

AUGUST 3, 2016

SAMTRANS BOARD MEETING

- [COMMUNITY RELATIONS COMMITTEE LINK](#)
- [FINANCE COMMITTEE LINK](#)
- [LEGISLATIVE COMMITTEE LINK](#)
- [PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE LINK](#)
- [BOARD OF DIRECTORS](#)



BOARD OF DIRECTORS 2016

ZOE KERSTEEN-TUCKER, CHAIR
ROSE GUILBAULT, VICE CHAIR
JEFF GEE
CAROLE GROOM
SHIRLEY HARRIS
KARYL MATSUMOTO
PETER RATTO
CHARLES STONE
ADRIENNE TISSIER

JIM HARTNETT
GENERAL MANAGER/CEO

AGENDA

COMMUNITY RELATIONS COMMITTEE COMMITTEE OF THE WHOLE (Accessibility, Senior Services, and Community Issues)

**San Mateo County Transit District
Bacciocco Auditorium - Second Floor
1250 San Carlos Ave., San Carlos, CA**

WEDNESDAY, AUGUST 3, 2016 – 2:00 p.m.

1. Pledge of Allegiance
2. Call to Order (Committee of the Whole)

ACTION

3. Approval of Minutes of Community Relations Committee Meeting of July 6, 2016

INFORMATIONAL

4. Accessibility Update – Tina Dubost
5. Paratransit Coordinating Council Update – Mike Levinson
6. Citizens Advisory Committee Liaison Report
7. Multimodal Ridership Report – June 2016

Committee Members: Jeff Gee, Carole Groom, Adrienne Tissier

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**

Draft

**MINUTES OF COMMUNITY RELATIONS COMMITTEE (CRC) MEETING
COMMITTEE OF THE WHOLE
JULY 6, 2016**

Committee Members Present: J. Gee (Committee Chair), C. Groom, A. Tissier

Other Board Members Present, Constituting Committee of the Whole: S. Harris, R. Guilbault, Z. Kersteen-Tucker (Chair), K. Matsumoto, P. Ratto, C. Stone

Staff Present: J. Averill, M. Bouchard, J. Cassman, A. Chan, T. Dubost, G. Harrington, J. Hartnett, C. Harvey, E. Kay, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Jeff Gee called the meeting to order at 2:04 p.m.

Approval of Minutes of June 1, 2016

Motion/Second: Tissier/Stone

Ayes: Gee, Groom, Guilbault, Harris, Matsumoto, Ratto, Stone, Tissier

Abstain: Kersteen-Tucker

Accessibility Update

Tina Dubost, Manager, Accessible Transit Services, said staff recently completed successful travel training with a disabled veteran.

Paratransit Coordinating Council (PCC) Update – Mike Levinson

Ms. Dubost reported the PCC provided comments on the Metropolitan Transportation Commission (MTC) Coordinated Plan on the unmet needs in San Mateo County.

Citizens Advisory Committee Liaison Report

A report from Juslyn Manalo, CAC Chair, was provided in the Board's reading file (attached).

Mobility Management Report – Caltrain

Michelle Bouchard, Chief Operating Officer, Rail, reported:

- Average weekday ridership (AWR) is just above 60,000.
- Total monthly ridership is almost 1.7 million passengers, an increase of 140 percent from 2004.
- On-time performance (OTP) for trains arriving within 5 minutes of scheduled time is 94 percent, just below the goal of 95 percent. The OTP for trains arriving within 10 minutes of scheduled time is 97 percent. The schedule was adjusted in April to improve OTP.
- 29 locomotives in the fleet have passed their useful lives and the remaining nine are at the mid-life overhaul. Staff is looking to lease locomotives and believe an option has been found for eight locomotives.

- May year-to-date Fiscal Year (FY) 2016 fare revenue is \$8 million, up 8.3 percent from last year.
- San Mateo Bridge Replacement Project
 - \$40 million project
 - Funded by the Federal Transit Administration, State and local grants
 - Four bridges replaced in downtown San Mateo at Poplar, Santa Inez, Monte Diablo and Tilton avenues.
- Peninsula Corridor Electrification Project
 - San Francisco to San Jose (Tamien Station)
 - Electrification (Overhead Contact System)
 - Electric trains – 75 percent replacement
 - Service increase, 79 miles per hour, continue tenant service
 - \$1.9 billion project
 - Schedule
 - Environmental clearance in January 2015
 - Limited Notice to Proceed is a Board action at the July 7, 2016 Peninsula Corridor Joint Powers Board meeting
 - Full Notice to Proceed will be issued in spring 2017
 - First train set delivered in 2019
 - Rollout first passenger service with electric trains in 2021
 - The project will reduce greenhouse gas emissions, daily traffic congestion, and train engine noise
 - The project will improve Caltrain's emissions, increase daily ridership and provided improved frequency with quicker trips

Director Carole Groom said the bridge repairs are beautiful and really enhance the neighborhood.

Director Charles Stone asked if the \$1.9 billion pays for the electric multiple units but not station improvements. Ms. Bouchard said correct.

Director Peter Ratto asked where the eight locomotives are coming from. Ms. Bouchard said it is through a leasing agent and most recently the locomotives were in service in Boston.

Multimodal Ridership Report – April 2016

David Olmeda, Chief Operating Officer, Bus, reported:

- May 2016 Compared to May 2015
 - AWR
 - Bus ridership was 42,870, a decrease of 5.2 percent.
 - Paratransit ridership was 1,270, an increase of 6.7 percent.
 - Caltrain ridership was 62,390, an increase of 2.2 percent.
 - Shuttle ridership was 12,360, an increase of 11.7 percent.
 - Total weekday ridership was 169,970, an increase of 1.2 percent.
 - Total Monthly Ridership
 - Bus ridership was 1,087,000, a decrease of 3 percent.
 - Paratransit ridership was 30,620, an increase of 9.2 percent.
 - Caltrain ridership was 1,671,090, an increase of 4.3 percent.

- Shuttle ridership was 270,480, an increase of 18 percent.
- Total weekday ridership was 4,367,990, an increase of 3.2 percent.
- Total Year-to-Date Ridership
 - Bus ridership was 11,835,630, a decrease of 2.5 percent.

Mr. Olmeda said he looked at paratransit financial capacity and the number of trips that can be offered. The FY2016 Operating Budget has the financial capacity to handle an additional 6,000 to 8,000 trips. Staff relies on the experience and expertise of the paratransit contractor to schedule the rides to meet demands. Last year paratransit ridership was up 8 percent and the FY2017 budget accounts for a 4 percent growth.

Mr. Olmeda said staff is constantly monitoring ridership. A runbook is the operational map that outlines resources for the day-to-day service. The motor bus industry has had a decline nationwide and one reason is the decline in fuel cost. Changes to the August runbook include changes to schedules that involve youth. Mr. Olmeda said part of improving ridership is the rider experience.

Director Karyl Matsumoto said her concern is that when the Board agreed to the SamTrans Service Plan (SSP) it angered a lot of the ridership. She said the drop in ridership concerns her. Director Matsumoto said those that use the bus are transit dependent.

Jim Hartnett, General Manager/CEO, said when the changes were made it had extremely positive results including stabilizing a decreasing ridership. At that time the tough decisions had paid off. The adopted SSP is not a static document and three times a year it is revised. The runbook for August contains substantial changes with over 150 bus stops affected. In the next 60 days staff will be taking a close look at the ridership figures and routes to make it attractive for more riders with the resources available. There is a ridership issue throughout the country and it is not linked to the SSP. Mr. Hartnett said there may be decisions to eliminate routes and put those resources to other services, but when a route is eliminated a public hearing and Title VI analysis must be done.

Director Matsumoto asked if the east/west service could be looked at.

Director Charles Stone asked if, understanding this is a nationwide trend staff is comfortable saying there would be greater decreases if the SSP wasn't done. Mr. Olmeda said the adjustments were years of planning and analysis and balancing resources to accommodate service in other areas. There has been success with the SSP.

Director Stone said he notices there are a lot more people using the adult Day Pass versus cash, but more youth pay with cash and not the Day Pass. He asked what some of the factors are for the decline in ridership.

Mr. Olmeda said there is a shift in mode ridership, but all modes are increasing except for the bus that has decreased.

Chuck Harvey, Deputy CEO, said a lot of families cannot afford to put out the money for Day Passes and tokens are also a discounted fare media.

Director Carole Groom said when the SSP was done a couple of routes were eliminated because of MTC direction. She asked if some of the drop in bus ridership could be linked to the increase in paratransit ridership. Director Groom asked if staff could provide the Board with an analysis of senior ridership compared to paratransit.

Director Ratto said the aging ridership may not be able to walk to a bus stop and may start taking paratransit. He said tokens give parents more flexibility.

Director Adrienne Tissier asked if a six month comparison of fixed-route ridership versus paratransit ridership could be provided to the Board.

Mr. Olmeda said there has been an increase in the paratransit lifeline service.

Committee Chair Gee said one of the most important graphics staff gave the Board during the SSP was ridership per route. He would like to see this chart again reflecting the first three months after the SSP and most current ridership on those routes.

Adjourned: 2:52 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **ACCESSIBILITY REPORT**

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 Advocacy and Legislative Committee (AL-Com) is the advocacy arm of the PCC. The SamTrans Accessibility Advisory Committee is a SamTrans committee that advises on accessibility issues, particularly related to fixed-route service. Each group has requested that the Board be informed of the issues discussed at meetings.

The PCC and the PAL (PCC AL-Com) meet monthly (except for August). The SamTrans Accessibility Advisory Committee meets every two months.

The draft minutes of the June 14, 2016 PCC and PAL meetings are attached to this report.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

No Additional Information.

Prepared By: John Sanderson, Accessibility Coordinator 650-508-6475
Project Manager: Tina Dubost, Manager, Accessible Transit Services 650-508-6247

**SAN MATEO COUNTY
PARATRANSIT COORDINATING COUNCIL (PCC)**

**MEETING MINUTES
June 14, 2016**

ATTENDANCE: Members Present: Mike Levinson, Chair; Vincent Merola, Vice-Chair; Tina Dubost, SamTrans; Dinae Cruise, Consumer; Maureen Dunn, Senior Focus; Barbara Kalt, Rosener House; Michal Settles, Coastside; Marie Violet, Sequoia Hospital; Sandra Lang, COA; Ka'ili Crabbe, DOR; Dale Edwards, Consumer; Sammi (Wilhelmina) Riley, Consumer; Aki Eejima, Consumer; and Judy Garcia, Consumer.

GUESTS: Monica Colondres, Community Resident; Chito Patricio, Daly City HART; Zach Osorio, Ravenswood Family Health Center; Carlos Santoyo, Ravenswood Family Health Center; Lynn Murphy, Lesley Senior Communities; Richard Weiner, Nelson-Nygaard Consulting; Erin Swartz, PCC Staff; John Sanderson, SamTrans; Dave Daley, First Transit; Mark Weinstein, First Transit; Talib Salamin, Serra Taxicab; Jim Lange, Pacifica Senior Center; Craig McCulloh, San Mateo County – Aging and Adult Services.

ABSENTEES: Maria Kozak, Consumer; and Patty Clement-Cihak, Catholic Charities.

(Member Attendance 14; Quorum—Yes.)

WELCOME/INTRODUCTION

Chair Mike Levinson called the meeting to order at 1:30 p.m. and welcomed all to the June PCC meeting.

APPROVAL OF THE APRIL AND MAY PCC MINUTES

Dinae motioned to approve the April PCC meeting minutes and Sammi seconded the motion. Michal and Aki abstained from voting to approve the minutes. Vincent motioned to approve the May PCC meeting minutes and Barbara seconded the motion. Michal, Marie, and Aki abstained from voting to approve the May meeting minutes. No corrections to the April or May meeting minutes were needed by the PCC members before the vote to approve was completed.

MTC COORDINATION STUDY OUTREACH WITH RICHARD WEINER

Richard Weiner of Nelson-Nygaard Consultants presented the MTC Coordination Study Outreach. MTC is undertaking an update of the regional Coordinated Public Transit-Human Services Transportation Plan, better known as the "Coordinated Plan." The current Plan, last updated in 2013, is available (including an executive summary) at: <http://mtc.ca.gov/our-work/plans-projects/otherplans/coordinated-public-transit-human-services-transportation-plan>.

The Plan is a federal requirement under the Fixing America's Surface Transportation Act (FAST Act) to establish the region's funding priorities and coordination strategies for the FTA Section 5310 Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities.

MTC's Plan update will continue to focus on the needs of a broad range of transportation-disadvantaged populations in order to maximize opportunities to improve service coordination among public transit and human service transportation providers. These populations include veterans, seniors, low-income people, and individuals with disabilities.

MTC staff convened a Technical Advisory Committee in May to provide oversight on the Plan Update, which includes representatives from public transit agencies, a County Congestion Management Agency, non-profit human services transportation provider, County Aging services agency, mobility management center staff. MTC staff has retained Nelson\Nygaard to assist in the following Plan Update tasks which are currently under way:

- Regional demographic profile update
- Current mobility management efforts in the Bay Area
- New research on best practices and innovative strategies in transportation coordination

MTC is seeking input from those in attendance at the PCC meeting, as well as other stakeholder groups and the public, to review and help update the draft documentation of transportation gaps. Input is also needed to review and provide input on draft Solutions to Gaps.

MTC will contact stakeholders throughout the summer and fall for input and feedback on the current Plan document. In late 2016/early 2017, there will be a round of outreach to various regional stakeholder groups (including this group) and outreach to the public via email and MTC's website. We hope to present the draft plan update with comments to the MTC Programming and Allocations Committee for Commission adoption in February 2017.

You may contact Drennen Shelton (dshelton@mtc.ca.gov or 415-778-5309) with any questions about the Coordinated Plan Update. Comments on the Coordinated Plan should be submitted to the PCC (sanmateopcc2@gmail.com) no later than Tuesday, June 28, 2016.

The following minutes document the findings from the 2013 outreach, which are shown in bullets, with supplemental comments provided by meeting attendees, indicated with asterisks (*).

Gaps in San Mateo County

Spatial Gaps

- There are relatively high concentrations of older people in areas that are difficult to serve with transit and are far from services and shopping. These neighborhoods include:
 - Areas west of I-280 in the Northern part of the county

- Foster City
- West Menlo park
- Low density "hills" areas
- Only a few cities (Brisbane, Daly City, South San Francisco, and Menlo Park) have community transit services to address the local needs of seniors and people with disabilities that are not met by SamTrans, Caltrain, or BART.
 - *Michal Settles commented that since the study was last done, many seniors have moved into older adult communities on the Coastside, so outreach to educate about available transit resources to seniors in that area is greatly needed.
 - *Carlos Santoyo said that East Palo Alto does not have a city-wide shuttle service at this time.
 - * Sandra reported that more access to CSM (College of San Mateo) is needed. Michal Settles noted that the lack of direct service to Canada, and other local colleges also do not have direct service to/from the Coastside.
 - *Vincent asked if there were any fixed routes available in areas in and around Pescadero, La Honda, and other Coastside communities. Tina responded that there was a demand-responsive service that serviced those areas.
- Transit and paratransit services are very limited in the Coastside area of west county.
- Getting to shopping, grocery, and medical appointments is costly and time-consuming on transit.
- Better access is needed to the College of San Mateo.

Temporal Gaps

- Service is infrequent or not available when some transit users need to travel – evenings, weekends, etc.

Pedestrian Connections and Amenities

- In many areas, poor pedestrian amenities make it difficult to walk (or go by wheelchair) to local stores and services. These conditions include missing sidewalks, poorly maintained sidewalks, a lack of curb ramps and medians, confusing intersections, fast-moving traffic, and short crossing times for wide streets, etc.
- Poor pedestrian amenities also make it difficult to access bus stops.
- Bus stops lack amenities such as lighting, benches. Residents don't feel safe waiting at bus stops.
- Crossing El Camino Real as a pedestrian is dangerous.
 - *Judy commented that Heller Street in Redwood City does not have curb cuts at many points. Vincent commented that the sidewalks in Redwood City are in poor condition
 - *Vincent gave the example of curb cuts along Perimeter Road at CSM (College of San Mateo), that had been installed only last year by the city. Prior to his work to request this road improvement, the curb cuts in this area were entirely nonexistent.

*Craig McCulloh commented that many cities in San Mateo County allow people to park on rolled curbs (sidewalks), blocking access to pedestrians.

*Sammi said that the bus stop at El Camino and Trousdale in Burlingame is poorly lit and blocked by overgrown vegetation.

*Sandra commented that in Burlingame, non-intersection crosswalks are being identified with extra signs and lights.

*Craig McCulloh noted that many sidewalks in the county are uneven and inaccessible to individuals using mobility devices.

*Mike commented that bus shelters at Daly City Kaiser (395 Hickey Blvd.) are needed.

*Tina and Richard briefly discussed the process at SamTrans to evaluate bus stop improvements.

*Diane commented that an audible crossing signal from El Camino at a shopping center near her residence is needed. A bus shelter at Tilton and El Camino in San Mateo is also needed.

Paratransit service that exceeds ADA requirements

- Some seniors and people with disabilities who live in areas with limited bus and rail service and do not drive are not eligible for ADA Paratransit (Redi-Wheels).

*Tina clarified that gaps in fixed-route service do not automatically qualify an individual for paratransit service. Only individuals who have qualifying disabilities are eligible for paratransit. The above statement applies to people in remote areas who have disabilities that do not rise to the level of ADA eligibility, and yet they cannot access transit.

- Some people with disabilities need personalized assistance (escorted transit service) that is not available on Redi-Wheels.

*Richard and Tina discussed whether this statement was intended to mean either door-to-door (which is not relevant as it is required under the ADA) or a ride escort.

- Residents of the county's 26 Skilled Nursing Facilities have a limited level of mobility and need a higher level of service than is provided through existing ADA paratransit service.

- Sometimes people with disabilities need transportation service on shorter notice than is currently available or have urgent needs for services before the ADA eligibility process can be completed (e.g. for hospital discharges). John explained that SamTrans does offer expedited or "urgent needs" certification to dialysis and chemotherapy recipients, although same-day ride service is not available without any prior enrollment.

- Improved regional transportation services are needed, to San Francisco, Santa Clara County and beyond.

*Mike commented that single vehicle (one seat ride) paratransit from the county of origin to other parts of the Bay Area would be helpful.

*Vincent suggested courtesy stops or ride wait (for pharmacy trips, etc.) and taxi discount voucher programs (subsidized taxi), in addition to accessible taxis.

*Michal suggested some portions of the Coastal Trail are in poor repair and inaccessible to individuals with mobility issues.

Knowledge and Information gaps

- Lack of information and language barriers make it difficult to use existing public transit services.
- Comprehensive information about alternatives to driving is not easily available for seniors and people with disabilities.

*Mike commented that the NBC (New Beginnings Coalition) has discussed the need for a Transit Information Hotline. Jean Conger presented information about this developing resource in her presentation to the PCC's PAL Committee at the May meeting. Tina said that programs at SamTrans include Veterans Program, Transit Mobility Program, and Travel Training. A web-based resource is being created, as well.

*Sandra commented that many low-income individuals lack Internet-access. She suggested transportation information kiosks in shopping centers.

*Chito Patricio said that his organization, HART Daly City, works with other information service agencies, including: Fair Oaks Family Services, Self-Help for the Elderly, and the Coastside Senior Services. Chito pointed out that information and referral service agencies like HART want to have more information about resources, to further explain information to their clients. Chito invited representatives from SamTrans to give an information session for his volunteers and employees. In his community, information about connecting from San Mateo County to San Francisco is needed.

Other gaps

- There is limited assistance for seniors transitioning from driving to transit.
 - *Richard commented that, in Contra Costa County, resources were available at the DMV for individuals who are no longer able to drive.
 - *Craig McCulloh said that 511 information service is useful for individuals who use paratransit, as well.
- Lack of school bus service makes it hard for low-income parents to access schools outside their immediate neighborhoods, or drop children off at multiple schools.
- People ride bicycles on the sidewalk because riding in the street is perceived as dangerous.
- No free bus transfers (or any bus transfers); many trips require more than one bus and are thus costly as riders have to pay for each segment of the trip. Transit is also expensive for families with children.

*Tina said that the price of Day Passes for SamTrans have been lowered to make them more affordable for families, since purchasing individual fares for families can be costly.

*Aki asked if alternative language service is available for fixed-route and paratransit service. SamTrans Customer Service uses the AT&T language line for customers who need English language assistance.

*Jim Lange noted that there are no direct trips from Pacifica to the San Francisco VA Center. The American Cancer Society, HART, and the PJCC do not serve residents of Pacifica. All passengers going to the VA are sent to a transfer point in San Bruno. Jim and Richard discussed getting information to clients in this situation about temporary paratransit certification.

*Barbara and Vincent noted that the criteria for individuals to qualify for Lifeline Assistance make it hard for people who may be slightly above the Medi-Cal level but still can't afford transit. A pilot program with Lyft is being conducted at Little House, but funding is complicated.

*Carlos Santoyo commented that residents of East Palo Alto do not have direct, fixed-route service to San Mateo Medical Center. A transfer and drop off is located at El Camino Real and 37th Avenue, but patients are still required to walk the remaining distance up a hill to the San Mateo Medical Center (County Hospital). The cost of this trip and transfers is a great hardship for low-income individuals. Craig added that getting to this medical facility is a hardship for many people because of the distance to the stop and the terrain.

*Carlos added that a walk of two blocks is needed to get from the closest bus stop in Menlo Park to the Ravenswood Family Health Clinic (Sam Trans Route 286). The bus stop lacks a bench, shelter, and busy cross-traffic makes using fixed-route service from the clinic very difficult.

*Health Plan of San Mateo County patients lack fixed-route service to that location, which is a significant hardship for people without cars. The option to use transit services provided by Genentech does not work well for them.

*Vincent suggested reaching out to the Caltrain and SamTrans Accessibility Advisory Committees for input on the MTC Coordination Study.

*Erin will forward any further information about the MTC Coordination Study to the guests at today's PCC meeting.

COMMITTEE REPORTS

A. POLICY ADVOCACY- LEGISLATIVE COMMITTEE (PAL)

Vincent reported that the PAL Committee met before today's PCC meeting. The Committee has had an ongoing discussion of advocacy work to bring a Same-Day Hospital Discharge Transportation Service to San Mateo County. John Sanderson took comments from the PAL Committee on the *San Mateo County Paratransit Rider's Guide* that is currently being revised by SamTrans. Erin agreed to email a copy of the *San Mateo County Paratransit Rider's Guide* to the PAL Committee and PCC members for additional review, with comments due no later than Tuesday, June 28, 2016. During

today's meeting, the PAL Committee also discussed the potential for using Clipper cards on Redi-Wheels. The next PAL meeting is scheduled for Tuesday, July 12, 2016 from 11:30-12:30 p.m.

B. GRANT/BUDGET REVIEW

Barbara said that no updates are available today.

C. EDUCATION COMMITTEE

Mike reported that the next Education Committee has a conference call scheduled for July 7, 2016. Outreach activities are scheduled at San Bruno Senior Center at the Lesley Terrace. Lynn Murphy from Lesley Senior Communities discussed hosting the PCC for an outreach presentation at the location in Belmont. She said that the clients living in the Lesley Community have a great need for information about paratransit services available in San Mateo County. The PCC's presentation will be held from 12:00 to 12:30 p.m. Erin will follow up with Lynne Murphy to get ride drop off information and a head count for Mike and Dinae in preparation for the event.

D. EXECUTIVE COMMITTEE

At last meeting, the Executive Committee discussed organizing another regional paratransit conference. The last regional PCC conference was held almost 10 years ago and was well-attended. The Executive Committee also discussed accessible taxi service and revisions to the *Rider's Guide*. The Executive Committee voted to revise the PCC by-laws, amending a statement that would now make it possible for PCC officers to be elected to serve longer than four one-year terms. The Executive Committee determined that more PCC members are needed to represent consumers and agencies in San Mateo County. Barbara encouraged the guests attending today's PCC meeting to continue attending future PCC meetings in order to get involved in paratransit advocacy.

SAMTRANS/REDI-WHEELS REPORT

A. Operational Report

Tina reported that due to the limited time available for today's PCC business, she would skip the Operational Report and give the Performance Measures Report.

B. Performance Measures Report

Tina reported that Total Trips Served in April 2016 has increased since April 2015, while Agency trips have remained nearly the same. On-time performance was 91.9%, which meets the standard. Productivity was 1.83 passengers per hour and average phone wait time was 1.2 minutes, both of which also are better than the performance standard. On the Performance Measures Report graphs, Tina pointed out that Productivity has been increasing since March 2016. Mike commented that the Redi-Wheels Operations Performance Summary reflects many positive service changes made by First Transit.

Michal asked about productivity on page 13 and Tina confirmed that the number reported includes both taxis and Redi-Wheels vehicles. Dave confirmed that taxi usage will change slightly as drivers are fully staffed at First Transit. Michal asked about taxi

service numbers in nearby counties and transit agencies. Tina said that the numbers vary greatly. Richard asked if the hours for the taxi passengers are calculated with hours that a passenger is actively on board. Tina said that productivity for Redi-Wheels is calculated gate-to-gate and includes dead-head miles. Aki and Dave discussed the usefulness of including taxi service to improve productivity numbers.

C. Monthly Redi-Wheels Comment Statistics Report

John reported that, month-over-month, compliments are the most common type of feedback received from customers. Driver conduct is the most common type of customer complaint. About 1/3 of complaints are found to be valid after investigation. Late Vehicle and Missed Trip complaints are also common. About 1/2 to 3/4 of Late Vehicle and Missed Trip complaints are found to be valid after investigation. John pointed out that on page 15, the Average Response Time to Customer improved greatly from March to April 2016.

In the Quarterly Redi-Wheels Paratransit Comments Statistics Report, John said that Driver Conduct comments are shown for only the first part of the 2nd quarter. Overall, Compliments make up about 78% of the comments received about Redi-Wheels service. Comment Cards also reflect a higher number of compliments from customers, as well.

Aki asked about how 100% of Early Vehicle arrival complaints are determined to be valid. John noted that there were only 3 total complaints in this category, showing a statistically insignificant number of complaints. Michal asked about why individuals would complain about early vehicle arrivals. John said that due to the small number of this complaint category, he could research the complaints further and report back to the PCC next month. He added that it may simply be a matter of educating riders about early arrival times. John confirmed for Aki that late vehicles that customers file complaints about can be caused for many different reasons.

Dinae asked about the status of postage-paid Redi-Wheels Comment Cards. John said that these are being printed in-house and are currently being stocked on Redi-Wheels vehicles. John confirmed that the postage-paid cards will be placed on all vehicles providing paratransit service through Redi-Wheels. John explained the ways that Redi-Wheels customers can complete Comment Cards online through the PCC's website, as well as filing comments through the SamTrans website.

D. Safety Report

Dave reported that in May, there were 5 preventable accidents. Four were minor, bus clearance incidents without any injuries reported. The fifth incident was a passenger that slipped out of their wheelchair as they were being brought to the vehicle. A taxi had a preventable accident with a passenger who was not given adequate wheelchair assistance. As a result, Dave and Talib have implemented 100% taxi driver retraining for passenger wheelchair assistance.

LIAISON REPORTS

A. COASTSIDE TRANSPORTATION COMMITTEE (CTC)

Michal reported that the second quarterly Coastside meeting will be held on June 21, 2016. Michal followed up on restoring Route 17 service to a Coastside location. An update was also given on a disruptive passenger. Coastside Hope Program had discontinued the use of fixed-route service due to the disruptive passenger. For the past few weeks, the disruptive bus passenger has not been seen by the Coastside Hope clients and staff, and his whereabouts are not known. Michal also asked interested individuals attending today's meeting to sign the card acknowledging John' Murphy's retirement that will be presented to him at the next Coastside meeting.

B. AGENCY

Barbara reported that an Agency meeting has not been held since the last PCC meeting.

C. EFFICIENCY REVIEW COMMITTEE (ERC)

Aki and Mike reported that revisions to the Rider's Guide were reviewed at the last ERC meeting. The next ERC meeting date and time will be announced soon.

D. COMMISSION ON AGING (COA)

Sandra discussed an upcoming elder abuse awareness event and encouraged individuals to attend Senior Day at the San Mateo County Fair. Sandra reported that John gave a short presentation at the last COA Transportation Committee meeting to discuss performance standards. A recent Action Item by the COA Transportation Committee recommended working to support senior pedestrian safety measures in the County.

E. COMMISSION ON DISABILITIES (COD)

Craig reported that he is a member of the COD staff. The Commission is celebrating their 25th anniversary with an Inclusion Festival on Saturday, September 17, 2016 in South San Francisco's Orange Park. The event will include a BBQ, Voter Registration, and Live Entertainment. The Commission is also working on advocacy for accessible parking, in conjunction with the San Mateo County Sheriff's Department. A few months ago, COD held a meeting with Jim Hartnett from SamTrans, along with several members of SamTrans management and paratransit consumers to discuss concerns about service and communication with the disability community. The COD meetings take place from 3:00-5:00 p.m. on the 4th Thursday of each month.

F. CENTER FOR THE INDEPENDENCE OF INDIVIDUALS WITH DISABILITIES (CiD)

Vincent reported that there are no new updates.

G. DEPARTMENT OF REHABILITATION (DOR)

Ka'ili reported on the Job Placement Circle. Some clients have been placed in jobs and others are in the interview process. Participants have given useful feedback about their experience to help planning with future Job Placement Circle events. The We Can Work Contract Program also assists individuals transitioning into employment.

OTHER BUSINESS

Sandra reminded those in attendance at today's PCC meeting, that June 15 is the 10th Annual World Elder Abuse Awareness Day. Purple is the designated color to wear in support of this event.

Mike reminded everyone that the next PCC meeting is scheduled for Tuesday, July 12, 2016 from 1:30-3:30 p.m. The PCC and the sub-committees will not meet in August.

MEETING ADJOURNED 3:40 p.m.

**SAN MATEO COUNTY
PCC POLICY-ADVOCACY-LEGISLATIVE (PAL)**

**MEETING MINUTES
11:30 a.m. - 12:30 p.m.
June 14, 2016**

MEMBERS PRESENT: Vincent Merola, PAL Co-Chair; Mike Levinson, PAL Co-Chair; Dinae Cruise, Consumer; Dale Edwards, Consumer; Sammi (Wilhelmina) Riley, Consumer; Aki Eejima, Consumer; Tina Dubost, SamTrans; Maureen Dunn, Senior Focus; Marie Violet, Sequoia Hospital; and Sandra Lang, COA.

GUESTS: John Sanderson, SamTrans; Henry Silvas, SamTrans; Don Mattei, San Mateo County Office of Emergency Services; Richard Weiner, Nelson-Nygaard Consulting; Erin Swartz, PCC Staff; and Dave Daley, First Transit.

ABSENT: Maria Kozak, Consumer.

APPROVAL OF MAY PAL MINUTES

Mike motioned to approve the May PAL meeting minutes and Sammi seconded the motion. Aki abstained from voting and no corrections to the May meeting minutes were noted.

LEGISLATIVE UPDATES

Vincent reported that Shweta Bhatnagar gave the quarterly legislative update from SamTrans at the April PAL Committee meeting.

LOCAL ADVOCACY ISSUES—OPEN DISCUSSION

Hospital Discharge Same-Day Service – Health Plan of San Mateo County update

Vincent reported that he met with the Consumer Advisory Committee of the Health Plan of San Mateo. He gave a presentation about implementing a Hospital Discharge Same-Day Service for San Mateo County. The presentation was well-received by the Committee. The Commission on Disabilities expressed interest in partnering on the project as it develops. Marie Violet reported that the hospital representatives she has met with are interested in participating in such a program, as well. Tina reminded the group that SamTrans is not able to participate financially or operationally in a hospital discharge same-day service program at this time. Richard commented that he is working to get an update on the current status of the Alameda County Hospital Discharge Same-Day Transportation Service.

Richard and Sandra discussed how accessible taxi service is regulated throughout the cities in San Mateo County. Richard said that he studied a similar county-wide taxi regulation program in Monterey County that was successful. He noted that a similar effort in Alameda County did not have the same level of success. Richard pointed out that taxi companies are highly regulated and funding is necessary to make a program feasible. Mike and Vincent discussed advocacy for increasing the number of accessible vehicles with taxi companies serving the cities of San Mateo County. Sammi

discussed challenges she faced utilizing accessible taxi cab service while she was working. Mike and Sammi commented that they have experience with using an on-demand accessible taxi service in Denver and Las Vegas. Sammi said that using an accessible taxi service in Oakland would have cost extra for her to use.

POLICY ISSUES

John reported that the working draft of the *San Mateo County Paratransit Rider's Guide* was discussed at last week's ERC meeting. John shared an updated draft of the *Guide* for the PAL Committee members to review and comment on before the final draft is completed. John and Erin will work together to collect further comments on the *Guide*. Mike and Aki asked if Redi-Coast customers or Coastside Transportation Committee (CTC) members have had the opportunity to comment on the working draft of the *Guide*. John agreed to ask the CTC to put this topic on the agenda for their next meeting. Tina asked for comments by June 28, 2016.

John, Richard and Vincent discussed changes made to the *Rider's Guide*, including:

- *Clarification of the pick-up time window policy.
- *Added info about requests for reasonable accommodation.
- *No Show / Late Cancel return ride cancellation policy will only be cancelled by the Rider's request.

John said that he would collaborate with the SamTrans Marketing Department to determine how best to get the word out about updates to the *Rider's Guide*, and keep the Committee informed of next steps.

The PAL Committee members discussed posting the ride pick-up window policy in Redi-Wheels vehicles that passengers can see. Dinae commented that the Night-Before Call should include specific details about the pick-up window that scheduled rides will follow.

Aki suggested highlighting changed items in the *Guide*. John, Tina, and Aki discussed how the large quantity of changes could best be brought to the attention to the Redi-Wheels riders who would be receiving a copy of the updated *Guide*. Sandra suggested adding tabs to the sections of the *Guide*. Tina and Sandra said that older copies of the *Guide* had a summary of new information, but that the more recent feedback on the publication has not supported that format. Don Mattei suggested that an Executive Summary or letter of introduction with 2016 revisions would be helpful for readers to have at the front of the *Rider's Guide*. Richard also recommended that a similar item of key updates be listed at the front of the document, before the Table of Contents.

OTHER BUSINESS

Tina and Sandra discussed how to use the Clipper Card system on transit in San Mateo County and San Francisco. Aki and Tina discussed how the Clipper system is not compatible for use on Redi-Wheels and RediCoast vehicles. The use of credit cards for fare payment as a passenger boards a vehicle would also present several challenges. Richard commented that he is familiar with a project in King County (Seattle, WA)

where the operator has implemented a card system, but that he needs to continue researching the project outcome.

Mike provided an update for the PAL Committee members and guests that there will be no meeting in August.

The next PAL meeting is scheduled for Tuesday, July 12, 2016 from 11:30 a.m. to 12:30 p.m. Mike Levinson will chair the meeting in Vincent's absence.

MEETING ADJOURNED 12:30 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **MULTIMODAL RIDERSHIP REPORT – JUNE 2016**

ACTION

This report is for information only. No action is required.

SIGNIFICANCE

Table "A" summarizes the average weekday ridership (AWR) statistics for all modes of transportation for which SamTrans is responsible and Table "B" summarizes the total monthly ridership figures for all SamTrans transportation modes. Chart "A" features year-to-date comparisons of AWR for Fiscal Year (FY) 2014, FY2015, and FY2016. Chart "B" has figures for total ridership year-to-date for FY2014, FY2015, and FY2016.

Tables "A" and "B" also provide the corresponding data for the Bay Area Rapid Transit San Francisco International Airport Extension as a separate line.

Table "C" details the number of riders for each fare category for SamTrans fixed route for the month and calendar year-to-date.

AVERAGE WEEKDAY RIDERSHIP – JUNE 2016 COMPARED TO JUNE 2015

Grand Total All District Modes – 167,700, an increase of 0.5 percent.

Bus – 36,520, a decrease of 6.5 percent.

Paratransit – 1,250, an increase of 5 percent.

Caltrain – 65,050, an increase of 1.3 percent.

Shuttles – 12,430, an increase of 8.2 percent.

**Table A
Average Weekday Ridership**

June 2016 Average Weekday Ridership				Percent Change FY2015/2016
Mode	FY2014	FY2015	FY2016	
Bus	39,220	39,050	36,520	-6.5%
Paratransit	1,080	1,190	1,250	5.0%
Caltrain	59,920	64,200	65,050	1.3%
Shuttles	12,330	11,490**	12,430	8.2%
Total	112,540	115,930	115,250	-0.6%
BART Extension (No Daly City)	49,160	50,880	52,440	3.1%
Grand Total	161,700	166,810	167,700	0.5%
Weekdays	21	22	22	

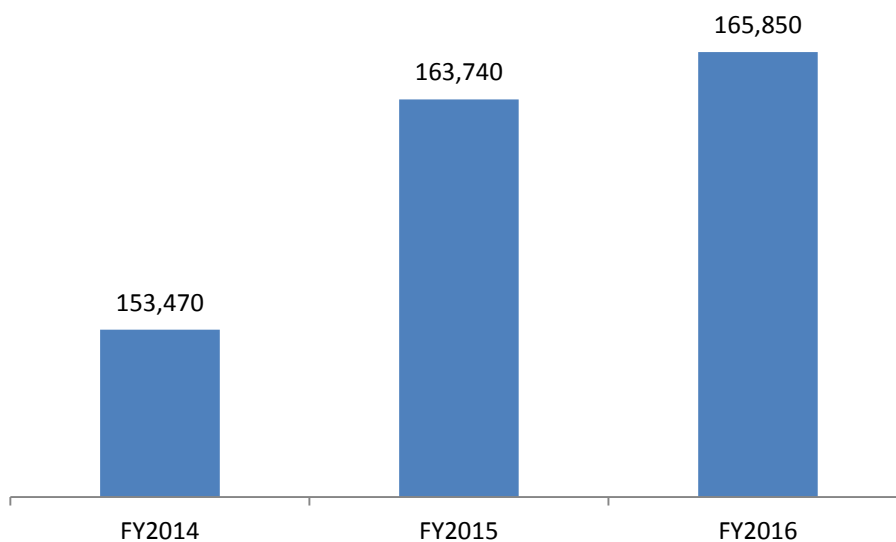
June 2016 Year-to-date				Percent Change FY2015/2016
Mode	FY2014	FY2015	FY2016	
Bus	41,840	42,980	41,660	-3.1%
Paratransit	1,080	1,130	1,230	8.8%
Caltrain	53,470	58,370	60,220	3.2%
Shuttles	11,400	11,670**	11,850***	1.5%
Total	107,790	114,140	114,950	0.7%
BART Extension (No Daly City)	45,680*	49,590	50,900	2.6%
Grand Total	153,470	163,740	165,850	1.3%

*BART experienced eight total days of strikes in FY2014, during which time no trains operated.

**The Genentech Glen Park shuttle has been removed from reporting because SamTrans is no longer providing a subsidy for this service.

***Shuttle year-to-date numbers were not reported for July due to inaccuracy with the month's ridership reporting. Year to date data for FY2016 contains July 2015 data that is an estimate based on the percentage delta change observed in August 2014 versus July 2014.

**Chart A
Average Weekday Ridership (FYTD)**



The following summary and figures include total ridership for all modes of transportation for which SamTrans is responsible. These numbers are a gross count of each boarding across all modes and all service days for the month of June for the past three fiscal years.

MONTHLY TOTAL RIDERSHIP – JUNE 2016 COMPARED TO JUNE 2015

Grand Total All District Modes – 4,355,970 a decrease of 0.1 percent.

Bus – 958,110, a decrease of 6.5 percent.

Paratransit – 30,990, an increase of 5.4 percent.

Caltrain – 1,734,510, an increase of 1.5 percent.

Shuttles – 276,920, an increase of 8.9 percent.

**Table B
Total Monthly Ridership**

June 2016 Total Monthly Ridership				Percent Change FY2015/2016
Mode	FY2014	FY2015	FY2016	
Bus	1,003,320	1,024,250	958,110	-6.5%
Paratransit	26,200	29,390	30,990	5.4%
Caltrain	1,567,200	1,709,180	1,734,510	1.5%
Shuttles	263,360	254,230**	276,920	8.9%
Total	2,860,080	3,017,050	3,000,540	-0.5%
BART Extension (No Daly City)	1,258,600	1,342,240	1,355,430	1.0%
Grand Total	4,118,680	4,359,290	4,355,970	-0.1%
Weekdays	21	22	22	

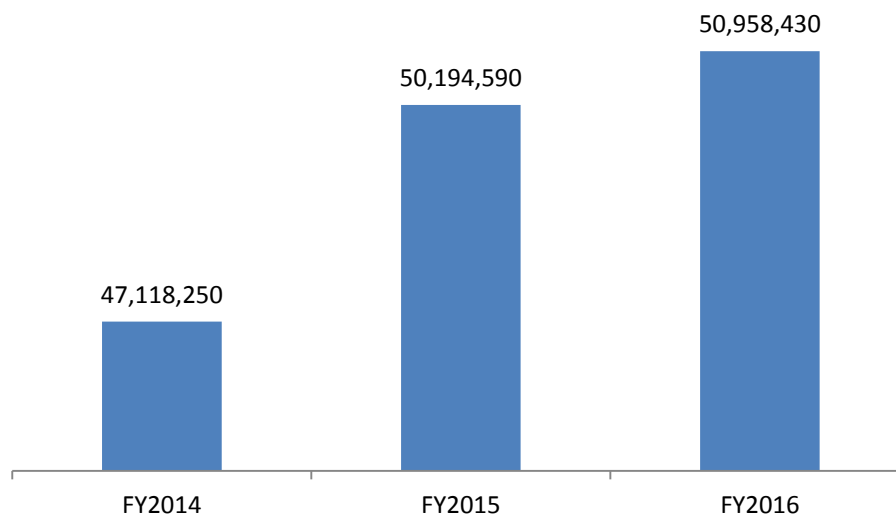
June 2016 Year-to-date				Percent Change FY2015/2016
Mode	FY2014	FY2015	FY2016	
Bus	12,784,390	13,158,700	12,793,750	-2.8%
Paratransit	314,010	329,040	360,010	9.4%
Caltrain	17,029,450	18,544,670	19,233,430	3.7%
Shuttles	2,959,850	3,012,130**	3,075,270***	2.1%
Total	33,087,690	35,044,540	35,462,440	1.2%
BART Extension (No Daly City)	14,030,560*	15,150,050	15,495,990	2.3%
Grand Total	47,118,250	50,194,590	50,958,430	1.5%

*BART experienced eight total days of strikes in FY2014, during which time no trains operated.

**The Genentech Glen Park shuttle has been removed from reporting because SamTrans is no longer providing a subsidy for this service.

***Shuttle year-to-date numbers were not reported for July due to inaccuracy with the month's ridership reporting. Year to date data for FY2016 contains July 2015 data that is an estimate based on the percentage delta change observed in August 2014 versus July 2014.

**Chart B
Total Ridership (FYTD)**



The following summary illustrates the number of riders by fare category for the month of June 2016. SamTrans carried 955,220 passengers on its fixed-route service in June, and 6,222,780 for the 2016 Calendar Year-to-Date. These numbers do not include Dumbarton ridership.

Table C
Riders by Fare Category

	June 2016	2016 Calendar Year-to-Date
Adult Cash	193,320	1,216,070
Adult Pass	469,830	3,010,410
Youth Cash	112,090	814,720
Youth Pass	37,130	337,930
Eligible Discount	142,850	843,640
Total	955,220	6,222,780

SamTrans Promotions – June 2016

Summer Youth Pass –Sales and marketing efforts continued through the month of June and a final report will be in July's recap. Total front desk sales for May and June was 562 and 425 online for a total of 987 passes generating \$39,480 in gross revenue. These numbers don't include the direct school sales, which will be available in August. The promotional campaign ran through mid-June included shooting and airing a 30-second Comcast Spotlight TV commercial, printed collateral material on-board buses, and community events held at libraries and youth centers on the Peninsula. Also included were digital display/mobile ads, e-mail blasts, sponsored Facebook ads and Google keyword search/SEM as part of the overall strategy. Additional communication efforts included a news release, blog posts, organic social media posts, and on-board electronic messaging.

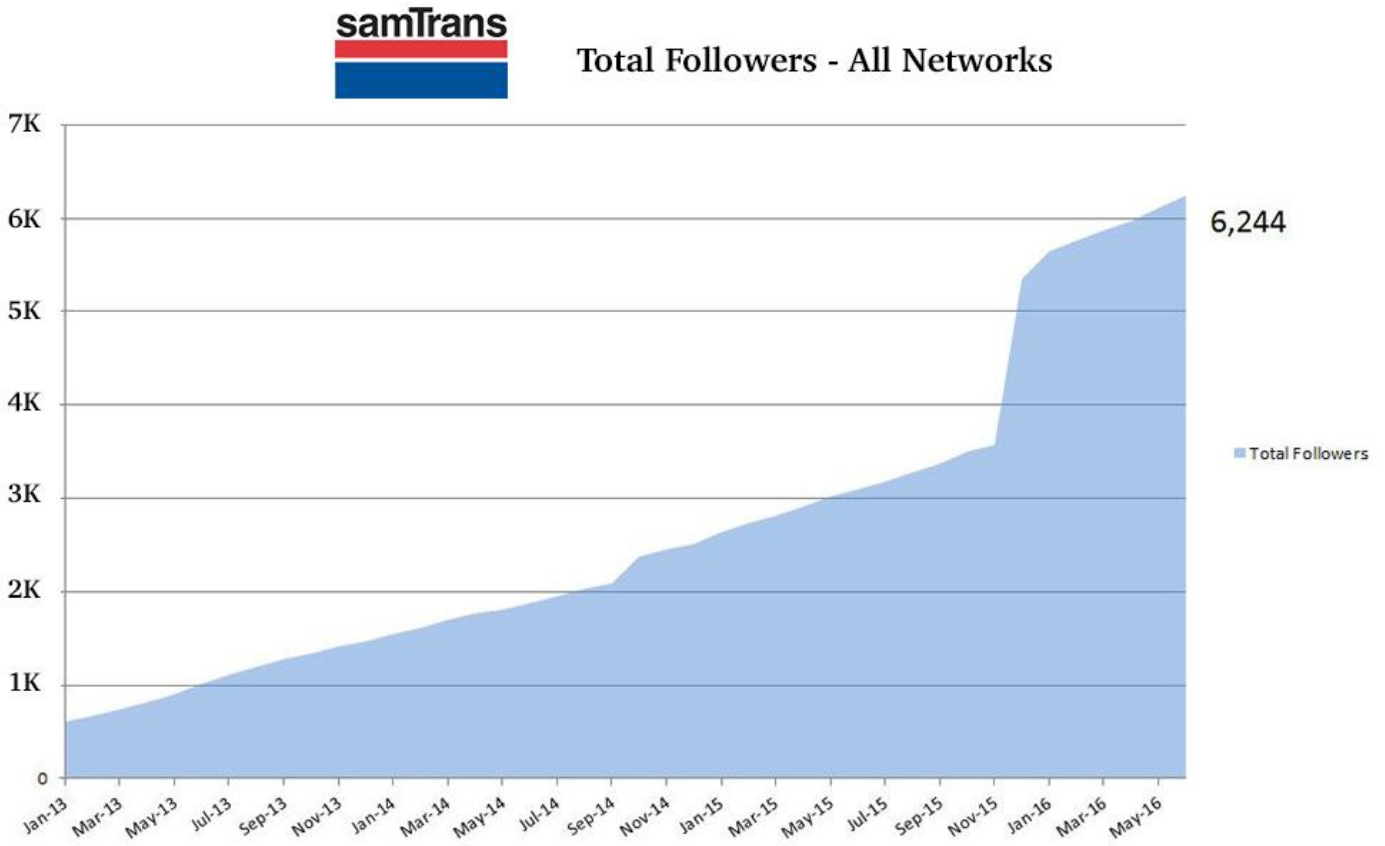
San Mateo County Fair – As part of a sponsored partnership with the San Mateo County Fair, SamTrans hosted a booth to celebrate Kids Day on Monday, June 13 and Senior Day on Tuesday, June 14. At the booth, staff handed out SamTrans and Caltrain information, played games and gave out prizes for kids and adults to win. The SamTrans mini bus was on display and a SamTrans bus cut out was there for kids to take pictures with and post on social media. Also included as part of the partnership, the SamTrans logo appeared on the fair entrance gates, electronic billboard announcements and collateral material. We also used boosted organic social media, web button on main page, *Track the Fun* brochure, interior ad cards and news release.

Dump the Pump- On June 16, SamTrans celebrated national Dump the Pump Day to encourage people to leave the car at home and take public transportation. To attract new riders, SamTrans offered free rides all day on the popular Route ECR and on the newly improved Route 294. As part of the campaign, staff hosted "thank you" tables at the Hillsdale Mall bus stop and Redwood City Transit Center to pass out snacks, juice and other logo giveaway items. We also ran "Dump the Pump" head signs on the bus and audio announcements all day. We ran print ads in the Daily Journal a week leading up to the day, Spanish mobile ads on Univision, boosted organic social ads on Facebook, Twitter, Instagram, recorded message on 800 number and posters placed at businesses along El Camino and in Half Moon Bay. Based on reports from Route ECR Bus Operators, bus boardings seemed heavier than normal as people were taking advantage of the free rides on El Camino and the coast.

SamTrans Social Media Campaigns – June 2016

During the month of June our SamTrans social media efforts focused on promoting Summer Youth Pass sales and the free fare day on routes 294 and ECR in observance of APTA's national Dump the Pump campaign. The paid Facebook campaign yielded more than 18,000 impressions, 676 engagements and 41 direct clicks to the website for more information. We also used word-of-mouth and a poster campaign to help alert the community to the free fare day. NextDoor is one such "community" resource that yielded significant results. We were able to reach all of the NextDoor communities in San Mateo County and generated three times the number of engagements over the previous month as a result of the interest in participating in the free fare day. We also received attention from local businesses in Half Moon Bay that benefitted from an increase in walk-in traffic thanks to the new riders taking advantage of the free fare to spend the day on the coast. In total, the campaign generated a 60 percent increase in ridership on the 294 and a modest increase in ridership on ECR.

SamTrans continued its steady growth adding another 131 followers across its social platforms. SamTrans network now reaches more than 6,200 individuals and organizations throughout San Mateo County.



Prepared by: James Namba, Acting Marketing Manager
Jayme Ackemann, Communications Manager
Tracey Lin, Acting Senior Scheduler/Planner

650-508-7924
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A G E N D A
FINANCE COMMITTEE
COMMITTEE OF THE WHOLE

San Mateo County Transit District
Bacciocco Auditorium - Second Floor
1250 San Carlos Ave., San Carlos, CA

WEDNESDAY, AUGUST 3, 2016 – 2:15 p.m.

or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Finance Committee Meeting of July 6, 2016
2. Acceptance of Quarterly Investment Review and Fixed Income Report for the Quarter Ended June 30, 2016
3. Authorize Amendment to the District Investment Policy and the Paratransit Trust Fund Investment Policy and Reauthorize Investment of Monies with the Local Agency Investment Fund
4. Authorize Filing Annual Claim with the Metropolitan Transportation Commission for Transit Development Act, State Transit Assistance and Regional Measure 2 Funds in the Amount of \$42,455,992
5. Authorize Entering into a Grant Agreement with the California Department of Transportation for the US 101 Express Bus Feasibility Study in the Amount of \$180,000
6. Authorize Entering into a Funding Agreement with the California Department of Transportation for the Grand Boulevard Initiative: Creating Safe and Healthy Corridor Communities Project in the Amount of \$135,108
7. Authorize Entering into Funding Agreements with City/County Association of Governments of San Mateo County Receive Measure M Funds
8. Authorize Approval and Ratification of the Fiscal Year 2017 District Insurance Program with Wells Fargo Insurance Services for a Total Premium Cost of \$1,882,676

CONTRACTS

9. Authorize the Extension of the Contract with Dunbar Armored, Inc. for Provision of Armored Car Transit Revenue Collection, Transportation and Processing Services for a Not-to-Exceed Amount of \$470,475 for 12 Months

INFORMATIONAL

1. Small Business Enterprise Preference and Local Business Enterprise Preference Update
2. Information on the Statement of Revenues and Expenses for June 2016

Committee Members: Charles Stone, Carole Groom, 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 FINANCE COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JULY 6, 2016**

Committee Members Present: C. Stone (Committee Chair), C. Groom, P. Ratto

Other Board Members Present, Constituting Committee of the Whole: J. Gee, R. Guilbault, S. Harris, Z. Kersteen-Tucker (Chair), K. Matsumoto, Tissier

Staff Present: J. Averill, J. Barker, J. Cassman, A. Chan, G. Harrington, J. Hartnett, C. Harvey, E. Kay, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften, N. Vigil

Committee Chair Charles Stone called the meeting to order at 2:52 p.m.

Approval of Minutes of June 1, 2016

Motion/Second: Guilbault/Harris

Ayes: Gee, Groom, Guilbault, Harris, Matsumoto, Ratto, Stone, Tissier

Abstain: Kersteen-Tucker

Acceptance of Statement of Revenues and Expenses for May 2016

Eli Kay, Chief Financial Officer, said May revenue is worse than revised budget. Expenses are \$6.2 million better than budget. Sales tax revenue is lower than projected.

Mr. Kay said the projected reserves for year-end Fiscal Year 2016 are \$6.5 million and this is contributed to savings in the fuel budget.

Director Jeff Gee said adding the year-end reserves projections is great and helps to see where the District is going. The sales tax is an indicator of the economy in the county.

Chair Zoe Kersteen-Tucker asked if the reserves projections would be included monthly. Mr. Kay said yes.

Motion/Second: Gee/Ratto

Ayes: Gee, Groom, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Ratto, Stone, Tissier

Authorize Adoption of the Revised Disadvantaged Business Enterprise (DBE) Program

John Barker, Manager, Civil Rights Program, said the District recently completed a Federal Transit Administration (FTA) triennial audit and staff was informed of the need to update the Program. Revisions include a new Policy Statement by current General Manager/CEO Jim Hartnett, revised delegation of duties and responsibilities for DBE Program implementation consistent with the District's reorganization, revised Certification Standards of Size for DBE firms to comply with new Department of Transportation (DOT) requirements, FTA guidance that DBE contract-specific goal attainment and good faith efforts are a matter of contract bidder or proposer "responsibility" instead of "responsiveness," a section for Summary of Suspension of

Certification to comply with new DOT requirements, including revisions to policies and procedures in the Small Business Enterprise element of the DBE Program, and changes in processes for monitoring DBE participation and communicating with DBEs.

Director Shirley Harris said she is glad to see the updates and changes to help widen the pool of DBEs.

Motion/Second: Tissier/Harris

Ayes: Gee, Groom, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Ratto, Stone, Tissier

Authorize Award of Contract to Carl Warren and Company for Public Liability Claims Administration for a Total Estimated Amount of \$1,968,601 for a Five-Year Term

Gigi Harrington, Deputy CEO, said there are three components to the cost: \$690,000 to Carl Warren for the contract term, additional reimbursement for allocated costs estimated at \$27,800, and outside defense counsel fees at an hourly rate of \$195 to \$220, as needed, for an estimated cost of \$1,250,801 for the term of the contract. This was a competitive procurement and Carl Warren is the current provider.

Committee Chair Stone asked if the amount for the attorneys is separate from what the Board approved recently for legal counsel. Joan Cassman, Legal Counsel, said yes it is and the attorneys that are asked to handle the District's defense in these claims are brought on by the claims adjustor and paid separately.

Committee Chair Stone asked what steps are taken to ensure this function is kept in-house and could be cheaper. Ms. Harrington said a formal analysis has not been done on what it would take to do this in-house, but would take an additional level of resources to do this.

Committee Chair Stone asked if there is a time crunch to get this procurement done before receiving this analysis. Nita Vigil, Acting Director, Contracts and Procurement, said the current contract has expired.

Committee Chair Stone said it is unfortunate that the Board is entering into a five-year contract without the benefit of knowing if a position could be added internally to do the low-level claims cheaper. He hopes down the road this can be looked at.

Ms. Cassman said in all the District's contracts there is a termination for convenience upon 30 days' notice. There is a lot of movability with this program and legal counsel oversees who is hired to represent and handle these contracts.

Committee Chair Stone said having Hanson Bridgett overseeing is great.

Ms. Harrington said staff will provide the analysis to the Board in a few months.

Motion/Second: Tissier/Guilbault

Ayes: Gee, Groom, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Ratto, Stone, Tissier

Authorize Rejection of All Bids for the Provision of California Air Resources Board Ultra Low Sulfur Diesel Fuel and Fueling Service

Motion/Second: Gee/Kersteem-Tucker

Ayes: Gee, Groom, Guilbault, Harris, Kersteem-Tucker, Matsumoto, Ratto, Stone, Tissier

Adjourned: 3:14 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Eli Kay
Chief Financial Officer

SUBJECT: **QUARTERLY INVESTMENT REPORT AND FIXED INCOME MARKET REVIEW AND
OUTLOOK**

ACTION

Staff proposes the Finance Committee recommend the Board accept and enter into the record the Quarterly Investment Report and Fixed Income Market Review and Outlook for the quarter ended June 30, 2016.

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 on July 26, 2016, 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 6 and 7. 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 month 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

Fixed Income Market Review and Outlook

Events in Europe dominated the headlines during the quarter. On June 23, the British public voted to leave the European Union (EU) – so-called “Brexit” referendum – after forty-three years of membership. This historic vote was the first of its kind, shocking markets and triggering outsized market reactions. Bond yields fell sharply, sending 10- and 30-year Treasury yields to all-time lows. Equity indexes saw a sharp pullback following the vote, but pared losses by month-end amid anticipated central bank accommodation. Meanwhile, the British pound fell to its lowest level since 1985 against the U.S. dollar.

Amid the uncertainty caused by Brexit, central banks around the world are expected to remain accommodative, keeping rates lower for longer and seemingly boosting equity prices – despite the potential slowdown of British and European economies.

As expected, the Federal Reserve (Fed) left policy rates unchanged at both its second-quarter meetings. In June, even before the Brexit vote, the Federal Open Market Committee (FOMC) once again lowered its expectation for rate hikes in 2016 via the so-called “dot plot.” By quarter-end, the market was pricing in a 0 percent chance of a rate hike in July, and less than a 10 percent chance for a hike this year.

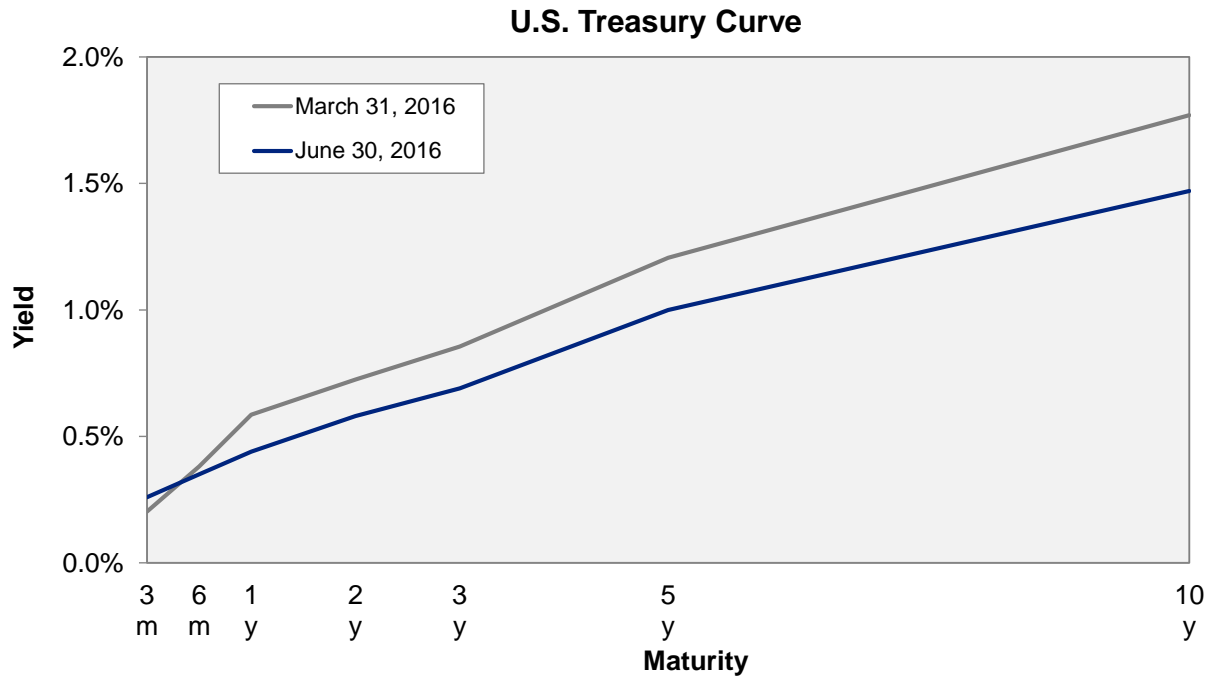
Domestically, modest U.S. economic expansion continued during the quarter, and unemployment ended the quarter below 5 percent. However, measures of economic strength in the U.S. remained mixed.

U.S. gross domestic product (GDP) grew at a 1.1 percent rate in the first quarter of 2016, driven by improving trade and business investment, which more than compensated for weakness in consumer spending. Economic growth is expected to rebound in the second quarter to around 2.5 percent, with a preliminary reading to be released in late July.

Job growth decelerated for four straight months before a sharp rebound in June. The U.S. economy added 287,000 jobs in June, the largest gain since October 2015. Year-to-date, the economy added over 1 million jobs, but it is nearly 300,000 behind last year's pace. The unemployment rate ended the quarter at 4.9 percent.

Inflation pressures remained relatively unchanged in the second quarter as the personal consumption expenditure (PCE) price index, the Fed's favored metric of inflation, rose 1.6 percent for the year ended May. Oil prices settled into a \$40 to \$50 per barrel range, while home prices rose 5.4 percent year-over-year. Average hourly earnings, an important measure of wages, grew 2.6 percent over the past 12 months, matching a nearly seven-year high.

Bond yields ended the quarter significantly lower amid the Fed's dovish tone during the quarter and the flight to safety stimulated by the Brexit vote. Declines were led by longer maturity yields, flattening the yield curve. The spread between the two-year and ten-year Treasury yields fell to 89 basis points (0.89 percent) compared to 105 basis points (1.05 percent) at the end of the first quarter. The two-year Treasury yield fell 14 basis points (0.14 percent) during the quarter, while the yield on the ten-year Treasury fell 30 basis points (0.30 percent).



Source: Bloomberg

U.S. Treasury indexes posted another quarter of strong returns as rate declines boosted market values. Because the yield curve flattened, longer maturity issues performed best. Non-callable federal agency securities performed generally in line with comparable maturity Treasuries.

In the money market space, shorter Treasuries posted modest increases, while short-term credit instruments, like commercial paper and bank certificates of deposit (CDs), continued to offer unusually wide yield spreads.

Corporate yield spreads tightened throughout most of the second quarter as credit conditions stabilized from the first quarter's energy price-driven volatility. Post Brexit, corporates experienced a brief spike in spreads, but quickly recovered by quarter end. The sector generated strong outperformance relative to Treasuries, adding to its 2016 return advantage.

Mortgage-backed securities underperformed Treasuries for the second straight quarter. Declining interest rates, which drove accelerated prepayment expectations, continued to hurt the sector.

Strategy

We expect the U.S. economy to expand at a moderate pace in the second half of 2016, but potential spillover from Brexit may be a marginal drag. Outside the U.S., economic prospects are less certain as Europe grapples with the economic and political repercussions of Brexit, emerging markets continue to slow, and global central banks remain a strong influence. We will be closely monitoring incoming economic data for any changes that affect our view.

The Brexit vote changed the prospects for expected Fed action. We now expect no rate hikes until December at the earliest, or even into 2017. This “lower for longer” landscape has implications for both expected returns and risks. Given the likelihood that rates will not move significantly higher in the near-term, we plan to keep durations neutral to benchmarks, avoiding any significant mismatches.

Given the higher degree of uncertainty about both the global economy and the direction of interest rates, we plan to keep the maturity distribution of portfolios generally in line with the distribution of their benchmarks, except where shifting to short-term credit securities offers better value.

Agency yield spreads widened modestly post-Brexit. New issues will likely continue to offer opportunities to capture incremental yield versus outstanding agency issues and comparable maturity Treasuries.

We will continue to evaluate MBS and ABS on an issue-by-issue basis, purchasing only those issues we believe are well structured, offer adequate yield spreads, and which have limited duration variability.

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 June 30, the total return of the General Funds portfolio was **0.65 percent**. The Paratransit Fund portfolio returned **0.66 percent**. This compares to the benchmark return of **0.92 percent**. The Performance graph on page 9 shows the relative performance of the District's portfolio 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 yield to maturity at cost for the General Fund's portfolio was **1.01 percent**. The yield to maturity at cost for the Paratransit Fund's portfolio was **1.00 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 June 30, the General Fund's portfolio market yield to maturity was **0.65 percent**. The Paratransit Fund's portfolio market yield to maturity was **0.66 percent**. The benchmark's market yield to maturity was **0.90 percent**.

**REPORT OF INVESTMENTS
FOR QUARTER ENDED JUNE 30, 2016**

<u>TYPE</u>	<u>DATE OF MATURITY</u>	<u>PAR VALUE</u>	<u>CARRYING AMOUNT</u>	<u>MARKET VALUE</u>	<u>ACCRUED INTEREST</u>	<u>MARKET VALUE + ACCR. INT.</u>
FUNDS MANAGED BY PFM						
<u>INVESTMENT PORTFOLIO:</u>						
GOVERNMENT BONDS						
FNMA	08-26-16	1,200,000	1,202,352	1,200,272	2,604	1,202,877
UNITED STATES TREASURY NOTES						
USTN	10-15-16	6,800,000	6,784,328	6,805,311	8,941	6,814,252
USTN	11-15-16	10,000,000	9,971,094	10,009,770	7,982	10,017,752
USTN	03-31-17	4,535,000	4,569,898	4,551,834	11,399	4,563,233
USTN	07-31-17	10,000,000	9,968,359	9,996,880	20,879	10,017,759
USTN	04-30-18	9,350,000	9,319,686	9,356,208	9,845	9,366,054
USTN	10-31-18	7,700,000	7,761,961	7,806,776	16,216	7,822,992
USTN	04-30-19	7,850,000	7,848,467	7,973,575	16,532	7,990,107
USTN	10-31-19	6,100,000	6,124,543	6,242,014	15,416	6,257,430
USTN	02-29-20	4,400,000	4,342,078	4,465,657	18,383	4,484,040
USTN	05-31-20	4,400,000	4,343,109	4,480,780	5,124	4,485,904
USTN	07-31-20	3,900,000	4,018,676	4,070,169	32,571	4,102,740
USTN	07-31-20	8,400,000	8,683,172	8,766,517	70,154	8,836,671
USTN	08-31-20	1,700,000	1,731,078	1,731,144	7,813	1,738,957
COLLATERALIZED MORTGAGE OBLIGATIONS						
FMNA	04-01-18	610,000	616,098	614,944	788	615,732
FHLMC	03-01-19	608,500	614,580	616,083	881	616,964
FMNA	09-01-19	800,000	808,011	808,608	1,097	809,705
CASH AND CASH EQUIVALENTS						
US TREASURY MM FUND	-	35,062	35,062	35,062	0	35,062
TOTAL INVESTMENT FUNDS PORTFOLIO MANAGED BY PFM		88,388,562	88,742,552	89,531,603	246,628	89,778,231

EXHIBIT I

SAN MATEO COUNTY TRANSIT DISTRICT
REPORT OF INVESTMENTS
FOR QUARTER ENDED JUNE 30, 2016

TYPE	DATE OF MATURITY	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE +ACCR. INT.
<u>PARATRANSIT TRUST FUND PORTFOLIO:</u>						
GOVERNMENT BONDS						
FNMA Step Up						
UNITED STATES TREASURY NOTES						
USTN	11-15-16	1,425,000	1,420,881	1,426,392	1,137	1,427,530
USTN	01-31-17	4,200,000	4,218,225	4,210,462	15,346	4,225,808
USTN	07-31-17	4,000,000	3,987,344	3,998,752	8,352	4,007,104
USTN	04-30-18	3,315,000	3,304,252	3,317,201	3,491	3,320,692
USTN	10-31-18	2,700,000	2,721,727	2,737,441	5,686	2,743,127
USTN	10-31-19	2,000,000	2,008,047	2,046,562	5,054	2,051,616
USTN	02-29-20	1,250,000	1,233,545	1,268,653	5,222	1,273,875
USTN	05-31-20	1,350,000	1,332,545	1,374,785	1,572	1,376,357
USTN	07-31-20	1,200,000	1,236,516	1,252,360	10,022	1,262,382
USTN	07-31-20	2,500,000	2,584,277	2,609,083	20,879	2,629,962
USTN	08-31-20	450,000	458,227	458,244	2,068	460,312
COLLATERALIZED MORTGAGE OBLIGATIONS						
FMNA	04-01-18	170,000	171,699	171,378	220	171,597
FHLMC	03-01-19	170,380	172,082	172,503	247	172,750
FMNA	09-01-19	230,000	232,303	232,475	315	232,790
CASH AND CASH EQUIVALENTS						
US TREASURY MM FUND	-	47,997	47,997	47,997	0	47,997
TOTAL PARATRANSIT PORTFOLIO MANAGED BY US BANK/PFM		<u>25,008,377</u>	<u>25,129,666</u>	<u>25,324,286</u>	<u>79,612</u>	<u>25,403,899</u>
TOTAL DISTRICT PORTFOLIO MANAGED BY PFM		<u>113,396,939</u>	<u>113,872,218</u>	<u>114,855,890</u>	<u>326,240</u>	<u>115,182,130</u>
<u>FUNDS NON MANAGED BY PFM</u>						
GOVERNMENT BONDS						
HUD	08-01-17	70,000	72,573	70,046	2,307	72,352
CASH AND CASH EQUIVALENTS						
US TREASURY MM FUND	-	8,047,949	8,047,949	8,047,949	0	8,047,949
TOTAL INVESTMENT FUNDS PORTFOLIO NON MANAGED BY PFM		<u>8,117,949</u>	<u>8,120,522</u>	<u>8,117,994</u>	<u>2,307</u>	<u>8,120,301</u>
TOTAL DISTRICT PORTFOLIO MANAGED AND NON MANAGED BY PFM		<u>121,514,887</u>	<u>121,992,740</u>	<u>122,973,884</u>	<u>328,546</u>	<u>123,302,431</u>
<u>LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF:</u>						
BANK OF AMERICA CHECKING LAIF			6,814,694	6,814,694	0	6,814,694
			<u>18,562,269</u>	<u>18,562,269</u>	<u>36,408</u>	<u>18,598,677</u>
TOTAL FUNDS MANAGED BY DISTRICT STAFF			<u>25,376,963</u>	<u>25,376,963</u>	<u>36,408</u>	<u>25,413,371</u>
<u>TRUST FUNDS MANAGED BY THIRD PARTY TRUSTEE:</u>						
First American Gov't. Oblig. CI D Chesham Finance Ltd.		1,804,004	1,804,004	1,804,004	-	1,804,004
		-	-	-	-	-
TOTAL FUNDS MANAGED BY THIRD PARTY TRUSTEE		<u>1,804,004</u>	<u>1,804,004</u>	<u>1,804,004</u>	<u>0</u>	<u>1,804,004</u>
TOTAL AS OF JUN 30, 2016			<u>149,173,706</u>	<u>150,154,851</u>	<u>364,954</u>	<u>150,519,805</u>

San Mateo County Transit District

U.S. Treasury Curve

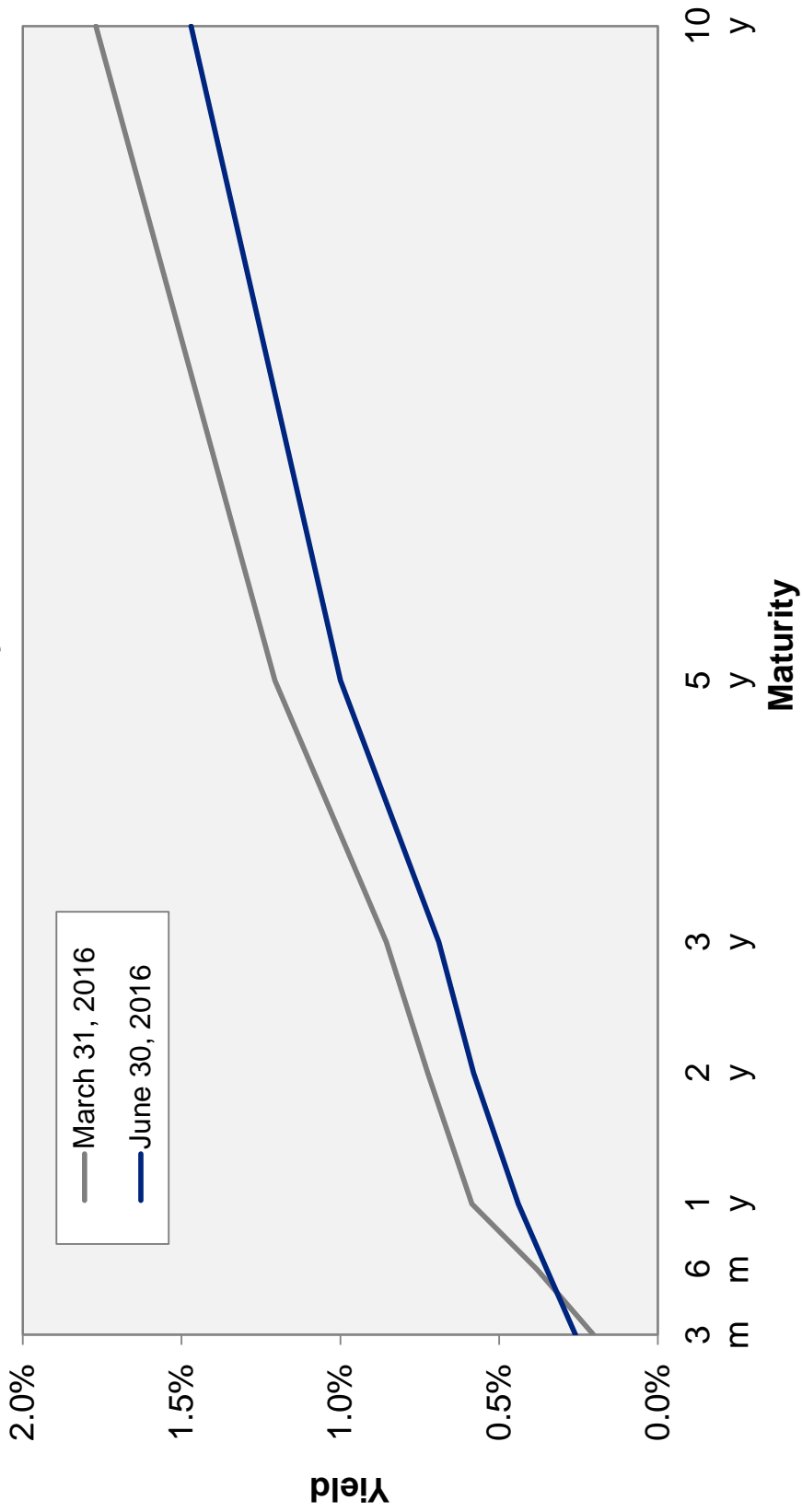


EXHIBIT 2

Source: Bloomberg.

San Mateo County Transit District

Monthly Review Accounts vs. Benchmark

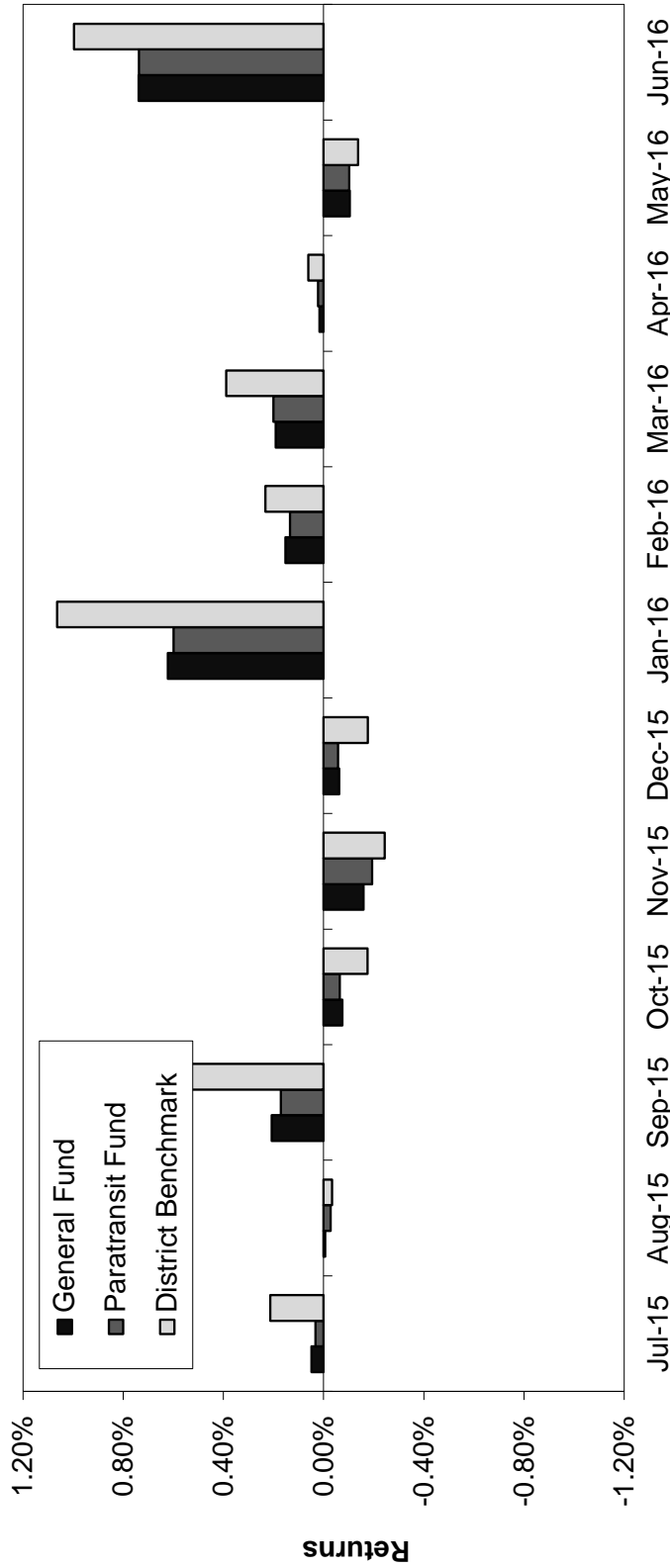


EXHIBIT 3

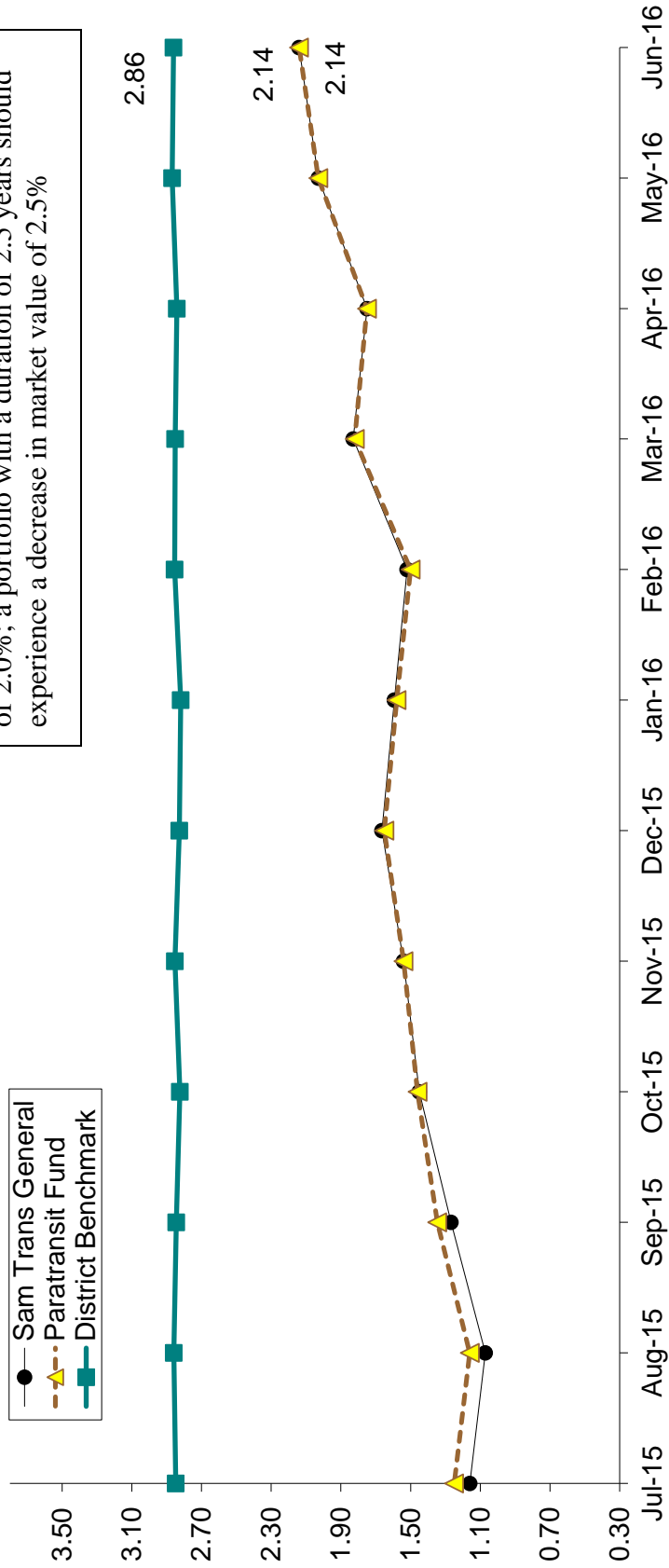
MONTHLY PERFORMANCE DATA	
SamTrans - Gen Funds	0.05% -0.01% 0.21% -0.07% -0.16% -0.06% 0.62% 0.15% 0.19% 0.02% -0.10% 0.74% 1.58%
SamTrans - Paratransit	0.03% -0.03% 0.17% -0.06% -0.19% -0.06% 0.60% 0.13% 0.20% 0.02% -0.10% 0.74% 1.46%
District Benchmark	0.21% -0.03% 0.56% -0.17% -0.24% -0.18% 1.06% 0.23% 0.39% 0.06% -0.14% 1.00% 2.78%

Source: Bloomberg.
 The District's benchmark comprises of 40% Bank of America (BofA) Merrill Lynch 1-3 Year U.S. Treasury Index, 40% BofA Merrill Lynch 3-5 Year U.S. Treasury Index, 10% BofA Merrill Lynch 1-3 Year AAA-A Corporate Index, and 10% BofA Merrill Lynch 3-5 Year AAA-A Corporate Index.

San Mateo County Transit District

Duration vs. Benchmark

Duration is a measure of the market value sensitivity of a portfolio to changes in interest rates. The longer the duration, the larger the market value fluctuation and more significant the return volatility. For example, if interest rates rise by 1.00%, a portfolio with a duration of 2 years should experience a decrease in market value of 2.0%; a portfolio with a duration of 2.5 years should experience a decrease in market value of 2.5%



Source: Bloomberg.
 The District's benchmark comprises of 40% Bank of America (BofA) Merrill Lynch 1-3 Year U.S. Treasury Index, 40% BofA Merrill Lynch 3-5 Year U.S. Treasury Index, 10% BofA Merrill Lynch 1-3 Year AAA-A Corporate Index, and 10% BofA Merrill Lynch 3-5 Year AAA-A Corporate Index.

San Mateo County Transit District

Percent of Assets Held by Type

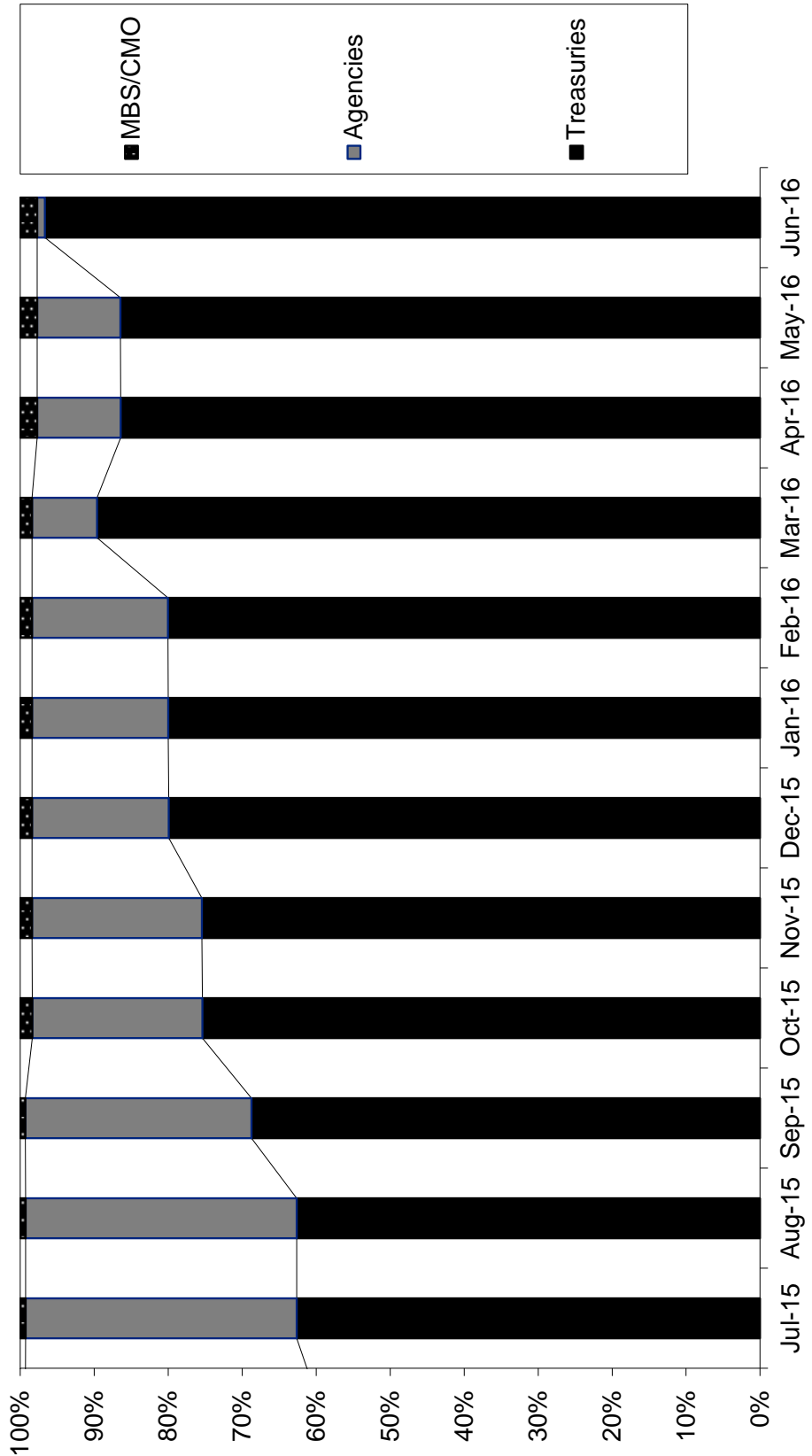


Exhibit 5

MBS/CMO – Federal agency mortgage-backed securities and collateralized mortgage obligations.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Eli Kay
Chief Financial Officer

SUBJECT: **AMEND THE DISTRICT INVESTMENT POLICY AND THE PARATRANSIT TRUST
FUND INVESTMENT POLICY, AND REAUTHORIZE INVESTMENT OF MONIES WITH
THE LOCAL AGENCY INVESTMENT FUND**

ACTION

Staff proposes the Committee recommend the Board:

1. Amend the San Mateo County Transit District (District) Statement of Investment Policy and the Paratransit Trust Fund (Paratransit) Statement of Investment Policy (together, "Investment Policies") to align with current State law, including California Government Code Section 35601. These Investment Policies provide guidelines for the investment of District and Paratransit Trust funds and include delegations of authority to invest such funds; and
2. Adopt an updated resolution authorizing monies to be invested in Local Agency Investment Funds (LAIF) in compliance with LAIF requirements.

SIGNIFICANCE

The General Manager/CEO or his designee serves as the District's trustee for purposes of placing investments pursuant to the Investment Policies. The Board of Directors, in accordance with California Government Code Section 53646(a), may review the Investment Policies and also reauthorize the included delegations of authority on an annual basis at a public meeting. The proposed action will:

- Amend the Investment Policies' benchmarks to be more consistent with each other, to reflect the District's and the Paratransit Trust Fund's current portfolios and to be updated annually by the General Manager/CEO or his designee with advice from the District's investment advisers;
- Update authorized investment descriptions to those used in California State Codes; and
- Update the authorized investments explicitly listed in the Investment Policies to include bonds, notes, warrants, or other evidences of indebtedness of any local agency within the state.

BUDGET IMPACT

The amendment of the Investment Policies will have no impact on the District's capital or operating budgets.

BACKGROUND

The District originally adopted its Statement of Investment Policy in October 1985 and has, from time to time, amended this policy. Most recently, in April 2012, the District amended its policy with two minor revisions:

- (1) To clarify an allowable investment provision; and
- (2) To update the reference in one citation.

In addition, the District adopted a separate Statement of Investment Policy for the Paratransit Trust Fund in March 2009. This Policy was adopted to manage funds transferred to the District from the San Mateo County Transportation Authority after the expiration of the original Measure A.

STRATEGIC INITIATIVE

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

Prepared by: Carl Cubba, Director, Treasury

650-508-6206

RESOLUTION NO. 2016-

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

**AMENDING THE INVESTMENT POLICY FOR THE
SAN MATEO COUNTY TRANSIT DISTRICT AND PARATRANSIT TRUST FUND**

WHEREAS, in accordance with applicable State law, the San Mateo County Transit District (District) is required to adopt an investment policy; and

WHEREAS, in October 1985, the District adopted a Statement of Investment Policy for the investment of District funds; and

WHEREAS, in March 2009, the District adopted a Statement of Investment Policy for the investment of Paratransit Trust Funds; and

WHEREAS, the District may annually render a statement of said investment policies to the Board of Directors for review and approval pursuant to Section 53646 of the State of California Government Code; and

WHEREAS, the District has amended or reaffirmed the investment policies over the years, most recently in May 2014; and

WHEREAS, in presenting both the District's Statement of Investment Policy and the Paratransit Trust Fund's Statement of Investment Policy to the Board of Directors for this year, the General Manager/CEO recommends, and the Committee concurs, that the Board of Directors amend the policies to align with descriptions of investments contained in the California state codes and to more clearly reflect current District and the Paratransit Trust Fund investment portfolios; and

WHEREAS, staff recommends, and the Committee concurs, reappointment of the General Manager/CEO or his designee as trustee for purposes of placing investments pursuant to the aforementioned policies.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby:

1. Approves and adopts the amended Statement of Investment Policy for the Investment of District Funds, attached hereto as Exhibit A;
2. Approves and adopts the amended Statement of Investment Policy for the Investment of Paratransit Trust Funds, attached hereto as Exhibit B; and
3. Appoints the General Manager/CEO or his designee as the trustee for purposes of placing investments pursuant to said policies.

Regularly passed and adopted this 3rd day of August, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

EXHIBIT A

October, 1985
Revised October, 1986
Revised October, 1987
Revised October, 1988
Revised October, 1989
Reaffirmed October, 1990
Revised October, 1991
Reaffirmed October, 1992

Revised October, 1993
Revised November, 1994
Reaffirmed October, 1995
Revised March, 1996
Revised September, 1997
Reaffirmed October, 1998
Reaffirmed October, 1999
Reaffirmed October, 2000

Reaffirmed October, 2001
Reaffirmed December, 2002
Revised December, 2003
Reaffirmed December, 2004
Reaffirmed October, 2005
Reaffirmed November, 2006
Amended November 2007
Reaffirmed December 2008

Amended March 2009
Reaffirmed March 2010
Amended April 2011
Amended April 2012
Reaffirmed April 2013
Reaffirmed April 2014

SAN MATEO COUNTY TRANSIT DISTRICT

STATEMENT OF INVESTMENT POLICY

PURPOSE

This Statement of Investment Policy (Investment Policy) provides guidelines for the prudent investment and cash management of the San Mateo County Transit District's (District) funds. It is the goal of this Investment Policy to establish investment objectives in accordance with the provisions of the *California Government Code, Section 53600 et seq.* (hereafter "*Code*"), and investment guidelines to ensure that the funds under its purview are prudently invested to preserve capital, provide necessary liquidity, and achieve a market-average rate of return over an economic cycle consistent with the District's goals of preserving principal and minimizing the risk of diminishing the principal.

Investments may only be made as authorized by this Investment Policy, and subsequent revisions. This Statement of Investment Policy may be reviewed annually by the District's Board of Directors at a public meeting. (*California Government Code Section 53646(a)*). Irrespective of these policy provisions, should the provisions of the *Code* be, or become, more restrictive than those contained herein, then such provisions will be considered immediately incorporated into this Statement of Investment Policy.

OBJECTIVE

The District's cash management system is designed to monitor and forecast accurately, expenditures and revenues, thus enabling the District to invest funds to the fullest extent possible. Idle funds of the District shall be invested in accordance with sound treasury management and in accordance with the provisions of the *Code* and this Investment Policy.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be applied in the context of managing an overall portfolio. District officials shall act in accordance with written procedures and the Investment Policy, and should report deviations from

expectations in a timely fashion and take appropriate action to control adverse developments.

The District's primary objective with respect to its invested funds is to safeguard the principal of the funds. The second objective is to meet the liquidity needs of the District. The third objective is to achieve a return on its invested funds.

BENCHMARKS

Investment performance will be compared to the performance benchmark selected by the District annually, which approximates the District's portfolio and the specific restrictions on the District's portfolio in accordance with applicable current legislation by the State of California

POLICY

At all times, the District shall invest its funds in accordance with the rules and restrictions established by the law of the State of California (including *Government Code Section 53600 et seq.*). In addition, the District shall conduct its investments under the "prudent investor standard": "When investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, a trustee shall act with care, skill, prudence and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency." (*California Government Code Section 53600.3*).

The General Manager/ CEO of the District, or his designee, shall serve as the District's trustee for purposes of placing investments pursuant to this Investment Policy. The Board of Directors may review and specifically reauthorize this delegation of authority on an annual basis.

1. **Criteria for Selecting Investments.** Criteria for selecting investments and the order of priority are:
 - a. **Safety.** The safety and risk associated with an investment refer to the potential loss of principal, interest or a combination of these amounts. The District shall operate only in those investments that are considered safe. Investments in instruments and with institutions permitted under Section 2, Diversification; Section 6, Allowable Investment Instruments and Section 7, Local Agency Investment Fund, are deemed to constitute safe investments within the meaning of this Investment Policy.
 - b. **Liquidity.** An adequate percentage of the portfolio, in the approximate amount of six months' operating expenses, should be maintained in liquid short-term investments which can convert to cash if necessary to meet disbursement requirements. For purposes of this Investment Policy, fixed income securities maturing in one year or more are considered investment

term, and fixed income securities maturing in less than one year are considered short-term cash equivalents. All funds available for investment shall be directed to the managers of the District's investment portfolio.

- c. **Return on Investment.** The District's investment portfolio shall be designed with the objective of attaining the safety and liquidity objectives first, and then attaining a market rate of return throughout the budgetary and economic cycles, consistent with the portfolio's benchmark as described in the section entitled "Objective" (see above). This benchmark takes into account the District's investment risk constraints and the cash flow characteristics of the portfolio.
2. **Diversification.** The District will limit its investments to securities as defined by *California Government Code Section 53601 (k)*. The portfolio should consist of a mix of various types of securities, issuers, and durations from among the allowable investment instruments described in Sections 5, 6, and 7 so as to minimize the risk of loss and maximize the rate of return when prudent to do so.
3. **Safekeeping and Custody.** All security transactions, including collateral for repurchase agreements, will be executed on a Delivery versus Pay Basis (DVP). The assets of the District shall be held in safekeeping by the District's safekeeping agent, or secured through third party custody and safekeeping procedures. A due bill or other substitutions will not be acceptable.
4. **Maturity of Investments.** The specific security guidelines including maximum maturities and qualified Fixed Income instruments can be found in Section 10 "Summary of Instruments & Limitations" of this Investment Policy.

The maximum dollar weighted average maturity of the fund is five years. This policy limitation leaves open the flexibility to take advantage of interest rate fluctuations as well as yield curve differences to maximize the return on investment. The imposed maximum dollar weighted five year average maturity limits the market risk to levels appropriate for an intermediate income fund. For the purposes of calculating the "average life" of the fund, callable and asset backed securities will be run to their stated final maturity.

5. **Deposit of Funds.** As far as possible, all money belonging to or in the custody of the District including money paid to the District to pay the principal, interest or penalties of bonds, shall be deposited for safekeeping in state or national banks, savings associations or federal associations, credit unions or federally insured industrial loan companies in California (as defined by *California Government Code Section 53630*). Pursuant to *California Government Code Sections 53635, 53637 and 53638*, the money shall be deposited in any authorized depository with the objective of realizing maximum return, consistent with prudent financial management.

6. **Allowable Investment Instruments.** The District also may invest in any investment instrument as authorized by the *California Government Code*, as it may be amended from time to time, and subject to any conditions set forth in the *California Government Code*. These investment instruments include but are not limited to:
- a. United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
 - b. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government sponsored enterprises.
 - c. Bankers' acceptances otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers' acceptances shall not exceed 180 days' maturity or 40 percent of the agency's moneys that may be invested pursuant to this section. However, no more than 30 percent of the agency's moneys may be invested in the bankers' acceptances of any one commercial bank pursuant to this section. This subdivision does not preclude a municipal utility district from investing moneys in its treasury in a manner authorized by the Municipal Utility District Act (*California Public Utilities Code Section 11501, et seq.*).
 - d. Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization (NRSRO).
 - e. Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by *California Financial Code Section 5102*), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed 30 percent of the agency's moneys that may be invested pursuant to *California Government Code Section 53601*.
 - f. Investments in repurchase agreements or reverse repurchase agreements or securities lending agreements as defined in *California Government Code Section 53601 (j)*.
 - g. Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and

operating within the United States. Notes eligible for investment under this subdivision shall be rated “A” or better by an NRSRO. Purchases of medium-term notes shall not include other instruments authorized by this section and may not exceed 30 percent of the agency’s moneys that may be invested pursuant to *California Government Code Section 53601(k)*.

- h. Shares of beneficial interest issued by diversified management companies that invest in the securities and obligations as authorized by *California Government Code Section 53601 (l)*.
- i. A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond of a maximum of five years’ maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an “A” or higher rating for the issuer’s debt as provided by an NRSRO and rated in a rating category of “AA” or its equivalent or better by an NRSRO. Purchase of securities authorized by this subdivision may not exceed 20 percent of the agency’s surplus moneys that may be invested pursuant to this *California Government Code Section 5360*.
- j. Bonds, notes, warrants, or other evidences of indebtedness of any local agency within this state, including bonds payable solely out of the revenues from a revenue- producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.
- k. Collateral is defined in this Investment Policy to mean property (as securities) pledged by a borrower to protect the interest of the lender. For purposes of this Investment Policy, the following investments are considered to have collateral backing: Certificates of Deposit protected by either the FDIC or pledged securities in conformance with California Codes and this Investment Policy; or Bankers' Acceptances (protected by an irrevocable time draft or bill of exchange) whereby the accepting bank incurs an irrevocable primary obligation thus guaranteeing payment on the draft or bill. A secondary obligation rests with the issuing company; Commercial Paper (protected by an unsecured promissory note from the issuer who must be rated A1/P1/F1 or better) thereby guaranteeing that the earning power and/or liquidity had been established to fulfill the obligation to pay; and, asset backed securities which are rated AAA by both Moody’s and Standard & Poors.

- 7. **Local Agency Investment Fund & San Mateo County Investment Pool.** The Board of Directors also authorizes the District to invest in the Local Agency Investment Fund (LAIF) pursuant to *California Government Code Section 16429.1* and in the San Mateo County Investment Fund (SMCIF).

8. **Prohibited Investments.** The District shall not invest any funds in inverse floaters, range notes or mortgage derived interest-only strips. The District shall not invest any funds in any security that could result in zero interest accrual if held to maturity; however, the District may hold this prohibited instrument until its maturity date. The limitation does not apply to investments in shares of beneficial interest issued by diversified management companies as set forth in *California Government Code Section 53601.6*.

9. **Portfolio Transactions.** The District’s investment advisors are expected to seek best execution for all portfolio transactions. Best execution relates to the expected realized price net of commissions and is not necessarily synonymous with the lowest commission rate. Investment advisors are to obtain three independent bids from SEC licensed brokerage institutions, licensed by the state as a broker-dealer, as defined in *California Government Code Section 53601.5*, or from a brokerage firm designated as a primary government dealer by the Federal Reserve Bank, prior to the execution of each portfolio transaction. The investment advisors, at their sole discretion and authority, will choose which broker dealers or brokerage firms from which to solicit bids and final selection is to be made based on the best interests of the District. Investment advisors may incur realized capital losses in order to minimize the decrease in real purchasing power of the assets over an indefinite period of time.

10. **Summary of Instruments & Limitations.** Subject to the limitations set forth in *California Government Code Sections 53600 et seq.* which may be amended from time to time, the General Manager/ CEO or his designee may invest in the following instruments, subject to the limits of flexibility described above:

<u>Instrument</u>	<u>Rating</u>	<u>Limitations</u>		
		<u>% of Fund</u>	<u>% of Fund Per Issuer</u>	<u>Maturity</u>
(a) U.S. Treasury Obligations		100	100	15 years
(b) Obligations of U.S. Agencies or Government Sponsored Enterprises		100	100	15 years
(c) Bankers Acceptances	A1/P1/F1			
Domestic (\$500 million minimum assets)		15	5	180 days
Foreign (\$500 million minimum assets)		15	5	180 days
(d) Commercial Paper	A1/ P1/F1	15	10	270 days
(\$500 million minimum assets)	Additional	10	10	31 days*
*Additional 10% (for a total of 25%) if the dollar weighted average maturity of the entire amount does not exceed 31 days				

<u>Instrument</u>	<u>Limitations</u>			
	<u>Rating</u>	<u>% of Fund</u>	<u>% of Fund Per Issuer</u>	<u>Maturity</u>
(e) Negotiable Certificates of Deposit		10	5	5 years
(f) Repurchase Agreements Secured by Treasury or Agency Obligation, Max 5 yr. maturity (102% collateral)		100	50	1 year U.S.
Reverse Repurchase Agreements & Security Lending		20	20	92 days
(g) Medium Term Notes	A	30	10	5 years
(h) Shares of beneficial interest issued by diversified management companies		10	5	30 days
(i) A mortgage pass through security No Inverse Floaters No Range Notes No Interest Only Strips Derived from a Pool of Mortgages	AA	20	5	5 Years
(j) Bonds, notes, warrants, or other evidences of indebtedness of any local agency within California		50	50	10 years
Local Agency Investment Fund (LAIF)				Up to the current limit.
San Mateo County Investment Fund				Up to the current limit.

11. **Oversight.**

- a. On a quarterly basis the Investment Advisor shall submit an investment report which provides a market review, the Advisor's outlook for the market and strategy for investing District funds. The report will also compare the portfolio against the benchmark established by the Investment Policy in terms of duration and yield.
- b. Quarterly, the General Manager/ CEO shall submit an investment report to the Board of Directors within 30 days of the end of the quarter. The report shall 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 District;
 2. description of any of the District's funds, investments or programs that are under the management of contracted parties, including lending programs;
 3. for all securities held by the District or under management by any outside party that is not a local agency or the State of California LAIF, a current market value as of the date of the report and the source of this valuation;
 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 District 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.
- c. Annually, the General Manager/ CEO shall perform, or cause to be performed, an independent audit of the District's assets as reported for the investment program's activities. It is to be conducted in such a way as to determine compliance with the District's Investment Policy and the State Codes. Such independent auditors will express an opinion whether the statement of assets is presented fairly and in accordance with generally accepted accounting principles.
- d. If the District places all of its investments in the LAIF, FDIC-insured accounts in a bank or savings and loan association, or the SMCIF (or any combination of these three), the General Manager/ CEO can simply submit, on at least a quarterly basis, the most recent statements from these institutions to meet the requirements of items 1-3 above, with a supplemental report addressing items 4 and 5 above. (*California Government Code Section 53646(b)-(e)*).

March 2009
Reaffirmed March 2010
Amended April 2011
Reaffirmed April 2012

Reaffirmed April 2013
Reaffirmed April 2014

EXHIBIT B

SAN MATEO COUNTY TRANSIT DISTRICT

Statement of Investment Policy for the Investment of the Paratransit Trust Fund

I. PURPOSE

This Statement of Investment Policy for the Investment of the Paratransit Trust Fund (Investment Policy) sets forth the investment guidelines for the prudent management of the Paratransit Trust Fund of the San Mateo County Transit District (District). It is the goal of this Investment Policy to establish investment objectives in accordance with the provisions of the *California Government Code, Section 53600 et seq.* (hereafter “Code”), and investment guidelines to ensure that the funds under its purview are prudently invested to preserve capital, provide necessary liquidity, and achieve a market-average rate of return over an economic cycle consistent with the District’s goals of preserving principal and minimizing the risk of diminishing the principal.

Investments may only be made as authorized by this Investment Policy, and subsequent revisions. This Statement of Investment Policy may be reviewed annually by the District’s Board of Directors at a public meeting. (*California Government Code Section 53646(a)*). Irrespective of these policy provisions, should the provisions of the *Code* be, or become, more restrictive than those contained herein, then such provisions will be considered immediately incorporated into this Statement of Investment Policy.

II. OBJECTIVES

The District’s cash management system is designed to monitor and forecast accurately expenditures and revenues, thus enabling the District to invest funds to the fullest extent possible. Idle funds of the District shall be invested in accordance with sound treasury management and in accordance with the provisions of the *Code Section* and this Investment Policy.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be applied in the context of managing an overall portfolio. District officials shall act in accordance with written procedures and the Investment Policy, and should report deviations from expectations in a timely fashion and take appropriate action to

control adverse developments.

The District's primary objective with respect to its invested funds is to safeguard the principal of the funds. The second objective is to meet the liquidity needs of the District. The third objective is to achieve a return on its invested funds

III. BENCHMARKS

Investment performance will be compared to the performance benchmark selected by the District annually, which approximates the District's portfolio and the specific restrictions on the District's portfolio in accordance with applicable current legislation by the State of California

IV. POLICY

At all times, the District shall invest the Paratransit Trust Fund in accordance with the rules and restrictions established by the law of the State of California (including *Government Code Section 53600 et seq.*). In addition, the District shall conduct its investments under the "prudent investor standard": "When investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, a trustee shall act with care, skill, prudence and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency." (*California Government Code Section 53600.3*).

The General Manager / CEO of the District, or his designee, shall serve as the District's trustee for purposes of placing investments pursuant to this Investment Policy. The Board of Directors may review and specifically reauthorize this delegation of authority on an annual basis.

1. **Criteria for Selecting Investments.** Criteria for selecting investments and the order of priority are:
 - a. **Safety.** The safety and risk associated with an investment refer to the potential loss of principal, interest or a combination of these amounts. The District shall invest only in those investments that are considered safe. Investments in instruments and with institutions permitted under Section 6, Allowable Investment Instruments and Section 7, Local Agency Investment Fund & San Mateo County Investment Fund, are deemed to constitute safe investments within the meaning of this Investment Policy.
 - b. **Liquidity.** An adequate percentage of the portfolio, in the approximate amount of six months' operating expenses, should be maintained in liquid short-term investments which can convert to cash if necessary to meet disbursement requirements. For purposes of this Investment Policy, fixed income securities maturing in one year or more are

considered investment term and fixed income securities maturing in less than one year are considered short-term cash equivalents.

c. **Return on Investment.** The District's investment portfolio shall be designed with the objective of attaining the safety and liquidity objectives first, and then attaining a market rate of return throughout the budgetary and economic cycles consistent with the portfolio's benchmark as described in Section III. This benchmark takes into account the District's investment risk constraints and the cash flow characteristics of the portfolio.

2. **Diversification.** The District will limit its investments to securities as defined by *California Government Code Section 53601 (k)*. The portfolio should consist of a mix of various types of securities, issuers, and durations from among the allowable investment instruments described in Sections 5, 6 and 7 so as to minimize the risk of loss and maximize the rate of return when prudent to do so.

3. **Safekeeping and Custody.** All security transactions, including collateral for repurchase agreements will be executed on a Delivery versus Pay Basis (DVP). The assets of the District shall be held in safekeeping by the District's safekeeping agent, or secured through third party custody and safekeeping procedures. A due bill or other substitution will not be acceptable.

4. **Investment Maturities and Average Life.** The specific security guidelines including maximum maturities and qualified Fixed Income instruments can be found in Section 10 "Summary of Instruments & Limitations" of this Investment Policy.

The maximum dollar weighted average maturity of the fund is five years. This policy limitation leaves open the flexibility to take advantage of interest rate fluctuations as well as yield curve differences to maximize the return on investment. The imposed maximum dollar weighted five year average maturity limits the market risk to levels appropriate for an intermediate income fund. For the purposes of calculating the "average life" of the fund, callable and asset backed securities will be run to their stated final maturity.

5. **Deposit of Funds.** As far as possible, all money belonging to or in the custody of the District including money paid to the District to pay the principal, interest or penalties of bonds, shall be deposited for safekeeping in state or national banks, savings associations or federal associations, credit unions or federally insured industrial loan companies in California (as defined by *California Government Code Section 53630*). Pursuant to *California Government Code Sections 53635, 53637 and 53638*, the money shall be deposited in any authorized depository with the objective of realizing maximum return, consistent with prudent financial management.

6. **Allowable Investment Instruments.** The District also may invest in any investment instrument as authorized by the *California Government Code*, as it may be amended from time to time, and subject to any conditions set forth in the *California Government Code*. These investment instruments include but are not limited to:
- a. United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
 - b. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government sponsored enterprises.
 - c. Bankers' acceptances otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers' acceptances shall not exceed 180 days' maturity or 40 percent of the agency's moneys that may be invested pursuant to this section. However, no more than 30 percent of the agency's moneys may be invested in the bankers' acceptances of any one commercial bank pursuant to this section. This subdivision does not preclude a municipal utility district from investing moneys in its treasury in a manner authorized by the Municipal Utility District Act (*California Public Utilities Code Section 11501, et seq.*).
 - d. Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization (NRSRO).
 - e. Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by *California Financial Code Section 5102*), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed 30 percent of the agency's moneys that may be invested pursuant to *California Government Code Section 53601*.
 - f. Investments in repurchase agreements or reverse repurchase agreements or securities lending agreements as defined in *California Government Code Section 53601 (j)*.
 - g. Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated "A" or better by an

NRSRO. Purchases of medium-term notes shall not include other instruments authorized by this section and may not exceed 30 percent of the agency's moneys that may be invested pursuant to *California Government Code Section 53601(k)*.

- h. Shares of beneficial interest issued by diversified management companies that invest in the securities and obligations as authorized by *California Government Code Section 53601 (l)*.
- i. A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond of a maximum of five years' maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an "A" or higher rating for the issuer's debt as provided by an NRSRO and rated in a rating category of "AA" or its equivalent or better by an NRSRO. Purchase of securities authorized by this subdivision may not exceed 20 percent of the agency's surplus moneys that may be invested pursuant to this *California Government Code Section 5360*.
- j. Bonds, notes, warrants, or other evidences of indebtedness of any local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.
- k. Collateral is defined in this Investment Policy to mean property (as securities) pledged by a borrower to protect the interest of the lender. For purposes of this Investment Policy, the following investments are considered to have collateral backing: Certificates of Deposit protected by either the FDIC or pledged securities in conformance with California Codes and this Investment Policy; or Bankers' Acceptances (protected by an irrevocable time draft or bill of exchange) whereby the accepting bank incurs an irrevocable primary obligation thus guaranteeing payment on the draft or bill. A secondary obligation rests with the issuing company; Commercial Paper (protected by an unsecured promissory note from the issuer who must be rated A1/P1/F1 or better) thereby guaranteeing that the earning power and/or liquidity had been established to fulfill the obligation to pay; and, asset backed securities which are rated AAA by both Moody's and Standard & Poors.

7. **Local Agency Investment Fund & San Mateo County Investment Fund.**

The Board of Directors also authorizes the District to invest in the Local Agency Investment Fund (LAIF) pursuant to *California Government Code Section 16429.1* and in the San Mateo County Investment Fund (SMCIF).

8. **Prohibited Investments.** The District shall not invest any funds in inverse floaters, range notes or mortgage derived interest-only strips. The District shall not invest any funds in any security that could result in zero interest accrual if held to maturity; however, the District may hold this prohibited instrument until its maturity date. The limitation does not apply to investments in shares of beneficial interest issued by diversified management companies as set forth in *California Government Code Section 53601.6*.
9. **Portfolio Transactions.** The District’s investment advisors are expected to seek best execution for all portfolio transactions. Best execution relates to the expected realized price net of commissions and is not necessarily synonymous with the lowest commission rate. Investment advisors are to obtain three independent bids from SEC licensed brokerage institutions, licensed by the state as a broker-dealer, as defined in *California Government Code Section 53601.5*, or from a brokerage firm designated as a primary government dealer by the Federal Reserve Bank, prior to the execution of each portfolio transaction. The investment advisors, at their sole discretion and authority, will choose which broker dealers or brokerage firms from which to solicit bids and final selection is to be made based on the best interests of the District. Investment advisors may incur realized capital losses in order to minimize the decrease in real purchasing power of the assets over an indefinite period of time.
10. **Summary of Instruments & Limitations.** Subject to the limitations set forth in *California Government Code Sections 53600 et seq.* which may be amended from time to time, the General Manager / CEO or his designee may invest in the following instruments, subject to the limits of flexibility described above:

<u>Instrument</u>	<u>Limitations</u>		
	<u>Rating</u>	<u>% of Fund</u>	<u>Maturity</u>
(a) U.S. Treasury Obligations		100	15 years
(b) Obligations of U.S. Agencies or Government Sponsored Enterprises		100	15 years
(c) Bankers Acceptances	A1/P1/F1		
Domestic (\$500 million minimum assets)		15	180 days
Foreign (\$500 million minimum assets)		15	180 days

<u>Instrument</u>	<u>Limitations</u>			
	<u>Rating</u>	<u>% of Fund</u>	<u>% of Fund Per Issuer</u>	<u>Maturity</u>
(d) Commercial Paper (\$500 million minimum assets) *Additional 10% (for a total of 25%) if the dollar weighted average maturity of the entire amount does not exceed 31 days	A1/ P1/F1 Additional	15 10	10 10	270 days 31 days*
(e) Negotiable Certificates of Deposit		10	5	5 years
(f) Repurchase Agreements Secured by U.S. Treasury or Agency Obligation Max 5 yr. maturity (102% collateral)		100	50	1 year
Reverse Repurchase Agreements & Security Lending		20	20	92 days
(g) Medium Term Notes	A	30	10	5 years
(h) Shares of beneficial interest issued by diversified management companies		10	5	30 days
(i) A mortgage pass through security No Inverse Floaters No Range Notes No Interest Only Strips Derived from a Pool of Mortgages	AA	20	5	5 Years
(j) Bonds, notes, warrants, or other evidences of indebtedness of any local agency within California	50	50	10 years	
Local Agency Investment Fund (LAIF)				Up to the current limit.
San Mateo County Investment Fund				Up to the current limit.

11. **Oversight.**

- a. On a quarterly basis the Investment Advisor shall submit an investment report which provides a market review, the Advisor's outlook for the market and strategy for investing District funds. The report will also compare the portfolio against the benchmark established by the Investment Policy in terms of duration and yield.
- b. Quarterly, the General Manager / CEO shall submit an investment

report to the Board of Directors within 30 days of the end of the quarter. The report shall 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 District;
 2. description of any of the District's Paratransit Trust Fund, investments or programs that are under the management of contracted parties, including lending programs;
 3. for all securities held by the District or under management by any outside party that is not a local agency or the State of California LAIF, a current market value as of the date of the report and the source of this valuation;
 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 District 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.
- c. Annually, the General Manager / CEO shall perform, or cause to be performed, an independent audit of the District's assets as reported for the investment program's activities. It is to be conducted in such a way as to determine compliance with the District's Investment Policy and State Codes. Such independent auditors will express an opinion whether the statement of assets is presented fairly and in accordance with generally accepted accounting principles.
- d. If the District places all of its investments in the LAIF, FDIC-insured accounts in a bank or savings and loan association, or the SMCIF (or any combination of these three), the General Manager / CEO can simply submit, on at least a quarterly basis, the most recent statements from these institutions to meet the requirements of items 1-3 above, with a supplemental report addressing items 4 and 5 above. *(California Government Code Section 53646(b)-(e)).*

RESOLUTION NO. 2016-

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

**AUTHORIZING INVESTMENT OF SAN MATEO COUNTY TRANSIT DISTRICT
MONIES IN LOCAL AGENCY INVESTMENT FUND**

WHEREAS, pursuant to Government Code Section 16429.1, a Local Agency Investment Fund (LAIF) was created in the State Treasury for the deposit of local agency monies for purposes of investment by the State Treasurer; and

WHEREAS, staff recommends, and the Finance Committee concurs, that the deposit and withdrawal of money in LAIF in accordance with the provisions of Government Code Section 16429.1 is in the best interest of the San Mateo County Transit District (District).

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District does hereby authorize the deposit and the withdrawal of District monies in LAIF in the State Treasury in accordance with the provisions of Government Code Section 16429.,1 for the purpose of investment; and

BE IT FURTHER RESOLVED that the General Manager/CEO, or his designee, is authorized to order the deposit or withdrawal of District monies in LAIF.

Regularly passed and adopted this 3rd day of August, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Eli Kay
Chief Financial Officer

SUBJECT: **AUTHORIZE FILING ANNUAL CLAIM WITH METROPOLITAN TRANSPORTATION COMMISSION FOR TRANSPORTATION DEVELOPMENT ACT, STATE TRANSIT ASSISTANCE AND REGIONAL MEASURE 2 FUNDS**

ACTION

Staff proposes the Committee recommend the Board authorize filing a claim with the Metropolitan Transportation Commission (MTC) for Transportation Development Act (TDA) Article 4.0 and 4.5 funds, State Transit Assistance (STA) funds (including for the Lifeline Transportation Program (LTP)), and Regional Measure 2 (RM2) funds for Fiscal Year (FY) 2017.

Based on MTC's latest estimates, the San Mateo County Transit District (District) is claiming the following amounts for FY2017 (FY2016 is informational):

	FY2016	FY2017	
	MTC	MTC	Increase/
Funding Source	Claim	Claim	(Decrease)
TRANSPORTATION DEVELOPMENT ACT (TDA)			
TDA Article 4.0 (SamTrans bus)	\$ 32,143,723	\$ 37,540,609	\$ 5,396,886
TDA Article 4.5 (Paratransit)	1,771,554	1,844,243	\$ 72,689
STATE TRANSIT ASSISTANCE			
Revenue Based: SamTrans (bus)			
Route 17 (LTP)	\$ 167,000	\$ 195,074	\$ 28,074
Coastside (LTP)	100,000	100,900	\$ 900
AB X8 9 *	3,794,556	2,088,953	\$ (1,705,603)
Population Based:			
Regional Paratransit	\$ 471,248	\$ 311,337	\$ (159,911)

	FY2016	FY2017	
	MTC	MTC	Increase/
Funding Source	Claim	Claim	(Decrease)
Pass-through to Other Agencies			
Paratransit Coordinating Council ** (TDA)	\$ 69,000	\$ 69,000	\$ -
TDA Total (without pass-throughs)	\$ 33,915,277	\$ 39,384,852	\$ 5,469,575
STA Total (without pass-throughs)	\$ 4,532,804	\$ 2,696,264	\$ (1,836,540)
Pass-through Total (TDA and STA)	\$ 69,000	\$ 69,000	\$ -
RM2 (SamTrans Owl Service)	\$ 305,876	\$ 305,876	\$ -
TOTAL	\$ 38,822,957	\$ 42,455,992	\$ 3,633,035

*: Offsets general operating expenses for operations.

SIGNIFICANCE

TDA and STA funding allocated by MTC supports the District's fixed-route bus and paratransit services for San Mateo County residents. The District also claims STA funds to pass through to several LTP claimants in San Mateo County. The LTP program was established by the MTC to fund projects that result in improved mobility for low income residents in the San Francisco Bay Area. Finally, the District claims TDA funds for administration of the Paratransit Coordinating Council (PCC), which funds are then passed through to Nelson/Nygaard for PCC administrations services. An additional \$10,780 of District sales tax revenues supplements the \$69,000 in TDA funds for a total PCC administration budget for FY2017 of \$79,780.

In addition to TDA and STA funds, MTC allocates RM2 bridge toll revenues. The District's RM2 claim will offset operating costs for Route 397, which provides late-night Owl Service from the Palo Alto Caltrain Station to San Francisco International Airport and then to the Transbay Terminal in San Francisco.

BUDGET IMPACT

TDA, STA (including LTP), and RM2 funding are included in the adopted FY2017 SamTrans Operating Budget and total \$39.4 million, \$3.0 million, and \$0.3 million, respectively. The STA budget amount is slightly different than the claim amount, as the MTC-provided estimate continues to evolve over time, based upon newer and more complete information. This is noted in the next section as well.

BACKGROUND

TDA funding provides a significant share of the District's operating revenues. TDA and STA dollar amounts cited are estimates from the MTC and are subject to adjustment if actual receipts differ from projections over the course of the fiscal year.

Prepared By: Eileen Bettman, Manager, Budgets

650-508-6425

RESOLUTION NO. 2016 -

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

**AUTHORIZE THE FILING OF AN APPLICATION WITH THE METROPOLITAN TRANSPORTATION
COMMISSION FOR TRANSPORTATION DEVELOPMENT ACT, STATE TRANSIT ASSISTANCE AND
REGIONAL MEASURE 2 FUNDS FOR FISCAL YEAR 2017**

WHEREAS, the Metropolitan Transportation Commissions (MTC) is the transportation planning agency for the nine county San Francisco Bay Area and, as such, distributes assorted Federal and State transit and transportation planning funds to cities, counties and other entities to spend as authorized by the Transportation Development Act of 1971 (TDA) and Regional Measure 2 (RM2), as set forth below; and

WHEREAS, the TDA (Public Utilities Code §§ 99200 et seq.) provides for the disbursement of the TDA Article 4.0 and 4.5 Funds, and State Transit Assistance (STA) Funds (including for the Lifeline Transportation Program (LTP)), for use by qualified operators to support public transportation systems and to aid public transportation research and demonstration projects following application to recipients' regional transportation planning agencies, such as the MTC; and

WHEREAS, RM2 (California Streets and Highway Code §§ 30921, 30914 and 30914.5) was adopted by the voters of seven Bay Area counties in 2004 to provide funding for new transit options in the Bay Area's toll bridge corridors, to relieve traffic congestion and bottlenecks, and to build secondary transit connections, with funds available to specific recipients subject to application to the MTC; and

WHEREAS, the San Mateo County Transit District (District) acts as managing agency for the Peninsula Corridor Joint Powers Board (JPB); and

WHEREAS, for technical reasons, the JPB is not eligible to apply for funds under these three sources, but the District can apply for funds on behalf of the JPB; and

WHEREAS, the District is an eligible claimant for funds under the sources described above to support transit operations and planning, and to pass through funds to other entities including the JPB, San Mateo County, the City/County Association of Governments of San Mateo County, cities in San Mateo County, and the entity

responsible for administering the Paratransit Coordinating Council (Cal. Pub. Util. Code §§ 99260(a), 99260.2, 99260.6 and 99275; Resolution Nos. 2012-26 and 2012-28, dated June 13, 2012, and District's Opinion of Counsel dated May 9th, 2013); and

WHEREAS, for Fiscal Year 2017, the District has determined to apply to the MTC for funds from the specified sources and for the purposes set forth below:

1. TDA Article 4.0 (SamTrans Bus): \$37,540,609
2. TDA Article 4.5 (Paratransit): \$1,844,243
3. STA Revenue Based (SamTrans Bus)
 - A. Route 17 (LTP): \$195,074
 - B. Coastside (LTP): \$100,900
 - C. AB X8 9 (General Operating Expenses): \$2,088,953
4. STA Population Based (Regional Paratransit): \$311,337
5. Pass-throughs to other agencies
 - A. TDA (pass-through to Nelson/Nygaard for Paratransit Coordinating Council administration): \$69,000
6. RM2 (SamTrans Owl Service): \$305,876.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the San Mateo County Transit District authorizes and directs the General Manager/CEO or his designee to file appropriate claims for TDA Article 4.0 and 4.5 Funds, State Transit Assistance (STA) Funds (including for the Lifeline Transportation Program (LTP)), and RM2 Funds, together with all necessary supporting documents, with the MTC for Fiscal Year 2017 as follows:

1. TDA Article 4.0 (SamTrans Bus): \$37,540,609
 2. TDA Article 4.5 (Paratransit): \$1,844,243
 3. STA Revenue Based (SamTrans Bus)
 - A. Route 17 (LTP): \$195,074
 - B. Coastside (LTP): \$100,900
 - C. AB X8 9 (General Operating Expenses): \$2,088,953
 4. STA Population Based (Paratransit): \$311,337
 5. Pass-throughs to other agencies
 - A. TDA (pass-through to Nelson/Nygaard for PCC administration): \$69,000
- RM2 (SamTrans Owl Service): \$305,876; and

BE IT FURTHER RESOLVED that the General Manager/CEO or his designee is authorized and directed to file appropriate amendments to these claims, together with all necessary supporting documents, with the MTC to carry out the policies of the Board of Directors and attendant funding requirements during Fiscal Year 2017, as may be adopted from time to time by the Board of Directors; and

BE IT FURTHER RESOLVED that the District indemnifies and holds harmless the MTC, its commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of the District, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under the allocation of RM2 funds. In addition to any other remedy authorized by law, the MTC may retain as much of the funding due under the allocation of RM2 funds as shall reasonably be considered necessary by the MTC until disposition has been made of any claim for damages; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be transmitted to the MTC in conjunction with the filing of the claims authorized pursuant to this Resolution, and the MTC shall be requested to concur in these findings and to grant the allocation of funds as specified.

Regularly passed and adopted this 3rd day of August, 2016, by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

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

SUBJECT: **AUTHORIZE ENTERING INTO A GRANT AGREEMENT WITH THE CALIFORNIA
STATE DEPARTMENT OF TRANSPORTATION FOR THE U.S. 101 EXPRESS BUS
FEASIBILITY STUDY**

ACTION

Staff proposes the Committee recommend Board approval of the following:

1. Authorize the General Manager/CEO, or his designee, to enter into a funding agreement for a Sustainable Transportation Planning Grant from the California State Department of Transportation (Caltrans) in the amount of \$180,000 for the U.S. 101 Express Bus Feasibility Study (Project); and
2. Take such further actions as may be necessary to give effect to the resolution.

SIGNIFICANCE

The Project will examine the financial and operational feasibility of implementing a network of long-distance express buses operating on the U.S. 101 corridor through San Mateo County. To help fund this effort, Caltrans, which manages operations on U.S. 101, has offered to provide a \$180,000 grant to the San Mateo County Transit District (District) from the Sustainable Transportation Planning Grant Program. To receive the funds, the Board of Directors (Board) must approve and authorize the General Manager/CEO, or his designee, to enter into a funding agreement with Caltrans.

BUDGET IMPACT

There is no budget impact associated with this action. The total cost of the Project is \$484,000 and is included in the Fiscal Year (FY) 2017 Capital Budget. After obtaining \$180,000 in grant funds from Caltrans, the District's remaining cost for the Project is \$304,000.

BACKGROUND

As the regional economy continues to thrive, traffic congestion on U.S. 101, particularly during weekday commute periods, has intensified. Throughout San Mateo County, people who travel in single occupancy vehicles, carpools, buses, and shuttles grapple

with long and unpredictable travel times. This study will examine the feasibility of implementing express bus service, potentially integrated with and operating in a managed lane environment, to improve operational performance and attractiveness of public transit along the U.S. 101 corridor.

STRATEGIC INITIATIVE

- Priority 1: Expand Mobility Options
- Goal 1: Increase weekday fixed-route ridership by 15 percent

Prepared By:	Peter Skinner, Manager, Grants and Fund Programming	650-622-7818
Project Manager:	Lindsey Kiner, Senior Planner	650-508-7912

RESOLUTION NO. 2016 –

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

*** * ***

**AUTHORIZE ENTERING INTO A GRANT AGREEMENT WITH THE CALIFORNIA STATE
DEPARTMENT OF TRANSPORTATION FOR THE U.S. 101 EXPRESS BUS FEASIBILITY STUDY**

WHEREAS, the California State Department of Transportation (Caltrans) awards State funding under the Sustainable Transportation Planning Grant Program to fund transportation planning efforts that promote livable communities and sustainable transportation systems; and

WHEREAS, the San Mateo County Transit District (District) is eligible to receive State funding for certain transportation planning activities; and

WHEREAS, the District applied for, and Caltrans awarded, a \$180,000 Sustainable Transportation Planning Grant to fund the District's U.S. 101 Express Bus Feasibility Study (Project); and

WHEREAS, the District will provide \$304,000 in matching funds for the Project; and

WHEREAS, the District must execute a funding agreement with Caltrans before the District can claim the Sustainable Transportation Planning Grant Program funds; and

WHEREAS, staff recommends and the Committee concurs that the Board of Directors authorize the General Manager/CEO, or his designee, to execute a grant agreement with Caltrans for the District to receive \$180,000 in Sustainable Transportation Planning Grant funds for the Project, and to take such further actions as may be necessary to give effect to this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District authorizes the General Manager/CEO, or his designee, to:

1. Execute a funding agreement with the California State Department of Transportation in the amount of \$180,000 for the U.S. 101 Express Bus Feasibility Study; and

2. Take such further actions as may be necessary to give effect to this resolution.

Regularly passed and adopted this 3rd day of August, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

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

SUBJECT: **AUTHORIZE ENTERING INTO A FUNDING AGREEMENT WITH THE CALIFORNIA STATE DEPARTMENT OF TRANSPORTATION FOR THE GRAND BOULEVARD INITIATIVE: CREATING SAFE AND HEALTHY CORRIDOR COMMUNITIES PROJECT**

ACTION

Staff proposes the Committee recommend Board approval of the following:

1. Authorize the General Manager/CEO or his designee to enter into a funding agreement for a Sustainable Transportation Planning Grant from the California State Department of Transportation (Caltrans) in the amount of \$135,108 for designing multimodal streetscape improvements related to the Grand Boulevard Initiative: Creating Safe and Healthy Corridor Communities Project (Project); and
2. Take such further actions as may be necessary to give effect to the resolution.

SIGNIFICANCE

Caltrans has awarded \$349,074 from the Sustainable Transportation Planning Grant Program for the Project. The Project facilitates the design of multimodal streetscape improvements and associated community outreach efforts in Redwood City and Palo Alto to create a roadway that is safe and accessible for all users, is integrated with proposed sustainable development, and enhances modal choices by encouraging pedestrian and transit activity. This Project is a critical first step toward implementing physical improvements and realizing the Grand Boulevard Initiative Vision.

BUDGET IMPACT

The approved Fiscal Year (FY) 2017 Operating Budget includes \$135,108 of the total grant amount for the first year's expenses. The remaining grant funds will be considered during FY2018 and FY2019 Operating Budget deliberations. Local matching funds of \$45,226 will be provided by the cities of Redwood City and Palo Alto. The grant funds and local match funds provided by the cities will fund the Project in whole; no San Mateo County Transit District (District) funding is provided or required.

BACKGROUND

Caltrans issued a call for projects for its FY2017 Sustainable Transportation Planning Grant Program. The District submitted an application for the Project. Caltrans selected the District's Project, awarding \$349,074 towards a total Project budget of \$394,000. The Project builds on previous Grand Boulevard Initiative plans and projects by designing multimodal streetscape improvements in two case study areas: in Redwood City from Maple Street to State Road 84 and in Palo Alto from Cambridge Avenue to Lambert Avenue. The case study locations were selected based on their high proportion of bicycle and pedestrian collision rates and opportunity to improve roadway safety and downtown connections.

STRATEGIC INITIATIVE

- Priority 1: Expand Mobility Options
- Goal 1: Increase weekday fixed-route ridership by 15 percent

Prepared By: Rebecca Arthur, Senior Grants Analyst
Project Manager: Megan Channell, Principal Planner

650-508-6368
650-622-7815

RESOLUTION NO. 2016 –

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

*** * ***

**AUTHORIZE ENTERING INTO A FUNDING AGREEMENT WITH THE CALIFORNIA STATE
DEPARTMENT OF TRANSPORTATION FOR THE GRAND BOULEVARD INITIATIVE:
CREATING SAFE AND HEALTHY CORRIDOR COMMUNITIES PROJECT**

WHEREAS, the California State Department of Transportation (Caltrans) awards State funding under the discretionary Sustainable Transportation Planning Grant Program (Program) to fund transportation planning efforts that promote livable communities and sustainable transportation systems; and

WHEREAS, the San Mateo County Transit District (District) is eligible to receive State funding for certain transportation planning related plans; and

WHEREAS, the District applied for a Sustainable Transportation Planning Grant and Caltrans awarded the District a \$349,074 grant to fund the Grand Boulevard Initiative: Creating Safe and Healthy Corridor Communities Project (Project); and

WHEREAS, the cities of Redwood City and Palo Alto will provide all local matching funds required, for a total of \$45,226; and

WHEREAS, the District must execute a Restricted Grant Agreement with Caltrans before the District can claim the Program funds; and

WHEREAS, staff recommends and the Committee concurs that the Board of Directors should authorize the General Manager/CEO, or his designee, to execute a grant agreement with Caltrans for the District to receive \$349,074 in Program funds to design multimodal streetscape improvements related to the Project, and take such further actions as may be necessary to give effect to this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District authorizes the General Manager/CEO, or his designee, to:

1. Execute a funding agreement with Caltrans for the District to receive \$349,074 in Sustainable Transportation Planning Grant funds to design multimodal streetscape improvements related to the Grand Boulevard Initiative: Creating Safe and Healthy Corridor Communities Project; and

2. Take such further actions as may be necessary to give effect to this resolution.

Regularly passed and adopted this 3rd day of August, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

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

SUBJECT: **AUTHORIZE ENTERING INTO FUNDING AGREEMENTS WITH CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY TO RECEIVE MEASURE M FUNDS**

ACTION

Staff proposes the Committee recommend the Board:

1. Authorize the General Manager/CEO, or his designee, to enter into annual funding agreements with the City/County Association of Governments of San Mateo County (C/CAG) for the San Mateo County Transit District (District) to receive Measure M funds to help support paratransit services and senior transportation programs; and
2. Take any other actions necessary to give effect to this resolution, including executing any agreements, certifications and assurances, or other documentation that may be required to receive the funds.

SIGNIFICANCE

The District is the agency designated by C/CAG to receive Measure M funds to support countywide paratransit operations and senior transportation programs. For the District to accept and use the funds for these purposes, the District must enter into funding agreements on a bi-annual basis with C/CAG. Historically, the District has adopted new resolutions providing authority for Measure M funds every other year. This board action, however, provides this authority for the life of the Measure M program. The Board has adopted similar blanket authority for other funding programs including Federal Transit Administration formula funds and funds administered through the Bay Area Air Quality Management District.

BUDGET IMPACT

Measure M funds to cover costs related to paratransit services and senior mobility initiatives, will be included in the annual operating budgets, including the Fiscal Year (FY) 2017 Budget.

BACKGROUND

The San Mateo County voters approved Measure M on November 2, 2010, which imposed an additional \$10 vehicle registration fee on each motor vehicle registered

within the county, effective May 2011 and continuing for a period of 25 years. C/CAG is authorized to use the proceeds for transportation-related congestion and pollution mitigation programs and projects.

In March 2011, C/CAG approved an implementation plan that would allocate 22 percent of the net revenues collected, or approximately \$1.4 million annually, for countywide transit operations and senior transportation programs.

STRATEGIC INITIATIVE

- Priority 2: Strengthen Fiscal Health
- Reduce debt service by \$1.5 million annually

Prepared By: Rebecca Arthur, Senior Grants Analyst

650-508-6368

RESOLUTION NO. 2016 –

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

**AUTHORIZE ENTERING INTO FUNDING AGREEMENTS WITH CITY/COUNTY ASSOCIATION OF
GOVERNMENTS OF SAN MATEO COUNTY TO RECEIVE MEASURE M FUNDS**

WHEREAS, the San Mateo County voters approved Measure M on November 2, 2010, which imposed an additional \$10 Vehicle Registration Fee on each motor vehicle registered within the County, effective May 2011 and continuing for a period of 25 years; and

WHEREAS, the City/County Association of Governments of San Mateo County (C/CAG) is authorized to use the proceeds collected from Measure M for transportation-related congestion and pollution mitigation programs and projects; and

WHEREAS, on March 2011, C/CAG approved an implementation plan that would allocate 22 percent of the net revenues collected, or approximately \$1.4 million annually, for countywide transit operations and senior transportation programs; and

WHEREAS, the San Mateo County Transit District (District) is the designated agency to receive the funds for these purposes; and

WHEREAS, the District proposes to use the Measure M funding to support its paratransit service program, including costs associated with the Senior Mobility Program, which is consistent with the purpose of the Measure M program; and

WHEREAS, the General Manager/CEO recommends and the Finance Committee concurs that the District enter into funding agreements with C/CAG for the District to receive Measure M funds to help support its paratransit services, including costs associated with the Senior Mobility Program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby:

1. Authorizes the General Manager/CEO, or his designee, to execute funding agreements with C/CAG for the District to receive and use Measure M funding for District senior and paratransit services, including costs associated with the Senior Mobility Program, throughout the life of the funding program; and

2. Authorizes the General Manager/CEO, or his designee, to take such other actions as may be necessary to give effect to this resolution, including executing any agreements, certifications and assurances or other documentation that may be required to receive the funds.

Regularly passed and adopted this 3rd day of August, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO/Chief Administrative Officer

SUBJECT: **APPROVAL AND RATIFICATION OF THE FISCAL YEAR 2017 DISTRICT INSURANCE PROGRAM**

ACTION

Staff proposes that the Committee recommend that the Board approve and ratify the San Mateo County Transit District (District) Insurance Program obtained through the District's insurance broker, Wells Fargo Insurance Services, for Fiscal Year (FY) 2017, at a total premium cost of \$1,882,676 inclusive of the following:

- Continue the current \$1 million self-insured retention on the liability program;
- Purchase \$99 million of coverage for Commercial General and Business Automobile Liability; and
- Renew the District's Employment Practices Liability and Non-liability insurance program.

SIGNIFICANCE

Driven by hardening of the liability insurance marketplace, increased losses, and higher property values, the District's FY2017 total insurance premium increased only 2 percent over last year's premium. Despite market pressure to increase retentions, the District was able to maintain a \$1 million self-insured retention per occurrence. This retention is a key factor in the District's risk management program and is integrated into contract insurance requirements for vendors and other District activities. Public Official's Liability limits remain at \$50 million. Below is an overview of the District's FY2016 and FY2017 premiums:

<u>Program</u>	<u>Conditions</u>	<u>FY2016 Premium</u>	<u>FY2017 Premium</u>
Liability, including: -Excess Liability -Public Officials Liability	\$100 million excess liability \$1 million self-insured retention	\$ 1,051,525	\$ 1,111,527
Employment Practices	\$5 million limit \$150,000 retention	\$ 83,160	\$ 83,160
Non-Liability	Various	\$ 710,950	\$ 687,989
TOTALS		\$1,845,635	\$1,882,676

BUDGET IMPACT

Funds to underwrite the recommended program are included in the FY2017 Operating Budget.

BACKGROUND

Liability Program

The District's \$100 million limit of liability contains a \$1 million self-insured retention and excess limits of \$100 million. Coverage for the Terrorism Recovery Insurance Extension Act (TRIEA) is included in the full \$100 million limits and Public Official's Liability is included to \$50 million.

The liability insurance program covers all of the District's services, including District operated revenue and non-revenue vehicles, Contracted Urban Bus service, Redi-Wheels, and the taxi and lift-van programs. The San Mateo County Transportation Authority (TA) is a named insured and afforded coverage under the District's insurance program, excess of the TA's dedicated insurance policies.

As the liability insurance marketplace has hardened, any increases in exposures or losses has an impact on premiums. In particular, progressively higher liability settlements in California and the transit industry over the past 15 years is making the maintenance of the District's \$1 million self-insured retention more challenging with an accompanying premium impact. However, if the District were to carry a higher retention, any premium savings would very likely be exceeded by the increased cost of paying claims up to the higher retention.

Employment Practices

Employment practices liability coverage has a \$5 million limit with a \$150,000 self-insured retention.

Non-Liability Program

The District's non-liability program includes coverage for bus physical damage, property, boiler and machinery, public employees blanket bond and excess bond, business auto, environmental, cyber liability, Dumbarton Rail Bridge, fiduciary liability, and kidnap and ransom coverage.

Bus Physical Damage

The bus physical damage policy is written on a full replacement cost basis for active buses and actual cash value basis for non-revenue, inactive and retired buses. Coverage also includes a step-deductible feature so that deductibles are proportional to the value of the vehicle, plus there's a maximum deductible if multiple buses are damaged in a loss. The program is designed with tiered rates so that inactive and retired buses are insured at lower insurance premiums than active vehicles. Terrorism coverage is included for all vehicles. Total fleet values and premiums have increased. Policy limits have been raised to cover these higher fleet values.

Property

While the District's total insurable values increased, property premiums decreased for FY2017. The policy contains Boiler and Machinery coverage. The District's program still contains flood insurance coverage.

Business Auto Insurance

The District insures 12 vehicles that are issued to employees on a 24-hour basis.

Crime Insurance

Crime coverage applies to the District, the TA and the Peninsula Corridor Joint Powers Board. This is the third year of a three-year program.

Dumbarton Rail Bridge

The Dumbarton Rail Bridge continues to be insured on an actual cash value basis (not replacement cost) with a \$5 million limit, including coverage for debris removal and collisions by ships.

Environmental

The District's environmental liability coverage is in the second year of a three year pre-paid program with a \$5 million limit and a \$50,000 deductible. The premiums for this three-year program were paid in FY2016.

Cyber Liability

The increasing use of the Internet by all organizations to gather, store, and disseminate information has created new liability exposures for the vast majority of public entities and businesses. With new Federal and State legislation imposing liability, strict fines, penalties and notification requirements, many entities are adding Cyber Liability coverage to their insurance portfolios. For a premium of \$58,754, and a limit of \$5 million, the District has been able to secure a broad Cyber Liability policy. Although the District's website does not allow online credit card transactions, information on vendors and employees, and other confidential data resides on the District's servers.

Fiduciary Liability

Fiduciary liability coverage in the amount of \$2 million for liabilities that the District could incur as a result of the administration and management of employee benefit plans is being renewed at the same premium this year.

Kidnap & Ransom

The District has \$1 million of kidnap and ransom insurance that indemnifies the District for ransom payments and expenses for actual or alleged kidnappings.

Summary

Despite increased premiums, and even though public transit is a challenging risk with a limited number of insurers, the District still enjoys below-market pricing. All coverage is written by insurers that meet the District's financial stability requirement of a Best's Rating of A X or better.

Prepared by: Marshall Rush, Claims Administrator

650-508-7742

RESOLUTION NO. 2016-

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

* * *

**APPROVING AND RATIFYING THE INSURANCE PROGRAM FOR
FISCAL YEAR 2017**

WHEREAS, the General Manager/CEO of the San Mateo County Transit District (District) has approved an insurance program for Fiscal Year (FY) 2017 with premiums totaling \$1,882,676, the costs for which are included in the FY2017 budget; and

WHEREAS, in conjunction with the expiration of the District's existing insurance program on June 30, 2016, District staff renewed its insurance program for FY2017 based on the plan approved by the General Manager/CEO, with the following significant elements:

1. Maintain self-insured retention for the District in the amount of \$1 million;
2. Excess Liability insurance with a total limit of \$100 million, which includes Public Official's Liability coverage with a \$50 million limit, at an annual premium of \$1,111,527;
3. Employment Practices Legal Liability policy with a total limit of \$5 million and an annual premium of \$83,160;
4. Non-liability policies covering Bus Physical Damage, Property, Boiler and Machinery, Public Employees Blanket Bond and Excess Bond, Business Auto, Environmental, Dumbarton Rail Bridge, Cyber Liability with Privacy Coverage, Fiduciary Liability and Kidnap & Ransom insurance with an annual premium of \$687,989; and

WHEREAS, staff recommends and the Finance Committee concurs that the Board of Directors approve and ratify the renewal of the District's insurance program for FY2017, as delineated above.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the San Mateo County Transit District hereby approves and ratifies the renewal of the District's insurance program for FY2017, including the types of coverage, limits and premiums recited above.

Regularly passed and adopted this 3rd day of August, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Eli Kay
Chief Financial Officer

SUBJECT: **AUTHORIZE EXTENSION OF THE CONTRACT WITH DUNBAR ARMORED, INC.
FOR PROVISION OF ARMORED CAR TRANSIT REVENUE COLLECTION,
TRANSPORTATION AND PROCESSING SERVICES**

ACTION

Staff proposes the Committee recommend the Board authorize the General Manager/CEO, or his designee, to execute an amendment to extend the contract with Dunbar Armored, Inc. (Dunbar) of San Leandro, CA for 12 months for a not-to-exceed amount of \$470,475 for a total contract amount of \$839,675.

SIGNIFICANCE

Extension of the contract with Dunbar will allow the San Mateo County Transit District (District) to retain uninterrupted armored car transit revenue collection, transportation, and processing services while allowing sufficient time for staff to successfully complete a competitive solicitation for the services.

BUDGET IMPACT

The cost is included in the approved Fiscal Year 2017 Operating Budget.

BACKGROUND

On October 7, 2015, the Board of Directors adopted by Resolution No. 2015-52, to authorize an expansion of armored car transit revenue collection, transportation and processing services being provided by Dunbar to fulfill an immediate need resulting from District employee retirements. That action authorized the General Manager/CEO to execute a 10-month contract with Dunbar to allow time for the District to successfully complete a competitive solicitation for the expanded services. The procurement process for the new contract is not yet complete.

STRATEGIC INITIATIVE

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

Contract Officer: Brian Geiger
Project Manager: Carl Cubba, Director of Treasury

650-508-7973
650-508-6206

RESOLUTION NO. 2016-

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

*** * ***

**AUTHORIZE AN AMENDMENT TO EXTEND THE CONTRACT WITH DUNBAR ARMORED,
INC. FOR PROVISION OF ARMORED CAR TRANSIT REVENUE COLLECTION,
TRANSPORTATION AND PROCESSING SERVICES FOR 12 MONTHS FOR
A NOT-TO-EXCEED AMOUNT OF \$470,475**

WHEREAS, on October 7, 2015, the San Mateo County Transit District (District) approved a 10-month contract with Dunbar Armored, Inc. (Dunbar) to fulfill the immediate need for armored car transit revenue collection, transportation and processing services (Services), as a result of District employee retirements (Resolution No. 2015-52); and

WHEREAS, staff has determined it requires up to an additional 12 months to conduct a competitive solicitation process for the Services; and

WHEREAS, Dunbar has agreed to extend the agreement for an additional 12 months for a not-to-exceed amount of \$470,475 for a total contract amount of \$839,675 to allow the District adequate time to successfully complete a competitive solicitation for the services; and

WHEREAS, the General Manager/CEO and staff recommend, and the Committee concurs, that the Board of Directors approve and authorize the General Manager/CEO, or his designee, to execute an amendment to extend the District's contract with Dunbar for 12 months at a not-to-exceed cost of \$470,475 to fulfill the District's immediate need for continued Services and to provide staff sufficient time to complete a competitive solicitation process for the Services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby approves, and authorizes the General Manager/CEO or his designee to execute, a contract amendment to extend the Agreement with Dunbar Armored, Inc., for armored car transit revenue collection, transportation and processing services for 12 months at a not-to-exceed cost of \$470,475.

Regularly passed and adopted this 3rd day of August, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Bill Carson
Director, Human Resources

SUBJECT: **SMALL BUSINESS ENTERPRISE PREFERENCE UPDATE AND LOCAL BUSINESS
ENTERPRISE PREFERENCE PRESENTATION**

ACTION

This report is for information only. No Board action is required.

SIGNIFICANCE

A presentation will be made in response to a Board request for an update on the Small Business Enterprise preference and a Board inquiry on a Local Business Enterprise preference for non-federally funded contracts.

Prepared By: John Barker, Manager, Civil Rights Programs

650-508-7940

**FINANCE ITEM # 11
AUGUST 3, 2016**

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Eli Kay
Chief Financial Officer

SUBJECT: **INFORMATION ON STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD
ENDING JUNE 30, 2016**

The Finance Division engages in many activities following the end of the June 30 fiscal year both to close out the old fiscal year and set up the new fiscal year. The demands of these activities require a longer time to produce a complete Statement of Revenues and Expenses than allowed by the normal board meeting cycle. The auditors, Vavrinek, Trine, Day & Co., expect to finish the audit in late October. Consequently, staff will present a Statement of Revenues and Expenses for June at the November 2 meeting of the Board of Directors. We expect to have the Comprehensive Annual Financial Report finalized by December 2016.

Prepared by: Sheila Tioyao, Manager, General Ledger

650-508-7752



BOARD OF DIRECTORS 2016

ZOE KERSTEEN-TUCKER, CHAIR
ROSE GUILBAULT, VICE CHAIR
JEFF GEE
CAROLE GROOM
SHIRLEY HARRIS
KARYL MATSUMOTO
PETER RATTO
CHARLES STONE
ADRIENNE TISSIER

JIM HARTNETT
GENERAL MANGER/CEO

A G E N D A
LEGISLATIVE COMMITTEE
COMMITTEE OF THE WHOLE

San Mateo County Transit District
Bacciocco Auditorium - Second Floor
1250 San Carlos Ave., San Carlos, CA

WEDNESDAY, AUGUST 3, 2016 – 2:30 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Legislative Committee Meeting of July 6, 2016

INFORMATIONAL

2. State and Federal Legislative Update

Committee Members: Peter Ratto, Shirley Harris, Karyl Matsumoto

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 MEETING
COMMITTEE OF THE WHOLE
JULY 6, 2016**

Committee Members Present: P. Ratto (Committee Chair), S. Harris, K. Matsumoto

Other Board Members Present, Constituting Committee of the Whole: J. Gee, C. Groom, R. Guilbault, Z. Kersteen-Tucker (Chair), C. Stone, A. Tissier

Staff Present: J. Averill, S. Bhatnagar, J. Cassman, A. Chan, G. Harrington, J. Hartnett, C. Harvey, E. Kay, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Peter Ratto called the meeting to order at 3:14 p.m.

Approval of Minutes of June 1, 2016

Motion/Second: Harris/Stone

Ayes: Gee, Groom, Guilbault, Harris, Matsumoto, Ratto, Stone, Tissier

Abstain: Kersteen-Tucker

Update on the State and Federal Legislative Program

Shweta Bhatnagar, Manager, Government Affairs, said on June 27 Governor Brown signed the Fiscal Year (FY) 2016-2017 Budget Act, which will provide \$122.5 billion in General Fund spending including investments in childcare and education, and sets aside \$2 billion for the State's rainy-day reserve. Missing from the budget is the appropriation of unallocated Cap and Trade revenues, funding for roads, and a fix for the State Transit Assistance Program. Legislators will need to work out these details in upcoming budget trailer bills.

Ms. Bhatnagar said Assemblymember Kevin Mullin amended Assembly Bill (AB) 1889, a Caltrain-sponsored bill. The amendment further clarifies the Legislature's intent that Proposition 1A funds can be used for projects in high speed rail's "bookends," both in Northern and Southern California that are part of the blended system, including the Caltrain Electrification Project. The bill made it out of Senate Transportation and Housing last week and will be heard in Senate Appropriations in August. AB 2030 increases the levels that the District is required to solicit bids for small purchase contracts and supplies, equipment and materials. The bill made it out of the Senate and is now back in the Assembly for concurrence. AB 1640, the California Public Employees' Pension Reform Act bill, made it out of the Senate Public Employment and Retirement Committee and is scheduled for a hearing in Senate Appropriations on August 1. The Legislature started their summer recess on July 1 and will return on August 1 and will adjourn the 2015-2016 Session on August 31.

Ms. Bhatnagar said staff is still waiting on the House to schedule a floor vote for their FY2017 Transportation, Housing and Urban Development (THUD) Appropriations Bill. The House bill contains language specifically allocating \$100 million in Federal Transit Administration's Core Capacity funds to the Caltrain Electrification Project. The Senate-approved THUD bill includes \$332 million for the Core Capacity Program, but does not call out specific projects.

Ms. Bhatnagar said both the House and Senate's last day in session is July 15 before they take a recess for the political conventions and their regular August break. Congress will likely pass a continuing resolution during September since the end of the fiscal year is October 1. Most likely the THUD bill will be considered as part of an omnibus appropriations bill during the lame duck session after the November election.

Adjourned: 3:18 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Legislative Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE**

ACTION

This report is for information only. No Board action is required.

SIGNIFICANCE

Staff will provide regular updates to the Board in accordance with the approved Legislative Program.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

STATE ISSUES

Nothing to report as the Legislature was on recess in July. They will reconvene on August 1.

FEDERAL ISSUES

We are still waiting for the House to schedule a floor vote on their Fiscal Year (FY) 2017 Transportation, Housing and Urban Development, and Related Agencies (THUD) Appropriations Act bill. The Senate approved their THUD bill on May 24, 2016.

The current House THUD bill contains \$100 million for the Caltrain Peninsula Corridor Electrification Project. The Senate approved THUD bill includes \$332 million for the overall Federal Transit Administration (FTA) Core Capacity Program and did not call out specific projects for funding. The Senate bill leaves that to the discretion of the FTA.

Prepared By: Shweta Bhatnagar, Government and
Community Relations Manger

650-508-6385

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 33 Quirk D</p> <p>Electrical corporations: energy storage systems.</p>	<p>6/20/2016-S. APPR. 6/20/2016-Read second time and amended. Re- referred to Com. on E.Q. Withdrawn from committee. Re-referred to Com. on APPR.</p>	<p>Under existing law, the Public Utilities Commission has regulatory authority over public utilities, including electrical corporations, as defined. Existing law requires the commission to open a proceeding to determine appropriate targets, if any, for each load-serving entity, as defined, to procure viable and cost-effective energy storage systems to be achieved by December 31, 2015, and December 31, 2020. If determined to be appropriate, the commission is required to adopt the procurement targets by October 1, 2013, and to reevaluate the determinations not less than once every three years. Pursuant to these requirements the commission adopted Decision 13-10-040 (October 17, 2013), Decision Adopting Energy Storage Procurement Framework and Design Program.</p> <p>This bill contains other existing laws.</p>	
<p>AB 326 Frazier D</p> <p>Public works: prevailing wage rates: wage and penalty assessments.</p>	<p>6/28/2016-S. THIRD READING 6/28/2016-Read second time. Ordered to third reading.</p>	<p>Existing law requires the Labor Commissioner to issue a civil wage and penalty assessment to a contractor or subcontractor, or both, if the Labor Commissioner determines, after investigation, that the contractor or subcontractor, or both, violated the laws regulating public works contracts, including the payment of prevailing wages. Existing law also requires the awarding body, as defined, to withhold from payments due under a contract for public work an amount sufficient to satisfy the civil wage and penalty assessment issued by the Labor Commissioner, and to give notice of the withholding to the affected contractor or subcontractor.</p> <p>This bill would require the department to release the funds deposited in escrow plus interest earned to those persons and entities within 30 days following either the conclusion of all administrative and judicial review or upon the department receiving written notice from the Labor Commissioner or his or her designee of a settlement or other final disposition of an assessment issued, as specified, or from the authorized representative of the awarding body of a settlement or other final disposition of a notice issued, as specified. This bill contains other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 516 Mullin D</p> <p>Vehicles: temporary license plates.</p>	<p>6/30/2016-A. ENROLLMENT 6/30/2016-In Assembly. Concurrence in Senate amendments pending. May be considered on or after July 30 pursuant to Assembly Rule 77. Assembly Rule 77 suspended. (Ayes 49. Noes 25. Page 5595.) Assembly Rule 63 suspended. (Ayes 49. Noes 25. Page 5595.) Senate amendments concurred in. To Engrossing and Enrolling. (Ayes 73. Noes 0. Page 5597.).</p>	<p>Existing law requires the Department of Motor Vehicles (DMV), upon registering a vehicle, to issue to the owner 2 license plates, as specified. Existing law also requires vehicle dealers and lessor-retailers to attach a numbered report-of-sale form issued by the DMV to a vehicle at the time of sale, and to submit to the DMV an application for registration of the vehicle, and the applicable fees, within a specified period after the date of sale. Existing law authorizes a dealer, as specified, to assess a specified document processing charge on the purchaser or lessee of a vehicle for the preparation and processing of documents, disclosures, and titling, registration, and information security obligations imposed by state and federal law. Existing law generally makes a violation of the Vehicle Code an infraction, but makes counterfeiting a license plate a felony.</p> <p>This bill would require the DMV to develop an operational system, no later than January 1, 2019, that allows a dealer or lessor-retailer to electronically report the sale of a vehicle and provide a temporary license plate, as specified. The bill would, commencing January 1, 2018, authorize the DMV to assess specified administrative fees on parking and toll evasion processing agencies to support the administration of this system. The bill would also, commencing January 1, 2019, increase the document processing charge, as specified, that a dealer may impose on the purchaser or lessee of a vehicle and would authorize the imposition of a specified electronic filing charge for reporting vehicle sales and producing temporary license plates. The bill would authorize the DMV to establish contracts with qualified industry partners to provide these vehicle sale reporting and temporary license plate services. This bill contains other related provisions and other existing laws.</p>	<p>Support</p>
<p>AB 626 Chiu D</p> <p>Public contracts: claim resolution.</p>	<p>6/29/2016-S. APPR. 6/29/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 7. Noes 0.) (June 28). Re-referred to Com. on APPR.</p>	<p>Existing law prescribes various requirements regarding the formation, content, and enforcement of state and local public contracts. Existing law applicable to state public contracts generally requires that the resolution of claims related to those contracts be subject to arbitration. Existing law applicable to local agency contracts prescribes a process for the resolution of claims related to those contracts of \$375,000 or less.</p> <p>This bill would establish, for contracts entered into on or after January 1, 2017, a claim resolution process applicable to any claim by a contractor in connection with a public works project. The bill would define a claim as a separate demand by the contractor for one or more of the following: a time extension for relief from damages or penalties for delay, payment of money or damages arising from work done pursuant to the contract for a public work, or payment of an amount disputed by the public entity, as specified. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 779 Garcia, Cristina D</p> <p>Local government: financial disclosures.</p>	<p>6/29/2016-S. APPR. 6/29/2016-Action From GOV. & F.: Do pass as amended.To APPR..</p>	<p>Existing law requires a local agency, if it is required to report specified information to the Controller and if it maintains an Internet Web site, to post, in a conspicuous location on its Internet Web site, information on the annual compensation of its elected officials, officers, and employees, as specified.</p> <p>This bill would require a city, county, city and county, or special district to post a link on the homepage of its Internet Web site that contains the names, positions, and total compensation, including a breakdown of the types of compensation provided, of each elected official within that entity for the previous fiscal year and the 10 employees with the greatest total compensation, as specified. By increasing the duties of local officials, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	
<p>AB 828 Low D</p> <p>Vehicles: transportation services.</p>	<p>6/30/2016-S. APPR. 6/30/2016-Read second time and amended. Re-referred to Com. on APPR.</p>	<p>Existing law establishes the Public Utilities Commission and designates the duties of the commission, including regulating specified transportation carriers.</p> <p>This bill would require the commission to conduct an investigation to consider whether existing statutes and regulations relating to for-hire passenger transportation services serve the public interest, encourage innovation, and create a fair and competitive transportation market among companies that provide regulated transportation services. The bill would require the commission to complete the investigation and report its conclusions and recommendations to the Legislature on or before January 1, 2017. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 857 Cooper D</p> <p>Firearms: identifying information.</p>	<p>7/13/2016-A. ENROLLED 7/13/2016-Enrolled text released</p>	<p>Existing law authorizes the Department of Justice to assign a distinguishing number or mark of identification to any firearm whenever the firearm lacks a manufacturer's number or other mark of identification, or whenever the manufacturer's number or other mark of identification or distinguishing number or mark assigned by the department has been destroyed or obliterated.</p> <p>This bill would, commencing July 1, 2018, and subject to exceptions, require a person who manufactures or assembles a firearm to first apply to the department for a unique serial number or other identifying mark, as provided. The bill would, by January 1, 2019, and subject to exceptions, require any person who, as of July 1, 2018, owns a firearm that does not bear a serial number to likewise apply to the department for a unique serial number or other mark of identification. The bill would, except as provided, prohibit the sale or transfer of ownership of a firearm manufactured or assembled pursuant to these provisions. The bill would prohibit a person from aiding in the manufacture or assembly of a firearm by a person who is prohibited from possessing a firearm. The bill would make a violation of these provisions a misdemeanor. By creating a new crime, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	
<p>AB 869 Cooper D</p> <p>Public transportation agencies: fare evasion and prohibited conduct.</p>	<p>6/27/2016-S. THIRD READING 6/27/2016-Read second time. Ordered to third reading.</p>	<p>Existing law authorizes a public transportation agency to adopt and enforce an ordinance to impose and enforce civil administrative penalties for fare evasion or other passenger misconduct, other than by minors, on or in a transit facility or vehicle in lieu of the criminal penalties otherwise applicable, with specified administrative procedures for the imposition and enforcement of the administrative penalties, including an initial review and opportunity for a subsequent administrative hearing.</p> <p>This bill would provide that a person who fails to pay the administrative penalty when due or successfully complete the administrative process to dismiss the notice of fare evasion or passenger conduct violation may be subject to those criminal penalties. The bill would require the notice of fare evasion or passenger conduct violation to contain a printed statement that the person may be charged with an infraction or misdemeanor if the administrative penalty is not paid when due or dismissed pursuant to these provisions. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 1550 Gomez D</p> <p>Greenhouse gases: investment plan: disadvantaged communities.</p>	<p>6/29/2016-S. APPR. 6/29/2016-Action From E.Q.: Do pass as amended.To APPR..</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation. Existing law requires the Department of Finance, in consultation with the state board and any other relevant state agency, to develop, as specified, a 3-year investment plan for the moneys deposited in the Greenhouse Gas Reduction Fund. Existing law requires the investment plan to allocate a minimum of 25% of the available moneys in the fund to projects that provide benefits to disadvantaged communities, as defined, and a minimum of 10% to projects located in disadvantaged communities. Existing law authorizes the allocation of 10% for projects located in disadvantaged communities to be used for projects included in the minimum allocation of 25% for projects that provide benefits to disadvantaged communities.</p> <p>This bill would instead require the investment plan to allocate a minimum of 25% of the available moneys in the fund to projects located within, and benefitting individuals living in, disadvantaged communities and a minimum of 20% to projects that benefit low-income households, as specified, with a fair share of those moneys targeting households with incomes at or below 200% of the federal poverty level.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 1591 Frazier D</p> <p>Transportation funding.</p>	<p>2/1/2016-A. TRANS. 2/1/2016-Referred to Coms. on TRANS. and REV. & TAX.</p>	<p>Existing law provides various sources of funding for transportation purposes, including funding for the state highway system and the local street and road system. These funding sources include, among others, fuel excise taxes, commercial vehicle weight fees, local transactions and use taxes, and federal funds. Existing law imposes certain registration fees on vehicles, with revenues from these fees deposited in the Motor Vehicle Account and used to fund the Department of Motor Vehicles and the Department of the California Highway Patrol. Existing law provides for the monthly transfer of excess balances in the Motor Vehicle Account to the State Highway Account.</p> <p>This bill would create the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system. The bill would require the California Transportation Commission to adopt performance criteria to ensure efficient use of the funds available for the program. The bill would provide for the deposit of various funds for the program in the Road Maintenance and Rehabilitation Account, which the bill would create in the State Transportation Fund, including revenues attributable to a \$0.225 per gallon increase in the motor vehicle fuel (gasoline) tax imposed by the bill, including an inflation adjustment as provided, an increase of \$38 in the annual vehicle registration fee, and a new \$165 annual vehicle registration fee applicable to zero-emission motor vehicles, as defined. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 1610 Committee on Budget Transportation.</p>	<p>6/16/2016- A. CONCURRENCE 6/16/2016-In Assembly. Concurrence in Senate amendments pending. May be considered on or after June 18 pursuant to Assembly Rule 77.</p>	<p>Existing law authorizes the California Infrastructure and Economic Development Bank to sell specified portions of compact assets, defined as moneys required to be paid to the state under specified provisions of designated tribal compacts and the state's rights to receive those payments, to a special purpose trust, which may issue bonds that are secured against those assets. The net proceeds of the sale of the compact assets are required to be deposited into certain transportation funds in a specified order. Existing law requires that when the amounts described in those provisions have been paid to the transportation funds named, the revenues received by the state from the tribal compacts are required to be remitted to the California Gambling Control Commission for deposit in the General Fund.</p> <p>This bill would instead provide that after the amounts described have been fully paid to the transportation funds named, or in any year during which any portion of these amounts are repaid from the General Fund pursuant to specified provisions of the California Constitution in an amount greater than or equal to the amount of tribal gaming revenues remitted pursuant to the amended tribal compacts in that year, the revenues received by the state from the compact would be required to be remitted to the California Gambling Control Commission for deposit in the General Fund. This bill contains other related provisions and other existing laws.</p>	
<p>AB 1640 Stone, Mark D Retirement: public employees.</p>	<p>6/27/2016-S. APPR. 6/27/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 3. Noes 0.) (June 27). Re-referred to Com. on APPR.</p>	<p>The California Public Employees' Pension Reform Act of 2013 (PEPRA) requires a public retirement system, as defined, to modify its plan or plans to comply with the act and, among other provisions, establishes new retirement formulas that may not be exceeded by a public employer offering a defined benefit pension plan for employees first hired on or after January 1, 2013. PEPRA exempts from its provisions certain public employees whose collective bargaining rights are subject to specified provisions of Federal law until a specified federal district court decision on a certification by the United States Secretary of Labor, or until January 1, 2016, whichever is sooner.</p> <p>This bill would extend indefinitely that exemption for those public employees, whose collective bargaining rights are subject to specified provisions of federal law and who became a member of a state or local public retirement system prior to December 30, 2014. The bill would exempt these employees from PEPRA without regard to date of hire upon issuance of a specified federal district court decision.</p>	<p>Support</p>

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 1641 Allen, Travis R</p> <p>Shuttle services: loading and unloading of passengers.</p>	<p>2/4/2016-A. TRANS. 4/4/2016-In committee: Set, second hearing. Hearing canceled at the request of author.</p>	<p>Under existing law, a person may not stop, park, or leave a vehicle standing alongside a curb space authorized for the loading or unloading of passengers of a bus engaged as a common carrier in local transportation when indicated by a sign or red paint on the curb, except that existing law allows local authorities to permit schoolbuses to stop alongside these curb spaces upon agreement between a transit system operating buses as common carriers in local transportation and a public school district or private school.</p> <p>This bill would also allow local authorities to permit shuttle service vehicles, as defined, to stop for the loading or unloading of passengers alongside these curb spaces upon agreement between a transit system operating buses engaged as common carriers in local transportation and a shuttle service provider, as defined. The bill would state that it is the intent of the Legislature to not replace public transit services. This bill contains other related provisions.</p>	
<p>AB 1661 McCarty D</p> <p>Local government: sexual harassment prevention training and education.</p>	<p>6/22/2016-S. APPR. 6/22/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 0.) (June 22). Re-referred to Com. on APPR.</p>	<p>Existing law requires all local agency officials to receive training in ethics, at specified intervals, if the local agency provides any type of compensation, salary, or stipend to those officials. Existing law also requires any civil or political subdivision of the state and all cities to provide at least 2 hours of training and education regarding sexual harassment to all supervisory employees, as specified.</p> <p>This bill would additionally require local agency officials, as defined, to receive sexual harassment prevention training and education if the local agency provides any type of compensation, salary, or stipend to those officials, and would allow a local agency to require employees to receive sexual harassment prevention training or information. The bill would also require an entity that develops curricula to satisfy this requirement to consult with the Attorney General, city attorney, or county counsel regarding the sufficiency and accuracy of that proposed content.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 1676 Campos D</p> <p>Employers: wage discrimination.</p>	<p>6/29/2016-S. APPR. 6/29/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 7. Noes 0.) (June 28). Re-referred to Com. on APPR.</p>	<p>Existing law generally prohibits an employer from paying an employee at wage rates less than the rates paid to employees of the opposite sex in the same establishment for equal work on jobs the performance of which requires equal skill, effort, and responsibility, and which are performed under similar working conditions. Existing law establishes exceptions to that prohibition, including, among others, where the payment is made based on any bona fide factor other than sex, such as education, training, or experience. Existing law makes it a misdemeanor for an employer or other person acting either individually or as an officer, agent, or employee of another person to pay or cause to be paid to any employee a wage less than the rate paid to an employee of the opposite sex as required by these provisions, or who reduces the wages of any employee in order to comply with these provisions. Existing law also makes it a misdemeanor for an employer to refuse or neglect to comply with the above provisions of law.</p> <p>This bill would specify that prior salary cannot, by itself, justify any disparity in compensation under the bona fide factor exception to the above prohibition. By changing the definition of an existing crime, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	
<p>AB 1889 Mullin D</p> <p>High-Speed Rail Authority: high-speed train operation.</p>	<p>6/29/2016-S. APPR. 6/29/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 4.) (June 28). Re-referred to Com. on APPR.</p>	<p>Existing law creates the High-Speed Rail Authority with specified powers and duties relative to the development and implementation of a high-speed train system. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, statewide general election, provides for the issuance of \$9.95 billion for high-speed train capital projects and other associated purposes. The bond act requires the authority to expend the proceeds of the bond act pursuant to certain planning and reporting requirements, which require the authority to approve that the corridor or usable segment would be suitable and ready for high-speed train operations.</p> <p>This bill would provide for the purposes of that appropriation that the approval by the authority that a corridor or usable segment thereof would be suitable and ready for high-speed train operation is conclusive. This bill contains other existing laws.</p>	Support

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 1919 Quirk D</p> <p>Local transportation authorities: bonds.</p>	<p>6/16/2016-S. THIRD READING 6/16/2016-Read second time. Ordered to third reading.</p>	<p>The Local Transportation Authority and Improvement Act provides for the creation in any county of a local transportation authority and authorizes the imposition of a retail transactions and use tax by ordinance, subject to approval of the ordinance by 2/3 of the voters. Existing law authorizes the ballot proposition submitted to the voters to include a provision authorizing bonds to be issued that would be payable from the proceeds of the transactions and use tax. Existing law requires the bond proceeds to be placed in the treasury of the local transportation authority and to be used for allowable transportation purposes, except that accrued interest and premiums received on the sale of the bonds are required to be placed in a fund to be used for the payment of bond debt service.</p> <p>This bill would instead require the premiums received on the sale of the bonds to be placed in the treasury of the local transportation authority to be used for allowable transportation purposes.</p>	
<p>AB 1964 Bloom D</p> <p>High-occupancy vehicle lanes: vehicle exceptions.</p>	<p>6/30/2016-S. APPR. 6/30/2016-Read second time and amended. Re-referred to Com. on APPR.</p>	<p>Existing federal law authorizes, until September 30, 2019, a state to allow low emission and energy-efficient vehicles, as specified, to use lanes designated for high-occupancy vehicles (HOVs). Existing federal law also authorizes, until September 30, 2025, a state to allow alternative fuel vehicles, as defined, and new qualified plug-in electric drive motor vehicles, as defined, to use HOV lanes.</p> <p>This bill would extend the operation of the provisions allowing specified vehicles to use HOV lanes until the date federal authorization expires, or until the Secretary of State receives a specified notice, whichever occurs first. The bill would provide that identifiers issued for specified vehicles are valid until January 1, 2019. The bill would authorize the Department of Motor Vehicles to issue other identifiers until the date federal authorization expires, or until the Secretary of State receives a specified notice, whichever occurs first. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 2030 Mullin D</p> <p>Transportation districts: contracts.</p>	<p>6/30/2016- A. CONCURRENCE 6/30/2016-In Assembly. Concurrence in Senate amendments pending. May be considered on or after July 30 pursuant to Assembly Rule 77.</p>	<p>Existing law requires contracts of the San Francisco Bay Area Rapid Transit District for the purchase of supplies, equipment, and materials to be let to the lowest responsible bidder or to the bidder who submits a proposal that provides best value, as defined, if the amount of the contract exceeds \$100,000 and requires the district to obtain a minimum of 3 quotations for those contracts between \$2,500 and \$100,000. Existing law requires the district, if the contract is for the construction of facilities and works, to let the contract to the lowest responsible bidder if the amount of the contract exceeds \$10,000 and to obtain a minimum of 3 quotations for those contracts between \$2,500 and \$10,000.</p> <p>This bill would instead impose those bidding requirements with respect to district contracts for the purchase of supplies, equipment, and materials if the amount of the contract exceeds \$150,000 and would require a minimum of 3 quotations for those contracts between \$5,000 and \$150,000. The bill would also require, with respect to district contracts for the construction of facilities and works, a minimum of 3 quotations for those contracts between \$5,000 and \$10,000. This bill contains other related provisions and other existing laws.</p>	<p>Sponsor</p>
<p>AB 2090 Alejo D</p> <p>Low Carbon Transit Operations Program.</p>	<p>6/30/2016-S. APPR. 6/30/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 4. Noes 0.) (June 29). Re-referred to Com. on APPR.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include the use of market-based compliance mechanisms. Existing law requires all moneys collected by the state board as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation. Existing law continuously appropriates specified portions of the annual proceeds in the fund to various programs, including 5% for the Low Carbon Transit Operations Program, which provides operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities.</p> <p>This bill would additionally authorize moneys appropriated to the program to be expended to support the operation of existing bus or rail service if the governing board of the requesting transit agency declares a fiscal emergency and other criteria are met, thereby expanding the scope of an existing continuous appropriation.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 2126 Mullin D</p> <p>Public contracts: Construction Manager/General Contractor contracts.</p>	<p>6/22/2016-S. APPR. 6/22/2016-From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 11. Noes 0.) (June 21). Re- referred to Com. on APPR.</p>	<p>Existing law authorizes the Department of Transportation to use the Construction Manager/General Contractor method on no more than 6 projects, and requires 4 out of the 6 projects to use department employees or consultants under contract with the department to perform all project design and engineering services, as specified. Existing law requires specified information provided to the department pursuant to these provisions to be verified under oath.</p> <p>This bill would authorize the department to use this method on 12 projects and would require 8 out of the 12 projects to use department employees or consultants under contract with the department to perform all project design and engineering services. By expanding this authorization, the bill would expand the scope of the crime of perjury, thus imposing a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	
<p>AB 2152 Gray D</p> <p>Elections: ballots: ballot order.</p>	<p>3/8/2016-A. E. & R. 5/31/2016-From committee: Without further action pursuant to Joint Rule 62(a).</p>	<p>Existing law requires all voting to be by ballot and requires each polling place to provide, at each election at which public officers are to be voted for, but one form of ballot for all candidates for public office, except for partisan primary elections, as specified. Existing law specifies the order of precedence of offices on the ballot and authorizes a county elections official to vary the order for certain offices and measures submitted to the voters, in order to allow for the most efficient use of space on the ballot in counties that use a voting system, as defined. Existing law requires state measures to always precede local measures.</p> <p>This bill, for the November 8, 2016, statewide general election only, would authorize a county board of supervisors to direct the county elections official to place a local measure related to local transportation finance above state measures. This bill contains other related provisions.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 2170 Frazier D</p> <p>Trade Corridors Improvement Fund: federal funds.</p>	<p>6/29/2016-S. APPR. 6/29/2016-Action From E.Q.: Do pass as amended.To APPR..</p>	<p>The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Proposition 1B) created the Trade Corridors Improvement Fund and provided for allocation by the California Transportation Commission of \$2 billion in bond funds for infrastructure improvements on highway and rail corridors that have a high volume of freight movement, and specified categories of projects eligible to receive these funds. Existing law continues the Trade Corridors Improvement Fund in existence in order to receive revenues from sources other than the bond act for these purposes.</p> <p>This bill would require revenues apportioned to the state from the National Highway Freight Program established by the federal Fixing America's Surface Transportation Act to be allocated for trade corridor improvement projects approved pursuant to these provisions. This bill contains other related provisions and other existing laws.</p>	
<p>AB 2222 Holden D</p> <p>Greenhouse Gas Reduction Fund: Transit Pass Program.</p>	<p>6/29/2016-S. APPR. 6/29/2016-Action From E.Q.: Do pass as amended.To APPR..</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the State Air Resources Board from a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund.</p> <p>This bill would establish the Transit Pass Program to be administered by the Department of Transportation with moneys from the Greenhouse Gas Reduction Fund, upon appropriation, to support transit pass programs that provide free or reduced-fare transit passes to specified pupils and students. The bill would require the department, in coordination with the state board, to develop guidelines that describe the criteria that eligible transit providers are required to use to make available free or reduced-fare transit passes to eligible participants and the methodologies that eligible participants would use to demonstrate that the proposed expenditures will reduce greenhouse gas emissions. The bill would exempt those guidelines from the Administrative Procedure Act. The bill would require eligible transit providers and eligible participants to enter into agreements for the distribution of free or reduced-fare transit passes to students. This bill contains other related provisions.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 2257 Maienschein R</p> <p>Local agency meetings: agenda: online posting.</p>	<p>6/29/2016-S. APPR. 6/29/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 7. Noes 0.) (June 29). Re-referred to Com. on APPR.</p>	<p>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 further requires the legislative body of a local agency to post, at least 72 hours before the meeting, an agenda containing a brief general description of each item of business to be transacted or discussed at a regular meeting, in a location that is freely accessible to members of the public and to provide a notice containing similar information with respect to a special meeting at least 24 hours prior to the special meeting. The act requires that the agenda or notice be freely accessible to members of the public and be posted on the local agency's Internet Web site, if the local agency has one.</p> <p>This bill would require an online posting of an agenda for a meeting occurring on and after January 1, 2019, of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site to be posted on the local agency's primary Internet Web site homepage accessible through a prominent, direct link, as specified. The bill would exempt a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site from this requirement if it has an integrated agenda management platform that meets specified requirements, including, among others, that the current agenda is the first agenda available at the top of the integrated agenda management platform. The bill would authorize an integrated agenda management platform to include prior meeting agendas, as specified. The bill would require any agenda posted pursuant to these provisions to be in an open format that meets specified requirements, including, among others, that the agenda is platform independent and machine readable. The bill would also define terms for these purposes. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 2348 Levine D</p> <p>Department of Finance: infrastructure investment.</p>	<p>6/28/2016-S. APPR. 6/28/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 10. Noes 3.) (June 28). Re-referred to Com. on APPR.</p>	<p>Existing law creates the Department of Finance and provides that the department has general powers of supervision over all matters concerning the financial and business policies of the state.</p> <p>This bill would authorize the Department of Finance to identify infrastructure projects in the state for which the department will guarantee a rate of return on investment for an investment made in that infrastructure project by the Public Employees' Retirement System. The bill would create the Reinvesting in California Special Fund as a continuously appropriated fund and would require the moneys in the fund to be used to pay the rate of return on investment. The bill would require the rate of return on investment to be subject to the availability of moneys in the fund. The bill would also state the intent of the Legislature to identify special funds to be transferred into the fund for the purposes of these provisions. By creating a new continuously appropriated fund, this bill would make an appropriation. This bill contains other existing laws.</p>	
<p>AB 2722 Burke D</p> <p>Transformative Climate Communities Program.</p>	<p>6/29/2016-S. APPR. 6/29/2016-Action From E.Q.: Do pass as amended.To APPR..</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020.</p> <p>This bill would create the Transformative Climate Communities Program, to be administered by the council. The bill would require the council, in coordination with the California Environmental Protection Agency Assistant Secretary for Environmental Justice and Tribal Affairs, to award competitive grants to specified eligible entities for the development of transformative climate community plans, and projects that implement plans, that contribute to the reduction of emissions of greenhouse gases and demonstrate potential climate, economic, workforce, health, and environmental benefits in disadvantaged communities that have a demonstrated need for climate, economic, workforce, health, and environmental benefits. This bill contains other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>AB 2906 Committee on Transportation Transportation: omnibus bill.</p>	<p>6/22/2016-S. APPR. 6/22/2016-From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 11. Noes 0.) (June 21). Re-referred to Com. on APPR.</p>	<p>Existing law authorizes the Treasurer and the California Transportation Commission to pledge amounts deposited in the State Highway Account from federal transportation funds for the purposes of issuing federal highway grant anticipation notes, commonly known as GARVEE bonds, to fund transportation projects selected by the commission. Existing law requires the commission to prepare an annual analysis of the bonding capacity of those federal transportation funds.</p> <p>This bill would instead require the commission to prepare this analysis when the Department of Transportation anticipates the issuance of new notes and makes a written request in that regard, but not more than once annually. This bill contains other related provisions and other existing laws.</p>	
<p>ABX1 1 Alejo D Transportation funding.</p>	<p>6/23/2015-A. PRINT 6/24/2015-From printer.</p>	<p>Existing law provides for loans of revenues from various transportation funds and accounts to the General Fund, with various repayment dates specified.</p> <p>This bill, with respect to any loans made to the General Fund from specified transportation funds and accounts with a repayment date of January 1, 2019, or later, would require the loans to be repaid by December 31, 2018. This bill contains other related provisions and other existing laws.</p>	
<p>ABX1 2 Perea D Transportation projects: comprehensive development lease agreements.</p>	<p>6/25/2015-A. PRINT 6/26/2015-From printer.</p>	<p>Existing law authorizes the Department of Transportation and regional transportation agencies, as defined, to enter into comprehensive development lease agreements with public and private entities, or consortia of those entities, for certain transportation projects that may charge certain users of those projects tolls and user fees, subject to various terms and requirements. These arrangements are commonly known as public-private partnerships. Existing law provides that a lease agreement may not be entered into under these provisions on or after January 1, 2017.</p> <p>This bill would extend this authorization indefinitely and would include within the definition of "regional transportation agency" the Santa Clara Valley Transportation Authority, thereby authorizing the authority to enter into public-private partnerships under these provisions. The bill would also delete obsolete cross-references and make technical changes to these provisions.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>ABX1 3 Frazier D</p> <p>Transportation funding.</p>	<p>9/24/2015-A. CONFERENCE COMMITTEE 9/24/2015-Senators Beall (Co-Chair), Allen, Leyva, Cannella, and Gaines appointed to Conference Committee.</p>	<p>Existing law requires the Department of Transportation to improve and maintain the state's highways, and establishes various programs to fund the development, construction, and repair of local roads, bridges, and other critical transportation infrastructure in the state.</p> <p>This bill would declare the intent of the Legislature to enact legislation to establish permanent, sustainable sources of transportation funding to maintain and repair highways, local roads, bridges, and other critical infrastructure.</p>	
<p>ABX1 6 Hernández, Roger D</p> <p>Affordable Housing and Sustainable Communities Program.</p>	<p>7/16/2015-A. PRINT 7/17/2015-From printer.</p>	<p>Existing law requires all moneys, except for fines and penalties, collected by the state board from the auction or sale of allowances as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation by the Legislature. Existing law continuously appropriates 20% of the annual proceeds of the fund to the Affordable Housing and Sustainable Communities Program, administered by the Strategic Growth Council, to reduce greenhouse gas emissions through projects that implement land use, housing, transportation, and agricultural land preservation practices to support infill and compact development and that support other related and coordinated public policy objectives.</p> <p>This bill would require 20% of moneys available for allocation under the program to be allocated to eligible projects in rural areas, as defined. The bill would further require at least 50% of those moneys to be allocated to eligible affordable housing projects. The bill would require the council to amend its guidelines and selection criteria consistent with these requirements and to consult with interested stakeholders in this regard.</p>	
<p>ABX1 7 Nazarian D</p> <p>Public transit: funding.</p>	<p>7/16/2015-A. PRINT 7/17/2015-From printer.</p>	<p>Existing law requires all moneys, except for fines and penalties, collected by the State Air Resources Board from the auction or sale of allowances as part of a market-based compliance mechanism relative to reduction of greenhouse gas emissions to be deposited in the Greenhouse Gas Reduction Fund.</p> <p>This bill would instead continuously appropriate 20% of those annual proceeds to the Transit and Intercity Rail Capital Program, and 10% of those annual proceeds to the Low Carbon Transit Operations Program, thereby making an appropriation. This bill contains other existing laws.</p>	Support

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>ABX1 8 Chiu D</p> <p>Diesel sales and use tax.</p>	<p>7/16/2015-A. PRINT 7/17/2015-From printer.</p>	<p>Existing law, beyond the sales and use tax rate generally applicable, imposes an additional sales and use tax on diesel fuel at the rate of 1.75%, subject to certain exemptions, and provides for the net revenues collected from the additional tax to be transferred to the Public Transportation Account. Existing law continuously appropriates these revenues to the Controller, for allocation by formula to transportation agencies for public transit purposes.</p> <p>This bill, effective July 1, 2016, would increase the additional sales and use tax rate on diesel fuel to 5.25%. By increasing the revenues deposited in a continuously appropriated fund, the bill would thereby make an appropriation. This bill contains other related provisions.</p>	<p>Support</p>
<p>ABX1 10 Levine D</p> <p>Public works: contracts: extra compensation.</p>	<p>8/19/2015-A. PRINT 8/20/2015-From printer.</p>	<p>Existing law sets forth requirements for provisions in public works contracts awarded by a state entity. Under existing law, the state or any other public entity in any competitively bid public works contract may provide for the payment of extra compensation to the contractor for cost reduction changes.</p> <p>This bill would provide that a state entity in a megainfrastructure project contract, as defined, may not provide for the payment of extra compensation to the contractor until the megainfrastructure project, as defined, has been completed and an independent third party has verified that the megainfrastructure project meets all architectural or engineering plans and safety specifications of the contract. This bill would apply to contracts entered into or amended on or after the effective date of this bill.</p>	
<p>ABX1 13 Grove R</p> <p>Greenhouse Gas Reduction Fund: streets and highways.</p>	<p>8/31/2015-A. PRINT 9/1/2015-From printer.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020. The act authorizes the state board to include the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board from the auction or sale of allowances as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation. Existing law continuously appropriates 20% of the annual proceeds of the fund to the Strategic Growth Council for the Affordable Housing and Sustainable Communities Program, as provided. This bill would reduce the continuous appropriation to the Strategic Growth Council for the Affordable Housing and Sustainable Communities Program by half.</p> <p>This bill contains other related provisions.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>ABX1 14 Waldron R</p> <p>State Highway Operation and Protection Program: local streets and roads: appropriation.</p>	<p>8/31/2015-A. PRINT 9/1/2015-From printer.</p>	<p>Existing law requires the Department of Transportation to prepare a State Highway Operation and Protection Program every other year for the expenditure of transportation capital improvement funds for projects that are necessary to preserve and protect the state highway system, excluding projects that add new traffic lanes. Existing law provides for apportionment of specified portions of revenues in the Highway Users Tax Account derived from gasoline and diesel excise taxes to cities and counties by formula, with the remaining revenues to be deposited in the State Highway Account for expenditure on various state transportation programs, including maintenance of state highways and transportation capital improvement projects.</p> <p>This bill would continuously appropriate \$1 billion from the General Fund, with 50% to be made available to the Department of Transportation for maintenance of the state highway system or for purposes of the State Highway Operation and Protection Program, and 50% to be made available to the Controller for apportionment to cities and counties by a specified formula for street and road purposes.</p>	
<p>ABX1 15 Patterson R</p> <p>State Highway Operation and Protection Program: local streets and roads: appropriation.</p>	<p>8/31/2015-A. PRINT 9/1/2015-From printer.</p>	<p>Existing law appropriates the sum of \$663,287,000 for the 2015-16 fiscal year from the State Highway Account to the Department of Transportation for Capital Outlay Support.</p> <p>This bill would reduce the \$663,287,000 appropriation for Capital Outlay Support by \$500 million, and would appropriate \$500 million from the State Highway Account for the 2015-16 fiscal year, with 50% to be made available to the Department of Transportation for maintenance of the state highway system or for purposes of the State Highway Operation and Protection Program, and 50% to be made available to the Controller for apportionment to cities and counties by formula for street and road purposes. This bill contains other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>ABX1 17 Achadian R</p> <p>Greenhouse Gas Reduction Fund: state highway operation and protection program.</p>	<p>8/31/2015-A. PRINT 9/1/2015-From printer.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020. The act authorizes the state board to include the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board from the auction or sale of allowances as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation. Existing law continuously appropriates 60% of the annual proceeds of the fund for transit, affordable housing, sustainable communities, and high-speed rail purposes.</p> <p>This bill, beginning in the 2016-17 fiscal year, would continuously appropriate 25% of the annual proceeds of the fund to fund projects in the state highway operation and protection program.</p>	
<p>ABX1 18 Linder R</p> <p>Vehicle weight fees: transportation bond debt service.</p>	<p>8/31/2015-A. PRINT 9/1/2015-From printer.</p>	<p>Existing law imposes weight fees on the registration of commercial motor vehicles and provides for the deposit of net weight fee revenues into the State Highway Account. Existing law provides for the transfer of certain weight fee revenues from the State Highway Account to the Transportation Debt Service Account to reimburse the General Fund for payment of debt service on general obligation bonds issued for transportation purposes. Existing law also provides for the transfer of certain weight fee revenues to the Transportation Bond Direct Payment Account for direct payment of debt service on designated bonds, which are defined to be certain transportation general obligation bonds issued pursuant to Proposition 1B of 2006.</p> <p>This bill, notwithstanding these provisions or any other law, effective January 1, 2016, would prohibit weight fee revenue from being transferred from the State Highway Account to the Transportation Debt Service Fund or to the Transportation Bond Direct Payment Account, and from being used to pay the debt service on transportation general obligation bonds.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>ABX1 19 Linder R</p> <p>California Transportation Commission.</p>	<p>8/31/2015-A. PRINT 9/1/2015-From printer.</p>	<p>Existing law establishes in the state government the Transportation Agency, which includes various departments and state entities, including the California Transportation Commission. Existing law vests the California Transportation Commission with specified powers, duties, and functions relative to transportation matters. Existing law requires the commission to retain independent authority to perform the duties and functions prescribed to it under any provision of law.</p> <p>This bill would exclude the California Transportation Commission from the Transportation Agency and establish it as an entity in the state government. The bill would also make conforming changes.</p>	
<p>ABX1 23 Garcia, Eduardo D</p> <p>Transportation.</p>	<p>9/4/2015-A. PRINT 9/5/2015-From printer.</p>	<p>Existing law requires the Department of Transportation to prepare a State Highway Operation and Protection Program every other year for the expenditure of transportation capital improvement funds for projects that are necessary to preserve and protect the state highway system, excluding projects that add new traffic lanes. Existing law provides for the programming of transportation capital improvement funds for other objectives through the State Transportation Improvement Program administered by the California Transportation Commission, which includes projects recommended by regional transportation planning agencies through adoption of a regional transportation improvement program and projects recommended by the department through adoption of an interregional transportation improvement program, as specified.</p> <p>This bill, by January 1, 2017, would require the California Transportation Commission to establish a process whereby the department and local agencies receiving funding for highway capital improvements from the State Highway Operation and Protection Program or the State Transportation Improvement Program prioritize projects that provide meaningful benefits to the mobility and safety needs of disadvantaged community residents, as specified. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>ABX1 24 Levine D</p> <p>Bay Area Transportation Commission: election of commissioners.</p>	<p>9/11/2015-A. PRINT 9/12/2015-From printer.</p>	<p>Existing law designates the Metropolitan Transportation Commission as the regional transportation planning agency for the San Francisco Bay area, with various powers and duties with respect to transportation planning and programming, as specified, in the 9-county San Francisco Bay area region. Existing law creates the Bay Area Toll Authority, governed by the same board as the commission, but created as a separate entity, with specified powers and duties relative to the administration of certain toll revenues from state-owned toll bridges within the geographic jurisdiction of the commission. Under existing law, the commission is comprised of 21 appointed members, as specified.</p> <p>This bill, effective January 1, 2017, would redesignate the Metropolitan Transportation Commission as the Bay Area Transportation Commission. The bill would require commissioners to be elected by districts comprised of approximately 750,000 residents. The bill would require each district to elect one commissioner, except that a district with a toll bridge, as defined, within the boundaries of the district would elect 2 commissioners. The bill would require commissioner elections to occur in 2016, with new commissioners to take office on January 1, 2017. The bill would state the intent of the Legislature for district boundaries to be drawn by a citizens' redistricting commission and campaigns for commissioners to be publicly financed. This bill contains other related provisions and other existing laws.</p>	
<p>ABX1 25 Allen, Travis R</p> <p>Shuttle services: loading and unloading of passengers.</p>	<p>1/11/2016-A. PRINT 1/12/2016-From printer.</p>	<p>Under existing law, a person may not stop, park, or leave a vehicle standing alongside a curb space authorized for the loading or unloading of passengers of a bus engaged as a common carrier in local transportation when indicated by a sign or red paint on the curb, except that existing law allows local authorities to permit schoolbuses to stop alongside these curb spaces upon agreement between a transit system operating buses as common carriers in local transportation and a public school district or private school.</p> <p>This bill would also allow local authorities to permit shuttle service vehicles, as defined, to stop for the loading or unloading of passengers alongside these curb spaces upon agreement between a transit system operating buses engaged as common carriers in local transportation and a shuttle service provider, as defined. The bill would state that it is the intent of the Legislature to not replace public transit services. This bill contains other related provisions.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>ACA 4 Frazier D</p> <p>Local government transportation projects: special taxes: voter approval.</p>	<p>8/19/2015-A. APPR. SUSPENSE FILE 8/27/2015-In committee: Hearing postponed by committee.</p>	<p>The California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of 2/3 of the voters of the city, county, or special district voting on that tax, except that certain school entities may levy an ad valorem property tax for specified purposes with the approval of 55% of the voters within the jurisdiction of these entities. This measure would provide that the imposition, extension, or increase of a sales and use tax imposed pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or a transactions and use tax imposed in accordance with the Transactions and Use Tax Law by a county, city, city and county, or special district for the purpose of providing funding for local transportation projects, as defined, requires the approval of 55% of its voters voting on the proposition. The measure would also make conforming and technical, nonsubstantive changes. This measure would also provide that it would become effective immediately upon approval by the voters and would apply to any local measure imposing, extending, or increasing a sales and use tax or transactions and use tax for local transportation projects submitted at the same election.</p> <p>This bill contains other existing laws.</p>	<p>Support</p>
<p>SB 32 Pavley D</p> <p>California Global Warming Solutions Act of 2006: emissions limit.</p>	<p>6/30/2016-A. APPR. 6/30/2016-Read second time and amended. Re-referred to Com. on APPR.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to approve a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020 and to adopt rules and regulations in an open public process to achieve the maximum, technologically feasible, and cost-effective greenhouse gas emissions reductions.</p> <p>This bill would require the state board to approve a statewide greenhouse gas emissions limit that is equivalent to 40% below the 1990 level to be achieved by 2030. The bill would also require the state board, on or before January 1, 2018, and each year thereafter, to prepare and submit to the Joint Legislative Budget Committee and appropriate policy committees a report relating to the greenhouse gas emissions reductions achieved toward those limits. This bill contains other related provisions.</p>	<p>Support</p>

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SB 91 Committee on Budget and Fiscal Review</p> <p>Greenhouse Gas Reduction Fund: investment plan.</p>	<p>9/4/2015-A. BUDGET 9/4/2015-Read third time and amended. Ordered to third reading. Re-referred to Com. on BUDGET pursuant to Assembly Rule 77.2.</p>	<p>The California Global Warming Solutions Act of 2006 establishes the State Air Resources Board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases. The act authorizes the state board to include the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board from a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation by the Legislature. Existing law requires the Department of Finance, in consultation with the state board and any other relevant state agency, to develop, as specified, a 3-year investment plan for the moneys deposited in the Greenhouse Gas Reduction Fund.</p> <p>This bill would express the intent of the Legislature to enact legislation that amends the Budget Act of 2015 to reflect an expenditure plan for moneys in the Greenhouse Gas Reduction Fund that conforms to the 2015 investment plan for the moneys in the fund as adopted by the Legislature.</p>	
<p>SB 824 Beall D</p> <p>Low Carbon Transit Operations Program.</p>	<p>6/28/2016-A. APPR. 6/28/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 12. Noes 1.) (June 27). Re-referred to Com. on APPR.</p>	<p>Existing law requires all moneys, except for fines and penalties, collected by the State Air Resources Board from the auction or sale of allowances as part of a market-based compliance mechanism relative to reduction of greenhouse gas emissions to be deposited in the Greenhouse Gas Reduction Fund.</p> <p>This bill would require a recipient transit agency to demonstrate that each expenditure of program moneys allocated to the agency does not supplant another source of funds. The bill would authorize a recipient transit agency that does not submit an expenditure for funding under the program in a particular fiscal year to retain its funding share for expenditure in a subsequent fiscal year for a maximum of 4 years. The bill would allow a recipient transit agency to loan or transfer its funding share in any particular fiscal year to another recipient transit agency within the same region, or to apply to the department to reassign, to other eligible expenditures under the program, any savings of surplus moneys from an approved and completed expenditure under the program or from an approved expenditure that is no longer a priority, as specified. The bill would also allow a recipient transit agency to apply to the department for a letter of no prejudice for any eligible expenditures under the program for which the department has authorized a disbursement of funds, and, if granted, would allow the recipient transit agency to expend its own moneys and to be eligible for future reimbursement from the program, under specified conditions. The bill would also require a recipient transit agency to provide additional information to the department to the extent funding is sought for capital projects. This bill contains other related provisions and other existing laws.</p>	<p>Support</p>

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SB 838 Committee on Budget and Fiscal Review Transportation.</p>	<p>6/16/2016- S. CONCURRENCE 6/16/2016-In Senate. Concurrence in Assembly amendments pending.</p>	<p>Existing law authorizes the California Infrastructure and Economic Development Bank to sell specified portions of compact assets, defined as moneys required to be paid to the state under specified provisions of designated tribal compacts and the state's rights to receive those payments, to a special purpose trust, which may issue bonds that are secured against those assets. The net proceeds of the sale of the compact assets are required to be deposited into certain transportation funds in a specified order. Existing law requires that when the amounts described in those provisions have been paid to the transportation funds named, the revenues received by the state from the tribal compacts are required to be remitted to the California Gambling Control Commission for deposit in the General Fund.</p> <p>This bill would instead provide that after the amounts described have been fully paid to the transportation funds named, or in any year during which any portion of these amounts are repaid from the General Fund pursuant to specified provisions of the California Constitution in an amount greater than or equal to the amount of tribal gaming revenues remitted pursuant to the amended tribal compacts in that year, the revenues received by the state from the compact would be required to be remitted to the California Gambling Control Commission for deposit in the General Fund. This bill contains other related provisions and other existing laws.</p>	
<p>SB 882 Hertzberg D Crimes: public transportation: minors.</p>	<p>6/29/2016-A. THIRD READING 6/29/2016-Read second time. Ordered to third reading.</p>	<p>Existing law makes it an infraction or a misdemeanor to evade the payment of a fare on a public transit system, to misuse a transfer, pass, ticket, or token with the intent to evade the payment of a fare, or to use a discount ticket without authorization or fail to present, upon request from a transit system representative, acceptable proof of eligibility to use a discount ticket.</p> <p>This bill would prohibit a minor from being charged with an infraction or a misdemeanor for those acts.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SB 903 Nguyen R</p> <p>Transportation funds: loan repayment.</p>	<p>2/4/2016-S. T. & H. 2/4/2016-Referred to Com. on T. & H.</p>	<p>Existing law creates the Traffic Congestion Relief Fund, as a continuously appropriated fund, for the purpose of funding a list of transportation projects specified in statute. Existing law provided for the transfer of specified amounts from the General Fund to the Traffic Congestion Relief Fund, beginning in the 2000-01 fiscal year. Existing law also provided for the transfer of a portion of the sales tax on gasoline to the Transportation Investment Fund subsequent to voter approval on March 5, 2002, of Article XIX B of the California Constitution, which thereafter dedicated those sales tax revenues to specified transportation purposes. Existing law required a portion of the revenues in the Transportation Investment Fund to be transferred to the Traffic Congestion Relief Fund.</p> <p>This bill would acknowledge, as of June 30, 2015, \$879,000,000 in outstanding loans of certain transportation revenues, and would require this amount to be repaid from the General Fund by June 30, 2016, to the Traffic Congestion Relief Fund for allocation to the Traffic Congestion Relief Program, the Trade Corridors Improvement Fund, the Public Transportation Account, and the State Highway Account, as specified. The bill would thereby make an appropriation. This bill contains other related provisions and other existing laws.</p>	
<p>SB 944</p> <p>Committee on Transportation and Housing</p> <p>Housing omnibus.</p>	<p>6/21/2016-A. APPR. 6/21/2016-From committee: Do pass and re-refer to Com. on APPR. with recommendation: To consent calendar. (Ayes 10. Noes 0.) (June 21). Re-referred to Com. on APPR.</p>	<p>Existing law, the Contractors' State License Law, provides for the licensure and regulation of contractors by the Contractors' State License Board. Existing law imposes specified requirements on home improvement contracts and service and repair contracts. Existing law makes it a misdemeanor for a person to engage in the business or act in the capacity of a contractor without a license and provides certain exemptions from that licensure requirement, including exemptions for owner-builders, as specified.</p> <p>This bill would provide an additional exemption for a nonprofit corporation providing assistance to an owner-builder who is participating in a mutual self-help housing program, as specified. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SB 1128 Glazer D</p> <p>Commute benefit policies.</p>	<p>6/29/2016-A. THIRD READING 6/29/2016-Read second time. Ordered to third reading.</p>	<p>Existing law authorizes the Metropolitan Transportation Commission and the Bay Area Air Quality Management District to jointly adopt a commute benefit ordinance that requires covered employers operating within the common area of the 2 agencies with a specified number of covered employees to offer those employees certain commute benefits through a pilot program. Existing law requires that the ordinance specify certain matters, including any consequences for noncompliance, and imposes a specified reporting requirement. Existing law makes these provisions inoperative on January 1, 2017.</p> <p>This bill would extend these provisions indefinitely, thereby establishing the pilot program permanently. The bill would also delete bicycle commuting as a pretax option under the program and instead would authorize a covered employer, at its discretion, to offer commuting by bicycling as an employer-paid benefit in addition to commuting via public transit or by vanpool. The bill would also delete the reporting requirement.</p>	<p>Support</p>
<p>SB 1383 Lara D</p> <p>Short-lived climate pollutants.</p>	<p>6/28/2016-A. APPR. 6/28/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 1.) (June 27). Re-referred to Com. on APPR.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020. The state board is also required to complete a comprehensive strategy to reduce emissions of short-lived climate pollutants, as defined, in the state.</p> <p>This bill would require the state board, no later than January 1, 2018, to approve and begin implementing that comprehensive strategy to reduce emissions of short-lived climate pollutants to achieve a reduction in methane by 40%, hydrofluorocarbon gases by 40%, and anthropogenic black carbon by 50% below 2013 levels by 2030, as specified.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SB 1398 Leyva D</p> <p>Public water systems: lead service lines.</p>	<p>6/30/2016-A. APPR. 6/30/2016-Read second time and amended. Re-referred to Com. on APPR.</p>	<p>Existing law requires public water systems to take specified actions to test for and remediate certain contaminants in drinking water, including lead and copper. Existing law prohibits the use of any pipe, pipe or plumbing fitting or fixture, solder, or flux that is not lead free in the installation or repair of any public water system or any plumbing in a facility providing water for human consumption, except as specified.</p> <p>This bill would require a public water system to compile an inventory of known lead service lines in use in its distribution system and identify areas that may have lead service lines in use in its distribution system by July 1, 2018. This bill would require a public water system, after completing the inventory, to provide a timeline for replacement of known lead service lines in the distribution system to the State Water Resources Control Board. This bill would require, by July 1, 2020, a public water system with areas that may have lead service lines in use in its distribution system to either determine the existence or absence of lead service lines in these areas and provide that information to the board or provide a timeline for replacement of the pipes, tubings, and fittings whose content cannot be determined that connect a water main to an individual water meter or service connection. This bill would require the board to approve a replacement timeline, as specified.</p>	
<p>SB 1464 De León D</p> <p>California Global Warming Solutions Act of 2006: greenhouse gas emissions reduction.</p>	<p>6/28/2016-A. APPR. 6/28/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 7. Noes 1.) (June 27). Re-referred to Com. on APPR.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020, and to adopt rules and regulations in an open public process to achieve the maximum technologically feasible and cost-effective greenhouse gas emission reductions.</p> <p>This bill would require, in identifying priority programmatic investments, that the investment plan assess how proposed investments interact with current state regulations, policies, and programs, and evaluate if and how the proposed investments could be incorporated into existing programs. The bill would also require the investment plan to recommend metrics that would measure progress and benefits from the proposed programmatic investments. This bill contains other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SBX1 1 Beall D</p> <p>Transportation funding: environmental mitigation: oversight.</p>	<p>4/21/2016-S. APPR. 4/21/2016-From committee with author's amendments. Read second time and amended. Re-referred to Com. on APPR.</p>	<p>Existing law provides various sources of funding for transportation purposes, including funding for the state highway system and the local street and road system. These funding sources include, among others, fuel excise taxes, commercial vehicle weight fees, local transactions and use taxes, and federal funds. Existing law imposes certain registration fees on vehicles, with revenues from these fees deposited in the Motor Vehicle Account and used to fund the Department of Motor Vehicles and the Department of the California Highway Patrol. Existing law provides for the monthly transfer of excess balances in the Motor Vehicle Account to the State Highway Account.</p> <p>This bill would create the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system and for other specified purposes. The bill would provide for the deposit of various funds for the program in the Road Maintenance and Rehabilitation Account, which the bill would create in the State Transportation Fund, including revenues attributable to a \$0.12 per gallon increase in the motor vehicle fuel (gasoline) tax imposed by the bill and \$0.10 of a \$0.22 per gallon increase in the diesel fuel excise tax imposed by the bill, an increase of \$35 in the annual vehicle registration fee, a new \$100 annual vehicle registration fee applicable to zero-emission motor vehicles, as defined, a new annual road access charge on each vehicle, as defined, of \$35, and repayment, by June 30, 2016, of outstanding loans made in previous years from certain transportation funds to the General Fund. The bill would provide that revenues from future adjustments in the applicable portion of the fuel tax rates, the annual vehicle registration fee increase, and the road access charge would also be deposited in the account. This bill contains other related provisions and other existing laws.</p>	
<p>SBX1 2 Huff R</p> <p>Greenhouse Gas Reduction Fund.</p>	<p>6/30/2015-S. T. & I.D. 9/1/2015-September 1 set for first hearing. Failed passage in committee. (Ayes 3. Noes 9. Page 56.) Reconsideration granted.</p>	<p>Existing law requires all moneys, except for fines and penalties, collected by the State Air Resources Board from the auction or sale of allowances as part of a market-based compliance mechanism relative to reduction of greenhouse gas emissions to be deposited in the Greenhouse Gas Reduction Fund.</p> <p>This bill would exclude from allocation under these provisions the annual proceeds of the fund generated from the transportation fuels sector. The bill would instead provide that those annual proceeds shall be appropriated by the Legislature for transportation infrastructure, including public streets and highways, but excluding high-speed rail. This bill contains other existing laws.</p>	Oppose

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
SBX1 4 Beall D Transportation funding.	9/24/2015-S. CONFERENCE COMMITTEE 9/24/2015-Senators Beall (Co-Chair), Allen, Leyva, Cannella and Gaines appointed to Conference Committee.	<p>Existing law requires the Department of Transportation to improve and maintain the state's highways, and establishes various programs to fund the development, construction, and repair of local roads, bridges, and other critical transportation infrastructure in the state.</p> <p>This bill would declare the intent of the Legislature to enact statutory changes to establish permanent, sustainable sources of transportation funding to maintain and repair the state's highways, local roads, bridges, and other critical transportation infrastructure.</p>	
SBX1 5 Beall D Transportation funding.	9/1/2015-A. DESK 9/1/2015-In Assembly. Read first time. Held at Desk.	<p>Existing law establishes various programs to fund the development, construction, and repair of local roads, bridges, and other critical transportation infrastructure in the state.</p> <p>This bill would declare the intent of the Legislature to enact legislation to establish permanent, sustainable sources of transportation funding to improve the state's key trade corridors and support efforts by local governments to repair and improve local transportation infrastructure.</p>	
SBX1 7 Allen D Diesel sales and use tax.	9/3/2015-S. APPR. 9/3/2015-Read second time and amended. Re-referred to Com. on APPR.	<p>Existing law, beyond the sales and use tax rate generally applicable, imposes an additional sales and use tax on diesel fuel at the rate of 1.75%, subject to certain exemptions, and provides for the net revenues collected from the additional tax to be transferred to the Public Transportation Account. Existing law continuously appropriates these revenues to the Controller, for allocation by formula to transportation agencies for public transit purposes.</p> <p>This bill, as of July 1, 2016, would increase the additional sales and use tax rate on diesel fuel to 5.25%. By increasing the revenues deposited in a continuously appropriated fund, the bill would thereby make an appropriation. The bill would restrict expenditures of revenues from the July 1, 2016, increase in the sales and use tax on diesel fuel to transit capital purposes and certain transit services. The bill would require an existing required audit of transit operator finances to verify that these new revenues have been expended in conformance with these specific restrictions and all other generally applicable requirements. This bill contains other related provisions and other existing laws.</p>	Support

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SBX1 8 Hill D</p> <p>Public transit: funding.</p>	<p>9/2/2015-S. APPR. 9/2/2015-From committee: Do pass and re-refer to Com. on APPR. (Ayes 8. Noes 0. Page 57.) (September 1). Re-referred to Com. on APPR.</p>	<p>Existing law requires all moneys, except for fines and penalties, collected by the State Air Resources Board from the auction or sale of allowances as part of a market-based compliance mechanism relative to reduction of greenhouse gas emissions to be deposited in the Greenhouse Gas Reduction Fund.</p> <p>This bill would instead continuously appropriate 20% of those annual proceeds to the Transit and Intercity Rail Capital Program, and 10% of those annual proceeds to the Low Carbon Transit Operations Program, thereby making an appropriation. This bill contains other existing laws.</p>	<p>Support</p>

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SBX1 10 Bates R</p> <p>Regional transportation capital improvement funds.</p>	<p>7/16/2015-S. T. & I.D. 9/9/2015-September 8 hearing: Testimony taken. Hearing postponed by committee.</p>	<p>Existing law establishes the state transportation improvement program process, pursuant to which the California Transportation Commission generally programs and allocates available state and federal funds for transportation capital improvement projects, other than state highway rehabilitation and repair projects, over a multiyear period based on estimates of funds expected to be available. Existing law provides funding for these interregional and regional transportation capital improvement projects through the state transportation improvement program process, with 25% of funds available for interregional projects selected by the Department of Transportation through preparation of an interregional transportation improvement program and 75% for regional projects selected by transportation planning agencies through preparation of a regional transportation improvement program. Existing law requires funds available for regional projects to be programmed by the commission pursuant to the county shares formula, under which a certain amount of funding is available for programming in each county, based on population and miles of state highway. Existing law specifies the various types of projects that may be funded with the regional share of funds to include state highways, local roads, transit, and others.</p> <p>This bill would revise the process for programming and allocating the 75% share of state and federal funds available for regional transportation improvement projects. The bill would require the department to annually apportion, by the existing formula, the county share for each county to the applicable metropolitan planning organization, transportation planning agency, or county transportation commission, as a block grant. These transportation capital improvement funds, along with an appropriate amount of capital outlay support funds, would be appropriated annually through the annual Budget Act to regional transportation agencies. The bill would require the regional transportation agencies, in their regional transportation improvement programs, to identify the transportation capital improvement projects to be funded with these moneys, and would require the California Transportation Commission to incorporate the regional transportation improvement programs into the state transportation improvement program. The bill would eliminate the role of the California Transportation Commission in programming and allocating funds to these regional projects, but would retain certain oversight roles of the commission with respect to expenditure of the funds. The bill would repeal provisions governing computation of county shares over multiple years and make various other conforming changes.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SBX1 11 Berryhill R</p> <p>Environmental quality: transportation infrastructure.</p>	<p>9/4/2015-S. T. & I.D. 9/4/2015-From committee with author's amendments. Read second time and amended. Re-referred to Com. on T. & I.D.</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 establishes a procedure by which a person may seek judicial review of the decision of the lead agency made pursuant to CEQA.</p> <p>This bill would exempt from these CEQA provisions a project that consists of the inspection, maintenance, repair, restoration, reconditioning, relocation, replacement, or removal of existing transportation infrastructure if certain conditions are met, and would require the person undertaking these projects to take certain actions, including providing notice to an affected public agency of the project's exemption. Because a lead agency would be required to determine if a project qualifies for this exemption, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	
<p>SBX1 12 Runner R</p> <p>California Transportation Commission.</p>	<p>8/20/2015-S. APPR. 8/20/2015-Read second time and amended. Re-referred to Com. on APPR.</p>	<p>Existing law establishes in state government the Transportation Agency, which includes various departments and state entities, including the California Transportation Commission. Existing law vests the California Transportation Commission with specified powers, duties, and functions relative to transportation matters. Existing law requires the commission to retain independent authority to perform the duties and functions prescribed to it under any provision of law.</p> <p>This bill would exclude the California Transportation Commission from the Transportation Agency, establish it as an entity in state government, and require it to act in an independent oversight role. The bill would also make conforming changes. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SBX1 13 Vidak R</p> <p>Office of the Transportation Inspector General.</p>	<p>9/3/2015-S. APPR. 9/3/2015-From committee with author's amendments. Read second time and amended. Re-referred to Com. on APPR.</p>	<p>Existing law creates various state transportation agencies, including the Department of Transportation and the High-Speed Rail Authority, with specified powers and duties. Existing law provides for the allocation of state transportation funds to various transportation purposes.</p> <p>This bill would create the Office of the Transportation Inspector General in state government, as an independent office that would not be a subdivision of any other government entity, to build capacity for self-correction into the government itself and to ensure that all state agencies expending state transportation funds are operating efficiently, effectively, and in compliance with federal and state laws. The bill would provide for the Governor to appoint the Transportation Inspector General for a 6-year term, subject to confirmation by the Senate, and would provide that the Transportation Inspector General may not be removed from office during the term except for good cause. The bill would specify the duties and responsibilities of the Transportation Inspector General, would require an annual report to the Legislature and Governor, and would provide that funding for the office shall, to the extent possible, be from federal transportation funds, with other necessary funding to be made available from the State Highway Account and an account from which high-speed rail activities may be funded.</p>	
<p>SBX1 14 Cannella R</p> <p>Transportation projects: comprehensive development lease agreements.</p>	<p>7/16/2015-S. T. & I.D. 8/17/2015-August 19 set for first hearing canceled at the request of author.</p>	<p>Existing law authorizes the Department of Transportation and regional transportation agencies, as defined, to enter into comprehensive development lease agreements with public and private entities, or consortia of those entities, for certain transportation projects that may charge certain users of those projects tolls and user fees, subject to various terms and requirements. These arrangements are commonly known as public-private partnerships. Existing law provides that a lease agreement may not be entered into under these provisions on or after January 1, 2017.</p> <p>This bill would extend this authorization indefinitely and would include within the definition of "regional transportation agency" the Santa Clara Valley Transportation Authority, thereby authorizing the authority to enter into public-private partnerships under these provisions. The bill would also delete obsolete cross-references and make technical changes to these provisions.</p>	

San Mateo County Transit District State Legislative Matrix 7/20/16

Bill ID/Topic	Location	Summary	Position
<p>SCA 5 Hancock D</p> <p>Local government finance.</p>	<p>4/12/2016-S. GOV. & F. 4/12/2016-From committee with author's amendments. Read second time and amended. Re-referred to Com. on GOV. & F.</p>	<p>The California Constitution provides that all property is taxable, unless exempted by the California Constitution or by federal law. The California Constitution authorizes the Legislature to classify personal property for differential taxation or for exemption by means of a statute approved by a 2/3 vote of the membership of each house.</p> <p>This measure would exempt from taxation for each taxpayer an amount up to \$500,000 of tangible personal property used for business purposes. This measure would prohibit the Legislature from lowering this exemption amount or from changing its application, but would authorize it to be increased consistent with the authority described above. This measure would provide that this provision shall become operative on January 1, 2019. This bill contains other related provisions and other existing laws.</p>	
<p>SCAX1 1 Huff R</p> <p>Motor vehicle fees and taxes: restriction on expenditures.</p>	<p>9/9/2015-S. APPR. 9/9/2015-From committee: Be adopted and re-refer to Com. on APPR. (Ayes 13. Noes 0. Page 72.) (September 8). Re-referred to Com. on APPR.</p>	<p>Article XIX of the California Constitution restricts the expenditure of revenues from taxes imposed by the state on fuels used in motor vehicles upon public streets and highways to street and highway and certain mass transit purposes, and restricts the expenditure of revenues from fees and taxes imposed by the state upon vehicles or their use or operation to state administration and enforcement of laws regulating the use, operation, or registration of vehicles used upon the public streets and highways, as well as to street and highway and certain mass transit purposes. These restrictions do not apply to revenues from taxes or fees imposed under the Sales and Use Tax Law or the Vehicle License Fee Law.</p> <p>This measure would prohibit the Legislature from borrowing revenues from fees and taxes imposed by the state on vehicles or their use or operation, and from using those revenues other than as specifically permitted by Article XIX. The measure would also prohibit those revenues from being pledged or used for the payment of principal and interest on bonds or other indebtedness. The measure would delete the provision that provides for use of any fuel tax revenues allocated to mass transit purposes to be pledged or used for payment of principal and interest on voter-approved bonds issued for those mass transit purposes, and would instead subject those expenditures to the existing 25% limitation applicable to the use of fuel tax revenues for street and highway bond purposes. ○ This bill contains other related provisions and other existing laws.</p>	



BOARD OF DIRECTORS 2016

ZOE KERSTEEN-TUCKER, CHAIR
ROSE GUILBAULT, VICE CHAIR
JEFF GEE
CAROLE GROOM
SHIRLEY HARRIS
KARYL MATSUMOTO
PETER RATTO
CHARLES STONE
ADRIENNE TISSIER

JIM HARTNETT
GENERAL MANAGER/CEO

AGENDA

PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE COMMITTEE OF THE WHOLE

**San Mateo County Transit District
Bacciocco Auditorium - Second Floor
1250 San Carlos Ave., San Carlos, CA**

WEDNESDAY, AUGUST 3, 2016 – 2:45 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Planning, Development and Sustainability Committee Meeting of July 6, 2016

INFORMATIONAL

2. SamTrans Triennial Customer Survey and Focus Groups

Committee Members: Adrienne Tissier, 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 PLANNING, DEVELOPMENT AND SUSTAINABILITY
COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JULY 6, 2016**

Committee Members Present: A. Tissier (Committee Chair), J. Gee, R. Guilbault

Other Board Members Present, Constituting Committee of the Whole: J. Gee, C. Groom, R. Guilbault, S. Harris, Z. Kersteen-Tucker, C. Stone

Staff Present: J. Averill, J. Cassman, A. Chan, G. Harrington, J. Hartnett, C. Harvey, E. Kay, D. Kim, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Adrienne Tissier called the meeting to order at 3:18 p.m.

Approval of Minutes of Planning, Development and Sustainability Committee Meeting of June 1, 2016

Motion/Second: Ratto/Guilbault

Ayes: Gee, Groom, Guilbault, Harris, Matsumoto, Ratto, Stone, Tissier

Abstain: Kersteen-Tucker

Metropolitan Transportation Commission (MTC) Transit Sustainability Project (TSP) Update

Doug Kim, Director, Planning, reported:

- Purpose is to improve financial performance, productivity, and attract more riders.
- MTC sets performance requirements for the seven Bay Area transit operators.
- Each operator must achieve a 5 percent reduction in one performance measure by 2017 – cost per revenue hour, cost per passenger or cost per passenger mile.
- Operators must maintain these reductions; thereafter, growth limited to Consumer Price Index.
- Operators adopted strategic plans by March 31, 2013 on how to achieve the targets.
- Performance measures must be reported on an annual basis to MTC.
- By Fiscal Year (FY) 2019 MTC will link its operating and capital funds to achievement of targets.
- The baseline year is highest reported cost between FY2008 and FY2011 and a 5 percent reduction is calculated from that.
- FY2017 TSP targets and current performance
 - Fixed-Route cost per service hour target was \$219.97 and in FY2015 the performance was \$201.31
 - Paratransit met all the FY2017 targets in FY2015: cost per service hour target is \$69.18 and actual was \$65.23; cost per passenger target is \$41.39 and actual was \$39.97; and cost per passenger mile target is \$4.75 and actual was \$4.38
- Strategies for fixed-route service include:
 - Operational efficiencies
 - Implementation of service plans

- Use of more fuel-efficient vehicles, including electric vehicles, to reduce operating costs
- Youth and senior strategies
- Targeted marketing
- Innovative partnerships
- Strategies for paratransit include:
 - Implement/update Senior Mobility Action Plan
 - Free rides on fixed-route buses
 - Travel training to paratransit applicants
 - Enhanced paratransit eligibility certification
 - Continued conditional eligibility
 - Evaluate impact of operating outside of legally-mandated paratransit service area
 - Explore alternative service delivery models

Director Rose Guilbault asked what paratransit enhanced eligibility certification is. Mr. Kim said this is to make sure those passengers asking for Redi-Wheels are truly eligible for the service.

Director Jeff Gee asked if the costs are just budget costs. Mr. Kim said yes.

Adjourned: 3:28 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **REPORT ON SAMTRANS TRIENNIAL CUSTOMER SURVEY AND FOCUS GROUPS**

ACTION

This report is for information only. No board action is required.

SIGNIFICANCE

SamTrans conducted an onboard customer survey in October 2015. The results of this survey provide rider and trip characteristics, demographics, and ratings for 12 key performance indicators. SamTrans also conducted subsequent focus groups in May 2016 to gather additional information about efforts to improve customer communications.

The survey was administered onboard by trained survey collectors. 6,430 responses were received, which equates to an 80 percent completion rate and a system-wide margin of error of +/- 1.21 percent.

The focus groups were segmented into four subgroups: frequent riders, infrequent riders, non-riders and Spanish-speaking riders. The participants were selected by a screening process to ensure accurate representation of SamTrans' diverse ridership. The development of the focus groups, recruitment of the participants, moderation and reporting were performed by Corey, Canapary and Galanis, a professional independent and specialized research company.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Survey questionnaires were distributed between 5:30 am and 10:00 pm and shifts were structured to capture responses from peak period and off peak riders.

Specific routes were selected to reach riders on high, moderate and lower ridership routes in the Northern, Central, Southern and Coastside regions of the County. About 85 percent of the shifts were assigned to weekday routes, and 15 percent to weekend routes.

Key findings include:

- Half of SamTrans riders are long-time users, but there is a substantial share of new riders who have started using the system within the past year.
- Most SamTrans riders rely on the system as their primary mode of transportation.
- Most riders walk to the SamTrans bus stop and pay their fare either with cash or a SamTrans Monthly Pass. A number of riders take more than one SamTrans bus to their destination.
- Limited vendors, consumer choice, and lack of information are the main barriers to Clipper Card use.
- SamTrans is used for a wide variety of purposes by its riders.
- Overall, SamTrans is generally well regarded by its customers.
- Among specific service attributes, SamTrans scored highest on personal security, courtesy of operators, and cleanliness of the bus. It rated lowest on frequency of buses (among the 11 attributes rated).
- SamTrans riders speak a multitude of languages at home. English (70 percent), Spanish (27 percent), and Tagalog (14 percent) remain the top languages spoken at home by SamTrans riders.

FOCUS GROUPS

Corey, Canapary & Galanis conducted four focus groups on behalf of SamTrans. These groups focused on learning more about how SamTrans communicates with riders and non-riders, and how passengers and potential passengers would like to receive information about SamTrans service, schedules and fares.

Key findings include:

- Applications and mobile website access are emerging as preferred methods of accessing schedules and other information.
- Non-riders are willing to try SamTrans – particularly if it goes somewhere fun and they get a ride or two free. Participants suggested service to special events, such as fairs and festivals.
- Use of a ridesharing service for low ridership routes received many initial positive reactions.

The full report is available at www.samtrans.com/surveys

STRATEGIC INITIATIVE

- Priority 1: Expand mobility options for our customers.
 - Goal 1: Increase weekday fixed-route ridership by 15 percent
 - Goal 2: increase fixed-route farebox revenue by 20 percent

Prepared By: Christiane Kwok, Manager, Market Research
and Development

650-508-7926



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ADRIENNE TISSIER

JIM HARTNETT
GENERAL MANAGER/CEO

BOARD OF DIRECTORS

**San Mateo County Transit District
Bacciocco Auditorium - Second Floor
1250 San Carlos Ave., San Carlos, CA**

WEDNESDAY, AUGUST 3, 2016 – 3:00 p.m.
or immediately following Committee meetings

1. ROLL CALL

2. CONSENT CALENDAR

MOTION

- a. Approval of Minutes of Board of Directors Meeting of July 6, 2016
- b. Acceptance of Quarterly Investment Review and Fixed Income Report for the Quarter Ended June 30, 2016

3. PUBLIC COMMENT

Public comment by each individual speaker shall be limited to one minute

4. REPORT OF THE CHAIR

- a. Resolution of Appreciation to Chuck Harvey, Deputy CEO
- b. TOD Ad Hoc Committee Report – A. Tissier

5. REPORT OF THE GENERAL MANAGER/CEO

- a. Proclamation Declaring July 1, 2016 as the SamTrans 40th Anniversary

6. COMMUNITY RELATIONS COMMITTEE – J. GEE

- a. Accessibility Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Liaison Report
- d. Multimodal Ridership Report – June 2016

7. FINANCE COMMITTEE – C. STONE

RESOLUTIONS

- a. Authorize Amending the District Investment Policy and the Paratransit Trust Fund Investment Policy and Reauthorize Investment of Monies with the Local Agency Investment Fund

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

- b. Authorize Filing Annual Claim with the Metropolitan Transportation Commission for Transit Development Act, State Transit Assistance and Regional Measure 2 Funds in the Amount of \$42,455,992
- c. Authorize Entering into a Grant Agreement with the California Department of Transportation for the US 101 Express Bus Feasibility Study in the Amount of \$180,000
- d. Authorize Entering into a Funding Agreement with the California Department of Transportation for the Grand Boulevard Initiative: Creating Safe and Healthy Corridor Communities Project in the Amount of \$135,108
- e. Authorize Entering into Funding Agreements with City/County Association of Governments of San Mateo County Receive Measure M Funds
- f. Authorize Approval and Ratification of the Fiscal Year 2017 District Insurance Program with Wells Fargo Insurance Services for a Total Premium Cost of \$1,882,676
- g. Authorize the Extension of the Contract with Dunbar Armored, Inc. for Provision of Armored Car Transit Revenue Collection, Transportation and Processing Services for a Not-to-Exceed Amount of \$470,475 for 12 Months

INFORMATIONAL

- h. Small Business Enterprise Preference and Local Business Enterprise Preference Update
- i. Information on the Statement of Revenues and Expenses for June 2016

8. LEGISLATIVE COMMITTEE – P. RATTO

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

9. PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – A. TISSIER

SUBJECT DISCUSSED

- a. SamTrans Triennial Customer Survey and Focus Groups

10. AUDIT COMMITTEE – C. GROOM

SUBJECTS DISCUSSED

- a. Meeting of July 21, 2016
 - i. Introduction of Audit Firm, Vavrinek, Trine, Day and Co. and Fiscal Year 2016 Audit

11. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

12. BOARD MEMBER REQUESTS/COMMENTS

13. GENERAL COUNSEL PROPOSAL

14. DATE, TIME AND PLACE OF NEXT REGULAR MEETING – September 7, 2016 at 2 p.m.,
San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor,
1250 Carlos Ave., San Carlos 94070

15. ADJOURNMENT

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 www.samtrans.com.

The San Mateo County Transit District Board and Citizens Advisory Committee (CAC) meeting schedules are available on the Web site. Communications to the Board of Directors can be e-mailed to board@samtrans.com.

Date and Time of Board and Advisory Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2 p.m.; SamTrans Citizens Advisory Committee: Last Wednesday of the month, 6:30 p.m. Date, time and location of meetings may be change as necessary.

Location of Meeting

The San Mateo County Transit District Administrative Building is located at 1250 San Carlos Avenue, San Carlos, one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus Routes ECR, FLX, 260, 295 and 398. [Map link](#) Additional transit information can be obtained by calling 1-800-660-4287 or 511.

Public Comment

- If you wish to address the Board, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Board and included for the official record, please hand it to the District Secretary, who will distribute the information to the Board members and staff.
- Members of the public may address the Board on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to one minute and items raised that require a response will be deferred for staff reply.

Accessibility for Individuals with Disabilities

Upon request, the Transit District 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 public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to the District Secretary at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or emailed to board@samtrans.com; or by phone at 650-508-6242, or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.

Note: 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 BOARD OF DIRECTORS MEETING
JULY 6, 2016**

Board Members Present: J. Gee, C. Groom, R. Guilbault, S. Harris,
Z. Kersteen-Tucker (Chair), K. Matsumoto, P. Ratto, C. Stone, A. Tissier

Staff Present: J. Averill, J. Cassman, A. Chan, G. Harrington, J. Hartnett, C. Harvey,
E. Kay, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Chair Zoe Kersteen-Tucker called the meeting to order at 3:28 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of June 1, 2016

Motion/Second: Tissier/Stone

Ayes: Gee, Groom, Guilbault, Harris, Matsumoto, Ratto, Stone, Tissier

Abstain: Kersteen-Tucker

- b. Acceptance of Statement of Revenues and Expenses for May 2016
- c. Executed Contracts Up to \$100,000 (Non-Contracts and Procurement) Quarterly Report

Motion/Second: Tissier/Stone

Ayes: Gee, Groom, Guilbault, Harris, Matsumoto, Ratto, Stone, Tissier, Kersteen-Tucker

PUBLIC COMMENT

Jon Ismatzoda, San Mateo, said he has created an application for mobile ticketing. He said Uber and Lyft are giving a lot of promotions and that is why they have an increase in ridership. His application will help increase ridership and reduce costs. Jim Hartnett, General Manager/CEO, said he will have appropriate staff speak to him regarding his proposal.

REPORT OF CHAIR

Chair Kersteen-Tucker said Director Shirley Harris has been nominated for the American Public Transportation Association (APTA) Board Member of the Year award and former General Manager/CEO, Mike Scanlon, will be inducted into the APTA Hall of Fame. Both of these awards will be presented on September 13. Chair Kersteen-Tucker asked staff to work with those Board members who would like to attend the awards ceremony.

Chair Kersteen-Tucker said there has been some discussion about reconvening the Transit Oriented Development (TOD) Ad Hoc Committee, but the committee needed an updated description of their duties. Joan Cassman, Legal Counsel, said she looked at the recent mission of this subcommittee and there are two projects listed, the

San Carlos TOD and the Daly City TOD project. Ms. Cassman said that more opportunities may arise so she recommends making this committee able to address any TODs that arise and not be limited to the two already mentioned.

Chair Kersteen-Tucker said maybe all the ad hoc descriptions need to be looked at and see if they are still relevant.

REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett

Strategic Initiative

- From this agenda forward the staff report will list if the item has a strategic initiative. In September staff will provide a full report.

Jim Hartnett, General Manager/CEO, reported:

- The Board will recognize retiring Deputy CEO, Chuck Harvey, at the August meeting. He was a key player advising Mr. Hartnett during the reorganization.
- Bay Area Rapid Transit (BART) has a capital project between Daly City and Glen Park stations and SamTrans will be providing a bus bridge from 6 a.m. to 1 a.m. starting on July 30. BART will reimburse the District for this service.
- Route 294 service headways were reduced to hourly from every two hours with consistent increase in ridership. February had 50 percent increase, March decreased 13 percent, April was up 58 percent, May was up 26 percent and year-to-date ridership is up 30 percent.
- Fixed-route service averaged 26,000 miles between service calls in May and paratransit averaged over 100,000 miles between service calls. The District's goal is 20,000 miles between service calls.
- Human capital investment continued with 232 hours of professional development, 136 hours of bus operator training, 500 hours maintenance training, and 2,000 hours of training for new bus operators.
- The next runbook comes out in August and the key changes relate to school programs.

COMMUNITY RELATIONS COMMITTEE – J. Gee

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council
- c. Citizens Advisory Committee Liaison Report
- d. Mobility Management Report - Caltrain
- e. Multimodal Ridership Report - May 2016

FINANCE COMMITTEE – C. Stone

RESOLUTIONS

- a. Authorize Adoption of Revised Disadvantaged Business Enterprise Program
- b. Award of Contract to Carl Warren and Company for Public Liability Claims Administration for a Total Estimated Amount of \$1,968,601 for a Five-Year Term
- c. Rejection of All Bids for the Provision of California Air Resources Board Ultra Low Sulfur Diesel Fuel and Fueling Services.

Motion/Second: Tissier/Harris

Ayes: Gee, Groom, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Ratto, Stone, Tissier

LEGISLATIVE COMMITTEE – P. Ratto

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – A. Tissier

SUBJECT DISCUSSED

- a. Metropolitan Transportation Commission Transit Sustainability Project Update

WRITTEN COMMUNICATIONS

No discussion.

BOARD MEMBER REQUESTS/COMMENTS

Director Charles Stone thanked staff for promoting Dump the Pump and offering free fares on Routes ECR and 294. He said he took advantage of the free rides on both routes. He said Route 294 was great. Director Stone said he recently attended a Transit Agency Board Member Fellowship session in Seattle that was very informative.

Director Karyl Matsumoto said the Board Retreat Ad Hoc committee met today. Staff will be polling the Board for the second and third weeks in September and October. The committee decided to not have a facilitator. Staff will be giving presentations on requests by the Board. The first presentation of the day will be on financial stability.

Director Adrienne Tissier said she was very impressed by Director Stone taking SamTrans from Belmont to Daly City roundtrip.

GENERAL COUNSEL PROPOSAL

No report.

DATE AND TIME OF NEXT REGULAR MEETING – August 3, 2016, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

The meeting adjourned at 3:51 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **PROCLAIMING JULY 1, 2016 AS THE SAMTRANS 40TH ANNIVERSARY**

ACTION

Staff proposes the Board proclaim July 1, 2016 as the SamTrans 40th Anniversary.

SIGNIFICANCE

The proclamation for the SamTrans 40th Anniversary reaffirms the San Mateo County Transit District's (District) commitment to provide high-quality bus transportation service for the community throughout San Mateo County. To commemorate the occasion, SamTrans will be hosting a number of events for employees that will take place in August. SamTrans will also host a public celebration at the San Mateo County Event Center on Saturday, September 10, 2016. The public event will include bus rodeo demonstrations, a SamTrans memorabilia exhibit, vintage bus displays, food trucks, kids' activities and much more.

BUDGET IMPACT

There is no budget impact.

BACKGROUND

On July 1, 1976, the District officially began its first day of bus operations. Created by the State Legislature and backed by voters, the agency absorbed and combined 11 different bus operators on the Peninsula. Over the past four decades, SamTrans has grown and changed inexorably. The District is now responsible for the managerial oversight of Caltrain commuter rail service and the San Mateo County Transportation Authority, in addition to the operation of paratransit service. SamTrans currently operates 76 fixed bus routes throughout San Mateo County.

Prepared By: Tasha Bartholomew, Communications Officer

650-508-7927

Proclamation

IN HONOR OF THE SAMTRANS 40TH ANNIVERSARY

WHEREAS, July 1, 2016 marks the 40th anniversary of SamTrans bus service in the community; and

WHEREAS, the District recognizes that public transportation is a vital resource providing safe, reliable transportation for residents, in communities of all sizes; and

WHEREAS, the District operates 76 bus routes in San Mateo County, connecting passengers from communities throughout the Peninsula and provides paratransit service; and

WHEREAS, the District carried nearly 12.8 million passengers on SamTrans buses in Fiscal Year 2016, and over the last four decades, SamTrans has grown and changed inexorably; and

WHEREAS, in 1988, the District was named the managing agency of the San Mateo County Transportation Authority, collaborating to serve vibrant communities; and

WHEREAS, in 1991, the District purchased the Caltrain right of way from San Francisco to San Jose, with the Peninsula Corridor Joint Powers Board; and

WHEREAS, in 1996, the District opened the Colma Bay Area Rapid Transit station/SamTrans Transit Center; and

WHEREAS, in 2000, SamTrans introduced new Coastside service; and

WHEREAS, in 2005, the District sponsored the first annual Art Takes a Bus Ride art contest for students in San Mateo County; and

WHEREAS, in 2013, the District combined mainline Routes 390 and 391 into Route ECR, and purchased its first fleet of hybrid buses; and

WHEREAS, in 2016, the District signed an agreement with Facebook to launch the Dumbarton Corridor Study; and

WHEREAS, to highlight SamTrans' numerous accomplishments, the District will host a public celebration at the San Mateo County Event Center on Saturday, September 10, 2016, to mark the SamTrans 40th Anniversary.

NOW, THEREFORE BE IT RESOLVED on the 3rd day of August, 2016 the San Mateo County Transit District Board of Directors, does hereby proclaim July 1, 2016, as the *SamTrans 40th Anniversary*.



Chair, San Mateo County Transit District