

SAN MATEO COUNTY TRANSPORTATION AUTHORITY
1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070
MINUTES OF DECEMBER 5, 2019

MEMBERS PRESENT: E. Beach (Vice Chair), C. Groom, J. Mates, K. Matsumoto, R. Medina (via teleconference; left 5:47-6:03 pm), C. Romero

MEMBERS ABSENT: D. Horsley (Chair)

STAFF PRESENT: J. Hartnett, A. Chan, J. Slavitt, J. Hurley, J. Cassman, J. Epstein, D. Hansel, J. Brook, D. Seamans

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Vice Chair Emily Beach called the meeting to order at 5:02 pm and led the Pledge of Allegiance.

ROLL CALL

Authority Secretary Dora Seamans called the roll. A quorum was confirmed.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Paul Krupka, San Mateo, expressed his gratitude to the directors and staff for their hard work implementing the TA Program and the recent effort with the Strategic Plan.

REPORT OF THE CITIZENS ADVISORY COMMITTEE

Vice Chair Beach noted that the report was in the packet.

CONSENT CALENDAR

- Approval of Minutes of the Board of Directors Meeting of November 7, 2019
- Acceptance of Statement of Revenues and Expenses for October 2019
- Acceptance of Capital Projects Quarterly Status Report 1st Quarter FY 2020

Motion/Second: Matsumoto/Romero

Ayes: Beach, Groom, Mates, Matsumoto, Medina, Romero

Absent: Horsley

REPORT OF THE CHAIR

Vice Chair Beach said that there was no detailed report from Director Horsley. She said that the JPA's ad hoc finance committee continues to work on the San Mateo County Express Lanes Project and more information will be forthcoming from future meetings.

SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT

Vice Chair Beach said that the report was in the packet.

JOINT POWERS BOARD LIAISON REPORT

Vice Chair Beach said that the report was in the packet.

Jim Hartnett, Executive Director, said they had a robust and lengthy discussion on Caltrain service delivery and organizational study and governance, including appointment of special counsel, and that staff would continue to provide updates. He noted that they made substantial progress in each of those areas at the off-site special board session in November.

REPORT OF THE EXECUTIVE DIRECTOR

Mr. Hartnett said that the written report was in the packet and noted that communication to the public regarding the express lanes project has been enhanced.

Resolution of Appreciation for Joel Slavit

April Chan, Chief Officer Planning, Grants/Transportation Authority, expressed appreciation and gratitude to Joel Slavit, Manager, Programming and Monitoring, for his 19 ½ years of service at SamTrans and the TA.

Mr. Hartnett and the Board member commended Mr. Slavit for his professionalism and noted that he would be missed as a member of the TA. They wished him well in his new position at the Office of Sustainability at the County of San Mateo.

Approved by Resolution No. 2019-32:

Motion/Second: Matsumoto/Mates

Ayes: Beach, Groom, Mates, Matsumoto, Medina, Romero

Absent: Horsley

FINANCE

Acceptance of Fiscal Year 2019 Comprehensive Annual Financial Report

Derek Hansel, Chief Financial Officer, introduced Jennifer Ye, Manager of Financial Reporting and General Ledger, who provided a presentation of the Comprehensive Annual Financial Report (CAFR). Ahmad Gharaibeh, Partner, Eide Bailly LLP, issued a clean assessment on the financial statements.

Motion/Second: Groom/Romero

Ayes: Beach, Groom, Mates, Matsumoto, Medina, Romero

Absent: Horsley

PROGRAM

Adoption of Final Strategic Plan 2020-2024

Mr. Slavit provided a presentation.

Vice Chair Beach asked about the number of public comments received and Mr. Slavit said there were approximately 60.

Director Matsumoto asked how the TA interfaces with C/CAG. Mr. Slavit said that there is an opportunity for joint coordination.

Director Medina left the meeting teleconference at 5:47 pm.

Vice Chair Beach asked about TDM (traffic demand management) program funding. She had questions about the weighting of principles changing in response to public comment.

Director Julia Mates asked about staff's ability to support the TA's role in technical assistance. Ms. Chan remarked on the TA's available financial and staff resources.

Director Romero said that the TA could place a limit on the amount to contribute. He thanked staff for their diligence in working with the SAG (stakeholder advisory group) and TAG (technical advisory group). He spoke in support of social equity and talked about how equity is defined in the plan. Mr. Slavitt noted that the plan calls out geographic as well as social equity through a number of evaluation criteria. Ms. Chan said the evaluation criteria was the most important piece in responding to calls for projects.

Director Matsumoto said that she anticipated being able to collect equity data as a result of the evaluation criteria.

Director Medina rejoined the meeting teleconference at 6:03 pm.

Vice Chair Beach said that TDM was another opportunity for a transit subsidy for income-qualified people. She asked Mr. Slavitt for further comment on the social equity component of the plan.

Mr. Slavitt noted that in the plan's regional transit category there is an allowance for promotion. He said the TA could examine how to best accommodate lower-income riders in the TDM study. He confirmed that the evaluation criteria would be valid for both Measure W and Measure A.

Public Comment:

- Don Cecil, San Mateo County Economic Development Association, said that the processes leading up to the plan development have been very inclusive. He urged the Board to adopt the plan.
- Paul Krupka, representing the City of Redwood City, Woodside Road/101 Interchange Project, urged the Board to adopt the plan.
- Sandra Lang, Burlingame, SAG member, Paratransit Coordinating Council, thanked staff for making adjustments to the plan based on feedback. She referred to issues stated in a letter from TEAMC to the Board.
- Amy Buckmaster, President/CEO, Redwood City/San Mateo County Chamber of Commerce, thanked staff and stakeholders, and expressed her support for the plan.
- Adina Levin, Friends of Caltrain, discussed a number of items in the TEAMC letter to the Board.
- Emma Shlaes, Policy Director, Silicon Valley Bike Coalition, SAG member, said she was pleased that Measure W principles are a part of every funding category and that the readiness points were slightly reduced. She said she was happy to see the expanded opportunities for technical assistance.

Director Romero said he was pleased with the inclusion of complete streets as a data point.

Vice Chair Beach asked about citizen participation and transparency. Mr. Slavitt responded that when the TA brings forth recommendations, they reveal the rankings and scores of projects to be funded. He said they also hold workshops that encourage participants to ask questions resulting in better applications.

Director Matsumoto said she was concerned with funding for new projects coming at the expense of other projects not going forward. Ms. Chan noted that TDM funding is not included in Measure W. She said that if additional TDM funding is needed, it will come out of a category that the voters have approved primarily on the highway projects.

Director Groom discussed her participation on the Strategic Plan ad hoc committee. She said she views the plan as a fluid document. She said it was important to have had TEAMC involved in planning and making needed compromises. She said she was supportive of keeping all options open.

Director Romero said he was happy that staff supported the 4 percent carve-out on TDM. He said that once express lanes are implemented, an enhanced TDM program will become necessary to ensure increased person throughput.

Vice Chair Beach asked staff about the possibility of amending some wording in the plan per TDM. Mr. Hartnett said it would be difficult to do so on the fly, considering the robust process of listening and compromise that was involved in developing the final plan.

Director Medina said that he concurred with Mr. Hartnett.

Director Mates said the plan comes very close to giving everyone what they want.

Vice Chair Beach noted that the big victory for the members of the public, particularly TEAMC, is having the core principles incorporated in all the program categories and informing the evaluation criteria.

Approved by Resolution No. 2019-33:

Motion/Second: Groom/Matsumoto

Ayes: Beach, Groom, Mates, Matsumoto, Romero, Medina

Absent: Horsley

State and Federal Legislative Update

Casey Fromson, Director, Government and Community Affairs, briefly summarized highlights of recent federal and state legislation.

2020 Draft Legislative Program

Ms. Fromson presented the draft Legislative Program, which she said would be revisited in January for adoption. She noted that they have added a new subcategory on the relationship between housing and transportation, which they are watching very closely.

REQUESTS FROM THE AUTHORITY

There were no requests.

WRITTEN COMMUNICATIONS TO THE AUTHORITY

The correspondence was included in the reading files.

DATE/TIME OF NEXT REGULAR MEETING

Vice Chair Beach announced that the next meeting would be on Thursday, January 9, 2020, 5:00 pm at the San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd Floor, San Carlos Avenue, San Carlos, CA 94070.

REPORT OF LEGAL COUNSEL

Joan Cassman, Legal Counsel, encouraged everyone to enjoy the holidays. Mr. Hartnett added that he was happy for the Board's support.

ADJOURN

The meeting adjourned at 6:46 pm.

An audio/video recording of this meeting is available online at www.smcta.com. Questions may be referred to the Authority Secretary's office by phone at 650.508.6242 or by email to board@smcta.com.