



AGENDA

BOARD OF DIRECTORS MEETING

Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to [Assembly Bill 361](#) (Government Code Section 54953).

Directors, staff and the public may participate remotely via Zoom at <https://samtrans.zoom.us/j/91275606315?pwd=L09zRIAweUpSVUg3L1V5U1RoUXFrzd09> or by entering Webinar ID: **912 7560 6315**, Passcode: **064030** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only. The video live stream will be available after the meeting at <http://www.samtrans.com/about/boardofdirectors/video.html>.

Public Comments: Members of the public are encouraged to participate remotely. Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at:

http://www.samtrans.com/about/boardofdirectors/Board_of_Directors_Calendar.html

Oral public comments will also be accepted during the meeting through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak and callers should dial *6 to unmute themselves when recognized to speak for two minutes or less. The Board and Committee Chairs have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

WEDNESDAY, NOVEMBER 3, 2021

2:00 PM

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

3. CONSENT CALENDAR

MOTION

- a. Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board's and Committees' Ability to Meet Safely in Person
- b. Approval of Minutes of the Board of Directors Meeting of October 6, 2021
- c. Acceptance of Statement of Revenues and Expenses for the Period Ending September 30, 2021
- d. Award of Contract for Physical Inventory Services
- e. Award of Contract for Overhead and Mechanical Doors Scheduled Maintenance Services
- f. Award of Contract for Furnishing Renewable Diesel (R99), Ultra-low Sulfur Diesel Fuel, and Fueling Services
- g. Approval of Shuttle Study Recommendations
- h. Acceptance of the Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2021

4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Comments by each individual speaker shall be limited to two (2) minutes. Items raised that require a response will be deferred for staff reply.

5. PUBLIC HEARING

- a. The Reimagine SamTrans Recommended Service Changes/Preferred Network
 1. Open Public Hearing
 2. Present Staff Report
 3. Board Questions
 4. Hear Public Comments
 5. Close Public Hearing

6. REPORT OF THE CHAIR

7. REPORT OF THE GENERAL MANAGER/CEO

8. BOARD MEMBER REQUESTS/COMMENTS

9. RECESS TO COMMITTEE MEETINGS

A. COMMUNITY RELATIONS COMMITTEE / COMMITTEE OF THE WHOLE*
(R. Guilbault, Chair, M. Fraser, R. Medina, P. Ratto)

1. Call to Order

MOTION

2. Approval of Minutes of Community Relations Committee Meeting of October 6, 2021

INFORMATIONAL

3. Accessible Services Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Monthly Performance Report – September 2021
7. Adjourn

B. FINANCE COMMITTEE / COMMITTEE OF THE WHOLE*
(J. Powell, Chair, J. Gee, R. Guilbault)

1. Call to Order

MOTION

2. Approval of Minutes of Finance Committee Meeting of September 1, 2021
3. Quarterly Investment Report and Fixed Income Market Review and Outlook
4. Adjourn

C. LEGISLATIVE COMMITTEE / COMMITTEE OF THE WHOLE*
(M. Fraser, Chair, C. Groom, R. Medina)

1. Call to Order

MOTION

2. Approval of Minutes of Legislative Committee Meeting of October 6, 2021

INFORMATIONAL

3. State and Federal Legislative Update
4. Adjourn

10. RECONVENE BOARD OF DIRECTORS MEETING

11. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

SUBJECTS DISCUSSED

- a. Accessible Services Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Monthly Performance Report – September 2021

12. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

MOTION

- a. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

14. COMMUNICATIONS TO THE BOARD OF DIRECTORS

- 15. DATE, TIME AND PLACE OF NEXT REGULAR MEETING** – Wednesday, December 1, 2021 at 2:00 pm, via Zoom teleconference (additional location, if any, to be determined)

16. GENERAL COUNSEL REPORT

- a. Closed Session: Conference with Legal Counsel – Anticipated Litigation. Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Potential Case

- b. Closed Session: Conference with Labor Negotiators Pursuant to Government Code Section 54957.6

Agency-designated Representatives: Pat Glenn and David Olmeda

Employee Organization: Amalgamated Transit Union Local 1574 (Bus Operators, and Maintenance and Customer Service Employees)

When the Board reconvenes in open session, the Board may consider actions related to one or more of the above closed session matters.

17. ADJOURN

INFORMATION FOR THE PUBLIC

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans website at:

http://www.samtrans.com/about/boardofdirectors/Board_of_Directors_Calendar.html.

Communications to the Board of Directors can be emailed to board@samtrans.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

Date and Time of Board and Citizens Advisory Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm; SamTrans Citizens Advisory Committee (CAC): Last Wednesday of the month, 6:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the website.

Location of Meeting

Due to COVID-19, the meeting will only be via teleconference as per the information provided at the top of the agenda. The Public may not attend this meeting in person.

*Should Zoom not be operational, please check online at:

http://www.samtrans.com/about/boardofdirectors/Board_of_Directors_Calendar.html for any updates or further instruction.

Public Comment

Members of the public are encouraged to participate remotely. Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: http://www.samtrans.com/about/boardofdirectors/Board_of_Directors_Calendar.html. Oral public comments will also be accepted during the meeting through Zoom or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM and each commenter will be automatically notified when they are unmuted to speak for two minutes or less. The Board and Committee Chairs have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

Accessible Public Meetings/Translation

Upon request, SamTrans will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Carter Mau
Acting General Manager/CEO

FROM: Joan Cassman
Legal Counsel

SUBJECT: **ADOPTION OF RESOLUTION MAKING FINDINGS THAT THE PROCLAIMED STATE OF EMERGENCY FOR COVID-19 CONTINUES TO IMPACT THE BOARD'S AND COMMITTEES' ABILITY TO MEET SAFELY IN PERSON**

ACTION

Legal Counsel and the Acting General Manager/CEO recommend the Board adopt its second resolution under Assembly Bill 361 (AB 361) (1) making findings that the proclaimed COVID-19 pandemic State of Emergency continues to impact the ability of the San Mateo County Transit District (District) Board of Directors (Board) and its committees to meet safely in person, and (2) allowing for the District to use the modified teleconferencing requirements under California Government Code Section 54953 for Board and committee meetings for the next 30 days.

SIGNIFICANCE

On October 6, 2021, the Board adopted its first resolution under AB 361 documenting the findings described above. The Board also was advised to consider similar actions monthly thereafter until conditions change and remote meetings are no longer necessary and appropriate. The proposed action would enable the District's Board and committees to continue to meet remotely for the next 30 days.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

On March 4, 2020, Governor Newsom declared a State of Emergency to exist in California as a result of the COVID-19 pandemic. The Governor issued Executive Order N-29-20 on March 17, 2020 to suspend certain provisions of the Ralph M. Brown Act related to teleconferencing to facilitate legislative bodies' use of remote public meetings to help protect against the spread of COVID-19. On June 11, 2021, the Governor issued Executive Order N-08-21, which specified that Executive Order N-29-20 remained in effect through September 30, 2021, at which point it expired.

On September 16, 2021, Governor Newsom signed AB 361 into law as urgency legislation that went effect immediately. AB 361 amended Government Code Section 54953 to

allow legislative bodies, during proclaimed states of emergency, to meet remotely, without requiring public notice of or accesses to locations where legislative body members would participate in the meetings by teleconference, and without requiring a quorum of the members of the legislative body of the agency to participate from locations within the boundaries of the agency's jurisdiction.

To be allowed to meet remotely pursuant to AB 361, the legislative body must hold a meeting during a proclaimed state of emergency and:

- find that state or local officials have imposed or recommended measures to promote social distancing; or
- by majority vote, determine that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Local agency determinations to meet using the modified teleconferencing rules under AB 361 can be relied upon for up to 30 days. After that, a local agency can continue to meet remotely pursuant to AB 361 if it reconsiders the circumstances of the state of emergency and finds, by a majority vote, that:

- the state of emergency continues to directly impact the ability of the members to meet in person, or
- state or local officials continue to impose or recommend measures to promote social distancing.

Prepared by: Shayna van Hoften, Legal Counsel

415-995-5880

RESOLUTION NO. 2021 -

**BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT
STATE OF CALIFORNIA**

**FINDING THAT THE PROCLAIMED STATE OF EMERGENCY FOR THE COVID-19
PANDEMIC CONTINUES TO IMPACT THE ABILITY FOR THE BOARD OF DIRECTORS AND ITS
COMMITTEES TO MEET SAFELY IN PERSON, AND DIRECTING THAT VIRTUAL BOARD AND
COMMITTEE MEETINGS CONTINUE**

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to exist in California as a result of the threat of the COVID-19 pandemic, which declaration remains in effect; and

WHEREAS, the San Mateo County Board of Supervisors subsequently declared a local emergency related to COVID-19, which declaration also remains in effect; and

WHEREAS, on March 17 and June 11, 2020, the Governor issued Executive Orders N-29-20 and N-08-21, respectively, suspending certain provisions of the Ralph M. Brown Act related to teleconferencing through September 30, 2021 to facilitate legislative bodies conducting public meetings remotely to help protect against the spread of COVID-19 and to protect the health and safety of the public; and

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill (AB) 361 into law, amending Government Code Section 54953, effective immediately, to allow legislative bodies to continue to meet remotely under less restrictive requirements during a proclaimed State of Emergency provided that (1) state or local officials have imposed or recommended measures to promote social distancing, or (2) the legislative bodies determine that meeting in person would present imminent risks to the health or safety of attendees, and (3) the legislative bodies make such findings at least every thirty days during the term of the declared state of emergency; and

WHEREAS, on October 6, 2021, pursuant to Resolution 2021-42, the San Mateo County Transit District Board of Directors (Board) made the requisite findings to allow teleconferencing under AB 361 for 30 days; and

WHEREAS, the Board finds that state and local officials, including the San Mateo County Health Officer, the California Department of Public Health (CDPH), and the Department of Industrial Relations, have maintained or continued to recommend measures to promote social distancing, and current public health data continues to indicate that dominant strains of Covid-19 present ongoing risks of severe illness, even in vaccinated populations; and

WHEREAS, the Board has reviewed the findings made in Resolution 2021-42 and again concludes that there is a continuing threat of COVID-19 to the community, and that Board and committee meetings have characteristics that continue to give rise to risks to health and safety of meeting participants (such as the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to participate fully in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings); and

WHEREAS, to help protect against the spread of COVID-19 and its variants, and to protect the health and safety of the public, the Board desires to take the actions necessary to continue to hold its Board and committee meetings remotely as authorized by AB 361.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District has reconsidered the circumstances of the COVID-19 State of

Emergency, and finds that (1) the COVID-19 State of Emergency continues to directly impact the ability of the members to meet safely in person, (2) meeting in person would present imminent risks to the health or safety of meeting attendees, and (3) state or local officials continue to impose or recommend measures to promote social distancing; and

BE IT FURTHER RESOLVED, that in light of these findings, the Board directs the Acting General Manager/CEO and Board Secretary to continue to agendize public meetings of the Board, and all District committees that are subject to the Brown Act, only as online teleconference meetings; and

BE IT FURTHER RESOLVED, that the District will comply with the requirements of Government Code Section 54953(e)(2) when holding Board and committee meetings pursuant to this Resolution; and

BE IT FURTHER RESOLVED, that this Resolution will be in effect for the maximum period of time permitted under AB 361 (30 days), and the Board will reconsider the findings in this Resolution each month and may subsequently reaffirm these findings.

Regularly passed and adopted this 3rd day of November, 2021 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF BOARD OF DIRECTORS MEETING
OCTOBER 6, 2021**

MEMBERS PRESENT: M. Fraser, J. Gee, C. Groom, R. Guilbault, R. Medina, D. Pine,
(Via Teleconference) J. Powell, P. Ratto (Vice Chair), C. Stone (Chair)

MEMBERS ABSENT: None

STAFF PRESENT: C. Mau, J. Cassman, D. Olmeda, A. Chan, J. Brook, D. Seamans

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Charles Stone called the meeting to order at 2:02 pm and led the Pledge of Allegiance.

2. ROLL CALL

Ms. Seamans confirmed that a quorum of the Board was present.

3. ADOPTION OF RESOLUTION MAKING FINDINGS THAT THE PROCLAIMED STATE OF EMERGENCY FOR COVID-19 CONTINUES TO IMPACT THE BOARD'S AND COMMITTEES' ABILITY TO MEET SAFELY IN PERSON Policy – Approved by Resolution No. 2021-42

Joan Cassman, Legal Counsel, said the Board took no reportable action on any of the closed sessions at the September 2 Board meeting or at the September 24 special meeting.

She summarized the impacts of the recently passed Assembly Bill (AB) 361 on meeting via teleconference, which she said that the Board will be required to reconsider the every 30 days going forward.

Public Comment:

Roland asked for the Board's support in allowing permanent changes to the Brown Act that would allow remote public meeting participation regardless of emergency conditions.

Adina Levin, Friends of Caltrain, Seamless Bay Area, expressed her support for continuing to allow remote public participation.

Raayan Mohtashemi voiced his support of codifying public meetings to have a remote participation option.

Motion/Second: Guilbault/Medina

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: None

Chair Stone took Item #6a out of order prior to the Consent Calendar.

6. REPORT OF THE CHAIR

a. Resolution Honoring Hispanic Heritage Month – Approved by Resolution No. 2021-43

Chair Stone summarized the resolution.

Director Rose Guilbault noted that she was a Mexican immigrant and the first member of Hispanic descent on the SamTrans Board.

Chair Stone introduced Alicia Aguirre, Redwood City Councilmember, to accept the resolution, listing her many roles in the community. Ms. Aguirre commended SamTrans for recognizing the Hispanic community.

Public Comment:

Roland expressed his appreciation for Councilmember Aguirre.

Motion/Second: Groom/Guilbault

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: None

4. CONSENT CALENDAR

a. Approval of Minutes of the Board of Directors Regular Meeting of September 1, 2021 and Special Meeting of September 24, 2021

b. Acceptance of Statement of Revenues and Expenses for the Fiscal Year Ended June 30, 2021

c. Acceptance of Statement of Revenues and Expenses for the Period Ending August 31, 2021

d. Reaffirm the San Mateo Transit District Investment Policy and the Paratransit Trust Fund Investment Policy, and Reauthorize Investment of Monies with the Local Agency Investment Fund – Approved by Resolution Nos. 2021-44 & 2021-45

e. Adoption of a Revised Travel, Food and Beverage, and Relocation Expense Policy – Approved by Resolution No. 2021-46

f. Amendment of Contract for Inspection, Maintenance, and Testing of Fixed-route Buses' Amerex Fire Suppression System to Extend the Term for Two Years and Increase the Total Contract Not-to-exceed Amount to \$360,588 – Approved by Resolution No. 2021-47

g. Proclamation Declaring the Month of October as Cybersecurity Awareness Month

h. Call for November 3, 2021 Public Hearing on Reimagine SamTrans-Recommended Service Changes/Preferred Network

i. Approval of the 2022 Board of Directors Calendar

Motion/Second: Medina/Gee

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: None

5. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Sandra Lang said she supported having a more integrated fare system.

Roland commented on Caltrain governance, saying that there was a lack of rail subject matter expertise.

7. REPORT OF THE GENERAL MANAGER/CEO

Carter Mau, Acting General Manager/CEO, noted that his report was in the packet.

He noted the upcoming public hearing on Reimagine SamTrans at the November 3 Board meeting and said that the Board would take final action at the December 1 meeting.

He announced the autonomous vehicles public workshop on November 17 cohosted by SamTrans and the San Mateo County Transportation Authority.

He said that SamTrans has become a member of the Government Alliance on Race and Equity, and at their recommendation, they will be conducting an employee survey to collection information on racial equity awareness and perception.

Public Comment:

Adina Levin, Friends of Caltrain, Seamless Bay Area, noted the positive proposed changes in bus service as a result of the Reimagine SamTrans initiative, including more frequent service in previously underserved areas.

8. BOARD MEMBER REQUESTS/COMMENTS

There were no requests.

9. RECESS TO COMMITTEE MEETINGS

The Board meeting recessed to Committee meetings at 2:40 pm.

Director Dave Pine left the meeting at 4:49 pm.

10. RECONVENE BOARD OF DIRECTORS MEETING

Chair Stone reconvened the Board meeting at 4:52 pm.

He commended VTA (Santa Clara Valley Transportation Authority) operator Henry Ramirez for identifying a missing Belmont gentleman and getting him back to safety.

11. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

Director Rose Guilbault led the Board in voting on the following item:

MOTION:

- a. Proclamation in Honor of Disabilities Awareness Month

Motion/Second: Guilbault/Fraser

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Pine

Director Guilbault reported on the following items:

SUBJECTS DISCUSSED:

- b. Accessible Services Update
- c. Paratransit Coordinating Council Update
- d. Citizens Advisory Committee Update
- e. Quarterly Dashboard Report – April-June 2021
- f. Mobility Management Report – Annual Summary
- g. Monthly Performance Report – August 2021

12. MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE

Director Carole Groom led the Board in voting on the following item:

RESOLUTION:

- a. Authorizing the Acting General Manager/CEO to Execute an Exclusive Negotiating Agreement for Development of the District's Sequoia Station Parking Garage Property -- *Approved by Resolution No. 2021-48*

Motion/Second: Groom/Fraser

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Pine

Director Groom reported on the following items:

SUBJECTS DISCUSSED:

- b. Metropolitan Transportation Commission (MTC) – Blue Ribbon Transit Recovery Task Force Update
- c. Update on the Regional Fare Coordination and Integration Study

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

Director Marina Fraser reported on the following item:

SUBJECT DISCUSSED:

- a. State and Federal Legislative Update

14. COMMUNICATIONS TO THE BOARD OF DIRECTORS

Chair Stone noted that the correspondence was in the packet (available online).

Public Comment:

Roland said in light of autonomous vehicles that live bus operators are needed to help keep an eye on the community.

15. DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Stone announced the time and location of the next meeting as Wednesday, November 3, 2021 at 2:00 pm, with teleconference or location details to be provided prior to the meeting.

16. GENERAL COUNSEL REPORT

Ms. Cassman announced that following the closed sessions, the Board would reconvene back into open session to report any actions taken.

The Board convened into closed session at 5:00 pm.

- a. **Closed Session: Conference with Legal Counsel – Anticipated Litigation. Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Potential Case**
- b. **Closed Session: Conference with Labor Negotiators Pursuant to Government Code Section 54957.6**

Agency-designated Representatives: Pat Glenn and David Olmeda

Employee Organizations: Amalgamated Transit Union Local 1574 (Bus Operators, and Maintenance and Customer Service Employees) and International Brotherhood of Teamsters, Local 856 (All Units)

Chair Charles Stone left the closed session at 5:15 pm.

Vice Chair Peter Ratto reconvened the Board Meeting at 5:38 pm.

Ms. Cassman reported that the Board took no action on Item #16a.

For Item #16b, the Board voted to approve five agreements, the material terms of which were outlined by Pat Glenn, Legal Counsel.

Motion/Second: Groom/Guilbault

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto

Noes: None

Absent: Pine, Stone

17. ADJOURN

The meeting adjourned at 5:42 pm in memory of Marilyn Golden, Senior Policy Analyst for the Disability Rights Education and Defense Fund, who passed away on September 21.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Carter Mau
Acting General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDING
SEPTEMBER 30, 2021**

ACTION

Staff proposes that the Board accept and enter into the record the Statement of Revenues and Expenses for the month of September 30, 2021 and supplemental information.

This staff report provides a brief discussion of significant items and trends on the attached Statement of Revenues and Expenses through September 30, 2021. The statement has been designed to follow the Agency wide line item rollup as included in the adopted budget. The columns have been designed to provide easy comparison of year to date prior to current actuals for the current fiscal year including dollar and percentage variances.

SIGNIFICANCE

Year to Date Revenues: As of September year-to-date actual, the Total Sources of Funds (page 1, line 19) are \$12.2 million lower than the prior year. This is primarily driven by the decreases in the Cares Act Funds (page 1, line 4) and SMCTA Measure A (page 1, line 7). The decreases are partially offset by increases in Passenger Fares (page 1, line 1), Local TDA and STA Funds (page 1, line 2), ARPA Funds (page 1, line 5), District Sales Tax (page 1, line 11), and Measure W Sales Tax (page 1, line 12).

Year to Date Expenses: As of September year-to-date actual, the Total Uses of Funds (page 1, line 44) are \$1.9 million higher than the prior year-to-date actual. This is primarily due to the increases in PCJPB, SMCTA & SAMTR Capital W&B (page 1, line 22), and the Motor Bus segment (page 1, line 23). The increases are partially offset by decreases in Caltrain (page 1, line 25) and Sales Tax Allocation for Capital Programs (page 1, line, 36).

In Fiscal Year 2022, the San Mateo Transportation Authority will not provide funding for Caltrain operations as the Peninsula Corridor Joint Powers Board is not requesting member funding for operations. Therefore, there will be no expenses in Peninsula Rail

Service (page 1, line 25 and page 4, line 62) and corresponding revenues in Transfers from SMCTA for Caltrain (page 1, line 7 and page 2, line 35).

BUDGET IMPACT

There is no budget impact for the month of September 2021.

STRATEGIC INITIATIVE

This item does not achieve a strategic initiative.

Prepared By:	Kyle Huie, Accountant II	650-551-6180
	Jennifer Ye, Acting Director, Accounting	650-622-7890

**SUMMARY OF REVENUES AND EXPENSES
FISCAL YEAR 2022
SEPTEMBER 2021**

% OF YEAR ELAPSED: 25.0%

	YEAR-TO-DATE				ANNUAL		
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	VARIANCE
SOURCES OF FUNDS							
Operating Revenues							
1 Passenger Fares	738,795	2,009,775	1,270,981	172.0%	8,183,000	8,183,000	-
2 Local TDA and STA Funds	9,574,060	10,624,983	1,050,923	11.0%	42,499,928	42,499,928	-
3 Pass through to Other Agencies	89,724	149,343	59,619	66.4%	597,375	597,375	-
4 CARES Act Funds	36,718,952	-	(36,718,952)	(100.0%)	-	-	-
5 ARPA Funds	-	15,633,362	15,633,362	100.0%	16,037,830	16,037,830	-
6 Operating Grants	33,354	507,706	474,352	1422.2%	4,392,998	4,392,998	-
7 SMCTA Measure A	2,685,336	946,401	(1,738,935)	(64.8%)	3,785,600	3,785,600	-
8 AB434 Funds, TA Funded Shuttle & Other	240,119	74,828	(165,291)	(68.8%)	315,900	315,900	-
9 Subtotal - Operating Revenues	50,080,340	29,946,398	(20,133,941)	(40.2%)	75,812,631	75,812,631	-
Other Revenue Sources							
11 District Sales Tax	22,739,254	24,155,119	1,415,865	6.2%	96,490,000	96,490,000	-
12 Measure W Sales Tax	11,187,347	12,000,413	813,067	7.3%	48,245,000	48,245,000	-
13 Investment Income	1,070,070	554,628	(515,442)	(48.2%)	2,840,000	2,840,000	-
14 Other Interest, Rent & Other Income	908,417	1,340,742	432,325	47.6%	5,845,069	5,845,069	-
15 Due from PCJPB, SMCTA & SAMTR Capital W&B	6,723,894	12,486,635	5,762,741	85.7%	33,829,222	33,829,222	-
16							
17 Subtotal - Other Revenues	42,628,981	50,537,537	7,908,557	18.6%	187,249,291	187,249,291	-
18 Total Revenues	92,709,320	80,483,936	(12,225,385)	(13.2%)	263,061,922	263,061,922	-
19 Total Sources of Funds	92,709,320	80,483,936	(12,225,385)	(13.2%)	263,061,922	263,061,922	-
20							
USES OF FUNDS							
22 PCJPB, SMCTA & SAMTR Capital W&B	6,723,894	12,486,635	5,762,741	85.7%	33,829,222	33,829,222	-
23 Motor Bus	36,737,582	38,086,330	1,348,748	3.7%	144,208,978	144,208,978	-
24 A. D. A. Programs	3,967,968	4,754,677	786,709	19.8%	17,877,833	17,877,833	-
25 Caltrain	2,219,222	-	(2,219,222)	(100.0%)	-	-	-
26 Other Multi-modal Programs	497,271	362,004	(135,267)	(27.2%)	2,780,281	2,780,281	-
27 Pass through to Other Agencies	89,724	149,343	59,619	66.4%	597,375	597,375	-
28 Land Transfer Interest Expense	-	-	-	0.0%	95,411	95,411	-
29 Total Operating Expense	50,235,661	55,838,989	5,603,328	11.2%	199,389,100	199,389,100	-
30							
31 Total Operating Surplus / (Deficit)	42,473,660	24,644,947	(17,828,713)	(42.0%)	63,672,822	63,672,822	-
32							
33 District Sales Tax Capital	1,398,545	910,551	(487,994)	(34.9%)	3,642,205	3,642,205	-
34 Measure W Sales Tax Capital	250,000	1,702,680	1,452,680	581.1%	6,810,721	6,810,721	-
35 Reserves for Future Capital Allocation	4,564,266	-	(4,564,266)	(100.0%)	-	-	-
36 Sales Tax Allocation - Capital Program	6,212,811	2,613,232	(3,599,579)	(57.9%)	10,452,926	10,452,926	-
37							
38 Total Debt Service	2,216,695	2,103,170	(113,525)	(5.1%)	19,149,881	19,149,881	-
39							
40 Reserve for Operating Reserve Fund	-	-	-	-	41,240,626	41,240,626	-
41 Reserve for Sales Tax Stabilization Fund	-	-	-	-	14,473,500	14,473,500	-
42 Draw from prior year surplus	-	-	-	-	(21,644,111)	(21,644,111)	-
43							
44 Total Uses of Funds	58,665,167	60,555,391	1,890,224	3.2%	263,061,922	263,061,922	-
45							
46 NET SURPLUS / (DEFICIT)	34,044,154	19,928,545	(14,115,609)	(41.5%)	-	-	-

**SAN MATEO COUNTY TRANSIT DISTRICT
STATEMENT OF REVENUES
FISCAL YEAR 2022
SEPTEMBER 2021**

% OF YEAR ELAPSED: 25.0%

<u>REVENUE</u>	YEAR-TO-DATE				ANNUAL		
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE
OPERATING REVENUES - MOTOR BUS							
1 PASSENGER FARES	713,607	1,905,171	1,191,564	167.0%	7,753,000	7,753,000	-
3 LOCAL (TDA) TRANSIT FUND	8,137,465	8,618,463	480,998	5.9%	34,473,853	34,473,853	-
5 STATE TRANSIT ASSISTANCE	885,034	1,393,995	508,961	57.5%	5,575,975	5,575,975	-
7 OPERATING GRANTS	29,966	25,923	(4,043)	(13.5%)	1,808,887	1,808,887	-
9 DISTRICT SALES TAX REVENUE	25,602,348	24,825,338	(777,010)	(3.0%)	89,551,669	89,551,669	-
11 INVESTMENT INTEREST INCOME	818,729	459,304	(359,425)	(43.9%)	2,475,000	2,475,000	-
13 OTHER REVENUE SOURCES:							
14 Rental Income	403,792	218,995	(184,797)	(45.8%)	1,684,688	1,684,688	-
15 Advertising Income	31,403	25,115	(6,288)	(20.0%)	745,500	745,500	-
16 Other Income	115,238	614,026	498,789	432.8%	140,406	140,406	-
17 TOTAL OTHER REVENUES	550,433	858,136	307,704	55.9%	2,570,594	2,570,594	-
19 TOTAL MOTOR BUS	36,737,582	38,086,330	1,348,748	3.7%	144,208,978	144,208,978	-
21 AMERICAN DISABILITIES ACT:							
22 Passenger Fares Redi-Wheels	25,188	104,605	79,417	315.3%	430,000	430,000	-
23 Local TDA 4.5 Redi-Wheels	432,600	453,603	21,003	4.9%	1,814,413	1,814,413	-
24 Local STA - Paratransit	118,961	158,922	39,962	33.6%	635,687	635,687	-
25 Operating Grants	3,388	481,782	478,395	14,120.7%	2,584,111	2,584,111	-
26 Sales Tax Revenue - ADA	2,245,259	2,138,253	(107,006)	(4.8%)	6,913,022	6,913,022	-
27 Interest Income - Paratransit Fund	251,340	95,324	(156,017)	(62.1%)	365,000	365,000	-
28 SMCTA Measure A Redi-Wheels	836,000	946,401	110,401	13.2%	3,785,600	3,785,600	-
29 SM County Measure K	-	-	-	0.0%	-	-	-
30 Measure M Paratransit	55,233	375,787	320,554	5.8	1,350,000	1,350,000	-
31 TOTAL ADA PROGRAMS	3,967,968	4,754,677	786,709	19.8%	17,877,833	17,877,833	-
33 MULTI-MODAL TRANSIT PROGRAMS:							
35 Transfer from SMCTA for Caltrain	2,219,222	-	(2,219,222)	(100.0%)	-	-	-
36 Other Sources - Caltrain	-	-	-	0.0%	-	-	-
37 AB434 Funds-SamTrans Shuttle	240,119	74,828	(165,291)	(68.8%)	315,900	315,900	-
38 Employer SamTrans Shuttle Funds	272,246	315,664	43,418	15.9%	1,762,500	1,762,500	-
39 Dumbarton Rental Income	120,031	135,432	15,402	12.8%	161,975	161,975	-
40 Sales Tax Revenue - Gen. Operating Asst.	(135,125)	(163,921)	(28,796)	(21.3%)	539,906	539,906	-
42 TOTAL MULTIMODAL	2,716,492	362,004	(2,354,488)	(86.7%)	2,780,281	2,780,281	-
44 TOTAL REVENUES	43,422,042	43,203,011	(219,031)	(0.5%)	164,867,092	164,867,092	-

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2022
SEPTEMBER 2021**

% OF YEAR ELAPSED: 25.0%

<u>EXPENSES</u>	YEAR-TO-DATE				ANNUAL		
	PRIOR	CURRENT	\$	%	BUDGET	FORECAST	\$
	ACTUAL	ACTUAL	VARIANCE	VARIANCE			VARIANCE
DISTRICT OPERATED BUSES							
1 Motor Bus Wages & Benefits	22,160,453	21,406,144	(754,309)	(3.4%)	74,190,160	74,190,160	-
2							
3 Services:							
4 Board of Directors	33,669	40,315	6,645	19.7%	118,733	118,733	-
5 Contracted Vehicle Maintenance	264,963	305,761	40,798	15.4%	1,364,178	1,364,178	-
6 Property Maintenance	275,648	302,022	26,373	9.6%	1,757,000	1,757,000	-
7 Professional Services	578,449	858,324	279,874	48.4%	5,998,730	5,998,730	-
8 Technical Services	1,411,851	1,137,153	(274,698)	(19.5%)	10,354,017	10,354,017	-
9 Other Services	709,319	675,517	(33,802)	(4.8%)	4,341,939	4,341,939	-
10 Materials & Supply:							
11 Fuel and Lubricants	446,527	611,541	165,015	37.0%	3,526,864	3,526,864	-
12 Bus Parts and Materials	577,666	478,261	(99,405)	(17.2%)	2,095,610	2,095,610	-
13 Uniforms and Driver Expense	73,695	52,459	(21,236)	(28.8%)	1,093,563	1,093,563	-
14 Timetables and Tickets	-	13,080	13,080	100.0%	224,134	224,134	-
15 Office Supplies / Printing	79,239	24,408	(54,831)	(69.2%)	405,194	405,194	-
16 Other Materials and Supply	48,233	28,419	(19,814)	(41.1%)	136,800	136,800	-
17							
18 Utilities:							
19 Telephone	116,354	98,082	(18,272)	(15.7%)	669,200	669,200	-
20 Other Utilities	223,577	170,520	(53,057)	(23.7%)	1,639,000	1,639,000	-
21 Insurance	2,201,955	2,606,575	404,620	18.4%	3,030,945	3,030,945	-
22 Claims Reserves and Payments	209,549	81,689	(127,860)	(61.0%)	600,000	600,000	-
23 Workers' Compensation	667,341	1,401,600	734,259	110.0%	3,756,275	3,756,275	-
24 Taxes and License Fees	146,064	196,002	49,938	34.2%	967,142	967,142	-
25 Leases and Rentals	23,042	12,401	(10,641)	(46.2%)	81,900	81,900	-
26 Promotional and Legal Advertising	20,016	109,611	89,596	447.6%	1,252,443	1,252,443	-
27 Training and Business Travel	40,286	57,521	17,235	42.8%	675,125	675,125	-
28 Dues and Membership	48,087	72,867	24,780	51.5%	188,467	188,467	-
29 Postage and Other	36,956	34,099	(2,857)	(7.7%)	217,442	217,442	-
30							
31 Total District Operated Buses	30,392,941	30,774,371	381,430	1.3%	118,684,861	118,684,861	-
32							
33 CONTRACTED BUS SERVICES							
34 Contracted Urban Bus Service	4,794,877	5,073,350	278,473	5.8%	21,123,100	21,123,100	-
35 Coastside Services	387,166	421,820	34,654	9.0%	1,677,800	1,677,800	-
36 Redi Coast Non-ADA	49,707	48,190	(1,517)	(3.1%)	229,300	229,300	-
37 La Honda - Pescadero	-	-	-	0.0%	52,600	52,600	-
38 SamCoast - Pescadero	7,490	38,729	31,239	417.1%	72,000	72,000	-
39 CUB Related Wages & Benefits	94,892	86,962	(7,930)	(8.4%)	505,717	505,717	-
40 CUB Related Other Support	23,084	24,583	1,499	6.5%	143,936	143,936	-
41 CUB Insurance	901,592	1,255,604	354,012	39.3%	1,519,664	1,519,664	-
42 CUB Claims Reserves & Payments	85,833	362,722	276,889	322.6%	200,000	200,000	-
43 Total Contracted Bus Service	6,344,641	7,311,959	967,318	15.2%	25,524,117	25,524,117	-
44							
45 TOTAL MOTOR BUS	36,737,582	38,086,330	1,348,748	3.7%	144,208,978	144,208,978	-

OPERATING EXPENSES
FISCAL YEAR 2022
SEPTEMBER 2021

% OF YEAR ELAPSED: **25.0%**

EXPENSES	YEAR-TO-DATE				ANNUAL		
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE
AMERICAN DISABILITY ACT PROGRAMS							
Elderly & Disabled/Redi-Wheels	1,634,390	1,852,598	218,208	13.4%	7,675,510	7,675,510	-
ADA Sedans / Taxi Service	474,187	579,338	105,151	22.2%	2,212,350	2,212,350	-
Coastside ADA	282,823	301,479	18,656	6.6%	1,500,000	1,500,000	-
ADA Related Wages & Benefits	710,214	571,209	(139,005)	(19.6%)	2,768,826	2,768,826	-
ADA Related Other Support	116,205	393,527	277,322	238.6%	2,332,603	2,332,603	-
ADA Insurance	743,844	1,056,526	312,682	42.0%	1,188,544	1,188,544	-
ADA Claims Reserves & Payments	6,305	-	(6,305)	100.0%	200,000	200,000	-
TOTAL ADA PROGRAMS	3,967,968	4,754,677	786,709	19.8%	17,877,833	17,877,833	-
MULTI-MODAL TRANSIT PROGRAMS							
CALTRAIN SERVICE							
Peninsula Rail Service	2,219,222	-	(2,219,222)	(100.0%)	-	-	-
Total Caltrain Service	2,219,222	-	(2,219,222)	(100.0%)	-	-	-
OTHER SUPPORT							
SamTrans Shuttle Service	466,318	339,523	(126,796)	(27.2%)	2,331,500	2,331,500	-
Shuttle Related Wages & Benefits	18,481	7,626	(10,855)	(58.7%)	91,806	91,806	-
Dumbarton M.O.W.	1,900	-	(1,900)	100.0%	161,975	161,975	-
Maintenance Multimodal Facilities	10,571	14,856	4,285	40.5%	195,000	195,000	-
Total Other Support	497,271	362,004	(135,267)	(27.2%)	2,780,281	2,780,281	-
TOTAL MULTI-MODAL PROGRAMS	2,716,492	362,004	(2,354,488)	(86.7%)	2,780,281	2,780,281	-
TOTAL OPERATING EXPENSES	43,422,042	43,203,011	(219,031)	(0.5%)	164,867,092	164,867,092	-

SAN MATEO COUNTY TRANSIT DISTRICT

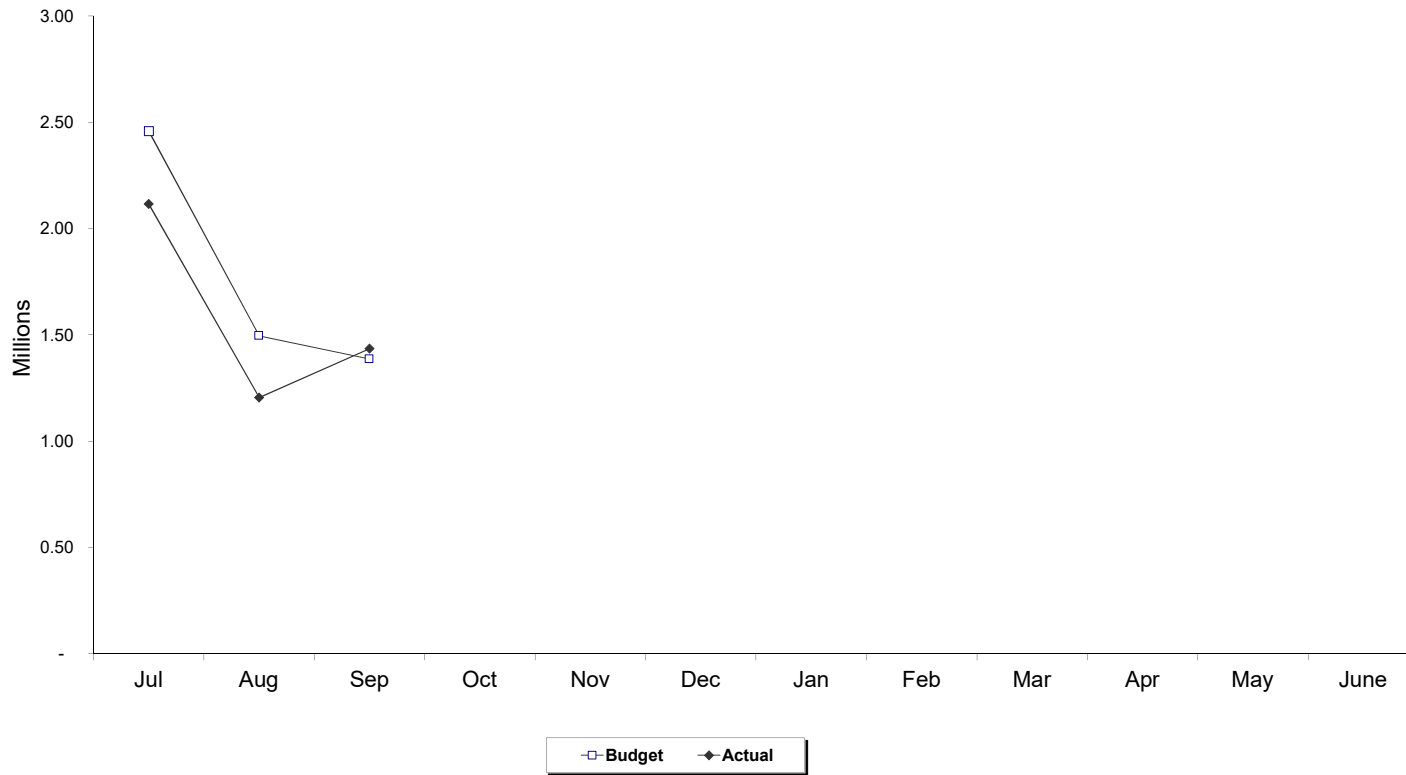
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2022



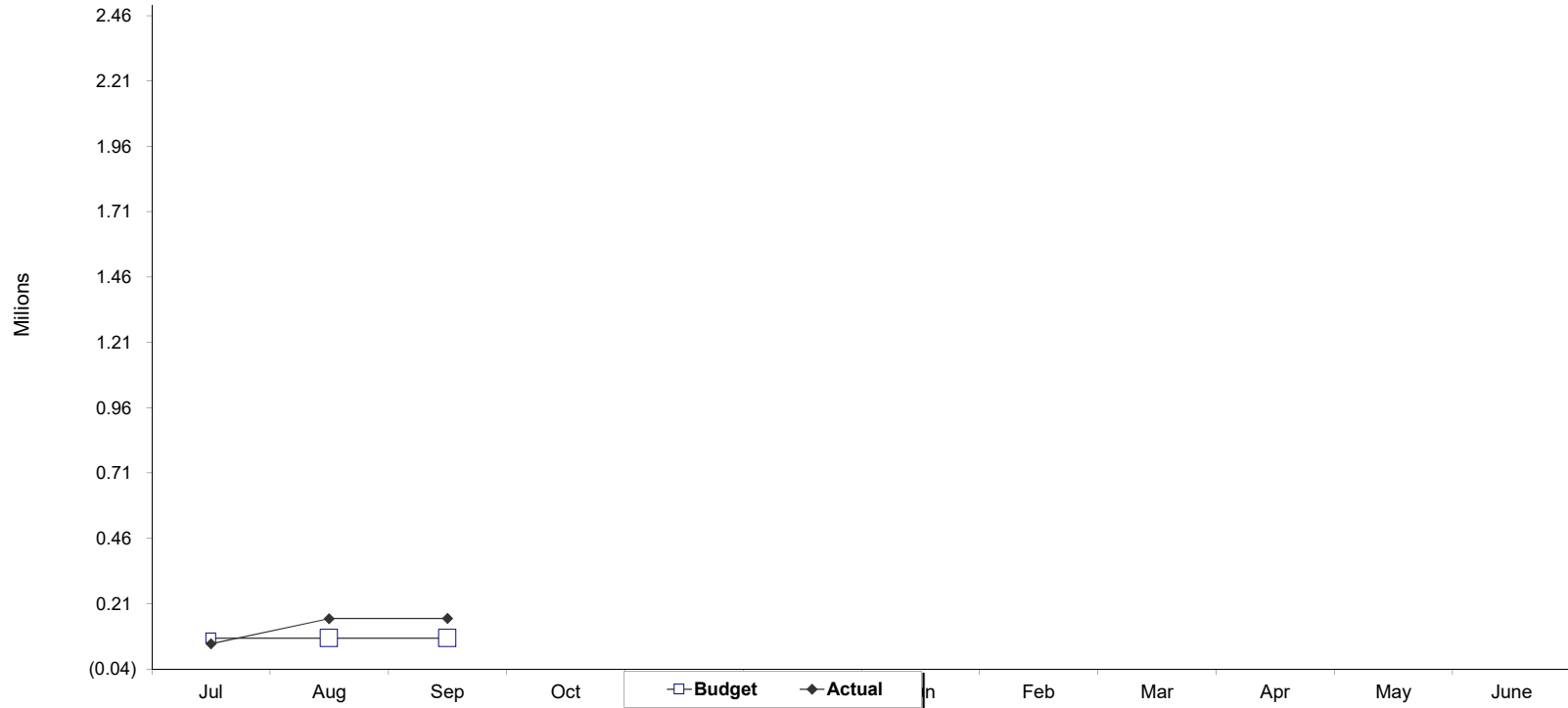
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	24,442,520	10,602,197	10,684,425									
Actual	20,005,399	8,580,360	9,500,571									
CUMULATIVE EXPENSES												
Budget	24,442,520	35,044,717	45,729,142									
Actual	20,005,399	28,585,759	38,086,330									
Variance - F(U)	4,437,121	6,458,958	7,642,812									
Variance %	18.2%	18.4%	16.7%									

SAN MATEO COUNTY TRANSIT DISTRICT
ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL
FISCAL YEAR 2022



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	2,458,870	1,495,280	1,385,995									
Actual	2,115,306	1,204,716	1,434,655									
CUMULATIVE EXPENSES												
Budget	2,458,870	3,954,150	5,340,145									
Actual	2,115,306	3,320,022	4,754,677									
Variance - F(U)	343,564	634,128	585,468									
Variance %	14.0%	16.0%	11.0%									

SAN MATEO COUNTY TRANSIT DISTRICT
MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL
FISCAL YEAR 2022



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	77,345	77,345	77,345									
Actual	56,004	152,622	153,378									
CUMULATIVE EXPENSES												
Budget	77,345	154,690	232,035									
Actual	56,004	208,626	362,004									
Variance - F(U)	21,341	(53,936)	(129,969)									
Variance %	27.6%	(34.9%)	(56.0%)									

**SAN MATEO COUNTY TRANSIT DISTRICT
CASH AND INVESTMENTS AS OF SEPT 30, 2021**

9/30/2021

LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF

Bank of America Checking	90,970,640.28
Bank of America Checking (Restricted)	10,736,167.27
Wells Fargo	9,084.00
LAIF	74,954,231.74

INVESTMENT FUNDS

Investment Portfolio (Market Values+ Accrued interest)*	182,956,782.12
MMF - US Bank Custodian Account	12,696,837.78

Debt Service Reserves Held By Trustee 6,397,948.45

TOTAL

378,721,691.64

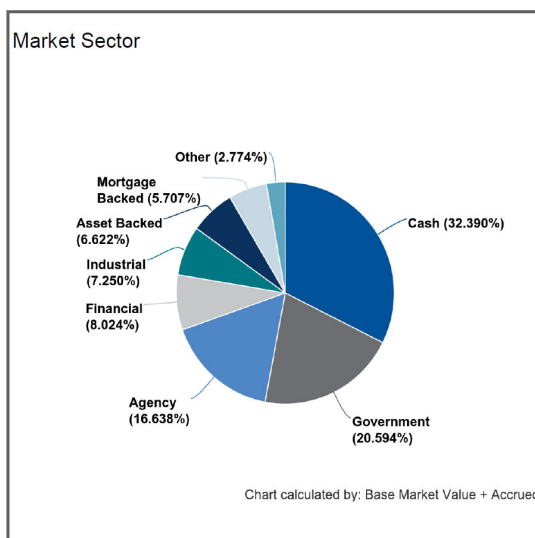
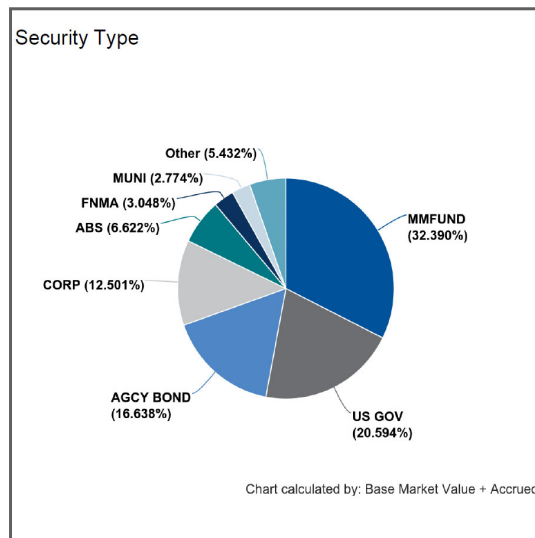
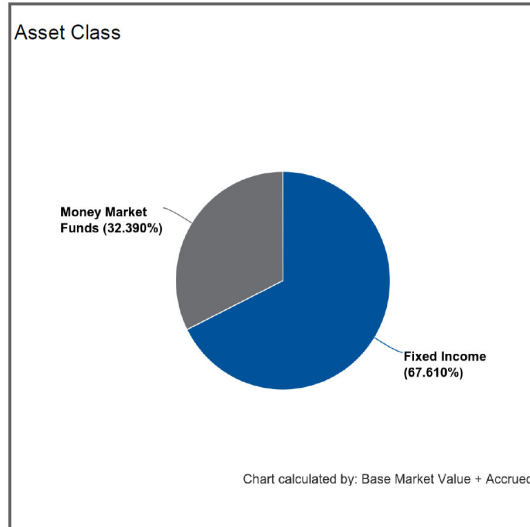
* Fund Managed by PFM Investment Advisor

Cash and Fixed Income Summary	
<i>Risk Metric</i>	<i>Value</i>
MMFund (incl LAIF)	87,651,069.52
Fixed Income	182,956,782.12
Duration	1.999
Convexity	0.039
WAL	1.514
Years to Final Maturity	2.132
Years to Effective Maturity	1.513
Yield	0.456
Book Yield	0.765
Avg Credit Rating	AA-/Aa3/AA-

Issuer Concentration	
<i>Issuer Concentration</i>	<i>% of Base Market Value + Accrued</i>
(SM - LAIF) State of California	27.698%
Other	22.538%
United States	20.594%
Federal Home Loan Mortgage Corporation	15.587%
Federal National Mortgage Association	6.047%
U.S. Bancorp	5.392%
Apple Inc.	1.111%
Bank of America Corporation	1.032%
---	100.000%

Footnotes: 1,2

Footnotes:
1) Grouped by Issuer Concentration
2) Groups sorted by: % of Base Market Value+Accrued



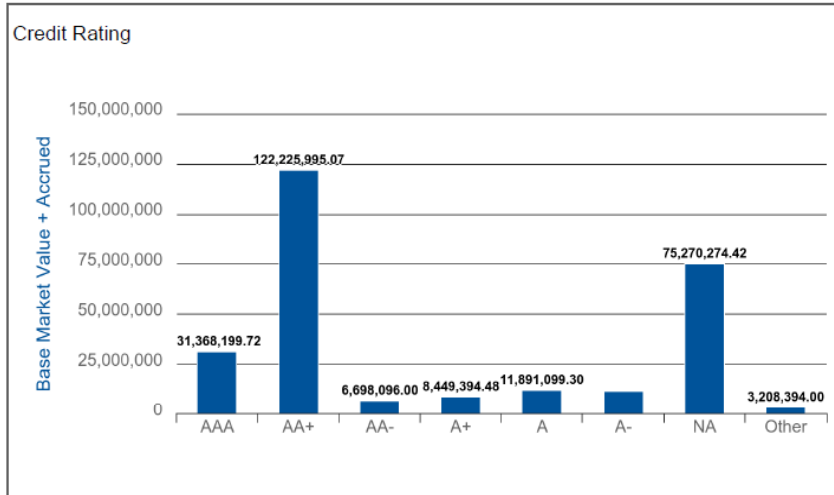


Risk Summary

09/01/2021 - 09/30/2021

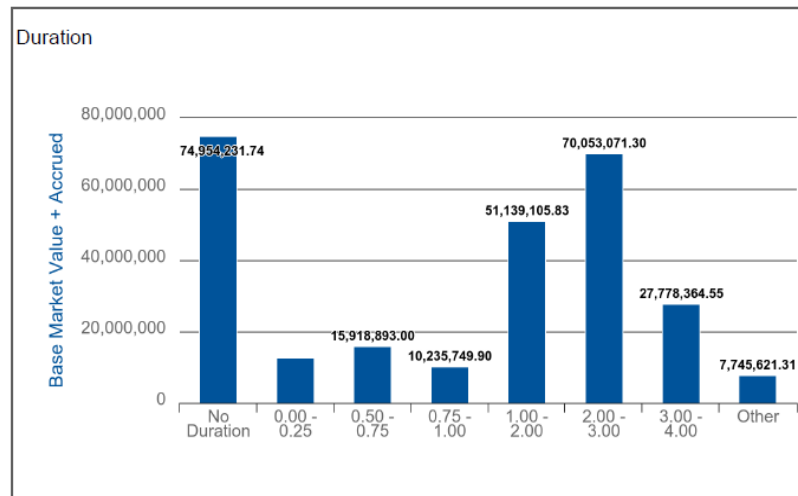
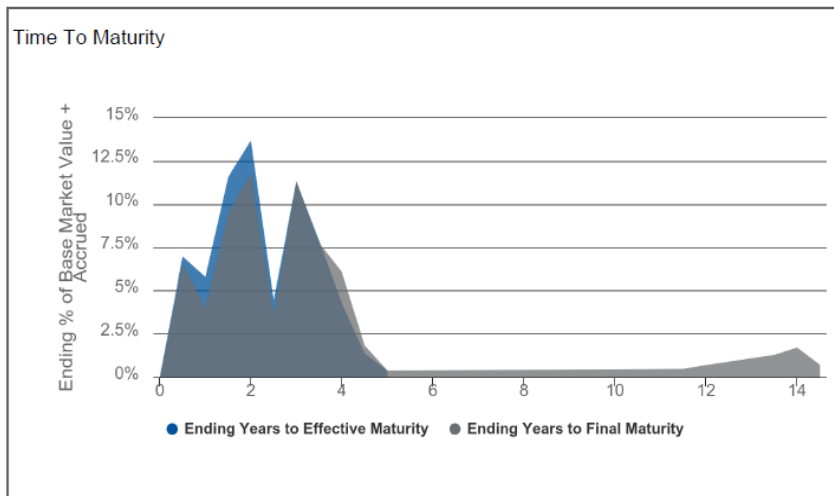
SAM Transit District Agg (136232)

Dated: 10/10/2021



Credit Duration Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	5.979%	3.231%	2.382%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
AA	7.555%	13.072%	17.881%	8.729%	0.665%	0.000%	0.000%	0.000%	0.000%
A	1.944%	2.479%	4.698%	1.536%	1.108%	0.000%	0.000%	0.000%	0.000%
BBB	0.000%	0.000%	0.926%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
BB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
B	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CCC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
C	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
NA	0.000%	0.117%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%

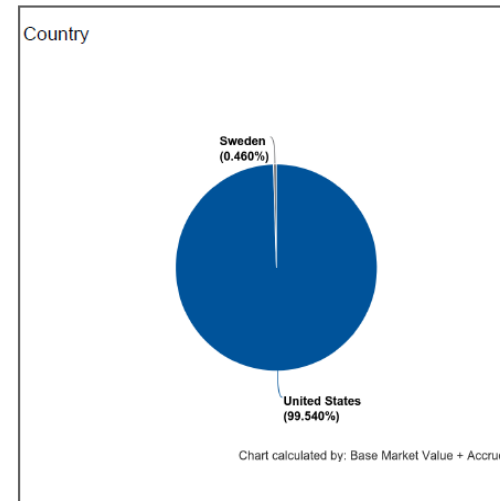
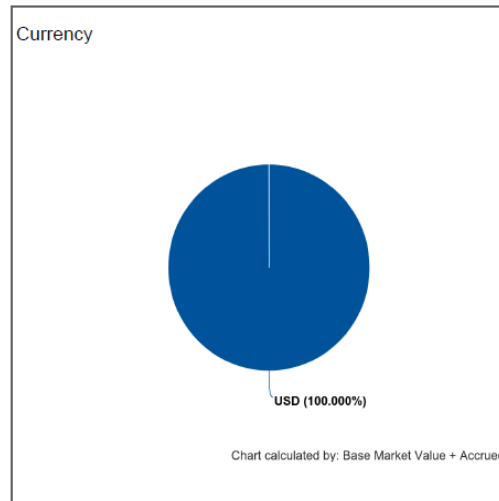
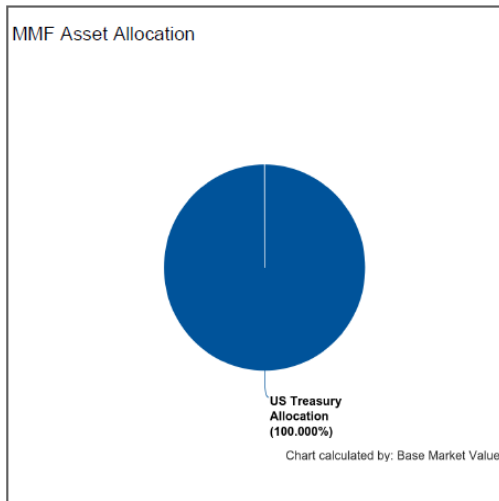
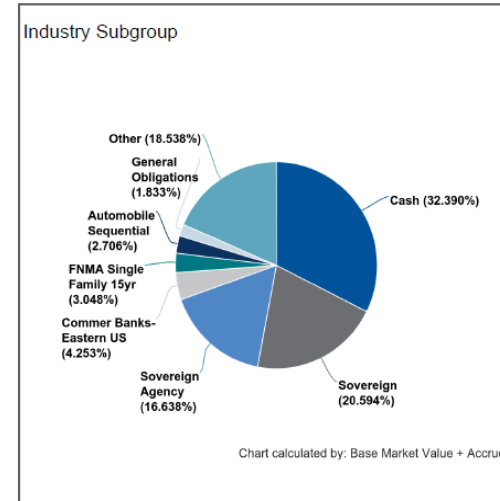
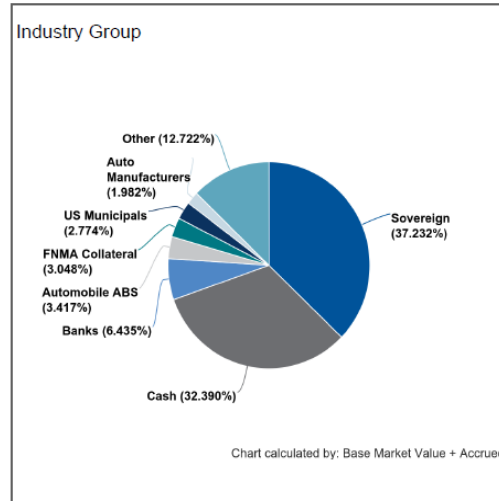
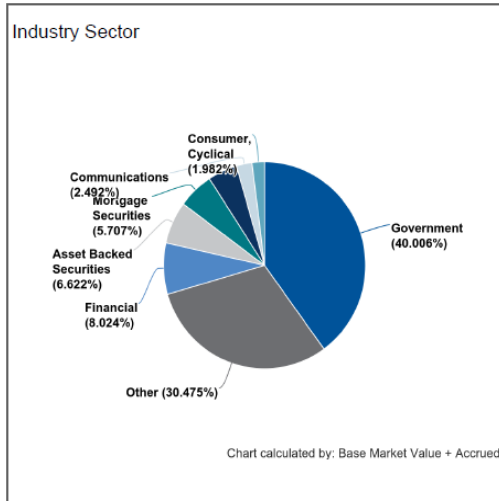


Risk Summary

09/01/2021 - 09/30/2021

SAM Transit District Agg (136232)

Dated: 10/10/2021



Report: Master BS by lot - group by Security type
 Account: SAM TR Reimbursement Fund (136225)
 As of: 09/30/2021
 Base Currency: USD

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	8,441,313.06	---	09/30/2021	8,441,313.06	0.00	8,441,313.06	8,441,313.06
MMFUND			8,441,313.06	---	09/30/2021	8,441,313.06	0.00	8,441,313.06	8,441,313.06

- * Grouped by: Security Type
- * Groups Sorted by: Security Type
- * Weighted by: Base Market Value + Accrued
- * Holdings Displayed by: Lot

Report: Master BS by lot - group by Security type
 Account: SAM TR Reserve Fund (136226)
 As of: 09/30/2021
 Base Currency: USD

ABS (ASSET-BACKED SECURITY)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
ABS	05591RAD6	BMWLT 2021-1 A4	370,000.00	03/10/2021	07/25/2024	369,985.31	22.82	370,176.93	370,199.75
ABS	09661RAD3	BMWOT 2020-A A3	315,000.00	07/15/2020	10/25/2024	314,976.22	25.20	315,647.97	315,673.17
ABS	14041NFU0	COMET 2019-2 A	1,660,000.00	09/05/2019	09/15/2022	1,659,582.01	1,268.98	1,681,736.61	1,683,005.58
ABS	14041NFW6	COMET 2021-1 A	1,475,000.00	07/22/2021	07/15/2024	1,474,940.26	360.56	1,471,638.87	1,471,999.42
ABS	14313FAD1	CARMX 2018-3 A3	89,274.01	07/25/2018	06/15/2023	89,261.84	124.19	89,812.09	89,936.28
ABS	14315FAD9	CARMX 2020-3 A3	450,000.00	07/22/2020	03/17/2025	449,922.87	124.00	451,447.51	451,571.51
ABS	14316HAC6	CARMX 2020-4 A3	425,000.00	10/21/2020	08/15/2025	424,906.46	94.44	426,008.96	426,103.41
ABS	14316NAC3	CARMX 2021-1 A3	255,000.00	01/27/2021	12/15/2025	254,949.61	38.53	254,429.52	254,468.05
ABS	254683CP8	DCENT 2021-1 A	890,000.00	09/27/2021	09/16/2024	889,809.45	57.36	887,720.97	887,778.33
ABS	36255JAD6	GMCAR 2018-3 A3	65,733.48	07/18/2018	05/16/2023	65,718.15	82.71	66,052.86	66,135.57
ABS	362569AD7	GMALT 2020-3 A4	300,000.00	09/29/2020	10/21/2024	299,958.00	46.75	300,731.14	300,777.89
ABS	362590AC5	GMCAR 2020-3 A3	700,000.00	08/19/2020	04/16/2025	699,839.84	131.25	700,982.23	701,113.48
ABS	36260KAC8	GMCAR 2020-4 A3	400,000.00	10/14/2020	08/18/2025	399,914.52	63.33	400,389.77	400,453.10
ABS	36261RAD0	GMALT 2021-1 A4	410,000.00	02/24/2021	02/20/2025	409,938.09	41.34	409,770.10	409,811.44
ABS	380140AC7	GMCAR 213 A3	610,000.00	07/21/2021	06/16/2026	609,962.30	122.00	609,245.18	609,367.18
ABS	44891RAC4	HART 2020-C A3	1,250,000.00	10/28/2020	05/15/2025	1,249,712.13	211.11	1,250,765.09	1,250,976.20
ABS	44933LAC7	HART 2021-A A3	335,000.00	04/28/2021	09/15/2025	334,964.76	56.58	334,788.32	334,844.90
ABS	47787NAC3	JDOT 2020-B A3	250,000.00	07/22/2020	11/15/2024	249,961.90	56.67	250,507.56	250,564.22
ABS	50117TAC5	KCOT 211 A3	355,000.00	04/14/2021	08/15/2025	354,927.37	97.82	355,386.95	355,484.77
ABS	65479CAD0	NAROT 2020-B A3	400,000.00	06/30/2020	07/15/2024	399,989.04	97.78	400,956.21	401,053.98
ABS	65480BAC1	NAROT 2021-A A3	1,455,000.00	06/23/2021	10/15/2025	1,454,975.41	213.40	1,453,999.05	1,454,212.45
ABS	89237VAB5	TAOT 2020-C A3	940,000.00	07/27/2020	10/15/2024	939,927.62	183.82	941,692.65	941,876.47
ABS	89238EAD8	TLOT 21A A4	335,000.00	04/21/2021	08/20/2025	334,930.02	51.18	335,033.50	335,084.68
ABS	92290BAA9	VZOT 2020-B A	1,030,000.00	08/12/2020	02/20/2025	1,029,783.70	147.92	1,032,342.34	1,032,490.26
ABS	92348TAA2	VZOT 2020-A A1A	475,000.00	01/29/2020	07/22/2024	474,944.38	268.51	481,245.04	481,513.54
			15,240,007.48			15,237,781.25	3,988.25	15,272,507.41	15,276,495.66

AGCY BOND (FEDERAL AGENCY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
AGCY BOND	3130AJHU6	FEDERAL HOME LOAN BANKS	1,000,000.00	04/16/2020	04/14/2025	995,040.00	2,319.44	994,265.00	996,584.44
AGCY BOND	3130AK5E2	FEDERAL HOME LOAN BANKS	550,000.00	09/11/2020	09/04/2025	548,350.00	154.69	540,274.35	540,429.04
AGCY BOND	3134GVJ66	FEDERAL HOME LOAN MORTGAGE CORP	11,000,000.00	07/23/2020	06/08/2022	11,004,400.00	8,631.94	11,010,054.00	11,018,685.94
AGCY BOND	3135G03U5	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00	04/24/2020	04/22/2025	997,940.00	2,760.42	998,618.00	1,001,378.42
AGCY BOND	3135G04Z3	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00	06/19/2020	06/17/2025	997,930.00	1,444.44	992,526.00	993,970.44
AGCY BOND	3135G05X7	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,300,000.00	08/27/2020	08/25/2025	1,293,916.00	487.50	1,280,116.50	1,280,604.00
AGCY BOND	3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,200,000.00	11/12/2020	11/07/2025	1,195,704.00	2,400.00	1,181,968.80	1,184,368.80
AGCY BOND	3135G06H1	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,150,000.00	11/25/2020	11/27/2023	1,148,689.00	990.28	1,148,164.60	1,149,154.88
AGCY BOND	3135G0U92	FEDERAL NATIONAL MORTGAGE ASSOCIATION	900,000.00	01/11/2019	01/11/2022	899,352.00	5,250.00	906,389.10	911,639.10
AGCY BOND	3137EAE6	FEDERAL HOME LOAN MORTGAGE CORP	950,000.00	05/07/2020	05/05/2023	949,601.00	1,444.79	952,202.10	953,646.89
AGCY BOND	3137EAE54	FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00	06/26/2020	06/26/2023	997,080.00	659.72	1,000,186.00	1,000,845.72
AGCY BOND	3137EAEU9	FEDERAL HOME LOAN MORTGAGE CORP	1,600,000.00	07/23/2020	07/21/2025	1,592,032.00	1,166.67	1,574,924.80	1,576,091.47
AGCY BOND	3137EAEV7	FEDERAL HOME LOAN MORTGAGE CORP	2,500,000.00	08/21/2020	08/24/2023	2,497,450.00	642.36	2,499,320.00	2,499,962.36
AGCY BOND	3137EAEW5	FEDERAL HOME LOAN MORTGAGE CORP	1,100,000.00	09/04/2020	09/08/2023	1,100,200.87	175.69	1,099,270.70	1,099,446.39
AGCY BOND	3137EAEW5	FEDERAL HOME LOAN MORTGAGE CORP	1,500,000.00	09/04/2020	09/08/2023	1,499,505.00	239.58	1,499,005.50	1,499,245.08
AGCY BOND	3137EAEX3	FEDERAL HOME LOAN MORTGAGE CORP	1,300,000.00	09/25/2020	09/23/2025	1,296,087.00	108.33	1,279,223.40	1,279,331.73
AGCY BOND	3137EAEY1	FEDERAL HOME LOAN MORTGAGE CORP	1,200,000.00	10/16/2020	10/16/2023	1,195,524.00	687.50	1,195,622.40	1,196,309.90
AGCY BOND	3137EAEZ8	FEDERAL HOME LOAN MORTGAGE CORP	1,300,000.00	11/05/2020	11/06/2023	1,298,830.00	1,309.03	1,297,981.10	1,299,290.13
AGCY BOND	3137EAF2	FEDERAL HOME LOAN MORTGAGE CORP	8,000,000.00	12/21/2020	12/04/2023	8,007,360.00	6,500.00	7,983,656.00	7,990,156.00
			39,550,000.00			39,514,990.87	37,372.40	39,433,768.35	39,471,140.75

CD (CERTIFICATE OF DEPOSIT)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CD	22535CDV0	CREDIT AGRICOLE CORPORATE AND INVESTMENT BANK, NEW	900,000.00	04/04/2019	04/01/2022	900,000.00	12,664.25	912,053.70	924,717.95
CD	225252G3C2	CREDIT SUISSE AG, NEW YORK BRANCH	1,200,000.00	03/23/2021	03/17/2023	1,200,000.00	3,776.00	1,203,595.20	1,207,371.20
CD	23341VZT1	DNB BANK ASA, NEW YORK BRANCH	950,000.00	12/06/2019	12/02/2022	950,000.00	6,513.83	970,115.30	976,629.13
CD	65558TLL7	NORDEA BANK ABP, NEW YORK BRANCH	950,000.00	08/29/2019	08/26/2022	950,000.00	1,757.50	964,021.05	965,778.55
CD	83050PDR7	SKANDINAVISKA ENSKILDA BANKEN AB (PUBL)	950,000.00	09/03/2019	08/26/2022	950,000.00	1,767.00	964,106.55	965,873.55
CD	86565CKU2	SUMITOMO MITSUI BANKING CORPORATION, NEW YORK BRA	900,000.00	07/14/2020	07/08/2022	900,000.00	7,770.00	903,473.10	911,243.10
CD			5,850,000.00			5,850,000.00	34,248.58	5,917,364.90	5,951,613.48

CORP (COPORATE NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CORP	002824BE9	ABBOTT LABORATORIES	900,000.00	07/21/2020	11/30/2023	983,772.00	10,285.00	952,531.20	962,816.20
CORP	023135BW5	AMAZON.COM INC	1,315,000.00	05/12/2021	05/12/2024	1,313,080.10	2,284.81	1,312,375.26	1,314,660.07
CORP	02665WCZ2	AMERICAN HONDA FINANCE CORP	900,000.00	06/28/2019	06/27/2024	898,776.00	5,640.00	939,352.50	944,992.50
CORP	037833DT4	APPLE INC	1,000,000.00	05/13/2020	05/11/2025	1,002,010.00	4,375.00	1,006,133.00	1,010,508.00
CORP	037833DT4	APPLE INC	1,000,000.00	07/17/2020	05/11/2025	1,026,120.00	4,375.00	1,006,133.00	1,010,508.00
CORP	037833DT4	APPLE INC	700,000.00	12/21/2020	05/11/2025	718,249.00	3,062.50	704,293.10	707,355.60
CORP	05531FBH5	TRUIST FINANCIAL CORP	900,000.00	08/05/2019	08/01/2024	901,494.00	3,750.00	947,267.10	951,017.10
CORP	05565EBU8	BMW US CAPITAL LLC	325,000.00	08/12/2021	08/12/2024	324,970.75	331.77	325,467.35	325,799.12
CORP	05565EBW4	BMW US CAPITAL LLC	850,000.00	08/16/2021	08/12/2026	849,745.00	1,446.18	848,750.50	850,196.68
CORP	06051GFS3	BANK OF AMERICA CORP	800,000.00	12/18/2020	08/01/2025	907,952.00	5,166.67	881,152.80	886,319.47
CORP	06051GJD2	BANK OF AMERICA CORP	1,100,000.00	07/27/2021	06/19/2026	1,105,049.00	4,110.88	1,096,871.60	1,100,983.48
CORP	06051GJR1	BANK OF AMERICA CORP	400,000.00	04/22/2021	04/22/2025	400,000.00	1,724.27	402,236.80	403,961.07
CORP	06406FAD5	BANK OF NEW YORK MELLON CORP	1,400,000.00	07/21/2020	08/16/2023	1,467,256.00	3,850.00	1,445,416.00	1,449,266.00
CORP	06406RAL1	BANK OF NEW YORK MELLON CORP	375,000.00	01/28/2020	10/24/2024	376,650.00	3,434.38	389,608.13	393,042.50
CORP	06406RAL1	BANK OF NEW YORK MELLON CORP	500,000.00	12/21/2020	10/24/2024	530,105.00	4,579.17	519,477.50	524,056.67
CORP	110122DC9	BRISTOL-MYERS SQUIBB CO	472,000.00	12/22/2020	08/15/2025	537,353.12	2,337.06	518,390.52	520,727.58
CORP	14913R2D8	CATERPILLAR FINANCIAL SERVICES CORP	725,000.00	07/08/2020	07/07/2023	724,594.00	1,099.58	726,972.73	728,072.31
CORP	14913R2F3	CATERPILLAR FINANCIAL SERVICES CORP	225,000.00	09/14/2020	09/14/2023	224,847.00	47.81	225,396.90	225,444.71
CORP	166764BW9	CHEVRON CORP	900,000.00	07/17/2020	05/11/2025	934,353.00	5,439.00	919,725.30	925,164.30
CORP	20030NBL4	COMCAST CORP	850,000.00	07/17/2020	02/15/2025	946,611.00	3,665.63	915,095.55	918,761.18
CORP	24422ETL3	JOHN DEERE CAPITAL CORP	450,000.00	03/15/2017	01/06/2022	448,015.50	2,815.63	452,862.45	455,678.08
CORP	24422EUQ0	JOHN DEERE CAPITAL CORP	175,000.00	01/10/2019	01/10/2022	174,832.00	1,260.00	176,502.55	177,762.55
CORP	24422EVU0	JOHN DEERE CAPITAL CORP	485,000.00	09/10/2021	09/10/2024	484,684.75	176.82	485,039.77	485,216.59
CORP	254687FK7	WALT DISNEY CO	950,000.00	09/06/2019	08/30/2024	946,124.00	1,431.60	979,121.30	980,552.90
CORP	30231GBC5	EXXON MOBIL CORP	900,000.00	07/20/2020	08/16/2024	945,567.00	2,271.38	935,410.50	937,681.88
CORP	38141EC23	GOLDMAN SACHS GROUP INC	900,000.00	07/11/2019	07/08/2024	941,922.00	7,988.75	968,500.80	976,489.55
CORP	46625HMN7	JPMORGAN CHASE & CO	450,000.00	12/21/2020	07/15/2025	509,647.50	3,705.00	492,781.50	496,486.50
CORP	46647PAP1	JPMORGAN CHASE & CO	900,000.00	07/21/2020	04/23/2024	967,887.00	14,058.05	942,145.20	956,203.25
CORP	46647PBB1	JPMORGAN CHASE & CO	325,000.00	03/22/2019	04/01/2023	325,000.00	5,211.38	329,443.73	334,655.10
CORP	46647PCH7	JPMORGAN CHASE & CO	580,000.00	06/01/2021	06/01/2025	580,000.00	1,593.07	577,639.98	579,233.05
CORP	693475AV7	PNC FINANCIAL SERVICES GROUP INC	900,000.00	02/15/2019	01/23/2024	906,408.00	5,950.00	957,308.40	963,258.40
CORP	69371RP75	PACCAR FINANCIAL CORP	325,000.00	03/01/2019	03/01/2022	324,714.00	771.88	328,506.10	329,277.98
CORP	69371RQ90	PACCAR FINANCIAL CORP	395,000.00	08/11/2020	08/11/2023	394,482.55	192.01	394,839.63	395,031.64
CORP	69371RR40	PACCAR FINANCIAL CORP	635,000.00	08/09/2021	08/09/2024	634,657.10	458.61	632,014.23	632,472.84
CORP	808513BN4	CHARLES SCHWAB CORP	495,000.00	03/18/2021	03/18/2024	494,752.50	134.06	496,799.33	496,933.39
CORP	89236TGT6	TOYOTA MOTOR CREDIT CORP	450,000.00	05/26/2020	02/13/2025	454,396.50	1,080.00	461,761.65	462,841.65
CORP	89236TGT6	TOYOTA MOTOR CREDIT CORP	140,000.00	05/26/2020	02/13/2025	141,367.80	336.00	143,659.18	143,995.18
CORP	89236TGT6	TOYOTA MOTOR CREDIT CORP	135,000.00	05/26/2020	02/13/2025	136,879.20	324.00	138,528.50	138,852.50
CORP	89236TJK2	TOYOTA MOTOR CREDIT CORP	260,000.00	09/13/2021	06/18/2026	259,422.80	836.88	258,557.26	259,394.14
CORP	904764BN6	UNILEVER CAPITAL CORP	280,000.00	08/12/2021	08/12/2024	280,000.00	238.58	280,435.12	280,673.70
CORP	91159HHX1	US BANCORP	1,800,000.00	07/20/2020	07/30/2024	1,920,420.00	7,320.00	1,887,381.00	1,894,701.00
CORP	91324PEC2	UNITEDHEALTH GROUP INC	1,150,000.00	05/19/2021	05/15/2026	1,147,999.00	4,849.17	1,150,431.25	1,155,280.42
CORP			28,717,000.00			29,592,166.17	134,007.54	29,552,316.25	29,686,323.79

FHLMC (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FHLMC	3132CWMM3	FH SB0364	1,355,249.76	06/25/2021	06/01/2035	1,460,281.62	3,952.81	1,452,397.63	1,456,350.44
FHLMC	3137BGK24	FHMS K-043 A2	650,000.00	03/25/2020	12/25/2024	682,195.31	1,658.58	694,564.00	696,222.58
FHLMC	3137BM6P6	FHMS K-721 A2	428,529.17	04/09/2018	08/25/2022	432,178.37	1,103.46	434,811.41	435,914.87
FHLMC	3137F62S5	FHMS K-J31 A1	454,254.26	10/29/2020	05/25/2026	454,245.17	215.39	451,269.80	451,485.20
FHLMC	3137FKK39	FHMS K-P05 A	35,219.02	12/17/2018	07/25/2023	35,218.91	94.01	36,327.01	36,421.01
FHLMC	3137FQ3V3	FHMS K-J27 A1	215,791.06	11/26/2019	07/25/2024	215,785.88	376.20	220,579.46	220,955.66
FHLMC			3,139,043.26			3,279,905.25	7,400.45	3,289,949.31	3,297,349.76

**FHLMC CMO (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)
FNMA (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)**

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FHLMC CMO	3133Q5GZ3	FHS 370 A3	1,852,271.38	12/29/2020	09/25/2033	1,878,463.65	1,543.56	1,865,143.25	1,866,686.81
FHLMC CMO	3137F7DH5	FHR 5048 B	1,054,330.98	11/30/2020	05/25/2033	1,067,674.85	878.61	1,050,688.82	1,051,567.43
FHLMC CMO			2,906,602.36			2,946,138.50	2,422.17	2,915,832.08	2,918,254.25

FNMA (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FNMA	3140K7XA6	FN BP0672	1,361,364.06	05/18/2021	03/01/2035	1,458,786.68	3,403.41	1,470,218.24	1,473,621.65
FNMA	3140QGKN6	FN CA8400	1,301,239.61	03/22/2021	12/01/2035	1,423,637.46	3,795.28	1,400,675.39	1,404,470.67
FNMA	3140X92C8	FN FM6170	1,251,412.67	06/25/2021	07/01/2035	1,356,218.48	4,171.38	1,338,309.82	1,342,481.19
FNMA	3140X9K46	FN FM5714	1,044,648.29	03/25/2021	11/01/2035	1,138,013.73	3,482.16	1,121,268.09	1,124,750.25
FNMA	3140XALC4	FN FM6622	1,518,170.50	03/29/2021	02/01/2036	1,596,451.16	3,162.86	1,608,961.84	1,612,124.70
FNMA			6,476,835.13			6,973,107.52	18,015.08	6,939,433.38	6,957,448.46

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	3,654,086.84	---	09/30/2021	3,654,086.84	0.00	3,654,086.84	3,654,086.84
MMFUND			3,654,086.84			3,654,086.84	0.00	3,654,086.84	3,654,086.84

MUNI (MUNICIPAL BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MUNI	13017HAK2	CALIFORNIA EARTHQUAKE AUTH REV	255,000.00	11/24/2020	07/01/2023	255,000.00	941.59	259,029.00	259,970.59
MUNI	13077DQD7	CALIFORNIA ST UNIV REV	430,000.00	07/29/2021	11/01/2025	430,000.00	638.36	424,134.80	424,773.16
MUNI	157411TK5	CHAFFEY CALIF JT UN HIGH SCH DIST	230,000.00	12/05/2019	08/01/2024	230,000.00	805.38	237,843.00	238,648.38
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	350,000.00	09/16/2020	07/01/2025	352,320.50	1,100.75	353,720.50	354,821.25
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	650,000.00	09/16/2020	07/01/2025	650,000.00	2,044.25	656,909.50	658,953.75
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	250,000.00	09/16/2020	07/01/2025	251,767.50	786.25	252,657.50	253,443.75
MUNI	54438CYK2	LOS ANGELES CALIF CMNTY COLLEGE DIST	550,000.00	11/10/2020	08/01/2025	550,000.00	708.58	547,360.00	548,068.58
MUNI	574193TQ1	MARYLAND ST	750,000.00	08/05/2020	08/01/2024	749,790.00	637.50	751,282.50	751,920.00
MUNI	60412AVJ9	MINNESOTA ST	405,000.00	08/25/2020	08/01/2025	405,000.00	425.25	404,234.55	404,659.80
MUNI	646140DP5	NEW JERSEY ST TPK AUTH TPK REV	330,000.00	02/04/2021	01/01/2026	330,000.00	863.78	327,917.70	328,781.48
MUNI	650036DT0	NEW YORK ST URBAN DEV CORP REV	1,600,000.00	12/23/2020	03/15/2025	1,600,000.00	618.67	1,596,160.00	1,596,778.67
MUNI	798306WN2	SAN JUAN CALIF UNI SCH DIST	575,000.00	10/29/2020	08/01/2024	575,000.00	672.75	575,494.50	576,167.25
MUNI			6,375,000.00			6,378,878.00	10,243.10	6,386,743.55	6,396,986.65

US GOV (U.S. TREASURY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
US GOV	9128286R6	UNITED STATES TREASURY	4,000,000.00	09/29/2021	04/30/2024	4,185,312.50	37,663.04	4,186,875.00	4,224,538.04
US GOV	912828N30	UNITED STATES TREASURY	2,075,000.00	12/13/2018	12/31/2022	2,023,611.33	11,143.26	2,126,226.56	2,137,369.82
US GOV	912828N30	UNITED STATES TREASURY	5,900,000.00	01/10/2019	12/31/2022	5,814,957.03	31,684.44	6,045,656.25	6,077,340.69
US GOV	912828N30	UNITED STATES TREASURY	3,000,000.00	01/31/2019	12/31/2022	2,952,421.87	16,110.73	3,074,062.50	3,090,173.23
US GOV	912828R69	UNITED STATES TREASURY	2,900,000.00	03/06/2019	05/31/2023	2,794,761.72	15,837.09	2,967,515.63	2,983,352.72
US GOV	912828R69	UNITED STATES TREASURY	950,000.00	04/05/2019	05/31/2023	924,134.77	5,188.01	972,117.19	977,305.20
US GOV	912828R69	UNITED STATES TREASURY	1,700,000.00	05/03/2019	05/31/2023	1,659,093.75	9,283.81	1,739,578.13	1,748,861.94
US GOV	912828T91	UNITED STATES TREASURY	2,950,000.00	07/08/2019	10/31/2023	2,924,417.97	20,060.80	3,031,125.00	3,051,185.80
US GOV	912828T91	UNITED STATES TREASURY	2,300,000.00	10/04/2019	10/31/2023	2,313,207.03	15,640.63	2,363,250.00	2,378,890.63
US GOV	912828TJ9	UNITED STATES TREASURY	2,500,000.00	09/07/2018	08/15/2022	2,395,117.19	5,188.52	2,533,593.75	2,538,782.27
US GOV	912828X47	UNITED STATES TREASURY	1,800,000.00	05/07/2018	04/30/2022	1,742,484.38	14,123.64	1,818,843.75	1,832,967.39
US GOV	912828XX3	UNITED STATES TREASURY	5,000,000.00	11/06/2019	06/30/2024	5,101,171.88	25,271.74	5,209,375.00	5,234,646.74
US GOV	912828XX3	UNITED STATES TREASURY	1,475,000.00	12/05/2019	06/30/2024	1,497,125.00	7,455.16	1,536,765.63	1,544,220.79
US GOV	912828XX3	UNITED STATES TREASURY	650,000.00	01/07/2020	06/30/2024	659,572.27	3,285.33	677,218.75	680,504.08
US GOV	912828XX3	UNITED STATES TREASURY	450,000.00	02/07/2020	06/30/2024	462,216.80	2,274.46	468,843.75	471,118.21
US GOV	912828XX3	UNITED STATES TREASURY	1,350,000.00	03/06/2020	06/30/2024	1,415,759.77	6,823.37	1,406,531.25	1,413,354.62
US GOV	912828YY0	UNITED STATES TREASURY	850,000.00	08/07/2020	12/31/2024	908,503.91	3,759.17	881,742.19	885,501.36
US GOV	912828ZW3	UNITED STATES TREASURY	2,500,000.00	12/24/2020	06/30/2025	2,490,820.31	1,579.48	2,455,078.13	2,456,657.61
US GOV	91282CBA8	UNITED STATES TREASURY	1,500,000.00	12/31/2020	12/15/2023	1,498,066.41	553.28	1,492,968.75	1,493,522.03
US GOV	91282CBC4	UNITED STATES TREASURY	350,000.00	06/07/2021	12/31/2025	344,859.38	331.69	342,835.94	343,167.63
US GOV			44,200,000.00			44,107,615.26	233,257.66	45,330,203.13	45,563,460.78

SUMMARY

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
--	--	--	156,108,575.07			157,534,669.67	480,955.23	158,692,205.19	159,173,160.43

- * Grouped by: Security Type
- * Groups Sorted by: Security Type
- * Weighted by: Base Market Value + Accrued
- * Holdings Displayed by: Lot

CLEARWATER
ANALYTICS.

Report: Master BS by lot - group by Security type
Account: SAM Paratransit Fund (136227)
As of: 09/30/2021
Base Currency: USD

ABS (ASSET-BACKED SECURITY)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
ABS	05591RAD6	BMWLT 2021-1 A4	65,000.00	03/10/2021	07/25/2024	64,997.42	4.01	65,031.08	65,035.09
ABS	09661RAD3	BMWOT 2020-A A3	90,000.00	07/15/2020	10/25/2024	89,993.21	7.20	90,185.14	90,192.34
ABS	14041NFU0	COMET 2019-2 A	475,000.00	09/05/2019	09/15/2022	474,880.40	363.11	481,219.81	481,582.92
ABS	14041NFW6	COMET 2021-1 A	255,000.00	07/22/2021	07/15/2024	254,989.67	62.33	254,418.92	254,481.26
ABS	14313FAD1	CARMX 2018-3 A3	23,381.29	07/25/2018	06/15/2023	23,378.10	32.53	23,522.21	23,554.74
ABS	14315FAD9	CARMX 2020-3 A3	130,000.00	07/22/2020	03/17/2025	129,977.72	35.82	130,418.17	130,453.99
ABS	14316HAC6	CARMX 2020-4 A3	100,000.00	10/21/2020	08/15/2025	99,977.99	22.22	100,237.40	100,259.63
ABS	14316NAC3	CARMX 2021-1 A3	45,000.00	01/27/2021	12/15/2025	44,991.11	6.80	44,899.33	44,906.13
ABS	254683CP8	DCENT 2021-1 A	155,000.00	09/27/2021	09/16/2024	154,966.81	9.99	154,603.09	154,613.08
ABS	36255JAD6	GMCAR 2018-3 A3	19,720.04	07/18/2018	05/16/2023	19,715.44	24.81	19,815.86	19,840.67
ABS	362569AD7	GMALT 2020-3 A4	65,000.00	09/29/2020	10/21/2024	64,990.90	10.13	65,158.41	65,168.54
ABS	36260KAC8	GMCAR 2020-4 A3	85,000.00	10/14/2020	08/18/2025	84,981.84	13.46	85,082.83	85,096.28
ABS	36261RAD0	GMALT 2021-1 A4	70,000.00	02/24/2021	02/20/2025	69,989.43	7.06	69,960.75	69,967.81
ABS	380140AC7	GMCAR 213 A3	105,000.00	07/21/2021	06/16/2026	104,993.51	21.00	104,870.07	104,891.07
ABS	44891RAC4	HART 2020-C A3	275,000.00	10/28/2020	05/15/2025	274,936.67	46.44	275,168.32	275,214.77
ABS	44933LAC7	HART 2021-A A3	65,000.00	04/28/2021	09/15/2025	64,993.16	10.98	64,958.93	64,969.91
ABS	47787NAC3	JDOT 2020-B A3	60,000.00	07/22/2020	11/15/2024	59,990.86	13.60	60,121.81	60,135.41
ABS	65479CAD0	NAROT 2020-B A3	110,000.00	06/30/2020	07/15/2024	109,996.99	26.89	110,262.96	110,289.85
ABS	89237VAB5	TAOT 2020-C A3	100,000.00	07/27/2020	10/15/2024	99,992.30	19.56	100,180.07	100,199.62
ABS	89238EAD8	TLOT 21A A4	65,000.00	04/21/2021	08/20/2025	64,986.42	9.93	65,006.50	65,016.43
ABS	92290BAA9	VZOT 2020-B A	150,000.00	08/12/2020	02/20/2025	149,968.50	21.54	150,341.12	150,362.66
ABS	92348TAA2	VZOT 2020-A A1A	125,000.00	01/29/2020	07/22/2024	124,985.36	70.66	126,643.43	126,714.09
ABS			2,633,101.33			2,632,673.82	840.07	2,642,106.21	2,642,946.28

AGCY BOND (FEDERAL AGENCY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
AGCY BOND	3130AJHU6	FEDERAL HOME LOAN BANKS	275,000.00	04/16/2020	04/14/2025	273,636.00	637.85	273,422.88	274,060.72
AGCY BOND	3130AK5E2	FEDERAL HOME LOAN BANKS	115,000.00	09/11/2020	09/04/2025	114,655.00	32.34	112,966.46	112,998.80
AGCY BOND	3135G03U5	FEDERAL NATIONAL MORTGAGE ASSOCIATION	275,000.00	04/24/2020	04/22/2025	274,433.50	759.11	274,619.95	275,379.06
AGCY BOND	3135G04Z3	FEDERAL NATIONAL MORTGAGE ASSOCIATION	275,000.00	06/19/2020	06/17/2025	274,430.75	397.22	272,944.65	273,341.87
AGCY BOND	3135G05X7	FEDERAL NATIONAL MORTGAGE ASSOCIATION	275,000.00	08/27/2020	08/25/2025	273,713.00	103.13	270,795.88	270,897.00
AGCY BOND	3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION	275,000.00	11/12/2020	11/07/2025	274,015.50	550.00	270,867.85	271,417.85
AGCY BOND	3135G06H1	FEDERAL NATIONAL MORTGAGE ASSOCIATION	250,000.00	11/25/2020	11/27/2023	249,715.00	215.28	249,601.00	249,816.28
AGCY BOND	3135G0U92	FEDERAL NATIONAL MORTGAGE ASSOCIATION	250,000.00	01/11/2019	01/11/2022	249,820.00	1,458.33	251,774.75	253,233.08
AGCY BOND	3137EAE6	FEDERAL HOME LOAN MORTGAGE CORP	275,000.00	05/07/2020	05/05/2023	274,884.50	418.23	275,637.45	276,055.68
AGCY BOND	3137EAE54	FEDERAL HOME LOAN MORTGAGE CORP	275,000.00	06/26/2020	06/26/2023	274,197.00	181.42	275,051.15	275,232.57
AGCY BOND	3137EAEU9	FEDERAL HOME LOAN MORTGAGE CORP	350,000.00	07/23/2020	07/21/2025	348,257.00	255.21	344,514.80	344,770.01
AGCY BOND	3137EAEV7	FEDERAL HOME LOAN MORTGAGE CORP	800,000.00	08/21/2020	08/24/2023	799,184.00	205.56	799,782.40	799,987.96
AGCY BOND	3137EAEW5	FEDERAL HOME LOAN MORTGAGE CORP	340,000.00	09/04/2020	09/08/2023	340,062.09	54.31	339,774.58	339,828.89
AGCY BOND	3137EAEW5	FEDERAL HOME LOAN MORTGAGE CORP	460,000.00	09/04/2020	09/08/2023	459,848.20	73.47	459,695.02	459,768.49
AGCY BOND	3137EAEX3	FEDERAL HOME LOAN MORTGAGE CORP	550,000.00	09/25/2020	09/23/2025	548,344.50	45.83	541,209.90	541,255.73
AGCY BOND	3137EAEY1	FEDERAL HOME LOAN MORTGAGE CORP	260,000.00	10/16/2020	10/16/2023	259,030.20	148.96	259,051.52	259,200.48
AGCY BOND	3137EAEZ8	FEDERAL HOME LOAN MORTGAGE CORP	275,000.00	11/05/2020	11/06/2023	274,752.50	276.91	274,572.93	274,849.83
AGCY BOND			5,575,000.00			5,562,978.74	5,813.16	5,546,281.15	5,552,094.31

CD (CERTIFICATE OF DEPOSIT)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CD	22555CDV0	CREDIT AGRICOLE CORPORATE AND INVESTMENT BANK, NE	250,000.00	04/04/2019	04/01/2022	250,000.00	3,517.85	253,348.25	256,866.10
CD	22555G3C2	CREDIT SUISSE AG, NEW YORK BRANCH	200,000.00	03/23/2021	03/17/2023	200,000.00	629.33	200,599.20	201,228.53
CD	23341VZT1	DNB BANK ASA, NEW YORK BRANCH	275,000.00	12/06/2019	12/02/2022	275,000.00	1,885.58	280,822.85	282,708.43
CD	65558TLL7	NORDEA BANK ABP, NEW YORK BRANCH	275,000.00	08/29/2019	08/26/2022	275,000.00	508.75	279,058.73	279,567.48
CD	83050PD7	SKANDINAVISKA ENSKILDA BANKEN AB (PUBL	275,000.00	09/03/2019	08/26/2022	275,000.00	511.50	279,083.48	279,594.98
CD	86565CKU2	SUMITOMO MITSUI BANKING CORPORATION, NEW YORK BR	250,000.00	07/14/2020	07/08/2022	250,000.00	2,158.33	250,964.75	253,123.08
CD	---	---	1,525,000.00	---	09/07/2022	1,525,000.00	9,211.35	1,543,877.25	1,553,088.60

CORP (CORPORATE NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CORP	023135BWS	AMAZON.COM INC	245,000.00	05/12/2021	05/12/2024	244,642.30	425.69	244,510.98	244,936.67
CORP	02665WCZ2	AMERICAN HONDA FINANCE CORP	250,000.00	06/28/2019	06/27/2024	249,660.00	1,566.67	260,931.25	262,497.92
CORP	037833DT4	APPLE INC	275,000.00	05/13/2020	05/11/2025	275,552.75	1,203.13	276,686.58	277,889.70
CORP	05531FBH5	TRUIST FINANCIAL CORP	250,000.00	08/05/2019	08/01/2024	250,415.00	1,041.67	263,129.75	264,171.42
CORP	05565EBU8	BMW US CAPITAL LLC	55,000.00	08/12/2021	08/12/2024	54,995.05	56.15	55,079.09	55,135.24
CORP	05565EBW4	BMW US CAPITAL LLC	150,000.00	08/16/2021	08/12/2026	149,955.00	255.21	149,779.50	150,034.71
CORP	06051GJD2	BANK OF AMERICA CORP	200,000.00	07/27/2021	06/19/2026	200,918.00	747.43	199,431.20	200,178.63
CORP	06051GJR1	BANK OF AMERICA CORP	200,000.00	04/22/2021	04/22/2025	200,000.00	862.13	201,118.40	201,980.53
CORP	06406RAL1	BANK OF NEW YORK MELLON CORP	100,000.00	01/28/2020	10/24/2024	100,440.00	915.83	103,895.50	104,811.33
CORP	14913R2D8	CATERPILLAR FINANCIAL SERVICES CORP	200,000.00	07/08/2020	07/07/2023	199,888.00	303.33	200,544.20	200,847.53
CORP	24422ETL3	JOHN DEERE CAPITAL CORP	115,000.00	03/15/2017	01/06/2022	114,492.85	719.55	115,731.52	116,451.06
CORP	24422EUQ0	JOHN DEERE CAPITAL CORP	50,000.00	01/10/2019	01/10/2022	49,952.00	360.00	50,429.30	50,789.30
CORP	24422EVU0	JOHN DEERE CAPITAL CORP	90,000.00	09/10/2021	09/10/2024	89,941.50	32.81	90,007.38	90,040.19
CORP	25468JFK7	WALT DISNEY CO	270,000.00	09/06/2019	08/30/2024	268,898.40	406.88	278,276.58	278,683.46
CORP	38141EC23	GOLDMAN SACHS GROUP INC	250,000.00	07/11/2019	07/08/2024	261,645.00	2,210.10	269,028.00	271,247.10
CORP	46647PBB1	JPMORGAN CHASE & CO	100,000.00	03/22/2019	04/01/2023	100,000.00	1,603.50	101,367.30	102,970.80
CORP	46647PBS4	JPMORGAN CHASE & CO	100,000.00	09/16/2020	09/16/2024	100,000.00	27.21	100,202.60	100,229.81
CORP	46647PCH7	JPMORGAN CHASE & CO	205,000.00	06/01/2021	06/01/2025	205,000.00	563.07	204,165.86	204,728.92
CORP	69347SAV7	PNC FINANCIAL SERVICES GROUP INC	250,000.00	02/15/2019	01/23/2024	251,780.00	1,652.78	265,919.00	267,571.78
CORP	69371RP75	PACCAR FINANCIAL CORP	100,000.00	03/01/2019	03/01/2022	99,912.00	237.50	101,078.80	101,316.30
CORP	69371RR40	PACCAR FINANCIAL CORP	105,000.00	08/09/2021	08/09/2024	104,943.30	75.83	104,506.29	104,582.12
CORP	808513BN4	CHARLES SCHWAB CORP	85,000.00	03/18/2021	03/18/2024	84,957.50	23.02	85,308.98	85,332.00
CORP	89236GTG6	TOYOTA MOTOR CREDIT CORP	125,000.00	05/26/2020	02/13/2025	126,221.25	300.00	128,267.13	128,567.13
CORP	89236GTG6	TOYOTA MOTOR CREDIT CORP	50,000.00	05/26/2020	02/13/2025	50,488.50	120.00	51,306.85	51,426.85
CORP	89236GTG6	TOYOTA MOTOR CREDIT CORP	25,000.00	05/26/2020	02/13/2025	25,348.00	60.00	25,653.43	25,713.43
CORP	91324PEC2	UNITEDHEALTH GROUP INC	200,000.00	05/19/2021	05/15/2026	199,652.00	843.33	200,075.00	200,918.33
CORP			4,045,000.00			4,059,698.40	16,621.81	4,126,430.44	4,143,052.25

FHLMC (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FHLMC	3132CWMM3	FH SB0364	251,554.48	06/25/2021	06/01/2035	271,049.95	733.70	269,586.57	270,320.27
FHLMC	3137BGK24	FHMS K-043 A2	175,000.00	03/25/2020	12/25/2024	183,667.97	446.54	186,998.00	187,444.54
FHLMC	3137BM6P6	FHMS K-721 A2	123,797.32	04/09/2018	08/25/2022	124,851.53	318.78	125,612.19	125,930.96
FHLMC	3137F62S5	FHMS K-J31 A1	107,135.44	10/29/2020	05/25/2026	107,135.29	50.80	106,431.56	106,482.36
FHLMC	3137FKK39	FHMS K-P05 A	10,005.40	12/17/2018	07/25/2023	10,005.37	26.71	10,320.17	10,346.88
FHLMC	3137FQ3V3	FHMS K-J27 A1	56,049.63	11/26/2019	07/25/2024	56,048.28	97.71	57,293.37	57,391.08
FHLMC			723,542.26			752,756.39	1,674.24	756,241.85	757,916.09

FHLMC CMO (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FHLMC CMO	3137F7DH5	FHR 5048 B	223,031.55	11/30/2020	05/25/2033	225,854.30	185.86	222,261.10	222,446.96
FHLMC CMO			223,031.55			225,854.30	185.86	222,261.10	222,446.96

FNMA (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FNMA	3140K7XA6	FN BP0672	240,240.72	05/18/2021	03/01/2035	257,432.94	600.60	259,450.28	260,050.88
FNMA	31400GK6	FN CA8400	254,691.41	03/22/2021	12/01/2035	278,648.32	742.85	274,153.95	274,896.80
FNMA	3140X92C8	FN FM6170	234,639.88	06/25/2021	07/01/2035	254,290.97	782.13	250,933.09	251,715.22
FNMA	3140X9K46	FN FM5714	186,544.34	03/25/2021	11/01/2035	203,216.73	621.81	200,226.45	200,848.26
FNMA	3140XALC4	FN FM6622	284,656.97	03/29/2021	02/01/2036	299,334.59	593.04	301,680.35	302,273.38

FNMA			1,200,773.30			1,292,923.56	3,340.43	1,286,444.11	1,289,784.55
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MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER.US TRS MM Y	601,437.88	---	09/30/2021	601,437.88	0.00	601,437.88	601,437.88

MMFUND			601,437.88			601,437.88	0.00	601,437.88	601,437.88
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MUNI (MUNICIPAL BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MUNI	13017HAK2	CALIFORNIA EARTHQUAKE AUTH REV	55,000.00	11/24/2020	07/01/2023	55,000.00	203.09	55,869.00	56,072.09
MUNI	13077DQD7	CALIFORNIA ST UNIV REV	75,000.00	07/29/2021	11/01/2025	75,000.00	111.34	73,977.00	74,088.34
MUNI	157411TK5	CHAFFEY CALIF JT UN HIGH SCH DIST	60,000.00	12/05/2019	08/01/2024	60,000.00	210.10	62,046.00	62,256.10
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	55,000.00	09/16/2020	07/01/2025	55,388.85	172.98	55,584.65	55,757.63
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	75,000.00	09/16/2020	07/01/2025	75,497.25	235.88	75,797.25	76,033.13
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	130,000.00	09/16/2020	07/01/2025	130,000.00	408.85	131,381.90	131,790.75
MUNI	54438CYK2	LOS ANGELES CALIF CMNTY COLLEGE DIST	115,000.00	11/10/2020	08/01/2025	115,000.00	148.16	114,448.00	114,596.16
MUNI	60412AVJ9	MINNESOTA ST	85,000.00	08/25/2020	08/01/2025	85,000.00	89.25	84,839.35	84,928.60
MUNI	646140DP5	NEW JERSEY ST TPK AUTH TPK REV	55,000.00	02/04/2021	01/01/2026	55,000.00	143.96	54,652.95	54,796.91
MUNI	650036DT0	NEW YORK ST URBAN DEV CORP REV	275,000.00	12/23/2020	03/15/2025	275,000.00	106.33	274,340.00	274,446.33
MUNI	798306WN2	SAN JUAN CALIF UNI SCH DIST	125,000.00	10/29/2020	08/01/2024	125,000.00	146.25	125,107.50	125,253.75

MUNI			1,105,000.00			1,105,886.10	1,976.18	1,108,043.60	1,110,019.78
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US GOV (U.S. TREASURY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
US GOV	912828N30	UNITED STATES TREASURY	700,000.00	12/13/2018	12/31/2022	682,664.06	3,759.17	717,281.25	721,040.42
US GOV	912828N30	UNITED STATES TREASURY	1,600,000.00	01/10/2019	12/31/2022	1,576,937.50	8,592.39	1,639,500.00	1,648,092.39
US GOV	912828N30	UNITED STATES TREASURY	850,000.00	01/31/2019	12/31/2022	836,519.53	4,564.71	870,984.38	875,549.08
US GOV	912828R69	UNITED STATES TREASURY	200,000.00	04/05/2019	05/31/2023	194,554.69	1,092.21	204,656.25	205,748.46
US GOV	912828R69	UNITED STATES TREASURY	550,000.00	05/03/2019	05/31/2023	536,765.62	3,003.59	562,804.69	565,808.27
US GOV	912828T91	UNITED STATES TREASURY	850,000.00	07/08/2019	10/31/2023	842,628.91	5,780.23	873,375.00	879,155.23
US GOV	912828T91	UNITED STATES TREASURY	625,000.00	10/04/2019	10/31/2023	628,588.87	4,250.17	642,187.50	646,437.67
US GOV	912828T91	UNITED STATES TREASURY	700,000.00	09/07/2018	08/15/2022	670,632.81	1,452.79	709,406.25	710,859.04
US GOV	912828X47	UNITED STATES TREASURY	1,300,000.00	05/07/2018	04/30/2022	1,258,460.94	10,200.41	1,313,609.38	1,323,809.78
US GOV	912828XC3	UNITED STATES TREASURY	1,050,000.00	11/06/2019	06/30/2024	1,071,246.10	5,307.07	1,093,968.75	1,099,275.82
US GOV	912828XC3	UNITED STATES TREASURY	425,000.00	12/05/2019	06/30/2024	431,375.00	2,148.10	442,796.88	444,944.97
US GOV	912828XC3	UNITED STATES TREASURY	125,000.00	01/07/2020	06/30/2024	126,840.82	631.79	130,234.38	130,866.17
US GOV	912828XC3	UNITED STATES TREASURY	175,000.00	02/07/2020	06/30/2024	179,750.98	884.51	182,328.13	183,212.64
US GOV	912828XC3	UNITED STATES TREASURY	450,000.00	03/06/2020	06/30/2024	471,919.92	2,274.46	468,843.75	471,118.21
US GOV	912828Y10	UNITED STATES TREASURY	250,000.00	08/07/2020	12/31/2024	267,207.03	1,105.64	259,335.94	260,441.58

US GOV			9,850,000.00			9,776,092.78	55,047.23	10,111,312.50	10,166,359.73
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SUMMARY

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	27,481,886.33			27,535,301.96	94,710.33	27,944,436.09	28,039,146.42

* Grouped by: Security Type
 * Groups Sorted by: Security Type
 * Weighted by: Base Market Value + Accrued
 * Holdings Displayed by: Lo



Report: GAAP Trading Activity
 Account: SAM Transit District Agg (136232)
 Date: 09/01/2021 - 09/30/2021

* Does not Lock Down

Account	Identifier	Description	Original Units	Current Units	Currency	Coupon Rate	Transaction Type	Status	Trade Date	Settle Date	Post Date	Final Maturity	Broker/Dealer	Price	Principal	Accrued Interest	Realized Gain/Loss	Commission	Amount
SAM TR Reserve Fund	1431FAD1	CARMX 2018-3 A3	0.00	(18,312.49) USD		3.130	Principal Paydown	Settled	09/15/2021	09/15/2021	09/15/2021	06/15/2023	Direct		(18,312.49)	0.00	(0.00)	0.00	18,312.49
SAM Parantant Fund	1431FAD1	CARMX 2018-3 A3	0.00	(4,796.13) USD		3.130	Principal Paydown	Settled	09/15/2021	09/15/2021	09/15/2021	06/15/2023	Direct		(4,796.13)	0.00	0.00	0.00	4,796.13
SAM TR Reserve Fund	2442EVU0	JOHN DEERE CAPITAL CORP	485,000.00	485,000.00 USD		0.625	Buy	Settled	09/07/2021	09/10/2021	09/10/2021	09/10/2024	HSBC SECURITIES (USA) FND INC	99.935	484,684.75	0.00	0.00	0.00	(484,684.75)
SAM Parantant Fund	2442EVU0	JOHN DEERE CAPITAL CORP	90,000.00	90,000.00 USD		0.625	Buy	Settled	09/07/2021	09/10/2021	09/10/2021	09/10/2024	HSBC SECURITIES (USA) FND INC	99.935	89,941.50	0.00	0.00	0.00	(89,941.50)
SAM TR Reserve Fund	254683CP	DCENT 2021-1 A	890,000.00	890,000.00 USD		0.580	Buy	Settled	09/20/2021	09/27/2021	09/27/2021	09/16/2024	CITIGROUP GLOBAL MARKETS INC.	99.979	889,809.45	0.00	0.00	0.00	(889,809.45)
SAM Parantant Fund	254683CP	DCENT 2021-1 A	155,000.00	155,000.00 USD		0.580	Buy	Settled	09/20/2021	09/27/2021	09/27/2021	09/16/2024	CITIGROUP GLOBAL MARKETS INC.	99.979	154,966.81	0.00	0.00	0.00	(154,966.81)
SAM TR Reserve Fund	3132CWMM3	FH SB004	0.00	(32,092.17) USD		3.500	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	06/01/2035	Direct		(32,092.17)	0.00	(0.00)	0.00	32,092.17
SAM Parantant Fund	3132CWMM3	FH SB004	0.00	(5,956.78) USD		3.500	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	06/01/2035	Direct		(5,956.78)	0.00	(0.00)	0.00	5,956.78
SAM TR Reserve Fund	3132QWZ2	FHS 370 A3	0.00	(56,278.61) USD		1.000	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	09/25/2033	Direct		(56,278.61)	0.00	0.00	0.00	56,278.61
SAM Parantant Fund	3134B1XP4	FNA 2018-MS A2	0.00	(17.50) USD		3.500	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	09/25/2021	Direct		(17.50)	0.00	(0.03)	0.00	17.36
SAM TR Reserve Fund	3134B1XP4	FNA 2018-MS A2	0.00	(4.79) USD		3.500	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	09/25/2021	Direct		(4.80)	0.00	0.02	0.00	4.80
SAM Parantant Fund	3137BM9P6	FHMS K-721 A2	0.00	(725.41) USD		3.090	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	08/25/2022	Direct		(725.41)	0.00	0.00	0.00	725.41
SAM TR Reserve Fund	3137BM9P6	FHMS K-721 A2	0.00	(209.50) USD		3.090	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	08/25/2022	Direct		(209.50)	0.00	(0.00)	0.00	209.50
SAM Parantant Fund	3137F6Z55	FHMS K-J11 A1	0.00	(1,071.91) USD		0.569	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	05/25/2026	Direct		(1,071.91)	0.00	0.00	0.00	1,071.91
SAM TR Reserve Fund	3137F6Z55	FHMS K-J11 A1	0.00	(252.81) USD		0.569	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	05/25/2026	Direct		(252.81)	0.00	0.00	0.00	252.81
SAM Parantant Fund	3137FDH15	FHR 5048 B	0.00	(24,613.15) USD		1.000	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	05/25/2033	Direct		(24,613.15)	0.00	0.00	0.00	24,613.15
SAM TR Reserve Fund	3137FDH15	FHR 5048 B	0.00	(5,206.63) USD		1.000	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	05/25/2033	Direct		(5,206.63)	0.00	0.00	0.00	5,206.63
SAM Parantant Fund	3137FKK39	FHMS K-P05 A	0.00	(84.97) USD		3.203	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	07/25/2023	Direct		(84.97)	0.00	0.00	0.00	84.97
SAM TR Reserve Fund	3137FKK39	FHMS K-P05 A	0.00	(24.14) USD		3.203	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	07/25/2023	Direct		(24.14)	0.00	0.00	0.00	24.14
SAM Parantant Fund	3137Q1V3	FHMS K-J27 A1	0.00	(3,105.18) USD		2.092	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	07/25/2024	Direct		(3,105.18)	0.00	(0.00)	0.00	3,105.18
SAM TR Reserve Fund	3137Q1V3	FHMS K-J27 A1	0.00	(806.54) USD		2.092	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	07/25/2024	Direct		(806.54)	0.00	(0.00)	0.00	806.54
SAM Parantant Fund	3140K7CA6	FN BP0672	0.00	(27,555.91) USD		3.000	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	03/01/2035	Direct		(27,555.91)	0.00	0.00	0.00	27,555.91
SAM TR Reserve Fund	3140K7CA6	FN BP0672	0.00	(4,862.81) USD		3.000	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	03/01/2035	Direct		(4,862.81)	0.00	0.00	0.00	4,862.81
SAM Parantant Fund	3140Q8CN6	FN CA8400	0.00	(81,164.16) USD		3.500	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	12/01/2035	Direct		(81,164.16)	0.00	(0.00)	0.00	81,164.16
SAM TR Reserve Fund	3140Q8CN6	FN CA8400	0.00	(15,886.25) USD		3.500	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	12/01/2035	Direct		(15,886.25)	0.00	0.00	0.00	15,886.25
SAM Parantant Fund	3140X9ZC8	FN FM6170	0.00	(61,373.22) USD		4.000	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	07/01/2035	Direct		(61,373.22)	0.00	0.00	0.00	61,373.22
SAM TR Reserve Fund	3140X9ZC8	FN FM6170	0.00	(11,507.48) USD		4.000	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	07/01/2035	Direct		(11,507.48)	0.00	0.00	0.00	11,507.48
SAM Parantant Fund	3140X9K46	FN FM5714	0.00	(24,866.84) USD		4.000	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	11/01/2035	Direct		(24,866.84)	0.00	(0.00)	0.00	24,866.84
SAM TR Reserve Fund	3140X9K46	FN FM5714	0.00	(4,440.51) USD		4.000	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	11/01/2035	Direct		(4,440.51)	0.00	0.00	0.00	4,440.51
SAM Parantant Fund	3140XALC4	FN FM6622	0.00	(23,285.90) USD		2.500	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	02/01/2036	Direct		(23,285.90)	0.00	(0.00)	0.00	23,285.90
SAM TR Reserve Fund	3140XALC4	FN FM6622	0.00	(4,366.11) USD		2.500	Principal Paydown	Settled	09/01/2021	09/01/2021	09/27/2021	02/01/2036	Direct		(4,366.11)	0.00	0.00	0.00	4,366.11
SAM Parantant Fund	31846V334	FIRST AMERIS TRS MM Y	6,062,000.57	6,062,000.57 USD		0.000	Buy	Settled	---	---	---	09/30/2021	Direct	1,000	6,062,000.57	0.00	0.00	0.00	(6,062,000.57)
SAM TR Reserve Fund	31846V334	FIRST AMERIS TRS MM Y	(5,493,003.91)	(5,493,003.91) USD		0.000	Sell	Settled	---	---	---	09/30/2021	Direct	1,000	(5,493,003.91)	0.00	0.00	0.00	5,493,003.91
SAM Parantant Fund	31846V334	FIRST AMERIS TRS MM Y	16,449.40	16,449.40 USD		0.000	Buy	Settled	---	---	---	09/30/2021	Direct	1,000	16,449.40	0.00	0.00	0.00	(16,449.40)
SAM TR Reserve Fund	31846V334	FIRST AMERIS TRS MM Y	(185,956.60)	(185,956.60) USD		0.000	Sell	Settled	---	---	---	09/30/2021	Direct	1,000	(185,956.60)	0.00	0.00	0.00	185,956.60
SAM Parantant Fund	36255AD6	GMCAE 2018-3 A3	0.00	(14,591.48) USD		3.020	Principal Paydown	Settled	09/16/2021	09/16/2021	09/16/2021	05/16/2023	Direct		(14,591.48)	0.00	0.00	0.00	14,591.48
SAM TR Reserve Fund	62479LW14	MUFG Bank Ltd. (New York Branch)	(4,500,000.00)	(4,500,000.00) USD		0.000	Maturity	Settled	09/17/2021	09/17/2021	09/17/2021	09/17/2021	Maturity	100,000	(4,500,000.00)	0.00	0.00	0.00	4,500,000.00
SAM Parantant Fund	637379H19	Nations, New York Branch	(1,500,000.00)	(1,500,000.00) USD		0.000	Maturity	Settled	09/17/2021	09/17/2021	09/17/2021	09/17/2021	Maturity	100,000	(1,500,000.00)	0.00	0.00	0.00	1,500,000.00
SAM TR Reserve Fund	892367K2	TOYOTA MOTOR CREDIT CORP	260,000.00	260,000.00 USD		1.125	Buy	Settled	09/08/2021	09/13/2021	09/13/2021	06/18/2026	JP MORGAN SECURITIES LLC	99.778	259,422.80	690.63	0.00	0.00	(260,113.43)
SAM Parantant Fund	91282806	UNITED STATES TREASURY	4,000,000.00	4,000,000.00 USD		2.250	Buy	Settled	09/28/2021	09/29/2021	09/29/2021	04/30/2024	BNP SECURITIES	104.633	4,185,312.50	37,173.91	0.00	0.00	(4,222,486.41)
			279,489.46	(182,347.31) USD		0.493						08/25/2022			31,790.52	37,864.54	(0.02)	0.00	(69,655.06)

* Weighted by Absolute Value of Principal

* MMF transactions are collapsed

* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down. While these reports can be useful tools in understanding recent activity, due to their dynamic nature we do not recommend using them for booking journal entries or reconciliation.

Glossary of Terms

Accrued Interest - The interest that has accumulated on a bond since the last interest payment up to, but not including, the settlement date
Accrued interest occurs as a result of the difference in timing of cash flows and the measurement of these cash flows

Amortized Cost - The amount at which an investment is acquired, adjusted for accretion, amortization, and collection of cash

Book Yield - The measure of a bond's recurring realized investment income that combines both the bond's coupon return plus its amortization

Average Credit Rating - The average credit worthiness of a portfolio, weighted in proportion to the dollar amount that is invested in the portfolio

Convexity - The relationship between bond prices and bond yields that demonstrates how the duration of a bond changes as the interest rate changes

Credit Rating - An assessment of the credit worthiness of an entity with respect to a particular financial obligation. The credit rating is inversely related to the possibility of debt default.

Duration - A measure of the exposure to interest rate risk and sensitivity to price fluctuation of fixed-income investments
Duration is expressed as a number of years.

Income Return - The percentage of the total return generated by the income from interest or dividends

Original Cost - The original cost of an asset takes into consideration all of the costs that can be attributed to its purchase and to putting the asset to use

Par Value - The face value of a bond. Par value is important for a bond or fixed-income instrument because it determines its maturity value as well as the dollar value of coupon payments.

Price Return - The percentage of the total return generated by capital appreciation due to changes in the market price of an asset

Short-Term Portfolio - The city's investment portfolio whose securities' average maturity is between 1 and 5 years

Targeted-Maturities Portfolio - The city's investment portfolio whose securities' average maturity is between 0 and 3 years

Total Return - The actual rate of return of an investment over a given evaluation period. Total return is the combination of income and price return

Unrealized Gains/(Loss) - A profitable/(losing) position that has yet to be cashed in. The actual gain/(loss) is not realized until the position is closed
A position with an unrealized gain may eventually turn into a position with an unrealized loss, as the market fluctuates and vice versa

Weighted Average Life (WAL) - The average number of years for which each dollar of unpaid principal on an investment remains outstanding, weighted by the size of each principal payment

Yield - The income return on an investment. This refers to the interest or dividends received from a security and is expressed as a percentage based on the investment's cost and its current market value.

Yield to Maturity at Cost (YTM @ Cost) - The internal rate of return of a security given the amortized price as of the report date and future expected cash flows

Yield to Maturity at Market (YTM @ Market) - The internal rate of return of a security given the market price as of the report date and future expected cash flows

Years to Effective Maturity - The average time it takes for securities in a portfolio to mature, taking into account the possibility that any of the bonds might be called back to the issuer

Years to Final Maturity - The average time it takes for securities in a portfolio to mature, weighted in proportion to the dollar amount that is invested in the portfolio
Weighted average maturity measures the sensitivity of fixed-income portfolios to interest rate changes.

SAN MATEO COUNTY TRANSIT DISTRICT
SUMMARY OF BUDGET ACTIVITY FOR SEPTEMBER 2021

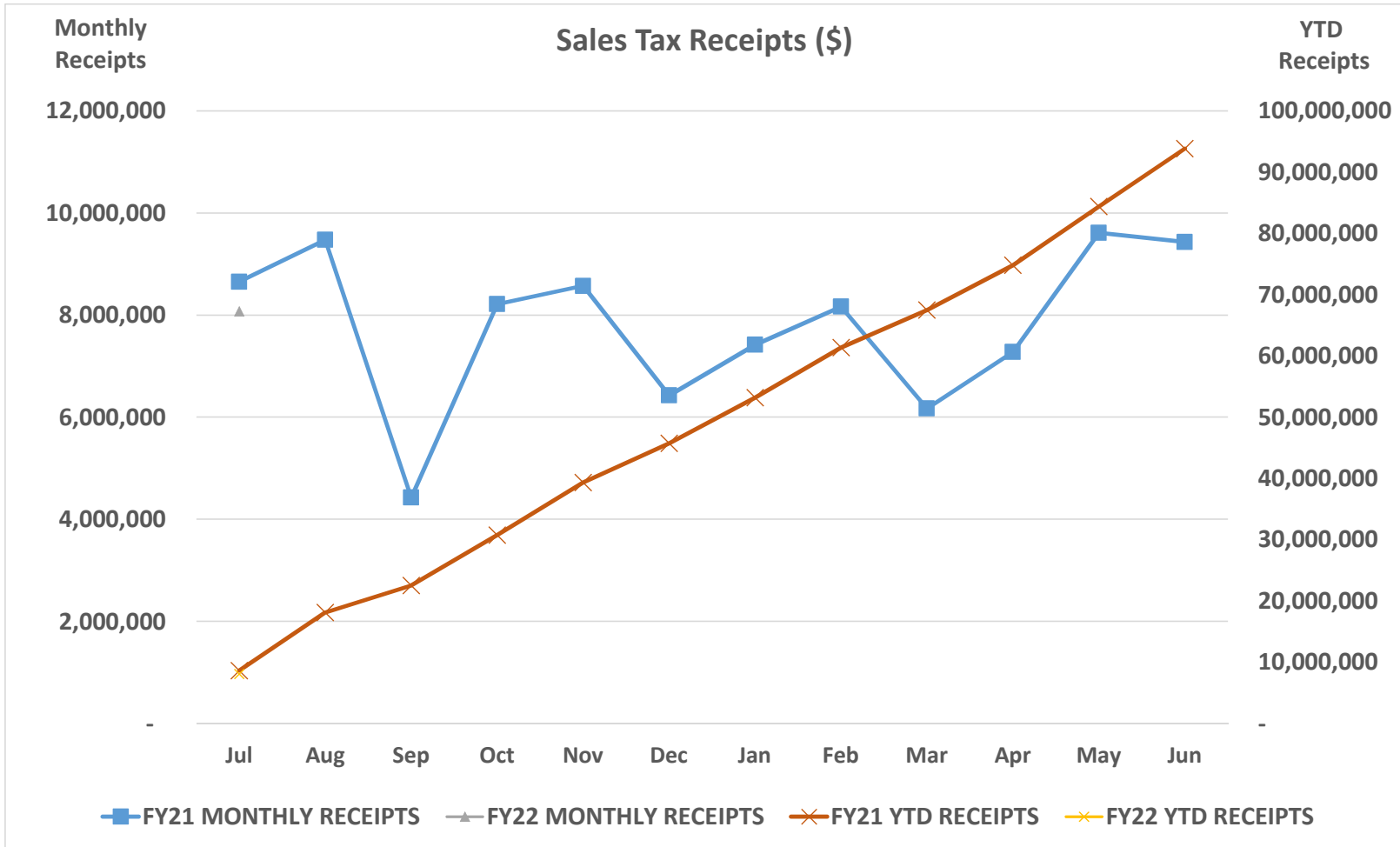
BUDGET AMENDMENTS

	Amount	Line Item		Description
Sep-21			Line	
				No Budget Amendments for SEPTEMBER 2021
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

BUDGET REVISIONS

	Amount	Line Item		Description
Sep-21				No Budget Revisions for SEPTEMBER 2021
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2022
Measure A Sales Tax
September 2021**



* Sales tax receipts are received and reconciled two months in arrears
with a quarterly true up by the State of California also two months in arrears

SAN MATEO COUNTY TRANSIT DISTRICT
Monthly Sales Tax Receipts
FY2022
September 2021

	FY21 MONTHLY RECEIPTS	FY22 MONTHLY RECEIPTS*	MONTHLY % Change	FY21 YTD RECEIPTS	FY22 YTD RECEIPTS	YTD % Change
Jul	8,652,560	8,073,453	(6.7%)	8,652,560	8,073,453	(6.7%)
Aug	9,475,233		(100.0%)	18,127,793		(100.0%)
Sep	4,423,442		(100.0%)	22,551,235		(100.0%)
Oct	8,212,521		(100.0%)	30,763,756		(100.0%)
Nov	8,570,674		(100.0%)	39,334,430		(100.0%)
Dec	6,428,114		(100.0%)	45,762,544		(100.0%)
Jan	7,420,385		(100.0%)	53,182,929		(100.0%)
Feb	8,162,508		(100.0%)	61,345,438		(100.0%)
Mar	6,167,874		(100.0%)	67,513,312		(100.0%)
Apr	7,276,146		(100.0%)	74,789,458		(100.0%)
May	9,612,109		(100.0%)	84,401,567		(100.0%)
Jun	9,431,782		(100.0%)	93,833,349		(100.0%)
Total	<u>93,833,349</u>	<u>8,073,453</u>				

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Carter Mau
Acting General Manger/CEO

FROM: Derek Hansel
Chief Financial Officer

David Olmeda
Chief Operating Officer, Bus

SUBJECT: **AWARD OF CONTRACT FOR PHYSICAL INVENTORY SERVICES**

ACTION

Staff proposes the Board:

1. Award a contract to Records Consultants, Inc. (RCI) of San Antonio, Texas for physical inventory services (Services) for a not-to-exceed amount of \$216,000 for a three-year base term.
2. Authorize the Acting General Manager/CEO or designee to execute a contract with RCI in full conformity with the terms and conditions set forth in the solicitation documents and negotiated agreement, and in a form approved by legal counsel.
3. Authorize the Acting General Manager/CEO or designee to exercise up to two, successive one-year option terms, at a not-to-exceed aggregate total cost of \$151,200, if deemed in the best interest of the District.
4. Authorize the Acting General Manager/CEO or designee to exercise a contingency authority up to 20 percent of the total Board of Director (Board)-authorized contract amount.

SIGNIFICANCE

Approval of the above actions will provide the San Mateo County Transit District (District) with a dedicated contractor to perform annual physical inventory counting and reporting of the District's rolling stock, replacement parts inventory and capital assets.

BUDGET IMPACT

Funds to support the award of this contract have already been included in the adopted Fiscal Year 2022 Operating Budget. No additional funding is required for this contract award.

BACKGROUND

The District has an on-going need for the Services, consisting of physical inventory counting, and the completion and submission of annual inventory audit reports to fulfill Federal audit requirements.

A joint Request for Proposals (RFP), solicitation number 21-S-J-S-069, for the Services was issued July 9, 2021 by the District and the Peninsula Corridor Joint Powers Board (JPB). The solicitation was advertised on the District's and JPB's websites. Solicitation notices were sent to interested firms and small and disadvantaged business enterprises (SBEs and DBEs, respectively). As part of the outreach effort, staff published a notice of upcoming solicitation on the agencies' e-Procurement websites prior to issuing the solicitation. Two proposals were received from:

1. Records Consultants, Inc., San Antonio, TX
2. Scintech Associates, Inc., Livermore, CA

A Selection Committee (Committee), comprised of qualified staff representing the District and JPB, reviewed and scored the proposals in accordance with the following weighted criteria:

	Points
• Approach to Providing Services	30
• Company Qualifications, Experience & References	25
• Qualifications and Experience of Key Personnel	25
• Reasonableness of Cost	20
• Small Business Enterprise (SBE) Preference	5

Following the initial proposal review, the Committee found both firms were responsive and within the competitive range, and invited both firms to proceed in the evaluation selection process, including interviews. Upon completion of interviews, the Committee identified RCI as the highest-ranked proposer and further determined RCI is best-positioned to meet the District's needs, as detailed in the RFP scope of services and RCI's proposal.

The Project Manager completed reference checks and found RCI to be in good standing with its clients. The incumbent for physical inventory services for the District is Scintech, whose previous contract was awarded at an estimated cost of \$238,660 for a three-year base term in 2016. Staff conducted a detailed follow-up clarification with RCI to ensure RCI understood the breadth and volume of the District's replacement bus parts inventory and associated efforts to inventory and report on findings. RCI demonstrated their understanding by providing a revised proposal with increased manpower resources and cost. Awarding a contract to RCI provides the District with a qualified, experienced firm that will provide the Services at prices that are fair and reasonable and 9.5 percent less than 2016 prices for the same Services. Therefore, staff recommends award of this contract to RCI.

Staff requests a 20 percent contingency authority for the Acting General Manager/CEO, instead of the standard 10 percent contingency, to provide flexibility to address any unforeseen additional work that may arise during the contract term.

STRATEGIC INITIATIVE

- **Priority 2:** Strengthen Fiscal Health
 - **Goal 3:** Implement existing and new best practices

- **Priority 3:** Become a More Effective Organization
 - **Goal 1:** Improve organizational performance

Procurement Administrator: Terry Loo, Procurement Administrator II
Project Manager: Jennifer Ye, Acting Director, Accounting

650-508-7788
650-622-7890

RESOLUTION NO. 2021 –

**BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT
STATE OF CALIFORNIA**

* * *

**AWARDING A THREE-YEAR CONTRACT TO RECORDS CONSULTANTS, INC. FOR
PHYSICAL INVENTORY SERVICES
FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$216,000 FOR A THREE-YEAR TERM**

WHEREAS, the San Mateo County Transit District (District) and the Peninsula Corridor Joint Powers Board jointly solicited competitive proposals from qualified firms for Physical Inventory Services; and

WHEREAS, in response to the Request for Proposals (RFP), two firms submitted proposals; and

WHEREAS, a Selection Committee (Committee) reviewed and evaluated the proposals in accordance with the criteria set forth in the RFP; and

WHEREAS, the Committee found the proposal submitted by Records Consultants, Inc. (RCI), of San Antonio, Texas, to be the highest-ranked proposal; and

WHEREAS, the Committee further determined that RCI meets all the solicitation requirements and is fully capable of providing the specified services at prices that have been deemed fair and reasonable; and

WHEREAS, staff and legal counsel have reviewed RCI's proposal and have determined it is responsive to the RFP; and

WHEREAS, the Acting General Manager/CEO recommends, and the Finance Committee concurs, that the Board of Directors (Board) (1) award a contract to RCI for a three-year term for a total not-to-exceed amount of \$216,000; (2) authorize the Acting General Manager/CEO or designee to exercise two additional one-year option

terms for an aggregate not-to-exceed amount of \$151,200, if in the best interest of the District; and (3) authorize the Acting General Manager/CEO, or designee, to exercise contingency authority of up to 20 percent of the total Board-authorized contract amount to provide flexibility to address any unforeseen additional work that may arise during the contract term.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby awards a contract to Records Consultants, Inc. of San Antonio, Texas to provide physical inventory services for a three-year term for a total not-to-exceed amount of \$216,000; and

BE IT FURTHER RESOLVED that the Board authorizes the Acting General Manager/CEO or designee to:

1. Execute a contract with RCI in full conformity with the terms and conditions of the solicitation and negotiated agreement, and in a form approved by legal counsel; and
2. Exercise two additional one-year option term for an aggregate total not-to-exceed amount of \$151,200, if in the best interest of the District; and
3. Execute amendments to the contract with RCI in a cumulative amount of up to 20 percent of the total Board-authorized contract amount.

Regularly passed and adopted this 3rd day of November, 2021 by the following

vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Carter Mau
Acting General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

David Olmeda
Chief Operating Officer, Bus

SUBJECT: **AWARD OF CONTRACT FOR OVERHEAD AND MECHANICAL DOORS
SCHEDULED MAINTENANCE SERVICES**

ACTION

Staff proposes the Board:

1. Award a contract to the lowest, responsive and responsible bidder, Frontier Building Products Pacific, Inc. (Frontier) of San Leandro, California to provide overhead and mechanical doors scheduled maintenance services (Services) for a total not-to-exceed amount of \$450,076 for a five-year term.
2. Authorize the Acting General Manager/CEO or designee to execute a contract with Frontier in full conformity with the terms and conditions of the solicitation and in a form approved by legal counsel.

SIGNIFICANCE

The inspection and maintenance of mechanical doors, grates and fire shutters at the San Mateo County Transit District's (District) Central, North Base and South Base facilities are necessary for their effective use and occupancy and are vital for safety and security.

BUDGET IMPACT

Funds are available under the approved and projected operating budgets.

BACKGROUND

An Invitation for Bids (IFB), solicitation number 21-S-S-065, was advertised in a newspaper of general circulation and on the District's e-procurement website. The Office of Civil Rights assigned a five percent Small Business Enterprises (SBE) preference. Prior to releasing the IFB, extensive outreach was conducted through direct email after searching industry websites and the State of California's SBE database. One potential bidder attended the pre-bid meeting and site walk. The IFB submittal due date was extended to allow more time for additional bidders outreach. Two bids were received as follows:

Company	Bid Amount
Independent Cost Estimate	\$400,881.35
1. Frontier Building Products Pacific, Inc., San Leandro, California	\$450,076.00
2. Nor-Cal Overhead, Inc., Brentwood, California (Non-responsive)	\$538,037.50

Frontier submitted all required bid documentation and underwent a desk audit by the Office of Civil Rights to become verified as an SBE. Staff has determined, and legal counsel concurred, that the bid submitted by Frontier is responsive. Nor-Cal Overhead, Inc.'s bid was found to be non-responsive for failure to submit a properly executed bid bond. This is a material irregularity that cannot be waived by the District.

Frontier's bid is approximately 12% more than the Independent Cost Estimate. Staff conducted a cost analysis and determined that Frontier's prices are fair and reasonable.

The previous IFB for these services was issued in March 2018, and no timely bids were received. Subsequently, staff re-issued the IFB in June 2018 and received a single bid. Staff and Legal Counsel reviewed the single bid and found it to be non-responsive for failure to submit a properly executed bid bond. On September 5, 2018, the Board rejected the single non-responsive bid and authorized the General Manager/CEO, or designee, to negotiate an agreement on the open market. Frontier is the incumbent providing these services to the District from April 2019 to April 2021.

Staff contacted Frontier's references and confirmed its experience and competency. Frontier has satisfactorily provided the Services for the District for the past two years. Based upon these findings, staff concludes that Frontier is appropriately qualified and capable of meeting the requirements of the contract and is, therefore, the lowest, responsive and responsible bidder.

STRATEGIC INITIATIVE

No strategic initiatives apply to the award of this contract.

Procurement Administrator II:
Project Manager:

Zaid Abdulmajeed
Jeff Thomas, Facilities

650-622-7820
650-508-6309

RESOLUTION NO. 2021 –

**BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT
STATE OF CALIFORNIA**

* * *

**AWARDING A CONTRACT TO FRONTIER BUILDING PRODUCTS PACIFIC, INC.
FOR OVERHEAD AND MECHANICAL DOORS SCHEDULED MAINTENANCE SERVICES FOR
A NOT-TO-EXCEED AMOUNT OF \$450,076 FOR A FIVE-YEAR TERM**

WHEREAS, the San Mateo County Transit District (District) issued an Invitation for Bids (IFB), solicitation number 21-S-S-065, for overhead and mechanical doors scheduled maintenance services (Services); and

WHEREAS, in response to the IFB, the District received two bids; and

WHEREAS, staff and Legal Counsel have reviewed the bids and determined that Frontier Building Products Pacific, Inc. (Frontier) of San Leandro, California, submitted the lowest, responsive and responsible bid; and

WHEREAS, Frontier is verified as a Small Business Enterprise (SBE) by the District's Office of Civil Rights and has met the District's requirements for the Small Business Preference; and

WHEREAS, the Acting General Manager/CEO recommends, and Finance Committee concurs, that the Board of Directors award a contract to Frontier, for a total not-to-exceed amount of \$450,076 for a five-year term.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors (Board) of the San Mateo County Transit District hereby awards a contract for overhead and mechanical doors scheduled maintenance to Frontier Building Products Pacific, Inc. for a not-to-exceed amount of \$450,076 for a five-year term; and

BE IT FURTHER RESOLVED that the Board authorizes the Acting General Manager/CEO or designee to execute a contract on behalf of the District with Frontier

in full conformity with all of the terms and conditions of the Invitation for Bids and in a form approved by legal counsel.

Regularly passed and adopted this 3rd day of November, 2021 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Carter Mau
Acting General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

David Olmeda
Chief Operating Officer, Bus

SUBJECT: **AWARD OF CONTRACT FOR FURNISHING RENEWABLE DIESEL (R99), ULTRA-LOW SULFUR DIESEL FUEL, AND FUELING SERVICES**

ACTION

Staff proposes the Board:

1. Award a cooperative purchasing contract to Western States Oil Company (Western States) of San Jose, California to furnish Renewable Diesel (R99), Ultra-Low Sulfur Diesel Fuel, and Fueling Services (Services) to the San Mateo County Transit District (District), governed by a cooperative agreement set forth and competitively procured by Santa Clara County, California (Santa Clara County Contract #CW2239583). The total estimated contract amount of \$31,627,824.00 includes an estimate of all applicable fuel taxes and associated fuel fees for the five-year term (Federal LUST tax, Federal Oil Spill, Global Warming Solutions Act, California Air Resource, sales tax, California Low Carbon Fuel, California Motor Vehicle Fuel Tax).
2. Authorize the Acting General Manager/CEO or designee to execute a cooperative purchasing contract in full conformity with the terms and conditions of Santa Clara County Contract #CW2239583 and in a form approved by legal counsel.
3. Authorize the Acting General Manager/CEO to exercise contract contingency authority for contract amendments up to 100 percent of the board-approved estimated contract amount.

SIGNIFICANCE

The Services are for SamTrans bus operations and generators for the District. Approval of the above actions will provide the District with a dedicated supplier of fuel in order to ensure uninterrupted service of SamTrans bus operations and fueling of generators. The requested Services include, but are not limited to, the provision of fuel and furnishing all services necessary for the delivery to North Base, South Base and the Central Office.

The District has seen significant fuel price increases over the past year due to the pandemic and recovery, and associated supply chain issues. Since January 2021, fuel prices increased from \$1.56 to \$2.33 per gallon, an increase of \$0.76 per gallon. The fuel market is volatile and unpredictable; by allowing for up to 100 percent contract contingency, the District will be able to purchase fuel regardless of fuel price fluctuations over the next five years within authorized contract capacity. If the price of fuel does not significantly increase, the Board-approved contingency will not be spent. This contractual and budgetary authority is required, even though the District is now utilizing a diesel fuel hedging program, in order to provide the ability to contractually purchase the required fuel.

The District currently services a fleet of 225 heavy duty buses and three generators. Based on analysis conducted by staff, and described below, using this proposed supplier of fuel and fuel services under the Santa Clara County Contract #CW2239583 will result in time and money savings.

BUDGET IMPACT

Funds to support the award of this contract have been included in the adopted Fiscal Year 2022 Operating Budget and will be included in future operating budgets.

BACKGROUND

Effective February 1, 2022, the District must purchase renewable fuel to meet California's Innovative Clean Transit (ICT) regulations, Cal. Code Regs., Title 13, Division 3, Chapter 1, Article 4.3. The ICT regulations state, "[s]tarting January 1, 2020, a large transit agency must purchase only renewable diesel or renewable natural gas when renewing fuel purchase or delivery contracts for diesel or natural gas." A large transit agency is defined as a transit agency having a minimum of 100 buses in service in an urbanized area with a population of at least 200,000 people. Since the current fuel contract will expire January 31, 2022, the District is mandated to purchase renewable fuel in its next fuel purchase contract for its rolling stock.

Santa Clara County has conducted a competitive procurement and entered into a cooperative agreement for fuel supply and fueling services with Western States (Santa Clara County Contract #CW2239583). The Santa Clara County Contract allows Western States to supply participating agencies in the United States with Ultra-Low Sulfur Diesel and Renewable Diesel fuel. Because the Santa Clara County Contract was competitively procured, the District is authorized to rely upon it in entering into its own contract with Western States.

The agreement between the District and Western States provides for the type of fuels needed by the District's bus operation and generators.

With the approval of the Western States contract through Santa Clara County, the District will initiate a plan to test the renewable fuel at the bases beginning November 2021. During this pilot program, the District will run out the current contract with incumbent, Mansfield Oil Company (Mansfield), for Ultra-Low Sulfur diesel fuel, which ends January 31, 2022. The District plans to begin using Renewable Diesel (R99)

beginning in February 2022 for all its rolling stock fleet. The ultra-low sulfur diesel purchased from Western States will be used only for District generators.

The pilot renewable fuel program will be overseen by the Base Bus Managers and the Director, Bus Maintenance. The pilot will be staged at South Base for a period of three months, beginning in November 2021. Delivery of the renewable fuel will start in one to two tanks. The tanks will have been emptied as much as possible of the ultra-low sulfur diesel fuel they normally contain, and the remnant amount will be blended with the renewable fuel. Staff will then begin using the renewable fuel in the buses and monitor fuel economy, vehicle maintenance efforts, and emissions.

Upon the conclusion of the pilot program, the District plans to continue to use up the current allotment of diesel fuel and then replace it with new orders of the Renewable Diesel (R99).

Fuel Requirements

The current and projected estimated annual requirements of fuel for the District are as follows:

CURRENT CONTRACT AMOUNTS: DIESEL FUEL No.2 Clear Diesel Fuel

LOCATION	GALLONS/YEAR	GALLONS FOR 5 YEARS
North Base Maintenance Facility	1,180,000	5,900,000
South Base Maintenance Facility	990,000	4,950,000
Central Office	900	4,500
Estimated Total	2,170,900	10,854,500

NEW CONTRACT: RENEWABLE DIESEL R99 AND ULTRA-LOW SULFUR DIESEL

LOCATION	GALLONS/YEAR	GALLONS FOR 5 YEARS
North Base Maintenance Facility	1,300,000	6,500,000
South Base Maintenance Facility	990,000	4,950,000
South Base Generator	1,200	6,000
LOCATION	GALLONS/YEAR	GALLONS FOR 5 YEARS
North Base Generator	1,200	6,000
Central Office Generator	1,200	6,000
Estimated Total (All locations)	2,293,600	11,468,000

Capacity at each facility:

- 4 each, 20,000-gallon underground tanks located at the North Base Facility
- 4 each, 20,000-gallon underground tanks located at the South Base Facility
- 1 each, 1,000-gallon direct line to main underground tank located at the South Base Facility
- 1 each, 1,000-gallon above-ground tank located at the North Base Facility
- 1 each, 900-gallon above-ground tank located at the Central Office

The benchmark for compensation under this contract is the Oil Price Information Service (OPIS) Rack Rate for CARB No 2 ULSD San Jose Daily Contract Average. On September 29, 2021, the Daily Contract Average in San Jose was \$2.3880/per gallon without California Air Resources tax. Western States offers a discount of \$0.0225 from the Daily Contract Average for quantities over 10,000 gallons for each drop location, and a discount of \$0.0050 for quantities from 4,001 to 6,000 gallons. That discounted price-per-gallon was multiplied by the total number of gallons specified by the District to arrive at the 5-year total amount of \$27,127,824.00.

Location	5-year Usage	San Jose	Western	Net Rate	Total 5-Year Cost
		Average Rate	States Oil		
		OPIS Rack Rate	Discount		
North Base	6,500,000	\$ 2.3880	\$ (0.0225)	\$ 2.3655	\$ 15,375,750.00
South Base	4,950,000	\$ 2.3880	\$ (0.0225)	\$ 2.3655	\$ 11,709,225.00
South Base	6,000	\$ 2.3880	\$ (0.0225)	\$ 2.3655	\$ 14,193.00
North Base	6,000	\$ 2.3880	\$ -	\$ 2.3880	\$ 14,328.00
Central	6,000	\$ 2.3880	\$ -	\$ 2.3880	\$ 14,328.00
	11,468,000.00				\$ 27,127,824.00

Annual taxes are estimated for North Base at \$500,000 and for South Base at \$400,000, a combined 5-year cost of \$4,500,000. The estimated total cost including fuel, fuel taxes, and associated fuel fees is \$31,627,824.

Price Analysis

A price analysis was performed comparing the current contract pricing with Mansfield, and the proposed pricing from:

1. Mansfield, through the OMNIA cooperative purchasing agreement
2. Hunt and Sons, Inc., through the Department of General Services (DGS) cooperative purchasing agreement
3. Western States, through the Santa Clara County cooperative purchasing agreement

The table below provides a comparison of the District's current contract and the three sources listed above. Note that some fuel providers, including the District's current provider, Mansfield, adjust mark-ups and discounts based on the volumes of fuel delivered per instance. However, both Hunt & Sons, Inc. and Western States offer the same discount at all volumes.

Description (Mark-up/Discounts on various fuel types)	Current Contract	*Mansfield (OMNIA)	**Hunt & Sons (DGS)	**Western States (Santa Clara County)
North Base (Bus)	-\$0.0088	-\$0.0052	-\$0.0199	-\$0.0225
South Base (Bus)	-\$0.0174	-\$0.0095	-\$0.0199	-\$0.0225

*Discount rates include cost of freight. **Freight is inclusive of rates.

Western States' discount rates through the Santa Clara County cooperative are \$0.0137 greater at North Base and \$0.0051 greater at South Base than the discount the District currently receives for diesel fuel. The discount rates Western States offers are \$0.0173 (at North Base) and \$0.013 (at South Base) greater than the discount rate offered by Mansfield through OMNIA and \$0.0026 less than the discount rate offered by Hunt & Sons through DGS. Staff has determined the price being offered under the Santa Clara County cooperative purchasing agreement to be fair and reasonable.

STRATEGIC INITIATIVE

- **Priority 2:** Strengthen Fiscal Health
Goal 3: Implement existing and new best practices

Procurement Administrator III: Nita Vigil
Project Manager: Natalie Chi Rasmussen, Bus Maintenance

650-508-7731
650-508-6418

RESOLUTION NO. 2021 -

**BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT
STATE OF CALIFORNIA**

*** * ***

**AWARDING A CONTRACT TO WESTERN STATES OIL COMPANY FOR FURNISHING
RENEWABLE DIESEL, ULTRA-LOW SULFUR DIESEL FUEL, AND FUELING SERVICES FOR
A TOTAL ESTIMATED AMOUNT OF \$31,627,824 FOR A FIVE-YEAR TERM**

WHEREAS, the San Mateo County Transit District (District) requires the furnishing of fuel and fueling services to ensure continued, uninterrupted services for the District's bus operations and generators; and

WHEREAS, Western States Oil Company (Western States) of San Jose, California has entered into a competitively-procured cooperative purchasing agreement with Santa Clara County, California, which allows Western States to supply participating agencies in the United States with ultra-low sulfur diesel and renewable diesel fuel (Santa Clara County Contract #CW2239583); and

WHEREAS, effective February 1, 2022, District must purchase renewable fuel to comply with California's Innovative Clean Transit (ICT) regulations, which require the District to purchase only renewable diesel or renewable natural gas for its bus fleet when its current fuel contract expires on January 31, 2022; and

WHEREAS, the District plans to comply with the ICT regulations and begin using renewable diesel fuel in February 2022 for its entire rolling stock fleet of 225 heavy duty buses; and

WHEREAS, the Santa Clara County Contract #CW2239583 provides for the renewable diesel fuel needed for the District's bus operation, as well as ultra-low sulfur diesel for the District's three generators; and

WHEREAS, the District will save time and money by using this approved supplier of fuel and fuel services under the Santa Clara County Contract #CW2239583, a competitively-procured cooperative purchasing agreement; and

WHEREAS, the Acting General Manager/CEO recommends, and the Finance Committee concurs, that the Board of Directors award a contract for furnishing renewable diesel fuel, ultra-low sulfur diesel fuel, and fueling services to Western States for a total estimated contract amount of \$31,627,824, which includes an estimate of all applicable fuel taxes and associated fuel fees for the five-year term.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors (Board) of the San Mateo County Transit District hereby awards a contract to Western States Oil Company of San Jose, California for furnishing renewable diesel fuel, ultra-low sulfur diesel fuel, and fueling services at an estimated contract amount of \$31,627,824, including an estimate of all applicable fuel taxes and associated fuel fees for the five-year term; and

BE IT FURTHER RESOLVED that the Board authorizes the Acting General Manager/CEO or designee to execute a contract on behalf of the District with Western States Oil Company in full conformity with the terms and conditions of the cooperative purchasing agreement offered under the competitively-procured Santa Clara County Contract #CW2239583, in a form approved by legal counsel; and

BE IT FURTHER RESOLVED that the Board authorizes the Acting General Manager/CEO or designee to exercise contract amendments up to 100 percent of the Board-approved estimated contract amount, to account for higher fuel price fluctuations the District anticipates may occur over the duration of the contract term.

Regularly passed and adopted this 3rd day of November, 2021 by the following

vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Carter Mau
Acting General Manager

FROM: April Chan
Chief Officer, Planning, Grants and Transportation Authority

SUBJECT: **APPROVAL OF SHUTTLE STUDY RECOMMENDATIONS**

ACTION

Staff recommends that the Board of Directors adopt the findings and recommendations of the Peninsula Shuttle Study final report and direct staff to implement the recommendations in coordination with the shuttle program's partner agencies.

SIGNIFICANCE

At the October 7, 2020 Board of Directors (Board) Meeting, staff made an informational presentation on the Peninsula Shuttle Study, a joint effort undertaken by the San Mateo County Transit District (District) and the Peninsula Corridor Joint Powers Board (PCJPB). The final study report, attached, is now presented for Board approval.

The goal of the study was to propose recommendations to improve and simplify shuttle operations in San Mateo County and streamline shuttle administration to address inconsistent performance across multiple operating agencies, shifting demand for public transportation, barriers to shuttle access, and organizational complexity.

The study findings and recommendations were developed in consultation with multiple stakeholders to address the challenges described above and include recommended changes to the roles of agencies involved in the program with a focus on assigning specific responsibilities to agencies best suited to handle them.

The recommendations would result in the following changes for the District:

1. The District would no longer contribute discretionary funds toward shuttles, but would carry a larger shuttle budget as a pass-through;
2. The District would exercise remaining option years on its shuttle vendor contract and would procure and oversee implementation of a new master contract for Fiscal Year (FY) 2026;
3. The District would no longer apply for Call for Projects grants, but would more actively review and support route planning in collaboration with grant sponsors;
4. The District would incorporate shuttles directly onto its network map and website;
5. The District would work with shuttle partners to standardize data collection methods and to ensure shuttle real-time location information is available for use by third-party trip planning and real-time tracking apps.

In connection with these changes, Commute.org would sponsor most of the commuter-oriented routes in the system, and individual cities would sponsor community routes. Like the District, the PCJPB would no longer sponsor or contribute matching funds for shuttle routes. More detailed information can be found on pages 37-38 (Table 8) of the final report.

The study also includes several other improvements to make shuttles easier to use and administer, including a refreshed set of evaluation criteria for joint San Mateo County Transportation Authority (SMCTA) and City/County Association of Governments of San Mateo County (C/CAG) shuttle program Calls for Projects, back-end technological upgrades to improve data management, and steps to enhance public communication to riders.

Should the Board adopt the proposed recommendations, staff will implement the changes in close coordination with partner agencies and cities beginning in Fiscal Year 2023.

As the study's recommendations are implemented, staff would monitor several aspects of the shuttle program to ensure that the study's goals are achieved. Key metrics would include qualitative passenger feedback on shuttle ease-of-use, ridership, cost-effectiveness, and administrative staff feedback. Data sources would include routine passenger surveys and ongoing measurements of performance and equity as part of the SMCTA's Call for Projects process.

BUDGET IMPACT

There is no current-year budget impact associated with adoption of the study. Staff also anticipates potential District savings going forward since District will no longer be needed to provide matching funds for shuttle operations.

BACKGROUND

The District currently sponsors four shuttle routes, contracts for operation of two shuttle routes, and is the matching fund contributor for one shuttle route in San Mateo County.

The SamTrans Business Plan, adopted in June 2018, identifies a countywide shuttle study as an initiative in support of Principle 3 ("Promote Programs that Relieve Traffic Congestion").

At the September 1, 2021 Board Meeting, staff presented the study's findings and recommendations for informational purposes. Staff then presented the recommendations to the Boards of Directors of the SMCTA, the PCJPB, Commute.org, and C/CAG for review and comment. Feedback was generally positive and did not generate any substantive changes to the recommendations.

Attachment: Peninsula Shuttle Study Final Report
<https://www.samtrans.com/AssetFactory.aspx?did=17207>

Prepared by: Daniel Shockley, Senior Planner

650-508-6382

RESOLUTION NO. 2021 –

**BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT
STATE OF CALIFORNIA**

* * *

APPROVING THE FINDINGS AND RECOMMENDATIONS OF THE PENINSULA SHUTTLE STUDY

WHEREAS, since 1988, shuttles have been operating through a multi-agency public-private partnership between the San Mateo County Transit District (District), the Peninsula Corridor Joint Powers Board (PCJPB), the San Mateo County Transportation Authority (SMCTA), the San Mateo County Association of Governments (C/CAG), the Peninsula Traffic Congestion Relief Alliance (Commute.org), various cities, and the private sector to increase transit ridership by addressing first/last mile connections and local mobility needs for commuters and underserved populations; and

WHEREAS, the District, PCJPB, and Commute.org all perform a mix of different and similar roles in funding, managing, and operating shuttles in San Mateo County, and the PCJPB also has directly funded and operated shuttles in Santa Clara County and funded some shuttle-like Muni service in San Francisco, together operating a total of 45 individual routes with approximately 5,200 daily riders before the COVID-19 pandemic; and

WHEREAS, the varying roles and responsibilities performed by the agencies listed above both overlap and complement each other, lending to administrative complexity; and

WHEREAS, a majority of funding for shuttles in San Mateo County comes from the SMCTA's Measure A, with support from C/CAG, through competitive grant processes which include review, evaluation, and selection of shuttle routes based on proposals from public agencies throughout San Mateo County; and

WHEREAS, the shuttle program has experienced a range of challenges, including inconsistent performance, near- and long-term changes in transit demand and travel behavior, uneven availability of public shuttle information and infrastructure, and complex administrative processes; and

WHEREAS, the District and the PCJPB jointly funded the Peninsula Shuttle Study to address these challenges with the goal of improving the program by making shuttles easier to use and administer; and

WHEREAS, the Peninsula Shuttle Study proposes a series of recommendations including a plan to simplify the program's administration and management by assigning specific roles to agencies which are best-suited to handle them, a refreshed set of evaluation criteria for joint SMCTA and C/CAG Calls for Projects, back-end technological upgrades to improve data management, and steps to enhance public communication to riders; and

WHEREAS, these recommendations were developed in close coordination with staff from the involved agencies, presented for review and comment to the Boards of Directors of the District, PCJPB, SMCTA, and Commute.org, and adjusted to incorporate feedback from the agencies' Boards of Directors; and

WHEREAS, staff recommends that the Board of Directors adopts the findings and recommendations of the attached Peninsula Shuttle Study final report and directs staff to implement the recommendations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby adopts the recommendations of the attached Peninsula Shuttle Study final report and directs staff to implement said recommendations in coordination with the shuttle program's partner agencies.

Regularly passed and adopted this 3rd day of November, 2021 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

Peninsula Shuttle Study

September 2021

Prepared For



In Partnership With



Prepared By



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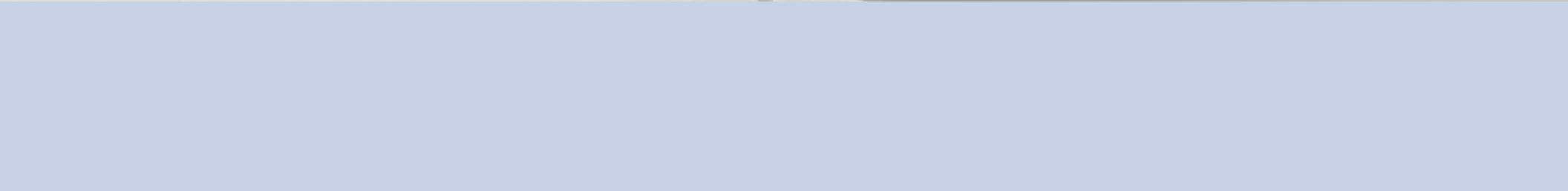
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Executive Summary



Executive Summary

The Peninsula Shuttle Study considers the past, present, and future of the Peninsula Shuttle Program, a multi-agency public-private partnership of first/last mile and community transit operations in San Mateo and Santa Clara Counties. The study was jointly funded by SamTrans and Caltrain in coordination with the San Mateo County Transportation Authority (SMCTA), City/County Association of Governments of San Mateo County (C/CAG), and Commute.org.

The study documents challenges and opportunities facing the shuttle program from the perspectives of riders, agency staff, and public and private sector stakeholders. In total, this study involved over 50 agencies and private entities affiliated with the program and built upon rider feedback from nearly 1,000 surveys. While there is widespread interest in expanding first/last mile connections, questions have emerged around the program's future due to its administrative complexity and inconsistent performance as well as potential lasting effects of the COVID-19 pandemic on travel behavior.

The study identifies several service and management recommendations to strengthen the shuttle program's responsiveness to changing conditions as well as support ridership recovery and growth. These include updating the evaluation and funding process, modernizing data management and rider communication tools, and simplifying management roles and responsibilities.

Key Program Challenges



Inconsistent Performance: Prior to the pandemic, shuttle ridership was decreasing overall even as Caltrain ridership was increasing. Some routes were doing very well, while others saw a significant drop in ridership due to reliability and competition from other services.



Shifting Demand: There remains uncertainty around post-pandemic travel behavior and ridership recovery. At the same time, substantial development activity could necessitate a significant expansion of shuttle service in some cities.



Difficulty Finding Shuttles: Lack of shuttle information and infrastructure creates barriers to ridership growth. Shuttles are not included in most SamTrans materials, and some cannot be found in trip planners like Google Maps. Not all shuttle stops have signage and sidewalk access.



Organizational Complexity: Many agencies are involved in often overlapping roles. However, no single agency has the full breadth of staff resources needed to cover the range of shuttle management responsibilities.

Service & Management Recommendations



Refresh Shuttle Evaluation Process: Shuttle Call for Projects grants should be awarded based on a more data-driven evaluation approach that prioritizes maximizing ridership and improving equitable access to regional transit.



Modernize Data Management: Shuttle data practices should be updated to reduce administrative time and improve the program's responsiveness to changing needs. All shuttles should be equipped with automated vehicle location and passenger counter systems to improve monitoring.



Enhance Rider Communication: Shuttles should be presented alongside buses as a coordinated network. Routes should be published in SamTrans' bus network map and website along with third-party trip-planning and real-time tracking apps.



Simplify Core Management Roles: Shuttle management roles should be simplified to enable a renewed focus on riders and partnerships. Commute.org and cities should lead the planning and coordination of all shuttles, while SamTrans should operate most shuttles via a consolidated vendor contract.

Introduction



1 Study Overview

Study Background & Outcomes

This study considers the past, present, and future of the Peninsula Shuttle Program, a multi-agency public-private partnership of first/last mile and community transit operations spanning San Mateo and Santa Clara Counties. The shuttle program, which totaled 45 routes serving approximately 5,200 daily riders in 2019, includes services that are mostly funded by San Mateo County Transportation Authority (SMCTA), with additional funds from the City/County Association of Governments of San Mateo County (C/CAG), SamTrans, and/or Caltrain. This study was undertaken in partnership among these agencies, along with Commute.org, San Mateo County's transportation demand management agency and the largest shuttle sponsor in the program. In total, this study involved over 50 agencies and private entities affiliated with the program.

The 2018 *SamTrans Business Plan* identified the need for a comprehensive evaluation of the Peninsula shuttle program in support of promoting programs that relieve traffic congestion (Principle 3). The Business Plan identifies a series of strategic work plans and programs for Measure W tax revenue support that will help SamTrans adapt to a changing mobility landscape and promote financial stability.

The Peninsula Shuttle Study informs several near and long-term changes to the shuttle program and related services:

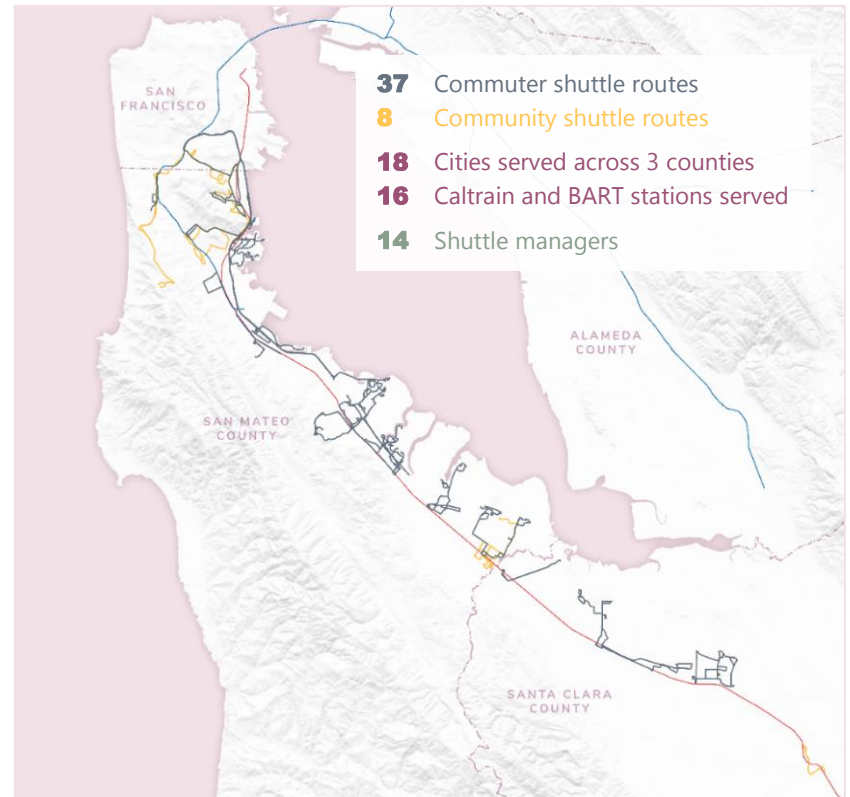
- Simplify the program's organization, management, and funding structures
- Clarify how shuttles fit in the Peninsula's transit network
- Prepare the shuttle program for ridership recovery and growth

These outcomes are discussed in the context of a shuttle service vision and a shuttle management vision, described in Sections 7 and 8.

What is a Shuttle?

In the Peninsula context, a shuttle is a short transit service oriented toward first/last mile or an individual community's needs. While "shuttle" implies a small vehicle, a range of vehicle types are in operation, including some full-size 45-foot buses. Shuttles can serve commute or non-commute trips, and may be operated by cities, transit agencies, or the private sector, either directly or via a contractor.

Figure 1. Peninsula Shuttle Program Routes (2019)



The Peninsula Shuttle Program includes all routes affiliated with the SMCTA-C/CAG Shuttle Call for Projects in San Mateo County or Caltrain in Santa Clara County.

Shuttles are funded directly by local jurisdictions or the private sector, often with support from grants by SMCTA, C/CAG, MTC, and the Bay Area Air Quality Management District.

Shuttle Program Origins

The shuttle program emerged over the past several decades in response to gaps in the Peninsula's transit network, such as the following:

- A lack of coordinated transfers for first/last mile connections between regional transit providers (such as Caltrain and BART) and bus providers (such as SamTrans and VTA)
- Gaps in bus service for employers in lower density office parks and light industrial areas
- A need for short-distance, coverage-oriented service for communities underserved by local bus

By using a contracted shuttle operator, leveraging funding partnerships with communities and the private sector, and providing service for specific time periods only (like peak commuting periods), the shuttle program has historically been able to provide service across a larger area at a lower cost than bus service.

Service Types & Areas

The shuttle program serves most cities in San Mateo County as well as some in Santa Clara County (**Figure 1**). Of 45 routes in 2019, 37 operated in San Mateo County and eight routes operated in Santa Clara County (affiliated with the program through funding or grant sponsorship via Caltrain). In total, the program served 18 cities and 17 regional transit stations in 2019, involving 14 managers in the public and private sector.

Shuttles have traditionally been grouped into two categories: commuter shuttles and community shuttles. Commuter shuttles provide first/last mile

connections to/from regional transit primarily to access employment centers during peak periods. Community shuttles provide all-day, midday, or weekend service generally within a single community for basic needs like shopping, dining, and medical appointments, often serving transit-reliant populations. However, the distinctions between commuter and community shuttles have been increasingly blurred as more shuttles serve both markets.

Many shuttles operate on the Peninsula beyond this shuttle program. Other shuttles include those operated by large employers or transportation management associations (TMAs) free to the public, private shuttles operated by specific employers, city-run shuttles not funded by the program, and even some shuttle-like fixed-route and on-demand bus services provided by SamTrans and VTA.

How the Shuttle Program is Evolving

In recent years, the shuttle program has encountered a range of performance and operational challenges, including but not limited to the following:

- Stagnant shuttle ridership and inconsistent productivity, even as regional transit ridership has increased
- Market demand for shuttles exceeding service provided
- Limited public access to shuttle information and wayfinding
- Inconsistent reliability due to driver shortages
- Complex management and administration

The recent performance and outlook of the shuttle program is summarized in the **Existing Conditions & Outlook** section.

The COVID-19 pandemic has resulted in significant changes to the shuttle program. Due to the loss of grant and matching funds, Caltrain elected to discontinue its involvement in shuttles in Santa Clara County. Of the eight routes in Santa Clara County, five no longer operate while three continue to operate independent of the shuttle program. More broadly, the pandemic's near- and long-term effects on travel behavior remain unclear.

In the next decade, the shuttle program will face a confluence of factors that will change how the program functions, such as:

- Potential lasting effects of the COVID-19 pandemic on travel behavior
- Changes to transit services associated with the Caltrain Business Plan and Reimagine SamTrans
- Substantial development activity, particularly major technology and life science campuses
- Procurement of a new shuttle operations contract
- Eventual fleet electrification requirements from the Innovative Clean Transit regulation

Together, the shuttle program faces significant uncertainty, especially amid changing travel behavior and increasing labor costs. Consequently, the service and management recommendations in this study seek to enhance the shuttle program's resiliency and responsiveness to changing needs.

2 Shuttle Program Goals

Agencies involved in the shuttle program in San Mateo and Santa Clara Counties have identified several goals for shuttle service, described in this section.

Program Goals in San Mateo County

In San Mateo County, the shuttle program builds upon policy goals adopted by five agencies primarily responsible for funding and administering the program: SMCTA, C/CAG, SamTrans, Commute.org, and Caltrain. While each agency has its own unique priorities, three goals related to transportation services are shared across agencies:

- **Connectivity:** Provide first/last mile connections with regional transit
- **Ridership:** Maximize ridership to help reduce corridor congestion
- **Equity:** Sustain and enhance local mobility for transit-reliant populations

As depicted in **Figure 2**, the focus of the shuttle program lies at the intersection of these goals. At a

minimum, shuttles exist to provide first/last mile connections and either to maximize ridership (typically a focus of commuter shuttles) or serve transit-reliant populations (typically a focus of community shuttles).

Ideally, shuttles fulfill all three goals by helping grow ridership and improve mobility for disadvantaged populations.

Relevant goals from San Mateo County agencies are shown in **Table 1**.

Program Goals in Santa Clara County

In Santa Clara County, Caltrain is solely responsible for the funding, administration, and management of shuttles serving its stations. Policies included in Caltrain's Equity, Connectivity, Recovery, and Growth Policy summarized in **Table 1** also apply to shuttles in Santa Clara County. Caltrain has not adopted other policies specific to the shuttle program.

Figure 2. Program Goals in San Mateo County

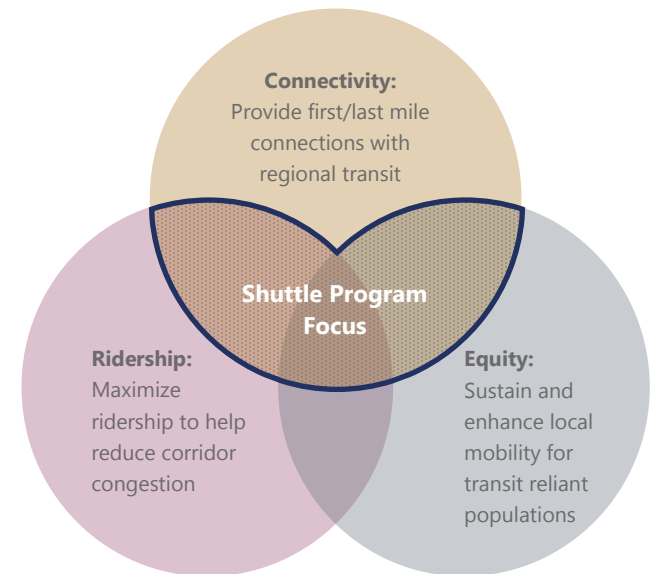
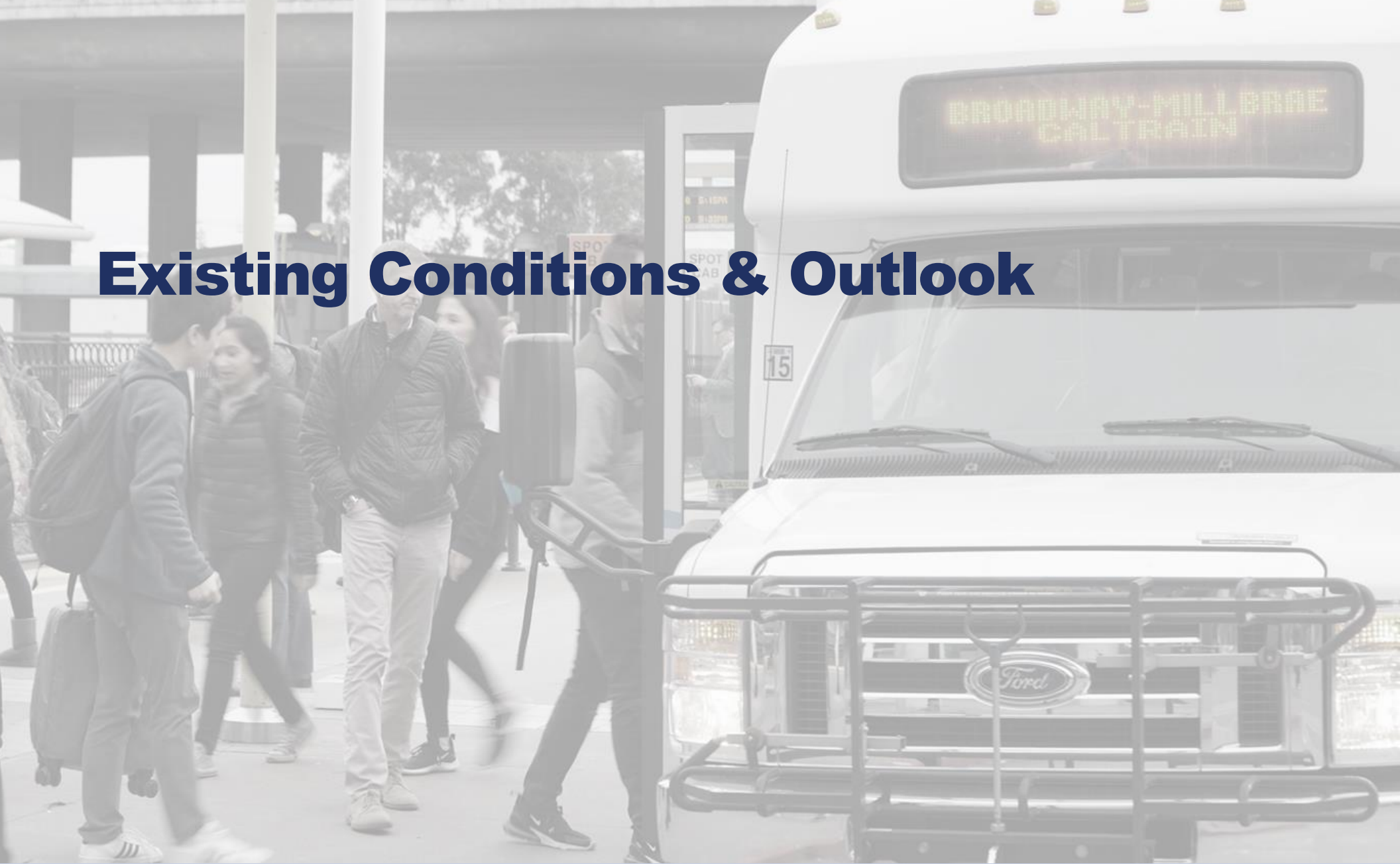


Table 1: San Mateo County Agency Goals

Topic	Plan/Policy	Section	Goal
Connectivity	SMCTA Measure A Expenditure Plan	Section III, A2	Provide local shuttle services to meet local mobility needs and access to regional transit services. Priority will be given to shuttle services which include a portion of the funding from businesses, employers, and other private sector sources. Priority shall also be given to local services which connect with Caltrain, BART and future Ferry Terminals.
	C/CAG Transportation Plan	Modal Connectivity Objectives 4	Enhance shuttle bus services connecting work sites and public transit stations and stops.
	Commute.org Strategic Plan	Program Area 1, Section 2	Provide safe and reliable employer-based shuttle services between employment sites and Caltrain and BART stations
	Caltrain Equity, Connectivity, Recovery, and Growth Policy*	Guiding Principle 3	Maximize connectivity to other transit providers as part of an integrated regional rail and transit system
Ridership	Commute.org Strategic Plan	Goal 1	Reduce commute corridor congestion
	SMCTA Measure A Expenditure Plan	Goal 1A	Improve mass transit serving the County through investments in Caltrain, BART, ferries, and local shuttle services.
	SamTrans Business Plan	Principle 3	Promote programs that relieve traffic congestion.
	Caltrain Equity, Connectivity, Recovery, and Growth Policy*	Program Area 1, Section 2	Work with existing and potential new employer consortiums to attract and retain additional ridership on Caltrain, SamTrans and BART services.
Equity	SMCTA Measure A Expenditure Plan	Goal 4-B	Improve local shuttle services to provide a viable option to the private automobile for local trips, and to meet the needs of transit dependents.
	SamTrans Business Plan	Principle 1	Sustain and enhance services for transit dependent
	Caltrain Equity, Connectivity, Recovery, and Growth Policy*	Guiding Principle 1A	Caltrain shall make a priority of addressing the specific needs of riders and communities who depend on transit for essential travel. In particular, the railroad will work to enhance equity in its system, making its services more accessible and relevant to lower income people and members of racial groups and communities who have historically been marginalized and overlooked in planning and government processes.

*Caltrain's Equity, Connectivity, Recovery, and Growth Policy also applies to shuttles operated or funded by Caltrain in Santa Clara County

Existing Conditions & Outlook



3 System Performance









Key Findings

The shuttle program has experienced **mixed performance despite growth** in regional transit ridership.

Shuttle **performance varies** widely depending on a route's service characteristics, management structure, land use and TDM context, reliability, and level of competition from other services.

While the shuttle program is very **cost-effective**, it has been subject to **driver shortages** for routes operated by the joint vendor contract under SamTrans, Caltrain, and Commute.org.

Shuttle Program Trends (2014 to 2019)

	Ridership	
	Reliability	
	Caltrain & BART Ridership	
	Regional Funding	

Shuttle Performance Prior to COVID-19

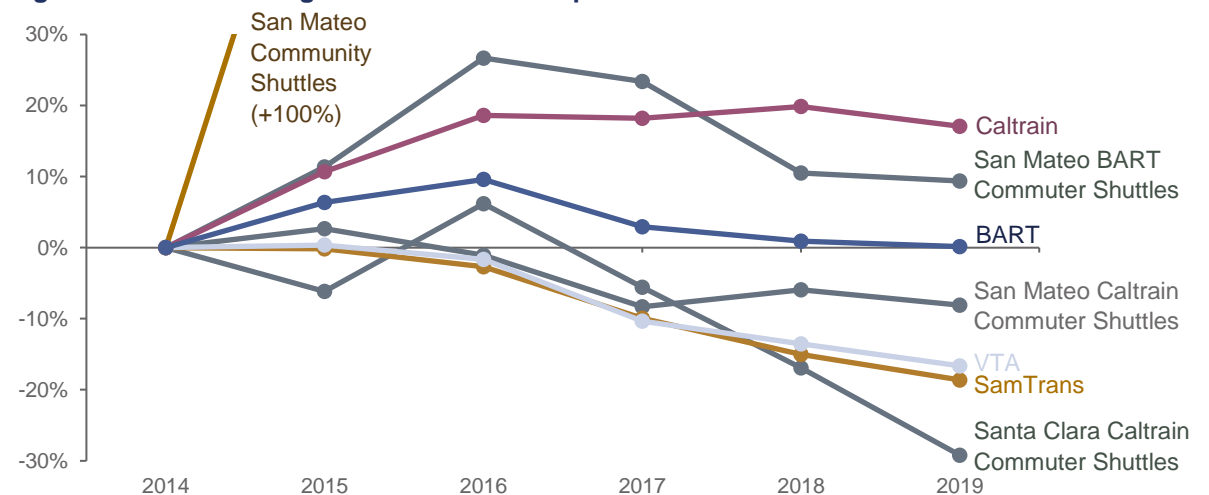
In 2019, shuttle performance varied widely across the program's 45 routes. The following sections describe ridership, productivity, financial effectiveness, and reliability at a program level prior to the COVID-19 pandemic. Additional route-specific information is provided in **Appendix B** and **Appendix C**. System level reference tables are provided in **Appendix D**.

Ridership Trends

While total shuttle ridership has been relatively stagnant in recent years, trends differed by service type and location. Annual trends from 2014 to 2019 are depicted in **Figure 3** and summarized below:

- Community shuttle ridership more than doubled, largely due to a significant expansion in shuttle routes emerging from SamTrans' 2014 service changes (such as the South City shuttle, Skyline College shuttle, and Daly City Bayshore shuttle)

Figure 3. Percent Change in Annual Ridership



- Commuter shuttle ridership on routes serving Caltrain decreased by 8 percent in San Mateo County and 42 percent in Santa Clara County.

In the aggregate, commuter shuttle ridership declined by nine percent overall, mirroring declines in SamTrans and VTA ridership during this time period (17 percent and 19 percent, respectively).

The decline in commuter shuttle ridership is notable because Caltrain ridership increased by 17 percent over the same period. Shuttles accounted for about six percent of all trips to and from Caltrain in 2019, a decrease from nine percent in 2010 (roughly two-thirds of which are affiliated with the shuttle program and one-third are independent private shuttles).

On a route level, performance has been similarly mixed. Since 2014, 13 routes saw ridership gains greater than 20 percent, six routes maintained steady ridership, and 19 routes experienced ridership losses greater than 20 percent. Shuttle ridership tends to be strongest when routes directly connect dense employment centers to BART and Caltrain stations, serve a range of travel markets, are supported by transportation demand management (TDM) programs, and operate at higher frequencies. Trends by route are displayed in **Appendix B**.

Why Are Some Commuter Shuttles Losing Riders?

In recent years, some commuter shuttles have faced stagnant or declining ridership due to a combination of factors, including:

- Inconsistent reliability due to driver shortages

Figure 4. Stanford Marguerite Shuttle at Palo Alto Caltrain Station



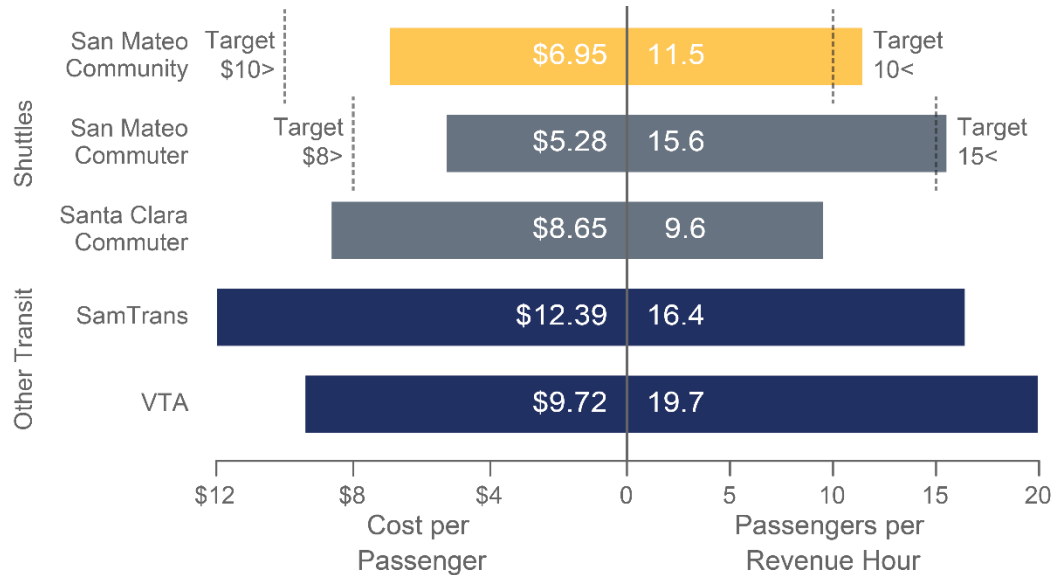
Stanford University's Marguerite shuttles have maintained strong ridership and productivity by operating a robust high frequency network coupled with participation in Caltrain's GoPass program. The service has generally avoided driver shortages and associated reliability issues in recent years.

- Competition from private first/last mile shuttles, long-haul buses, and Uber/Lyft
- Higher-wage technology and life science employers replacing traditional office and light industrial tenants
- Limited TDM requirements and varying financial commitments from private sector
- Available staff resources to take corrective actions across a wide range of management structures and operating contexts

The combination of these factors contributes to an overall lack of responsiveness to changing market conditions by the shuttle program. However, some service providers have been more successful than others when adapting their services to a changing travel market. Since 2014, routes sponsored by Commute.org experienced a 47 percent increase in ridership by collaborating with the private sector on communications, marketing, and TDM programs.

Service planning plays a major factor in ridership outcomes. Although maximizing ridership is a core

Figure 5. Program Performance Metrics



Source: SamTrans and National Transit Database, 2019

goal of the shuttle program’s partnerships with the private sector, most community shuttles as well as some commuter shuttles are instead designed to maximize access and coverage. Half of all shuttle ridership occurs at 15 percent of stops, while 47 percent of shuttle stops serve fewer than 10 daily boardings and alightings. Since shuttle routes often make loops and diversions in order to serve extra stops, these low ridership stops can add complexity to routes and delays to most shuttle riders. Although such coverage-focused shuttle routes are often the product of addressing a range of service requests from private sector funding partners, they tend to result in services that are less appealing to riders and less time-competitive when compared to other modes of travel.

Productivity

Productivity measures how many passengers a shuttle carries in relation to the amount of service provided. In San Mateo County, the SMCTA has set a productivity target of 15 passengers per revenue hour for commuter routes, which is consistent with bus route targets set by SamTrans and VTA. For community routes, the SMCTA sets a lower target of serving at least 10 passengers per revenue hour. Caltrain measures the productivity of shuttles operating in Santa Clara County but has not set targets for them.

Commuter shuttles in San Mateo County serve an average of 15.6 passengers per revenue hour, while Santa Clara commuter shuttles serve an average of

9.6 passengers per revenue hour. Community shuttles in San Mateo County serve an average of 11.5 passengers per revenue hour. Shuttle performance is comparable to SamTrans and VTA buses, which serve 14.1 and 19.5 passengers per revenue hour, respectively. These metrics are displayed in **Figure 5**.

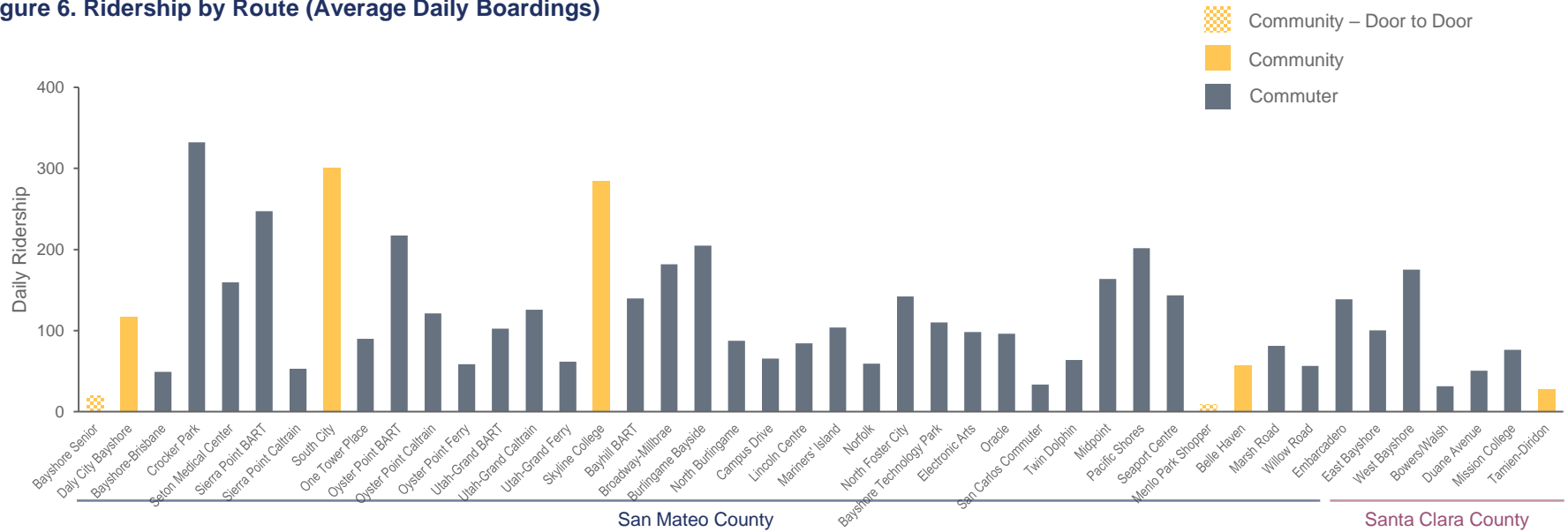
Individually, only 16 of 37 shuttles in San Mateo County met their productivity target in 2019. Most shuttles served between 10 and 20 passengers per revenue hour; nine shuttles were highly productive, serving over 20 passengers per revenue hour, while eight were less productive, serving fewer than 10 passengers per revenue hour. Productivity was considerably lower among shuttles in Santa Clara County: except the Stanford Marguerite, no shuttle served more than 13 passengers per revenue hour. These metrics are displayed in **Figure 7**.

Financial Effectiveness

Financial effectiveness measures the cost to operate service per passenger served. In San Mateo County, the SMCTA set an effectiveness target of costing less than \$8 per passenger for commuter routes and less than \$10 per passenger for community routes. Caltrain measures financial effectiveness for shuttles in Santa Clara County but has not set targets.

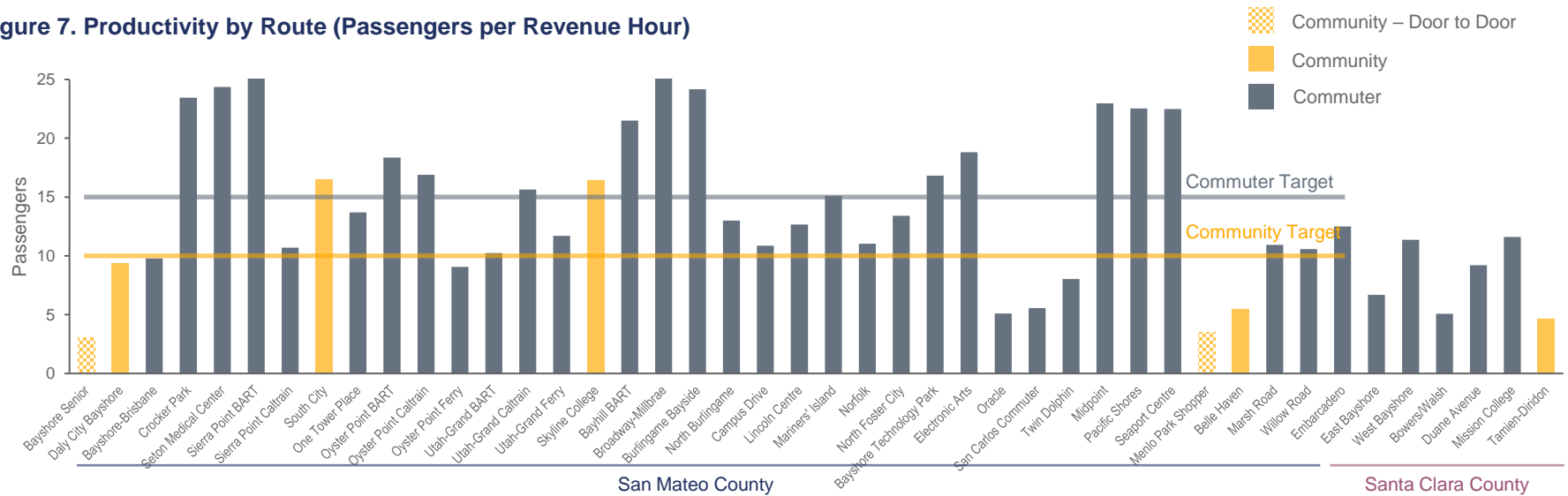
Operating cost per passenger is considerably lower for shuttles compared to local bus service. On average, shuttle routes cost less than \$10 per passenger to operate, compared to about \$12 and \$11 for SamTrans and VTA, respectively. These metrics are displayed in **Figure 5**. On a route level, the majority of commuter and community routes in San Mateo County met their performance standard for financial effectiveness. Route metrics are displayed in **Figure 8**.

Figure 6. Ridership by Route (Average Daily Boardings)



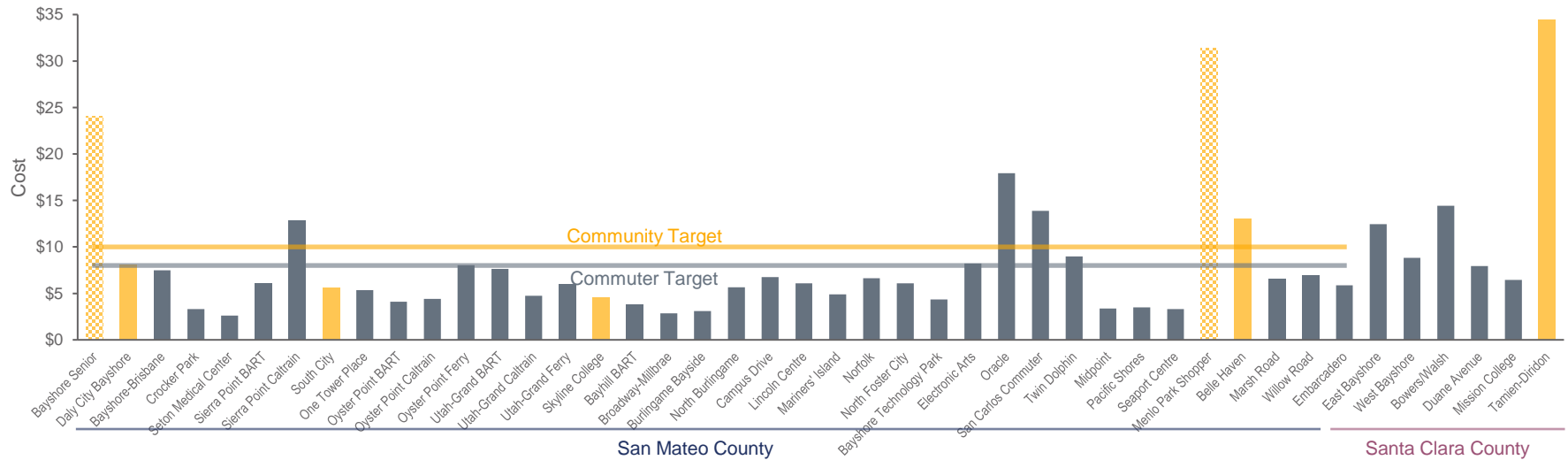
Source: SamTrans, 2019

Figure 7. Productivity by Route (Passengers per Revenue Hour)



Source: SamTrans, 2019. Note: The productivity target for the Brisbane Senior Shuttle was 2 passenger per revenue hour as a door-to-door service. There is no productivity target for services in Santa Clara County.

Figure 8. Financial Effectiveness by Route (Cost per Passenger)



Note: The financial effectiveness target for the Brisbane Senior Shuttle was \$20 per passenger as a door-to-door service. There is no financial effectiveness target for services in Santa Clara County.

Value, Reliability & Driver Shortages

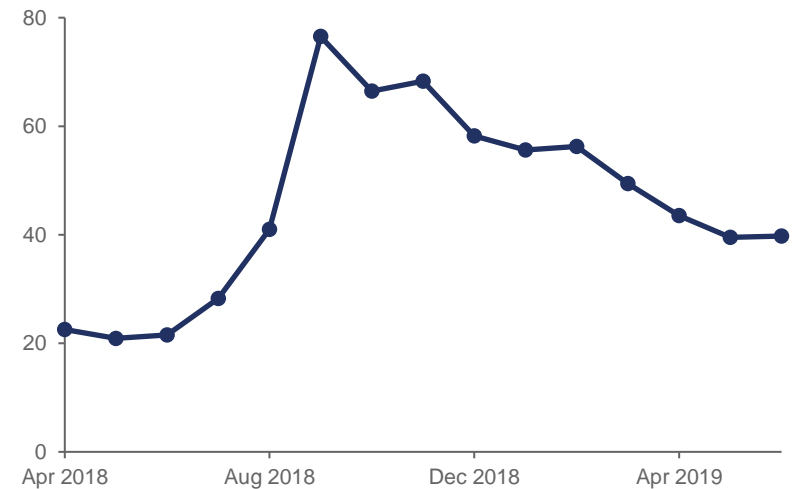
The program’s notable financial effectiveness can be attributed to the hourly cost of contracted service. While this approach has resulted in a financial savings when compared to fixed-route bus and private sector shuttles, it has also caused challenges in recruiting and retaining drivers for the shuttle vendor, leading to service cuts, reliability issues, and ridership decline.

In 2018 and 2019, driver shortages affected reliability for about three quarters of the 35 routes operated through the joint vendor contracts by SamTrans, Caltrain, and Commute.org. Driver shortages have caused service reductions and last-minute cancellations, representing a source of frustration for riders and private sector funding partners.

Many transit agencies in the Bay Area have faced driver shortages in recent years, but the shuttle

program’s driver shortages were exacerbated by strong wage competition and limited driver supply on the Peninsula. Driver wages for shuttle routes contracted under SamTrans, Caltrain, and Commute.org tend to be lower than comparable services by private sector operators. In contrast, most shuttles operated independently have been able to keep up with market wages and largely avoid driver shortages. The COVID-19 pandemic has alleviated driver shortages due to reduced shuttle service levels and decreased regional demand for drivers. Driver shortages may return if demand for drivers and wage competition returns.

Figure 9. Average Daily Canceled Runs (Joint Shuttle Contract)



Source: SamTrans, 2019. Note: Data for jointly administered SamTrans - Caltrain - Commute.org contract only. Cancellations were low enough not to warrant tracking prior to April 2018. Independent operators do not keep cancellation data.

4 Market Analysis










Key Findings

Commuter shuttles tend to **serve regional travel by moderate- to higher-income riders** at technology and life science employers, while **community** shuttles tend to **serve lower income** riders.

Inconsistent information and signage can pose a barrier to shuttle use; many riders still learn about shuttles through word-of-mouth.

Employment and housing growth coupled with regional **transit improvements** are likely to **increase demand** for first/last mile connections in the coming years.

Shuttle Program Outlook (2020s)

	Office & Residential Development	
	Caltrain & BART Service Levels	
	Operating Costs	
	Community Interest	
	Post-Pandemic Travel Demand	TBD

Who Shuttles Serve

Rider survey data illuminates who is using the shuttle program. SamTrans and Caltrain distribute annual rider surveys for shuttle routes they sponsor or operate (totaling 33 of the 45 routes in the program in 2019). While other shuttles administer their own rider surveys, a comparable dataset for socioeconomic characteristics on the remaining 12 routes was not available. Due to the COVID-19 pandemic, additional surveys were not conducted except for a supplemental rider survey for the South City Shuttle. This section therefore represents a partial assessment of shuttle program riders. Additional route-specific information is provided in **Appendix B**.

Income

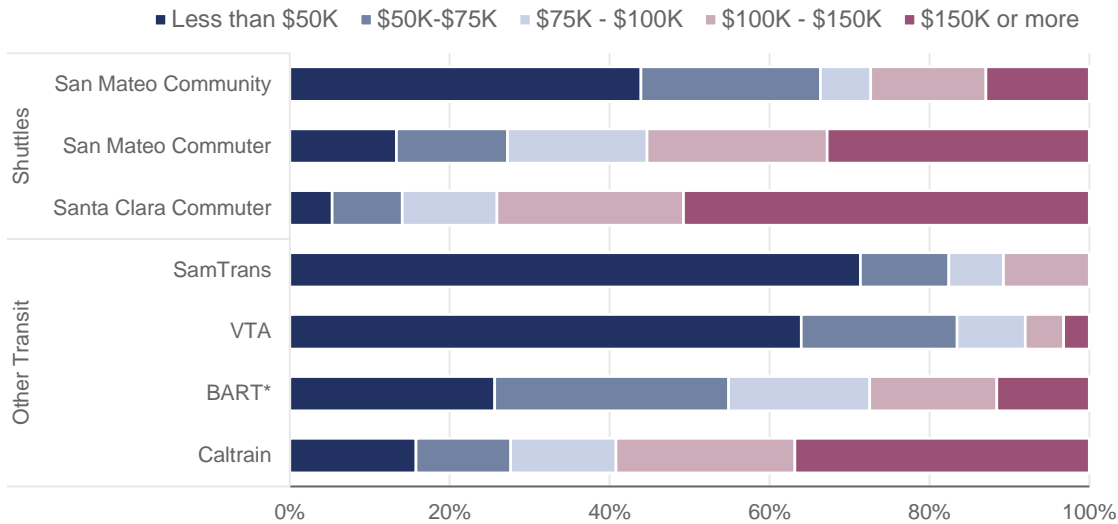
Commuter shuttles tend to serve riders in moderate to high-income households. In both San Mateo and Santa Clara Counties, most commuter shuttle riders live in households earning more than \$100,000 per year (in Santa Clara County, a majority of rider households actually earn more than \$150,000 per year). Rider incomes tend to reflect higher paying technology and life science employees often served by these routes. Shuttle rider incomes tend to mirror Caltrain, but are substantially higher than SamTrans, VTA, or BART. The distribution of annual household income is displayed in **Figure 10**.

Community shuttles tend to serve lower income riders, similar to local bus services. Almost 70 percent of San Mateo community shuttle riders live in households earning less than \$50,000 per year. Many community shuttles are oriented toward transit-reliant populations as an essential service.

Race & Ethnicity

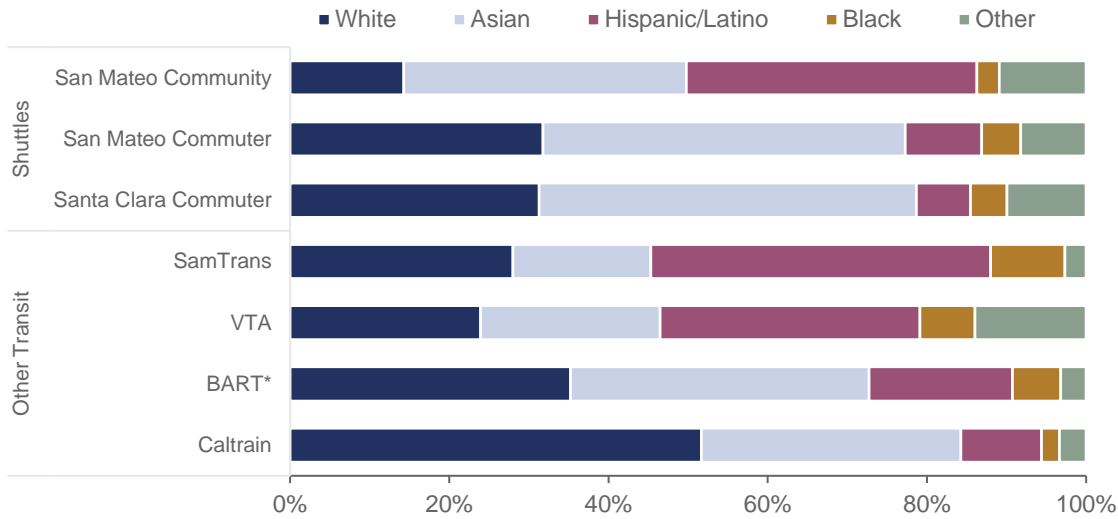
Commuter shuttles serve fewer Latino riders compared to local bus service. About 10 percent of San Mateo County commuter shuttle riders, and five percent of Santa Clara commuter shuttle riders, identified as Latino. This more closely matches the ridership demographics of BART and Caltrain but is proportionally about half that of SamTrans and VTA. Service areas, route design, workplace diversity, and marketing could influence the demographic composition of commuter shuttle riders. In contrast, riders of community shuttles in San Mateo County more closely match the demographics of SamTrans. The race and ethnicity of shuttle riders is displayed in **Figure 11**.

Figure 10. Annual Household Distribution



Note: *Only includes BART stations connecting to shuttle routes

Figure 11. Race & Ethnicity



Source: SamTrans Shuttle Rider Survey, 2019

County of Residence

Commuter shuttles serve a wide range of regional trips, mirroring ridership patterns for Caltrain and BART. Over 80 percent of commuter shuttle riders are “last mile” trips from transit to employers during the AM peak period and “first mile” trips from employers to transit during the PM peak period; only a few commuter shuttles also serve riders in residential areas. Less than 30 percent of San Mateo commuter shuttle riders also live in San Mateo County; some riders travel from as far as Alameda or Contra Costa counties. Santa Clara County commuter shuttles also serve a range of regional trips but nearly half of riders also live in Santa Clara County.

San Mateo County community shuttles primarily serve riders who live within county limits (about 80 percent overall). About 15 percent of community shuttle riders live in San Francisco (riders on the Daly City Bayshore shuttle, which also provides service in San Francisco).

Employers Served

While commuter shuttles serve a wide range of employees, most shuttle riders are employed by large technology and life science companies. Approximately 70 percent of riders work in the technology and life science fields, and 35 percent of riders work for companies listed in the S&P 500 Index (i.e., the largest, most highly capitalized companies in the United States). Other riders work in industries such as healthcare, logistics, manufacturing, and government.

The largest employers by ridership served by the shuttle program include Intuit, Google, Oracle, Gilead, Walmart, Seton Medical Center, Electronic Arts, and Intel. Some employers have multiple campuses served by different shuttle routes. In addition to participating in the shuttle program, some of these employers also provide commuter bus services for their employees.

Mode Shift

Although reducing the rate of solo driving is a core objective of the shuttle program, surveys suggest the program has a moderate effect on mode choice. Mode shift factors into grant awards for the Bay Area Air Quality Management District’s Transportation for Clean Air grant program. Without the shuttle program, nearly half of riders reported they would stop using regional transit to commute in favor of another form of transportation altogether. The remainder would continue to use regional transit but shift to accessing regional transit by another mode such as driving, walking, biking, or local bus service. Notably, most community shuttle riders and half of commuter shuttle riders would continue to ride transit, suggesting shuttles are not the singular determinant of mode choice. These findings are depicted in **Table 2**.

Table 2: Shuttle Program Mode Shift

Q: If a shuttle were not available, would you stop riding regional transit for your trip?		
Shuttle Type	Yes	No
San Mateo Community	21%	79%
San Mateo Commuter	49%	51%
Santa Clara Commuter	44%	56%

Source: SamTrans Shuttle Rider Survey, 2019

Shuttle Communications & Wayfinding

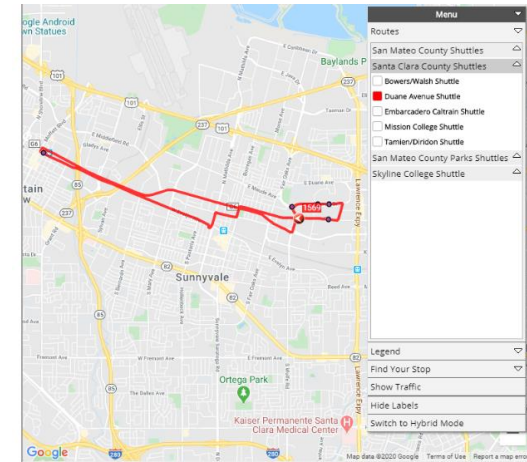
Shuttle ridership is influenced by the availability of route, schedule, and stop information. Without a consistent approach to marketing, communications, and wayfinding, the program relies more heavily on word-of-mouth and direct marketing to potential riders, which limits its overall market penetration on the Peninsula.

Shuttle Maps, Schedules & Tracking

No single source provides maps, schedules, and real-time tracking for all routes in the shuttle program:

- SamTrans does not depict any shuttles on its network map or website. VTA includes routes in Santa Clara County on its network map, but does not provide shuttle schedules on its website.
- Caltrain, Commute.org, and SMCTD each have websites that include individual maps and schedules for all or a subset of routes; however, none include a network map of all routes together.
- The SMCTD shuttle tracker (**Figure 12**) provides real-time arrival information for 33 of 45 of shuttle routes, while comparable information is not available for the remaining routes. Mobile interface on the shuttle tracker is difficult. Commute.org provides a shuttle tracker for its routes with a more seamless mobile web interface.
- Third-party apps like Google Maps, Apple Maps, and Transit App cover 33 of 45 routes in San Mateo and Santa Clara Counties,

Figure 12. SMCTD Shuttle Tracker



The SMCTD shuttle tracker displayed 33 of 45 shuttles in 2020.

while comparable information is not available on the remaining routes. No third-party apps include real-time vehicle tracking and apps sometimes lag in updating their information.

As a result of the fragmented and variable communication of shuttle information, the shuttle system can be challenging to understand for the general public. Compared to riding a bus route, prospective shuttle riders are more likely to encounter barriers to riding shuttles such as confusion planning trips, uncertainty tracking arrivals, and difficulty finding route information altogether.

Shuttle Stops

Shuttle stop conditions (**Figure 13**) further shape usage of the shuttle program. As of January 2020, shuttle stops reflected a range of conditions:



Approximately 55 percent of shuttle stops had signage, while 45 percent were unmarked.



Approximately 70 percent of shuttle stops were located on-street, while 30 percent were located off-street on private property.



Approximately 85 percent of stops had sidewalk access, while 15 percent had no sidewalks.



Less than 10 percent of stops had shelters, seating, maps, and/or wayfinding signage.

Since many shuttle stops are unsigned, located on private property, and/or lack sidewalk access, it is not uncommon for prospective riders to encounter difficulties finding stops. These stop conditions, coupled with the decentralized website and map interface, can reinforce barriers to riding shuttles.

Demand for Shuttle Service

Demand for shuttle services is driven by two key factors:

1. Demand for first/last mile connections to regional transit
2. Gaps in bus network coverage, especially for transit-reliant populations

Demand for first/last mile connections is a function of the amount and density of land use beyond walking distance of regional transit stations as well as market factors that motivate more people to use public transit (such as difficulty driving and parking, quality of regional transit service, and/or TDM incentives).

Shuttles have historically been the primary tool to address first/last mile needs.

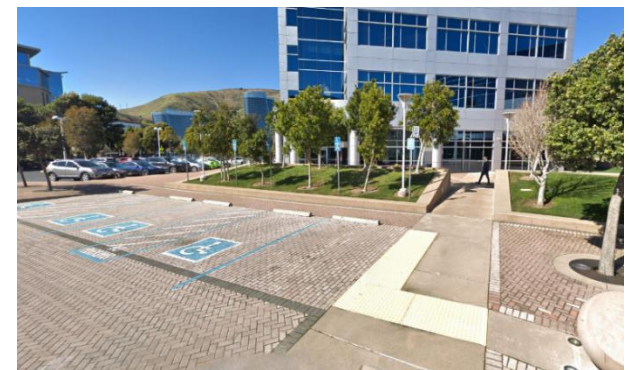
Shuttles fill gaps in bus service, particularly for communities with higher concentrations of people that rely on transit for their everyday mobility needs (such as people without access to a car, youth, or elderly). Demand for shuttles to fill these gaps may evolve over time as bus networks and socioeconomic patterns change on the Peninsula.

The COVID-19 pandemic dealt a considerable blow to local and regional transit ridership in 2020 and 2021. However, prior to the pandemic, some Peninsula cities saw demand for shuttles exceeding available service. The following analysis of the Peninsula’s development pipeline and planned increases to Caltrain service levels suggests the need for first/last mile services could be even greater in the near future.

Development Pipeline

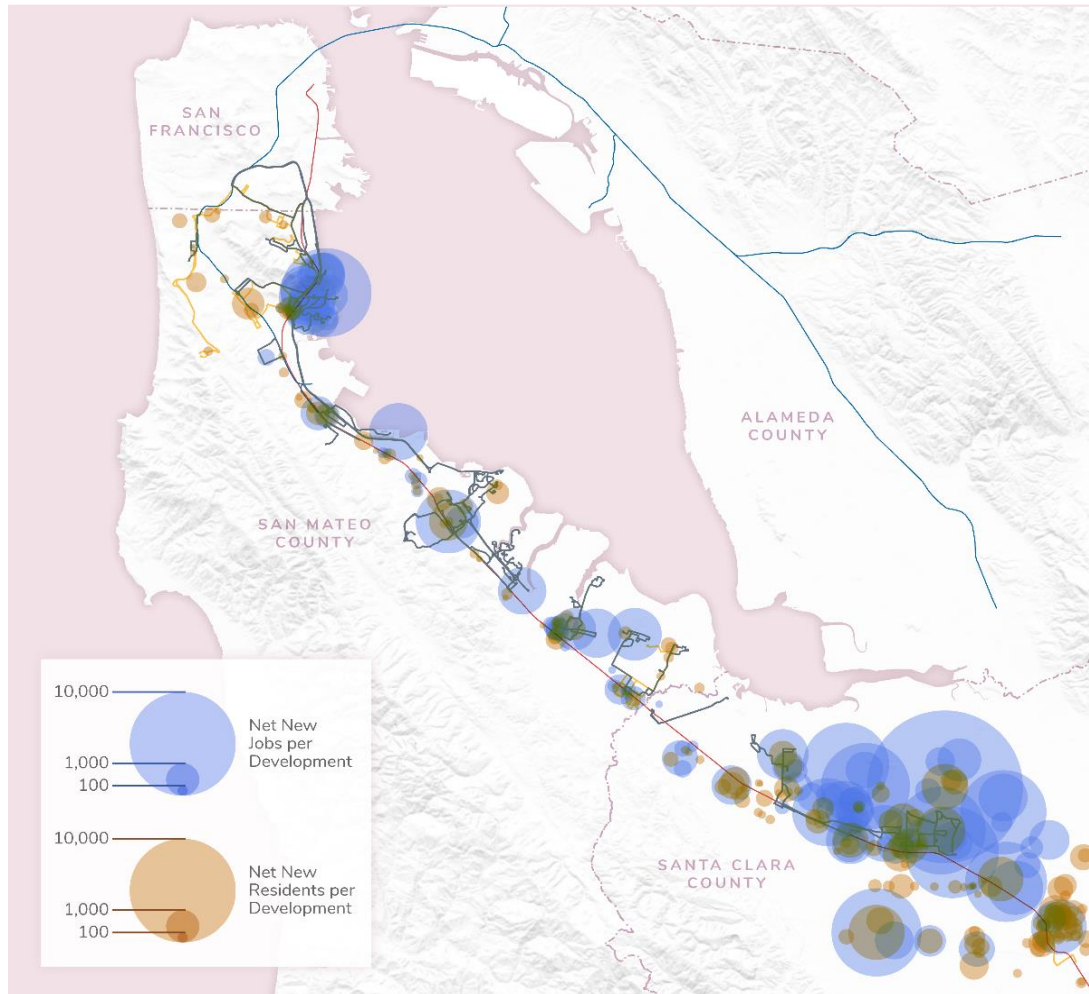
The Peninsula’s robust development pipeline is expected to substantially increase demand for first/last mile connections over the next decade. As of January 2020, Peninsula cities have approved approximately 47 million square feet of office/R&D space and 52,000 housing units, which translates to about 181,000 new jobs and 104,000 new residents.

Figure 13. Shuttle stops in Menlo Park, Redwood City, and South San Francisco



Source: Google Street View, 2020

Figure 14. Developments Approved or Under Construction as of January 2020



Source: Fehr & Peers, 2020

about 181,000 new jobs and 104,000 new residents.¹ Many of these developments are already under construction. **Figure 14** illustrates this development pipeline. Additionally, millions of square feet of office/R&D space and thousands of housing units are in the planning stages but not yet approved.

Much of the Peninsula’s growth is occurring outside of typical walking distance from regional transit stations as shown in **Table 3**. In San Mateo County, 69 percent of job growth and 39 percent of population growth has been approved greater than one-half mile away from a Caltrain or BART station, while in Santa Clara County, 85 percent of job growth and 78 percent of population growth has been approved greater than one-half mile away from a Caltrain or BART station. Job growth farther from

Table 3: Job and Population Growth

County	Category	San Mateo County	Santa Clara County
Job Growth	Total Growth	54,000	127,000
	Percent ½ miles or more from Caltrain or BART stations	69%	85%
Population Growth	Total Growth	22,000	82,000
	Percent ½ miles or more from Caltrain or BART stations	39%	78%

Source: Fehr & Peers, 2021

¹ Estimates assumed one employee per 250 square feet of office space, one employee per 400 square feet of life sciences space, and two residents per housing unit.

transit stations is particularly concentrated in cities such as South San Francisco, Redwood City, Mountain View, Sunnyvale, and Santa Clara.

Most developments are required to implement TDM programs to encourage regional transit use and facilitate first/last mile connections. Consequently, the effects on demand for first/last mile services like shuttles could increase substantially, especially in cities requiring participation in shuttle programs.

Regional Transit Changes

Over the next decade, Caltrain plans to substantially increase service frequency at its stations beginning with the electrification of its trains. Initial service concepts for the mid-2020s consider a 40 percent increase in peak period stops while maintaining comparable travel times, which could result in double the stations served by at least four trains per hour, per direction. Caltrain's Equity, Connectivity, Recovery, and Growth policy aims to prioritize further service expansion that could more than double peak period stops by approximately 2030. About half of stations could receive eight trains per hour per direction and nearly all stations could receive at least four trains per hour per direction.

Expanding Caltrain service would increase demand for shuttle service. In order to maintain a similar level of coordinated transfers, the shuttle program would need to roughly double in size to match the growth in Caltrain frequency.

Other changes to regional transit may increase demand for first/last mile services. Limited parking availability at BART and Caltrain stations and continued development on parking lots may shift station-access trips from driving to buses and

Figure 15. The Midpoint Shuttle in Redwood City



shuttles, growing the market of people using shuttles to reach their homes (as opposed to places of work). The expansion of ferry service in South San Francisco, potential introduction of ferry service in Redwood City, and possible addition of rail service across the Dumbarton corridor also present additional needs for first/last mile connections in the next decade.

Underserved Populations

Shuttles fill gaps in local bus service to address unmet community mobility needs—especially for underserved populations who may be lower income,

people of color, seniors, or are otherwise transit-reliant and lack access to a car. **Figure 16** depicts “equity planning zones” in San Mateo County which were identified via the Reimagine SamTrans project for planning purposes. These areas are defined as areas with a high proportion of people of color, low-income households, and/or zero vehicle households. Residents in these communities tend to be disproportionately burdened by the Peninsula’s high cost of living and a general lack of transportation services and who would stand to benefit the greatest from access to rail, bus, and shuttle services.

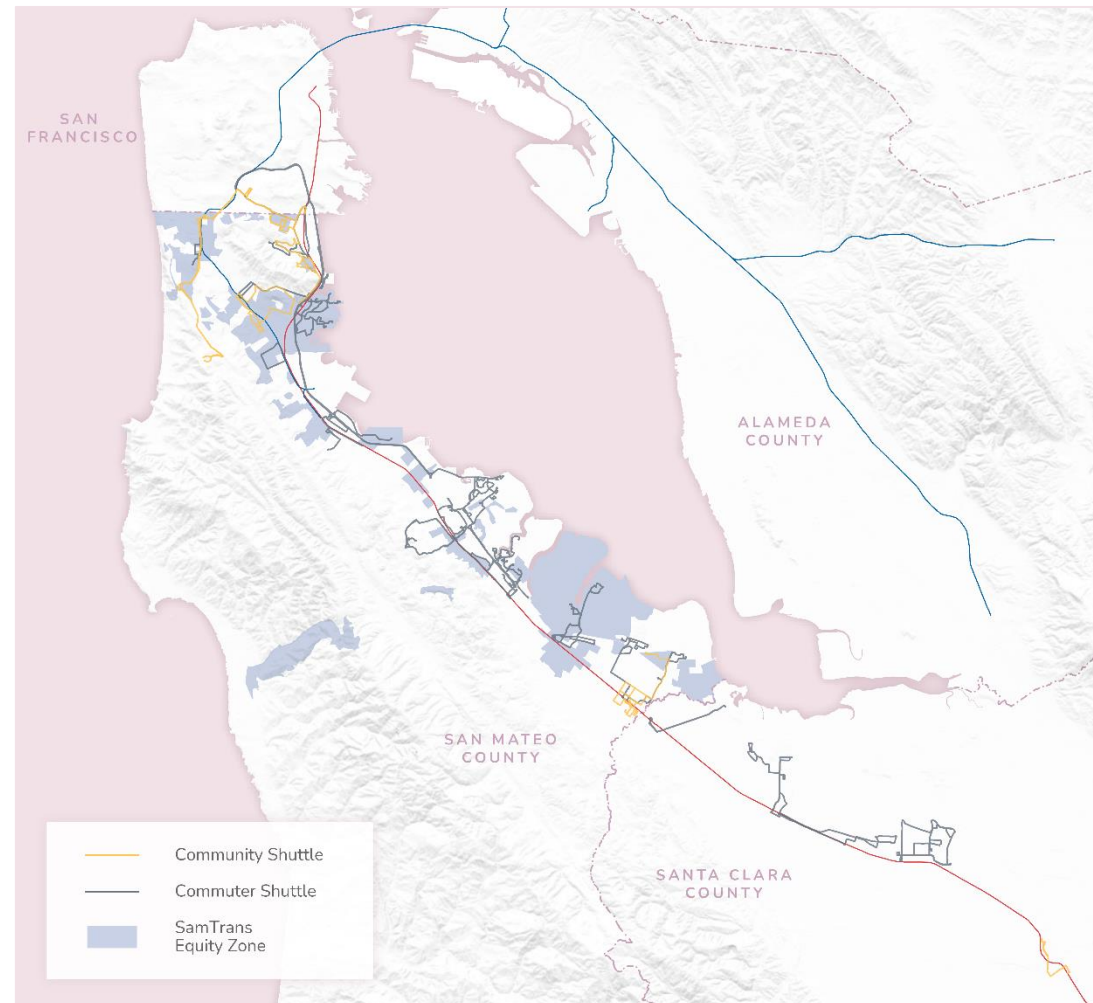
The expansion of community shuttles over the past decade has targeted transit-reliant populations in areas without bus service. Commuter shuttles may also present an opportunity to fill similar gaps: commuter shuttles often pass through transit deserts with empty shuttles deadheading in the reverse-commute direction without stopping. The shuttle program may increase ridership and support more equitable outcomes by addressing such gaps and proactively serving bidirectional travel patterns in underserved communities.

How Might COVID-19 Affect Transit & First/Last Mile Demand?

The COVID-19 pandemic has resulted in dramatic ridership losses for regional transit services. For much of 2020, ridership losses ranged from a 60 percent decline for SamTrans to a 95 percent decline for Caltrain as shelter-in-place orders and remote working have reduced travel. The shuttle program has mirrored these trends, with roughly half of shuttle routes suspended or operating significantly reduced service, and the remainder seeing a fraction of regular ridership.

It may take several years for transit ridership to fully rebound to pre-pandemic conditions depending on lasting effects to the economy and travel behavior. Nonetheless, the amount of development activity and major transit projects under construction on the corridor suggest that demand for regional transit services and first/last mile connections will eventually grow to levels greater than pre-COVID conditions.

Figure 16. SamTrans Equity Zones



Source: SamTrans, 2021

5 Shuttle Management & Funding

Key Findings

The shuttle program has a complex management structure with **overlapping roles** among agencies. This structure has developed incrementally over several decades yet **lacks a clear policy framework**.

San Mateo County has a dedicated funding source for shuttles distributed through the SMCTA-C/CAG Call for Projects, whereas **Santa Clara County does not have a dedicated funding source** and is fully **reliant on Caltrain and the private sector** to help fund shuttles

Context

A key characteristic of the shuttle program is partnerships among public agencies and the private sector. As the program developed over time, the decentralized nature of these partnerships has resulted in a complex and overlapping web of roles and responsibilities. This section documents management and funding structures, focusing on FY20 and FY21 conditions.

Shuttle Program Functions

The shuttle program's organizational structure includes a range of roles and responsibilities found at a typical transit agency, such as policy development, service planning, distribution and oversight of funds, vendor management, marketing, and customer service. However, unlike a typical transit agency, these roles are spread among multiple agencies as well as the private sector.

Roles and responsibilities in the shuttle program are primarily shaped by the level of involvement in funding and operating shuttle services. Shuttle program participation levels can be grouped into five functions as defined below and in **Table 4**.

Grant Funders are government agencies charged with allocating competitive funding to shuttles. In this role, agencies are responsible for developing policies and practices to distribute the funding that aligns with the intent of the funding source. Historically, grant funders have provided most of the funding for individual shuttle routes.

Funding distribution practices differ by county. In San Mateo County, the San Mateo County Transportation Authority (SMCTA) and City/County Association of Governments of San Mateo County (C/CAG), jointly fulfill the grant funder role. These agencies oversee a biannual competitive Call for Projects process which distributes shuttle funding to program sponsors. In

Santa Clara County, there is no comparable county-specific grant funder role, so Caltrain directly funds these routes.

The Bay Area Air Quality Management District (BAAQMD) and Metropolitan Transportation Commission (MTC) also fulfill the role of grant funder for some shuttles, providing regional grants – Transportation for Clean Air (TFCA) and Lifeline Transportation Program grants, respectively. In particular, Santa Clara County shuttles have more heavily relied on TFCA grants in the past due to a lack of dedicated county funding for shuttles to Caltrain. Lifeline Transportation Program grants have mostly focused on community shuttles in San Mateo County and represent a relatively small funding source.

Grant Sponsors & Route Managers are public agencies responsible for grant applications, budgets, and day to day management of shuttle routes (including service planning, marketing, and customer service). In San Mateo County, grant sponsors and route managers include Caltrain, SamTrans, Commute.org, cities, and other public agencies applying for Call for Projects and sometimes Lifeline grants. In Santa Clara County, Caltrain has served as the grant sponsor for TFCA applications to BAAQMD. The roles of grant sponsor and shuttle manager is almost always integrated into a single role, with the exception of six routes in San Mateo County in which Commute.org manages routes on behalf of Caltrain.

Figure 17. Skyline College Shuttle



Grant sponsors are responsible for balancing shuttle budgets. In many cases, sponsors structure shuttle budgets as a pass-through arrangement by combining grant funds and matching partner contributions. Sometimes, sponsors may fund shuttles with their own general funds or a fee program – especially community shuttles without private sector partners and commuter shuttles in Santa Clara County without dedicated county funds.

Operators are government agencies and private sector entities responsible for contracting operations






of shuttle services. Operators handle procurement, contracting, and oversight of service delivery by a transportation vendor. The program includes a total of 14 shuttle operators: SamTrans, Caltrain, and Commute.org each have a contract with the same vendor to operate shuttles, while some cities and the private sector choose to procure and contract with their own vendors.

Funding Partners are government agencies and private sector entities that may contribute matching funds toward the operation of shuttle services.

Several cities and dozens of employers, property owners, and property managers are shuttle funding partners, along with Caltrain and SamTrans for some routes.

Stakeholders are all other government agencies, organizations, and constituencies served by the shuttle program, and sometimes responsible for stop facilities, but are otherwise not directly involved in funding and operations. This includes most cities, many private sector entities, transit agencies (e.g., BART, WETA, Muni, and VTA) and the general public.

Table 4: Defining Shuttle Program Roles

Shuttle Program Participant Roles	Definition	San Mateo County Examples	Santa Clara County Examples
 Grant Funder	Government agencies that develop funding criteria and award grants for shuttle operations.	Primarily SMCTA and C/CAG; also MTC and BAAQMD*	BAAQMD*
 Grant Sponsor & Route Manager	Government agencies leading grant applications, budgets, and day to day management of shuttle routes. Responsible for service planning, marketing, customer service, and collecting (and sometimes contributing) matching funds.	Caltrain, SamTrans, Commute.org, cities/agencies	Caltrain
 Operator	Government agencies or private sector entities responsible for procurement, contracting, and oversight of shuttle operations by vendor. Occasionally also involved in service planning, marketing, and customer service.	Caltrain, SamTrans, Commute.org, cities/agencies, private sector	Caltrain, private sector
 Funding Partner	Government agencies and organizations that contribute matching funds	Caltrain, SamTrans, Commute.org, cities/agencies, private sector	Caltrain, cities/agencies, private sector
 Stakeholder	Government agencies and organizations that are served by shuttle services but are not directly involved in funding or operations.	Cities/agencies, private sector, general public, BART, WETA, Muni	Cities/agencies, private sector, VTA, general public

*Changes to the TFCA program associated with the COVID-19 pandemic has resulted in the discontinuation of TFCA grants for most shuttles.

Table 5: Defining Shuttle Program Functions

Shuttle Program Participant Roles	Policy		Planning			Management			Funding		Beneficiaries of Public Subsidies
	Program Goals	Performance Metrics	Grant Application & Reporting	Service Planning	Vendor Contract	Marketing/ Customer Service	Data Management	Grant Funding	Collects Matching Funds	Contributes Matching Funds	
Grant Funder	•	•						•			
Grant Sponsor & Route Manager			•	•		•	•		•	*	•
Operator				*	•	*				*	•
Funding Partner										•	•
Stakeholder											•

* Indicates roles sometimes fulfilled by grant sponsors or operators.

Existing Management Structure

The shuttle program derives complexity from both the number of parties involved as well as the overlapping roles and responsibilities among these

parties. This structure emerged out of several decades of incremental changes. In San Mateo County, agencies exercised the following roles in the FY21-22 Shuttle Call for Projects, as shown in **Figure 18:**

Figure 18. FY21 Grant Sponsors & Operators in San Mateo County

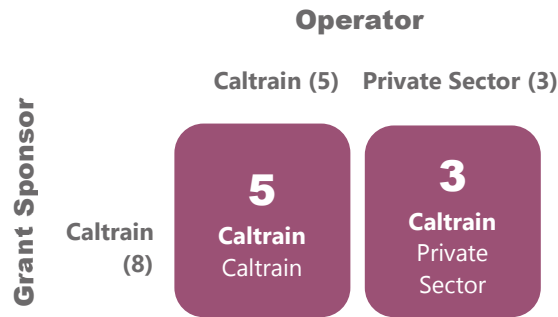
		Operator			
		SamTrans (2)	Caltrain (10)	Commute.org (14)	City or Private Sector (7)
Grant Sponsor & Route Manager	SamTrans (2)	1 SamTrans SamTrans	0 SamTrans Caltrain	0 SamTrans Commute.org	3 SamTrans Private Sector
	Caltrain (10)	0 Caltrain SamTrans	6* Caltrain Caltrain	0 Caltrain Commute.org	2 Caltrain Private Sector
	Commute.org (14)	0 Commute.org SamTrans	0 Commute.org Caltrain	14 Commute.org Commute.org	1 Commute.org Private Sector
	City or Private Sector (7)	1 City SamTrans	4 City Caltrain	0 City Commute.org	2 City City

of Routes
Sponsor
Operator

Note: Boxes show the number of routes under each grant sponsor and operator based on FY21-22 Shuttle Call for Projects.
*Caltrain serves as grant sponsor only for these shuttles, with Commute.org serving as route manager
Source: Fehr & Peers, 2021

- SamTrans sponsored grants for four shuttles and contracted operations for one of those shuttles. SamTrans also contracted operations on behalf of a shuttle sponsored by Daly City (Daly City Bayshore) and contributed funding toward one shuttle (Brisbane Senior).
- Caltrain sponsored grants for eight shuttles and contracted operations for six of those shuttles (sharing route management responsibilities with Commute.org). Caltrain also managed operations on behalf of four shuttles sponsored by the City of Menlo Park and contributed funding toward eight shuttles.
- Commute.org sponsored grants, managed, and contracted operations for 14 shuttles. It also served as grant sponsor and route manager on behalf of Facebook (Burlingame Point) and assumed route manager responsibilities for six shuttles on behalf of Caltrain.
- Daly City and Menlo Park sponsored grants for four routes operated through SamTrans and Caltrain. Menlo Park also directly funded one shuttle operated through Caltrain. South San Francisco and Skyline College each sponsored grants and contracted operations for their own services.
- Six shuttles were operated directly through the private sector utilizing grants sponsored by SamTrans, Caltrain, or Commute.org. The private sector also provided matching funds for 19 shuttles.

Figure 19. Grant Sponsors & Operators in Santa Clara County



In Santa Clara County, Caltrain sponsored grants and/or managed and contracted operations for five shuttles in 2019. It also sponsored grants for three shuttles operated by the private sector in which it otherwise had limited involvement. Due to the loss of grant and matching funds during the COVID-19 pandemic, Caltrain had to discontinue its involvement in Santa Clara County shuttles. The five routes operated by Caltrain have been eliminated while three routes operated by the private sector continue to be in service.

Management Structure & Shuttle Performance

There is some correlation between a shuttle’s management structure and its performance. Commute.org’s focus on commuter shuttles has helped it outperform others in the shuttle program with respect to productivity, cost effectiveness, and ridership growth. Unlike other agencies, it dedicates multiple staff toward management, service planning, private sector coordination, marketing, and customer service (including running its own website, social media, and text alerts focused on shuttles).

Figure 20. San Mateo County Funding Criteria

Need (20%)	Readiness (15%)	Effectiveness (35%)	Funding Leverage (20%)	Policy 10%
<ul style="list-style-type: none"> • Underserved by transit • Congestion relief • Serves special populations 	<ul style="list-style-type: none"> • Service plan • Marketing • Monitoring plan • Ridership characteristics • Funding plan 	<ul style="list-style-type: none"> • Productivity • Cost efficiency • Transit connections • VMT reduction 	<ul style="list-style-type: none"> • Matching funds • Private sector match 	<ul style="list-style-type: none"> • Policy consistency • Included in adopted plans • Supports jobs & housing growth • Clean fuel vehicles • Accommodates bicycles

Funding Process

The process for funding shuttles varies significantly between San Mateo and Santa Clara Counties. In San Mateo County, shuttles are funded primarily by a competitive Call for Projects process administered by SMCTA and C/CAG, with matching funds provided by shuttle sponsors. In Santa Clara County, shuttles are funded by Caltrain and private sector partners. Caltrain does not have a formal process or criteria for funding shuttles.

San Mateo County Funding Process

The SMCTA-C/CAG Shuttle Call for Projects process provides grants to fund commuter and community shuttles in San Mateo County. The Call for Projects is funded by Measure A, San Mateo County’s half-cent transportation sales tax administered by SMCTA, and Local Congestion Relief Plan funds administered by C/CAG. Both sources provide dedicated funding for shuttles to address local mobility needs and access to regional transit. The Call for Projects process awards approximately \$5 million annually, though typically not all funds are expended.

Call for Projects applications are developed by shuttle grant sponsors. Under Measure A, SamTrans is

ultimately responsible for allowing applications to move forward to evaluation via a letter of concurrence for each application confirming the proposed route does not materially overlap with a bus route. Applications are then evaluated by a committee of staff from multiple agencies on five criteria: need, readiness, effectiveness, funding leverage, and policy consistency and sustainability (see **Appendix A** for a full description of evaluation criteria). In FY21-22, 33 of the 37 shuttle applications were funded, usually for the full amount requested.

Santa Clara County Funding Process

Santa Clara County does not have a dedicated funding source for shuttles to Caltrain. Shuttles are instead funded through Caltrain via a combination of Caltrain general funds, TFCA grants from BAAQMD, and matching contributions from individual cities and the private sector. Caltrain does not have a formal funding process or performance metrics for shuttles in Santa Clara County.

Matching Funds

Shuttle sponsors applying to Measure A grants in San Mateo County or seeking funding from Caltrain in

Santa Clara County leverage various public and private funding sources as matching funds.

- Cities contribute matching funds through general funds, developer fees, and local returns from transportation sales tax measures.
- The private sector (employers, property managers, owners' associations, and transportation management associations) make matching contributions to Commute.org, Caltrain, or SamTrans.
- SamTrans and Caltrain sometimes provide additional matching funds for shuttles from their general funds on an ad hoc basis.

Regional Grants

Regional grants are used to offset contributions by the SMCTA, SamTrans, Caltrain, cities, and the private sector:

- BAAQMD administers a competitive TFCA grant program. TFCA grants are funded by vehicle registration fees and intended to reduce vehicle emissions and improve air quality. Grants are awarded annually on a competitive basis and typically focus on commuter shuttles.

- MTC (via C/CAG) administers the Lifeline Transportation Program to fund shuttles that address mobility and accessibility needs in low-income communities. Grants are awarded biannually on a competitive basis and typically focus on community shuttles.

While TFCA grants once constituted a substantial amount of shuttle funding, the awards have declined in value and become increasingly unpredictable in recent years due to changes in the program's funding criteria. Since TFCA grants occur on a calendar year cycle instead of a fiscal year, grant sponsors (primarily Caltrain) must estimate an expected reimbursement award and are often left covering an unfunded balance with general funds (adding administrative complexity and uncertainty). Recent changes to the TFCA program associated with the COVID-19 pandemic have resulted in most shuttles no longer receiving grant funding.

Independently Funded Shuttles

Not all shuttles on the Peninsula participate in the funding processes described above. A few cities (such as Menlo Park, Palo Alto, and Mountain View) have funded additional shuttle service outside of the shuttle program entirely from city funds. Numerous services are provided by the private sector for

employees only, but a few such services by major employers are open to the public, such as Genentech in South San Francisco and Stanford in Redwood City.

Funding Breakdown

The shuttle program covered approximately \$7.8 million expenditures for FY 2018. As illustrated in Table 6 and Figure 21, funding sources vary by county and by shuttle type.

In San Mateo County, the SMCTA-C/CAG Shuttle Call for Projects accounts for a majority of funding for commuter and community shuttles; community shuttle grants are primarily matched with city funds and grants from MTC, while commuter shuttle grants are primarily matched by private sector funds as well as funds from Caltrain and cities. TFCA grants were used to offset Call for Projects contributions. San Mateo County accounted for \$6.2 million in total shuttle expenditures in FY 2018.

In Santa Clara County, commuter shuttles are more heavily dependent on the private sector and Caltrain. TFCA grants were used to reimburse Caltrain and private sector funds. Santa Clara County accounted for \$1.5 million in total shuttle expenditures in FY 2018, excluding Stanford Marguerite service.

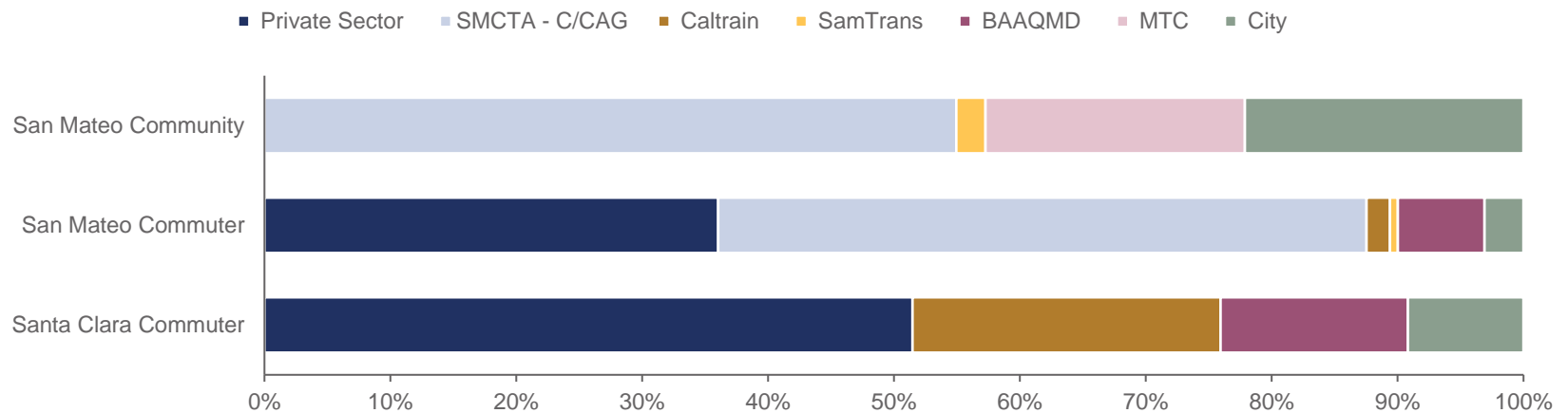
Table 6: Shuttle Program Funding Sources – FY 2018

Agency/Entity	Source	Shuttle Type/Location				Total
		San Mateo County Community	San Mateo County Commuter	Santa Clara County Commuter	Santa Clara County Other*	
SMCTA - C/CAG	Shuttle Call for Projects	\$703,000 (55%)	\$2,555,000 (52%)	-	-	\$3,258,000 (42%)
Private Sector	Matching Funds	-	\$1,788,000 (36%)	\$641,000 (51%)	-	\$2,429,000 (31%)
Caltrain	Discretionary Funds	-	\$91,000 (2%)	\$305,000 (24%)	\$106,000 (35%)	\$502,000 (6%)
SamTrans	Discretionary Funds	\$29,000 (2%)	\$32,000 (1%)	-	-	\$61,000 (1%)
BAAQMD	Transportation for Clean Air (TFCA) Grants	-	\$341,000 (7%)	\$185,000 (15%)	\$195,000 (65%)	\$721,000 (9%)
MTC	Lifeline Grants	\$264,000 (21%)	-	-	-	\$264,000 (3%)
City	Various Sources	\$283,000 (22%)	\$154,000 (3%)	\$114,000 (9%)	-	\$551,000 (7%)
Total		\$1,279,000 (100%)	\$4,961,000 (100%)	\$1,245,000 (100%)	\$301,000 (100%)	\$7,786,000 (100%)

Based on FY 2018 expenditures.

*Santa Clara County Others include the Tamien Weekend Shuttle, a fully funded shuttle by Caltrain, and the Stanford Marguerite, a fully pass-through TFCA grant sponsored by Caltrain.

Figure 21. Funding Sources by Shuttle Type – FY 2018



6 Shuttle Program Feedback

Engagement Approach

Due to the COVID-19 pandemic, this study mostly relied on recently completed surveys and stakeholder interviews in lieu of new public outreach specific to this study. Sources of feedback for this study include the following:

- Review of responses to three separate rider survey efforts that were completed in 2019 and 2020: an onboard survey jointly administered by SamTrans and Caltrain, an online survey administered for the South City Shuttle, and an online survey for Commute.org routes. Combined, approximately 870 survey responses were analyzed, covering 42 of the 45 shuttle routes.
- Interviews with approximately 50 public agency and private sector stakeholders, including cities, transit agencies, employers, and property managers.

As illustrated in previous sections, the shuttle program includes a range of services; consequently, feedback varies widely by route, operator, agency sponsor, commuter vs. community routes, and other characteristics. A summary of key themes across multiple routes are summarized as follows; these themes capture the range of rider feedback received, although specific quotes may only reflect the particular experience of that individual.

Rider Feedback

What Riders Like About Shuttles

Shuttle riders were generally content with the services provided, yet most offered limited feedback articulating what they like beyond “great service!” or “convenient.” Nonetheless, riders focused on two aspects of shuttle service that are especially advantageous.

Shuttles Enable Commuting via Regional Transit

Shuttle service enables commuters that otherwise would drive to ride Caltrain, BART, and ferry service:

“I would not be able to take the train to work without the shuttle.”

“The shuttle is excellent and keeps me from driving.”

Shuttles Provide Mobility to Car-Free and Car-Light Households

Shuttles help provide essential mobility to households without cars, while also enabling families to own fewer vehicles:

“I can't find the words explain how necessary, what the shuttle means to me and so many other people. It is the only way for us to get to the banks, the grocery store, hospitals, and pharmacies.”

“As a one-car family I depend on the shuttle. It is a great service!”

What Riders Dislike About Shuttles

While riders generally expressed appreciation for shuttles, survey responses provided more specific feedback on areas for improvement, especially related to frequency, service hours, reliability, travel time, and communication.

Limited Frequency & Service Hours

Both community and commuter shuttle riders expressed a preference for more frequent service. For many commuter shuttles, riders noted that infrequent service reduces flexibility (especially when shuttles do not meet every train) and exacerbates anxiety about missed connections. Community shuttle riders had similar feedback, recounting experiences about long wait times resulting in missed appointments and difficulty accessing services.

Similarly, limited service hours can pose challenges to shuttle riders. Commuter shuttle riders noted that service hours tend to focus on traditional office schedules and provide less flexibility for workers with different hours (such as labs, manufacturing, logistics, services, and other industries). Conversely, some community shuttle riders commented on difficulty using those services for traveling to work given their typical focus on midday service.

“I wish the shuttle would run more frequently because there is a 30 minute wait if you miss it.”

“Run shuttles later in the evening and meet all trains.”

Uncertain Reliability & Shuttle Tracking

Riders often mentioned the reliability challenges associated with recent driver shortages as well as traffic congestion and timing of transfers. In particular, commuter shuttle riders cited reliability as a key issue affecting their experience with the shuttle program.

Riders also noted that trip planning on shuttles can be difficult without an app-based real-time tracking and trip planning platform. Since some shuttles are not available in Transit App or Google Maps, riders cannot easily keep track of shuttle delays.

“More people would use the shuttles if they weren’t so unreliable. I’ve lost count of the times my shuttle was late so I missed my train. It really ruins my day.”

“Nine of out ten times, my shuttle arrives just in time to see the train doors close and leave the station. Then I have to wait 30+ minutes for another train.”

“Improve real-time tracking of shuttles instead of using an outdated web-only system.”

Long Travel Times

Long travel times on some shuttle routes creates a disincentive for riding shuttles. Riders noted that the circuitous loops and diversions into office driveways creates delays such that their first/last mile connections can take almost as long as their regional transit trips.

“Reduce number of stops so I can get into the office sooner. Sometimes walking 15-20 minutes is faster than the shuttle.”

“My office is a five minute drive from the station, but the shuttle ride is 20 minutes because of all the looping around. This adds 40 minutes to my daily commute.”

Partner & Stakeholder Feedback

Interviews were completed with a range of program partners and stakeholders, including cities and the private sector. The following themes emerged from these interviews related to first/last mile need, service planning, and program complexity

Need for Maximizing Ridership & Mode Shift

Stakeholders emphasized the growing reliance on first/last mile connections to regional transit as a critical TDM strategy to enable housing and employment growth on the Peninsula. Given this development pipeline and the anticipated improvements to Caltrain service with electrification, stakeholders felt that the shuttle and bus service would need to be expanded to address growing demand. Furthermore, recent updates to CEQA place a greater emphasis on mitigations like shuttle service to reduce vehicle miles traveled.

Given the critical need for expanded first/last mile service, some stakeholders pointed out that maximizing ridership did not always seem to be a core goal of commuter shuttles since many are more coverage-oriented. Some acknowledged a lack of integration with site planning, TDM programs, and parking policies as a barrier to maximizing ridership—shuttles are sometimes seen as an amenity rather than a core TDM strategy.

Program Complexity & Responsiveness

Stakeholders noted the complexity of the shuttle program, especially a lack of clarity around the Call for Projects evaluation process in relation to program goals as well as the different roles of Caltrain,

SamTrans, Commute.org, and cities in San Mateo County. Some stakeholders questioned whether the program could be administered more effectively given the overlapping responsibilities among these agencies.

Stakeholders provided mixed feedback around the responsiveness of the shuttle program to city and private sector needs. The program’s focus on day-to-day operations typically enables quick changes to schedules and minor route modifications. However, varying levels of collaboration among shuttle sponsors, cities, and the private sector sometimes can make the shuttle program slow to adapt to changing development patterns and employment growth. As a result, some stakeholders felt the Peninsula was outgrowing the shuttle program in its current form, and a substantial expansion of first/last mile services would be needed to serve demand.

Bus-Shuttle Coordination

Stakeholders discussed the advantages and disadvantages of the shuttle program’s relationship to bus services. On the one hand, the program helps fill gaps in bus service by enabling cities and the private sector to run services timed with regional transit. On the other hand, the decentralized nature of the program can result in duplication between shuttle and bus services as well as competing interests. Stakeholders raised questions around fares (why shuttles are free while buses charge fares), service areas (what differentiates a “shuttle market” versus a “bus market”), and transfers (why local buses are not coordinated with regional transit). Most stakeholders agreed that improved coordination between shuttles and buses is optimal.

A photograph of the interior of a shuttle bus. Several people are seated in rows of grey seats. A woman in the foreground on the left has a name tag that says "NICOLE". A woman on the right has a name tag that says "DAN". The bus has large windows on the right side, and a wheelchair accessibility symbol is visible on the back wall. The text "Shuttle Program Vision" is overlaid in the center in a bold, dark blue font.

Shuttle Program Vision

7 Service Vision

Service Vision

The shuttle program service vision seeks to clarify the role of shuttles in relation to the Peninsula's transit network. The following mission statement and service principles encompass a vision for all services involved in the program, based on the adopted goals and policies of partner agencies described in **Section 1**.

Program Mission

The shuttle program increases transit ridership by addressing first/last mile and local mobility needs for commuters and underserved populations.

Service Principles



Maximize Public Benefits: Shuttles should seek opportunities to serve a wider range of users and trip purposes in addition to serving core commuter and/or community markets.



Prioritize Ridership and Equitable Access to Regional Transit: Shuttle routes and stops should prioritize areas with high concentrations of riders and/or underserved populations (such as low-income communities, communities of color, and seniors). Coverage to areas without high ridership or underserved populations should be deprioritized.



Coordinate Shuttles and Buses as a Unified Mobility Service: Shuttles and buses should be planned and presented as a unified transit service with limited duplication, standardized data sharing, real-time tracking, signage, wayfinding, and conveniently located stops. Shuttles should be easy to find while walking down a street, via in-trip planning and real-time tracking apps (e.g., Google Maps and Transit App), and in-bus network maps by SamTrans and other agencies.

What Distinguishes Shuttles from Buses

Even after implementation of the service principles described above, shuttles remain distinguished from buses in three ways:



Shuttles typically focus on a specific ridership market or a single city, whereas buses tend to focus on serving multiple markets and cities. Commuter shuttles primarily serve employment centers while community shuttles primarily serve local mobility needs within a single city.



Shuttles are funded by local contributions and grants, whereas buses are funded by SamTrans. Local contributions include funding from cities and the private sector, while grants include the SMCTA-C/CAG

Shuttle Call for Projects and MTC Lifeline Transportation Program.



Fares are typically free on shuttles, whereas buses usually charge fares.

Although timed transfers have historically distinguished shuttles from bus services, this feature may be less of a differentiator in the near future. As Caltrain moves toward a more standardized schedule, SamTrans and other bus operators may gain greater flexibility to coordinate transfers.

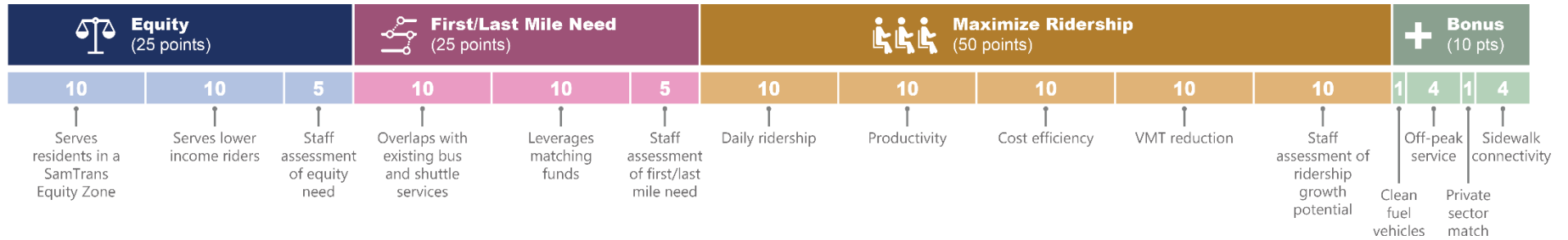
Implementation

Implementation of the shuttle service vision represents a shared effort by everyone involved in the shuttle program—grant funders, grant sponsors, operators, funding partners, and stakeholders. This section summarizes how planning, funding, and infrastructure approaches would help support implementation of the service vision.

Bus & Shuttle Planning Coordination

The need for shuttle service is identified by grant sponsors—cities and the private sector—in response to gaps in bus service. Since land use patterns, bus networks, and travel behavior changes over time, this study does not prescribe where shuttles should or should not operate. Rather, it updates funding criteria (described in the following section) in alignment with the mission statement and service principles.

Figure 22. Revised Shuttle Call for Projects Evaluation Criteria



SamTrans and VTA are likely to consider bus service changes that affect the need for shuttles. Historically, there have been numerous instances in which shuttle needs have grown in response to bus network changes, as new shuttle routes have been added to fill gaps in the bus network. Buses may also replace shuttles in some circumstances when ridership demand and service needs have outgrown a shuttle’s ability to provide service. SamTrans (or VTA) may consider replacing a shuttle route with a bus route if the proposed service aligns with agency goals and could maintain a comparable or better quality of service for shuttle riders as summarized below.

Checklist for Potentially Combining Shuttles with Buses

- ✓ Provide coordinated transfers with regional transit schedules
- ✓ Offer comparable or more frequent service
- ✓ Maintain access to most riders
- ✓ Develop a fare transition plan to ensure riders maintain access to free or discounted trips
- ✓ Conduct robust outreach and ongoing coordination with private sector and city stakeholders to ensure a smooth transition

If these criteria cannot be met, interlining shuttle and bus service may be considered instead.

As shuttle operating costs and ridership demand for first/last mile connections continue to rise, the shuttle program may reach a point where it can no longer support service to all routes. Absent new shuttle funding sources to keep up with rising costs and service needs, the long-term financial sustainability of the shuttle program will necessitate increasing the role of buses to provide first/last mile connections for suitable markets.

Funding Process Update

Revamp Call for Projects Process

The Call for Projects process represents the primary funding mechanism to implement the shuttle service vision. However, feedback from program participants suggests the Call for Projects process has historically been overly reliant on subjective evaluations of qualitative metrics and could have a stronger nexus to agency and program goals.

An updated Call for Projects process seeks to better align evaluations and outcomes with the program’s mission statement and service principles. To

accomplish this, routes would be evaluated based on a more quantitative data-driven methodology in addition to maintaining an evaluation committee of agency staff. The new application process would focus on maximizing ridership (50 points), equity (25 points), and first/last mile need (25 points), along with up to 10 bonus points, as illustrated in **Figure 22**. It is expected that different shuttles may excel in different metrics, but all shuttles would be evaluated with the same criteria.

New requirements would be added for shuttles to help advance the program’s service principles. In order to improve transparency and access, shuttle sponsors would agree to collecting and sharing stop-level ridership and vehicle location data, providing signage, and participating in annual surveys. While many shuttles already provide some of these features, there are presently no common standards across all shuttles. Roles and responsibilities associated with these requirements are described in the following section.

The role of SamTrans and Caltrain in the Call for Projects process would also change. Presently, SamTrans provides a cursory review of each shuttle route to issue a letter of concurrence in support of

individual applications, then participates in the evaluation committee. Under the revised Call for Projects process, the review of shuttle routes would be expanded to better assist project sponsors in providing the most efficient and equitable services.

As the first step in initiating a Call for Projects, SamTrans and Caltrain staff would be available for an optional consultation to support service planning for existing shuttle routes; this consultation would be required for any new proposed shuttle routes. After applications have been submitted, SamTrans and Caltrain staff would review proposed routes as a complete shuttle network and provide comments to applicants aimed at enhancing coordination between shuttles, buses, and rail services as well as improving ridership, equity, and first/last mile access. Upon finalizing proposed routes and SamTrans would issue a single letter of concurrence covering all Call for Projects applications. SamTrans staff would provide recommended route duplication scores to assist SMCTA with consistently evaluating shuttles. Both SamTrans and Caltrain staff may also participate in the evaluation committee to assist with the scoring. Once routes are selected for implementation, SamTrans and Caltrain would continue to coordinate with shuttle services around topics such as schedule changes, construction activities, and customer service requests.

In order to standardize roles and responsibilities, all Call for Projects applications would be sponsored by Commute.org or cities. SamTrans and Caltrain would no longer sponsor Call for Projects applications or contribute matching funds.

The next Call for Projects cycle would be extended by one year to commence in FY24 in order to better align with the implementation of Reimagine

SamTrans and Caltrain Electrification as well as adjust for the changes in travel behavior associated with the COVID-19 pandemic. Current funding agreements would be extended, with adjustments to the management structure described in **Section 8**.

Discontinue Use of TFCA Grants

Due to funding uncertainty, administrative challenges, and declining efficacy of grant applications, it is recommended that Caltrain and SamTrans no longer pursue TFCA grants to fund shuttles. After years of declining grant awards, recent changes to the TFCA program has resulted in most shuttles no longer receiving any funds at all.. Discontinuing the shuttle program's use of TFCA grants helps reduce financial risk and administrative burdens to shuttle grant sponsors by avoiding uncertainty in reimbursements across multiple fiscal years. This change would primarily affect shuttle funding opportunities for three routes in Santa Clara County; all other shuttles would remain fully funded by the Call for Projects without TFCA grants.

Diversify Local Funding Matches

As service needs and shuttle operations costs rise over time, grant sponsors and funding partners may need to increase and standardize their matching contributions. The shuttle program has historically relied on voluntary agreements among private sector partners for matching funds, but these agreements can be unpredictable and attract uneven participation among private sector partners. Increasingly, cities are shifting toward required participation in shuttle programs along with more formalized self-generated funding mechanisms. Such funding mechanisms help ensure the sustainability and scalability of the shuttle program, such as the following:

- Transportation management agencies or assessment districts (e.g., Mountain View)
- Development agreements and trip caps related to CEQA mitigations, TDM requirements, or conditions of approval (e.g., South San Francisco, Foster City, Redwood City, and others)
- Development fees for shuttles (e.g., Menlo Park)
- Employee headcount taxes (e.g., Mountain View)

Another benefit of establishing a dedicated local funding stream is the elimination of shuttle fares that remain on some commuter shuttles. While most shuttle routes provide fare-free service, a few continue to require riders to pay fares if they are not employed by a participating private sector partner. These fare requirements have been used as a means of maintaining private sector funding; otherwise, funding partners are not incentivized to participate. However, fare requirements create a barrier to shuttle ridership, especially since shuttles do not accept Clipper cards and fares are not integrated with other transit passes. Over time, replacing shuttle fares with other funding mechanisms is highly encouraged to promote more equitable access to shuttles.

In San Mateo County, Measure A and Measure W include funding for Alternative Congestion Relief and TDM programs and projects that can identify how to create dedicated area-wide funding sources for shuttles and other improvements. This funding can be used by cities to identify transportation management agency feasibility and support the first year of operations.

Shuttle-Oriented Infrastructure

Enhance Shuttle Stops

Convenient and easily accessible shuttle stops are a key component of the shuttle service vision. Under the updated Call for Projects process, shuttle sponsors would be responsible for providing signage at all shuttle stops, and applicants would be awarded bonus points for stops that are located on-street and connected to sidewalks. Shuttle stops would ultimately be subject to approvals by cities and/or property owners. The following guidance applies when siting new shuttle stops:

- Stops should be located “on the way” to enable more linear routes with minimal route diversions
- On-street stop locations are preferred over off-street to ensure convenient public access and efficient operations with less circuitous routing.
- In-lane stops are preferred over pull-out stops to reduce shuttle dwell times unless located on a high-speed arterial (35 mph or greater) or stop serving very high ridership (greater than 10 boardings per trip).

- Far-side stops are preferred over near-side stops to reduce conflicts with right-turning vehicles and pedestrian crossings.
- Stops should be sized to accommodate up to a standard 45-foot bus to provide flexibility in future vehicle operations.
- Stops should be spaced at least 800 feet apart, and fewer stops consolidated around major ridership generators are generally preferable to ensure efficient operations.
- Stops should connect to sidewalks and crosswalks with convenient paths of travel to nearby land uses.

- Stops should include signage, accessible landing pads, and shelters (where possible, prioritized at stops with high boarding activity).

Consider Shuttle Prioritization Measures

Cities may also consider shuttle prioritization measures such as transit lanes, queue jumps, and signal priority to provide fast and reliable shuttle service. These measures are most suitable for locations with high frequency service carrying a substantial volume of passengers. In particular, such improvements should be included with major development projects that may otherwise exacerbate traffic congestion and shuttle delay.

Figure 23. On-Street Shuttle Stop on the Genentech Campus



Improve Shuttle Facilities at Regional Transit Stations

While regional transit stations typically serve the highest volumes of shuttle riders, many stations lack conveniently-located shuttle stops with clear signage, wayfinding, shelters, and layover locations. In particular, several Caltrain stations exhibit room for improvement: shuttle loading activity sometimes occurs in parking lots, auto pick-up/drop-off areas, or at unsigned curb locations. A programmatic investment in shuttle facilities by Caltrain in coordination with SamTrans, Commute.org, and cities would help address unmet access and circulation needs.

8 Management Vision

Management Vision

The shuttle management vision seeks to clarify the roles and responsibilities of agencies involved in the shuttle program to ensure optimal performance, administrative simplicity, and a high-quality rider experience. This management vision represents the consensus of a series of workshops involving staff representing SamTrans, Caltrain, SMCTA, C/CAG, and Commute.org as well as input from cities and the private sector.

Key Roles in San Mateo County

The shuttle program in San Mateo County involves two core roles with which most management responsibilities are derived: the roles of grant sponsor/route manager and shuttle operator. As described in Section 5, grant sponsors and route managers are responsible for planning routes, preparing grant applications, budgeting, reporting, marketing, customer service, and collecting (occasionally contributing) matching funds, while shuttle operators are responsible for contracting operations as well as vendor procurement and oversight.

Presently, agencies involved in the shuttle program often fulfill both the role of grant sponsor/route manager and shuttle operator (**Figure 24**). These dual roles can create administrative complexity since agency staff are responsible for all aspects of shuttle management. In reviewing the current management

structure and agency resources, staff noted that Commute.org and cities tend to excel at responsibilities primarily associated with the grant sponsor/route manager role, whereas SamTrans and Caltrain tend to excel at responsibilities related to the operator role. Moreover, Caltrain's regional focus limits its overall ability to dedicate staff resources toward shuttles. Consequently, agencies have already started to specialize in these roles: Commute.org has assumed some route management responsibilities on behalf of Caltrain, including planning, customer service, and marketing, while SamTrans and Caltrain have assumed the operator role on behalf of shuttles sponsored by Daly City and Menlo Park.

The shuttle management vision would build upon and formalize these agency specializations (**Figure 6**). Grant sponsorship and route management would be consolidated under Commute.org (primarily for commuter shuttles) and cities (primarily for community shuttles); SamTrans would no longer sponsor shuttles or manage routes. Conversely, SamTrans would assume oversight over a master shuttle operations contract on behalf of Commute.org and any cities who opt in; cities and the private sector would retain the ability to operate shuttles directly, but Commute.org would no longer administer its own shuttle operations contract. Caltrain would shift to an advisory role as a program stakeholder, with its grant sponsorship roles transferred to Commute.org and its operations roles transferred to SamTrans.

As a result of these changes, SamTrans and Caltrain would no longer contribute discretionary funds to match grants (with the exception of shuttle routes which fulfill a core railroad operational function, such as the existing Broadway-Millbrae shuttle). However, either agency could choose to provide supplemental funding to the Call for Projects if increased first/last mile service is desired.

The roles of SMCTA, C/CAG, MTC, cities, and the private sector would otherwise not change in San Mateo County. SMCTA and C/CAG would continue to administer a biannual Call for Projects grant process, and MTC's Lifeline Transportation Program grants would continue to be available via C/CAG as well. Cities and the private sector would retain the ability to seek shuttle grants, with cities and Commute.org as eligible grant sponsors.

Figure 24. Existing Management Roles



Figure 25. Revised Management Roles



of Routes
Sponsor
Operator

Note: Boxes show the number of routes, the sponsor/manager, and the operator based on FY21-22 Shuttle Call for Projects.
Source: Fehr & Peers, 2021

Note: Boxes show the number of routes, the sponsor/manager, and the operator. Number of routes is illustrative based on FY21-22 Call for Projects. While Caltrain would no longer sponsor grants or operate shuttles, it would remain involved in coordinating with routes that serve its stations.
Source: Fehr & Peers, 2021

Key Roles in Santa Clara County

Since Santa Clara County lacks a dedicated funding source for shuttles to Caltrain, shuttle funding has been more heavily dependent on Caltrain’s discretionary funds, TFCA grants, and matching funds from cities and the private sector. After several years of declining ridership, the COVID-19 pandemic led to the loss of matching funds for three of the four Caltrain-operated commuter shuttles in Santa Clara County, causing these routes to be discontinued (Bowers-Walsh, Duane Avenue, and Embarcadero). Moreover, the pandemic resulted in the disqualification of most shuttles from TFCA grants, eliminating roughly one quarter of funding in Santa Clara County.






In its FY22 budget, the Caltrain board elected not to fund the remaining shuttles with its own general funds, as this would have required backfilling lost funding from TFCA grants and matching funds during historically low ridership demand. Consequently, the last Caltrain-operated commuter shuttle (Mission College, primarily serving Intel) was discontinued, while the three remaining independently-operated shuttles (East Bayshore, West Bayshore, and Stanford Marguerite) remain in operation as fully privately-funded services.

The shuttle management vision would continue Caltrain’s more limited involvement in Santa Clara County shuttles. Consistent with the revised management approach in San Mateo County, Caltrain

would coordinate with shuttle services, but would no longer operate, fund, or sponsor grants for shuttles. Shuttles serving Caltrain stations would rely entirely by city or private sector funds.

Caltrain may reassess its role in first/last mile services in coordination with VTA as ridership increases with the implementation of its Business Plan over the next decade. To some extent, first/last mile gaps may also be addressed via the implementation of the railroad’s Service Vision, as a more standardized clockface schedule with regular headways would enable better transfers with VTA bus and light rail services.

Table 7: Redefining Shuttle Program Roles

Shuttle Program Participant Roles	Definition	San Mateo County Proposal	Santa Clara County Proposal
 Grant Funder	Develops policy and practices to allocate program funding.	Primarily SMCTA and C/CAG; also MTC ¹ <i>No change to core roles; TFCA grants from BAAQMD would no longer be pursued.</i>	
 Grant Sponsor & Route Manager	Government agencies leading grant applications, budgets, and day to day management of shuttle routes. Responsible for service planning, marketing, customer service, and collecting (and sometimes contributing) matching funds.	Commute.org and cities/agencies <i>Caltrain and SamTrans would no longer fund or sponsor grants for shuttles.</i>	All shuttles would be directly operated and funded by cities and the private sector.
 Operator	Government agencies or private sector entities responsible for day-to-day operations of shuttle services as well as procurement and oversight of vendors. Sometimes leads marketing and customer service.	SamTrans, cities, and private sector <i>Caltrain and Commute.org would no longer operate shuttles.</i>	<i>Caltrain would no longer manage, operate, fund, or sponsor grants for shuttles.¹</i>
 Funding Partner	Government agencies and organizations that contribute matching funds.	Cities/agencies and private sector ²	
 Stakeholder	Government agencies and organizations that are served by shuttle services but are not directly involved in funding or operations.	Cities/agencies, private sector, general public, BART, WETA, MUNI, <i>Caltrain</i>	

Notes:

Changes to program roles noted in *italics*.

¹Caltrain and/or SamTrans may consider contributing funds toward the Call for Projects grant program in the future if supplemental funding is warranted. VTA and Caltrain may consider developing a similar process in Santa Clara County.

²Caltrain may continue funding select shuttles that serve a core railroad operational function, such as the existing Broadway-Millbrae shuttle.

Agency Responsibilities & Staffing

The reshuffling of program roles would be accompanied by adjustments in day-to-day agency responsibilities. In general, the revised agency responsibilities are intended to fit within the existing departments and functions in each agency. Some modifications to existing roles may occur. Revised agency responsibilities are summarized below and detailed in **Table 8**:

- Operations - SamTrans would lead shuttle operations via a master operations contract, while the private sector would retain the ability to independently operate shuttles.
- Grants & Reporting - Commute.org and cities would sponsor grant applications and lead reporting for the TA-C/CAG Call for Projects as well as MTC’s Lifeline Transportation Program.
- Finance - Commute.org and cities would be primarily responsible for shuttle budgeting and collecting matching funds, while SamTrans would invoice partners using the master operations contract as a pass-through.
- Data Management - SamTrans would administer rider surveys and coordinate ridership, schedules, and real-time tracking data with Commute.org, cities, and the private sector.
- Service Planning - Commute.org and cities would lead service planning in coordination with SamTrans and Caltrain via the Shuttle Call for Projects service planning review and concurrence process.
- Customer Trip Planning - Commute.org and cities would prepare maps and schedules for individual routes, as well as publish GTFS data. SamTrans would aggregate this data for use in trip planners and would include shuttles on its system maps and website.
- Marketing & Customer Support - Commute.org and cities would lead marketing and customer support for shuttles. SamTrans would provide additional support and coordinate branding of shuttles.
- Stop Signage/Facilities & Development Review - Commute.org and cities would be responsible for shuttle stop facilities and development review processes in coordination with SamTrans and the private sector.

Table 8: Shuttle Program Management Responsibilities

Role	SamTrans	Commute.org	Cities	Private Sector
Operations	Administers master contract with vendor, including procurement and oversight	Does not directly operate shuttles May partner with SamTrans or private sector	May directly operate shuttles or partner with SamTrans	May operate independently or partner with SamTrans via Commute.org
Grants & Reporting	Does not apply for grants	Sponsors grant applications for commuter shuttles in Call for Projects Prepares grant reporting	Sponsors grants applications for community shuttles in Call for Projects and MTC Lifeline program	Coordinates with shuttle sponsor/route manager (primarily Commute.org)
Finance	Invoices partners using master operations contract (Commute.org and cities) as pass-through payment to vendor	Prepares budgets Receives grant funds Invoices private sector partners Submits payment to SamTrans and private sector operators	Prepares budgets Receives grant funds Contributes matching funds and develops supplemental funding programs Submits payment to SamTrans and/or independent vendor Prepares grant reporting	Contributes matching funds via partnerships (primarily Commute.org)

Role	SamTrans	Commute.org	Cities	Private Sector
Data Management	Administers rider surveys Coordinates GTFS/GTFS-R and APC data	Publishes GTFS/GTFS-R data for its routes and coordinates data management with SamTrans	Coordinates data management with SamTrans	Coordinates with shuttle sponsor/route manager (primarily Commute.org)
Service Planning	Reviews and coordinates service planning via Call for Projects concurrence process Supports cities and Commute.org as needed	Leads service planning for commuter shuttles in coordination with SamTrans	Leads service planning for community shuttles in coordination with SamTrans	Coordinates with shuttle sponsor/route manager (primarily Commute.org)
Customer Trip Planning	Coordinates GTFS-R data for use in trip planners and real-time tracking apps Includes shuttles on SamTrans website and system map	Prepares maps and schedules for commuter shuttles and maintains its own website Publishes route data in GTFS/GTFS-R format for use in third-party trip planning and real-time tracking apps	Prepares maps and schedules for community shuttles, cross-lists on city websites GTFS/GTFS-R development and maintenance for community shuttles	Coordinates with shuttle sponsor/route manager (primarily Commute.org)
Marketing	Supports marketing for commuter and community shuttles Coordinates branding	Leads marketing for commuter shuttles	Leads marketing for community shuttles	Supports marketing for commuter shuttles
Customer Support	Responds to rider inquiries made to SamTrans	Responds to rider inquiries for commuter shuttles Primary interface with private sector	Responds to rider inquiries for community shuttles	Responds to rider inquiries unless customer support has been contracted to Commute.org or other entity
Shuttle Infrastructure	Coordinates shuttle access to bus stops as needed	Coordinates with cities to provide signage and facilities at on-street commuter shuttle stops Coordinates with private sector for signage and facilities at off-street commuter shuttle stops	Responsible for signage and facilities for on-street stops serving commuter and community shuttles Leads implementation of transit signal priority for shuttles	Responsible for signage and facilities at off-street stops
Development Review	Coordinates with Commute.org and cities to determine service options for major developments	Primary contact for development review related to commuter shuttles	Primary contact for development review related to community shuttles Requires developers to implement TDM programs to address first/last mile connections Connects developers with Commute.org to coordinate service and stop changes	Prepares site plans and TDM plans

Notes:
 Highlighting indicates significant change in responsibilities.
 GTFS and GTFS-R data refers to feed specifications that allow for publishing route schedules and real-time arrival information for application developers. APC refers to automated passenger counters to track ridership.
 Caltrain would transfer its shuttle operations and grant administration responsibilities to SamTrans and Commute.org, respectively, but would retain a role in coordinating with grant sponsors and operators on roles such as scheduling, construction effects at stations, access and circulation at stations, marketing, customer support, and overall program strategy. Caltrain's role may be periodically reassessed as it implements its Business Plan.
 The roles of SMCTA, C/CAG, and MTC as grant funders would not change.

Implementation

Implementation of the shuttle management vision would be shared across the various agencies and departments involved within the shuttle program. This section highlights key actions needed to advance core elements of the management vision.

Call for Projects

The next SMCTA-C/CAG Shuttle Call for Projects would be extended by one year to better align with the implementation of Reimagine SamTrans and more effectively evaluate shuttle services in a post-pandemic landscape. Current funding agreements under the FY 21-22 Call for Projects would be extended through FY 23 with modifications to reflect cost escalation and new grant sponsorships under

Commute.org and cities. The FY 24-25 Call for Projects would implement the revised evaluation process described in Section 7.

Shuttle Operations & Vendor Procurement

SamTrans will need to procure a new shuttle operations contract in the near future; however, the specific timing of this procurement has not yet been determined. Based on the latest available information at the time this report was prepared, the following actions are recommended:

1. *Exercise three remaining option years on the current vendor contract (FY23-25), with all operations consolidated under a single SamTrans contract*

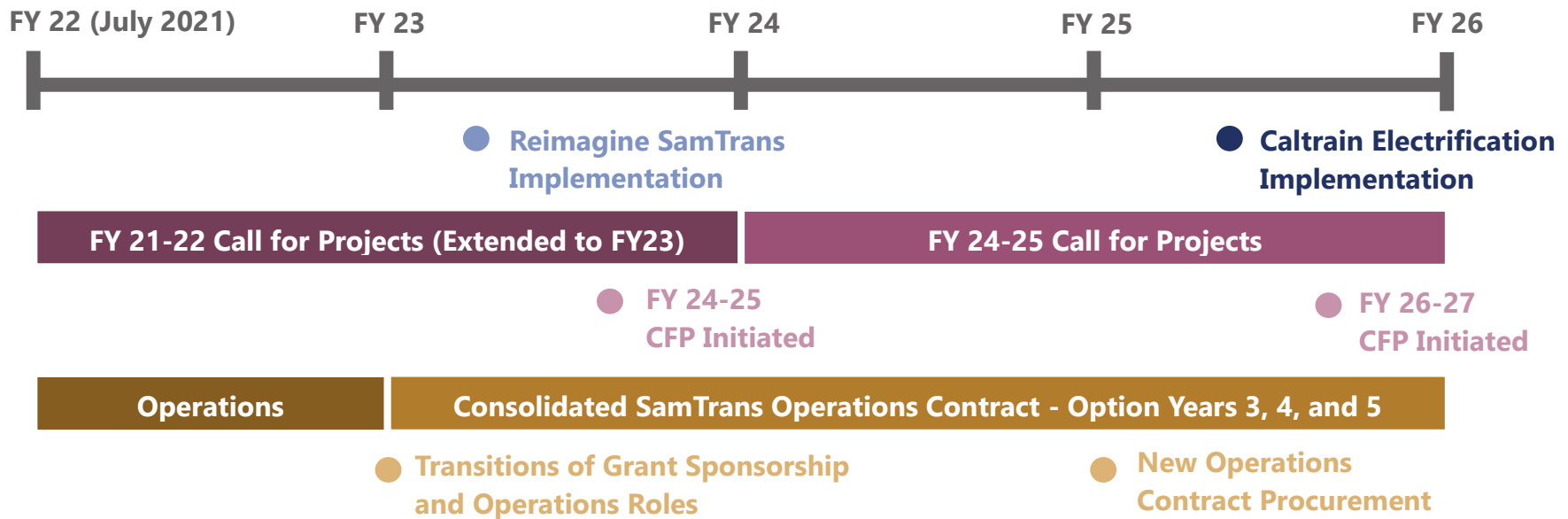
SamTrans would exercise three remaining option years on the current vendor contract to cover the

extended FY21/22/23 Call for Projects and the FY24/25 Call for Projects cycle. These option years would consolidate operations under a single SamTrans contract as described in the prior section. Caltrain and Commute.org would no longer administer their own shuttle operations contracts.

2. *Procure a new shuttle operations contract for service operating in FY26*

SamTrans would procure a new multi-year shuttle operations contract for FY26. Key points of emphasis for this procurement will include maintaining wage-competitiveness to improve driver retention, incentivizing ridership growth, providing flexibility for vehicle types to handle changing shuttle demand, and potentially the

Figure 26. Implementation Timeline



ability for vendors to shift to zero emissions vehicles. The procurement would also present an opportunity for SamTrans to consider refreshing the shuttle brand in coordination with its partners.

3. *Develop a transition plan for shuttles to shift to zero emissions vehicles by the early 2030s to achieve shuttle compliance with the Innovative Clean Transit regulation.*

The California Air Resources Board’s Innovative Clean Transit regulation requires that 100 percent of new bus purchases by agencies that own, operate, lease, or contract with another entity to operate buses must be zero emission by 2029. All shuttles directly operated under the auspices of SamTrans, Commute.org, and cities would be subject to this regulation. Consequently, SamTrans would need to develop a transition plan in the mid-2020s that would assess the state of the shuttle program, the availability of compliant shuttle vehicles, the ability of vendors to achieve compliance as well as the potential for SamTrans to develop its own zero emissions shuttle fleet and associated maintenance facility. The implementation of a zero emissions shuttle fleet would occur in the early 2030s under a subsequent vendor operations contract.

Shuttle CAD/AVL & APC Systems

The Shuttle Call for Projects would require that all shuttle operators provide computer-aided dispatch / automatic vehicle location (CAD/AVL) and automated passenger counter (APC) equipment to enable collection of real-time vehicle location and stop-level ridership for all shuttles. As noted in **Section 4**, most shuttles operated under Commute.org, SamTrans, and Caltrain already have CAD-AVL systems, about

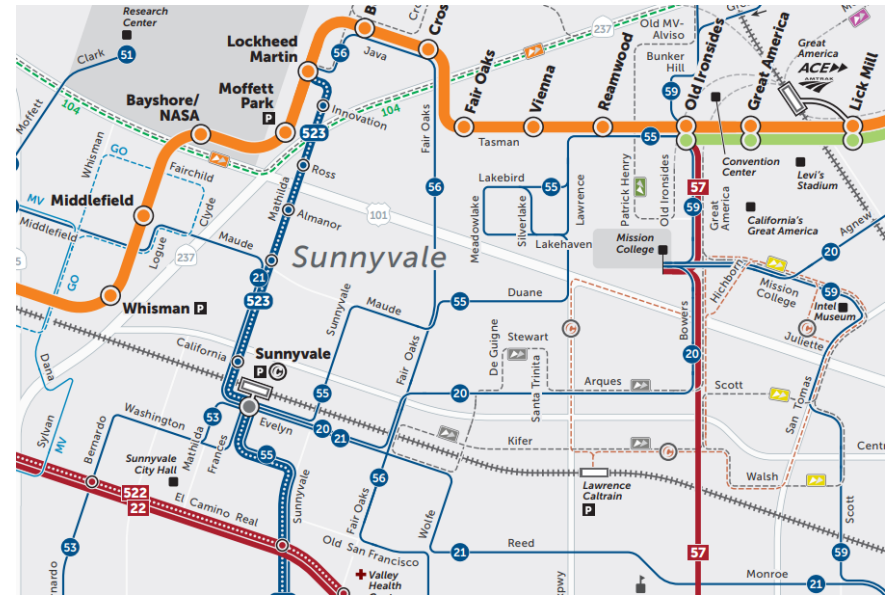
one-quarter of shuttles do not, which prevents accurate tracking of arrivals and delays. Current ridership data collection practices mostly consist of notes by drivers that are manually entered into monitoring spreadsheets, resulting in a cumbersome administrative process that varies widely across routes.

Expanding use of CAD-AVL equipment and adding APC equipment would enable a streamlined administration and monitoring of shuttles as well as a more seamless communication with riders. Shuttle operators (via their vendors) would be responsible for providing CAD-AVL and APC equipment, with equipment costs incorporated into overall operating costs. Grant sponsors/shuttle managers would be responsible for collecting and sharing ridership data with SamTrans along with publishing real-time tracking data to data aggregators via General Transit Specification Feed Realtime (GTFS-R).

Trip Planning, Real-Time Tracking & SamTrans Website

The Shuttle Call for Projects would require that all shuttles publish GTFS and GTFS-R data for use by third-party apps. As described in **Section 4**, Commute.org and some other shuttles currently publish GTFS for use third-party apps like Google Maps, Apple Maps, and Transit App, but this

Figure 27. VTA's Bus Network Map Includes First/Last Mile Shuttles to Caltrain and ACE



information is not available for all shuttles. Moreover, no shuttles currently publish GTFS-R for real-time vehicle tracking in these apps. While Commute.org and the San Mateo County Transit District’s shuttle tracker websites provide real-time tracking for a subset of shuttles, the lack integration between shuttle, bus, and rail information can represent an inconvenience for existing riders and a barrier for new and novice riders.

Incorporating third-party apps as another means of planning and tracking shuttle trips would help create a more seamless user experience in which riders could plan and track their shuttle trips alongside rail or bus trips in a single mobile app of their choice. Shuttle managers such as Commute.org may also maintain their own tracking websites, although it is recommended that the District’s shuttle tracker be

Implementation Priorities

- ✓ Update Call for Projects
- ✓ Exercise three remaining option years on vendor contract then procure a new vendor
- ✓ Implement a CAD-AVL system on all shuttles
- ✓ Incorporate shuttles into trip planners, real-time trackers, and the SamTrans website
- ✓ Administer annual surveys on all shuttles
- ✓ Install signage on all shuttle stops
- ✓ Coordinate development review with the shuttle program
- ✓ Coordinate with Caltrain

discontinued consistent with SamTrans' emphasis on using third-party apps. GTFS and GTFS-R data would be prepared and published by shuttle managers, with SamTrans able to support cities that may lack the relevant technical expertise.

SamTrans would be responsible for incorporating shuttle maps and schedules into its website to further reduce barriers to shuttle use. Shuttle managers would provide maps and schedules to SamTrans, and SamTrans would incorporate shuttles into its network map consistent with VTA's approach (**Figure 27**). Adding shuttle information on the SamTrans website and map would help improve awareness of services.

Annual Surveys

SamTrans would administer an updated annual on-board survey to collect data on rider characteristics and travel behavior. Survey questions would inform Call for Projects metrics such as serving lower income riders and VMT reduction. Surveys would be developed in collaboration with Commute.org, cities, and the private sector to also collect relevant shuttle-specific data. A comparable number of routes and surveys would be administered relative to recent practices, although all surveys would be administered under SamTrans rather than split between SamTrans and Caltrain routes.

Shuttle Infrastructure Implementation

Shuttle sponsors would be responsible for the installation of signage at all stops in coordination with cities and funding partners. Sponsors are encouraged to work with cities and the private sector to develop improvement programs for stops as well as other infrastructure improvements like transit signal priority consistent with guidance provided in **Section 7**.

Caltrain Coordination

As Caltrain transitions into a new role in the shuttle program, coordination should be emphasized between shuttle grant sponsors, shuttle operators, and agency staff. Caltrain is planning to significantly expand its service over the next decade, but is still in the process of building out its shuttle facilities (as described in **Section 7**). Consequently, given the limited capacity for shuttles at some stations and importance of shuttles to Caltrain for first/last mile access and ridership development, Caltrain would remain involved in coordinating access and

circulation at stations, schedule changes, construction activities, and customer support.

Development Review

The rapid pace of employment growth on the Peninsula necessitates enhanced coordination among cities, Commute.org, and SamTrans to address first/last mile needs. Cities reviewing proposed developments are encouraged to coordinate with Commute.org for commuter shuttle planning and consider best practices in siting shuttle stops as described in **Section 7**. Cities should emphasize measures to reduce travel time and delay for shuttles, which will continue to be a growing challenge as growth occurs.

Given the increasing need and rising costs of shuttle services, cities should require participation and funding of first/last mile shuttles as a part of TDM plans and/or CEQA mitigations, as identified in C/CAG's TDM Policy Update. These funds could be used toward matching contributions for shuttles or augmenting SamTrans services in lieu of new shuttle routes (via purchasing Way2Go Passes or other cost-sharing approaches). Cities are also encouraged to fully subsidize transit use for new employment projects to help support use of regional transit and shuttles, either through participation in Caltrain's GoPass program or direct payments to commuters.

Acknowledgments



Acknowledgements

The authors of this study would like to acknowledge the following agency boards and staff for their contributions, without which this study would not have been possible. Special thanks to all other staff and stakeholders not listed below who provided valuable contributions to this study.

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**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Carter Mau
Acting General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **ACCEPTANCE OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR
THE FISCAL YEAR ENDED JUNE 30, 2021**

ACTION

Staff proposes the Board accept the San Mateo County Transit District's (District) Fiscal Year (FY) 2021 Annual Comprehensive Financial Report (ACFR). On November 1, 2021, the SamTrans Audit Committee met and voted to recommend acceptance of the ACFR to the Samtrans Board.

The Fiscal Year 2021 ACFR is attached and also available online at:

https://www.samtrans.com/about/Finance/Annual_Comprehensive_Financial_Reports.html

SIGNIFICANCE

Annually, staff is responsible for preparation of an annual report on the financial position and financial results of the District. The District contracts with an independent auditor, Eide Bailly LLP, to conduct yearly audits of the Financial Statements in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards (GAGAS), issued by the Comptroller General of the United States. The independent auditor has provided an unmodified, or "clean," opinion on the Financial Statements.

The District presents these audited financial statements, along with the auditor's opinion thereupon, in a comprehensive document called the ACFR. (In previous years, this document was referred to as the CAFR.) The ACFR serves as the District's primary source of disclosure to the public and to the financial community regarding the status of the District's financial position.

BUDGET IMPACT

There is no impact on the Budget.

BACKGROUND

The ACFR is prepared in accordance with the guidelines set forth by the Government Accounting Standards Board and is organized into three sections – Introductory, Financial, and Statistical.

- The **Introductory** section includes a Transmittal Letter and provides general information on the District's structure, personnel, economic outlook and finances.
- The **Financial** section includes audited financial statements which provide detailed financial information as well as comparative financial data. The Management Discussion & Analysis (MD&A) is also found in the Financial section. Along with the Transmittal Letter, the MD&A is of most interest to those looking for a narrative annual review of the District's finances.
- The **Statistical** section provides a broad range of data covering key financial trends including revenue and debt capacity, economic and demographic data, and operating information.

The introductory section and the statistical section presented in the ACFR are not required by California Government Code to be reported as part of the audited financial statements of the District. These sections are required when producing an ACFR which the District chooses to do in order to provide detailed information about the financial condition of the District in a form that is understandable to our customers and constituents.

Together, all sections of the ACFR provide the detail as well as the perspective with which to assess the District's financial condition.

The ACFR is prepared and presented to the Government Finance Officers Association (GFOA) for their review and evaluation, and to apply for the Certificate of Achievement for Excellence in Financial Reporting. The District has received the award for every year that the report has been submitted.

Prepared by: Jennifer Ye, Acting Director, Accounting

650-622-7890



October 11, 2021

To the Board of Directors of the
San Mateo County Transit District
San Carlos, California

We have audited the financial statements of San Mateo County Transit District (District) as of and for the year ended June 30, 2021, and have issued our report thereon dated October 11, 2021. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit under *Government Auditing Standards*

As communicated in our letter dated April 20, 2021, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the District is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are related to the District's insurance liabilities.

Management's estimate of the insurance liabilities is based on actuarial valuations performed by management specialists. We evaluated the key factors and assumptions used to develop the liabilities and determined that it is reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the District's financial statements relate to:

District's disclosure of the net pension liabilities and net OPEB liability and related deferred inflows of resources and deferred outflows of resources required by District's reporting of the related information, are particularly sensitive. As disclosed in the notes, a 1% increase or decrease in the rates has a material effect on District's net pension and OPEB liabilities.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. There were no uncorrected or corrected misstatements identified as a result of our audit procedures.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to [Entity's Name] financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management which are included in the management representation letter dated October 11, 2021.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the District's auditors.

This report is intended solely for the information and use of the governing board, and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Eide Bailly LLP". The signature is written in a cursive, flowing style.

Menlo Park, California

San Mateo County Transit District
San Carlos, California



Annual Comprehensive Financial Report

Fiscal Years Ended June 30, 2021 and 2020



San Mateo County
TRANSIT DISTRICT

San Carlos, California

Annual Comprehensive Financial Report

Fiscal Years Ended June 30, 2021 and 2020

Prepared by the Finance Division

San Mateo County Transit District

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October 11, 2021

**To the Board of Directors of the
San Mateo County Transit District and the
Citizens of
San Mateo County
San Carlos, California**

**Annual Comprehensive Financial
Report
Year Ended June 30, 2021**

We are pleased to present the Annual Comprehensive Financial Report (ACFR) of the San Mateo County Transit District (District) for the Fiscal Year July 1, 2020 through June 30, 2021. This transmittal letter provides a summary of the District's finances, services, achievements, and economic prospects for readers without a technical background in accounting or finance. Readers desiring a more detailed discussion of the District's financial results may refer to the Management's Discussion and Analysis in the Financial Section.

Management assumes sole responsibility for all the information contained in this report, including its presentation and the adequacy of its disclosures. To the best of our knowledge, we believe this report to be complete and reliable in all material respects. To provide a reasonable basis for making this representation, we have established a comprehensive system of internal controls designed to protect the District's assets from loss, identify and record transactions accurately, and compile the information necessary to produce financial statements in conformity with Generally Accepted Accounting Principles (GAAP). Because the cost of internal controls should not exceed the likely benefits, the District's internal control system intends to provide reasonable (but not absolute) assurance that the financial statements are free from material misstatement.

To test the performance of the internal control system, the District contracted for independent auditing services from Eide Bailly LLP, a certified public accounting firm licensed to practice in the State of California. The auditor expressed an opinion that the District's financial statements are fairly stated in all material respects and in compliance with accounting principles generally accepted in the United States of America. This conclusion is the most favorable kind and is commonly known as an "unmodified" or "clean" opinion.

Profile of the Organization

Basic Information

The District is an independent political subdivision of the State of California, formed by the California State Legislature on August 14, 1974 and approved by San Mateo County voters in the general election that followed. San Mateo County is located on a peninsula south of the City and County of San Francisco, bordered on the west by the Pacific Ocean, on the east by San Francisco Bay and on the south by the counties of Santa Clara and Santa Cruz.

The overall purpose of the District is to plan, develop, finance and operate a modern, coordinated system of transportation that meets local mobility demands and promotes sound growth and economic development for the region. The District provides bus transit services throughout San Mateo County, north into downtown San Francisco, and south to Palo Alto in Santa Clara County. The District also operates a paratransit service and funds shuttles, connecting rail stations to employment centers. The District also is a partner in a three-agency joint powers authority that owns and operates Caltrain, a highly successful commuter rail service between San Francisco and Silicon Valley. In addition, this system works cohesively with other transportation services in the San Francisco Bay Area. No other organization within San Mateo County has a similar scope of responsibility for public transportation.

History

On January 1, 1975, the District began consolidating 11 separate municipal bus systems in San Mateo County and initiated local bus service where none existed. By July 1976, the District had established a viable network of local bus service throughout a 446 square mile service area in the county. In mid-1977, the District added mainline service between Palo Alto and downtown San Francisco through a contract with Greyhound Lines, Inc. and also inaugurated its Redi-Wheels demand response service for the mobility impaired. During its history of operations, the District has provided transportation to special events such as the Democratic National Convention, the Major League Baseball World Series and All Star Games, the National Football League Super Bowl, World Cup Soccer and the American Public Transportation Association's Commuter Rail Conference.

The District has fought throughout its history to preserve passenger rail service along the San Francisco Peninsula and led a successful campaign in 1978 to avoid an impending decision by the Southern Pacific Transportation Company to discontinue the commuter rail service. Two years later, the California Department of Transportation negotiated a purchase of service agreement with the Southern Pacific to continue to operate the commuter rail service under the name "Caltrain" while the local counties determined if they could assume control of the corridor. As a result, the Peninsula Corridor Joint Powers Board (JPB) was formed with the three member agencies: City and County of San Francisco, the District, and Santa Clara Valley Transportation Authority. The JPB purchased the Southern Pacific right of way from San Francisco to San Jose and selected the District as the Managing Agency for Caltrain passenger service in 1992. Amtrak served as the JPB's operator until May 2012. After that the contract to operate the rail passenger service was awarded to Transit America Services Incorporated (TASI).

Governance

A nine-member Board of Directors governs the District. The publicly-elected County Board of Supervisors appoints two of its own members and an individual with transportation expertise to the District Board. The mayors of the cities throughout the county appoint three elected city officials, bringing the District Board membership to six. These six members then select the remaining three board members from the general public, one of which must be a coastal resident, due to a geographical diversity policy in place for public members. The Board of Directors meets once a month to determine overall policy for the District. In addition, the Board has created a 15-member Citizens Advisory Committee (CAC) with the principal objective of articulating the interests and needs of current and future customers.

Administration

The Executive Office is responsible for directing and overseeing all activities and for providing support to the Board of Directors.

The Finance Division is responsible for financial accounting and reporting, capital budgeting, operational budgeting, payroll and vendor disbursements, investments and cash management, debt management, revenue control, purchasing, contract administration, risk management and information technology.

The Bus Division is responsible for District fixed route bus service, shuttles programs, paratransit services, ADA services pursuant to the requirements of the Americans with Disabilities Act (ADA), quality assurance, facilities maintenance, TVM maintenance and intelligent transportation systems.

The Rail Division is responsible for Caltrain rail service, operations planning, rail capital project engineering and construction. The Caltrain Modernization Program (CalMod) is responsible for guiding the planning and implementation of electrification and related projects that will upgrade the performance, operating efficiency, capacity, safety and reliability of Caltrain's commuter rail service.

The Communications Division is responsible for fare media, customer service, marketing, sales, advertising, distribution services, public information, media relations, social media, legislative activities and community outreach.

The Planning, Grants and Transportation Authority Division is responsible for grant administration and property management.

The Administrative Division provides management assistance to executive divisions and is responsible for human resources and safety and security.

Component Units

The District is a legally separate and financially independent entity that is not a component unit of San Mateo County or any other organization. The District administers various activities on behalf of other agencies: the JPB, which operates Caltrain, the San Mateo County Transportation Authority (Transportation Authority), which administers the Expenditure Plan funded by a half-cent transportation sales tax approved by San Mateo County voters in 2004 which will continue in effect until 2033 in addition to 50% of Measure W which was approved by voters in November 2018, and the San Mateo County Express Lanes Joint Powers Authority (SMCELJPA). These agencies have their own separate corporate identity and governance, and they are not component units of the District. Therefore, this ACFR and the financial statements contained within represent solely the activities, transactions and status of the District.

Budget

State law requires the District to adopt an annual budget by resolution of the Board of Directors. In the spring preceding the start of each Fiscal Year on July 1, staff presents an annual budget based on established agency goals, objectives and performance measures to the Board of Directors. The presentation may recommend using financial reserves to balance the budget when proposed expenditures exceed projected revenues. The Board of Directors monitors budget-to-actual performance through monthly staff reports. The Financial Section of this report includes a supplemental schedule that compares actual results on a budgetary basis of accounting to the final adopted budgets.

Once adopted, the Board of Directors has the authority to amend the budget. While the legal level of budgetary control is at the entity level, the District maintains stricter control at division, departmental and line item levels to serve various needs. Cost center managers monitor budget-to-actual performance on a monthly basis. The Board has delegated the authority to transfer budget amounts between divisions and departments to the General Manager/CEO or their designee. However, any increase to the expenditure budget as a whole requires the approval of the Board. In addition, the District uses the encumbrance system to reduce budget balances by issuing purchase orders to avoid over-commitment of resources.

The District employs the same basis and principles for both budgeted and actual revenues and expenses, except that actual proceeds from the sale of capital assets, unrealized investment gains and losses, and inter fund transfers are not included in the budget.

Financial and Economic Outlook

Local Economy

Due to the COVID-19 pandemic, 2020 saw record unemployment and many struggles for businesses and consumers alike. Despite that, with financial assistance from the federal government, policies to limit the spread of COVID cases, and the introduction of vaccines to combat COVID-19 in early 2021, the state of California and the Bay area are emerging and beginning to recover as we move into the summer of 2021.

According to the California Labor Department, the unemployment rate in the San Francisco-Redwood City-South San Francisco Metropolitan division was 4.8 percent in August 2021, down from a revised 5.1 percent in July 2021, and below the year-ago estimate of 9.1 percent. This compares with an unadjusted unemployment rate of 7.5 percent for California and 5.3 percent for the nation during the same period.

The unemployment rate was 5.0 percent in San Francisco County, and 4.6 percent in San Mateo County. The Leisure and Hospitality sector was most impacted by the shutdown and it is this sector that has seen the most job increases. Given that the state fully re-opened on June 15th, the recent hiring surge is expected to continue through the summer months, assuming no further restrictions driven by an increase in COVID cases or a more highly transmissible variant.

The San Mateo County unemployment rate was at a high of 11.4 percent in April 2020. While still not at pre-pandemic levels, when unemployment was 2.1 percent in Feb 2020, 4.6 percent as of August 2021 has shown a strong recovery partly due to the relatively large numbers of high-tech jobs that transitioned to working remotely.

The San Mateo County population is expected to grow more slowly than the Bay Area average during the 2020-2025 forecast period. Net migration will not be material and many of those who have relocated out of the county have been to areas with more affordable housing. Housing affordability has gotten worse over time. In 2019 the median home price in San Mateo County was \$1.3 million. Most of the projected housing production is expected to be apartments and condos.

The San Mateo County technology sector continues to expand. In 2019, venture capital funding to local tech firms surpassed \$32 billion, helping to fuel job growth. The county now has 12,200 workers at software firms, 26,000 workers at Internet publishing and data services companies. Real Income per capita in 2019 was \$133,117 placing San Mateo County among the wealthiest regions of California.

Long-term Financial and Strategic Planning

The District began operations in 1976 as a fixed-route bus service. Today, the District has grown into a multimodal system of coordinated transit services, including bus, paratransit, shuttles and rail, each playing an integral role in meeting the transportation needs of San Mateo County.

The District has been working to strengthen its long-term financial standing. Improvement measures have included a restructuring of \$211 million in debt and dissolution of the BART to SFO agreement. The District initiated several efforts in the early part of the current decade to help keep annual expenses in line with annual revenues. In November 2018, voters in San Mateo County approved the Measure W half-cent sales tax. Starting in July 2019, the District began administering 50% of the funds received from Measure W, providing a supplemental resource to improve transit services and reduce travel times; this should materially improve the District's financial condition for years to come.

The District recently updated its ten-year Strategic Plan, which can be viewed online at http://www.samtrans.com/Planning/Planning_and_Research/SamTrans_Short-Range_Transit_Plan.html. The 2019-2028 Plan Update provides a policy framework to help guide the District's transportation investments. The Plan also builds on prior strategic plans by prioritizing actions that can "move the needle" by turning ideas into results. To do so, the Plan helps identify key factors that the District can control and describes strategies for focusing resources to achieve specific goals. The District is also in the midst of conducting a Comprehensive Operational Analysis, "Reimagine Samtrans", which will guide operational decisions over the next several years.

Major Initiatives

The District plans to continue providing coordinated transit services including bus, paratransit, shuttle and rail. Association of Bay Area Governments (ABAG) projections assume there will be intensified population growth along the El Camino Real Corridor, parallel to the Caltrain line. These projections also assume that there will be higher density development in all cities along this corridor, which will increase demand for transportation services.

In addition to providing public transit for municipalities, the District has committed significant resources to supporting other regional transportation options. These include Caltrain rail and shuttle bus service to and from Caltrain and BART stations. Dedicated bus shuttles distributing rail patrons to regional employers will be vital to sustainable transportation over the next several years as local agencies are encouraged to implement Transportation Systems Management plans designed to reduce highway congestion and improve air quality. Continuing a long history of serving San Mateo County residents with mobility impairments, the District will also manage the growing demand for a variety of paratransit services.

The District has started to invest in zero-emission bus technology to advance California's climate change and energy policy goals. Per the mandate from the California Air Resource Board's Innovative Clean Transit program, The District submitted the Zero Emissions Bus Implementation Plan in May 2021 and it has been approved. The plan reflects the District's commitment to accelerate compliance with the State's mandate and achieve zero-emissions status in advance of the 2040 deadline.

Motor Bus Operations

The District designs its bus services to meet the needs of San Mateo County residents, workers and visitors. Bus service is offered throughout San Mateo County and into select areas of San Francisco and Palo Alto. Many bus routes make connections to Caltrain, BART, and the San Francisco International Airport. Each bus has a bicycle rack, allowing for multimodal use. Starting in 2019, select buses have been retrofitted with luggage racks and new buses offer USB charging stations and Wi-Fi. The District provides transportation services from early morning until just past midnight. Fixed-route bus ridership peaked in San Mateo County at 19.0 million in FY 1998, but later declined to 12.4 million in 2013. The implementation of the District Service Plan, adopted in May that same year, resulted in an initial increase in ridership, which grew three percent in FY 2014 and another 2.9 percent in FY 2015. However, ridership declined again by 2.8 percent in FY 2016, and the drop persisted through FY 2019. The District started to see an increase in ridership beginning in August 2019 with the launch of its new Foster City-San Francisco Commuter Express Bus service (Route FCX). For the first 8 months of FY20, average weekday ridership was about 36,775, compared to 35,100 in FY19. The COVID-19 pandemic had significant ridership implications; social distancing and shelter in place health orders restricted rides to essential personnel. The District initiated improved cleaning protocols, restricted the number of passengers on board buses, reduced service levels, installed bus operator barriers, and issued masks to riders. The District provided 4.5 million total trips compared to over 10.6 million trips provided in FY 2019 (pre-pandemic fiscal year).

The District was in the midst of a comprehensive operational analysis (Reimagine SamTrans) when COVID-19 hit. The study was paused so the agency could pivot to do work on scenario planning and near-term service planning. However, the project has been restarted to chart a path forward for full service recovery and ridership growth in FY22 and beyond.

Prior to the pandemic, the District Business Plan identified microtransit (on-demand local bus service) as a key initiative for the District to undertake in the near-term to increase mobility options for customers. In 2019, a District microtransit pilot known as SamTrans OnDemand launched in the Linda Mar neighborhood of Pacifica, replacing the existing FLX-P route with a fully on-demand, curbside to curbside service. After about one year of OnDemand, continuation of the pilot was deemed infeasible and the agency reverted back to the original FLX-P service. Reimagine SamTrans will consider the lessons learned from the pilot and will likely present a service alternative that utilizes microtransit as a coverage complement to frequent fixed route service. Additionally, on-demand service may be considered as an option for paratransit customers.

Paratransit Services

The District provides accessible transportation services throughout San Mateo County with fixed-route, Redi-Wheels and RediCoast services. The entire fleet of fixed-route buses is equipped with wheelchair lifts or ramps and a kneeling feature to make boarding easier. Redi-Wheels and RediCoast members and their Personal Care Attendants are allowed to ride all regular fixed-route District buses for free. For many persons with disabilities who cannot use fixed-route buses, Redi-Wheels and RediCoast are the only means of transportation available. In FY 2020, the District's paratransit program provided 256,738 passenger trips. The ridership for FY 2021 is significantly lower as a result of the pandemic, 121,394 passenger trips. Ridership has gradually increased in recent months as businesses slowly re-open.

Caltrain Administration

Since 1992, the District has served as staff to the JPB administering the operation of commuter rail service on the 77-mile corridor between San Francisco and Gilroy. Some key Caltrain milestones include instituting a “proof-of-payment” fare collection system and the introduction of the “Baby Bullet” service that reduced travel time between San Jose and San Francisco from an hour-and-a-half to just under one hour.

In the near term, Caltrain will focus on its State-of-Good Repair Program, including the replacement and rehabilitation of infrastructure, communication and control systems, and rolling stock in order to maintain safe, quality service for customers. As we look towards the future, the Caltrain Modernization Program is focused on meeting the growing commuter ridership demand in the region, preparing the corridor to accommodate statewide high-speed rail and improving system wide safety. The Peninsula Corridor Electrification Project includes the installation of electric infrastructure and the procurement of new, high-performance electric trains. The new electrified Caltrain service will substantially increase the capacity of the system.

District staff produce a separate ACFR for the JPB, and readers may obtain this report upon request.

San Mateo County Transportation Authority (Transportation Authority)

The District provides staff and administrative support for the Transportation Authority, which programs and appropriates funds from a half-cent county sales tax authorized by voters in 1988 and extended by voters in November 2004 through 2033. Together with a series of highway projects, the Transportation Authority invests in Caltrain capital improvements, paratransit services for the mobility impaired and other modes of transit. The Transportation Authority also allocates funds for alternative congestion relief programs aimed at reducing highway traffic and air pollution. The Transportation Authority is a co-sponsor for the SMCELJPA and provides staff and administrative support for the SMCELJPA. The SMCELJPA owns, manages, operates, and maintains Express Lanes along the Highway U.S. 101 corridor in San Mateo County. In November 2018, San Mateo County voters approved Measure W, another sales tax measure that provides an additional half-cent sales tax for 30 years to fund countywide transportation and traffic congestion solutions in San Mateo County. The District imposes the tax and administers the investments in the County Public Transportation Systems Program Category in the associated Measure W Congestion Relief Plan, which represents 50% of the proceeds. Pursuant to Measure W, the District has designated the Transportation Authority to administer the other half of the revenues. As a result of the designation by the District, the Transportation Authority administers the remaining 50 percent of Measure W sales tax proceeds in the following four categories:

1. Countywide Highway Congestion Improvements.
2. Local Safety, Pothole and Congestion Relief Improvements.
3. Bicycle and Pedestrian Improvements.
4. Regional Transit Connections.

District staff produce a separate ACFR for the Transportation Authority that readers may obtain upon request.

Acknowledgments and Awards

The staff and contracted firms of the District bring an effective combination of skill, experience and dedication in carrying out the District's mission. Together, they plan, develop and finance the creation of a modern, coordinated multimodal transportation system offering convenient access to the many attributes of the Bay Area and beyond.

The Government Finance Officers Association (GFOA) recognized the District's 2020 Comprehensive Annual Financial Report for excellence in financial reporting and the Certificate of Achievement appears immediately following this transmittal letter. To be awarded a certificate, a report must be easy to read and efficiently organized, while satisfying both generally accepted accounting principles and applicable legal requirements. We believe our Fiscal Year 2021 ACFR also meets the requirements for a Certificate of Achievement and we will submit it to the GFOA for evaluation. We would like to thank our independent audit firm Eide Bailly LLP, for its timely and expert guidance in this matter.

An ACFR requires the dedicated effort of many individuals working together as a team. We extend our grateful recognition to all the individuals who assisted in both the preparation of this report and the processing of financial transactions throughout the Fiscal Year. Finally, we wish to thank the Board of Directors for their interest and support in the maintenance and development of a reliable financial management and reporting system.

Respectfully submitted,



Carter Mau

Acting General Manager/CEO



Derek Hansel

Chief Financial Officer



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**San Mateo County Transit District
California**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

June 30, 2020

Christopher P. Morill

Executive Director/CEO

CHARLES STONE, Chair

PETER RATTO, Vice Chair

MARINA FRASER

JEFF GEE

CAROLE GROOM

ROSE GUILBAULT

RICO E. MEDINA

DAVE PINE

JOSH POWELL

ACTING GENERAL MANAGER/CEO

Carter Mau

EXECUTIVE OFFICERS

Derek Hansel – Chief Financial Officer

David Olmeda – Chief Operating Officer, Bus

Michelle Bouchard – Acting Executive Director, Caltrain

April Chan – Chief Officer, Planning, Grants, and the Transportation Authority

John Funghi – Chief Officer, CalMod Program (Retiring*)

Casey Fromson – Acting Chief Communications Officer

Dora Seamans – Executive Officer, District Secretary/Executive Administration

GENERAL COUNSEL

Hanson Bridgett LLP

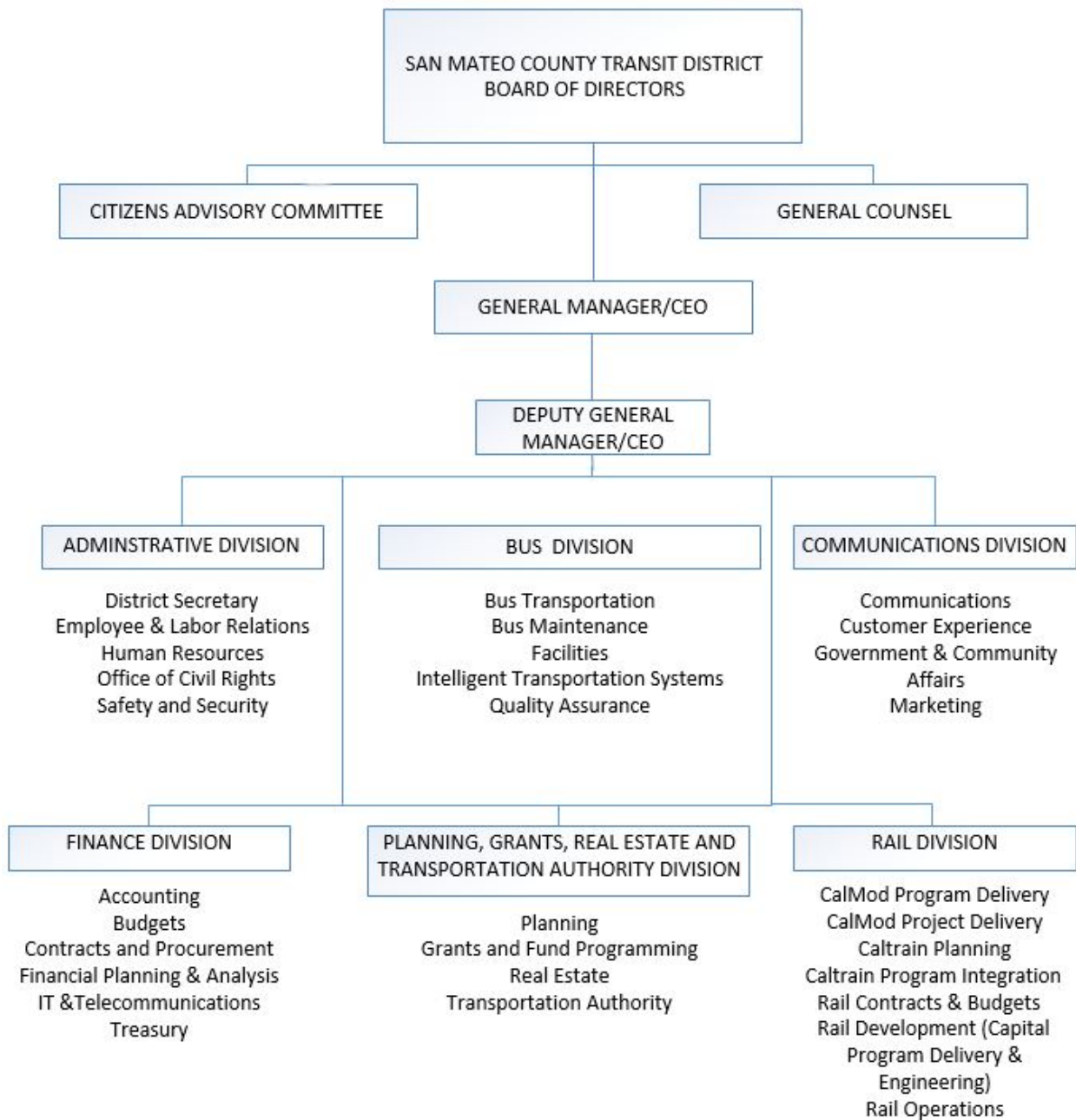
Joan Cassman, Esq.

*Pranaya Shrestha, Chief Officer, CalMod Program (September 13, 2021 – Present)

San Mateo County Transit District

Organization Chart

June 30, 2021



San Mateo County, California





San Mateo County Transit District

Table of Credits

June 30, 2021

The following individuals contributed to the production of the Fiscal Year 2021 Annual Comprehensive Financial Report:

Finance

Deputy Chief Financial Officer

Grace Martinez, CPA

Acting Director, Accounting

Jennifer Ye, CPA

Director, Treasury

Connie Mobley-Ritter, MBA, CTP

Acting Deputy Director, Financial Planning and Analysis

Ryan Hinchman

Manager, Grants and Capital Accounting

Brian Lee

Audit Firm

Partner

Nathan Edelman, CPA

Manager

Joe Escobar, CPA

Financial

Independent Auditor's Report

Management's Discussion and Analysis

Basic Financial Statements:

- Statement of Net Position
- Statement of Revenue, Expenses, and Changes in Net Position
- Statement of Cash Flows
- Notes to the Financial Statements

Required Supplementary Information

- Schedule of Changes in Net OPEB Liability and Related Ratios
- Schedule of OPEB Contributions
- Schedule of Changes in the District's Net Pension Liability and Related Ratios
- Schedule of Pension Contributions

Supplementary Information

- Schedule of Revenues, Expenses, Capital Outlay and Long-Term Debt Payment Comparison of Budget to Actual (Budgetary Basis)

Notes to Supplementary Information



Independent Auditor's Report

To the Board of Directors of the
San Mateo County Transit District
San Carlos, California

Report on the Financial Statements

We have audited the accompanying financial statements of the San Mateo County Transit District (District) as of and for the years ended June 30, 2021 and 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the District, as of June 30, 2021 and 2020, and the changes in financial position and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedule of changes in Net OPEB liability and related ratios, schedule of OPEB contributions, schedule of changes in the net pension liability and related ratios and the schedule of pension contributions, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The budgetary comparison information, the introductory and statistical sections, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the financial statements.

The budgetary comparison information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary comparison information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 11, 2021 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "Eide Bailly LLP".

Menlo Park, California
October 11, 2021



Management's Discussion and Analysis
June 30, 2021

San Mateo County Transit District

Management's Discussion and Analysis

This discussion and analysis of the San Mateo County Transit District's (District) financial performance provides an overview of the District's activities for Fiscal Year 2021 with comparisons to the prior two Fiscal Years. We encourage readers to consider the information presented here in conjunction with the transmittal letter contained in the Introductory Section and with the statements and related notes contained in the Financial Section.

Financial Highlights

- At June 30, 2021, the assets and deferred outflows of resources of the District exceeded its liabilities and deferred inflows of resources by \$252.2 million (*net position*). Of this amount, a surplus net position of \$53.6 million represents the unrestricted net position. On June 30, 2020, the assets and deferred outflows of resources of the District exceeded its liabilities and deferred inflows of resources by \$159.5 million. Of this amount, a deficit net position of \$51.5 million represents the unrestricted net position. On June 30, 2019, the assets and deferred outflows of resources of the District exceeded its liabilities and deferred inflows of resources by \$74.1 million (*net position*). Of this amount, a deficit net position of \$109.1 million represents the unrestricted net position.
- The District's total net position increased by \$92.7 million in the Fiscal Year 2021 and increased by \$85.4 million in the Fiscal Year 2020. The increase in the Fiscal Year 2021 was mainly due to increases of \$55.1 million in federal operating assistance and \$4.6 million in sales tax revenues. The increase in Fiscal Year 2020 was mainly due to increases of \$35.1 million in sales tax revenues and \$10.2 million in State and local transportation funds.

Overview of the Financial Statements

The Financial Section of this report presents the District's financial statements as two components: basic financial statements and notes to the financial statements. It also includes other supplemental information in addition to the basic financial statements intended to furnish additional detail to support the basic financial statements themselves.

Basic Financial Statements

The *Statement of Net Position* presents information about assets, deferred outflows and liabilities and deferred inflows with the difference between the four reported as *net position*. The change in net position over time is an indicator of whether the financial position of the District is improving or deteriorating.

The *Statement of Revenues, Expenses and Changes in Net Position* reports how net position has changed during the year and presents a comparison between operating revenues and operating expenses. Operating revenues and expenses are related to the District's principal business of providing bus transit services. Operating expenses include the cost of direct services to passengers, administrative expenses, contracted services and depreciation on capital assets. All other revenues and expenses not included in these categories are reported as nonoperating.

The *Statement of Cash Flows* reports inflows and outflows of cash and is classified into four major components:

- *Cash flows from operating activities* which includes transactions and events reported as components of operating income in the statement of revenues, expenses and changes in net position.
- *Cash flows from non-capital financing activities* which includes operating grant proceeds as well as operating subsidy payments from third parties and other nonoperating items.
- *Cash flows from capital and related financing activities* which arise from the borrowing and repayment (principal and interest) of capital-related debt, the acquisition and construction of capital assets and the proceeds of capital grants and contributions.
- *Cash flows from investing activities* which includes the proceeds from the sale of investments and receipt of interest. Outflows in this category include the purchase of investments.

Notes to the Financial Statements

Various notes provide additional information that is essential to a full understanding of the information provided in the basic financial statements and are found immediately following the financial statements to which they refer.

Other Information

This report also presents certain required supplementary information in accordance with the requirements of generally accepted accounting principles providing information about the status of the District's pension liability for its public employee retirement system and information about its other post-employment benefits unfunded liability. Additional supplementary information and associated notes concerning compliance with the District's annual budget appear immediately following the required supplementary information.

Analysis of Basic Financial Statements

In Fiscal Year 2021, total assets and deferred outflows were \$621.0 million, an increase of \$77.3 million or 14.2% compared to June 30, 2020. In Fiscal Year 2020, total assets and deferred outflows were \$543.8 million, an increase of \$65.0 million or 13.6% compared to June 30, 2019. Total current assets increased by \$28.4 million or 11.9% to \$266.7 million on June 30, 2021 from \$238.3 million on June 30, 2020 and increased by \$45.4 million or 23.5% at June 30, 2020 compared to June 30, 2019. Capital assets net of accumulated depreciation decreased by \$12.4 million or 6.7% to \$172.0 million at June 30, 2021 compared to 2020 and increased by \$27.8 million or 17.7% in 2020 compared to 2019. Land, buses and related equipment and building and related improvements comprise most of the District's capital assets.

**Condensed Statements of Net Position
(in thousands)**

	<u>2021</u>	<u>2020</u>	<u>2019</u>
Assets			
Current assets	\$ 266,651	\$ 238,281	\$ 192,903
Capital assets, net of depreciation	171,967	184,402	156,626
Other noncurrent assets	155,401	94,099	97,625
Total Assets	<u>594,019</u>	<u>516,782</u>	<u>447,154</u>
Deferred Outflows of Resources	<u>27,030</u>	<u>26,994</u>	<u>31,608</u>
Liabilities			
Current liabilities	58,226	64,120	75,513
Long-term debt	187,256	200,676	213,992
Other noncurrent liabilities	120,068	114,486	112,206
Total Liabilities	<u>365,550</u>	<u>379,282</u>	<u>401,711</u>
Deferred Inflows of Resources	<u>3,326</u>	<u>5,024</u>	<u>2,997</u>
Net Position			
Net investment in capital assets	171,967	184,402	156,626
Restricted	26,600	26,599	26,575
Unrestricted	53,606	(51,531)	(109,147)
Total Net Position	<u><u>\$ 252,173</u></u>	<u><u>\$ 159,470</u></u>	<u><u>\$ 74,054</u></u>

In Fiscal Year 2021, total liabilities and deferred inflows were \$368.9 million, a decrease of \$15.4 million or 4.0% compared to Fiscal Year 2020. In Fiscal Year 2020, total liabilities and deferred inflows were \$384.3 million, a decrease of \$20.4 million or 5.0% compared to 2019. The decrease for 2021 was mostly due to decreases of \$5.7 million in Unearned revenue, \$13.4 million in Long-term debt, less current portion, \$3.1 million in Net Other Post-Employment Benefits (OPEB) liability, and \$2.4 million in Deferred inflows related to pension, partially offset by increases in Net pension liability, current portion of self-insurance liabilities and Compensated absences, less current portion. The decrease for 2020 was mostly due to decreases of \$11.9 million in Accounts payables and accrued expenses and \$13.3 million in Long-term debt, less current portion, partially offset by increases in Net pension liability and Deferred inflows from OPEB.

At June 30, 2021, net position was \$252.2 million, an increase of \$92.7 million or 58.1% compared to \$159.5 million at June 30, 2020. On June 30, 2020, net position was \$85.4 million or 115.3% higher than June 30, 2019. The investment in capital assets was \$172.0 million on June 30, 2021. Total restricted net position at June 30, 2021 was \$26.6 million. The remaining \$53.6 million of total net position at June 30, 2021 was unrestricted net position. The District reported a positive unrestricted net position, mainly due to Federal operating assistance of \$42.1 million from the Coronavirus Aid, Relief, and Economic Security (CARES) Act and \$16.0 million the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA).

The District entered into a Comprehensive Agreement with the San Francisco Bay Area Rapid Transit District (BART) on March 1, 1990. The purpose was to extend BART from the Daly City station to Caltrain and the San Francisco International airport via new stations at Colma, South San Francisco, San Bruno, Millbrae, and the San Francisco International Airport (SFO Extension).

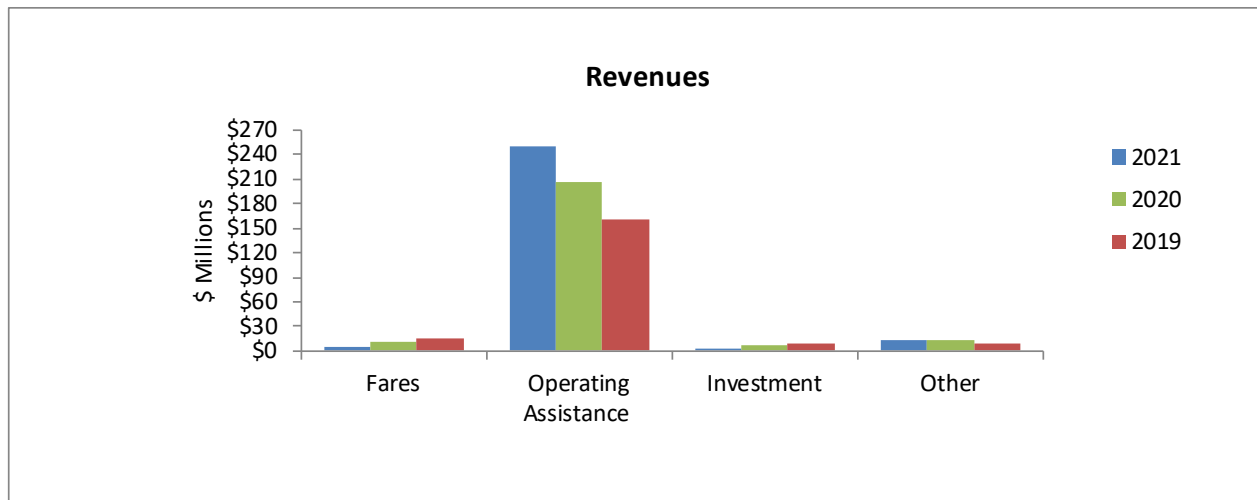
The agreement called for two projects. The first was the Colma Project, an extension of approximately 1.6 miles from the existing Daly City station to the new Colma station. The second was the SFO Extension, which included construction of 10.1 miles of additional track, four additional stations and related facilities. On June 22, 2003, the SFO Extension opened, providing service to South San Francisco, San Bruno, San Francisco International Airport and Millbrae stations.

The total contributions made by the District for the BART projects mentioned above were \$410.3 million over the period from 1990 to 2007. These contributions were funded with District funds and proceeds from the sale of bonds. The District's net position was impacted by the contributions made to BART. The project serves the citizens and taxpayers of the County of San Mateo; however, the capital asset was not recorded on the District's financial statements because the District does not hold title to the capital asset nor does it manage the operation and maintenance of the BART extension. The debt outstanding related to the BART project along with the implementation of the pension and OPEB standards described in Note 8 and 9 have negatively impacted the District's net position. While these are long-term liabilities recorded on the financial statements, the net position available for operations and projects is presented below without the impact of these long-term liabilities (in thousands):

Unrestricted net position as reported on the financial statements	\$ 53,606
Outstanding debt (plus premiums, net of deferred costs) related to BART contributions	192,486
Net pension liability and related deferrals	66,449
Net OPEB liability and related deferrals	20,369
 Net position earmarked for operations and projects	 \$ 332,910

Revenue Highlights

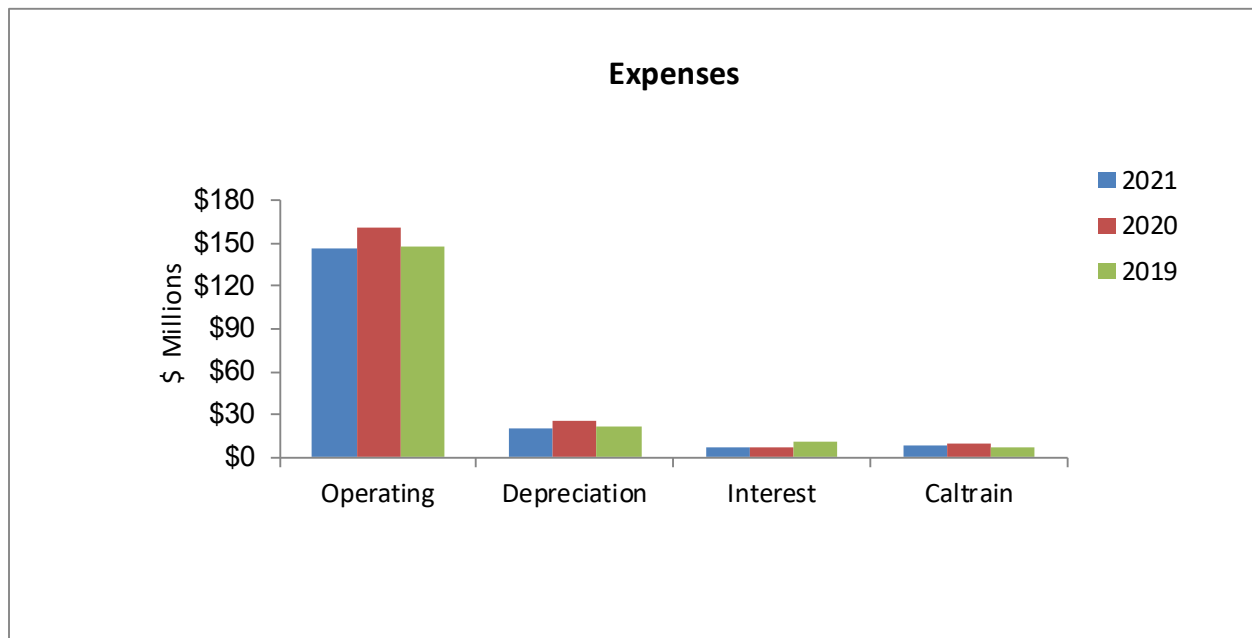
Operating revenues generated from passenger fares of \$5.6 million decreased by \$6.1 million or 52.0% during Fiscal Year 2021 compared to Fiscal Year 2020 and decreased by \$3.9 million or 24.9% in Fiscal Year 2020 compared to Fiscal Year 2019. The decrease for Fiscal Year 2021 was a result of decline in ridership due to the impact of COVID-19 pandemic, and the decrease for Fiscal Year 2020 was a result of lower ridership.



In Fiscal Year 2021, nonoperating revenues increased by \$36.4 million or 16.0% to \$263.9 million. The increase was mainly due to increases in operating assistance. Operating assistance of \$250.5 million accounted for the majority of Fiscal Year 2021 nonoperating revenues. This amount consisted of 56.1% from transaction and use tax, 15.9% from local transportation funds, and 28.1% from others. The largest portion of this increase is attributable to operating assistance from Coronavirus Aid, Relief, and Economic Security (CARES) Act and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA). In Fiscal Year 2020, nonoperating revenues increased by \$46.8 million or 25.9% to \$227.4 million. This increase was mainly due to an increase in operating assistance and investment income. Operating assistance of \$206.0 million accounted for the majority of Fiscal Year 2020 nonoperating revenues. It includes the contributions from the Transportation Authority to fund the JPB rail service operation. This amount consisted of 65.9% from transaction and use tax, 23.4% from local transportation funds, and 10.6% from others.

Expense Highlights

In Fiscal Year 2021, total operating expenses (excluding depreciation) were \$146.2 million, a decrease of \$14.4 million or 9.0% compared to Fiscal Year 2020. The decrease was due to a decrease in salaries and benefits and contract operation and other services. The decreases in salaries and benefits were mainly due to less overtime wages for bus operation and year-end GASB 68 pension adjustment. In Fiscal Year 2020, total operating expenses (excluding depreciation) were \$160.6 million, an increase of \$12.9 million or 8.7% compared to Fiscal Year 2019. Total operating expenses (excluding depreciation) in 2021 consisted of \$70.3 million or 48.0% for salaries and benefits, \$49.1 million or 33.6% for contract operations and other services, and \$26.9 million or 18.4% for other expenses. Total operating expenses (excluding depreciation) in 2020 consisted of \$83.4 million or 51.9% for salaries and benefits, \$50.4 million or 31.4% for contract operations and other services, and \$26.8 million or 16.7% for other expenses. Depreciation and amortization expenses were \$20.5 million and \$25.8 million for Fiscal Year 2021 and Fiscal Year 2020 respectively, a \$5.4 million or 20.7% decrease in Fiscal Year 2021 compared to Fiscal Year 2020 and \$4.4 million or 20.2% decrease in Fiscal Year 2020 compared to Fiscal Year 2019.



In Fiscal Year 2021, nonoperating expenses were \$16.1 million, a decrease of \$0.6 million or 3.5% compared to Fiscal Year 2020. In Fiscal Year 2020, nonoperating expenses were \$16.7 million, a decrease of \$1.9 million or 10.0% compared to Fiscal Year 2019. In Fiscal Year 2021, the District paid the JPB \$8.9 million for its contribution toward the Caltrain rail service operation. In Fiscal Year 2020, the District paid the JPB \$9.2 million for its contribution toward the Caltrain rail service operation. A more detailed discussion of the District’s relationship with the JPB can be found in *Note #6 – Peninsula Corridor Joint Powers Board (JPB)* in the Notes to the Financial Statements.

**Condensed Statements of Changes in Net Position
(in thousands)**

	2021	2020	2019
Operating revenues-passenger fares	\$ 5,615	\$ 11,690	\$ 15,567
Operating expenses-transit services	146,246	160,648	147,782
Operating loss before depreciation and amortization	(140,631)	(148,958)	(132,215)
Depreciation and amortization	(20,491)	(25,842)	(21,492)
Operating loss	(161,122)	(174,800)	(153,707)
Nonoperating revenues			
Operating assistance	250,472	206,031	160,416
Investment income	288	7,442	10,036
Other income, net	13,118	13,970	10,180
Total Nonoperating revenues	263,878	227,443	180,632
Nonoperating expenses			
Interest expense	(7,270)	(7,497)	(10,954)
Caltrain service subsidy	(8,877)	(9,239)	(7,634)
Total Nonoperating expenses	(16,147)	(16,736)	(18,588)
Net gain before capital contributions	86,609	35,907	8,337
Capital contributions	6,094	49,509	8,789
Change in net position	92,703	85,416	17,126
Net position - beginning of year	159,470	74,054	56,928
Net Position - end of year	\$ 252,173	\$ 159,470	\$ 74,054

Capital Program

The District received capital contributions of \$6.1 million in Fiscal Year 2021 and \$49.5 million in Fiscal Year 2020, which was a decrease of \$43.4 million or 87.7% in Fiscal Year 2021 compared to Fiscal Year 2020 and an increase of \$40.7 million or 463.3% in Fiscal Year 2020 compared to Fiscal Year 2019.

The following is a summary of the District's major capital expenditures for Fiscal Year 2021.

- Purchase of revenue vehicles (\$3.2 million).
- Maintenance and administrative facilities and equipment (\$4.2 million).
- Communication information system (\$0.4 million).
- Replacement of bus parts in accordance with FTA guidelines (\$0.8 million).
- Capital project development, and others (\$2.2 million).

Additional information concerning the District's Capital Assets can be found in *Note #5 - Capital Assets* in the Notes to the Financial Statements.

Debt

At June 30, 2021, the District had \$198.0 million in limited tax bonds outstanding, a decrease of \$13.0 million or 6.1%, compared to \$211.0 million in limited tax bonds outstanding at June 30, 2020. This decrease resulted from retirement of principal in scheduled debt service payments. The District pledges sales tax revenues to secure the 2015 Series A Bonds and the 2015 Series B Bonds. Interest payments on the 2015 Series A Bonds are due on June 1 and December 1 of each year. Principal payments on the 2015 Series A Bonds began on June 1, 2019. The final maturity date for the 2015 Series A Bonds is June 1, 2034. Interest rates on the 2015 Series A Bonds range from 3.0 percent to 5.0 percent. More information on the District's long-term debt activity appears in *Note #7 - Long-term Debt* in the *Notes to the Financial Statements*.

Economic Factors and Next Year's Budget

The District's Board adopted the Fiscal Year 2022 Operating and Capital Budget on June 2nd, 2021. As in past years, District staff has taken steps to manage costs and undertake efficiencies while continuing to enhance service and revenues. The District continues to work with its funding partners and employees to pursue its goals of excellent service. The Capital Budget contains projects necessary and essential to sustain the District's existing service and infrastructure network, without compromising the vision set forth in the adopted Strategic Plan.

The Fiscal Year 2022 Operating Budget consists of \$263.1 million and \$199.4 million in revenues and expenditures, respectively. Passenger fares for both Motor Bus and ADA services are projected to be \$8.2 million. Local, State, and Federal funds are projected to decrease to \$67.0 million due to CARES ACT Funds, Transportation Development Act (TDA) and State Transportation Assistance (STA) and Transportation Authority Measure A and partially offset by anticipated increase in Operating grants. The District's half-cent sales tax receipts are projected to be \$96.5 million. Measure W sales tax receipts are projected to be \$48.2 million. Out of the \$199.4 million projected operating costs, \$144.2 million are budgeted for the Motor Bus program, \$17.9 million for the A.D.A. program, and \$2.8 million for the Multi-Modal program.

The \$41.1 million Capital Budget contains projects that were reviewed and prioritized consistent with District policy directives and key Strategic Plan Initiatives. Major projects being undertaken in Fiscal Year 2022 include replacement of twenty one (21) Revenue Para Transit Vehicles (\$3.5 million), replacement of ten (10) 2017 model Redi-Wheels Minivans (\$0.9 million), replacement of one hundred thirty five (135) 2009 model heavy duty diesel buses (\$29.2 million), maintaining state of good repair for District's facilities (\$0.9 million), Engineering and Design phase at North Base Building 200 (\$0.6 million), installation and replacement of lighting fixtures at North Base and South Base Facilities (\$1.8 million), installation of six electric vehicle (EV) charging stations for Non-Revenue Vehicles (\$0.6 million), and engineering and design Phase for Facility Power Infrastructure Upgrade (ZEB Implementation and Deployment) (\$2.0 million).

Requests for Information

This financial report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the District's finances and to demonstrate accountability for the funds the District receives. If you have questions about this report or need additional financial information, please contact the San Mateo County Transit District, attn: Chief Financial Officer, 1250 San Carlos Ave., P.O. Box 3006, San Carlos, California 94070-1306.

San Mateo County Transit District

Statement of Net Position

June 30, 2021 and 2020 (in thousands)

	2021	2020
Assets		
Current Assets		
Cash and cash equivalents (Notes 1E & 2)	\$ 138,796	\$ 140,618
Restricted cash (Notes 1G & 2)	9,839	8,119
Subtotal, cash and cash equivalents	148,635	148,737
Investments (Notes 1F & 2)	38,066	34,469
Restricted investments (Notes 1G & 2)	4,788	8,264
Receivables		
Transaction and use tax	28,509	20,643
Receivable from Peninsula Corridor Joint Powers Board (Note 6)	3,588	7,089
Receivable from San Mateo County Transportation Authority (Note 6)	4,353	3,957
Federal grants (Note 4)	19,884	204
State and local grants	11,777	6,710
Interest	465	704
Other	3,703	3,971
Allowance for doubtful accounts	(234)	(98)
Total Receivables - Net	72,045	43,180
Inventories	1,663	1,682
Current prepaid items	1,454	1,749
Total Current Assets	266,651	238,081
Noncurrent Assets		
Noncurrent investments (Notes 1F & 2)	130,001	73,220
Restricted investments (Notes 1G & 2)	24,309	20,847
Noncurrent derivative instruments - fair value (Note 13)	481	-
Noncurrent prepaid items	581	200
Capital assets (Notes 1J & 5)		
Buses and bus equipment	222,823	220,442
Buildings and building improvements	75,127	72,961
Maintenance and other equipment	30,333	29,685
Furniture and fixtures	30,023	29,989
Shelters and bus stop signs	10,393	10,393
Other vehicles	3,000	2,518
Total capital assets	371,699	365,988
Less accumulated depreciation	(263,063)	(244,128)
Land (Note 5)	56,915	56,915
Construction in progress (Note 1K)	6,416	5,627
Capital assets - Net (Note 5)	171,967	184,402
Other assets	29	32
Total noncurrent assets	327,368	278,701
Total Assets	594,019	516,782

San Mateo County Transit District
Statement of Net Position (Continued)
June 30, 2021 and 2020 (in thousands)

	2021	2020
Deferred Outflows of Resources		
Deferred charges on refunding	5,550	6,519
Deferred outflows related to OPEB (Note 9)	7,170	6,565
Deferred outflows related to pension (Note 8)	14,310	13,910
	27,030	26,994
 Liabilities		
Current Liabilities		
Accounts payable and accrued expenses	12,560	14,293
Current portion of compensated absences (Note 10)	6,764	7,386
Current portion of self-insurance liabilities (Note 10)	8,018	6,343
Accrued interest	1,837	1,778
Unearned revenues	18,267	24,000
Current portion of long-term debt (Note 7)	10,780	10,320
	58,226	64,120
Total current liabilities	58,226	64,120
Noncurrent Liabilities		
Self-insurance liabilities, less current portion (Note 10)	5,315	5,433
Other noncurrent liabilities	4,377	4,377
Compensated absences, less current portion (Note 10)	4,923	3,363
Long-term debt, less current portion (Note 7)	187,256	200,676
Net OPEB liability (Note 9)	25,085	28,217
Net pension liability (Note 8)	80,368	73,096
	307,324	315,162
Total noncurrent liabilities	307,324	315,162
Total liabilities	365,550	379,282
 Deferred Inflows of Resources		
Deferred inflows related to hedging derivatives instruments (Note 13)	481	-
Deferred inflows related to OPEB (Note 9)	2,454	2,203
Deferred inflows related to pension (Note 8)	391	2,821
	3,326	5,024
Total Deferred Inflows of Resources	3,326	5,024
 Net Position		
Investment in capital assets	171,967	184,402
Restricted for:		
Debt service	1,600	1,599
Paratransit fund (Note 1D)	25,000	25,000
Unrestricted	53,606	(51,531)
	171,967	184,402
Total Net Position	\$ 252,173	\$ 159,470

San Mateo County Transit District
Statement of Revenue, Expenses, and Changes in Net Position
Year Ended June 30, 2021 and 2020 (in thousands)

	<u>2021</u>	<u>2020</u>
Operating Revenues		
Passenger fares	\$ 5,615	\$ 11,690
Total Operating Revenues	<u>5,615</u>	<u>11,690</u>
Operating Expenses		
Salaries and benefits	70,253	83,438
Contract operations and maintenance services	38,177	39,625
Other services	10,932	10,750
Materials and supplies	7,737	7,448
Depreciation	20,491	25,842
Provisions for claims and claims adjustments	9,534	8,575
Miscellaneous	9,613	10,812
Total operating expenses	<u>166,737</u>	<u>186,490</u>
Operating loss	<u>(161,122)</u>	<u>(174,800)</u>
Nonoperating Revenues (Expenses)		
Operating assistance (Note 3)	250,472	206,031
Investment income	288	7,442
Interest expense	(7,270)	(7,497)
Caltrain service subsidy (Note 6)	(8,877)	(9,239)
Other income, net	13,118	13,970
Total Nonoperating Revenues (Expenses)	<u>247,731</u>	<u>210,707</u>
Net income (loss) before capital contributions	<u>86,609</u>	<u>35,907</u>
Capital grants (Note 1P)	<u>6,094</u>	<u>49,509</u>
Change in net position	92,703	85,416
Net Position		
Net position - beginning of year	<u>159,470</u>	<u>74,054</u>
Net Position - end of year	<u>\$ 252,173</u>	<u>\$ 159,470</u>

San Mateo County Transit District
Statement of Cash Flows
Year Ended June 30, 2021 and 2020 (in thousands)

	2021	2020
Cash Flows from Operating Activities		
Cash received from customers	\$ 5,751	\$ 11,690
Payments to vendors for goods and services	(98,148)	(81,981)
Payments to employees	(68,755)	(78,248)
Net cash used for operating activities	(161,152)	(148,539)
Cash Flows From Noncapital Financing Activities		
Operating assistance received	255,992	216,110
Caltrain subsidy paid	(8,877)	(9,239)
Net cash provided by non-capital financing activities	247,115	206,871
Cash Flows From Capital and Related Financing Activities		
Acquisition and construction of capital assets	(8,053)	(53,620)
Capital contributions from grants	1,027	59,043
Bond principal paid	(10,320)	(10,060)
Interest paid on capital debt	(8,882)	(9,356)
Net cash used for capital and related financing activities	(26,228)	(13,993)
Cash Flows From Investing Activities		
Proceeds from sale of investment securities	49,830	44,759
Purchases of investment securities	(110,480)	(49,460)
Investment income received	813	6,059
Net cash provided by (used for) investing activities	(59,837)	1,358
Net change in cash and cash equivalents	(102)	45,697
Cash and cash equivalents, beginning of year	148,737	103,040
Cash and Cash Equivalents, end of year	\$ 148,635	\$ 148,737

San Mateo County Transit District
Statement of Cash Flows (Continued)
Year Ended June 30, 2021 and 2020 (in thousands)

	2021	2020
Reconciliation of Operating Loss to Net Cash Used for Operating Activities		
Operating loss	\$ (161,122)	\$ (174,800)
Adjustments to reconcile operating (loss) to net cash (used in) operating activities:		
Depreciation expense	20,491	25,842
Net other postemployment liability	(3,132)	(4,816)
Net pension liability	7,272	4,759
Deferred inflows and outflows from pension activities	(2,830)	3,919
Deferred inflows and outflows from OPEB activities	(354)	1,624
Effect of changes in:		
Accounts receivable	3,241	3,922
Inventories	19	88
Prepaid items	295	329
Other assets	(381)	(200)
Accounts payable and accrued liabilities	(27,146)	(12,761)
Compensated absences	938	1,188
Self-insurance liabilities	1,557	2,367
	\$ (161,152)	\$ (148,539)
Net Cash Used for Operating Activities		

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Note 1 - Operations and Summary of Significant Accounting Policies

A. Operations

The San Mateo County Transit District (District) was formed by the California State Legislature and approved by the electorate in 1974 to meet the public transit needs of San Mateo County. The District operates buses throughout San Mateo County and also provides, through purchased service with independent contractors, demand-response transportation services and certain other fixed route bus service. The District also shares in the costs of operating the Caltrain rail service. The District paid a “buy in” sum and provided the project costs incurred that were not covered by a federal grant, of extending the San Francisco Bay Area Rapid Transit District (BART) rail system into San Mateo County and once the extension opened, the District covered the net costs to operate the extension. However, on April 27, 2007, the District and BART entered into a Settlement Agreement and Release of Claims pursuant to which BART receives 2% of the revenue generated annually from the Measure A half-cent sales tax administered by the Transportation Authority and in return the District is relieved of any and all further responsibility for payment of past and future operating costs, as well as capital costs, associated with the extension. On April 27, 2007, the District and BART entered into a Settlement Agreement and Release of Claims pursuant to which BART receives 2% of the revenue generated annually from the Measure A half-cent sales tax administered by the Transportation Authority, consistent with the Transportation Expenditure Plan adopted by the San Mateo County voters in 2004, as full and final settlement of the District’s obligations to cover San Mateo County’s share of BART’s past and future operating and capital costs.

B. Financial Reporting Entity

The District’s reporting entity includes only the San Mateo County Transit District.

C. Basis of Accounting

The District is a single enterprise fund and maintains its records using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

D. Net Position

Net position is reported on the statement of net position in the following categories:

Investment in capital assets - This category includes all capital assets, net of accumulated depreciation, reduced by related debt.

Restricted net position - This category represents net position restricted by parties outside (such as creditors, grantors, contributors, and laws and regulations of other governments) and includes unspent proceeds of bonds issued to acquire or construct capital assets. Additionally, the District utilizes earnings on \$25 million corpus of paratransit trust funds as a component of restricted net position. The funds are to continue in perpetuity from Measure A sales tax revenues.

Unrestricted net position - This category represents net position of the District that is not restricted for any project or other purpose.

E. Cash and Cash Equivalents

For purpose of the statement of cash flows, the District considers all highly liquid investments with an initial maturity of 90 days or less when purchased to be cash equivalents. Cash and equivalents also include amounts invested in the LAIF pool.

F. Investments

Current investments represent securities which mature within the next 12 months. Noncurrent investments represent the portion of the District's investment portfolio that is not expected to be liquidated during the next 12 months. Investments in nonparticipating interest-earning investment contracts (guaranteed investment contracts) are reported at cost. Investment in money market accounts are also reported at net asset value. All other investments are at fair value. The fair value of investments is determined annually and is based on current market prices permitted. Investments are regulated by state statutes and could be further restricted by the grantors or enabling legislation.

G. Restricted Cash and Investments

Restricted cash and investments represent unused bond proceeds, bond reserves and other funds designated for financing the District's capital projects and related debt service. These funds are held as liquid investments or have been invested in U.S. Treasury notes, mutual funds or guaranteed investment contracts. The District also maintains restricted cash and investment accounts in the amount of \$25,000,000 for Paratransit operations.

H. Restricted and Unrestricted Resources

When both restricted and unrestricted resources are available for the same purpose (e.g. a construction project), the District's policy is to use all available restricted resources first before unrestricted resources are utilized.

I. Inventories

Inventories consist primarily of bus replacement parts and fuel and are stated at average cost which approximates market. Inventories are charged to expense at the time that individual items are withdrawn from inventory.

J. Capital Assets

Capital assets are stated at historical cost. Donated capital assets are recorded at estimated acquisition value at the date of donation plus ancillary charges, if any. Depreciation is calculated using the straight-line method over the estimated useful lives of the assets, as follows:

Buses and bus equipment	2 to 12 Years
Other vehicles, shelters and bus stops, maintenance and other equipment, and furniture and fixtures	3 to 20 Years
Building	30 Years
Building improvements	2 to 5 Years

The District's policy is to capitalize all capital assets with a cost greater than \$5,000 and a useful life of more than one year.

K. Construction in Progress

Construction in progress consists of the following projects at June 30 (in thousands):

	<u>2021</u>	<u>2020</u>
Maintenance facility improvements	\$ 733	\$ 1,091
Bus fleet improvements	2,620	2,198
Shelter, fencing and bus stop improvements	2,711	2,174
Other	352	164
Total Construction in Progress	<u>\$ 6,416</u>	<u>\$ 5,627</u>

L. State and Local Operating Assistance

State and local operating assistance is recorded as revenue upon approval by the granting agencies. The District serves as the cash conduit for State Transit Assistance received on behalf of the Peninsula Corridor Joint Powers Board (see Note 6) and does not recognize revenues or expenses associated with this agency function.

M. Bond Issuance Costs

Bond issuance costs are expensed upon the issuance of related debt except for bond prepaid insurance. Bond discounts, prepaid insurance and premiums are amortized over the life of the bonds.

N. Arbitrage

Arbitrage is reviewed on an annual basis and the corresponding liability is accrued accordingly.

O. Compensated Absences

Employees accrue compensated absence time by reason of tenure at annual rates ranging from 169 to 344.5 hours per year. Employees are allowed to accumulate from 800 hours up to 1,440 hours of compensated absence time, depending upon the number of years of service.

The changes in compensated absences were as follows for Fiscal Year ended June 30 (in thousands):

	2021	2020
Beginning Balance	\$ 10,749	\$ 9,561
Additions	7,560	7,787
Payments	(6,622)	(6,599)
Ending Balance	11,687	10,749
Current Portion	6,764	7,386
 Non-current Portion	 \$ 4,923	 \$ 3,363

P. Capital Grants

The District receives grants from the Federal Transit Administration (FTA), State, and local transportation funds for the acquisition of buses and other equipment and improvements. Capital contributions are recorded as revenues and the cost of the related assets are generally included as additions to property and equipment. Depreciation of assets acquired with capital grant funds is included in the depreciation expense in the statement of revenues, expenses and changes in net position.

Capital contributions for the years ended June 30 were as follows (in thousands):

	2021	2020
Federal grants	\$ 2,907	\$ 37,685
State grant (Prop 1B)	2,601	11,225
Local assistance	586	599
 Total	 \$ 6,094	 \$ 49,509

Q. Operating and Nonoperating Revenues and Expenses

The District distinguishes operating revenues and expenses from nonoperating revenues and expenses. Operating revenues and expenses generally result from directly providing services in connection with the District's principal operations of bus transit services. These revenues are primarily passenger fares. Operating expenses include cost of sales and services, administrative expenses, contracted services and depreciation on capital assets. All other revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

R. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

S. Other Post-Employment Benefits (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the District's plan (OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

T. Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts and disclosures at the date of the financial statements.

U. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position also reports deferred outflows of resources. This separate element represents a consumption of net position that applies to a future period and so will not be recognized as an expense until then. The District reports deferred outflows of resources from pension, OPEB activities and bond refunding.

In addition to liabilities, the statement of net position also reports a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period and so will not be recognized as revenue until then. The District reports deferred inflows of resources from pension, OPEB, and hedging activities.

V. Fair Value Measurement

Generally Accepted Accounting Principles provide guidance for determining a fair value measurement for reporting purposes, applying fair value to investments, and disclosures related to a hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs include inputs that are directly observable for the investment including quoted price for similar investments and inputs that are not directly observable but are derived from observable market data through correlation; Level 3 inputs are significant unobservable inputs.

W. New Accounting Pronouncements**Effective this Fiscal Year**

GASB Statement No. 84 – In January 2017, GASB issued Statement No. 84, *Fiduciary Activities*. The objective of this Statement is to improve guidance related to fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019, or FY 2020/2021. Implementation of this statement did not have a material impact on the District's financial statements.

GASB Statement No. 90 – In August 2018, GASB issued Statement No. 90, *Majority Equity Interest, an amendment of GASB statements No. 14 and No. 61*. The objectives of this Statement is to improve how majority equity interest is reported. The Statement specifies that a majority equity interest in a legally separate organization should be reported as an investment using the equity method if a government's holding of the equity interest meets the definition of an investment and for all other holdings of a majority equity interest in a legally separate organization, a government should report the legally separate organization as a component unit. Implementation of this statement did not have a material impact on the District's financial statements.

Effective in Future Fiscal Years

GASB Statement No. 87 – In June 2017, GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The Statement is effective for the reporting periods beginning after December 15, 2020, or FY 2021/2022. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 89 – In June 2018, GASB issued Statement No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*. The objectives of this Statement is to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (b) to simplify accounting for certain interest costs. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in the financial statements. The requirements of this Statement are effective for reporting periods beginning after December 15, 2020 or FY 2021/2022. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 91 – In May 2019, GASB issued Statement No. 91, *Conduit Debt Obligations*. The objectives of this Statement is to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with commitments extended by issuers, arrangements associated with conduit debt obligations, and related note disclosures by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. The requirements of this Statement are effective for reporting periods beginning after December 15, 2021 or FY 2022/2023. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 92 – In January 2020, GASB issued Statement No. 92, *Omnibus 2020*. The objectives of this Statement is to establish accounting and financial reporting requirements for specific issues related to leases, intra-entity transfers of assets, postemployment benefits, government acquisitions, risk financing and insurance-related activities of public entity risk pools, fair value measurements, and derivative instruments. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021 or FY 2021/2022, except for Statement 87 and Implementation Guide 2019-3, reinsurance recoveries, and terminology used to refer to derivative instruments which were effective upon issuance. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 93 – In May 2020, GASB issued Statement No. 93, *Replacement of Interbank Offered Rates*. The objectives of this Statement is to address those and other accounting and reporting implications resulting from the replacement of an IBOR. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021 or FY 2021/2022, except the removal of LIBOR as a benchmark interest rate which is effective for periods beginning after December 31, 2022 or FY 2022/2023. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 94 – In March 2020, GASB issued Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*. The objectives of this Statement improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). The requirements of this Statement are effective for reporting periods beginning after June 15, 2022 or FY 2022/2023. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 96 – In May 2020, GASB issued Statement No. 96, *Subscription-Based Information Technology Arrangements*. The objectives of this Statement is to provide guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. The requirements of this Statement are effective for reporting periods beginning after June 15, 2022 or FY 2022/2023. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 97 – In June 2020, GASB issued Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans—an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*. The objective of this Statement is to increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021 or FY 2021/2022. The District is evaluating the impact of this Statement on the financial statements.

Note 2 - Cash and Investments**Policies**

The District's investments are generally carried at fair value, as required by generally accepted accounting principles. The District adjusts the carrying value of its investments to reflect their fair value at each Fiscal Year end and includes the effects of these adjustments as a component of interest and investment income for that Fiscal Year. The District is in compliance with the Board approved Investment Policy and California Government Code requirements.

Classification

The District's cash and investments as of June 30 are classified in the statement of net position as follows (in thousands):

	<u>2021</u>	<u>2020</u>
Cash and cash equivalents	\$ 148,635	\$ 148,737
Current investments	38,066	34,469
Current restricted investments	4,788	8,264
Noncurrent investments	130,001	73,220
Noncurrent restricted investments	24,309	20,847
Total	<u>\$ 345,799</u>	<u>\$ 285,537</u>

The District's cash and investments consist of the following at June 30 (in thousands):

	<u>2021</u>	<u>2020</u>
Cash on hand	\$ 22	\$ 22
Deposits with financial institutions	73,615	73,303
Investments	272,162	212,212
Total	<u>\$ 345,799</u>	<u>\$ 285,537</u>

Investments Authorized by the California Government Code and the District's Investment Policy

The table below identifies the investment types that are authorized for the District by the California Government Code or the District's investment policy, whichever is more restrictive, that addresses interest rate risk and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustees that are governed by the provisions of debt agreements of the District, rather than the general provisions of the District's investment policy.

Authorized Investment Type	Minimum Credit Rating	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
U.S. Treasury Obligations	None	15 years	100%	N/A
U.S. Agency Securities	None	15 years	100%	N/A
Banker's Acceptances	None	180 days	40%	30%
Commercial Paper (\$500 Mil. Min. Assets)	A1/P1/F1	270 days	40%	10%
Negotiable Certificates of Deposit	None	5 years	30%	N/A
Repurchase Agreements	None	1 year	100%	N/A
Reverse Repurchase Agreements	None	92 days	20%	N/A
Medium-term Notes	A	5 years	30%	10%
Shares of beneficial interest issued by diversified management companies	None	N/A	20%	10%
Local Government Investment Pools	None	N/A	100%	N/A
Asset-backed and Mortgage-backed securities	AA	5 years	20%	N/A
Municipal Obligations	None	10 years	100%	N/A
Supranational Obligations	AA	5 years	30%	N/A
Local Agency Investment Fund (LAIF)	None	N/A	None	\$75M
San Mateo County Investment Pool	None		Up to the current state limit	

Investments Authorized by Debt Agreements

Investment of debt proceeds held by bond trustees are governed by provisions of the debt covenants, rather than the general provisions of the California Government Code or the District's investment policy. These provisions allow for the acquisition of investment agreements, repurchase agreements and U.S. Treasury Securities with maturities of up to 30 years.

Interest Rate Risk

Interest rate risk is the risk incurred when market interest rates adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the District manages its exposure to interest rate risk is by purchasing a combination of short-term and long-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

The District's weighted average maturity of its investment portfolio at June 30, 2021 was as follows:

Investment Type	Amount (in thousands)	Weighted Average Maturity (in years)
U.S. Agency Securities	\$ 67,530	4.57
U.S. Government Securities	51,428	2.15
Corporate Notes	43,922	3.28
Commercial Paper	5,998	0.22
Certificates of Deposit	7,476	1.22
Municipal Debt Securities	6,996	3.65
Money Market Mutual Funds	13,813	-
Local Agency Investment Fund (LAIF)	74,999	0.80
Total	\$ 272,162	
Portfolio Weighted Average Maturity		2.42

The District's weighted average maturity of its investment portfolio at June 30, 2020 was as follows:

Investment Type	Amount (in thousands)	Weighted Average Maturity (in years)
U.S. Agency Securities	\$ 19,097	2.23
U.S. Government Securities	57,605	2.68
Corporate Notes	34,201	2.36
Commercial Paper	6,647	0.24
Certificates of Deposit	6,658	0.84
Municipal Debt Securities	301	4.09
Money Market Mutual Funds	12,291	-
Local Agency Investment Fund (LAIF)	75,412	0.52
Total	\$ 212,212	
Portfolio Weighted Average Maturity		1.36

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the actual rating as of June 30 for each investment type.

Investment Type	Amount (in thousands)	Rating as of June 30, 2021				
		AAA	AA	A	BBB+	Not Rated
U.S. Agency Securities	\$ 67,530	\$ -	\$ 67,530	\$ -	\$ -	\$ -
U.S. Government Securities	51,428	-	51,428	-	-	-
Corporate Notes	43,922	14,638	6,425	22,859	-	-
Commercial Paper	5,998	-	-	5,998	-	-
Certificates of Deposit	7,476	-	7,476	-	-	-
Municipal Debt Securities	6,996	1,896	4,771	329	-	-
Money Market Mutual Funds	13,813	-	-	-	-	13,813
Local Agency Investment Fund (LAIF)	74,999	-	-	-	-	74,999
Total	\$ 272,162	\$ 16,534	\$ 137,630	\$ 29,186	\$ -	\$ 88,812

Investment Type	Amount (in thousands)	Rating as of June 30, 2020				
		AAA	AA	A	BBB+	Not Rated
U.S. Agency Securities	\$ 19,097	\$ -	\$ 19,097	\$ -	\$ -	\$ -
U.S. Government Securities	57,605	-	57,605	-	-	-
Corporate Notes	34,201	5,043	4,997	17,411	4,752	1,998
Commercial Paper	6,647	-	-	6,647	-	-
Certificates of Deposit	6,658	-	6,658	-	-	-
Municipal Debt Securities	301	-	301	-	-	-
Money Market Mutual Funds	12,291	-	-	-	-	12,291
Local Agency Investment Fund (LAIF)	75,412	-	-	-	-	75,412
Total	\$ 212,212	\$ 5,043	\$ 88,658	\$ 24,058	\$ 4,752	\$ 89,701

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

Concentration of Credit Risk

The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. Two issuers exceeded 5% of the District's total investment portfolio for the year ended June 30, 2021:

<u>Issuer (in thousands)</u>	<u>Investment Type</u>	<u>2021</u>	<u>Concentration</u>
Federal National Mortgage Association	U.S. Agency Securities	\$ 19,604	7.20%
Federal Home Loan Mortgage Corporation	U.S. Agency Securities	42,780	15.72%
Total		<u>\$ 62,384</u>	

There were no investments in any one issuer that exceeded 5% of the District's total investment portfolio for the year ended June 30, 2020.

Fair Value Measurements

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs.

The District has the following recurring fair value measurements as of June 30, 2021:

- Debt classified as Level 2 inputs are valued using price data obtained from observed transactions and market price quotations from broker dealers and/or pricing vendors.
- Equities classified as Level 2 inputs are valued using fair value per share.
- Certificates of deposit classified as Level 2 inputs are valued using quoted price for directly observable inputs.

Investments in the State Local Agency Investment Fund are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

The following is the District's fair value hierarchy table as of June 30, 2021:

<u>Investment Type</u>	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Uncategorized</u>
U.S. Agency Securities	\$ 67,530	\$ -	\$ 67,530	\$ -
U.S. Government Securities	51,428	51,428	-	-
Corporate Notes	43,922	-	43,922	-
Commercial Paper	5,998	-	5,998	-
Certificates of Deposit	7,476	-	7,476	-
Municipal Debt Securities	6,996	-	6,996	-
Money Market Mutual Funds	13,813	-	-	13,813
Local Agency Investment Fund (LAIF)	74,999	-	-	74,999
Total investments by fair value type	<u>\$ 272,162</u>	<u>\$ 51,428</u>	<u>\$ 131,922</u>	<u>\$ 88,812</u>

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

The following is the District's fair value hierarchy table as of June 30, 2020

<u>Investment Type</u>	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Uncategorized</u>
U.S. Agency Securities	\$ 19,097	\$ -	\$ 19,097	\$ -
U.S. Government Securities	57,605	57,605	-	-
Corporate Notes	34,201	-	34,201	-
Commercial Paper	6,647	-	6,647	-
Certificates of Deposit	6,658	-	6,658	-
Municipal Debt Securities	301	-	301	-
Money Market Mutual Funds	12,291	-	-	12,291
Local Agency Investment Fund (LAIF)	75,412	-	-	75,412
Total investments by fair value type	<u>\$ 212,212</u>	<u>\$ 57,605</u>	<u>\$ 66,904</u>	<u>\$ 87,703</u>

Custodial Credit Risk

The custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that in the event of the failure of the counter party (e.g. broker-dealer) to a transaction, the District will not be able to recover the value of its investment or collateral securities that are in possession of another party.

California Law requires banks and savings and loan institutions to pledge government securities with a fair value of 110 percent of the District's cash on deposit, or first trust deed mortgage notes with a fair value of 150 percent of the deposit, as collateral for these deposits. Under California law, this collateral is held in a separate investment pool by another institution in the pool's name and places the pool, which includes the District's deposits, ahead of general creditors of the institution.

The District invests in individual investments and in investment pools. Individual investments are evidenced by specific identifiable *securities instruments*, or by an electronic entry registering the owner in the records of the institution issuing the security, called the *book entry* system. In order to increase security, the District employs the Trust Department of a bank or trustee as the custodian of certain District managed investments, regardless of their form.

As of June 30, 2021 and 2020, the District had \$73,615,000 and \$73,161,000, respectively, in deposits with financial institutions recorded on the financial statements. Additionally, the District is required to hold certain capital fund amounts in interest bearing accounts. These balances are in excess of the federal depository insurance limits, and are collateralized with securities held by the pledging financial institution. The amount of deposits exposed to custodial credit risk at June 30, 2021 and 2020 was \$73,365,000 and \$73,182,000, respectively. However, due to California State Law, the excess balances are collateralized with pledged securities by the financial institutions holding the District's deposits.

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

Investment in State Investment Pool

The District is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the District's investment in this pool is reported in the accompanying financial statements at amounts based upon the District's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. LAIF is not registered with the Securities and Exchange Commission.

As of June 30, 2021 and June 30, 2020, the District had a contractual withdrawal value in LAIF of \$74,993,002 and \$74,910,070, respectively. Investments in LAIF are not categorized because deposits and withdrawals are made on the basis of \$1 and not fair value.

Note 3 - Operating Assistance

The District receives operating assistance from various federal, state and local sources. The District receives funds from two San Mateo County sales tax: a permanent half-cent transaction and use tax levied on all taxable sales in San Mateo County and a half-cent sales tax which will be levied through June 30, 2049 (and half of which is administered by the San Mateo County Transportation Authority (Transportation Authority), both of which are collected and administered by the California Department of Tax and Fee Administration. Transportation Development Act funds are received from San Mateo County to meet, in part, operating and capital requirements based on annual claims filed by the District and approved by the Metropolitan Transportation Commission (MTC). Federal funds are distributed to the District by the Federal Transportation Administration (FTA) after approval by MTC. The District also receives Transportation Authority funds as a result of the approval and re-authorization of 2004 Measure A (half-cent county sales tax) for funding of certain transportation projects and programs.

Operating assistance is summarized as follows for the years ended June 30 (in thousands):

	<u>2021</u>	<u>2020</u>
Transaction and use tax	\$ 140,411	\$ 135,835
Local transportation funds	39,725	48,311
Federal operating and planning assistance	2,454	2,691
Federal CARES Act	42,108	2,794
Federal CRRSA Act	16,038	-
State transit assistance	4,769	11,219
Measure A funds - local	3,200	3,640
Measure W funds - local	1,617	1,391
AB434 and other	150	150
Total	<u>\$ 250,472</u>	<u>\$ 206,031</u>

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

Note 4 - Federal Capital Grants

The District has a number of grant contracts with the FTA that provide federal funds for the acquisition of buses and other equipment and improvements. Capital additions at June 30, 2021 and 2020 applicable to these projects are \$10,874,000 and \$56,507,000, respectively. The related federal participation is \$2,907,000 and \$37,685,000, respectively.

The District has recorded receivables of \$1,702,000 and \$48,000, at June 30, 2021 and 2020, respectively, for qualifying capital project expenditures under FTA grant contracts in excess of reimbursements. The remaining federal receivable balance is related to federal operating grants.

Under the terms of the grants, contributions for equipment sold or retired during its useful life are refundable to the federal government in proportion to the related capital grant funds received, unless the net book value or proceeds from sale is under grant-prescribed limits.

Note 5 - Capital Assets

Capital asset activity for the Fiscal Year ended June 30, 2021, was as follows (in thousands):

	Balance at July 1, 2020	Additions	Deletions	Balance at June 30, 2021
Depreciable Capital Assets				
Buses and bus equipment	\$ 220,442	\$ 3,887	\$ (1,506)	\$ 222,823
Buildings and building improvements	72,961	2,166	-	75,127
Maintenance and other equipment	29,685	648	-	30,333
Furniture and fixtures	29,989	34	-	30,023
Shelters, fencing and bus stop signs	10,393	-	-	10,393
Other vehicles	2,518	533	(51)	3,000
	<u>365,988</u>	<u>7,268</u>	<u>(1,557)</u>	<u>371,699</u>
Total Depreciable Capital Assets	365,988	7,268	(1,557)	371,699
Less Accumulated Depreciation for				
Buses and bus equipment	(119,797)	(17,161)	1,506	(135,452)
Buildings and building improvements	(62,236)	(1,220)	-	(63,456)
Maintenance and other equipment	(27,487)	(922)	-	(28,409)
Furniture and fixtures	(29,946)	(47)	-	(29,993)
Shelters, fencing and bus stop signs	(2,845)	(938)	-	(3,783)
Other vehicles	(1,817)	(204)	51	(1,970)
	<u>(244,128)</u>	<u>(20,492)</u>	<u>1,557</u>	<u>(263,063)</u>
Total Accumulated Depreciation	(244,128)	(20,492)	1,557	(263,063)
Nondepreciable Capital Assets				
Land	56,915	-	-	56,915
Construction in progress	5,627	8,058	(7,269)	6,416
Total Nondepreciable Capital Assets	<u>62,542</u>	<u>8,058</u>	<u>(7,269)</u>	<u>63,331</u>
	<u>62,542</u>	<u>8,058</u>	<u>(7,269)</u>	<u>63,331</u>
Capital Assets, Net	<u>\$ 184,402</u>	<u>\$ (5,166)</u>	<u>\$ (7,269)</u>	<u>\$ 171,967</u>

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

Capital asset activity for the Fiscal Year ended June 30, 2020, was as follows (in thousands):

	Balance at July 1, 2019	Additions	Deletions	Balance at June 30, 2020
Depreciable Capital Assets				
Buses and bus equipment	\$ 176,969	\$ 48,840	\$ (5,367)	\$ 220,442
Buildings and building improvements	73,303	369	(711)	72,961
Maintenance and other equipment	27,546	4,022	(1,883)	29,685
Furniture and fixtures	33,295	-	(3,306)	29,989
Shelters, fencing and bus stop signs	10,372	21	-	10,393
Other vehicles	2,467	172	(121)	2,518
Total Depreciable Capital Assets	323,952	53,424	(11,388)	365,988
Less Accumulated Depreciation for				
Buses and bus equipment	(112,603)	(12,587)	5,393	(119,797)
Buildings and building improvements	(61,284)	(1,612)	660	(62,236)
Maintenance and other equipment	(22,406)	(6,989)	1,908	(27,487)
Furniture and fixtures	(27,008)	(2,938)	-	(29,946)
Shelters, fencing and bus stop signs	(1,299)	(1,546)	-	(2,845)
Other vehicles	(1,768)	(170)	121	(1,817)
Total Accumulated Depreciation	(226,368)	(25,842)	8,082	(244,128)
Nondepreciable Capital Assets				
Land	53,855	3,060	-	56,915
Construction in progress	5,187	53,619	(53,178)	5,627
Total Nondepreciable Capital Assets	59,042	56,679	(53,178)	62,542
Capital Assets, Net	\$ 156,626	\$ 84,261	\$ (56,484)	\$ 184,402

Note 6 - Related Parties

Peninsula Corridor Joint Powers Board (JPB)

The District is a member in the Peninsula Corridor Joint Powers Board (JPB) along with the Santa Clara Valley Transportation Authority (VTA) and the City and County of San Francisco (CCSF). The JPB is governed by a separate board comprised of nine members – three from each member agency. On October 31, 2008, all three of the JPB member agencies together with the Metropolitan Transportation Commission (MTC) signed an agreement to fully resolve all outstanding financial issues related to the acquisition of the Caltrain right of way. Both the CCSF and VTA have agreed to reimburse the District using gasoline “spillover” funds. The population based “spillover” funds are to be paid directly to the District from the MTC, and revenue based “spillover” funds are to be paid to the District from the San Francisco Municipal Transportation Agency (SFMTA) and VTA. The parties agreed to make best efforts to allocate the funds in full within two to four years and, in no event, later than 10 years.

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

As of June 30, 2021, the District has received a total of \$33.5 million from “spillover”, Federal Transportation Improvement Program funds as well as local VTA and SFMTA funds. In consideration for the District’s reduction in the interest rate applied to the District’s advance of funds to purchase the right of way, the parties expressly agreed in the October 31, 2008 Agreement to designate the District as the Managing Agency of the JPB. This agreement further provides that the District will serve in that capacity unless and until it no longer chooses to do so. Out of the total \$53.3 million repayment per this agreement, \$33.5 million has been repaid to the District. The contractual commitment from MTC on behalf of CCSF and VTA for the remaining principal amount of \$19.8 million has yet to be repaid to the District. Ultimately, when all payments have been received by the District, the District will reconvey to the JPB all of its interest in the title to the right of way in San Mateo County.

The District is responsible for 30.60 and 32.66 percent of the mainline net operating costs and the administrative expenses of the JPB for the years ended June 30, 2021 and 2020, respectively. The District recognizes the entire amount of contributions paid to the JPB as an expense in the year disbursed. During the years ended June 30, 2021 and 2020, the District contributed \$8,877,000 and \$9,239,000 respectively, to the JPB for operating needs.

The District had total receivables from the JPB of \$3,588,000 at June 30, 2021, down from \$7,089,000 at June 30, 2020, for advances of staff support and operating costs. Complete financial statements for the JPB can be obtained from the Peninsula Corridor Joint Powers Board at 1250 San Carlos Ave., San Carlos, California 94070.

San Mateo County Transportation Authority (Transportation Authority)

The Transportation Authority was formed in June 1988 as a result of the approval of Measure A (half-cent county sales tax and Transportation Expenditure Plan) by the voters of San Mateo County pursuant to the Bay Area County Traffic and Transportation Funding Act. The Transportation Authority was to be responsible for the administration of funds to be used for transportation projects collected over a period of 20 years by the half-cent county sales tax. The Transportation Authority designated the District as the entity responsible for overall management of the Transportation Authority. In November 2004, the voters reauthorized the sales tax to be collected for an additional 25 years (through 2033) and administered by the Transportation Authority in accordance with a new publicly-developed Expenditure Plan.

In addition, Measure W authorizes the District to transfer one half of that sales tax's revenues to the Transportation Authority for administration. Accordingly, the Transportation Authority now administers the Measure W Congestion Relief Program elements related to highways, roadways, bicycle/pedestrian projects, and regional transportation connections.

Without further voter approval, the Transportation Authority is expected to exist for so long as it continues to administer and/or implement programs/projects funded by Measure A.

The District provides administrative personnel and facilities to the Transportation Authority. The Transportation Authority has funded various real estate acquisitions, which are necessary for transportation projects. In most cases, the Transportation Authority has chosen not to hold title to real estate assets it has acquired as a result of its financial support of transportation projects in its Expenditure Plan. The District holds title to properties, both as an accommodation to Transportation Authority as well as for use in transit. The District has recorded these parcels as capital assets.

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

In November 1994, the Transportation Authority purchased and subsequently transferred the Dumbarton land and right of way to the District. The basis of this property is \$7,134,000. In December 2001, the Transportation Authority purchased and subsequently transferred the Redwood City Wye land and right of way, adjacent to the Dumbarton parcels, to the District. The basis of this property is \$7,103,000. The note of \$4,343,000 is included in other noncurrent liabilities on the statement of net position. The District also has an accrued interest liability of \$1,157,000 and \$1,060,000, respectively, as of June 30, 2021 and 2020 for the promissory note.

In July 2007, the District acquired four acres of property located in San Carlos along the Caltrain right of way from the Transportation Authority for a promissory note of \$4,343,000. The fair market value for the land, accounting for the risk associated with hazardous materials, is \$7,739,000. The District recognized the difference of the fair market value and the promissory note as a local grant contribution from the Transportation Authority. Originally, the property had been acquired by the Transportation Authority for the purpose of constructing a railroad grade separation structure. Having completed the grade separation, the Transportation Authority Board of Directors agreed to sell the property to the District. Under the terms of the transaction, the District is permitted to pay the purchase price over time subject to the payment of interest prospectively at the current rate of return earned by the Transportation Authority on its investment portfolio until the principal is paid in full before December 1, 2033.

The District has total receivables from the Transportation Authority of \$4,353,000 and \$3,957,000 at June 30, 2021 and 2020 respectively, for advances of staff support and operating costs and reimbursement of Caltrain subsidy. Complete financial statements for the Transportation Authority can be obtained from the Transportation Authority at 1250 San Carlos Ave., San Carlos, California, 94070.

San Mateo County Express Lanes Joint Powers Authority (SMCELJPA)

In May of 2019, the Transportation Authority and City/County Association of Governments (“C/CAG”) formed the San Mateo County Express Lanes Joint Powers Authority (“SMCELJPA”) through a Joint Exercise of Powers Agreement to exercise their shared rights to own, administer and manage the San Mateo County U.S. 101 Express Lanes Project. Under that agreement, the San Mateo County Transit District (as Managing Agency for the Transportation Authority) and C/CAG both will provide staff support to the SMCELJPA. The District’s staff supports the JPA’s financial activities (e.g., budgeting, accounting, audits and treasury), marketing (including marketing use of the lanes and promoting the broader benefits of the lanes), and communications (including media and community relations, and the SMCELJPA’s website). The Transportation Authority will compensate the District for staff time spent in support of the SMCELJPA; the SMCELJPA will in turn reimburse the Transportation Authority such costs.

Note 7 - Long-Term Debt**Composition and Changes**

The District generally incurs long-term debt to finance projects or purchase assets, which will have useful lives equal to or greater than the related debt. The District's debt issues and transactions are summarized below and discussed in detail thereafter.

Long-term debt activity for the year ended June 30, 2021 is as follows (in thousands):

	Original Issue Amount	Balance at July 1, 2020	Additions	Deletions	Balance at June 30, 2021	Current Balance at June 30, 2021
Limited Tax Bonds						
2015 Series A Refunding Bonds 3.00%-5.00%, due 6/1/2034	\$ 210,280	\$ 193,220	\$ -	\$ (10,320)	\$ 182,900	\$ 10,780
Total debt		193,220	-	(10,320)	182,900	<u>\$ 10,780</u>
Unamortized bond premium		17,776	-	(2,640)	15,136	
Total bonds payable		<u>\$ 210,996</u>	<u>\$ -</u>	<u>\$ (12,960)</u>	<u>\$ 198,036</u>	

Long-term debt activity for the year ended June 30, 2020 is as follows (in thousands):

	Original Issue Amount	Balance at July 1, 2019	Additions	Deletions	Balance at June 30, 2020	Current Balance at June 30, 2020
Limited Tax Bonds						
2015 Series A Refunding Bonds 3.00%-5.00%, due 6/1/2034	\$ 210,280	\$ 203,280	\$ -	\$ (10,060)	\$ 193,220	\$ 10,320
Total debt		203,280	-	(10,060)	193,220	<u>\$ 10,320</u>
Unamortized bond premium		20,772	-	(2,996)	17,776	
Total bonds payable		<u>\$ 224,052</u>	<u>\$ -</u>	<u>\$ (13,056)</u>	<u>\$ 210,996</u>	

Description of the District's Long-Term Debt Issues

2015 Series A and Series B Refunding Bonds – In Fiscal Year 2015, the District issued \$210,280,000 of the Limited Tax Bonds, Refunding 2015 Series A (the 2015 Series A Bonds) and \$39,965,000 of the Limited Tax Bonds, Refunding 2015 Series B (Federally Taxable) (the 2015 Series B Bonds, and, together with the 2015 Series A Bonds, the 2015 Series Bonds) to advance refund the 1993 Series A Bonds, the 2005 Series A Bonds, and the 2009 Series A Bonds, all of which were issued to assist in the financing or refinancing of facilities necessary or convenient for the provision of transit services.

The 2015 Series Bonds were issued pursuant to an Indenture, dated as of April 1, 2015, as supplemented and amended from time to time pursuant to its terms (the Indenture), between the District and U.S. Bank National Association, as trustee (the Trustee).

The District issued the 2015 Series Bonds in order to advance refund all of its prior debt secured by the Sales Tax, comprised of \$56,420,000 aggregate principal amount of the 1993 Series A Bonds, \$218,990,000 aggregate principal amount of the 2005 Series A Bonds and \$10,505,000 aggregate principal amount of the 2009 Series A Bonds. The proceeds of the 2015 Series Bonds, together with funds held on deposit under the 1990 Indenture, to refund and legally defease all of the 1993 Series A Bonds, the 2005 Series A Bonds and the 2009 Series A Bonds (hereinafter collectively referred to as the Prior Bonds). In connection with the refunding and defeasance of the Prior Bonds, the District entered into an Escrow Agreement, dated as of April 1, 2015 (the Escrow Agreement), with U.S. Bank National Association, as trustee and escrow agent (the Escrow Agent), pursuant to which the Escrow Agent established escrow funds (each, an Escrow Fund) to provide for the payment of the principal of and interest on the Prior Bonds to their date of redemption or maturity, as applicable. Amounts deposited in each Escrow Fund are expected to be invested in direct obligations of, or obligations which are unconditionally guaranteed by, the United States of America (the Escrow Securities), the principal of and interest on which, together with any cash held uninvested in such Escrow Fund, will be sufficient to pay the principal of and interest on the Prior Bonds secured by such Escrow Fund to the date of their redemption or maturity, as applicable. Amounts deposited in each Escrow Fund are pledged to the payment of the Prior Bonds secured by such Escrow Fund and will not be available for the payment of any bonds other than the Prior Bonds secured by such Escrow Fund.

Interest on the 2015 Series Bonds is payable semiannually on June 1 and December 1 of each year. The 2015 Series Bonds are subject to optional redemption prior to their respective stated maturities. Principal on the 2015 Series A is payable on June 1, 2019 and annually thereafter on June 1 of each year through 2034.

Proceeds from the 2015 Refunding Bonds were used to purchase U.S. Government Securities and were placed in an irrevocable trust, in an amount necessary to satisfy principal and interest payments on the 1993 Series A Bonds and 2009 Series A Refunding Bonds. The 2005 Bonds were called and paid off in Fiscal Year 2015. The refunded 1993 and 2009 Bonds have been paid off in Fiscal Year 2020.

The 2015 Series Bonds are special obligations of the District payable from the receipts of a sales tax to assist in the financing or refinancing of facilities necessary or convenient for the provision of transit services. The amount and terms of pledged revenue is the outstanding secured debt service as noted on the debt service requirement schedule in the following paragraph. The amount of pledged revenues recognized for the secured debt was \$93.8 million and the amount required for the debt service was \$19.1 million during Fiscal Year 2021. The pledged revenue coverage was 4.91 percent.

Debt Service Requirements to Maturity

Future Debt Service requirements are as follows (in thousands):

Fiscal Year Ending June 30,	2015 Series A		
	Principal	Interest	Total
2022	\$ 10,780	\$ 8,370	\$ 19,150
2023	11,290	7,855	19,145
2024	11,825	7,318	19,143
2025	12,390	6,748	19,138
2026	13,010	6,126	19,136
2027-2031	75,445	20,193	95,638
2032-2034	48,160	3,172	51,332
Total debt service	\$ 182,900	\$ 59,782	\$ 242,682

Note 8 - Pension Plan**Plan Description****General Information About the Pension Plans**

Plan Descriptions – All qualified permanent and probationary employees, including those assigned to work for the Peninsula Corridor Joint Powers Board (JPB) and the San Mateo County Transportation Authority (Transportation Authority), are eligible to participate in the District’s defined benefit pension plan, an agent multiple-employer defined benefit pension plan administered by the California Public Employees’ Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefits are established by contract with CalPERS in accordance with the provisions of the Public Employees’ Retirement Law. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided – CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of CalPERS credited service are eligible to retire at age 50 with statutorily reduced benefits. Effective January 1, 2013, new CalPERS members are subject to the Public Employees’ Pension Reform Act (PEPRA); to be eligible for retirement, a PEPRA employee must be at least 52 years of age. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees’ Retirement Law.

San Mateo County Transit District
Notes to the Financial Statements
June 30, 2021 and 2020

The plan provisions and benefits in effect at June 30, 2021, are summarized as follows:

Hire date	<u>Prior to June 1, 2012</u>	<u>June 1, 2012 through December 31, 2012</u>	<u>On or after January 1, 2013</u>
Benefit formula	2.0% at 55	2.0% at 60	2.0% at 62
Minimum years of service to vest	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life
Earliest retirement age	50	50	52
Required employee contribution rates	7.000%	7.000%	7.000%
Required employer contribution rates*	8.947%	8.947%	8.947%

*Excluding an additional UAL payment in the amount of \$5,079,409.

Employees Covered – At June 30, 2021, the following employees were covered by the plan:

Inactive employees (or their beneficiaries) currently receiving benefits	407
Inactive employees entitled to but not yet receiving benefits	133
Active employees	<u>649</u>
Total number of employees covered by the benefit terms	<u><u>1,189</u></u>

Contributions – Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers to be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

Annually, in addition to funding the “normal cost” of the pension plan, the District is required to amortize a portion of the unfunded accrued liability through a payment into the plan. A portion of this cost is attributed to the JPB and the Transportation Authority. In FY21, the JPB’s portion of this payment was \$599,000, and the Transportation Authority’s portion of this payment was \$76,000; In FY20, the JPB’s portion of this payment was \$1,036,000, and the Transportation Authority’s portion of this payment was \$90,000.

Net Pension Liability

The District's net pension liability for Fiscal Year 2021 is measured as the total pension liability, less the pension plan's fiduciary net position. The net pension liability for Fiscal Year 2021 is measured as of June 30, 2020, using an actuarial valuation as of June 30, 2019 rolled forward to June 30, 2020 using standard update procedures. The District's net pension liability for Fiscal Year 2020 is measured as the total pension liability, less the pension plan's fiduciary net position. The net pension liability for Fiscal Year 2020 is measured as of June 30, 2019, using an annual actuarial valuation as of June 30, 2018 rolled forward to June 30, 2019 using standard update procedures. Net pension liability includes all employees assigned to work for the JPB and the Transportation Authority. A summary of principal assumptions and methods used in the latest actuarial valuation to determine the net pension liability follows.

Actuarial Assumptions – The total pension liabilities in the June 30, 2020 and June 30, 2021 actuarial valuations were determined using the following actuarial assumptions:

	2020	2021
Valuation Date	June 30, 2018	June 30, 2019
Measurement Date	June 30, 2019	June 30, 2020
Actuarial Cost Method	Entry-Age Normal Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions		
Discount Rate	7.15%	7.15%
Inflation	2.75%	2.63%
Payroll Growth	3.00%	2.88%
Projected Salary Increase	Varies by Entry-Age and Service	Varies by Entry-Age and Service
Investment Rate of Return	7.15% (1)	7.15% (1)
Mortality	(2)	(2)

- (1) Net of pension plan investment expenses, including inflation.
- (2) The probabilities of mortality are based on the 2017 CalPERS Experience Study for the period from 1997 to 2015. Further details regarding the experience study can be found on the CalPERS website.

Discount Rate – The discount rate used to measure the total pension liability was 7.15 percent for each Plan for both Fiscal Years ended June 30, 2021 and 2020. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that the District's contributions will be made at rates equal to the difference between actuarially determined contributions rates and the employee rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

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In determining the long-term expected 7.15% rate of return on pension plan investments, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	New Strategic Allocation	Real Return Years 1 - 10(a)	Real Return Years 11+(b)
Global Equity	50.0%	4.80%	5.98%
Global Fixed Income	28.0%	1.00%	2.62%
Inflation Sensitivity	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Estate	13.0%	3.75%	4.93%
Liquidity	1%	0.00%	-0.92%
Total	100%		

(a) An expected inflation of 2.00% used for this period.

(b) An expected inflation of 2.92% used for this

Source: CalPERS 2020 Annual Comprehensive Financial Report.

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

Changes in the Net Pension Liability

The changes in the net pension liability recognized over the measurement period ended June 30, 2020 (Fiscal Year ended June 30, 2021) is as follow (in thousands):

	Increase (Decrease)		
	Total Pension Liability	Fiduciary Net Position	Net Pension Liability
Balance at June 30, 2020	\$ 369,559	\$ 296,463	\$ 73,096
Changes recognized for the measurement period			
Service cost	9,524	-	9,524
Interest on the total pension liability	26,145	-	26,145
Difference between expected and actual experience	87	-	87
Contributions from the employer	-	9,633	(9,633)
Contributions from employees	-	4,434	(4,434)
Net investment income	-	14,835	(14,835)
Benefit Payments, including refunds	(17,477)	(17,477)	-
Administrative Expense	-	(418)	418
Net changes	<u>18,279</u>	<u>11,007</u>	<u>7,272</u>
Balance at June 30, 2021	<u>\$ 387,838</u>	<u>\$ 307,470</u>	<u>\$ 80,368</u>

The changes in the Net Pension Liability recognized over the measurement period ended June 30, 2019 (Fiscal Year ended June 30, 2020) is as follow (in thousands):

	Increase (Decrease)		
	Total Pension Liability	Fiduciary Net Position	Net Pension Liability
Balance at June 30, 2019	\$ 349,668	\$ 281,331	\$ 68,337
Changes recognized for the measurement period			
Service cost	8,706	-	8,706
Interest on the total pension liability	24,887	-	24,887
Difference between expected and actual experience	1,785	-	1,785
Contributions from the employer	-	8,159	(8,159)
Contributions from employees	-	4,157	(4,157)
Net investment income	-	18,503	(18,503)
Benefit Payments, including refunds	(15,487)	(15,487)	-
Administrative Expense	-	(201)	201
Other miscellaneous income/(expense)	-	1	(1)
Net changes	<u>19,891</u>	<u>15,132</u>	<u>4,759</u>
Balance at June 30, 2020	<u>\$ 369,559</u>	<u>\$ 296,463</u>	<u>\$ 73,096</u>

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

Sensitivity of the Net Pension Liability to Changes in the Discount Rate – The following presents the net pension liability for the measurement period ended June 30, 2020 (Fiscal Year ended June 30, 2021) calculated using the plan discount rate, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate (in thousands):

	<u>1% Decrease</u>	<u>Current</u>	<u>1% Increase</u>
Discount Rate	6.15%	7.15%	8.15%
Net Pension Liability	\$ 129,085	\$ 80,368	\$ 39,655

The following presents the net pension liability for the measurement period ended June 30, 2019 (Fiscal Year ended June 30, 2020) calculated using the plan discount rate, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate (in thousands):

	<u>1% Decrease</u>	<u>Current</u>	<u>1% Increase</u>
Discount Rate	6.15%	7.15%	8.15%
Net Pension Liability	\$ 120,171	\$ 73,096	\$ 33,801

Pension Plan Fiduciary Net Position – Detailed information about each pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions – For the year ended June 30, 2021, the District recognized pension expense of \$15,156,000. At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources (in thousands):

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions subsequent to measurement date	\$ 10,714	\$ -
Changes of assumptions	-	(391)
Differences between expected and actual experiences	1,145	-
Net differences between projected and actual earnings on plan investments	2,451	-
Total	<u><u>\$ 14,310</u></u>	<u><u>\$ (391)</u></u>

Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions – For the year ended June 30, 2020, the District recognized pension expense of \$18,310,000. At June 30, 2020, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources (in thousands):

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 9,633	\$ -
Changes of assumptions	2,121	(1,173)
Differences between expected and actual experiences	2,156	(164)
Net differences between projected and actual earnings on plan investments	-	(1,484)
Total	\$ 13,910	\$ (2,821)

Deferred outflows of resources related to contributions subsequent to the measurement date is \$10,714,000, which will be recognized as a reduction of the net pension liability in the year ending June 30, 2022. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized as a reduction to pension expense as follows (in thousands):

Year Ended June 30	
2022	\$ (729)
2023	1,137
2024	1,554
2023	1,243
Total	\$ 3,205

Note 9 - Post-Retirement Health Care Benefits

Plan Description and benefits provided

In August 1993, the District’s Board of Directors adopted the San Mateo County Transit District Retiree Healthcare Plan (Plan). The Plan provides lifetime post-retirement CalPERS medical care insurance benefits to qualified retirees, those who have attained at least 50 years of age and have at least five years of service and who retire under CalPERS within 120 days of separation from District employment, and their eligible dependents and surviving spouses. Benefit allowance provisions are established, and may be amended, through agreements and memorandums of understanding (MOUs) between the District, its management employees and unions representing District employees. In April 2008, the District's Board of Directors adopted an Other Post Employment Benefit (OPEB) funding plan (Plan) and in April 2009, as authorized by that plan, adopted the California Employers’ Retiree Benefit Trust (CERBT), a tax-exempt Internal Revenue Code section 115 trust administered by CalPERS.

San Mateo County Transit District

Notes to the Financial Statements

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The Plan provides qualified retirees for life with a cash subsidy in the form of a fixed-dollar District contribution directly to CalPERS for monthly medical insurance premiums of up to \$476 for employee-only coverage, \$953 for employee-plus-one coverage, or \$1,239 for employee-plus-two coverage. However, for Kaiser plans specifically, the rate are \$432 for employee coverage, \$864 for employee-plus-one coverage, or \$1,123 for employee-plus-family coverage. Retirees can select from various health plans offered by the District through CalPERS such as Blue Shield, Kaiser, Health Net, Anthem, and United Healthcare. If a qualified retiree waives coverage, the retiree will not receive the District's contribution.

The District contributes to the CERBT, an agent multiple-employer defined benefit other postemployment benefits plan that is an irrevocable trust established to fund postemployment healthcare benefits. This trust is not considered a component unit of the District and is excluded from these financial statements. The CERBT issues a publicly available annual financial report, which may be obtained from the CalPERS website. At the June 30, 2019 and June 30, 2020 measurement dates, the numbers of active and retired District employees covered by the Plan were as follows:

	<u>2020</u>	<u>2019</u>
Retired employees receiving benefits	391	383
Retired employees entitled to but not receiving benefits	126	263
Active plan members	<u>747</u>	<u>769</u>
Total	<u>1,264</u>	<u>1,415</u>

Funding Policy and Contribution

The Plan also called for increasing amounts to be funded into the trust each year until the full Annual Determined Contribution (ADC) can be funded on an annual basis. The District contributes an amount that is actuarially determined that represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

In Fiscal Year ended June 30, 2021, the District contributed \$3,238,000 to the established trust fund through CERBT. In addition, the District contributed \$2,709,000 in pay-as-you-go amounts for the year ended June 30, 2021. Additional contributions were in the form of an implicit subsidy in the amount of \$638,000 were made.

In Fiscal Year ended June 30, 2020, the District contributed \$3,238,000 to the established trust fund through CERBT. In addition, the District contributed \$2,684,000 in pay-as-you-go amounts for the year ended June 30, 2020. Additional contributions in the form of an implicit subsidy in the amount of \$643,000 were made.

Annually, in addition to funding the “normal cost” of the OPEB plan, the District is required to amortize a portion of the unfunded accrued liability through a payment into the plan. A portion of this cost is attributed to the JPB and the Transportation Authority. In FY21, the JPB’s portion of this payment was \$321,000, and the Transportation Authority’s portion of this payment was \$26,000; In FY20, the JPB’s portion of this payment was \$745,000, and the Transportation Authority’s portion of this payment was \$65,000.

Net OPEB Liability

The District’s net OPEB liability includes all employees assigned to work for the JPB and the Transportation Authority. It was measured as of June 30, 2020 for the Fiscal Year ended on June 30, 2021 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2019 that was based on the following actuarial methods and assumptions:

Valuation Date	June 30, 2019
Measurement Date	June 30, 2020
Actuarial Cost Method	Entry Age Normal, Level Percentage of Payroll
Discount Rate	6.75%
Inflation	2.75%
Investment Rate of Return	6.75%
Mortality	Projected fully generational with Scale MP-2019
Healthcare Trend Rate	Non-Medicare – 7.25% for 2021, decreasing to an ultimate rate of 4.0% in 2076 Medicare – 6.5% for 2021, decreasing to an ultimate rate of 4.0% in 2076

The District’s net OPEB liability was measured as of June 30, 2019 for the Fiscal Year ended on June 30, 2020 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2019 that was based on the following actuarial methods and assumptions:

Valuation Date	June 30, 2019
Measurement Date	June 30, 2019
Actuarial Cost Method	Entry Age Normal, Level Percentage of Payroll
Discount Rate	6.75%
Inflation	2.75%
Investment Rate of Return	6.75%
Mortality	Projected fully generational with Scale MP-2019
Healthcare Trend Rate	Non-Medicare – 7.25% for 2021, decreasing to an ultimate rate of 4.0% in 2076 Medicare – 6.5% for 2021, decreasing to an ultimate rate of 4.0% in 2076

San Mateo County Transit District

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The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return*</u>
Public Equity	59.00%	4.82%
Fixed Income	25.00%	1.47%
TIPS	5.00%	1.29%
Commodities	3.00%	0.84%
REITs	8.00%	3.76%
	<u>100.00%</u>	

*Includes 2.63% inflation.

Source: CalPERS 2020 Annual Comprehensive Financial Report

Discount Rate

The discount rate used to measure the total OPEB liability was 6.75 percent for both measurement dates as of June 30, 2020 and 2019. The projection of cash flows used to determine the discount rate assumed that District contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

Change in Net OPEB Liability

The changes in the net OPEB liability for the District’s plan over the measurement period ended June 30, 2020 (Fiscal Year ended June 30, 2021) are as follows:

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
Balance at June 30, 2020	\$ 51,083	\$ 22,866	\$ 28,217
Changes for the year:			
Service cost	1,623	-	1,623
Interest	3,446	-	3,446
Changes in assumptions	(931)	-	(931)
Contribution - employer	-	6,565	(6,565)
Net investment income	-	725	(725)
Benefit payments and refunds	(3,318)	(3,318)	-
Administrative expenses	-	(20)	20
Net changes	820	3,952	(3,132)
Balance at June 30, 2021	\$ 51,903	\$ 26,818	\$ 25,085

The changes in the net OPEB liability for the District’s plan over the measurement period ended June 30, 2019 (Fiscal Year ended June 30, 2020) are as follows:

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
Balance at June 30, 2019	\$ 51,646	\$ 18,613	\$ 33,033
Changes for the year:			
Service cost	1,638	-	1,638
Interest	3,486	-	3,486
Differences between actual and expected	(2,076)	-	(2,076)
Changes in assumptions	(330)	-	(330)
Contribution - employer	-	6,327	(6,327)
Net investment income	-	1,219	(1,219)
Benefit payments and refunds	(3,281)	(3,281)	-
Administrative expenses	-	(12)	12
Net changes	(563)	4,253	(4,816)
Balance at June 30, 2020	\$ 51,083	\$ 22,866	\$ 28,217

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the District if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for the year ended June 30, 2021 and 2020:

Net OPEB Liability for the Fiscal Year Ended on June 30, 2021		
Discount Rate - 1%	Current Discount Rate	Discount Rate + 1%
(5.75%)	(6.75%)	(7.75%)
\$ 29,986	\$ 25,085	\$ 20,871

Net OPEB Liability for the Fiscal Year Ended on June 30, 2020		
Discount Rate - 1%	Current Discount Rate	Discount Rate + 1%
(5.75%)	(6.75%)	(7.75%)
\$ 33,122	\$ 28,217	\$ 24,003

Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rates

The following presents the net OPEB liability of the District if it were calculated using health care cost trend rates that are one percentage point lower or one percentage point higher than the current rate, for the year ended June 30, 2021 and 2020:

Net OPEB Liability for the Fiscal Year Ended on June 30, 2021		
Trend Rate - 1%	Current Trend	Trend Rate + 1%
\$ 23,708	\$ 25,085	\$ 26,983

Net OPEB Liability for the Fiscal Year Ended on June 30, 2020		
Trend Rate - 1%	Current Trend	Trend Rate + 1%
\$ 26,982	\$ 28,217	\$ 29,906

OPEB Plan Fiduciary Net Position

CalPERS issues a publicly available financial report that may be obtained from CalPERS website at <http://www.calpers.ca.gov>.

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the Fiscal Year ended June 30, 2021, the District recognized an OPEB expense in the amount of \$3,099,000. As of Fiscal Year ended June 30, 2021, the District reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB contributions subsequent to measurement date	\$ 6,585	\$ -
Changes of Assumptions	-	(1,016)
Differences between Expected and Actual Experiences	585	-
Net differences between projected and actual earnings on plan investments	-	(1,438)
Total	\$ 7,170	\$ (2,454)

For the Fiscal Year ended June 30, 2020, the District recognized an OPEB expense in the amount of \$3,373,000. As of Fiscal Year ended June 30, 2020, the District reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB contributions subsequent to measurement date	\$ 6,565	\$ -
Changes of Assumptions	-	(279)
Differences between Expected and Actual Experiences	-	(1,757)
Net differences between projected and actual earnings on plan investments	-	(167)
Total	\$ 6,565	\$ (2,203)

Recognition of Deferred Outflows and Deferred Inflows of Resources

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time. Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The recognition period differs depending on the source of the gain or loss. The contributions made subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ended 2022. The other deferrals are amortized over the remaining 6 years from 2021 to 2027 as follows:

Year Ended June 30		
2022	\$	(432)
2023		(360)
2024		(329)
2025		(346)
2026		(329)
Thereafter		(73)
Total	\$	(1,869)

Note 10 - Insurance Programs

The District is exposed to various risks of loss including but not limited to those related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees, and natural disasters. The District is self-insured for a portion of its public liability, property damage and workers' compensation liability. As of June 30, 2021, coverage provided by self-insurance and excess coverage (purchased by the District) is generally summarized as follows:

Type of coverage	Self-Insured Retention (in thousands)	Excess Insurance (in thousands)
General Liability and Auto Liability	\$1,000 per occurrence	\$90,000 per occurrence/ annual aggregate
Workers' Compensation Employment Practices	\$1,000 per occurrence \$500 per claim	\$10,000 per occurrence \$5,000 aggregate
Bus Physical Damage	\$50 maximum per vehicle / \$150 maximum per occurrence	\$100,000 Per Occurrence \$156,000 Total Insurable Values (TIV)
Real and Personal Property	\$25 per occurrence	\$90,000 Per Occurrence \$124,314 Total Insurable Values (TIV)
Environmental Liability	\$50 per occurrence	\$5,000 3-year policy aggregate
Fiduciary Liability	\$10 per occurrence	\$2,000 Aggregate
Cyber Liability	\$50 per occurrence	\$5,000 aggregate
Crime Insurance/Employee Dishonesty	\$25 per occurrence except for \$50 fraudulent impersonation	\$15,000 per loss
Kidnap & Ransom	\$0	\$1,000 aggregate

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

With the exception of the older, 2009 Gillig buses insured at actual cash value (ACV), all rolling stock is insured at full replacement value for total insurable values (TIV) of \$156,000,000. Real and Personal Property is insured for total insurable values (TIV) of \$124,314,047 and is inclusive of \$25,000,000 in state and federally mandated flood insurance. General Liability is inclusive of Public Officials Liability up to \$50,000,000. Coverage extends to the Transportation Authority in excess of the Authority's own \$11,000,000 in general liability coverage and \$3,000,000 public officials liability policy. Terrorism coverage applies to Liability and Property. Earthquake coverage remains cost prohibitive to procure. To date there have been no significant reductions in any of the District's insurance coverage. Settlements have not exceeded excess coverages for each of the past three Fiscal Years.

The unpaid claims liabilities are based on the results of actuarial studies and include amounts for claims incurred but not reported and incremental claim expenses. Allocated and unallocated claims adjustment expenses are included in the claims liability balances. Claims liabilities are calculated considering the effects of inflation, recent claim settlement trends, including frequency and amount of payouts, and other economic and social factors.

Annual expense is charged using various allocation methods that include actual costs, trends in claims experience, and number of participants. It is the District's practice to obtain full actuarial studies annually.

Changes in the balances of claims liabilities for the two years ended June 30 for public liability, property damage and workers' compensation are as follows (in thousands):

	<u>2021</u>	<u>2020</u>
Self-insurance liabilities, beginning of year	\$ 11,776	\$ 9,409
Incurred claims and changes in estimates	5,668	5,984
Claim payments and related costs	<u>(4,111)</u>	<u>(3,617)</u>
Total Self-insurance claims liabilities	13,333	11,776
Less current portion	<u>8,018</u>	<u>6,343</u>
Noncurrent portion	<u>\$ 5,315</u>	<u>\$ 5,433</u>

Note 11 - Commitment and Contingent Liabilities

Legal

The District is directly and indirectly involved in various litigation matters relating principally to claims alleging personal injury and property damage arising from incidents related to the provision of its transit service. In the opinion of District management and legal counsel, as of June 30, 2021, the ultimate resolution of these matters will not materially affect the District's financial position.

Grants

The District's grants are subject to review and audit. Such audits could lead to requests for reimbursement for expenditures disallowed under the terms of the grants. In the opinion of management, such allowances, if any, will not materially affect the District's financial position.

Note 12 - PTMISEA Grants

The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, approved by the voters as Proposition 1B on November 7, 2006, includes a program of funding in the amount of \$4 billion to be deposited in the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA). Of this amount, \$3.6 billion in the PTMISEA is available to project sponsors in California for allocation to eligible public transportation projects.

The following table shows the changes in activity related to the PTMISEA grant funds during the Fiscal Year and the remaining commitment as of June 30, 2021:

	PTMISEA 2010 Various Projects Allocation (Fund 3606)	PTMISEA 2011 Various Projects Allocation (Fund 3622)	PTMISEA 2015 Various Projects Allocation (Fund 3643)	PTMISEA 2014 Various Projects Allocation (Fund 3639)	PTMISEA 2015 Various Projects Allocation (Fund 3646)	Various PTMISEA Grant Interest (Fund 3636)
Available proceeds						
June 30, 2020	\$ 242,915	\$ 155,674	\$ 904,075	\$ 637,548	\$ 68,106	\$ 215,500
Allocations received	-	-	-	-	-	4,761
Adjustment	28,000	(83,828)	-	-	(240)	-
Pass Thru Expenses	-	-	-	-	-	-
Total Expenditures	(255,462)	-	(303,098)	276,740	(13,177)	-
Available proceeds						
June 30, 2021	\$ 15,453	\$ 71,846	\$ 600,977	\$ 914,288	\$ 54,689	\$ 220,261

Note 13 - Hedge Program

In order to create more certain future diesel fuel costs and to manage the budget risk caused by uncertain future diesel fuel prices, the District established a diesel fuel hedging program. The hedging instruments used are New York Harbor Ultra Low Sulfur Diesel (NYHRBRULSD) futures contracts with a notional amount of 42,000 gallons each as listed on the New York Mercantile Exchange Clearinghouse (NYMEX). As of June 30, 2021, The District had 31 futures contracts. As of June 30, 2021, the aggregate fuel hedge contracts covered a period from July 2021 through December 2022.

San Mateo County Transit District

Notes to the Financial Statements

June 30, 2021 and 2020

The District enters into futures contracts to hedge its price exposures to diesel fuel which is used in District vehicles to provide transportation. These contracts are derivative instruments. The effectiveness of the hedge is determined according to GASB Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, which require a statistically strong relationship between the price of the futures contracts and the District's cost of diesel fuel from suppliers in order to ensure that the futures contracts effectively hedge the expected cash flows associated with diesel fuel purchases/exposures. The District applies hedge accounting for derivatives that are deemed effective hedges. Under hedge accounting, the increase (decrease) in the fair value of a hedge is reported as a deferred cash flow on the statement of net position. For the reporting period, all of the District's derivatives meet the effectiveness tests. Net gains/losses from completed hedges become an element of diesel fuel cost.

For diesel fuel futures contracts, the fair values are determined according to exchange settlement prices and the prices at which the futures contracts were purchased where each contract has a volume of 42,000 gallons. The following is a summary of the fair values and notional amounts of derivative instruments (diesel futures contracts) outstanding as of June 30, 2021 (in thousands):

	2021 Change in Fair Value		Fair Value, June 30, 2021		Notional
	Classification	Amount	Classification	Amount	
Effective Cash Flow Hedges					
Futures contracts	Deferred Inflow	\$ 481	Derivative Instruments	\$ 481	1,302,000 Gallons
				\$ 481	

Credit Risk

The District is exposed to credit risk in the amount of the derivative's fair value. When the fair value of any derivative has a positive market value, the risk is that the Counterparty will not fulfill its obligations. The counterparty for diesel futures contracts is the NYMEX. Futures do not have credit risk because the clearing house guarantees against default risk by taking both sides of all transactions where positions are marked-to-market on a daily basis. Futures contracts are highly regulated by the Commodity Futures Trading Commission.

Basis Risk

The District is exposed to basis risk on its expected fuel hedge contracts because the future fuel purchases are based on a pricing point different from the pricing point at which the future contracts settle.

Market Risk

The District is exposed to market risk arising from adverse changes in the market prices of the commodity.



Required Supplementary Information
June 30, 2021

San Mateo County Transit District

San Mateo County Transit District
Schedule of Changes in the Net OPEB Liability and Related Ratios

(Amounts in thousands)	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2019	Fiscal Year 2018*
Total OPEB Liability				
Service cost	\$ 1,623	\$ 1,638	\$ 1,659	\$ 1,611
Interest on Total OPEB Liability	3,446	3,486	3,367	3,247
Changes of Assumptions	(931)	(330)	-	-
Difference Between Expected and Actual Experience	-	(2,076)	-	-
Benefit Payments, Including Refunds of Employee Contributions	(3,318)	(3,281)	(3,199)	(3,032)
Net Change in Total OPEB Liability	820	(563)	1,827	1,826
Total OPEB Liability - Beginning	51,083	51,646	49,819	47,993
Total OPEB Liability - Ending	<u>\$ 51,903</u>	<u>\$ 51,083</u>	<u>\$ 51,646</u>	<u>\$ 49,819</u>
Fiduciary Net Position				
Contributions - Employer	\$ 6,565	\$ 6,327	\$ 6,746	\$ 5,032
Net Investment Income	725	1,219	1,143	1,174
Benefit Payments, Including Refunds of Employee Contributions	(3,318)	(3,281)	(3,199)	(3,032)
Administrative Expense	(20)	(12)	(36)	(6)
Net Change in Fiduciary Net Position	3,952	4,253	4,654	3,168
Plan Fiduciary Net Position - Beginning	22,866	18,613	13,959	10,791
Plan Fiduciary Net Position - Ending	<u>\$ 26,818</u>	<u>\$ 22,866</u>	<u>\$ 18,613</u>	<u>\$ 13,959</u>
Net OPEB Liability - Ending	<u>\$ 25,085</u>	<u>\$ 28,217</u>	<u>\$ 33,033</u>	<u>\$ 35,860</u>
Fiduciary Net Position as a Percentage of the				
Total OPEB Liability	51.67%	44.76%	36.04%	28.02%
Covered Payroll	\$ 74,287	\$ 70,978	\$ 64,378	\$ 49,777
Net OPEB Liability as a Percentage of Covered Payroll	33.77%	39.75%	51.31%	72.04%
Measurement date	6/30/2020	6/30/2019	6/30/2018	6/30/2017

San Mateo County Transit District
Schedule of OPEB Contributions

(Amounts in thousands)	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2019	Fiscal Year 2018*
Actuarially Determined Contribution	\$ 6,585	\$ 6,565	\$ 6,326	\$ 6,080
Benefit Payments, Including Refunds of Employee Contributions	(6,585)	(6,565)	(6,326)	(6,080)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -
 Covered Payroll	 71,296	 74,287	 70,978	 64,378
Contributions as a Percentage of Covered Payroll	9.24%	8.84%	8.91%	10.83%
Actuarial Valuation Date	6/30/2019	6/30/2019	6/30/2017	6/30/2017

* Historical information is not available prior to the implementation of the OPEB standards.

San Mateo County Transit District
Schedule of Changes in the District's Net Pension Liability and Related Ratios

(Amounts in thousands)	2021	2020	2019	2018	2017 ⁽²⁾	2016	2015 ⁽¹⁾
Total pension liability							
Service cost	\$ 9,524	\$ 8,706	\$ 8,511	\$ 8,145	\$ 7,020	\$ 6,831	\$ 7,062
Interest on the total pension liability	26,145	24,887	23,524	22,342	21,338	20,157	-
Changes of assumptions	-	-	(2,738)	18,030	-	(4,780)	-
Difference between expected and actual experience	87	1,785	2,022	(1,390)	(903)	(894)	18,965
Benefit payments, including refunds of employee contributions	(17,477)	(15,487)	(14,227)	(12,618)	(11,410)	(10,095)	(9,115)
Net change in total pension liability	18,279	19,891	17,092	34,509	16,045	11,219	16,912
Total pension liability - beginning of year	369,559	349,668	332,576	298,067	282,023	270,804	253,892
Total pension liability - end of year	<u>\$ 387,838</u>	<u>\$ 369,559</u>	<u>\$ 349,668</u>	<u>\$ 332,576</u>	<u>\$ 298,068</u>	<u>\$ 282,023</u>	<u>\$ 270,804</u>
Fiduciary net position							
Net plan to plan resource movement	\$ -	\$ -	\$ (1)	\$ -	\$ -	\$ -	\$ -
Contributions from the employer	9,633	8,159	6,603	5,961	5,014	4,192	4,023
Contributions from employees	4,434	4,157	3,703	3,489	3,428	3,199	3,312
Net investment income	14,835	18,503	22,310	26,892	1,287	5,413	35,934
Benefit payments, including refunds of employee contributions	(17,477)	(15,487)	(14,227)	(12,618)	(11,410)	(10,095)	(9,115)
Administrative expense	(418)	(201)	(412)	(355)	(148)	(273)	-
Other miscellaneous income/(expense)	-	1	(782)	-	-	-	-
Net change in fiduciary net position	11,007	15,132	17,194	23,369	(1,829)	2,436	34,154
Fiduciary net position - beginning of year	296,463	281,331	264,137	240,768	242,596	240,160	206,006
Fiduciary net position - end of year	<u>\$ 307,470</u>	<u>\$ 296,463</u>	<u>\$ 281,331</u>	<u>\$ 264,137</u>	<u>\$ 240,767</u>	<u>\$ 242,596</u>	<u>\$ 240,160</u>
Net pension liability	<u>\$ 80,368</u>	<u>\$ 73,096</u>	<u>\$ 68,337</u>	<u>\$ 68,439</u>	<u>\$ 57,301</u>	<u>\$ 39,427</u>	<u>\$ 30,644</u>
Fiduciary net position as a percentage of the total pension liability	79.28%	80.22%	80.46%	79.42%	80.78%	86.02%	88.68%
Covered payroll	\$ 64,498	\$ 61,004	\$ 56,133	\$ 49,777	\$ 47,112	\$ 47,169	\$ 45,795
Net pension liability as percentage of covered payroll	124.61%	119.82%	121.74%	137.49%	121.63%	83.59%	66.92%
Measurement date	6/30/2020	6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014

⁽¹⁾ Ten year information is not available before the implementation of the pension standards.

⁽²⁾ In 2017 the discount rate was changed to 7.15 percent from 7.65 percent.

San Mateo County Transit District
Schedule of District's Pension Contributions

(Amounts in thousands)	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015⁽¹⁾</u>
Contractually required contribution (actuarially	\$ 10,714	\$ 9,633	\$ 8,158	\$ 6,603	\$ 5,943	\$ 5,014	\$ 4,192
Contributions in relation to the actuarially determined contributions	<u>(10,714)</u>	<u>(9,633)</u>	<u>(8,158)</u>	<u>(6,603)</u>	<u>(5,943)</u>	<u>(5,014)</u>	<u>(4,192)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 64,630	\$ 64,498	\$ 61,004	\$ 56,133	\$ 49,777	\$ 47,112	\$ 47,169
Contributions as a percentage of covered payroll	16.58%	14.94%	13.37%	11.76%	11.94%	10.64%	8.53%
Actuarial Valuation Date	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014	6/30/2013	6/30/2012

⁽¹⁾ Ten year information is not available before the implementation of the pension

Note 1 – OPEB methods and assumptions used to determine contributions

Actuarial Cost Method	Entry-Age Normal Cost Method
Asset Valuation Method	Fair Value of Assets
Amortization Method	Level Percent of Payroll
Actuarial Assumptions	
Discount Rate	6.75%
Inflation	2.75%
Aggregate Payroll Increase	3.00%
Salary Merit and Longevity Increases	CalPERS 1997-2015 Experience Study

Note 2 – Pension methods and assumptions used to determine contributions

Actuarial Cost Method	Entry-Age Normal Cost Method						
Asset Valuation Method	Fair Value of Assets						
Actuarial Assumptions							
Actuarial Valuation Date	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014	6/30/2013	6/30/2012
Discount Rate	7.250%	7.250%	7.375%	7.500%	7.500%	7.500%	7.500%
Inflation	2.625%	2.625%	2.750%	2.750%	2.750%	2.750%	2.750%
Payroll Growth	2.875%	2.875%	3.000%	3.000%	3.000%	3.000%	3.000%
Projected Salary Increase	Varies by Entry-Age and Service						
Mortality	Rates Vary by Age, Type of Retirement and Gender						



Supplementary Information
June 30, 2021

San Mateo County Transit District

San Mateo County Transit District

Schedule of Revenues, Expenses, Capital Outlay, and Long-Term Debt Payment Comparison of Budget to
Actual (Budgetary Basis)
Year Ended June 30, 2021

(Amounts in thousands)	Budget	Actual	Variance Positive (Negative)
Operating Revenues - Passenger Fares	\$ 5,260	\$ 5,615	\$ 355
Operating Expenses:			
Salaries and benefits	78,257	69,293	8,964
Contract operations and maintenance services	43,634	38,177	5,457
Other services	12,936	10,932	2,004
Materials and supplies	7,304	7,737	(433)
Insurance	9,839	9,534	305
Miscellaneous	13,976	9,613	4,363
Total operating expenses	<u>165,946</u>	<u>145,286</u>	<u>20,660</u>
Operating loss	<u>(160,686)</u>	<u>(139,671)</u>	<u>21,015</u>
Nonoperating Revenues (Expenses)			
Operating assistance	197,495	250,472	52,977
Investment income	3,630	149	(3,481)
Interest expense	(9,094)	(6,302)	2,792
Caltrain service subsidy	(8,877)	(8,877)	-
Other income, net	12,570	13,118	548
Total nonoperating income (expenses)	<u>195,724</u>	<u>248,560</u>	<u>52,836</u>
Income (loss) before capital outlay and long-term debt principal payments	<u>35,038</u>	<u>108,889</u>	<u>73,851</u>
Capital Outlay			
Capital assistance	11,898	6,094	(5,804)
Capital expenditures	<u>(11,898)</u>	<u>(6,094)</u>	<u>5,804</u>
Net capital outlay	-	-	-
Long-term debt principal or interest payment	<u>(10,320)</u>	<u>(10,320)</u>	<u>-</u>
Excess (Deficiency) Of Revenues and Nonoperating Income Over Expenses, Capital Outlay and Debt Principal Payments	<u>\$ 24,718</u>	<u>\$ 98,569</u>	<u>\$ 73,851</u>

Note 1 - Budgetary Basis of Accounting

The District prepares its budget on a basis of accounting that differs from Generally Accepted Accounting Principles (GAAP). The actual results of operations are presented in the supplemental schedule on the budgetary basis to provide a meaningful comparison of actual results with budget. In addition, certain budget amounts have been reclassified to conform to the presentation of actual amounts in the supplemental schedule. Budgeted amounts presented are the final adopted budget. The primary difference between the budgetary basis of accounting and GAAP concerns capital assets. Depreciation and amortization expense per GAAP is not budgeted and budgeted capital expenditures are not recorded as an expense per GAAP. In addition, unrealized gains and losses under GASB Statement No. 31 are not recognized as well as some long-term expenses such as OPEB and bond related payments.

Note 2 - Reconciliation of Budgetary Basis to GAAP Basis

A reconciliation of the budgetary basis of accounting to GAAP is as follows (in thousands):

Excess of revenues and non-operating income over expenses, capital outlay and debt principal payment		\$ 98,569
Capital expenditures	\$ 6,094	
Depreciation and amortization	(20,491)	
Postemployment benefits accrual	3,487	
Pension Expense - GASB 68	(4,447)	
Long-term debt principal payments	10,320	
GASB 31 unrealized gain/loss	(2,806)	
Capital gain (losses) on investment	416	
Bond refunding costs amortization expense	(968)	
Interest Income Invest Premium/Discount	(112)	
Bond premium amortization	2,641	
Sub-total reconciling items		<u>(5,866)</u>
Change in net position, GAAP basis		<u>\$ 92,703</u>



Statistical
June 30, 2021

San Mateo County Transit District

Statistical

Financial Trends

- Net Position and Change in Net Position

Revenue Capacity

- Revenue Base and Revenue Rate
- Overlapping Revenue
- Principal Revenue Payers

Debt Capacity

- Ratio of Outstanding Bonds
- Bonded Debt
- Direct and Overlapping Debt and Limitations
- Pledged Revenue Coverage

Demographics and Economic Information

- Population, Income, and Unemployment Rates
- Principal Employers

Operating Information

- Ridership and Fares
- Farebox Recovery and Miles
- Employees (Full-time Equivalents)
- Capital Assets

Statistical Section

The Statistical Section of the District's Annual Comprehensive Financial Report presents detailed information as a context for understanding the information in the financial statement, notes disclosure, required supplementary information and other supplementary information for assessing the District's economic condition.

Financial Trends

These schedules contain trend information to assist readers in understanding and assessing how the District's financial position has changed over time.

Revenue Capacity

These schedules contain information to assist readers in understanding and assessing the factors affecting the District's ability to generate passenger fares.

Debt Capacity

These schedules assist readers in understanding and assessing the District's debt burden and its capacity to issue future debt.

Demographics and Economic Information

These schedules present socioeconomic indicators to assist readers in understanding the environment within which the District's financial activities take place.

Operating Information

These schedules contain contextual information about the District's operations and resources to assist readers in using financial statement information to understand and assess the District's economic condition.

San Mateo County Transit District
Net Position and Change in Net Position
Fiscal Years 2012 Through 2021 (in thousands)

Fiscal Year	2021	2020	2019	2018 ⁽³⁾	2017	2016	2015 ⁽²⁾	2014	2013	2012 ⁽¹⁾
Operating Revenues - Passenger Fares	\$ 5,615	\$ 11,690	\$ 15,567	\$ 15,742	\$ 17,041	\$ 18,078	\$ 18,816	\$ 18,557	\$ 17,808	\$ 17,452
Operating Expenses										
Salaries and benefits	70,253	83,438	75,467	67,851	60,665	58,598	55,382	60,001	57,227	58,921
Contract operations and maintenance	38,177	39,625	40,507	35,694	34,621	33,326	33,399	31,471	30,152	29,851
Other services	10,932	10,750	9,770	9,312	8,856	8,388	6,092	4,666	5,580	5,866
Materials and supplies	7,737	7,448	7,604	7,300	6,588	6,626	8,158	8,769	9,487	8,768
Insurance	9,534	8,575	5,306	3,603	6,651	4,505	4,171	(2,094)	6,770	7,430
Miscellaneous	9,613	10,812	9,128	8,139	7,598	6,656	5,784	5,514	4,935	4,433
Total operating expenses	146,246	160,648	147,782	131,899	124,979	118,099	112,986	108,327	114,151	115,269
Operating loss before depreciation, amortization and administrative expenses capitalized	(140,631)	(148,958)	(132,215)	(116,157)	(107,938)	(100,021)	(94,170)	(89,770)	(96,343)	(97,817)
Depreciation and amortization	(20,491)	(25,842)	(21,492)	(23,078)	(22,252)	(21,550)	(16,860)	(27,184)	(26,939)	(24,297)
Operating Loss	(161,122)	(174,800)	(153,707)	(139,235)	(130,190)	(121,571)	(111,030)	(116,954)	(123,282)	(122,114)
Nonoperating Revenues (Expenses)										
Operating assistance	250,472	206,031	160,416	144,802	135,910	126,254	124,097	126,786	121,788	110,672
Investment income	288	7,442	10,036	3,859	3,536	5,580	1,782	1,663	586	1,375
Interest expense	(7,270)	(7,497)	(10,954)	(11,145)	(11,249)	(11,226)	(9,896)	(15,559)	(16,400)	(16,247)
Caltrain service subsidy	(8,877)	(9,239)	(7,634)	(6,170)	(6,480)	(6,080)	(6,260)	(5,440)	(14,000)	(10,620)
Interagency administrative income	-	-	-	-	-	-	-	6,552	5,501	3,483
Other income, net	13,118	13,970	10,180	10,860	11,492	9,777	10,119	8,866	13,941	13,152
Total nonoperating revenues, net	247,731	210,707	162,044	142,206	133,209	124,305	119,842	122,868	111,416	101,815
Net income (loss) before capital contributions	86,609	35,907	8,337	2,971	3,019	2,734	8,812	5,914	(11,866)	(20,299)
Capital contributions	6,094	49,509	8,789	10,970	25,424	12,778	33,361	33,281	-	11,049
Change In Net Position	92,703	85,416	17,126	13,941	28,443	15,512	42,173	39,195	(11,866)	(9,250)
Restatement	-	-	-	(23,400) ⁽³⁾	-	-	(153,202) ⁽²⁾	-	-	(3,557) ⁽¹⁾
Net Position Components										
Net investment in capital assets	171,967	184,402	156,626	165,481	171,022	167,850	176,616	(20,964)	(34,446)	(23,448)
Restricted	26,600	26,599	26,575	26,804	26,811	26,804	26,087	25,000	27,745	33,982
Unrestricted	53,606	(51,531)	(109,147)	(135,357)	(131,446)	(156,710)	(180,271)	129,425	100,967	84,149
Net Position	\$ 252,173	\$ 159,470	\$ 74,054	\$ 56,928	\$ 66,387	\$ 37,944	\$ 22,432	\$ 133,461	\$ 94,266	\$ 94,683

⁽¹⁾ 2012 restatement due to implementation of GASB 65.

⁽²⁾ 2015 restatement due to implementation of GASB 68 and reversal of the BART contribution.

⁽³⁾ 2018 restatement due to implementation of GASB 75.

This table presents revenues and expenses, contributions, depreciation and amortization and net position components.

Source: Current and prior years' Annual Comprehensive Financial Reports.

San Mateo County Transit District
Revenue Base and Revenue Rate
Fiscal Years 2012 Through 2021

Fiscal Year Ending	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Passenger fares (in thousands)	\$ 5,615	\$ 11,690	\$ 15,567	\$ 15,742	\$ 17,041	\$ 18,078	\$ 18,816	\$ 18,557	\$ 17,808	\$ 17,452
Revenue Base										
Number of passengers (in thousands)	4,581	8,973	10,671	11,133	11,817	12,794	13,488	12,784	12,752	12,995
Fare structure										
Adults local fare	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00
Senior citizen/disabled/ Medicare cardholder	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Youth	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.25	\$ 1.25	\$ 1.25	\$ 1.25
Redi-Wheels (Paratransit)	\$ 4.25	\$ 4.25	\$ 4.25	\$ 4.25	\$ 3.75	\$ 3.75	\$ 3.75	\$ 3.75	\$ 3.75	\$ 3.75
Sales tax rate ^[2]	0.75%	0.75%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
Sales tax revenue (in thousands)	\$ 140,411	\$ 135,835	\$ 100,729	\$ 87,797	\$ 84,353	\$ 79,705	\$ 80,975	\$ 77,606	\$ 73,859	\$ 69,370
Taxable sales in San Mateo										
County (in thousands) ^[1]	\$ 18,721,430	\$ 18,800,000	\$ 19,700,000	\$ 17,900,000	\$ 16,600,000	\$ 15,941,000	\$ 16,194,800	\$ 15,521,200	\$ 14,771,800	\$ 13,906,978

[1] 2021 taxable sales are estimates based on sales tax revenues received; 2020 taxable sales amount is the most current information available on the County of San Mateo Annual Comprehensive Financial Report.

This table presents passenger fares, number of passengers and revenue fare structure, the half-cent transaction and use tax received by the District and the total taxable sales in San Mateo County

^[2] Includes 0.25% Tax Rate for Measure W, effective on 7/1/2019.

Source: California State Board of Equalization

County of San Mateo County FY2020 Annual Comprehensive Financial Report

San Mateo County Transit District
Overlapping Revenue
Fiscal Years 2012 Through 2021

Fiscal year	State	City and County	Other Special Districts	San Mateo County Transit District ^[1]	City of San Mateo Transactions and Use Tax	City of Half Moon Bay Transactions and Use Tax	San Mateo County Transactions and Use Tax	City of South San Francisco Transactions and Use Tax	City of Belmont Transactions and Use Tax	City of East Palo Alto Transactions and Use Tax	City of Burlingame Transactions and Use Tax	City of Redwood City Transactions and Use Tax	City of San Bruno Transactions and Use Tax	City of Daly City Local Recovery and Relief Transactions and Use Tax	Total
2021	6.00%	1.25%	0.50%	0.50%	0.25%	0.00%	1.00%	0.50%	0.50%	0.50%	0.25%	0.50%	0.50%	0.50%	^[16] 12.75%
2020	6.00%	1.25%	0.50%	0.50%	0.25%	0.00%	1.00%	^[14] 0.50%	0.50%	0.50%	0.25%	0.50%	0.50%	^[15] 0.50%	12.25%
2019	6.00%	1.25%	0.50%	0.50%	0.25%	0.00%	0.50%	0.50%	0.50%	0.50%	0.25%	0.50%	^[13] 0.50%		11.25%
2018	6.00%	1.25%	0.50%	0.50%	0.25%	0%	0.50%	0.50%	0.50%	0.50%	0.25%	^[12] 0.50%			10.75%
2017	6.50%	^[8] 1.25%	0.50%	0.50%	0.25%	0%	0.50%	0.50%	0.50%	^[10] 0.50%	^[11] 0.50%				11.00%
2016	6.50%	1.00%	0.50%	0.50%	0.25%	0.50%	0.50%	^[9] 0.50%							10.25%
2015	6.50%	1.00%	0.50%	0.50%	0.25%	0.50%	0.50%								9.75%
2014	6.50%	1.00%	0.50%	0.50%	0.25%	0.50%	0.50%								9.75%
2013	6.50%	^[5] 1.00%	0.50%	0.50%	0.25%	0.50%	^[6] 0.50%	^[7] 0.50%							9.75%
2012	6.25%	1.00%	0.50%	0.50%	0.25%										8.50%

^[1] State legislation requires the District to obtain the approval of a majority of the voters in a public election to approve any sales tax measure.

^[2] 2009 State portion includes 1% Proposition 1A 1-cent sales tax increase effective on April 1, 2009.

^[3] 2010 City of San Mateo Transactions and Use Tax (SMTG), tax rates effective on April 1, 2010.

^[4] State sales tax reduced to 6.25% effective July 1, 2011.

^[5] State sales tax increased to 6.50% effective January 1, 2013.

^[6] City of Half Moon Bay Transactions and Use Tax (HMBG), tax rates effective on April 1, 2013, expires March 31, 2016.

^[7] San Mateo County Transactions and Use Tax (SMGT), tax rates effective on April 1, 2013.

^[8] State sales tax and local sales tax effective January 1, 2017.

^[9] South San Francisco Fiscal Stability & Essential Services Transactions and Use Tax (SSFR), tax effective April 1, 2016

^[10] City of Belmont Transactions and Use Tax (BMTG), tax rates effective on April 1, 2017

^[11] City of East Palo Alto Transactions and Use Tax (EPAG), tax rates effective on April 1, 2017

^[12] City of Burlingame Transactions and Use Tax (BUEG), tax rates effective on April 1, 2018

^[13] City of Redwood City Transactions and Use Tax (REDG), tax rates effective on April 1, 2019

^[14] Measure W, tax rates effective on July 1, 2019

^[15] City of San Bruno Transactions and Use Tax, tax rates effective on April 1, 2020

^[16] City of Daly City Local Recovery and Relief Transactions and Use Tax, tax rates effective on April 1, 2021

This table presents the tax rates for local authorities in San Mateo County. The District receives a half-cent county transaction and use tax.

Source: California State Board of Equalization

District Taxes, Rates, & Effective Dates

California City and County Sales & Use Tax rates

<https://www.cdtfa.ca.gov/taxes-and-fees/sales-use-tax-rates.htm>

<https://www.cdtfa.ca.gov/taxes-and-fees/sales-use-tax-rates-history.htm#excludes>

SOURCES:

<https://www.cdtfa.ca.gov/taxes-and-fees/sales-use-tax-rates.htm>

Go to District Taxes, Rates, and Effective Dates

<https://www.cdtfa.ca.gov/taxes-and-fees/sales-use-tax-rates-history.htm>

Shows state and local tax rates

San Mateo County Transit District

Principal Revenue Payers

Fiscal Years 2020 and 2011

Major Industry Group	FY2020			FY2011		
	Rank	Percent of Sales Receipts	Amount	Rank	Percent of Sales Receipts	Amount
County & State Pool	1	22.8%	39,205,976	5	11.3%	14,198,762
General Consumer Goods	2	17.0%	29,206,762	1	23.0%	29,003,522
Autos And Transportation	3	15.4%	26,478,311	3	14.7%	18,486,009
Restaurants And Hotels	4	12.6%	21,646,555	4	12.1%	15,219,747
Business And Industry	5	11.2%	19,329,374	2	14.4%	18,077,457
Building And Construction	6	8.8%	15,108,417	7	7.8%	9,772,560
Fuel And Service Stations	7	6.7%	11,449,306	6	11.2%	14,115,919
Food And Drugs	8	5.4%	9,278,058	8	5.5%	6,962,725
Transfers & Unidentified	9	0.1%	203,474	9	0.0%	23,364
Total			<u>171,906,233</u>			<u>125,860,065</u>

Source: County-wide sales tax data provided by the County of San Mateo and Major Industry Group provided by Hinderliter, de Llamas and associates (HdL).

San Mateo County Transit District

Ratio of Outstanding Bonds
Fiscal Years 2012 Through 2021

Fiscal Year	Revenue Bonds for SamTrans (in thousands) ^[1]	Personal Income for San Mateo County (in millions) ^[2]	As a Percent of Personal Income
2021	\$ 198,036	\$ 109,064 *	0.18%
2020	210,996	105,887 *	0.20%
2019	224,052	102,803 *	0.22%
2018	239,243	98,568	0.24%
2017	254,291	90,766	0.28%
2016	269,235	82,046	0.33%
2015	284,128	78,607	0.36%
2014	290,353	71,111	0.41%
2013	300,357	65,656	0.46%
2012	306,802	64,765	0.47%

[1] Current and prior years' Annual Comprehensive Financial Reports.

[2] Data include retroactive revisions by the U.S. Department of Commerce Bureau of Economic Analysis.

*Personal Income and Per Capital Personal Income data for 2019, 2020, and 2021 is based on an estimated three percent annual increase over 2017.

This table presents the relationship between the revenue bonds and the total personal income of the residents of San Mateo County.

San Mateo County Transit District

Bonded Debt

Fiscal Years 2012 Through 2021

Fiscal Year	Revenue Bonds for SamTrans (in thousands)	Total Taxable Sales in San Mateo County	As a Percent of Total Taxable Sales in San Mateo County
2021	\$ 198,036	\$ 18,721,416	1.06%
2020	210,996	18,111,348 ^[1]	1.16%
2019	224,052	20,145,709	1.11%
2018	239,243	17,559,383	1.36%
2017	254,291	16,870,577	1.51%
2016	269,235	15,941,000	1.69%
2015	284,128	16,194,800	1.75%
2014	290,353	15,521,200	1.87%
2013	300,357	14,771,800	2.03%
2012	306,802	13,906,978	2.21%

^[1] Taxable sales are estimates based on sales tax revenues received.

This table presents the capacity of the District to issue revenue bonds based on total taxable sales in San Mateo County.

Source: Annual Comprehensive Financial Reports and California Department of Tax and Fee Administration.

The District does not have overlapping debt with other governmental agencies. Additionally, the District does not have a legal debt limit.

San Mateo County Transit District
Pledge Revenue Coverage
Fiscal Years 2012 Through 2021 (in thousands)

Fiscal Year	Sales Tax Revenue	Principal *	Interest *	Total	Coverage
2021	\$ 140,411	\$ 10,320	\$ 8,829	\$ 19,149	7.33
2020	135,835	10,060	9,298	19,358	7.02
2019	100,729	11,930	9,661	21,591	4.67
2018	87,797	11,765	9,880	21,645	4.06
2017	84,353	11,660	9,988	21,648	3.90
2016	79,705	11,610	10,035	21,645	3.68
2015	80,975	-	9,145	9,145	8.85
2014	77,606	9,655	14,799	24,454	3.17
2013	73,859	9,233	15,220	24,453	3.02
2012	69,370	8,770	15,680	24,450	2.84

This table presents the relationship between total sales tax revenue, debt service payments and the capacity of the District to meet its debt obligations.

* The District's outstanding bonds were restructured in 2015 and those amounts are intended to reflect the full annual economic impact, including measurements of restructuring, on the District's financial position. Other years are cash basis measures of the District's debt service. The Long Term Debt note in the Notes To Basic Financial Statements in the Financial Section of this Annual Comprehensive Financial Report provides further details.

Source: Current and prior years' Annual Comprehensive Financial Reports.

San Mateo County Transit District
Population, Income and Unemployment Rates
Fiscal Years 2012 Through 2021

Year	Population ^[1]	Total Personal Income (in millions) ^[2]	Per Capita Personal Income ^[2]	Average Unemployment Rates ^[3]
2021	776,337 *	\$ 109,064 *	\$ 142,274 *	5.0%
2020	773,244	105,887 *	138,130 *	10.8%
2019	774,485	102,803 *	134,107 *	2.2%
2018	772,372	98,568 *	128,230 *	2.5%
2017	770,256	90,766	118,047	2.9%
2016	765,895	82,046	107,670	3.3%
2015	759,155	78,607	102,639	3.3%
2014	758,581	71,111	93,802	4.2%
2013	750,489	65,656	87,501	5.7%
2012	740,738	64,765	87,523	7.0%

[1] Data include retroactive revisions by the State of California Department of Finance, Demographic Research Unit.

[2] Data include retroactive revisions by the U.S. Department of Commerce Bureau of Economic Analysis.

[3] Data include retroactive revisions by the State of California Employment Development Department. Unemployment rates are non-seasonally adjusted for June.

*2021 Population growth is base on 0.4% growth from 2020

*Personal Income and Per Capital Personal Income data for 2020 and 2021 is based on an estimated three percent annual increase over 2019. Source data for table is FY20 San Mateo County Annual Comprehensive Financial Report.

This table highlights San Mateo County's total population, total personal and per capita income, and percentage of unemployed residents.

Source: County of San Mateo FY2020 Annual Comprehensive Financial Report.

San Mateo County Transit District
Principal Employers
Fiscal Years 2019 and 2011

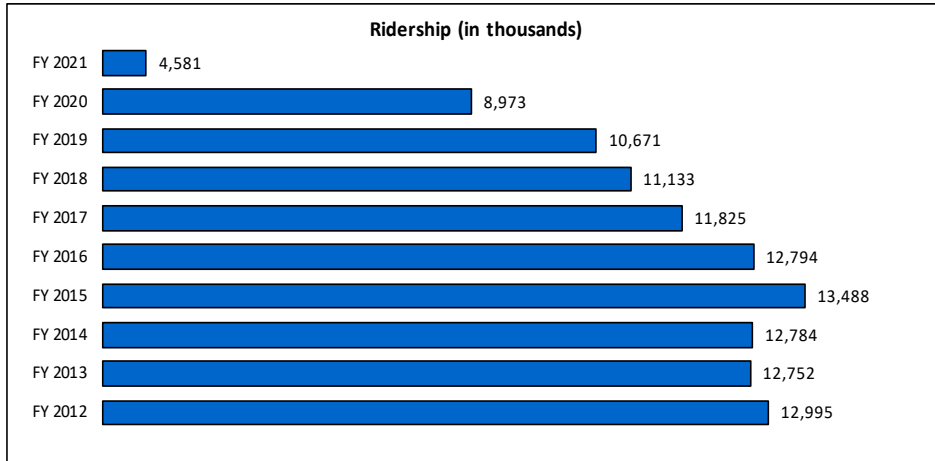
Employers in San Mateo County	Business Type	2019*			2011		
		Number of Employees	Rank	Percent of Total County Employment	Number of Employees	Rank	Percent of Total County Employment
Facebook Inc.	Social Network	15,407	1	3.91%	2,000	10	0.57%
Genentech Inc.	Biotechnology	10,023	2	2.54%	8,600	1	2.43%
Oracle Corp.	Hardware and Software	7,656	3	1.94%	7,000	3	1.98%
County of San Mateo	Government	5,640	4	1.43%	5,979	2	1.69%
Gilead Sciences Inc	Biotechnology	4,000	5	1.02%			
YouTube	Online Video-Streaming Platform	2,384	6	0.61%			
Sony Interactive Entertainment	Interactive Entertainment	1,650	7	0.42%			
Robert Half International Inc.	Personnel Services	1,642	8	0.42%			
Electronic Arts Inc.	Interactive Entertainment	1,478	9	0.38%	2,000	9	0.57%
SRI International	Nonprofit Research Institute	1,418	10	0.36%			
Kaiser Permanente	Health Care				3,855	4	1.09%
Visa Inc	Global Payments Technology				3,100	5	0.88%
Mills-Peninsula Health Services	Health Care				2,500	6	0.71%
San Mateo Community College District	Public Education				2,115	7	0.60%
Safeway Inc	Retail Grocer				2,075	8	0.59%
Total		51,298		13.03%	39,224		11.11%

* The latest information available for principal employers in the County.

This table presents the top 10 principal employers in San Mateo County for 2019 and 2011.

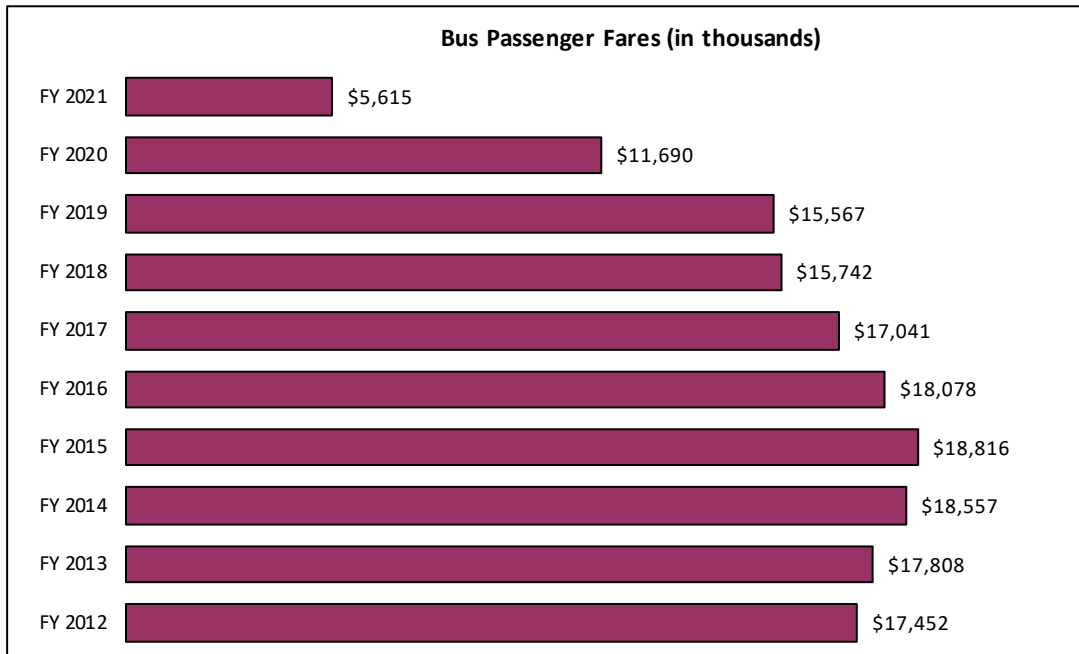
Source: San Francisco Business Times - 2020 Book of Lists; California Employment Development Department (provided by San Mateo County Controller's office) from the FY2020 County of San Mateo Annual Comprehensive Financial Report.

Fixed-Route Ridership



Ridership data presents total ridership for motor bus service and shuttle service.

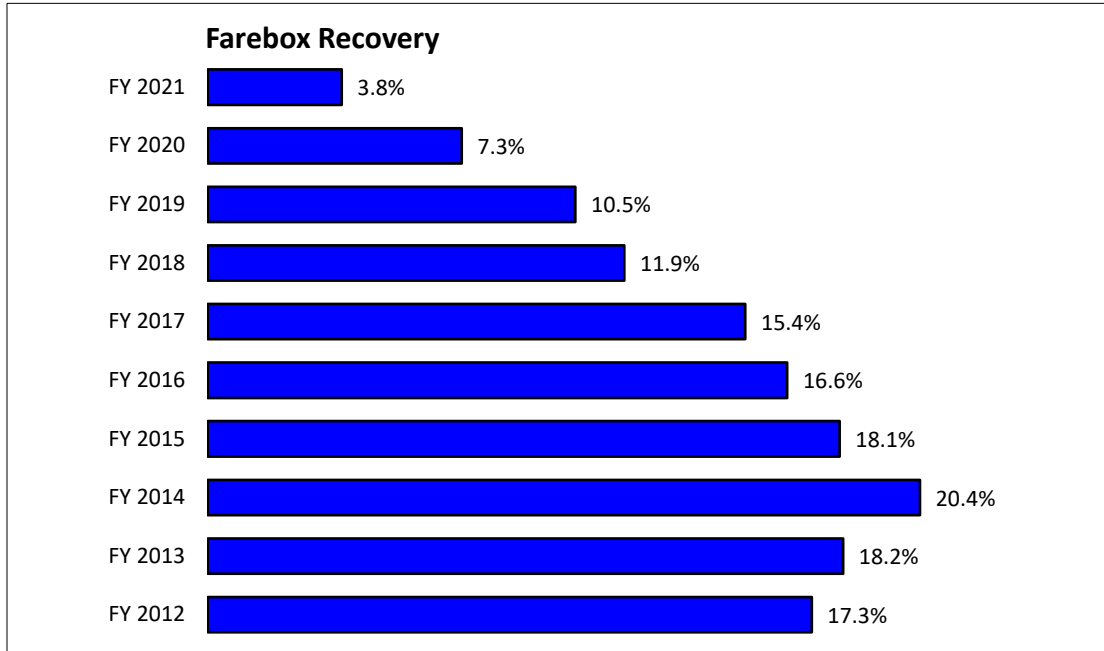
Fixed-Route Passenger Fares



Bus passenger fares data presents the total bus fare revenue for each year.

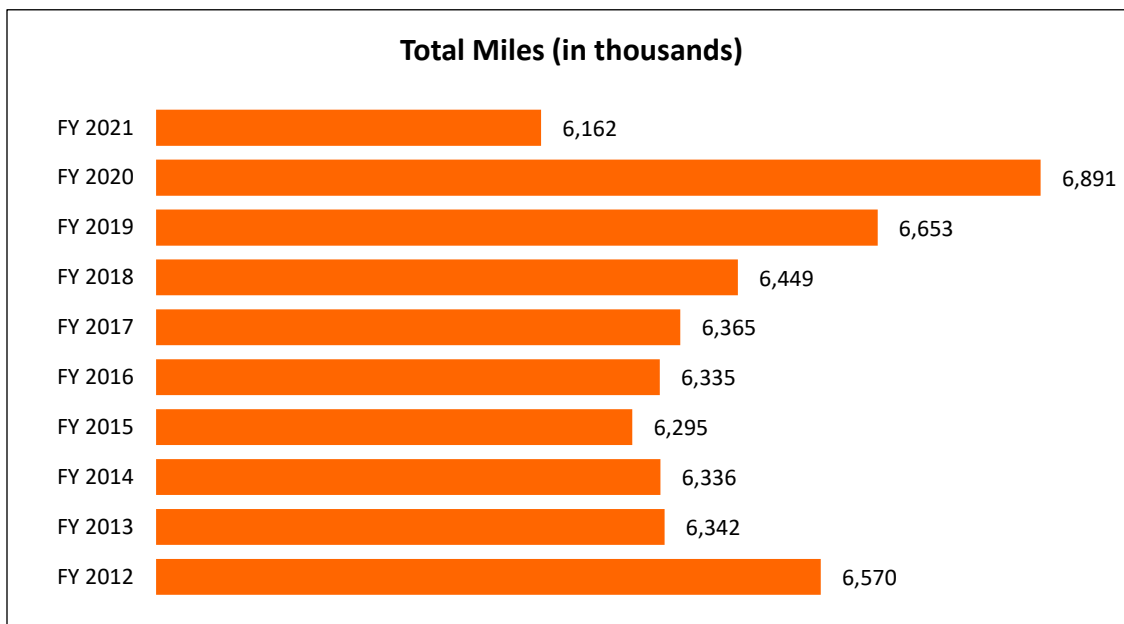
Source: National Transportation Database.

Fixed-Route Farebox Recovery



Farebox recovery data presents the percentage of fixed-route fare revenue collected compared to fixed-route operating expenses.

Fixed-Route Revenue Miles*



The revenue miles data presents the total fixed-route miles traveled.

*Fixed-route data includes La Honda and shuttle service, which makes up less than 5% of the total data.

Source: National Transportation Database.

San Mateo County Transit District
 Employees (Full-Time Equivalents)
 Fiscal Years 2012 Through 2021

Division	Full-Time Equivalents									
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Caltrain Modernization Program	0.40	-	-	-	0.1	0.05	0.05	0.05	0.48	-
Customer Service and Marketing	28.49	29.15	34.36	31.39	28.46	23.95	25.34	28.22	30.31	29.56
Executive	3.5	3.5	3.59	3.99	5.12	3.60	3.67	3.55	3.58	3.52
Finance and Administration	96.225	95.64	83.07	82.39	79.02	64.12	68.50	66.72	66.53	66.51
Operations, Engineering, and Construction	541.7	506.65	472.90	465.40	471.88	453.82	454.27	457.54	449.27	448.83
Planning and Development	7.26	6.86	6.46	8.71	7.66	5.63	8.20	7.80	5.03	6.64
Public Affairs	-	-	-	-	0	5.15	5.00	5.00	4.60	4.44
Total	<u>677.58</u>	<u>641.80</u>	<u>600.38</u>	<u>591.88</u>	<u>592.24</u>	<u>556.32</u>	<u>565.03</u>	<u>568.88</u>	<u>559.80</u>	<u>559.50</u>

Note: The organization went through a reorganization in FY2010; Caltrain Modernization Program division was added in FY2013 as a replacement for the Peninsula Rail department.

Note: Employee counts are for Full-time Equivalents (FTEs) for the District.

This table presents total Full-time Equivalents by division.

Source: Operating and capital budgets.

San Mateo County Transit District

Capital Assets

Fiscal Years 2012 Through 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Depreciable Capital Assets										
Buses and bus equipment	\$ 222,823	\$ 220,442	\$ 176,969	\$ 164,038	\$ 157,353	\$ 153,955	\$ 167,272	\$ 149,751	\$ 135,297	\$ 138,638
Buildings and building improvements	75,127	72,961	73,303	70,212	69,031	64,868	64,838	64,815	71,935	79,294
Maintenance and other equipment	30,333	29,685	27,546	34,982	33,642	32,063	6,523	5,822	9,470	16,927
Furniture and fixtures	30,023	29,989	33,295	35,240	33,861	31,734	19,656	20,272	23,584	26,686
Shelters and bus stop signs	10,393	10,393	10,372	592	592	592	592	579	3,178	3,190
Other vehicles	3,000	2,518	2,467	2,496	2,273	2,159	2,159	2,226	2,183	2,263
Total depreciable capital assets	371,699	365,988	323,952	307,560	296,752	285,371	261,040	243,465	245,647	266,998
Accumulated Depreciation for										
Buses and bus equipment	(135,452)	(119,797)	(112,603)	(91,889)	(102,607)	(93,847)	(97,574)	(86,157)	(80,138)	(75,080)
Buildings and building improvements	(63,456)	(62,236)	(61,284)	(58,874)	(56,630)	(53,812)	(51,601)	(49,387)	(55,168)	(61,157)
Maintenance and other equipment	(28,409)	(27,487)	(22,406)	(16,810)	(16,770)	(10,599)	(4,715)	(4,015)	(7,740)	(15,035)
Furniture and fixtures	(29,993)	(29,946)	(27,008)	(35,036)	(24,619)	(20,782)	(17,241)	(16,765)	(17,083)	(20,094)
Shelters and bus stop signs	(3,783)	(2,845)	(1,299)	(590)	(585)	(580)	(575)	(558)	(3,177)	(3,183)
Other vehicles	(1,970)	(1,817)	(1,768)	(1,923)	(1,798)	(1,990)	(1,876)	(1,711)	(1,457)	(1,417)
Total accumulated depreciation	(263,063)	(244,128)	(226,368)	(205,122)	(203,009)	(181,610)	(173,582)	(158,593)	(164,763)	(175,966)
Nondepreciable Capital Assets										
Land	56,915	56,915	53,855	53,855	53,855	53,855	53,855	53,855	53,855	53,855
Construction in progress	6,416	5,627	5,187	9,188	23,424	10,234	35,303	21,323	11,563	10,201
Total nondepreciable capital assets	63,331	62,542	59,042	63,043	77,279	64,089	89,158	75,178	65,418	64,056
Capital Assets, Net	\$ 171,967	\$ 184,402	\$ 156,626	\$ 165,481	\$ 171,022	\$ 167,850	\$ 176,616	\$ 160,050	\$ 146,302	\$ 155,088

This table presents total nondepreciable capital assets, total depreciable capital assets and total accumulated depreciation.

Source: Current and prior years' Annual Comprehensive Financial Reports

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Carter Mau
Acting General Manager/CEO

FROM: April Chan
Chief Officer, Planning, Grants/Transportation Authority

SUBJECT: **PUBLIC HEARING: THE REIMAGINE SAMTRANS RECOMMENDED SERVICE
CHANGES/PREFERRED NETWORK**

ACTION

The Board of Directors (Board) will hold a public hearing to receive input on the Reimagine SamTrans recommended service changes.

SIGNIFICANCE

A public hearing provides a venue for SamTrans riders, community stakeholders, and the general public to provide comments on the proposed changes to the SamTrans bus system.

Since the October Board meeting, San Mateo County Transit District (District) staff have conducted a number of public outreach events, both in-person and virtual, to solicit input on the proposed changes. Virtual community meetings focused on the changes specific to various regions of the County were held on October 13 (mid-County), October 19 (north County), October 21 (south County), and October 28 (Coastside). Pop-up events at bus stops were also held to gather rider input, as well as at North and South Base and the Contracted Urban Bus facilities to gather workforce input on the recommendations. In addition, staff has made presentations to stakeholder groups, city councils, and schools, especially in areas where significant route changes are recommended.

Printed signage in multiple languages was posted at 475 bus stops notifying riders of the opportunity to comment on the recommended changes. The recommended changes were posted in multiple languages on the www.reimaginesamtrans.com website and advertised by various marketing collateral (e.g., 4-color take-ones and ad cards) which were placed on SamTrans vehicles. In accordance with SamTrans Public Comment Procedure, public notices advertising the date and time of the hearing were posted in the following publications:

Publication	Posting Dates
San Mateo Daily Journal	October 14 and 21
Sing Tao	October 14 and 21
El Observador	October 15 and 22

Staff will return to the Board of Directors at the December 2021 meeting with a summary of the public input received as well as to present any major adjustments being made to the route recommendations. The final recommendations, including an associated Title VI analysis and the CEQA findings, will be presented for adoption at the February 2022 Board meeting.

The service change proposal includes adjustments to the following local routes and services:

1. Frequency/service span/service day adjustments: Routes ECR, FCX, 17, 110, 118, 120, 121, 130, 141, 250, 251, 260, 275, 276, 281, 294, 295, 296
2. Service eliminations: FLX Pacifica and Routes SFO, 140, 256, 274, 278, 280, 286, 398
3. Alignment adjustments: Routes ECR, FCX, 17, 110, 112, 120, 121, 130, 141, 250, 251, 260, 275, 276, 281, 292, 294, 295
4. Introduction of new services: Routes 124 (Daly City BART to Skyline College); 249 (San Mateo to College of San Mateo), EPX/final route number TBD (East Palo Alto-San Bruno BART); East Palo Alto OnDemand Zone; Half Moon Bay OnDemand zone

The proposal also includes changes to the following school-related routes:

1. Frequency/service span adjustments: Eliminate morning trip on Route 85 (Woodside and Portola Valley); eliminate morning trip on Route 87 (Woodside and Portola Valley)
2. Service elimination: Route 80 in Menlo Park
3. Consolidations/alignment adjustments: Route 39 consolidated into revised Route 37 (South San Francisco); Route 55 consolidated into revised Route 53 (City of San Mateo); Route 95 consolidated into revised Route 61 (Belmont, San Carlos and Redwood City); Route 84 consolidated into revised Route 83 (Atherton and Menlo Park)
4. Introduction of new services: Route 40 (former Route 140 school-timed trips in Pacifica and San Bruno); Route 42 (former Route 140 school-timed trips in Pacifica and San Bruno); Route 86 (former Route 286 school timed-trips in Atherton and Portola Valley)

The proposal does not include any recommended changes to the paratransit service area.

BUDGET IMPACT

There is no budget impact associated with the public hearing.

BACKGROUND

In June 2019, staff launched the District's Comprehensive Operational Analysis (COA) known as Reimagine SamTrans. Reimagine SamTrans incorporates a series of tasks culminating in a recommendation for a bus network redesign that take the form of a Preferred Network. The Preferred Network was crafted based on an analysis of existing conditions/data analysis, travel markets, market research, stakeholder input, operator feedback, and two rounds of rider/community outreach.

Prior to arriving at the Preferred Network, in winter 2020/2021, the Reimagine SamTrans project management team developed three network alternatives to illustrate what the SamTrans bus network could look like with three different distinct areas of focus: 1) frequency, 2) connections to rail and the region, and 3) geographic coverage. The Board received a presentation on the three network alternatives at its April 2021 meeting, prior to the launch of phase two outreach. Phase two outreach, conducted in April and May 2021, included efforts to collect community and rider feedback on the three alternatives. During June and July 2021, the project management team analyzed the results and comments heard during phase two outreach and used them, along with other foundational tasks and technical work, to develop the Preferred Network.

The Preferred Network, which includes recommended service changes to the SamTrans bus network for implementation in August 2022 and beyond, was first presented to the Board in draft form at the August 2021 virtual Board retreat. After hearing Board feedback and completing some additional technical work, staff crafted the Preferred Network in final draft form, which has been taken out for public input during the month of October 2021. The public outreach period concludes on November 8, 2021.

Anchoring the final Preferred Network is a Service Policy Framework that will be the guidebook for how SamTrans bus service is designed, allocated, and measured on an ongoing basis. The Board received an update on the draft Service Policy Framework first at its December 2020 meeting, and again during the August 2021 Board retreat. The final Service Policy Framework will be included for adoption alongside the new SamTrans bus network at the February 2022 Board meeting.

Prepared by:
Christy Wegener, Director, Planning

650-508-6278



MEMORANDUM

BOARD OF DIRECTORS 2021

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CARTER MAU
ACTING GENERAL MANAGER/CEO

BOD ITEM #7 NOVEMBER 3, 2021

Date: October 27, 2021
To: SamTrans Board of Directors
From: Carter Mau, Acting General Manager/CEO
Subject: General Manager/CEO Report

September 2021 Summary

September 2021 is the eighth consecutive month of ridership increases on fixed-route bus service. The 596,671 trips in September 2021 is 63.4 percent of the pre-COVID level of approximately 927,000 trips. The 63.4 percent is up from the 57.6 percent level reported for August 2021.

Prior to the pandemic, Youth accounted for approximately 24.5 percent of the total trips. During the pandemic Youth accounted for less than 6 percent of the total trips. During September 2021, with the reopening of schools for in-person teaching, Youth accounted for 18.3 percent of the total trips.

COVID-19

SamTrans continues to provide free trips for people getting their COVID-19 vaccination. Masks remain a requirement until January 2022, as required by the Transportation Security Administration (TSA) on all public transit vehicles. To date, SamTrans has provided over 800 free bus trips and over 280 free ADA Paratransit trips.

The District maintains a mask requirement on-board buses, shuttles, and paratransit vehicles, free masks are issued to patrons. Administrative and office personnel are required to wear a mask while at headquarters and at other locations. The District continues with a hybrid in-person work schedule; the offices at Central headquarters remain closed to the public. Effective October 1, 2021, the District implemented the following vaccination requirements:

- Fully vaccinated – Testing not required with proof of vaccination.
- Not fully vaccinated – Testing required once a week through the District's healthcare provider.

Bay Area Council Return to Transit Tracking Poll

A regional Return to Transit Employer Survey is being conducted by the Bay Area Council. The survey ran between April and September. Beginning October 2021, a revised survey will be administered. Before the pandemic, 76 percent of employers said a typical employee commuted five or more days a week. As of September, employers expect only 10 percent of those historical commuters to continue the same travel pattern. This represents a significant decrease in commuters in a post-pandemic work environment. Approximately 45 percent of employers have started bringing non-essential employees back to the workplace, this is up from 38 percent in August. Concern about COVID safety on public transit lessened, with 16 percent very concerned, down from 29 percent in August. Support for public transit remains high, with 94 percent of employers stating they will support public transit as a way for employees to commute to the workplace.

iTSP Transit Signal Priority

SamTrans Staff, in partnership with Sustainable Silicon Valley and C/CAG, launched pilot of iTSP, otherwise known as cloud-based transit signal priority, for Route 281 on University Avenue in East Palo Alto. This pilot will provide an opportunity to test a new type of transit priority system, where priority requests are transmitted to signals from a cloud-based platform, while learning about its functionality and potential travel time savings on a heavily congested corridor.

In September 2021, staff from Sustainable Silicon Valley, SamTrans, and LYT (technology vendor) coordinated with South Base Maintenance personnel to install GPS tracking devices aboard 41 SamTrans vehicles that will serve Route 281. LYT staff coordinated with the City of East Palo Alto to upgrade four signals on University Avenue so that they can communicate with the LYT platform.

LYT started collecting baseline data from the vehicles and signals in October. This information will calibrate their algorithm to existing conditions on the corridor. The system is expected to start making priority requests on behalf of SamTrans vehicles in November. It will then operate through February 2022, with removal of hardware from SamTrans vehicles and system performance evaluation in March.

ClipperSTART Usage Update – 1st Quarter FY 2022

SamTrans' ClipperSTART monthly ridership has gradually increased since SamTrans joined the program on January 25, 2021. The trend continued through the first quarter of FY 2022. In February 2021, the first full month of ClipperSTART ridership, SamTrans provided 1,023 trips. During July 2021, there were 2,766 ClipperSTART trips. In August, there were 2,901, an increase of 5 percent over July. In September, there were 3,424 ClipperSTART trips, which was an 18 percent increase over August. The total SamTrans ClipperSTART trips in the first quarter of FY 2022 was 9,092, approximately six percent of all trips taken across ClipperSTART participating transit agencies. Staff will continue to monitor the program and provide quarterly updates to the Board.

SamTrans Operation Safety (S.O.S.)

Even though the COVID-19 Delta variant delayed the full return of the work force, traffic conditions continued to increase due. Working in conjunction with the Training Department and Supervisors, Operators are being reminded to stay focused and eliminate any distractions while

driving. Operators are reminded to drive with caution and adjust their driving in response to changing traffic patterns.

The October Safety Campaign focused on Pedestrian Safety and Halloween

- Avoid looking at anything that will distract you while operating the bus including use of the MDT (Mobile Data Terminal) or speaking to Radio Control.
- Check mirrors frequently and drive carefully at all times, especially in high-populated areas and school zones.
- Remember to drive with caution on Halloween. Be especially aware around dusk and low visibility times.

The S.O.S. team created a new Restroom Task Force to improve restroom safety, cleanliness and accessibility.

Human Capital Investment

	<u>Sept. 2021</u>		<u>YTD FY 2022</u>		<u>YTD FY 2021</u>	
	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>
New Bus Operator Trainees	384	48	6,448	806	2,438	305
VTT/DMV mandated training	188	24	736	92	604	76
Bus Operator retraining	94	12	392	49	853	107
Maintenance training	167	21	623	78	1,001	125
Other	<u>1</u>	<u>-</u>	<u>3</u>	<u>-</u>	<u>0</u>	<u>0</u>
Total Hours	834	104	8,202	1,025	4,896	612

Training Class #168 started on September 29, 2021. Sixteen Bus Operator Trainees are scheduled for graduation on December 10, 2021.

Human Resources Training

The San Mateo County Transit District is committed to providing a positive work environment that respects and recognizes all employees. SamTrans is required by SB 1343 (State of California Senate Bill 1343) to provide all California employees sexual harassment training every two years. SamTrans launched preventing harassment training for all employees in October. Supervisors are required to complete a minimum of two hours of training and non-supervisory employees a minimum of one hour of training.



BOARD OF DIRECTORS 2021

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A G E N D A

**COMMUNITY RELATIONS COMMITTEE
COMMITTEE OF THE WHOLE
(Accessibility, Senior Services, and Community Issues)**

WEDNESDAY, NOVEMBER 3, 2021 – 2:30 pm

or immediately following Board meeting recess

1. Call to Order

MOTION

2. Approval of Minutes of Community Relations Committee Meeting of October 6, 2021

INFORMATIONAL

3. Accessible Services Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Monthly Performance Report – September 2021
7. Adjourn

Committee Members: Rose Guilbault (Chair), Marina Fraser, Rico E. Medina, Peter Ratto

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF COMMUNITY RELATIONS COMMITTEE MEETING /
COMMITTEE OF THE WHOLE
OCTOBER 6, 2021**

Committee Members Present: R. Guilbault (Committee Chair), M. Fraser, R. Medina, P. Ratto

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: J. Gee, C. Groom, D. Pine, J. Powell, C. Stone

Other Board Members Absent: None

Staff Present: C. Mau, J. Cassman, D. Olmeda, A. Chan, J. Brook, D. Seamans

1. CALL TO ORDER

Committee Chair Rose Guilbault called the meeting to order at 2:41 pm.

2. PROCLAMATION IN HONOR OF DISABILITIES AWARENESS MONTH

Tina Dubost, Manager, Accessible Transit Services, presented the proclamation to Evan Milburn, Center for Independence of Individuals with Disabilities.

Motion/Second: Pine/Ratto

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: None

3. APPROVAL OF MINUTES OF COMMITTEE MEETING OF SEPTEMBER 1, 2021

Motion/Second: Medina/Ratto

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: None

4. ACCESSIBLE SERVICES UPDATE

Ms. Dubost noted the passing of Marilyn Golden, Senior Policy Analyst for the Disability Rights Education and Defense Fund.

5. PARATRANSIT COORDINATING COUNCIL UPDATE

Ben McMullan, PCC Chair, said a new member had been accepted to the PCC.

6. CITIZENS ADVISORY COMMITTEE UPDATE

John Baker, Chair, Citizens Advisory Committee, provided a brief summary of the September 29 meeting.

7. QUARTERLY DASHBOARD REPORT – APRIL-JUNE 2021

David Olmeda, Chief Operating Officer, Bus, summarized the report.

8. MOBILITY MANAGEMENT REPORT – ANNUAL SUMMARY

Mr. Olmeda and Christy Wegener, Director of Planning, provided the presentation.

Committee Chair Guilbault asked if there any groups that are not noted in the report. Mr. Olmeda said the population that has been the most impacted are the commuters.

Chair Charles Stone asked how much of the decline in ridership staff believes would be permanent, and Mr. Olmeda said that commute patterns would only be revealed over time.

9. MONTHLY PERFORMANCE REPORT – AUGUST 2021

Ana Rivas, Director of Bus Transportation, said the report was in the packet and provided a summary of the latest key performance indicators.

10. ADJOURN

The meeting adjourned at 3:15 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Carter Mau
Acting General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **ACCESSIBLE SERVICES UPDATE**

ACTION

This item is for information only. No action is required.

SIGNIFICANCE

Several groups advise SamTrans on accessible service issues. The Paratransit Coordinating Council (PCC) provides a forum for consumer input on paratransit issues. The Policy Advocacy and Legislative Committee (PAL-Committee) is the advocacy arm of the PCC.

The PCC and the PAL meet monthly (except for August).

Minutes from the August 2021 PAL and PCC meetings are attached to this report.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

No Additional Information.

Prepared By: Tina Dubost, Manager, Accessible Transit Services

650-508-6247

SAN MATEO COUNTY
PARATRANSIT COORDINATING COUNCIL (PCC)
Minutes of September 14, 2021 Meeting

ATTENDANCE:

Members:

Dao Do, Rosener House; Tina Dubost, SamTrans; Judy Garcia, Consumer; Sandra Lang, Community Member; Mike Levinson, Consumer, PAL Chair; Benjamin McMullan, Chair, CID; Scott McMullin, CoA; Sammi (Wilhelmina) Riley, Consumer; Marie Violet, Dignity Health; (Member attendance = 9/12, Quorum = Yes)

Guests:

Lynn Spicer, First Transit/Redi-Wheels; Jane Stahl, PCC Staff; Richard Weiner, Nelson\Nygaard; Charles Posejpal, First Transit/Redi-Wheels; Kelley Shanks, SamTrans; Henry Silvas, SamTrans; Kathy Uhl, CoA; Ryan McCauley, SamTrans; David Scarbor, SamTrans; Diana Do, MTM

Absentees:

Susan Capeloto, Dept. of Rehabilitation; Dinae Cruise, Vice Chair, Consumer; Alex Madrid, Consumer

WELCOME/INTRODUCTIONS:

Chair Ben McMullan called the meeting to order at 1:32 pm. The meeting was held via Zoom conference call service and a roll call taken.

APPROVAL OF JULY MINUTES:

Mike Levinson moved to approve the July meeting minutes; Sammi Riley seconded the motion; the minutes were approved. Note: There was no meeting in August.

PRESENTATION: Mobility Resource Center

Tina Dubost gave an overview of transportation resources available. In addition to providing public bus service and paratransit service, SamTrans is also the mobility manager for San Mateo County and gives information on transportation alternatives. This information is available by phone to the Customer Service Center 1-800-660-4287. There is a *San Mateo County Senior Mobility Guide* (currently being updated) and online at www.peninsularides.com. The website includes a "Find Your Ride" feature, information about travel training, a list of resources, and assistance with driver safety. The "Find Your Ride" tool currently lists 29 different transportation options for a trip with detailed information about each of the services and includes fees and service areas.

Sandra Lang mentioned that the Mature Driver class can reduce insurance costs.

Richard Weiner asked about site usage. Tina didn't have that information on hand but mentioned that it wouldn't be accurate as it doesn't include calls to the Customer Service Center. It is widely advertised. Sammi Riley asked about the *Senior Mobility*

Guides – these are being updated and translated and should be available in about a month. Several members requested copies when they are available.

COMMITTEE REPORTS:

Policy/Advocacy/Legislative (PAL) – Mike Levinson, Chair

See page 9.

Grant/Budget Review – Sammi Riley, Chair

Tina reviewed the budget for the current fiscal year. See Appendix B. She noted that passenger fares are 2% of the budget. District sales tax and other tax measures make up the bulk of funding.

Education – Sammi Riley, Chair

At the September 3rd meeting, the committee discussed the video under production on the most common questions. They will include information on how riders can provide feedback on the service. Once complete, it will be sent to Tina for review.

No in-person events are currently planned. The committee continues to look for opportunities to provide presentations online. Tina confirmed that information in the 2019 *Rider's Guide* is still accurate and there are no plans to update it.

The next meeting is on November 5th.

Executive – Benjamin McMullan, Chair

The committee met on September 7th. Ben reported that:

- They decided to add a Recovery Plan Update to the PCC agenda as a standing item
- The new member orientation agenda had been revised
- The Nominations/Membership chair description will be shared with the PCC and others.
- They are working on updates to the PCC Bylaws with respect to endorsement requests, language on grant application funding sources, etc.
- They voted to move forward on Kathy Uhl's membership application for full PCC vote.

At that point, Ben requested a vote on Kathy's membership; it was approved unanimously. All welcomed Kathy to the PCC.

Nominations/Membership – TBD, Chair

The Nominations/Membership committee has a vacancy for the chairperson. See discussion under Executive Committee.

CONSUMER COMMENTS

None.

OPERATIONAL REPORTS

Tina reviewed the preliminary data for August. Late cancels are starting to increase but it's not yet a problem; same day cancels are good. Average weekday ridership was 478. On time performance was excellent at 94%. Productivity was 1.4. Average call wait time was good. The total trips served showed a steady increase and taxi trips were consistent.

Sammi mentioned that comment cards are often not available on the buses; Tina will look into this.

Scott McMullin commented that 90% should be a minimum not a standard for on-time performance.

COMMENT STATISTICS REPORT

Tina reviewed the data for July. There were 4 service-related complaints and 1 policy-related complaint. These were received through reports rather than comment cards.

SAFETY REPORT

Charles Posejpal reported 3 preventable incidents in July, and 4 incidents in August with 3 of them being preventable. Mike expressed concern that the number of preventable incidents was a trend, but Charles thought it was an anomaly. Tina reported that the incidents were not serious.

LIAISON REPORTS

Agency

Marie reported that agencies are opening up and she and Dao will start an agency committee to meet quarterly. The committee discussion will then be reported at the PCC meeting.

ERC – Mike Levinson

Tina reported that they are continuing to evaluate proposals received for the paratransit scheduling software.

Commission on Disabilities (CoD) – Ben McMullan

CoD recessed in August.

Center for Independence (CID) – Ben McMullan

CID staff is continuing to outreach for PSPS events to ensure that consumers have everything they need.

Commission on Aging (CoA) – Kathy Uhl

Kathy reported that the senior centers are starting to open. Many are using alternative transportation services. They have prepared an emergency list for seniors that includes disability and senior-related items. They will have a retreat soon to plan for the next few years. They are developing relationships and network with cities and commissions.

Coastside Transportation Committee (CTC) – Tina Dubost

Tina reported that the CTC met in August for an update. She reported that both the Coastside Adult Day Care and Senior Coastsiders have resumed service.

Citizen's Advisory Committee for the San Mateo County Transportation Authority (TA) – Sandra Lang

The CAC passed a motion to approve the TA resolution for allocation and programming of \$3.5M of Measure A funds to the San Mateo County Transit District for its Paratransit Program for fiscal year 2022.

The committee received an update on the Express Lanes Project

OTHER BUSINESS

Sandra mentioned that September is Transportation month.

The next meeting will be on October 12th at 1:30pm. The meeting adjourned at 2:59pm.

Minutes of Policy/Advocacy/Legislative (PAL) Meeting – Mike Levinson, Chair

A roll call was taken. The minutes from the July PAL meeting were included in the meeting packet; Ben McMullan moved to approve; Sandra Lang seconded the motion; the minutes were approved with no corrections.

Legislative Update

Ryan McCauley, Government & Community Affairs Specialist, gave an update and notes from his presentation are included in Appendix A.

Following questions at the meeting, Ryan provided the following information:

California AB 339: This bill would require, until December 31, 2023, certain City Council or County Board of Supervisors meetings to allow the public to attend and comment via telephone or internet. This bill has passed both legislative bodies in the CA State legislature. It now has until October 10 to be signed by Governor Newsom. There is another piece of similar legislation, AB 361, which would allow, until January 1, 2024, local agencies to use teleconferencing without complying with specified Ralph M Brown Act restrictions in certain state emergencies. This has also passed both chambers and is with the Governor.

Federal HR 3744: "Stronger Communities Through Better Transit Act". This bill was introduced in June by Congressman Henry C. "Hank" Johnson, Jr. who represents

Georgia's 4th District. This bill would provide \$20 billion annually for four years (\$80B total) to transit systems for their operating budgets. The next steps for this bill are still largely unclear. The federal government has primarily been focused on the \$1T infrastructure package (Infrastructure Investment and Jobs Act) and the budget blueprint for a \$3.5T human infrastructure package, which includes issues such as climate change, the tax code, Medicare, and child and elder care. We will continue to monitor this piece of legislation, but as of now, none of our agencies (SamTrans, Caltrain, or the TA) have taken a formal position.

It was agreed that Ryan should return in February 2022 to give another update.

Local Advocacy

Tina introduced Diana Do, manager for the transportation eligibility contractor, MTM. Tina reminded everyone that the paper application process and telephone interviews are currently being used. They will return to in-person interviews when it is safe. SamTrans is providing the facility.

Transit Recovery Update

Tina reported that paratransit ridership is almost up to 50% of pre-COVID levels.

“All Aboard Bay Area” is a regional campaign developed by MTC to provide consistent messaging throughout the Bay Area. It goes from August to September and includes some local messaging. It emphasizes “touchless” ticketing with the Clipper app, SamTrans Mobile and the Clipper Start program for low-income riders.

They will start conducting a pulse survey each month beginning in August to gather information on travel patterns for SamTrans and Caltrain riders. These surveys will provide feedback on rider experience, plans for riding SamTrans, and ride characteristics. Sandra asked about distribution and Tina thought it would be primarily through the website.

Mike attended the final session of the MTC Blue Ribbon panel at which they adopted 27 recommendations through 2023. Several were concerned with paratransit. Richard Weiner will provide an update on the recommendations at the October PCC meeting.

Policy Issues

Charles Posejpal gave a description of the First Transit Safe Wheels program aimed at improving safety for passengers using unsafe mobility aids. A local bus driver nominated a passenger for a new wheelchair and this was delivered on September 10th. The passenger was very pleased to receive the new wheelchair.

Tina thanked the PCC for the letter sent to the *San Mateo Daily Journal* regarding SamTrans' help to the VTA.

Free trips are continuing to vaccination sites for SamTrans, Redi-Wheels and RediCoast rides. 92% of those aged 12 and up in San Mateo County have now received at least one dose of the COVID vaccine.

The face mask mandate on buses and trains has been extended through January 2022. There is an exception for people who have a disability that prevents them from wearing a face mask.

The next PAL meeting will be on October 12, 2021.

Notes from Legislative Update from Ryan McCauley

Infrastructure Week Continues:

- On August 11th, the Senate passed a \$1 trillion bipartisan infrastructure package, the Infrastructure Investment and Jobs Act (IIJA). The package includes significant new funding for transportation.
- Over the next five years, the bill would provide:
 - \$106.9 billion for public transit, a 63 percent increase over current funding levels
 - \$102.15 billion for rail programs, a 561 percent increase over current funding levels, including \$245M for grade crossings.

Transportation Specifics:

- As reported last month - regarding surface transportation, the bill combines a roughly \$475 billion five-year surface transportation reauthorization—a 56 percent increase above Congress's last five-year transportation bill, the Fixing America's Surface Transportation (FAST) Act—with approximately \$1.57 billion in supplemental one-time stimulus funding to be distributed to more than two dozen programs over five years.
- The bill could provide about \$4.5 billion in “guaranteed” funding for the Bay Area via the highway and transit formula funds that MTC distributes.
- Bay Area projects could receive a share of the state's \$4.5 billion in bridge repair funds and dedicated resources for EV charging and resilience projects.

Some Funding Highlights (may be of interest to TA CAC/BOD):

- **Surface Transportation Block Grant Program: \$72 billion (\$14.4 million each year)**
- **Bus Formula Grants:** \$3.161 billion (\$632 million each year)
- **Bus Competitive:** \$2.34 billion (\$468 million each year)
- **Low-No Buses:** Provides an additional \$5.25 billion (\$1.05 billion each year) for the Low-No Bus Programs, which provides funding to state and local governments for the purchase or lease of zero-emission and low-emission transit buses, including acquisition, construction, and leasing of required supporting facilities. The Low-No Program will also support workforce training, to ensure that diesel mechanics and other transit workers are not left behind in the transition to new technology

Earmarks:

- It is important to note that the IIJA does not include any of the surface transportation earmarks that the House INVEST Act would have authorized, which is a concern to many House members.

- There are efforts underway for House T&I earmarks to move into the House Appropriations bill. The TA has submitted requests for this funding, and we will monitor it closely.

Appropriations:

- The Senate Appropriations Committee has advanced its first three spending bills for fiscal year (FY) 2022: Ag/FDA, E&W, and Mil-Con/VA.
- The House passed nine of 12 spending bills ahead of August recess - one of those being the DOT funding bill.
- The White House, House and Senate have not reached an agreement on top-line spending levels for all 12 bills.
- Lawmakers are unlikely to complete their work on appropriations before the September 30, 2021, end of the current fiscal year, and talks will turn to a continuing resolution (CR) when lawmakers return from recess - later this month. A CR would not include earmarks.

STATE

Legislature

- The Legislature reconvened from Summer Recess on August 16 and entered the final month of this year's leg session.
- Fiscal committees had until August 27 to report bills to the floor of each house.
- The legislative session ended on September 10th, and Governor Newsom has 30 days (until October 10) to sign or veto bills sent to him.

Budget

- In July, the Governor signed [SB 129 \(Skinner\)](#), a "Budget Bill Jr." that amends the main budget bill, [AB 128 \(Ting\)](#).
- As reported last month, SB 129 includes significant investments in transportation:
 - \$2.7 billion in funding for zero-emission vehicles and infrastructure
 - \$2.5 billion for statewide Transit & Intercity Rail Capital Program (TIRCP) funding
 - \$500M for grade separations statewide
- SB 129 did not include the Governor's proposed \$4.2B investment in high speed rail (HSR) which is the subject of ongoing negotiations between Legislative Leaders and Governor Newsom.
 - SB 129 requires that a significant portion of the transportation funding (\$2.6B) only takes effect if subsequent legislation is approved by October 10

- An agreement was not reached on HSR funding, so the proposed new funds for transportation, listed above will revert to the General Fund.

Recall

- A key political consideration influencing budget negotiations is the Recall election, which will be held on September 14 (mail ballots have been going out since mid-August).
- Official outcome isn't anticipated until late October (County elections offices have 30 days to certify results; Sec of State announce official result approximately 8 days later)

Appendix B

Summary of Paratransit Expenses and Revenues

**Summary of Paratransit Expenses and Revenues
First eleven months of FY 2021**

Paratransit Revenue

Actual - July 2020-May 2021

	Actual to Date	Percent	2020-21 Annual Budget
Passenger fares	\$219,619	2%	\$188,274
Local Transit Development Act (TC	\$1,881,561	14%	\$2,062,681
Local State Transit Assistance (ST/	\$436,189	3%	\$475,842
Operating grants	\$229,500	2%	\$2,082,536
District sales tax - District ADA pro	\$6,196,077	46%	\$8,986,309
Interest income - paratransit trust	\$551,921	4%	\$505,000
SMCTA Measure A	\$2,937,333	22%	\$3,200,000
Measure M	\$1,082,931	8%	\$1,600,000
Total	\$13,535,131		\$19,100,642

Expenses

Actual - July 2020-May 2021

	Actual to Date	Percent of Total	2020-21 Annual Budget
Redi-Wheels	\$6,441,756	48%	\$6,929,800
ADA Sedan / Taxi service	\$1,763,839	13%	\$3,629,400
Coastside ADA Support	\$1,026,149	8%	\$2,032,900
ADA Related Wages and Benefits	\$2,439,397	18%	\$2,649,599
ADA Related support	\$1,135,523	8%	\$2,863,778
Insurance	\$743,844	5%	\$776,765
ADA Claims and Support	-\$15,378	0%	\$218,400
Total	\$13,535,130		\$19,100,642

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Carter Mau
Acting General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

April Chan
Chief Officer, Planning,
Grants/Transportation Authority

SUBJECT: **MONTHLY PERFORMANCE REPORT | SEPTEMBER 2021**

ACTION

This report is for information only. No action is required.

SIGNIFICANCE

SamTrans: Average weekday ridership across all three modes (Bus, Paratransit, Shuttles) increased by 63.1 percent in the month of September 2021 compared to September 2020. Similarly, the total monthly ridership increased by 57.7 percent.

When comparing September 2021 to average weekday ridership levels just prior to the start of pandemic related restrictions (February 2020), ridership for all SamTrans modes is 50.5 percent lower and 54.1 percent lower compared to September 2019.

Caltrain: Average weekday ridership increased by 225.2 percent in the month of September 2021 compared to September 2020. Similarly, the total monthly ridership increased by 234.8 percent.

When comparing September 2021 to average weekday ridership levels just prior to the start of pandemic related restrictions (February 2020), ridership for Caltrain is 82.32 percent lower and 83.5 percent lower than September 2019.

As of June 21, 2021, SamTrans lifted bus capacity restrictions and no longer requires physical distancing between customers. Regardless of vaccination status, masks and maintaining six feet away from operators are still required onboard to comply with both federal transportation and state worker safety mandates. Rising concerns of the spread of the Covid-19 Delta-variant could impact future safety protocols. The Federal government is currently requiring face coverings through January 18, 2022. Caltrain has no capacity restrictions onboard, but masks are required.

Other SamTrans' Key Performance Indicators:

- In the month of September 2021, there were 12 preventable accidents, an increase of 1 accident compared to September 2020. The goal is to have one or fewer preventable accidents per every 100,000 miles; in September 2021, SamTrans (including Contracted services) had 1.66 accidents per 100,000 miles. Anything we are doing to improve this?
- OTP for September 2021 was below SamTrans' OTP goal of 85.0 percent, achieving 80.8 percent. OTP decreased by 2.1 percent compared to September 2020. Traffic has been gradually increasing and is impacting the OTP of many routes. Staff will continue monitoring OTP and will make adjustments as needed. .
- In September 2021, there were 97 DNOs (trips or schedules that did not operate) – 409 less than the previous month of August 2021. Please note, that due to an isolated incident of extreme shortage of operators, August had an abnormal number of DNOs.

Data shown in this report is current as of October 15, 2021.

RIDERSHIP (ALL MODES)

SAMTRANS Average Weekday Ridership								
Mode	Sep-19	Sep-20	Sep-21	%Δ ¹	YTD FY20	YTD FY21	YTD FY22	%Δ ²
Bus	41,110	13,185	23,035	74.7%	36,191	12,220	20,057	64.1%
Paratransit	1,185	395	548	38.7%	1,149	385	526	36.6%
Shuttles	12,004	1,700	1,339	-21.2%	11,871	1,523	1,228	-19.4%
Total	54,299	15,280	24,922	63.1%	49,211	14,128	21,811	54.4%

SAMTRANS Total Ridership								
Mode	Sep-19	Sep-20	Sep-21	%Δ ¹	YTD FY20	YTD FY21	YTD FY22	%Δ ²
Bus	1,000,616	359,504	596,671	66.0%	2,759,441	1,025,270	1,614,089	57.4%
Paratransit	28,096	9,881	13,904	40.7%	85,720	30,024	40,991	36.5%
Shuttles	247,061	35,819	28,322	-20.9%	770,927	98,274	79,108	-19.5%
Total	1,275,773	405,204	638,897	57.7%	3,616,088	1,153,568	1,734,188	50.3%

CALTRAIN Average Weekday Ridership								
Mode	Sep-19	Sep-20	Sep-21	%Δ ¹	YTD FY20	YTD FY21	YTD FY22	%Δ ²
Caltrain	72,387	3,654	11,881	225.2%	71,479	3,530	9,883	180.0%

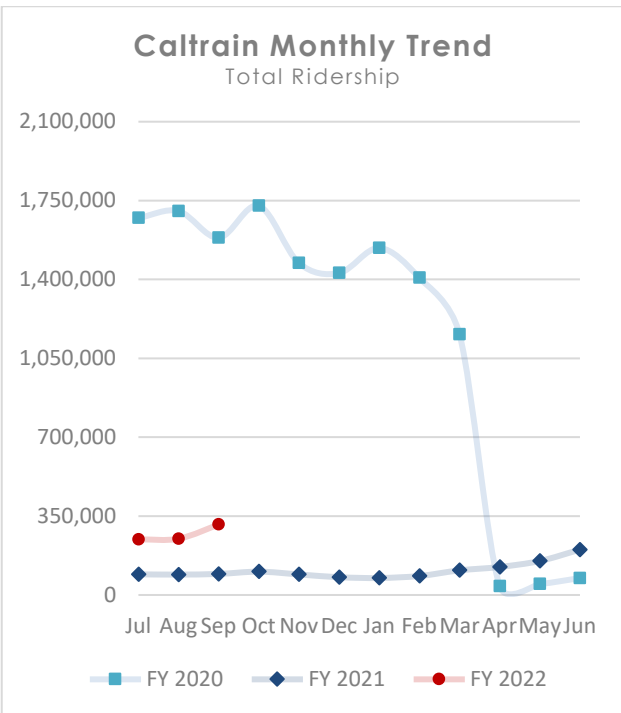
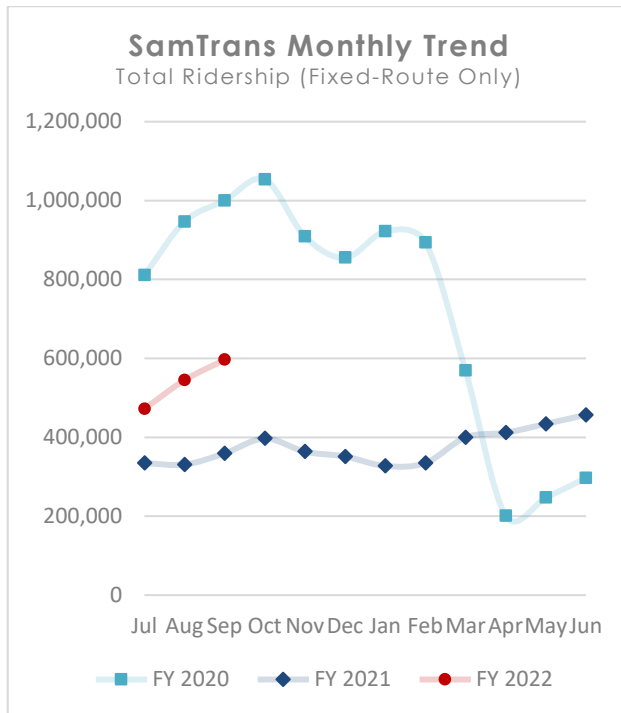
CALTRAIN Total Ridership								
Mode	Sep-19	Sep-20	Sep-21	%Δ ¹	YTD FY20	YTD FY21	YTD FY22	%Δ ²
Caltrain	1,584,833	93,486	313,026	234.8%	4,960,839	275,727	809,263	193.5%

OTHER MODES in San Mateo County Average Weekday Ridership								
Mode	Sep-19	Sep-20	Sep-21	%Δ ¹	YTD FY20	YTD FY21	YTD FY22	%Δ ²
Dumbarton	147	58	55	-5.3%	147	59	52	-11.9%
BART (San Mateo County)	47,015	4,693	11,698	149.3%	46,933	4,402	10,586	140.5%

OTHER MODES in San Mateo County Total Ridership								
Mode	Sep-19	Sep-20	Sep-21	%Δ ¹	YTD FY20	YTD FY21	YTD FY22	%Δ ²
Dumbarton	2,948	1,225	1,215	-0.8%	9,383	3,835	3,394	-11.5%
BART (San Mateo County)	1,119,931	119,322	318,422	166.9%	3,521,570	342,943	866,810	152.8%

Important Notes:

SamTrans (Bus) Ridership includes Fixed-Route service, Coastside 5311, and SamCoast.
 Shuttle Ridership includes SamTrans/BART Shuttles, JPB Caltrain Shuttles, and other TA Funded Shuttles.
 BART Ridership in San Mateo County does not include Daly City BART Station.
 %Δ¹ indicates the percentage change for the month, current year to previous year.
 %Δ² indicates the percentage change current year to previous, Year to Date.



FARES

SAMTRANS (BUS) Fare Usage			
Fare Type	Sep-19	Sep-20	Sep-21
Adult	515,748	231,705	335,027
Youth	234,142	19,466	109,244
Eligible Discount	250,219	108,224	152,131
Total	1,000,109	359,395	596,402

This table illustrates the number of riders by fare category (Dumbarton Express and rural demand-response service excluded).

KEY PERFORMANCE INDICATORS

SAMTRANS (BUS) Operations Key Performance Indicators			
KPI	Sep-19	Sep-20	Sep-21
On-Time Performance	77.7%	87.2%	80.8%
Preventable Accidents	15	11	12
Service Calls	24	24	20
Trips Scheduled	44,640	35,627	37,828
Did Not Operate DNOs	433	6	97

SamTrans' OTP goal is 85.0 percent. On-Time Performance (OTP) is calculated by evaluating the time points within the route's schedules across the system for late, early, and on-time arrival and departure. A route is considered late if it exceeds 5 minutes. A route is considered early if it departs 30 seconds ahead of schedule.

SAMTRANS (BUS) Fleet Key Performance Indicators			
KPI	Sep-19	Sep-20	Sep-21
Revenue Hours (Sched.)	55,458	41,437	44,445
Revenue Miles (Sched.)	596,406	497,466	511,013
Total Fleet Miles (Actual)	823,386	654,213	722,019

SamTrans' Miles between Preventable Accidents goal is 100,000 miles. There were 60,168 Miles between Preventable Accidents this month.

PARATRANSIT Operations Key Performance Indicators			
KPI	Sep-19	Sep-20	Sep-21
On-Time Performance (RW)	91.1%	97.7%	95.9%
On-Time Performance (RC)	96.9%	96.0%	96.9%
Preventable Accidents (RW)	0	2	1
Preventable Accidents (RC)	0	0	0
Service Calls (RW)	2	2	2
Service Calls (RC)	0	0	0

SamTrans' Miles between Service Calls goal is 25,000 miles. There were 36,101 Miles between Service Calls this month.

Notes: KPIs include the third party contractor performance.

Sched. = Scheduled, which includes in-service and layover.

PARATRANSIT Fleet Key Performance Indicators			
KPI	Sep-19	Sep-20	Sep-21
Revenue Miles (RW)	197,266	78,542	130,570
Revenue Miles (RC)	33,345	14,765	17,561
Fleet Miles (RW)	211,623	93,037	117,015
Fleet Miles (RC)	57,126	17,566	13,729

RW = Redi-Wheels

RC = RediCoast

CUSTOMER EXPERIENCE

SAMTRANS (BUS) Customer Experience			
KPI	Sep-19	Sep-20	Sep-21
Complaints	269	59	102
Accessibility	18	6	6
Compliments	23	6	20
Service Requests	45	19	43
Reports Total	355	90	171

The table is a detailed summary of SamTrans Consumer Reports received by the Customer Experience Department.

The total number of reports for SamTrans decreased from August (245) to July (171).

The following is a list of the Communications Division's marketing and promotional efforts in **September 2021**:

- All Aboard Bay Area Campaign (MTC)
- All Aboard SamTrans Campaign
- Senior and Veteran Mobility Promotional Campaign
- Clipper Mobile (ongoing)
- Clipper Start (ongoing)
- Reimagine Stakeholder Meetings
- Press Release: "SamTrans Needs Volunteers for the Measure W Citizen's Oversight Committee Citizens Advisory Committee"
- Press Release: "SamTrans Will Operate Sunday Schedule for Labor Day"
- Press Release: "SamTrans Awards Contract for Electric Bus Infrastructure at Bases"

Digital Communications Report:

The month of September was less active for SamTrans when compared to Caltrain. Our biggest focal points were the All Aboard Bay Area Campaign, and our first "big" giveaway.

September highlights:

- Launch of All Aboard
- Skateboard Giveaway

SamTrans.com Report:

Web traffic spiked in August to 101k sessions, a pandemic high. It settled again in September to 80k. The September web spike relates to school service as school routes and the Back2School page saw high traffic.

Website Replacement Project:

The Web Team continues to work with FivaPaths on design and development. Content review is underway, and we are in the process of hiring two ADA Specialists for the PDF conversion project maybe give context of what this is if the board has not heard about this previously, and a new full-time staffer to help with web content. The site will launch internally in November, with full rollout to the public.

Prepared by: Alex Lam, Principal Planner 650-508-6227
Robert Casumbal, Director, Marketing & Market Research 650-508-6280
Jeremy Lipps, Digital Communications Manager 650-508-7845



BOARD OF DIRECTORS 2021

CHARLES STONE, CHAIR
PETER RATTO, VICE CHAIR
MARINA FRASER
JEFF GEE
CAROLE GROOM
ROSE GUILBAULT
RICO E. MEDINA
DAVE PINE
JOSH POWELL

CARTER MAU
ACTING GENERAL MANAGER/CEO

A G E N D A

**FINANCE COMMITTEE
COMMITTEE OF THE WHOLE**

WEDNESDAY, NOVEMBER 3, 2021 – 2:45 pm

or immediately following Community Relations Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Finance Committee Meeting of September 1, 2021
3. Quarterly Investment Report and Fixed Income Market Review and Outlook
4. Adjourn

Committee Members: Josh Powell (Chair), Jeff Gee, Rose Guilbault

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF FINANCE COMMITTEE MEETING /
COMMITTEE OF THE WHOLE
SEPTEMBER 1, 2021**

Committee Members Present: J. Powell (Committee Chair), J. Gee, R. Guilbault

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: R. Medina, D. Pine, P. Ratto, C. Stone

Other Board Members Absent: M. Fraser C. Groom

Staff Present: C. Mau, J. Cassman, D. Olmeda, A. Chan, J. Brook, D. Seamans

1. CALL TO ORDER

Committee Chair Josh Powell called the meeting to order at 2:25 pm.

2. APPROVAL OF MINUTES OF COMMITTEE MEETING OF AUGUST 4, 2021

3. AWARD OF CONTRACT FOR ON-CALL PROGRAM MANAGEMENT OVERSIGHT SERVICES

Kevin Yin, Director, Contracts and Procurement, noted that the information was in the staff report.

4. AWARD OF CONTRACT FOR PRELIMINARY DESIGN OF ELECTRICAL INFRASTRUCTURE UPGRADES FOR TWO BUS MAINTENANCE FACILITIES

Mr. Yin noted that the information was in the staff report.

Public Comment:

Aleta Dupree noted the challenges of building electrical infrastructure in California and spoke in support of SamTrans electric buses.

Chair Charles Stone expressed his support for electrification.

The Committee approved Items 2, 3, and 4 together in one motion:

Motion/Second: Stone/Ratto

Ayes: Fraser, Gee, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

5. ADJOURN

The meeting adjourned at 2:30 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Carter Mau
Acting General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **QUARTERLY INVESTMENT REPORT AND FIXED INCOME MARKET REVIEW
AND OUTLOOK**

ACTION

Staff proposes that the Board accept and enter into the record the Quarterly Investment Report and Fixed Income Market Review and Outlook for the quarter ended September 30, 2021.

SIGNIFICANCE

The San Mateo County Transit District (District) Investment Policy contains a requirement for a quarterly report to be transmitted to the Board within 30 days of the end of the quarter. This staff report was forwarded to the Board of Directors under separate cover in order to meet the 30-day requirement.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

The District is required by State law to submit quarterly reports within 30 days of the end of the quarter covered by the report. The report is required to include the following information:

1. Type of investment, issuer, date of maturity, par and dollar amount invested in all securities, investments, and money held by the local agency.
2. Description of any of the local agency's funds, investments or programs that are under the management of contracted parties, including lending programs.
3. For all securities held by the local agency or under management by any outside party that is not a local agency or the State of California Local Agency Investment Fund (LAIF), a current market value as of the date of the report and the source of this information.

4. Statement that the portfolio complies with the Investment Policy or the manner in which the portfolio is not in compliance; and,
5. Statement that the local agency has the ability to meet its pool's expenditure requirements (cash flow) for the next six months or provide an explanation as to why sufficient money shall or may not be available.

A schedule, which addresses the requirements of 1, 2, and 3 above, is included in this report on pages 8, 9, 10, 11, 12 and 13. The schedule separates the investments into three groups: The Investments managed by PFM Asset Management LLC (PFM), liquidity funds, which are managed by District staff and trust funds, which are managed by a third-party trustee. The Investment Policy governs the management and reporting of the Investment Portfolio and Liquidity funds, while the bond covenants govern the management and reporting of the trust funds.

PFM provides the District a current market valuation of all the assets under its management for each quarter. Generally, PFM's market prices are derived from closing bid prices as of the last business day of the quarter as supplied by Interactive Data, Bloomberg, or Telerate. Where prices are not available from generally recognized sources, the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC-insured bank certificates of deposit are priced at par.

The liquidity funds managed by District staff are considered to be cash equivalents and therefore market value is considered to be equal to book value, (i.e. cost). The shares of beneficial interest generally establish a nominal value per share, because the Net Asset Value is fixed at a nominal value per share, book and market value are equal, and rate of income is recalculated on a daily basis.

The portfolio and this Quarterly Investment Report comply with the Investment Policy and the provisions of Senate Bill 564 (1995). The District has the ability to meet its expenditure requirements for the next six months.

DISCUSSION

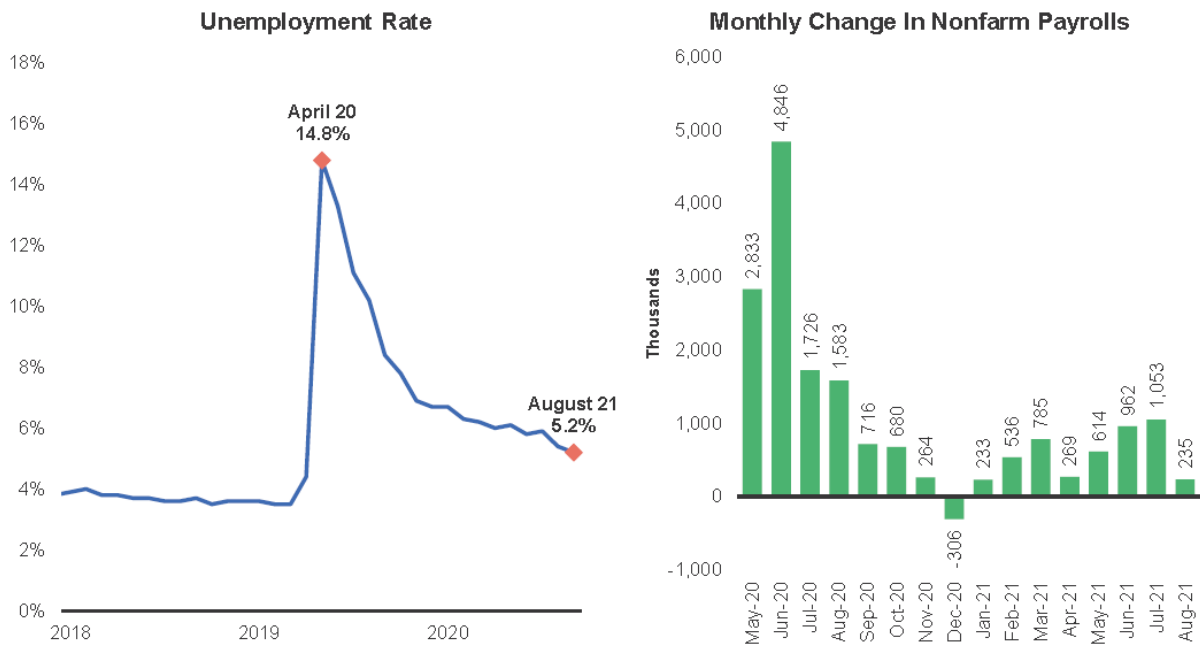
Market Conditions

As we wrap up the first quarter of FY 2022 (CY21, Q3), the U.S. economy continues to show signs of recovery and resilience:

- Stocks continue to rally, with the S&P 500 returning +3.04% in August and ending the quarter at an all-time high (which was subsequently surpassed to begin Q3). Numerous positive catalysts helped propel stocks higher, including ongoing accommodative central bank policies, massive fiscal (government) stimulus, and success of the vaccine roll-out, economic reopening momentum, and a very strong corporate profit backdrop. At the same time, still elevated cash levels underpinned robust equity inflows

- All eyes were focused on inflation for much of the second quarter. Many businesses have cited upward pricing pressures from supply chain disruptions, rising commodity costs, and labor shortage. Surveys of purchasing managers for August have signaled slowing manufacturing and services activity, albeit both still expansionary.
- The Fed, for its part, is contemplating the near -term tapering of the asset purchase program. The Fed Funds Rate hike now seems most likely in end 2022 or early 2023. Increased near-term pricing pressures led the Fed to update its "dot plot" forecasts, which now indicates two fed funds rate hikes in 2023, up from zero in March.
- Regarding monetary policy, at the Jackson Hole symposium the Fed Chair Jerome Powell has stated that the central bank will not be in a hurry to raise interest rates. He also reiterated the Fed's belief that the current spike in inflation to be transitory.

U.S. Hiring Slowed in August as New Covid-19 Cases Impede Job Gains



Investment Strategy Outlook

Diversification away from U.S. Treasuries was generally additive to performance in CY Q3. Broad, global demand for yield has continued to pressure spreads in a very low, tight trading range. As a result, most investment grade spread sectors produced positive excess returns for CY Q3, but at a lesser pace than recent periods as limited upside and diminishing excess returns remains a key theme in this market.

Our outlook for major investment-grade sectors includes the following:

- Agencies: Federal agencies, both callable and non-callable, generated modest positive excess returns, as spreads remain near zero in the sector and in some instances; shorter-term agency securities had a negative spread against a similar maturity Treasury.
- Corporates: Investment grade corporates trudged along to slightly positive excess returns over the quarter, aided by continued economic recovery, improving credit fundamentals, and supportive global monetary policy. Although new issuance in the sector has been elevated from an historical perspective, incredible demand for the sector has resulted in overall valuations remaining rich and spreads continuing to pressure lower and nearer to June 2021 all-time tights. Lower quality corporates led the way, as the incremental income component of total returns remains a driver of overall performance in the current, low spread environment.
- Agency MBS: The federal agency-backed mortgage-backed security (MBS) sector remained under pressure in the quarter as the expectation for Federal Reserve asset purchase tapering was top-of-mind for many fixed income investors. MBS have experienced some spread widening, especially in lower coupon issues where collateral is most susceptible to rising Treasury yields.
- Taxable Municipals: Yield spreads narrowed as issuance slowed. Short maturities are especially tight. Proposed legislation that would again permit advance refunding could shift issuance to tax-exempts.

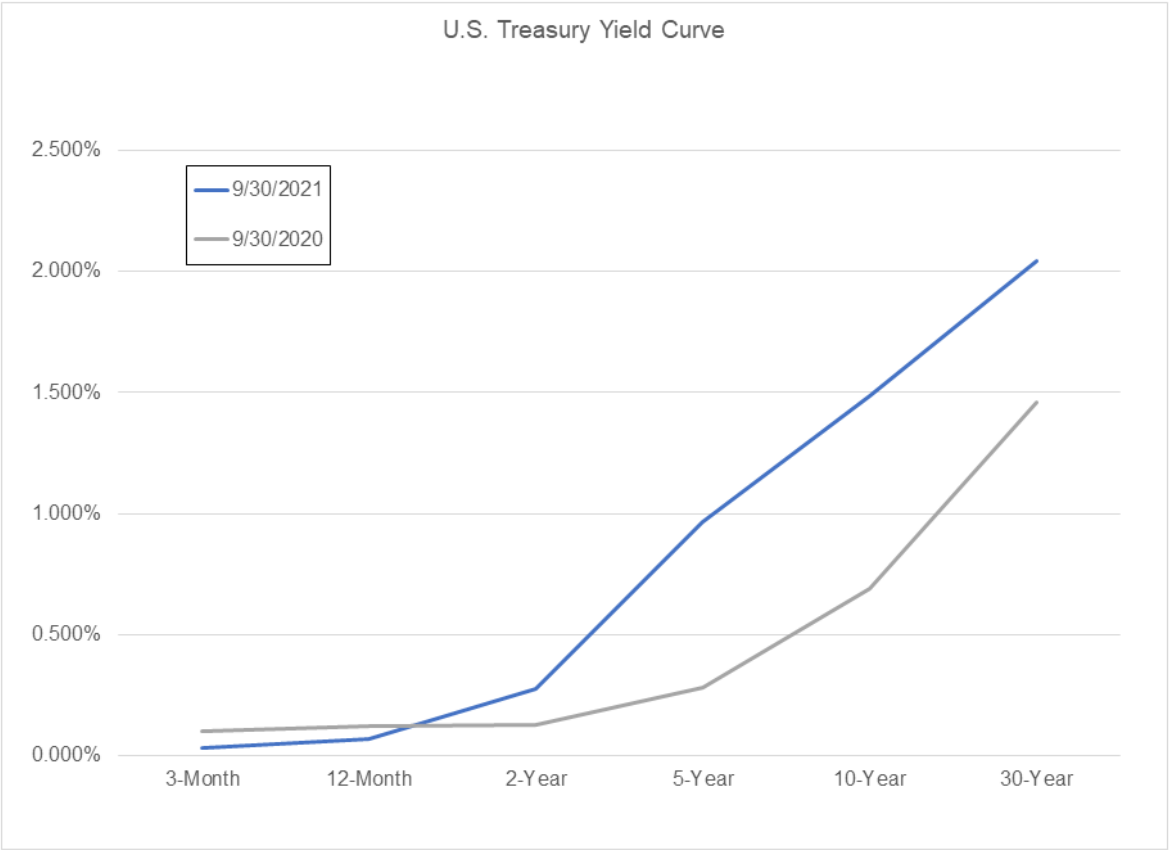
BUDGET IMPACT

Total return is interest income plus capital gains (or minus losses) on an investment and is the most important measure of performance as it is the actual return on investment during a specific time interval. For the quarter ending September 30, the total return of the portfolio was **0.07 percent**. This compares to the benchmark return of **0.00 percent**. The Performance graph on page 14 shows the relative performance of the District over the last 12 months.

The yield at cost represents the yield on a fixed-income security at its current rate (at the time of purchase) of return until maturity equivalent to the annual percentage rate of interest an investor would receive for investing the purchase price of a given

security in a bank account that paid interest semiannually. As of the end of the quarter, the portfolio's yield to maturity at cost was **1.20 percent**.

The yield at market is the yield that an investor can expect to receive in the current interest rate environment utilizing a buy-and-hold investment strategy. This calculation is based on the current market value of the portfolio including unrealized gains and losses. For the quarter ending September 30, the portfolio's market yield to maturity was **0.63 percent**.



Prepared by: Ashok Deshmukh, Acting Treasury Manager

650-508-6405

INVESTMENT GLOSSARY

Asset-Backed Securities - An asset-backed security (ABS) is a financial security backed by a loan, lease or receivables against assets other than real estate and mortgage-backed securities. For investors, asset-backed securities are an alternative to investing in corporate debt.

Certificate of Deposit - A certificate of deposit (CD) is a savings certificate with a fixed maturity date, specified fixed interest rate and can be issued in any denomination aside from minimum investment requirements. A CD restricts access to the funds until the maturity date of the investment. CDs are generally issued by commercial banks and are insured by the FDIC up to \$250,000 per individual.

Collateralized Mortgage Obligation - Collateralized mortgage obligation (CMO) refers to a type of mortgage-backed security that contains a pool of mortgages bundled together and sold as an investment. Organized by maturity and level of risk, CMOs receive cash flows as borrowers repay the mortgages that act as collateral on these securities. In turn, CMOs distribute principal and interest payments to their investors based on predetermined rules and agreements.

Commercial mortgage-backed securities - Commercial mortgage-backed securities are backed by mortgage on commercial properties rather than residential real estate.

Commercial Paper - Commercial paper is an unsecured, short-term debt instrument issued by a corporation, typically for the financing of accounts receivable, inventories and meeting short-term liabilities. Maturities on commercial paper rarely range any longer than 270 days. Commercial paper is usually issued at a discount from face value and reflects prevailing market interest rates.

Credit Spreads - The **spread** between Treasury securities and non-Treasury securities that are identical in all respects except for quality rating.

Duration - The term duration has a special meaning in the context of bonds. It is a measurement of how long, in years, it takes for the price of a bond to be repaid by its internal cash flows. It is an important measure for investors to consider, as bonds with higher durations carry more risk and have higher price volatility than bonds with lower durations.

Excess Returns - Excess returns are a finance measure of performance where the portfolio returns are larger than the return of a benchmark index.

Mortgage-Backed Securities - Mortgage-backed securities are variations of asset-backed securities that are formed by pooling together mortgages exclusively

Net Asset Value - Net asset value (NAV) is value per share of a mutual fund or an exchange-traded fund (ETF) on a specific date or time. With both security types, the

per-share dollar amount of the fund is based on the total value of all the securities in its portfolio, any liabilities the fund has and the number of fund shares outstanding.

Roll-down - A roll-down return is a form of return that arises when the value of a bond converges to par as maturity is approached. The size of the roll-down return varies greatly between long and short-dated bonds. Roll-down is smaller for long-dated bonds that are trading away from par compared to bonds that are short-dated.

Roll-down return works two ways in respect to bonds. The direction depends on if the bond is trading at a premium or at a discount. If the bond is trading at a discount the roll-down effect will be positive. This means the roll-down will pull the price up towards par. If the bond is trading at a premium the opposite will occur. The roll-down return will be negative and pull the price of the bond down back to par.

Volatility - Volatility is a statistical measure of the dispersion of returns for a given security or market index. Volatility can either be measured by using the standard deviation or variance between returns from that same security or market index. Commonly, the higher the volatility, the riskier the security.

Yield Curve - A yield curve is a line that plots the interest rates, at a set point in time, of bonds having equal credit quality but differing maturity dates. The most frequently reported yield curve compares the three-month, two-year, five-year and 30-year U.S. Treasury debt. This yield curve is used as a benchmark for other debt in the market, such as mortgage rates or bank lending rates, and it is also used to predict changes in economic output and growth.

Yield to Maturity - Yield to maturity (YTM) is the total return anticipated on a bond if the bond is held until the end of its lifetime. Yield to maturity is considered a long-term bond yield but is expressed as an annual rate. In other words, it is the internal rate of return of an investment in a bond if the investor holds the bond until maturity and if all payments are made as scheduled.

EXHIBIT 1

**SAN MATEO TRANSIT DISTRICT
REPORT OF INVESTMENTS (AGGREGATE)
FOR QUARTER ENDING SEPTEMBER 30, 2021**

Identifier	Asset Backed Securities	Base Current Units	Final Maturity	Base Original Cost	Base Market Value (MV)	Base MV + Accrued
05591RAD6	BMWLT 2021-1 A4	370,000.00	07/25/2024	369,985.31	370,176.93	370,199.75
05591RAD6	BMWLT 2021-1 A4	65,000.00	07/25/2024	64,997.42	65,031.08	65,035.09
09661RAD3	BMWOT 2020-A A3	315,000.00	10/25/2024	314,976.22	315,647.97	315,673.17
09661RAD3	BMWOT 2020-A A3	90,000.00	10/25/2024	89,993.21	90,185.14	90,192.34
14041NFU0	COMET 2019-2 A	1,660,000.00	09/15/2022	1,659,582.01	1,681,736.61	1,683,005.58
14041NFU0	COMET 2019-2 A	475,000.00	09/15/2022	474,880.40	481,219.81	481,582.92
14041NFW6	COMET 2021-1 A	1,475,000.00	07/15/2024	1,474,940.26	1,471,638.87	1,471,999.42
14041NFW6	COMET 2021-1 A	255,000.00	07/15/2024	254,989.67	254,418.92	254,481.26
14313FAD1	CARMX 2018-3 A3	89,274.01	06/15/2023	89,261.84	89,812.09	89,936.28
14313FAD1	CARMX 2018-3 A3	23,381.29	06/15/2023	23,378.10	23,522.21	23,554.74
14315FAD9	CARMX 2020-3 A3	450,000.00	03/17/2025	449,922.87	451,447.51	451,571.51
14315FAD9	CARMX 2020-3 A3	130,000.00	03/17/2025	129,977.72	130,418.17	130,453.99
14316HAC6	CARMX 2020-4 A3	425,000.00	08/15/2025	424,906.46	426,008.96	426,103.41
14316HAC6	CARMX 2020-4 A3	100,000.00	08/15/2025	99,977.99	100,237.40	100,259.63
14316NAC3	CARMX 2021-1 A3	255,000.00	12/15/2025	254,949.61	254,429.52	254,468.05
14316NAC3	CARMX 2021-1 A3	45,000.00	12/15/2025	44,991.11	44,899.33	44,906.13
254683CP8	DCENT 2021-1 A	890,000.00	09/16/2024	889,809.45	887,720.97	887,778.33
254683CP8	DCENT 2021-1 A	155,000.00	09/16/2024	154,966.81	154,603.09	154,613.08
36255JAD6	GMCAR 2018-3 A3	65,733.48	05/16/2023	65,718.15	66,052.86	66,135.57
36255JAD6	GMCAR 2018-3 A3	19,720.04	05/16/2023	19,715.44	19,815.86	19,840.67
362569AD7	GMALT 2020-3 A4	300,000.00	10/21/2024	299,958.00	300,731.14	300,777.89
362569AD7	GMALT 2020-3 A4	65,000.00	10/21/2024	64,990.90	65,158.41	65,168.54
362590AC5	GMCAR 2020-3 A3	700,000.00	04/16/2025	699,839.84	700,982.23	701,113.48
36260KAC8	GMCAR 2020-4 A3	400,000.00	08/18/2025	399,914.52	400,389.77	400,453.10
36260KAC8	GMCAR 2020-4 A3	85,000.00	08/18/2025	84,981.84	85,082.83	85,096.28
36261RAD0	GMALT 2021-1 A4	410,000.00	02/20/2025	409,938.09	409,770.10	409,811.44
36261RAD0	GMALT 2021-1 A4	70,000.00	02/20/2025	69,989.43	69,960.75	69,967.81
380140AC7	GMCAR 213 A3	610,000.00	06/16/2026	609,962.30	609,245.18	609,367.18
380140AC7	GMCAR 213 A3	105,000.00	06/16/2026	104,993.51	104,870.07	104,891.07
44891RAC4	HART 2020-C A3	1,250,000.00	05/15/2025	1,249,712.13	1,250,765.09	1,250,976.20
44891RAC4	HART 2020-C A3	275,000.00	05/15/2025	274,936.67	275,168.32	275,214.77
44933LAC7	HART 2021-A A3	335,000.00	09/15/2025	334,964.76	334,788.32	334,844.90
44933LAC7	HART 2021-A A3	65,000.00	09/15/2025	64,993.16	64,958.93	64,969.91
47787NAC3	JDOT 2020-B A3	250,000.00	11/15/2024	249,961.90	250,507.56	250,564.22
47787NAC3	JDOT 2020-B A3	60,000.00	11/15/2024	59,990.86	60,121.81	60,135.41
50117TAC5	KCOT 211 A3	355,000.00	08/15/2025	354,927.37	355,386.95	355,484.77
65479CAD0	NAROT 2020-B A3	400,000.00	07/15/2024	399,989.04	400,956.21	401,053.98
65479CAD0	NAROT 2020-B A3	110,000.00	07/15/2024	109,996.99	110,262.96	110,289.85
65480BAC1	NAROT 2021-A A3	1,455,000.00	10/15/2025	1,454,975.41	1,453,999.05	1,454,212.45
89237VAB5	TAOT 2020-C A3	940,000.00	10/15/2024	939,927.62	941,692.65	941,876.47
89237VAB5	TAOT 2020-C A3	100,000.00	10/15/2024	99,992.30	100,180.07	100,199.62
89238EAD8	TLOT 21A A4	335,000.00	08/20/2025	334,930.02	335,033.50	335,084.68
89238EAD8	TLOT 21A A4	65,000.00	08/20/2025	64,986.42	65,006.50	65,016.43
92290BAA9	VZOT 2020-B A	1,030,000.00	02/20/2025	1,029,783.70	1,032,342.34	1,032,490.26
92290BAA9	VZOT 2020-B A	150,000.00	02/20/2025	149,968.50	150,341.12	150,362.66
92348TAA2	VZOT 2020-A A1A	475,000.00	07/22/2024	474,944.38	481,245.04	481,513.54
92348TAA2	VZOT 2020-A A1A	125,000.00	07/22/2024	124,985.36	126,643.43	126,714.09

Identifier	Agency Bonds	Base Current Units	Final Maturity	Base Original Cost	Base Market Value (MV)	Base MV + Accrued
3130AJHU6	FEDERAL HOME LOAN BANKS	1,000,000.00	04/14/2025	995,040.00	994,265.00	996,584.44
3130AJHU6	FEDERAL HOME LOAN BANKS	275,000.00	04/14/2025	273,636.00	273,422.88	274,060.72
3130AK5E2	FEDERAL HOME LOAN BANKS	550,000.00	09/04/2025	548,350.00	540,274.35	540,429.04
3130AK5E2	FEDERAL HOME LOAN BANKS	115,000.00	09/04/2025	114,655.00	112,966.46	112,998.80
3134GVJ66	FEDERAL HOME LOAN MORTGAGE (11,000,000.00	06/08/2022	11,004,400.00	11,010,054.00	11,018,685.94
3135G03U5	FEDERAL NATIONAL MORTGAGE AS	1,000,000.00	04/22/2025	997,940.00	998,618.00	1,001,378.42
3135G03U5	FEDERAL NATIONAL MORTGAGE AS	275,000.00	04/22/2025	274,433.50	274,619.95	275,379.06
3135G04Z3	FEDERAL NATIONAL MORTGAGE AS	1,000,000.00	06/17/2025	997,930.00	992,526.00	993,970.44
3135G04Z3	FEDERAL NATIONAL MORTGAGE AS	275,000.00	06/17/2025	274,430.75	272,944.65	273,341.87
3135G05X7	FEDERAL NATIONAL MORTGAGE AS	1,300,000.00	08/25/2025	1,293,916.00	1,280,116.50	1,280,604.00
3135G05X7	FEDERAL NATIONAL MORTGAGE AS	275,000.00	08/25/2025	273,713.00	270,793.88	270,897.00
3135G06G3	FEDERAL NATIONAL MORTGAGE AS	1,200,000.00	11/07/2025	1,195,704.00	1,181,968.80	1,184,368.80
3135G06G3	FEDERAL NATIONAL MORTGAGE AS	275,000.00	11/07/2025	274,015.50	270,867.85	271,417.85
3135G06H1	FEDERAL NATIONAL MORTGAGE AS	1,150,000.00	11/27/2023	1,148,689.00	1,148,164.60	1,149,154.88
3135G06H1	FEDERAL NATIONAL MORTGAGE AS	250,000.00	11/27/2023	249,715.00	249,601.00	249,816.28
3135G0U92	FEDERAL NATIONAL MORTGAGE AS	900,000.00	01/11/2022	899,352.00	906,389.10	911,639.10
3135G0U92	FEDERAL NATIONAL MORTGAGE AS	250,000.00	01/11/2022	249,820.00	251,774.75	253,233.08
3137EAER6	FEDERAL HOME LOAN MORTGAGE (950,000.00	05/05/2023	949,601.00	952,202.10	953,646.89
3137EAER6	FEDERAL HOME LOAN MORTGAGE (275,000.00	05/05/2023	274,884.50	275,637.45	276,055.68
3137EAES4	FEDERAL HOME LOAN MORTGAGE (1,000,000.00	06/26/2023	997,080.00	1,000,186.00	1,000,845.72
3137EAES4	FEDERAL HOME LOAN MORTGAGE (275,000.00	06/26/2023	274,197.00	275,051.15	275,232.57
3137EAEU9	FEDERAL HOME LOAN MORTGAGE (1,600,000.00	07/21/2025	1,592,032.00	1,574,924.80	1,576,091.47
3137EAEU9	FEDERAL HOME LOAN MORTGAGE (350,000.00	07/21/2025	348,257.00	344,514.80	344,770.01
3137EAUV7	FEDERAL HOME LOAN MORTGAGE (2,500,000.00	08/24/2023	2,497,450.00	2,499,320.00	2,499,962.36
3137EAUV7	FEDERAL HOME LOAN MORTGAGE (800,000.00	08/24/2023	799,184.00	799,782.40	799,987.96
3137EAUV5	FEDERAL HOME LOAN MORTGAGE (1,100,000.00	09/08/2023	1,100,200.87	1,099,270.70	1,099,446.39
3137EAUV5	FEDERAL HOME LOAN MORTGAGE (1,500,000.00	09/08/2023	1,499,505.00	1,499,005.50	1,499,245.08
3137EAUV5	FEDERAL HOME LOAN MORTGAGE (340,000.00	09/08/2023	340,062.09	339,774.58	339,828.89
3137EAUV5	FEDERAL HOME LOAN MORTGAGE (460,000.00	09/08/2023	459,848.20	459,695.02	459,768.49
3137EAEX3	FEDERAL HOME LOAN MORTGAGE (1,300,000.00	09/23/2025	1,296,087.00	1,279,223.40	1,279,331.73
3137EAEX3	FEDERAL HOME LOAN MORTGAGE (550,000.00	09/23/2025	548,344.50	541,209.90	541,255.73
3137EAUY1	FEDERAL HOME LOAN MORTGAGE (1,200,000.00	10/16/2023	1,195,524.00	1,195,622.40	1,196,309.90
3137EAUY1	FEDERAL HOME LOAN MORTGAGE (260,000.00	10/16/2023	259,030.20	259,051.52	259,200.48
3137EAUZ8	FEDERAL HOME LOAN MORTGAGE (1,300,000.00	11/06/2023	1,298,830.00	1,297,981.10	1,299,290.13
3137EAUZ8	FEDERAL HOME LOAN MORTGAGE (275,000.00	11/06/2023	274,752.50	274,572.93	274,849.83
3137EAFA2	FEDERAL HOME LOAN MORTGAGE (8,000,000.00	12/04/2023	8,007,360.00	7,983,656.00	7,990,156.00

Identifier	Certificates of Deposit	Base Current Units	Final Maturity	Base Original Cost	Base Market Value (MV)	Base MV + Accrued
22535CDV0	Credit Agricole Corporate & Investment Ba	900,000.00	04/01/2022	900,000.00	912,053.70	924,717.95
22535CDV0	Credit Agricole Corporate & Investment Ba	250,000.00	04/01/2022	250,000.00	253,348.25	256,866.10
22552G3C2	Credit Suisse AG, New York Branch	1,200,000.00	03/17/2023	1,200,000.00	1,203,595.20	1,207,371.20
22552G3C2	Credit Suisse AG, New York Branch	200,000.00	03/17/2023	200,000.00	200,599.20	201,228.53
23341VZT1	DNB Bank ASA, New York Branch	950,000.00	12/02/2022	950,000.00	970,115.30	976,629.13
23341VZT1	DNB Bank ASA, New York Branch	275,000.00	12/02/2022	275,000.00	280,822.85	282,708.43
65558TLL7	Nordea Bank Abp, New York Branch	950,000.00	08/26/2022	950,000.00	964,021.05	965,778.55
65558TLL7	Nordea Bank Abp, New York Branch	275,000.00	08/26/2022	275,000.00	279,058.73	279,567.48
83050PDR7	Skandinaviska Enskilda Banken AB (publ)	950,000.00	08/26/2022	950,000.00	964,106.55	965,873.55
83050PDR7	Skandinaviska Enskilda Banken AB (publ)	275,000.00	08/26/2022	275,000.00	279,083.48	279,594.98
86565CKU2	Sumitomo Mitsui Banking Corporation, N	900,000.00	07/08/2022	900,000.00	903,473.10	911,243.10
86565CKU2	Sumitomo Mitsui Banking Corporation, N	250,000.00	07/08/2022	250,000.00	250,964.75	253,123.08

Identifier	Corporate Bonds	Base Current Units	Final Maturity	Base Original Cost	Base Market Value (MV)	Base MV + Accrued
002824BE9	ABBOTT LABORATORIES	900,000.00	11/30/2023	983,772.00	952,531.20	962,816.20
023135BW5	AMAZON.COM INC	1,315,000.00	05/12/2024	1,313,080.10	1,312,375.26	1,314,660.07
023135BW5	AMAZON.COM INC	245,000.00	05/12/2024	244,642.30	244,510.98	244,936.67
02665WCZ2	AMERICAN HONDA FINANCE CORP	900,000.00	06/27/2024	898,776.00	939,352.50	944,992.50
02665WCZ2	AMERICAN HONDA FINANCE CORP	250,000.00	06/27/2024	249,660.00	260,931.25	262,497.92
037833DT4	APPLE INC	1,000,000.00	05/11/2025	1,002,010.00	1,006,133.00	1,010,508.00
037833DT4	APPLE INC	1,000,000.00	05/11/2025	1,026,120.00	1,006,133.00	1,010,508.00
037833DT4	APPLE INC	700,000.00	05/11/2025	718,249.00	704,293.10	707,355.60
037833DT4	APPLE INC	275,000.00	05/11/2025	275,552.75	276,686.58	277,889.70
05531FBH5	TRUIST FINANCIAL CORP	900,000.00	08/01/2024	901,494.00	947,267.10	951,017.10
05531FBH5	TRUIST FINANCIAL CORP	250,000.00	08/01/2024	250,415.00	263,129.75	264,171.42
05565EBU8	BMW US CAPITAL LLC	325,000.00	08/12/2024	324,970.75	325,467.35	325,799.12
05565EBU8	BMW US CAPITAL LLC	55,000.00	08/12/2024	54,995.05	55,079.09	55,135.24
05565EBW4	BMW US CAPITAL LLC	850,000.00	08/12/2026	849,745.00	848,750.50	850,196.68
05565EBW4	BMW US CAPITAL LLC	150,000.00	08/12/2026	149,955.00	149,779.50	150,034.71
06051GFS3	BANK OF AMERICA CORP	800,000.00	08/01/2025	907,952.00	881,152.80	886,319.47
06051GJD2	BANK OF AMERICA CORP	1,100,000.00	06/19/2026	1,105,049.00	1,096,871.60	1,100,982.48
06051GJD2	BANK OF AMERICA CORP	200,000.00	06/19/2026	200,918.00	199,431.20	200,178.63
06051GJR1	BANK OF AMERICA CORP	400,000.00	04/22/2025	400,000.00	402,236.80	403,961.07
06051GJR1	BANK OF AMERICA CORP	200,000.00	04/22/2025	200,000.00	201,118.40	201,980.53
06406FAD5	BANK OF NEW YORK MELLON CORP	1,400,000.00	08/16/2023	1,467,256.00	1,445,416.00	1,449,266.00
06406RAL1	BANK OF NEW YORK MELLON CORP	375,000.00	10/24/2024	376,650.00	389,608.13	393,042.50
06406RAL1	BANK OF NEW YORK MELLON CORP	500,000.00	10/24/2024	530,105.00	519,477.50	524,056.67
06406RAL1	BANK OF NEW YORK MELLON CORP	100,000.00	10/24/2024	100,440.00	103,895.50	104,811.33
110122DC9	BRISTOL-MYERS SQUIBB CO	472,000.00	08/15/2025	537,353.12	518,390.52	520,727.58
14913R2D8	CATERPILLAR FINANCIAL SERVICES	725,000.00	07/07/2023	724,594.00	726,972.73	728,072.31
14913R2D8	CATERPILLAR FINANCIAL SERVICES	200,000.00	07/07/2023	199,888.00	200,544.20	200,847.53
14913R2F3	CATERPILLAR FINANCIAL SERVICES	225,000.00	09/14/2023	224,847.00	225,396.90	225,444.71
166764BW9	CHEVRON CORP	900,000.00	05/11/2025	934,353.00	919,725.30	925,164.30
20030NBL4	COMCAST CORP	850,000.00	02/15/2025	946,611.00	915,095.55	918,761.18
24422ETL3	JOHN DEERE CAPITAL CORP	450,000.00	01/06/2022	448,015.50	452,862.45	455,678.08
24422ETL3	JOHN DEERE CAPITAL CORP	115,000.00	01/06/2022	114,492.85	115,731.52	116,451.06
24422EUQ0	JOHN DEERE CAPITAL CORP	175,000.00	01/10/2022	174,832.00	176,502.55	177,762.55
24422EUQ0	JOHN DEERE CAPITAL CORP	50,000.00	01/10/2022	49,952.00	50,429.30	50,789.30
24422EVU0	JOHN DEERE CAPITAL CORP	485,000.00	09/10/2024	484,684.75	485,039.77	485,216.59
24422EVU0	JOHN DEERE CAPITAL CORP	90,000.00	09/10/2024	89,941.50	90,007.38	90,040.19
254687FK7	WALT DISNEY CO	950,000.00	08/30/2024	946,124.00	979,121.30	980,552.90
254687FK7	WALT DISNEY CO	270,000.00	08/30/2024	268,898.40	278,276.58	278,683.46
30231GBC5	EXXON MOBIL CORP	900,000.00	08/16/2024	945,567.00	935,410.50	937,681.88
38141EC23	GOLDMAN SACHS GROUP INC	900,000.00	07/08/2024	941,922.00	968,500.80	976,489.55
38141EC23	GOLDMAN SACHS GROUP INC	250,000.00	07/08/2024	261,645.00	269,028.00	271,247.10
46625HMN7	JPMORGAN CHASE & CO	450,000.00	07/15/2025	509,647.50	492,781.50	496,486.50
46647PAP1	JPMORGAN CHASE & CO	900,000.00	04/23/2024	967,887.00	942,145.20	956,203.25
46647PBB1	JPMORGAN CHASE & CO	325,000.00	04/01/2023	325,000.00	329,443.73	334,655.10
46647PBB1	JPMORGAN CHASE & CO	100,000.00	04/01/2023	100,000.00	101,367.30	102,970.80
46647PBS4	JPMORGAN CHASE & CO	100,000.00	09/16/2024	100,000.00	100,202.60	100,229.81
46647PCH7	JPMORGAN CHASE & CO	580,000.00	06/01/2025	580,000.00	577,639.98	579,233.05
46647PCH7	JPMORGAN CHASE & CO	205,000.00	06/01/2025	205,000.00	204,165.86	204,728.92

693475AV7	PNC FINANCIAL SERVICES GROUP IN	900,000.00	01/23/2024	906,408.00	957,308.40	963,258.40
693475AV7	PNC FINANCIAL SERVICES GROUP IN	250,000.00	01/23/2024	251,780.00	265,919.00	267,571.78
69371RP75	PACCAR FINANCIAL CORP	325,000.00	03/01/2022	324,714.00	328,506.10	329,277.98
69371RP75	PACCAR FINANCIAL CORP	100,000.00	03/01/2022	99,912.00	101,078.80	101,316.30
69371RQ90	PACCAR FINANCIAL CORP	395,000.00	08/11/2023	394,482.55	394,839.63	395,031.64
69371RR40	PACCAR FINANCIAL CORP	635,000.00	08/09/2024	634,657.10	632,014.23	632,472.84
69371RR40	PACCAR FINANCIAL CORP	105,000.00	08/09/2024	104,943.30	104,506.29	104,582.12
808513BN4	CHARLES SCHWAB CORP	495,000.00	03/18/2024	494,752.50	496,799.33	496,933.39
808513BN4	CHARLES SCHWAB CORP	85,000.00	03/18/2024	84,957.50	85,308.98	85,332.00
89236TGT6	TOYOTA MOTOR CREDIT CORP	450,000.00	02/13/2025	454,396.50	461,761.65	462,841.65
89236TGT6	TOYOTA MOTOR CREDIT CORP	140,000.00	02/13/2025	141,367.80	143,659.18	143,995.18
89236TGT6	TOYOTA MOTOR CREDIT CORP	135,000.00	02/13/2025	136,879.20	138,528.50	138,852.50
89236TGT6	TOYOTA MOTOR CREDIT CORP	125,000.00	02/13/2025	126,221.25	128,267.13	128,567.13
89236TGT6	TOYOTA MOTOR CREDIT CORP	50,000.00	02/13/2025	50,488.50	51,306.85	51,426.85
89236TGT6	TOYOTA MOTOR CREDIT CORP	25,000.00	02/13/2025	25,348.00	25,653.43	25,713.43
89236TJK2	TOYOTA MOTOR CREDIT CORP	260,000.00	06/18/2026	259,422.80	258,557.26	259,394.14
904764BN6	UNILEVER CAPITAL CORP	280,000.00	08/12/2024	280,000.00	280,435.12	280,673.70
91159HHX1	US BANCORP	1,800,000.00	07/30/2024	1,920,420.00	1,887,381.00	1,894,701.00
91324PEC2	UNITEDHEALTH GROUP INC	1,150,000.00	05/15/2026	1,147,999.00	1,150,431.25	1,155,280.42
91324PEC2	UNITEDHEALTH GROUP INC	200,000.00	05/15/2026	199,652.00	200,075.00	200,918.33

Identifier	FHLMC	Base Current Units	Final Maturity	Base Original Cost	Base Market Value (MV)	Base MV + Accrued
3132CWMM3	FH SB0364	1,355,249.76	06/01/2035	1,460,281.62	1,452,397.63	1,456,350.44
3132CWMM3	FH SB0364	251,554.48	06/01/2035	271,049.95	269,586.57	270,320.27
3137BGK24	FHMS K-043 A2	650,000.00	12/25/2024	682,195.31	694,564.00	696,222.58
3137BGK24	FHMS K-043 A2	175,000.00	12/25/2024	183,667.97	186,998.00	187,444.54
3137BM6P6	FHMS K-721 A2	428,529.17	08/25/2022	432,178.37	434,811.41	435,914.87
3137BM6P6	FHMS K-721 A2	123,797.32	08/25/2022	124,851.53	125,612.19	125,930.96
3137F62S5	FHMS K-J31 A1	454,254.26	05/25/2026	454,245.17	451,269.80	451,485.20
3137F62S5	FHMS K-J31 A1	107,135.44	05/25/2026	107,133.29	106,431.56	106,482.36
3137FKK39	FHMS K-P05 A	35,219.02	07/25/2023	35,218.91	36,327.01	36,421.01
3137FKK39	FHMS K-P05 A	10,005.40	07/25/2023	10,005.37	10,320.17	10,346.88
3137FQ3V3	FHMS K-J27 A1	215,791.06	07/25/2024	215,785.88	220,579.46	220,955.66
3137FQ3V3	FHMS K-J27 A1	56,049.63	07/25/2024	56,048.28	57,293.37	57,391.08
3133Q5GZ3	FHS 370 A3	1,852,271.38	09/25/2033	1,878,463.65	1,865,143.25	1,866,686.81
3137F7DH5	FHR 5048 B	1,054,330.98	05/25/2033	1,067,674.85	1,050,688.82	1,051,567.43
3137F7DH5	FHR 5048 B	223,031.55	05/25/2033	225,854.30	222,261.10	222,446.96

Identifier	FNMA	Base Current Units	Final Maturity	Base Original Cost	Base Market Value (MV)	Base MV + Accrued
3140K7XA6	FN BP0672	1,361,364.06	03/01/2035	1,458,786.68	1,470,218.24	1,473,621.65
3140K7XA6	FN BP0672	240,240.72	03/01/2035	257,432.94	259,450.28	260,050.88
3140QGKN6	FN CA8400	1,301,239.61	12/01/2035	1,423,637.46	1,400,675.39	1,404,470.67
3140QGKN6	FN CA8400	254,691.41	12/01/2035	278,648.32	274,153.95	274,896.80
3140X92C8	FN FM6170	1,251,412.67	07/01/2035	1,356,218.48	1,338,309.82	1,342,481.19
3140X92C8	FN FM6170	234,639.88	07/01/2035	254,290.97	250,933.09	251,715.22
3140X9K46	FN FM5714	1,044,648.29	11/01/2035	1,138,013.73	1,121,268.09	1,124,750.25
3140X9K46	FN FM5714	186,544.34	11/01/2035	203,216.73	200,226.45	200,848.26
3140XALC4	FN FM6622	1,518,170.50	02/01/2036	1,596,451.16	1,608,961.84	1,612,124.70
3140XALC4	FN FM6622	284,656.97	02/01/2036	299,334.59	301,680.35	302,273.38

Identifier	Money Market Funds	Base Current Units	Final Maturity	Base Original Cost	Base Market Value (MV)	Base MV + Accrued
31846V534	FIRST AMER:US TRS MM Y	8,441,313.06	09/30/2021	8,441,313.06	8,441,313.06	8,441,313.06
31846V534	FIRST AMER:US TRS MM Y	3,654,086.84	09/30/2021	3,654,086.84	3,654,086.84	3,654,086.84
31846V534	FIRST AMER:US TRS MM Y	601,437.88	09/30/2021	601,437.88	601,437.88	601,437.88
SM - LAIF	Local Agency Investment Fund	74,954,231.74	09/30/2021	74,954,231.74	74,954,231.74	74,954,231.74

Identifier	Municipal Debt	Base Current Units	Final Maturity	Base Original Cost	Base Market Value (MV)	Base MV + Accrued
13017HAK2	CA EARTHQUAKE AUTH REV	255,000.00	07/01/2023	255,000.00	259,029.00	259,970.59
13017HAK2	CA EARTHQUAKE AUTH REV	55,000.00	07/01/2023	55,000.00	55,869.00	56,072.09
13077DQD7	CALIFORNIA ST UNIV REV	430,000.00	11/01/2025	430,000.00	424,134.80	424,773.16
13077DQD7	CALIFORNIA ST UNIV REV	75,000.00	11/01/2025	75,000.00	73,977.00	74,088.34
157411TK5	CHAFFEY CALIF JT UN HS DIST	230,000.00	08/01/2024	230,000.00	237,843.00	238,648.38
157411TK5	CHAFFEY CALIF JT UN HS DIST	60,000.00	08/01/2024	60,000.00	62,046.00	62,256.10
341271AD6	FL ST BRD ADMIN FIN CORP REV	350,000.00	07/01/2025	352,320.50	353,720.50	354,821.25
341271AD6	FL ST BRD ADMIN FIN CORP REV	650,000.00	07/01/2025	650,000.00	656,909.50	658,953.75
341271AD6	FL ST BRD ADMIN FIN CORP REV	250,000.00	07/01/2025	251,767.50	252,657.50	253,443.75
341271AD6	FL ST BRD ADMIN FIN CORP REV	55,000.00	07/01/2025	55,388.85	55,584.65	55,757.63
341271AD6	FL ST BRD ADMIN FIN CORP REV	75,000.00	07/01/2025	75,497.25	75,797.25	76,033.13
341271AD6	FL ST BRD ADMIN FIN CORP REV	130,000.00	07/01/2025	130,000.00	131,381.90	131,790.75
54438CYK2	LA CALIF CMNTY COLLEGE DIST	550,000.00	08/01/2025	550,000.00	547,360.00	548,068.58
54438CYK2	LA CALIF CMNTY COLLEGE DIST	115,000.00	08/01/2025	115,000.00	114,448.00	114,596.16
574193TQ1	MARYLAND ST	750,000.00	08/01/2024	749,790.00	751,282.50	751,920.00
60412AVJ9	MINNESOTA ST	405,000.00	08/01/2025	405,000.00	404,234.55	404,659.80
60412AVJ9	MINNESOTA ST	85,000.00	08/01/2025	85,000.00	84,839.35	84,928.60
646140DP5	NJ ST TPK AUTH TPK REV	330,000.00	01/01/2026	330,000.00	327,917.70	328,781.48
646140DP5	NJ ST TPK AUTH TPK REV	55,000.00	01/01/2026	55,000.00	54,652.95	54,796.91
650036DT0	NY ST URBAN DEV CORP REV	1,600,000.00	03/15/2025	1,600,000.00	1,596,160.00	1,596,778.67
650036DT0	NY ST URBAN DEV CORP REV	275,000.00	03/15/2025	275,000.00	274,340.00	274,446.33
798306WN2	SAN JUAN CALIF UNI SCH DIST	575,000.00	08/01/2024	575,000.00	575,494.50	576,167.25
798306WN2	SAN JUAN CALIF UNI SCH DIST	125,000.00	08/01/2024	125,000.00	125,107.50	125,253.75

Identifier	US Government Debt	Base Current Units	Final Maturity	Base Original Cost	Base Market Value (MV)	Base MV + Accrued
9128286R6	UNITED STATES TREASURY	4,000,000.00	04/30/2024	4,185,312.50	4,186,875.00	4,224,538.04
912828N30	UNITED STATES TREASURY	2,075,000.00	12/31/2022	2,023,611.33	2,126,226.56	2,137,369.82
912828N30	UNITED STATES TREASURY	5,900,000.00	12/31/2022	5,814,957.03	6,045,656.25	6,077,340.69
912828N30	UNITED STATES TREASURY	3,000,000.00	12/31/2022	2,952,421.87	3,074,062.50	3,090,173.23
912828N30	UNITED STATES TREASURY	700,000.00	12/31/2022	682,664.06	717,281.25	721,040.42
912828N30	UNITED STATES TREASURY	1,600,000.00	12/31/2022	1,576,937.50	1,639,500.00	1,648,092.39
912828N30	UNITED STATES TREASURY	850,000.00	12/31/2022	836,519.53	870,984.38	875,549.08
912828R69	UNITED STATES TREASURY	2,900,000.00	05/31/2023	2,794,761.72	2,967,515.63	2,983,352.72
912828R69	UNITED STATES TREASURY	950,000.00	05/31/2023	924,134.77	972,117.19	977,305.20
912828R69	UNITED STATES TREASURY	1,700,000.00	05/31/2023	1,659,093.75	1,739,578.13	1,748,861.94
912828R69	UNITED STATES TREASURY	200,000.00	05/31/2023	194,554.69	204,656.25	205,748.46
912828R69	UNITED STATES TREASURY	550,000.00	05/31/2023	536,765.62	562,804.69	565,808.27
912828T91	UNITED STATES TREASURY	2,950,000.00	10/31/2023	2,924,417.97	3,031,125.00	3,051,185.80
912828T91	UNITED STATES TREASURY	2,300,000.00	10/31/2023	2,313,207.03	2,363,250.00	2,378,890.63
912828T91	UNITED STATES TREASURY	850,000.00	10/31/2023	842,628.91	873,375.00	879,155.23
912828T91	UNITED STATES TREASURY	625,000.00	10/31/2023	628,588.87	642,187.50	646,437.67
912828TJ9	UNITED STATES TREASURY	2,500,000.00	08/15/2022	2,395,117.19	2,533,593.75	2,538,782.27
912828TJ9	UNITED STATES TREASURY	700,000.00	08/15/2022	670,632.81	709,406.25	710,859.04
912828X47	UNITED STATES TREASURY	1,800,000.00	04/30/2022	1,742,484.38	1,818,843.75	1,832,967.39
912828X47	UNITED STATES TREASURY	1,300,000.00	04/30/2022	1,258,460.94	1,313,609.38	1,323,809.78
912828XX3	UNITED STATES TREASURY	5,000,000.00	06/30/2024	5,101,171.88	5,209,375.00	5,234,646.74
912828XX3	UNITED STATES TREASURY	1,475,000.00	06/30/2024	1,497,125.00	1,536,765.63	1,544,220.79
912828XX3	UNITED STATES TREASURY	650,000.00	06/30/2024	659,572.27	677,218.75	680,504.08
912828XX3	UNITED STATES TREASURY	450,000.00	06/30/2024	462,216.80	468,843.75	471,118.21
912828XX3	UNITED STATES TREASURY	1,350,000.00	06/30/2024	1,415,759.77	1,406,531.25	1,413,354.62
912828XX3	UNITED STATES TREASURY	1,050,000.00	06/30/2024	1,071,246.10	1,093,968.75	1,099,275.82
912828XX3	UNITED STATES TREASURY	425,000.00	06/30/2024	431,375.00	442,796.88	444,944.97
912828XX3	UNITED STATES TREASURY	125,000.00	06/30/2024	126,840.82	130,234.38	130,866.17
912828XX3	UNITED STATES TREASURY	175,000.00	06/30/2024	179,750.98	182,328.13	183,212.64
912828XX3	UNITED STATES TREASURY	450,000.00	06/30/2024	471,919.92	468,843.75	471,118.21
912828YY0	UNITED STATES TREASURY	850,000.00	12/31/2024	908,503.91	881,742.19	885,501.36
912828YY0	UNITED STATES TREASURY	250,000.00	12/31/2024	267,207.03	259,335.94	260,441.58
912828ZW3	UNITED STATES TREASURY	2,500,000.00	06/30/2025	2,490,820.31	2,455,078.13	2,456,657.61
91282CBA8	UNITED STATES TREASURY	1,500,000.00	12/15/2023	1,498,066.41	1,492,968.75	1,493,522.03
91282CBC4	UNITED STATES TREASURY	350,000.00	12/31/2025	344,859.38	342,835.94	343,167.63

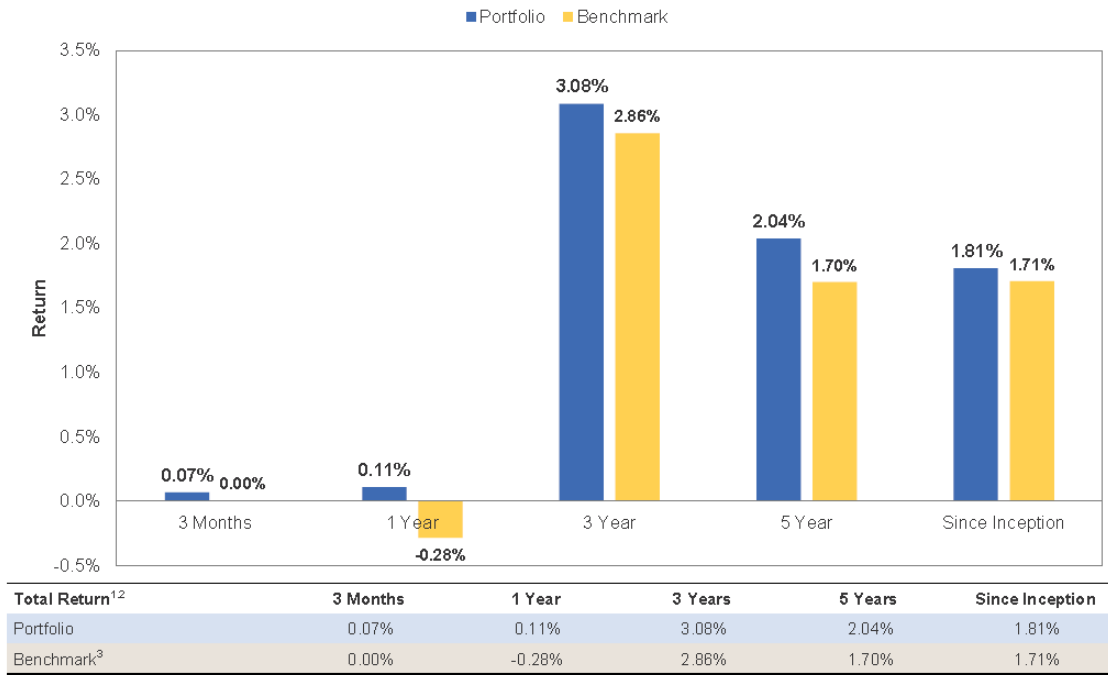
EXHIBIT 2

San Mateo County Transit District

For the Quarter Ended September 30, 2021

Portfolio Performance

Portfolio Performance – District Reserve



For the Quarter Ended September 30, 2021

San Mateo County Transit District

Portfolio Performance

Portfolio Performance – Paratransit District

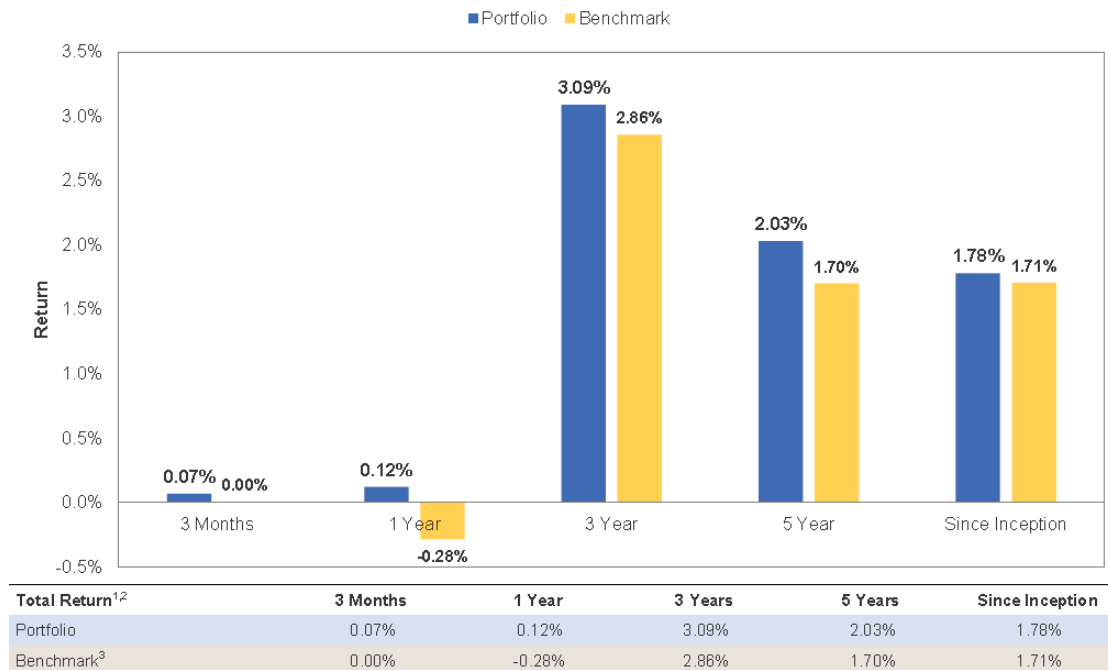


EXHIBIT 3

For the Quarter Ended September 30, 2021

San Mateo County Transit District

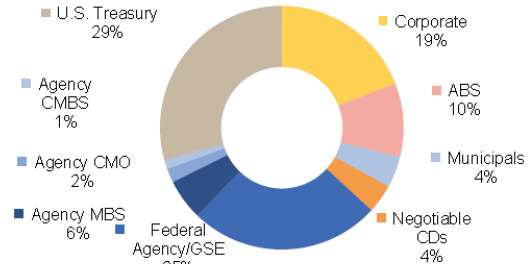
Portfolio Snapshot

Portfolio Snapshot – District Reserve

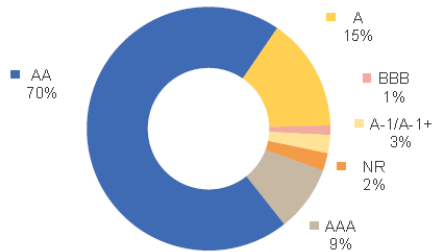
Portfolio Statistics

Total Market Value ¹	\$159,164,397.11
Portfolio Effective Duration	2.20 years
Benchmark Effective Duration ²	2.20 years
Yield at Cost	1.20%
Yield at Market	0.63%
Portfolio Credit Quality ³	AA

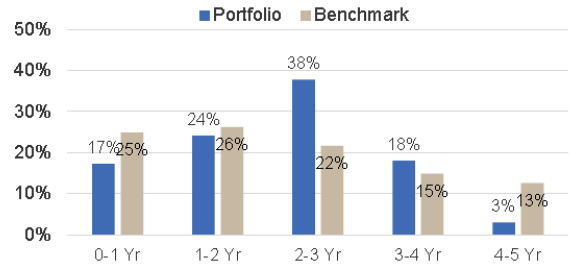
Sector Allocation



Credity Quality - S&P



Duration Distribution



For the Quarter Ended September 30, 2021

San Mateo County Transit District

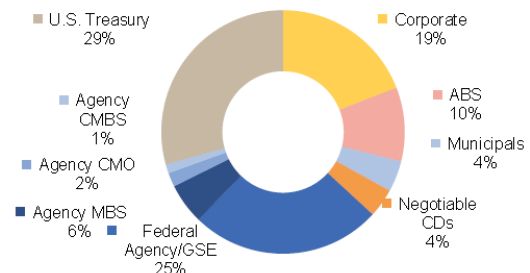
Portfolio Snapshot

Portfolio Snapshot – Paratransit District

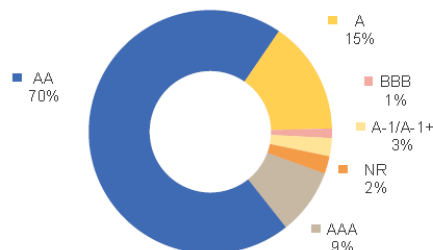
Portfolio Statistics

Total Market Value ¹	\$28,039,760.16
Portfolio Effective Duration	2.13 years
Benchmark Effective Duration ²	2.20 years
Yield at Cost	1.55%
Yield at Market	0.61%
Portfolio Credit Quality ³	AA

Sector Allocation



Credity Quality - S&P



Duration Distribution

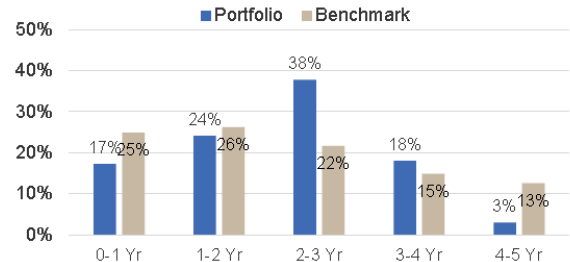


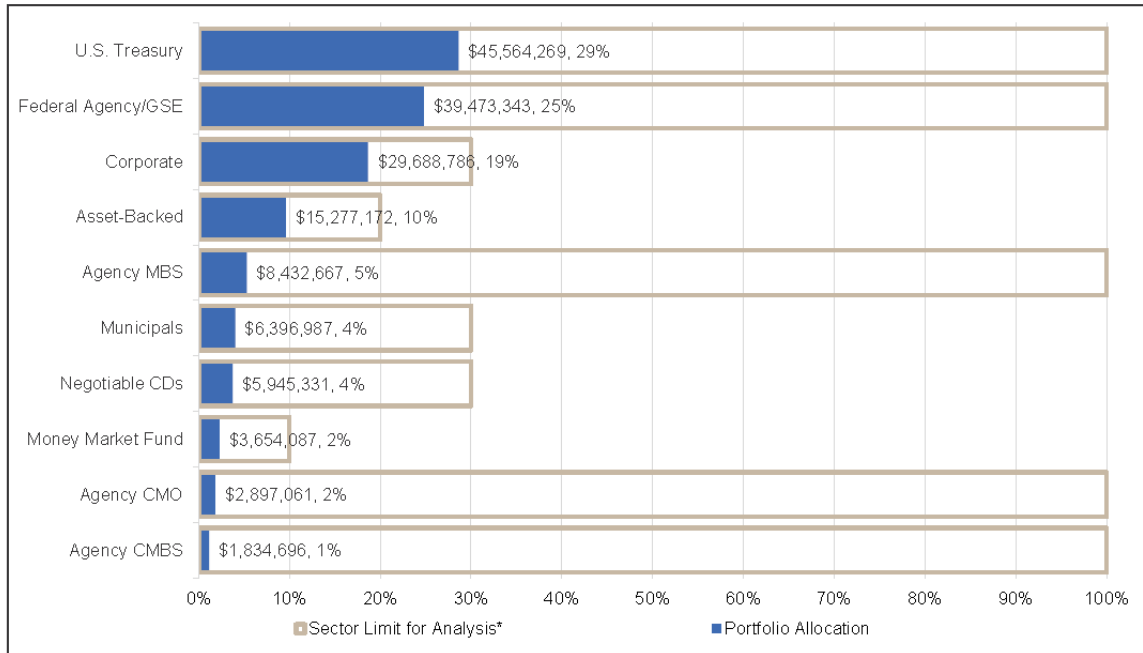
EXHIBIT 4

For the Quarter Ended September 30, 2021

San Mateo County Transit District

Account Summary

Sector Allocation Analytics – District Reserve

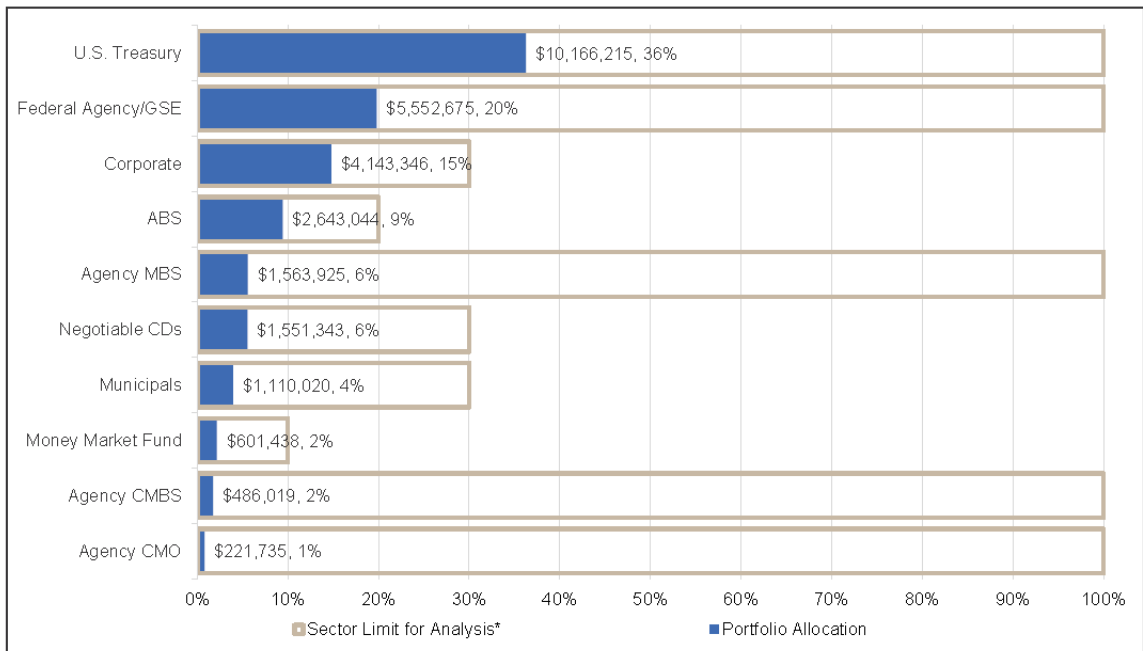


For the Quarter Ended September 30, 2021

San Mateo County Transit District

Account Summary

Sector Allocation Analytics – Paratransit District



Certificate of Compliance

During the reporting period for the quarter ended September 30, 2021, the account(s) managed by PFM Asset Management ("PFMAM") were in compliance with the applicable investment policy and guidelines as furnished to PFMAM.

Acknowledged: *PFM Asset Management LLC*



San Mateo County Transit District

Update on Portfolio, Strategy, and Market Conditions

November 3, 2021

Monique Spyke, Managing Director

PFM Asset Management
LLC

44 Montgomery Street,
3rd Floor
San Francisco, CA 94104

415.982.5544
[pfm.com](https://www.pfm.com)



Current Market Themes



- COVID-19 continues to overshadow the economic and market landscape



- The U.S. economy is characterized by:
 - Continued recovery aided by supportive monetary policy
 - Potentially stagnating labor market growth
 - Heightened inflationary pressures



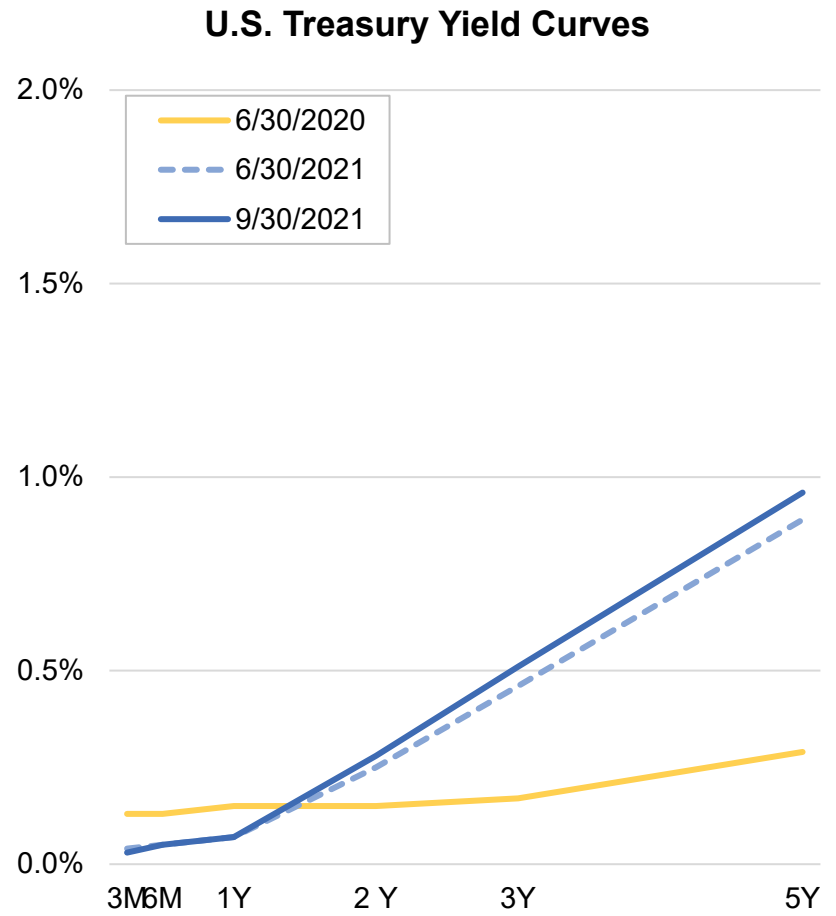
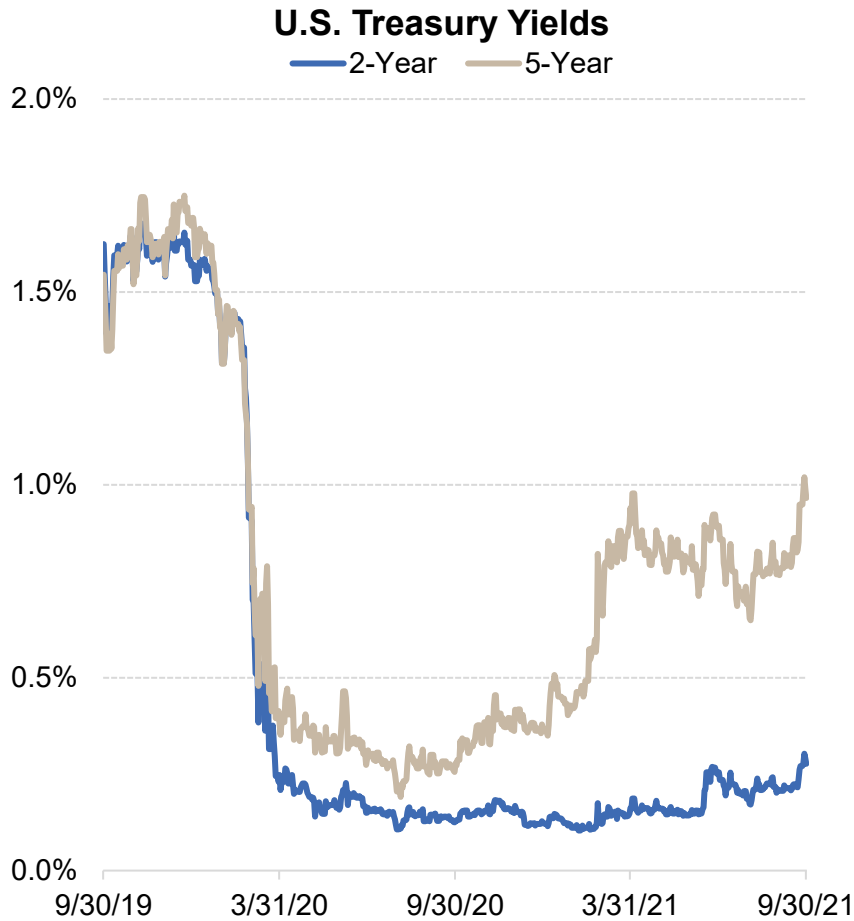
- Federal Reserve is contemplating the end of unprecedented support
 - Near-term tapering of asset purchases
 - Fed Funds Rate hike now seen possible in late 2022
 - Significant turnover of FOMC leadership



- Fixed income market reacting to changing market dynamics
 - Short-term yields anchored by Fed rate policy
 - Long-term yields rising due to inflationary pressures and tapering



Treasury Yields Start to Rise As Fed Signals Tapering of Asset Purchases



Source: Bloomberg, as of 9/30/2021.



2021 Accomplishments

- ◆ The District's portfolios weathered the crisis with great results
 - **District Reserve Portfolio:**
 - Earnings of **\$1.3** million 2021 calendar year to date¹
 - Outperformed performance benchmark by **+35** basis points on a net basis²
 - **Paratransit Portfolio**
 - Earnings of **\$309** thousand 2021 calendar year to date¹
 - Outperformed performance benchmark by **+36** basis points on a net basis²
- ◆ Maintained diversified portfolios
- ◆ Maintained compliance with District's investment policy
- ◆ Kept staff informed of events impacting investment program

Key Investment Strategies

- ✓ Risk Mitigation
- ✓ Sector Allocation
- ✓ Opportunistic Management
- ✓ Neutral Duration

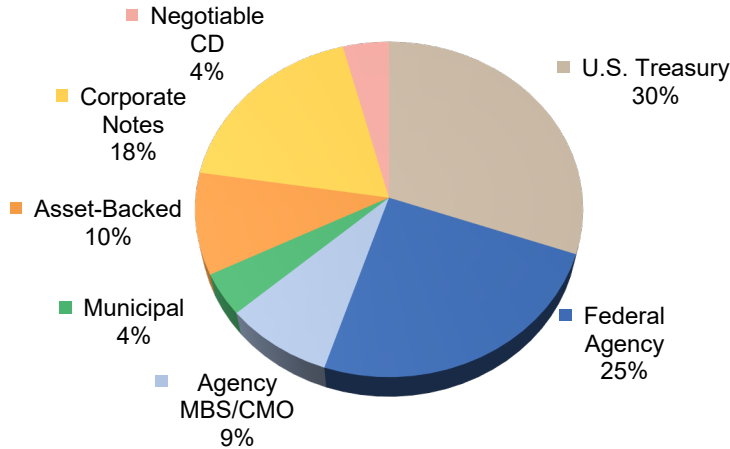
1. As of September 30, 2021.

2. As of September 30, 2021. SamTrans one-year total returns versus the performance benchmark which was the ICE BofAML 0-5 Year U.S. Treasury Index.

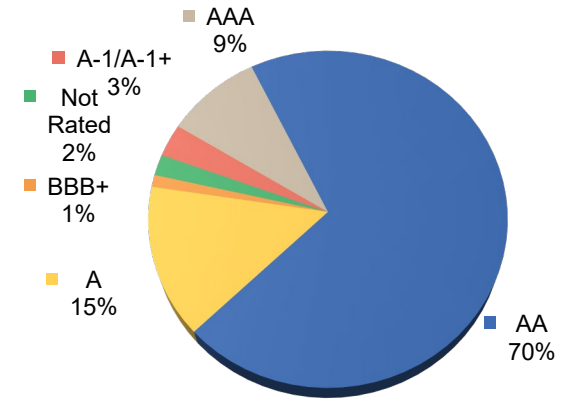


Portfolio Characteristics as of September 30, 2021

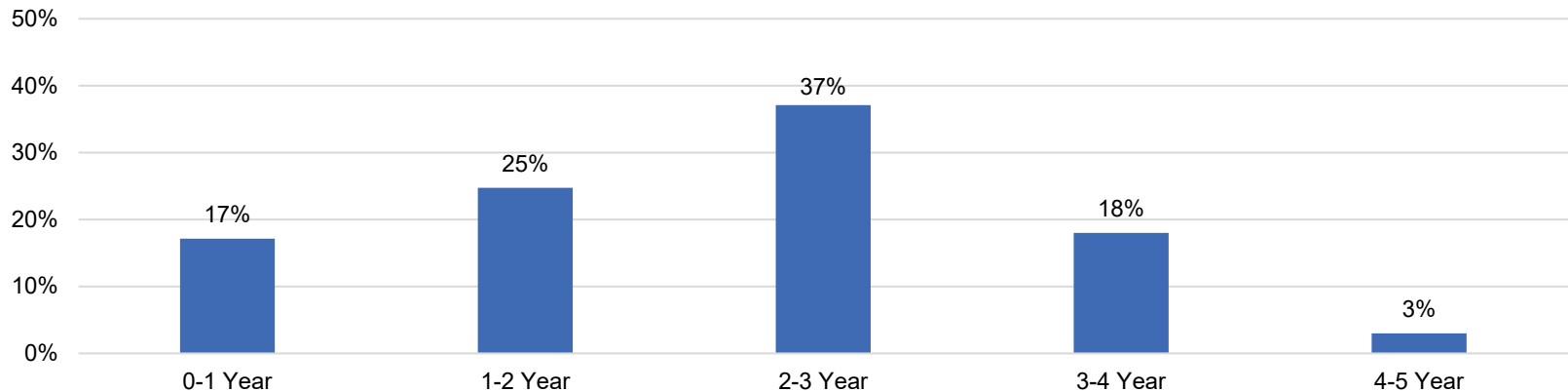
Sector Allocation Portfolio Compliant with Investment Policy



Credit Quality (S&P Ratings) Average Credit Quality¹ AA



Duration Distribution

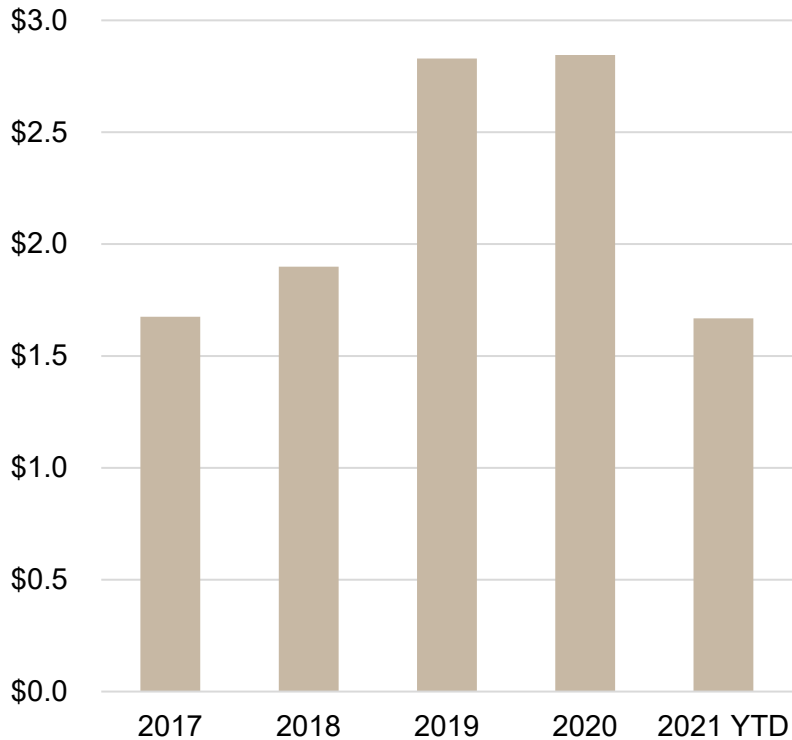


1. An average of each security's credit rating assigned a numeric value and adjusted for its relative weighting in the portfolio. Chart includes both the District Reserve and District ParaTransit portfolios; however, the assets are being managed separately.

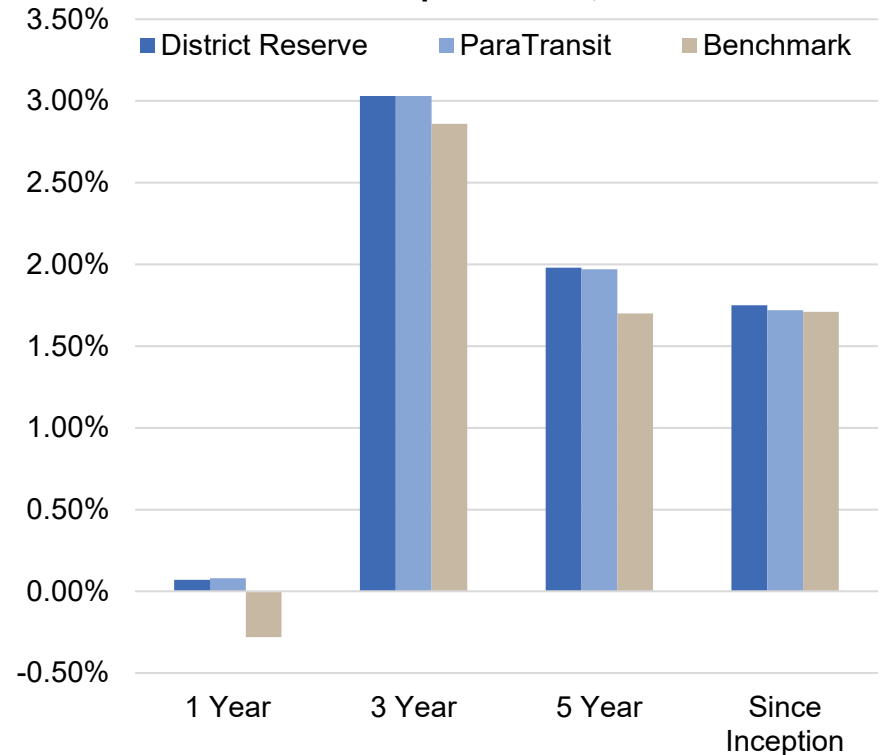


Portfolio Is Generating Good Income and Performance Is Strong

Portfolio Earnings



Annualized Returns Net of Management Fees^{1,2,3} As of September 30, 2021



Aggregate calendar year income on an accrual (amortized cost) basis, includes realized gains/losses, for both the District Reserve and District ParaTransit portfolios.

1. Performance on trade date basis, net of portfolio management fees.

2. The benchmark is currently the ICE BofAML 0-5 Year U.S Treasury Index. Prior to 6/30/16, it was 40% ICE BofAML 1-3 U.S Treasury Index, 10% 1-3 High Grade Corporate Index, 40% ICE BofAML 3-5 U.S Treasury Index, 10% ICE BofAML 3-5 High Grade Corporate Index. Source: Bloomberg.

3. Portfolio inception date as of March 31, 2015.



Market and Investment Strategy Outlook

- The economic recovery remains fragile as COVID-19 variants complicate growth prospects
- FOMC guidance has set the expectation that portions of its policy accommodations will soon be reduced; overall posture likely to remain accommodative for the foreseeable future
- Despite recent yield curve steepening, yields remain historically low on an absolute basis
- Low yields and narrow yield spreads between sectors presents challenging investment environment
- Seek to maintain broad diversification by sector, industry and issuer
- In a changing rate environment, diligence remains important



Questions?



Disclaimer

This material is based on information obtained from sources generally believed to be reliable and available to the public, however PFM Asset Management LLC cannot guarantee its accuracy, completeness or suitability. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation. All statements as to what will or may happen under certain circumstances are based on assumptions, some but not all of which are noted in the presentation. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Past performance does not necessarily reflect and is not a guaranty of future results. The information contained in this presentation is not an offer to purchase or sell any securities.



AGENDA

LEGISLATIVE COMMITTEE COMMITTEE OF THE WHOLE

WEDNESDAY, NOVEMBER 3, 2021 – 3:00 pm

or immediately following the Finance Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Legislative Committee Meeting of October 6, 2021

INFORMATIONAL

3. State and Federal Legislative Update
4. Adjourn

BOARD OF DIRECTORS 2021

CHARLES STONE, CHAIR
PETER RATTO, VICE CHAIR
MARINA FRASER
JEFF GEE
CAROLE GROOM
ROSE GUILBAULT
RICO E. MEDINA
DAVE PINE
JOSH POWELL

CARTER MAU
ACTING GENERAL MANAGER/CEO

Committee Members: Marina Fraser (Chair), Carole Groom, Rico Medina

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF LEGISLATIVE COMMITTEE /
COMMITTEE OF THE WHOLE
OCTOBER 6, 2021**

Committee Members Present: M. Fraser (Chair), C. Groom, R. Medina

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: J. Gee, R. Guilbault, D. Pine, J. Powell, P. Ratto, C. Stone

Other Board Members Absent: None

Staff Present: C. Mau, J. Cassman, D. Olmeda, A. Chan, J. Brook, D. Seamans

1. CALL TO ORDER

Committee Chair Marina Fraser called the meeting to order at 4:49 pm.

2. APPROVAL OF MINUTES OF COMMITTEE MEETING OF SEPTEMBER 1, 2021

Motion/Second: Medina/Guilbault

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Pine

3. STATE AND FEDERAL LEGISLATIVE UPDATE

Casey Fromson, Acting Chief Communications Officer, briefly summarized the highlights of recent federal and state legislation. She said October 31 is the projected date for the infrastructure bill and the reconciliation package.

4. ADJOURN

The meeting adjourned at 4:51 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Transit District

THROUGH: Carter Mau
Acting General Manager/CEO

FROM: Casey Fromson
Acting Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE**

ACTION

This report is for information only. No Board action is required.

SIGNIFICANCE

The 2021 Legislative Program establishes the principles that will guide the legislative and regulatory advocacy efforts. Based on those principles, staff coordinates closely with our Federal and State advocates on a wide variety of issues that are considered in Congress and the State legislature. The attached reports highlight the recent issues and actions that are relevant to the Board.

Prepared By: Jessica Epstein, Government and
Community Affairs Manager

650-400-6451

Holland & Knight

800 17th Street, NW, Suite 1100 | Washington, DC 20006 |
T 202.955.3000 | F 202.955.5564 Holland & Knight LLP | www.hklaw.com

SamTrans As of October 15, 2021 Federal Transportation Report

Public Employee Pension Reform Act (PEPRA) Update

SamTrans funding, along with all California transit agencies that participate in the California Public Employees' Retirement System (CalPERS) retirement system, could be in jeopardy due to a decision by the U.S. Department of Labor (DOL). On Friday, October 8, the DOL announced that the agency has determined that PEPRA impairs the collective bargaining rights of transit workers. PEPRA, which went into effect in 2013, changed the pension benefits for many public transit agencies including SamTrans. In this case, DOL previously had defended its Section 13(c) certifications, arguing that PEPRA does not impermissibly impair the continuation of collective bargaining rights under Section 13(c).

The implementation of PEPRA has been in litigation involving the Amalgamated Transit Union (ATU), the DOL, and the state. DOL's notification to the United States District Court was a part of this ongoing litigation. DOL is expected to provide a status update to the court by October 22nd. The State of California also is a party in this litigation. A court hearing is scheduled for October 29th. Additionally, the Department of Transportation (DOT) is expected to provide further information and guidance to impacted California transit agencies.

Democrats Examine Path Forward for Infrastructure, Reconciliation

- The August deal with House Democratic moderates dictated a vote on the bipartisan infrastructure bill, the *Infrastructure Investment and Jobs Act* (H.R. 3684), to be held the week of September 27. In essence, the deal sought to uncouple the timing of the infrastructure bill with the reconciliation package.
- However, as the week progressed, it was clear the House Democratic leadership did not have the votes to pass the infrastructure bill without more work being done on the reconciliation package.
- On October 1, President Biden met with the House Democratic conference to discuss a path forward on these two bills. The President encouraged them to stick together, compromise, and find a way to complete the work. Majority Leader Chuck Schumer (D-NY) agreed with the President's sentiment. In a Dear Colleague letter, Schumer said that passing the legislation, "Will require sacrifice. Not every member will get everything he or she wanted. But at the end of the day, we will pass legislation that will dramatically improve the lives of the American people". Sen. Schumer also noted that he believes this can be done in the month of October.
- On Saturday, October 2, House Speaker Nancy Pelosi (D-CA) reset the clock, giving her chamber until October 31 to negotiate an agreement on the infrastructure bill and the

reconciliation bill.

- Also on October 2, Congress quickly passed a 30-day extension of the expiring surface transportation authorization (the FAST Act) that was included in the Infrastructure Investment and Jobs Act. The legislation authorizes spending from highway and mass transit accounts of the Highway Trust Fund and the general fund of the Treasury based on amounts appropriated in fiscal 2021 for surface transportation programs.
- Now, the goal is to enact the infrastructure bill as well as the reconciliation bill by the end of October. However, time is limited. House and Senate committees still need to draft the final reconciliation bill. They will then take the bill text to the Senate parliamentarian for approval. This means both chambers must agree on a topline funding number on the reconciliation bill soon.

Debt Ceiling Standstill

- Another major challenge facing Congress is addressing the impending debt ceiling, which Treasury Secretary Janet Yellen has said will be reached on October 18.
- On Tuesday, October 12, the House passed the short-term extension of the debt limit, which the Senate passed late last week.
 - The extension is through December 3, which is also the deadline for funding of key programs such as flood insurance extended under the FY 2022 continuing resolution (CR).
- Republicans have called on Democrats to make a long-term increase to the debt ceiling using the budget reconciliation process that does not require GOP support. Both chambers and the White House are continuing negotiations on the reconciliation bill as well as the Infrastructure Investment and Jobs Act..

Congress Passes Stopgap Funding

- Following weeks of tense negotiations, President Biden signed a continuing resolution (CR) on Thursday, September 30, to continue appropriations for federal programs, averting a government shutdown. The bill extends funding until December 3, giving Congress nine weeks to negotiate longer-term spending agreements.
- The bill also includes \$28.6 billion in disaster relief funding and \$6.3 billion in support for the resettlement of Afghan refugees.

Fall Agenda for Congress

- The next few weeks and months are widely seen as pivotal for President Biden and the White House. But first, Democrats are seeking a deal to enact the bulk of President Joe Biden's economic agenda.

- Democrats want action on four major issues this fall:

Issue	Status	Deadline & What's At Stake
Government funding	A CR gave appropriators more time to negotiate a spending total and the 12 annual appropriations bills	Failure to extend past the CR deadline of December 3 would result in a partial government shutdown
Debt limit	Parties agreed to increase limit by \$480 billion, giving time to pass longer-term measure using reconciliation	Amount estimated to last until December could collide with other deadlines; risk of default would return
Infrastructure bill	Senate's bipartisan \$1 trillion package remains stuck as progressives demand path forward on reconciliation package	The surface transportation authorization extension expires October 31, the new deadline for a vote
Social spending, climate and tax plan (reconciliation)	Democrats have not agreed on how much to spend – and how to trim the package if they agree on less than \$3.5 trillion	Progressives want a vote on reconciliation alongside the infrastructure bill

- 2021 Key Deadlines and Expirations:

Date	Event
Oct. 31	<ul style="list-style-type: none"> • Surface transportation authorization extension expire, following one-month extension • New deadline for House consideration of the Senate-passed bipartisan infrastructure bill
Dec. 3	<ul style="list-style-type: none"> • Estimated end date for Treasury to meet debt obligations under short-term debt limit hike • Government funding and other major programs expire, including: National Flood Insurance Program; Temporary Assistance for Needy Families (TANF); and mandatory livestock price reporting
Dec. 31	<ul style="list-style-type: none"> • Several Covid-19 relief provisions expire, including: expansion of earned income tax, child tax, and child and dependent care tax credits; employee retention credit; Medicare sequestration suspension; and several tax extenders, including for energy and mortgage insurance premiums

House T&I Advances Sustainability Priorities for Reconciliation

- On September 10, the House Transportation and Infrastructure (T&I) Committee released [their portion](#) of the \$3.5 trillion reconciliation bill (Build Back Better), which was marked up on September 14.
- Following an extensive markup, the committee voted to advance a \$60 billion dollar investment in infrastructure sustainability and resiliency as part of the Build Back Better plan.
- This legislation included:
 - \$10 billion for grants that will be administered through a competitive process jointly established by the Housing and Urban Development (HUD) and the Federal Transit Administrator(FTA) to support projects that provide access to affordable housing, improve mobility for low-income riders, and enhance access to job and educational opportunities and community services. Funds provided under the program will support the establishment of new transit routes; the expansion of service areas; improved frequency on existing routes; the provision of fare-free and reduced-fare transit service; state of good repair for transit facilities; research and workforce activities; route planning; and projects to improve accessibility.
 - \$4 billion for reducing carbon pollution from surface transportation for the Federal Highway Administration (FHWA) to establish an incentive structure for states that demonstrate significant carbon and issue requirements, guidance, and regulations necessary to ensure the reduction of on road greenhouse gas emissions; and \$950 million for incentive grants to states that make significant progress in reducing emissions or that adopt strategies to achieve net-zero surface transportation emissions by 2050.
 - \$4 billion for Neighborhood Access and Equity Grants to reconnect communities divided by existing infrastructure barriers, mitigate negative impacts of transportation facilities or construction projects on disadvantaged or underserved communities, and support equitable transportation planning and community engagement activities.
- A [section-by-section summary](#) of the bill can be found here.
- As the budget reconciliation negotiations are ongoing, these programs could possibly be cut or funding levels reduced.

DOT Releases Agency Climate Resilience Plan

- The Department of Transportation (DOT) released details on its plan to address climate change and promote climate resilience on October 7.
- Priorities include:
 - Incorporate resilience into DOT grant programs
 - Enhance resilience through the project planning and development process
 - Ensure resiliency of DoT facilities and thousands of operational assets
 - Ensure climate-ready services and supplies
 - Improve climate education and research on resilience
- More detailed information can be found on the DOT [website](#).

Round-Up of Open Grant Opportunities

- **American Rescue Plan (ARP) Additional Assistance:** \$2,207,561,294 available. Applications due by November 8, 2021.
- **FY 2021 Competitive Funding Opportunity: Route Planning Restoration Program:** \$25 million available. Applications due by November 15, 2021.
- **Fiscal Year 2021 Competitive Funding Opportunity; Grants for Buses and Bus Facilities Program:** \$409,590,000 available. Applications due by November 19, 2021.
- **FY21-CRS-Consolidated Rail Infrastructure and Safety Improvements:** \$361,978,796 available. Applications due by November 29, 2021.

SamTrans Earmarks Submitted for Consideration:

As of October 15, 2021

Please note, negotiations continue on the inclusion of earmarks in a variety of key federal legislative packages. Earlier this year, Senate leadership announced that earmarks will not be included in the Senate's version of the surface transportation reauthorization package, which has been folded into the Senate-led bipartisan infrastructure package, known as the Infrastructure Investment and Jobs Act (IIJA). On the Appropriations side, negotiations regarding the inclusion of earmarks for the Transportation, Housing and Urban Development and Related Agencies Subcommittee Appropriations Bill (THUD) continue. The House and Senate passed a Continuing Resolution (CR) to fund the government through December 3, 2021.

THUD Appropriations

Senate:

Project	Submitted By	Amount
ZEB charging infrastructure to run an all-electric route service for East Palo Alto (Feinstein)	SamTrans	\$2.5M

Additional Earmarks of Note:

THUD Appropriations

Project	Submitted By	Amount
Additional Mini-highs (Speier)	Caltrain	\$460,000
US/101 SR 92 Area Improvement Project (Speier)	SMCTA	\$1M

Surface Transportation Reauthorization (House T&I):

TA funded projects:

Project	Submitted By	Amount
US 101 North of 380 Managed Lanes (Speier)	C/CAG	\$10M
Half Moon Bay Highway 1 North Bicycle/Pedestrian Improvement (Speier)	City of Half Moon Bay	\$1M
U.S. 101/Woodside Interchange Improvement (Speier)	City of Redwood City	\$2.5M

Other projects:

Project	Submitted By	Amount
Additional Mini-highs (Eshoo)	Caltrain	\$306,000
Additional Mini-highs (Lofgren)	Caltrain	\$550,000
Caltrain Optimization Project (Lofgren)	Caltrain	\$315,000
Middle Avenue Pedestrian/Bicycle Rail Crossing (Eshoo)	City of Menlo Park	\$6.5M
At-grade Caltrain Crossing Safety Project—E. Bellevue Avenue and Villa Terrace (Speier)	City of San Mateo	\$3M



October 12, 2021

TO: Board of Directors, San Mateo County Transit District

FM: Joshua W. Shaw, Matt Robinson & Michael Pimentel, Shaw Yoder Antwih Schmelzer & Lange
Mike Robson & Bridget McGowan, Edelstein Gilbert Robson & Smith LLC

RE: **STATE LEGISLATIVE UPDATE – November 2021**

General Update

Governor Newsom had until October 10 to act on the bills that were transmitted to him by the Legislature. In the first year of the 2021-2022 legislative session the Legislature sent the governor 835 bills with the governor signing 769 and vetoing 66 bills. We note the final outcomes for bills SamTrans was closely tracking below.

On Tuesday, September 14, voters in California rejected the petition to recall Governor Newsom from office by an overwhelming margin. With 32 days left for Secretary of State Weber to certify the election results, early tallies indicate that approximately 7.9 million votes were cast to reject the recall while 4.9 million votes were cast in favor of removing Governor Newsom from office. As of October 11, there were still about 75,000 ballots left to process. In San Mateo County, the recall is failing 77.9% to 22.1%, significantly higher than the state average of 61.9%.

Bills of Interest

Below are previously reported Bills of Interest with an update on the Governor's action on each bill.

SB 44 (Allen) Streamlined CEQA Judicial Review – Signed by Governor Newsom

This bill would establish procedures for the expedited administrative and judicial review for up to seven fixed guideway transit project undertaken by a public agency within Los Angeles County that meets certain criteria and deemed to be an "environmental leadership" project. ***SamTrans SUPPORTS this bill and continued to do so after the bill was significantly amended to only apply to a limited number of projects in Los Angeles County because of the likelihood the bill's provisions will be expanded to projects statewide in future legislation.***

SB 339 (Wiener) Road User Charge – Signed by Governor Newsom

Existing law requires the CTC to create a Road Usage Charge (RUC) Technical Advisory Committee to guide the development and evaluation of a pilot program to assess the potential for mileage-based revenue collection as an alternative to the gas tax system and report its work to the Legislature. The existing authorization sunsets on January 1, 2023. This bill would extend the sunset date to January 1, 2027 because the CTC requested an extension to run another pilot with actual fee collection. ***SamTrans SUPPORTS this bill.***

AB 361 (Rivas) Local Agency Teleconferencing – Signed by Governor Newsom

Executive Order No. N-29-20 suspended the Ralph M. Brown Act’s requirements for teleconferencing during the COVID-19 pandemic. The current authority expires September 30. This bill, until January 1, 2024, would, among other things, authorize a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency. This bill contains an urgency clause and would take effect as soon as it is signed by the Governor. ***SamTrans is watching this bill.***

AB 629 (Chiu) Seamless Bay Area – Two-Year Bill

This bill would require MTC to consult with transit agencies, local jurisdictions, county transportation agencies, and the public to establish and maintain a transit priority network for the San Francisco Bay area that designates corridors that can best support transit service and require MTC to submit a copy of *the Fare Coordination and Integration Study and Business Case* to the Legislature by February 1, 2022, as well as a follow up report on the progress of implementing the recommendations in the study by January 1, 2023. The bill would also require MTC to create a pilot program for an “accumulator pass” among operators providing service in at least three adjacent counties by July 1, 2023 and would require MTC in consultation with transit agencies to develop a standardized regional transit mapping and wayfinding system. The bill would require a transit operator in the Bay area to use open data standards to make available all routes, schedules, and fares in a specified data format and to track actual transmission of real-time information by transit vehicles and report that information to the commission to ensure that schedule predictions are available. The bill would require the commission to coordinate these activities and to develop an implementation and funding plan for deployment of real-time information. Finally, this bill would require MTC, Caltrans, and the operators of managed lanes in the Bay Area to take specified steps to ensure the regional managed lanes network supports seamless operation of high-capacity transit. ***SamTrans is watching this bill.***

AB 917 (Bloom) Parking Violation Enforcement – Signed by Governor Newsom

This bill would authorize transit agencies to use readily available camera technology to discourage illegal parking in transit-only lanes and at transit stops where parking is already prohibited under existing law. The bill would require any agency undertaking the technology to report to the Legislature and the bill contains a 2027 sunset date. ***SamTrans SUPPORTS this bill.***

AB 1499 (Daly) Design-Build – Signed by Governor Newsom

Existing law authorizes Caltrans to utilize design-build procurement for up to 10 projects on the state highway system, based on either best value or lowest responsible bid. Existing law authorizes regional transportation agencies, as defined, to utilize design-build procurement for projects on or adjacent to the state highway system. Existing law also authorizes those regional transportation agencies to utilize design-build procurement for projects on expressways that are not on the state highway system. Existing law repeals these provisions on January 1, 2024. This bill would extend these provisions until the January 1, 2034. ***SamTrans SUPPORTS this bill.***

ACA 1 (Aguiar-Curry) Lower Vote Threshold for Local Measures – Two-Year Measure

This constitutional amendment would lower the necessary voter threshold from a two-thirds supermajority to 55 percent to approve local general obligation bonds and special taxes for affordable housing and public infrastructure projects, including public transit. ***SamTrans SUPPORTS this bill.***

Grants for Zero-Emission Buses and Infrastructure

SB 129 includes \$1.093 billion in new state investments in Fiscal Year 2021-22, which may be made available to transit agencies for the purposes of supporting the deployment zero-emission buses and the buildout of necessary infrastructure. This funding includes:

- **\$499.5 million** for Clean Trucks, Buses & Off-Road Freight [which supports the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP)]
- **\$70 million** exclusive to transit agencies in HVIP
- **\$494.2 million** for the Clean Transportation Program [which supports Zero-Emission Transit Fleet Infrastructure Deployment Program and Energy Infrastructure Incentives for Zero-Emission Commercial Vehicles Project]
- **\$29.7 million** exclusive to transit agencies in the Clean Transportation Program

Funding that transit agencies are eligible for in FY 2021-22 is approximately \$900 million more than in previous years. SB 129 also includes \$2.5 billion for statewide Transit and Intercity Rail Capital Program (TIRCP) funding, above the approximately \$500 million to \$600 million available to that program annually.

As of the drafting of this report, the suballocation to HVIP from Clean Trucks, Buses & Off-Road Freight for Fiscal Year 2021-22 is proposed in the [Discussion Document for the Fiscal Year 2021-22 Funding Plan for Clean Transportation Incentives](#), but still pending; the suballocations to the Zero-Emission Transit Fleet Infrastructure Deployment Program and Energy Infrastructure Incentives for Zero-Emission Commercial Vehicles Project from the Clean Transportation Program have not been identified, though the [2021-23 Investment Plan Update for the Clean Transportation Program](#) has been released.

Vehicles:

Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (\$165 million in FY 2020-21; proposed \$340 million in FY 2021-22) – The Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) provides point-of-sale discount vouchers to fleet owners to reduce the purchase cost of zero- and near-zero emission trucks and buses operated in California on a first-come/first-served basis. HVIP is funded through the state’s Greenhouse Gas Reduction Fund and is subject to an annual appropriation.

Current Guidelines: Found [here](#)

Status: Funding for FY 2020-21 fully awarded; funding for FY 2021-22 not yet available

Infrastructure:

Zero-Emission Transit Fleet Infrastructure Deployment Program (\$20 million in FY 2020-21; TBD in FY 2021-22) – The Zero-Emission Transit Fleet Infrastructure Deployment Program funds the electric vehicle charging or hydrogen refueling infrastructure needed to support the large-scale conversion of transit bus fleets to zero-emission vehicles.

Current Guidelines: Found [here](#)

Status: Funding for FY 2020-21 fully awarded; funding for FY 2021-22 not yet available

Energy Infrastructure Incentives for Zero-Emission Commercial Vehicles Project (\$50 million in FY 2020-21; TBD in FY 2021-22) – The Energy Infrastructure Incentives for Zero-Emission Commercial Vehicles Project is intended to accelerate the deployment of infrastructure needed to fuel zero-emission trucks, buses, and equipment. The project will use a concierge-like model working directly with eligible applicants to help plan and fund the purchase of charging and hydrogen fueling infrastructure.

Current Guidelines: Not yet available

Status: Funding for FY 2020-21 fully awarded; funding for FY 2021-22 not yet available

Vehicles and Infrastructure:

Transit and Intercity Rail Capital Program (\$500 million - \$600 million in Cycle 5) – The Transit and Intercity Rail Capital Program (TIRCP) provides grants from the Greenhouse Gas Reduction Fund to fund transformative capital improvements that will modernize California’s intercity, commuter, and urban rail systems, and bus and ferry transit systems, to significantly reduce emissions of greenhouse gases, vehicle miles traveled, and congestion. Eligible projects include zero-emission vehicles and associated fueling or charging infrastructure or facility modifications.

Current Guidelines: Found [here](#) (draft)

Status: Funding for cycle 5 not yet available

Low Carbon Transit Operations Program (\$110 million in FY 2020-21; projected \$106 million in FY 2021-22) – The Low Carbon Transit Operations Program (LCTOP) was created to provide operating and capital assistance for transit agencies to reduce Greenhouse Gas (GHG) emissions and improve mobility, with a priority on serving disadvantaged communities (DACs). Eligible projects include expenditures related to the purchase of zero-emission buses, including electric buses, and the installation of the necessary equipment and infrastructure to operate and support zero-emission buses.

Current Guidelines: Found [here](#)

Status: Funding for FY 2020-21 fully awarded; funding for FY 2021-22 not yet available

Volkswagen Environmental Mitigation Trust (\$130 million total)- The Volkswagen (VW) Mitigation Trust provides \$130 million in incentives to transit agencies, shuttle bus companies and school districts for the purchase of zero-emission buses and the installation of charging and/or refueling infrastructure on a first-come/first-served basis. The VW Environmental Mitigation Trust is a one-time funding opportunity resulting from a consent decree between the United States Environmental Protection Agency, ARB and VW. Funding from the Trust will be released to transit agencies, shuttle bus companies and school districts in two tranches. The first tranche of \$65 million is still being drawn down; the second tranche is expected to be released in late 2021.

Current Guidelines: See Beneficiary Mitigation Plan found [here](#) and certifications found [here](#)

Status: [Funding cycle open](#)

Carl Moyer (Projected \$40 million in FY 2021-22) - The Carl Moyer Memorial Air Quality Standards Attainment Program (Carl Moyer) offers grants to owners of heavy-duty vehicles and equipment to reduce emissions from heavy-duty engines on a first-come/first-served basis. Carl Moyer is funded through tire fees, smog abatement vehicle registration fees and AB 617 investments.

Current Guidelines: Found [here](#)

Status: Funding for FY 2021-22 not yet available

Other Grants

On September 30, the California State Transportation Agency (CalSTA) released the [Transit and Intercity Rail Capital Program’s](#) (TIRCP) Cycle 5 formal [draft guidelines](#). CalSTA kicked off the TIRCP guideline development process for the 2022 cycle with a workshop on August 12, 2021 and noted it anticipates approximately \$500-600 million of new funding for projects statewide through Fiscal Year 2026-27. Additional workshops have been scheduled for November 2 and 3. Grant applications will be due in March 2022, with awards in June 2022.

The CTC is hosting workshops in Fall 2021 for the three SB 1 program – the Solutions for Congested Corridors Program (SCCP), Local Partnership Program (LPP), and the Trade Corridor Enhancement Program (TCEP). The CTC will solicit applications for the next round of funding in Summer 2022. As a reminder, in late-2020, the California Transportation Commission [awarded grants](#) for three SB 1 programs – the [Solutions for Congested Corridors Program](#), [Local Partnership Program](#), and the [Trade Corridor Enhancement Program](#). In total, approximately \$2 billion was awarded for 56 new projects throughout the state to reduce traffic, improve goods movement, increase transit service, expand California’s managed lanes network, and invest in bicycle and pedestrian improvements.

On September 7, the California Department of Transportation (Caltrans) released [draft guidelines](#) for the Clean California Local Grant Program as part of the nearly \$1.1 billion Clean California Program, which makes a serious investment in beautifying our local communities to create spaces of pride for all Californians. The two-year Clean California Local Grant Program includes approximately \$296 million for communities to beautify and improve local streets and roads, tribal lands, parks, pathways, and transit centers to restore pride in public spaces. Caltrans will host a [workshop](#) on the draft guidelines on October 7 from 10:00 am – 12:00 pm.

San Mateo County Transit District State Legislative Matrix 10/11/21

Bill ID/Topic	Location	Summary	Position
AB 43 Friedman D Traffic safety.	Signed by Governor Newsom.	Existing law establishes various default speed limits for vehicles upon highways, as specified. Existing law authorizes state and local authorities to adjust these default speed limits, as specified, based upon certain findings determined by an engineering and traffic survey. Existing law defines an engineering and traffic survey and prescribes specified factors that must be included in the survey, including prevailing speeds and road conditions. Existing law authorizes local authorities to consider additional factors, including pedestrian and bicyclist safety. This bill would authorize local authorities to consider the safety of vulnerable pedestrian groups, as specified. This bill contains other related provisions and other existing laws.	Watch
AB 128 Ting D Budget Act of 2021.	Signed by Governor Newsom.	This bill would make appropriations for the support of state government for the 2021-22 fiscal year.	Watch
AB 149 Committee on Budget Transportation.	Signed by Governor Newsom.	This bill contains a variety of statutory relief measures for transit agencies.	Watch
AB 339 Lee D Local government: open and public meetings.	Vetoed by Governor Newsom.	Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. Under existing law, a member of the legislative body who attends a meeting where action is taken in violation of this provision, with the intent to deprive the public of information that the member knows the public is entitled to, is guilty of a crime. This bill would require local agencies to conduct meetings subject to the act consistent with applicable state and federal civil rights laws, as specified. This bill contains other related provisions and other existing laws.	Watch

San Mateo County Transit District State Legislative Matrix 10/11/21

Bill ID/Topic	Location	Summary	Position
<p>AB 361 Rivas, Robert D</p> <p>Open meetings: local agencies: teleconferences.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law, the Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. The act contains specified provisions regarding the timelines for posting an agenda and providing for the ability of the public to directly address the legislative body on any item of interest to the public. The act generally requires all regular and special meetings of the legislative body be held within the boundaries of the territory over which the local agency exercises jurisdiction, subject to certain exceptions. The act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. The act authorizes the district attorney or any interested person, subject to certain provisions, to commence an action by mandamus or injunction for the purpose of obtaining a judicial determination that specified actions taken by a legislative body are null and void. This bill, until January 1, 2024, would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency, as that term is defined, when state or local health officials have imposed or recommended measures to promote social distancing, during a proclaimed state of emergency held for the purpose of determining, by majority vote, whether meeting in person would present imminent risks to the health or safety of attendees, and during a proclaimed state of emergency when the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees, as provided. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/11/21

Bill ID/Topic	Location	Summary	Position
<p>AB 455 Wicks D</p> <p>San Francisco-Oakland Bay Bridge: transit-only traffic lanes.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law creates the Metropolitan Transportation Commission as a local area planning agency for the 9-county San Francisco Bay area with comprehensive regional transportation planning and other related responsibilities. Existing law creates the Bay Area Toll Authority as a separate entity governed by the same governing board as the commission and makes the authority responsible for the administration of toll revenues from the state-owned toll bridges in the San Francisco Bay area. Existing law requires the Department of Transportation to collect tolls, operate, maintain, and provide rehabilitation of all state-owned toll bridges in the San Francisco Bay area, and be responsible for the design and construction of improvements on those bridges in accordance with programming and scheduling requirements adopted by the authority. This bill would authorize the authority, in consultation with the department, to designate transit-only traffic lanes on the San Francisco-Oakland Bay Bridge. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>AB 476 Mullin D</p> <p>Department of Transportation: state highways: transit bus pilot program.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law vests the Department of Transportation with full possession and control of the state highway system and associated real property. Existing law generally requires vehicles to be driven upon the right 1/2 of a roadway, defined to include only that portion of a highway improved, designed, or ordinarily used for vehicular travel. Existing law generally prohibits the driver of a vehicle from overtaking and passing another vehicle by driving off the paved or main-traveled portion of the roadway. This bill would require the Department of Transportation to establish a pilot program to authorize a transit operator or operators, in partnership with an eligible transportation agency, to operate part-time transit lanes, defined as designated highway shoulders that support the operation of transit vehicles during specified times. The bill would require the department by January 1, 2024, to develop guidelines for the safe operation of part-time transit lanes, as provided, a training program for transit operators to operate transit buses on the shoulders of highways within the state, and a program to identify transit buses authorized to be used or operated in part-time transit lanes within the state. The bill would require the eligible transportation agency to be responsible for all costs attributable to the project. Two years after commencing a project, the bill would require an operator or operators, in conjunction with the eligible transportation agency, to submit a report to the Legislature that includes certain information about the project. This bill contains other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/11/21

Bill ID/Topic	Location	Summary	Position
<p>AB 629 Chiu D</p> <p>San Francisco Bay area: public transportation.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law creates the Metropolitan Transportation Commission as a local area planning agency for the 9-county San Francisco Bay area with comprehensive regional transportation planning and other related responsibilities. Existing law creates various transit districts located in the San Francisco Bay area, with specified powers and duties relative to providing public transit services. This bill would require the commission on or before February 1, 2022, to submit a copy of a specified transit fare study undertaken by the commission to certain committees of the Legislature. The bill would require the commission to submit a report on or before January 1, 2023, to those entities on the progress of implementing the recommendations of that study. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>AB 859 Irwin D</p> <p>Mobility devices: personal information.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law, the California Consumer Privacy Act of 2018 (CCPA), grants a consumer various rights with respect to personal information, as defined, that is collected or sold by a business, as defined, including the right to direct a business that sells personal information about the consumer to third parties not to sell the consumer's personal information. This bill would authorize a public agency, defined as a state or local public entity that issues a permit to an operator for mobility services or that otherwise regulates an operator, to require an operator to periodically submit to the public agency anonymized trip data and the operator's mobility devices operating in the geographic area under the public agency's jurisdiction and provide specified notice of that requirement to the operator. The bill would authorize a public agency to share anonymized trip data with a contractor, agent, or other public agency only if specified conditions are met, including that the purpose of the sharing is to assist the public agency in the promotion and protection of transportation planning, integration of mobility options, and road safety. The bill would prohibit a public agency from sharing trip data with a contractor or agent. This bill contains other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/11/21

Bill ID/Topic	Location	Summary	Position
<p>AB 897 Mullin D</p> <p>Office of Planning and Research: regional climate networks: climate adaptation and resilience action plans.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law requires, by July 1, 2017, and every 3 years thereafter, the Natural Resources Agency to update, as prescribed, the state’s climate adaptation strategy, known as the Safeguarding California Plan. Existing law establishes the Office of Planning and Research in state government in the Governor’s office. Existing law establishes the Integrated Climate Adaptation and Resiliency Program to be administered by the office to coordinate regional and local efforts with state climate adaptation strategies to adapt to the impacts of climate change, as prescribed. This bill would authorize eligible entities, as defined, to establish and participate in a regional climate network, as defined. The bill would require the office to encourage the inclusion of agencies with land use planning authority into regional climate networks. The bill would authorize a regional climate network to engage in activities to address climate change, as specified. This bill contains other related provisions.</p>	<p>Watch</p>
<p>AB 917 Bloom D</p> <p>Vehicles: video imaging of parking violations.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law authorizes the City and County of San Francisco (San Francisco) and, until January 1, 2022, the Alameda-Contra Transit District, to enforce parking violations in specified transit-only traffic lanes through the use of video imaging and to install automated forward-facing parking control devices on city-owned public transit vehicles for the purpose of video imaging parking violations occurring in transit-only traffic lanes, as specified. Existing law requires a designated employee, who is qualified by San Francisco, or a contracted law enforcement agency for the Alameda-Contra Costa Transit District, who is qualified by the city and county or the district to issue parking citations, to review video image recordings for the purpose of determining whether a parking violation occurred in a transit-only traffic lane and to issue a notice of violation to the registered owner of a vehicle within 15 calendar days, as specified. Existing laws makes these video image records confidential and provides that these records are available only to public agencies to enforce parking violations. Existing law provides that if the Alameda-Contra Costa Transit District implements an automated enforcement system as described above, the district is required to submit a report to specified committees of the Legislature by no later than January 1, 2021. This bill would extend the authorization described above to any public transit operator in the state indefinitely. The bill would expand the authorization to enforce parking violations to include violations occurring at transit stops. The bill would repeal the obsolete reporting requirement of the Alameda-Contra Costa Transit District.</p>	<p>Supported May, 2021</p>

**San Mateo County Transit District
State Legislative Matrix 10/11/21**

Bill ID/Topic	Location	Summary	Position
<p>AB 1017 Quirk-Silva D</p> <p>Public restrooms: Right to Restrooms Act of 2021.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law requires every public agency, as defined, that conducts an establishment serving the public or open to the public and that maintains restroom facilities for the public, to make every water closet available without cost or charge, as provided. Existing law also requires publicly and privately owned facilities where the public congregates to be equipped with sufficient temporary or permanent restrooms to meet the needs of the public at peak hours. This bill would require each local government, as defined, to complete an inventory of public restrooms owned and maintained by the local government, either directly or by contract, that are available to the general population in its jurisdiction. The bill would require local governments to report their findings to the State Department of Public Health, which would be required to compile the information in a report to the Legislature, as provided. The bill would require each local government to make its inventory available to agencies and service providers that work directly with homeless populations within the local government’s jurisdiction and, with certain exceptions, to make the inventory available on its internet website, as specified. The bill would be repealed by its own provisions on January 1, 2024. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 10/11/21**

Bill ID/Topic	Location	Summary	Position
<p>AB 1110 Rivas, Robert D</p> <p>Zero-emission vehicles: California Clean Fleet Accelerator Program: sales and use tax exemption: Climate Catalyst Revolving Loan Fund Program.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law, the Economic Revitalization Act, establishes the Governor’s Office of Business and Economic Development (GO-Biz) within the Governor’s office, under the direct control of a director who is responsible to, and appointed by, the Governor. Existing law requires GO-Biz to serve the Governor as the lead entity for economic strategy and the marketing of California on issues relating to business development, private sector investment, and economic growth. This bill would establish the Office of the California Clean Fleet Accelerator, administered by GO-Biz. The bill would also create the Clean Vehicles Ombudsperson, to be appointed by and report directly to the Director of GO-Biz, to oversee the activities of the Office of the California Clean Fleet Accelerator. The bill, among other things, would require the ombudsperson, in consultation with the Department of General Services (DGS), to consult with specified entities in identifying all available programs and incentives offered by the state that can help to reduce costs and increase participation in the master service agreement or leveraged procurement agreement, as described below. The bill would also require the ombudsperson to annually convene an advisory committee to aid the activities of the Office of the California Clean Fleet Accelerator. The bill would also require the ombudsperson to develop, and recommend that DGS adopt, criteria for evaluating vehicle bulk purchase options, as provided. The bill would repeal these provisions establishing the Office of the California Clean Fleet Accelerator and setting forth its powers and duties as of January 1, 2027.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/11/21

Bill ID/Topic	Location	Summary	Position
<p>AB 1147 Friedman D</p> <p>Regional transportation plan: Active Transportation Program.</p>	<p>Vetoed by Governor Newsom.</p>	<p>Existing law requires the Strategic Growth Council, by January 31, 2022, to complete an overview of the California Transportation Plan and all sustainable communities strategies and alternative planning strategies, an assessment of how implementation of the California Transportation Plan, sustainable communities strategies, and alternative planning strategies will influence the configuration of the statewide integrated multimodal transportation system, and a review of the potential impacts and opportunities for coordination of specified funding programs. This bill would require the council to convene key state agencies, metropolitan planning agencies, regional transportation agencies, and local governments to assist the council in completing the report. The bill would require that the report be completed by July 1, 2023, and additionally assess, among other things, barriers to the achievement of, and recommend actions at the state, regional, and local levels to achieve, state and regional greenhouse gas emissions reduction targets related to the California Transportation Plan and all sustainable communities strategies and alternative planning strategies, as specified. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>AB 1157 Lee D</p> <p>Controller: transportation funds: distribution and reporting requirements.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law, for purposes of the State Transit Assistance Program, requires local transportation agencies to report to the Controller by June 15 of each year the public transportation operators within its jurisdiction that are eligible to claim specified local transportation funds. This bill would instead require local transportation agencies to report this information within 7 months after the end of each fiscal year. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/11/21

Bill ID/Topic	Location	Summary	Position
<p>AB 1260 Chen R</p> <p>California Environmental Quality Act: exemptions: transportation-related projects.</p>	<p>This is a Two-Year Bill.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. This bill would further exempt from the requirements of CEQA projects by a public transit agency to construct or maintain infrastructure to charge or refuel zero-emission trains, provided certain requirements are met, including giving prior notice to the public and holding a noticed public meeting, as provided. This bill contains other existing laws.</p>	<p>Watch</p>
<p>AB 1499 Daly D</p> <p>Transportation: design-build: highways.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law authorizes the Department of Transportation to utilize design-build procurement for up to 10 projects on the state highway system, based on either best value or lowest responsible bid. Existing law authorizes regional transportation agencies, as defined, to utilize design-build procurement for projects on or adjacent to the state highway system. Existing law also authorizes those regional transportation agencies to utilize design-build procurement for projects on expressways that are not on the state highway system, as specified. Existing law repeals these provisions on January 1, 2024, or one year from the date that the Department of Transportation posts on its internet website that the provisions described below related to construction inspection services for these projects have been held by a court to be invalid. This bill would extend the operation of these provisions until January 1, 2034. The bill would require the department to submit a report to specified committees of the Legislature on or before January 1, 2033, on its experience with design-build procurement. This bill contains other related provisions and other existing laws.</p>	<p>Supported May, 2021</p>

**San Mateo County Transit District
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Bill ID/Topic	Location	Summary	Position
<p>ACA 1 Aguiar-Curry D</p> <p>Local government financing: affordable housing and public infrastructure: voter approval.</p>	<p>In the Assembly Local Government Committee.</p>	<p>The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements. The measure would specify that these provisions apply to any city, county, city and county, or special district measure imposing an ad valorem tax to pay the interest and redemption charges on bonded indebtedness for these purposes that is submitted at the same election as this measure. This bill contains other related provisions and other existing laws.</p>	<p>Supported February, 2021</p>

**San Mateo County Transit District
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Bill ID/Topic	Location	Summary	Position
<p>SB 10 Wiener D</p> <p>Planning and zoning: housing development: density.</p>	<p>Signed by Governor Newsom.</p>	<p>The Planning and Zoning Law requires a city or county to adopt a general plan for land use development within its boundaries that includes, among other things, a housing element. Existing law requires an attached housing development to be a permitted use, not subject to a conditional use permit, on any parcel zoned for multifamily housing if at least certain percentages of the units are available at affordable housing costs to very low income, lower income, and moderate-income households for at least 30 years and if the project meets specified conditions relating to location and being subject to a discretionary decision other than a conditional use permit. Existing law provides for various incentives intended to facilitate and expedite the construction of affordable housing. This bill would, notwithstanding any local restrictions on adopting zoning ordinances, authorize a local government to adopt an ordinance to zone any parcel for up to 10 units of residential density per parcel, at a height specified in the ordinance, if the parcel is located in a transit-rich area or an urban infill site, as those terms are defined. The bill would prohibit a local government from adopting an ordinance pursuant to these provisions on or after January 1, 2029. The bill would specify that an ordinance adopted under these provisions, and any resolution to amend the jurisdiction’s General Plan, ordinance, or other local regulation adopted to be consistent with that ordinance, is not a project for purposes of the California Environmental Quality Act. The bill would prohibit an ordinance adopted under these provisions from superseding a local restriction enacted or approved by a local initiative that designates publicly owned land as open-space land or for park or recreational purposes. This bill contains other related provisions.</p>	<p>Watch</p>

**San Mateo County Transit District
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Bill ID/Topic	Location	Summary	Position
<p>SB 18 Skinner D</p> <p>Hydrogen: green hydrogen: emissions of greenhouse gases.</p>	<p>This is a Two-Year Bill.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board (state board) as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to ensure that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030. The act requires the state board to prepare and approve a scoping plan for achieving the maximum technologically feasible and cost-effective reductions in greenhouse gas emissions and to update the scoping plan at least once every 5 years. This bill would require the state board, by December 31, 2022, as a part of the scoping plan and the state’s goal for carbon neutrality, to identify the role of hydrogen, and particularly green hydrogen, in helping California achieve the goals of the act and the state’s other climate goals. The bill would require the state board, in consultation with the State Energy Resources Conservation and Development Commission (Energy Commission) and Public Utilities Commission (PUC), to prepare an evaluation posted to the state board’s internet website by June 1, 2023, that includes specified information relative to the deployment, development, and use of hydrogen. The bill would require the state board, in making these evaluations, to consult with the California Workforce Development Board and labor and workforce organizations. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/11/21

<p>SB 44 Allen D</p> <p>California Environmental Quality Act: streamlined judicial review: environmental leadership transit projects.</p>	<p>Signed by Governor Newsom.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA establishes a procedure by which a person may seek judicial review of the decision of the lead agency made pursuant to CEQA. This bill would, until January 1, 2025, establish specified procedures for the administrative and judicial review of the environmental review and approvals granted for an environmental leadership transit project, as defined, proposed by a public or private entity or its affiliates that is located wholly within the County of Los Angeles or connects to an existing transit project wholly located in that county and that is approved by the lead agency on or before January 1, 2024. The bill would require the project applicant of the environmental leadership transit project to take certain actions in order for those specified procedures to apply to the project. The bill would require the Judicial Council, on or before January 1, 2023, to adopt rules of court establishing procedures requiring actions or proceedings seeking judicial review of the certification of an environmental impact report for an environmental leadership transit project or the granting of any project approval, including any appeals to the court of appeal or the Supreme Court, to be resolved, to the extent feasible, within 365 calendar days of the filing of the certified record of proceedings with the court to an action or proceeding seeking judicial review of the lead agency's action related to an environmental leadership transit project. The bill would require the environmental leadership transit project to meet certain labor requirements. The bill would require the lead agency to prepare the EIR for an environmental leadership transit project in a specified manner and would require the concurrent preparation of the record of proceedings. The bill would specify that these requirements would only apply to the first 7 environmental leadership transit projects obtaining a certified environmental impact report. Because the bill would impose additional duties on the lead agency, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Supported February, 2021</p>
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**San Mateo County Transit District
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Bill ID/Topic	Location	Summary	Position
<p>SB 51 Durazo D</p> <p>Surplus residential property.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law prescribes requirements for the disposal of surplus land by a local agency, as defined. Existing law provides that certain dispositions of real property by local agencies are subject to surplus land disposal procedures as they existed on December 31, 2019, without regard to specified amendments that took effect on January 1, 2020, if those dispositions comply with specified requirements. Under existing law, these provisions apply to dispositions by a local agency that, as of September 30, 2019, has entered into an exclusive negotiating agreement or legally binding agreement to dispose of property, provided that the disposition is completed not later than December 31, 2022. This bill, except in the case of specified property, would additionally provide that the surplus land disposal procedures as they existed on December 31, 2019, apply if a local agency, as of September 30, 2019, has issued a competitive request for proposals for the development of the property that includes a residential component of at least 100 residential units and 25% of the total units developed complying with specified affordability criteria, provided that a disposition and development agreement, as defined, is entered into not later than December 31, 2024. If the property is not disposed of pursuant to a qualifying disposition and development agreement before March 31, 2026, or if no disposition and development agreement is entered into before December 31, 2024, the bill would require that future negotiations for and disposition of the property comply with the surplus land disposal procedures then in effect. The bill would extend these dates in the event of a judicial challenge to 6 months following the final conclusion of litigation. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/11/21

Bill ID/Topic	Location	Summary	Position
<p>SB 66 Allen D</p> <p>California Council on the Future of Transportation: advisory committee: autonomous vehicle technology.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law establishes the Transportation Agency, which consists of various departments and state entities including the California Transportation Commission and the Department of Transportation. Under existing law, the agency is under the supervision of an executive officer known as the Secretary of Transportation, who is required to develop and report to the Governor on legislative, budgetary, and administrative programs to accomplish comprehensive, long-range, and coordinated planning and policy formulation in the matters of public interest related to the agency. This bill would require the secretary to establish an advisory committee, the California Council on the Future of Transportation, to provide the Governor and the Legislature with recommendations for changes in state policy to ensure that as autonomous vehicles are deployed, they enhance the state’s efforts to increase road and transit safety, promote equity, and meet public health and environmental objectives. The bill would require the council to be chaired by the secretary and consist of 23 additional members, selected by the chair or designated, as specified. This bill contains other related provisions.</p>	<p>Watch</p>
<p>SB 129 Skinner D</p> <p>Budget Act of 2021.</p>	<p>Signed by Governor Newsom.</p>	<p>The Budget Act of 2021 made appropriations for the support of state government for the 2021–22 fiscal year. This bill would amend the Budget Act of 2021 by amending, adding, and repealing items of appropriation and making other changes. This bill contains other related provisions.</p>	<p>Watch</p>

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Bill ID/Topic	Location	Summary	Position
<p>SB 274 Wieckowski D</p> <p>Local government meetings: agenda and documents.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law, the Ralph M. Brown Act, requires meetings of the legislative body of a local agency to be open and public and also requires regular and special meetings of the legislative body to be held within the boundaries of the territory over which the local agency exercises jurisdiction, with specified exceptions. Existing law authorizes a person to request that a copy of an agenda, or a copy of all the documents constituting the agenda packet, of any meeting of a legislative body be mailed to that person. This bill would require a local agency with an internet website, or its designee, to email a copy of, or website link to, the agenda or a copy of all the documents constituting the agenda packet if the person requests that the items be delivered by email. If a local agency determines it to be technologically infeasible to send a copy of the documents or a link to a website that contains the documents by email or by other electronic means, the bill would require the legislative body or its designee to send by mail a copy of the agenda or a website link to the agenda and to mail a copy of all other documents constituting the agenda packet, as specified. By requiring local agencies to comply with these provisions, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/11/21

Bill ID/Topic	Location	Summary	Position
<p>SB 339 Wiener D</p> <p>Vehicles: road usage charge pilot program.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law requires the Chair of the California Transportation Commission to create a Road Usage Charge (RUC) Technical Advisory Committee in consultation with the Secretary of Transportation. Under existing law, the purpose of the technical advisory committee is to guide the development and evaluation of a pilot program to assess the potential for mileage-based revenue collection as an alternative to the gas tax system. Existing law requires the technical advisory committee to study RUC alternatives to the gas tax, gather public comment on issues and concerns related to the pilot program, and make recommendations to the Secretary of Transportation on the design of a pilot program, as specified. Existing law repeals these provisions on January 1, 2023. This bill would extend the operation of these provisions until January 1, 2027. The bill would require the Transportation Agency, in consultation with the California Transportation Commission, to implement a pilot program to identify and evaluate issues related to the collection of revenue for a road charge program, as specified. The bill would require the RUC Technical Advisory Committee to make recommendations to the Transportation Agency on the design of the pilot program, including the group of vehicles to participate. The bill would require that if a group of vehicles other than state-owned vehicles is selected, that participation in the program be voluntary. The bill would require the Transportation Agency to consult with appropriate state agencies to implement the pilot program and to design a process for collecting road charge revenue from vehicles. The bill would require that participants in the program be charged a mileage-based fee, as specified, and receive a credit or a refund for fuel taxes or electric vehicle fees, as specified. The bill would require that the pilot program not affect funding levels for a program or purpose supported by state fuel tax and electric vehicle fee revenues. The bill would require the Transportation Agency to submit reports to the Legislature, as specified.</p>	<p>Supported April, 2021</p>

**San Mateo County Transit District
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Bill ID/Topic	Location	Summary	Position
<p>SB 372 Leyva D</p> <p>Medium- and heavy-duty fleet purchasing assistance program: zero-emission vehicles.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law establishes the Air Quality Improvement Program that is administered by the State Air Resources Board for purposes of funding projects related to, among other things, the reduction of criteria air pollutants and improvement of air quality. Pursuant to its existing statutory authority, the state board has established the Clean Vehicle Rebate Project, as a part of the Air Quality Improvement Program, to promote the use of zero-emission vehicles by providing rebates for the purchase of new zero-emission vehicles. This bill would establish the Medium- and Heavy-Duty Zero-Emission Vehicle Fleet Purchasing Assistance Program within the Air Quality Improvement Program to make financing tools and nonfinancial supports available to operators of medium- and heavy-duty vehicle fleets to enable those operators to transition their fleets to zero-emission vehicles. The bill would require the state board to designate the California Pollution Control Financing Authority as the agency responsible for administering the program and would require the state board and the authority to enter into an interagency working agreement for the development and administration of the program. The bill would require the state board and the authority, in developing and implementing the program, to consult with various stakeholders regarding specified program components, develop and design, in consultation with other relevant state agencies, as provided, financing tools and nonfinancial supports that are most appropriate for different sizes and sectors of medium- and heavy-duty vehicle fleets, and ensure that the financial tools and nonfinancial supports required pursuant to the program are available to operators of medium- and heavy-duty fleets by January 1, 2023, as provided. The bill would require the authority to develop, in consultation with the state board, a data collection and dissemination strategy for the program, as provided, and to track project implementation and report to the state board project outcomes no less than annually. The bill would require the state board to provide on its internet website information regarding the potential financing and grant options and other technical assistance available through the program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

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Bill ID/Topic	Location	Summary	Position
<p>SB 542 Limón D</p> <p>Vehicle license fees for zero-emission vehicles: sales and use taxes on medium- or heavy-duty zero-emission trucks.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing sales and use tax laws impose taxes on retailers measured by gross receipts from the sale of tangible personal property sold at retail in this state, or on the storage, use, or other consumption in this state of tangible personal property purchased from a retailer for storage, use, or other consumption in this state, measured by sales price. The Sales and Use Tax Law provides various exemptions from those taxes. This bill would provide an exemption from those taxes with respect to the sale in this state of, and the storage, use, or other consumption in this state of, a qualified motor vehicle. The bill would define “qualified motor vehicle” as a specified zero-emission truck. The bill would provide that this exemption does not apply to specified state sales and use taxes from which the proceeds are deposited into the Local Revenue Fund, the Local Revenue Fund 2011, or the Local Public Safety Fund.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/11/21

<p>SB 563 Allen D</p> <p>Second Neighborhood Infill Finance and Transit Improvements Act: housing developments: homelessness prevention programs: enhanced infrastructure financing plan review and amendment process.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law, the Second Neighborhood Infill Finance and Transit Improvements Act, or NIFTI-2, authorizes a city or county to adopt a resolution to allocate its tax revenues to an enhanced infrastructure financing district, including revenues derived from local sales and use taxes imposed pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or transactions and use taxes imposed in accordance with the Transactions and Use Tax Law, if certain conditions are or will be met. Among those conditions, existing law includes requirements that the area financed with those funds is within 1/2 mile of a major transit stop, as specified, and that the boundaries of the enhanced infrastructure financing district are coterminous with the city or county that established the district. Existing law also requires the infrastructure financing plan to require specified minimum percentages of the funds to be used to develop affordable housing, as specified, and to give first priority to income-qualified households displaced from the district, as specified, and secondary priority to households with a member or members employed within 2 miles of the district. Existing law authorizes the remaining funds to be used for certain affordable housing, mixed-use, transit, or greenhouse gas emission reduction related projects or programs. This bill would revise NIFTI-2 to, among other things, remove the requirements that the area financed be within 1/2 mile of a major transit stop and that the boundaries of the district be coterminous with the city or county. The bill would require specified minimum percentages of the funds be used for homelessness prevention programs or development of affordable housing that is within 1/2 mile of a major transit stop, as specified. The bill would revise the description of tax revenue that may be allocated to a district. The bill would require first priority for the housing be given to households who were displaced from the district within the past 10 years, and secondary priority for households with a member or members who are employed within 2 miles of the housing or who live within the district and are children, elderly, or disabled. The bill would require first priority for the homelessness prevention programs to be given to households living within the district with a member or members who are employed within the district or who are children, elderly, or disabled, and secondary priority for households not living within the district with a member or members who are employed within the district or who are children, elderly, or disabled. The bill would authorize the remaining funds to be used for certain transit related projects in specified areas within a 1/2 mile of a major transit stop. The bill would also authorize the remaining funds to be used for certain homelessness</p>	<p>Watch</p>
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**San Mateo County Transit District
State Legislative Matrix 10/11/21**

Bill ID/Topic	Location	Summary	Position
		prevention, affordable housing, enhanced transit ridership, or greenhouse gas emission reduction projects or programs throughout the district. The bill would prohibit a project receiving financing from an enhanced infrastructure financing district unless various requirements regarding the use of a skilled and trained workforce, as defined, on the project are satisfied. The bill would prescribe enforcement procedures and penalties in this regard. By requiring that a developer certify specified information with respect to these requirements, this bill would expand the crime of perjury. This bill contains other related provisions and other existing laws.	
<p>SB 640 Becker D</p> <p>Transportation financing: jointly proposed projects.</p>	Signed by Governor Newsom.	Existing law vests the Department of Transportation with full possession and control of the state highway system and associated property. Existing law creates the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system. Existing law provides for the deposit of various funds, including revenues from certain increases in fuel taxes and vehicle fees, for the program into the Road Maintenance and Rehabilitation Account. After certain allocations for the program are made, existing law requires the remaining funds available for the program to be continuously appropriated 50% for allocation to the department for maintenance of the state highway system or for the State Highway Operation and Protection Program and 50% for apportionment to cities and counties by the Controller pursuant to a specified formula. Existing law requires a city or county to submit to the California Transportation Commission a list of proposed projects, as specified, to be eligible for an apportionment of those funds. This bill would authorize cities and counties to propose projects to be jointly funded by the cities and counties' apportionments of those funds, as specified.	Watch

**San Mateo County Transit District
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Bill ID/Topic	Location	Summary	Position
<p>SB 674 Durazo D</p> <p>Public Contracts: workforce development: transportation-related contracts.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law establishes the Labor and Workforce Development Agency, under the supervision of the Secretary of Labor and Workforce Development. Existing law establishes within the Labor and Workforce Development Agency, the Department of Industrial Relations, to foster, promote, and develop the welfare of the wage earners of California and to advance their opportunities for profitable employment, among other duties. This bill would require the Labor and Workforce Development Agency to create 2 programs, to be known as the California Jobs Plan Program and the United States Jobs Plan Program. The bill would require the programs to meet specified objectives, including supporting the creation and retention of quality, nontemporary full-time jobs, as specified, and the hiring of displaced workers and individuals facing barriers to employment. The bill would require, as a component of applications for covered public contracts, as defined, the creation of forms for each program that state the minimum numbers of proposed jobs that are projected to be retained and created if the applicant wins the covered public contract. These components of the application would be known as the California Jobs Plan and the United States Jobs Plan, which the bill would define. Pursuant to these definitions, applicants for covered public contracts would state the minimum number of jobs, proposed wages, benefits, investment in training, specific protections for worker health and safety, and targeted hiring plans for displaced workers and individuals facing barriers to jobs, as specified, in exchange for covered public contracts. The bill would require an applicant for a covered public contract that uses entirely state and local funds to complete a California Jobs Plan form, while applicants for covered public contracts that use any amount of federal funds would complete the United States Jobs Plan. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
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Bill ID/Topic	Location	Summary	Position
<p>SB 719 Min D</p> <p>Surplus land: exempt surplus land: eligible military base land.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing law prescribes requirements for the disposal of surplus land by a local agency. Existing law defines terms for these purposes, including, among others, “surplus land” to mean land owned in fee simple by any local agency for which the local agency’s governing body takes formal action in a regular public meeting declaring that the land is surplus and is not necessary for the agency’s use. Existing law defines “exempt surplus land” to mean, among other things, surplus land that a local agency is exchanging for another property necessary for the agency’s use and surplus land that a local agency is transferring to another local, state, or federal agency for the agency’s use. This bill would deem certain land comprising of the Tustin Marine Corps Air Station to be exempt surplus land if specified requirements are met. In this regard, the bill would require at least 20% of the residential units that are permitted after January 1, 2022, to be restricted to persons and families of low or moderate income, and at least 15% of those units to be restricted to lower income households, as specified. The bill would require a local agency that disposes of exempt surplus land under these provisions to comply with certain requirements, including, adopting an initial finding of exemption and report certain information regarding the development of residential units on the property in a specified annual report. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>SB 771 Becker D</p> <p>Sales and Use Tax Law: zero emissions vehicle exemption.</p>	<p>This is a Two-Year Bill.</p>	<p>Existing state sales and use tax laws impose a tax on retailers measured by the gross receipts from the sale of tangible personal property sold at retail in this state or on the storage, use, or other consumption in this state of tangible personal property purchased from a retailer for storage, use, or other consumption in this state. The Sales and Use Tax Law provides various exemptions from those taxes. This bill, on or after January 1, 2022, would provide an exemption from those taxes with respect to the sale in this state of, and the storage, use, or other consumption in this state of, a qualified motor vehicle, as defined, sold to a qualified buyer, as defined. The bill would provide that this exemption does not apply to specified state sales and use taxes from which the proceeds are deposited into the Local Revenue Fund, the Local Revenue Fund 2011, or the Local Public Safety Fund. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

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State Legislative Matrix 10/11/21**

Bill ID/Topic	Location	Summary	Position
<p>SB 791 Cortese D</p> <p>California Surplus Land Unit.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law establishes the California Housing Finance Agency within the Department of Housing and Community Development, with the primary purpose of meeting the housing needs of persons and families of low or moderate income. This bill would, upon appropriation by the Legislature, establish the California Surplus Land Unit within the Department of Housing and Community Development with the primary purpose of facilitating the development and construction of residential housing on local surplus land, as defined. In this regard, the bill would authorize the unit to, among other things, facilitate agreements between housing developers and local agencies that seek to dispose of surplus land; provide advice, technical assistance, and consultative and technical service to local agencies with surplus land and developers that seek to develop housing on the surplus land; and collaborate with specified state agencies to assist housing developers and local agencies with obtaining grants, loans, tax credits, credit enhancements, and other types of financing that facilitate the construction of housing on surplus land. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>