

AUGUST 2, 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, AUGUST 2, 2017 – 2:00 p.m.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC HEARINGS/CONSIDERATION OF RESOLUTIONS OF NECESSITY**
 - a. Public Hearing/Consideration of Resolution of Necessity –
Property Location: 150 Charter Street, Redwood City, CA 94063
APN: 054-112-160
Property Owner: Ideal Charter Properties, LLC
- 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

Memorandum

TO: Board of Directors

FROM: Joan Cassman

DATE: August 2, 2017

RE: Peninsula Corridor Electrification Project
Adoption of Resolution of Necessity
Hearing Date: August 2, 2017, 2 P.M.
JPB Parcel Nos.: JPB-SM2-0134
Property Owner: Ideal Charter Properties, LLC

ACTION

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Redwood City, which is owned by Ideal Charter Properties, LLC; the subject property is used for one commercial building. The property interests that the District seeks to acquire from these particular owners is a 136 square foot electrical safety zone easement and a 40 square foot fee simple parcel, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

SIGNIFICANCE

By adopting the Resolution of Necessity, the Board of Directors will authorize the District's legal counsel to commence eminent domain proceedings to acquire the property. The adoption of the resolution conclusively establishes the extent and necessity of the acquisition.

THE PROJECT

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the “JPB” or “Caltrain”) to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

The Project will require the installation of 130 to 140 single-track miles of overhead contact system (“OCS”) wires for the distribution of electrical power to the new electric rolling stock. The OCS will be powered from a 25 kilovolt (kV), 60 Hertz (Hz), single-phase, alternating current traction power system consisting, of two traction power substations, one switching station and seven paralleling stations.

In most cases, the OCS poles will be placed within the existing Caltrain right-of-way (ROW). However, in certain locations, there are insufficient clearances for the installation of the OCS facilities. In these locations, the JPB needs to acquire property rights from adjacent owners for the placement of poles and wires and to provide safe clearances from energized facilities. Property acquisitions are required from approximately 50 property owners along the entire ROW for the placement of poles and wires in order to construct the PCEP. These acquisitions are being pursued in accordance with state and federal law, and diligent efforts are being made to acquire them through negotiated settlements. However, negotiated settlements may not be achievable in all instances and some of the property rights may need to be acquired through a timely condemnation process, to ensure that the project can stay on schedule.

POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY

Because the JPB does not have the power of eminent domain, the District, pursuant to a Cooperative Agreement with JPB, is responsible for acquiring the property interests necessary for the Project in San Mateo County. California Public Utilities Code section 103242 authorizes the District to acquire property by eminent domain. Before filing a condemnation action for any property interests, the District must satisfy certain procedural prerequisites, including obtaining an appraisal, presenting a formal offer, adopting a Resolution of Necessity and providing notice to the property owners of their right to a public hearing prior to adopting the Resolution.

The District, in adopting the Resolution of Necessity, must make certain determinations. The notice to the property owners must inform the owners of their right to appear and be heard on those issues, as follows:

- A) The public interest and necessity require that the Project be undertaken,
- B) The Project is planned and located in the manner that will be most compatible with the greatest public good and least private injury,
- C) The acquisition of the property is necessary for the Project, and
- D) An offer has been made to the owners.

1) The Public Interest And Necessity Require That The Project Be Undertaken.

The public interest and necessity require that the Project be undertaken.

In developing this Project, the JPB concluded that there was a compelling need to convert from diesel motive power to electric propulsion on its ROW between San Francisco and Tamien Station in San Jose. The Project will allow the JPB to provide more frequent and faster train

service. Electric propulsion will reduce greenhouse gases and other pollutants, as well as noise.

2) The Project Is Planned And Located In The Manner That Will Be Most Compatible With The Greatest Public Good And Least Private Injury.

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

3) The Acquisition Of The Property Is Necessary For The Project.

Among the approximately 50 property acquisitions required for the Project, JPB staff is recommending that a Resolution of Necessity be adopted for this property. The property is required in order to allow for the placement of poles and wires and to provide safe clearances from energized facilities.

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On December 8, 2016, a formal offer was presented to the owner based on the fair market value.¹ The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 15, 2017, the appropriate notices were sent to the property owners informing them of their right to

¹ The purpose of the public hearing prior to adopting a Resolution of Necessity is to discuss the necessity of the property for the Project and whether the required offer was provided. It is not appropriate to discuss the value of the property or the amount of the offer at the public hearing.

Memorandum To:
Board of Directors
August 2, 2017
Page 5

appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

RESOLUTION NO. 2017 -

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

* * *

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS
(IDEAL CHARTER PROPERTIES LLC—PARCEL NO. JPB-SM2-0134-1A, -2A)**

WHEREAS, the San Mateo County Transit District (“SamTrans”), in connection with its affiliation with the Peninsular Corridor Joint Powers Board (“JPB” or “Caltrain”), is undertaking the Peninsula Corridor Electrification Project to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose and which will include the installation of 130 to 140 single-track miles of overhead contact system (“OCS”) wires for the distribution of electrical power to the new electric rolling stock (“Project”); and

WHEREAS, in January, 2014, Caltrain certified an Environmental Impact Report and adopted necessary findings to approve the Project pursuant to the requirements of the California Environmental Quality Act (California Public Resources Code § 21080 et seq.); and

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement and a fee simple parcel, in certain real property reportedly owned in fee by Ideal Charter Properties LLC (collectively “Owners”). The Owners' overall property consists of land improved and used for one commercial building, situated between Charter Street and the Caltrain right-of-way, in Redwood City, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Numbers 054-112-160, -170, -180, and more particularly described and shown on Exhibit A and Exhibit B attached hereto and incorporated herein by this reference (“Subject Property”); and

WHEREAS, SamTrans has worked with private consultants to conduct substantial investigation and study regarding the project; and

WHEREAS, the Board of Directors has found that the acquisition of the aforementioned real property, or interests in real property, for said public use is required by public interest and necessity, that the Project is planned and located in the manner that will be most compatible with the greatest public good and least private injury, and that the acquisition by SamTrans of the Subject Property is necessary for the proposed Project; and

WHEREAS, California Public Utilities Code section 103242 authorizes SamTrans to acquire property by eminent domain; and

WHEREAS, in compliance with California Government Code section 7267.2 and all related statutory procedures for possible acquisition of the Subject Property, staff obtained an appraisal and presented a formal offer to the Owners for the amount determined to be just compensation; and

WHEREAS, in compliance with California Code of Civil Procedure section 1245.235, SamTrans gave the Owners notice of this hearing and a reasonable opportunity to be heard; and

WHEREAS, SamTrans has calendared this Resolution of Necessity on the Agenda, and invited public comment, prior to the meeting when this Resolution was considered for adoption; and

WHEREAS, this Board of Directors constitutes the governing body of SamTrans.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the SamTrans' Board of Directors finds and determines that:

1. The public interest and necessity require the proposed Project;
2. The proposed Project is planned and located in the manner that will be most compatible with the greatest public good and least private injury;

3. Acquisition by SamTrans of the Subject Property is necessary for the proposed Project; and

4. An offer was made in accordance with Government Code section 7267.2.

BE IT FURTHER RESOLVED that the Attorney is hereby authorized to institute proceedings in eminent domain to acquire the real property, or interests in real property, hereinabove described and to take such further actions as may be necessary to give effect to this Resolution.

Regularly passed and adopted this 2nd day of August, 2017, by the following vote:

AYES:

NOES:

ABSENT:

Chair, Board of Directors

ATTEST: _____
Board Secretary

EXHIBIT A

EXHIBIT _____
LEGAL DESCRIPTION

A portion of land located in the City of Redwood City, County of San Mateo, State of California, described as follows;

Being a portion of Lot 4 of the map entitled "Map of the Partition of the Hill-Knowles 251.85 AC. Tract Adjoining Redwood City, California", filed July 28, 1904 in Book 3 of Maps at Page 38 in the Office of the San Mateo County Recorder being more particularly described as follows:

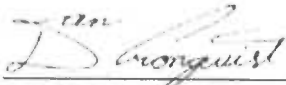
PARCEL JPB-SM2-0134-1A

COMMENCING at the north most corner of said Lot 4, also being the intersection of the southwest line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document No. 91171427 (Page A-214), Official Records of said County, and the southeast right-of-way of Charter Street; thence coincident with the southwest line of said PCJPB parcel South 50°34'34" East, a distance of 162.84 feet to the point of BEGINNING;

- Thence (1) Coincident with the southwest line of said PCJPB parcel South 50°34'34" East, a distance of 34.00 feet;
- Thence (2) Perpendicular with the southwest line of said PCJPB parcel South 39°25'26" West, a distance of 1.19 feet;
- Thence (3) Parallel with the southwest line of said PCJPB parcel North 50°34'34" West, a distance of 34.00 feet;
- Thence (4) Perpendicular with the southwest line of said PCJPB parcel North 39°25'26" East, a distance of 1.19 feet to the point of BEGINNING;

Contains 40 square feet, more or less.

The bearings and distances used in the above description are based on the California Coordinate System 1983, Zone 3. Multiply distances shown above by 1.0000554 to obtain ground level distances.


Daniel S. Cronquist, PLS
4/22/2016
Date



POC JPB
 V74/08-22 & V74/09-01 (R1)
 TRACT 144 (SM-234) (R2)

POC JPB
 V74/08-29 & V74/09-02 (R1)
 TRACT 145 (SM-235) (R2)

JPB-SM2-0134-1A
 40 SQ. FT.

S50°34'34"E 162.84'

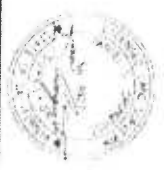
N39°25'26"E 1.19'
 N39°25'26"E 4.00'
 S39°25'26"W 1.19'
 S39°25'26"W 4.00'
 N50°34'34"W 34.00'
 N50°34'34"W 34.00'

JPB-SM2-0134-2A
 136 SQ. FT.

JPB-SM2-0134
 IDEAL CHARTER PROPERTIES, LLC
 DOCUMENT: 2014-030976
 054-112-160

CHARTER STREET

- LEGEND**
- POC JPB PENINSULA CORRIDOR JOINT POWERS BOARD
 - POC POINT OF COMMENCEMENT
 - POB POINT OF BEGINNING
 - Parcel LINE PARCEL LINE
 - POC JPB RIGHT OF WAY



GRAPHIC SCALE
 0 10 20 30 40

DATE: APRIL 29, 2014

REFERENCES:
 2011 VALUATION MAP SERIES: SOUTHERN EQUINE TRANSPORTATION CO
 2012 DOCUMENT: 91-17427, 054-112-160

PLAT TO ACCOMPANY	LEGAL DESCRIPTION
JPB-SM2-0134-1A	
JPB-SM2-0134-2A	
APPRAISAL MAP NO. V217	

ALCOM
 2100 CLAYTON RD. SUITE 400
 SAN JOSE, CA 95128
 TEL: 415-444-1875
 FAX: 415-444-1084

A permanent electrical safety zone easement subject to the following terms and conditions:

(a) Easement Holder shall have the right to restrict uses and control vegetation within the Easement Area, as required for the safe operation of the electrical traction power system and overhead contact system (consisting of energized wires that transmit electrical power) for the railroad located on property adjacent to the Easement Area. The rights granted shall be for the benefit of the adjacent railroad and are located on, along and in all of the hereinafter described Easement Area lying within Owners' lands.

(b) Easement Holder shall have the right to enter onto and over the Easement Area for the purpose of removing any and all trees over 6 feet tall, as well as branches and other vegetation, that conflict with the exercise of the Easement Holder's full enjoyment of the rights granted hereby. In the event that fences are damaged or removed to accomplish such access, they will be replaced or repaired by the Easement Holder at its cost. Easement Holder shall provide at least 72 hours' notice prior to entering onto the Easement Area, but may perform work above the Easement Area from the adjacent property as necessary to conduct vegetation maintenance without notice. Easement Holder shall remove all debris resulting from its vegetation control activities.

(c) Owner reserves the right to use the Easement Area for purposes which will not interfere with Easement Holder's full enjoyment of the rights hereby granted, which purposes shall include, but not be limited to:

- (i) Maintenance and use of at-grade walkways, driveways, and at-grade playing fields.
- (ii) Maintenance and use of ground cover, grass, trees, shrubs and other vegetation provided that:
 - (1) No tree or shrub taller than 6 feet shall be allowed within the Easement Area;
 - (2) Easement Holder shall be allowed to remove branches and other vegetation that are located within ten feet of the nearest energized electrical wire;
 - (3) No planting of any kind shall impede Easement Holder's ability to conduct required vegetation maintenance.
- (iii) Maintenance and use of existing buildings and structures.
- (iv) Maintenance and use of fences.
- (v) Parking of vehicles

- (d) Within the Easement Area, Owners shall not:
- (i) Erect or construct any above-ground electrical transmission wires; or
 - (ii) Maintain, drill or operate any well, or construct or maintain any reservoir, swimming pool, spa, or other water feature.

EXHIBIT B

EXHIBIT B
LEGAL DESCRIPTION

A portion of land located in the City of Redwood City, County of San Mateo, State of California, described as follows;

Being a portion of Lot 4 of the map entitled "Map of the Partition of the Hill-Knowles 251.85 AC. Tract Adjoining Redwood City, California", filed July 28, 1904 in Book 3 of Maps at Page 38 in the Office of the San Mateo County Recorder being more particularly described as follows:

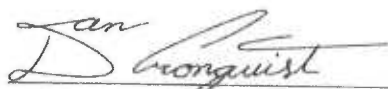
PARCEL JPB-SM2-0134-2A

COMMENCING at the north most corner of said Lot 4, also being the intersection of the southwest line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document No. 91171427 (Page A-214), Official Records of said County, and the southeast right-of-way of Charter Street; thence coincident with the southwest line of said PCJPB parcel South 50°34'34" East, a distance of 162.84 feet; thence perpendicular with the southwest line of said PCJPB parcel South 39°25'26" West, a distance of 1.19 feet to the point of **BEGINNING**;

- Thence (1) Parallel with the southwest line of said PCJPB parcel South 50°34'34" East, a distance of 34.00 feet;
- Thence (2) Perpendicular with the southwest line of said PCJPB parcel South 39°25'26" West, a distance of 4.00 feet;
- Thence (3) Parallel with the southwest line of said PCJPB parcel North 50°34'34" West, a distance of 34.00 feet;
- Thence (4) Perpendicular with the southwest line of said PCJPB parcel North 39°25'26" East, a distance of 4.00 feet to the point of **BEGINNING**;

Contains 136 square feet, more or less.

The bearings and distances used in the above description are based on the California Coordinate System 1983, Zone 3. Multiply distances shown above by 1.0000554 to obtain ground level distances.


Daniel S. Cronquist, PLS

4/22/2016
Date



PCJPB
V74/08-22 & V74/09-01 (R1)
TRACT 144 (SM-234) (R2)

PCJPB
V74/08-29 & V74/09-02 (R1)
TRACT 145 (SM-235) (R2)

JPB-SM2-0134-1A
40 SQ. FT.

POB (1A)

N39°25'26"E 1.19'

POB (2A)

N39°25'26"E 4.00'

S50°34'34"E 34.00'

1.19'

S39°25'26"W 1.19'

S39°25'26"W 4.00'

N50°34'34"W 34.00'

JPB-SM2-0134-2A
136 SQ. FT.

JPB-SM2-0134

IDEAL CHARTER PROPERTIES LLC
DOCUMENT: 2014-030976
054-112-160

054-112-230

054-112-180

054-112-170

CHARTER STREET

LEGEND

- PCJPB PENINSULA CORRIDOR JOINT POWERS BOARD
- POC POINT OF COMMENCEMENT
- POB POINT OF BEGINNING
- PARCEL LINE
- ___ PCJPB RIGHT OF WAY

REFERENCES:

- (R1) VALUATION MAP SERIES SOUTHERN PACIFIC TRANSPORTATION CO.
- (R2) DOCUMENT: 91171427, ORSMC

PLAT TO ACCOMPANY LEGAL DESCRIPTION

JPB-SM2-0134-1A
JPB-SM2-0134-2A
APPRAISAL MAP NO. V217



DATE: APRIL 20, 2016
REV. A



2300 CLAYTON RD, SUITE 1400
CONCORD, CA 94520
DIR: 925-446-3800
FAX: 925-825-1064



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

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

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

WEDNESDAY, AUGUST 2, 2017 – 2:15 p.m.
(immediately after public hearing)

1. Call to Order

ACTION

2. Approval of Minutes of Community Relations Committee Meeting of July 5, 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 – Paratransit
7. Marketing of New Routes and Service Adjustments
8. Quarterly Dashboard Report – March-June 2017
9. Multimodal Ridership Report – June 2017
10. 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
JULY 5, 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, M. Martinez, N. McKenna, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Zoe Kersteen-Tucker called the meeting to order at 3:34 p.m.

Approval of Minutes of June 7, 2017

Motion/Second: Matsumoto/Powell

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

Accessibility Update

Tina Dubost, Manager, Accessible Transit Services, said RediWheels has an interim General Manager, DeRees Clark. She said there is new staff at Care Evaluators.

Paratransit Coordinating Council (PCC) Update

Mike Levinson, Chair, PCC, said the PCC has a new staff member, Lorna Rodriguez-Wong. He said the PCC will be meeting with staff on July 7 to discuss same day calls.

Citizens Advisory Committee (CAC)

CAC Vice Chair Sonny Koya provided a written report in the Board's reading file.

Mobility Management Report – Shuttles

David Olmeda, Chief Operating Officer, Bus, presented this informational item. Key highlights include:

- The shuttle program is a successful public and private partnership.
- Shuttle programs significantly leverage external funds.
- Annual grant funding is variable.
- Year-to-date average weekday ridership (AWR) is stable at 12,220.
- Shuttles provide last-mile to support Bay Area Rapid Transit and Caltrain to keep cars off roads and highways for an approximately combined 30 million passenger car miles per year.

2017 Customer Experience Survey Results

Julian Jest, Market Research Specialist, presented this informational item. Key highlights include:

- The opt-in online survey was conducted February 27 to March 20 and is not statistically valid.
- A total of 1,182 responses were received, including incomplete surveys.
- Current riders have been riding for more than three years, ride at least three days a week and pay with Clipper cash value.
- Former riders have not ridden for more than three years, rode less than once a month, and used cash tickets. Main reason for not riding is schedule change.
- Top three service rankings by all respondents was more service, more express services and more frequent weekend or midday service.

Multimodal Ridership Report – May 2017

Mr. Olmeda reported:

- AWR Compared to May 2016
 - Bus ridership was 40,580, a decrease of 5.3 percent.
 - Paratransit ridership was 1,280, an increase of 0.8 percent.
 - Caltrain ridership was 61,140, an increase of 0.6 percent.
 - Shuttle ridership was 11,920, a decrease of 3.6 percent.
 - Total weekday ridership was 163,090,940, a decrease of 3.1 percent.
- Total Monthly Ridership
 - Bus ridership was 1,052,260, a decrease of 3.2 percent.
 - Paratransit ridership was 32,190, an increase of 5.1 percent.
 - Caltrain ridership was 1,654,730, an increase of 2.1 percent.
 - Shuttle ridership was 244,910, a decrease of 9.8 percent.
 - Total weekday ridership was 4,252,420, a decrease of 1.5 percent.

Adjourned: 4:35 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 June 13, 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
June 13, 2017**

ATTENDANCE: Members Present: Mike Levinson, Chair; Dinae Cruise, Consumer; Aki Eejima, Consumer; Sammi (Wilhelmina) Riley, Consumer; Barbara Kalt, Rosener House; Maria Kozak, Consumer; Tina Dubost, SamTrans; Monica Colondres, Community Resident; Susan Capeloto, Department of Rehabilitation; Judy Garcia, Consumer; Marie Violet, Sequoia Hospital; and Sandra Lang, COA.

GUESTS: Richard Weiner, Nelson-Nygaard; Erin Swartz, PCC Staff; Dave Daley, First Transit; Ashish John, SamTrans; John Sanderson, SamTrans; Margo Ross, SamTrans; and Nancy Keegan, Senior Focus.

ABSENTEES: Patty Clement-Cihak, Catholic Charities and Dale Edwards, Consumer.

(Member Attendance 12; Quorum—Yes)

WELCOME/INTRODUCTION

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

APPROVAL OF THE APRIL AND MAY PCC MINUTES

A quorum was not present for the PCC meeting in May, so the PCC members voted to approve the April and May meeting minutes today. Diane motioned to approve the April meeting minutes and Sammi seconded the motion. No abstentions or corrections were noted. Sandra motioned to approve the May meeting minutes and Mike seconded the motion. Marie abstained and no corrections were noted.

COMMITTEE REPORTS

A. POLICY ADVOCACY- LEGISLATIVE COMMITTEE (PAL)

Mike reported that the PAL Committee met today, prior to the PCC. Legislative issues, including funding for Caltrain electrification were discussed. Measure K (formerly Measure A) funding from the San Mateo County Board of Supervisors is reduced from \$5 million to \$3.75 million in FY 2018. Further reductions are anticipated in future fiscal years. Opportunities for revenue from state gas tax funding were also discussed. Staff does not know the amount of these revenues or when the funds may arrive.

Requests for changes to Same Day IVR calls were shared. An ERC meeting may also be scheduled to explore this issue further.

Richard reported on MTC Regional Measure 3 funding that may be available for transportation projects in San Mateo County through revenues from increased bridge tolls. PCC's from around the Bay Area were asked to submit letters of support for Regional Measure 3.

B. GRANT/BUDGET REVIEW

Barbara asked to have the Redi-Wheels and Nelson\Nygaard budget statements included in the July PCC meeting packet.

C. EDUCATION COMMITTEE

Six of the Education Committee members held a conference call on Friday, June 2 from 1:00 to 1:30 p.m. On Wednesday, May 17, the Education Committee participated in the Senior Information Faire in Pacifica and on Friday, May 19, Dinae and Mike gave a presentation at Senior Coastsiders in Half Moon Bay. The Transition to Independence Fair is scheduled for Saturday, October 21, 2017 from 11:00 a.m. to 3:00 p.m. at Sequoia High School in Redwood City. The Seniors on the Move conference date has been tentatively set for Friday, November 17 at the San Mateo County Fairgrounds.

The next Education Committee meeting will be a conference call that is scheduled for Friday, August 4, 2017 from 1:00 to 1:30 p.m.

D. EXECUTIVE COMMITTEE

Mike reported that the Executive Committee will be scheduling a meeting for later this month.

Reporting for the Nominating Committee, Barbara recommend that the PCC members vote today to approve the application of Benjamin McMullan as a member of the PCC. The PCC members unanimously voted to approve Benjamin's application.

SAMTRANS/REDI-WHEELS REPORT

A. Operational Report

Tina reported that SamTrans, Caltrain, and BART customers are encouraged to make suggestions or comments about changes to the Clipper Card system at www.futureofclipper.com or feedback@futureofclipper.com.

SamTrans is working on updates for the *Mobility Plan for Seniors and People with Disabilities*. A stakeholder meeting is scheduled for Tuesday, June 20.

Lifeline fare assistance annual renewals are being changed this year to include a personalized letter. The ride manifest for each Lifeline customer will also be updated during this time.

B. Performance Measures Report

Tina provided the Redi-Wheels Performance Measures Report. In April 2017, there were 26,866 Total trips served and 1,139 Average weekday riders, reflecting similar levels as April 2016. Over the same time period, Late Cancels have increased from 392 to 524. Taxi trips are trending downward and were 7,384 in April 2017. On-time performance was 92.4% and Productivity was 1.83 passengers/rvh. Both On-time performance and Productivity showed positive trends. Richard and Tina compared the increase in Total trips requested and Total trips scheduled. Tina explained that the difference is due to cancels that occur before the day of the requested trip which would not be included in Late Cancels. These are not shown directly in her graph.

C. Monthly Redi-Wheels Comment Statistics Report

John reported that customer comments continue to be in the categories of Driver Conduct and Late Vehicle arrivals. Average Response Time to Customer has increased over the past two months while new customer service software was being installed. John said that the response time should improve as bugs in the new system are being worked out and customer comments are addressed more quickly.

Safety Report

Dave reported that there were four preventable incidents in May. For the annual quota, the safety performance statistics are better than the standard. The safety issues related to the incidents in May were addressed at the most recent Driver Safety Meeting. Drivers who miss the in-service meetings are scheduled for 1-on-1 meetings to review the information covered. Dave discussed the transfer belt that passengers have the option to use on the bus and other paratransit vehicles. He emphasized the proper use of the belt.

Mike asked about the new buses that have been ordered by SamTrans. Dave and Ashish will be attending an orientation session, after the vehicles are fully integrated by the maintenance department.

LIAISON REPORTS

A. COASTSIDE TRANSPORTATION COMMITTEE (CTC)

Mike reported that the next CTC meeting is scheduled for June 22, from 9:30-11:00 a.m. at 925 Main Street in Half Moon Bay.

B. AGENCY

Barbara reported that there are no updates to report.

C. ERC

Aki reported that IVR has been discussed earlier today and an ERC meeting will be scheduled soon. Margo Ross and the PCC members discussed the roll-out of the Same Day IVR calls. The group also went into great depth, discussing historical issues related to IVR software performance and the contract that was accepted by SamTrans. Barbara pointed out that the dispatchers currently call customers who require 10 minutes of advance notice to be able to meet their drivers on time.

D. COMMISSION ON AGING (COA)

Sandra reported that the COA met yesterday and received more information about the LGBT center in San Mateo. The COA Transportation Sub-Committee has updated their Senior Mobility Guide and submitted a request to the full Commission to review the document, which will then be sent to the San Mateo County Board of Supervisors.

Seniors on the Square will be held on Friday, June 16 in Redwood City. The COA will be distributing elder abuse awareness brochures.

The next COA meeting will be held on Monday, July 10 in San Mateo.

E. COMMISSION ON DISABILITIES (COD)

Benjamin absent, no update available.

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

Benjamin absent, no update available. Mike reported that an emergency preparedness event was hosted by CiD and was well-attended.

OTHER BUSINESS

Maria and John discussed how a customer can change their requested ride time.

Sammi commented that the PCC website has not been updated yet. Richard said that the work has been approved and the updates should be completed soon. He asked to have this item placed on the July PCC meeting agenda for further review and discussion.

The next PAL and PCC meetings will be held on Tuesday, July 11, 2017. The PAL Committee will meet from 11:30 a.m. to 12:30 p.m. and the PCC will meet from 1:30-3:30 p.m.

MEETING ADJOURNED 3:30 p.m.

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

**MEETING MINUTES
11:30 a.m. - 12:30 p.m.
June 13, 2017**

MEMBERS PRESENT: Mike Levinson, PAL Chair; Dinae Cruise, Consumer; Sammi (Wilhelmina) Riley, Consumer; Aki Eejima, Consumer; Marie Violet, Sequoia Hospital; Maria Kozak, Consumer; Judy Garcia, Consumer and Sandra Lang, COA.

GUESTS: Tina Dubost, SamTrans; John Sanderson, SamTrans; Henry Silvas, SamTrans; Dave Daley, First Transit; Richard Weiner, Nelson\Nygaard; and Erin Swartz, PCC Staff.

ABSENT: Dale Edwards, Consumer.

APPROVAL OF MAY PAL MINUTES

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

LEGISLATIVE UPDATES

Tina reported on the Caltrain electrification funding that was recently approved.

Sandra asked for an update about HR620 that was discussed at the May PAL Committee meeting.

Mike asked Tina for information about Measure A funding. Tina reported that in years past, Measure K (formerly referred to as Measure A) funds from the County of San Mateo were much higher. This year the funding was cut from \$5 million to \$3.75 million. About 80% of the SamTrans budget comes from sales tax revenue. In the next fiscal year, additional sources of revenue and changes to service will be considered. Tina added that the Measure K funds for SamTrans are expected to be further reduced in future fiscal years. New state gas tax funding may potentially be a future source of revenue.

Richard and Tina shared background information about 2018 Regional Measure 3. This proposed ballot initiative is sponsored by the MTC and proposes to increase bridge tolls in the Bay Area. There is a separate proposal to set aside approximately 8% - 10% of the funds raised to fund programs for seniors and individuals with disabilities. If the ballot measure passes and if 10% of the revenues were allocated in this manner, approximately \$12 million a year could be distributed by county-wide competition. Advocacy groups and PCC's in the Bay Area are being encouraged to write letters of support. The proposal describes the areas of need in the Bay Area bridge corridor and highlights the fact that the population of senior citizens is expected to almost double and will need additional transit services. Examples of the types of projects that could be funded include Beyond ADA paratransit services, curb cuts and cross walks, and

improved accessibility at transit areas. An additional \$3 million in funding could be distributed for regional rail projects such as elevators and improved technology at BART and train stations. Mike suggested that the PCC's Executive Committee meet on a conference call to discuss this opportunity and draft a letter of support.

LOCAL ADVOCACY ISSUES—OPEN DISCUSSION

Tina provided a progress report on the Same Day IVR calls. The call window has been expanded and now is open from 6:00 a.m. to 11:00 p.m. 6,000 calls were reviewed over the past 30 days and the majority were made within 20 minutes of the vehicle arriving to pick up customers. Dinae confirmed that complaints about service can be directed to Tina or John. Mike proposed changing the language of the Same Day IVR calls to utilize the same 20-minute window reminder as the Night Before calls. Tina agreed that the language of the calls can be changed and customers can opt-out of receiving the calls. Tina also said that several large centers, like dialysis businesses, have asked to have their customers opt-out of receiving the calls. Mike and Tina agreed to schedule an ERC meeting to explore this issue further.

POLICY ISSUES

Mike reported that at the last ERC meeting, the members discussed alternative software programs for notifying customers that their rides were arriving soon. Dave commented that InfoClient software is available for Smart Phone users. The PAL Committee members discussed issues of equity and accessibility that would result from piloting a program available only to customers who used Smart Phones.

Tina said that SamTrans, Caltrain, and BART customers are encouraged to make suggestions or comments about changes to the Clipper Card system at www.futureofclipper.com or feedback@futureofclipper.com.

Tina shared information about a demonstration program being piloted by the Livermore Amador Valley Transit Authority to utilize TNCs to supplement non-ADA transportation in their service area. Richard shared information from a report about the shift in ridership from transit to TNCs in New York City.

OTHER BUSINESS

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

The next PAL meeting is scheduled for Tuesday, July 11, 2017 from 11:30 a.m. to 12:30 p.m.

MEETING ADJOURNED 12:30 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **MOBILITY MANAGEMENT REPORT: ADA PARATRANSIT**

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 ADA Paratransit and the quarterly Dashboard.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Staff will report on Paratransit ridership, on-time performance, and highlight the Paratransit bus fleet.

This month's presentation will be presented via PowerPoint.

Prepared by: Donald G. Esse, Senior Operations Financial Analyst

650-508-6329

**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 San Mateo County Transit District (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:

- 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 Summer Youth Pass sales by 20 percent in 2016
- 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
- Budgeted for expanded 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
- Implement exposure of real-time data
- Launch online store
- Implementation of SamTrans Youth Mobility Plan recommendations
- Pursue employer partnerships to support the District's goals
 - Employer Origin-Destination survey
- Develop a comprehensive customer profile based on:
 - Current riders
 - Previous riders
 - Potential riders
- 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

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

The District's Board Retreats have helped refine and inform 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

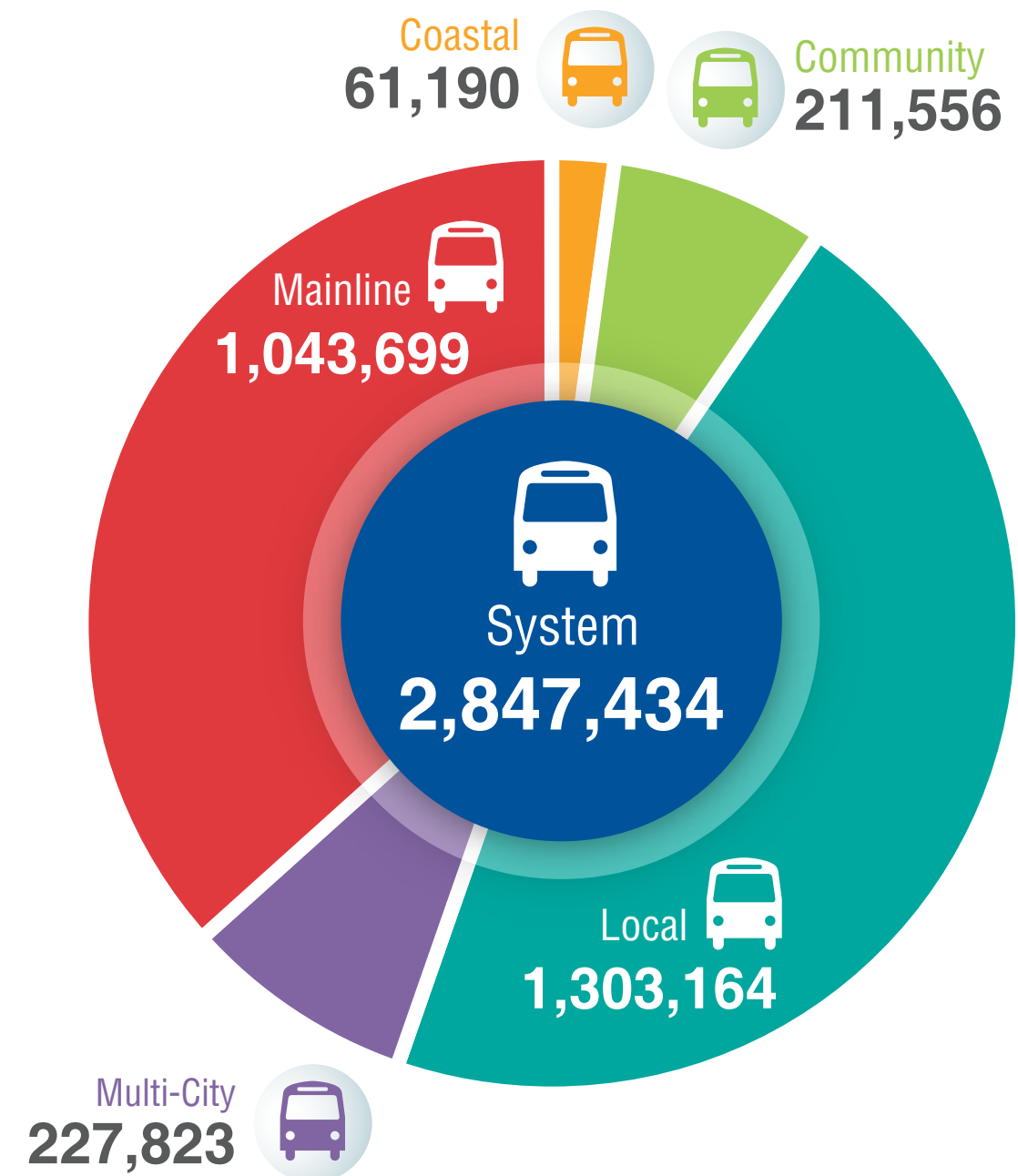
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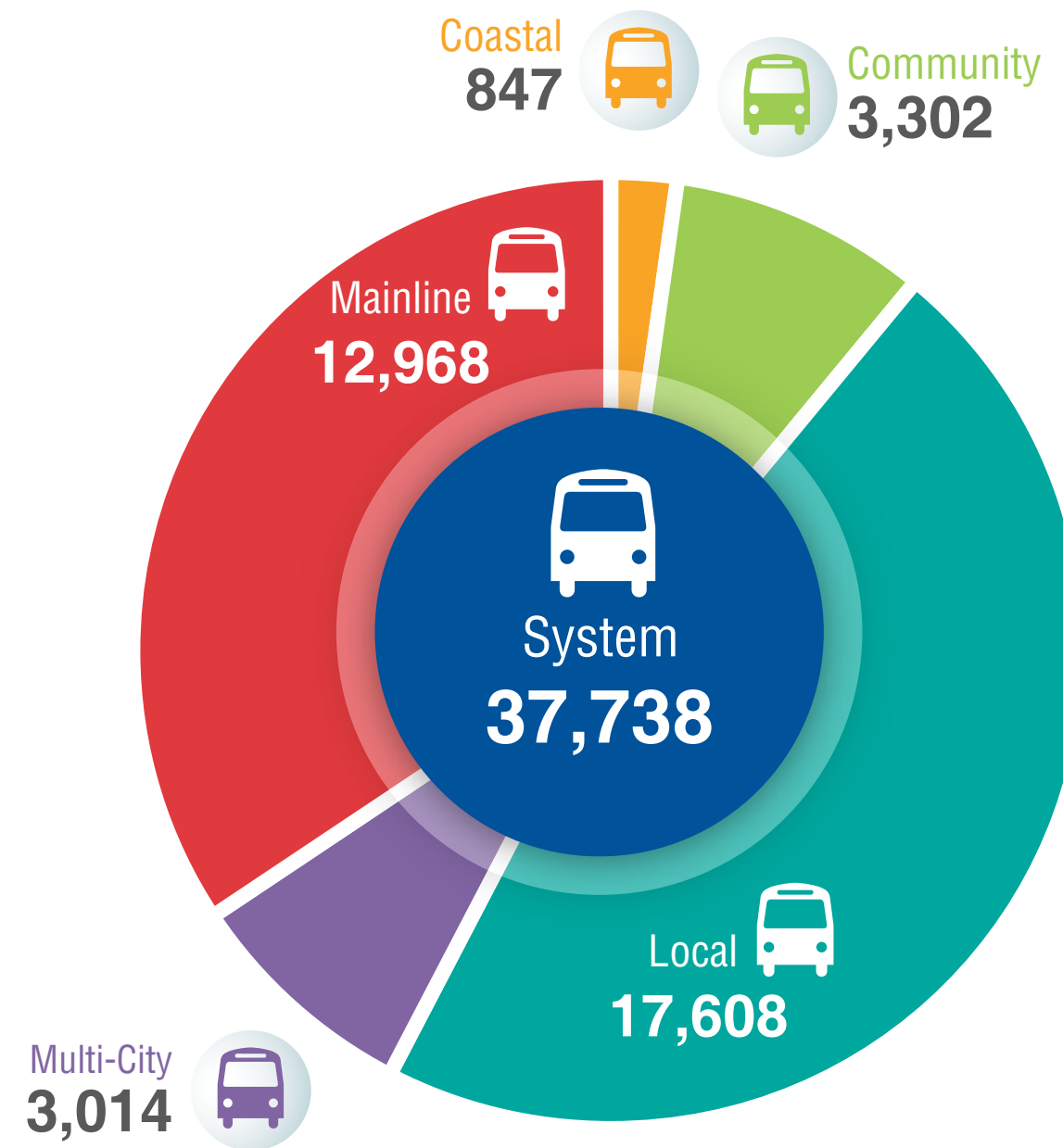
2017 SamTrans Service Statistics

Quarterly Report (Jan-March)

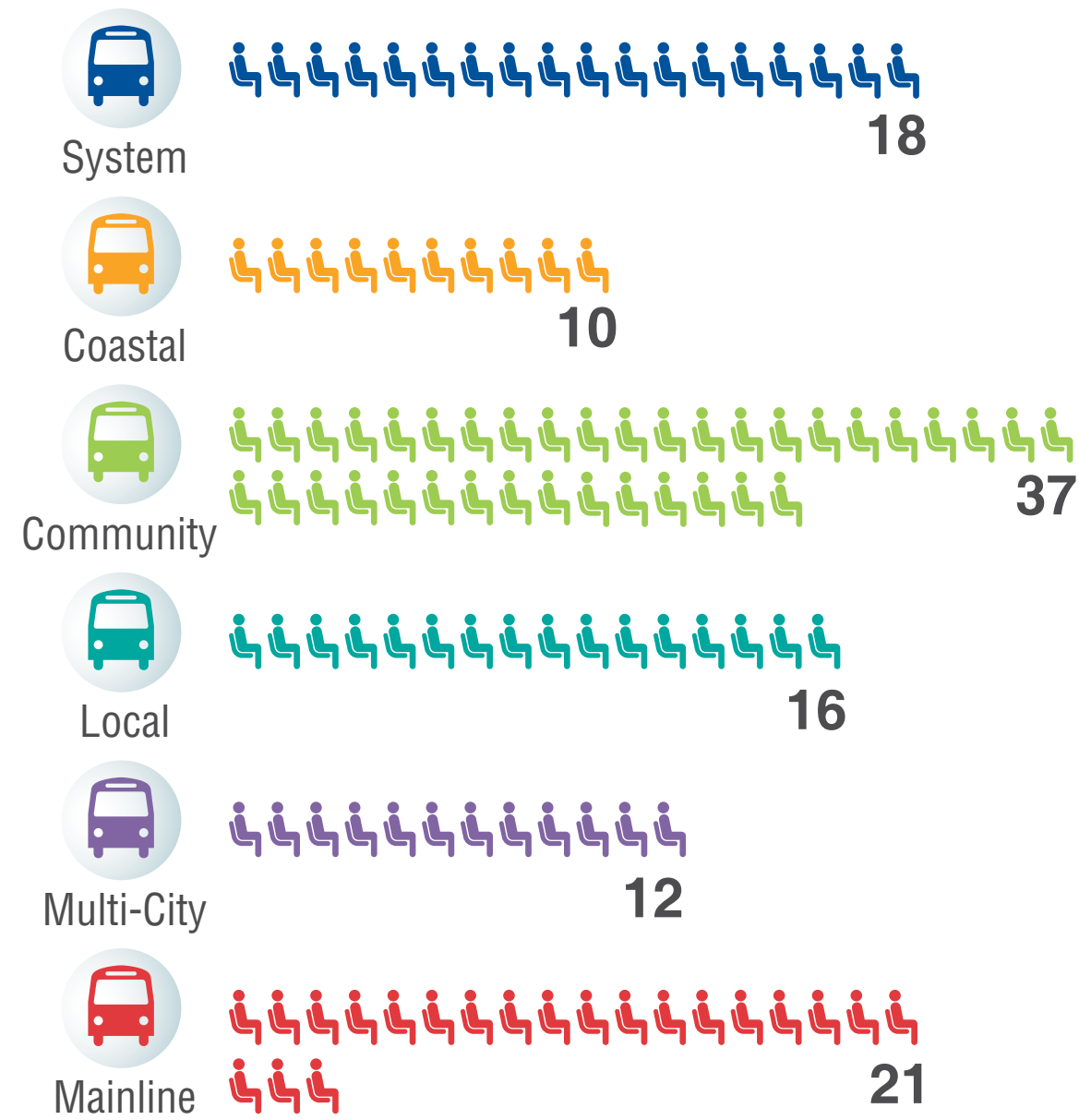
TOTAL PASSENGERS



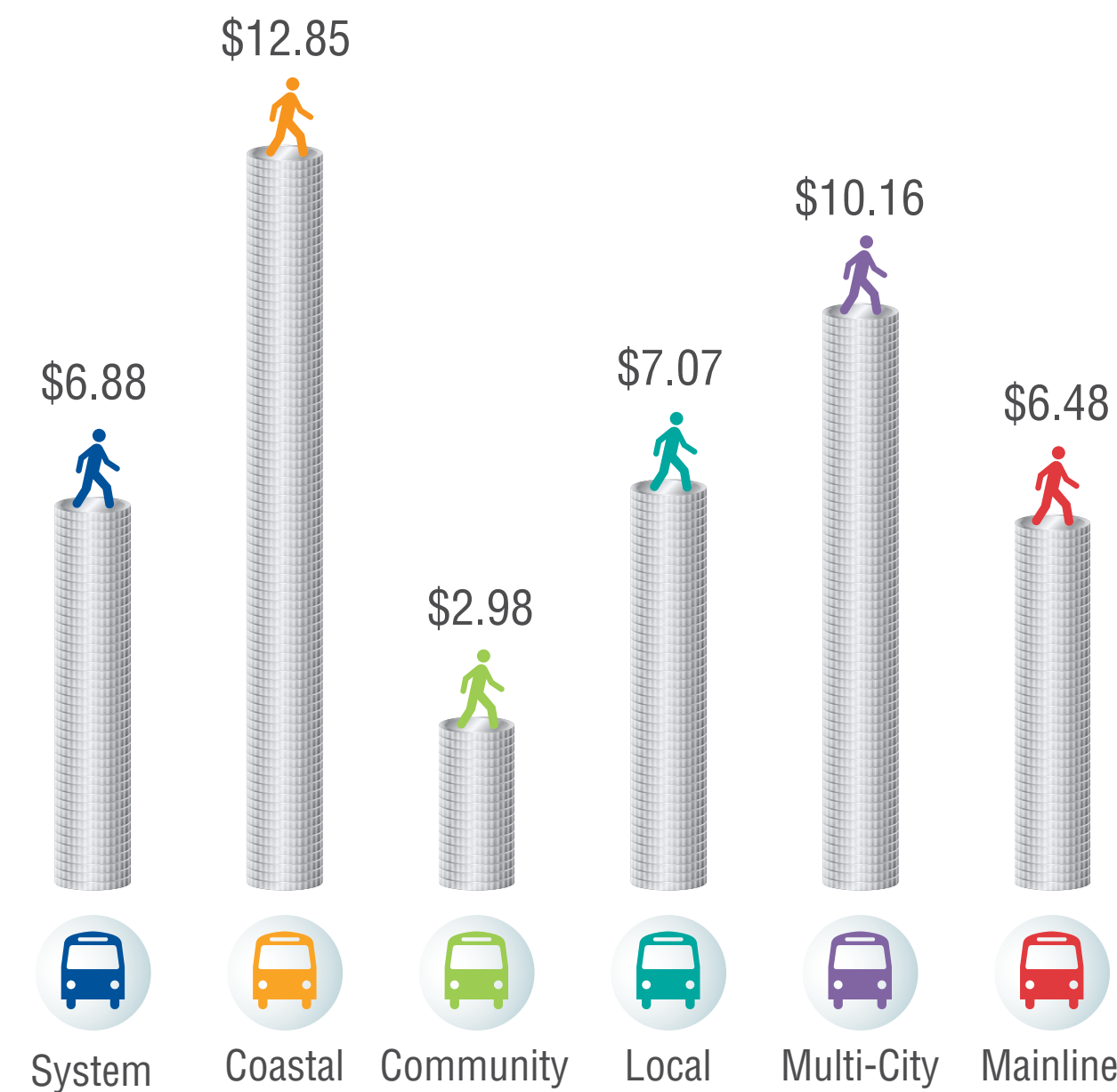
AVERAGE WEEKDAY RIDERSHIP



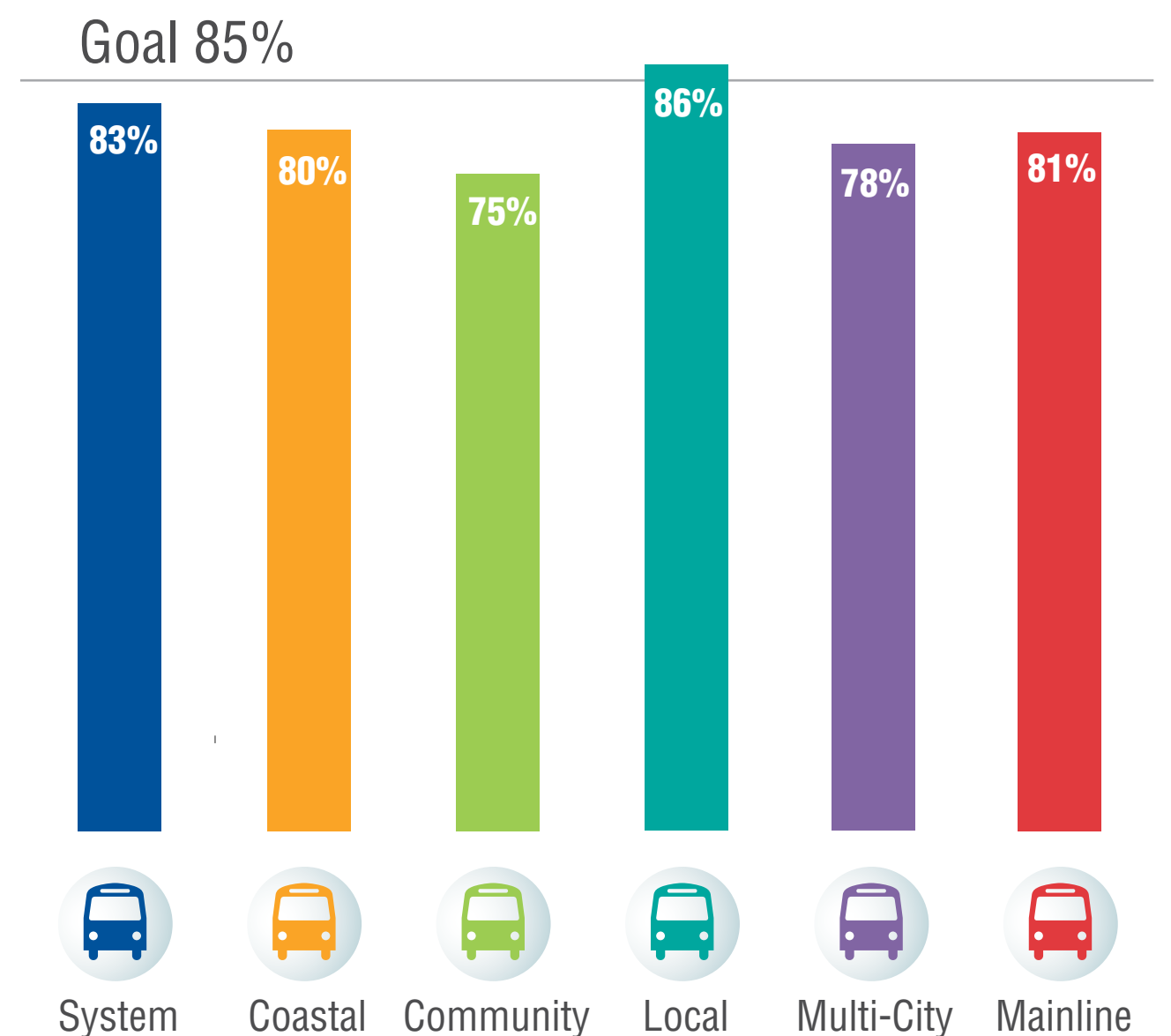
WEEKDAY PASSENGERS/VEHICLE REVENUE HOUR



WEEKDAY COST/PASSENGER



WEEKDAY ON-TIME PERFORMANCE



Coastal: Routes serving the coast community – from Half Moon Bay to Pacifica. (Routes 16, 17, FLXP...)

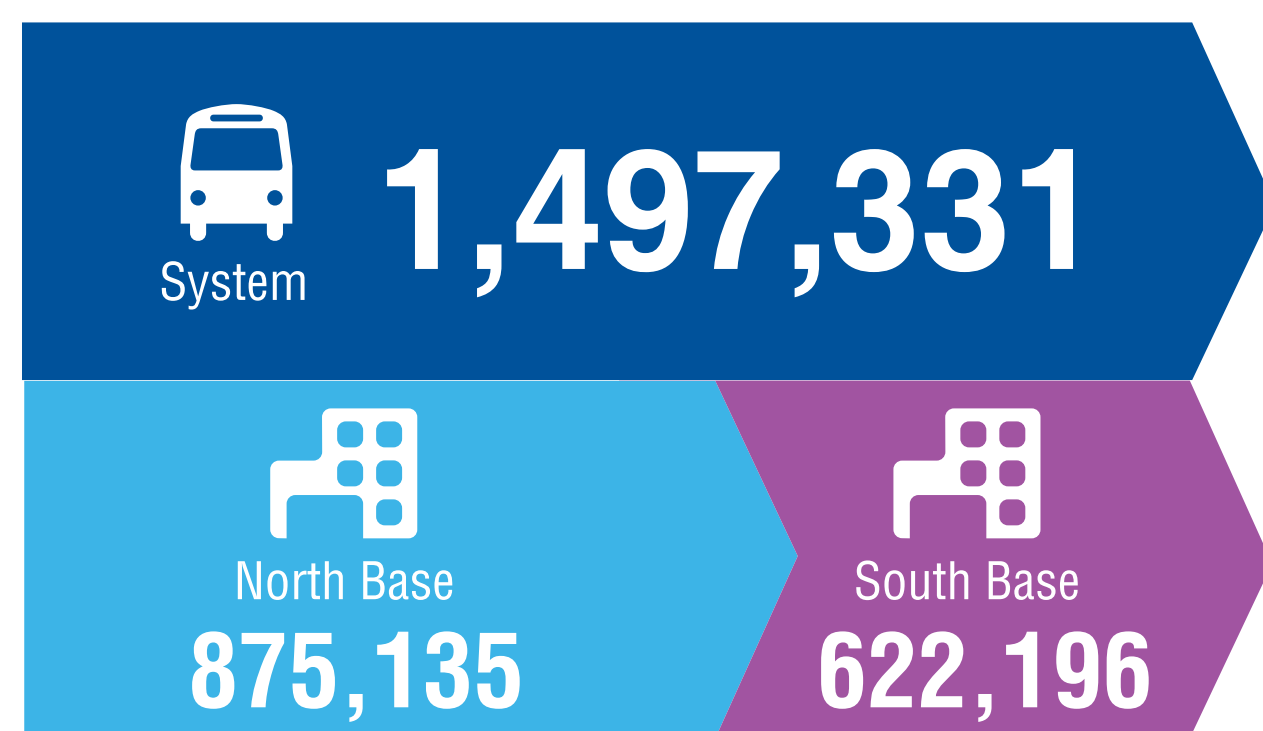
Community: Infrequent, community-specific routes which do not operate during off-peak hours. (Routes 11, 43, 58 etc...)

Local: Routes designed to carry passengers between major passenger hubs, employment centers, and residential neighborhoods. (Routes 110, 120, 250, 280, etc...)

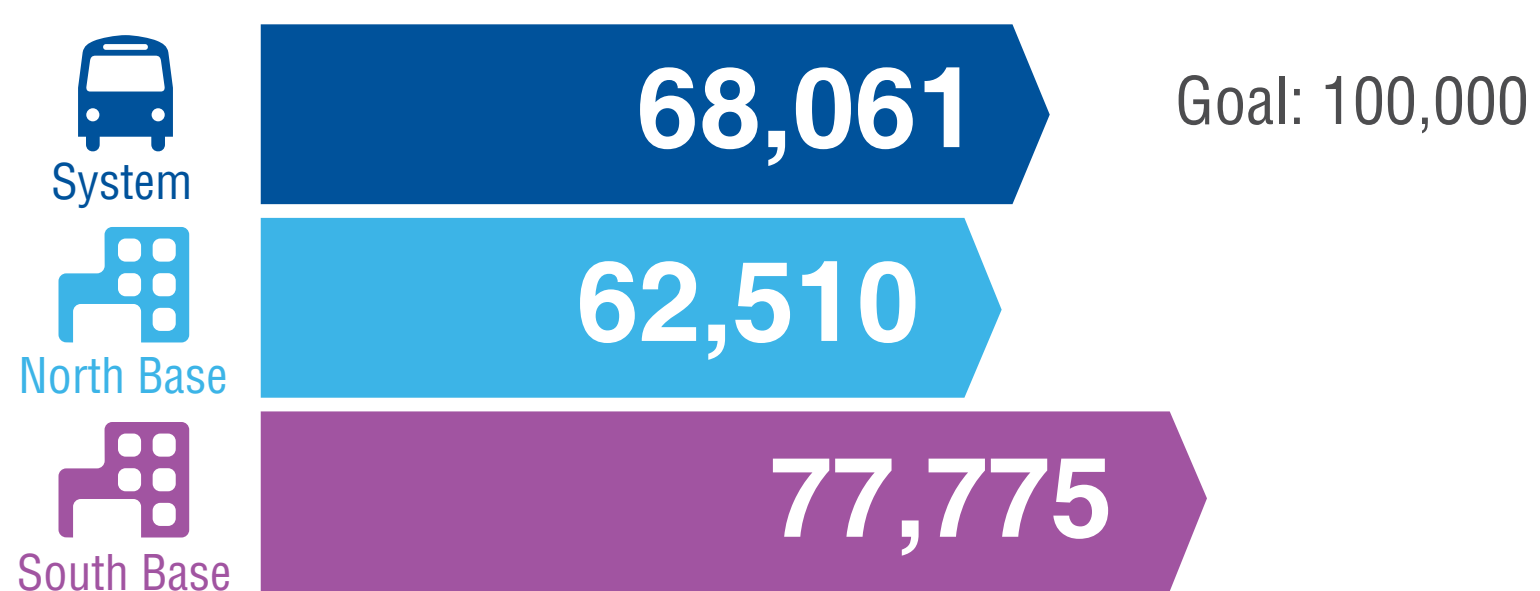
Multi-City: Routes serving multiple cities, including some offering express or late-night service. (Routes 295, 398, KX, etc...)

Mainline: Long-distance routes serving significant portions of the county, generally at higher frequency. (Routes 292 & ECR)

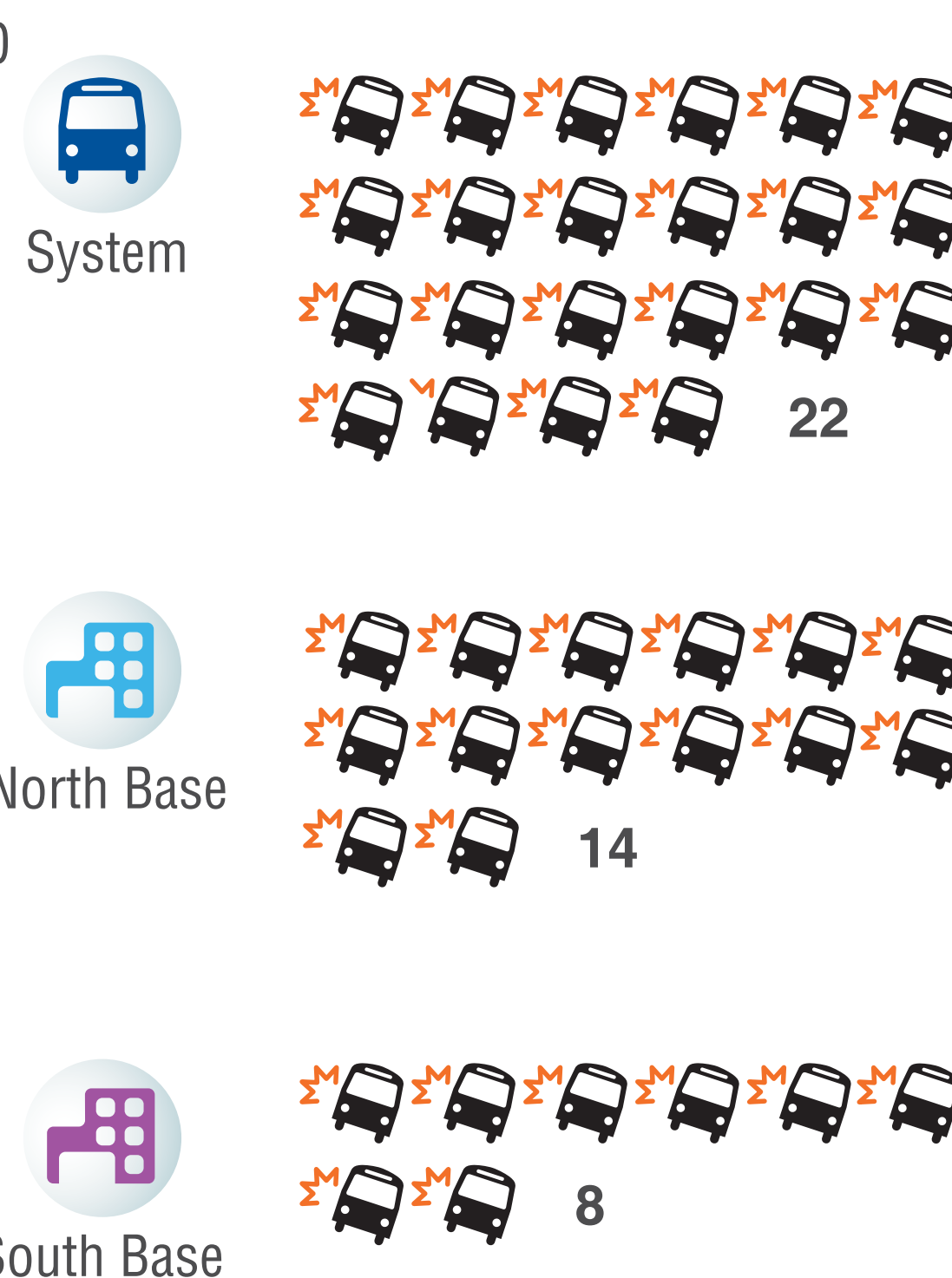
TOTAL MILES TRAVELED



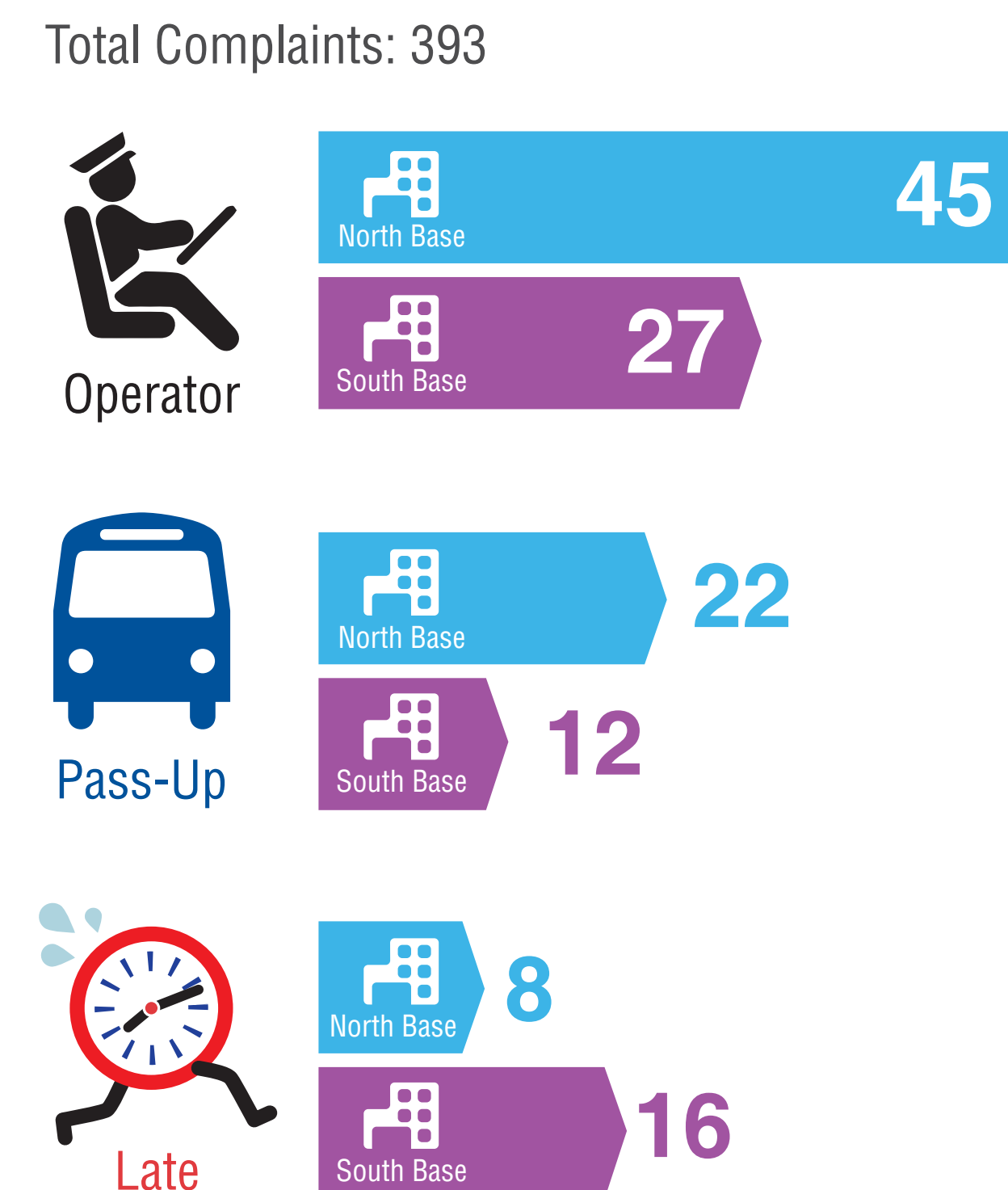
MILES BETWEEN PREVENTABLE ACCIDENTS



PREVENTABLE ACCIDENTS



TOP 3 COMPLAINTS



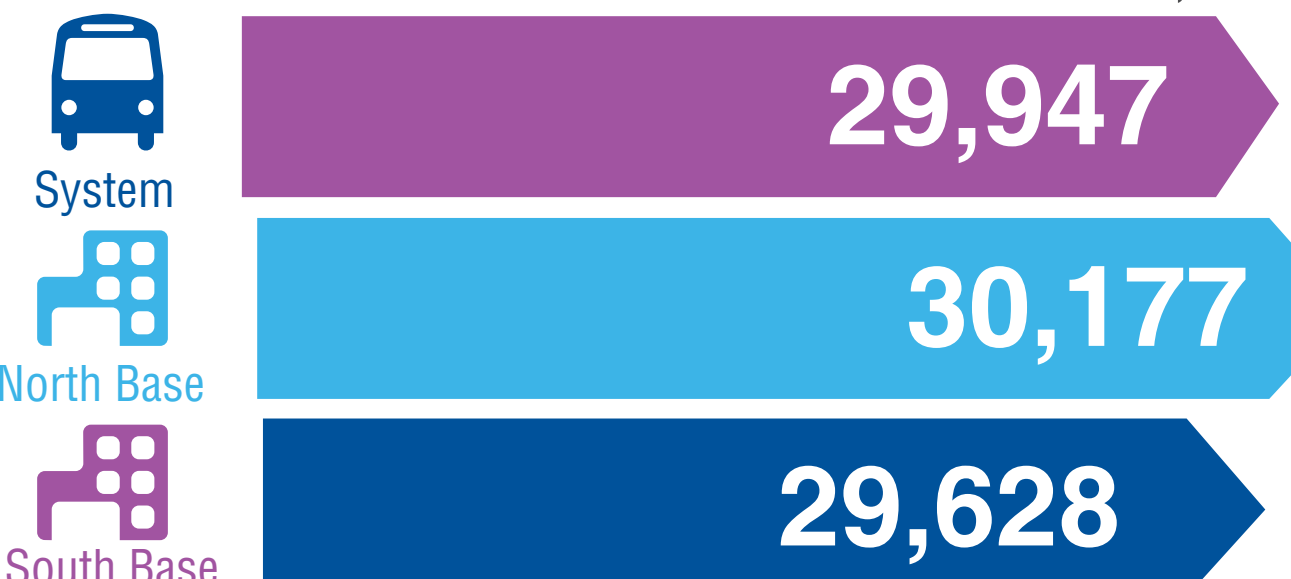
FAREBOX RECOVERY RATIO



DID NOT OPERATE



MILES BETWEEN SERVICE CALLS



**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **MULTIMODAL RIDERSHIP REPORT – JUNE 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 – JUNE 2017 COMPARED TO JUNE 2016

Grand Total All District Modes – 159,130 a decrease of 3.8 percent

Bus – 34,730, a decrease of 4.9 percent

Paratransit – 1,270, an increase of 1.6 percent

Caltrain – 62,060, a decrease of 1.1 percent

Shuttles – 11,770 a decrease of 5.3 percent

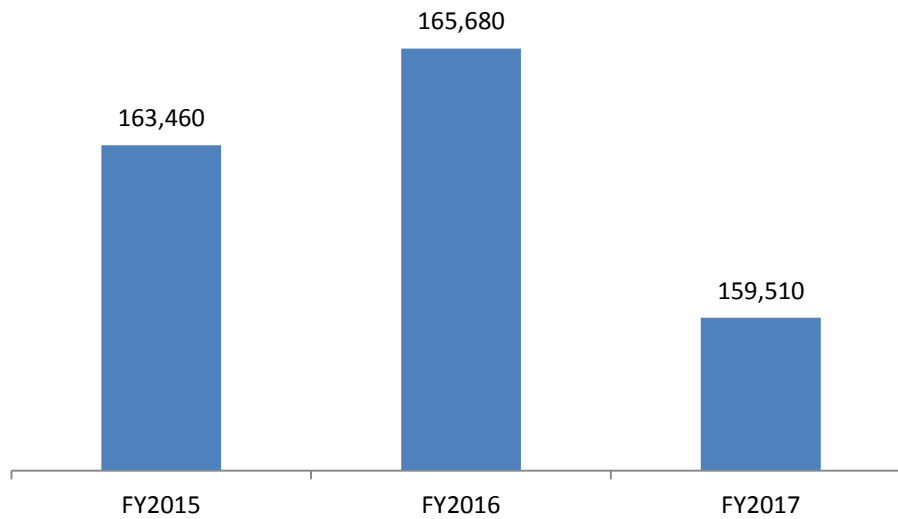
**Table A
Average Weekday Ridership**

June 2017 Average Weekday Ridership				Percent Change FY2016/2017
Mode	FY2015	FY2016	FY2017	
Bus	39,050	36,520	34,730	-4.9%
Paratransit	1,190	1,250	1,270	1.6%
Caltrain*	64,200	62,750	62,060	-1.1%
Shuttles	11,490	12,430	11,770	-5.3%
Total	115,930	112,950	109,830	-2.8%
BART Extension (No Daly City)	50,880	52,440	49,300	-6.0%
Grand Total	166,810	165,390	159,130	-3.8%
Weekdays	22	22	22	

June 2017 Year-to-date				Percent Change FY2016/2017
Mode	FY2015	FY2016	FY2017	
Bus	42,980	41,660	38,700	-7.1%
Paratransit	1,130	1,230	1,260	2.4%
Caltrain*	58,370	60,220	59,130	-1.8%
Shuttles	11,670	11,850	12,190	2.9%
Total	114,140	114,950	111,270	-3.2%
BART Extension (No Daly City)	49,590	50,900	48,620	-4.5%
Grand Total	163,740	165,850	159,890	-3.6%

* Caltrain ridership has been updated for June 2016 and FY2016

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



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

MONTHLY TOTAL RIDERSHIP – JUNE 2017 COMPARED TO JUNE 2016

Grand Total All District Modes – 4,110,630, a decrease of 4.1 percent

Bus – 905,640, a decrease of 5.5 percent

Paratransit – 31,800, an increase of 2.6 percent

Caltrain – 1,646,350, a decrease of 1.1 percent

Shuttles – 257,480, a decrease of 7 percent

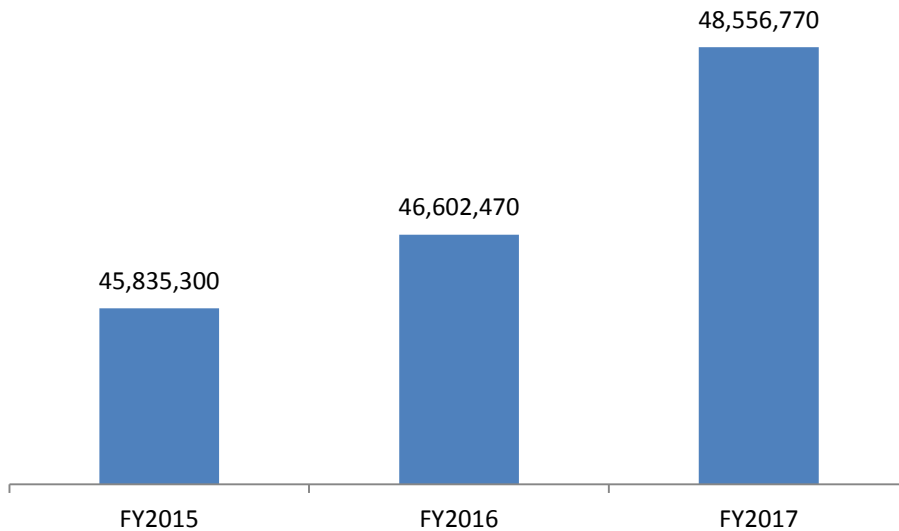
**Table B
Total Monthly Ridership**

June 2017 Total Monthly Ridership				Percent Change
Mode	FY2015	FY2016	FY2017	FY2016/2017
Bus	1,024,250	958,110	905,640	-5.5%
Paratransit	29,390	30,990	31,800	2.6%
Caltrain*	1,709,180	1,665,480	1,646,350	-1.1%
Shuttles	254,230	276,920	257,480	-7.0%
Total	3,017,050	2,931,510	2,841,270	-3.1%
BART Extension (No Daly City)	1,342,240	1,355,430	1,269,360	-6.4%
Grand Total	4,359,290	4,286,940	4,110,630	-4.1%
Weekdays	22	22	22	

June 2017 Year-to-date				Percent Change
Mode	FY2015	FY2016	FY2017	FY2016/2017
Bus	13,158,700	12,793,750	11,816,760	-7.6%
Paratransit	329,040	360,010	370,000	2.8%
Caltrain*	18,544,670	19,233,430	18,743,190	-2.5%
Shuttles	3,012,130	3,075,270	3,113,430	1.2%
Total	35,044,540	35,462,440	34,043,380	-4.0%
BART Extension (No Daly City)	15,150,050	15,495,990	14,513,390	-6.3%
Grand Total	50,194,590	50,958,430	48,556,770	-4.7%

* Caltrain ridership has been updated for June 2016 and FY2016

**Chart B
Grand Total Ridership (FYTD)**



The following summary illustrates the number of riders by fare category for the month of June 2017. SamTrans carried 967,459 passengers on its fixed-route service in June, and 5,730,879 for the 2017 Calendar Year-to-Date. These numbers do not include Dumbarton ridership.

**Table C
Riders by Fare Category**

	June 2015	June 2016	June 2017	2017 Calendar Year-to-Date
Adult Cash	255,831	193,323	162,206	967,459
Adult Pass	450,160	469,825	441,577	2,868,816
Youth Cash	115,056	112,087	113,433	771,796
Youth Pass	39,233	37,130	36,129	280,907
Eligible Discount	160,742	142,852	149,330	841,901
Total	1,021,022	955,217	902,676	5,730,879

SamTrans Promotions – June 2017

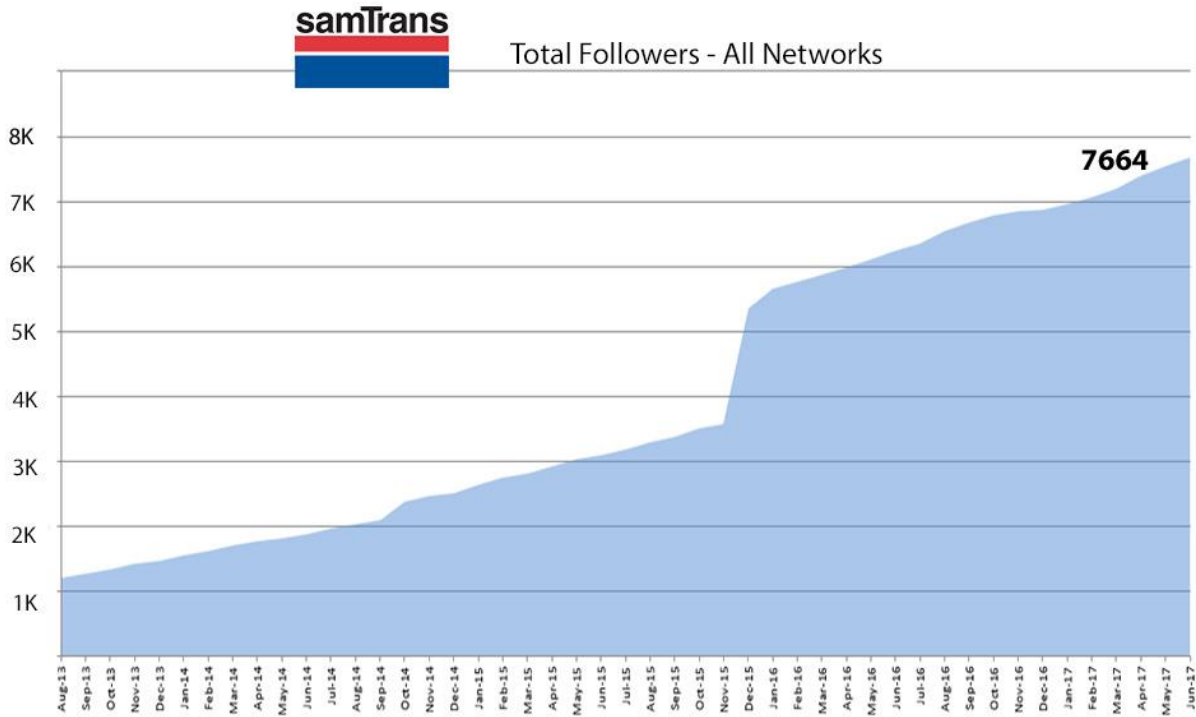
Summer Youth Pass – SamTrans Summer Youth Pass sales and marketing efforts continued through the month of June and a final report will be included in July's recap. Total front desk sales for May - July 10 was 598 and 552 purchased online for a total of 1,150 passes generating \$46,000 in gross revenue. These numbers do not include school vendor sales, which will be available in August. The promotional campaign ran through mid-June included, shooting and airing a 15 and 30 second Comcast Spotlight and KTVU Fox News TV commercial, printed take-ones and ad cards onboard buses. Printed materials were distributed at community events and at three schools offering to help distribute promotional material. Banners were placed on school fence at Tierra Linda Middle and Carlmont High School. Also included were sponsored Adtaxi geo-targeted digital display/mobile ads, e-mail blasts, sponsored YouTube and Facebook video ads and print ads in the Daily Journal. *News for Chinese* media print, e-mail, digital ads, social, radio and television segment we used to target parents of Chinese community of South San Francisco. Additional communication efforts included news release, blog, organic social media posts, and onboard electronic messaging.

San Mateo County Fair – As part of an ongoing sponsored in-kind partnership with the San Mateo County Fair, SamTrans hosted a booth to celebrate Kid's Day on June 12 and Senior's Day on June 13. At the booth, staff handed out SamTrans and Caltrain information, played games and gave out prizes for kids and adults to win. The SamTrans mini bus made another appearance and was on display for kids to take pictures with and post on social media. Also included as part of the partnership, the SamTrans logo appeared on the fair entrance gates, electronic billboard announcements and printed collateral material. Interior ad cards we placed on SamTrans buses to help spread the word. We also used boosted organic social media, web button on main page, print ads in the SF Examiner, large homepage web button, showcased on the go.samtrans.com page and news release/*Peninsula Moves* blog.

Dump the Pump – On June 15, SamTrans celebrated national Dump the Pump Day to encourage people to leave the car at home and take public transportation. As part of the celebration, SamTrans buses displayed "Dump the Pump" messages on all head signs on the bus and audio announcements all day. We boosted organic social ads on Facebook, Twitter and Instagram to encourage people to give transit a try for the day. Neighboring agencies also posted "DTP" social media messages as a regional effort to encourage transit.

Partnership – As a way to maintain brand awareness in the community and promote SamTrans and Caltrain service to fun events along the Peninsula, SamTrans sponsors a handful of promoted events along the Peninsula. On June 25, the Fun Family Fitness Event was held at Washington Park in Burlingame and Senior on the Square in Redwood City. Market Development, Customer Service and Senior Mobility Volunteer staff handed out information and promoted the Senior Mobility Ambassador Program. The event was promoted with print ads two weeks leading up to the event, organic social media, news release/blog and on print collateral distributed by the Daily Journal.

SamTrans Social Media Campaigns – June 2017 – In June SamTrans promoted the Summer Youth Pass with organic and paid social media efforts. We promoted events like the Fun, Family, Fitness event, the new Colma Park and Ride online monthly pass and price increase, Dump the Pump, San Mateo County Fair, Spring Kickoff Parade plus our usual weekly features like #SamTransIG and Tweets of the Week. The SamTrans Facebook page gained 50 new followers, 22 for @SamTrans twitter, 28 for Instagram. We are continuing to leverage new features like Instagram Stories to promote service and news.



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

650-508-6227
 650-508-7934
 650-508-7924



AGENDA

FINANCE COMMITTEE COMMITTEE OF THE WHOLE

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

WEDNESDAY, AUGUST 2, 2017 – 2:45 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 July 5, 2017
3. Acceptance of Quarterly Investment Review and Fixed Income Market Review and Outlook for the Period Ending June 30, 2017
4. Authorize Filing Annual Claim with the Metropolitan Transportation Commission for Transportation Development Act, State Transit Assistance and Regional Measure 2 Funds for Fiscal Year 2018

CONTRACTS

5. Authorize Award of Contract to Ideal Landscape and Concrete, Inc. for Concrete Replacement Project for a Total Estimated Cost of \$640,000 for a Two-Year Term
6. Authorize Execution of Contracts Over \$150,000 for Information Technology License Renewals, Maintenance Services and Professional Services for Fiscal Year 2018 for an Aggregate Not-to-Exceed Amount of \$2,750,000
7. Authorize Execution of Contracts for Technology Related Products and Services to Vendors Under Cooperative Purchasing Agreements for an Aggregate Not-to-Exceed Amount of \$1.5 Million for Fiscal Year 2018

INFORMATIONAL

8. SamTrans Business Plan
9. Information on Statement of Revenues and Expenses for the Period Ending June 30, 2017
10. 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
JULY 5, 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, D. Hansel, J. Hartnett, K. Kelly, M. Martinez, N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Carole Groom called the meeting to order at 4:35 p.m.

Approval of Minutes of June 7, 2017

Motion/Second: Kersteen-Tucker/Ratto

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

Acceptance of Statement of Revenue and Expenses for May 2017

Kathleen Kelly, Interim Chief Financial Officer, said fares are coming in below budget and District sales tax will probably be coming in a little lower too. She said staff is looking at a new format for easier reading.

Motion/Second: Stone/Gee

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

Approve and Ratify the Fiscal Year (FY) 2018 Insurance Program at a Total Premium Cost of \$1,904,943

Ms. Kelly said the hardening of the liability insurance marketplace, increased losses for bus districts across the country, more employment practices liability claims and higher property values has increased the District's premium 7.66 percent over last year.

Motion/Second: Stone/Ratto

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

Authorize Award of Contract to Aramark Uniform and Career Apparel, LLC for Rental, Purchase and Laundering of Work Clothing, Shop Towels and Related Items for a Total Estimated Cost of \$238,777 for a Five-Year Term

Motion/Second: Gee/Stone

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

Authorize Award of a Contract for Provision of Armored Car Transit Revenue Collection, Transportation and Processing Services

Ms. Kelly said award of this contract will provide the District with a dedicated and qualified contractor to continue the regular pickup; cash vault services, counting, and deposit of daily fixed-route and paratransit farebox revenue; continue revenue collection and deposit of currency from the District's Administrative office; and perform parking permit machine revenue collection and deposit. In addition, the contractor will pick up, process, package and deliver fare tokens on behalf of the District to designated retail outlets.

Motion/Second: Gee/Stone

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

Adjourned: 4:46 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

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

ACTION

Staff proposes the Finance Committee recommend the Board accept and enter into the record the Quarterly Investment Report and Fixed Income Market Review and Outlook for the quarter ended June 30, 2017.

SIGNIFICANCE

The San Mateo County Transit District (District) Investment Policy contains a requirement for a quarterly report to be transmitted to the Board within 30 days of the end of the quarter. This staff report was forwarded to the Board of Directors under separate cover on July 27, 2017, in order to meet the 30-day requirement.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

The District is required by State law to submit quarterly reports within 30 days of the end of the quarter covered by the report. The report is required to include the following information:

1. Type of investment, issuer, date of maturity, par and dollar amount invested in all securities, investments, and money held by the local agency;
2. Description of any of the local agency's funds, investments or programs that are under the management of contracted parties, including lending programs;
3. For all securities held by the local agency or under management by any outside party that is not a local agency or the State of California Local Agency Investment Fund (LAIF), a current market value as of the date of the report and the source of this information;
4. Statement that the portfolio complies with the Investment Policy or the manner in which the portfolio is not in compliance; and,
5. Statement that the local agency has the ability to meet its pool's expenditure requirements(cash flow) for the next six months or provide an explanation as to why sufficient money shall or may not be available.

A schedule, which addresses the requirements of 1, 2, and 3 above, is included in this report on pages 9, 10, 11 and 12. The schedule separates the investments into three groups: the Investments managed by PFM Asset Management LLC (PFM), liquidity funds which are managed by District staff, and trust funds which are managed by a third party trustee. The Investment Policy governs the management and reporting of the Investment Portfolio and Liquidity funds, while the bond covenants govern the management and reporting of the trust funds.

PFM provides the District a current market valuation of all the assets under its management for each quarter. Generally, PFM's market prices are derived from closing bid prices as of the last business day of the month as supplied by Interactive Data, Bloomberg, or Telerate. Where prices are not available from generally recognized sources, the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC-insured bank certificates of deposit are priced at par.

The liquidity funds managed by District staff are considered to be cash equivalents and therefore market value is considered to be equal to book value, (i.e. cost). The shares of beneficial interest generally establish a nominal value per share, because the Net Asset Value is fixed at a nominal value per share, book and market value are equal, and rate of income is recalculated on a daily basis.

The portfolio and this Quarterly Investment Report comply with the Investment Policy and the provisions of Senate Bill 564 (1995). The District has the ability to meet its expenditure requirements for the next six months.

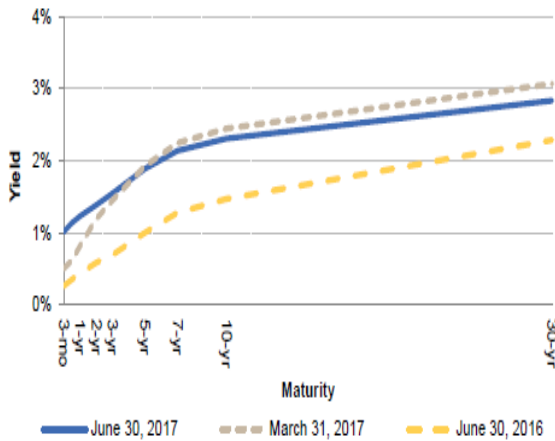
DISCUSSION

Fixed Income Market Review and Outlook

- Despite mixed economic data, and political and policy difficulties in the U.S., market conditions were characterized by investor optimism amid very low volatility. Bond yields were relatively well behaved during the quarter, credit spreads narrowed further, and equity markets moved higher still.
- For the second time this year, the Federal Open Market Committee (FOMC) raised the federal funds rate by 0.25%, setting a new target range of 1.00% to 1.25% for the overnight benchmark rate. The FOMC's latest economic forecasts and "dot plot" were largely unchanged. The Federal Reserve (the Fed) is still forecasting one more rate hike this year, although market-implied probabilities show only about a 50% chance of a hike in the second half of the year.
- The Fed announced plans to gradually reduce the size of its balance sheet by decreasing its reinvestment of principal payments on existing holdings. The reduction will be \$10 billion per month initially, and will increase in steps of \$10 billion per month at three-month intervals, until it reaches \$50 billion per month. The specific timetable is likely to be announced later this year.

- U.S. equity markets had another strong quarter. In the past three months, all three major U.S. indices hit new all-time highs. The S&P index (S&P 500) returned 3.1% and is up 9.3% for the first half of the year. The Health Care and Industrial sectors were the strongest performers during the quarter.
- The US economic data released in June was below expectations. While business investment accelerated, it was partly offset by weak consumer spending and a slowdown in government spending and inventories.
- The labor market remained strong and consumer confidence remained high. In the second quarter, the U.S. economy added 581,000 net new jobs, the most since the third quarter of 2016. The unemployment rate declined to a 16-year low, ending the quarter at 4.4%, but the labor force participation rate remained suppressed. At the same time, wage growth remained tepid, as average hourly earnings rose only 2.5% year-over-year (YoY) in June. The lack of wage pressures – a key driver of inflations – seems to indicate further slack remains in the labor market, despite strong job gains.
- Short-term (three years and under) yields ended the second quarter higher, reflecting the Fed's June rate hike, while medium to long-term yields declined amid subdued inflation expectations and fading prospects for near-term stimulus from tax reform or infrastructure spending .
- The two-year Treasury note yield ended the quarter 13 basis points (bps) (0.13%) higher at 1.38%, while the 10-year Treasury yield fell 8 bps (0.08%) to 2.30%. The result was notably flatter yield curve, which reduced the incentive to invest in longer maturities.
- In the money market space, shorter-term Treasury yields continued to rise, reflecting the Fed's June rate hike, but beyond 6 month maturities, yields flattened out. Yield spreads on commercial paper (CP) and certificates of deposit (CD) relative to U.S. Treasuries continued to narrow from their exceptionally wide levels of late 2016 and early 2017. CP/CD spreads now offer only modest incremental yield, similar to long-standing averages, and are considered fair value.

U.S. Treasury Yield Curve



U.S. Treasury Yields

Maturity	Jun '17	Mar '17	Change over Quarter	Jun '16	Change over Year
3-month	1.01%	0.75%	0.26%	0.26%	0.75%
1-year	1.23%	1.02%	0.21%	0.44%	0.79%
2-year	1.38%	1.26%	0.12%	0.58%	0.80%
5-year	1.89%	1.92%	(0.03%)	1.00%	0.89%
10-year	2.31%	2.39%	(0.08%)	1.47%	0.84%
30-year	2.84%	3.01%	(0.17%)	2.29%	0.55%

Source: Bloomberg.

Portfolio Recap

- The yield curve flattened as short-term yields moved higher after pricing in the Fed's June rate hike. Yields on longer-term maturities fell amid muted inflation and fading prospects for stimulative fiscal policy.
- Our strategy is to maintain portfolio durations close to the benchmark duration, unless we have a strong conviction that rates are not appropriately reflecting market risks and expectations. At quarter end, we aligned the portfolio duration with the benchmark duration since market conditions were consistent with moderate growth and the Fed is on track to gradually raise rates,
- Federal agency yield spreads narrowed further, ending the quarter at historically tight levels. Our strategy remained opportunistic as we sought to swap out of expensive agency holdings and into U.S. Treasuries at similar yields and purchase new issues offering acceptable yield concessions, mostly in the 2-3 year maturity range.
- We increased corporate allocations as the sector continued to provide incremental income and "roll-down". The sector outperformed comparable maturity Treasuries for its seventh straight quarter amid increasing investor demand and decreasing supply.
- We participated in new AAA-rated asset backed security (ABS) issues as the ABS sector posted its second straight quarter of outperformance over Treasuries. ABS provides enhanced diversification and incremental yield.

- We maintained existing holdings of mortgage-backed securities (MBS). Shorter duration structures produced modest outperformance during the quarter while longer structures underperformed amid strong Treasury performance.
- In the money market space, short-term Treasury yields rose to reflect the Fed's 0.25% June rate hike. The yield spread offered by commercial paper (CP) and negotiable certificates of deposit (CDs) tightened as the effects of money market reform and conviction of further near-term Fed rate hikes faded.

Outlook and Strategy

- Our outlook for the third quarter is for continued modest growth in the U.S., but the future path of Fed tightening is less certain as recent economic data has been disappointing, fiscal policy initiatives have stalled, and inflation remains below the Fed's 2% target.
- With rates priced for the current level of uncertainty, we are once again positioning the portfolio duration to match the benchmark duration. We will continue to assess the duration position during the quarter as we gain more clarity surrounding Fed policy and the trajectory of the U.S. and global economy.
- Agency yield spreads over Treasuries continue to remain historically narrow. As a result, our strategy will generally favor Treasuries over agencies unless specific issues offer identifiable value.
- Corporate yield spreads are near the tightest levels since the post-recession period of 2014. Although we remain positive on the fundamental strength of the sector, we plan to be more selective with regard to our choice of industry, issuer and maturity, while maintaining broad issuer diversification. Given the flatness of the yield curve, we may favor shorter maturities.
- We will continue to evaluate opportunities in the MBS and ABS sectors, purchasing those issues we believe are well structured, offer adequate yield spreads, and which have limited extension and headline risk from Fed balance sheet tapering.
- Given low short-term Treasury and agency yields, CP and CDs still offer incremental yield, but supply is somewhat constrained.
- We will continue to monitor incoming economic data, Fed policy, and sector relationships to identify market opportunities. This will include assessing the impact of additional policies put forth by the Trump administration.

Budget Impact

Total return is interest income plus capital gains (or minus losses) on an investment and is the most important measure of performance as it is the actual return on investment during a specific time interval. For the quarter ending June 30, the total return of the General Funds portfolio was 0.50 percent. The Paratransit Fund portfolio returned 0.50 percent. This compares to the benchmark return of 0.34 percent. The Performance

graph on page 13 shows the relative performance of the District's portfolio over the last 12 months.

The yield at cost represents the yield on a fixed-income security at its current rate (at the time of purchase) of return until maturity equivalent to the annual percentage rate of interest an investor would receive for investing the purchase price of a given security in a bank account that paid interest semiannually. As of the end of the quarter, the yield to maturity at cost for the General Fund's portfolio was 1.56 percent. The yield to maturity at cost for the Paratransit Fund's portfolio was 1.52 percent.

The yield at market is the yield that an investor can expect to receive in the current interest rate environment utilizing a buy-and-hold investment strategy. This calculation is based on the current market value of the portfolio including unrealized gains and losses. For the quarter ending June 30, the General Fund's portfolio market yield to maturity was 1.64 percent. The Paratransit Fund's portfolio market yield to maturity was 1.63 percent.

Prepared by: Connie Mobley-Ritter, Director - Treasury

650-508-7765

Investment Glossary:

Asset Backed Securities - An asset-backed security (ABS) is a financial security backed by a loan, lease or receivables against assets other than real estate and mortgage-backed securities. For investors, asset-backed securities are an alternative to investing in corporate debt.

Certificate of Deposit - A certificate of deposit (CD) is a savings certificate with a fixed maturity date, specified fixed interest rate and can be issued in any denomination aside from minimum investment requirements. A CD restricts access to the funds until the maturity date of the investment. CDs are generally issued by commercial banks and are insured by the FDIC up to \$250,000 per individual.

Collateralized Mortgage Obligation - Collateralized mortgage obligation (CMO) refers to a type of mortgage-backed security that contains a pool of mortgages bundled together and sold as an investment. Organized by maturity and level of risk, CMOs receive cash flows as borrowers repay the mortgages that act as collateral on these securities. In turn, CMOs distribute principal and interest payments to their investors based on predetermined rules and agreements.

Commercial Paper - Commercial paper is an unsecured, short-term debt instrument issued by a corporation, typically for the financing of accounts receivable, inventories and meeting short-term liabilities. Maturities on commercial paper rarely range any longer than 270 days. Commercial paper is usually issued at a discount from face value and reflects prevailing market interest rates.

Credit Spreads - The **spread** between Treasury securities and non-Treasury securities that are identical in all respects except for quality rating.

Duration - The term duration has a special meaning in the context of bonds. It is a measurement of how long, in years, it takes for the price of a bond to be repaid by its internal cash flows. It is an important measure for investors to consider, as bonds with higher durations carry more risk and have higher price volatility than bonds with lower durations.

Net Asset Value - Net asset value (NAV) is value per share of a mutual fund or an exchange-traded fund (ETF) on a specific date or time. With both security types, the per-share dollar amount of the fund is based on the total value of all the securities in its portfolio, any liabilities the fund has and the number of fund shares outstanding.

Roll-down - A roll-down return is a form of return that arises when the value of a bond converges to par as maturity is approached. The size of the roll-down return varies greatly between long and short-dated bonds. Roll-down is smaller for long-dated bonds that are trading away from par compared to bonds that are short-dated.

Roll-down return works two ways in respect to bonds. The direction depends on if the bond is trading at a premium or at a discount. If the bond is trading at a discount the

roll-down effect will be positive. This means the roll-down will pull the price up towards par. If the bond is trading at a premium the opposite will occur. The roll-down return will be negative and pull the price of the bond down back to par.

Volatility - Volatility is a statistical measure of the dispersion of returns for a given security or market index. Volatility can either be measured by using the standard deviation or variance between returns from that same security or market index. Commonly, the higher the volatility, the riskier the security.

Yield Curve - A yield curve is a line that plots the interest rates, at a set point in time, of bonds having equal credit quality but differing maturity dates. The most frequently reported yield curve compares the three-month, two-year, five-year and 30-year U.S. Treasury debt. This yield curve is used as a benchmark for other debt in the market, such as mortgage rates or bank lending rates, and it is also used to predict changes in economic output and growth.

Yield to Maturity - Yield to maturity (YTM) is the total return anticipated on a bond if the bond is held until the end of its lifetime. Yield to maturity is considered a long-term bond yield, but is expressed as an annual rate. In other words, it is the internal rate of return of an investment in a bond if the investor holds the bond until maturity and if all payments are made as scheduled.

Source: Investopedia.com

EXHIBIT 1

REPORT OF INVESTMENTS FOR QUARTER ENDED JUNE 30, 2017

TYPE OF SECURITY	CUSIP #	MATURITY/CAL DATE	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE + ACCR. INT.
FUNDS MANAGED BY PFM RESERVE FUND PORTFOLIO							
U.S. TREASURY NOTES AND BONDS							
US TREASURY NOTE	912828ST8	04-30-19	65,000.00	64,987.30	64,840.04	136.89	64,976.93
US TREASURY NOTE	912828VF4	05-31-20	4,400,000.00	4,343,109.38	4,378,858.00	5,124.32	4,383,982.32
US TREASURY NOTE	912828VP2	07-31-20	3,700,000.00	3,824,730.47	3,745,817.10	30,867.40	3,776,684.50
US TREASURY NOTE	912828L32	08-31-20	1,500,000.00	1,527,421.88	1,489,453.50	6,969.44	1,496,422.94
US TREASURY NOTE	912828Q78	04-30-21	2,000,000.00	1,960,312.50	1,974,454.00	4,633.15	1,979,087.15
US TREASURY NOTE	912828R77	05-31-21	1,400,000.00	1,363,632.81	1,380,586.20	1,630.46	1,382,216.66
US TREASURY NOTE	912828D72	08-31-21	1,000,000.00	1,007,734.38	1,008,789.00	6,961.78	1,015,750.78
US TREASURY NOTE	912828D72	08-31-21	1,500,000.00	1,516,347.66	1,513,183.50	10,027.17	1,523,210.67
GOVERNMENT BONDS							
FHMA GLOBAL NOTES	3137EADP1	03-07-18	150,000.00	150,193.50	149,611.65	415.63	150,027.28
FHLMC	3130A9AE1	10-01-18	1,400,000.00	1,399,048.00	1,391,539.80	3,062.50	1,394,602.30
FHLMC	3137EAD7	10-12-18	1,395,000.00	1,394,400.15	1,386,496.08	2,678.59	1,389,174.67
FHLB NOTES AGENCY	313376BR5	12-14-18	250,000.00	255,055.00	251,347.00	206.60	251,553.60
FEDERAL HOME LOAN BANK AGENCY	3130AAXX1	03-18-19	2,055,000.00	2,050,232.40	2,054,099.91	8,712.34	2,062,812.25
FHLMC	3137EAE1	07-19-19	2,700,000.00	2,693,466.00	2,667,824.10	10,631.26	2,678,455.36
FNMA	3135G0N33	08-02-19	2,200,000.00	2,196,304.00	2,173,551.60	7,967.36	2,181,518.96
FHLB GLOBAL NOTE	3130A8Y72	08-05-19	450,000.00	449,136.00	444,499.65	1,596.88	446,096.53
FHMA NOTES	3135G0P49	08-28-19	2,700,000.00	2,695,788.00	2,673,621.00	9,225.00	2,682,846.00
FHLB GLOBAL NOTE	3130A9EP2	09-26-16	2,700,000.00	2,697,651.00	2,672,573.40	7,125.00	2,679,698.40
FHMA NOTES	3135G0T29	02-28-20	1,300,000.00	1,299,168.00	1,296,592.70	6,662.50	1,303,255.20
FHLMC AGENCY	3137EAEF2	04-20-20	1,300,000.00	1,295,554.00	1,292,310.50	3,525.35	1,295,835.85
FHLB GLOBAL NOTE	3130A8QS5	07-14-21	2,700,000.00	2,683,581.30	2,630,809.80	14,090.63	2,644,900.43
FNMA NOTES	3135G0N82	08-17-21	475,000.00	473,375.03	464,332.93	2,210.07	466,543.00
FNMA NOTES	3135G0N82	08-17-21	1,525,000.00	1,518,823.75	1,490,753.08	7,095.49	1,497,848.57
FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION							
FNMA	3136ANJY4	04-01-18	567,203.63	572,873.62	566,596.95	732.64	567,329.59
FANNIE MEA	3136AQDQ0	09-01-19	717,393.59	724,577.50	717,242.79	984.02	718,226.81
FNA 2014-M6 A2	3136AJ7G5	05-25-21	2,000,000.00	2,040,468.75	2,045,562.60	4,464.18	2,050,026.78
CORPORATE NOTE							
BEAR STEARNS CO INC. NOTE	073902PR3	10-02-17	1,100,000.00	1,147,091.00	1,112,679.70	17,404.44	1,130,084.14
WALT DISNEY CORP NOTE	25468PCB0	12-15-17	1,000,000.00	1,050,210.00	1,019,320.00	2,611.11	1,021,931.11
JOHN DEERE CAPITAL CORP	24422ESR1	12-15-17	1,550,000.00	1,557,207.50	1,551,049.35	1,067.78	1,552,117.13
JOHN DEERE CAPITAL CORP	24422ETM1	10-15-18	800,000.00	800,000.00	799,480.00	800,372.00	2,786.67
TOYOTA MOTOR CORP	89236TDM4	01-09-19	1,100,000.00	1,099,615.00	1,100,541.20	8,934.44	1,109,475.64
BERKSHIRE HATHWAY GLOBAL NOTE	084670BL1	08-14-19	1,800,000.00	1,810,188.00	1,813,744.80	14,385.00	1,828,129.80
AMERICAN HONDA FINANCE GLOBAL NOT	02665WHA4	08-15-19	1,800,000.00	1,808,946.00	1,815,283.80	15,300.00	1,830,583.80
TOYOTA MOTOR CORP NOTES	89236TDH5	10-18-19	670,000.00	669,665.00	667,056.02	2,105.85	669,161.87
AMERICAN EXP CREDIT CORP	0258MOEC9	10-30-19	500,000.00	499,405.00	497,305.00	1,440.28	498,745.28
AMERICAN EXP CREDIT CORP	0258MOEC9	10-30-19	1,100,000.00	1,100,209.00	1,094,071.00	3,168.61	1,097,239.61
PEIZER INC CORP NOTE	717081EB5	12-15-19	1,185,000.00	1,184,146.80	1,186,882.97	895.33	1,187,778.30
CITIGROUP INC	172967LF6	01-10-20	900,000.00	899,640.00	905,410.80	10,473.75	915,884.55
MICROSOFT CORP	594918BV5	02-06-20	900,000.00	899,397.00	902,294.10	6,706.25	909,003.35
WALT DISNEY CO CORP NOTES	25468PDP8	03-04-20	380,000.00	379,901.20	381,186.36	2,367.08	383,553.44
APPLE INC BONDS	037833CS7	05-11-20	820,000.00	819,163.60	819,522.76	2,050.00	821,572.76
HOME DEPOT INC CORP NOTES	437076BQ4	06-05-20	450,000.00	449,739.00	450,205.65	585.00	450,790.65
MORGAN STANLEY CORP NOTE	6174467P8	07-24-20	1,800,000.00	2,009,250.00	1,965,263.40	43,175.00	2,008,438.40
GOLDMAN SACHS GROUP CORP	3814GGQ1	07-27-21	1,600,000.00	1,765,872.00	1,753,680.00	35,933.33	1,789,613.33
JOHN DEERE CAPITAL CORP	2442ETL3	01-06-22	450,000.00	448,015.50	457,193.25	5,796.88	462,990.13
JPMORGAN CHASES & CO CORP NOTES	46625HJD3	01-24-22	900,000.00	973,638.00	974,564.10	17,662.50	992,226.60

**SAN MATEO COUNTY TRANSIT DISTRICT
REPORT OF INVESTMENTS (CONTINUED)
FOR QUARTER ENDED JUNE 30, 2017**

TYPE OF SECURITY	CUSIP #	MATURITY/CALL DATE	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE + ACCR. INT.
COMMERCIAL PAPER							
BNP PARIBAS NY BRANCH COMM PAPER	09659BUH1	07-17-17	1,900,000.00	1,881,190.00	1,898,932.20	0.00	1,898,932.20
BANK OF MONTREAL CHICAGO	0636GWF2	09-15-17	1,800,000.00	1,781,763.65	1,795,087.80	0.00	1,795,087.80
CANADIAN IMPERIAL HLDING	13607EXD6	10-13-17	1,800,000.00	1,781,510.25	1,793,464.20	0.00	1,793,464.20
BANK OF TOKYO MITSUBISHI UFJ	06538BXP3	10-23-17	1,000,000.00	993,011.11	995,841.00	0.00	995,841.00
CREDIT AGRICOLE CIB NY	22533TYL4	11-20-17	1,800,000.00	1,788,144.50	1,790,411.40	0.00	1,790,411.40
BANK OF TOKYO MITSUBISHI UFJ LTD	06538CBG5	05-23-17	800,000.00	791,212.67	792,546.40	0.00	792,546.40
CERTIFICATION OF DEPOSIT							
CANADIAN IMPERIAL BANK NY CD	13606A5Z7	11-30-18	1,800,000.00	1,798,596.00	1,807,540.20	2,816.00	1,810,356.20
NORDEA BANK FINLAND NY	65558LWA6	11-30-18	1,800,000.00	1,800,000.00	1,807,540.20	2,728.00	1,810,268.20
SVENSKA HANDELSBANKEN NY LT CD	86958JHB8	01-10-19	1,800,000.00	1,800,000.00	1,795,111.20	16,065.00	1,811,176.20
BANK OF NOVA SCOTIA HOUSTON LT CD	06417GUE6	04-05-19	1,800,000.00	1,800,000.00	1,798,939.80	8,213.00	1,807,152.80
SUMITOMO MITSUI BANK NY CD	86563YVN0	05-03-19	1,500,000.00	1,500,000.00	1,502,280.00	4,868.75	1,507,148.75
ASSET-BACKED SECURITY/COLLATERALIZED MORTGAGE OBLIGATION							
CCCIT 2017-A2 A2	17305EGA7	01-17-21	1,550,000.00	1,549,703.18	1,551,978.11	11,612.08	1,563,590.19
TAOT 2017-A A3	89238MAD0	02-15-21	450,000.00	449,947.04	450,573.80	346.00	450,919.80
ALLYA 2017-1 A3	0200PAC7	06-15-21	405,000.00	404,964.60	404,541.42	306.01	404,847.43
FORDO 2017-A A3	34531EAD8	06-25-21	1,200,000.00	1,199,995.56	1,199,110.80	890.67	1,200,001.47
TAOT 2017-B A3	89190BAD0	07-15-21	1,800,000.00	1,799,861.94	1,801,120.32	1,408.00	1,802,528.32
ALLA 2017-2 A3	02007HAC5	08-15-21	1,445,000.00	1,444,829.63	1,445,309.66	1,143.16	1,446,452.82
AMXCA 2017-4 A	02582JHG8	12-15-21	680,000.00	679,891.06	679,464.70	498.67	679,963.37
CCCIT 2017-A3 A3	17305EGB5	04-07-22	900,000.00	902,403.00	900,994.68	3,840.00	904,834.68
CASH AND CASH EQUIVALENTS							
US TREASURY MM FUND	MONEY02		102,161.56	102,161.56	102,161.56	144.96	102,306.52
TOTAL RESERVE PORTFOLIO MANAGED BY PFM			89,286,758.78	89,817,937.73	89,505,922.59	407,466.25	89,913,388.84
PARATRANSIT FUNDS PORTFOLIO:							
U.S. TREASURY NOTES AND BONDS							
US TREASURY NOTE	912828TG5	07-31-17	100,000.00	99,683.59	99,970.50	208.56	100,179.06
US TREASURY NOTE	912828UZ1	04-30-18	285,000.00	284,075.98	283,486.08	300.10	283,786.18
US TREASURY NOTE	912828VF4	05-31-20	1,350,000.00	1,332,544.92	1,343,513.25	1,572.23	1,345,085.48
US TREASURY NOTE	912828VP2	07-31-20	1,350,000.00	1,395,509.76	1,366,717.05	11,262.43	1,377,979.48
US TREASURY NOTE	912828B90	02-28-21	175,000.00	181,323.24	176,955.10	1,169.84	178,124.94
US TREASURY NOTE	912828L32	08-31-20	350,000.00	356,398.44	347,539.15	1,626.20	349,165.35
US TREASURY NOTE	912828Q78	04-30-21	585,000.00	573,391.41	577,527.80	1,355.20	578,883.00
US TREASURY NOTE	912828D72	08-31-21	250,000.00	251,933.59	252,197.25	1,748.76	253,946.01
US TREASURY NOTE	912828D72	08-31-21	450,000.00	454,904.30	453,955.05	3,008.15	456,963.20
FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION							
FNMA	3136ANJY4	04-01-18	158,073.14	159,653.30	157,904.06	204.18	158,108.24
FANIE MAE	3136AQDQ0	09-01-19	206,250.66	208,316.04	206,207.31	282.91	206,490.22
FNA 2014-M6 A2	3136AJ7G5	05-25-21	550,000.00	561,128.91	562,529.72	1,227.65	563,757.37
FEDERAL AGENCY BOND/NOTE							
FNMA GLOBAL NOTES	3137EADP1	03-07-18	825,000.00	826,064.25	822,864.08	2,285.94	825,150.02
FHLB GLOBAL NOTES	3130A9AE1	10-01-18	600,000.00	599,592.00	596,374.20	1,312.50	597,686.70
FHLB GLOBAL NOTES	3137EAED7	10-12-18	385,000.00	384,834.45	382,653.04	739.25	383,392.29
FEDERAL HOME LOAN BANK AGENCY	3130A,AXX1	03-18-19	600,000.00	598,608.00	599,737.20	2,543.75	602,280.95
FHLMC	3137EAEB1	07-19-16	750,000.00	748,185.00	741,062.25	2,953.13	744,015.38
FNMA	3135G0N33	08-02-19	650,000.00	648,908.00	642,185.70	2,353.99	644,539.69

**SAN MATEO COUNTY TRANSIT DISTRICT
REPORT OF INVESTMENTS (CONTINUED)
FOR QUARTER ENDED JUNE 30, 2017**

TYPE OF SECURITY	CUSIP #	MATURITY/CALL DATE	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE + ACCR. INT.
FHLB GLOBAL NOTES	3130A8Y72	08-05-19	175,000.00	174,664.00	172,860.98	621.01	173,481.99
FNMA NOTES	3135GDP49	08-28-19	800,000.00	798,752.00	792,184.00	2,733.34	794,917.34
FNMA NOTES	3130A9EP2	03-26-19	800,000.00	793,304.00	791,873.60	2,111.11	793,984.71
FNMA NOTES	3135GOT29	02-28-20	340,000.00	339,782.40	339,108.86	1,742.50	340,851.36
FHLMC AGENCY	3137EAEF2	04-20-20	350,000.00	348,803.00	347,929.75	949.13	348,878.88
FHLB GLOBAL NOTE	3130A8QS5	07-14-21	520,000.00	516,837.88	506,674.48	2,713.75	509,388.23
FNMA NOTES	3135GON82	08-17-21	600,000.00	597,658.06	586,525.80	2,791.67	589,317.47
CORPORATE NOTE							
JOHN DEERE CAPITALCORP	24422ETM1	10-15-18	200,000.00	199,870.00	200,093.00	696.67	200,789.67
TOYOTA MOTOR CREDIT CORP	89236TDM4	01-09-19	300,000.00	299,895.00	300,147.60	2,436.67	302,584.27
BERKSHIRE HATHAWY INC.	084670BL1	08-14-19	500,000.00	502,830.00	503,818.00	3,995.83	507,813.83
AMERICAN HONDA FINANCE GLOBAL NOTES	02665WAH4	08-15-19	500,000.00	502,485.00	504,245.50	4,250.00	508,495.50
TOYOTA MOTOR CORP NOTES	89236TDH5	10-18-19	200,000.00	199,900.00	199,121.20	628.61	199,749.81
AMERICAN EXP CREDIT CORP	0258MOEC9	10-30-19	150,000.00	149,821.50	149,191.50	432.08	149,623.58
AMERICAN EXP CREDIT CORP	0258MOEC9	10-30-19	350,000.00	350,066.50	348,113.50	1,008.20	349,121.70
PEIZER INC CORP NOTE	717081EB5	12-15-19	330,000.00	329,762.40	330,524.37	249.33	330,773.70
CTIGROUP INC	172967LF6	01-10-20	250,000.00	249,900.00	251,503.00	2,909.38	254,412.38
MICROSOFT CORP	594918BY5	02-06-20	250,000.00	249,832.50	250,637.25	1,862.85	252,500.10
WALT DISNEY CO CORP NOTES	25468DP8	03-04-20	100,000.00	99,974.00	100,312.20	622.92	100,935.12
APPLE INC BONDS	037833CS7	05-11-20	225,000.00	224,770.50	224,869.05	562.50	225,431.55
HOME DEPOT INC CORP NOTES	43707BQ4	06-05-20	125,000.00	124,927.50	125,057.13	162.50	125,219.63
MORGAN STANLEY CORP NOTE	6174467P8	07-24-20	500,000.00	558,125.00	545,906.50	11,993.06	557,899.56
GOLDMAN SACHS GROUP CORP	3814GGQ1	07-27-21	450,000.00	436,651.50	439,222.50	10,106.25	503,328.75
JOHN DEERE CAPITALCORP	24422ETL3	01-06-22	115,000.00	114,492.85	116,838.28	1,481.42	118,319.70
JPMORGAN CHASE & CO CORP NOTES	46625HJD3	01-24-22	250,000.00	270,455.00	270,712.25	4,906.25	275,618.50
COMMERCIAL PAPER							
BANK OF MONTREAL CHICAGO	06366GWF2	09-15-17	550,000.00	544,427.78	548,499.05	0.00	548,499.05
CANADIAN IMPERIAL HLDING COMM PAPER	13607EXD6	10-13-17	500,000.00	494,863.96	498,184.50	0.00	498,184.50
COOPERATIVE RABOANK UA COMM PAPER	21687YAT4	03-02-17	500,000.00	495,329.86	497,271.00	0.00	497,271.00
BNP PARIBAS NY BRANCH COMM PAPER	09659BZ11	12-01-17	550,000.00	544,513.75	546,781.40	0.00	546,781.40
BANK OF TOKYO MITSUBISHI UFJ LTD	06538CBG5	02-16-18	250,000.00	247,253.96	247,670.75	0.00	247,670.75
CERTIFICATE OF DEPOSIT							
CANADIAN IMPERIAL BANK NY CD	13606A527	11-30-18	500,000.00	499,610.00	502,094.50	782.22	502,876.72
NORDEA BANK FINLAND NY	65558LWA6	11-30-18	500,000.00	500,000.00	502,094.50	757.78	502,852.28
SVENSKA HANDELSBANKEN NY LT CD	86958JHB8	01-10-19	500,000.00	500,000.00	498,642.00	4,462.50	503,104.50
BANK OF NOVA SCOTIA HOUSTON	06417GUE6	04-05-19	500,000.00	500,000.00	499,705.50	2,281.39	501,986.89
SUMITOMO MITSUI BANK NY CD	86563YVNO	05-03-19	500,000.00	500,000.00	500,760.00	1,622.92	502,382.92
ASSET BACKED SECURITY/COLLATERALIZED MORTGAGE OBLIGATION							
CCCIT 2017-A2 A2	17305EGA7	01-17-21	450,000.00	449,913.83	450,574.29	3,371.25	453,945.54
TAOT 2017-A A3	89238MADO	02-15-21	125,000.00	124,985.29	125,159.39	96.11	125,255.50
ALLYA 2017-1 A3	02007PAC7	06-15-21	115,000.00	114,989.35	114,869.79	86.89	114,956.68
FORDO 2017-A A3	34531EAD8	06-25-21	350,000.00	349,998.71	349,740.65	259.78	350,000.43
TAOT 2017-B A3	89190BADO	07-15-21	500,000.00	499,961.65	500,311.20	391.11	500,702.31
ALLYA 2017-2 A3	02007HAC5	08-15-21	400,000.00	399,952.84	400,085.72	316.44	400,402.16
AMXCA 2017-4 A	02582JHG8	12-15-21	200,000.00	199,967.96	199,842.56	145.84	199,988.40
CCCIT 2017-A3 A3	170305EGB5	04-07-22	250,000.00	250,667.50	250,276.30	1,066.67	251,342.97
CASH AND CASH EQUIVALENTS							
US TREASURY MM FUND			22,705.51	22,708.51	22,708.51	20.90	22,729.41
TOTAL PARATRANSIT PORTFOLIO MANAGED BY PFM			25,262,029.31	25,403,761.32	25,320,120.70	113,783.60	25,433,904.30
TOTAL DISTRICT PORTFOLIO MANAGED BY PFM			25,262,029.31	25,403,761.32	25,320,120.70	113,783.60	25,433,904.30

**SAN MATEO COUNTY TRANSIT DISTRICT
REPORT OF INVESTMENTS (CONTINUED)
FOR QUARTER ENDED JUNE 30, 2017**

TYPE OF SECURITY	CUSIP #	MATURITY/CALL DATE	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE + ACCR. INT.
<u>FUNDS NON MANAGED BY PFM</u>							
GOVERNMENT BONDS							
HOUSING URBAN DEVEL	911759EB0	08-01-17	60,000.00	62,205.20	60,150.60	1,977.00	62,127.60
CASH AND CASH EQUIVALENTS							
US TREASURY MM	31846V534		8,070,268.44	8,070,268.44	8,070,268.44	2,723.87	8,072,992.31
TOTAL INVESTMENT FUNDS PORTFOLIO NON MANAGED BY PFM			8,130,268.44	8,132,473.64	8,130,419.04	4,700.87	8,135,119.91
<u>LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF:</u>							
BANK OF AMERICA CHECKING			41,169,860.52	41,169,860.52	41,169,860.52		41,169,860.52
LAIF			1,127,817.21	1,127,817.21	1,127,817.21		1,127,817.21
WELLS FARGO			-	-	-		0.00
TOTAL FUNDS MANAGED BY DISTRICT STAFF			42,297,677.73	42,297,677.73	42,297,677.73		42,297,677.73
<u>TRUST FUNDS MANAGED BY THIRD PARTY TRUSTEE:</u>							
First American Govt Obligation C/D Chesham Finance Ltd.			1,803,776.00	1,803,776.00	1,803,776.00		1,803,776.00
TOTAL AS OF JUNE 30, 2017			75,689,975.48	75,833,912.69	75,748,217.47		75,866,701.94

EXHIBIT 2

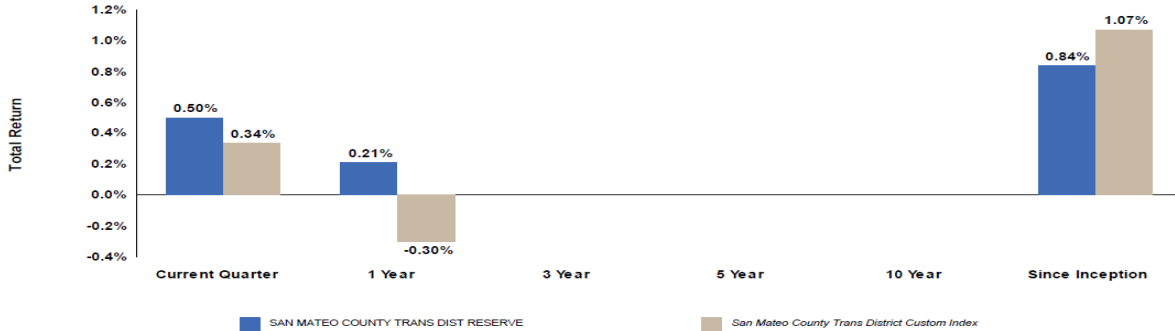
For the Quarter Ended June 30, 2017

SAN MATEO COUNTY TRANSIT DISTRICT - RESERVE

Portfolio Performance

Portfolio Performance (Total Return)

Portfolio/Benchmark	Effective Duration	Current Quarter	1 Year	Annualized Return			Since Inception (03/31/15)*
				3 Year	5 Year	10 Year	
SAN MATEO COUNTY TRANS DIST RESERVE	2.16	0.50%	0.21%	-	-	-	0.84%
San Mateo County Trans District Custom Index	2.16	0.34%	-0.30%	-	-	-	1.07%
Difference		0.16%	0.51%	-	-	-	-0.23%



Portfolio performance is gross of fees unless otherwise indicated. *Since Inception performance is not shown for periods less than one year.

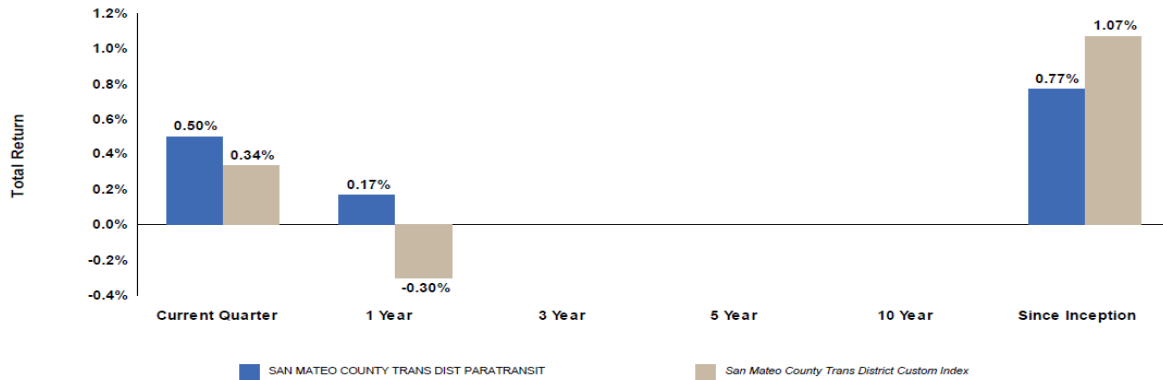
For the Quarter Ended June 30, 2017

SAN MATEO COUNTY TRANSIT DISTRICT - PARATRANSIT

Portfolio Performance

Portfolio Performance (Total Return)

Portfolio/Benchmark	Effective Duration	Current Quarter	1 Year	Annualized Return			Since Inception (03/31/15)*
				3 Year	5 Year	10 Year	
SAN MATEO COUNTY TRANS DIST PARATRANSIT	2.16	0.50%	0.17%	-	-	-	0.77%
San Mateo County Trans District Custom Index	2.16	0.34%	-0.30%	-	-	-	1.07%
Difference		0.16%	0.47%	-	-	-	-0.30%



Portfolio performance is gross of fees unless otherwise indicated. *Since Inception performance is not shown for periods less than one year.

EXHIBIT 3

For the Quarter Ended June 30, 2017

SAN MATEO COUNTY TRANSIT DISTRICT - RESERVE

Portfolio Snapshot

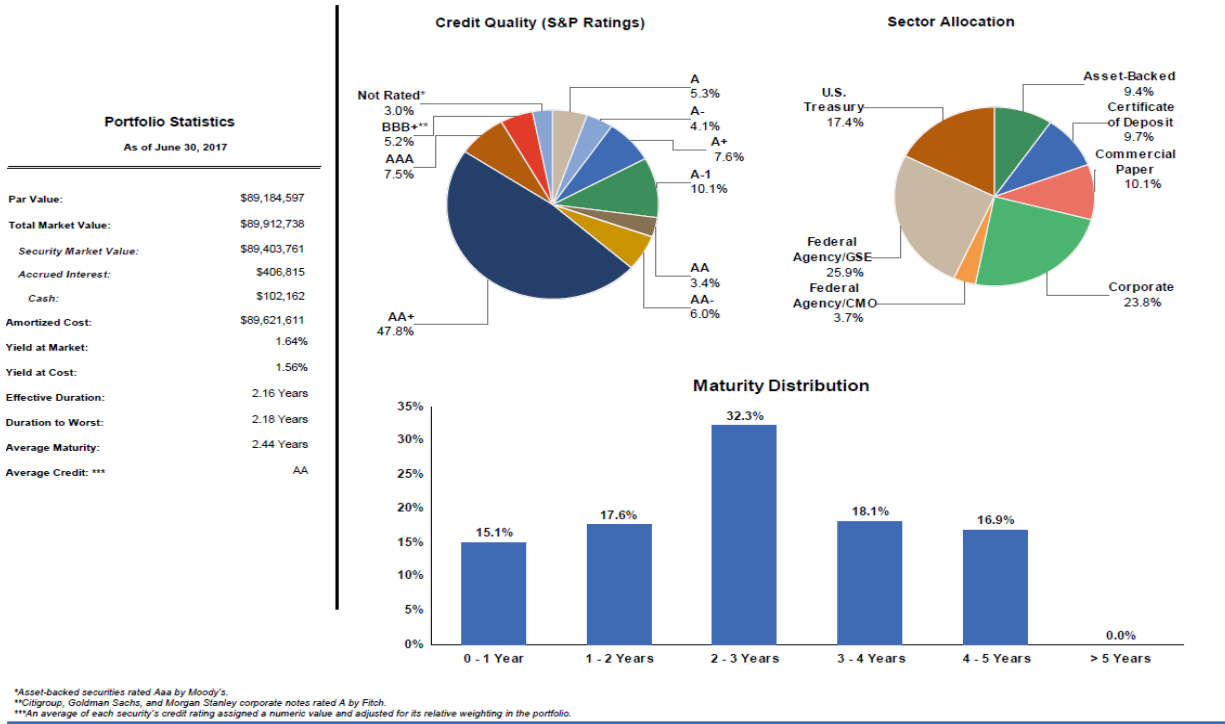


Exhibit 4

Sector Allocation and Compliance

- The Reserve portfolio is in compliance with the District's Investment Policy and the California Government Code.

Security Type	Market Value* as of June 30, 2017	% of Portfolio	Permitted by Policy	In Compliance
U.S. Treasury	\$15,555,981	17.4%	100%	✓
Federal Agency/GSE	\$23,039,963	25.7%	100%	✓
Federal Agency/CMO	\$3,329,402	3.7%	20%	✓
Corporate Notes	\$21,267,626	23.8%	30%	✓
Negotiable CDs	\$8,711,411	9.7%	10%	✓
Asset-Backed Securities	\$8,433,093	9.4%	30%	✓
Commercial Paper	\$9,066,283	10.1%	15%	✓
Money Market Fund	\$102,162	0.1%	10%	✓
Totals	\$89,505,923	100.0%		

* Market values excluding accrued interest.

Sector Allocation and Compliance

- The Paratransit portfolio is in compliance with the District's Investment Policy and the California Government Code.

Security Type*	Market Value* as of June 30, 2017	% of Portfolio	Permitted by Policy	In Compliance
U.S. Treasury	\$4,901,861	19.4%	100%	✓
Federal Agency/GSE	\$7,322,034	28.9%	100%	✓
Federal Agency/CMO	\$926,641	3.7%	20%	✓
Corporate Notes	\$4,914,313	19.4%	30%	✓
Negotiable CDs	\$2,503,297	9.9%	10%	✓
Asset-Backed Securities	\$2,390,860	9.4%	30%	✓
Commercial Paper	\$2,338,407	9.2%	15%	✓
Money Market Fund	\$22,709	0.1%	10%	✓
Totals	\$25,320,121	100.0%		

* Market values excluding accrued interest.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

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

ACTION

Staff proposes the Committee recommend the Board authorize filing a claim for Transportation Development Act (TDA) Article 4.0 and 4.5 funds, State Transit Assistance (STA) funds including for the Lifeline Transportation Program (LTP), funds available under the new Senate Bill 1 (SB1), and Regional Measure 2 (RM2) funds for Fiscal Year (FY) 2018.

Based on the Metropolitan Transportation Commission's (MTC) latest estimates, the San Mateo County Transit District (District) is allowed to claim the following amounts for FY2018 (FY2017 is informational):

Funding Source	FY2017 MTC Claim	FY2018 MTC Claim	Increase/ (Decrease)
<u>TRANSPORTATION DEVELOPMENT ACT (TDA)</u>			
TDA Article 4.0 (SamTrans bus)	\$ 37,540,609	\$ 36,440,750	\$ (1,099,859)
TDA Article 4.5 (Paratransit)	1,844,243	1,917,934	73,691
TDA Total	\$ 39,384,852	\$ 38,358,684	\$ (1,026,168)
<u>STATE TRANSIT ASSISTANCE</u>			
Revenue Based:			
Route 17 (LTP)	\$ 167,000	\$ 167,000	\$ -
Coastside (LTP)	100,000	100,000	-
AB X8 9	2,342,106	1,555,318	(786,788)
Population Based:			
Regional Paratransit	367,480	344,649	(22,831)
Senate Bill 1 towards Operating	-	1,487,818	1,487,818
STA Total	\$ 2,976,586	\$ 3,654,785	\$ 678,199
Total Samtrans Operating TDA & STA	\$ 42,361,438	\$ 42,013,469	\$ (347,969)

Funding Source	FY2017 MTC Claim	FY2018 MTC Claim	Increase/ (Decrease)
<u>Lifeline Transportation Funds Pass through</u>			
San Mateo County Human Services Agency	-	233,333	\$ 233,333
City of Menlo Park	-	236,067	\$ 236,067
City of Daily City	-	373,136	\$ 373,136
Total LTP Pass-Through to Other Agencies	\$ -	\$ 842,536	\$ 842,536
TDA Passthrough- Paratransit Coordinating Council	\$ 69,000	\$ 69,000	\$ -
RM2 (SamTrans Owl Service)	\$ 305,876	\$ 305,876	\$ -
Samtrans Senate Bill 1 Capital Funding	\$ -	\$ 937,326	\$ 937,326
<u>Peninsula Corridor Joint Powers Board (JPB)</u>			
STA Revenue Based	\$ 3,677,586	\$ 4,265,650	\$ 588,064
Senate Bill 1 funds towards Capital	-	3,943,373	\$ 3,943,373

SIGNIFICANCE

TDA and STA funding allocated by MTC supports the District's fixed-route bus and paratransit services for San Mateo County residents. The District also claims STA funds to pass through to several Lifeline Transportation Programs (LTP) claimants in San Mateo County. In addition, the District claims STA funds on behalf of the Peninsula Corridor Joint Powers Board (JPB) and the funds will be used to support the JPB's operating and capital budgets. The LTP was established by the MTC to fund projects that result in improved mobility for low-income residents in the San Francisco Bay Area. Finally, the District claims STA funds related to the new Senate Bill 1 for funding general bus operating and capital expenses.

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

BUDGET IMPACT

SamTrans' adopted FY2018 Operating Budget includes TDA funding in the amount of \$38.4 million, STA funding (including from SB1) in the amount of \$3.7 million, Pass-Through to Other Agencies in the amount of \$0.8 million and RM2 funding in the amount of \$0.3 million. SamTrans' adopted FY2018 Capital Budget includes SB1 funding in the amount of \$0.9 million. Additionally, JPB's adopted FY2018 Operating Budget includes STA funding in the amount of \$4.3 million and STA SB1 Capital funding in the amount of \$3.9 million.

BACKGROUND

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

Prepared By: Virginia Baum, Senior Budget Analyst
Jeannie Chen, Budget Manager

650-508-7963
659-508-6259

RESOLUTION NO. 2017 -

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

**AUTHORIZING THE FILING OF AN APPLICATION WITH THE METROPOLITAN TRANSPORTATION
COMMISSION FOR TRANSPORTATION DEVELOPMENT ACT, STATE TRANSIT ASSISTANCE AND
REGIONAL MEASURE 2 FUNDS FOR FISCAL YEAR 2018**

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

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

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

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

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

WHEREAS, the District is an eligible claimant for funds under the sources described above to support transit operations and planning, and to pass through funds to other entities including the JPB, San Mateo County, the City/County Association of Governments of San Mateo County, cities in San Mateo County, and the entity responsible for administering the Paratransit Coordinating Council (Cal. Pub. Util. Code §§ 99260(a), 99260.2, 99260.6 and 99275; Resolution Nos. 2012-26 and 2012-28, dated June 13, 2012, and District's Opinion of Counsel dated May 9th, 2013); and

WHEREAS, for Fiscal Year 2018, the District has determined to apply to the MTC for funds from the specified sources and for the purposes set forth below:

1. TDA Article 4.0 (SamTrans Bus): \$36,440,750
2. TDA Article 4.5 (Paratransit): \$1,917,934
3. STA Revenue Based (SamTrans Bus)
 - A. Route 17 (LTP): \$167,000
 - B. Coastside (LTP): \$100,000
 - C. AB X8 9 (General Operating Expenses): \$1,555,318
 - D. Senate Bill 1 SamTrans Operating: \$1,487,818
4. STA Population Based (Paratransit): \$344,649
5. Pass-through to other agencies
 - A. Lifeline Transportation Program: \$842,536
 - B. TDA Paratransit Coordinating Council: \$69,000
6. RM2 (SamTrans Owl Service): \$305,876
7. Senate Bill 1 SamTrans Capital: \$937,326
8. STA JPB Operating: \$4,265,650
9. Senate Bill 1 JPB Capital: \$3,943,373

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Mateo County Transit District that the General Manager/CEO or his designee hereby is authorized and directed to file appropriate claims for TDA Article 4.0 and 4.5 Funds, State Transit Assistance (STA) Funds (including for the Lifeline Transportation Program (LTP)), and RM2 Funds, together with all necessary supporting documents, with the MTC

for Fiscal Year 2018 as follows:

1. TDA Article 4.0 (SamTrans Bus): \$36,440,750
2. TDA Article 4.5 (Paratransit): \$1,917,934
3. STA Revenue Based (SamTrans Bus)
 - A. Route 17 (LTP): \$167,000
 - B. Coastside (LTP): \$100,000
 - C. AB X8 9 (General Operating Expenses): \$1,555,318
 - D. Senate Bill 1 SamTrans Operating: \$1,487,818
4. STA Population Based (Paratransit): \$344,649
5. Pass-through to other agencies
 - A. Lifeline Transportation Program: \$842,536
 - B. TDA Paratransit Coordinating Council: \$69,000
6. RM2 (SamTrans Owl Service): \$305,876
7. Senate Bill 1 SamTrans Capital: \$937,326
8. STA JPB Operating: \$4,265,650
9. Senate Bill 1 JPB Capital: \$3,943,373; and

BE IT FURTHER RESOLVED that the General Manager/CEO or his designee is authorized and directed to file appropriate amendments to these claims, together with all necessary supporting documents, with the MTC to carry out the policies of the Board of Directors and attendant funding requirements during Fiscal Year 2018, as may be adopted from time to time by the Board of Directors; and

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

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

Regularly passed and adopted this 2nd day of August, 2017, by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

David Olmeda
Chief Operating Officer, Bus

SUBJECT: **AUTHORIZE AWARD OF CONTRACT FOR CONCRETE REPLACEMENT PROJECT**

ACTION

Staff proposes that the Committee recommend that the Board:

1. Award a contract for concrete replacement at the San Mateo County Transit District's (District) North and South Base bus facilities to the lowest responsive and responsible bidder, Ideal Landscape & Concrete, Inc. (Ideal), for a total estimated cost of \$640,000 for a two-year term.
2. Authorize the General Manager/CEO to execute a contract with Ideal, in full conformity with the terms and conditions of the contract documents.

SIGNIFICANCE

Award of this contract will provide the District with a qualified and experienced contractor to perform concrete replacement of pre-identified damaged sections of parking surfaces. Work will be performed at the District's North and South Base bus facilities.

BUDGET IMPACT

Funds to support the award of this contract come from District sales tax and were approved in the project budgets for the Fiscal Year (FY) 2013 Facility Pavement Replacement Project, FY2014 North Base and South Base Concrete Rehabilitation Project, and FY2015 North Base and South Base Pavement Rehabilitation Project. The remaining required funds will be requested in future capital budgets.

BACKGROUND

Due to heavy vehicle traffic, the District has identified 16,000 square feet of damaged concrete sections of parking surfaces. These sections will be replaced, on a prioritized basis, over a two-year period. The work will be performed in a manner to minimize disruption to bus/traffic flow and maintain continuity of service at both facilities.

Invitation for Bids for the concrete replacement work were distributed throughout the construction industry. The solicitation was advertised in a newspaper of general circulation and on the District's procurement website to inform interested bidders, including registered Small Business Enterprises (SBEs) and Disadvantaged Business Enterprises (DBEs). Staff also conducted an extensive local outreach by directly contacting contractors who met the project's license requirements.

Two bids were received as listed below:

Company Name	Total Bid Amount
<i>Engineer's Estimate</i>	\$380,000
Ideal Landscape & Concrete, Inc., San Mateo, CA	\$640,000
R&W Concrete Contractors, Inc., San Carlos, CA (SBE Firm)	\$692,000

Staff has determined, and legal counsel concurred, that the bid submitted by Ideal is responsive. Staff has also determined, based on a price analysis, that Ideal's bid amount is fair and reasonable. Moreover, the disparity between the Engineer's Estimate and the lowest bidder is attributed to higher than normal mobilization cost due to the nature of small patch work and current construction market demands.

Ideal is an established Bay Area contractor and reference checks have confirmed their experience and competency. Ideal has successfully completed projects for other local agencies, and has successfully completed various projects for the District since FY2000. Based upon these findings, staff concludes that Ideal is appropriately qualified and capable of meeting the requirements of the contract. Therefore, Ideal has been deemed the lowest, responsive and responsible bidder.

The Office of Small and Disadvantaged Business Enterprises assigned a 17 percent SBE participation goal to this contract. In addition to posting the solicitation, a targeted outreach to 161 SBEs was conducted. The SBE outreach had two goals: (1) to identify SBEs interested in bidding as a prime contractor and (2) to facilitate partnering opportunities between larger prime contractors and interested SBEs. The DBE Officer reviewed the two received bids. Ideal did not claim the SBE preference. R&W Concrete Contractors, Inc. (R&W) claimed the SBE preference as a self-performing SBE. The DBE Officer determined R&W to be a SBE and granted the firm the full SBE bid preference. The DBE Officer then determined that, after applying R&W's SBE preference adjustment, Ideal remained the apparent low bidder.

Contract Officer: Dwayne Pugh 650-508-7730
 Project Manager: Jeff Thomas, Maintenance Contract Administrator 650-508-6309

RESOLUTION NO. 2017-

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

* * *

**AWARDING A CONTRACT TO IDEAL LANDSCAPE & CONCRETE FOR
THE CONCRETE REPLACEMENT PROJECT
AT A TWO-YEAR TOTAL ESTIMATED COST OF \$640,000**

WHEREAS, the San Mateo County Transit District (District) solicited competitive bids for the Concrete Replacement Project located at the District's North and South Base bus facilities and received two bids; and

WHEREAS, staff and Legal Counsel have reviewed the bids and determined that Ideal Landscape & Concrete, Inc. (Ideal) of San Mateo, California, submitted the lowest responsive and responsible bid; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that a two-year contract for a total estimated cost of \$640,000 be awarded to Ideal, whose bid meets the requirements of the solicitation documents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District awards a contract to Ideal Landscape & Concrete, Inc. of San Mateo, California for the Concrete Replacement Project for a two-year term at a total estimated cost of \$640,000; and

BE IT FURTHER RESOLVED that the General Manager/CEO or designee is authorized to execute a contract on behalf of the District with Ideal in full conformity with the terms and conditions of the solicitation documents and in a form approved by Legal Counsel.

Regularly passed and adopted this 2nd day of August, 2017, by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **AUTHORIZATION TO EXECUTE CONTRACTS OVER \$150,000 FOR
INFORMATION TECHNOLOGY LICENSE RENEWALS, MAINTENANCE SERVICES
AND PROFESSIONAL SERVICES FOR FISCAL YEAR 2018 FOR AN AGGREGATE
NOT-TO-EXCEED AMOUNT OF \$2,750,000**

ACTION

Staff proposes the Committee recommend the Board authorize the General Manager/CEO or his designee to enter into contracts for more than \$150,000 with original equipment manufacturers, product licensors and maintainers and their distributors or consultants, directly and without the utilization of cooperative purchasing agreements or competitive procurement, to procure recurring maintenance services and license renewals necessary to permit continued effective use and upkeep of San Mateo County Transit District (District)-owned computer and telecommunications hardware and software. Further, this authorization shall also include contracts for the provision of sole source professional services necessary to expand or modify previously competitively procured proprietary software when an original provider is the only source of such services. Expenditures with manufacturers, vendors and consultants under this authority will not exceed the budgeted amount of \$2,750,000 throughout Fiscal Year (FY) 2018.

SIGNIFICANCE

Delegation of this contract approval authority will allow the District to pay for recurring maintenance services, additional licenses, license renewal fees and professional services for proprietary software in excess of \$150,000 without bringing actions individually before the Board for approval. This delegation would not eliminate the requirement that all other procurement policies and procedures be followed with respect to these actions.

Recurring support and license agreements are, by their nature, repetitive and routine, and are required to ensure continued and effective operation of information technology assets owned by the District. The sole source purchase of additional modules to existing software or professional services to modify existing proprietary software will allow the District's changing business needs to be met in a timely manner.

Delegating this authority supports the District's ability to continue needed operations and services while reducing the time and resources otherwise required obtaining individual approval of recurring maintenance and license renewals.

BUDGET IMPACT

Funds for these purchases are programmed in FY2018 capital and operating budgets.

BACKGROUND

Software and hardware are typically sold with licenses and maintenance agreements that require periodic renewal. Failing to renew maintenance support means loss of software updates, problems obtaining resolution assistance, and repair services typically needed to keep a product in good operating order. In some cases, the product may not be legally used if a maintenance and license renewal has not been made.

It is not always possible to find cooperative purchasing agreements with contracts for the necessary maintenance support and license renewals. This is particularly true for transit industry-specific information technology products. The types of licensing and maintenance agreements contemplated are generally unobtainable under any other method because they are proprietary in nature to the manufacturers of the software. Similarly, many manufacturers do not allow third parties access to source code or to provide services. As a result, professional services to upgrade, modify, or add to existing software must be performed by the original manufacturer.

District assets requiring payment of recurring annual or multi-year maintenance services support and license fees in excess of \$150,000 that may need to be accommodated in FY2018 outside of cooperative purchase agreements or other pre-existing contracts include, but are not necessarily limited to:

- Oracle PeopleSoft ERP (Fin, Budget, and HCM) and Database - \$500,000
- Microsoft applications - \$160,000
- AT&T - \$250,000
- Verizon - \$160,000
- WIPRO PeopleSoft Hosting and Support - \$1,680,000

If the Board does not approve this action, issuance of contracts for maintenance and continued operation of assets like these would need to be brought individually before the Board for approval.

Prepared by: Carl Cubba, Director, Information Technology

650-508-6206

RESOLUTION NO. 2017-

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

**AUTHORIZING EXECUTION OF CONTRACTS FOR INFORMATION TECHNOLOGY LICENSES,
MAINTENANCE SERVICES AND PROFESSIONAL SERVICES FOR AN AGGREGATE NOT-TO-
EXCEED AMOUNT OF \$2,750,000 FOR FISCAL YEAR 2018**

WHEREAS, the San Mateo County Transit District (District) will require continuing product support and licenses for computer and telecommunications hardware and software throughout Fiscal Year (FY) 2018, to permit the continued effective use and upkeep of information technology assets owned by the District; and

WHEREAS, maintenance support and software license agreements for the information technology assets in use are, by their nature, repetitive and routine; and

WHEREAS, the District will also require professional services necessary to expand or modify previously competitively procured proprietary software when an original provider is the only source of such services; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the General Manager/CEO or his designee be authorized to execute contracts that exceed \$150,000 with original equipment manufacturers, product licensors, and their authorized distributors and consultants pursuant to the District's statutory procurement authority and policy, up to an aggregate, not-to-exceed amount of \$2,750,000.

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

1. Authorizes the procurement of product support and annual or multi-year license renewal agreements for information technology assets owned by the District for FY2018, pursuant to the District's statutory procurement authority and policy, in an aggregate not-to-exceed amount of \$2,750,000 for FY2018; and

2. Authorizes the General Manager/CEO or his designee to enter into contracts exceeding \$150,000 with original equipment manufacturers, product licensors, or their authorized distributors for recurring product support, additional licenses, and license renewals necessary to permit continued effective use and upkeep of District owned computer and telecommunications hardware and software; and

3. Authorizes the General Manager/CEO or his designee to enter into contracts orders exceeding \$150,000 with original equipment manufacturers, product licensors, or their authorized consultants for the provision of sole source professional services necessary to expand or modify previously competitively procured proprietary software when an original provider is the only source of such services; and

4. Authorizes the General Manager/CEO or his designee to execute all necessary purchase orders, contracts and other documents and to take such other actions as may be necessary to give effect to this resolution; and

5. Requests the General Manager/CEO to present a report to the Board of Directors on a quarterly basis advising of actions taken pursuant to the authority conferred by this resolution.

Regularly passed and adopted this 2nd day of August, 2017 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **AUTHORIZATION TO EXECUTE CONTRACTS FOR TECHNOLOGY RELATED PRODUCTS AND SERVICES TO VENDORS UNDER COOPERATIVE PURCHASING AGREEMENTS FOR AN AGGREGATE NOT-TO-EXCEED AMOUNT OF \$1.5 MILLION FOR FISCAL YEAR 2018**

ACTION

Staff proposes the Committee recommend the Board authorize the General Manager/CEO or his designee to enter into contracts over \$150,000 with vendors under cooperative purchasing agreements, as required, for the purchase, lease and/or rental of computer and telecommunications equipment and related services, digital reprographic equipment, hardware, software, licensing, installation and configuration of telecommunications equipment, maintenance agreements, and computer peripherals. Expenditures with vendors under these programs will not exceed the budgeted amount of \$1.5 million throughout Fiscal Year (FY) 2018. Cooperative agreements used may include, but are not limited to:

California Integrated Information Network 2/3 (CALNET 2/3)
National Joint Powers Alliance (NJPA)
California Multiple Award Schedule (CMAS)
State of California Strategic Source Initiative (CSSI)
National Association of State Procurement Officials (NASPO)
Foundation for California Community Colleges (FCCC)
Western States Contracting Alliance (WSCA)
General Services Administration (GSA)
National Inter-governmental Purchasing Alliance Company (National IPA)

SIGNIFICANCE

Approval of this contracting authority will provide the San Mateo County Transit District (District) with a cost effective means to support its standardization policy and provide the latest technology and services through cooperative intergovernmental purchasing programs. Contracts issued under this authority will address the District's requirements for equipment, services, licensing, maintenance agreements, and programmed replacement of equipment that has reached the end of its useful life or has become unsuited for future needs.

BUDGET IMPACT

Funds for these purchases are programmed in FY2018 capital and operating budgets.

BACKGROUND

Given the rapidly changing technology of information system hardware, software and related services, the State of California, among other state agencies nationwide, has established agreements with vendors under various cooperative purchasing programs such as the CMAS, CSSI, WSCA, CALNET 2/3, FCCC, National IPA, NASPO, and NJPA, and GSA. Special Districts are given statutory permission to procure competitively priced goods and services arising out of these vendor agreements. The Federal Government's own General Services Administration Schedules (also referred to as Multiple Award Schedules and Federal Supply Schedules) also will be utilized as allowable. By utilizing such cooperative purchasing programs, the District saves considerable time and expense associated with independent procurements which would be unlikely to yield more favorable pricing or service.

All vendors selected will hold valid agreements under the corresponding cooperative purchasing program. Contracts will be executed only with vendors whose contracts were awarded under a cooperative buying agreement on a basis that complies with the District's statutory procurement authority and policy and will include the District's terms and conditions, as appropriate. Other cooperative purchasing consortia may be added to this program for acquisition of technology items during FY2018 but only to the extent each fully complies with the District's statutory procurement authority and policy.

Prepared by: Carl Cubba, Director, Information Technology

650-508-6206

RESOLUTION NO. 2017-

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

AUTHORIZING EXECUTION OF CONTRACTS FOR TECHNOLOGY RELATED PRODUCTS AND SERVICES TO VENDORS UNDER COOPERATIVE PURCHASING PROGRAMS FOR AN AGGREGATE NOT-TO-EXCEED AMOUNT OF \$1.5 MILLION FOR FISCAL YEAR 2018

WHEREAS, the San Mateo County Transit District (District) will require new personal computers, computer and telecommunications equipment and related services, digital reprographic equipment, software, hardware, licensing and maintenance agreements and computer peripherals throughout Fiscal Year (FY) 2018 to fulfill new technology requirements, to support the District's standardization policy and to replace technology equipment that has reached the end of its useful life; and

WHEREAS, in light of the need to standardize and purchase the latest technology in personal computers, telecommunications equipment, and other related equipment and services in the most cost-effective manner, the District has determined that a District-initiated solicitation process for the procurements described above is unlikely to be in the District's best interest; and

WHEREAS, the State of California and other cooperative purchasing consortiums including the California Multiple Award Schedule (CMAS), the State of California Strategic Source Initiative (CSSI), the Foundation for California Community Colleges (FCCC), the National Intergovernmental Purchasing Alliance Company (National IPA), the National Joint Powers Alliance (NJPA), the National Association of State Procurement Officials (NASPO), the Western States Contracting Alliance (WSCA), the California Integrated Information Network 2 (CALNET 2), and the General Services Administration (GSA) have established programs in which the District can participate in order to procure favorably priced technology systems equipment and related services; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee (Committee) concurs, that the District participate in the above mentioned programs as well as additional cooperative purchasing programs, to the extent that

such programs fully comply with the District's statutory procurement authority and policy ; and

WHEREAS, the General Manager/CEO also recommends, and the Committee concurs, that the General Manager/CEO or his designee be authorized to enter into contracts that exceed \$150,000 with vendors under District-approved cooperative purchasing programs to meet its personal computer, telecommunications, and other related equipment and services requirements for FY2018, pursuant to the terms and conditions of each program's vendor agreements, up to an aggregate, not-to-exceed amount of \$1.5 million.

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

1. Determines that a District-initiated solicitation for each purchase, lease and/or rental of new personal computers, computer and telecommunications equipment and services, digital reprographic equipment, hardware, software, licensing and maintenance agreements, and computer peripherals is unlikely to be in the District's best interest; and

2. Authorizes the procurement of technology systems equipment and related services through District-approved cooperative purchasing programs, including CMAS, CSSI, WSCA, CALNET 2/3, National IPA, NJPA, NASPO, FCCC, and GSA vendors to meet its technology equipment and services requirements for FY2018 pursuant to the terms and conditions of each vendor agreement and to the extent that each vendor agreement fully complies with the District's statutory procurement authority and policy; and

3. Authorizes the General Manager/CEO or his designee to utilize additional cooperative purchasing programs for FY2018 to the extent that each additional individual program fully complies with the District's statutory procurement authority and policy; and

4. Authorizes the General Manager/CEO or his designee to enter into contracts exceeding \$150,000 with vendors under the District-approved cooperative purchasing programs up to an aggregate, not-to-exceed, amount of \$1,500,000 for FY2018; and

5. Authorizes the General Manager/CEO or his designee to execute all necessary purchase orders and contracts to effectuate this resolution, including any agreements with the State of California or other agency program for administrative fees for processing these purchases; and

6. Requests the General Manager/CEO to present a report to the Board of Directors on a quarterly basis advising of actions taken pursuant to the authority conferred by this resolution.

Regularly passed and adopted this 2nd day of August, 2017 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Mark Simon
Chief of Staff

SUBJECT: **SAMTRANS BUSINESS PLAN AND 2018 BALLOT MEASURE**

ACTION

This report is informational only. No Committee action is required.

SIGNIFICANCE

The SamTrans Business Plan will provide a framework for immediate, near-term and long-term actions that seek to address the San Mateo County Transit District's (District) structural fiscal issues, reinvent the organization to meet current and future needs and redefine the District as a Mobility Leader. The Business Plan will be an implementing document for the SamTrans Strategic Plan (2014) that builds upon the 10-year, fiscally constrained capital and operating plans included in the forthcoming SamTrans Short Range Transit Plan. When completed, the Business Plan will outline the potential range of SamTrans services that would redefine the District's role as a mobility manager for San Mateo County and provide a framework for SamTrans to play a pivotal role in meeting the growing economic and demographic demands on the County and in providing traffic congestion relief; develop cost, revenue and funding targets that support improved SamTrans services and ensure the agency's ongoing financial stability and provide the means for innovative expansion of services; define an implementation plan for organizational improvements that will position the District to advance an ambitious agenda for public transit in the future. The Business Plan will develop a range of funding options for SamTrans' present and future operating and capital needs and form the basis for District participation in local, regional and State funding initiatives contemplated in 2018 and beyond.

BUDGET IMPACT

There is no immediate budget impact.

BACKGROUND

The Board adopted SamTrans' Strategic Plan in 2014, setting a vision for the agency to implement best practices that would help the agency adapt to evolving fiscal challenges, new options for providing mobility, and a changing workforce. The Strategic Plan has focused the agency on the need to develop a business plan that can implement short-term fiscal reforms, introduce new transit services in San Mateo County, and address urgent organizational challenges.

STRATEGIC INITIATIVE

- Priority 1: Expand Mobility Options for Our Customers
 - Goal 1: Increase weekday fixed-route ridership by 15 Percent
- Priority 2: Strengthen Fiscal Health
 - Goal 1: Increase fixed-route farebox revenue by 20 Percent
 - Goal 2: Reduce SamTrans debt service by \$1.5 million annually
 - Goal 3: Implement existing and new best practices
- Priority 3: Become a More Effective Organization
 - Goal 1: Improve organizational performance
 - Goal 2: Manage workforce change

Prepared By: Mark Simon

650-508-6340

**FINANCE ITEM # 9
AUGUST 2, 2017**

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

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

The Finance Division engages in many activities following the end of the June 30 fiscal year both to close out the old fiscal year and set up the new fiscal year. The demands of these activities require a longer time to produce a complete Statement of Revenues and Expenses than allowed by the normal board meeting cycle. The auditors, Vavrinek, Trine, Day & Co., expect to finish the audit in late October. Consequently, staff will present a Statement of Revenues and Expenses for June at the November 1 meeting of the Board of Directors. We expect to have the Comprehensive Annual Financial Report finalized by December 2017.

Prepared by: Sheila Tioyao, Manager, General Ledger

650-508-7752



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

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

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

WEDNESDAY, AUGUST 2, 2017 – 3:15 p.m.
or immediately following previous Committee meeting

1. Call to Order

ACTION

2. Approval of Minutes of Legislative Committee Meeting of July 5, 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.

Draft

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

**MINUTES OF LEGISLATIVE COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JULY 5, 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, D. Hansel, 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 4:46 p.m.

Approval of Minutes of June 7, 2017

Motion/Second: Guilbault/Pine

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

Absent: Stone

Update on the State and Federal Legislative Program

Seamus Murphy, Chief Communications Officer, said staff has submitted priorities to the Legislative caucus for Regional Measure 3, authorized by Senate Bill (SB) 595. He said Assembly Bill 1613 authored by Assemblyman Kevin Mullin allows the Board and San Mateo County Board of Supervisors to put a half-cent sales tax measure on the ballot and a portion of the funding would be available to Caltrain. Mr. Murphy said SB797, authored by Senator Jerry Hill, will allow for a three county one-eighth-cent tax measure for Caltrain. He said that there is significant support for this tax measure as a result of private sector polling.

Adjourned: 5:09 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Joint Powers Board

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 7/24/2017:

On Monday, July 17, the Legislature, with strong bipartisan support, approved a Legislative package that will guide California's climate change policy until 2030. Assembly Bill 398 (Garcia) extends the State's Cap and Trade program until December 30, 2030. The bill also alters the program's structure by establishing a price ceiling for auction allowances and limiting the use of carbon offsets. The bill is currently awaiting the Governor's signature.

As part of this package, the Legislature also approved Assembly Constitutional Amendment 1 (Mayes). This constitutional amendment, if approved by voters, would trigger the automatic suspension of the Cap and Trade Expenditure Plan implemented by 2014's Senate Bill 862 (Committee on Budget) [Chapter 36, Statutes of 2014] beginning in 2024. The continuous appropriation to these programs would recommence only if approved by a 2/3-vote of the Legislature.

A vote on the expenditure of Cap and Trade auction proceeds from the 40 percent not continuously appropriated to the Transit and Intercity Rail Capital program, Low Carbon Transit Operations program, Affordable Housing and Sustainable Communities program, and the high-speed rail project is expected after Summer Recess.

On Wednesday, July 19, Senate Bill 595 (Beall) was amended to include a list of projects that would be funded from the bridge toll increase. The list includes \$130 million for Dumbarton Rail/Altamont Corridor Express/ BART/ Shinn Station, \$50 million for Highway 101/State Route 92 Interchange, \$350 million for Caltrain Downtown Extension, and \$300 million for a Corridor Express Lane program

The Legislature will return from Summer Recess on August 21.

FEDERAL ISSUES

As 7/24/2017:

On Monday, July 17, the House Appropriations Committee approved the Fiscal Year 2018 (FY 2018) Transportation, Housing and Urban Development spending measure that would provide \$17.9 billion in discretionary funding for the Department of Transportation, \$646 million less than current levels and \$1.5 billion above the President's request. The legislation would eliminate Transportation Investment Generating Economic Recovery (TIGER) grants, which were funded at \$500 million in FY 2017. The measure is scheduled for a hearing in the Senate Committee on Appropriations on Thursday, July 27.

Prepared By: Brent Tietjen, Government and Community Affairs
Officer

650-508-6495

San Mateo County Transit District State Legislative Matrix 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>AB 1 Frazier 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. 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>AB 17 Holden D</p> <p>Transit Pass Program: free or reduced-fare transit passes.</p>	<p>7/11/2017-S. APPR. 7/12/2017-From committee: Do pass and re-refer to Com. on APPR. (Ayes 12. Noes 1.) (July 11). Re-referred to Com. on APPR.</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 Pilot Program to be administered by the department to provide free or reduced-fare transit passes to specified pupils and students by supporting new, or expanding existing, transit pass programs. The bill would require the department to develop guidelines that describe the application process and selection criteria for awarding the moneys made available for the program, and would exempt the development of those guidelines from the Administrative Procedure Act. The bill wouldThis bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>AB 28 Frazier 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>AB 151 Burke D</p> <p>California Global Warming Solutions Act of 2006: market-based compliance mechanisms: scoping plan: report.</p>	<p>6/5/2017-A. THIRD READING 6/5/2017-Action From THIRD READING: To INACTIVE 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 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>AB 378 Garcia, Cristina D</p> <p>Greenhouse gases, criteria air pollutants, and toxic air contaminants.</p>	<p>5/30/2017-A. RECONSIDERATION</p> <p>6/1/2017-Read third time. Refused passage. Motion to reconsider on the next legislative day made by Assembly Member Cristina Garcia. (FAILED)</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 of 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 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>AB 398 Garcia, Eduardo D</p> <p>California Global Warming Solutions Act of 2006: market-based compliance mechanisms: fire prevention fees: sales and use tax manufacturing exemption.</p>	<p>7/18/2017-A. ENROLLED 7/18/2017-Enrolled and presented to the Governor at 12:45 p.m.</p>	<p>The California Global Warming Solutions Act of 2006 establishes the State Air Resources Board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases. The act 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. The act authorizes the state board to include the use of market-based compliance mechanisms.</p> <p>This bill would require the state board, no later than January 1, 2018, to update the scoping plan, as specified. The bill would require all greenhouse gas rules and regulations adopted by the state board to be consistent with the scoping plan. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>AB 467 Mullin D</p> <p>Local transportation authorities: transactions and use taxes.</p>	<p>7/17/2017-S. THIRD READING 7/17/2017-Read second time. Ordered to third reading.</p>	<p>The Local Transportation Authority and Improvement Act provides for the creation in any county of a local transportation authority and authorizes the imposition 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 guide 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 guide, if the authority posts the plan on its Internet Web site, and the sample ballot and the voter information guide 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>	
<p>AB 496 Fong 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>	

San Mateo County Transit District State Legislative Matrix 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>AB 617 Garcia, Cristina D</p> <p>Nonvehicular air pollution: criteria air pollutants and toxic air contaminants.</p>	<p>7/18/2017-A. ENROLLED</p> <p>7/18/2017-Enrolled and presented to the Governor at 12:45 p.m.</p>	<p>Existing law requires the State Air Resources Board to make available on its Internet Web site data concerning the emissions of greenhouse gases, criteria air pollutants, and toxic air contaminants, as specified.</p> <p>This bill would require the state board to develop a uniform statewide system of annual reporting of emissions of criteria air pollutants and toxic air contaminants for use by certain categories of stationary sources. The bill would require those stationary sources to report their annual emissions of criteria air pollutants and toxic air contaminants, as specified. This bill contains other related provisions and other existing laws.</p>	
<p>AB 673 Chu D</p> <p>Public transit operators: bus procurement: safety considerations.</p>	<p>7/14/2017-A. ENROLLED</p> <p>7/14/2017-Enrolled and presented to the Governor at 3 p.m.</p>	<p>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 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>AB 1113 Bloom D</p> <p>State Transit Assistance program.</p>	<p>7/12/2017-A. ENROLLED 7/12/2017-Enrolled and presented to the Governor at 11:30 a.m.</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>AB 1324 Gloria 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 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>AB 1363 Baker R</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>AB 1613 Mullin D</p> <p>San Mateo County Transit District: retail transactions and use tax.</p>	<p>7/13/2017-S. THIRD READING 7/13/2017-Read second time. Ordered to third reading.</p>	<p>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. The bill would require the board, in concurrence with the county and for purposes of this tax, to develop an expenditure plan of projects that may include, among other things, public transit, local streets and roads, state highways, bicycle and pedestrian facilities, intelligent transportation systems, and transportation planning. This bill contains other related provisions and other existing laws.</p>	<p>Sponsor</p>

San Mateo County Transit District State Legislative Matrix 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>ACA 1 Mayes R</p> <p>Greenhouse Gas Reduction Reserve Fund.</p>	<p>7/17/2017-A. CHAPTERED 7/17/2017-Chaptered by Secretary of State- Chapter 105, Statutes of 2017</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation.</p> <p>This measure would create the Greenhouse Gas Reduction Reserve Fund, in which all moneys collected by the state board as part of a market-based compliance mechanism beginning January 1, 2024, and until the effective date of specified legislation would be deposited. The measure would require all moneys in the fund to be available upon appropriation for specified purposes and would require a bill making those appropriations to be passed by a 2/3 vote of the membership of each house of the Legislature. The measure would require all new moneys collected as part of a market-based compliance mechanism after the effective date of that specified legislation to be deposited in the Greenhouse Gas Reduction Fund. The measure would prohibit a specified sales tax exemption from being applied until the effective date of that specified legislation. This bill contains other existing laws.</p>	
<p>ACA 4 Aguilar-Curry D</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>	

San Mateo County Transit District State Legislative Matrix 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>ACA 5 Frazier D</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 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>SB 1 Beall 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. 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>SB 337 Bates R</p> <p>Repatriation Infrastructure Fund.</p>	<p>2/23/2017-S. GOV. & 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 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>SB 595 Beall D</p> <p>Metropolitan Transportation Commission: toll bridge revenues.</p>	<p>7/19/2017-A. APPR. 7/19/2017-Action From APPR.: Read second time and amended.Re-referred to APPR..</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>This 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 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. The bill would require the BATA to select the amount of the proposed increase, not to exceed \$3, to be placed on the ballot for voter approval. If approved by the voters, the bill would authorize the BATA, beginning January 1, 2019, to phase in the toll increase over a period of time and to adjust the toll increase for inflation after the toll increase is phased in completely. The bill would specify that, except for the inflation adjustment and as otherwise specified in statute, the toll schedule adopted pursuant to the results of this election may not be changed without the statutory authorization of the Legislature. By requiring this election, the bill would impose a state-mandated local program. The bill would require the BATA to reimburse from toll revenues, as specified, the counties and the City and County of San Francisco for the cost of submitting the measure to the voters. Because the bill would specify that the revenue resulting from the increased toll charge would be continuously appropriated to the MTC for expenditure, it would make an appropriation. This bill contains other related provisions and other existing laws.</p>	<p>Support</p>

San Mateo County Transit District State Legislative Matrix 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>SB 614 Hertzberg D</p> <p>Public transportation agencies: administrative penalties.</p>	<p>6/28/2017-A. THIRD READING 7/17/2017-Read third time and amended. Ordered to third reading. (Amended 7/17/2017)</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>	
<p>SB 775 Wieckowski 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>	

San Mateo County Transit District State Legislative Matrix 7/19/17

Bill ID/Topic	Location	Summary	Position
<p>SB 797 Hill D</p> <p>Peninsula Corridor Joint Powers Board: transactions and use tax.</p>	<p>7/17/2017-A. THIRD READING 7/17/2017-Read second time. Ordered to third reading.</p>	<p>Existing law authorizes various local governmental entities, subject to certain limitations and approval requirements, to levy transactions and use taxes 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%.</p> <p>This bill would authorize the Peninsula Corridor Joint Powers Board, by a resolution approved by 2/3 of the board and with the approval of specified entities, to levy a tax pursuant to the Transactions and Use Tax Law at a rate not to exceed 0.125%, with net revenues from the tax to be used by the board for operating and capital purposes of the Caltrain rail service, subject to 2/3 voter approval of a regional measure submitted by the board to voters of the Counties of San Francisco, San Mateo, and Santa Clara. The bill would authorize the board to exceed the 2% limit described above to impose the retail transactions and use tax. This bill contains other related provisions.</p>	<p>Support</p>
<p>SCA 6 Wiener D</p> <p>Local transportation measures: special taxes: voter approval.</p>	<p>5/25/2017-S. APPR. SUSPENSE FILE 5/25/2017-May 25 hearing: Held in committee and under submission.</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 by a local government of a special tax as may otherwise be authorized by law, whether a sales or transactions and use tax, parcel tax, or other tax for the purpose of providing funding for transportation purposes be submitted to the electorate by ordinance and approved by 55% of the voters voting on the proposition. The measure would authorize an ordinance submitted to the voters for approval under these provisions to provide, as otherwise authorized by law, for the issuance of bonds payable from the revenues from the special tax. The measure would require an ordinance submitted to the voters under these provisions to include an expenditure plan specifying the transportation programs and projects to be funded by the revenues from the special tax and a requirement for an annual independent audit to ensure that the revenues are expended only for authorized purposes. The measure would also make conforming and technical, nonsubstantive changes. This bill contains other related provisions and other existing laws.</p>	<p>Support</p>



BOARD OF DIRECTORS 2017

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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, AUGUST 2, 2017 – 3:30 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 July 5, 2017
3. Authorize Adoption of the SamTrans Youth Mobility Plan

INFORMATIONAL

4. Dumbarton Transportation Corridor Study Update
5. 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.

Draft

**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
JULY 5, 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, D. Hansel, J. Hartnett, K. Kelly, L. Kiner, M. Martinez,
N. McKenna, S. Murphy, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Dave Pine called the meeting to order at 5:09 p.m.

**Approval of Minutes of Planning, Development and Sustainability Committee Meeting of
June 7, 2017**

Motion/Second: Ratto/Stone

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

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

Lindsey Kiner, Senior Planner, presented this informational item. Key highlights are:

- Purpose is to improve financial performance, improve productivity, and attract more riders.
- MTC sets the performance requirements for transit operators and each operator must achieve a 5 percent reduction in one performance measure by Fiscal Year (FY) 2017. The performance measures are cost per revenue hour, cost per passenger or cost per passenger-mile.
- By FY2019 MTC will link its operating and capital funds to achievement of targets.

Adjourned: 5:16 p.m.

**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: **AUTHORIZE ADOPTION OF THE SAMTRANS YOUTH MOBILITY PLAN**

ACTION

Staff proposes that the Committee recommend the Board of Directors (Board) adopt the attached [SamTrans Youth Mobility Plan](#).

SIGNIFICANCE

The Youth Mobility Plan is a strategic blueprint for how the San Mateo County Transit District (District) can address the mobility needs of youth in San Mateo County and cultivate the next generation of bus customers. In accordance with the SamTrans Strategic Plan (2015-2019), staff has prepared a study identifying strategic initiatives for how to better serve middle school, high school, and college-aged students making school and non-school trips (e.g., after school trips, part-time jobs, summer travel). These initiatives fall into four categories: organizational improvements, fare options, marketing and technology initiatives, and bus operational improvements.

At the June 7, 2017 Board meeting, staff presented the Draft Youth Mobility Plan. At the August 2, 2017 Board meeting, staff will present the Final Youth Mobility Plan, incorporating comments received from the Board, including revisions related to including more detailed ridership data on Coastside routes and an assessment of the anticipated return on investment for the recommended initiatives, and members of the public, as appropriate.

BUDGET IMPACT

There is no immediate budget impact associated with this action. All recommended initiatives have been included in the Fiscal Year 2018 approved budget.

BACKGROUND

The Youth Mobility Plan is identified in the SamTrans Strategic Plan (2015-2019) and commenced in March 2016. The Strategic Plan identifies middle school and high school students as having great potential for using bus transit as they mature into adulthood. Research has shown that exposing youth to bus transit service can improve their mobility and foster a transit culture that increases ridership over time.

The Youth Mobility Plan was developed with significant input and community-led support from the Youth Leadership Institute (YLI). 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, in which youth leaders aim to strengthen the foundation for accessible and affordable public transportation, particularly for disadvantaged communities in San Mateo County. The District worked in partnership with YLI on youth outreach and engagement during the development of the Youth Mobility Plan.

STRATEGIC INITIATIVE

Priority 1: Expand Mobility Options

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

Priority 3: Become a More Effective Organization

Goal 1: Improve organizational performance

Prepared By: April Chan, Chief Officer, Planning, Grants and
Transportation Authority

650-508-6228

RESOLUTION NO. 2017-

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

* * *

ADOPTING THE SAMTRANS YOUTH MOBILITY PLAN

WHEREAS, conducting research on youth markets in order to develop a youth ridership strategy is identified as an action in the SamTrans Strategic Plan (2015-2019); and

WHEREAS, in response to this action, San Mateo County Transit District's (District) staff has developed a Youth Mobility Plan to serve as a strategic blueprint for addressing the mobility needs of youth in San Mateo County and cultivating the next generation of bus customers; and

WHEREAS, the Youth Mobility Plan includes a set of near-term, recommended strategic initiatives in four categories: organizational improvements, fare options, marketing and technology initiatives, and bus operational improvements; and

WHEREAS, the Youth Mobility Plan is intended to be a living document with ideas for long-term strategic initiatives to be revisited as priorities and financial resources shift in the coming years; and

WHEREAS, when the Draft Youth Mobility Plan was presented at the June 7, 2017 Board of Directors (Board) meeting, the Board requested that staff include more detailed ridership data on Coastside routes and an assessment of the anticipated return on investment for the recommended initiatives.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District adopts the SamTrans Youth Mobility Plan, attached hereto and incorporated herein by this reference, and as revised in accordance with the Board's request set forth above.

Regularly passed and adopted this 2nd day of August, 2017 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**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: **DUMBARTON TRANSPORTATION CORRIDOR STUDY UPDATE**

ACTION

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

SIGNIFICANCE

The San Mateo County Transit District (District) has recently completed a draft of the Dumbarton Transportation Corridor Study, which documents how to improve mobility and reduce congestion in the Dumbarton Corridor between Alameda, San Mateo and Santa Clara counties. The study has evaluated a variety of transportation alternatives on the Dumbarton Bridge (Highway 84) and its approaches, as well as examined how to rehabilitate and repurpose the Dumbarton rail bridge for transit purposes.

The study recommends both operational and infrastructure improvements on Highway 84 and the Dumbarton rail bridge that will be phased over time. As such, the study identifies short-, medium- and long-term transportation alternatives that contribute to the ultimate vision for a multi-modal corridor.

The District has worked collaboratively with project partners including Facebook, the San Mateo County Transportation Authority (TA), Alameda County Transportation Commission (ACTC), and AC Transit. The cities in the corridor have also been engaged as major stakeholders in the project.

The Study commenced in late February 2016. Previous informational presentations were made to the Board in May and September of 2016. At the August 2, 2017 Board meeting, staff will provide an update, detailing the comparative analysis of alternatives and recommended alternatives and phasing. Staff will also provide information on upcoming stakeholder and public outreach meetings scheduled for mid-August.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

While the TA financed the purchase of the Dumbarton rail corridor (extending from Redwood Junction to Newark) in 1994, the District is the owner of record. The TA, along with the Metropolitan Transportation Commission, ACTC, and Santa Clara Valley Transportation Authority funded an environmental review process to evaluate new rail service on the Dumbarton rail bridge. However, due to insufficient funding for proposed improvements, the environmental review process was put on hold in 2014.

In light of the current jobs-housing imbalance and continued growth in the corridor, SamTrans and Facebook forged a partnership to comprehensively study what can be done to alleviate congestion in this vital east-west corridor. In January 2016, the SamTrans Board approved the execution of a funding agreement with Facebook to receive \$1 million to complete the Dumbarton Transportation Corridor Study. In March 2017, the SamTrans Board approved an additional \$200,000 in funding from Facebook to supplement the scope of work and provide additional funding for staff time.

STRATEGIC INITIATIVE

- Priority 1: Expand mobility options for our customers
Goal 1: Increase weekday fixed-route ridership by 15%

Prepared By: Melissa Reggiardo, Principal Planner

650-508-6283



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, AUGUST 2, 2017 – 3:45 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 July 5, 2017
- b. Acceptance of Quarterly Investment Review and Fixed Income Market Review and Outlook for the Period Ending June 30, 2017
- c. Acceptance of Report of Contracts Between \$100,000 and \$150,000

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

- a. Update on 2016 Employee Survey District Actions
- b. Update on Emergency Procurement for the Replacement and Repair of Damaged Electrical Components on the Dumbarton Bridge and Ratification of Emergency Purchase Order to Sacramento Design Build Inc. in the Amount of \$24,342
- c. Resolution of Appreciation to Nancy McKenna

11. COMMUNITY RELATIONS COMMITTEE – Z. KERSTEEN-TUCKER

INFORMATIONAL

- a. Accessibility Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Mobility Management Report – Paratransit
- e. Marketing of New Routes and Service Adjustments
- f. Quarterly Dashboard Report – March-June 2017
- g. Multimodal Ridership Report – June 2017

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

12. FINANCE COMMITTEE – C. GROOM

RESOLUTIONS

- a. Filing Annual Claim with the Metropolitan Transportation Commission for Transportation Development Act, State Transit Assistance and Regional Measure 2 Funds for Fiscal Year 2018
- b. Approve Contract to Ideal Landscape and Concrete, Inc. for Concrete Replacement Project for a Total Estimated Cost of \$640,000 for a Two-Year Term
- c. Approve Execution of Contracts Over \$150,000 for Information Technology License Renewals, Maintenance Services and Professional Services for Fiscal Year 2018 for an Aggregate Not-to-Exceed Amount of \$2,750,000
- d. Approve Execution of Contracts for Technology Related Products and Services to Vendors Under Cooperative Purchasing Agreements for an Aggregate Not-to-Exceed Amount of \$1.5 Million for Fiscal Year 2018

INFORMATIONAL

- e. SamTrans Business Plan
- f. Statement of Revenues and Expenses for the Period Ending June 30, 2017

13. LEGISLATIVE COMMITTEE – K. MATSUMOTO

INFORMATIONAL

- a. State and Federal Legislative Update

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

RESOLUTION

- a. SamTrans Youth Mobility Plan

INFORMATIONAL

- b. Dumbarton Transportation Corridor Study Update

15. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

16. BOARD MEMBER REQUESTS/COMMENTS

- 17. DATE, TIME AND PLACE OF NEXT REGULAR MEETING** – September 6, 2017 at 2 p.m., San Mateo County Transit District, Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 Carlos Ave., San Carlos 94070

18. REPORT OF LEGAL COUNSEL

- a. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Silva v. San Mateo County, et al., Case No. CIV536326

- b. 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.

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; or by phone at 650-508-6242, or TTY 650-508-6448.

Availability of Public Records

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

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

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

**MINUTES OF BOARD OF DIRECTORS MEETING
JULY 5, 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: P. Blankenship, J. Cassman, A. Chan, D. Couch, B. Fitzpatrick, D. Hansel, J. Hartnett, K. Kelly, M. Martinez, N. McKenna, D. Olmeda, M. Simon, S. van Hoffen

Chair Rose Guilbault called the meeting to order at 2:02 p.m. and Director Jeff Gee led the Pledge of Allegiance.

REPORT OF LEGAL COUNSEL

- a. Closed Session: Conference with Real Property Negotiators (Joan L. Cassman, General Counsel, Brian W. Fitzpatrick, Manager, Real Estate and Property Development and Gary Cardona, Senior Real Estate Officer) pursuant to Government Code Section 54956.8
Under Negotiation: Price and terms of payment
Properties and Negotiating Parties are shown below in a through k

Recessed to closed session at 2:05 p.m.

Reconvened to open session at 2:31 p.m.

Joan Cassman, Legal Counsel, said the Board met in closed session on properties needed for the electrification project. These properties will be considered in the public hearings. She said the Peninsula Corridor Joint Powers Board does not have the power of eminent domain.

Dave Couch, Director, Project Delivery, provided background on the electrification project.

Brian Fitzpatrick, Manager, Real Estate and Property Development, provided a description of the electrical safety zone and impacts for needing the properties.

PUBLIC HEARINGS/CONSIDERATION OF RESOLUTIONS OF NECESSITY

- a. Public Hearing/Consideration of Resolution of Necessity –
Property Location: 201 & 205 Dumbarton Ave., Redwood City, CA 94063
APN: 054-201-230; Parcel: JPB-SM2-0138-2A
Property Owner: Michael A. and Michelle Buenrostro

Approved by Resolution No. 2017-37

Motion/Second: Gee/Stone

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

- b. Public Hearing/Consideration of Resolution of Necessity –
Property Location: 1080 Old County Rd., Belmont, CA 94002
APN: 040-331-050; Parcel: JPB-SM2-0118-2A
Property Owner: Chariot Unlimited, LLC

Public Comment

Julio Cruz said he is the property owner and is concerned about the electromagnetic fields affecting his health with this property takeover. He said he would like something in writing that this won't affect his or his employee's health.

Ms. Cassman said during the environmental review process the electromagnetic fields were studied intensely and there are quite a few pages in the report that addresses this issue.

Approved by Resolution No. 2017-38
Motion/Second: Gee/Ratto
Ayes: Gee, Kersteen-Tucker, Pine, Ratto, Stone, Guilbault
Noes: Groom, Matsumoto, Powell

- c. Public Hearing/Consideration of Resolution of Necessity –
Property Location: 1060 Old County Rd., Belmont, CA 94002
APN: 040-331-040; Parcel: JPB-SM2-0117-2A
Property Owner: Traverso Living Family Trust

Approved by Resolution No. 2017-39
Motion/Second: Gee/Pine
Ayes: Gee, Groom, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone, Guilbault

- d. Public Hearing/Consideration of Resolution of Necessity –
Property Location: 899 Arguello St., Redwood City, CA 94063
APN: 052-272-180; Parcel: JPB-SM2-0129-2A
Property Owner: Craig P Duling/Mary Ellen Gaston

Approved by Resolution No. 2017-40
Motion/Second: Stone/Gee
Ayes: Gee, Groom, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone, Guilbault

- e. Public Hearing/Consideration of Resolution of Necessity –
Property Location: 1003 Arguello St., Redwood City, CA 94063
APN: 052-252-050; Parcel: JPB-SM2-0125-2A
Property Owner: Tawasha Investments, LLC

Approved by Resolution No. 2017-41
Motion/Second: Stone/Ratto
Ayes: Gee, Groom, Kersteen-Tucker, Matsumoto, Pine, Powell, Ratto, Stone, Guilbault

- f. Public Hearing/Consideration of Resolution of Necessity –
Property Location: 911 Arguello St., Redwood City, CA 94063
APN: 052-272-030 and 052-272-040; Parcel: JPB-SM2-0128-2A
Property Owner: Spencer 1995 Living Trust

Approved by Resolution No. 2017-42

Motion/Second: Stone/Kersteen-Tucker

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

- g. Public Hearing/Consideration of Resolution of Necessity –
Property Location: 2485 El Camino Real, Redwood City, CA 94063
APN: 054-112-230; Parcel: JPBSM2-0135-1A, -2A
Property Owner: Dayton Hudson Corp./Target Corp.

Approved by Resolution No. 2017-43

Motion/Second: Pine/Stone

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

- h. Public Hearing/Consideration of Resolution of Necessity –
Property Location: 2545 & 2531 El Camino Real, Redwood City, CA 94061
APN: 054-112-190; Parcel: JPB-SM2-0136
Property Owner: Pacific Retail Trust

Public Comment

Jeremy Gillick said his law firm represents the property owner and they submitted a formal written rejection to the Board. He said the District made an offer on an outdated appraisal and is requesting the hearing be postponed until a current appraisal is done on the property. Mr. Gillick said he understands this project is tied to electrification, but it doesn't excuse the District with rushing forward on this.

Ms. Cassman said the property owner is not happy with the appraisal being old. She said as negotiations pursue a new appraisal may be required.

Approved by Resolution No. 2017-44

Motion/Second: Stone/Kersteen-Tucker

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

- i. Public Hearing/Consideration of Resolution of Necessity –
Property Location: 201 and 205 Dumbarton Avenue, Redwood City, CA 94063
APN: 054-201-090 -100, -490; Parcel: JPB-SM2-0308-1A, -2A
Property Owner: Ignacio & Consuelo Caballero, Trustees of the Caballero Family Trust

Approved by Resolution No. 2017-45

Motion/Second: Stone/Gee

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

- j. Public Hearing/Consideration of Resolution of Necessity –
Property Location: Westside Avenue, Redwood City, CA 94063
APN: 054-201-200, -530, -550; Parcel: JPB-SM2-0311-1A, -2A
Property Owner: Ignacio & Trinidad Del Rio, Trustees of the Del Rio Trust

Approved by Resolution No. 2017-46

Motion/Second: Gee/Ratto

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

Recess to Committee Meetings at 3:34 p.m.

Reconvene Board Meeting at 5:16 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of June 7, 2017
- b. Acceptance of Statement of Revenues and Expense's for May 2017
- c. Acceptance of Executed Contracts up to \$100,000 (Non-C&P) Second Quarter Report

Motion/Second: Gee/Groom

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

Public comment

John Baker, California Public Utilities Commission, said on August 21 there will be a coast to coast solar eclipse. He said despite it not being a total eclipse in California megawatts will drop from 8,000 to 3,000.

Patrick Brophy, ATU 1574, said their labor contract expired on June 30 and the union employees are working on a 30-day extension. He said staff provided the union with the last and final offer which only guarantees a 3 percent raise over three years and the second and third years are based on conditions. The union finds this offer unfair and questions the Board's loyalty. Mr. Brophy said the employees are willing to strike. They want a fair contract of 3 percent per year and nothing less.

REPORT OF CHAIR

Chair Guilbault said she will be working with staff to find a date for a Board retreat in September.

AUTHORIZE ELIMINATION OF ROUTES 11, 43 AND 89 EFFECTIVE AUGUST 6, 2017, APPROVAL OF TITLE VI EQUITY ANALYSIS AND APPROVAL TO FILE A NOTICE OF EXEMPTION UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT

Patrick Blankenship, Manager, Operations Scheduling, said the three routes being recommended for elimination have low ridership and amount to duplicative service.

Public Comment

John Baker, South San Francisco, said the Citizens Advisory Committee received a presentation on this item at their June 28 meeting. He said a person would have to make two transfers on fixed-route to equal the Route 11. Mr. Baker said communication needs to be improved and outreach to those in the area of these routes to excite them about using public transportation.

Pamela DiGiovanni, Daly City, said there was no outreach done to elected officials in Daly City. She said the school board members were not informed of the elimination. Ms. DiGiovanni said this is a diverse community and it is a dangerous walk to the fixed-route bus stop. She asked staff to make a presentation to the youth and get them involved in the Youth Leadership Institute. Ms. DiGiovanni asked that the Board not eliminate this route.

Director Jeff Gee left at 5:48 pm.

Director Dave Pine left at 5:49 p.m.

Approved by Resolution No. 2017-47

Motion/Second: Kersteen-Tucker/Ratto

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

Absent: Gee, Pine

Director Pine returned at 5:51p.m.

AUTHORIZE DECLARATION OF AM EMERGENCY FOR THE REPLACEMENT AND REPAIR OF DAMAGED ELECTRICAL COMPONENTS ON THE DUMBARTON BRIDGE AND RATIFICATION OF EMERGENCY PURCHASE ORDER TO SACRAMENTO DESIGN BUILD, INC. IN THE AMOUNT OF \$24,342

April Chan, Chief Officer, Planning, Grants and the Transportation Authority, said the United States Coast Guard issues and enforces a permit held by the District for safety appliances required for the Dumbarton Bridge, including navigation lights. On June 5 staff received a call from the Coast Guard that the navigation lights on the Dumbarton Bridge were not working. Ms. Chan said failure to resolve the lighting problem by July 21 may result in \$1,500 per day penalties.

Approved by Resolution No. 2017-48

Motion/Second: Stone/Ratto

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

Absent: Gee

REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett

Jim Hartnett, General Manager/CEO said his written report is in the Board's reading file.

Derek Hansel, the new Chief Financial Officer was introduced.

COMMUNITY RELATIONS COMMITTEE – Z. Kersteen-Tucker

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council
- c. Citizens Advisory Committee Update
- d. Mobility Management Report – Shuttles
- e. 2017 SamTrans Customer Experience Survey Findings
- f. Multimodal Ridership Report – May 2017

FINANCE COMMITTEE – C. Groom

RESOLUTIONS

- a. Approve and Ratify the Fiscal Year 2018 Insurance Program at a Total Premium Cost of \$1,904,943 Approved by Resolution No. 2017-49
- b. Award of Contract to Aramark and Uniform and Career Apparel, LLC for Rental, Purchase and Laundering of Work Clothing, Shop Towels and Related Items for a Total Estimated Cost of \$238,777 for a Five-Year Term Approved by Resolution No. 2017-50
- c. Award of Contract to Dunbar Armored, Inc. to Provide Armored Car Pick Up and Deposit of Daily Transit Revenue for a Total Estimated Cost of \$2,931,984 for a Five-Year Term Approved by Resolution No. 2017-51

Motion/Second: Groom/Ratto

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

Absent: Gee

LEGISLATIVE COMMITTEE – K. Matsumoto

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – D. PINE

INFORMATIONAL

- a. Metropolitan Transportation Commission Transit Sustainability Project Update

BOARD MEMBER REQUESTS/COMMENTS

Director Charles Stone requested that there be an ad hoc committee to be involved with the upcoming ballot measures.

DATE AND TIME OF NEXT REGULAR MEETING –August 2, 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 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)

Recessed to closed session at 5:57 p.m.

Reconvened to open session at 6:35 p.m.

Ms. Cassman said the Board met in closed session to discuss labor negotiations and no action was taken.

Adjourned at 6:37 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **EXECUTED CONTRACTS GREATER THAN \$100,000 AND UP TO \$150,000
QUARTERLY REPORT**

ACTION

Staff requests that the Board of Directors (Board) receive and file the Executed Contracts Greater than \$100,000 and up to \$150,000 Contracts Quarterly Report (attached).

SIGNIFICANCE

The attached provides a quarterly update on contracts issued by the San Mateo County Transit District (District), in this case one contract, in an amount greater than \$100,000 and up to \$150,000 pursuant to authority delegated by the Board to the General Manager/CEO or his designee. This delegation of authority applies to agreements, purchase orders, contract amendments, change orders and other contracts executed as exceptions to the competitive process.

BUDGET IMPACT

There is no impact to the budget.

BACKGROUND

On March 1, 2017, per Resolution No. 2017-14, the District updated its Procurement Policy to reflect changes in State law enacted through Assembly Bill 2030. One of the revisions provides the District with the authority to utilize an informal procurement method obtaining, when practical, a minimum of three quotations, for the purchase of equipment, supplies or materials when the expenditure is between \$5,000 and \$150,000. The previous threshold was limited to expenditures between \$2,500 and \$100,000.

As a result of this change, the Board requested that staff prepare a report on a quarterly basis, to show what procurement contracts have been executed between the previous threshold of \$100,000 and the new threshold of \$150,000.

Prepared By: Nita Vigil, Interim Director, Contract and
Procurement

650-508-7731

SAMTRANS
PROCUREMENTS Greater than \$100K and up to \$150K
March 1, 2017 to June 30, 2017

Type	Project Manager	Contract Number	Solicitation Title	Vendor Name	Contract Term	Award Date	Award Amount
1 RFQ	Natalie Chi	18-S-M-008	Furnish and Deliver 50 Flip Seats and Panels	Gillig, LLC	One Time Purchase	6/22/2017	\$ 147,306.42