

MINUTES

COMMUTE.ORG
BOARD OF DIRECTORS
Silicon Valley Community Foundation
1300 S. El Camino Real, Room 114
September 20, 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
Glenn Sylvester, City of Daly City
Carlos Romero, City of East Palo Alto
Sam Hindi, City of Foster City
Shawn Christianson, Town of Hillsborough
Gina Papan, City of Millbrae
Sue Digre, City of Pacifica
Rico Medina, City of San Bruno
Eric Rodriguez, City of San Mateo
David Canepa, San Mateo County

Supervisory Committee
Members Present:

John Hoang, C/CAG

Guests:

Drew
Seamus Murphy, SamTrans
Christy Wegener, SamTrans

Staff in Attendance:

John Ford, Executive Director
Kim Comstock, Commuter Programs Manager
Mary Thomasmeyer, Commuter Programs Representative
Richard Fontela, Shuttle Programs Coordinator
Maria Timofeyeva, Shuttle Program Administrator
Gina Javier, Employer Programs Representative
Cary Tipton, Employer Programs Representative
Betsy Juarez, Administrative Assistant
Parin Patel, AmeriCorps Fellow

Joan Cassman, Agency Attorney

The September 20, 2018 meeting of the Commute.org Board of Directors was called to order at 8:08 a.m. by Board Chair, Jeffrey Gee.

CONSENT AGENDA

1. Minutes: June 21, 2018
2. Appointment to Supervisory Committee
3. Acceptance of Funding Agreement between SMCTA and Commute.org for FY 2018-2019

It was moved by Ms. Shawn Christianson, seconded by Mr. Sam Hindi, and unanimously passed to approve items one, two and three on the consent agenda.

1. MEASURE W & SAMTRANS BUSINESS PLAN

Mr. Seamus Murphy, Chief Communications Officer at SamTrans/Caltrain/SMCTA, presented on Measure W. The measure will be on the November 6, 2018 ballot and requires a 2/3 vote to pass.

Measure W would raise approximately \$2.4 billion over 30 years through a ½ cent sales tax to fund a variety of transportation projects and programs across San Mateo County. The plan includes five investment categories that include public transit, highway and interchange improvements, local road improvements and pothole repairs, regional transit connections, and projects benefiting bicyclist and pedestrians.

Ms. Christy Wegner, Director of Planning at SamTrans, informed the Board that the San Mateo County Transit District staff has completed a strategic planning document titled the SamTrans Business Plan, which identifies immediate, near-term and long-term actions that affirm the District's position as mobility leaders and ensure the organization meets current and future transportation needs. Within the three core principles, the Plan identifies 16 initiatives that are in various stages of implementation or planning.

Ms. Shawn Christianson, Town of Hillsborough, inquired on whether the funds collected through Measure W could be siphoned off from San Mateo County or used for other purposes other than its intended use. Mr. Murphy confirmed that there are constitutional protections in place that have been approved by voters that prevent local funding from being used for other purposes.

Mr. Cliff Lentz, City of Brisbane, inquired about the Way2Go Pass being made available to students. Ms. Wegner stated that the Youth Mobility Plan addresses the mobility needs of youth in San Mateo County. SamTrans is collaboratively working with the San Mateo Community College District to initiate a pilot student pass.

Ms. Davina Hurt, City of Belmont, inquired on challenges faced beyond funding. Ms. Wegner stated that it is essential to explore opportunities that implement transit signal priority, such as bus-only lanes on major corridors, to increase speed and reliability on bus routes. Additionally, there is a regional labor shortage on drivers. Although autonomous vehicles may be a solution for this problem, autonomous technology "has a long way to go".

2. REPORT OUT OF CLOSED SESSION FROM JUNE 21, 2018

Ms. Cassman, Commute.org's Legal Counsel, reported that no action was taken during the closed sessions that convened on June 20, 2018 to discuss a public employee's performance evaluation of the Executive Director.

3. CHAIR'S REPORT

Chair Gee presented an oral report to the Board.

Chair Gee announced to the Board 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.

In addition, Mr. Gee stated that he 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 November 2019. Any current board members 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.

Chair Gee informed the Board that the Salesforce Transit Center in Downtown San Francisco is now open. The focus has now shifted to the Caltrain Downtown Extension (DTX) project, which will extend the Caltrain commuter rail from its current terminus at Fourth and King streets to the new transit center.

4. ASSEMBLY BILL NO.1912 – JPA PENSION LIABILITIES

Mr. Ford reported to the Board that 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.

Under the bill, member agencies of a Joint Powers Authority (JPA) that participates as a contracting agency in the California Public Employees' Retirement System (CalPERS), or any other public employee retirement system for the purpose of administration of retirement benefits, would be required to be jointly and severally liable for the retirement obligation of the JPA, among other provisions.

Ms. Cassman clarified that member agencies of a JPA must mutually agree as to the apportionment of the agency's retirement obligations among themselves in an equitable manner, provided that the agreement equals 100% of the retirement liability of the agency. If the members agencies are unable to mutually agree, the PERS board shall apportion the retirement liability of the agency to each member agency.

Ms. Emily Beach advised the Board to agree to the apportionment of the agency's retirement obligation in advance, rather than wait until the agency dissipates to decide. The board recommended that the Executive Director and Board Chair compose a task force to address the issue in 2019.

5. JPA MEMBERSHIP UPDATE

Mr. Ford stated that 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 be deciding until after the new council is seated in 2019.

To add new member(s) 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.

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 will be provided to each of the members for consideration.

6. RESOLUTION SUPPORTING MEASURE W

Mr. Ford presented 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.

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.

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 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.

Mr. Rico Medina inquired on the last time the Board took a resolution action in support of a ballot measure. Mr. Ford stated that no action has been taken in support of a ballot measure since his time with Commute.org.

It was moved by Mr. Cliff Lentz and seconded by Mr. Glenn Sylvester to approve the Board’s support on Measure W. The resolution was approved on a roll call vote: 13 ayes, 0 nays, 0 abstentions, and 5 absent

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

Ayes:

City of Belmont
City of Brisbane
City of Burlingame
City of Daly City
City of East Palo Alto
City of Foster City
Town of Hillsborough
City of Millbrae
City of Pacifica
City of Redwood City
City of San Bruno
City of San Mateo
County of San Mateo

Nays: None

Absent:

Town of Atherton
Town of Colma
City of Half Moon Bay
City of San Carlos
City of South San Francisco

7. RESOLUTION OPPOSING PROPOSITION 6

Mr. Ford presented a Resolution opposing Proposition 6, which would repeal Senate Bill 1 (SB1), for Board consideration. SB1 is also known as the “Road Repair and Accountability Act of 2017”.

SB1 is funded by the newly established Road Maintenance and Rehabilitation Account (RMRA) and is intended to provide additional revenue to local jurisdictions 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 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 SBI 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.

It was moved by Mr. Carlos Romero and seconded by Mr. David Canepa to approve the Board's opposition on Proposition 6. The resolution was approved on a roll call vote: 12 ayes, 0 nays, 1 abstention, and 5 absent

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

Ayes:	Nays: None	Absent:	Abstentions:
City of Belmont		Town of Atherton	Town of Hillsborough
City of Brisbane		Town of Colma	
City of Burlingame		City of Half Moon Bay	
City of Daly City		City of San Carlos	
City of East Palo Alto		City of South San Francisco	
City of Foster City			
City of Millbrae			
City of Pacifica			
City of Redwood City			
City of San Bruno			
City of San Mateo			
County of San Mateo			

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 reported on final ridership statistics from FY 2017/2018. The report showed that the annual ridership in FY 2017/2018 decreased 1.3% to 596,140 from the previous fiscal year, which saw 603,732 annual riders. Although some routes experienced a decrease in ridership of up to 38%, other routes experienced an increase in ridership of up to 60%. Additionally, Mr. Ford reported an increase in August ridership compared to the same month of the previous year.

Mr. Ford notified the Board that there continues to be an ongoing service issue with the shuttle partner contractor due to a staffing shortage of drivers. Several Commute.org shuttle routes have been impacted and continue to have DNOs (Do Not Operate trips). Staff is continuing to work on resolving the issue.

Mr. Gee clarified that the driver shortage is an ongoing issue that is impacting multiple transit agencies across the region.

9. EXECUTIVE DIRECTOR'S REPORT

Mr. Ford announced to the Board that four new staff members have joined Commute.org:

- Parin Patel, AmeriCorps Fellow
- Cary Tipton, Employer Programs Representative
- Maria Timofeyeva, Shuttle Programs Administrator
- Mary Thomasmeyer, Commuter Programs Representative

Mr. Ford gave recognition to Commute.org's Employer Programs Representative, Gina Javier, on her upcoming retirement. He thanked her for her dedication and 10 years of service to Commute.org. In turn, Ms. Javier expressed her gratitude for the opportunity to serve the community through the efforts of the agency.

Mr. Ford informed the Board that the winner of the ZiZZO EuroMini folding bicycle for the Summer Promotion Bike Giveaway was Wendy L. from San Carlos.

10. ADJOURNMENT

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

Respectfully submitted,

Betsy Juarez

INTERIM CLERK OF THE BOARD