

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070  
MINUTES OF JANUARY 9, 2020**

**MEMBERS PRESENT:** E. Beach (Chair), C. Groom, D. Horsley, J. Mates, K. Matsumoto, R. Medina (Vice Chair), C. Romero

**MEMBERS ABSENT:** None

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

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Outgoing Chair Don Horsley called the meeting to order at 5:02 pm and led the Pledge of Allegiance.

**2. SWEARING IN:**

- a) Don Horsley (Board of Supervisors Representative)
- b) Emily Beach (Cities-at-Large Representative)
- c) Rico Medina (Northern Cities Representative)

**3. ROLL CALL**

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

**4. ELECTION OF 2020 OFFICERS**

Outgoing Chair Horsley nominated Director Emily Beach as Chair.

Motion/Second: Horsley/Romero

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

Absent: None

Chair Beach nominated Director Medina as Vice Chair.

Motion/Second: Beach/Horsley

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

Absent: None

**5. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

None.

**6. REPORT OF THE CITIZENS ADVISORY COMMITTEE**

Chair Beach noted that the report was in the packet.

## **7. CONSENT CALENDAR**

- a) Approval of Minutes of the Board of Directors Meeting of December 5, 2019
- b) Acceptance of Statement of Revenues and Expenses for November 2019

Director Carlos Romero requested that future financial reports have an enlarged version of the spreadsheets to make them easier to read.

Motion/Second: Horsley/Medina

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

Absent: None

## **8. REPORT OF THE CHAIR**

Chair Beach said that the Finance subcommittee of the JPA was very productive and more information would be forthcoming.

## **9. SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT**

Chair Beach said that the report was in the packet.

## **10. JOINT POWERS BOARD LIAISON REPORT**

Chair Beach said that the report was in the packet.

## **11. REPORT OF THE EXECUTIVE DIRECTOR**

Jim Hartnett, Executive Director, said that the written report was in the packet.

Mr. Hartnett expanded on the JPB liaison report regarding the Caltrain Business Plan. He said that they were expediting procurement process for special counsel services regarding governance, with interviews occurring in February. He said the special counsel would advise the JPB Board on foundational documents including a joint powers agreement and related real property agreements. He said they expect to conclude negotiations by late summer 2020 and gave details on the formation of a new JPB Governance Ad Hoc Committee.

Director Horsley asked if the foundational documents could result in SamTrans blocking San Francisco and Santa Clara Counties from separating SamTrans from Caltrain. Mr. Hartnett said that SamTrans was being advised by special independent counsel regarding the documents. Mr. Hartnett said that his interpretation of the documents was that SamTrans would remain as the managing agency of JPB.

Director Horsley stated his opposition on giving up control of the JPB to San Francisco and Santa Clara Counties.

Chair Beach said there has been a lot of buildup towards the Caltrain Business Plan service vision. Casey Fromson, Director, Government and Community Affairs, noted that the goal delivery for the final plan is mid-2020.

## **12. PROGRAM**

### **a) Adoption of 2020 Legislative Program**

Ms. Fromson noted a small change had been made to clarify that the plan includes funding for grade separations.

Chair Beach asked about cities taking action to secure federal Build Grant opportunities. Ms. Fromson said more access to additional funds could happen by combining requests for funding.

Director Karyl Matsumoto said that the City of South San Francisco had their own federal lobbyists.

Director Romero asked how the TA legislative program intersects with the corresponding programs for SamTrans and JPB. Ms. Fromson noted there was less overlap between the legislative programs of JPB and the TA.

Motion/Second: Medina/Romero

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

Absent: None

### **b) State and Federal Legislative Update**

Ms. Fromson briefly summarized highlights of recent federal and state legislation. She said a state expert would be at the February Board meeting. She noted that all agencies have been funded following the President's recent signing of the budget.

She noted that there is a new \$50 million federal competitive grant program for at-grade crossings with \$10 million allotted for paid media campaigns.

She noted that in California, SB 50 had been reintroduced with some revisions. She added that a task force was formed to explore TDA (Transportation Development Act) reform, which has resulted in some public recommendations.

### **c) Status Report on Fiscal Year 2019 Transit Shuttle Program**

April Chan, Chief Officer, Planning, Grants/Transportation Authority, said that Peter Skinner, Manager, Grants and Fund Programming, is stepping in while they recruit a replacement for former manager Joel Slavitt.

Mr. Skinner provided a presentation.

Director Romero asked about the funding sources. Mr. Skinner said the percentages were reflective of shuttles not running. Ms. Chan said the shuttle operators can only bill the TA what they expended.

Director Romero talked about the shuttle study results. Mr. Skinner said that the consulting firm of Fehr & Peers had been selected to conduct the study.

Chair Beach noted that fewer shuttles were being cancelled than in Fiscal Year 2019. Mr. Skinner said that according to Commute.org, the driver shortage has stabilized.

Chair Beach asked about what is being done to analyze the operator cost per passenger. Mr. Skinner said that the study will hopefully provide guidance on how to structure the program. He said that projects must show effectiveness to remain funded.

Director Romero requested access to the Excel version of the chart that was presented.

**d) Joint TA and C/CAG San Mateo County Shuttle Program Call for Projects**

Mr. Skinner provided a presentation on the program parameters.

Director Romero said that he sits on the Commute.org board and expressed the board's concerns that there could be up to a 45 percent increase in driver cost. Mr. Skinner said that they bumped up the rates beyond the CPI (Consumer Price Index) to take that into account.

Chair Beach asked about matches provided by shuttle providers. Ms. Chan said that information was in the chart.

**13. REQUESTS FROM THE AUTHORITY**

There were no requests.

**14. WRITTEN COMMUNICATIONS TO THE AUTHORITY**

The correspondence was included in the reading files.

**15. DATE/TIME OF NEXT REGULAR MEETING**

Chair Beach announced that the next meeting would be on Thursday, February 6, 2020, 5:00 pm at the San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos Avenue, San Carlos, CA 94070.

**16. REPORT OF LEGAL COUNSEL**

Joan Cassman, Legal Counsel, said she had nothing to report.

**17. ADJOURN**

Director Horsley said he had just heard that Jim Fox had passed away and requested to adjourn the meeting in memory of Mr. Fox. Mr. Hartnett said his family and Mr. Fox's family were friends growing up in Half Moon Bay. He noted that at one time, Mr. Fox was president of the California State Bar Association.

Chair Beach led a moment of silence prior to adjourning the meeting in memory of Jim Fox at 6:07 pm.

An audio/video recording of this meeting is available online at [www.smcta.com](http://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](mailto:board@smcta.com).