Mr. Fox said he would like to include in the motion that the CAC would like to see a public/private partnership or private money applied to the project to help offset the expense. Mr. Bigelow said that is what he made the motion on.

Mr. Hees said the CAC chair can report these concerns to the Board at the meeting, and South San Francisco representatives are in the room to hear the CAC concerns now.

Motion/Second: Bigelow/Hees

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

Abstain: Lujan

Authorize Amendment of Fiscal Year (FY) 2015 Budget to Increase Budget Expenditures by \$44,441,356 for a New Total of \$112,859,404 (TA Item 10b)

Mr. Whittemore said when an amended budget is adopted in the middle of the year, it gives the opportunity to test the projections used for the budget elements and adjust the estimates. He said in the five years he has been on the CAC, the TA has never adjusted the administrative overhead, and every year they come in way below projection. It ought to be adjusted going forward.

Motion/Second: Hedges/Shaine

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

Abstain: Lujan

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

Motion/Second: Warhurst/Hees

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

FY2014 Comprehensive Annual Financial Report (TA Item 10d)

Mr. Shaine said asked if the County Pool has a contract with the TA for investments and whether it expires or is ongoing. Kathryn Watson, Manager, Treasury, said the TA signed a contract with a three-year life with the County Pool at the start of that relationship. The contract expired and now there is a continual review of the policy and procedures on both sides of the investment policy, which TA staff signs and submits to the county in order to participate in the County Pool funds. There is not a contract anymore, but there is an ongoing policy and procedure review and signature submission to continue to participate.

Mr. Shaine asked if the county is subjected to competitive bidding like the private companies are. Ms. Watson said she would have to research this.

Mr. Whittemore asked when the last contract expired. Ms. Watson said it was around 2002, and staff and the Board then do an annual policy and procedure review that gets signed off on and the relationship continues from there.

Mr. Whittemore said most audits actually have an auditor's name on the signed auditor's statement, and this firm does sign auditor's names for other entities, but it does not for the TA. He said he is not aware of pension obligations broken out at all, and he has no idea what kind of retirement plans are offered to employees. Joe Hurley, Director, TA Program, said all TA staff is technically employed by the San Mateo County Transit District, and that is where that type of business is taken care of.

Diana Bautista left at 5:29 p.m.

Authorize Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended December 31, 2014 (TA Item 10c)

Mr. Whittemore asked how the migration to the new provider is going and if it is likely they will take over the management of the investment portfolio next month.

Ms. Watson said staff is finalizing the contract submission and at the end of February it will transition over to PFM Asset Management.

Motion/Second: Hees/Lujan

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

Absent: Bautista

Ms. Bautista returned at 5:31 p.m.

Approval of the 2015 Legislative Program (TA Item 11a) and Update on State and Federal Legislative Program (TA Item 11b)

Shweta Bhatnagar, Government Affairs Officer, said the program establishes basic principles staff follows in terms of the legislative and regulatory advocacy through the year. It pertains to both State and Federal legislation and is intended to be broad enough to cover a variety of issues that may come up so staff will have the flexibility to respond if there is something that needs to be addressed quickly.

Gus Khouri, Khouri Consulting, said this is the last year that the State will benefit from Proposition 30. The sales tax rates will sunset during this fiscal year, and the benefit from the personal income tax will also be lost. In 2018 the State will be left with a billion-dollar deficit. The governor acknowledges there is a need to fund transportation infrastructure, but there are no resources. In 2010, the State took some transportation funding to pay down some debt service from bonds, so transportation has been getting by on Proposition 1B funding, which is about done, and the gas tax, which is low because of fuel efficiency. The only new source of funding available is from the Cap and Trade Program, but there are limitations on that program. This funding could potentially help fully fund the Caltrain Modernization Program and SamTrans projects, but there is not much funding available for local roads and highways. The Legislative Program focuses on taking advantage of these opportunities and trying to provoke the State into becoming more of a partner since it owns the State highway system. Other counties in the State are looking into going after other sales tax measures. The only thing the State has come up with at this time is an advisory committee to study the feasibility of implementing a road user charge, which the State of Oregon will be implementing this year.

Mr. Shaine asked if Cap and Trade will ever end. Mr. Khouri said it could phase out if the next governor makes changes to the budget or when the air emissions targets are reached and the program is no longer needed to curb pollution.

Motion/Second: Lujan/Londer

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

Authorize Allocation of \$50,000 in Original Measure A Funds for the City/County Association of Governments (C/CAG) Countywide Transportation Plan (CTP) (TA Item 4c)

Mr. Slavitt said Mr. Whittemore had e-mailed some questions and had asked who was contributing towards the project and in what amounts. The request from C/CAG is \$50,000 from the TA, SamTrans has been asked to contribute \$25,000, and C/CAG will pick up the rest, totaling approximately \$185,000.

Mr. Slavitt said another question was whether the TA was obligated to fund this project or if it is for mutual courtesy and cooperation. He said the TA and C/CAG have worked cooperatively on projects of mutual interest, and the CTP is a symbiotic relationship between the TA and C/CAG. This is not a precedent; the TA and C/CAG have worked jointly together before. Examples are the Countywide Comprehensive Pedestrian and Bicycle Plan, auxiliary lane studies, and others.

Mr. Slavitt said another question was if the TA funded part of the 2001 plan and how much. Mr. Slavitt said he did not find a record of a contribution, but that effort was primarily a staff-led effort, and a consultant is being brought on for this effort.

Mr. Slavitt said another question was if the 2001 plan was a valuable tool. He said the Measure A Transportation Expenditure Plan (TEP) states the prioritization criteria and the TA Strategic Plan are to be consistent with the goals in the TEP and the CTP. The 2001

CTP provided guidance into the development of the TA's TEP. For example, the congested highway corridors from the 2001 CTP are included in the TA's 2004 TEP.

Mr. Slavitt said the last question was what the expended lifespan of the plans are, because 14 years seems like a long time to provide an update. Mr. Slavitt said it is time now to update the plan. The plan was initially intended to cover a 10-year period. He said the Metropolitan Transportation Commission (MTC) has released updated guidelines for these plans and the recommendation is to update the CTP in cycle with the MTC's Regional Transportation Plan, which is a four- to five-year time period.

Mr. Hurley said this county is the only county now that has a separate Congestion Management Agency from the Transportation Authority. When the TA and C/CAG work together, they work cooperatively for the best interest of those that depend on this transportation network.

Ms. Lujan said C/CAG is a good partner to have and advising this plan to align with regional plans is in the TA's best interest when considering future grant opportunities. She asked which consultant is being brought on. Mr. Slavitt said C/CAG will be using the services of DKS, a sub from CDM Smith.

Ms. Simonson asked if the TA has some sort of a representative that works with the consultant. Mr. Slavitt said staff will be actively involved with the development of the CTP and there will be an outreach process.

Mr. Whittemore asked how useful the tool is if it has been expired for four years. Mr. Slavitt said C/CAG will be looking into a Capital Improvement Plan for major capital programs as well as performance measures, and they will be addressed in the CTP. It will also include program project lists. The information C/CAG is reviewing can be complementary to what the TA is doing, and products the TA puts forth can be included in the CTP, and this helps when funding decisions need to be made because C/CAG brings other funding sources to the table.

Ms. Maez asked how climate change will be incorporated into the CTP. Mr. Slavitt the assumptions get updated when developing the CTP.

Mr. Bigelow said C/CAG distributes the State, Federal, and Bay Area Air Quality Management District money into transportation programs and the TA is the half-cent sales tax, so there is a great relationship between the sales tax and C/CAG looking at the countywide needs and seeing how money can be moved to make needed projects progress.

William Warhurst said if the CTP does not have the same types of limitations that the TA Strategic Plan has, the TA would want to be a part of the CTP process to help the TA get an expanded set of goals and help the TA get beyond the limitations in the legislation.

Motion/Second: Hees/Bautista

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

Approval of Minutes of January 8, 2014 (TA Item 4a)

No discussion.

Ms. Bautista and Mr. Warhurst left at 6:08 p.m.

REPORT OF THE CHAIR – BARBARA ARIETTA

See attachment for Chair Arietta's complete report.

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

REPORT FROM STAFF – JOE HURLEY

Mr. Hurley said the U.S. Highway 101/Broadway Interchange Project has been set back about six weeks due to the rain in December. The ground is saturated, and the activities that are taking place right now are dependent upon dry conditions. The completion of construction is still expected to be in mid-2017, so the contractor is going to look for opportunities to make up that time. A wider median on U.S. Highway 101 has been created to remove the existing median barrier and to make room for the new foundation of the new overcrossing that will be built in the median north of the existing overcrossing.

Ms. Maez said whenever lane changes occur on the roads, drivers can't tell where the lane should be, especially in the rain, because it appears there are two different sets of lanes. Mr. Hurley said the lane striping is not paint, it is thermoplastic, and in order to remove it, it has to be ground off, which leaves a scar that looks as clear as the lane marker. The area has been signed to reduce speed, enforcement is increased and traffic violation fines are doubled.

MEMBER COMMENTS/REQUESTS

Mr. Bigelow said the Dumbarton Policy Advisory Committee will be meeting later this month on the idea that the current format is insufficient. They want to see the Dumbarton Rail Project moved ahead, so they are looking at cities from Union City to Redwood City and the transportation authorities on both sides of the Bay to come up with a joint powers authority that could offer support and move the project forward and get large companies to participate financially.

Mr. Shaine said he traveled on U.S. Highway 101 in Santa Clara County where there were two high-occupancy vehicle lanes in each direction. Mr. Bigelow said one is to go onto a different highway and one is to stay on the current highway, so it has to do with the configuration of the highway system and changes in the road.

Ms. Maez said the League of Women Voters is a great resource for information.

Mr. Hedges said Rick Bonilla was sworn in to the San Mateo City Council and will be very supportive of transportation.

DATE, TIME AND PLACE OF NEXT MEETING

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

Adjourned at 6:29 p.m.

Averill, Joshua

From: Barbara Arietta <barietta@hotmail.com>
Sent: Sunday, February 15, 2015 3:14 PM
To: Averill, Joshua
Subject: FW: *TA CAC Chair's Report - February 3, 2015*

Good afternoon. Here is my CAC Chair's report for Tuesday, February 3, 2015:

CALTRAIN CONDUCTS ANNUAL COUNT :

On January 20, Caltrain began its annual onboard count of riders, both seated and standing. With an estimated 60,000 riders on an average weekday, Caltrain is setting historic records month after month. The counting process dictates that every rider on every train be counted for one week and then averaged over five weekdays. On weekends, riders on every train are counted for one weekend. The number of bike boardings and the number of bike riders not able to board the train, due to overcrowding, are also counted.

Average weekday ridership has more than doubled since 1997, when it was 24,597, in comparison to 2014, when it grew to 52,611. Over the past year, the heaviest ridership has been in the summer and fall with ridership data breaking 60,000 weekday riders

The data derived from the annual count will help the agency make projections for 2016. It will also be used to determine such things as the most popular stations and the most popular trains in the Caltrain system. After the 2015 passenger count data has been analyzed, it will be released to the public. Previous counts are posted on the Caltrain website.

NEW WEBSITE LETS RESIDENTS MONITOR BAY AREA'S VITAL SIGNS:

On January 28, 2015 the Metropolitan Transportation Commission (MTC) unveiled its new *Vital Signs* website (vitalsigns/mtc.ca.gov), an interactive tool that Bay Area residents can use to track the region's progress toward reaching key transportation, land use, environment and economic policy goals. Residents can also consult the new website to learn more about historical trends, differences and similarities among the Bay Area's many communities, and how the nine-county region stacks up with other major U.S. metro areas.

The first phase of the *Vital Signs* initiative examines 14 different indicators by which the health of the Bay Area's transportation systems can be monitored. These include several measures of Bay Area Transit agencies performance; a detailed look at pavement conditions on state highways, city streets and county roads; and a rank-ordered list of 139 most congested freeway segments in the region. Phase II of the *Vital Signs* project, slated for completion this spring, involves land use and economic development measures. Data for Phase III, which will focus on environmental and safety questions, is due for release this summer.

The complete list of transportation measures now available on the website includes: commuter

mode choice, commute time, commute patterns, traffic volumes at regional gateways, time spent in congestion, miles traveled in congestion, travel time reliability, transit ridership, transit system efficiency, daily miles traveled, street pavement condition, highway pavement condition, bridge condition and transit asset condition.

CALIFORNIA CONSIDERS REPLACING GAS TAX WITH PER-MILE CHARGE:

State Officials have begun to seriously study a plan to replace California's gas tax with a fee for each mile motorists drive. Governor Brown, noting that California has a \$59 billion backlog of maintenance needs on state highways and bridges, signed a law last fall that set up a commission to "study a road usage charge" and establish a pilot program by January 1, 2017. The 15 member commission had its first meeting on Friday January 23, 2015 in Sacramento.

The idea is far from reality at this point in time, but it's raising a hornet's nest of practical and political questions, ranging from how government would track the miles to what happens when people drive out of state or on private roads. But, it's gaining momentum. This year Oregon is beginning a test program with 5,000 volunteers utilizing a device that sends the miles driven information from their cars to a private contractor, who, in turn, will bill them 1.5 cents per mile driven. The volunteers will then be refunded each month what they paid under the state's 30-cent gasoline tax. Colorado and Washington state are also planning similar programs.

In California, Silicon Valley is getting involved early. Carl Guardino CEO of the Silicon Valley Leadership Group, is the Chairman of the California Transportation Commission, which chose the 15 members of the study panel. He stated that he wants the new commission, formally called the California Road Charge Pilot Program Technical Advisory Committee to explore every angle, and receive wide public and media scrutiny, since this will be a "game changer" for transportation policy in our state.

CAC HAS NEW OPENING:

CAC member, John Baker, has sent word of his resignation from the TA/CAC effective immediately. John, who originally came to us from the Sam Trans CAC, has accepted an offer to fill an opening that has recently become available on that CAC. John has always had a primary focus on public transit. He thought that his schedule might be able to handle both CAC involvements, but has subsequently found that he needs to restrict his time to pursuing just one CAC. He said that he learned quite a bit from being on our CAC. He enjoyed the comraderie displayed by our members and especially enjoyed listening to the robust due diligence that our members employed in the fulfillment of their duties as members of the TA/CAC.

Respectfully submitted,

BARBARA ARIETTA
Chair, San Mateo County Transportation Authority, CAC