

# **JUNE 7, 2017**

## **SAMTRANS BOARD MEETING**

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



## AGENDA

### BOARD OF DIRECTORS

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

**WEDNESDAY, JUNE 7, 2017 – 2:00 p.m.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC HEARING FOR THE PROPOSED ELIMINATION OF ROUTES 11, 43 AND 89**
- 5. RECESS TO COMMITTEE MEETINGS**

BOARD OF DIRECTORS 2017

ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ZOE KERSTEEN-TUCKER  
KARYL MATSUMOTO  
DAVE PINE  
JOSH POWELL  
PETER RATO

JIM HARNETT  
GENERAL MANAGER/CEO

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: David Olmeda                                  Seamus Murphy  
Chief Operating Officer, Bus                  Chief Communications Officer

SUBJECT:    **PUBLIC HEARING: ELIMINATION OF ROUTES 11, 43, AND 89**

**ACTION**

Hold a public hearing on the potential elimination of Routes 11, 43 and 89.

**SIGNIFICANCE**

In accordance with the San Mateo County Transit District's (District) Public Comment for Fare and Service Change Policy, adopted December 8, 2004, a public hearing will be set to consider the elimination of three low performing routes.

**BUDGET IMPACT**

Holding the public hearing will not impact the budget.

**BACKGROUND**

As part of the District's ongoing commitment to route monitoring, Routes 11, 43, and 89 have been identified as the lowest performers among SamTrans' Community Routes. Route 11 runs between Hickey Boulevard and Thomas Edison Elementary School/Fernando Rivera Intermediate School in Daly City. Route 43 runs between Burlingame Plaza/Mills High School in Millbrae and the San Bruno Bay Area Rapid Transit Station, and provides service to Capuchino High School in San Bruno. Route 89 runs from Encinal Elementary School in Atherton south to Santa Monica/Andreas.

These routes comprise a total of four daily trips and average around five riders per trip. On average SamTrans Community Routes serve approximately 19 riders per trip.

These routes only operate on school days, and about half of the passengers are youth riders. Routes 11, 43 and 89 average approximately less than one, three, and two youth riders per day, respectively.

Routes 11, 43 and 89 cost approximately \$170,000 per year to operate. Elimination of these underperforming routes will help ensure that resources are available to invest in more productive services beginning in August and throughout Fiscal Year 2018. These investments will be made to help advance the goals identified in the District's Strategic Plan.

A Title VI equity analysis of the proposed service changes will be presented to the Board of Directors and the public at the July 5 Board meeting, when the Board is asked to consider the proposed changes. These routes do not operate during the summer. Elimination of the routes would be effective with implementation of the August Runbook on August 6, 2017.

Prepared By: Sean Hedgpeth, Senior Planner

650-508-6457



BOARD OF DIRECTORS 2017

ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
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DAVE PINE  
JOSH POWELL  
PETER RATTO

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, JUNE 7, 2017 – 2:30 p.m.**  
(or immediately after public hearing)

1. Call to Order

#### **ACTION**

2. Approval of Minutes of Community Relations Committee Meeting of May 3, 2017

#### **INFORMATIONAL**

3. Accessibility Update – Tina Dubost
4. Paratransit Coordinating Council Update – Mike Levinson
5. Citizens Advisory Committee Update – Juslyn Manalo
6. Mobility Management Report – Fixed-Route Bus Service
7. Marketing Update
8. Multimodal Ridership Report - April 2017
9. Adjourn

Committee Members: Zoe Kersteen-Tucker, Josh Powell, 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**

Draft

**MINUTES OF COMMUNITY RELATIONS COMMITTEE (CRC) MEETING  
COMMITTEE OF THE WHOLE  
MAY 3, 2017**

Committee Members Present: Z. Kersteen-Tucker (Committee Chair), J. Powell, P. Ratto

Other Board Members Present, Constituting Committee of the Whole: J. Gee, C. Groom, R. Guilbault (Chair), K. Matsumoto, D. Pine, C. Stone

Staff Present: J. Cassman, A. Chan, D. Dubost, J. Hartnett, K. Kelly, D. Lieberman, M. Martinez, N. McKenna, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Zoe Kersteen-Tucker called the meeting to order at 2:01 p.m.

**Approval of Minutes of April 5, 2017**

Motion/Second: Stone/Powell

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

**Proclamation Designating May as “Older Americans Month”**

Sandra Lang, San Mateo County Commission on Aging accepted the proclamation.

Motion/Second: Gee/Stone

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

**Student “Art Takes a Bus Ride” Contest**

Dan Lieberman, Public Affairs Specialist, said each winner will receive a framed ad card, a certificate and a Summer Youth Pass. The winners are:

- First Grade – Jacob Apple from Serendipity School
- Second Grade – Sophia Batang from Highlands Christian Schools
- Third Grade – Sophia Fu, Redwood Shores Elementary
- Fourth Grade – Hanna Docamp Pham, from Marjorie H. Tobias Elementary
- Fifth Grade – Anjali Ulrich from Henry Ford Elementary
- Sixth Grade- Sanjna Sood from Ralston Middle School

The Board recessed at 2:12 p.m. to view the art bus.

The Board reconvened at 2:24 p.m.

**Accessibility Update**

Tina Dubost, Manager, Accessible Transit Services, said last month staff gave Supervisor Don Horsley and his legislative aide a tour of the RediCoast offices.

### **Paratransit Coordinating Council (PCC) Update**

Mike Levinson, Chair, PCC, said the driver appreciation party is Tuesday, May 9 at 6 p.m. There are two education events on May 17 in Pacifica and May 19 in Half Moon Bay. The Interactive Voice Response (IVR) system was implemented at end of 2009 to generate night before reminder calls. There are still issues with the system that need to be resolved.

Ms. Dubost said 89 percent of the calls are made and a vehicle arrives within 20 minutes of the call. Calls are only being made between 9 a.m. and 9 p.m. due to the possibility of having a wrong number. Ms. Dubost said the percentage of no shows for calls before 7 a.m. is very low.

Director Jeff Gee said he is not clear what the right metric and benchmarks should be. Ms. Dubost said SamTrans is the only agency that tracks when the vehicle arrives versus when the call was made. She said there is no industry standard. Jim Hartnett, General Manager/CEO, said he will get the Board more information on this and the benchmarks.

Mr. Levinson said the PCC was never consulted for input on the IVR.

### **Citizens Advisory Committee (CAC)**

Written report was included in the reading file.

### **Multimodal Ridership Report – March 2017**

David Olmeda, Chief Operating Officer, Bus, said

- Average Weekday Ridership Compared to March 2016
  - Bus ridership was 40,500, a decrease of 33 percent.
  - Paratransit ridership was 1,290, an increase of 4 percent.
  - Caltrain ridership was 58,990, an increase of 3.1 percent.
  - Shuttle ridership was 12,890, a decrease of 0.4 percent.
  - Total weekday ridership was 160,920, a decrease of 1.7 percent.
  - Total Monthly Ridership
    - Bus ridership was 1,072,870, a decrease of 2.5 percent.
    - Paratransit ridership was 33,070, an increase of 4.7 percent.
    - Caltrain ridership was 1,629,050, an increase of 2.8 percent.
    - Shuttle ridership was 297,020, a decrease of 1.8 percent.
    - Total weekday ridership was 4,274,060, a decrease of 1.6 percent.

Mr. Olmeda said there was strong weekend bus ridership. Bay Area Rapid Transit had a 6.3 percent decrease which accounts for the 1.6 decrease in total ridership.

Mr. Olmeda said the Board has asked how SamTrans compares to other transit agencies in the Bay Area. When compared to other transit agencies year-to-date total ridership is comparable to the decreases that Golden Gate Transit and San Francisco Municipal Transportation Agency have seen, but SamTrans is better than Sacramento and Santa Clara Valley Transportation Agency.

Director Josh Powell said the adult cash fares are down and passes are up and the reverse for youth. He asked what contributes too this. Mr. Olmeda said he doesn't know, but will look into it.

Director Karyl Matsumoto said it could be the youth are using the free South San Francisco and San Carlos shuttles.

Director Peter Ratto asked if tokens are counted as cash fare or as a pass. Mr. Olmeda said tokens are counted as cash fare.

Adjourned: 2:41 p.m.



**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: David Olmeda  
Chief Operating Officer, Bus

SUBJECT: **ACCESSIBILITY REPORT**

**ACTION**

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

**SIGNIFICANCE**

Several groups advise SamTrans on accessible service issues. The Paratransit Coordinating Council (PCC) provides a forum for consumer input on paratransit issues. The Advocacy and Legislative Committee (AL-Com) is the advocacy arm of the PCC. The SamTrans Accessibility Advisory Committee (formerly the Americans with Disabilities Act Technical Advisory Committee or ATAC) is a SamTrans committee that advises on accessibility issues, particularly related to fixed-route service. Each group has requested that the Board be informed of the issues discussed at meetings.

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

The minutes of the April 11, 2017 PCC and PAL meetings are attached to this report.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

No additional information.

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

650-508-6475  
650-508-6247

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

**MEETING MINUTES  
April 11, 2017**

**ATTENDANCE:** Members Present: Mike Levinson, Chair; Tina Dubost, SamTrans; Dinae Cruise, Consumer; Aki Eejima, Consumer; Sammi (Wilhelmina) Riley, Consumer; Monica Colondres, Community Resident; Barbara Kalt, Rosener House; Maria Kozak, Consumer; Judy Garcia, Consumer; Dale Edwards, Consumer; and Sandra Lang, COA.

**GUESTS:** Richard Weiner, Nelson-Nygaard; Erin Swartz, PCC Staff; Bill Welch (Ret.), SamTrans; Dave Daley, First Transit; John Sanderson, SamTrans; and Benjamin McMullan, CiD.

**ABSENTEES:** Susan Capeloto, Department of Rehabilitation; Patty Clement-Cihak, Catholic Charities; and Marie Violet, Sequoia Hospital.

(Member Attendance 11; Quorum—Yes)

**WELCOME/INTRODUCTION**

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

**APPROVAL OF THE MARCH PCC MINUTES**

Dinae motioned to approve the March PCC meeting minutes and Mike seconded the motion. Judy, Aki, and Dale abstained from voting to approve the minutes.

**COMMITTEE REPORTS**

**A. POLICY ADVOCACY- LEGISLATIVE COMMITTEE (PAL)**

Mike reported that the PAL Committee met today, prior to the PCC. Laurie Low from SamTrans gave the quarterly legislative update. She shared information about SB 1, which will provide additional funding for a variety of transit projects. Laurie also discussed changes to federal funding that are being anticipated.

Tina reported that SamTrans is anticipating implementation of the Same-Day Reminder Calls (formerly referred to as Imminent Arrival Calls) by next week. Maria asked Tina about the window of time that is being to be used for rides that are in route to a customer. Tina said that the calls will go out to customers when their ride is 5-20 minutes away. Barbara clarified that Same-Day Reminder Calls were formerly referred to as Imminent Arrival Calls. Maria asked Tina where problems with calls should be directed. Tina and Barbara discussed how consumers will be notified of the Same-Day Reminder Calls that they are going to begin receiving. Tina said that an announcement will be made on the ride reservation line. Monica confirmed with Tina that customers using subscription and group trips will eventually begin receiving Same-Day Reminder Calls, as well.

Richard reported on data collection from TNCs operating in New York City.

Mike reminded the PCC members that the First Transit Appreciation Party is scheduled for Tuesday, May 9, 2017. On that day, the PAL Committee will meet from 2:30-3:30 p.m. and the PCC will meet from 4:00-5:30 p.m.

#### **B. GRANT/BUDGET REVIEW**

Barbara reported that there are no updates for this month.

#### **C. EDUCATION COMMITTEE**

Sammi reported that Education Committee held a conference call on Friday, April 7. The Education Committee discussed upcoming outreach opportunities, along with a PCC member recruitment project. The PCC gave a presentation on April 5 at Lesley Towers in San Mateo. Approximately 30-40 people attended the luncheon and several people had questions following the presentation. Sammi invited interested individual to attend PCC meetings and to participate in the Consumer Corps.

On Wednesday, May 17, the Education Committee will participate in the Senior Information Fair in Pacifica and on Friday, May 19, Dinae and Mike will give a presentation at Senior Coastsiders in Half Moon Bay. Dates for the Transition to Independence Fair and Seniors on the Move events have not yet been announced.

The next Education Committee meeting will be a conference call that is scheduled for Friday, June 2, 2017 from 1:00 to 1:30 p.m.

#### **D. EXECUTIVE COMMITTEE**

Mike reported that the Executive Committee held a conference call on March 30. The Executive Committee discussed the IVR rollout, along with the First Transit Appreciation Party. Richard announced that proposed changes to the PCC website will be sent to Tina for final approval. Mike announced that there is an opening for Vice-Chair on the PCC and the PAL Committee.

Erin gave the quarterly Consumer Corps Report. Most rides taken by Consumer Corps members noted that Redi-Wheels Comment Cards were on display in non-taxi vehicles. On-Time Performance showed that over 90% of rides were within 20 minutes of the scheduled pick-up time. One Corps member reported a ride wait time of 40 minutes. Less than 10% of Consumer Corps members received Night Before Calls that were inaccurate/incomplete. Telephone hold times were reported in about 25% of the reports submitted by Corps members. Driver assistance continues to show a high level of satisfaction among Consumer Corps members on their trips. Most of the Consumer Corps trips this quarter were on Redi-Wheels vehicles. Taxicabs provided about 17% of the total number of trips and 1% of the trips were taken on a Redi-Coast vehicle. A vast majority of the Consumer Corps trip this quarter were less than 20 miles in length.

### **SAMTRANS/REDI-WHEELS REPORT**

#### **A. Operational Report**

Tina reported that SamTrans will be holding community meetings on the Coastsides Transit Study starting next week. Tina will email Erin the meeting flyers to share with the

PCC members. Event information is also available on the SamTrans website.

SamTrans is updating the 2006 Senior Mobility Action Plan. A stakeholder meeting was held in November 2016 and feedback from that meeting is being analyzed. Another stakeholder meeting will be planned, but has not been scheduled yet.

Aki asked Tina about the new Redi-Wheels ID cards that are being issued with magnetic stripes. For the individuals who have Redi-Wheels ID cards who use fixed-route transit, customers are being asked to swipe their cards in the fare box. Otherwise, Redi-Wheels customers with old cards can show their identification cards to the bus driver.

Barbara noted that the ridership numbers are probably low due to the large amount of stormy weather we have had in the past few months. Richard, Tina, and Barbara discussed the Complaints Standard is 2.5 valid complaints per 1000 trips. Dinae and Tina discussed the decrease in Inter-County transfer trips. Monica asked Tina and Dave about how late trips are handled for customers who are waiting. Dave commented that late arrival trips during the day have more resources available to get a vehicle to a customer, while late arrival evening trips are more difficult to remedy quickly. Dave added that by using their software to project ahead, late trips can be managed more effectively. Dispatchers use vehicles already on the road as the primary solution for late trip arrivals.

### **B. Performance Measures Report**

Trips requested in February 2017 were slightly lower than in February 2016, although Average Weekday Ridership is higher this year. Continued growth is anticipated. On-Time Performance, Productivity, and Average Phone Wait Time all met the standard. Taxi usage is trending downward.

### **C. Monthly Redi-Wheels Comment Statistics Report**

John noted that some of the data in his monthly reports was not correct, so he will have updated information at the May meeting. The number of complaints so far in 2017 does not indicate any trends so far. Compliments for taxi drivers continue to be the greatest number of Customer Comments.

A new database for tracking customer comments was brought online on April 3. With the new database, tracking customer comments and response times should be more precise. Mike confirmed with John that the format of the monthly PCC reports will not change.

### **Safety Report**

Dave reported that in March three preventable accidents took place. Two incidents were minor and one was more significant. All three drivers who were involved received retraining and all have returned to service. One taxi incident also occurred in March.

## **LIAISON REPORTS**

### **A. COASTSIDE TRANSPORTATION COMMITTEE (CTC)**

Mike reported that the most recent CTC meeting took place on April 6. Upcoming meetings and an annual report on Customer Comments were discussed. John said

that he will plan to have a roll-up report ready for the June CTC meeting.

**B. AGENCY**

Barbara said that the scheduled driver change took place yesterday, which can sometimes cause disruptions as drivers become familiar with new routes. John encouraged the agency representatives to contact him if there are any service disruptions.

**C. COMMISSION ON AGING (COA)**

Sandra reported that the COA met on April 10. A presentation was given by Claire Ramsey from Justice in Aging. The San Mateo County Elder Index was used by the COA to examine income needs for seniors. Sandra also shared federal funding information for senior programs. In May, the COA will give their Annual Report for the San Mateo County Board of Supervisors. The COA has also produced a PSA to raise awareness about senior abuse. The next COA meeting will be on Wednesday, May 17.

**D. COMMISSION ON DISABILITIES (COD)**

No updates available.

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

Benjamin McMullan from CiD attended today's meeting. He said that CiD partners with COD to screen movies that help to raise awareness about individuals with disabilities. At CiD, there have been several staff changes. Benjamin noted that he is taking over Vincent's former role at CiD. Emergency Preparedness is going to be an ongoing topic of emphasis for the disability community.

**F. DEPARTMENT OF REHABILITATION (DOR)**

No updates available.

**OTHER BUSINESS**

Barbara announced that Rosener House is holding an Open House and shared flyers for the event. Barbara also announced that The Meals on Wheels Dine-Out is scheduled for May 9. Some participating restaurants will be open for diners at lunch.

The next PAL and PCC meetings will be held on Tuesday, May 9, 2017. The PAL Committee will meet from 2:30 to 3:30 p.m. and the PCC will meet from 4:00 to 5:30 p.m. The First Transit Appreciation Party will be held from 6:00 to 7:30 p.m. in the fourth-floor conference room in the SamTrans HQ building.

The First Transit Appreciation Party scheduled for Tuesday, May 9, from 6:00 to 7:30 p.m.

**MEETING ADJOURNED 2:55 p.m.**

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

**MEETING MINUTES  
11:30 a.m. - 12:30 p.m.  
April 11, 2017**

**MEMBERS PRESENT:** Mike Levinson, PAL Chair; Dinae Cruise, Consumer; Tina Dubost, SamTrans; Sammi (Wilhelmina) Riley, Consumer; Aki Eejima, Consumer; Sandra Lang, COA; and Dale Edwards, Consumer.

**GUESTS:** Benjamin McMullan, CiD; John Sanderson, SamTrans; Lori Low, SamTrans; Dave Daley, First Transit; Richard Weiner, Nelson-Nygaard; and Erin Swartz, PCC Staff.

**ABSENT:** Marie Violet, Sequoia Hospital; Maria Kozak, Consumer; and Judy Garcia, Consumer.

**APPROVAL OF MARCH PAL MINUTES**

Dinae motioned to approve the March PAL meeting minutes and Mike seconded the motion. Aki abstained from voting to approve the minutes. No corrections were noted.

**LEGISLATIVE UPDATES**

Lori Low, Public Affairs Specialist from SamTrans gave the quarterly legislative update. California SB 1 will generate additional funding for a variety of transit projects through an increase in sales tax and vehicle licensing fees. Federally, DOT programs will experience cuts with the 2018 Fiscal Budget.

Richard reported from the February Issue of the *Transit Access Report*. He shared an article about an FTA ruling on reasonable accommodations when determining paratransit eligibility. Another article Richard shared examined the need for special arrival time calculations in trip planning for destinations that require security check-ins.

**LOCAL ADVOCACY ISSUES—OPEN DISCUSSION**

Mike discussed some background information about IVR testing and implementation. Tina reported that SamTrans and First Transit Staff, along with the Trapeze vendors have been working diligently to complete implementation of IVR. Mike asked Tina to consider mailing an update prior to Redi-Wheels customers receiving imminent arrival calls. Tina said that riders can opt-out of receiving the imminent arrival calls. Benjamin commented that Redi-Wheels/RediCoast consumers could benefit from some updated information about the calls that they will begin receiving. Sammi suggested updating the Night Before Call message with this new information and Mike suggested placing a message on the reservation line so that all callers will hear this updated IVR information. Tina and Dave discussed creating a “forced message” at the beginning of each reservation call made by customers. Dale commented that a specific time frame should be given to consumers, rather than simply stating that the ride will arrive “soon.” Sandra confirmed with Tina that the IVR call is the last communication prior to a ride arriving for a customer. Tina reviewed the ride reservation process from start to finish.

Mike discussed the Bay Area Transit Accessibility Working Group meeting that was held yesterday, where Transportation Network Companies (TNCs) were discussed at length. Tina attended the meeting and stated that TNCs were explored generally as a means to supplement public transportation. Several types of data would need to be collected to evaluate the viability of utilizing any sort of TNC service in the future. Tina also reported on a new pilot program being run by the Livermore Amador Valley Transit Authority which is utilizing TNCs within the City of Dublin as supplemental service. Tina said that Dublin Desoto Cab has vehicles that are wheelchair accessible, as well. Options are available for individuals who lack a smart phone or credit card to make a ride reservation.

### **POLICY ISSUES**

Tina announced a Coastside Transit Study that is being held next week to explore fixed-route service to coastal communities. She will email Erin flyers for the events to share with the PCC members.

Richard shared a report on TNCs out of New York City, which generated a large amount of data. Many of the TNC rides showed trips to and from public transit points. TNC trip growth is concentrated during morning and evening commute times, in addition to late hours on weekends. In 2015-16, growth in TNC mode share outstripped growth in all other transit modes. John asked Richard about congestion pricing for travel into urban areas. Richard and John discussed the use of this strategy in Singapore and London.

### **OTHER BUSINESS**

The PCC will meet today from 1:30-3:30 p.m.

The next PAL meeting is scheduled for Tuesday, May 9, 2017 from 2:30 p.m. to 3:30 p.m.

**MEETING ADJOURNED** 12:23 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: **MOBILITY MANAGEMENT REPORT: FIXED-ROUTE BUS SERVICE**

**ACTION**

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

**SIGNIFICANCE**

This presentation is part of this fiscal year's series of detailed mobility management reports presented to the Board. Each of the District's four transportation modes – SamTrans fixed-route bus service, ADA Paratransit, Caltrain and Shuttles – are featured individually each month. This month features a report on the SamTrans fixed-route bus service.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

Staff will report on ridership, on-time performance, and other developments.

**STRATEGIC INITIATIVE**

**Priority 1:** Expand Mobility Options

**Goal 1:** Increase weekday fixed-route ridership by 15 percent

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: Seamus Murphy  
Chief Communications Officer

SUBJECT: **MARKETING UPDATE**

**ACTION**

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

**SIGNIFICANCE**

The District is actively working to evolve its operations to respond to changing mobility demands and meet the goals identified in the 2015-2019 Strategic Plan. In order to help make these efforts successful, the District's marketing team has adopted three principle strategies:

1. Support the evolution of the service by building broad awareness about the benefits these changes create
2. Promote existing services in new ways that reach target markets
3. Enhance the SamTrans customer experience to make the service more convenient and easier to use.

The District has made progress in each of these areas in Fiscal Year (FY) 2017 including:

- ~~Targeted marketing efforts to youth and families grew ridership on routes that serve schools by 18 percent~~
- Marketing collaborations with school districts and parent groups helped make new services in San Carlos a success that can be replicated
- More convenient online payment options helped increase 2016 Summer Youth Pass sales by 20 percent after a dip in 2015
- Creation of the SamTrans Customer Experience Task Force provides a cross-departmental focus on the prioritization of customer amenities
- Expanded Social Media functionality to the Customer Service team
- Targeted promotional partnerships with employers
- Greater utilization of market research to guide communications and promotion efforts

Groundwork has also been laid over the last year to ensure that progress continues in FY2018. This progress will include:

- Launch of SamTrans mobile ticketing
- Addition of real-time “Where’s my Bus” functionality
- Implementation of SamTrans Youth Mobility Plan recommendations
- The pursuit of employer partnerships to support the District’s goals
- Other opportunities associated with Planning and Operations efforts including:
  - US-101 Express Bus Study
  - Dumbarton Corridor Study
  - Coastside Transit Study
  - New youth-oriented and SFO services
  - Employer Origin-Destination survey

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

The District’s 2015 Board Retreat helped refine the 2015-2019 Strategic Plan and identify the District’s most immediate strategic priorities. Several Marketing and Communications efforts were included among these priorities. Staff has used these priorities to inform the creation of the District’s FY2017 and FY2018 budgets.

Prepared by: Russ Arnold, Director, Marketing and Communications

650-508-7934

**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 – APRIL 2017**

**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 – APRIL 2017 COMPARED TO APRIL 2016**

**Grand Total All District Modes** – 157,940, a decrease of 4.1 percent

**Bus** – 37,800, a decrease of 9.2 percent

**Paratransit** – 1,280, same as last year – no percent change

**Caltrain** – 60,100, an increase of 1.2 percent

**Shuttles** – 12,340 a decrease of 3 percent

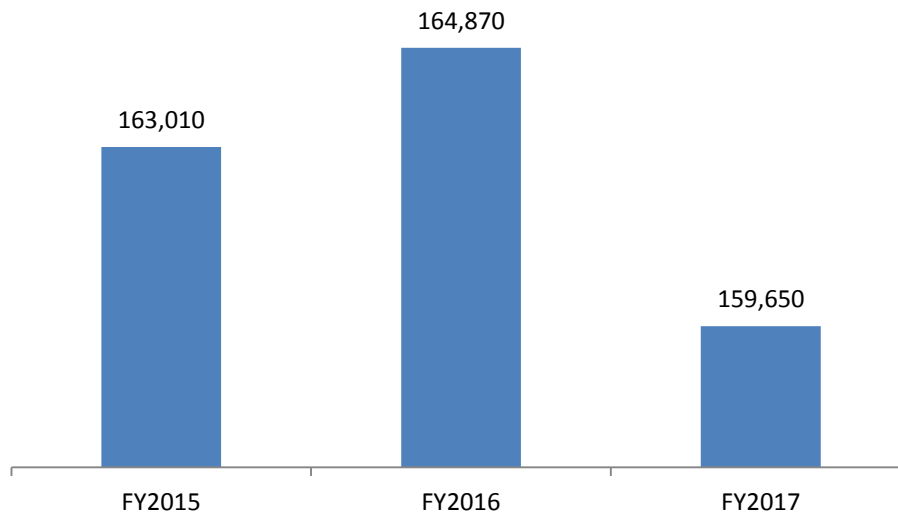
**Table A  
Average Weekday Ridership**

April 2017 Average Weekday Ridership				Percent Change FY2016/2017
Mode	FY2015	FY2016	FY2017	
Bus	43,910	41,640	37,800	-9.2%
Paratransit	1,160	1,280	1,280	0.0%
Caltrain*	58,370	59,380	60,100	1.2%
Shuttles	11,180	12,720	12,340	-3.0%
<b>Total</b>	114,610	115,020	111,520	-3.0%
BART Extension (No Daly City)	48,810	49,750	46,420	-6.7%
<b>Grand Total</b>	163,420	164,760	157,940	-4.1%
<b>Weekdays</b>	22	21	20	

April 2017 Year-to-date				Percent Change FY2016/2017
Mode	FY2015	FY2016	FY2017	
Bus	43,150	42,050	38,910	-7.5%
Paratransit	1,110	1,230	1,250	1.6%
Caltrain*	57,510	59,150	58,640	-0.9%
Shuttles	11,750	11,720	12,250	4.5%
<b>Total</b>	113,520	114,150	111,050	-2.7%
BART Extension (No Daly City)	49,480	50,720	48,600	-4.2%
<b>Grand Total</b>	163,010	164,870	159,650	-3.2%

\* Caltrain ridership has been updated for April 2016 and FY2016

**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 April for the past three fiscal years.

**MONTHLY TOTAL RIDERSHIP – APRIL 2017 COMPARED TO APRIL 2016**

**Grand Total All District Modes** – 3,873,840, a decrease of 6.5 percent

**Bus** – 932,420, a decrease of 11.1 percent

**Paratransit** – 30,060, a decrease of 1.6 percent

**Caltrain** – 1,543,000, a decrease of 0.8 percent

**Shuttles** – 244,910, a decrease of 9.8 percent

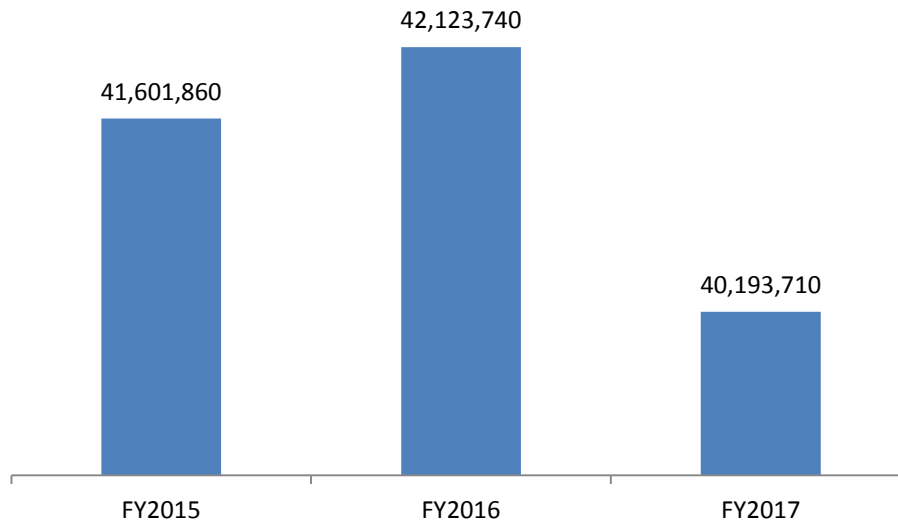
**Table B  
Total Monthly Ridership**

April 2017 Total Monthly Ridership				Percent Change FY2016/2017
Mode	FY2015	FY2016	FY2017	
Bus	1,121,780	1,048,820	932,420	-11.1%
Paratransit	28,590	30,560	30,060	-1.6%
Caltrain*	1,556,950	1,555,300	1,543,000	-0.8%
Shuttles	246,790	271,430	244,910	-9.8%
<b>Total</b>	<b>2,954,100</b>	<b>2,906,110</b>	<b>2,750,390</b>	<b>-5.4%</b>
BART Extension (No Daly City)	1,248,790	1,237,080	1,123,450	-9.2%
<b>Grand Total</b>	<b>4,202,890</b>	<b>4,143,190</b>	<b>3,873,840</b>	<b>-6.5%</b>
<b>Weekdays</b>	<b>22</b>	<b>21</b>	<b>20</b>	

April 2017 Year-to-date				Percent Change FY2016/2017
Mode	FY2015	FY2016	FY2017	
Bus	11,014,010	10,748,640	9,858,870	-8.3%
Paratransit	271,600	298,390	306,000	2.6%
Caltrain*	15,233,600	15,717,080	15,442,110	-1.7%
Shuttles	2,528,760	2,527,860	2,586,720	2.3%
<b>Total</b>	<b>29,047,970</b>	<b>29,291,970</b>	<b>28,193,700</b>	<b>-3.7%</b>
BART Extension (No Daly City)	12,553,890	12,831,770	12,000,010	-6.5%
<b>Grand Total</b>	<b>41,601,860</b>	<b>42,123,740</b>	<b>40,193,710</b>	<b>-4.6%</b>

\* Caltrain ridership has been updated for April 2016 and FY2016

**Chart B  
Total Ridership (FYTD)**



The following summary illustrates the number of riders by fare category for the month of April 2017. SamTrans carried 929,890 passengers on its fixed-route service in April, and 3,778,967 for the 2017 Calendar Year-to-Date. These numbers do not include Dumbarton ridership.

**Table C**  
**Riders by Fare Category**

	April 2015	April 2016	April 2017	2017 Calendar Year-to-Date
Adult Cash	260,772	200,207	157,174	636,731
Adult Pass	497,304	512,735	468,586	1,904,800
Youth Cash	139,751	136,871	120,385	510,051
Youth Pass	60,848	52,580	42,706	187,947
Eligible Discount	160,139	143,664	141,040	539,439
<b>Total</b>	<b>1,118,814</b>	<b>1,046,057</b>	<b>929,890</b>	<b>3,778,967</b>

**Note:**

Spring Break vacations played a big role this year in the decline in ridership for April 2017. Moreover, the decrease in ridership could also be attributed to the lower number of weekdays in April 2017 compared to 2016 or 2015.

## **SamTrans Promotions – April 2017**

**Earth Day** - Each year, more than one billion people participate in Earth Day activities, making it the largest civic observance in the world. This year, we celebrated by becoming more familiar with the San Mateo County Transit District's sustainability initiatives, taking some simple green steps around the home and office or by participating in an Earth Day event in your community. In celebration of Earth Day and as a reminder to our communities of the District's commitment to sustainability, SamTrans bus headsigns read "Earth Day Every Day." Also for the first time, Principal Planner Sustainability, Michelle Senatore hosted an informational luncheon at Central (which was also live streamed to the bases) to update employees on new district wide sustainability initiatives and discuss ways to save on electric bills. One hundred free SamTrans single-ride passes were given to the Peninsula Clean Energy for their Earth Day tabling events. Internal communication was sent to District employees for the Sustainability luncheon. We also used organic social media and Peninsula Moves blog to help spread the word the week leading up to Earth Day on April 22.

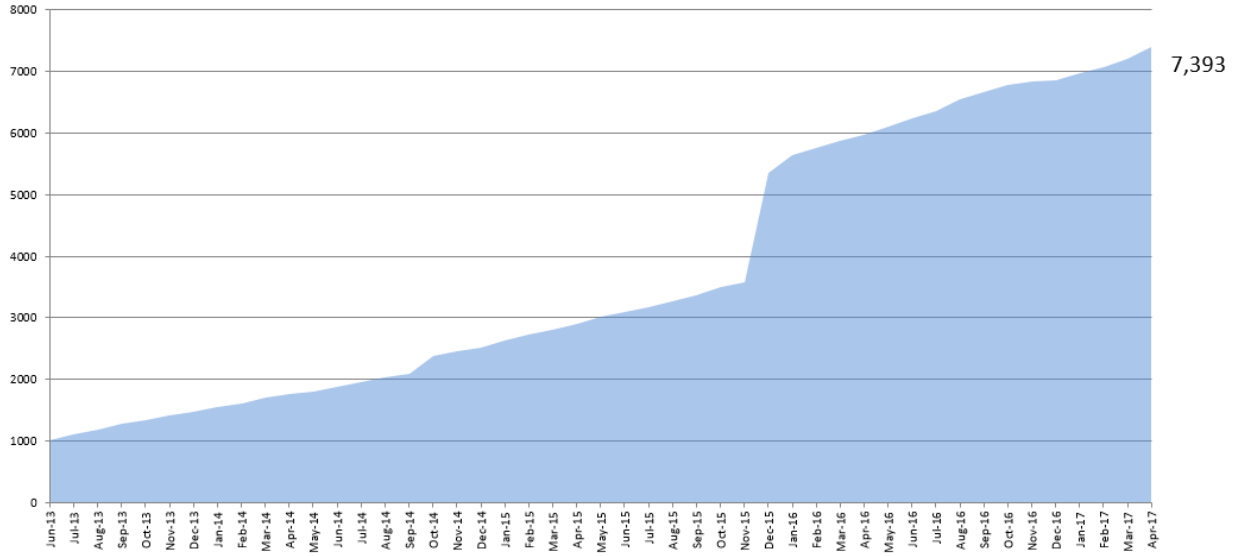
**Town Hall at South Base** – As a way to engage more SamTrans Operators and Maintenance employees, SamTrans held its first ever town hall meeting at South Base. The meeting was live streamed to Central employees and North Base where they fielded questions from both locations.

**Partnerships** – As a way to brand and promote ridership to fun events along the Peninsula, SamTrans partnered with the New Living Expo held at the San Mateo Event Center on Friday, April 28 – Sunday, April 30. As part of the agreement, SamTrans promoted the event on the go.samtrans main page, Peninsula Moves blog/news release, organic social media and ad cards placed on the bus. SamTrans' logo was placed on all collateral materials and distributed at the event as well as on Comcast Spotlight television spots. The promoter offered a \$5 discount on tickets to SamTrans customers who showed same-day ticket.

**SamTrans April Social Media Report** - In April SamTrans social held several contest asking riders to identify the location of a bus stop. We also shared the Art Takes a Bus Ride event. We also promoted our partnership with New Living Expo and the San Francisco Flower Show. SamTrans added 189 new followers in April across all networks.



### Total Follower Growth



Prepared by: Alex Lam, Scheduler/Planner  
James Namba, Marketing Specialist  
Jeremy Lipps, Social Media Officer

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# samTrans



## 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, JUNE 7, 2017 – 3:00 p.m.**

or immediately following previous Committee meeting

BOARD OF DIRECTORS 2017

ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ZOE KERSTEEN-TUCKER  
KARYL MATSUMOTO  
DAVE PINE  
JOSH POWELL  
PETER RATTO

JIM HARTNETT  
GENERAL MANAGER/CEO

1. Call to Order
2. Approval of Minutes of Finance Committee Meeting of May 3, 2017
3. Acceptance of Statement of Revenues and Expenses for April 2017
4. Approval of Fiscal Year 2018 Operating Budget in the Amount of \$146,660,069
5. Approval of Fiscal Year 2018 Capital Budget in the Amount of \$16,373,081
6. Approval of Salary Ordinance No. 100 and Wage Adjustment for Administrative (Non-Represented) Employees
7. Authorize Submittal of Grant Applications and the Execution of Standard Agreements with the California State Department of Transportation Pertaining to Federal Transit Administration Section 5311 Grants
8. Adjourn

Committee Members: Carole Groom, Karyl Matsumoto, 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  
MAY 3, 2017**

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

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

Staff Present: J. Cassman, A. Chan, J. Hartnett, K. Kelly, M. Martinez, N. McKenna, D. Olmeda, S. Murphy, M. Simon, S. van Hoften

Committee Chair Carole Groom called the meeting to order at 2:41p.m.

**Approval of Minutes of April 5, 2017**

Motion/Second: Ratto/Guilbault

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

**Acceptance of Statement of Revenue and Expenses for March 2017**

Kathleen Kelly, Interim Chief Financial Officer, said fare revenue projection has been taken down from last month. District sales tax projection is still the same as the budget, but staff will have to analyze these numbers in more detail. For the first three quarters of the fiscal year the District is trending 5 percent above projected revenues and the surplus could come in \$3 million to \$4 million. The surplus doesn't make a difference in large amounts, but on the edges.

Director Jeff Gee said on the sales tax receipts instead of \$83 million is the team projecting \$85 million. Ms. Kelly said yes.

Director Gee asked that an updated page 8 with the sales tax be shared with the Board.

Director Dave Pine said the county is working off an \$81 million number for sales tax.

Director Josh Powell said on the operating expenses, the insurance costs line shows a negative percentage. Ms. Kelly said it is probably an overbilling and correction.

Director Powell asked if there was an update on fuel hedging. Ms. Kelly said the staff has started a process internally to work with the financial advisors and will then come back with a recommendation.

Motion/Second: Stone/Ratto

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

### **Acceptance of Quarterly Investment Review and Fixed Income Market Review and Outlook for the Period Ending March 31, 2017**

Monique Spyke, PFM Asset Management, provided a quarterly update.

Director Gee said it is good to see investment income go up. He said he wants to make sure safety is not sacrificed for return. Ms. Spyke said PFM is very conscience of credit quality of investments in the portfolio.

Motion/Second: Ratto/Stone

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

### **Preliminary Fiscal Year (FY) 2018 Operating Budget**

Ms. Kelly reported:

- FY2018 preliminary budget key assumptions:
  - FY2018 projects reflect a fiscally constrained budget
  - Includes projected increases for both revenues and expenses related to Senate Bill 1 and pro-rated effective November 1, 2017
  - Does not include salary and wage increases
- Preliminary revenues total \$172.5 million
- Preliminary operating expenses is \$147.3 million
- FY2018 budget includes five new positions
- The budget has a projected deficit of \$6.2 million
- Potential additional expenses:
  - Potential positions to meet District initiatives: multimedia and video specialists and a mobility outreach coordinator
  - Additional contracted to service expense to address future service requests
  - Office of Innovation

Director Charles Stone said when debt service is shown it shouldn't be asterisked but in bold for people to see how much is owed.

Director Gee said staff is still counting on a 2 percent increase in sales tax and that concerns him. He said the Americans with Disability Act budget is increasing by \$200,000 and at \$45 a ride it works out to 4,000 riders. Director Gee said given the development of an Office of Innovation it may be time to have a Chief Technology Officer. He said the Board has said they are willing to invest but need to know what the return on investment is. Director Gee said people need to understand what would happen if the Board asked for a balanced budget and what that would look like. He said it may mean fewer routes or more time between buses. He would ask that staff bring back to the June meeting both a balanced budget and what it would look like along with a budget balanced using reserves.

Director Zoe Kersteen-Tucker said the staff and Board is trying to make the service and business relevant for everyone. She said it would be helpful to see a budget with all the positions included and what that investment would look like. Director Kersteen-Tucker said it will be a start to a dialogue within the community on how to bring money in. She

asked what the timeline is for the Business Plan. Mark Simon, Chief of Staff, said staff expects to present some specific proposals before the end of summer.

Director Pine asked under potential future requests, is the thinking adding to the budget now or in the future. Jim Hartnett, General Manager/CEO, said staff isn't asking for a specific amount now.

Director Powell said sales tax projections are 1.5 percent to 2 percent, but looking historically sales tax has gone up 2.5 percent per year for the last 30 to 40 years.

Chair Rose Guilbault said it is hard for her to look at the potential of an innovation department, the multimedia video specialists and mobility ambassador positions and the need for them. Chair Guilbault said the Board is going to have to make decisions and not sure if these salaries are fully loaded and could they be part-time. She said there is an initiative to increase salaries for people already working here and who have been here a long time. It would be useful to have more information on these positions. Ms. Kelly on the two positions being considered staff can bring back detail on what they would be doing. The positions would be split between the agencies.

Ms. Kelly said the five are what are needed to not fall behind and the other two are new initiatives.

Director Kersteen-Tucker said the Board is going to have to decide whether to live within the District's means or dramatically cut service and have lifeline service for those that need it or pivot to congestion relief and service to choice riders that will cost a lot of money. Director Kersteen-Tucker said it is a conversation that needs to happen sooner rather than later.

Mr. Hartnett said the direction the Board gave at the retreat was to be relevant, provide public mobility in a sustainable way and staff has been building towards that. He said the work staff has been doing speaking to the public and the opinion leaders in the county about what the services are provided, how much they cost and how fragile the District is financially. The conversation will continue during the Business Plan. Mr. Hartnett said the budget is reflective of where the District is now. He said the picture of a fully balanced budget without taking money out of reserves would be a substantially different agency. Mr. Harnett said a large percentage of costs are personnel and would have to fundamentally change the service to not use reserves.

Director Kersteen-Tucker said she wants to see a budget that actually represents the investment that needs to be made. Mr. Hartnett said staff can't give the Business Plan and a three-year budget now as they are work in progress. He said before the next budget cycle staff can provide a global picture on revenue needed and expense required.

Director Powell said he is less inclined to use reserves for the day-to-day operations, but he is willing to spend on Office of Innovation and the future.

Director Stone said when he thinks of Office of Innovation he thinks how the Board can afford not to have it. He said staff can't do the types of things the Board has asked for without an Office of Innovation. Director Stone said the Board is very supportive of electric buses and is that the solution.

Mr. Simon said in April when the Business Plan was presented staff stated there is a need to be more aggressive and innovative. He said the organization is ready to be that, both in the way it is organized and staffed. Mr. Simon said all of this has to take place in the context of putting a measure on the ballot in 2018 that allows the District to become a mobility organization and not a transit organization. He said the District is an important employer and provides a public service in the County.

### **Preliminary FY2018 Capital Budget**

Ms. Kelly said:

- FY2018 priorities:
  - Maintain District's existing service and infrastructure network
  - Ensures vehicles and facilities are maintained in a state of good repair
  - Invests in Safety and Information Technology
  - Advances District Strategic Plan priorities
  - Projects were selected based on their impact to service quality, operating and cost efficiency, safety and security, and sustainability
- Preliminary budget is \$15.4 million

Director Gee said maybe starting next year the Board can look at a five-year rolling Capital Improvement Program.

### **Award of Contract to Reliance Standard Insurance Company for Long-Term Disability Insurance for a Total Estimated Cost of \$78,000 for a Two-Year Period**

Motion/Second: Stone/Kersteeen-Tucker

Ayes: Gee, Groom, Guilbault, Kersteeen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

### **Authorize Award of Contract to Reliance Standard Insurance Company for Life and Accidental Death and Dismemberment Insurance for a Total Estimated Cost of \$164,000 for a Two-Year Period**

Motion/Second: Ratto/Stone

Ayes: Gee, Groom, Guilbault, Kersteeen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

### **Authorize Award of 12 On-Call Contracts for Information Technology Consulting and Support Services in an Aggregated Not-to-Exceed Amount of \$11.1 Million for a Three-Year Base Term**

Motion/Second: Ratto/Pine

Ayes: Gee, Groom, Guilbault, Kersteeen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

**Authorize Award of Contract for New Heavy-Duty Differentials to Gillig LLC for a Total Estimated Cost of \$176,000 for a Five-Year Term**

Motion/Second: Gee/Stone

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

**Authorize Amendment to Contract with T&J Lewis, Inc. (dba Classic Graphics) for Provision of Autobody Repair and Repainting for an Estimated Total Amount of \$826,567**

Motion/Second: Gee/Kersteen-Tucker

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

**Authorize Purchase of Seven 2017 Support Vehicles Through the State of California for a Total Estimated Cost of \$207,070**

Motion/Second: Guilbault/Stone

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

**Authorize the Disposition of 16 Surplus Heavy-Duty Buses**

Motion/Second: Kersteen-Tucker/Gee

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

Adjourned: 3:47 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Kathleen Kelly  
Interim Chief Financial Officer

SUBJECT: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDING  
APRIL 30, 2017, AND SUPPLEMENTAL INFORMATION**

**ACTION**

Staff proposes the Committee recommend that the Board accept and enter into the record the Statement of Revenues and Expenses for the month of April 2017 and supplemental information (Attachment 1).

**SIGNIFICANCE**

The year-end forecast shown in the attached Statement of Revenues and Expenses projects a surplus of \$8.2 million (page 1 of Statement of Revenues and Expenses, line 35). The surplus is driven by a decrease in the expense forecast, which is projected to end the year \$10.1 million favorable to the revised budget. The favorable year-end expense forecast is primarily driven by lower-than-anticipated costs in fuel, professional & technical services, and contracted bus services. The surplus in expenses is slightly offset by Operating revenues, due to a decline in Passenger Fares.

**BUDGET IMPACT**

**Revenues:** As of April, year-to-date Total Revenues (page 1 of the Statement of Revenues and Expenses, line 14) are \$1.2 million or 0.9 percent worse than the revised budget; by the end of the year, they are projected to total \$1.6 million less than the budget. This unfavorability is driven by Passenger Fares, which are \$2.2 million lower than the year-to-date budget, and projected to end the year \$2.6 million lower than the budget. The loss in Passenger Fares is partially offset by favorable results in Investment Interest (line 10), and Other Interest, Rent, and other income (line 12), which, together, are projected to be about \$1 million better than the year-end budget.

**Expenses:** Year-to-date April Total Expenses (page 4 of the Statement of Revenues and Expenses, line 71) are \$10.9 million or 9 percent better than the year-to-date budget, and are projected to end the year at slightly more than \$10 million better than the budget. This favorability is driven primarily by Total Motorbus expenses (\$9.5 million, Page 3 line 46), but also includes savings in Total ADA Programs (\$0.9 million, Page 4 line 55), and Total Multi-Modal Programs (\$0.5 million, Page 4 line 69). The favorable year-end forecast in Motorbus expenses results from lower –than- budgeted costs in Fuel



(\$2.6 million), Contracted Bus Service (\$2.3 million, with \$1.1 million related to savings in fuel), and Professional, Technical, and Other Service (\$1.7 million).

There are no budget revisions for the month of April 2017.

Last month there were several questions brought up by the Board. Attachment 2 addresses the answers to those questions.

**STRATEGIC INITIATIVE**

This item does not achieve a strategic initiative.

Prepared By:	Melanie Hartanto, Accountant	650-508-6478
	Sheila Tioyao, Manager, General Ledger	650-508-7752
	Dapri Hong, Senior Analyst	650-622-8055
	Ryan Hinchman, Manager, FP&A	650-508-7733

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

% OF YEAR ELAPSED: **83.3%**

	MONTH	YEAR-TO-DATE				ANNUAL			
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	CURRENT FORECAST	% REV BUDGET
<b>SOURCES OF FUNDS</b>									
<b>Operating Revenues</b>									
1 Passenger Fares	1,340,781	15,242,126	14,057,771	16,264,167	86.4	19,517,000	19,517,000	16,955,520	72.0
2 Local TDA and STA Funds	3,404,892	31,253,082	34,064,712	34,064,711	100.0	42,361,438	42,361,438	42,081,438	80.4
3 Operating Grants	715,567	7,104,306	3,432,522	3,432,522	100.0	4,010,671	4,010,671	4,362,671	85.6
4 SMCTA Measure A	754,902	8,008,353	8,147,507	8,254,171	98.7	9,960,000	9,960,000	9,960,000	81.8
5 SM County Measure A	416,667	4,166,668	4,166,667	4,166,667	100.0	5,000,000	5,000,000	5,000,000	83.3
6 AB434 Funds & TA Funded Shuttle	9,083	498,383	90,833	90,834	100.0	109,000	109,000	109,000	83.3
7 <b>Subtotal - Operating Revenues</b>	<b>6,641,892</b>	<b>66,272,918</b>	<b>63,960,012</b>	<b>66,273,071</b>	<b>96.5</b>	<b>80,958,110</b>	<b>80,958,110</b>	<b>78,468,629</b>	<b>79.0</b>
<b>Other Revenue Sources</b>									
9 District 1/2 Cent Sales Tax	5,372,539	66,203,534	68,687,556	68,198,129	100.7	83,000,000	83,000,000	83,000,000	82.8
10 Investment Interest	123,319	953,355	1,331,496	908,766	146.5	1,090,519	1,090,519	1,601,899	122.1
11 Pass through to Other Agencies	0	113,138	9,072	62,145	14.6	69,000	69,000	9,072	13.1
12 Other Interest, Rent & Other Income	520,996	5,711,678	6,409,644	6,168,794	103.9	7,308,988	7,308,988	7,784,807	87.7
13 <b>Subtotal - Other Revenues</b>	<b>6,016,854</b>	<b>72,981,706</b>	<b>76,437,768</b>	<b>75,337,833</b>	<b>101.5</b>	<b>91,468,507</b>	<b>91,468,506</b>	<b>92,395,778</b>	<b>83.6</b>
14 <b>Total Revenues</b>	<b>12,658,746</b>	<b>139,254,624</b>	<b>140,397,780</b>	<b>141,610,904</b>	<b>99.1</b>	<b>172,426,616</b>	<b>172,426,616</b>	<b>170,864,408</b>	<b>81.4</b>
15 <b>Capital Assistance</b>	<b>0</b>	<b>3,838,025</b>	<b>975,098</b>	<b>975,098</b>	<b>100.0</b>	<b>10,255,906</b>	<b>109,896,959</b>	<b>109,896,959</b>	<b>0.9</b>
16 <b>Reserves Programmed for Capital</b>	<b>616,837</b>	<b>3,062,377</b>	<b>3,656,007</b>	<b>3,656,007</b>	<b>100.0</b>	<b>0</b>	<b>6,637,249</b>	<b>6,637,249</b>	<b>55.1</b>
17 <b>Total Sources of Funds</b>	<b>13,275,583</b>	<b>146,155,026</b>	<b>145,028,885</b>	<b>146,242,009</b>	<b>99.2</b>	<b>182,682,522</b>	<b>288,960,824</b>	<b>287,398,616</b>	<b>50.2</b>
<b>USES OF FUNDS</b>									
<b>Operations</b>									
21 Motor Bus	9,102,468	88,094,695	88,864,739	98,366,917	90.3	117,968,986	117,970,986	108,442,808	75.3
22 A. D. A. Programs	1,573,560	13,576,251	14,619,111	15,483,883	94.4	18,157,910	18,155,910	17,657,910	80.5
23 Caltrain	540,000	5,360,168	5,400,004	5,506,667	98.1	6,640,000	6,640,000	6,640,000	81.3
24 Other Multi-modal Programs	(36,403)	1,629,261	1,448,128	1,828,199	79.2	2,161,708	2,161,708	2,161,707	67.0
25 <b>Subtotal - Operating Costs</b>	<b>11,179,625</b>	<b>108,660,375</b>	<b>110,331,982</b>	<b>121,185,666</b>	<b>91.0</b>	<b>144,928,604</b>	<b>144,928,604</b>	<b>134,902,425</b>	<b>76.1</b>
<b>Other Uses of Funds</b>									
27 Pass through to Other Agencies	0	113,138	9,072	79,780	11.4	79,780	79,780	9,072	11.4
28 Debt Service	832,337	8,286,248	8,323,371	8,323,371	100.0	21,648,044	21,648,044	21,648,044	38.4
29 Fiscal Agent Fees	726	9,159	14,975	23,668	63.3	28,401	28,401	28,401	52.7
30 Land Transfer Interest Expense	0	0	0	0	0	45,716	45,716	45,716	0.0
31 <b>Subtotal - Other Uses of Funds</b>	<b>833,064</b>	<b>8,408,545</b>	<b>8,347,418</b>	<b>8,426,818</b>	<b>99.1</b>	<b>21,801,941</b>	<b>21,801,941</b>	<b>21,731,233</b>	<b>38.3</b>
32 <b>Capital Programs</b>	<b>616,838</b>	<b>7,175,167</b>	<b>4,631,105</b>	<b>4,631,105</b>	<b>100.0</b>	<b>16,327,874</b>	<b>122,606,176</b>	<b>122,606,176</b>	<b>3.8</b>
33 <b>Total Uses of Funds</b>	<b>12,629,526</b>	<b>124,244,087</b>	<b>123,310,505</b>	<b>134,243,589</b>	<b>91.9</b>	<b>183,058,419</b>	<b>289,336,721</b>	<b>279,239,834</b>	<b>42.6</b>
34 <b>NET SURPLUS / (DEFICIT)</b>	<b>646,057</b>	<b>21,910,938</b>	<b>21,718,380</b>	<b>11,998,420</b>	<b>181.0</b>	<b>(375,897)</b>	<b>(375,897)</b>	<b>8,158,782</b>	<b>(5777.7)</b>

"% 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 (Audited).

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

% OF YEAR ELAPSED: **83.3%**

	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
<b>OPERATING REVENUES - MOTOR BUS</b>								
1 <b>TOTAL MOTOR BUS FARES</b>	1,281,661	14,509,134	13,458,390	15,531,667	86.7	18,638,000	18,638,000	72.2
2 <b>LOCAL (TDA) TRANSIT FUND:</b>								
3 General Operating Assistance	3,134,134	26,786,436	31,341,341	31,341,341	100.0	37,540,609	37,540,609	83.5
4 <b>STATE TRANSIT ASSISTANCE:</b>								
5 Local STA Operating Assistance	95,804	2,715,313	886,746	886,746	100.0	2,609,106	2,609,106	34.0
6 <b>OPERATING GRANTS</b>								
7 <b>TOTAL OPERATING GRANTS</b>	58,236	6,554,560	1,221,697	1,221,697	100.0	1,666,278	1,667,878	73.2
8 <b>DISTRICT 1/2 CENT SALES TAX:</b>								
9 General Operating Assistance	3,790,795	32,093,224	35,936,481	44,192,446	81.3	51,283,370	51,283,770	70.1
10 Accessibility Fixed Route	160,468	874,070	874,988	944,348	92.7	1,133,217	1,133,217	77.2
11 <b>TOTAL 1/2 CENT SALES TAX</b>	3,951,263	32,967,294	36,811,469	45,136,793	81.6	52,416,587	52,416,987	70.2
12 <b>INVESTMENT INTEREST INCOME:</b>								
13 Investment Interest Income	99,930	762,164	1,044,271	735,433	142.0	882,519	882,519	118.3
14 <b>OTHER REVENUE SOURCES:</b>								
15 Rental Income	125,327	1,163,275	1,278,545	1,133,333	112.8	1,360,000	1,360,000	94.0
16 Advertising Income	167,389	802,701	719,249	957,500	75.1	1,149,000	1,149,000	62.6
17 Other Income	188,722	1,833,641	2,103,031	1,422,407	147.9	1,706,888	1,706,888	119.5
18 <b>TOTAL OTHER REVENUES</b>	481,439	3,799,616	4,100,825	3,513,240	116.7	4,215,888	4,215,888	97.3
19 <b>TOTAL MOTOR BUS</b>	9,102,468	88,094,517	88,864,739	98,366,917	90.3	117,968,986	117,970,986	75.3
21 <b>AMERICAN DISABILITIES ACT:</b>								
22 Passenger Fares Redi-Wheels	59,120	732,992	599,380	732,500	81.8	879,000	879,000	68.2
23 Local TDA 4.5 Redi-Wheels	153,687	1,418,795	1,536,869	1,536,869	100.0	1,844,243	1,844,243	83.3
24 Local STA - Paratransit	21,266	332,538	299,756	299,755	100.0	367,480	367,480	81.6
25 Operating Grants	657,331	549,746	2,210,825	2,210,825	100.0	2,344,393	2,342,793	94.4
26 Sales Tax - District ADA Programs	(205,957)	1,253,065	86,307	861,113	10.0	1,124,994	1,124,594	7.7
27 Sales Tax - Paratransit Suppl. Coastside	133,098	1,252,870	1,440,741	1,511,480	95.3	1,669,800	1,669,800	86.3
28 Interest Income - Paratransit Fund	23,389	191,369	287,225	173,333	165.7	208,000	208,000	138.1
29 SMCTA Measure A Redi-Wheels	214,902	2,648,185	2,747,503	2,747,503	100.0	3,320,000	3,320,000	82.8
30 SM County Measure A	416,667	4,166,668	4,166,667	4,166,667	100.0	5,000,000	5,000,000	83.3
31 Measure M Paratransit	100,060	1,030,200	1,243,838	1,243,838	100.0	1,400,000	1,400,000	88.8
32 <b>TOTAL ADA PROGRAMS</b>	1,573,560	13,576,429	14,619,111	15,483,883	94.4	18,157,910	18,155,910	80.5
33 <b>MULTI-MODAL TRANSIT PROGRAMS:</b>								
34 Transfer from SMCTA for Caltrain	540,001	5,360,168	5,400,004	5,506,667	98.1	6,640,000	6,640,000	81.3
35 AB434 Funds & TA Funded Shuttle	9,083	498,383	90,833	90,834	100.0	109,000	109,000	83.3
36 Employer SamTrans Shuttle Funds	(60,502)	881,684	1,064,981	1,411,715	75.4	1,693,100	1,693,100	62.9
37 Sales Tax - SamTrans Shuttle Program	1,907	122,265	154,642	183,983	84.1	189,608	189,608	81.6
38 Sales Tax - Gen. Operating Asst.	13,108	126,928	137,672	141,667	97.2	170,000	170,000	81.0
39 <b>TOTAL MULTIMODAL</b>	503,597	6,989,429	6,848,132	7,334,866	93.4	8,801,708	8,801,708	77.8
40 <b>TOTAL REVENUES</b>	11,179,625	108,660,375	110,331,982	121,185,666	91.0	144,928,604	144,928,604	76.1

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**SAN MATEO COUNTY TRANSIT DISTRICT  
OPERATING EXPENSES  
FISCAL YEAR 2017  
APRIL 2017**

% OF YEAR ELAPSED: **83.3%**

EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
<b>DISTRICT OPERATED BUSES</b>								
1 Wages & Benefits	4,551,712	48,194,020	48,226,048	48,257,283	99.9	58,214,650	57,696,200	83.6
2								
3 Services:								
4 Board of Directors	7,473	37,059	43,529	78,557	55.4	86,000	86,000	50.6
5 Contracted Vehicle Maintenance	90,924	1,069,636	902,417	1,253,750	72.0	1,508,154	1,508,154	59.8
6 Property Maintenance	85,896	1,073,844	812,613	1,005,329	80.8	1,238,000	1,234,364	65.8
7 Professional Services	508,511	3,266,075	3,596,005	4,424,584	81.3	4,956,711	5,209,579	69.0
8 Technical Services	804,666	4,344,442	5,409,432	6,190,696	87.4	7,065,517	7,310,343	74.0
9 Other Services	399,243	1,961,815	2,296,002	2,839,392	80.9	3,206,540	3,458,039	66.4
10								
11 Materials & Supply:								
12 Fuel & Lubricants	192,792	2,292,651	2,278,875	4,287,095	53.2	5,525,612	5,415,612	42.1
13 Bus Parts & Materials	148,348	1,801,087	1,701,908	1,664,040	102.3	2,042,508	2,042,508	83.3
14 Uniforms & Driver Expense	33,214	260,894	254,739	429,778	59.3	479,129	479,829	53.1
15 Timetables & Tickets	4,980	130,054	81,919	155,161	52.8	263,645	263,645	31.1
16 Office Supplies / Printing	20,171	252,911	287,955	423,687	68.0	485,062	487,651	59.0
17 Other Materials & Supply	8,314	98,545	133,730	132,710	100.8	159,500	159,500	83.8
18								
19 Utilities:								
20 Telecommunications	35,379	421,585	351,683	609,993	57.7	731,991	731,991	48.0
21 Other Utilities	101,632	827,851	923,057	950,000	97.2	1,140,000	1,140,000	81.0
22 Insurance Costs	60,196	1,579,888	1,914,853	2,414,415	79.3	2,897,298	2,897,298	66.1
23 Workers' Compensation	236,696	2,786,324	2,738,417	3,056,800	89.6	3,668,160	3,668,160	74.7
24 Taxes & License Fees	35,224	419,471	432,905	612,614	70.7	735,136	735,136	58.9
25 Fixed Route Accessibility	160,468	874,070	874,988	944,348	92.7	1,133,217	1,133,217	77.2
26 Leases & Rentals	12,686	132,525	136,624	144,600	94.5	175,740	175,740	77.7
27 Promotional & Legal Advertising	15,303	82,382	191,547	404,083	47.4	484,700	484,700	39.5
28 Training & Business Travel	28,142	201,967	168,772	523,155	32.3	610,463	610,913	27.6
29 Dues & Membership	13,808	82,522	91,282	99,400	91.8	118,620	118,620	77.0
30 Postage & Other	2,406	74,670	87,949	77,957	112.8	103,000	63,338	138.9
31								
<b>Total District Operated Buses</b>	<b>7,558,186</b>	<b>72,266,289</b>	<b>73,937,249</b>	<b>80,979,424</b>	<b>91.3</b>	<b>97,029,352</b>	<b>97,110,536</b>	<b>76.1</b>
32								
<b>CONTRACTED BUS SERVICES</b>								
33								
34 Contracted Urban Bus Service	1,354,625	12,502,337	13,335,349	14,311,917	93.2	17,246,300	17,166,300	77.7
35 Other Related Costs	27,730	391,246	354,224	324,589	109.1	392,150	392,966	90.1
36 Insurance Costs	1,276	959,517	(477,612)	613,828	(77.8)	736,593	736,593	-64.8
37 Coastside Services	124,380	1,470,399	1,257,147	1,640,000	76.7	1,968,000	1,968,000	63.9
38 Redi Coast Non-ADA	18,023	225,004	220,397	194,167	113.5	233,000	233,000	94.6
39 Other Related Costs	9,272	72,255	93,264	103,771	89.9	124,525	124,525	74.9
40 La Honda - Pescadero	4,988	52,500	46,725	45,942	101.7	55,130	55,130	84.8
41 SamCoast - Pescadero	6,668	141,255	92,424	147,583	62.6	177,100	177,100	52.2
42 Other Related Cost - SamCoast	(2,680)	13,894	5,572	5,696	97.8	6,836	6,836	81.5
43								
<b>Total Contracted Bus Service</b>	<b>1,544,282</b>	<b>15,828,406</b>	<b>14,927,489</b>	<b>17,387,492</b>	<b>85.9</b>	<b>20,939,634</b>	<b>20,860,450</b>	<b>71.6</b>
44								
<b>TOTAL MOTOR BUS</b>	<b>9,102,468</b>	<b>88,094,695</b>	<b>88,864,739</b>	<b>98,366,917</b>	<b>90.3</b>	<b>117,968,986</b>	<b>117,970,986</b>	<b>75.3</b>
45								
46								

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**SAN MATEO COUNTY TRANSIT DISTRICT  
OPERATING EXPENSES  
FISCAL YEAR 2017  
APRIL 2017**

% OF YEAR ELAPSED: 83.3%

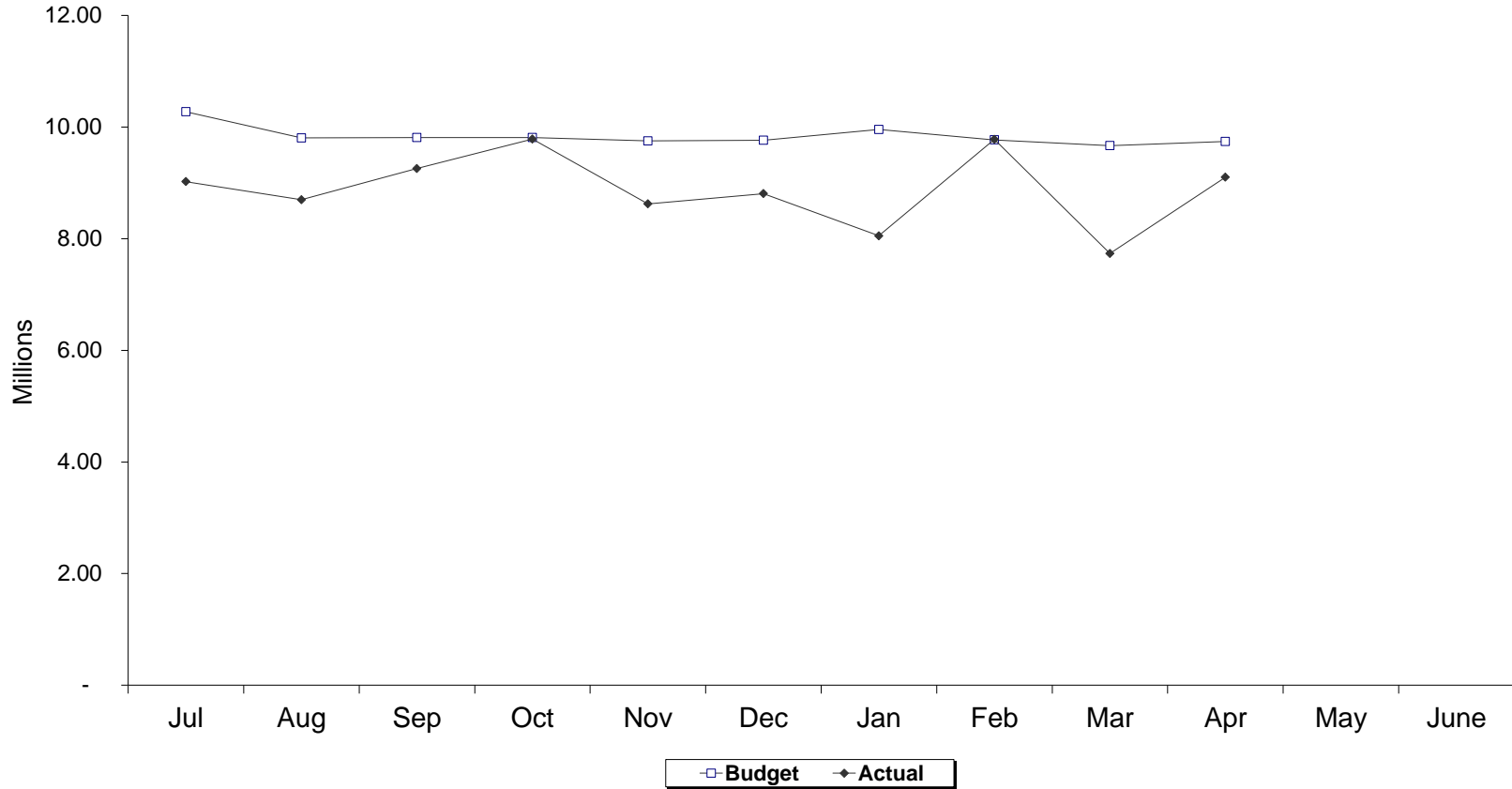
<u>EXPENSES</u>	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
47 <b>AMERICAN DISABILITY ACT PROGRAMS</b>								
48								
49 Elderly & Disabled/Redi-Wheels	309,120	4,408,315	4,476,795	5,287,973	84.7	7,322,052	6,152,052	72.8
50 Other Related Costs	363,912	2,760,668	2,316,491	2,955,568	78.4	3,386,207	3,384,207	68.5
51 ADA Sedan/Taxi Service	372,937	3,808,006	4,187,321	3,725,607	112.4	3,628,328	4,798,328	87.3
52 ADA Accessibility Support	104,861	930,366	1,078,279	1,519,943	70.9	1,571,564	1,571,564	68.6
53 Coastside ADA Support	133,098	1,252,870	1,440,741	1,511,480	95.3	1,669,800	1,669,800	86.3
54 Insurance Costs	289,633	416,026	1,119,484	483,312	231.6	579,959	579,959	193.0
55 <b>TOTAL ADA PROGRAMS</b>	<b>1,573,560</b>	<b>13,576,251</b>	<b>14,619,111</b>	<b>15,483,883</b>	<b>94.4</b>	<b>18,157,910</b>	<b>18,155,910</b>	<b>80.5</b>
56								
57								
58 <b>MULTIMODAL TRANSIT PROGRAMS</b>								
59								
60 <b>CALTRAIN SERVICE</b>								
61 Peninsula Rail Service	540,000	5,360,168	5,400,004	5,506,667	98.1	6,640,000	6,640,000	81.3
62 <b>Total Caltrain Service</b>	<b>540,000</b>	<b>5,360,168</b>	<b>5,400,004</b>	<b>5,506,667</b>	<b>98.1</b>	<b>6,640,000</b>	<b>6,640,000</b>	<b>81.3</b>
63								
64 <b>OTHER SUPPORT</b>								
65 SamTrans Shuttle Service	(49,512)	1,502,333	1,310,456	1,686,532	77.7	1,991,708	1,991,708	65.8
66 Bicycle Coordinating Activities								
66 Maintenance Multimodal Facilities	13,109	126,928	137,672	141,667	97.2	170,000	170,000	81.0
67 <b>Total Other Support</b>	<b>(36,403)</b>	<b>1,629,261</b>	<b>1,448,128</b>	<b>1,828,199</b>	<b>79.2</b>	<b>2,161,708</b>	<b>2,161,708</b>	<b>67.0</b>
68								
69 <b>TOTAL MULTI-MODAL PROGRAMS</b>	<b>503,597</b>	<b>6,989,429</b>	<b>6,848,132</b>	<b>7,334,866</b>	<b>93.4</b>	<b>8,801,708</b>	<b>8,801,708</b>	<b>77.8</b>
70								
71 <b>TOTAL EXPENSES</b>	<b>11,179,625</b>	<b>108,660,375</b>	<b>110,331,982</b>	<b>121,185,666</b>	<b>91.0</b>	<b>144,928,604</b>	<b>144,928,604</b>	<b>76.1</b>

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## SAN MATEO COUNTY TRANSIT DISTRICT

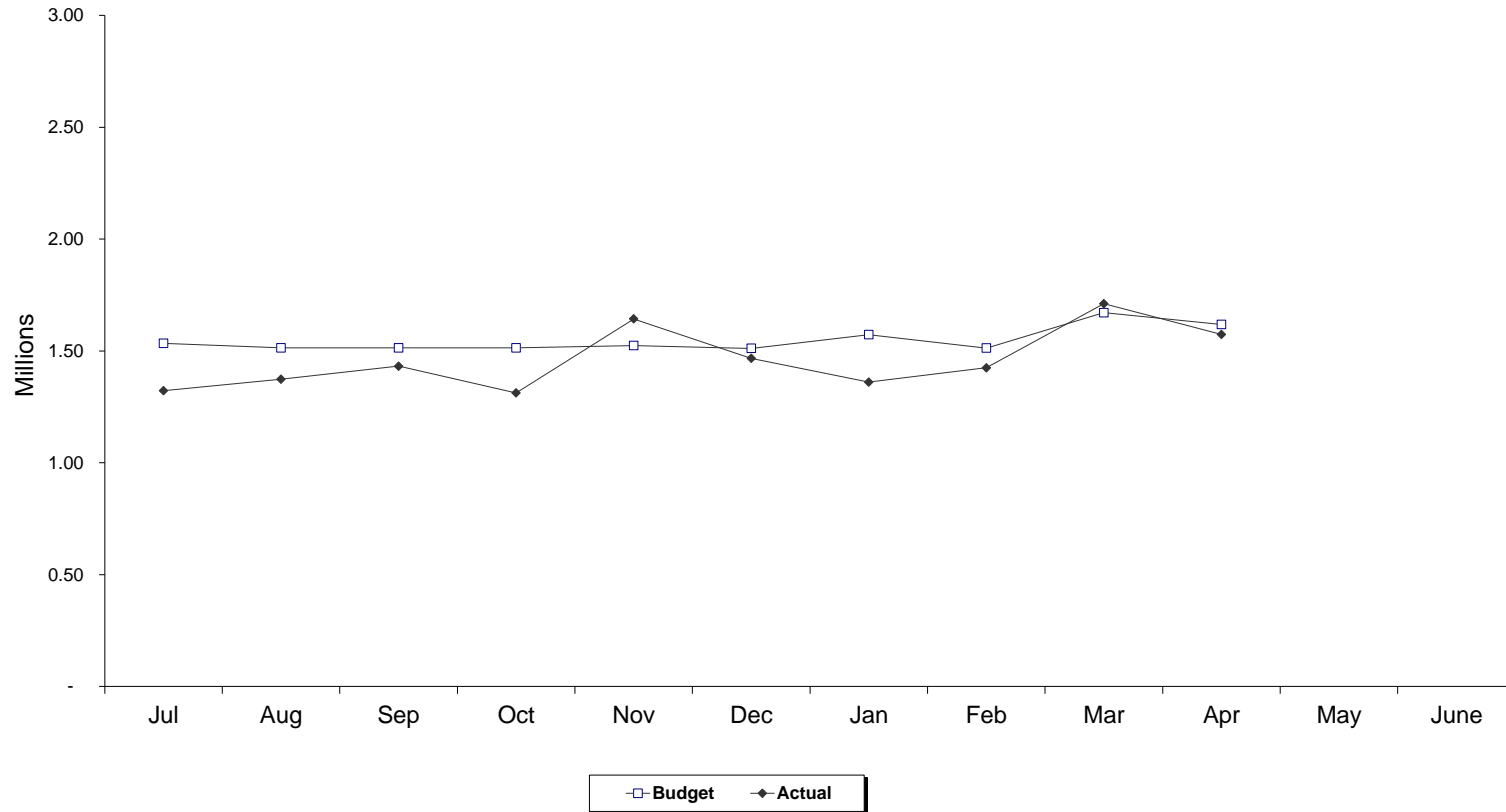
### MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

### FISCAL YEAR 2017



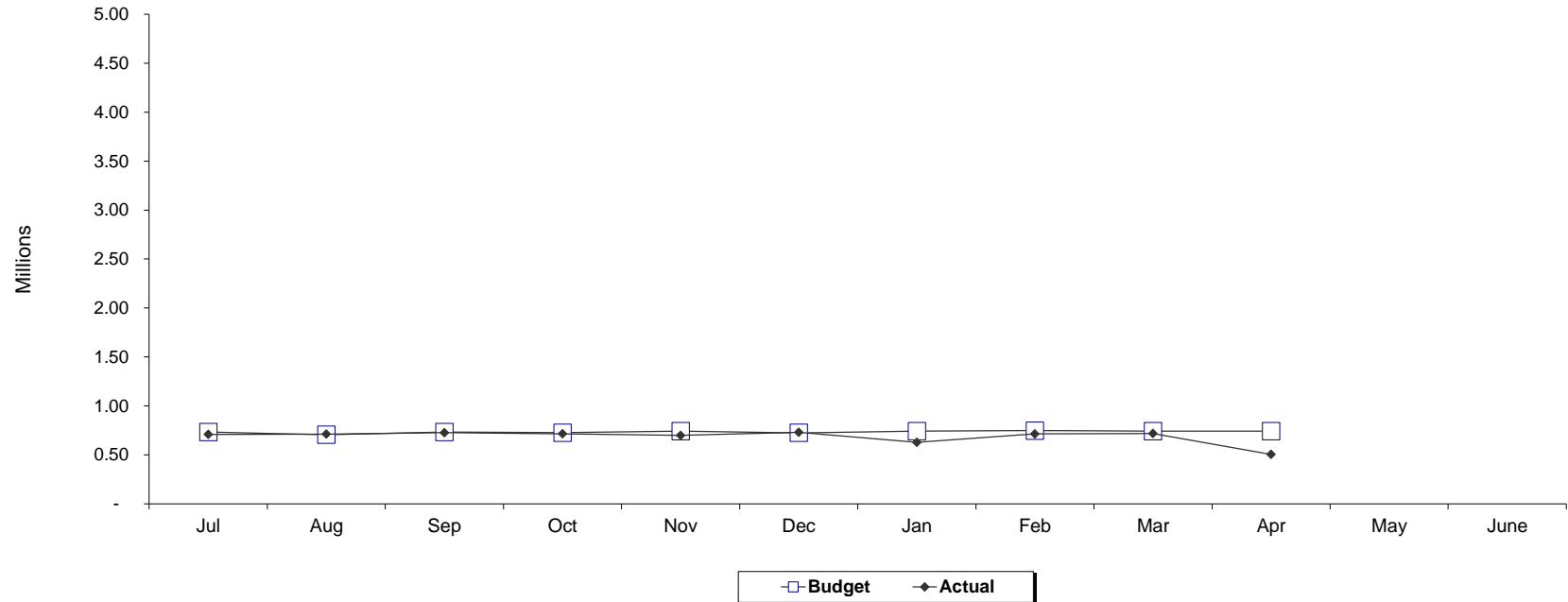
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
<b>Budget</b>	10,275,750	9,806,266	9,812,859	9,813,021	9,753,031	9,765,188	9,956,980	9,771,716	9,669,683	9,742,421		
<b>Actual</b>	9,023,605	8,698,427	9,255,952	9,784,949	8,625,265	8,808,317	8,051,991	9,780,000	7,733,766	9,102,468		
<b>CUMULATIVE EXPENSES</b>												
<b>Budget</b>	10,275,750	20,082,017	29,894,875	39,707,897	49,460,928	59,226,116	69,183,096	78,954,813	88,624,495	98,366,917		
<b>Actual</b>	9,023,605	17,722,032	26,977,984	36,762,933	45,388,198	54,196,515	62,248,506	72,028,506	79,762,271	88,864,739		
<b>Variance - F(U)</b>	1,252,146	2,359,985	2,916,892	2,944,964	4,072,730	5,029,601	6,934,590	6,926,307	8,862,224	9,502,178		
<b>Variance %</b>	12.19%	11.75%	9.76%	7.42%	8.23%	8.49%	10.02%	8.77%	10.00%	9.66%		

### 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
<b>MONTHLY EXPENSES</b>												
<b>Budget</b>	1,533,790	1,513,267	1,513,267	1,513,436	1,523,831	1,511,625	1,572,925	1,512,935	1,670,552	1,618,252		
<b>Actual</b>	1,322,352	1,373,403	1,431,552	1,312,368	1,643,108	1,466,845	1,360,535	1,424,377	1,711,012	1,573,560		
<b>CUMULATIVE EXPENSES</b>												
<b>Budget</b>	1,533,790	3,047,058	4,560,325	6,073,761	7,597,593	9,109,217	10,682,143	12,195,078	13,865,630	15,483,883		
<b>Actual</b>	1,322,352	2,695,754	4,127,306	5,439,674	7,082,782	8,549,626	9,910,162	11,334,539	13,045,551	14,619,111		
<b>Variance - F(U)</b>	211,439	351,303	433,019	634,087	514,811	559,591	771,981	860,539	820,080	864,772		
<b>Variance %</b>	13.79%	11.53%	9.50%	10.44%	6.78%	6.14%	7.23%	7.06%	5.91%	5.58%		

## 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
<b>MONTHLY EXPENSES</b>												
<b>Budget</b>	732,134	705,468	732,134	725,668	742,134	724,392	742,134	746,534	742,134	742,134		
<b>Actual</b>	708,677	711,565	725,582	713,657	697,021	729,906	626,763	713,322	718,042	503,597		
<b>CUMULATIVE EXPENSES</b>												
<b>Budget</b>	732,134	1,437,602	2,169,736	2,895,404	3,637,538	4,361,930	5,104,064	5,850,598	6,592,732	7,334,866		
<b>Actual</b>	708,677	1,420,242	2,145,825	2,859,481	3,556,502	4,286,408	4,913,170	5,626,492	6,344,534	6,848,132		
<b>Variance - F(U)</b>	23,456	17,360	23,911	35,923	81,036	75,522	190,894	224,106	248,198	486,735		
<b>Variance %</b>	3.20%	1.21%	1.10%	1.24%	2.23%	1.73%	3.74%	3.83%	3.76%	6.64%		



SAN MATEO COUNTY TRANSIT DISTRICT

INTEREST ON INVESTMENTS

April 30, 2017

DESCRIPTION	TOTAL INVESTMENT 4-30-17	INTEREST RECEIVABLE 3-31-17	PREPAID INT RECEIVABLE 4-30-17	INTEREST EARNED 4-30-17	INTEREST RECEIVED 4-30-17	ADJ.	INTEREST RECEIVABLE 4-30-17
RESERVE FOR CAPITAL PROJ	60,156.60	790.80	0.00	395.40	0.00	0.00	1,186.20
LAIF -- CAPITAL PROJ	77,579.36	281.09	0.00	56.32	379.87	98.78	56.32
REIMB SECURITIES -- L76R	88,711,409.88	325,310.08	1,956.52	119,993.80	142,752.30	(164.53)	304,343.57
LAIF -- REIMB FUNDS L76R	10,998.21	502.94	0.00	7.98	53.86	(449.08)	7.98
PARATRANSIT FUNDS	25,047,787.40	66,214.94	489.13	29,883.57	21,365.61	(52.28)	75,169.75
LAIF -- PARATRANSIT	1,039,239.64	4,713.04	0.00	754.51	5,088.75	375.71	754.51
BANK OF AMERICA	49,942,252.55	0.00	0.00	3,624.22	3,624.22	0.00	0.00
WELLS FARGO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
US Bank - Custodian account	9,006,045.12	1,257.18	0.00	1,994.55	1,353.90	0.00	1,897.83
Debt Service Reserves							
Held by Trustee:	13,046,595.25	0.00	0.00	0.00	0.00	0.00	0.00
	<u>186,942,064.01</u>	<u>399,070.07</u>	<u>2,445.65</u>	<u>156,710.35</u>	<u>174,618.51</u>	<u>(191.40)</u>	<u>383,416.16</u>

April 2017 -- SUMMARY OF INTEREST & CAPITAL GAIN

Interest Earned 4/30/17	156,518.95
<b>Add:</b>	
CEO Interest	0.00
<b>Less:</b>	
Trust Fees	(726.43)
Capital Gain(Loss)	(937.82)
Total Interest & Capital Gain(Loss)	<u>154,854.70</u>

YEAR TO DATE -- SUMMARY

Interest Earned	1,303,296.95
<b>Add:</b>	
CEO Interest	
<b>Less:</b>	
Trust Fees	(6,135.05)
Capital Gain(Loss)	92,324.96
Total Interest & Capital Gain(Loss)	<u>1,389,486.86</u>

Balance Per Ledger as of 4/30/17

Deferred Int Acct. 210852/3	35,704.52
Interest Acct. 409101	1,267,592.43
Less Trust Fees 530045	(6,135.05)
Gain(Loss) Acct. 405210	92,324.96
	<u>1,389,486.86</u>

**SAN MATEO COUNTY TRANSIT DISTRICT  
BOND REIMBURSED FUNDS -- INTEREST ON SECURITIES -- L76R  
April 30, 2017**

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 4-30-17	MATURITY/CALL DATE	INT RATE	APPL DAYS	PREPAID INT REC'BLE 3-31-17	INTEREST RECEIVED 4-30-17	INTEREST EARNED 4-30-17	INTEREST RECEIVED 4-30-17	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'BLE 4-30-17	INT REC'BLE LESS PREPAID 4-30-17	PAR VALUE	
<b>U.S. TREASURY NOTES AND BONDS</b>																		
US TREASURY NOTE	912828ZU1	3-31-16	996,757.82	1,510,419.45	994,960.94	04-05-17	0.625%	4	2,624.31		69.44	2,693.37		(0.38)	(0.00)	(0.00)	1,000,000.00	
US TREASURY NOTE	912828ST8	03-25-15	64,987.30	66,450.79	64,972.05	04-30-19	1.250%	30	341.16		67.71	406.25		(0.41)	2.21	2.21	65,000.00	
US TREASURY NOTE	912828UQ1	11-09-15	1,282,886.72	1,319,400.63	1,295,734.38	04-20-17	1.250%	19	1,413.04		857.64	2,252.04		(18.64)	(0.00)	(0.00)	1,300,000.00	
US TREASURY NOTE	912828VF4	12-7-15	4,343,109.38	4,480,779.60	4,385,048.80	05-31-20	1.375%	30	20,277.47		5,041.67			(55.40)	25,263.74	25,263.74	4,400,000.00	
US TREASURY NOTE	912828VP2	05-18-16	3,824,730.47	3,861,575.26	3,755,211.40	07-31-20	2.000%	30	12,265.19		16,667.67			(34.07)	18,397.79	18,397.79	3,700,000.00	
US TREASURY NOTE	912828L32	6-29-16	1,527,421.88	1,527,480.00	1,491,504.00	08-31-20	1.375%	30	1,793.48		1,718.75			(37.37)	3,474.86	3,474.86	1,500,000.00	
US TREASURY NOTE	912828Q78	01-05-17	1,960,312.50	1,964,532.00	1,975,860.00	04-30-21	1.375%	30	11,546.96		2,291.67	13,750.00		(13.90)	74.73	74.73	2,000,000.00	
US TREASURY NOTE	912828R77	03-17-17	1,363,632.81	1,375,063.20	1,381,952.60	05-31-21	1.375%	30	6,451.92		1,604.17			(17.63)	8,038.46	8,038.46	1,400,000.00	
US TREASURY NOTE	912828D72	04-05-17	1,007,734.38	1,010,586.00	1,010,586.00	08-31-21	2.000%	26	0.00	1,956.52	1,444.45			(31.40)	3,369.57	1,413.05	1,000,000.00	
																	17.39%	
<b>GOVERNMENT BONDS</b>																		
FHLMC NOTES	3137EADN6	08-30-16	299,646.00	299,683.20	299,310.90	01-12-18	0.750%	30	493.75		187.50				681.25	681.25	300,000.00	
FHMA GLOBAL NOTES	3137EADP1	08-08-16	3,204,128.00	3,200,003.20	3,192,803.20	03-07-18	0.875%	30	1,866.67		2,333.33				4,200.00	4,200.00	3,200,000.00	
FHMA GLOBAL NOTES	3137EADP1	08-08-16	1,802,322.00	1,800,001.80	1,796,148.00	04-06-17	0.875%	5	1,050.00		218.75	1,268.75			0.00	0.00	1,800,000.00	
FHLMC	3130A9AE1	08-26-16	4,097,212.00	4,095,112.80	4,077,769.80	10-01-18	0.875%	30	17,937.50		2,989.58	17,937.50			2,989.58	2,989.58	4,100,000.00	
FHLMC	3137EAD7	09-16-16	1,394,400.15	1,394,358.30	1,387,222.88	10-12-18	0.875%	30	6,811.72		1,017.19	6,984.69			644.22	644.22	1,395,000.00	
FHLB NOTES AGENCY	313376BR5	08-11-16	255,055.00	254,369.00	251,883.25	12-14-18	1.750%	30	3,300.35		364.58				1,664.93	1,664.93	250,000.00	
FEDERAL HOME LOAN BANK AG	3130A0XX1	03-10-17	2,050,232.40	2,055,587.73	2,056,391.24	03-18-19	1.375%	30	1,648.28		2,354.69				4,002.97	4,002.97	2,055,000.00	
FHLMC	3137EAE1	07-20-16	2,693,466.00	2,696,919.30	2,669,025.60	07-19-19	0.875%	30	4,725.00		1,968.75				6,693.75	6,693.75	2,700,000.00	
FNMA	3135G0N33	08-02-16	2,196,304.00	2,196,304.00	2,173,311.80	08-02-19	0.875%	30	3,154.86		1,604.17				4,759.03	4,759.03	2,200,000.00	
FHBL GLOBAL NOTE	3130A8Y72	08-04-16	898,272.00	895,966.20	889,308.90	08-05-19	0.875%	30	1,225.00		656.25				1,881.25	1,881.25	900,000.00	
FHMA NOTES	3135G0P49	09-02-16	2,695,788.00	2,695,631.40	2,672,746.20	08-28-19	1.000%	30	2,325.00		2,250.00				4,575.00	4,575.00	2,700,000.00	
FHBL GLOBAL NOTE	3130A9EP2	09-08-16	2,697,651.00	2,697,634.80	2,672,414.10	09-26-16	1.000%	30	375.00		2,250.00				2,625.00	2,625.00	2,700,000.00	
FHMA NOTES	3135G0T29	02-28-17	1,299,168.00	1,295,125.00	1,298,510.20	02-28-20	1.500%	30	1,679.17		1,625.00				3,304.17	3,304.17	1,300,000.00	
FHLMC AGENCY	3137EAF2	04-20-17	1,295,554.00	1,293,341.40	1,293,341.40	04-20-20	1.375%	11	0.00		546.18				546.18	546.18	1,300,000.00	
FHBL GLOBAL NOTE	3130A8QS5	07-15-16	2,683,581.30	2,690,155.80	2,629,748.70	07-14-21	1.125%	30	6,496.88		2,531.25				9,028.13	9,028.13	2,700,000.00	
FNMA NOTES	3135G0N82	08-19-16	473,375.03	472,785.08	463,828.48	08-17-21	1.250%	30	725.69		494.79			0.01	1,220.49	1,220.49	475,000.00	
FNMA NOTES	3135G0N82	08-19-16	1,518,823.75	1,517,888.93	1,489,133.53	08-17-21	1.250%	30	2,329.86		1,588.54				3,918.40	3,918.40	1,525,000.00	
																	33.59%	
<b>CORPORATE NOTE</b>																		
BEAR STEARNS CO INC. NOTE	073902PR3	11-22-16	2,085,620.00	2,081,024.00	2,041,530.00	10-02-17	6.400%	30	63,644.44		10,666.67	64,000.00			10,311.11	10,311.11	2,000,000.00	
WALT DISNEY CORP NOTE	25468PCB0	11-23-16	1,050,210.00	1,047,855.00	1,027,210.00	12-15-17	5.875%	30	17,298.61		4,895.83	22,194.44			22,194.44	22,194.44	1,000,000.00	
JOHN DEERE CAPITAL CORP	24422ETM1	01-06-17	799,480.00	799,480.00	800,637.60	10-15-18	1.650%	30	3,116.67		1,100.00	3,630.00			586.67	586.67	800,000.00	
TOYOTA MOTOR CORP	89236TDM4	01-09-17	1,099,615.00	1,102,627.90	1,101,467.40	01-09-19	1.700%	30	4,259.44		1,558.33			0.01	5,817.78	5,817.78	1,100,000.00	
BERKSHIRE HATHAWAY GLOBAL	084670BL1	12-23-16	1,810,188.00	1,816,198.20	1,814,880.60	08-14-19	2.100%	30	4,935.00		3,150.00				8,085.00	8,085.00	1,800,000.00	
AMERICAN HONDA FINANCE GL	02665WH44	12-20-16	1,808,946.00	1,817,526.60	1,818,529.20	08-15-19	2.250%	30	5,175.00		3,375.00				8,550.00	8,550.00	1,800,000.00	
TOYOTA MOTOR CORP NOTES	89236TDS5	10-18-16	669,665.00	670,047.57	665,753.54	10-18-19	1.550%	30	4,702.10		865.62	5,192.50			375.01	375.01	670,000.00	
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	499,405.00	500,321.50	497,579.00	10-30-19	1.700%	30	3,565.28		708.33	4,250.00			23.61	23.61	500,000.00	
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	1,100,209.00	1,100,707.30	1,094,673.80	10-30-19	1.700%	30	7,843.61		1,558.33	9,350.00			51.94	51.94	1,100,000.00	
PEIZER INC CORP NOTE	717081EB5	11-21-16	1,184,146.80	1,182,475.95	1,184,412.24	12-15-19	1.700%	30	7,274.58		1,678.75				8,953.33	8,953.33	1,185,000.00	
CITIGROUP INC	172967LF6	01-10-17	899,640.00	901,728.00	905,479.20	01-10-20	2.450%	30	4,961.25		1,837.50				6,798.75	6,798.75	900,000.00	
MICROSOFT CORP	594918BV5	02-06-17	899,397.00	900,183.60	903,418.20	02-06-20	1.850%	30	2,543.75		1,387.50				3,931.25	3,931.25	900,000.00	
WALT DISNEY CO CORP NOTES	25468PDP8	03-06-17	379,901.20	380,850.44	381,901.90	03-04-20	1.950%	30	514.58		617.50				1,132.08	1,132.08	380,000.00	
MORGAN STANLEY CORP NOTE	6174467P8	11-30-16	2,009,250.00	1,972,855.80	1,966,483.80	07-24-20	5.500%	30	18,425.00		8,250.00				26,675.00	26,675.00	1,800,000.00	
GOLDMAN SACHS GROUP CORP	38144GQ13	11-28-16	1,765,872.00	1,761,273.60	1,760,051.20	07-27-21	5.250%	30	14,933.33		7,000.00				21,933.33	21,933.33	1,600,000.00	
JOHN DEERE CAPITAL CORP	24422ETL3	03-15-17	448,013.50	451,625.85	455,626.80	01-06-22	2.650%	30	2,815.63		993.75				3,809.38	3,809.38	450,000.00	
																	20.76%	
<b>COMMERCIAL PAPER</b>																		
BANK OF TOKYO MITSUBISHI	06538BRJ4	10-21-16	993,735.00	994,339.00	999,535.00	04-18-17	0.000%	0	0.00		0.00				0.00	0.00	1,000,000.00	
BANK OF TOKYO MITSUBISHI	06538BSF1	11-16-16	993,750.00	994,448.00	999,557.00	05-15-17	0.000%	0	0.00		0.00				0.00	0.00	1,000,000.00	
CREDIT AGRICOLE CIB NY	22533T5F4	11-16-16	1,988,800.00	1,990,722.00	1,999,128.00	05-15-17	0.000%	0	0.00		0.00				0.00	0.00	2,000,000.00	
BNP PARIBAS NY BRANCH COMI	09659BUH1	10-20-16	1,881,190.00	1,883,050.10	1,895,523.60	07-17-17	0.000%	0	0.00		0.00				0.00	0.00	1,900,000.00	
Bank of Montreal Chicago	0636GW2	12-22-16	1,781,763.65	1,782,064.80	1,792,153.80	09-15-17	0.000%	0	0.00		0.00				0.00	0.00	1,800,000.00	
CANADIAN IMPERIAL HLDING	13607EXD6	01-19-17	1,781,510.25	1,783,897.20	1,790,307.00	10-13-17	0.000%	0	0.00		0.00				0.00	0.00	1,800,000.00	
BANK OF TOKYO MITSUBISHI UF	06538BRX3	04-21-17	993,011.11	993,256.00	993,256.00	10-23-17	0.000%	0	0.00		0.00				0.00	0.00	1,000,000.00	
																	11.16%	
<b>CERTIFICATION OF DEPOSIT</b>																		
Canadian Imperial Bank NY CD	13606A4Z7	12-5-16	1,798,596.00	1,814,526.00	1,811,010.60	11-30-18	1.760%	30	10,296.00		2,640.00				12,936.00	12,936.00	1,800,000.00	
Nordea Bank Finland NY	65558LWA6	12-5-16	1,800,000.00	1,814,526.00	1,811,010.60	11-30-18	1.760%	30	10,296.00		2,640.00</							

**SAN MATEO COUNTY TRANSIT DISTRICT  
BOND REIMBURSED FUNDS -- INTEREST ON SECURITIES -- L76R  
April 30, 2017**

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 4-30-17	MATURITY/CALL DATE	INT RATE	APPL. DAYS	INTEREST REC'VBLE 3-31-17	PREPAID INT REC'VBLE 4-30-17	INTEREST EARNED 4-30-17	INTEREST RECEIVED 4-30-17	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'VBLE 4-30-17	INT REC'VBLE LESS PREPAID 4-30-17	PAR VALUE
<b>FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION</b>																	
FNMA	3136ANJY4	4-30-15	606,449.82	605,314.31	599,983.06	04-01-18	1.550%	30	787.92		775.58	832.58		44.66	775.58	775.58	600,447.51
FNMA	3136ANJY4	4-30-15	9,647.98	9,629.92	9,552.49	04-25-17	1.550%	25	0.00		0.00	0.00			0.00	0.00	9,552.49
FHLMC	3137BNMZ4	4-28-16	434,194.59	434,166.65	429,682.49	04-25-17	1.738%	30	622.64		0.00	622.64			(0.00)	(0.00)	429,899.03
FANNIE MEA	3136AQDQ0	10-30-15	795,546.07	796,126.47	787,935.09	09-01-19	1.646%	30	1,082.14		1,080.41	1,082.14		(0.01)	1,080.40	1,080.40	787,658.54
FANNIE MEA	3136AQDQ0	10-30-15	1,277.31	1,283.83	788,844.06	04-25-17	1.646%	30	0.00		0.00	0.00			0.00	0.00	1,264.65
FNA 2014-M6 A2	3136AJ7G5	12-15-16	2,040,468.75	2,024,029.40	2,025,484.40	05-25-21	2.679%	30	4,464.18		4,464.18	4,464.18			4,464.18	4,464.18	2,000,000.00 4.07%
<b>CASH AND CASH EQUIVALENTS</b>																	
MONEY MARKET FUND	MONEY02		688,288.26		688,288.26				0.00		22.09	22.09			0.00	0.00	0
LAIF			10,998.21	10,998.21	10,998.21				502.94		7.98	53.86		(449.08)	7.98	7.98	10,998.21
<b>MATURED/CALLED</b>																	
US TREASURY NOTE	912828UZ1	3-31-16	(996,757.82)	(1,510,419.45)	(994,960.94)	04-05-17											(1,000,000.00)
US TREASURY NOTE	912828UQ1	11-09-15	(1,282,886.72)	(1,319,400.63)	(1,295,734.38)	04-20-17											(1,300,000.00)
FHMA GLOBAL NOTES	3137EADP1	08-08-16	(1,802,322.00)	(1,800,001.80)	(1,796,148.00)	04-06-17											(1,800,000.00)
BANK OF TOKYO MITSUBISHI	065388R14	10-21-16	(993,735.00)	(994,339.00)	(999,535.00)	04-18-17											(1,000,000.00)
FNMA	3136ANJY4	4-30-15	(9,647.98)	(9,629.92)	(9,552.49)	04-25-17											(9,552.49)
FHLMC	3137BNMZ4	4-28-16	(434,194.59)	(434,166.65)	(429,682.49)	04-25-17											(429,899.03)
FANNIE MEA	3136AQDQ0	10-30-15	(1,277.31)	(1,283.83)	(788,844.06)	04-25-17											(1,264.65)
TOTAL LAIF			<u>10,998.21</u>	<u>10,998.21</u>	<u>10,998.21</u>												
TOTAL A/C 121100 & 112010			<u>89,021,879.01</u>	<u>89,213,527.06</u>	<u>88,711,409.88</u>												88,538,106.05
<b>TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)</b>			<u><u>89,021,879.01</u></u>	<u><u>89,213,527.06</u></u>	<u><u>88,711,409.88</u></u>				<u><u>325,310.08</u></u>	<u><u>1,956.52</u></u>	<u><u>119,993.80</u></u>	<u><u>142,752.30</u></u>		<u><u>(164.52)</u></u>	<u><u>304,343.57</u></u>	<u><u>302,387.05</u></u>	<u><u>88,538,106.05</u></u>

SAN MATEO COUNTY TRANSIT DISTRICT  
RESERVE FOR CAPITAL PROJECTS -- INTEREST ON SECURITIES  
April 30, 2017

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 4-30-17	MATURITY/CALL DATE	INT RATE	APPL DAYS	INTEREST REC'VBLE 3-31-17	PREPAID INT REC'VBLE 4-30-17	INTEREST EARNED 4-30-17	INTEREST RECEIVED 4-30-17	ADJ.	INTEREST REC'VBLE 4-30-17	INT REC'VBLE LESS PREPAID 4-30-17	PAR VALUE
<b>GOVERNMENT BONDS</b>																
HOUSING URBAN DEVEL	911759E80	12-23-08	62,205.20	60,039.00	60,156.60	08-01-17	7.908%	30	790.80		395.40			1,186.20	1,186.20	60,000
<b>CASH AND CASH EQUIVALENTS</b>																
FIRST AMER US TREASURY MM	31846V534		8,065,999.24	8,066,017.24	8,065,999.24				1,257.18		1,897.83	1,257.18		1,897.83	1,897.83	
LAIF			77,579.36	77,008.90	77,579.36				281.09		56.32	379.87	98.78	56.32	56.32	77,579
<b>MATURED/CALLED</b>																
TOTAL LAIF			77,579.36	77,008.90	77,579.36											
TOTAL A/C 121100 & 112010			62,205.20	60,039.00	60,156.60											
<b>TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)</b>			<u>62,205.20</u>	<u>60,039.00</u>	<u>60,156.60</u>				<u>790.80</u>	<u>0.00</u>	<u>395.40</u>	<u>0.00</u>	<u>0.00</u>	<u>1,186.20</u>	<u>1,186.20</u>	<u>60,000.00</u>

SAN MATEO COUNTY TRANSIT DISTRICT  
PARATRANSIT FUNDS -- INTEREST ON SECURITIES

April 30, 2017

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 4-30-17	MATURITY/CALL DATE	INT RATE	APPL DAYS	INTEREST REC'BLE 3-31-17	PP INTEREST REC'BLE 4-30-17	INTEREST EARNED 4-30-17	INTEREST RECEIVED 4-30-17	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'BLE 4-30-17	INT REC'BLE LESS PREPAID 4-30-17	PAR VALUE
<b>U.S. TREASURY NOTES AND BONDS</b>																	
US TREASURY NOTE	912828TG5	06-2-16	996,835.93	999,688.00	999,062.00	07-31-17	0.500%	30	828.73		416.67			(2.31)	1,243.09	1,243.09	1,000,000.00
US TREASURY NOTE	912828UZ1	03-31-16	284,075.98	285,653.03	283,530.54	04-30-18	0.625%	30	747.93		148.44	890.63		(0.90)	4.84	4.84	285,000.00
US TREASURY NOTE	912828UQ1	11-09-15	330,590.04	339,998.87	333,900.78	04-20-17	1.250%	19	364.13		221.01	580.33		(4.81)	0.00	0.00	335,000.00
US TREASURY NOTE	912828VF4	12-7-15	1,332,544.92	1,374,784.65	1,345,412.70	5-31-20	1.375%	30	6,221.50		1,546.88			(17.01)	7,751.37	7,751.37	1,350,000.00
US TREASURY NOTE	912828VP2	5-18-16	1,395,509.76	1,408,904.55	1,370,144.70	7-31-20	2.000%	30	4,475.14		2,250.00			(12.43)	6,712.71	6,712.71	1,350,000.00
US TREASURY NOTE	912828B90	10-5-16	181,323.24	180,373.03	177,303.70	02-28-12	2.000%	30	304.35		291.67			(6.36)	589.67	589.67	175,000.00
US TREASURY NOTE	912828L32	6-29-16	356,398.44	357,430.32	348,017.60	8-31-20	1.375%	30	418.48		401.04			(8.72)	810.80	810.80	350,000.00
US TREASURY NOTE	912828Q78	01-05-17	573,391.41	574,625.61	577,939.05	04-30-21	1.375%	30	3,377.49		670.31	4,021.88		(4.06)	21.86	21.86	585,000.00
US TREASURY NOTE	912828D72	04-05-17	251,933.59	252,646.50	252,646.50	08-31-21	2.000%	26	0.00	489.13	361.11			(7.85)	842.39	353.26	250,000.00
																	21.87%
<b>FEDERAL AGENCY COLLEATERIALIZED MORTGAGE OBLIGATION</b>																	
FNMA	3136ANJY4	4-30-15	169,010.61	168,694.23	167,208.39	04-01-18	1.550%	30	219.58		216.14	232.03		12.45	216.14	216.14	167,337.83
FNMA	3136ANJY4	4-30-15	2,688.78	2,683.67	2,662.17	04-25-17	1.550%	25	0.00		0.00	0.00			0.00	0.00	2,662.17
FHLMC	3137BNMZ4	4-28-16	121,574.48	123,541.80	120,371.73	04-25-17	1.738%	25	174.34		0.00	174.34			0.00	0.00	120,371.73
FANIE MAE	3136AQDQ0	10-30-15	228,719.50	228,865.37	226,531.34	09-01-19	1.646%	30	311.12		310.62	311.12			310.62	310.62	226,451.83
FANIE MAE	3136AQDQ0	10-30-15	367.23	389.73	363.59	04-25-17	1.646%	30	0.00		0.00	0.00			0.00	0.00	363.59
FNA 2014-M6 A2	3136AJ7G5	12-15-16	561,128.91	556,608.09	557,008.21	5-25-21	2.679%	30	1,227.65		1,227.88	1,227.65		(0.23)	1,227.65	1,227.65	550,000.00
																	4.11%
<b>CORPORATE NOTE</b>																	
JOHN DEERE CAPITALCORP	24422ETM1	01-06-17	199,870.00	199,987.00	200,159.40	10-15-18	1.650%	30	779.17		275.00	907.50			146.67	146.67	200,000.00
TOYOTA MOTOR CREDIT CORP	89236TDM4	01-09-17	299,895.00	300,716.70	300,400.20	01-09-19	1.700%	30	1,161.67		425.00				1,586.67	1,586.67	300,000.00
BERKSHIRE HATHAWAY INC.	084670BL1	12-23-16	502,830.00	504,499.50	504,133.50	08-14-19	2.100%	30	1,370.83		875.00				2,245.83	2,245.83	500,000.00
AMERICAN HONDA FINANCE GLOBAL N	02665WAH4	12-20-16	502,485.00	504,868.50	505,147.00	08-15-19	2.250%	30	1,437.50		937.50				2,375.00	2,375.00	500,000.00
TOYOTA MOTOR CORP NOTES	89236TDS5	10-18-16	199,900.00	200,014.20	199,732.40	10-18-19	1.550%	30	1,403.61		258.33	1,550.00			111.94	111.94	200,000.00
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	149,821.50	150,096.45	149,273.70	10-30-19	1.700%	30	1,069.58		212.50	1,275.00			7.08	7.08	150,000.00
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	350,066.50	350,225.05	348,305.30	10-30-19	1.700%	30	2,495.69		495.83	2,975.00		0.01	16.53	16.53	350,000.00
PEIZER INC CORP NOTE	717081EBS	11-21-16	329,762.40	329,297.10	329,836.32	12-15-19	1.700%	30	2,025.83		467.50				2,493.33	2,493.33	330,000.00
CITIGROUP INC	172967LF6	01-10-17	249,900.00	250,480.00	251,522.00	01-10-20	2.450%	30	1,378.13		510.42			(0.01)	1,888.54	1,888.54	250,000.00
MICROSOFT CORP	594918BV5	02-06-17	249,832.50	250,051.00	250,949.50	02-06-20	1.850%	30	706.60		385.42			(0.01)	1,092.01	1,092.01	250,000.00
WALT DISNEY CO CORP NOTES	25468DP8	03-06-17	99,974.00	100,223.80	100,500.50	03-04-20	1.950%	30	135.42		162.50				297.92	297.92	100,000.00
MORGAN STANLEY CORP NOTE	6174467P8	11-10-16	558,125.00	548,015.50	546,245.50	07-24-20	5.500%	30	5,118.07		2,291.67			(0.02)	7,409.72	7,409.72	500,000.00
GOLDMAN SACHS GROUP CORP	3814GGQ1	11-28-16	496,651.50	495,358.20	495,014.40	07-27-21	5.250%	30	4,200.00		1,968.75				6,168.75	6,168.75	450,000.00
JOHN DEERE CAPITALCORP	24422ETL3	03-15-17	114,492.85	115,415.50	116,437.96	01-06-22	2.650%	30	719.55		253.96				973.51	973.51	115,000.00
																	16.15%
<b>COMMERCIAL PAPER</b>																	
BANK OF TOKYO MITSUBISHI	06538BSF1	11-16-16	298,125.00	298,334.40	299,867.10	05-15-17	0.000%		0.00		0.00				0.00	0.00	300,000.00
BANK OF MONTREAL CHICAGO	06366GWF2	12-22-16	544,427.78	544,519.00	547,602.55	09-15-17	0.000%		0.00		0.00				0.00	0.00	550,000.00
CANADIAN IMPERIAL HDING COMM P	13607EXD6	01-19-17	494,863.96	495,527.00	497,307.50	10-13-17	0.000%		0.00		0.00				0.00	0.00	500,000.00
COOPERATIVE RABDANK UA COMM P	21687YAT4	03-03-17	495,329.86	495,812.50	496,349.50	03-02-17	0.000%		0.00		0.00				0.00	0.00	500,000.00
BNP PARIBAS NY BRANCH COMM PAPE	09659BZ11	03-06-17	544,513.75	544,651.25	545,454.80	12-01-17	0.000%		0.00		0.00				0.00	0.00	550,000.00
																	9.24%
<b>CERTIFICATE OF DEPOSIT</b>																	
CANADIAN IMPERIAL BANK NY CD	13606ASZ7	12-05-16	499,610.00	504,035.00	503,058.50	11-30-18	1.7600%	30	2,860.00		733.33				3,593.33	3,593.33	500,000.00
NORDEA BANK FINLAND NY	65558LWA6	12-05-16	500,000.00	504,035.00	503,058.50	11-30-18	1.7600%	30	2,860.00		733.33				3,593.33	3,593.33	500,000.00
SVENSKA HANDELSBANKEN NY LT CD	86958JH88	01-12-17	500,000.00	499,709.00	499,162.50	01-10-19	1.8900%	30	2,073.75		787.50				2,861.25	2,861.25	500,000.00
BANK OF NOVA SCOTIA HOUSTON	06417GUE6	04-06-17	500,000.00	500,188.00	500,188.00	04-05-19	1.9100%	25	0.00		663.20			(0.01)	663.19	663.19	500,000.00
																	7.70%
<b>FEDERAL AGENCY BOND/NOTE</b>																	
FNMA GLOBAL NOTES	3137EADP1	08-08-16	1,501,935.00	1,500,001.50	1,496,626.50	03-07-18	0.8750%	30	875.00		1,093.75				1,968.75	1,968.75	1,500,000.00
FNMA GLOBAL NOTES	3137EADP1	08-08-16	500,645.00	500,000.50	498,930.00	04-06-17	0.8750%	5	291.67		60.76	352.43			0.00	0.00	500,000.00
FHBL GLOBAL NOTES	3130A9AE1	08-26-16	849,422.00	848,986.80	845,391.30	10-01-18	0.8750%	30	3,718.75		619.79	3,718.75			619.79	619.79	850,000.00
FHBL GLOBAL NOTES	3137EADP7	09-16-16	384,834.45	384,822.90	382,853.63	10-12-18	0.8750%	30	1,824.74		280.73	1,927.67			177.80	177.80	385,000.00
FEDERAL HOME LOAN BANK AGENCY	3130AAXX1	03-10-17	598,608.00	600,171.60	600,406.20	03-18-19	1.3750%	30	481.25		687.50				1,168.75	1,168.75	600,000.00
FHLMC	3137EAE1	7-20-16	748,185.00	749,144.25	741,396.00	07-19-16	0.8750%	30	1,312.50		546.88				1,859.38	1,859.38	750,000.00
FNMA	3135GON33	08-02-16	648,908.00	648,908.00	642,114.85	08-02-19	0.8750%	30	473.96		932.12				1,406.08	1,406.08	650,000.00
FHBL GLOBAL NOTES	3130A9Y72	08-04-16	299,424.00	298,655.25	296,436.30	08-05-19	0.8750%	30	408.33		218.75				627.08	627.08	300,000.00
FNMA NOTES	3135GOM49	09-02-16	798,752.00	798,705.60	791,924.80	08-28-19	1.0000%	30	688.89		666.67				1,355.56	1,355.56	800,000.00
FNMA NOTES	3130A9EP2	09-09-16	799,304.00	799,299.20	791,826.40	09-26-19	1.0000%	30	111.11		666.67				777.78	777.78	800,000.00
FNMA NOTES	3135GOT29	02-28-17	339,782.40	338,725.00	339,610.36	02-28-20	1.5000%	30	439.17		425.00				864.17	864.17	340,000.00
FHLMC AGENCY	3137EAEF2	04-20-17	348,803.00	348,207.30	348,207.30	04-20-20	1.3750%	11	0.00		147.05				147.05	147.05	350,000.00
FHBL	3130A9Q55	7-15-16	765,317.63	767,192.58	749,965.37	07-14-21	1.1250%	30	1,852.81		721.88				2,574.69	2,574.69	770,000.00
FNMA NOTES	3135GON82	8-19-16	597,658.06	597,202.20	585,888.60	08-17-21	1.2500%	30	916.67		625.00			(0.01)	1,541.66		

**SAN MATEO COUNTY TRANSIT DISTRICT**  
**PARATRANSIT FUNDS -- INTEREST ON SECURITIES**  
 April 30, 2017

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 4-30-17	MATURITY/CALL DATE	INT RATE	APPL. DAYS	INTEREST REC'BLE 3-31-17	PP INTEREST REC'BLE 4-30-17	INTEREST EARNED 4-30-17	INTEREST RECEIVED 4-30-17	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'BLE 4-30-17	INT REC'BLE LESS PREPAID 4-30-17	PAR VALUE
<b>ASSET BACKED SECURITY/COLLATERALIZED MORTGAGE OBLIGATION</b>																	
CCCIT 2017-A2 A2	1730SEGA7	01-26-17	449,913.83	450,493.74	450,931.59	01-17-21	1.7400%	30	1,413.75		652.50				2,066.25	2,066.25	450,000.00
TAOT 2017-A A3	89238MADO	03-15-17	124,985.29	124,985.29	125,233.75	02-15-21	1.7300%	30	96.11		180.21	180.21			96.11	96.11	125,000.00
ALLYA 2017-1 A3	02007PAC7	01-31-17	114,989.95	114,973.09	115,017.30	06-15-21	1.7000%	30	86.89		162.92	162.92			86.89	86.89	115,000.00
FORDO 2017-A A3	34531EAD8	01-25-17	349,998.71	350,047.64	349,949.71	06-25-21	1.6700%	30	259.78		487.08	487.08			259.78	259.78	350,000.00
ALLYA 2017-2 A3	02007HACS	03-29-17	399,952.84	399,952.84	400,496.08	08-15-21	1.7800%	30	39.56		593.33	316.44		(0.01)	316.44	316.44	400,000.00
																	5.54%
<b>CASH AND CASH EQUIVALENTS</b>																	
MONEY MARKET FUND	MONEY0002		251,757.62	251,757.62	251,757.62				0.00		74.63	74.63		0.00	0.00	0.00	0
LAIF			1,039,239.64	1,034,150.89	1,039,239.64				4,713.04	0.00	754.51	5,088.75		375.71	754.51	754.51	1,039,240
<b>MATURED/CALLED</b>																	
US TREASURY NOTE	912828UQ1	11-09-15	(330,590.04)	(339,998.87)	(333,900.78)	04-20-17											(335,000.00)
FNMA	3136ANJY4	4-30-15	(2,688.78)	(2,683.67)	(2,662.17)	04-25-17											(2,662.17)
FHLMC	3137BNMZ4	4-28-16	(121,574.48)	(123,541.80)	(120,371.73)	04-25-17											(120,371.73)
FANIE MAE	3136AQDQ0	10-30-15	(367.23)	(389.73)	(363.59)	04-25-17											(363.59)
FNMA GLOBAL NOTES	3137EADP1	08-08-16	(500,645.00)	(500,000.50)	(498,930.00)	04-06-17											(500,000.00)
TOTAL LAIF			1,039,239.64	1,034,150.89	1,039,239.64												
TOTAL A/C 122010			25,132,123.05	25,194,807.81	25,047,787.40												25,018,789.66
<b>TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)</b>			<b>25,132,123.05</b>	<b>25,194,807.81</b>	<b>25,047,787.40</b>				<b>66,214.94</b>	<b>489.13</b>	<b>29,883.57</b>	<b>21,365.61</b>	<b>0.00</b>	<b>(52.29)</b>	<b>75,169.75</b>	<b>74,680.62</b>	<b>25,018,789.66</b>

SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF BUDGET ACTIVITY FOR APRIL 2017

BUDGET AMENDMENTS

Amount	Line Item	Description
		Apr-17 No Budget Revisions in April 2017.
<u>\$ -</u>	Total	<u>\$ -</u> Total

BUDGET REVISIONS

Amount	Line Item	Description
		Apr-17 No Budget Revisions in April 2017.
<u>\$ -</u>	Total	<u>\$ -</u> Total

SAN MATEO COUNTY TRANSIT DISTRICT  
1/2 CENT SALES TAX RECEIPTS AND PROJECTIONS  
FY2017  
April 2017

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Approved Budget			Receipts		Over/(Under)	Current
Date	Amount	Revised	Date	Amount	Budget/Projection	Projection
<b>FY2016:</b>						
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
<b>FY2016 Total</b>	<b>77,000,000</b>	<b>81,000,000</b>	<b>FY2016 Total</b>	<b>79,705,073</b>	<b>(1,294,927)</b>	<b>79,705,073</b>
<b>FY2017:</b>						
Jul. 16	5,919,931		Sep. 16	5,557,900	(362,031)	5,919,931
Aug. 16	5,919,931		Oct. 16	5,557,900	(362,031)	5,919,931
Sep. 16	7,498,579		Nov. 16	7,410,600	(87,979)	7,498,579
3 Months Total	19,338,441	-		18,526,400	(812,041)	19,338,441
Oct. 16	6,455,545		Dec. 16	8,372,576	1,917,031	6,455,545
Nov. 16	6,455,545		Jan. 17	5,971,700	(483,845)	6,455,545
Dec. 16	7,842,500		Feb. 17	7,962,300	119,800	7,842,500
6 Months Total	40,092,031	-		40,832,976	740,945	40,092,031
Jan. 17	6,089,072		Mar. 17	7,519,837	1,430,765	6,089,072
Feb. 17	6,677,683		Apr. 17	4,995,400	(1,682,283)	6,677,683
Mar. 17	8,284,521		May 17			8,284,521
9 Months Total	61,143,307	-		53,348,213	489,427	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
<b>FY2017 Total</b>	<b>83,000,000</b>	<b>-</b>	<b>FY2017 Total</b>	<b>53,348,213</b>	<b>489,427</b>	<b>83,000,000</b>
	18,976,410		1st Quarter			
	22,220,611		2nd Quarter			
	22,117,996		3rd Quarter			
	5,372,539		4th Quarter			
	<u><b>68,687,556</b></u>		YTD Actual Per Statement of Revenue & Expenses			



**RESPONSE TO QUESTIONS FROM BOARD OF DIRECTORS**

- 1. Updated Revenue & Expense report don't have up to date actuals – it was mentioned that some months aren't captured.**

**Response:** The March Revenue & Expense reports reflected up to date actuals for sales tax. Ms. Kelly misspoke regarding the district sales tax schedule not being updated through March. To clarify, the District Sales Tax is received two months in arrears. Receipts for the first two months of the quarters are usually estimates that are provided by the County with a true-up occurring at the end of each quarter when our actual Sales Tax distribution is provided by the Board of Equalization. This year, the monthly receipts have been less predictable than in prior years, and staff is attempting to work more closely with County staff to determine the reasons for the fluctuations.

- 2. Statement of Revenues & Expenses Page 3 Line 22 Insurance shows negative, explanation requested.**

**Response:** The insurance budget includes the cost for the annual premiums along with an estimate (reserve) for payout for individual cases. During the year, as staff obtains more information, the reserve for a particular case may be adjusted upwards or downwards. In addition, the reserve will be adjusted to account for the actual settlements that were made against the claim. The negative variance in March reflects a decrease in the net reserves as claims were settled for less than previously estimated.

- 3. Statement of Revenues & Expenses Page 3 Line 11 Material & Supply, year-to-date several of these line items are favorable to budget, please explain.**

**Response:** Under the Material & Supply group of line items, the one that is primarily driving the March year-to-date favorability is Fuel and Lubricants. The year-end forecast projects Fuel savings of \$2.6M compared to the revised budget, or, essentially, that half of the budget will be spent. The year-end forecasts also projects lower than budgeted expenses in Uniforms and Driver expense, Timetables and Tickets, and Office Supplies/Printing.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Kathleen Kelly  
Interim Chief Financial Officer

SUBJECT: **PROPOSED FISCAL YEAR 2018 OPERATING BUDGET**

**ACTION**

Staff proposes the Committee recommend the Board adopt the Proposed Fiscal Year (FY) 2018 Operating Budget in the amount of \$146,660,069.

**SIGNIFICANCE**

Since the May 3 Board presentation of the FY2018 Preliminary Budget, staff has revised certain assumptions to the projected source and use of funds, resulting in a revised deficit of \$5.4 million compared to \$6.2 million presented in the Preliminary Budget.

The Projected Sources of Funds for FY2018 are now \$171.7 million, lower by \$0.7 million than the Preliminary Budget. The Projected Uses of Funds total \$177.1 million, lower by \$1.6 million compared to the FY2018 Preliminary Budget. The uses of funds include:

- \$146.7 million for San Mateo County Transit District (District) Operations (\$0.6 million lower than FY2018 Preliminary Budget);
- \$8.8 million for Capital Programs (\$1 million lower than FY2018 Preliminary Budget); and
- \$21.7 million for Debt Service (no change)

The projected FY2017 ending unrestricted cash balance of \$105.3 million reflects revised forecasts based on actuals through April. The \$5.4 million needed to balance the FY2018 Proposed Budget will decrease the unrestricted cash to about \$100 million.

**BUDGET IMPACT**

Adoption of the Proposed FY2018 Operating Budget provides authority by the Board for the District to expend operating funds in FY2018.

**BACKGROUND**

Variances to the Preliminary FY2018 Operating Budget are shown in Attachment A and include the following:

Sources of Funds for FY2018 total \$171.7 million, a **decrease** by \$0.7 million compared to the Preliminary Budget, due to the following changes:

- *Operating Grants* (Attachment A, line 4) **increased** \$0.5 million due to the addition of a FY2018 Federal grant for paratransit. This grant was not included in the Preliminary Budget because the timing of availability was not clear. Staff is now recommending that a portion of the total grant is reasonable to include in the FY2018 Budget.
- *San Mateo County Measure A* (Attachment A, line 6) has been **decreased** by \$1.25 million from \$5 million to \$3.75 million based on decisions made by the County Board of Supervisors to lower the level of the District's Measure A funding used to offset paratransit expenses.

Uses of Funds for FY2018 total \$177.1 million, lower by \$1.6 million compared to the Preliminary Budget:

- *Motor Bus* (Attachment A, line 18) for FY18 is \$118.9 million, a **decrease** of \$0.6 million compared to the Preliminary Budget. This reduction is based on the following revisions:
  - *Wages and Benefits* **increased** by \$0.3 million due to: 1) including a 3 percent wage increase for non-represented staff in the amount of \$0.7 million, 2) an additional new FTE for a Mobility Youth Coordinator in the amount of \$0.1 million, and 3) a reduction of \$0.5 million for vacancy factor. The FY2018 Proposed Budget does not include salary and wage increases for represented staff as negotiation are still ongoing.
  - *Fuel and Lubricants* **decreased** by \$0.9 million. The initial estimate of \$2.68/gallon included an increase of \$.20/gallon for fuel taxes based on the recently passed Senate Bill 1. Upon further research, staff determined that the new tax is similar to existing excise taxes, from which the District is exempt. In addition, based on the existing price of fuel and an analysis of historical trends, the projected fuel price per gallon was reduced from \$2.48/gallon to \$2.20/gallon. As a comparison, the Santa Clara Valley Transportation Authority (VTA) assumption for FY2018 is \$2.25/gallon.
- *Sales Tax Allocation – Capital Programs* (Attachment A, line 28) for FY2018 is \$8.8 million, a **decrease** of \$1 million due to the removal of the Dumbarton Rail Corridor ROW Fencing Project. This project has been previously approved and no additional cost is required for the FY2018 Budget.

The detailed view of the FY2018 Proposed Budget is shown in Attachment B.

The Proposed FY2018 budget supports the high level of service and reliability that the community has come to expect from the District. At the same time, every effort is being made to control costs through a variety of methods. The FY2018 budget supports the District's leadership role in Caltrain operations, funds capital improvements, and seeks to

incorporate the new initiatives to be identified in the SamTrans Business Plan which the Board approved in Resolution No. 2017-12, dated March 1, 2017.

### **10 Year Projections**

Attachment C shows updated 10-year financial projections, which incorporate the following assumptions:

- Passenger fares- assumes a 1 percent increase in annual ridership and fare increase 3 percent every 3 years starting in 2019
- Sales Tax Growth- assumes 2 percent increase in sales tax per year
- Wage & Benefits - wages are projected to increase at 3 percent and benefits at 4 percent
- Fuel- expected to grow at 4 percent
- Total Services- grow at 7 percent based on historical trends

These 10 year projections have been incorporated into the District's Short Range Transit Plan (S RTP) which was presented to the Board last month, all of the documents are now consistent.

### **Follow-up from May 3 Board Meeting**

Attachment D includes staff responses to questions asked at the May 3 Board Meeting.

Prepared By: Virginia Baum, Senior Budget Analyst 650-508-7963

**SAN MATEO COUNTY TRANSIT DISTRICT**  
**FY2018 PRELIMINARY OPERATING BUDGET COMPARED TO FY2018 PROPOSED OPERATING BUDGET**

Attachment A

	<b>FY2018 PRELIMINARY As of May 3rd BOD Meeting</b>	<b>FY2018 PROPOSED Budget</b>	<b>Difference</b>	
<b><u>SOURCES OF FUNDS:</u></b>				
1	Passenger Fares	16,977,116	16,977,116	-
2	Local TDA and STA Funds	42,013,473	42,013,473	-
3	Pass through to Other Agencies	836,536	836,536	-
4	Operating Grants	4,445,220	4,941,320	496,100
5	SMCTA Measure A	9,577,753	9,577,753	-
6	SM County Measure A	5,000,000	3,750,000	(1,250,000)
7	AB434 Funds	100,000	100,000	-
8	<b>Subtotal - Operating Revenues</b>	<b>78,950,098</b>	<b>78,196,198</b>	<b>(753,900)</b>
9	<b>Other Revenue Sources</b>			
10	District 1/2 Cent Sales Tax	84,660,000	84,660,000	-
11	Investment Interest	1,100,312	1,100,312	-
12	Other Interest, Rent & Other Income	7,777,196	7,777,196	-
13	Other Sources			-
13	<b>Subtotal - Other Revenues</b>	<b>93,537,508</b>	<b>93,537,508</b>	<b>-</b>
14				-
15	<b>Total Sources of Funds</b>	<b>172,487,606</b>	<b>171,733,706</b>	<b>(753,900)</b>
16				
17	<b><u>USES OF FUNDS:</u></b>			
18	Motor Bus	119,545,805	118,930,788	(615,017)
19	A.D.A. Programs	18,407,911	18,407,911	-
20	Caltrain	6,191,353	6,191,353	-
21	Other Multi-Modal Programs	2,247,765	2,247,765	-
22	Pass through to Other Agencies	836,536	836,536	-
23	Land Transfer Interest Expense	45,716	45,716	-
24	<b>Total Operating</b>	<b>147,275,086</b>	<b>146,660,069</b>	<b>(615,017)</b>
25				
26	<b>Total Operating Surplus/(Deficit)</b>	<b>25,212,520</b>	<b>25,073,637</b>	<b>(138,883)</b>
27				-
28	<b>Sales Tax Allocation - Capital Programs</b>	<b>9,774,218</b>	<b>8,789,413</b>	<b>(984,805)</b>
29				
30	<b>Total Debt Service</b>	<b>21,684,044</b>	<b>21,684,044</b>	<b>-</b>
31				
32	<b>Total Uses of Funds</b>	<b>178,733,348</b>	<b>177,133,526</b>	<b>(1,599,822)</b>
33				-
34	<b>PROJECTED SURPLUS/(DEFICIT)</b>	<b>(6,245,742)</b>	<b>(5,399,821)</b>	<b>845,921</b>
<b>UNRESTRICTED CASH</b>				
	Projected Beginning Balance of Unrestricted Cash	100,341,573	105,303,782	4,962,209
	Projected Surplus/(Deficit)	(6,245,742)	(5,399,821)	845,921
	<b>Projected Ending Balance of Unrestricted Cash</b>	<b>94,095,831</b>	<b>99,903,961</b>	<b>5,808,130</b>

**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2018 PROPOSED OPERATING BUDGET**

Attachment B

	FY2016 <u>ACTUAL</u> A	FY2017 <u>ADOPTED</u> <u>BUDGET</u> B	FY2017 <u>FORECAST</u> C	FY2018 <u>PROPOSED</u> D	FY18 PROPOSED Compared to FY17 ADOPTED <u>BUDGET</u> E = D-B	BUDGET PERCENT CHANGE F = E/B	
<b>SOURCES OF FUNDS:</b>							
<b>Operating Revenues</b>							
1 Passenger Fares	18,078,031	19,517,000	16,955,520	16,977,116	(2,539,884)	-13.0%	1
2 Local TDA and STA Funds	36,905,487	42,361,438	42,081,438	42,013,473	(347,965)	-0.8%	2
3 Pass through to Other Agencies	101,844	69,000	9,072	836,536	767,536	1112.4%	3
4 Operating Grants	7,871,961	4,010,671	4,362,671	4,941,320	930,649	23.2%	4
5 SMCTA Measure A	9,268,158	9,960,000	9,960,000	9,577,753	(382,247)	-3.8%	5
6 SM County Measure A	5,000,000	5,000,000	5,000,000	3,750,000	(1,250,000)	-25.0%	6
7 AB434 Funds	154,500	109,000	109,000	100,000	(9,000)	-8.3%	7
8 <b>Subtotal - Operating Revenues</b>	<b>77,379,981</b>	<b>81,027,109</b>	<b>78,477,701</b>	<b>78,196,198</b>	<b>(2,830,911)</b>	<b>-3.5%</b>	8
<b>Other Revenue Sources</b>							
10 District 1/2 Cent Sales Tax	79,705,074	83,000,000	83,000,000	84,660,000	1,660,000	2.0%	10
11 Investment Interest	1,193,457	1,090,519	1,601,899	1,100,312	9,793	0.9%	11
12 Other Interest, Rent & Other Income	7,016,040	7,308,988	7,784,807	7,777,196	468,208	6.4%	12
13 <b>Subtotal - Other Revenues</b>	<b>87,914,571</b>	<b>91,399,507</b>	<b>92,386,706</b>	<b>93,537,508</b>	<b>2,138,001</b>	<b>2.3%</b>	13
14							14
15 <b>Total Sources of Funds</b>	<b>165,294,552</b>	<b>172,426,616</b>	<b>170,864,408</b>	<b>171,733,706</b>	<b>(692,910)</b>	<b>-0.4%</b>	15
16							16
<b>USES OF FUNDS:</b>							
18 Motor Bus	104,738,838	117,968,986	108,442,808	118,930,788	961,802	0.8%	18
19 A.D.A. Programs	15,621,075	18,157,910	17,657,910	18,407,911	250,001	1.4%	19
20 Caltrain	6,080,000	6,640,000	6,640,000	6,191,353	(448,647)	-6.8%	20
21 Other Multi-Modal Programs	1,874,472	2,161,708	2,161,707	2,247,765	86,057	4.0%	21
22 Pass through to Other Agencies	101,844	79,780	9,072	836,536	756,756	948.6%	22
23 Land Transfer Interest Expense	41,604	45,716	45,716	45,716	0	0.0%	23
24 <b>Total Operating</b>	<b>128,457,833</b>	<b>145,054,100</b>	<b>134,957,213</b>	<b>146,660,069</b>	<b>1,605,969</b>	<b>1.1%</b>	24
25							25
26 <b>Total Operating Surplus/(Deficit)</b>	<b>36,836,719</b>	<b>27,372,516</b>	<b>35,907,195</b>	<b>25,073,637</b>	<b>(2,298,879)</b>	<b>-8.4%</b>	26
27							27
28 <b>Sales Tax Allocation - Capital Programs</b>	<b>5,857,267</b>	<b>6,071,968</b>	<b>6,071,968</b>	<b>8,789,413</b>	<b>2,717,445</b>	<b>44.8%</b>	28
29							29
30 <b>Total Debt Service</b>	<b>21,578,155</b>	<b>21,676,445</b>	<b>21,676,445</b>	<b>21,684,044</b>	<b>7,599</b>	<b>0.0%</b>	30
31							31
32 <b>Total Uses of Funds</b>	<b>155,893,255</b>	<b>172,802,513</b>	<b>162,705,626</b>	<b>177,133,526</b>	<b>4,331,013</b>	<b>2.5%</b>	32
33							33
34 <b>PROJECTED SURPLUS/(DEFICIT)</b>	<b>9,401,298</b>	<b>(375,897)</b>	<b>8,158,782</b>	<b>(5,399,821)</b>	<b>(5,023,923)</b>		34
<b>UNRESTRICTED CASH</b>							
Projected Beginning Balance of Unrestricted Cash			97,145,000	105,303,782			
Projected Surplus/(Deficit)			8,158,782	(5,399,821)			
<b>Projected Ending Balance of Unrestricted Cash</b>	<b>97,145,000</b>		<b>105,303,782</b>	<b>99,903,961</b>			

**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2018 PROPOSED OPERATING BUDGET**

	FY2016 <u>ACTUAL</u> A	FY2017 <u>ADOPTED</u> <u>BUDGET</u> B	FY2018 <u>PROPOSED</u> D	FY18 PROPOSED Compared to FY17 ADOPTED <u>BUDGET</u> E = D-B	BUDGET PERCENT CHANGE F = E/B
<b>OPERATING REVENUES - MOTOR BUS:</b>					
1 <b>TOTAL MOTOR BUS FARES</b>	17,313,304	18,638,000	16,235,675	(2,402,325)	-12.9%
2					
3 <b>LOCAL (TDA) TRANSIT FUND:</b>					
4 General Operating Assistance	32,212,723	37,540,609	36,440,749	(1,099,860)	-2.9%
5					
6 <b>STATE TRANSIT ASSISTANCE:</b>					
8 <b>STA TOTAL</b>	2,648,742	2,609,106	3,310,138	701,032	26.9%
9					
10 <b>OPERATING GRANTS:</b>					
11 Operating Grants	7,042,848	1,666,278	1,112,367	(553,911)	-33.2%
12					
13 <b>DISTRICT 1/2 CENT SALES TAX:</b>					
14 General Operating Assistance	38,925,278	51,283,370	55,224,175	3,940,805	7.7%
15 Accessibility Fixed Route	1,005,169	1,133,217	1,092,576	(40,641)	-3.6%
16 <b>TOTAL 1/2 CENT SALES TAX</b>	39,930,447	52,416,587	56,316,751	3,900,164	7.4%
17					
18 <b>INVESTMENT INTEREST INCOME</b>					
19 Investment Interest Income	943,732	882,519	861,312	(21,207)	-2.4%
20					
21 <b>OTHER REVENUE SOURCES:</b>					
22 Overnight Deposit Interest Income	213	0	608	608	n/a
22 Rental Income	1,413,846	1,360,000	1,400,000	40,000	2.9%
23 Advertising Income	1,030,090	1,149,000	1,210,700	61,700	5.4%
24 Other Income	2,202,893	1,706,888	2,042,488	335,600	19.7%
25 <b>TOTAL OTHER REVENUES</b>	4,647,042	4,215,888	4,653,796	437,908	10.4%
26					
27 <b>TOTAL MOTOR BUS</b>	104,738,838	117,968,986	118,930,788	961,802	0.8%
28					
29 <b>AMERICAN DISABILITIES ACT:</b>					
30 Passenger Fares-Redi Wheels	764,727	879,000	741,441	(137,559)	-15.6%
31 Local TDA 4.5 Redi Wheels	1,702,554	1,844,243	1,917,935	73,692	4.0%
32 Local STA - Paratransit	341,468	367,480	344,651	(22,829)	-6.2%
33 Operating Grants	829,113	2,344,393	3,828,953	1,484,560	63.3%
34 Sales Tax - Paratransit District	616,584	1,124,994	957,431	(167,563)	-14.9%
35 Sales Tax - Paratransit Suppl. Coastside	1,528,746	1,669,800	1,842,100	172,300	10.3%
36 Interest Income-Paratransit Fund	249,725	208,000	239,000	31,000	14.9%
37 SMCTA Measure A Redi-Wheels	3,188,158	3,320,000	3,386,400	66,400	2.0%
38 SM County Measure A	5,000,000	5,000,000	3,750,000	(1,250,000)	-25.0%
39 Measure M Paratransit	1,400,000	1,400,000	1,400,000	0	0.0%
40 <b>TOTAL ADA PROGRAMS</b>	15,621,075	18,157,910	18,407,911	250,001	1.4%
41					
42 <b>MULTI-MODAL TRANSIT PROGRAMS:</b>					
43 Transfer from SMCTA for Caltrain	6,080,000	6,640,000	6,191,353	(448,647)	-6.8%
44 AB434 Funds - SamTrans Shuttle	154,500	109,000	100,000	(9,000)	-8.3%
45 Employer SamTrans Shuttle Funds	968,998	1,693,100	1,723,400	30,300	1.8%
46 Sales Tax - SamTrans Shuttle Program	592,640	189,608	254,365	64,757	34.2%
47 Sales Tax - Gen. Operating Asst.	158,334	170,000	170,000	0	0.0%
48 <b>TOTAL MULTI-MODAL</b>	7,954,472	8,801,708	8,439,118	(362,590)	-4.1%
49					
50 <b>TOTAL REVENUES</b>	128,314,385	144,928,605	145,777,817	849,212	0.6%

**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2018 PROPOSED OPERATING BUDGET**

	FY2016 <u>ACTUAL</u> A	FY2017 <u>ADOPTED</u> <u>BUDGET</u> B	FY2018 <u>PROPOSED</u> D	FY18 PROPOSED Compared to FY17 <u>ADOPTED</u> <u>BUDGET</u> E = D-B	BUDGET PERCENT CHANGE F = E/B	
<b>DISTRICT OPERATED BUSES</b>						
1 Wages and Benefits	56,888,842	58,214,650	59,032,712	818,062	1.4%	1
2 Services:						2
3 Board of Directors	58,825	86,000	86,000	0	0.0%	3
4 Contracted Vehicle Maintenance	1,313,665	1,508,154	1,335,850	(172,304)	-11.4%	4
5 Property Maintenance	1,410,641	1,238,000	1,055,500	(182,500)	-14.7%	5
6 Professional Services	3,987,895	4,956,711	4,612,204	(344,507)	-7.0%	6
7 Technical Services	5,933,665	7,065,517	7,565,480	499,963	7.1%	7
8 Other Services	3,229,292	3,206,540	3,210,668	4,128	0.1%	8
9						9
10 Materials & Supply:						10
11 Fuel and Lubricants	2,703,009	5,525,612	4,156,448	(1,369,164)	-24.8%	11
12 Bus Parts and Materials	2,138,319	2,042,508	2,043,233	725	0.0%	12
13 Uniform and Drivers Expense	377,302	479,129	533,731	54,602	11.4%	13
14 Timetables and Tickets	162,491	263,645	326,500	62,855	23.8%	14
15 Office Supplies/Printing	369,668	485,062	484,412	(650)	-0.1%	15
16 Other Materials and Supply	123,748	159,500	160,000	500	0.3%	16
17						17
18 Utilities:						18
19 Telecommunications	518,385	731,991	745,491	13,500	1.8%	19
20 Other Utilities	1,082,365	1,140,000	1,140,000	0	0.0%	20
21 Insurance Costs	803,057	2,897,298	3,042,164	144,866	5.0%	21
22 Workers' Compensation	3,301,997	3,668,160	3,666,068	(2,092)	-0.1%	22
23 Taxes and License Fees	509,488	735,136	813,715	78,579	10.7%	23
24 Fixed Route Accessibility	1,005,169	1,133,217	1,092,576	(40,641)	-3.6%	24
25 Leases and Rentals	161,964	175,740	182,670	6,930	3.9%	25
26 Prmtnl and Legal Advertising	127,353	484,700	869,000	384,300	79.3%	26
27 Training & Business Travel	255,250	610,463	878,513	268,050	43.9%	27
28 Dues and Membership	102,028	118,620	159,043	40,423	34.1%	28
29 Postage and other	98,892	102,999	94,792	(8,207)	-8.0%	29
30						30
31 <b>Total District Operated Buses</b>	<b>86,663,310</b>	<b>97,029,352</b>	<b>97,286,770</b>	<b>257,418</b>	<b>0.3%</b>	31
32						32
33 <b>CONTRACTED BUS SERVICES</b>						33
34 Contracted Urban Bus Service	15,088,891	17,246,300	17,987,300	741,000	4.3%	34
35 Other Related Costs	475,236	392,150	358,694	(33,456)	-8.5%	35
36 Insurance Costs	161,940	736,593	773,422	36,829	5.0%	36
37 Coastside Services	1,759,679	1,968,000	1,954,500	(13,500)	-0.7%	37
38 Redi Coast Non-ADA	265,597	233,000	253,100	20,100	8.6%	38
39 Other Related Costs	88,527	124,525	116,884	(7,641)	-6.1%	39
40 La Honda Pescadero	55,125	55,130	55,130	0	0.0%	40
41 Southcoast - Pescadero	162,482	177,100	138,350	(38,750)	-21.9%	41
42 Other Related Costs-SamCoast	18,051	6,836	6,638	(198)	-2.9%	42
43 <b>Total Contracted Bus Service</b>	<b>18,075,528</b>	<b>20,939,634</b>	<b>21,644,018</b>	<b>704,384</b>	<b>3.4%</b>	43
44						44
45 <b>TOTAL MOTOR BUS</b>	<b>104,738,838</b>	<b>117,968,986</b>	<b>118,930,788</b>	<b>961,802</b>	<b>0.8%</b>	45



**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2018 PROPOSED OPERATING BUDGET**

	FY2016 <u>ACTUAL</u> A	FY2017 <u>ADOPTED</u> <u>BUDGET</u> B	FY2018 <u>PROPOSED</u> D	FY18 PROPOSED Compared to FY17 ADOPTED <u>BUDGET</u> E = D-B	BUDGET PERCENT CHANGE F = E/B		
<b>AMERICAN DISABILITY ACT PROGRAMS</b>							
46	Elderly & Disabled/Redi-Wheels	5,295,622	7,322,052	7,716,600	394,548	5.4%	46
47	Other Related Cost	2,741,288	3,386,207	3,030,191	(356,016)	-10.5%	47
48	ADA Sedan/Taxi Service	4,681,151	3,628,328	3,704,208	75,880	2.1%	48
49	ADA Accessibility Support	1,136,601	1,571,564	1,505,855	(65,709)	-4.2%	49
50	Coastside ADA Support	1,528,746	1,669,800	1,842,100	172,300	10.3%	50
51	Insurance Costs	237,667	579,959	608,957	28,998	5.0%	51
52	<b>TOTAL ADA PROGRAMS</b>	<b>15,621,075</b>	<b>18,157,910</b>	<b>18,407,911</b>	<b>250,001</b>	<b>1.4%</b>	52
<b>MULTI-MODAL TRANSIT PROGRAMS</b>							
54	<b>MULTI-MODAL TRANSIT PROGRAMS</b>						54
55							55
56	<b>CALTRAIN SERVICE</b>						56
57	Peninsula Rail Service	6,080,000	6,640,000	6,191,353	(448,647)	-6.8%	57
58	<b>Total Caltrain Service</b>	<b>6,080,000</b>	<b>6,640,000</b>	<b>6,191,353</b>	<b>(448,647)</b>	<b>-6.8%</b>	58
59							59
60	<b>OTHER SUPPORT</b>						60
62	SamTrans Shuttle	1,716,138	1,991,708	2,077,765	86,057	4.3%	62
63	Bicycle Coordinating Activities	0	0	0	0	n/a	63
64	Maintenance Multimodal Fac	158,334	170,000	170,000	0	0.0%	64
65	<b>Total Other Support</b>	<b>1,874,472</b>	<b>2,161,708</b>	<b>2,247,765</b>	<b>86,057</b>	<b>4.0%</b>	65
66							66
67	<b>TOTAL MULTI-MODAL PROGRAMS</b>	<b>7,954,472</b>	<b>8,801,708</b>	<b>8,439,118</b>	<b>(362,590)</b>	<b>-4.1%</b>	67
68							68
69	<b>TOTAL OPERATING EXPENSES</b>	<b>128,314,385</b>	<b>144,928,605</b>	<b>145,777,817</b>	<b>849,213</b>	<b>0.6%</b>	69

Samtrans Financial Projections

Attachment C

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	Budget	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection
<b>SOURCES OF FUNDS</b>												
1 Passenger Fares	16,977,116	17,460,944	17,664,551	17,871,645	18,407,813	18,626,065	18,848,207	19,417,703	19,652,152	19,890,959	20,496,685	20,749,110
2 Local TDA and STA Funds	42,013,473	43,545,562	44,349,287	45,168,868	46,004,619	46,856,863	47,725,927	48,612,145	49,515,858	50,437,413	51,377,166	52,335,478
3 Pass through to Other Agencies	836,536	836,536	836,536	836,536	836,536	836,536	836,536	836,536	836,536	836,536	836,536	836,536
4 Operating Grants	4,941,320	4,941,320	4,941,320	4,941,320	4,941,320	4,941,320	4,941,320	4,941,320	4,941,320	4,941,320	4,941,320	4,941,320
5 SMCTA Measure A	9,577,753	10,362,384	10,569,632	10,781,024	10,996,645	11,216,578	11,440,909	11,669,727	11,903,122	12,141,184	12,384,008	12,631,688
6 SM County Measure A	3,750,000	3,750,000	1,875,000	-	-	-	-	-	-	-	-	-
7 AB434 Funds	100,000	109,000	109,000	109,000	109,000	109,000	109,000	109,000	109,000	109,000	109,000	109,000
8 <b>Subtotal - Operating Revenues</b>	<b>78,196,198</b>	<b>81,005,746</b>	<b>80,345,326</b>	<b>79,708,393</b>	<b>81,295,934</b>	<b>82,586,362</b>	<b>83,901,899</b>	<b>85,586,432</b>	<b>86,957,988</b>	<b>88,356,413</b>	<b>90,144,715</b>	<b>91,603,132</b>
<b>Other Revenue Sources</b>												
10 District 1/2 Cent Sales Tax	84,660,000	86,353,200	88,080,264	89,841,869	91,638,707	93,471,481	95,340,910	97,247,729	99,192,683	101,176,537	103,200,068	105,264,069
11 Investment Interest	1,100,312	1,100,312	1,100,312	1,100,312	1,100,312	1,100,312	1,100,312	1,100,312	1,100,312	1,100,312	1,100,312	1,100,312
12 Other Interest, Rent & Other Income	7,777,196	8,033,352	8,301,578	8,582,532	8,876,913	9,185,460	9,508,961	9,848,248	10,204,208	10,577,778	10,969,956	11,381,802
13 <b>Subtotal - Other Revenues</b>	<b>93,537,508</b>	<b>95,486,864</b>	<b>97,482,154</b>	<b>99,524,714</b>	<b>101,615,931</b>	<b>103,757,253</b>	<b>105,950,183</b>	<b>108,196,289</b>	<b>110,497,203</b>	<b>112,854,627</b>	<b>115,270,336</b>	<b>117,746,183</b>
15 <b>Total Sources of Funds</b>	<b>171,733,706</b>	<b>176,492,610</b>	<b>177,827,480</b>	<b>179,233,106</b>	<b>182,911,865</b>	<b>186,343,615</b>	<b>189,852,083</b>	<b>193,782,721</b>	<b>197,455,191</b>	<b>201,211,039</b>	<b>205,415,051</b>	<b>209,349,315</b>
<b>USES OF FUNDS:</b>												
18 Motor Bus	117,103,388	120,954,486	124,943,469	129,105,501	133,450,020	137,987,062	142,727,301	147,682,093	152,863,524	158,284,458	163,958,592	169,900,513
19 A.D.A. Programs	18,407,911	19,512,386	20,683,129	21,924,117	23,239,564	24,633,937	26,111,974	27,678,692	29,339,414	31,099,778	32,965,765	34,943,711
20 Caltrain	6,191,353	10,000,000	11,224,600	10,917,200	10,917,200	10,917,200	10,917,200	10,917,200	10,917,200	10,917,200	10,917,200	10,917,200
21 Other Multi-Modal Programs	2,247,765	2,247,765	2,247,765	2,247,765	2,247,765	2,247,765	2,247,765	2,247,765	2,247,765	2,247,765	2,247,765	2,247,765
22 Pass through to Other Agencies	836,536	836,536	836,536	836,536	836,536	836,536	836,536	836,536	836,536	836,536	836,536	836,536
23 Land Transfer Interest Expense	45,716	45,716	45,716	45,716	45,716	45,716	45,716	45,716	45,716	45,716	45,716	45,716
24 <b>Total Operating</b>	<b>144,832,669</b>	<b>153,596,889</b>	<b>159,981,215</b>	<b>165,076,834</b>	<b>170,736,800</b>	<b>176,668,216</b>	<b>182,886,491</b>	<b>189,408,002</b>	<b>196,250,154</b>	<b>203,431,453</b>	<b>210,971,574</b>	<b>218,891,441</b>
26 <b>Total Operating Surplus/(Deficit)</b>	<b>26,901,037</b>	<b>22,895,721</b>	<b>17,846,265</b>	<b>14,156,272</b>	<b>12,175,065</b>	<b>9,675,399</b>	<b>6,965,591</b>	<b>4,374,719</b>	<b>1,205,036</b>	<b>(2,220,414)</b>	<b>(5,556,523)</b>	<b>(9,542,126)</b>
28 <b>Sales Tax Allocation - Capital Programs</b>	<b>8,789,413</b>	<b>10,419,035</b>	<b>6,511,281</b>	<b>7,447,639</b>	<b>13,695,371</b>	<b>18,463,783</b>	<b>11,097,174</b>	<b>8,184,848</b>	<b>10,202,451</b>	<b>9,600,000</b>	<b>9,600,000</b>	<b>9,600,000</b>
30 <b>Total Debt Service</b>	<b>21,684,044</b>	<b>21,643,714</b>	<b>19,397,431</b>	<b>19,186,781</b>	<b>19,192,681</b>	<b>19,189,081</b>	<b>19,190,031</b>	<b>19,189,431</b>	<b>19,189,931</b>	<b>19,189,431</b>	<b>19,186,431</b>	<b>19,194,431</b>
32 <b>Unfunded Accrued Liability</b>	<b>1,827,400</b>	<b>2,606,047</b>	<b>3,429,769</b>	<b>3,872,305</b>	<b>4,397,626</b>	<b>4,784,292</b>	<b>4,784,292</b>	<b>4,784,292</b>	<b>4,784,292</b>	<b>4,784,292</b>	<b>4,784,292</b>	<b>4,784,292</b>
34 <b>Total Uses of Funds</b>	<b>177,133,526</b>	<b>188,265,686</b>	<b>189,319,695</b>	<b>195,583,560</b>	<b>208,022,478</b>	<b>219,105,372</b>	<b>217,957,988</b>	<b>221,566,573</b>	<b>230,426,828</b>	<b>237,005,176</b>	<b>244,542,297</b>	<b>252,470,164</b>
36 <b>PROJECTED SURPLUS/(DEFICIT)</b>	<b>(5,399,820)</b>	<b>(11,773,075)</b>	<b>(11,492,215)</b>	<b>(16,350,454)</b>	<b>(25,110,613)</b>	<b>(32,761,757)</b>	<b>(28,105,906)</b>	<b>(27,783,852)</b>	<b>(32,971,637)</b>	<b>(35,794,137)</b>	<b>(39,127,246)</b>	<b>(43,120,849)</b>

## Follow-up to 5/3/17 Board Meeting: Questions & Answers

### 1) Is the growth of 2% for District Sales Tax growth reasonable given forecasts of economic downturn?

**Response:** Sales tax revenues are projected to increase by about 2%, from the FY2017 Approved Budget amount of \$83 million to \$84.7 million. This increase is consistent with the Metropolitan Transportation Commission’s (MTC) Fund Estimate. The Santa Clara Valley Transportation Authority (VTA) is projecting a 2.4% increase in sales tax for FY18 and the San Mateo County Manager’s Office is projecting a 2% increase in their half cent sales tax. Leading economic and demographic indicators for San Mateo County estimate population growth of 2.9%, retail sales growth of 4.2%, and expected personal income growth of 15.3% all of which imply increased sales taxes in FY18.

### 2) The increase in ADA should be reflective of the increased aging population. Is the ADA program expense increase of \$250k (1.4%) reflecting this?

**Response:** Yes, the ADA program budget reflects increased ridership trends, as shown in the chart below. However, ridership growth does not translate directly into increased program costs. The overall system has additional capacity, and efficiencies are realized when, as an example, one trip includes multiple passengers, and the cost for the additional passenger(s) is only marginal. Also, some of the program costs are fixed and do not vary with additional ridership. Finally, a lower fringe benefit cost actually reduced costs in that area for FY 18.

	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17 10 month Actual Proj	FY18 Budget Projection
RW+Taxi	288,804	283,159	276,984	218,522	269,405	276,637	291,802	318,779	324,154	352,816
RediCoast	23,944	22,862	21,605	25,044	23,944	27,319	28,779	32,425	34,231	39,707
RediCoast non-ADA	4,306	4,227	4,821	4,443	4,306	3,396	3,443	4,500	3,782	3,070
SamCoast	8,931	11,012	12,516	9,854	8,931	6,655	5,014	4,301	5,038	5,038
Total DR Ridership	325,985	321,260	315,926	257,863	306,586	314,007	329,038	360,005	367,205	400,631
	0.0%	-1.4%	-1.7%	-18.4%	18.9%	2.4%	4.8%	9.4%	2.0%	9.1%

### 3) What does a balanced budget look like?

**Response:** Outlined below are changes to District Operations that would produce a balanced Budget scenario for FY18. This is for discussion purposes only and not to be inferred as actions recommended by staff.

## Follow-up to 5/3/17 Board Meeting: Questions & Answers

Motor Bus (Fixed Route) Service: Lower by \$3.4 million

- Eliminate least productive routes that have the highest amount of deadhead miles. The District can eliminate 37 routes which would impact 3% of the systems' ridership. This action would require a reduction of 10 FTEs at a savings \$2.7M
- 
- Maintenance: The reduction of mileage would net \$0.3 million in fuel savings. The elimination of routes reduces 30 buses from the revenue fleet, which will net \$0.4 million in maintenance costs (eliminates 3 FTE)

ADA Services: Lower by \$1.3 million

- Eliminate fare assistance (impacts 1,700 passengers and reduces 19,000 trips/year), cost savings \$1.1 million.
- Eliminate direct Paratransit service to Palo Alto VA, Vista, and REACH centers, cost savings \$0.2 million

Facilities: Lower by \$0.1 million

- Defer the replacement of Operations Time Clock, cost savings \$100,000

For reference, below are projects that have been previously deferred but are now included in the FY18 Capital Budget. These projects in total are \$1.3 million and are as follows:

- § NB Bus Washer Replacement \$0.5 million
- § NB & SB Vacuum Systems Replacement Design \$0.2 million
- § SB Bus Washer Wall Rehab \$0.3 million
- § NB & SB Employee Health and Welfare Areas \$0.4 million

Capital: Lower by \$0.4 million

- Adjust Major Bus Component's capital request by \$0.4 million. This is a one-time adjustment to reflect the historical spending rate.

Revenue: Lower by \$0.5M

- Offsetting the cost savings is a reduction of \$0.5 million in revenues; using the calculated 3% reduction in ridership, based on 2018 projections. The net loss in revenues would be approximately \$0.5 million.

Hiring Freeze: Lower by \$0.7M

- Placing a freeze on hiring new Full Time Equivalents, would lower expenses by approximately \$0.7 million.

## Follow-up to 5/3/17 Board Meeting: Questions & Answers

### 4) Request for Additional information on Full Time Equivalents?

**Response:** SamTrans has 592.9 Full Time Equivalents (FTEs) which include 461.1 Represented, 116.4 Non-Represented, 10.8 Capital and 4.5 New Full Time Equivalents. New positions include: Market Development Contract Administrator (50% SamTrans), Associate Contract Officer (50% SamTrans), HR Specialist (100% SamTrans), ADA Coordinator (50% SamTrans), Human Resource Assistant (100% SamTrans), and a Mobility Youth Coordinator (100% SamTrans)

The table below shows more detail by division.

FY18 FTE Summary	Finance	Planning	Executive	Comm	Admin	Bus	CalMod	Rail	Total
Represented	-	-	-	20.1	-	441.0	-	-	461.1
Bus Operators						308.0			308.0
Bus Transportation Supervisors						14.0			14.0
Mechanics						61.0			61.0
Utility Workers						29.0			29.0
Storeskeeper						7.0			7.0
Customer Service Reps				19.1					19.1
Other				1.0		22.0			23.0
Non-Represented	54.6	5.6	3.6	10.5	19.1	22.7	-	0.4	116.4
Capital	5.4	3.1	0.4	0.3	0.3	-	-	1.4	10.8
New FTEs	0.5			1.5	2.5				4.5
<b>TOTAL</b>	<b>60.5</b>	<b>8.7</b>	<b>4.0</b>	<b>32.4</b>	<b>21.9</b>	<b>463.7</b>	<b>-</b>	<b>1.7</b>	<b>592.9</b>

### 5) SamTrans has a lot of vacant positions, how are vacancies reflected in the budget?

**Response:** Samtrans often fills FTE vacancies with consultants or temporary staff so savings in Wages & Benefits are offset by these costs. For the FY18 Budget, we have assumed that there will be a one month lag on filling vacant positions with either consultants or temporary staff thus producing a savings of approximately \$0.5 million.

### Follow-up to 5/3/17 Board Meeting: Questions & Answers

#### 6) What is the status of the fuel hedge program?

**Response:** Based on the following factors, Staff recommends against entering into a Fuel Hedge Program at this time:

1. Current surpluses in the fuel market make it unlikely that there will be a catastrophic spike in prices in the near future.
2. Based on past experience, the cost of a fuel hedge program currently outweighs the benefits. The cost of the program has ranged between \$97.8k – \$224.8k for SamTrans and \$180 – \$436k for JPB.
3. Over the seven year history of the prior hedge program, fuel prices spiked only one time (2011) resulting in a net payment to the Agencies.
4. SamTrans has reserves to cover possible increases in fuel costs and Staff is recommending a reserve policy for JPB

**RESOLUTION NO. 2017 –**

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

**\* \* \***

**ADOPTING FISCAL YEAR 2018 OPERATING BUDGET IN  
THE AMOUNT OF \$146,660,069**

**WHEREAS**, Section 103141 (b) of the California Public Utilities Code requires the Board of Directors to adopt an annual budget for the San Mateo County Transit District (District); and

**WHEREAS**, the adoption of an operating budget is necessary for obtaining both Federal and State funds to support the District's transit improvement program; and

**WHEREAS**, the General Manager/CEO has prepared and presented to the Board of Directors a proposed final operating budget for Fiscal Year 2018 in the amount of \$146,660,069 that sets forth projected revenues and expenses associated with the District's operating and maintenance program.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District adopts the Fiscal Year 2018 Operating Budget, a copy of which is attached hereto and incorporated herein as Attachment "B"; and

**BE IT FURTHER RESOLVED** that the General Manager/CEO is directed to submit this budget to the Metropolitan Transportation Commission, together with a copy of this resolution at the earliest practical date.

Regularly passed and adopted this 7<sup>th</sup> day of June 2017 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Kathleen Kelly  
Interim Chief Financial Officer

SUBJECT: **ADOPTION OF FISCAL YEAR 2018 CAPITAL BUDGET**

**ACTION**

Staff proposes the Committee recommend the Board adoption of the Proposed Fiscal Year (FY) 2018 Capital Budget in the amount of \$16,373,081.

**SIGNIFICANCE**

At the May 3 Board meeting, staff presented a balanced, Preliminary FY2018 Capital Budget. Changes made since the May 3 Board meeting are red-lined on Attachment A.

The FY2018 Capital Budget, as presented in Attachment A, totals \$16.4 million and reflects \$8.8 million of San Mateo County Transit District (District) sales tax. While total project costs have increased by \$1 million compared to the Preliminary Budget, funding by District sales tax has been reduced by \$1 million. The change in total budget requests is a result of an increased project costs for Traffic Signal Priority in the amount of \$1.9 million, offset by the removal of the Dumbarton Rail Corridor Right of Way (ROW) Fencing in the amount of \$0.9 million. The change in District sales tax is derived from identification of additional external funding sources for FY2018. Additionally, the Major Bus Component Project has been re-categorized from the Facilities and Construction section to the Revenue Vehicle Support Section, but has no impact to the budget.

**BUDGET IMPACT**

Of the \$16.4 million recommended for the FY2018 Capital Budget, the total amount of District sales tax required is \$8.8 million. This investment would be used to leverage an additional \$7.6 million in Federal, State and other sources to fully fund the FY2018 Capital Budget.

**BACKGROUND**

Variances to the Preliminary FY2018 Capital Budget are red-lined in Attachment A and include the following:



District Sales Tax Funding for FY2018 totals \$8.8 million, a **decrease** of \$1 million compared to the Preliminary Budget as a result of the following changes:

- *Traffic Signal Priority* (Attachment A, page 2, section 4.1) - Total cost for this project is \$3.9 million compared to \$ 2 million as presented in the Preliminary Budget. Additional funding sources have also been identified, which provides full funding without the need for District sales tax. Therefore the total cost for the project was included for the FY2018 Budget.
- *Dumbarton Rail Corridor ROW Fencing* (previously shown in Attachment A, page 2, section V) - This project has been removed as funding has previously been approved and no additional cost is required for the FY2018 Budget.
- *Purchase of 10 Electric Buses* (Attachment A, page 1, section 1.1) - Funding from District sales tax decreased by \$0.7 million as additional funding sources have been identified, which provides full funding without the need for District sales tax.
- *Major Bus Component* (Attachment A, page 1, section 1.3) – This project is now fully funded by District sales tax, an increase of \$0.9 million. Funding from Senate Bill 1, previously shown for Major Bus Component, has moved to fund two other FY2018 projects, the Purchase of 10 Electric Buses and the Traffic Signal Priority. Also, this FY2018 project is now shown within the Revenue Vehicle Support, section I, previously shown in Facilities and Construction, section IV, in the Preliminary FY18 Capital Budget.

### **10 Year Capital Investment Program**

Attachment B shows the District's 10 year Capital Investment Program. The FY2018 Capital Budget has been incorporated into the District's Short Range Transit Plan which was presented to the Board last month.

The District's Capital Budget is developed on an annual basis. A comprehensive call for projects was issued District-wide. The capital projects submitted were reviewed and prioritized for consistency with District policy directives and key Strategic Plan Initiatives. In keeping with the District's need to conserve financial resources, the final recommendations reflect the most critical projects that support existing District revenue service without compromising either safety or security. In addition, the program is developed to leverage as much external funding and grants as possible.

Prepared By:

Virginia Baum, Senior Budget Analyst

650-508-7963



# San Mateo County Transit District Fiscal Year 2018 Capital Budget

PROJECT TITLE	PROJECT DESCRIPTION	Current Total Estimated Project Cost	Previously Budgeted	FY2018 Budget Request	Remaining	Funding Sources				notes	
						Federal	State	Other	District Sales Tax		
<b>i. REVENUE VEHICLE SUPPORT</b>											
1.1	Purchase of 10 Electric Buses and Installation of 10 Charging Stations	Purchase of 10 electric buses and installation of 10 charging stations	\$ 10,926,668	\$ 7,250,000	\$ 3,676,668	\$ -	\$ 2,528,880	<del>\$ 1,482,824</del>	<del>\$ (1,083,167)</del>	<del>\$ 748,131</del>	(1) &(2)
1.2	50 Flip Seats and Modesty Panels	The purchase of 50 American Seating Single Flip Seats and 50 Modesty Panels to retrofit District's 25 Hybrid buses to support District's safety initiative	\$ 144,613	\$ -	\$ 144,613	\$ -	\$ -	\$ 1,147,788	\$ -	\$ -	(1)
1.3	Major Bus Components	Purchases of major bus components	\$ 4,841,436	\$ 3,341,436	\$ 1,500,000	\$ -	\$ -	<del>\$ 937,326</del>	\$ -	<del>\$ 562,674</del>	
<b>Subtotal</b>								<del>\$ -</del>			
				<del>\$ 3,821,281</del>							
				<del>\$ 5,321,281</del>							
<b>ii. INFORMATION TECHNOLOGY</b>											
2.1	Tech Refresh Project	Technology refreshment with periodic replacement of District system's servers and storage, copiers/printers, network equipment to avoid obsolescence of existing technology	\$ 2,377,800	\$ -	\$ 2,377,800	\$ -	\$ -	\$ -	\$ -	\$ 2,377,800	
2.2	EPM Replacement	PeopleSoft EPM 9.1 extended support ends 12/31/17, no longer providing product updates. Full budget support is necessary and therefore, the procurement and implementation of a replacement for EPM is required.	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
<b>Subtotal</b>											
				<del>\$ -</del>							
				<del>\$ 2,877,800</del>							
<b>iii. PLANNING / DEVELOPMENT</b>											
3.1	Ridership Reporting and Analytics Software	Purchase of software capable of storing, cleaning, and analyzing the vast amount of APC/AVL data recorded on District buses	\$ 222,000	\$ -	\$ 222,000	\$ -	\$ -	\$ -	\$ -	\$ 222,000	
3.2	SamTrans Strategic Business Plan	A comprehensive strategy to define a business plan that averts financial failure, reinvents the District vision for delivering public transit, and tackling District internal and external organizational challenges	\$ 1,138,000	\$ 358,000	\$ 780,000	\$ -	\$ -	\$ -	\$ -	\$ 780,000	
3.3	Capital Program and Project Development	Capitalized funds for annual program development including but not limited to plans, budgets, programs, funding strategies, and preliminary engineering	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	



# San Mateo County Transit District Fiscal Year 2018 Capital Budget

PROJECT TITLE	PROJECT DESCRIPTION	Current Total Estimated Project Cost	Previously Budgeted	FY2018 Budget Request	Remaining	Funding Sources				notes	
						Federal	State	Other	District Sales Tax		
3.4	Capital Program Management	Capitalized funds for programs and project controls support, including monitoring project performance and delivery	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000		
<b>Subtotal</b>				<b>\$ 1,502,000</b>							
<b>iv. FACILITIES / CONSTRUCTION</b>											
4.1	Traffic Signal Priority	Implementation of Traffic Signal Priority (TSP) technology for SamTrans buses traveling on El Camino Real in San Mateo County (State Highway 82).	<del>\$ 1,953,500</del>	<del>\$ -</del>	<del>\$ 1,953,500</del>	<del>\$ -</del>	<del>\$ 1,729,500</del>	<del>\$ -</del>	<del>\$ -</del>	<del>\$ 224,000</del>	<del>(3)</del>
			\$ 3,907,000	\$ -	\$ 3,907,000	\$ -	\$ 3,459,000	\$ 369,000	\$ 79,000	\$ -	(2)
4.2	Facilities Smaller Projects	Projects to maintain continuity of services and sustainability of a pleasant work environment, inclusive of routine maintenance or replacment.	\$ 547,000	\$ 282,000	\$ 265,000	\$ -	\$ -	\$ -	\$ 265,000		
4.3	Time Clock Replacement	Replacement of current time clock systems	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000		
4.4	Transit Asset Mgmt Plan	Implementation of new Federal mandated requirement for conditioned based assessments for a broad range of assets	\$ 975,000	\$ -	\$ 975,000	\$ -	\$ -	\$ -	\$ 975,000	(3)	
4.5	Roof Replacement	Repair of Central buidling roof	\$ 475,000	\$ -	\$ 475,000	\$ -	\$ -	\$ -	\$ 475,000		
4.6	Linda Mar Park-n-Ride Repaving	Linda Mar Park-n-Ride Lot Repaving	\$ 700,000	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ 700,000		
4.7	<del>Major Bus Components</del>	<del>Purchases of major bus components</del>	<del>\$ 4,841,436</del>	<del>\$ 3,341,436</del>	<del>\$ 1,500,000</del>	<del>\$ -</del>	<del>\$ -</del>	<del>\$ 937,326</del>	<del>\$ -</del>	<del>\$ 562,674</del>	<del>(4)</del>
<b>Subtotal</b>				<del>\$ 5,968,500</del> <b>\$ 6,422,000</b>							
<b>v. SAFETY AND SECURITY</b>											
5.1	<del>Dumbarton Rail Corridor ROW Fencing</del>	<del>Install vandal resistant fencing at key locations along the Dumbarton Rail Corridor to deter trespassing, illegal dumping and homeless encampments</del>	<del>\$ 4,511,000</del>	<del>\$ 3,561,000</del>	<del>\$ 950,000</del>	<del>\$ -</del>	<del>\$ -</del>	<del>\$ -</del>	<del>\$ -</del>	<del>\$ 950,000</del>	<del>-</del>
<b>Subtotal</b>				<del>\$ 950,000</del>							
<b>v. Other</b>											
6.1	Contingency	Annual set-aside for unforeseen and emergency capital expenditures	\$ 250,000	\$ -	\$ 250,000	\$ -			\$ 250,000		
<b>Subtotal</b>				<b>\$ 250,000</b>							



# San Mateo County Transit District Fiscal Year 2018 Capital Budget

PROJECT TITLE	PROJECT DESCRIPTION	Current Total Estimated Project Cost	Previously Budgeted	FY2018 Budget Request	Remaining	Funding Sources				notes
						Federal	State	Other	District Sales Tax	
<b>GRAND TOTAL</b>		\$ 30,162,017	\$ 14,792,436	\$ 15,369,581		\$ 4,258,380	\$ 2,420,150	\$ (1,083,167)	\$ 9,774,218	
		\$ 27,604,517	\$ 11,231,436	\$ 16,373,081		\$ 5,987,880	\$ 1,516,788	\$ 79,000	\$ 8,789,413	

**NOTES:**

- (1) ~~State funds include FY17 LCTOP (309,127) and PTMISEA (954,000) from Gillig bus & (\$219,697 residual)~~  
State funds include \$568,328 of SB1 Funding
- (2) ~~Other funding for this project includes TFCA funds of \$473,990 and CARB HVIP funds of \$950,000 for total of \$1,423,990. FY17 Capital Budget had an estimate for other funds; the negative adjustment of \$1,083,167 in FY18 is necessary to properly reflect the correct funding between the two years (see attached for detail)~~  
FTA TPI Grant, State Funds include \$369,000 of SB1 Funding; Other Funding from TFCA Program Management in the amount of \$79,000
- (3) ~~Funded by TPI Grant Funds for \$1,729,500 (89%) with District Sales Tax match (11%)~~  
Project Request for \$1 million (\$25,000 funding from prior year savings)
- (4) ~~State funding includes SB1 fund effective November 1, 2017~~

**SRTP TABLE 20: FY 2017 - 2026 CAPITAL IMPROVEMENTS PROGRAM**

QTY	YEAR	Description	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	10-year Total
<b>REVENUE VEHICLES: REPLACEMENT &amp; REHABILITATION</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	
21	2015	El Dorado (22' cutaway)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,793,000	\$ -	\$ -	\$ -	\$ -	\$ 2,793,000
9	2016	EL DORADO (22' Cutaway, Redi-Wheels)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,215,000	\$ -	\$ -	\$ -	\$ 1,215,000
14	2015	El Dorado (Minivans)	\$ -	\$ -	\$ 756,000	\$ -	\$ -	\$ -	\$ 812,000	\$ -	\$ -	\$ -	\$ 1,568,000
10	2011	El Dorado (Minivans)	\$ -	\$ -	\$ -	\$ -	\$ 560,000	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ 1,160,000
3	2013	El Dorado (22' Cutaway)	\$ -	\$ -	\$ -	\$ 387,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 387,000
40	2009	Gillig (35')	\$ -	\$ -	\$ -	\$ -	\$ 6,893,333	\$ 6,893,333	\$ 6,893,333	\$ -	\$ -	\$ -	\$ 20,680,000
91	2009	Gillig (40')	\$ -	\$ -	\$ -	\$ -	\$ 17,138,333	\$ 17,138,333	\$ 17,138,333	\$ -	\$ -	\$ -	\$ 51,415,000
4	2009	Gillig (29')	\$ -	\$ -	\$ -	\$ -	\$ 632,000	\$ 632,000	\$ 632,000	\$ -	\$ -	\$ -	\$ 1,896,000
4	2013	Gillig (29')	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,992,000	\$ -	\$ 1,992,000
25	2013	Gillig Hybrid (40')	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,500,000	\$ -	\$ 21,500,000
21	2014	Gillig (40')	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,270,000	\$ 18,270,000
12	2014	Gillig (29')	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,048,000	\$ 6,048,000
10	2018	Electric Buses	\$ 7,250,000	\$ 3,676,668	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,926,668
50	2018	Flip Seats and Modesty Panels	\$ -	\$ 144,613	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 144,613
1	2017	Bike Rack - Unit Replacement	\$ 198,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 198,300
			<b>\$ 7,448,300</b>	<b>\$ 3,821,281</b>	<b>\$ 756,000</b>	<b>\$ 387,000</b>	<b>\$ 25,223,667</b>	<b>\$ 27,456,667</b>	<b>\$ 26,690,667</b>	<b>\$ -</b>	<b>\$ 24,092,000</b>	<b>\$ 24,318,000</b>	<b>\$ 140,193,581</b>
<b>REVENUE VEHICLES: EXPANSION</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>10-Year Total</b>
3	2018	EL DORADO (22' Cutaway, Redi-Wheels) Expansion <sup>17</sup>	\$ 475,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 417,000	\$ -	\$ 892,000
4	2019	EL DORADO (22' Cutaway, Redi-Wheels) Expansion <sup>18</sup>	\$ -	\$ -	\$ 1,123,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 564,000	\$ 1,687,000
			<b>475,000</b>	<b>-</b>	<b>1,123,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>417,000</b>	<b>564,000</b>	<b>2,579,000</b>
<b>SAFETY / SECURITY</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>10-Year Total</b>
		CCTV and Facility Security Systems (incl. fire alarms and central security office upgrade)	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 100,000	\$ 150,000	\$ 150,000	\$ 50,000	\$ 150,000	\$ 800,000
		Access Control System Imprvmts	\$ -	\$ -	\$ 250,000	\$ 500,000	\$ 50,000	\$ 150,000	\$ 275,000	\$ 225,000	\$ -	\$ 150,000	\$ 1,600,000
		Threat and Vulnerability Studies	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 100,000
		Dumbarton Corridor ROW Fencing	\$ 1,451,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,451,000
			<b>\$ 1,451,000</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ 500,000</b>	<b>\$ 100,000</b>	<b>\$ 250,000</b>	<b>\$ 425,000</b>	<b>\$ 375,000</b>	<b>\$ 100,000</b>	<b>\$ 300,000</b>	<b>\$ 3,951,000</b>
<b>FACILITY &amp; SYSTEMS &amp; HEAVY / MAINTENANCE EQUIPMENT</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>10-Year Total</b>
		Facility & Equipment Upgrade & System Rehab & Repl	\$ 2,835,249	\$ 1,815,000	\$ 3,382,000	\$ 1,952,000	\$ 915,000	\$ 2,215,000	\$ 1,815,000	\$ 615,000	\$ 615,000	\$ 615,000	\$ 16,774,249
			<b>\$ 2,835,249</b>	<b>\$ 1,815,000</b>	<b>\$ 3,382,000</b>	<b>\$ 1,952,000</b>	<b>\$ 915,000</b>	<b>\$ 2,215,000</b>	<b>\$ 1,815,000</b>	<b>\$ 615,000</b>	<b>\$ 615,000</b>	<b>\$ 615,000</b>	<b>\$ 16,774,249</b>
<b>TOOLS &amp; EQUIPMENT</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>10-Year Total</b>
		Maintenance Equipment & Tools	\$ 70,000	\$ -	\$ 102,500	\$ 220,000	\$ 90,000	\$ 85,000	\$ 150,000	\$ 103,000	\$ 595,000	\$ 75,000	\$ 1,490,500
		Revenue Vehicle Component Replacement & Maintenance	\$ 1,183,074	\$ 1,500,000	\$ 1,499,312	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 12,582,386
			<b>\$ 1,253,074</b>	<b>\$ 1,500,000</b>	<b>\$ 1,601,812</b>	<b>\$ 1,420,000</b>	<b>\$ 1,290,000</b>	<b>\$ 1,285,000</b>	<b>\$ 1,350,000</b>	<b>\$ 1,303,000</b>	<b>\$ 1,795,000</b>	<b>\$ 1,275,000</b>	<b>\$ 14,072,886</b>
<b>SERVICE VEHICLES</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>10-Year Total</b>
		Shop Vehicles	\$ -	\$ -	\$ 65,000	\$ 25,000	\$ -	\$ 202,000	\$ 140,000	\$ -	\$ -	\$ -	\$ 432,000
		Support Vehicles	\$ -	\$ -	\$ 753,618	\$ -	\$ -	\$ 330,000	\$ -	\$ -	\$ 811,834	\$ 110,000	\$ 2,005,452
			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 818,618</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 532,000</b>	<b>\$ 140,000</b>	<b>\$ -</b>	<b>\$ 811,834</b>	<b>\$ 110,000</b>	<b>\$ 2,437,452</b>
<b>BUS STOPS &amp; STATIONS</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>30-Year Total</b>
		Park & Ride Lots	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 950,000
		Bus Stops & Improvements	\$ -	\$ -	\$ 80,000	\$ 130,000	\$ 80,000	\$ 130,000	\$ 80,000	\$ 130,000	\$ 80,000	\$ 130,000	\$ 840,000
			<b>-</b>	<b>700,000</b>	<b>80,000</b>	<b>130,000</b>	<b>80,000</b>	<b>130,000</b>	<b>330,000</b>	<b>130,000</b>	<b>80,000</b>	<b>130,000</b>	<b>1,790,000</b>

**SRTP TABLE 20: FY 2017 - 2026 CAPITAL IMPROVEMENTS PROGRAM**

QTY	YEAR	Description	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	10-year Total
<b>INFORMATION TECHNOLOGY, APPLICATIONS, AND NETWORKS</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>10-Year Total</b>
		Infrastructure and Systems	\$ 1,799,000	\$ 2,377,800	\$ 1,682,200	\$ 790,000	\$ 460,000	\$ 2,400,000	\$ 980,000	\$ 800,000	\$ 845,000	\$ 175,000	\$ 12,309,000
		Network and Security	\$ 828,000	\$ 500,000	\$ 295,000	\$ 755,000	\$ 480,000	\$ 698,000	\$ 205,000	\$ 295,000	\$ 755,000	\$ 480,000	\$ 5,291,000
		VOIP	\$ -	\$ -	\$ 62,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 760,500	\$ 62,500	\$ 12,500	\$ 12,500	\$ 948,000
		Remote Offices	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,300	\$ -	\$ -	\$ -	\$ 90,300
			\$ 2,627,000	\$ 2,877,800	\$ 2,039,700	\$ 1,557,500	\$ 952,500	\$ 3,110,500	\$ 2,035,800	\$ 1,157,500	\$ 1,612,500	\$ 667,500	\$ 18,638,300
<b>INTELLIGENT TRANSPORTATION SYSTEMS</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>10-Year Total</b>
		ACS, Farebox, Predictive Arrival, Radios			\$ 236,000	\$ 300,000	\$ 1,269,165	\$ 1,942,000	\$ 7,734,000	\$ 6,404,000	\$ -	\$ 2,000,000	\$ 19,885,165
		Clipper 2.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 550,000	\$ 550,000	\$ -	\$ -	\$ 1,120,000
		Traffic Signal Priority (El Camino)	\$ -	\$ 3,907,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,907,000
		Mobileview	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 850,000	\$ 1,650,000
			\$ -	\$ 3,907,000	\$ 236,000	\$ 300,000	\$ 2,069,165	\$ 1,962,000	\$ 8,284,000	\$ 6,954,000	\$ -	\$ 2,850,000	\$ 26,562,165
<b>PLANNING</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>10-Year Total</b>
		Planning/Ops Analysis/TOD/Sustainability	\$ 1,442,000	\$ 1,002,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 8,444,000
			\$ 1,442,000	\$ 1,002,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 8,444,000
<b>CAPITAL PROGRAM/PROJECT DEVELOPMENT &amp; MANAGEMENT</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>10-Year Total</b>
		Program Development, Management	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 5,000,000
		Capital Program Contingency	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 2,500,000
			\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 7,500,000
<b>PROPOSED FUNDING SOURCES</b>			<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>10-Year Total</b>
		FEDERAL (5307)	\$ 5,256,207	\$ 5,987,880	\$ 619,920	\$ 317,340	\$ 20,683,407	\$ 22,514,467	\$ 21,886,347	\$ -	\$ 19,755,440	\$ 19,940,760	\$ 116,961,767
		STATE	\$ 3,266,391	\$ 1,516,788	\$ 937,326	\$ 937,326	\$ 3,637,326	\$ 1,837,326	\$ 1,837,326	\$ 937,326	\$ 2,737,326	\$ 1,837,326	\$ 19,481,787
		OTHER	\$ 3,329,057	\$ 79,000	\$ 10,849	\$ 5,553	\$ 361,960	\$ 394,003	\$ 383,011	\$ -	\$ 345,720	\$ 348,963	\$ 5,258,116
		LOCAL DISTRICT SALESTAX	\$ 6,429,968	\$ 8,789,413	\$ 10,419,035	\$ 6,511,281	\$ 7,447,639	\$ 13,695,371	\$ 18,463,783	\$ 11,097,174	\$ 8,184,848	\$ 10,202,451	\$ 101,240,963
		<b>TOTAL FUNDING</b>	<b>\$ 18,281,623</b>	<b>\$ 16,373,081</b>	<b>\$ 11,987,130</b>	<b>\$ 7,771,500</b>	<b>\$ 32,130,332</b>	<b>\$ 38,441,167</b>	<b>\$ 42,570,467</b>	<b>\$ 12,034,500</b>	<b>\$ 31,023,334</b>	<b>\$ 32,329,500</b>	<b>\$ 242,942,633</b>
		<b>TOTAL CIP COST</b>	<b>\$ 18,281,623</b>	<b>\$ 16,373,081</b>	<b>\$ 11,987,130</b>	<b>\$ 7,771,500</b>	<b>\$ 32,130,332</b>	<b>\$ 38,441,167</b>	<b>\$ 42,570,467</b>	<b>\$ 12,034,500</b>	<b>\$ 31,023,334</b>	<b>\$ 32,329,500</b>	<b>\$ 242,942,633</b>
<b>NOTES / COST ASSUMPTIONS:</b>													
Source: SamTrans, 2017													
Estimated project costs are shown in FY 2017 dollars.													
All bus & van price information derives from the MTC staff proposed updated regional standard Bus and Van Price List (2019-2020)													
Updated: 5/23/17													

**RESOLUTION NO. 2017 –**

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

**\* \* \***

**ADOPTING FISCAL YEAR 2018 CAPITAL BUDGET IN THE AMOUNT OF \$16,373,081**

**WHEREAS**, Section 103141 (b) of the California Public Utilities Code requires the Board of Directors (Board) to adopt an annual budget for the San Mateo County Transit District (District); and

**WHEREAS**, the adoption of a Capital Budget is necessary for obtaining Federal, State and other grant funds to support the District's capital transit improvement program; and

**WHEREAS**, the annual Capital Budget is developed in alignment with the District's vision set forth in the 2015-2019 Strategic Plan; and

**WHEREAS**, staff has prepared a proposed Capital Budget for Fiscal Year (FY) 2018 in the total amount of \$16,373,081; and

**WHEREAS**, the anticipated Federal and other grant programming anticipated for the proposed Capital Budget for FY2018 is \$7,583,668; and

**WHEREAS**, the local sales tax required for the proposed Capital Budget for FY2018 is \$8,789,413.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Directors of the San Mateo County Transit District hereby adopts a Capital Budget in the amount of \$16,373,081 for FY2018, a copy of which is attached hereto and incorporated herein as Attachment A; and

**BE IT FURTHER RESOLVED** that the General Manager/CEO is directed to submit this budget to the Metropolitan Transportation Commission, together with a copy of this resolution, at the earliest practicable date.

Regularly passed and adopted this 7<sup>th</sup> day of June, 2017 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary



**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM : Mark Simon  
Chief of Staff

SUBJECT: **SALARY ORDINANCE NO. 100 AND WAGE ADJUSTMENT FOR  
ADMINISTRATIVE (NON-REPRESENTED) EMPLOYEES**

**ACTION**

The General Manager/CEO proposes the Committee recommend the Board of Directors (Board):

1. Approve Salary Ordinance No. 100 which includes:
  - Eight (8) new positions, the restoration of four (4) previously traded positions, and five (5) cost-neutral converted positions.
  - A three (3) percent adjustment to the salary ranges contained in the Table of Position Classifications.
2. Approve a three (3) percent increase in wages for the administrative (non-represented) employees.

**SIGNIFICANCE**

Throughout the current fiscal year, the General Manager/CEO (GM/CEO), utilizing authority previously delegated to him by the Board in June 2000 (Salary Ordinance No. 80), authorized certain changes to the Table of Position Classifications (Exhibits A, B, C, and D). Minor adjustments were required so that the San Mateo County Transit District (District) could effectively and efficiently carry out the missions of the District, the Peninsula Corridor Joint Powers Board (JPB) and the San Mateo County Transportation Authority (TA). The Table of Position Classifications has been amended to reflect the changes. In addition, new positions were requested by staff for FY2018.

In support of the District's 2015-19 Strategic Plan, specifically the Improve Organizational Performance and the Manage Workforce Change goals, the GM/CEO is asking that the Board approve and add eight new positions, restore four previously traded positions, and convert five cost-neutral positions in the Table of Position Classifications.

The eight new positions were requested in the SamTrans, JPB, and TA FY2018 budgets. Four vacant positions from the Rail Division were traded to other divisions and were filled in FY2017. These four previously traded positions are now fully funded in the FY2018 budget in their respective departments. Of the five converted positions, two are created by the elimination of a managerial position and the three other positions were previously filled by consultants and are being converted to full-time staff positions. These new, traded, and converted positions will increase the number of full-time and part-time positions from 767 to 784 in the Table of Position Classifications.

The three (3) percent adjustment to the salary ranges and the three (3) percent wage increase for administrative employees are intended to allow the District to retain and continue to attract employees with the background and experience needed to carry out the missions of the District, the JPB and the TA.

### **BUDGET IMPACT**

The proposed FY2018 Operating and Capital budgets contain the necessary funds to underwrite all proposed changes and wage increases for administrative (non-represented) employees. The JPB and the TA are required to reimburse the District for all expenses associated with the positions necessary to carry out the missions of the JPB and the TA. For a breakdown of funding of the added positions by agency, please see Attachment A.

### **BACKGROUND**

The District's Strategic Plan includes a goal to continue to attract and retain a highly skilled and motivated workforce to carry out critical programs of the District, the JPB and the TA. The District's vision as defined by the GM/CEO states: "We are a place where people want to come to work, feel engaged and valued". The District must be adequately staffed to face internal and external challenges and must be diligent in identifying and addressing them on a regular basis to remain effective and adaptive to change. The proposed ordinance reflects an adjustment to the salary ranges consistent with recommendations by the Hay Group and the District's compensation and benefits philosophy as a means of achieving the District's continuing goal of being an employer of choice in the Bay Area.

Project Manager: Bill Carson, Director, Human Resources  
Prepared by: Juliet Nogales-DeGuzman, Manager,  
Employee Services

650-508-6234

650-508-6236

**Added FTEs by Agency for FY18**

NEW FTE requests in FY18 Budget	SamTrans		JPB		TA
	Operating	Capital	Operating	Capital	
<b>RAIL DIVISION</b>					
Senior Engineer, Network Management (new)			0.50	0.50	
Senior Planner (new)			0.40	0.60	
<b>BUS</b>					
ADA Coordinator (new)	0.50		0.50		
Mobility Outreach Coordinator (new)	1.00				
<b>COMMUNICATIONS</b>					
Market Development Contract Administrator (new)	0.50		0.50		
<b>FINANCE</b>					
Associate Contract Officer (new)	0.30	0.20	0.20	0.20	0.10
Contract Officer (traded)				1.00	
Contract Officer (traded)				1.00	
Accountant - PCEP (new)				1.00	
Computer Support Representative (converted)	1.00				
Computer Support Representative (converted)	1.00				
Computer Support Representative (converted)	1.00				
IT Analyst (converted)	1.00				
Network Specialist (converted)	1.00				
<b>ADMINISTRATION</b>					
Human Resources Assistant (new)	1.00				
Human Resources Specialist (traded)	1.00				
<b>CALMOD</b>					
Senior Planner (new)				1.00	
<b>Totals funded by Agency</b>	<b>9.30</b>	<b>0.20</b>	<b>2.10</b>	<b>5.30</b>	<b>0.10</b>

<b>SamTrans FY18 Operating Budget</b>	
ADA Coordinator	0.50
Mobility Outreach Coordinator	1.00
Market Development Contract Administrator	0.50
Associate Contract Officer	0.30
HR Specialist	1.00
Human Resources Assistant	1.00
	<hr/>
	4.30

**Cost Neutral Positions in the FY18 Operating Budget**

**Table of Position Classifications (Ord. 100 effective 06/25/2017)**

**Exhibit "A"**

Job Title	Authorized Positions	FTE Offloads (a)	Class	Salary Range	
Accessibility Coordinator	1		16	72,926	109,390
Accessibility Specialist	1		13	57,802	89,167
Accountant	15	5	16	72,926	109,390
Accounting Technician	1		12	53,274	82,707
ADA Coordinator	1		16	72,926	109,390
Administrative Accountant	1		16	72,926	109,390
Administrative Analyst	1	1	15	67,629	101,441
Assistant District Secretary	2	2	15	67,629	101,441
Assistant Manager, Transit Operations Training	1		18	86,052	124,776
Assistant Superintendent, Bus Maintenance	2		18	86,052	124,776
Assistant Superintendent, Bus Transportation	2		18	86,052	124,776
Associate Contract Officer	2	2	14	62,329	93,495
Associate Manager, Rail Equipment	1	1	18	86,052	124,776
Associate Operations Contract Administrator	1	1	16	72,926	109,390
Associate Operations Contract Administrator (Bus)	1		16	72,926	109,390
Associate Operations Contract Administrator (Facilities)	1		16	72,926	109,390
Associate Operations Contract Administrator (Shuttles)	1	1	16	72,926	109,390
Buyer	1		14	62,329	93,495
CAD Operator	1	1	14	62,329	93,495
Caltrain Systems Integration*	1	1	22	132,707	192,425
Capital Program Specialist	1	1	14	62,329	93,495
Chief Communications Officer	1		25	183,944	265,412
Chief Financial Officer/Treasurer	1		25	183,044	265,412
Chief of Protective Services	1	1	20	110,682	160,487
Chief of Staff	1		25	183,044	265,412
Chief Officer, Planning, Grants, and Transportation Authority	1	1	25	183,044	265,412
Chief Operating Officer, Bus	1		25	183,044	265,412
Chief Operating Officer, Rail	1	1	25	183,044	265,412
Claims Administrator	1	1	15	67,629	101,441
Communications Officer	1	1	19	101,541	147,235
Computer Support Representative	3		12	53,274	82,707
Contract Officer	10	10	17	79,489	117,083
Contracts and Procurement Specialist	1	1	12	53,274	82,707
Customer Relations Specialist	2		12	53,274	82,707
Data Technician (Bus Transportation)	1		12	53,274	82,707
Data Technician (Intelligent Transportation Systems)	1	1	12	53,274	82,707
Data Technician (Maintenance)	1		12	53,274	82,707
Data Technician (Operations)	1		12	53,274	82,707
Data Technician (Rail Services)	1	1	12	53,274	82,707
Database Administrator	2		18	86,052	124,776
DBE Officer	1	1	18	86,052	124,776
Deputy CEO/Chief Administrative Officer	1	1	26	205,421	297,346
Deputy Chief, Caltrain and CalMod Program Delivery*	1	1	24	163,812	237,527
Deputy Director, Facilities	1		21	120,642	174,931
Deputy Director, Intelligent Transportation Systems (ITS)	1		21	120,642	174,931
Deputy Director, Maintenance	1		21	120,642	174,931
Deputy Director, Quality Assurance & Standards	1	1	21	120,642	174,931
Deputy Director, Rail Systems Engineering*	1	1	21	120,642	174,931
Director, Budgets and Financial Analysis	1		22	132,707	192,425
Director, Bus Transportation	1		22	132,707	192,425

**Table of Position Classifications (Ord. 100 effective 06/25/2017)**

**Exhibit "A"**

Job Title	Authorized Positions	FTE Offloads (a)	Class	Salary Range	
Director, Contracts and Procurement	1		22	132,707	192,425
Director, Engineering and Maintenance*	1	1	22	132,707	192,425
Director, Finance	1		22	132,707	192,425
Director, Government and Community Affairs	1	1	22	132,707	192,425
Director, Human Resources	1		22	132,707	192,425
Director, Information Technology and Telecommunications	1		22	132,707	192,425
Director, Marketing and Communications	1	1	22	132,707	192,425
Director, Planning	1		22	132,707	192,425
Director, Rail Contracts and Budget	1	1	22	132,707	192,425
Director, Rail Operations*	1	1	22	132,707	192,425
Director, Safety and Security	1	1	22	132,707	192,425
Director, Transportation Authority Program	1	1	22	132,707	192,425
Director, Treasury	1		22	132,707	192,425
Distribution Clerk	2	1	10	39,263	60,956
Employee Relations Officer	1		18	86,052	124,776
Engineer	4	3	18	86,052	124,776
Executive Assistant	4	2	12	53,274	82,707
Executive Officer, District Secretary, Executive Administration	1		21	120,642	174,931
Facilities Technician	4		12	53,274	82,707
Government and Community Relations Officer	2	1	17	79,489	117,083
Grants and Real Estate Analyst	1	1	15	67,629	101,441
Graphic Specialist	1		12	53,274	82,707
Human Resources Analyst	4		15	67,629	101,441
Human Resources Assistant	1		11	45,532	70,690
Human Resources Specialist	5		12	53,274	82,707
Information Technology Analyst	2		16	72,926	109,390
Intelligent Transportation Systems (ITS) Administrator	1		17	79,489	117,083
Intelligent Transportation Systems (ITS) Analyst	1		16	72,926	109,390
Intelligent Transportation Systems (ITS) Senior Technician	1		16	72,926	109,390
Internal Communications Specialist	1		14	62,329	93,495
Labor Compliance Officer	1	1	18	86,052	124,776
Maintenance Contract Administrator	2		18	86,052	124,776
Maintenance Instructor	2		16	72,926	109,390
Manager, Accessible Transit Services	1		19	101,541	147,235
Manager, Budgets	3	2	20	110,682	160,487
Manager, Bus Contracts	1		19	101,541	147,235
Manager, Capital Projects and Environmental Planning	1	1	20	110,682	160,487
Manager, Civil Rights Programs	1	1	19	101,541	147,235
Manager, Customer Service	1		19	101,541	147,235
Manager, Employee Relations	1		21	120,642	174,931
Manager, Employee Services	1		19	101,541	147,235
Manager, Engineering	3	3	20	110,682	160,487
Manager, Engineering Configuration Management	1	1	20	110,682	160,487
Manager, Engineering, Traction Power/OCS	1	1	20	110,682	160,487
Manager, Fare Revenue	1		20	110,682	160,487
Manager, Financial Planning and Analysis	1		20	110,682	160,487
Manager, Financial Reporting	1		20	110,682	160,487
Manager, General Ledger	1		20	110,682	160,487
Manager, Grants and Capital Accounting	1	1	20	110,682	160,487
Manager, Grants and Fund Programming	1	1	20	110,682	160,487

**Table of Position Classifications (Ord. 100 effective 06/25/2017)**

**Exhibit "A"**

Job Title	Authorized Positions	FTE Offloads (a)	Class	Salary Range	
Manager, Information Technology and Telecommunications	1		20	110,682	160,487
Manager, Maintenance of Way	1	1	20	110,682	160,487
Manager, Maintenance Rail Equipment	1	1	20	110,682	160,487
Manager, Market Research and Development	1	1	20	110,682	160,487
Manager, Marketing and Creative Services	1	1	20	110,682	160,487
Manager, Operations Planning, Bus	1		20	110,682	160,487
Manager, Operations Planning, Rail	1	1	20	110,682	160,487
Manager, Payroll	1		21	120,642	174,931
Manager, Programming and Monitoring	1	1	20	110,682	160,487
Manager, Project Controls	1	1	20	110,682	160,487
Manager, Rail Compliance	1	1	20	110,682	160,487
Manager, Rail Operations	1	1	20	110,682	160,487
Manager, Real Estate and Property Development	1	1	20	110,682	160,487
Manager, Software Systems Development	1		20	110,682	160,487
Manager, Standards and Procedures	1	1	19	101,541	147,235
Manager, Stations and Access	1	1	18	86,052	124,776
Manager, Talent Management	1		21	120,642	174,931
Manager, Technology Research and Development	1	1	20	110,682	160,487
Manager, Transit Operations Training	1		19	101,541	147,235
Manager, Transportation Communications (Rail)*	1	1	20	110,682	160,487
Manager, Treasury Accounting	1		19	101,541	147,235
Market Development Assistant	1	1	11	45,532	70,690
Market Development Contract Administrator	1	1	17	79,489	117,083
Market Development Specialist	1	1	13	57,802	89,167
Market Research Analyst	1		16	72,926	109,390
Marketing Specialist	2	1	15	67,629	101,441
Mobility Outreach Coordinator	1		15	67,629	101,441
Network Administrator	2		18	86,052	124,776
Network Administrator, Rail	1	1	18	86,052	124,776
Network Specialist	1		14	62,329	93,495
Office Assistant (full-time/part-time**)	6	1	11	45,532	70,690
Payroll Accountant	1		16	72,926	109,390
Payroll Supervisor	1		18	86,052	124,776
Planner	2		15	67,629	101,441
Principal Planner	1		19	101,541	147,235
Principal Planner, Rail	1	1	19	101,541	147,235
Principal Planner, Sustainability	1	1	19	101,541	147,235
Program Manager	1	1	20	110,682	160,487
Program Manager, Construction Services	1	1	21	120,642	174,931
Program Manager, Safety and Security	1	1	20	110,682	160,487
Project Manager*	4	4	19	101,541	147,235
Public Affairs Specialist	3		14	62,329	93,495
Rail Contract Cost Administrator	2	2	18	86,052	124,776
Rail Safety Officer	2	2	18	86,052	124,776
RAMS Engineer*	1	1	20	110,682	160,487
Real Estate Specialist	1	1	14	62,329	93,495
Records Administrator	1	1	11	45,532	70,690
Risk Management Specialist	1		12	53,274	82,707
Safety Officer	1		18	86,052	124,776
Scheduler	1		11	45,532	70,690

**Table of Position Classifications (Ord. 100 effective 06/25/2017)**

**Exhibit "A"**

Job Title	Authorized Positions	FTE Offloads (a)	Class	Salary Range	
Scheduler Planner	3		15	67,629	101,441
Secretary	3	2	11	45,532	70,690
Senior Accountant	5	3	18	86,052	124,776
Senior Administrative Analyst	1	1	18	86,052	124,776
Senior Budget Analyst	6	3	18	86,052	124,776
Senior Business Systems Analyst	1		19	101,541	147,235
Senior Contract Officer	5	4	19	101,541	147,235
Senior Designer	1		15	67,629	101,441
Senior Engineer, Network Management	1	1	19	101,541	147,235
Senior Engineer, PTC On-Board*	1	1	19	101,541	147,235
Senior Engineer, PTC*	1	1	19	101,541	147,235
Senior Engineer, Stations	1	1	19	101,541	147,235
Senior Engineer, Third Party	2	2	19	101,541	147,235
Senior Engineer, Track	2	2	19	101,541	147,235
Senior Executive Assistant	1		14	62,329	93,495
Senior Financial Analyst	1		18	86,052	124,776
Senior Grants Analyst	1	1	18	86,052	124,776
Senior Information Technology Analyst	2		17	79,489	117,083
Senior Mobility Project Coordinator** (part-time)	1		17	79,489	117,083
Senior Operations Financial Analyst	1		19	101,541	147,235
Senior Payroll Specialist	1		13	57,802	89,167
Senior PeopleSoft Business Systems Analyst	1	1	19	101,541	147,235
Senior Planner	4	1	17	79,489	117,083
Senior Policy Advisor	1	1	20	110,682	160,487
Senior Project Controls Engineer	1	1	19	101,541	147,235
Senior Project Manager	4	2	20	110,682	160,487
Senior Real Estate Officer	2	2	19	101,541	147,235
Senior Scheduler/Planner	1		17	79,489	117,083
Senior Systems and Security Analyst	1		19	101,541	147,235
Senior Systems Software Analyst*	2		19	101,541	147,235
Social Media Officer	1	1	17	79,489	117,083
Social Media Specialist	1	1	13	57,802	89,167
Stores Coordinator	1		14	62,329	93,495
Superintendent, Bus Maintenance	2		19	101,541	147,235
Superintendent, Bus Transportation	2		19	101,541	147,235
Superintendent, Facilities	1		19	101,541	147,235
Superintendent, Materials and Inventory Control	1		18	86,052	124,776
Supervisor, Customer Service	1		15	67,629	101,441
Supervisor, Distribution	1		13	57,802	89,167
Supervisor, Facilities Maintenance	1		16	72,926	109,390
Supervisor, Staffing Services	1		18	86,052	124,776
Systems and Business Analyst	1		16	72,926	109,390
Telecommunications Analyst	1		16	72,926	109,390
Telecommunications Specialist	1		17	79,489	117,083
Title VI Officer	1	1	18	86,052	124,776
Warranty Administrator	1		14	62,329	93,495
Web Developer	1	1	15	67,629	101,441

**Table of Position Classifications, (Ord. 100 effective 06/25/2017)****Exhibit "B"**

Job Title	Authorized Positions	FTE(a) Offloads	Class	Salary Range	
<b><u>Caltrain Modernization Program</u></b>					
Chief Officer, Planning, Caltrain Modernization Program	1	1	24	163,812	237,527
Construction Liaison Manager	1	1	17	79,489	117,083
Deputy Director, Project Delivery	1	1	21	120,642	174,931
Director, Program Management	1	1	22	132,707	192,425
Director, Project Delivery*	1	1	22	132,707	192,425
Executive Assistant	1	1	12	53,274	82,707
Manager, Caltrain Planning	1	1	20	110,682	160,487
Principal Planner	3	3	19	101,541	147,235
Senior Budget Analyst	1	1	18	86,052	124,776
Senior Planner	2	2	17	79,489	117,083



**Table of Position Classifications, (Ord. 100 effective 06/25/2017)****Exhibit "C"**

Job Title	Authorized Positions	FTE(a) Offloads	Class	Salary Range
<b><u>Represented</u></b>				
Bus Contracts Inspector	3	1	IBT2	c
Bus Operator (full-time/part-time)	308		ATU1	c
Bus Operator Trainee	as needed		ATU1	\$20.00 hour
Bus Transportation Supervisor	14		IBT1	c
Customer Service Representative 2	2	2	ATU2	c
Customer Service Representative 1 (extra-help)	8		ATU2	c
Customer Service Representative 1 (full-time)	11		ATU2	c
Customer Service Representative 1 (part-time)	4		ATU2	c
Dispatcher	4		IBT1	c
Maintenance Supervisor	7	1	IBT4	c
Mechanic "A"	37	1	ATU1	c
Mechanic "B"	21	5	ATU1	c
Mechanic "C"	8	1	ATU1	c
Radio Controller	3		IBT1	c
Receptionist	1		ATU2	c
Storeskeeper	7		ATU1	c
Transit Instructor	3		IBT3	c
Utility Maintenance Supervisor	2		IBT4	c
Utility Worker	29		ATU1	c

**Table of Position Classifications, (Ord. 100 effective 06/25/2017)****Exhibit "D"**

Job Title	Authorized Positions	FTE(a) Offloads	Class	Salary Range
General Manager/CEO	1		GM/CEO	281,051

\*Market conditions require that certain positions be regarded as highly competitive to attract employees and must be provided a level of compensation reflective of the competitiveness of the marketplace.

\*\* For part-time positions salary range reflects full-time wages; however, actual earnings are based on reduced hours worked.

(a) The expenses associated with 160 positions are 50% or more funded in the District's Capital Budget and/or JPB's and TA's Operating and Capital Budgets.

(b) Part-time operators shall not exceed 17 percent of the total number of operators, in accordance with the current Amalgamated Transit Union (ATU1) Collective Bargaining Agreement.

(c) Wages established in accordance with the Collective Bargaining Agreements with the Amalgamated Transit Union, Local 1574 (ATU1 - Bus Operators and Maintenance Employee Unit and ATU2 - Customer Service Unit) and the International Brotherhood of Teamsters, Local 856 (IBT1 - Bus Transportation Supervisory Unit, IBT2 - Bus Contracts Inspectors Unit, IBT3 - Transit Instructor Unit, and IBT4 - Maintenance Supervisor Unit).

**ORDINANCE NO. 100  
BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT  
STATE OF CALIFORNIA**

\*\*\*\*

**AUTHORIZING RECLASSIFICATIONS,  
TITLE CHANGES, MODIFICATION AND ADDITION OF POSITIONS,  
AND EFFECTING AN INCREASE IN THE TABLE OF POSITION CLASSIFICATIONS AND A  
WAGE ADJUSTMENT FOR ADMINISTRATIVE (NON-REPRESENTATED) EMPLOYEES**

**WHEREAS**, the General Manager/CEO, pursuant to Ordinance No. 91 enacted by the San Mateo County Transit District (District) Board of Directors (Board) on July 30, 2008, has implemented position reclassifications, changed titles and changed positions in the District's Table of Position Classifications, which he deemed necessary to organize and manage effectively the transit needs of the public within the parameters of the District's Operating and Capital Budgets and for the District to remain competitive as an employer in the Bay Area; and

**WHEREAS**, approving the compensation and benefits philosophy recommended by the Hay Group upon completion of a comprehensive compensation study and adopting a new pay structure, staff proposes that salary ranges be adjusted by three (3) percent to maintain external competitiveness, as shown in the revised Table of Position Classifications attached hereto and incorporated herein as Exhibits "A" Administrative Positions, "B" Caltrain Modernization Positions, "C" Bargaining Unit Positions, and "D" General Manager/CEO; and

**WHEREAS**, the General Manager/CEO further recommends that the Board approve a three (3) percent increase in wages for administrative (non-represented) employees, effective June 25, 2017; and

**WHEREAS**, to prepare for future staffing needs of the District, the General Manager/CEO recommends that the Board authorize the addition of eight (8) new positions, four (4) previously traded positions, and five (5) cost-neutral converted positions to the District's Table of Position, thereby increasing the number of Full-time and Part-time positions from to 767 to 784 ; and

**WHEREAS**, the Peninsula Corridor Joint Powers Board (JPB) and the San Mateo County Transportation Authority (TA) are obligated to reimburse the District for all expenses associated with positions required to carry out the missions of the JPB and TA; and

**WHEREAS**, the aforementioned General Manager/CEO's recommendations and actions are reflected in the revised District's Table of Position Classifications attached hereto and incorporated herein as Exhibits "A", "B", "C", and "D."

**NOW, THEREFORE, BE IT ORDAINED** that the Board of Directors of the San Mateo County Transit District adopts the revised Table of Position Classifications, attached as Exhibits "A," "B," "C," and "D" effective on June 25, 2017.

Regularly passed and adopted this 7<sup>th</sup> day of June, 2017 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

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

SUBJECT: **AUTHORIZE SUBMITTAL OF GRANT APPLICATIONS AND THE EXECUTION OF STANDARD AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION PERTAINING TO FEDERAL TRANSIT ADMINISTRATION SECTION 5311 FUNDS**

**ACTION**

Staff proposes the Committee recommend the Board authorize the General Manager/CEO, or his designee, to:

1. File and execute applications on behalf of the San Mateo County Transit District (District) with the California State Department of Transportation (Caltrans) to aid in the financing of operating and/or capital assistance projects pursuant to Federal Transit Administration (FTA) Section 5311 Non Urbanized Formula Program funds for operation of service in the rural Coastsides of San Mateo County; and
2. Execute and file all certifications and assurances, agreements, and other documents required by Caltrans; and
3. Provide additional information as Caltrans may require in connection with the application for the Section 5311 projects; and
4. Submit and approve requests for reimbursement of funds from Caltrans for the Section 5311 projects.

**SIGNIFICANCE**

The District annually submits applications for FTA Section 5311 funds to Caltrans to provide funds for operation of service in the rural Coastsides of San Mateo County. As part of the application process, Caltrans requires agencies to adopt a resolution every three years authorizing the General Manager/CEO, or his designee, to file applications, enter into grant agreements, and execute annual certifications and assurances. The previous resolution was adopted in 2014 and covered applications for Fiscal Years (FY) 2014, 2015, and 2016. The proposed resolution will cover applications for FY2017, 2018, and 2019.

### **BUDGET IMPACT**

There is no impact to the budget with this action. Projects that receive FTA Section 5311 funds are included as part of the adoption of, and/or amendments to, the District's annual operating and/or capital budgets.

### **BACKGROUND**

The District has historically received FTA Section 5311 financial assistance through Caltrans in support of the District's rural programs in the Coastside service area that are part of the District's adopted operating budgets. Caltrans requires applicants to obtain a certified resolution authorizing the filing of applications, the execution of grant agreements, and the filing and execution of certifications, and assurances in order to be eligible to receive financial assistance.

### **STRATEGIC INITIATIVE**

**Priority 2:** Strengthen Fiscal Health

**Goal 3:** Implement existing and new best practices

Prepared By: Rebecca Arthur, Senior Grants Analyst

650-508-6368

**RESOLUTION NO. 2017 –**

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

**\* \* \***

**AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311  
(49 U.S.C. SECTION 5311) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION**

**WHEREAS**, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration (FTA) to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1); and

**WHEREAS**, the California Department of Transportation (Caltrans) has been designated by the governor of the State of California to administer Section 5311 grants for transportation projects for the general public for rural transit and intercity bus; and

**WHEREAS**, the San Mateo County Transit District (District) desires to apply for said financial assistance to permit operation of service in the rural Coastside of San Mateo County; and

**WHEREAS**, the District has, to the maximum extent feasible, coordinates with other transportation providers and users in the region (including social service agencies).

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the Board of Directors does hereby authorize the General Manager/CEO, or his designee, to:

- 1) File and execute applications for Fiscal Years 2017, 2018 and 2019 on behalf of with Caltrans to aid in the financing of operating assistance projects pursuant to Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1), as amended, and

- 2) Execute and file all certification of assurances, contracts or agreements or any other document required by Caltrans for the Section 5311 projects, and
- 3) Approve request for reimbursement of funds from the Department for the Section 5311 project(s).

Regularly passed and adopted this 7<sup>th</sup> day of June, 2017 by the following vote:

AYES:

NOES:

ABSENT:

---

Chair, San Mateo County Transit District

ATTEST:

---

District Secretary





BOARD OF DIRECTORS 2017

ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ZOE KERSTEEN-TUCKER  
KARYL MATSUMOTO  
DAVE PINE  
JOSH POWELL  
PETER RATTO

JIM HARTNETT  
GENERAL MANAGER/CEO

**AGENDA**  
**LEGISLATIVE COMMITTEE**  
**COMMITTEE OF THE WHOLE**

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

**WEDNESDAY, JUNE 7, 2017 – 3:00 p.m.**  
or immediately following previous Committee meeting

1. Call to Order

**ACTION**

2. Approval of Minutes of Legislative Committee Meeting of May 3, 2017

**INFORMATIONAL**

3. State and Federal Legislative Update
4. Adjourn

Committee Members: Karyl Matsumoto, Josh Powell, Charles Stone

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  
MAY 3, 2017**

Committee Members Present: K. Matsumoto (Committee Chair), J. Powell, C. Stone

Other Board Members Present, Constituting Committee of the Whole: J. Gee, C. Groom, R. Guilbault (Chair), Z. Kersteen-Tucker, D. Pine, P. Ratto

Staff Present: J. Cassman, A. Chan, J. Hartnett, K. Kelly, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Karyl Matsumoto called the meeting to order at 3:47 p.m.

**Approval of Minutes of April 5, 2017**

Motion/Second: Guilbault/Stone

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

**Update on the State and Federal Legislative Program**

Josh Shaw, Shaw Yoder, provided a brief report on Senate Bill (SB) 1.

- SB1 draws on several existing funding sources including gasoline excise tax increase.
- SB 1 introduces two new funding sources: value-based fee on vehicles and fee on zero-emission vehicles
- SB1 also includes loan repayments
- How's transit funding distributed?
  - Diesel sales tax increase
  - Transportation improvement fee
  - \$706 million loan repayment
- State Transit Assistance Program will increase 137 percent in Fiscal Year 2018-2019 over FY2017-2018
- Transit and Intercity Rail Capita Program will increase 486 percent
- Intercity and Commuter Rail Program will allocate \$4,000 to the Peninsula Corridor Joint Powers Board in FY2018-2019
- Five-Year snapshot for SamTrans is \$10 million
- Assembly Constitutional Amendment 5 protects new SB1 revenues from future borrowing.

Director Jeff Gee said he was in Sacramento with Director Charles Stone with League of California Cities and heard the governor speak about SB1.

Jim Hartnett, General Manager/CEO, said Mr. Shaw and his partners are great advocates for the District.

### **Regional Measure 3 (RM3) Update**

Seamus Murphy, Chief Communications Officer, said RM3 would increase bridge tolls by \$1 to \$3. He said this is a measure that would be enacted through State legislation and goes to the voters in June 2018. Mr. Murphy said the Bay Area delegation is working with transit agencies to put an Expenditure Plan together that would be included in the legislation. The Metropolitan Transportation Commission (MTC) is also helping to guide the process as the administrative body for the bridge tolls. Mr. Murphy said there are several projects of critical importance to this agency and Caltrain as the funding partner. He said the Dumbarton Corridor, El Camino Real Bus Rapid Study, and the operations at the San Francisco Transbay Terminal are included in the plan. Mr. Murphy said for Caltrain the projects are CalMod 2.0 which is the full conversion of the fleet to electric, procurement of additional electric trains to operate longer trains to increase capacity, extend platforms to accommodate longer trains, raised platforms to achieve level boarding and the downtown extension to the Transbay Terminal are all included on the list.

Mr. Murphy said staff is working with the City/County Association of Governments (C/CAG) to finalize the list that is ultimately sent to the delegation as the San Mateo County preferred list.

Director Charles Stone asked if there is any recognition that San Mateo County didn't get their fair share of funding. Mr. Murphy said other counties have said there needs to be some reconciling of the RM 3 funds. He said MTC does take into consideration other metrics besides geographic equity.

Director Kersteen-Tucker asked if there is any thought of a regional Office of Innovation. Mr. Murphy said there are a couple of venues that MTC is convening to talk about these issues. Most recently MTC is paying attention to autonomous vehicles and Clipper 2.0 procurement and planning to make sure the next regional fare card strategy takes into account all the technology to make it easier for customers.

Director Dave Pine asked about timeline and next steps on the ballot measure coming together. Mr. Murphy said MTC has left it to the Bay Area legislative delegation to the creation of the Expenditure Plan. The delegation has asked staff for lists, not specifically prioritized, and working with neighboring counties to have consistency across county lines. The first step is to make sure San Mateo County agencies are in alignment. Mr. Murphy said he expects the Legislature to start hearing the bill in committee this month.

Director Josh Powell said he is concerned over the measure and the funding. He said with the housing crisis forcing people out of the area it forces them to pay more to come back to where they work.

Director Jeff Gee said there needs to be some level of geographic equity but the congestion on Highway 101 and deterioration of interchanges has paid the price. He said he is not sure on the priorities and decisions made but need some level of equity across the region. Director Gee said one of the concerns is having MTC and the

Association of Bay Area Governments working together. Director Gee said he doesn't want to get caught as an organization having a lot of strings attached to receive RM3 funding.

Committee Chair Matsumoto said RM3 was on C/CAG's agenda in March. She said this ballot measure doesn't seem to be coming together and needs more detail on measures. Mr. Murphy said geographic equity is important for the legislative process and there will be strings attached to these priorities. He said he will provide the Board an update at the June meeting on the status of the bill.

Director Kersteen-Tucker asked if staff knows of any other revenue competing measures coming on the ballot. Mr. Murphy said MTC is worried about that too and that is the reason for targeting the June ballot instead of November. He said this measure would require a 50 percent approval threshold instead of a two-thirds threshold.

Adjourned: 4:19 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 5/23/2017:

On May 12, Governor Brown released the "May Revise," his Administration's update to the proposed 2017-18 Budget, which was first released in January. The revise reflects a \$2.5 billion increase in tax revenue for the 2017-18 fiscal year relative to the forecast made in the January Budget. The May Revise contains few changes to the funding sources benefitting public transit, but includes language highlighting the ongoing implementation of Senate Bill (SB) 1 (Beall and Frazier). The revise provides estimates of new funding for the State Transit Assistance Program, the Transit and Intercity Rail Capital program and Commuter and Intercity Rail resulting from the enactment of SB1.

The May Revise also highlighted the need to develop guidelines for new competitive funding programs, so that awards can be made next spring, from programs such as the Transit and Intercity Rail Capital Program, the Trade Corridor Enhancement Program, the Solutions for Congested Corridor Program, and the Active Transportation Program.

**FEDERAL ISSUES**

As 5/23/2017:

On May 5, 2017, President Trump signed H.R.244 - Consolidated Appropriations Act, 2017. H.R. 244 is a \$1 trillion spending bill which funds the Federal government through September. The bill included \$100 million investment in the Peninsula Corridor Electrification Project as well as \$500 million in funding for the Transportation Investment

Generating Economic Recovery (TIGER) grant program and \$2.4 billion in funding for the Capital Investment Grant program.

On May 22, 2017 the Federal Transit Administration signed the Full Funding Grant Agreement for Caltrain Electrification, committing \$647 million to the project.

On May 23, 2017 the Trump Administration released the proposed Fiscal Year (FY) 2018 Budget. The Budget includes \$2.4 billion in cuts to the Department of Transportation programs, including elimination of the TIGER program, and limiting Federal funding for the Capital Investment Grant program to projects with an existing full funding grant agreement. The recommendation includes \$100 million for Caltrain Electrification.

Secretary of Transportation, Elaine Chao, signaled the Trump administration would unveil a statement of "principles" on a \$1 trillion infrastructure plan within the next month. Secretary Chao added the administration expects lawmakers to work on an infrastructure package during the third quarter of this year.

#### Nominations

On May 10, President Trump nominated Adam Sullivan to be Assistant Secretary of Transportation for Government Affairs. Sullivan is currently a professional staff member of the Senate Appropriations Subcommittee on Labor, Health and Human Services, and Education and has worked with then-Labor Secretary Elaine Chao during the George W. Bush administration as deputy assistant secretary of Labor for congressional affairs.

On May 16, the Senate voted 56-42 to confirm Jeffrey Rosen as the next Deputy Secretary of Transportation. Rosen served as general counsel at the Department of Transportation in the Bush administration and as general counsel and senior policy advisor for the Office of Management and Budget.

#### **STRATEGIC INITIATIVE**

**Priority 2:** Strengthen Fiscal Health

**Goal 3:** Maximize potential for cap-and-trade revenue opportunities

Enhance pursuit of grant opportunities

Prepared By: Brent Tietjen, Government and  
Community Affairs Officer

650-508-6495

## San Mateo County Transit District State Legislative Matrix 5/17/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1</a> <a href="#">Frazier</a> D</p> <p>Transportation funding.</p>	<p>1/19/2017-A. TRANS. 1/19/2017-Referred to Coms. on TRANS. and NAT. RES.</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.</p> <p>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 \$0.012 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>Support</p>
<p><a href="#">AB 17</a> <a href="#">Holden</a> D</p> <p>Transit Pass Program: free or reduced-fare transit passes.</p>	<p>5/3/2017-A. APPR. SUSPENSE FILE 5/3/2017-In committee: Set, first hearing. Referred to APPR. suspense file.</p>	<p>Existing law declares that the fostering, continuance, and development of public transportation systems are a matter of statewide concern. Existing law authorizes the Department of Transportation to administer various programs and allocates moneys for various public transportation purposes.</p> <p>This bill would create the Transit Pass Program to be administered by the department. The bill would require the Controller of the State of California to allocate moneys made available for the program, upon appropriation by the Legislature, to support transit pass programs that provide free or reduced-fare transit passes to specified pupils and students. The bill would require the department to develop guidelines that describe the criteria that eligible transit providers, as defined, are required to use to make available free or reduced-fare transit passes to eligible participants, as defined, and to ensure that moneys from the program are used to expand eligibility or further reduce the cost of a transit pass under existing programs. The bill would exempt the development of those guidelines from the Administrative Procedure Act. The bill would require eligible transit providers and eligible participants to enter into agreements for the distribution of free or reduced-fare transit passes to students. This bill contains other related provisions.</p>	

## San Mateo County Transit District State Legislative Matrix 5/17/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 28</a> <a href="#">Frazier</a> D</p> <p>Department of Transportation: environmental review process: federal pilot program.</p>	<p>3/29/2017-A. CHAPTERED 3/29/2017-Approved by the Governor. Chaptered by Secretary of State - Chapter 4, Statutes of 2017.</p>	<p>Existing law gives the Department of Transportation full possession and control of the state highway system. Existing federal law requires the United States Secretary of Transportation to carry out a surface transportation project delivery pilot program, under which the participating states assume certain responsibilities for environmental review and clearance of transportation projects that would otherwise be the responsibility of the federal government. Existing law, until January 1, 2017, provided that the State of California consents to the jurisdiction of the federal courts with regard to the compliance, discharge, or enforcement of the responsibilities it assumed as a participant in the pilot program.</p> <p>This bill would reinstate the operation of the latter provision. The bill would repeal that provision on January 1, 2020.This bill contains other related provisions.</p>	<p>Support</p>
<p><a href="#">AB 151</a> <a href="#">Burke</a> D</p> <p>California Global Warming Solutions Act of 2006: market-based compliance mechanisms: scoping plan: report.</p>	<p>5/17/2017-A. APPR. SUSPENSE FILE 5/17/2017-Action From APPR.: To APPR. SUSPENSE FILE.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to approve a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020 and to ensure that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030.</p> <p>This bill would require the state board to report to the appropriate policy and fiscal committees of the Legislature to receive input, guidance, and assistance before adopting guidelines and regulations implementing the scoping plan and a regulation ensuring statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030.This bill contains other related provisions and other existing laws.</p>	



## San Mateo County Transit District State Legislative Matrix 5/17/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 378</a> <a href="#">Garcia, Cristina</a> D</p> <p>Greenhouse gases, criteria air pollutants, and toxic air contaminants.</p>	<p>5/3/2017-A. APPR. SUSPENSE FILE 5/3/2017-In committee: Set, first hearing. Referred to APPR. suspense file.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include the use of market-based compliance mechanisms. The act requires the state board to approve a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020 and to ensure that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030.</p> <p>This bill would additionally require the state board to consider and account for the social costs of the emissions and greenhouse gases when adopting those rules and regulations. The bill would authorize the state board to adopt or amend regulations that establish a market-based compliance mechanism, applicable from January 1, 2021, to December 31, 2030, to complement direct emissions reduction measures in ensuring that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030. The bill would prohibit the state board from permitting a facility to increase its annual emissions of greenhouse gases compared to the annual average of emissions of greenhouse gases reported during specified years. The bill would authorize the state board to adopt no-trade zones or facility-specific declining greenhouse gas emissions limits where facilities' emissions contribute to a cumulative pollution burden that creates a significant health impact. This bill contains other related provisions and other existing laws.</p>	
<p><a href="#">AB 467</a> <a href="#">Mullin</a> D</p> <p>Local transportation authorities: transactions and use taxes.</p>	<p>5/17/2017-A. THIRD READING 5/17/2017-Action From SECOND READING: Read second time.To THIRD READING.</p>	<p>The Local Transportation Authority and Improvement Act provides for the creation in any county of a local transportation authority and authorizes the imposition by the authority, by ordinance, of a retail transactions and use tax, subject to approval of the ordinance by 2/3 of the voters. Existing law provides for the authority to adopt a transportation expenditure plan for the proceeds of the tax, and requires the entire adopted transportation expenditure plan to be included in the voter information handbook sent to voters.</p> <p>This bill, upon the request of an authority, would exempt a county elections official from including the entire adopted transportation expenditure plan in the voter information handbook, if the authority posts the plan on its Internet Web site, and the sample ballot and the voter information handbook sent to voters include information on viewing an electronic version of the plan on the Internet Web site and for obtaining a printed copy of the plan by calling the county elections office. The bill would require the county elections official to mail a printed copy of the plan at no cost to each person requesting a copy, if the county elections official exercises this authority.</p>	

## San Mateo County Transit District State Legislative Matrix 5/17/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 496</a> <a href="#">Fong</a> R</p> <p>Transportation funding.</p>	<p>2/27/2017-A. TRANS. 3/1/2017-Re-referred to Com. on TRANS.</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 Traffic Relief and Road Improvement Program to address traffic congestion and deferred maintenance on the state highway system and the local street and road system. The bill would provide for the deposit of various existing sources of revenue in the Traffic Relief and Road Improvement Account, which the bill would create in the State Transportation Fund, including revenues attributable to the sales and use tax on motor vehicles, revenues attributable to automobile and motor vehicle insurance policies from the insurer gross premiums tax, revenues from certain diesel fuel sales and use taxes, revenues from certain vehicle registration fees, and certain miscellaneous State Highway Account revenues. This bill contains other related provisions and other existing laws.</p>	
<p><a href="#">AB 673</a> <a href="#">Chu</a> D</p> <p>Public transit operators: bus procurement: safety considerations.</p>	<p>5/11/2017-A. THIRD READING 5/15/2017-Read third time and amended. Ordered to third reading.</p>	<p>(1) Existing law imposes various requirements on transit operators and provides funding for transit services and capital improvements.</p> <p>This bill would require a public transit operator, before the procurement of a new bus to be used in revenue operations, to take into consideration recommendations of, and best practices standards developed by, the exclusive representative of the recognized organization representing bus operators of the transit operator for specified purposes, including, among other purposes, reducing the risk of assault on bus operators. By creating new duties for public transit operators, 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 5/17/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1113</a> <a href="#">Bloom</a> D</p> <p>State Transit Assistance program.</p>	<p>4/17/2017-A. APPR. 4/18/2017-From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 13. Noes 0.) (April 17). Re-referred to Com. on APPR.</p>	<p>Existing law requires the transfer of a specified portion of the sales tax on diesel fuel, in addition to various other revenues, to the Public Transportation Account, a trust fund in the State Transportation Fund. Existing law requires funds in the account to be allocated to various public transportation and transportation planning purposes, with specified revenues in the account to be allocated by the Controller to specified local transportation agencies for public transportation purposes, pursuant to the State Transit Assistance (STA) program. Existing law requires STA funds to be allocated by formulas based 50% on population and 50% on transit operator revenues.</p> <p>This bill would revise and recast the provisions governing the STA program. The bill would provide that only STA-eligible operators, as defined, are eligible to receive an allocation from the portion of program funds based on transit operator revenues. The bill would provide for each STA-eligible operator within the jurisdiction of the allocating local transportation agency to receive a proportional share of the revenue-based program funds based on the qualifying revenues of that operator, as defined. The bill would revise the duties of the Controller and the Department of Transportation in administering the program. The bill would make various other conforming changes and would delete obsolete provisions. This bill contains other related provisions and other existing laws.</p>	
<p><a href="#">AB 1324</a> <a href="#">Gloria</a> D</p> <p>Metropolitan planning organizations: transactions and use taxes.</p>	<p>5/12/2017-A. 2 YEAR 5/12/2017-Failed Deadline pursuant to Rule 61 (a)(3). (Last location was L. GOV. on 3/13/2017)(May be acted upon Jan 2018)</p>	<p>Existing law authorizes various local governmental entities, subject to certain limitations and approval requirements, to levy a transactions and use tax in accordance with the procedures and requirements set forth in the Transactions and Use Tax Law. Existing federal law provides for the designation of some of these entities as metropolitan planning organizations.</p> <p>This bill would authorize a metropolitan planning organization or regional transportation planning agency that is authorized by law to levy, expand, increase, or extend a transactions and use tax to levy, expand, increase, or extend that tax in only a portion of the jurisdiction, as an alternative to the entire jurisdiction, in which the organization or agency is authorized to levy, expand, increase, or extend the tax, if approved by the required percentage of the voters in that portion of the jurisdiction. The bill would require the revenues derived from the levy, expansion, increase, or extension to be used only within the area for which the levy, expansion, increase, or extension was approved by the voters.</p>	

## San Mateo County Transit District State Legislative Matrix 5/17/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1363</a> <a href="#">Baker R</a></p> <p>Transportation revenues.</p>	<p>4/28/2017-A. 2 YEAR 4/28/2017-Failed Deadline pursuant to Rule 61(a)(2). (Last location was TRANS. on 3/13/2017)(May be acted upon Jan 2018)</p>	<p>Article XIX of the California Constitution restricts the expenditure of revenues from taxes imposed by the state on fuels used in motor vehicles upon public streets and highways to street and highway and certain mass transit purposes. Existing law requires certain miscellaneous revenues deposited in the State Highway Account that are not restricted as to expenditure by Article XIX of the California Constitution to be transferred to the Transportation Debt Service Fund in the State Transportation Fund, as specified, and requires the Controller to transfer from the fund to the General Fund an amount of those revenues necessary to offset the current year debt service made from the General Fund on general obligation transportation bonds issued pursuant to Proposition 116 of 1990.</p> <p>This bill would, on July 1, 2018, delete the transfer of these miscellaneous revenues to the Transportation Debt Service Fund, thereby eliminating the offsetting transfer to the General Fund for debt service on general obligation transportation bonds issued pursuant to Proposition 116 of 1990. The bill, subject to a specified exception, would, on July 1, 2018, instead require the miscellaneous revenues to be retained in the State Highway Account and to be used solely for transportation expenditures consistent with the restrictions for expenditure of fuel tax revenues in Article XIX of the California Constitution.</p>	
<p><a href="#">AB 1613</a> <a href="#">Mullin D</a></p> <p>San Mateo County Transit District: retail transactions and use tax.</p>	<p>5/8/2017-A. THIRD READING 5/8/2017-Read second time. Ordered to third reading.</p>	<p>(1)Existing law authorizes various local governmental entities, subject to certain limitations and approval requirements, to levy a transactions and use tax for general purposes, in accordance with the procedures and requirements set forth in the Transactions and Use Tax Law, including a requirement that the combined rate of all taxes that may be imposed in accordance with that law in the county not exceed 2%. Existing law also authorizes the board of the San Mateo County Transit District to adopt a retail transactions and use tax ordinance in accordance with the Transactions and Use Tax Law.</p> <p>This bill would authorize the board, unless the transactions and use tax described in paragraph (2) has been imposed, to exceed that 2% limit to impose a retail transactions and use tax set at a rate of no more than 0.5%, if approved by the board before January 1, 2021. This bill contains other related provisions and other existing laws.</p>	<p>Sponsor</p>

## San Mateo County Transit District State Legislative Matrix 5/17/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">ACA 4</a> <a href="#">Aguilar-Curry D</a></p> <p>Local government financing: affordable housing and public infrastructure: voter approval.</p>	<p>4/24/2017-A. L. GOV. 4/24/2017-Referred to Coms. on L. GOV. and APPR.</p>	<p>Local government financing: affordable housing and public infrastructure: voter approval.</p>	
<p><a href="#">ACA 5</a> <a href="#">Frazier D</a></p> <p>Motor vehicle fees and taxes: restriction on expenditures: appropriations limit.</p>	<p>4/6/2017-A. CHAPTERED 4/6/2017-Chaptered by Secretary of State-Chapter 30, Statues of 2017</p>	<p>Article XIX of the California Constitution restricts the expenditure of revenues from taxes imposed by the state on fuels used in motor vehicles upon public streets and highways to street and highway and certain mass transit purposes, and restricts the expenditure of revenues from fees and taxes imposed by the state upon vehicles or their use or operation to state administration and enforcement of laws regulating the use, operation, or registration of vehicles used upon the public streets and highways, as well as to street and highway and certain mass transit purposes. These restrictions do not apply to revenues from taxes or fees imposed under the Sales and Use Tax Law or the Vehicle License Fee Law.</p> <p>This measure would add Article XIXD to the California Constitution to require revenues derived from vehicle fees imposed under a specified chapter of the Vehicle License Fee Law to be used solely for transportation purposes, as defined. The measure would prohibit these revenues from being used for the payment of principal and interest on state transportation general obligation bonds that were authorized by the voters on or before November 8, 2016. The measure would prohibit the revenues from being used for the payment of principal and interest on state transportation general obligation bonds issued after that date unless the bond act submitted to the voters expressly authorizes that use. The measure would also prohibit the Legislature from borrowing these revenues, except as specified, or using them for purposes other than transportation purposes. This bill contains other related provisions and other existing laws.</p>	

## San Mateo County Transit District State Legislative Matrix 5/17/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 1</a> <a href="#">Beall</a> D</p> <p>Transportation funding.</p>	<p>4/28/2017-S. CHAPTERED 4/28/2017-Approved by the Governor. Chaptered by Secretary of State. Chapter 5, Statutes of 2017.</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.</p> <p>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 \$0.12 per gallon increase in the motor vehicle fuel (gasoline) tax imposed by the bill with an inflation adjustment, as provided, 50% of a \$0.20 per gallon increase in the diesel excise tax, with an inflation adjustment, as provided, a portion of a new transportation improvement fee imposed under the Vehicle License Fee Law with a varying fee between \$25 and \$175 based on vehicle value and with an inflation adjustment, as provided, and a new \$100 annual vehicle registration fee applicable only to zero-emission vehicles model year 2020 and later, with an inflation adjustment, as provided. The bill would provide that the fuel excise tax increases take effect on November 1, 2017, the transportation improvement fee takes effect on January 1, 2018, and the zero-emission vehicle registration fee takes effect on July 1, 2020. This bill contains other related provisions and other existing laws.</p>	<p>Support</p>
<p><a href="#">SB 337</a> <a href="#">Bates</a> R</p> <p>Repatriation Infrastructure Fund.</p>	<p>2/23/2017-S. GOV. &amp; F. 4/5/2017-April 5 hearing: Testimony taken. Hearing postponed by committee.</p>	<p>Existing law provides various sources of funding for transportation purposes, including funding for the state highway system, the local street and road system, and public transportation.</p> <p>This bill, until July 1, 2025, would require the Department of Finance, in consultation with the Franchise Tax Board, to estimate, on an annual basis by November 1 of each year, the amount of revenue to be received from state taxes in the next fiscal year as a consequence of enactment of a federal corporate repatriation statute pursuant to which foreign earnings of United States-based corporations that are currently invested abroad are moved to the United States. This bill contains other related provisions.</p>	

## San Mateo County Transit District State Legislative Matrix 5/17/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 595</a> <a href="#">Beall</a> D</p> <p>Metropolitan Transportation Commission: toll bridge revenues.</p>	<p>5/15/2017-S. APPR. SUSPENSE FILE 5/15/2017-May 15 hearing: Placed on APPR. suspense file.</p>	<p>Existing law creates the Metropolitan Transportation Commission (MTC) as a regional agency in the 9-county San Francisco Bay area with comprehensive regional transportation planning and other related responsibilities. Existing law creates the Bay Area Toll Authority (BATA) as a separate entity governed by the same governing board as the MTC and makes the BATA responsible for the programming, administration, and allocation of toll revenues from the state-owned toll bridges in the San Francisco Bay area. Existing law authorizes the BATA to increase the toll rates for certain purposes, including to meet its bond obligations, provide funding for certain costs associated with the bay area state-owned toll bridges, including for the seismic retrofit of those bridges, and provide funding to meet the requirements of certain voter-approved regional measures. Existing law provided for submission of 2 regional measures to the voters of 7 bay area counties in 1988 and 2004 relative to specified increases in bridge auto tolls on the bay area state-owned toll bridges, subject to approval by a majority of the voters.</p> <p>The bill would require the City and County of San Francisco and the other 8 counties in the San Francisco Bay area to conduct a special election on a proposed unspecified increase in the amount of the toll rate charged on the state-owned toll bridges in that area to be used for unspecified projects and programs. By requiring this election, the bill would impose a state-mandated local program. This bill contains other existing laws.</p>	<p>Support</p>
<p><a href="#">SB 614</a> <a href="#">Hertzberg</a> D</p> <p>Public transportation agencies: administrative penalties.</p>	<p>5/15/2017-A. DESK 5/16/2017-In Assembly. Read first time. Held at Desk.</p>	<p>Existing law makes it a crime, punishable as an infraction or misdemeanor, as applicable, for a person to commit certain acts on or in a facility or vehicle of a public transportation system. Existing law authorizes a public transportation agency to adopt and enforce an ordinance to impose and enforce civil administrative penalties for fare evasion and other passenger misconduct on or in a transit facility or vehicle in lieu of the criminal penalties otherwise applicable. In setting the amounts of administrative penalties for fare evasion and other passenger misconduct violations, existing law prohibits a public transportation agency from establishing penalty amounts that exceed the maximum penalty amount established for the criminal penalties. Existing law requires these administrative penalties to be deposited in the general fund of the county in which the citation is administered.</p> <p>This bill would instead require the administrative penalties to be deposited with the public transportation agency that issued the citation. In setting the amount of administrative penalties for fare evasion and other passenger misconduct violations, the bill would instead prohibit a public transportation agency from establishing penalty amounts that exceed \$125 upon a first or 2nd violation and \$200 upon a 3rd or subsequent violation. This bill contains other related provisions and other existing laws.</p>	

## San Mateo County Transit District State Legislative Matrix 5/17/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 775</a> <a href="#">Wieckowski</a> D</p> <p>California Global Warming Solutions Act of 2006: market-based compliance mechanisms.</p>	<p>5/1/2017-S. E.Q. 5/8/2017-May 10 hearing postponed by committee.</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.</p> <p>The act authorizes the state board to include use of market-based compliance mechanisms. Existing law prohibits a state agency from linking a market-based compliance mechanism with any other state, province, or country unless the state agency notifies the Governor. Existing law requires the Governor to issue specified findings within 45 days of receiving that notice from a state agency and to provide those findings to the Legislature. This bill contains other existing laws.</p>	
<p><a href="#">SCA 6</a> <a href="#">Wiener</a> D</p> <p>Local transportation measures: special taxes: voter approval.</p>	<p>4/5/2017-S. T. &amp; H. 4/5/2017-From committee: Be adopted and re-refer to Com. on T. &amp; H. (Ayes 5. Noes 2.) (April 5). Re-referred to Com. on T. &amp; H.</p>	<p>The California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of 2/3 of the voters of the city, county, or special district voting on that tax, except that certain school entities may levy an ad valorem property tax for specified purposes with the approval of 55% of the voters within the jurisdiction of these entities.</p> <p>This measure would require that the imposition, extension, or increase of a special tax by a local government for the purpose of providing funding for transportation purposes, as specified, be submitted to the electorate and approved by 55% of the voters voting on the proposition. The measure would also make conforming and technical, nonsubstantive changes. This bill contains other related provisions and other existing laws.</p>	





BOARD OF DIRECTORS 2017

ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ZOE KERSTEEN-TUCKER  
KARYL MATSUMOTO  
DAVE PINE  
JOSH POWELL  
PETER RAITO

JIM HARTNETT  
GENERAL MANAGER/CEO

## AGENDA

### **STRATEGIC 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, JUNE 7, 2017 – 3:45 p.m.**

or immediately following previous Committee meeting

1. Call to Order

#### **ACTION**

2. Approval of Minutes of Strategic Planning, Development and Sustainability Committee Meeting of May 3, 2017
3. Proclamation Declaring June 15, 2017 as National Dump the Pump Day

#### **INFORMATIONAL**

4. Draft SamTrans Youth Mobility Plan
5. Capital Projects Quarterly Status Report – 3<sup>rd</sup> Quarter Fiscal Year 2017
6. Adjourn

Committee Members: Dave Pine, Jeff Gee, Charles Stone

#### 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 STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY  
COMMITTEE MEETING  
COMMITTEE OF THE WHOLE  
MAY 3, 2017**

Committee Members Present: D. Pine (Committee Chair), J. Gee, C. Stone

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

Staff Present: J. Cassman, A. Chan, J. Hartnett, K. Kelly, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Dave Pine called the meeting to order at 4:19 p.m.

**Approval of Minutes of Planning, Development and Sustainability Committee Meeting of April 5, 2017**

Motion/Second: Kersteen-Tucker/Guilbault

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

**Authorize Adoption of San Mateo County Transit District Fiscal Years 2017-2026 Short Range Transit Plan (SRTP)**

Lindsey Kiner, Senior Planner, said:

- Updated SRTP's are submitted to the Metropolitan Transportation Commission (MTC) every two years; last submitted January 2015
- SRTP's provide an overview of transit systems services and performance
- Required to receive State and Federal funds
- Key changes since December 2016 Draft SRTP
  - Final SRTP reflects MTC and Board comments.
  - Following comments received from Board and staff the paratransit ridership growth was increased to 5 percent from 1 percent annually.
  - The audited actuals have been updated to reflect what was approved by the Board in February.
  - A \$3.9 million grant was added to the Capital Improvement Program to fund traffic signal priority for SamTrans buses travelling on El Camino Real between the Palo Alto Caltrain Station and the Daly City Bay Area Rapid Transit Station. This project is funded by a \$3.4 million Federal grant with a local share of \$447,000.
  - On the request of MTC, a timeline was added for the implementation to the new initiatives introduced in the Executive Summary.

Director Josh Powell thanked staff on their work on the SRTP. He said there were a considerable amount of changes from the last one submitted. Director Powell said he noticed there was no mention of autonomous vehicles. Ms. Kiner said transit agencies are talking about this subject and in the executive summary there is discussion of the Business Plan and as part of the Business Plan it looks at new delivery models. She said the document is updated every two years and once staff has a better sense on this subject it will be incorporated.

Director Jeff Gee said one of the things missing is it needs to be put out as a public document, but more importantly it needs to profile who the SamTrans riders are. The Board hears a lot from people on the lack of commuter service. Director Gee said most riders make less than \$45,000 a year, don't have a car, and travel about 15 minutes and this profile needs to be built into the SRTP to inform the public the balancing act the Board has to do for congestion relief on Highway 101 and those that don't have a car. He said nine of SamTrans routes, or 20 percent of the routes, represent 75 percent of the ridership. Director Gee said the backbone of the system is nine routes of the 43 being operated.

Ms. Kiner said the document has been posted since December.

Committee Chair Pine said the community gets confused because there are so many plans.

Jim Hartnett, General Manager/CEO, said staff can submit an addendum separately with these comments.

Director Zoe Kersteen-Tucker said there is a need to shout out that the District is always being looked at to address congestion management. She asked about the operating and capital budget projections and the fact that they didn't mesh with what was presented earlier today and does that matter. Ms. Kiner said the 10-year operating and Capital Improvement Program is a long range look.

Director Kersteen-Tucker said one of her concerns is the unfunded pension liability issue that needs to be addressed in the SRTP. Ms. Kiner said this is a regional document and it is not noted. Mr. Hartnett said this will be updated within the two year period. The unfunded liability is in the proposed budget and recognized in the future 10 year outlook.

Director Kersteen-Tucker said there is a need to be upfront about these issues since this is a public document. Mr. Hartnett said it is an important document to SamTrans, MTC and the region. This is a requirement that has to be met and informs the region.

Ms. Kiner said MTC gives staff a punch list of items and points that need to be discussed in the SRTP and it is the same for all transit agencies.

Director Powell said autonomous vehicles aren't in the report because MTC didn't ask for them. Doug Kim, Director, Planning, said the SRTP is not a policy document but a

snapshot of the District. If the Board had a stated policy on autonomous vehicles it would be included in the 10-year projection.

Director Powell said under the San Mateo Countywide Low Income Plan the four communities in San Mateo County identified by MTC does not include approximately 80 percent of the population living below the poverty line in San Mateo County. Ms. Kiner said it could be a typo and will research and correct if necessary before submitting to MTC.

Director Karyl Matsumoto said two of the north county cities she represents face geographic equity for special needs and disadvantaged communities. She said East Palo Alto achieved five out of five goals, central county achieved three out of four, South San Francisco had two out of five and Brisbane had three out of seven. Director Matsumoto said Daly City has 106,000 people and South San Francisco has 67,000 people and both are very much transit dependent. She said she wants some assurances that this area will be looked at. Mr. Kim said as the Board looked at the plans there are tough choices, endless needs and limited resources. The Business Plan is going to look at not serving the foothills with 40-foot buses.

Motion/Second with Board recommendations/comments: Stone/Gee  
Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Pine, Powell, Ratto, Stone  
Noes: Matsumoto

Adjourned: 4:49p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Strategic Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Seamus Murphy  
Chief Communications Officer

SUBJECT: **PROCLAMATION DECLARING JUNE 15, 2017 AS “NATIONAL DUMP THE PUMP DAY”**

**ACTION**

Staff proposes the Committee recommend the Board adopt the proclamation designating June 15, 2017 as “National Dump the Pump Day.”

**SIGNIFICANCE**

By proclaiming June 15 as “National Dump the Pump Day,” the San Mateo County Transit District (District) Board of Directors is reaffirming its commitment as a mobility leader, providing safe transportation choices and a sustainable future that meets the needs of our customers and diverse communities. The District operates a host of transportation services, including SamTrans bus service, paratransit service and Caltrain commuter rail service to the residents of San Mateo County. In partnership with the American Public Transportation Association (APTA), Dump the Pump Day is an annual opportunity to encourage people to give up driving and use public transportation, steps that reduce greenhouse gases, ease congestion and pollution and save money.

SamTrans is a proven method by which San Mateo County commuters can unhook from the gas pump. The most recent survey of SamTrans customers found that 63 percent ride five or more days a week and 78 percent don't own a car, underscoring the important role that public transportation plays in providing mobility and independence for people with limited transit alternatives. Nearly 72 percent of all trips are to work or school.

In 2016, Americans took 10.4 billion trips on public transportation, according to APTA. Since 1995, public transit ridership is up 34 percent, outpacing population growth, which is up 21 percent, and vehicle miles traveled (VMT) is up 33 percent. People board public transportation 35 million times each weekday and is a \$66 billion industry that employs more than 400,000 people. More than 6,800 organizations provide public transportation in the United States.

A study commissioned by APTA and titled Economic Impact of Public Transportation Investment reported that reduced congestion and less reliance on automobile use, and the resulting congestion reduction, increases household purchasing power by at least \$18.4 billion per year. Savings to businesses, by improving employers' access to the labor market with more efficient commutes for its current and potential employees, along with reducing congestion costs and logistics, contributes an additional \$10.1 billion to the U.S. economy.

### **BUDGET IMPACT**

There is no impact on the budget.

### **BACKGROUND**

"National Dump the Pump Day" began in June 2006 when gas prices were \$3 per gallon. Gas prices have stabilized, but traffic is pushing our freeways and roads to the limit. Using transit options such as SamTrans is one of the most effective ways to beat congestion.

To encourage drivers to try transit on June 15, SamTrans will promote National Dump the Pump Day through marketing initiatives and encourage passengers to participate in the national social media campaign using #dumpthepump.

Prepared by: Tasha Bartholomew, Communications Officer

650-508-7927

# Proclamation

## ESTABLISHING 12<sup>th</sup> ANNUAL NATIONAL DUMP THE PUMP DAY ON JUNE 15, 2017

**WHEREAS**, June 15, 2017 marks the American Public Transportation Association's (APTA) 12<sup>th</sup> annual National Dump the Pump Day; and

**WHEREAS**, the San Mateo County Transit District (District) supports National Dump the Pump Day as a day to encourage people to ride public transportation to save money, revitalize communities, protect the environment, reduce our dependence on foreign oil, and improve the quality of life for all Americans; and

**WHEREAS**, the District recognizes that public transportation is a vital resource for residents across the nation, in communities of all sizes; and

**WHEREAS**, to highlight the importance of getting commuters out of their cars and onto transit, the District will promote National Dump the Pump Day through marketing initiatives and by encouraging passengers to participate in the national social media campaign using #dumpthepump; and

**WHEREAS**, the District operates 79 bus routes in San Mateo County, connecting passengers from communities throughout the Peninsula; and

**WHEREAS**, the District carried nearly 12.8 million passengers on SamTrans buses in Fiscal Year 2016; and

**WHEREAS**, in 2016, Americans took 10.4 billion trips on public transportation, and since 1995, trips on public transit have increased 34 percent; and

**WHEREAS**, according to APTA's most recent Transit Saving Report, a two-person household can save, on the average, more than \$9,823 a year by downsizing to one car; and

**WHEREAS**, public transportation is a \$66 billion industry that employs more than 400,000 people; and

**NOW, THEREFORE BE IT RESOLVED** on the 7<sup>th</sup> day of June, 2017 the San Mateo County Transit District Board of Directors, in support of APTA's efforts, encourages citizen to get out of their vehicles and onto public transportation, and does hereby proclaim Thursday, June 15, 2017, as *NATIONAL DUMP THE PUMP DAY*.



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Chair, San Mateo County Transit District

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Strategic Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett  
General Manager/CEO

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

SUBJECT: **DRAFT SAMTRANS YOUTH MOBILITY PLAN**

**ACTION**

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

**SIGNIFICANCE**

The San Mateo County Transit District (District) conducted a study of youth travel markets to guide near- and long-term efforts related to youth mobility. The [Youth Mobility Plan](#) focuses on improving mobility for middle school, high school, and college aged students for both school and non-school trips. Exposing youth to bus transit service can improve their mobility and foster a transit culture that increases ridership over time.

Following the last Board update in October 2016, staff developed a set of youth-focused, strategic initiatives that fall into four main categories:

- Organizational improvements
- Fare options
- Marketing and technology initiatives
- Bus operational improvements

Staff will co-present the main findings and recommendations from the Youth Mobility Plan to the Board with representatives from the Youth Leadership Institute (YLI), a key community partner for this study.

**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 Spring 2016. The Strategic Plan identifies youths ages 13 to 24 as having great potential for using bus transit as they mature into adulthood.



YLI is a youth advocacy organization focused on training young leaders to create positive change in their communities. One of YLI's current programs is the Transportation Equity Allied Movement (TEAM) coalition, where youth leaders aim to strengthen the foundation for accessible and affordable public transportation, particularly for disadvantaged communities in San Mateo County. SamTrans worked in partnership with YLI on the Youth Mobility Plan on youth outreach and engagement.

**STRATEGIC INITIATIVE**

**Priority 1:** Expand Mobility Options

**Goal 1:** Increase weekday fixed-route ridership by 15 percent

Prepared By: Lindsey Kiner, Senior Planner

650-508-7912

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Strategic Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: David Olmeda  
Chief Operating Officer, Bus

SUBJECT: **CAPITAL PROJECTS QUARTERLY STATUS REPORT –  
3<sup>rd</sup> QUARTER FISCAL YEAR 2017**

**ACTION**

No action required. The [Capital Projects Quarterly Status Summary Report](#) is submitted to the Board for information only.

**SIGNIFICANCE**

The attached report will be submitted quarterly to keep the Committee advised as to the status of active capital projects.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

Staff will be preparing the Capital Projects Quarterly Status Report for the Committee on a quarterly basis. The report is a summary of the scope, budget and progress of capital projects. It is being presented to the Committee for informational purposes and is intended to better inform the Committee of the capital project status.

Prepared by: Gordon Hail, Senior Project Controls Engineer

650-508-7795



ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ZOE KERSTEEN-TUCKER  
KARYL MATSUMOTO  
DAVE PINE  
JOSH POWELL  
PETER RATO

JIM HARTNETT  
GENERAL MANAGER/CEO

## AGENDA

### BOARD OF DIRECTORS

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

**WEDNESDAY, JUNE 7, 2017 – 4:00 p.m.**  
or immediately following Committee meetings

#### **6. RECONVENE FROM COMMITTEE MEETINGS**

#### **7. CONSENT CALENDAR**

##### MOTION

- a. Approval of Minutes of Board of Directors Meeting of May 3, 2017
- b. Acceptance of Statement of Revenues and Expenses for April 2017

#### **8. PUBLIC COMMENT**

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

#### **9. REPORT OF THE CHAIR**

#### **10. REPORT OF THE GENERAL MANAGER/CEO**

#### **11. COMMUNITY RELATIONS COMMITTEE – Z. KERSTEEN-TUCKER**

##### SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Mobility Management Report – Fixed-Route Bus
- e. Marketing Update
- f. Multimodal Ridership Report - April 2017

#### **12. FINANCE COMMITTEE – C. GROOM**

##### RESOLUTIONS

- a. Fiscal Year 2018 Operating Budget in the Amount of \$146,660,069
- b. Fiscal Year 2018 Capital Budget in the Amount of \$16,373,081
- c. Submitting of Grant Applications and the Execution of Standard Agreements with the California State Department of Transportation Pertaining to Federal Transit Administration Section 5311 Grants

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

ORDINANCE

- d. Salary Ordinance No. 100 and Wage Adjustment For Administrative (Non-Represented) Employees

**13. LEGISLATIVE COMMITTEE – K. MATSUMOTO**

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

**14. STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – D. PINE**

PROCLAMATION

- a. Declaring June 15, 2017 as National Dump the Pump Day

INFORMATIONAL

- b. Draft SamTrans Youth Mobility Plan
- c. Capital Projects Quarterly Status Report – 3<sup>rd</sup> Quarter Fiscal Year 2017

**15. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

**16. BOARD MEMBER REQUESTS/COMMENTS**

- 17. DATE, TIME AND PLACE OF NEXT REGULAR MEETING** – July 5, 2017 at 2 p.m.,  
San Mateo County Transit District, Administrative Building, Bacciocco Auditorium,  
2<sup>nd</sup> Floor, 1250 Carlos Ave., San Carlos 94070

**18. REPORT OF LEGAL COUNSEL**

- a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6  
Agency designated representatives: Pat Glenn and Bill Carson  
Employee organizations: Teamsters Union, Local 856 (Maintenance/Utility Supervisors; Bus Transportation Supervisors/Dispatchers/Radio Controllers; Transit Instructors; Bus Contract Inspectors) and Amalgamated Transit Union Local 1574 (Bus Operators/Mechanics/Storekeepers/Utility Workers; Customer Service Representatives)

**19. ADJOURN**

## **INFORMATION FOR THE PUBLIC**

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans Website at [www.samtrans.com](http://www.samtrans.com).

The San Mateo County Transit District Board and Citizens Advisory Committee (CAC) meeting schedules are available on the Web site.

### **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](mailto: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  
MAY 3, 2017**

Board Members Present: J. Gee, C. Groom, R. Guilbault (Chair), Z. Kersteen-Tucker, K. Matsumoto, D. Pine, J. Powell, P. Ratto, C. Stone

Staff Present: J. Cassman, A. Chan, J. Hartnett, K. Kelly, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Chair Rose Guilbault called the meeting to order at 4:49 p.m.

**CONSENT CALENDAR**

- a. Approval of Minutes of Board of Directors Meeting of April 5, 2017
- b. Acceptance of Statement of Revenues and Expense's for March 2017
- c. Acceptance of Quarterly Investment Review and Fixed Income Market Review and Outlook for the Period Ending March 31, 2017

Motion/Second: Gee/Kersteen-Tucker

Ayes: Gee, Groom, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone, Guilbault

**CALL FOR A PUBLIC HEARING ON JUNE 7, 2017 FOR THE PROPOSED ELIMINATION OF ROUTES 11, 43 AND 89**

David Olmeda, Chief Operating Officer, Bus, said in accordance with the District's policy for public comment for fare service change a public hearing will be set to consider the elimination of these three low performing routes. He said as part of the District's ongoing commitment is monitoring routes that have been identified as low performing. Mr. Olmeda said compared to other routes these serve four daily trips. These routes only operate on school days only have are youth riders. He said a Title VI Equity Analysis will be provided at the July Board meeting when action will be requested for the elimination of the routes in August 2017.

Motion/Second: Groom/Ratto

Ayes: Gee, Groom, Guilbault, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone

**REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett**

Jim Hartnett, General Manager/CEO, reported:

- The Annual Operations and Maintenance Safety Awards were presented to Karambir Cheema, Superintendent, North Base Transportation and Fred O'Campo, Acting Superintendent, North Base Maintenance.
- Human capital investment continued with 1,500 hours of training in March.
- Operations Planning is preparing for the launch of two new pilot routes effective with the August runbook. Owl service will be provided between San Francisco International Airport and Daly City Bay Area Rapid Transit (BART), connecting to San Francisco Municipal Transportation Agency's

Route 14. The service will run every 30 minutes between 1:30 a.m. and 4:30 a.m. The second pilot is Route 78. This route will provide weekday service to Cañada College and Woodside High School. There will be one trip in the morning and one in the afternoon.

- Staff participated in a Touch a Truck event at Open Gate Nursery School in Redwood City.
- Transported participants in the Youth Job Summit from East Palo Alto to Redwood City.
- A bus was stationed at SamTrans for Redi-Wheels' customers to practice boarding and maneuvering inside the bus.
- The daily parking fee at the Colma Park and Ride has been increased to \$3 per day or \$63 per month. This is the same parking cost that BART charges at the Colma Station.
- The House passed the budget bills and the allocation for Caltrain electrification project is included. The Senate is expected to pass the bill by Thursday and the President is then expected to sign.

**COMMUNITY RELATIONS COMMITTEE – Z. Kersteen-Tucker**

MOTION:

- a. Designate May as “Older Americans Month”

Motion/Second: Kersteen-Tucker/Gee

Ayes: Gee, Groom, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone, Guilbault

SUBJECTS DISCUSSED

- b. Art Takes a Bus Ride
- c. Accessibility Update
- d. Paratransit Coordinating Council
- e. Citizens Advisory Committee Update
- f. Multimodal Ridership Report – March 2017

**FINANCE COMMITTEE – C. Groom**

INFORMATIONAL

- a. Preliminary Fiscal Year 2018 Operating Budget
- b. Preliminary Fiscal Year 2018 Capital Budget

RESOLUTIONS

- c. Contract to Reliance Standard Insurance Company for Long-Term Disability Insurance for a Total Estimated Cost of \$78,000 for a Two-Year Period
- d. Contract to Reliance Standard Insurance Company for Life and Accidental Death and Dismemberment Insurance for a Total Estimated Cost of \$164,000 for a Two-Year Period
- e. 12 On-Call Contracts for Information Technology Consulting and Support Services in an Aggregate Not-to-Exceed Amount of \$11.1 Million for a Three-Year Base Term

- f. Contract for New Heavy-Duty Differentials to Gillig LLC for a Total Estimated Cost of \$176,000 for a Five-Year Term
- g. Amendment to the Contract with T&J Lewis, Inc. (dba Classic Graphics) for Provision of Autobody Repair and Repainting Services for an Estimated Total Amount of \$826,567
- h. Purchase of Seven 2017 Support Vehicles Through the State of California for a Total Estimated Cost of \$207,070

MOTION

- i. Approve Disposition of 16 Surplus Heavy-Duty Buses

Motion/Second: Stone/Gee

Ayes: Gee, Groom, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone, Guilbault

**LEGISLATIVE COMMITTEE – K. Matsumoto**

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

**STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – D. PINE**

RESOLUTION

- a. Adopt the San Mateo County Transit District Fiscal Years 2017-2026 Short Range Transit Plan

Motion/Second: Pine/Stone

Ayes: Gee, Groom, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone, Guilbault

**BOARD MEMBER REQUESTS/COMMENTS**

Director Gee said on May 20 Redwood City will have a formal celebration of the city's 150<sup>th</sup> Anniversary at Courthouse Square.

Director Matsumoto asked if there has been any consideration revisiting the governance of the Peninsula Corridor Joint Powers Board as a possible standalone rail body or a P3. Mr. Hartnett said the issuance of the governance has been discussed since Caltrain was founded and SamTrans is the designated manager of it and it would take all three counties to change it or two agencies to leave it. He said it would be complicated further by the electrification project because it requires the structure remain the same for the project to move forward due to the financial and grant sources.

Director Matsumoto asked if the funding falls through is there interest in partnerships. Mr. Hartnett said the challenge for a public private partnership is the private side expects to get the money back if they are financing it and if they are operating they expect to make a profit.

**DATE AND TIME OF NEXT REGULAR MEETING** –June 7, 2017, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.



**REPORT OF LEGAL COUNSEL**

- a. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Gipson v. Lorenzo, et al., Case No. CIV537859
  
- b. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Todd v. San Mateo County, et. al., Case No. 4:15-cv-05823-JSW
  
- c. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Taylor v. San Mateo County, et. al., Case No. 4:16-cv-03317-JSW

Recessed to closed session at 5:11 p.m.

Reconvened to open session at 5:55 p.m.

Joan Cassman, Legal Counsel, said the Board met in closed session to discuss these matters of litigation and no action was taken.

Adjourned at 5:57 p.m.