



A G E N D A

Board of Directors Meeting

Silicon Valley Community Foundation, 1300 S. El Camino Real, Room 107, San Mateo

Thursday, September 20, 2018, 8:00 – 9:30 AM

CALL TO ORDER

Roll Call 8:00 a.m.

PUBLIC COMMENT

-Informational

PRESENTATIONS

- I. Measure W, Seamus Murphy, Chief Communications Office, SamTrans/Caltrain/SMCTA
- II. Introductions of New Commute.org Team Members

CONSENT AGENDA

-Action 8:25 a.m.

- A. Approval of June 21, 2018 Meeting Minutes
- B. Appointment to Supervisory Committee

REGULAR AGENDA

- 1. Report Out of Closed Session from June 21, 2018 -Oral Report 8:30 a.m.
- 2. Chair's Report -Oral Report 8:35 a.m.
- 3. Assembly Bill No. 1912 – JPA Pension Liabilities -Oral Report 8:45 a.m.
- 4. JPA Membership Update -Oral Report 8:55 a.m.
- 5. Resolutions in Support/Opposition of November Ballot Measures -Action 9:00 a.m.
- 6. Commuter Programs Report -Oral Report 9:05 a.m.
- 7. Shuttle Program Report -Oral Report 9:15 a.m.
- 8. Executive Director's Report -Oral Report 9:25 a.m.

CORRESPONDENCE, NEWS & UPDATES

-Informational

ADJOURN

-Action 9:30 a.m.

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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 400 Oyster Point Blvd, Suite 409, South San Francisco, CA 94080, at the same time that the public records are distributed or made available to the legislative body.

MINUTES

COMMUTE.ORG
BOARD OF DIRECTORS
Foster City EOC Training Room
1040 East Hillsdale Blvd., Foster City
June 21, 2018

ROLL CALL

Board Members Present:

Jeffrey Gee, City of Redwood City
Davina Hurt, City of Belmont
Clifford Lentz, City of Brisbane
Emily Beach, City of Burlingame
Rae Gonzalez, Town of Colma
Carlos Romero, City of East Palo Alto
Sam Hindi, City of Foster City
Shawn Christianson, Town of Hillsborough
Sue Digre, City of Pacifica
Eric Rodriguez, City of San Mateo
Richard Garbarino, City of South San Francisco
David Canepa, San Mateo County

Supervisory Committee
Members Present:

John Hoang, C/CAG
Maria Saguisag-Sid, City of Brisbane

Guests:

Karen Sumner, TDM Specialists
Michael Barber, San Mateo County
Morgan Cole, David and Lucile Packard Foundation
Anie Dinhopl, Facebook
Vanessa Brannon, City of Foster City

Staff in Attendance:

John Ford, Executive Director
Teresa Avelar, Administration & Finance Manager
Betsy Juarez, Administrative Assistant
Kim Comstock, Commuter Programs Manager
Gina Javier, Programs Representative

Joan Cassman, Agency Attorney

The June 21, 2018 meeting of the Commute.org Board of Directors was called to order at 8:10 a.m. by Board Chair, Jeffrey Gee.

CONSENT AGENDA

1. Minutes: April 18, 2018
2. Financial Statements: March 2018
3. Funding Agreement with C/CAG for Countywide Voluntary Trip Reduction
4. Funding Agreement with C/CAG for Transportation Fund for Clean Air
5. MOU for Climate Corps AmeriCorps Fellow Program for FY 2018-2019

It was moved by Mr. Richard Garbarino, seconded by Mr. Sam Hindi, and unanimously passed to approve items one through five on the consent agenda.

1. 2018 BIKE TO WORK DAY REPORT AND BCOY PRESENTATION

Ms. Karen Sumner, Commute Program Manager for TDM Specialists, reported on Bike to Work Day.

Ms. Sumner stated that all nine Bay Area counties participated in the 2018 Bike to Work Day. Commute.org coordinated 58 Energizer Stations in San Mateo County. Over 14,000 cyclists were counted as they rode by Energizer Stations in San Mateo County on the morning of May 10th. Ms. Sumner thanked the Board, staff, and everyone who participated in Bike to Work Day this year.

Every year, commuters in the Bay Area nominate a Bike Commuter of the Year (BCOY). Ms. Sumner announced that the 2018 Bike Commuter of the Year in San Mateo County is Mr. Morgan Cole. Mr. Cole is a dedicated commuter who has become an inspiration to many of his coworkers at David and Lucile Packard Foundation. He has formed a committee to promote Bike to Work Day and even holds weekly maintenance clinics where he personally repairs staff bicycles and even teaches them how to continue maintenance on their own. Mr. Cole was introduced and received congratulations from the board and attendees.

2. 2018 COMMUTER CHALLENGE REPORT AND PRIZE AWARDS

Ms. Kim Comstock, Commute.org's Commuter Programs Manager, reported on the results of the 2018 Commuter Challenge, which ran from April 1st thru May 31st.

Commute.org administered the annual commuter-focused campaign to encourage those who commute to, from, or through San Mateo County to use commuter alternatives other than driving alone. Commuters were asked to register and log their sustainable commute trips on the STAR (my.commute.org) platform where they view and manage their personal stats, such as money saved, CO2 saved, and miles traveled. Each week, winners were randomly selected and were awarded various prizes that included: Amazon Kindle, Fitbit Alta, REI Gift Card, Clipper Card, Spotify and Audible gift cards, and portable chargers. The five Grand Prizes were a Fitbit Ionic, \$300 Clipper Card, \$200 REI Gift Card, Kindle Oasis and an EcoReco Scooter.

Ms. Comstock shared the 2018 campaign's dashboard statistics that were captured through the STAR platform: 1,876 participants registered, over 350 tons of emissions saved, over 1.6 million miles traveled, more than 4.7 million calories burned, and over \$635,000 total commute savings accrued.

A grand prize winner attended the Board meeting for a special presentation. Mr. Michael Barber from Burlingame won the \$300 Clipper Card. Mr. Barber is an occasional transit rider who commutes from Burlingame to the County offices in Redwood City. Mr. Barber stated that he utilizes the \$75 transit subsidy offered to San Mateo County employees to cover the costs of his commute. Mr. Barber thanked the Board and Commute.org staff for his prize.

Chair Gee thanked the Commute.org staff for another successful campaign.

3. RECOGNITION OF DEPARTING STAFF

Mr. John Ford, Executive Director at Commute.org, updated the board of departing staff within the agency.

Mr. Ford informed the Board that the agency's Employer Programs Manager, Ms. Sumner, left the agency to join TDM Specialists, Inc. as their Commute Program Manager. Ms. Sumner had been with the agency since 1999. Mr. Ford also announced that the Administrative and Finance Manager, Ms. Teresa Avelar, will be leaving Commute.org to pursue her business as a prenatal massage therapist effective July 3, 2018. Ms. Avelar has been with Commute.org since 1998. Mr. Ford thanked them for their dedication and nearly 20 years of service to Commute.org. In turn, Ms. Sumner and Ms. Avelar expressed their gratitude for the opportunity to serve the community through the efforts of the agency.

4. CHAIR'S REPORT

Chair Gee presented an oral report to the Board.

Chair Gee announced to the Board that there is an opening on the Supervisory Committee for one additional member. The position is open to a City Manager or his/her designee from any of the member cities, towns, or county, or a representative from a private company, transit agency, or other interested constituent. He requested that any non-represented city interested to please contact Supervisory Committee Chair, Mr. John Hoang or Commute.org's Executive Director, Mr. John Ford.

Chair Gee continued by stating that there are openings on the Finance Committee for two additional members effective January 2019. Committee Chair Bob Grassilli and Committee Member Sue Digre will be leaving the committee after their city council terms expire.

Chair Gee informed the Board that SamTrans aims to launch express bus service through San Mateo County prior to the year 2021. The funding for this project will be made available by grants under Senate Bill 1 (SB1). Chair Gee added that SamTrans riders will have the ability to purchase their bus fare and plan their trips from their smart phone devices. The app is expected to go live in September. Additionally, the SamTrans Board of Directors approved entering into an agreement with Facebook and Plenary Group to explore the feasibility of advancing projects on the Dumbarton Transportation Corridor.

5. REVIEW AND APPROVAL OF FY 2018-2019 WORK PLAN AND BUDGET

Mr. Ford presented the proposed Budget and Work Plan for the upcoming fiscal year to the Board for review and approval. The Work Plan guides the agency on a program of work for the fiscal year and is reviewed for approval on an annual basis. The Work Plan is also used to generate the Scope of Work documents that are presented to the agencies that provide grant funding to the agency. A copy of the Proposed Budget and a copy of the draft Work Plan was given to each Board member.

The Finance Committee provided recommendations and modifications to the proposed budget. The Supervisory Committee has also reviewed the proposed budget and contributed to the Work Plan document and presentation. On the recommendation of the Finance Committee, the proposed budget includes a 3.2% Cost of Living Adjustment (COLA) for all agency staff. The ABAG Bay Area consumer price index calculations for April are used to calculate the annual rate for the agency's COLA percentage.

Chair Gee requested discussion of the FY 2018/2019 Work Plan and Budget.

It was moved by Ms. Sue Digre, seconded by Ms. Emily Beach, and unanimously passed to approve the FY 2018/2019 Work Plan and Budget.

6. CERBT PROGRAM REPORT

Mr. Ford presented a report on the California Employer's Retiree Benefit Trust (CERBT) program. The agency joined the CERBT in June 2013 to pre-fund the agency's Other Post-Employment Benefits (OPEB) costs.

To date, Commute.org Board has contributed \$82,746 to the CERBT fund. The amount does not include the current fiscal year's ARC (Annual Required Contribution) of \$6,588 that will be deposited in June.

The Board elected to use CERBT's Strategy 2 Asset Allocation investment portfolio. The most recent fact sheet for Strategy 2 was included in the Board packet.

Mr. Ford stated that the agency funded 100% of the current annual required contribution levels and that the investment was made at a good time and the portfolio is doing well with the rate of return. Mr. Ford informed the Board that the contribution was included in the FY 17/18 budget.

Commute.org's investment information as of June 15, 2018 is shown below:

As of 6/15/2018:	Amount
Contributions	\$ 82,746
Investment Earnings	\$ 22,928
Admin Expense	\$ __(268)
Current Balance	\$ 105,406

7. COMMUTER PROGRAMS REPORT

Ms. Comstock presented a report on recent and upcoming activities.

The Commute.org brochure has been updated to highlight all the commuter programs that are available, including incentives offered through the STAR platform. A new Try Transit handout has been generated to promote the free transit ticket program. The Try Transit Program provides free transit tickets to people who are interested in trying public transit to get to work.

Ms. Comstock informed the Board that a Summer promotion will be conducted during the months of July and August for a chance to win a Zizzo EuroMini folding bicycle. Individuals who travel to, from, or through San Mateo County by transit, ferry, or shuttle and log their commute trips on STAR will be automatically entered in the prize drawing. Ms. Comstock thanked Zizzo Euromini for donating the folding bicycle towards the summer promotion.

Ms. Comstock announced that the Climate Corps AmeriCorps Fellow, Arthi Krubanandh, has accepted a position at Stanford University. Her 10-month fellowship at Commute.org will end in June.

8. SHUTTLE PROGRAM REPORT

Mr. Ford presented a report on Commute.org's shuttle operations and activities since the previous

report in April.

Mr. Ford informed the Board that funding agreements are being finalized. Route and schedule modifications for numerous routes are going into effect in July and August. Interviews are currently being conducted for two part-time Customer Service Representatives.

Mr. Ford presented a report on May 2018 ridership. The report showed that the average daily ridership in May increased 3.7% to 2,413 from May 2017, which saw 2,327 average daily riders. Although some routes have experienced a decrease in ridership of up to 38%, other routes have experienced an increase in ridership of up to 107%.

9. EXECUTIVE DIRECTOR'S REPORT

Mr. Ford provided a summary of the agency's activities and updates on programs since the last Board meeting.

Mr. Ford announced that the cities of Menlo Park and Portola Valley have expressed interest in joining the Commute.org Joint Powers Authority (JPA). Only three cities in San Mateo County are not members of the JPA – Menlo Park, Portola Valley, and Woodside. Letters of interest will be presented to the board at the September meeting.

10. CLOSED SESSION

Chair Gee announced the reason for the Personnel Closed Session (Government Code Section 54957, Position: Executive Director) and the Board convened in closed session to discuss a public employee performance evaluation of the Executive Director.

11. ADJOURNMENT

The meeting was adjourned at 9:42 a.m. by Chair Gee.

Respectfully submitted,

Betsy Juarez

INTERIM CLERK OF THE BOARD

Board of Directors Consent Agenda Item #B

DATE: September 20, 2018

TO: Commute.org Board of Directors

FR: John Ford, Executive Director

SUBJ: Appointment to Supervisory Committee

Chair Gee advises that a candidate has been recommended by her agency to serve on the Commute.org Supervisory Committee. According to our bylaws, the Executive Director shall solicit additional members to participate on the Supervisory Committee from among chief executive officers or their designees of private companies, transit agencies, City/County Association of Governments, and other interested constituents of the Alliance. The names of candidates for these additional members shall be submitted to the Board for formal appointment to the Committee. The open seat has a term ending April 2021.

The following candidate seeks appointment to the Supervisory Committee for the remaining term of the open seat (effective immediately):

- Christy Wegener, Director of Planning, SamTrans

Ms. Wegener joined SamTrans in 2018. Prior to joining SamTrans, she worked for the Livermore Amador Valley Transit Authority as the Director of Planning and Operations, and was also the Manager of Planning, Operations and Customer Service for the Fairfax Connector in Northern Virginia.

Board of Directors Agenda Item #1

DATE: September 20, 2018

TO: Commute.org Board of Directors

FR: John Ford, Executive Director

SUBJ: Report Out from Closed Session of June 21, 2018

INTRODUCTION

The agency's legal counsel, Joan Cassman, will report out on the Closed Session from June 21, 2018:

CLOSED SESSION ON PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957(b)(1) and Conference with Labor

Negotiator Pursuant to Government Code Section 54957.6

Agency Designated Representative: Board Chair

Title/Unrepresented Employee: Executive Director, John Ford

Board of Directors Agenda Item #2

DATE: September 20, 2018

TO: Commute.org Board of Directors

FR: John Ford, Executive Director

SUBJ: Board Chair's Report

INTRODUCTION

Board Chair Jeff Gee will present an oral report to the board. Chair Gee's report includes the following:

1. Openings on the Finance Committee for two board members effective January 2019. Committee Chair Bob Grassilli and Committee Member Sue Digre will be leaving the committee after their city council terms expire.
2. Opening for the Vice Chair position effective January 2019. Chair Gee will be leaving the board after his city council term expires. The current Vice Chair, Cliff Lentz, will serve the remainder of Mr. Gee's term as Chair which expires in November 2019. Any current board member interested in serving as Vice Chair through November 2019 should contact Chair Gee or Mr. Ford in advance of the November 15, 2018 board meeting.

Board of Directors Agenda Item #3

DATE: September 20, 2018

TO: Commute.org Board of Directors

FR: John Ford, Executive Director

SUBJ: Assembly Bill No. 1912 – JPA Pension Liabilities

INTRODUCTION

Assembly Bill No. 1912 has been passed by both the Assembly and Senate in the State of California. The bill was enrolled and presented to the governor on September 11, 2018. A summary of the bill is presented below. A copy of Hanson Bridgett's client alert on this bill is also included.

Ms. Cassman, Commute.org's legal counsel, will explain to the board how this bill affects the agency and answer any questions.

ASSEMBLY BILL No. 1912

VOTES - ASSEMBLY: 49-27 (May 30, 2018) SENATE: 27-10 (August 30, 2018)

SUMMARY: Prohibits member agencies of Joint Powers Authority (JPA) from disclaiming the retirement liability of a JPA and requires the apportionment of retirement liability among JPA member agencies if the JPA's agreement with the Board of Administration of the California Public Employees' Retirement System (CalPERS) is terminated, or the JPA dissolves or ceases operations as applied to other California public retirement systems or associations, among other provisions.

This bill would require member agencies of an agency established pursuant to a joint powers agreement that participates in, or contracts with, a public retirement system, prior to filing a notice of termination or upon notice of potential termination by the Board of Administration of the Public Employees' Retirement System, to mutually agree as to the apportionment of the agency's retirement obligations among themselves, provided that the agreement equals 100% of the retirement liability of the agency. If the member agencies are unable to mutually agree to the apportionment, the bill would require the board to apportion the retirement liability of the agency to each member agency, as specified, and would establish procedures allowing a member agency to challenge the board's determination through the arbitration process.

The bill would also provide that if a judgment is rendered against an agency or a party to the agreement for a breach of its obligations to the retirement system, the time within which a claim for injury may be presented or an action commenced against the other party that is subject to the liability determined by the judgment begins to run when the judgment is rendered. The bill would specify that those provisions

apply both retroactively to a member agency, or current and former member agency, that has an agreement with the board on or before January 1, 2019, and to new agreements with the board on or after that date.

Hanson Bridgett Client Alert: Compromise JPA Pension Liability Bill Ready for Governor's Signature

September 10, 2018

As we reported in our May 31, 2018 Alert, the California Legislature has been considering legislation to prevent joint powers authority (JPA) member agencies from contracting out of liability for the JPA's pension obligations.

Despite significant Assembly amendments we reported in May, AB 1912 still faced stiff opposition from a coalition of public agencies and public agency associations over retroactivity of its apportionment scheme and prospective joint several liability for members of future CalPERS-contracting JPAs.

But AB 1912's sponsor, Assemblyman Freddie Rodriguez (D-Pomona), reached a compromise with opposition groups to secure the bill's passage by both houses (the Senate on August 30 and the Assembly on August 31) after a series of Senate amendments (June 20 and July 3, August 17 and August 24).

Together, those amendments:

- Replace joint and several liability of a JPA's member agencies for its pension obligations (including prospectively for new CalPERS-contracting agencies) with a more equitable apportionment scheme. Under the final bill, JPA member agencies must still mutually agree to apportion 100% of that liability among themselves (may include a former JPA member). If they cannot agree, the retirement system board must apportion that liability among them proportionately based on their respective (1) shares of the JPA's services, or (2) populations.
- Make that JPA pension liability apportionment scheme contingent upon the JPA's notice of termination, dissolution or cessation of operations. Under the final bill, the requirement that JPA member agencies mutually agree to apportion 100% of the JPA's pension liabilities among themselves isn't triggered until right before the JPA's governing body decides to dissolve or cease operations or, in the case of a CalPERS-contracting JPA, the JPA files a notice of termination with CalPERS.
- Clarify that the JPA pension liability apportionment requirement doesn't apply to a JPA that dissolved before January 1, 2019. But under the final bill, that requirement still applies retroactively to JPA agreements in existence on or before January 1, 2019, as well as prospectively to new JPA agreements on or after that date with CalPERS or another California public retirement system.
- Prohibit a JPA from voluntarily terminating its CalPERS contract or dissolving or ceasing operations until its member agencies have mutually agreed to apportion 100% of its pension liabilities among themselves, and it has furnished a copy of that agreement to the retirement system board.

- Give a JPA 60 days after a CalPERS notice of an involuntary termination to file an agreement with CalPERS, signed by all of its member agencies, that apportions 100% of its pension liabilities among those agencies. Otherwise, CalPERS will decide how to apportion those liabilities.
- Give a JPA member agency 30 days to appeal the retirement system board's pension liability allocation. In that case, the appeal will be referred to, and decided by, an arbitrator, who must decide the apportionment within 60 days of referral, and whose decision will be final and binding. Arbitration costs will be shared equally by the JPA member agencies identified in the arbitration decision.
- Require CalPERS to, *consistent with its fiduciary duties*, consider and exhaust all options and take all necessary actions, including whether to bring a civil action against a terminating JPA's member agencies to compel payment of its retirement obligations.

Members of JPAs that participate in a retirement system should consider reviewing their JPA agreements now to determine how, in light of the recent amendments, this legislation could affect the allocation of pension liabilities under those agreements once it becomes law. For questions about this legislation or the recent amendments to it, please contact the Hanson Bridgett Employee Benefits Group.

Board of Directors Agenda Item #4

DATE: September 20, 2018

TO: Commute.org Board of Directors

FR: John Ford, Executive Director

SUBJ: JPA Membership Update

INTRODUCTION

There are currently 18 members in the Peninsula Traffic Congestion Relief Alliance JPA. The only towns/cities in the county that are not currently members are Menlo Park, Woodside, and Portola Valley. Menlo Park and Portola Valley have submitted letters to the agency expressing interest in joining the JPA. The Town of Woodside has indicated that it might also be interested in joining but that it would not be making a decision until after the new council is seated in 2019.

In order to add new members to the JPA, a majority of the existing members must pass resolutions in support of an amendment to the JPA. It is possible to include the Town of Woodside on the list of potential new members on the amendment and they would only become a member if their council approved membership (this approach was used in 2006 – the last time members were added).

Due to the uncertainty of additional changes that may need to be made to the JPA agreement due to AB 1912, staff has held off on working with legal counsel on the JPA amendment. Once drafted, the amendment along with a template resolution that will be provided to each of the members for consideration.

Staff has extended invitations to the prospective members to attend agency meetings and events while the formal process of their acceptance is underway.

Board of Directors Agenda Item #5A

DATE: September 20, 2018

TO: Commute.org Board of Directors

FR: John Ford, Executive Director

SUBJ: Resolution Supporting Measure W

INTRODUCTION:

Staff is presenting a Resolution supporting Measure W, which is the San Mateo County Transit District sales tax measure. It will be on the November 6, 2018 ballot and requires a 2/3 vote to pass.

BACKGROUND:

Measure W would impose a one-half cent sales tax on all qualified retail transactions in San Mateo County, both in the incorporated and unincorporated areas, for a period of 30 years, beginning on July 1, 2019 and ending June 30, 2049.

The San Mateo County Transit District ("District") has the authority to impose a qualified special tax for specified purposes, subject to approval by two-thirds (2/3) of those voting on the tax measure.

The proceeds from this measure would be used to pay for transportation-related improvement projects throughout the County, as specified in the District's Congestion Relief Plan. The complete Congestion Relief Plan, with a detailed description of the proposed projects and examples of such projects, can be found in the full text of the measure, but it provides that the proceeds must be invested in five identified transportation-related categories within the County, as follows:

- 22.5% in highway projects throughout the County, including Highway 101 and 280;
- 12.5% in major arterial and local roadway improvements in key congested areas throughout the County;
- 5% in bicycle, pedestrian, and active transportation projects throughout the County;
- 10% in infrastructure and services designed to improve transit connectivity between the County and the greater Bay Area region; and
- 50% to support operations and capital needs of the County's primary public transit services, including SamTrans bus and paratransit services and Caltrain

RESOLUTION NO. 2018-__

A RESOLUTION OF THE PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE SUPPORTING MEASURE W (THE SAN MATEO COUNTY CONGESTION RELIEF PLAN)

WHEREAS, San Mateo County is experiencing significant growth in employment and population and this growth has rapidly outpaced investments in transportation solutions, resulting in unprecedented traffic congestion, and transit services that are not adequately resourced to support the County's evolving mobility demand; and,

WHEREAS, the Congestion Relief Plan is expected to provide San Mateo County with resources to implement transportation solutions that address countywide traffic congestion and improve travel times; repair, maintain and replace aging infrastructure; provide mobility solutions for seniors, people with disabilities and people with lower incomes; and improve overall quality of life for County residents; and,

WHEREAS, investment categories identified in the Congestion Relief Plan are to be implemented primarily with guidance from the following Core Principles: Relieve traffic congestion countywide; Invest in a financially-sustainable public transportation system that increases ridership, embraces innovation, creates more transportation choices, improves travel experience, and provides quality, affordable transit options for youth, seniors, people with disabilities, and people with lower incomes; Implement environmentally-friendly transportation solutions and projects that incorporate green stormwater infrastructure and plan for climate change; Promote economic vitality, economic development, and the creation of quality jobs; Maximize opportunities to leverage investment and services from public and private partners; Enhance safety and public health; Invest in repair and maintenance of existing and future infrastructure; Facilitate the reduction of vehicle miles travelled, travel times and greenhouse gas emissions; Incorporate the inclusion and implementation of complete street policies and other strategies that encourage safe accommodation of all people using the roads, regardless of mode of travel; Incentivize transit, bicycle, pedestrian, carpooling and other shared-ride options over driving alone; and Maximize potential traffic reduction associated with the creation of housing in high-quality transit corridors; and,

WHEREAS, the Congestion Relief Plan is the product of extensive community engagement and public feedback.

NOW, THEREFORE BE IT RESOLVED by the Governing Board of the Peninsula Traffic Congestion Relief Alliance to support Measure W on San Mateo County's November 2018 ballot.

PASSED AND ADOPTED this 20th day of September 2018, by the following vote:

AYES:

NOES:

ABSENT:

Signed: _____
Chair, Governing Board

Attest: _____
Secretary of the Alliance

Board of Directors Agenda Item #5B

DATE: September 20, 2018

TO: Commute.org Board of Directors

FR: John Ford, Executive Director

SUBJ: Resolution Opposing Proposition 6

INTRODUCTION:

Staff is presenting a Resolution opposing Proposition 6, which would repeal Senate Bill 1 (SB 1), for board consideration. SB 1 is also known as the "Road Repair and Accountability Act of 2017."

BACKGROUND:

On April 28, 2017, the Governor signed SB 1, which is funded by the newly established Road Maintenance and Rehabilitation Account (RMRA). SB 1 is intended to provide additional revenue to local jurisdictions to address basic road maintenance, rehabilitation and critical safety needs on both the state highways, local streets and road system.

RMRA sources of fund include increases to the per gallon, fuel excise taxes, diesel fuel sales taxes and vehicle registration fees; and it also provides for inflationary adjustments to tax rates in future years. California's Secretary of State announced on June 25, 2018 that the statewide initiative to repeal SB 1 had qualified for the November 2018 ballot, as Proposition 6. Voters will now determine the fate of more than \$5 billion in annual funding to repair and upgrade the State's transportation infrastructure.

RESOLUTION NO. 2018-__

A RESOLUTION OF THE PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE OPPOSING PROPOSITION 6 WHICH WOULD REPEAL SENATE BILL 1 (ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017)

WHEREAS, in 2017, the California State Legislature passed, and Governor Brown signed, Senate Bill 1 (SB 1), also known as the “Road Repair and Accountability Act.” A landmark transportation investment program designed to (1) rebuild California’s transportation infrastructure by fixing neighborhood streets, freeways and bridges in communities across the State, and (2) strengthen, revitalize, and improve transit systems and congested trade and commute corridor; and,

WHEREAS, SB 1 will invest \$5.4 billion annually over the next decade in California’s transportation systems and will address a backlog of repairs and upgrades, while ensuring a cleaner and more sustainable travel network for the future; and,

WHEREAS, SB 1 is intended to provide additional revenue to local jurisdictions to address basic road maintenance, rehabilitation and critical safety needs on both the state highways and local streets and road system; and

WHEREAS, the sources of funds for RMRA include increases to the per gallon, fuel excise taxes, diesel fuel sales taxes and vehicle registration fees; and

WHEREAS, SB 1 also provides for inflationary adjustments to tax rates in future years; and

WHEREAS, California’s Secretary of State announced on June 25th, 2018 that the statewide initiative to repeal SB 1 had qualified for the November 2018 ballot, as Proposition 6 and voters will now determine the fate of more than \$5 billion in annual funding to repair and upgrade the State’s transportation infrastructure.

WHEREAS, the passage of Proposition 6 would jeopardize the funding needed for many projects in San Mateo County and deprive Californians of resources now available from SB 1 for much needed improvements in transportation infrastructure and transit systems statewide.

NOW, THEREFORE BE IT RESOLVED by the Governing Board of the Peninsula Traffic Congestion Relief Alliance to oppose Proposition 6 which would repeal Senate Bill 1.

PASSED AND ADOPTED this 20th day of September 2018, by the following vote:

AYES:

NOES:

ABSENT:

Signed: _____
Chair, Governing Board

Attest: _____
Secretary of the Alliance

Board of Directors Agenda Item #6

DATE: September 20, 2018

TO: Commute.org Board of Directors

FR: John Ford, Executive Director

SUBJ: Commuter Programs Report

INTRODUCTION

Staff presentation to the board highlighting activities of the commuter programs team.

BACKGROUND

Kim Comstock, Commuter Programs Manager, will present a report on recent and upcoming activities including:

1. Summer Bicycle Challenge
2. STAR platform enhancements
3. Legacy incentive program transition
4. Fall marketing campaign

Board of Directors Agenda Item #7

DATE: September 20, 2018

TO: Commute.org Board of Directors

FR: John Ford, Executive Director

SUBJ: Shuttle Program Report

INTRODUCTION

Mr. Ford will provide a summary of agency activities and updates on Commute.org's shuttle program since the last Board meeting including the following:

The report will include:

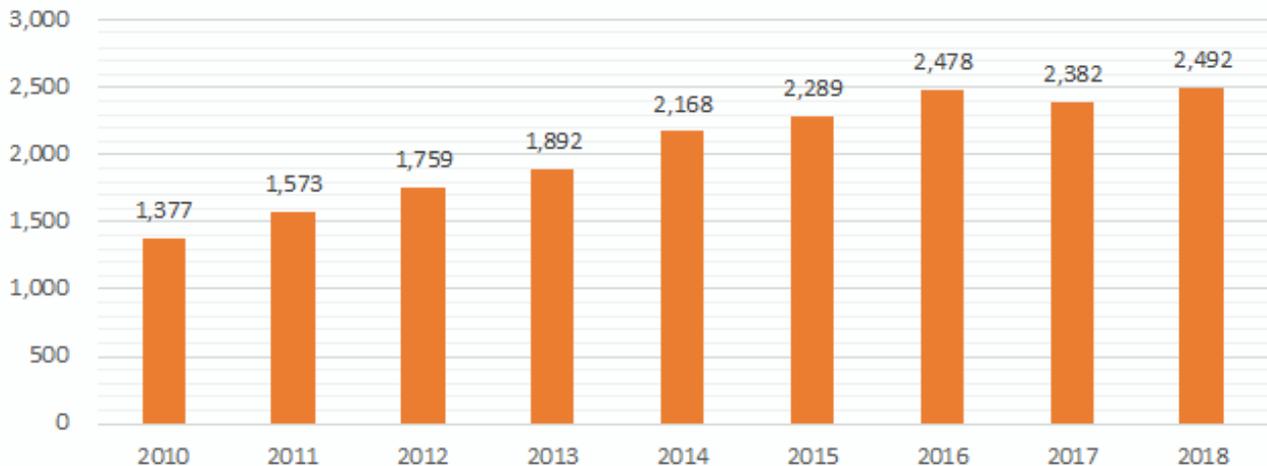
1. Final ridership statistics from FY17/18
2. August 2018 ridership statistics
3. Partnership with Genentech in South San Francisco
4. Update on vendor staffing issues
5. Passenger Code of Conduct

FY 2017-2018 Shuttle Performance Metrics

Shuttle Name	Annual Ridership	Prior Year Ridership	Year over Year	Operating Cost/ Passenger	Boardings/ service-hour	SOV Trips Eliminated
Bayshore Brisbane Caltrain	14,354	14,797	-3.0%	\$6.88	10.47	12,583
Burlingame Bayside	55,944	51,695	8.2%	\$3.41	21.65	51,643
Burlingame North	22,345	21,120	5.8%	\$5.55	12.97	18,297
Campus Drive	15,373	16,498	-6.8%	\$7.25	9.93	13,096
Crocker Park BART/Caltrain	88,123	94,533	-6.8%	\$4.16	18.57	82,579
Lincoln Centre	27,234	31,347	-13.1%	\$4.53	16.28	24,704
Mariners Island	25,200	28,236	-10.8%	\$5.18	14.23	22,670
Norfolk Caltrain	16,827	11,373	48.0%	\$6.07	11.86	15,056
North Foster City	40,728	65,798	-38.1%	\$5.71	12.92	37,186
One Tower Place	20,180	12,602	60.1%	\$5.93	12.16	16,891
Oyster Point SSF BART	54,035	53,725	0.6%	\$4.12	17.92	50,240
Oyster Point SSF Caltrain	34,006	26,155	30.0%	\$4.28	17.25	30,717
Oyster Point SSF Ferry	13,090	13,280	-1.4%	\$7.56	9.52	11,389
Redwood City Bayshore Tech	26,925	33,819	-20.4%	\$4.50	16.01	23,636
Redwood City Mid Point	32,577	31,250	4.2%	\$3.28	22.10	29,541
Redwood City Seaport Centre	33,791	33,574	0.6%	\$3.50	21.07	30,502
San Carlos Commuter	6,533	7,282	-10.3%	\$17.99	4.00	2,295
Utah Grand SSF BART	33,727	31,947	5.6%	\$7.17	10.15	29,679
Utah Grand SSF Caltrain	21,800	14,094	54.7%	\$6.26	11.51	18,258
Utah Grand SSF Ferry	13,348	10,607	25.8%	\$8.05	8.95	11,584

596,140	603,732	-1.3%	\$5.06	280	532,546
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Average Daily Ridership AUGUST 2018



Commute.org Shuttles

Passenger Code of Conduct

Commute.org is committed to providing a safe and pleasant environment for all its passengers. The Code of Conduct policy is intended to provide guidelines to users of Commute.org shuttles.

We ask that riders observe these rules, be courteous to fellow passengers, and comply with directives given by the driver when on the shuttle. When a passenger's behavior becomes disruptive, is a persistent nuisance to other riders, drivers, or staff, or threatens the safety of the system, Commute.org or its contractor may act to remove the person from the shuttle, contact local police, and/or restrict them from using the service in the future.

Prohibited behavior includes but is not limited to the following:

- Indecent, profane, boisterous, unreasonably loud or otherwise disorderly conduct
- Physical violence, harassment, or threats
- Vandalism
- Indecent exposure
- Blocking the aisle, stairwell, or passenger seats with personal items
- Smoking or vaping on the shuttle
- Standing in front of the standee line at the front of the shuttle near the driver's seat
- Throwing objects from the shuttle

Prohibited Items include but may not be limited to the following:

- Hazardous materials such as flammable substances or corrosive agents, etc.
- Illegal drugs, paraphernalia, or alcohol
- Weapons such as firearms, knives, etc.
- Pets that are not in an approved carrier except for trained service animals

Shirt, footwear and personal hygiene

- Footwear and shirts must be worn while on shuttle
- Personal hygiene must be maintained in a manner that does not result in offensive odor

Eating, drinking, and other on-board considerations

- Eating is prohibited on the shuttle
- Trash should be removed by the passenger when exiting the vehicle
- Passengers may bring beverages in a spill proof container, such as a screw-top bottle or a cup with secure lid; excluding alcohol – all other containers are prohibited
- Audio devices should be used with earphones so that sound is limited to person's own listening

Seatbelt Policy

- California law requires passengers to wear a seatbelt while riding on buses and shuttles that are so equipped – failure to do so is punishable by a fine

- For your safety and the safety of the other passengers, we ask that you wear your seatbelt when seated
- Parents with children under eight years of age and under four feet nine inches in height are required to secure the child in an appropriate child passenger restraint system (passenger provided)

How you can help

- If you see a problem on the shuttle, tell the driver and/or contact Commute.org's shuttle department (650-588-1600 or shuttles@commute.org)
- Do not attempt to enforce these policies yourself. Please contact us as noted above and we will work to resolve the situation
- If there is a medical emergency, a threat or serious crime being committed call 911 to report the problem to the police
- Be prepared to give the shuttle name, location and direction of travel

We appreciate your help in keeping our shuttles safe and secure for all to enjoy.

Board of Directors Agenda Item #8

DATE: September 20, 2018

TO: Commute.org Board of Directors

FR: John Ford, Executive Director

SUBJ: Executive Director's Report

INTRODUCTION

Chair Gee advises that Mr. Ford will provide a summary of agency activities and updates on programs since the last board meeting including the following:

1. C/CAG carpool program partnership status
2. San Mateo Rail Corridor TMA – management role
3. Employer Programs Manager recruitment
4. Organization updates