

OCTOBER 5, 2016

SAMTRANS BOARD MEETING

- BOARD OF DIRECTORS – PART 1 LINK
- COMMUNITY RELATIONS COMMITTEE LINK
- FINANCE COMMITTEE LINK
- LEGISLATIVE COMMITTEE LINK
- PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE LINK
- BOARD OF DIRECTORS – PART 2 LINK



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

BOARD OF DIRECTORS

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

WEDNESDAY, OCTOBER 5, 2016 – 2:00 p.m.

- 1. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. PUBLIC HEARING**
 - a. Approval of Financing by the Peninsula Corridor Joint Powers Board for Caltrain Electrification Project
- 4. ADJOURN TO COMMITTEE MEETINGS**

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
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Eli Kay
Chief Financial Officer

SUBJECT: **APPROVAL OF FINANCING BY THE PENINSULA JOINT POWERS BOARD FOR
PENINSULA CORRIDOR ELECTRIFICATION PROJECT**

ACTION

Staff proposes the Board adopt a resolution making a finding of significant public benefit and approving an interim financing by the Peninsula Corridor Joint Powers Board (JPB) in an amount not to exceed \$150 million outstanding at any one time for the Peninsula Corridor Electrification Project (PCEP) to comply with applicable requirements of the California Government Code.

SIGNIFICANCE

The PCEP will convert the Caltrain commuter rail service running between San Francisco and the Tamien Station in San Jose from diesel-hauled trains to electric multiple unit trains, to (i) meet current and future transportation demand between San Jose and San Francisco, (ii) offset existing and future worsening roadway congestion, (iii) address continuing regional air quality issues, (iv) reduce greenhouse gas emissions and (v) provide electrical infrastructure compatible with contemplated future high-speed rail service.

Interim financing is needed to cover cash flows gaps that are projected to occur between the time payments are due for work performed on the PCEP and the expected timing of receipts from various funding sources identified by the JPB for the PCEP.

JPB staff is in the process of selecting one or more funding partners and a funding structure for the JPB's interim financing.

Public Hearing

Pursuant to California Government Code Section 6586.5, San Mateo County Transit District (District) as one of the three member agencies of the JPB, is required to conduct a public hearing, make a finding of significant public benefit and approve the proposed financing after the public hearing is held. Notice of the public hearing will be published at least five days prior to October 5, 2016.

Each of the other two member agencies of the JPB, Santa Clara Valley Transportation Authority (VTA) and the city and county of San Francisco (CCSF), also is required to comply with these requirements. JPB staff is coordinating with VTA and CCSF to schedule and complete the required actions.

BUDGET IMPACT

Approval for purposes of Government Code Section 6586.5 does not impact the budget.

BACKGROUND

The PCEP will facilitate accommodation of California's Statewide high-speed rail service. Interim financing is needed to fund cash flow gaps so that work on the PCEP may proceed uninterrupted.

Prepared by: Carl Cubba, Director, Treasury

562-688-4644

RESOLUTION NO. 2016 –

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

* * *

**APPROVING FINANCING BY THE PENINSULA CORRIDOR JOINT POWERS BOARD
FOR THE PENINSULA CORRIDOR ELECTRIFICATION PROJECT**

WHEREAS, the Peninsula Corridor Joint Powers Board (JPB), is a public entity duly established and organized under the laws of the State of California, which was created pursuant to a joint exercise of powers agreement (Joint Powers Agreement) entered into by the Santa Clara Valley Transportation Authority (VTA), formerly known as the Santa Clara County Transit District, the City and County of San Francisco (CCSF), and the San Mateo County Transit District (District); and

WHEREAS, pursuant to the Joint Powers Agreement, the JPB operates the Caltrain commuter rail service; and

WHEREAS, the Caltrain commuter rail service operates within the geographical boundaries of VTA, CCSF and the District (each, a "Member Agency"); and

WHEREAS, the JPB is undertaking the Peninsula Corridor Electrification Project (PCEP), which will convert the Caltrain commuter rail service running between San Francisco and the Tamien Station in San Jose from diesel-hauled trains to electric multiple unit trains, to (i) meet current and future transportation demand between San Jose and San Francisco, (ii) offset existing and future worsening roadway congestion, (iii) address continuing regional air quality issues, (iv) reduce greenhouse gas emissions and (v) provide electrical infrastructure compatible with contemplated future high-speed rail service; and

WHEREAS, the JPB intends to finance on an interim basis certain costs of the PCEP; and

WHEREAS, such financing (hereinafter referred to as the "Financing") is being undertaken by the JPB to pay costs of the PCEP expected to be due and payable in advance of receipt of funds from the funding sources identified to such costs (hereinafter referred to as the "Project Funding"), which Project Funding is currently expected to be provided from Federal, State, regional and local sources, including, but not limited to, (i) grants from the Federal government, (ii) funding made available pursuant to The Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, commonly referred to as Proposition 1A, The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, commonly referred to as Proposition 1B, the Transit Intercity Rail Capital Program and the Caltrain Low Carbon Transportation Operations Program, (iii) funding allocated by the Metropolitan Transportation Commission and the Bay Area Air Quality Management District, and (iv) funding allocated by the Member Agencies; and

WHEREAS, the payment obligations undertaken by the JPB in connection with the Financing are expected to be secured by and payable from the receipts of the Project Funding, passenger fares and certain other revenues collected from the operation of Caltrain; and

WHEREAS, pursuant to the Joint Powers Agreement, each Member Agency is required to contribute to the operating costs of Caltrain and provide for the costs of capital projects of the JPB in the manner set forth in the Joint Powers Agreement; and

WHEREAS, pursuant to Section 6586.5 of the California Government Code (Government Code), each Member Agency within whose boundaries a public capital

improvement to be financed is located is required: (i) to approve the financing; and (ii) to make a finding of significant public benefit in accordance with the criteria specified in Section 6586 of the Government Code after holding a public hearing; and

WHEREAS, in order to satisfy the requirements set forth in Section 6586.5 of the Government Code, the JPB has requested that the Board of Directors of the District (Board) hold the required public hearing and approve the proposed financing described herein (the Financing); and

WHEREAS, pursuant to Section 6586.5 of the Government Code, the Board held a public hearing regarding the proposed Financing, notice of which public hearing was published in a newspaper of general circulation in the county of San Mateo at least five days prior to such public hearing; and

WHEREAS, the Board now desires to approve the proposed Financing in order to satisfy the requirements of Section 6586.5 of the Government Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Mateo County Transit District as follows:

Section 1. **Findings.** The Board hereby finds and determines that the foregoing recitals are true and correct.

Section 2. **Approval of Financing.** This Board hereby approves the Financing and hereby finds that: (i) the Financing will result in significant public benefits by making it possible to provide more frequent and/or faster Caltrain service thereby providing more efficient delivery of transit services to residential and commercial development within the geographic boundaries of the Member Agencies; and (ii) serves a public purpose. It is the purpose and intent of the Board that this Resolution constitute such

approval of the Financing as is required for the purposes of Section 6586.5 of the Government Code.

Section 3. **Additional Actions.** The officers, employees and agents of the District are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this Resolution and the Financing approved hereby.

Section 4. **Effective Date.** This Resolution shall take effect immediately upon its passage.

Regularly passed and adopted this 5th day of October, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary



BOARD OF DIRECTORS 2016

ZOE KERSTEEN-TUCKER, CHAIR
ROSE GUILBAULT, VICE CHAIR
JEFF GEE
CAROLE GROOM
SHIRLEY HARRIS
KARYL MATSUMOTO
PETER RATIO
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, OCTOBER 5, 2016 – 2:15 p.m.
or immediately following the Board Public Hearing

ACTION

1. Approval of Minutes of Community Relations Committee Meeting of September 7, 2016
2. Designate October as Disabilities Awareness Month

INFORMATIONAL

3. Accessibility Update – Tina Dubost
4. Paratransit Coordinating Council Update – Mike Levinson
5. Citizens Advisory Committee Liaison Report – Juslyn Manalo
6. Mobility Management Report – End-of-Year Performance
7. Multimodal Ridership Report – August 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
SEPTEMBER 7, 2016**

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

Committee Members Absent: C. Groom

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

Other Members Absent, Constituting Committee of the Whole: K. Matsumoto

Staff Present: J. Averill, J. Cassman, A. Chan, T. Dubost, G. Harrington, J. Hartnett, 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 2:05 p.m.

Approval of Minutes of August 3, 2016

Motion/Second: Guilbault/Stone

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

Absent: Groom, Matsumoto

Accessibility Update

Tina Dubost, Manager, Accessible Transit Services, said staff will be sharing lessons learned on the District's travel training at an upcoming mobility management meeting the week of September 12.

Paratransit Coordinating Council (PCC) Update

Barbara Kalt, Director, Rosener House, said the PCC is planning a regional summit in February 2017. The PCC attended the Commissions on Disabilities 25th Anniversary event and the PCC was recognized for their work.

Citizens Advisory Committee (CAC) Liaison Report

No report.

Multimodal Ridership Report – July 2016

David Olmeda, Chief Operating Officer, Bus, reported:

- July 2016 Compared to July 2015
 - Average Weekday Ridership
 - Bus ridership was 34,650, a decrease of 6.7 percent.
 - Paratransit ridership was 1,270, an increase of 5 percent.
 - Caltrain ridership was 64,220, an increase of 2.5 percent.
 - Shuttle ridership was 12,270, an increase of 2.6 percent.
 - Total weekday ridership was 167,700, an increase of 0.5 percent.

- Total Monthly Ridership
 - Bus ridership was 899,540, a decrease of 11 percent.
 - Paratransit ridership was 29,980, a decrease of 3.3 percent.
 - Caltrain ridership was 1,691,660, a decrease of 2.2 percent.
 - Shuttle ridership was 253,370, a decrease of 3.7 percent.
 - Total weekday ridership was 4,133,650, a decrease of 5.4 percent.

Mr. Olmeda said overall system ridership has increased 25 percent over the past five years.

Public Comment

Celeste Langille, Pacifica Climate Committee, said the group held a community transit forum on January 21, 2016 and Chair Zoe Kersteen-Tucker and Seamus Murphy, Chief Communications Officer, spoke. They would like to work with SamTrans for effective services on the Coast. She asked that Measure A funds be used to fund more shuttles and service to Bay Area Rapid Transit (BART).

Cynthia Kaufman, Pacifica Climate Committee, said the Committee's top priority is to restore the express service from Pacifica to San Francisco. The Committee's top issues are conduct a comprehensive study of transit needs in Pacifica, add bus routes to downtown San Mateo, provide free bus tokens to students as an incentive to ride, address the upcoming loss of the SamTrans owned parking lot at Colma BART, add more bike lockers and racks, improve timing of buses out of Pacifica, improve social media, and use greenhouse gas analysis in all planning decisions. She asked what the next steps would be.

Cynthia Knowles, Pacifica Climate Committee, thanked SamTrans for the service provided, but would like improved service to San Mateo and south. She is more than willing to work with staff and the Board to generate ideas for increased ridership.

Chair Kersteen-Tucker thanked the Pacifica Climate Committee for attending today. She asked if staff has any answers to the concerns expressed. Mr. Murphy said the committee has been great to work with and has some very thought out ideas. Staff has taken some action including making sure the Express Bus Study looks at serving the Coastside.

Chair Kersteen-Tucker asked how community groups should continue to work with the Board and staff. Mr. Murphy said people should work with his staff to open the lines of communication. He is seeing an increase in requests for service throughout the community.

Adjourned: 2:20 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: **DESIGNATION OF OCTOBER AS DISABILITIES AWARENESS MONTH**

ACTION

Staff proposes that the Committee recommend the Board proclaim October as "Disabilities Awareness Month."

SIGNIFICANCE

"Disabilities Awareness Month" is an opportunity to focus special attention on the daily challenges faced persons with mobility impairments throughout the SamTrans service area, to reflect on measures that are being extended to assist them, to increase public awareness of new opportunities to meet their special needs, and to draw specific attention to our efforts to serve this community.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

During the current fiscal year, SamTrans has budgeted \$18,158,000 for paratransit services, and will expend additional operating funds to accommodate customers with disabilities on the San Mateo County Transit District's (District) fixed-route services.

Over the past fiscal year, accomplishments of the District's accessibility program include:

- Provided over 353,000 paratransit trips to eligible riders via Redi-Wheels and RediCoast service
- Providing safe, reliable paratransit service for county residents
- Continuing the consumer-friendly paratransit eligibility process (nearly 3,200 evaluations were performed)
- Maintaining a "zero trip denials" policy on Redi-Wheels and RediCoast
- Travel training

Prepared by: John Sanderson, Accessibility Coordinator
Project Manager: Tina Dubost, Manager, Accessible Services

650-508-6475
650-508-6247

Proclamation

IN HONOR OF DISABILITIES AWARENESS MONTH

WHEREAS, throughout the United States, the month of October has been designated as a time to recognize the courage of more than 56 million Americans with Disabilities; and

WHEREAS, over 140,000 San Mateo County residents with disabilities are seeking to avail themselves of the area's many opportunities to enhance their quality of life; and

WHEREAS, many of these citizens with disabilities are making substantial contributions to their communities throughout the county, and many more are eager to provide their energies and talents; and

WHEREAS, reliable transportation remains one of the most important resources to assist these citizens with trips for work, business, and for medical and recreation services; and

WHEREAS, the San Mateo County Transit District since 1977 has provided countywide paratransit services to tens of thousands of mobility-impaired residents through Redi-Wheels and RediCoast and access to fixed-route buses; and

WHEREAS, SamTrans continues to enhance its paratransit and fixed-route accessibility programs to provide services to more local patrons.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the San Mateo County Transit District hereby proclaims October as Disabilities Awareness Month and reaffirms its dedication to serving the mobility-impaired community, both now and in the years ahead.

Regularly passed and adopted this 5th day of October, 2016.



Chair, San Mateo County Transit District

**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 PCC and the PAL (PCC AL-Com) meet monthly (except for August).

No minutes are included with this report, since the PCC did not meet in August.

BUDGET IMPACT

There is no impact on the budget.

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

**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: **END-OF-YEAR PERFORMANCE REPORT**

ACTION

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

SIGNIFICANCE

This presentation is a year-end performance report on the San Mateo County Transit District's four transportation modes: SamTrans, Americans with Disabilities Act Paratransit, Caltrain and Shuttles. The modes have been featured individually during the past fiscal year. This month features a report that summarizes the annual performance of all the modes.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

This annual performance report will focus on overall trends, as well as highlights for each of the transportation modes, including ridership, fare collection, on-time performance, project updates, and other current developments.

This month's presentation will be presented via PowerPoint.

**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 – AUGUST 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) 2015, FY2016, and FY2017. Chart "B" has figures for total ridership year-to-date for FY2015, FY2016, and FY2017.

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 – AUGUST 2016 COMPARED TO AUGUST 2015

Grand Total All District Modes – 163,930, a decrease of 3.0 percent.

Bus – 38,500, a decrease of 7.1 percent.

Paratransit – 1,280, an increase of 6.7 percent.

Caltrain – 61,160, a decrease of 2.7 percent.

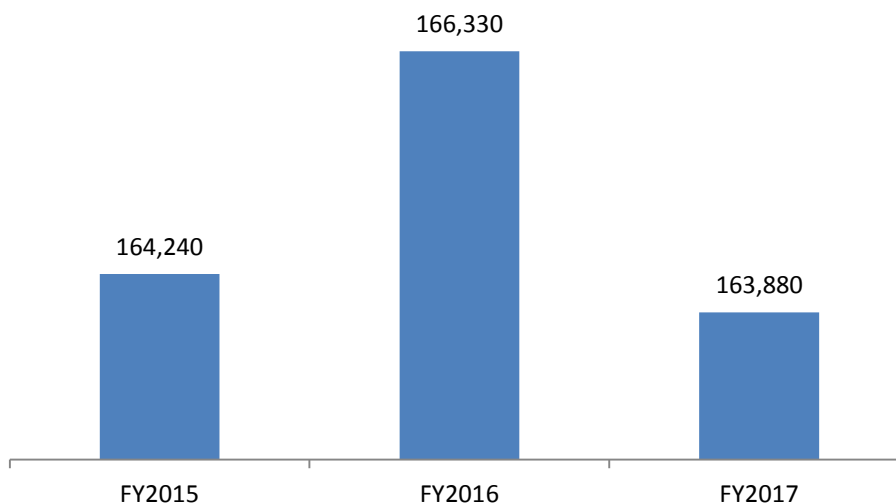
Shuttles – 12,120, an increase of 3.9 percent.

**Table A
Average Weekday Ridership**

August 2016 Average Weekday Ridership				Percent Change FY2016/2017
Mode	FY2015	FY2016	FY2017	
Bus	41,570	41,430	38,500	-7.1%
Paratransit	1,110	1,200	1,280	6.7%
Caltrain	60,870	62,850	61,160	-2.7%
Shuttles	12,430	11,660	12,120	3.9%
Total	115,980	117,130	113,050	-3.5%
BART Extension (No Daly City)	52,130	51,950	50,880	-2.1%
Grand Total	168,110	169,080	163,930	-3.0%
Weekdays	21	21	23	

August 2016 Year-to-date				Percent Change FY2016/2017
Mode	FY2015	FY2016	FY2017	
Bus	39,660	39,280	36,570	-6.9%
Paratransit	1,130	1,200	1,280	6.7%
Caltrain	59,730	62,740	62,690	-0.1%
Shuttles	12,390	11,510	12,190	5.9%
Total	112,920	114,740	112,730	-1.8%
BART Extension (No Daly City)	51,330	51,600	51,150	-0.9%
Grand Total	164,240	166,330	163,880	-1.5%

**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 August for the past three fiscal years.

MONTHLY TOTAL RIDERSHIP – AUGUST 2016 COMPARED TO AUGUST 2015

Grand Total All District Modes – 4,344,960, a decrease of 0.4 percent.

Bus – 1,039,360, a decrease of 3.4 percent.

Paratransit – 33,020, an increase of 14.5 percent.

Caltrain – 1,684,920, an increase of 0.3 percent.

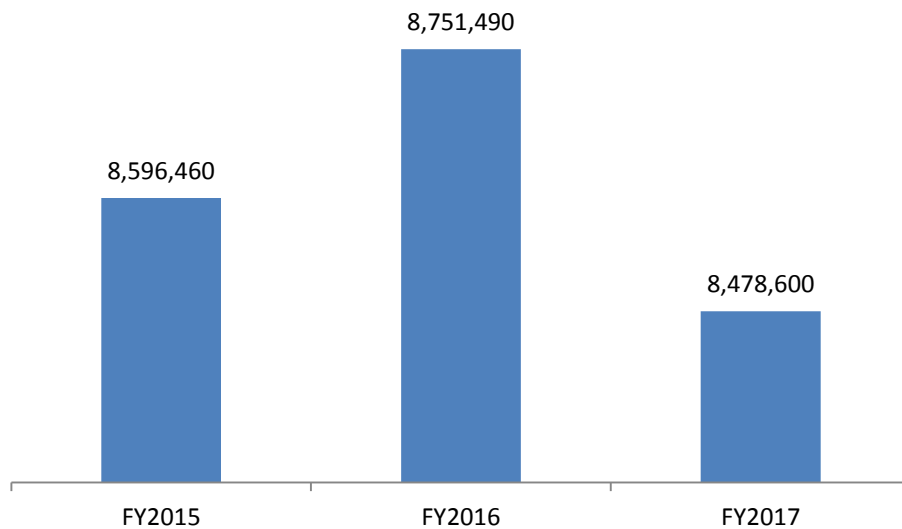
Shuttles – 274,380, an increase of 11.1 percent.

Table B
Total Monthly Ridership

August 2016 Total Monthly Ridership				Percent Change
Mode	FY2015	FY2016	FY2017	FY2016/2017
Bus	1,086,460	1,075,670	1,039,360	-3.4%
Paratransit	28,260	28,830	33,020	14.5%
Caltrain	1,626,750	1,679,230	1,684,920	0.3%
Shuttles	262,050	246,930	274,380	11.1%
Total	3,003,520	3,030,650	3,031,670	0.0%
BART Extension (No Daly City)	1,351,010	1,332,030	1,313,290	-1.4%
Grand Total	4,354,530	4,362,690	4,344,960	-0.4%
Weekdays	21	21	23	

August 2016 Year-to-date				Percent Change
Mode	FY2015	FY2016	FY2017	FY2016/2017
Bus	2,096,450	2,086,070	1,938,900	-7.1%
Paratransit	56,890	59,820	62,990	5.3%
Caltrain	3,223,470	3,408,470	3,376,580	-0.9%
Shuttles	540,190	509,950	527,750	3.5%
Total	5,916,990	6,064,310	5,906,210	-2.6%
BART Extension (No Daly City)	2,679,470	2,687,180	2,572,390	-4.3%
Grand Total	8,596,460	8,751,490	8,478,600	-3.1%

Chart B
Total Ridership (FYTD)



The following summary illustrates the number of riders by fare category for the month of August 2016. SamTrans carried 1,036,400 passengers on its fixed-route service in August, and 8,156,040 for the 2016 Calendar Year-to-Date. These numbers do not include Dumbarton ridership.

Table C
Riders by Fare Category

	August 2016	2016 Calendar Year-to-Date
Adult Cash	201,020	1,608,220
Adult Pass	502,380	3,955,680
Youth Cash	139,830	1,036,900
Youth Pass	39,880	414,700
Eligible Discount	153,290	1,140,530
Total	1,036,400	8,156,040

SamTrans Promotion – August 2016

SamTrans Back to School –Students returning back to school on the Peninsula had something to look forward to this year. SamTrans introduced four new routes that improved access to San Mateo County schools as part of its effort to increase ridership and focus on the Youth market. To help promote the new routes, SamTrans launched a comprehensive ad campaign. The campaign featured significant community partnerships. The ad campaign included a 30 second television spot on selected networks throughout San Mateo County, geo-targeted, multi-lingual digital ads including online desktop/mobile/tablet, and sponsored social video engagement posts on Facebook, YouTube and Instagram, Google keywords search engine marketing strategies, exterior bus sides in English/Spanish, outreach, take-ones, news releases and blog posts. Organic social media was used on Twitter, Facebook and via the Nextdoor platform. The campaign launched August 8 and runs through mid-September.

SamTrans Social Update – August 2016

SamTrans experienced a significant increase in followers, inbound social media clicks, and interactions in August. These increases were likely driven by multiple paid social campaigns that kicked off during the month. The campaigns focused on the new service launch and the celebration of SamTrans 40th Anniversary. To drive interactions SamTrans used paid promotion across both Twitter and Facebook platforms to elevate its message.

The SamTrans “Back to School” campaign drove more than 2,000 users to engage with the content by following the link back to the SamTrans website, at a cost of just \$0.31 per click. The campaign reached a total of 66,150 social media users. The campaign was geo-targeted by route to provide the audience only with the route information most relevant to their service area.

The SamTrans 40th Anniversary campaign was intended to reach San Mateo County residents interested in learning more about SamTrans or celebrating the SamTrans milestone at the public event. The campaign launched on August 23, using boosted posts. In the last week of August, the post had more than 20,000 impressions and 268 engagements.

Both campaigns continued into September. Additional information will be available in next month's report.



Total Followers - All Networks



Prepared by: Jayme Ackemann, Director, Marketing and Communications
Alex Lam, Associate Scheduler/Planner

650-508-7934
650-508-6227



BOARD OF DIRECTORS 2016

ZOE KERSTEEN-TUCKER, CHAIR
ROSE GUILBAULT, VICE CHAIR
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GENERAL MANAGER/CEO

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, OCTOBER 5, 2016 – 2:30 p.m.

or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Finance Committee Meeting of September 7, 2016
2. Acceptance of Statement of Revenues and Expenses for August 2016
3. Authorize Execution of a Multi-Agency Memorandum of Understanding for Administration of the Regional Transit Connection Discount Card Program

CONTRACT

4. Authorize Award of Contract to The Segal Company for a Pay Practices and Compensation Review in an Amount Not-to-Exceed \$240,000
5. Authorize Award of Contract to Mansfield Oil Company for Furnishing Clear, Ultra-Low Sulfur Diesel Fuel and Fueling Services for a Total Estimated Cost of \$18,580,757 for a Five-Year Base Term and Contract Contingency Authority for Contract Amendments up to 100 Percent of the Estimated Contract Amount

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
SEPTEMBER 7, 2016**

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

Committee Members Absent: C. Groom

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

Other Board Members Absent, Constituting Committee of the Whole: K. Matsumoto

Staff Present: J. Averill, J. Cassman, A. Chan, G. Harrington, J. Hartnett, 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 2:20 p.m.

Approval of Minutes of July 6, 2016

Motion/Second: Tissier/Harris

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

Absent: Groom, Matsumoto

Acceptance of Statement of Revenues and Expenses for July 2016

Eli Kay, Chief Financial Officer, said total revenue was down 2 percent due to a downward trend in ridership and two less working days in July. Total expenses were attributed to lower fuel costs and fewer service days. Net surplus for the month is \$1 million.

Director Jeff Gee asked if at the Board retreat there could be a discussion on how much bus service could be provided if there was no debt and if the District didn't have to support Caltrain. Jim Hartnett, General Manager/CEO, said staff has a general idea of costs and could provide a general magnitude of service.

Motion/Second: Ratto/Kersteen-Tucker

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

Absent: Groom, Matsumoto

Authorize the Rejection of All Bids to Furnish and Deliver Non-Asbestos Brake Blocks

Nita Vigil, Acting Director, Contracts and Procurement, said an Invitation for Bids was issued and bids were received from Muncie Transit Supply and American Moving Parts. Both had irregularities. One failed to submit an appropriate business check and the other bidder amended the bid and it was well above the estimated cost estimate. Staff is going to continue to purchase in the open market. There is not a desperate need for these blocks as staff still has some in stock.

Chair Zoe Kersteen-Tucker asked why the current vendor, New Flyer, did not resubmit. Ms. Vigil said the vendor is no longer providing this type of brake block.

Motion/Second: Tissier/Gee

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

Absent: Groom, Matsumoto

Adjourned: 2:27 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: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDING
AUGUST 31, 2016 AND SUPPLEMENTAL INFORMATION**

ACTION

Staff proposes the Committee recommend the Board accept and enter into the record the Statement of Revenues and Expenses for the month of August 2016 and supplemental information.

SIGNIFICANCE

Revenues: *Total Revenues* (page 1, line 14) are \$312,205 or 1.2 percent **worse** than revised budget. *Passenger Fares* (page 1, line 1) are **worse** than budget by \$477,336 or 14.7 percent and *Other Interest, Rent & Other Income* (page 1, line 12) are **worse** than budget by \$63,527 or 5.4 percent, offset by *Investment Interest* (page 1, line 10) which is **better** than budget by \$266,023 or 146.4 percent.

Expenses: *Total Expenses* (page 4, line 71) are \$2,728,648 or 11.1 percent **better** than revised budget. Within Total Expenses, *Total Motor Bus* (page 3, line 46) is **better** than budget by \$2,359,985 or 11.8 percent, *Total ADA Programs* (page 4, line 55) are **better** than budget by \$351,304 or 11.5 percent and *Total Multi-Modal Programs* (page 4, line 70) are **better** than budget by \$17,360 or 1.2 percent.

BUDGET IMPACT

There are no budget revisions for the month of August 2016.

Prepared by: Jeannie Chen, Senior Accountant
Sheila Tioyao, Manager, General Ledger

650-508-6259
650-508-7752

**SAN MATEO COUNTY TRANSIT DISTRICT
SUMMARY OF REVENUES AND EXPENSES
FISCAL YEAR 2017
AUGUST 2016**

% OF YEAR ELAPSED: **16.7%**

	MONTH	YEAR-TO-DATE				ANNUAL			
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	PROJECTION	% REV BUDGET
SOURCES OF FUNDS									
Operating Revenues									
1 Passenger Fares	1,448,895	2,840,259	2,775,497	3,252,833	85.3	19,517,000	19,517,000	19,517,000	14.2
2 Local TDA and STA Funds	3,506,760	6,396,514	7,013,520	7,050,883	99.5	42,361,438	42,361,438	42,361,438	16.6
3 Operating Grants	132,020	460,126	264,040	264,040	100.0	4,010,671	4,010,671	4,010,671	6.6
4 SMCTA Measure A	776,798	2,912,016	1,553,595	1,553,595	100.0	9,960,000	9,960,000	9,960,000	15.6
5 SM County Measure A	416,667	833,333	833,333	833,333	100.0	5,000,000	5,000,000	5,000,000	16.7
6 AB434 Funds & TA Funded Shuttle	9,083	100,167	18,167	18,167	100.0	109,000	109,000	109,000	16.7
7 Subtotal - Operating Revenues	6,290,222	13,542,414	12,458,152	12,972,851	96.0	80,958,110	80,958,110	80,958,109	15.4
Other Revenue Sources									
9 District 1/2 Cent Sales Tax	5,919,931	10,780,000	11,839,862	11,839,862	100.0	83,000,000	83,000,000	83,000,000	14.3
10 Investment Interest	195,856	179,115	447,776	181,753	246.4	1,090,519	1,090,519	1,090,519	41.1
11 Pass through to Other Agencies	5,750	20,167	11,500	11,500	100.0	69,000	69,000	69,000	16.7
12 Other Interest, Rent & Other Income	568,104	1,040,120	1,110,043	1,173,570	94.6	7,308,988	7,308,988	7,308,988	15.2
13 Subtotal - Other Revenues	6,689,641	12,019,401	13,409,180	13,206,685	101.5	91,468,507	91,468,507	91,468,507	14.7
14 Total Revenues	12,979,863	25,561,816	25,867,332	26,179,537	98.8	172,426,616	172,426,617	172,426,616	15.0
15 Capital Assistance	0	28,407	0	0	0.0	10,255,906	110,320,084 ^(A)	110,320,084	0.0
16 Reserves Programmed for Capital	414,131	811,514	1,059,092	1,059,092	100.0	0	6,739,110 ^(A)	6,739,110	15.7
17 Total Sources of Funds	13,393,994	26,401,737	26,926,424	27,238,628	98.9	182,682,522	289,485,811	289,485,810	9.3
USES OF FUNDS									
Operations									
21 Motor Bus	8,698,427	15,943,720	17,722,032	20,082,017	88.2	117,968,986	117,968,987	117,968,986	15.0
22 A. D. A. Programs	1,373,403	2,775,348	2,695,754	3,047,058	88.5	18,157,910	18,157,910	18,157,910	14.8
23 Caltrain	540,000	2,480,816	1,080,001	1,080,001	100.0	6,640,000	6,640,000	6,640,000	16.3
24 Other Multi-modal Programs	171,564	348,789	340,242	357,601	95.1	2,161,708	2,161,708	2,161,708	15.7
25 Subtotal - Operating Costs	10,783,395	21,548,674	21,838,028	24,566,676	88.9	144,928,604	144,928,604	144,928,604	15.1
Other Uses of Funds									
27 Pass through to Other Agencies	5,750	20,167	11,500	11,500	100.0	79,780	79,780	79,780	14.4
28 Debt Service	832,337	1,672,608	1,664,674	1,664,674	100.0	21,648,044	21,648,044	21,648,044	7.7
29 Fiscal Agent Fees	0	1,043	789	4,734	16.7	28,401	28,401	28,401	2.8
30 Land Transfer Interest Expense	0	0	0	0	0	45,716	45,716	45,716	0.0
31 Subtotal - Other Uses of Funds	838,087	1,693,817	1,676,964	1,680,907	99.8	21,801,941	21,801,941 ^(A)	21,801,941	7.7
32 Capital Programs	414,131	839,921	1,059,092	1,059,092	0.0	16,327,874	123,131,162 ^(A)	123,131,162	0.9
33 Total Uses of Funds	12,035,613	24,082,412	24,574,083	27,306,675	90.0	183,058,419	289,861,707	289,861,707	8.5
34 NET SURPLUS / (DEFICIT)	1,358,381	2,319,325	2,352,340	(68,047)	(3456.9)	(375,897)	(375,897)	(375,897)	(625.8)

% OF YEAR ELAPSED" provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year.

(A) - The Revised Budget includes the year end rollover of existing capital projects (Unaudited).

**SAN MATEO COUNTY TRANSIT DISTRICT
STATEMENT OF REVENUES
FISCAL YEAR 2017
AUGUST 2016**

% OF YEAR ELAPSED: 16.7%

	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
OPERATING REVENUES - MOTOR BUS								
1 TOTAL MOTOR BUS FARES	1,377,282	2,706,692	2,652,266	3,106,333	85.4	18,638,000	18,638,000	14.2
2 LOCAL (TDA) TRANSIT FUND:								
3 General Operating Assistance	3,128,384	5,357,287	6,256,768	6,256,768	100.0	37,540,609	37,540,609	16.7
4 STATE TRANSIT ASSISTANCE:								
5 Local STA Operating Assistance	198,744	676,926	397,488	434,851	91.4	2,609,106	2,609,106	15.2
6 OPERATING GRANTS								
7 TOTAL OPERATING GRANTS	0	429,496	0	0	0.0	1,666,278	1,666,278	0.0
8 DISTRICT 1/2 CENT SALES TAX:								
9 General Operating Assistance	3,429,040	5,823,637	7,253,742	9,245,460	78.5	51,283,370	51,283,370	14.1
10 Accessibility Fixed Route	79,479	176,591	163,723	188,870	86.7	1,133,217	1,133,217	14.4
11 TOTAL 1/2 CENT SALES TAX	3,508,519	6,000,228	7,417,465	9,434,330	78.6	52,416,587	52,416,587	14.2
12 INVESTMENT INTEREST INCOME:								
13 Investment Interest Income	149,198	132,685	345,235	147,087	234.7	882,519	882,519	39.1
14 OTHER REVENUE SOURCES:								
15 Rental Income	125,285	250,565	250,571	226,667	110.5	1,360,000	1,360,000	18.4
16 Advertising Income	68,417	117,500	131,133	191,500	68.5	1,149,000	1,149,000	11.4
17 Other Income	142,599	272,340	271,105	284,481	95.3	1,706,888	1,706,888	15.4
18 TOTAL OTHER REVENUES	336,301	640,406	652,809	702,648	92.9	4,215,888	4,215,888	15.5
19 TOTAL MOTOR BUS	8,698,427	15,943,720	17,722,032	20,082,017	88.2	117,968,986	117,968,987	15.0
21								
22 AMERICAN DISABILITIES ACT:								
23 Passenger Fares Redi-Wheels	71,613	133,567	123,231	146,500	84.1	879,000	879,000	14.0
24 Local TDA 4.5 Redi-Wheels	153,687	283,759	307,374	307,374	100.0	1,844,243	1,844,243	16.7
25 Local STA - Paratransit	25,945	78,541	51,890	51,890	100.0	367,480	367,480	14.1
26 Operating Grants	132,020	30,630	264,040	264,040	100.0	2,344,393	2,344,393	11.3
27 Sales Tax - District ADA Programs	35,706	486,922	52,509	465,938	11.3	1,124,994	1,124,994	4.7
28 Sales Tax - Paratransit Suppl. Coastside	156,471	252,720	295,820	278,300	106.3	1,669,800	1,669,800	17.7
29 Interest Income - Paratransit Fund	46,640	46,430	102,541	34,667	295.8	208,000	208,000	49.3
30 SMCTA Measure A Redi-Wheels	236,797	431,200	473,594	473,594	100.0	3,320,000	3,320,000	14.3
31 SM County Measure A	416,667	833,333	833,333	833,333	100.0	5,000,000	5,000,000	16.7
32 Measure M Paratransit	97,838	198,247	191,422	191,422	100.0	1,400,000	1,400,000	13.7
33 TOTAL ADA PROGRAMS	1,373,385	2,775,348	2,695,754	3,047,058	88.5	18,157,910	18,157,910	14.8
34								
35 MULTI-MODAL TRANSIT PROGRAMS:								
36 Transfer from SMCTA for Caltrain	540,000	2,480,816	1,080,001	1,080,001	100.0	6,640,000	6,640,000	16.3
37 AB434 Funds & TA Funded Shuttle	9,083	100,167	18,167	18,167	100.0	109,000	109,000	16.7
38 Employer SamTrans Shuttle Funds	133,965	201,468	265,811	279,500	95.1	1,693,100	1,693,100	15.7
39 Sales Tax - SamTrans Shuttle Program	14,484	21,467	31,070	31,601	98.3	189,608	189,608	16.4
40 Sales Tax - Gen. Operating Asst.	14,032	25,689	25,194	28,333	88.9	170,000	170,000	14.8
41								
42 TOTAL MULTIMODAL	711,565	2,829,606	1,420,242	1,437,602	98.8	8,801,708	8,801,708	16.1
43								
44 TOTAL REVENUES	10,783,395	21,548,674	21,838,028	24,566,676	88.9	144,928,604	144,928,605	15.1

% OF YEAR ELAPSED" provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year.

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2017
AUGUST 2016**

% OF YEAR ELAPSED: 16.7%

<u>EXPENSES</u>	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
DISTRICT OPERATED BUSES								
1 Wages & Benefits	5,017,566	8,952,898	10,636,511	9,961,186	106.8	58,214,650	58,204,651	18.3
2								
3 Services:								
4 Board of Directors	4,618	3,688	8,221	18,743	43.9	86,000	86,000	9.6
5 Contracted Vehicle Maintenance	92,530	144,124	155,061	250,750	61.8	1,508,154	1,508,154	10.3
6 Property Maintenance	66,247	122,355	134,637	209,083	64.4	1,238,000	1,238,000	10.9
7 Professional Services	324,795	365,521	540,294	843,828	64.0	4,956,711	4,956,711	10.9
8 Technical Services	440,858	790,396	809,917	1,224,707	66.1	7,065,517	7,065,517	11.5
9 Other Services	114,249	130,551	180,281	562,829	32.0	3,206,540	3,206,540	5.6
10								
11 Materials & Supply:								
12 Fuel & Lubricants	228,255	560,635	465,118	913,435	50.9	5,525,612	5,525,612	8.4
13 Bus Parts & Materials	135,497	375,945	253,749	330,568	76.8	2,042,508	2,042,508	12.4
14 Uniforms & Driver Expense	35,688	26,053	45,414	76,601	59.3	479,129	479,129	9.5
15 Timetables & Tickets	5,567	11,000	11,560	94,941	12.2	263,645	263,645	4.4
16 Office Supplies / Printing	16,032	9,056	36,228	101,666	35.6	485,062	485,062	7.5
17 Other Materials & Supply	9,438	9,145	18,001	26,332	68.4	159,500	159,500	11.3
18								
19 Utilities:								
20 Telecommunications	28,417	64,879	69,302	121,999	56.8	731,991	731,991	9.5
21 Other Utilities	85,823	192,640	190,243	190,000	100.1	1,140,000	1,140,000	16.7
22 Insurance Costs	66,942	291,953	158,180	482,883	32.8	2,897,298	2,897,298	5.5
23 Workers' Compensation	273,461	512,651	529,094	611,360	86.5	3,668,160	3,668,160	14.4
24 Taxes & License Fees	43,948	81,506	77,553	122,523	63.3	735,136	735,136	10.5
25 Fixed Route Accessibility	79,479	176,591	163,723	188,870	86.7	1,133,217	1,133,217	14.4
26 Leases & Rentals	10,162	19,349	23,440	28,400	82.5	175,740	175,740	13.3
27 Promotional & Legal Advertising	3,248	15,976	10,054	81,617	12.3	484,700	484,700	2.1
28 Training & Business Travel	14,720	13,410	23,826	109,261	21.8	610,463	610,463	3.9
29 Dues & Membership	8,774	13,239	16,839	21,482	78.4	118,620	118,620	14.2
30 Postage & Other	3,822	10,663	6,763	25,052	27.0	103,000	113,000	6.0
31								
32 Total District Operated Buses	7,110,136	12,894,223	14,564,008	16,598,116	87.7	97,029,352	97,029,353	15.0
33								
34 CONTRACTED BUS SERVICES								
35 Contracted Urban Bus Service	1,318,008	2,522,310	2,614,452	2,874,383	91.0	17,246,300	17,246,300	15.2
36 Other Related Costs	41,002	75,541	93,338	59,320	157.3	392,150	392,150	23.8
37 Insurance Costs	34,553	65,059	72,566	122,766	59.1	736,593	736,593	9.9
38 Coastside Services	139,652	295,681	271,920	328,000	82.9	1,968,000	1,968,000	13.8
39 Redi Coast Non-ADA	24,899	40,098	46,262	38,833	119.1	233,000	233,000	19.9
40 Other Related Costs	7,465	11,283	18,432	20,754	88.8	124,525	124,525	14.8
41 La Honda - Pescadero	4,400	7,088	8,400	9,188	91.4	55,130	55,130	15.2
42 SamCoast - Pescadero	11,749	32,361	25,597	29,517	86.7	177,100	177,100	14.5
43 Other Related Cost - SamCoast	6,564	77	7,058	1,139	619.5	6,836	6,836	103.2
44 Total Contracted Bus Service	1,588,292	3,049,497	3,158,024	3,483,901	90.6	20,939,634	20,939,634	15.1
45								
46 TOTAL MOTOR BUS	8,698,427	15,943,720	17,722,032	20,082,017	88.2	117,968,986	117,968,987	15.0

"% OF YEAR ELAPSED" provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year.

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2017
AUGUST 2016**

% OF YEAR ELAPSED: 16.7%

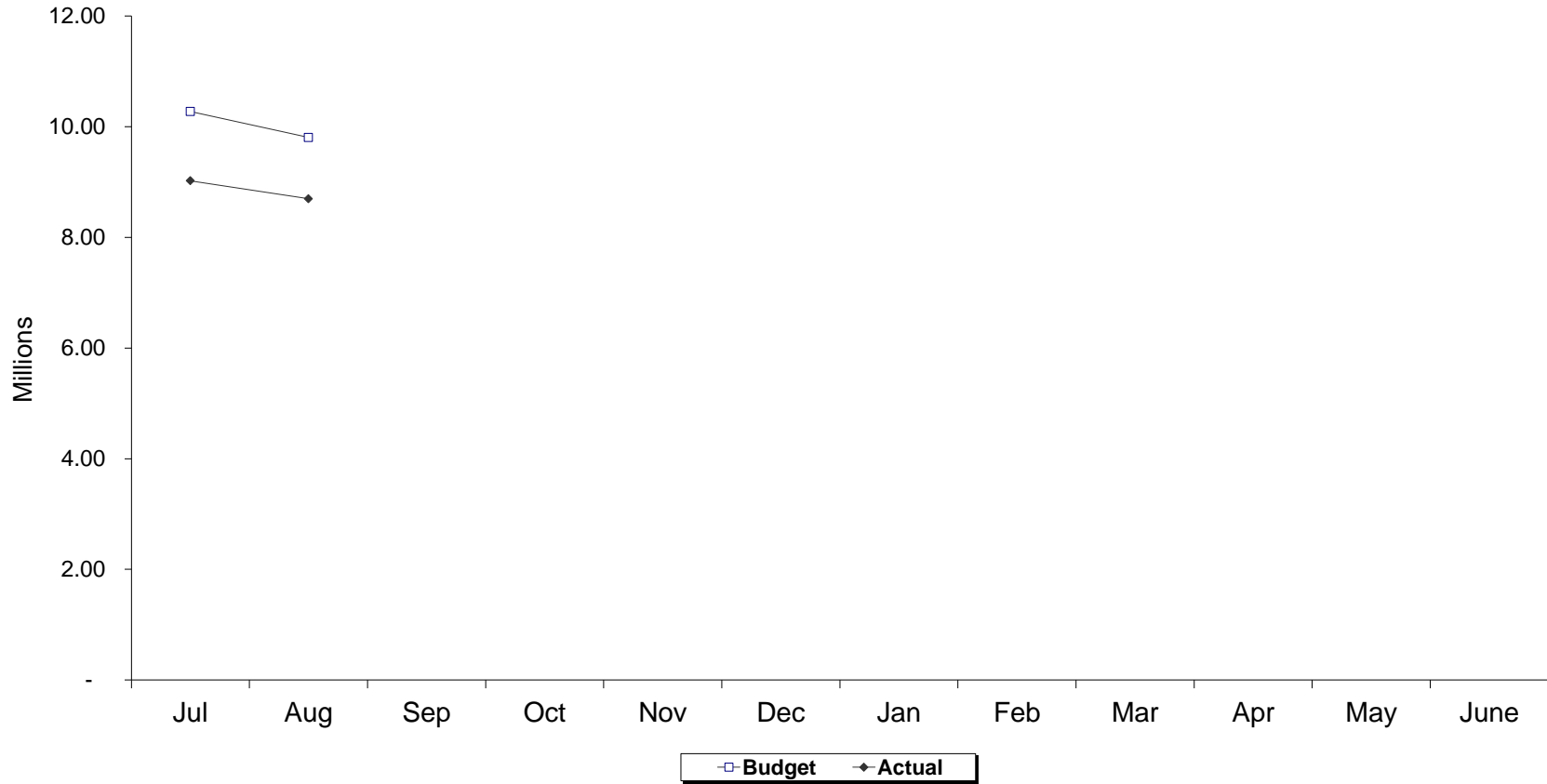
EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
AMERICAN DISABILITY ACT PROGRAMS								
Elderly & Disabled/Redi-Wheels	450,184	920,393	862,781	1,208,519	71.4	7,322,052	7,322,052	11.8
Other Related Costs	223,297	683,933	470,841	595,988	79.0	3,386,207	3,386,207	13.9
ADA Sedan/Taxi Service	434,253	598,448	830,415	604,721	137.3	3,628,328	3,628,328	22.9
ADA Accessibility Support	80,767	165,344	179,706	262,869	68.4	1,571,564	1,571,564	11.4
Coastside ADA Support	156,471	252,720	295,820	278,300	106.3	1,669,800	1,669,800	17.7
Insurance Costs	28,431	154,511	56,191	96,660	58.1	579,959	579,959	9.7
TOTAL ADA PROGRAMS	1,373,403	2,775,348	2,695,754	3,047,058	88.5	18,157,910	18,157,910	14.8
MULTIMODAL TRANSIT PROGRAMS								
CALTRAIN SERVICE								
Peninsula Rail Service	540,000	2,480,816	1,080,001	1,080,001	100.0	6,640,000	6,640,000	16.3
Total Caltrain Service	540,000	2,480,816	1,080,001	1,080,001	100.0	6,640,000	6,640,000	16.3
OTHER SUPPORT								
SamTrans Shuttle Service	157,532	323,101	315,048	329,268	95.7	1,991,708	1,991,708	15.8
Maintenance Multimodal Facilities	14,032	25,689	25,194	28,333	88.9	170,000	170,000	14.8
Total Other Support	171,564	348,789	340,242	357,601	95.1	2,161,708	2,161,708	15.7
TOTAL MULTI-MODAL PROGRAMS	711,565	2,829,605	1,420,242	1,437,602	98.8	8,801,708	8,801,708	16.1
TOTAL EXPENSES	10,783,395	21,548,674	21,838,028	24,566,676	88.9	144,928,604	144,928,604	15.1

% OF YEAR ELAPSED" provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year.

SAN MATEO COUNTY TRANSIT DISTRICT

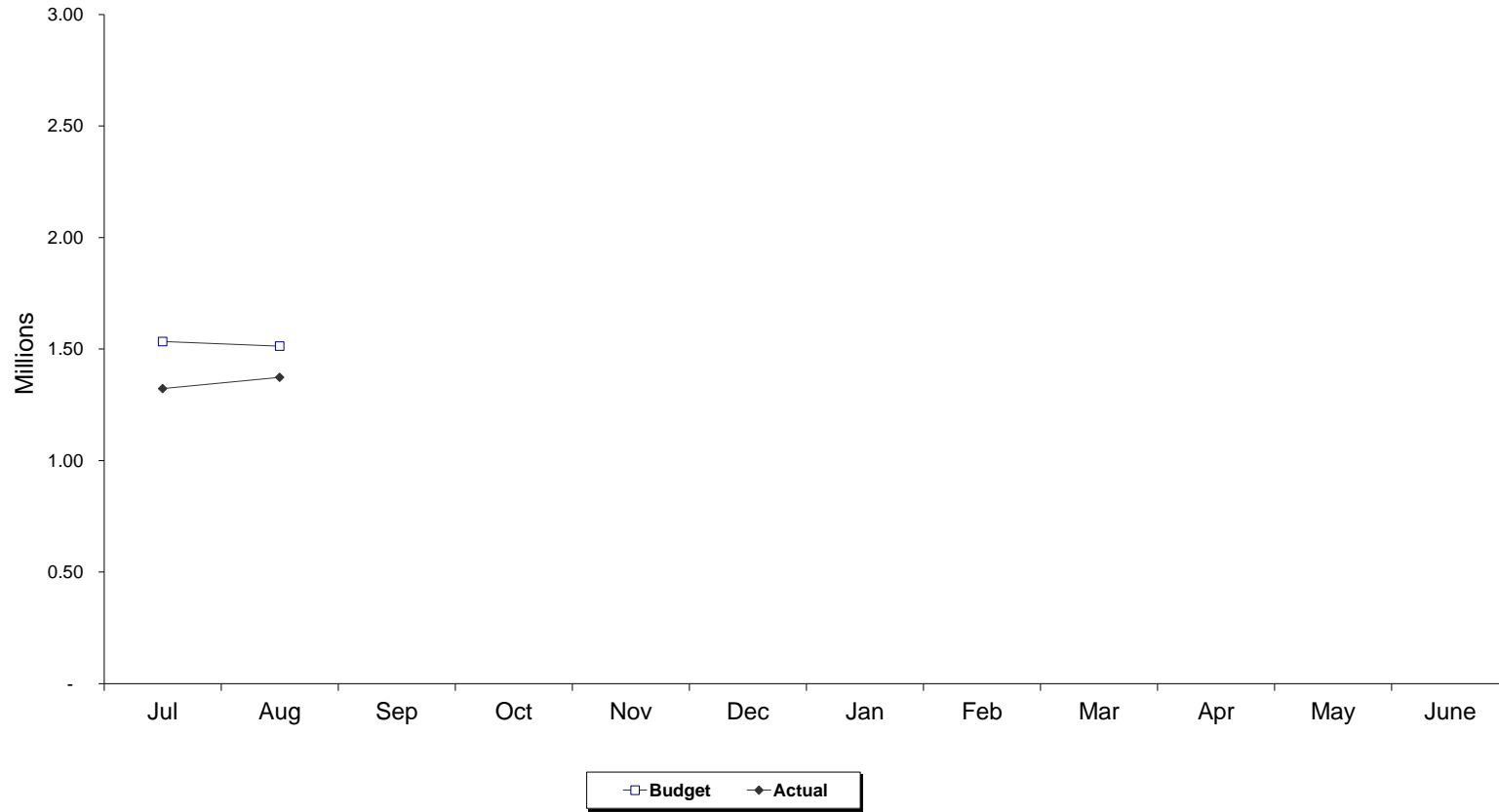
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2017



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
MONTHLY EXPENSES													
Budget	10,275,750	9,806,266											
Actual	9,023,605	8,698,427											
CUMULATIVE EXPENSES													
Budget	10,275,750	20,082,017											
Actual	9,023,605	17,722,032											
Variance - F(U)	1,252,146	2,359,985											
Variance %	12.19%	11.75%											

SAN MATEO COUNTY TRANSIT DISTRICT
ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL
FISCAL YEAR 2017

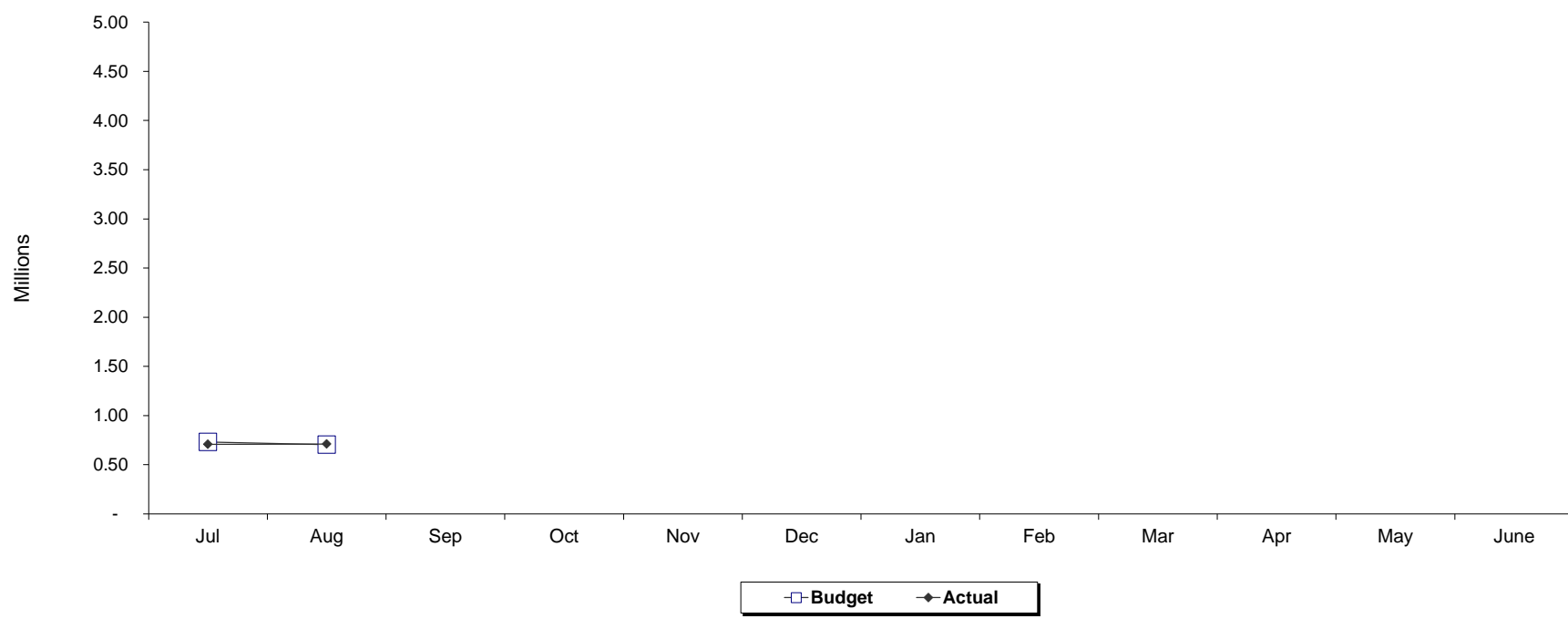


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	1,533,790	1,513,267										
Actual	1,322,352	1,373,403										
CUMULATIVE EXPENSES												
Budget	1,533,790	3,047,058										
Actual	1,322,352	2,695,754										
Variance - F(U)	211,439	351,303										
Variance %	13.79%	11.53%										

SAN MATEO COUNTY TRANSIT DISTRICT

MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2017



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	732,134	705,468										
Actual	708,677	711,565										
CUMULATIVE EXPENSES												
Budget	732,134	1,437,602										
Actual	708,677	1,420,242										
Variance - F(U)	23,456	17,360										
Variance %	3.20%	1.21%										

SAN MATEO COUNTY TRANSIT DISTRICT

INTEREST ON INVESTMENTS

August 31, 2016

DESCRIPTION	TOTAL INVESTMENT 8-31-16	INTEREST RECEIVABLE 7-31-16	PREPAID INT RECEIVABLE 8-31-16	INTEREST EARNED 8-31-16	INTEREST RECEIVED 8-31-16	ADJ.	INTEREST RECEIVABLE 8-31-16
RESERVE FOR CAPITAL PROJ	70,052.50	2,767.80	0.00	461.30	2,767.80	0.00	461.30
LAIF -- CAPITAL PROJ	77,008.90	38.42	0.00	40.16	0.00	0.00	78.58
REIMB SECURITIES -- L76R	89,270,494.34	167,923.45	30,025.69	80,995.85	103,180.48	(1,205.52)	174,558.99
LAIF -- REIMB FUNDS L76R	10,922,145.66	6,697.08	0.00	6,107.81	0.00	0.00	12,804.89
PARATRANSIT FUNDS	25,133,703.28	34,532.52	10,111.11	22,980.05	28,253.81	(383.14)	38,986.73
LAIF -- PARATRANSIT	5,099,384.78	2,544.38	0.00	2,659.22	0.00	0.00	5,203.60
BANK OF AMERICA	25,103,731.63	0.00	0.00	3,729.86	3,729.86	0.00	0.00
WELLS FARGO	13,313.91	0.00	0.00	0.00	0.00	0.00	0.00
US Bank - Custodian account	8,305,584.65	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service Reserves							
Held by Trustee:	5,412,026.16	0.00	0.00	0.00	0.00	0.00	0.00
	<u>169,407,445.81</u>	<u>214,503.65</u>	<u>40,136.80</u>	<u>116,974.25</u>	<u>137,931.95</u>	<u>(1,588.66)</u>	<u>232,094.09</u>

AUG 2016 -- SUMMARY OF INTEREST & CAPITAL GAIN

Interest Earned 8/31/16	115,385.59
Add:	
CEO Interest	0.00
Less:	
Trust Fees	0.00
Capital Gain(Loss)	<u>84,156.80</u>
Total Interest & Capital Gain(Loss)	<u><u>199,542.39</u></u>

YEAR TO DATE -- SUMMARY

Interest Earned	231,466.76
Add:	
CEO Interest	
Less:	
Trust Fees	(624.39)
Capital Gain(Loss)	<u>222,790.67</u>
Total Interest & Capital Gain(Loss)	<u><u>453,633.04</u></u>

Balance Per Ledger as of 8/31/16

Deferred Int Acct. 210852/3	6,526.89
Interest Acct. 409101	224,939.87
Less Trust Fees 530045	(624.39)
Gain(Loss) Acct. 405210	<u>222,790.67</u>
	<u><u>453,633.04</u></u>

SAN MATEO COUNTY TRANSIT DISTRICT
 RESERVE FOR CAPITAL PROJECTS -- INTEREST ON SECURITIES
 August 31, 2016

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 8-31-16	MATURITY DATE	INT RATE	RATE/DAY	APPL. DAYS	INTEREST REC'VBLE 7-31-16	PREPAID INT REC'VBLE 8-31-16	INTEREST EARNED 8-31-16	INTEREST RECEIVED 8-31-16	ADJ.	INTEREST REC'VBLE 8-31-16	INT REC'VBLE LESS PREPAID 8-31-16	PAR VALUE
GOVERNMENT BONDS																	
HOUSING URBAN DEVEL	911759E80	12-23-08	72,572.73	70,045.50	70,052.50	08-01-17	7.908%	15.3767	30	2,767.80		461.30	2,767.80		461.30	461.30	70,000
CASH AND CASH EQUIVALENTS																	
FIRST AMER US TREASURY MM	31846V534		8,050,716.60	8,050,716.60	8,050,716.60					0.00		0.00				0.00	0.00
LAIF			77,008.90	77,008.90	77,008.90					38.42		40.16			78.58	78.58	77,009
MATURED/CALLED																	
TOTAL LAIF			77,008.90	77,008.90	77,008.90												
TOTAL A/C 121100 & 112010			72,572.73	70,045.50	70,052.50												
TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)			<u>72,572.73</u>	<u>70,045.50</u>	<u>70,052.50</u>					<u>2,767.80</u>	<u>0.00</u>	<u>461.30</u>	<u>2,767.80</u>	<u>0.00</u>	<u>461.30</u>	<u>461.30</u>	<u>70,000</u>

SAN MATEO COUNTY TRANSIT DISTRICT
SUMMARY OF BUDGET ACTIVITY FOR AUGUST 2016

BUDGET AMENDMENTS

	Amount	Line Item			Description
Aug-16					No Budget Revisions in August 2016.
	<u>\$ -</u>	Total		<u>\$ -</u>	Total

BUDGET REVISIONS

	Amount	Line Item			Description
Aug-16					No Budget Revisions in August 2016.
	<u>\$ -</u>	Total		<u>\$ -</u>	Total

SAN MATEO COUNTY TRANSIT DISTRICT
 1/2 CENT SALES TAX RECEIPTS AND PROJECTIONS
 FY2017
 August 2016

9/26/16 9:41 AM

Approved Budget			Receipts		Over/(Under)	Current
Date	Amount	Revised	Date	Amount	Budget/Projection	Projection
FY2016:						
1st Quarter	17,607,333	17,607,333	1st Quarter	19,520,600	1,913,267	19,520,600
2nd Quarter	18,895,801	18,895,801	2nd Quarter	20,786,477	1,890,676	20,786,477
3rd Quarter	19,166,840	23,166,840	3rd Quarter	18,179,711	(4,987,129)	18,179,711
4th Quarter	21,330,026	21,330,026	4th Quarter	21,218,285	(111,741)	21,218,285
FY2016 Total	77,000,000	81,000,000	FY2016 Total	79,705,073	(1,294,927)	79,705,073
FY2017:						
Jul. 16	5,919,931		Sep. 16			5,919,931
Aug. 16	5,919,931		Oct. 16			5,919,931
Sep. 16	7,498,579		Nov. 16			7,498,579
3 Months Total	19,338,441	-				19,338,441
Oct. 16	6,455,545		Dec. 16			6,455,545
Nov. 16	6,455,545		Jan. 17			6,455,545
Dec. 16	7,842,500		Feb. 17			7,842,500
6 Months Total	40,092,031	-				40,092,031
Jan. 17	6,089,072		Mar. 17			6,089,072
Feb. 17	6,677,683		Apr. 17			6,677,683
Mar. 17	8,284,521		May 17			8,284,521
9 Months Total	61,143,307	-				61,143,307
Apr. 17	7,054,822		Jun. 17			7,054,822
May 17	7,170,544		Jul. 17			7,170,544
Jun. 17	7,631,327		Aug. 17			7,631,327
FY2017 Total	83,000,000	-	FY2017 Total			83,000,000
	5,919,931		1st Quarter			
	5,919,931		2nd Quarter			
			3rd Quarter			
			4th Quarter			
	<u><u>11,839,862</u></u>		YTD Actual Per Statement of Revenue & Expenses			

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda Eli Kay
Chief Operating Officer, Bus Chief Financial Officer

SUBJECT: **AUTHORIZE EXECUTION OF A MULTI-AGENCY MEMORANDUM OF UNDERSTANDING FOR ADMINISTRATION OF THE REGIONAL TRANSIT CONNECTION DISCOUNT CARD PROGRAM**

ACTION

Staff proposes the Committee recommend the Board authorize the General Manager/CEO, or his designee, to execute a Memorandum of Understanding (MOU) with Bay Area transit operators and the Metropolitan Transportation Commission (MTC) for administration of the Regional Transit Connection (RTC) Discount Card Program. The MOU continues through June 30, 2020, with options for multiple extensions upon approval of the parties.

SIGNIFICANCE

Federal and State laws require transit operators to provide 50 percent discounted fares to seniors, people with disabilities, and Medicare cardholders during off peak hours of service. Most, if not all, transit agencies in California provide this discount for all hours of service. The RTC card serves as a single form of identification evidencing users' eligibility for the fare discount on all participating Bay Area agencies' transit services.

Under the MOU, the Alameda-Contra Costa Transit District (AC Transit) is responsible for the RTC program's day-to-day management, including managing a contract with a medical verifier, on behalf of all participating Bay Area transit operators. The participating transit operators reimburse AC Transit for the medical verifier and associated management costs according to a percentage-based cost distribution formula. The San Mateo County Transit District's (District) share is 4 percent. The anticipated cost for the District in Fiscal Year (FY) 2017 is \$20,200.

BUDGET IMPACT

Funds for the District's annual share of the cost of the RTC Card Program are included in the adopted FY2017 operating budget and will be included in future operating budgets.

BACKGROUND

AC Transit currently manages the RTC Discount Card Program under a similar 2014 MOU between the participating transit operators and the MTC. The proposed MOU updates the program cost-sharing responsibility of each transit operator.

Project Manager: Tina Dubost, Manager, Accessible Transit Services 650-508-6247

RESOLUTION NO. 2016 –

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

*** * ***

**AUTHORIZING EXECUTION OF A MULTI-AGENCY MEMORANDUM OF UNDERSTANDING FOR
ADMINISTRATION OF THE REGIONAL TRANSIT CONNECTION DISCOUNT CARD PROGRAM**

WHEREAS, the San Mateo County Transit District (District) is required to provide 50 percent discounted fares to seniors, people with disabilities, and Medicare cardholders during off peak hours of service; and

WHEREAS, transit operators in the San Francisco Bay Area participate in the Regional Transit Connection (RTC) Discount Card Program, which allows eligible customers to obtain transit discounts on any Bay Area operator through the use of one identification card; and

WHEREAS, in 2014 the District entered into an agreement with the participating transit operators and the Metropolitan Transportation Commission (MTC), under which Alameda-Contra Costa Transit District (AC Transit) manages the RTC Discount Card Program; and

WHEREAS, the parties desire to enter into a new agreement that updates the program cost-sharing responsibility of each transit operator; and

WHEREAS, staff recommends that the District enter into a new Memorandum of Understanding (MOU) for AC Transit to serve as the lead agency to administer the RTC Discount Card Program under an updated cost-sharing formula assigning a 4 percent share to the District; and

WHEREAS, there is sufficient capacity in the District's Fiscal Year 2017 Adopted Budget to enable the District to encumber the requisite funds; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the District authorize the General Manager/CEO, or his designee, to execute an MOU with MTC and Bay Area transit operators for administration of the RTC Discount Card Program, as described above, and to take any other actions necessary to give effect to this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby authorizes the General Manager/CEO, or his designee, to execute a multi-agency MOU for administration of the Regional Transit Connection Discount Card Program, as described above, and to take any other actions necessary to give effect to this resolution.

Regularly passed and adopted this 5th day of October, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

new positions have been added, job responsibilities have changed, and the comparison to the external market has become outdated. Also, the San Francisco Bay Area's economy and employment picture has undergone dramatic transformation. Staff has concluded that the District needs a new review to determine its current competitiveness relative to comparable employers.

The solicitation was advertised in a newspaper of general circulation and on the District's procurement website. Solicitation notices also were sent to interested firms, small business enterprises (SBEs) and disadvantaged business enterprises (DBEs). Staff received proposals from three firms.

An Evaluation Committee (Committee), composed of staff with expertise in various disciplines, reviewed and ranked proposals according to the following criteria set forth in the RFP:

- | | |
|---|-----------|
| • Financial Qualifications | 5 points |
| • Qualifications and Experience of Firm and Key Personnel | 30 points |
| • Proposed Work Plan and Schedule | 45 points |
| • Cost Proposal | 20 points |
| • SBE Preference | 5 Points |

The Committee's scoring revealed that one firm clearly ranked much higher than the others. Therefore, the Committee determined that conducting proposer interviews was unnecessary.

The three firms that submitted proposals are listed below in order of their consensus ranking:

- The Segal Company, Inc., San Francisco, CA
- Grant Thornton LLP, Minneapolis, MN
- Gallagher Benefit Services, Inc., St. Paul, MN

The Committee determined that Segal, the highest consensus ranked proposer, is qualified to be selected for contract award. Segal met all of the solicitation requirements and is fully capable of providing the specified services at a fair and reasonable price. The Segal proposal contained a compensation philosophy that closely aligns with the District's. Segal is currently providing similar studies and reviews for many transit and municipal clients across the United States, including the San Francisco Bay Area Rapid Transit District (BART), the Golden Gate Bridge, Highway and Transportation District, and the city of San Diego. Three transportation agencies were contacted for reference checks and all reported positive feedback for Segal. This background demonstrates that the firm possesses the depth of experience and requisite qualifications to successfully perform the scope of services defined in the solicitation documents.

The Office of Small and Disadvantaged Business Enterprises offered up to five preference points for a small business proposer or any other proposer who subcontracted portions of contract work to small businesses. None of the proposers are

small businesses and none of the proposals include subcontracting of any work. Therefore, no SBE Preference points were awarded.

STRATEGIC INITIATIVE

- Priority 3: Becoming a More Effective Organization
 - Goal 2: Manage workforce change

Sr. Contract Officer: Patrick May

650-508-7732

Project Manager: William Carson, Director, Human Resources

650-508-6234

RESOLUTION NO. 2016 –

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

*** * ***

**AWARDING A CONTRACT TO THE SEGAL COMPANY, INC. TO PROVIDE A PAY PRACTICES
AND COMPENSATION REVIEW FOR THE NOT-TO-EXCEED AMOUNT OF \$240,000**

WHEREAS, the San Mateo County Transit District (District) solicited competitive proposals to provide a pay practices and compensation review; and

WHEREAS, in response to the solicitation, three firms submitted proposals, none of which was a Small Business Enterprise or Disadvantaged Business Enterprise; and

WHEREAS, an Evaluation Committee (Committee) composed of District staff has reviewed and ranked the proposals according to the evaluation criteria set forth in the Request for Proposals and determined that The Segal Company, Inc. (Segal) of San Francisco, California received the highest consensus ranking; and

WHEREAS, the Committee determined that Segal possesses the depth of experience and requisite qualifications to provide the requested services, and will perform them at fair and reasonable prices; and

WHEREAS, staff and legal counsel have reviewed Segal's proposal and determined that it complies with the requirements of the solicitation documents; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that a contract for the provision of a pay practices and compensation review be awarded to Segal for the not-to-exceed amount of \$240,000, which includes a \$20,000 not-to-exceed amount for follow-up services for up to 12 months after Segal's final report is issued.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors (Board) of the San Mateo County Transit District hereby awards The Segal Company, Inc. of San Francisco, California a contract to provide pay practices and compensation review services for the not-to-exceed amount of \$240,000; and

BE IT FURTHER RESOLVED that the Board authorizes the General Manager/CEO, or designee, to execute a contract on behalf of the District with Segal in full conformity with all the terms and conditions of the solicitation documents and negotiated agreement, and in a form approved by legal counsel.

Regularly passed and adopted this 5th day of October, 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

David Olmeda
Chief Operating Officer, Bus

SUBJECT: AUTHORIZE AWARD OF CONTRACT FOR FURNISHING CLEAR, ULTRA-LOW SULFUR DIESEL FUEL AND FUELING SERVICES

ACTION

Staff proposes that the Committee recommend the Board:

1. Award a contract to Mansfield Oil Company (Mansfield), of Gainesville, GA for furnishing Clear, Ultra-Low Sulfur Diesel (ULSD) fuel and fueling services for a total estimated cost of \$18,580,757, including an estimate of all applicable fuel taxes and associated petroleum fees¹, for a five-year term.
2. Authorize the General Manger/CEO to execute a contract with Mansfield in full conformity with the terms and conditions of the bid specification documents.
3. Authorize the General Manger/CEO to exercise contract contingency authority for contract amendments up to 100 percent of the estimated contract amount.

SIGNIFICANCE

Approval of the above actions will provide the San Mateo County Transit District (District) with a dedicated supplier of Clear ULSD Fuel in order to ensure the continued, uninterrupted service of SamTrans bus operations.

The total estimated contract cost was reached by adding an estimate of all applicable fuel taxes and associated petroleum fees, for a five-year base term, to the total bid amount shown below. The requested contract contingency amount of up to 100 percent would allow staff to address fuel price fluctuations due to supply, demand and market pressures over the next five years. At this time, the Oil Price Information Service (OPIS) index is at a nearly historically low rate, which will likely increase over the course of the five-year contract. Staff anticipates, based on historical fluctuations in the index, that the likely cost over the five-year period will be two times the estimated cost based on the current OPIS index.

For example, the District's fuel cost rose from \$1.70 per gallon in 2009 to \$3.61 in 2011, a 112 percent increase in price per gallon. In 2014, the District benefitted from crude oil

surplus resulting in lower prices and by April 2016, diesel fuel was as low as \$1.38 per gallon. Recently, the price of fuel has risen to \$1.94 per gallon per the Petroleum Administration for Defense Districts (PADD) 5 Report dated July 7, 2016. While the price of fuel is currently at nearly historic lows, allowing for up to a 100 percent contract contingency provides the District with authorized contract capacity to purchase fuel regardless of potentially dynamic fuel fluctuations over the next five years, and without the need to seek further Board approval in the event the fuel index greatly increases. If the price of fuel does not greatly increase, the Board-approved contingency will not be spent.

BUDGET IMPACT

Funds to support the award of this contract have already been included in the adopted Fiscal Year 2017 Operating Budget and will be included in future operating budgets.

BACKGROUND

On July 6, 2016, the Board rejected all bids for furnishing of fuel and fueling services, by motion, because all of the bidders used different OPIS rates. As a result, the District could not evaluate the bids using the same criteria.

A new Invitation for Bids was posted to the District's procurement website and advertised in a newspaper of general circulation. Solicitation notices were sent out to interested bidders. For the purpose of bid evaluation, bidders were asked to only supply their add-on or deduct fee, per gallon. The District supplied the 5-Day Average OPIS Rack price and calculated the bid prices based on the bidders' proposed fees.

Six firms submitted bids to the District:

	Total Bid Amount
Mansfield Oil Company, Gainesville, GA	\$14,833,918
AAA, Inc., Garden Grove, CA	\$14,873,086
Golden Gate Petroleum, Martinez, CA	\$14,881,315
Truman Arnold Co., Dallas, TX	\$15,018,745
Southern Counties Oil, Orange, CA	\$15,153,494
Pinnacle Petroleum, Huntington, CA (woman-owned business)	\$15,266,749

In order to determine the lowest bidder, each bidder's proposed fee was added to or deducted from the OPIS rate established by the District, to arrive at a firm fixed price per gallon. That price per gallon was multiplied by the total number of gallons specified by the District, to arrive at the total bid amount shown above.

Mansfield provided the lowest bid and, with the exception of minor irregularities that legal counsel determined could be waived, met all the bid requirements. References proved Mansfield has been a competent supplier of fuel. As a result, Mansfield was determined to be the lowest, responsive and responsible bidder.

Pinnacle Petroleum is the current contractor for the District.

¹ Federal LUST tax, Federal Oil Spill, Global Warming Solutions Act, California Air Resource (CAR), sales tax, California Low Carbon Fuel, California Motor Vehicle Fuel Tax

Contract Officer: Brian Geiger 650-508-7973
Project Manager: Natalie Chi, Bus Maintenance Contract Administrator 650-508-6418

RESOLUTION NO. 2016 –

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

* * *

**AWARDING A FIVE-YEAR CONTRACT TO MANSFIELD OIL COMPANY FOR
FURNISHING CLEAR, ULTRA-LOW SULFUR DIESEL FUEL AND FUELING SERVICES
FOR AN ESTIMATED COST OF \$18,580,757**

WHEREAS, the San Mateo County Transit District (District), solicited competitive bids for Furnishing Clear, Ultra-Low Sulfur Diesel (ULSD) Fuel and Fueling Services for a five-year term and received six bids that, due to confusion among bidders, prevented the District from evaluating bids using identical criteria; and

WHEREAS, at the regular Board of Directors (Board) meeting on July 6, 2016, the Board rejected all bids and authorized the re-issuance of a new solicitation; and

WHEREAS, staff re-issued a new solicitation and received six bids; and

WHEREAS, staff and legal counsel have reviewed the bids submitted and determined that Mansfield Oil Company of Gainesville, GA submitted the lowest responsive and responsible bid; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the contract be awarded to Mansfield Oil Company, whose bid meets the requirements of the solicitation documents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District awards a contract to Mansfield Oil Company of Gainesville, GA for Furnishing Clear, Ultra-Low Sulfur Diesel (ULSD) Fuel and Fueling Services for a five-year term at an estimated cost of \$18,580,757 including an estimate of all applicable fuel taxes and associated petroleum fees based upon the estimated requirements of the District during this term and the markup submitted by Mansfield Oil Company; and

BE IT FURTHER RESOLVED that the General Manager/CEO is authorized to execute a contract on behalf of the District with Mansfield Oil Company in full conformity with all of the terms and conditions of the solicitation documents; and

BE IT FURTHER RESOLVED that a contingency amount of up to 100 percent of the contract award is established and the General Manager/CEO, or designee, is authorized to exercise contract amendments up to the contingency amount, to account for current nearly historical low fuel index prices coupled with previous historical fluctuations in fuel costs, with the District anticipates will continue to occur over the duration of the contract term.

Regularly passed and adopted this 5th day of October, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary



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, OCTOBER 5, 2016 – 2:45 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Legislative Committee Meeting of September 7, 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
SEPTEMBER 7, 2016**

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

Committee Members Absent: K. Matsumoto

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

Other Board Members Absent, Constituting Committee of the Whole: C. Groom

Staff Present: J. Averill, S. Bhatnagar, J. Cassman, A. Chan, G. Harrington, J. Hartnett, 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 2:27 p.m.

Approval of Minutes of August 3, 2016

Motion/Second: Stone/Harris

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

Absent: Groom, Matsumoto

Update on the State and Federal Legislative Program

Shweta Bhatnagar, Manager, Government Affairs, said the Legislature adjourned their regular Legislative session on September 1. Assembly Bill (AB) 2030, which increases thresholds for purchases that require going out to bid, was signed by the governor. AB 1889, which is a Caltrain bill that clarifies that early investments along the high-speed rail system, which will ultimately be used by high-speed trains, are consistent with the intent of the Legislature in appropriating Prop 1A funding, passed out of the Legislature and is now with the governor. The governor has until September 30 to sign or veto any regular session bills.

Ms. Bhatnagar said what's still left is passing a final transportation funding package which can be done any time before November 30, during the Transportation Special Session. Assemblymember Jim Frazier and Senator Jim Beall merged their two proposed transportation funding bills into one transportation funding package. Their proposal will provide \$7.4 billion dollars annually to repair and maintain State and local roads, improve trade corridors, and support public transit and active transportation. A side-by-side comparison of their proposal and the governor's transportation funding proposal was provided to the Board.

Ms. Bhatnagar said on August 16 California State Transportation Agency announced that Caltrain was awarded \$20 million from the State's Transit and Intercity Rail Cap and Trade Program for the electrification project. Also \$2.8 million was awarded from the Federal Railroad Administration for the Communications-based Overlay Signal System/

Positive Train Control. In addition, staff was notified that the electrification project is moving forward in the Federal Transit Administration's Core Capacity grant program and has now entered into the Engineering Phase.

Adjourned: 2:30 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.

STATE ISSUES

As of 9/26/16: The Legislature took action on several bills of interest:

Assembly Bill (AB) 1640 (Stone) – SUPPORT – DID NOT PASS THE LEGISLATURE

This bill seeks to clarify that public transit employees, hired between January 1, 2013 and December 30, 2014, are exempt from the Public Employee's Pension Reform Act of 2013.

AB 1889 (Mullin) – SPONSOR – ON GOVERNOR'S DESK

Helps facilitate the distribution of \$1.1 billion in previously appropriated Proposition 1A funds for projects that are necessary for high-speed trains to run even if additional improvements will be made at a later date to complete the full high-speed rail project. The bill also clarifies the meaning of "suitable and ready for high-speed train operations" to ensure the Peninsula Corridor Electrification Project would be eligible for Prop 1A funding.

AB 2030 (Mullin) – SPONSOR – SIGNED BY THE GOVERNOR

Increases the threshold for the purchase of supplies, equipment, and materials from \$100,000 to \$150,000 without first having to put the contract out to bid. Additionally the bill increases the threshold for small purchases from \$2,500 to \$5,000.

Senate Bill (SB) 824 (Beall) – SUPPORT – SIGNED BY GOVERNOR

Makes several changes to the Low Carbon Transit Operations Program to make the program more flexible for funding recipients. The bill was amended to remove the 50 percent program-wide disadvantage communities requirement and has been

reverted back to the 50 percent agency specific disadvantage communities requirement.

SB 1128 (Glazer) – SUPPORT – SIGNED BY GOVERNOR

Removes the 2017 sunset date on the Bay Area Commuter Benefits Program making the program permanent. The program requires Bay Area employers with more than 50 employees to offer commute benefits, such as pre-tax benefits, employer provided transportation, or transit subsidies to their employees.

HISTORIC CLIMATE CHANGE LEGISLATION

On September 8th, Governor Jerry Brown approved sweeping climate change legislation that extends the State's targets for reducing greenhouse gases from 2020 to 2030. Through the passage of SB 32 (Pavley) and AB 197 (Garcia), the State must reduce its greenhouse gas emissions to 40 percent below 1990 levels by 2030. Previously, AB 32, the California Global Warming Solutions Act of 2006, required California to reduce greenhouse gases to 1990 levels by 2020. The State is expected to reach this target. The new 2030 requirement in SB 32 will make it possible to reach the ultimate goal of reducing emissions 80 percent under 1990 levels by 2050.

AB 197 establishes a legislative committee on climate change policies to help continue to ensure the state's actions to reduce greenhouse gas emissions are conducted with transparency and accountability.

FEDERAL ISSUES

As of 9/26/16: The House and Senate are considering a continuing resolution (CR) package that would fund the government through December 9, 2016.

The \$1.067 trillion CR package proposed by Senate Majority Leader McConnell has raised significant concerns from many Democrats who feel that the package does not deal with the water crisis in Flint, Michigan and that the package contains a rider halting the SEC's corporate political disclosure rule. The House is waiting for the Senate to act first.

Negotiations are likely to continue throughout the week as the deadline for a government shutdown looms. President Obama has not issued an official veto threat but his spokesperson indicated he is not pleased with this package.

Prepared by: Shweta Bhatnagar, Manger Government and
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San Mateo County Transit District State Legislative Matrix 9/22/16

Bill ID/Topic	Location	Summary	Position
<p>AB 33 Quirk D</p> <p>Electrical corporations: energy storage systems: long duration bulk energy storage resources.</p>	<p>9/9/2016-A. ENROLLED 9/9/2016-Enrolled and presented to the Governor at 2:30 p.m.</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, 2020.</p> <p>This bill would require the commission to evaluate and analyze the potential for all types of long duration bulk energy storage resources to help integrate renewable generation into the electrical grid, as specified.</p>	
<p>AB 626 Chiu D</p> <p>Public contracts: claim resolution.</p>	<p>9/8/2016-A. ENROLLED 9/8/2016-Enrolled and presented to the Governor at 4 p.m.</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>	
<p>AB 779 Garcia, Cristina D</p> <p>Local government: financial disclosures.</p>	<p>9/8/2016-A. ENROLLED 9/8/2016-Enrolled and presented to the Governor at 4 p.m.</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, on or before April 30 of each year, to post compensation information in a conspicuous location on 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 calendar year. 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>	

San Mateo County Transit District State Legislative Matrix 9/22/16

Bill ID/Topic	Location	Summary	Position
<p>AB 1661 McCarty D</p> <p>Local government: sexual harassment prevention training and education.</p>	<p>8/30/2016-A. ENROLLED 8/30/2016-Enrolled and presented to the Governor at 4 p.m.</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 city attorney or county counsel regarding the sufficiency and accuracy of that proposed content.</p>	
<p>AB 1676 Campos D</p> <p>Employers: wage discrimination.</p>	<p>9/2/2016-A. ENROLLED 9/2/2016-Enrolled and presented to the Governor at 12 p.m.</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>	

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Bill ID/Topic	Location	Summary	Position
<p>AB 1889 Mullin D</p> <p>High-Speed Rail Authority: high-speed train operation.</p>	<p>9/9/2016-A. ENROLLED 9/9/2016-Enrolled and presented to the Governor at 2:30 p.m.</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 a certain required funding plan that a corridor or usable segment thereof would be "suitable and ready for high-speed train operation" if specified conditions are met. The bill would also require the authority to include in its business plan and project update report information describing the use of these bond proceeds demonstrating that the investments made are consistent with the authority's current business plan and advance the development of the Phase I blended system as described in the business plan.</p>	
<p>AB 1919 Quirk D</p> <p>Local transportation authorities: bonds.</p>	<p>8/22/2016-A. ENROLLED 8/22/2016-Enrolled and presented to the Governor at 4 p.m.</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>	

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Bill ID/Topic	Location	Summary	Position
<p>AB 2126 Mullin D</p> <p>Public contracts: Construction Manager/General Contractor contracts.</p>	<p>8/25/2016-A. ENROLLED 8/25/2016-Enrolled and presented to the Governor at 5 p.m.</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 2170 Frazier D</p> <p>Trade Corridors Improvement Fund: federal funds.</p>	<p>9/9/2016-A. ENROLLED 9/9/2016-Enrolled and presented to the Governor at 2:30 p.m.</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 2348 Levine D</p> <p>Department of Finance: infrastructure investment.</p>	<p>9/2/2016-A. ENROLLED 9/2/2016-Enrolled and presented to the Governor at 12 p.m.</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>	

San Mateo County Transit District State Legislative Matrix 9/22/16

Bill ID/Topic	Location	Summary	Position
<p>ABX1 1 Alejo D</p> <p>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</p> <p>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>	
<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>	

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Bill ID/Topic	Location	Summary	Position
<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
<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>	Support

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Bill ID/Topic	Location	Summary	Position
<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.</p> <p>This bill would reduce the continuous appropriation to the Strategic Growth Council for the Affordable Housing and Sustainable Communities Program by half. This bill contains other related provisions.</p>	

San Mateo County Transit District State Legislative Matrix 9/22/16

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 9/22/16

Bill ID/Topic	Location	Summary	Position
<p>ABX1 17 Achadjian 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>	

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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>	

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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>	

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Bill ID/Topic	Location	Summary	Position
<p>SB 122 Jackson D</p> <p>California Environmental Quality Act: record of proceedings.</p>	<p>8/30/2016-S. ENROLLED 8/30/2016-Enrolled and presented to the Governor at 1:30 p.m.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA establishes a procedure for the preparation and certification of the record of proceedings upon the filing of an action or proceeding challenging a lead agency's action on the grounds of noncompliance with CEQA.</p> <p>This bill would require the lead agency, at the request of a project applicant and consent of the lead agency, to prepare a record of proceedings concurrently with the preparation of a negative declaration, mitigated negative declaration, EIR, or other environmental document for projects. This bill contains other related provisions and other existing laws.</p>	
<p>SB 824 Beall D</p> <p>Low Carbon Transit Operations Program.</p>	<p>8/30/2016-S. ENROLLED 8/30/2016-Enrolled and presented to the Governor at 1:30 p.m.</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 existing laws.</p>	<p>Support</p>

San Mateo County Transit District State Legislative Matrix 9/22/16

Bill ID/Topic	Location	Summary	Position
SB 944 Committee on Transportation and Housing Housing omnibus.	9/8/2016-S. ENROLLED 9/8/2016-Enrolled and presented to the Governor at 5 p.m.	<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>	
SB 1128 Glazer D Commute benefit policies.	8/24/2016-S. ENROLLED 8/24/2016-Enrolled and presented to the Governor at 5 p.m.	<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>	Support

San Mateo County Transit District State Legislative Matrix 9/22/16

Bill ID/Topic	Location	Summary	Position
<p>SB 1398 Leyva D</p> <p>Public water systems: lead user service lines.</p>	<p>9/9/2016-S. ENROLLED 9/9/2016-Enrolled and presented to the Governor at 3:30 p.m.</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 user service lines in use in its distribution system and identify areas that may have lead user 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 user 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 user service lines in use in its distribution system to either determine the existence or absence of lead user service lines in these areas and provide that information to the board or provide a timeline for replacement of the user service lines whose content cannot be determined. 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>9/8/2016-S. ENROLLED 9/8/2016-Enrolled and presented to the Governor at 5 p.m.</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 9/22/16

Bill ID/Topic	Location	Summary	Position
<p>SBX1 1 Beall D</p> <p>Transportation funding.</p>	<p>8/29/2016-S. APPR. 8/29/2016-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. The bill would require the California Transportation Commission to adopt performance criteria, consistent with a specified asset management plan, to ensure efficient use of certain 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 \$0.17 per gallon increase in the motor vehicle fuel (gasoline) tax imposed by the bill with an inflation adjustment, as provided, an increase of \$38 in the annual vehicle registration fee with an inflation adjustment, as provided, a new \$165 annual vehicle registration fee with an inflation adjustment, as provided, applicable to zero-emission motor vehicles, as defined, and certain miscellaneous revenues described in (7) below that are not restricted as to expenditure by Article XIX of the California Constitution. 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 9/22/16

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 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
SBX1 8 Hill D Public transit: funding.	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>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 9/22/16

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 9/22/16

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 9/22/16

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 9/22/16**

Bill ID/Topic	Location	Summary	Position
<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>(1) 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, OCTOBER 5, 2016 – 3:00 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Planning, Development and Sustainability Committee Meeting of September 7, 2016
2. Authorize Adoption of the San Mateo County Transit District's 2016 Title VI Program

INFORMATIONAL

3. Senior Mobility Action Plan Update
4. Youth Mobility Plan Update

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
SEPTEMBER 7, 2016**

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

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

Other Board Members Absent, Constituting Committee of the Whole: C. Groom,

Staff Present: J. Ackemann, J. Averill, B. Carson, J. Cassman, A. Chan, G. Harrington, J. Hartnett, E. Kay, D. Kim, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Reggiardo, M. Simon, S. van Hoffen

Committee Chair Adrienne Tissier called the meeting to order at 2:30 p.m.

Approval of Minutes of Planning, Development and Sustainability Committee Meeting of August 3, 2016

Motion/Second: Kersteen-Tucker/Harris

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

Absent: Groom, Matsumoto

Dumbarton Transportation Corridor Study Update

Melissa Reggiardo, Principal Planner, reported:

- Partners in the study are the San Mateo County Transportation Authority, Alameda County Transportation Commission, Alameda-Contra Costa Transit and Facebook.
- The Study kicked off in March and is a 15-month schedule.
- Scope of Work:
 - Study mobility improvements on highway bridge, approach arterials and rail bridge
 - Focus on short-term (2020) and long-term (2030) improvements and phasing
- Outreach:
 - May 2016 – Existing conditions, goals and evaluation metrics, initial alternatives
 - September 2016 – Initial screening, alternatives carried forward
 - April 2017 – Evaluation of alternatives carried forward, funding plan
- Study Goals:
 - Enhance mobility
 - Identify cost effective improvements with return on investment
 - Minimize environmental impacts, financial risk and maximize safety
 - Ensure local communities are protected from adverse impacts
- Initial Highway Bridge Alternatives:
 - Express bus enhancements/expansion

- Variety of highway bridge lane configurations, including managed lanes:
 - Carpool lanes
 - Toll lanes
 - Bus-only lanes
- Initial Approach Alternatives:
 - Improvements to:
 - Speed tolling
 - Improve carpool connections
 - Manage and/or increase park-and-ride capacity
 - Provide additional capacity/improve flow on key arterials and at intersections
 - Improve connections to Highway 101
- Initial Rail Bridge Alternatives:
 - Transit modes:
 - Bus Rapid Transit (BRT)
 - Commuter Rail
 - Bike/pedestrian
 - Light Rail Transit (LRT)
 - Bay Area Rapid Transit (BART)
 - Personal and Group Rapid Transit
 - People Movers
 - Hyperloop
 - Tunnel (BRT, LRT, Commuter Rail)
 - Ferry
 - Gondola
- Initial Screening Process:
 - Evaluated:
 - Highway configurations for highway bridge
 - Approach improvements per potential benefit to transit
 - Transit modes for rail bridge
 - Carried forward all short-term options
- Highway Bridge Alternatives Carried Forward:
 - Short-term: express bus enhancements/expansion
 - Long-term: three managed lane options
 - Contraflow managed lane in median with moveable barrier
 - Reversible managed lanes in median with fixed barriers
 - Managed lane in each direction
- Approach Package:
 - Short-term:
 - Bike/pedestrian approach improvements
 - FasTrak lane extensions and operational improvements
 - Park-and-Ride management/expansion
 - Operational improvements such as transit signal priority and queue jump lanes on key roadways
 - Long-term:
 - All electronic tolling
 - Carpool/toll direct access ramps
 - Dedicated lanes for buss
 - Grade separations (improve flow at key intersections)

- Managed lanes connections
- Transit Alternatives Carried Forward:
 - Short-term:
 - Bike/pedestrian on peninsula
 - Long-term:
 - BRT from Union City BART to Redwood City Caltrain
 - Commuter Rail from Union City BART to Redwood City
- Next Steps:
 - September-December: further study alternatives carried forward
 - Conceptual engineering
 - Ridership modeling
 - Financial analysis including public-private partnerships
 - January: comparative alternatives analysis
 - February: recommend phasing and financial plan

Strategic Plan Update

Doug Kim, Director, Planning, reported:

- Input from Board:
 - 2015 Board Retreat:
 - Engage private sector to improve transportation
 - Improve system ease of use for patrons, including technology
 - Financial flexibility
 - Fill workforce vacancies
 - Workforce housing
 - Board Subcommittee
 - 28 initiatives
- Expanding Mobility Options:
 - Engage private sector
 - Public-private partnerships on Dumbarton Study
 - Innovative partnerships
 - Improve system ease of use
 - Mobile ticketing
 - Youth Mobility Plan
 - Senior Mobility Action Plan

Eli Kay, Chief Financial Officer, reported:

- Strengthening Fiscal Health:
 - Financial Capacity model and Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis in progress
 - Comprehensive fare study planned for 2017
 - Strategic financial plans, short-term and long-term, will be developed by December 2016
 - Financial Policies (reserve, working capital, debt and Capital Improvement Plan) needs to be developed to support the Strategic Financial Plan
 - Execute the plan; develop key performance Indicators and monitor performance
 - Develop an effective enterprise resource planning strategy that will support the Strategic Financial Plan

Director Charles Stone asked when the SWOT analysis will be done. Mr. Kay said by the Board Retreat.

Director Jeff Gee left at 2:56 p.m.

Bill Carson, Director, Human Resources, reported:

- Becoming a More Effective Organization:
 - Workforce housing
 - Mismatch with cost of living
 - Different challenges for ages
 - Comprehensive strategy
 - Survey will be conducted to gauge employee needs

Director Karyl Matsumoto arrived at 3:01 p.m.

- Employee satisfaction survey
 - District-wide participation
 - Priority setting process
 - Top favorably ranked (highest satisfaction) issues were about peer relationships and job responsibilities: Employees felt they get along with their coworkers most of the time, their work contributes to the success of the district, their coworkers treat each other with respect, and they are held accountable for the way they do their jobs and have a clear understanding of their job responsibilities
 - Lowest favorably ranked (lowest satisfaction) issues were about the Business Optimization Project (three concerned this item), the reorganization has not improved interdepartmental effectiveness, and the reorganization has not enhanced internal communication
 - Top key employee concerns: for non-represented employees-pay and benefits, represented employees-focused on comparable pay to other transit agencies; morale; heavy workloads, how long it takes to hire and employee absences; career development and promotions; interdepartmental collaboration; and district-wide practices and reorganization

Director Stone said the San Mateo County Community College District has done some work and doesn't agree that building housing wouldn't work. This is an important area to pay attention to.

Jim Hartnett, General Manager/CEO, said he appreciates the efforts of staff looking at workforce housing and different ideas. Staff will be using the same workforce housing survey the community college used.

Director Shirley Harris complimented the Human Resources department and the drilldown on the survey. It is great to have good recruiters, but if they don't have the assistance in the recruitments it won't work.

Director Karyl Matsumoto said in South San Francisco a lot of people don't want to live in the city they work in.

Mr. Simon said Communications has contracted with ROI Consulting to develop a District-wide communications plan.

Mr. Kim said:

- Next Steps:
 - Board retreat October 2016
 - Annual update winter 2016

Chair Zoe Kersteen-Tucker said she appreciates all the information. The Board subcommittee met prior to the Board meeting and feel more information staff can provide prior to the Board retreat to review would be appreciated.

Director Stone asked if mobile ticketing is being done in conjunction with Metropolitan Transportation Commission (MTC). Jayme Ackemann, Director, Communications and Marketing, said MTC is thinking of a regional Clipper application. Staff is working on their own mobile ticketing application that will be beta tested and launched before the end of 2017. The Request for Proposal will be issued in early 2017 with a product in place at end of the year.

Capital Projects Quarterly Status Report – 4th Quarter Fiscal Year 2016

No discussion.

Adjourned: 3:23 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Planning, Development, and Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer

SUBJECT: **ADOPTION OF THE SAN MATEO COUNTY TRANSIT DISTRICT'S 2016 TITLE VI PROGRAM**

ACTION

Staff requests the Committee recommend the Board adopt the San Mateo County Transit District's (District) [Title VI Program](#) (attached), which demonstrates the District's compliance with Title VI of the Civil Rights Act of 1964.

SIGNIFICANCE

Under guidelines issued in October 2012, the Federal Transit Administration (FTA) requires the governing board of Federal funding recipients to adopt a Title VI Program every three years. The District's first program under the new guidelines was submitted to the FTA on October 1, 2013 and expires on November 30, 2016.

The District's 2016 Title VI Program includes the following major components evidencing the District's compliance with Title VI over the past three years:

- Contents and placement of public notices regarding the public's rights under Title VI of the Civil Rights Act of 1964
- Title VI complaint form and procedures
- List of transit-related Title VI investigations, complaints, and lawsuits pending within the last three years
- Public Participation Plan (PPP) and summary of public engagement processes undertaken in past three years
- Language Assistance Plan (LAP)
- Demographic information on membership of non-elected committees, such as the Citizens Advisory Committee, and discussion of encouragement of minority involvement
- Sub-recipient monitoring plan
- Results of equity analyses for any facilities constructed over the last three years
- Service area description and demographic profile, including ridership survey results
- Adopted service standards and policies, as well as results of service monitoring under these standards and policies

- Results of equity analyses for fare and service changes made in past three years, based upon the District's Major Service Change, Disparate Impact and Disproportionate Burden policies
- Record of Board consideration and adoption of Title VI Program

Staff recommends that the Board adopt the 2016 Title VI Program as attached so that it may be submitted to the FTA for review and acceptance by the FTA before the District's 2013 Title VI Program expires. The FTA's guidelines require that agencies submit the Title VI program 60 days before the existing Program's expiration date. Staff has contacted the FTA Region 9 Civil Rights Officer to notify the FTA that the District anticipates it will submit the 2016 Title VI Program immediately following Board approval, and prior to the November 30 expiration of the District's 2013 Title VI Program.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance. Recognizing that low income neighborhoods and communities of color disproportionately bear environmental burdens, Executive Order 12898, issued in 1994, mandates a commitment to address Environmental Justice in minority and low income populations. Executive Order 13166, signed in 2000, requires recipients of Federal financial assistance to provide meaningful access to persons with limited proficiency in English.

Prepared by: Tracey Lin, Acting Senior Scheduler/Planner
Shayna van Hoften, Legal Counsel

650-508-6457
415-995-5880

RESOLUTION NO. 2016 –

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

* * *

ADOPTING THE SAN MATEO COUNTY TRANSIT DISTRICT'S 2016 TITLE VI PROGRAM

WHEREAS, Title VI of the Civil Rights Act of 1964 requires recipients of Federal grants and other assistance to operate their programs and services without regard to, or discrimination based on, race, color or national origin; and

WHEREAS, the Federal Transit Administration (FTA) issued Circular FTA C 4702.1B, effective October 1, 2012 (Circular), setting forth requirements and guidelines for Title VI compliance; and

WHEREAS, the Circular details required elements of a Title VI Program, which each recipient of FTA grant funding and assistance must submit to the FTA every three years to evidence compliance with Title VI; and

WHEREAS, the San Mateo County Transit District's (District) current Title VI Program expires on November 30, 2016; and

WHEREAS, the District's Title VI Program must include numerous elements, including but not limited to:

1. Information on numerous agency policies, procedures and activities undertaken over the last three years;
2. A public participation plan;
3. Information on public outreach undertaken by the District over the past three years;
4. A plan for engaging persons with limited English proficiency;

5. Major Service Change, Disparate Impact, and Disproportionate Burden policies, and System-wide service standards and policies, which this Board adopted pursuant to Resolution 2013-09;
6. Results of service monitoring analysis; and
7. Results of fare and service change equity analyses conducted over the past three years; and

WHEREAS, staff has developed a proposed Title VI Program (provided to the Board via staff report), including the above-referenced items and evidencing the District's compliance with Title VI, for Board consideration and approval.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the San Mateo County Transit District hereby adopts the District's 2016 Title VI Program; and

BE IT FURTHER RESOLVED the Board of Directors authorizes the General Manager/ CEO, or his designee, to:

1. Include evidence of the Board's consideration and approval of the final District Title VI Program;
2. Submit the final District Title VI Program to the FTA; and
3. Take any other steps necessary to give effect to this Resolution, including responding to any follow-up inquiries from the FTA.

Regularly passed and adopted this 5th day of October, 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: Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

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

SUBJECT: **SENIOR MOBILITY ACTION PLAN UPDATE**

ACTION

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

SIGNIFICANCE

San Mateo County's senior population is expected to grow more than 70 percent over the next 20 years. The San Mateo County Transit District (District) is currently experiencing double-digit rates of growth in paratransit ridership, trends that are not sustainable given the high cost to transport eligible customers. In 2015, the cost of a paratransit trip was almost \$45 per customer and this cost is increasing.

In response to these trends, SamTrans will update its Senior Mobility Action Plan. This update will formulate strategies to expand mobility options for seniors, veterans and civilians with disabilities. This will include a mix of traditional and innovative transportation services and programs that are both sustainable and replicable. A stakeholder committee will be formed to forge new partnerships that can help implement unique approaches and solutions.

At the October 5, 2016 meeting, staff will provide an overview of the scope of the plan update, as well as the project timeline, via a PowerPoint presentation.

BUDGET IMPACT

There is no budget impact associated with this action. The total cost of the project is \$130,000 and was included in the Fiscal Year 2017 Capital Budget.

BACKGROUND

The 2006 Senior Mobility Action Plan for San Mateo County focused on the development of implementable strategies to support senior mobility. The District secured New Freedom funding to plan and implement recommendations from the Plan, thus forming the Senior Mobility Initiative. Resulting senior mobility programs include, but are not limited to, the Mobility Ambassadors and Veterans Mobility Corps programs and the Senior Mobility Guide.

The Metropolitan Transportation Commission awarded the District \$130,000 in Federal Transportation Administration (FTA) Section 5310 funds and toll credits to develop a San Mateo County Mobility Management Plan. No local match is required. The FTA Section 5310 Elderly and Disabled Program provides Federal funding for transit projects that benefit the elderly and people with disabilities.

STRATEGIC INITIATIVE

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

Prepared by: Melissa Reggiardo, Principal Planner

650-508-6283

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

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

SUBJECT: **YOUTH MOBILITY PLAN UPDATE**

ACTION

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

SIGNIFICANCE

The San Mateo County Transit District (District) is conducting a study of youth travel markets to identify service, technology, and marketing strategies that can increase transit ridership. Exposing youth to bus transit service can improve their mobility and foster a transit culture that increases ridership over time. The SamTrans Youth Mobility Plan will identify strategies for how to better serve middle school, high school, and college-aged students that make school and non-school trips (e.g., after school trips, part-time jobs, summer travel). Staff will present initial findings at this meeting.

BUDGET IMPACT

There is no budget impact associated with this action. The total cost of the project is \$150,000 and was included in the Fiscal Year 2016 Capital Budget.

BACKGROUND

The Youth Mobility Plan is identified in the District's Strategic Plan (2015-2019) and commenced in March 2016. The Strategic Plan identifies middle school and high school students as having great potential for using bus transit as they mature into adulthood. Research shows that youth have distinct attitudes and travel needs that differ from the overall transit market and previous generations. These include less car ownership and more transit use among youth from middle-income households

STRATEGIC INITIATIVE

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



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

BOARD OF DIRECTORS

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

WEDNESDAY, OCTOBER 5, 2016 – 3:15 p.m.
or immediately following Committee meetings

5. RECONVENE FROM COMMITTEE MEETINGS

6. CONSENT CALENDAR

MOTION

- a. Approval of Minutes of Board of Directors Meeting of September 7, 2016
- b. Acceptance of Statement of Revenues and Expenses for August 2016
- c. Executed Contracts Up to \$100,000 (Non-Contracts and Procurement) Quarterly Report

7. PUBLIC COMMENT

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

8. REPORT OF THE CHAIR

9. REPORT OF THE GENERAL MANAGER/CEO

- a. Certificate of Appreciation to the SamTrans 40th Anniversary Event Committee and Volunteers
- b. Board Meeting Webcasting Project Update

10. COMMUNITY RELATIONS COMMITTEE – C. GROOM

MOTION

- a. Designate October as Disabilities Awareness Month

SUBJECTS DISCUSSED

- b. Accessibility Update
- c. Paratransit Coordinating Council Update
- d. Citizens Advisory Committee Liaison Report
- e. Mobility Management Report – End-of-Year Performance
- f. Multimodal Ridership Report – August 2016

11. FINANCE COMMITTEE – C. STONE

RESOLUTIONS

- a. Execution of a Multi-Agency Memorandum of Understanding for Administration of the Regional Transit Connection Discount Card Program
- b. Award of Contract to The Segal Company for a Pay Practices and Compensation Review in an Amount Not-to-Exceed \$240,000
- c. Award of Contract to Mansfield Oil Company for Furnishing Clear, Ultra-Low Sulfur Diesel Fuel and Fueling Services for a Total Estimated Cost of \$18,580,757 for a Five-Year Base Term and Contract Contingency Authority for Contract Amendments up to 100 Percent of the Estimated Contract Amount

12. LEGISLATIVE COMMITTEE – P. RATTO

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

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

RESOLUTION

- a. Adoption of the San Mateo County Transit District's 2016 Title VI Program

SUBJECTS DISCUSSED

- b. Senior Mobility Action Plan Update
- c. Youth Mobility Plan Update

14. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

15. BOARD MEMBER REQUESTS/COMMENTS

16. GENERAL COUNSEL PROPOSAL

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

18. 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
SEPTEMBER 7, 2016**

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

Board Members Absent: C. Groom

Staff Present: J. Averill, J. Cassman, A. Chan, G. Harrington, J. Hartnett, 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 3:23 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of August 3, 2016
- b. Acceptance of Statement of Revenues and Expenses for July 2016

Motion/Second: Ratto/Tissier

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

Absent: Gee, Groom

PUBLIC COMMENT

Adina Levin, Menlo Park Transportation Commission, said Menlo Park is looking at having shuttle providers use electric buses instead of diesel.

REPORT OF CHAIR

Chair Kersteen-Tucker thanked staff for a very successful Rodeo. She also thanked Director Peter Ratto for judging, Lou Doll, Manager, Transit Operations Training and Karambir Cheema, Acting Director, Bus Transportation, for their time to train Director Jeff Gee and her, and finally David Olmeda, Chief Operating Officer, Bus, for the tour of the maintenance area and explaining the maintenance competition.

Chair Kersteen-Tucker said Director Shirley Harris will be recognized as Board Member of the Year at the American Public Transportation Association Annual Conference in Los Angeles on September 13.

Chair Kersteen-Tucker thanked all staff for the new school routes and said it was great to hear all the publicity.

Director Jeff Gee arrived 3:29 p.m.

REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett
2016 Roadeo

Jim Hartnett, General Manager/CEO, recognized the Roadeo Committee and the 130 volunteers for the success of the event, and thanked the Amalgamated Transit Union officers and leadership for their participation.

Mr. Hartnett recognized the winners:

- Ariel Hale, 1st place Bus Operator
- Ashok Singh, 1st place Mechanic driver
- Tony Pascual, John Frick, and Daniel Jimenez, 2nd place team for the Mechanical competition

Mr. Hartnett and Chair Kersteen-Tucker presented a Certificate of Appreciation to Mr. Doll on behalf of the Roadeo Committee.

Mr. Doll said this was a group effort and thanked Mr. Hartnett and the Board for the recognition.

Mr. Hartnett reported:

- Maintenance continues to exceed the goal standards of 20,000 on both the fixed-route and paratransit service.
- There were over 1,800 hours of training in August.
- Continue to assist Bay Area Rapid Transit (BART) with a bus bridge on their weekend closures. 13 buses per day are provided for this service. BART General Manager is very pleased with the service SamTrans is providing.
- Runbook 121 has three new school day service routes and staff has received very positive results of these routes.

Tasha Bartholomew, Communications Officer, spoke about the 40th Anniversary event at the San Mateo County Event Center on Saturday, September 10 from 11 a.m. to 3 p.m.

COMMUNITY RELATIONS COMMITTEE – J. Gee

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council
- c. CAC Liaison Report
- d. Multimodal Ridership Report – July 2016

FINANCE COMMITTEE – C. Stone

MOTION

- a. Rejection of All Bids to Furnish and Deliver Non-Asbestos Brake Blocks

Motion/Second: Tissier/Ratto

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

Absent: Groom

LEGISLATIVE COMMITTEE – P. Ratto

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – A. Tissier

SUBJECT DISCUSSED

- a. Dumbarton Transportation Corridor Study Update
- b. Strategic Plan Update
- c. Capital Projects Quarterly Status Report – 4th Quarter Fiscal Year 2016

WRITTEN COMMUNICATIONS

No discussion.

BOARD MEMBER REQUESTS/COMMENTS

Director Adrienne Tissier asked for the timing of speeches for the 40th event. Ms. Bartholomew said she will send the Board a detailed timeline of the day.

GENERAL COUNSEL PROPOSAL

No report.

DATE AND TIME OF NEXT REGULAR MEETING – October 5, 2016, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

The meeting adjourned at 3:46 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Martha Martinez
Executive Officer,
District Secretary/Executive Administration

SUBJECT: **EXECUTED CONTRACTS UP TO \$100,000 (NON-C&P) QUARTERLY REPORT**

ACTION

This report is for information only.

SIGNIFICANCE

The attached provides a quarterly update on contracts valued up to \$100,000 delegated by the San Mateo County Transit District Board of Directors (Board) to the General Manager/CEO or his designee. This delegation of authority applies to grant agreements, funding agreements, memoranda of understanding, interagency agreements and cooperative agreements.

BUDGET IMPACT

There is no impact to the budget.

BACKGROUND

On March 2, 2016, the Board delegated authority to the General Manager/CEO or his designee to execute contracts and related amendments with values up to a total of \$100,000 per contract, including any amendments (Resolution No. 2016-12). The Board directed the General Manager/CEO or his designee to report any and all contracts entered into by this authority on a quarterly basis as an informational item on the Board agenda.

Prepared By: Martha Martinez

650-508-6242

San Mateo County Transit District

2016

Executed Contracts by General Manager/CEO

DATE ENTERED INTO	CONTRACT NAME/DESCRIPTION	PARTIES TO CONTRACT	AMOUNT
<u>1st Quarter (Adopted March 3, 2016)</u>			
None			
<u>2nd Quarter April - June 2016</u>			
06/09/16	Shuttle Support Services - paid by SSF	City of South San Francisco	\$ 8,000.00
06/20/16	Short Range Transit Plan - paid by MTC	Metropolitan Transportation Commission	\$ 42,857.00
06/21/16	License Agreement for Use of Facilities or Open Campus - 40th Anniversary	San Mateo County Event Center	\$ 6,448.00
<u>3rd Quarter July - September 2016</u>			
None			