



**BOARD OF DIRECTORS 2019**

CAROLE GROOM, CHAIR  
KARYL MATSUMOTO, VICE CHAIR  
RON COLLINS  
MARINA FRASER  
ROSE GUILBAULT  
DAVE PINE  
JOSH POWELL  
PETER RATTO  
CHARLES STONE

JIM HARTNETT  
GENERAL MANAGER/CEO

**A G E N D A**

**BOARD OF DIRECTORS MEETING**

**San Mateo County Transit District Administrative Building  
Bacciocco Auditorium – 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos, CA**

**WEDNESDAY, JUNE 5, 2019 – 2:00 pm**

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

**MOTION**

- a. Approval of Minutes of the Board of Directors Meeting of May 1, 2019
- b. Acceptance of Statement of Revenues and Expenses for April 2019
- c. Acceptance of Capital Projects Quarterly Status Report 3rd Quarter FY 2019
- d. Authorizing the Execution of Contracts for IT License Renewals, Maintenance Services, and Professional Services for FY 2020
- e. Authorizing the Execution of Contracts for Technology-related Products and Services to Vendors Under Cooperative Purchasing Agreements for FY 2020
- f. Authorizing the Disposition of Three Surplus Non-Revenue Support Vehicles
- g. Award of Contract to Home Depot Pro for Cleaning Products, Supplies and Related Items
- h. Approval of FY 2020 Insurance Program
- i. Approval of County Law Enforcement Second, One-Year Option Extension

**4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

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

**5. REPORT OF THE CHAIR**

- a. Student "Art Takes a Bus Ride" Contest: The Power of SamTrans

**6. REPORT OF THE GENERAL MANAGER/CEO**

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

**7. BOARD MEMBER REQUESTS/COMMENTS**

**8. RECESS TO COMMITTEE MEETINGS**

**A. COMMUNITY RELATIONS COMMITTEE / COMMITTEE OF THE WHOLE\*  
(R. Guilbault, Chair; R. Collins, M. Fraser)**

1. Call to Order

**MOTION**

2. Approval of Minutes of Community Relations Committee Meeting of May 1, 2019

**INFORMATIONAL**

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Multimodal Ridership Report – April 2019
7. Quarterly Dashboard Report – January-March 2019
8. Adjourn

**B. FINANCE COMMITTEE / COMMITTEE OF THE WHOLE\*  
(P. Ratto, Chair; J. Powell, M. Fraser)**

1. Call to Order

**MOTION**

2. Approval of Minutes of Finance Committee Meeting of May 1, 2019
3. Adoption of FY 2020 Operating and Capital Budgets
4. Award of Contract for a Business Intelligence Solution
5. Adjourn

**C. STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE/  
COMMITTEE OF THE WHOLE\*  
(C. Stone, Chair; D. Pine, K. Matsumoto)**

1. Call to Order

**MOTION**

2. Approval of Minutes of Strategic Planning, Development, and Sustainability Committee Meeting of May 1, 2019
3. Adoption of SamTrans Short Range Transit Plan for Fiscal Years 2019-2028

**INFORMATIONAL**

4. Introduction to the US-101 Mobility Action Plan
5. Adjourn

**D. LEGISLATIVE COMMITTEE / COMMITTEE OF THE WHOLE\***  
**(J. Powell, Chair; R. Collins, R. Guilbault)**

1. Call to Order

**MOTION**

2. Approval of Minutes of Legislative Committee Meeting of May 1, 2019

**INFORMATIONAL**

3. State and Federal Legislative Update
4. Adjourn

**9. RECONVENE BOARD OF DIRECTORS MEETING**

**10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE**

**SUBJECTS DISCUSSED**

- a. Accessibility Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Multimodal Ridership Report – April 2019
- e. Quarterly Dashboard Report – January-March 2019

**11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE**

**RESOLUTIONS**

- a. Adoption of FY 2020 Operating and Capital Budgets
- b. Award of Contract for a Business Intelligence Solution

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

**RESOLUTION**

- a. Adoption of SamTrans Short Range Transit Plan for Fiscal Years 2019-2028

**SUBJECT DISCUSSED**

- b. Introduction to the US-101 Mobility Action Plan

**13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE**

**SUBJECT DISCUSSED**

- a. State and Federal Legislative Update

**14. GENERAL COUNSEL REPORT**

Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Irmawati Jahja, et al. v. San Mateo County Transit District, et al., San Mateo County Superior Court 17-CIV-03670

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

**16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING** – Wednesday, July 10, 2019  
**(*second Wednesday*)** at 2:00 pm, San Mateo County Transit District, Bacciocco  
Auditorium, 2<sup>nd</sup> Floor, 1250 San Carlos Avenue, San Carlos, CA

**17. ADJOURN**

## **INFORMATION FOR THE PUBLIC**

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

### **Date and Time of Board and Advisory Committee Meetings**

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

### **Location of Meeting**

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 ([view map](#)). Additional transit information can be obtained by calling 1-800-660-4287 or 511, or by visiting [511.org](http://511.org).

### **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 to be 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.

### **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, a brief description of the requested materials, and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to the District Secretary at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or emailed to [board@samtrans.com](mailto:board@samtrans.com); or made 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 that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
MAY 1, 2019**

**MEMBERS PRESENT:** R. Collins, M. Fraser, R. Guilbault, K. Matsumoto (Vice Chair), D. Pine, J. Powell, P. Ratto, C. Stone (left at 3:43 pm), C. Groom (Chair)

**MEMBERS ABSENT:** None

**STAFF PRESENT:** J. Hartnett, J. Cassman, S. van Hoften, D. Olmeda, D. Hansel, A. Chan, C. Fromson, J. Brook, D. Seamans

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Carole Groom called the meeting to order at 2:01 pm and led the Pledge of Allegiance.

### **ROLL CALL**

District Secretary Dora Seamans called the roll. A quorum was present.

### **CONSENT CALENDAR**

- Approval of Minutes of the Board of Directors Meeting of April 3, 2019
- Call for Public Hearing at the July 10, 2019 Meeting to Review Codified Tariff Changes

Motion/Second: Stone/Collins

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

- Acceptance of Statement of Revenues and Expenses for March 2019
- Acceptance of Quarterly Investment Report for the Quarter Ending March 31, 2019
- Acceptance of Report on Contracts Between \$100K and \$200K for the Quarter ending March 31, 2019

Motion/Second: Matsumoto/Powell

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

- Acceptance of SamTrans Bus System Safety Program Plan

Vice Chair Karyl Matsumoto said she thought the Safety Program Plan was a very useful document.

Director Rose Guilbault asked if there were a separate crisis plan for events such as earthquakes and terrorist attacks. David Olmeda, Chief Operating Officer, Bus, said there are certain standard operating procedures in place.

Jim Hartnett, General Manager/CEO, said they would look into presenting the disaster plans at some point.

Motion/Second: Matsumoto/Stone

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

#### **PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

None.

#### **REPORT OF THE CHAIR**

None.

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

Jim Hartnett, General Manager/CEO, noted that his written report was in the packet.

He introduced Bart Charlow, who expressed his appreciation to SamTrans on behalf of Samaritan House in Menlo Park. Mr. Charlow was accompanied by Samaritan House Board Vice President Davina Hurt.

#### **Resolution of Appreciation for Robert Jenkins**– Approved by Resolution No. 2019-19

Motion/Second: Stone/Guilbault

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

#### **Presentation of Safe Driver Awards**

Mr. Hartnett introduced operator Danilo Germanil, who received an award for 25 years of safe driving.

#### **Presentation of Annual Bus Maintenance and Bus Transportation Base Safety Awards**

Chair Groom presented the Bus Transportation Award to Ana Rivas, Manager, Bus Transportation, who accepted on behalf of North Base. Chair Groom then presented the Bus Maintenance Award to Vijendra Singh, Bus Maintenance, South Base.

Vice Chair Matsumoto asked about the number 157 in the staff report. Mr. Olmeda explained that there were 11 trainees in operator training class No. 157. He said that retraining is provided to operators after they have been out for a significant time or after an accident.

Director Ron Collins asked about the impact of gasoline prices once all buses are electric. Mr. Hartnett said that the actual cost of electric charging is cheaper but is also based on a number of variables.

Director Collins asked if there would be a social media program for the on-demand pilot program. Christy Wegener, Director of Planning, said they were working on transitioning riders to the new service, after which they would step up their social media campaign.

**BOARD MEMBER REQUESTS/COMMENTS**

None.

**RECESS TO COMMITTEE MEETINGS**

The Board meeting recessed at 2:35 pm.

**RECONVENE BOARD OF DIRECTORS MEETING**

Chair Groom reconvened the Board meeting at 4:02 pm.

**MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Guilbault reported on the following items:

**SUBJECTS DISCUSSED:**

- Reappointment of Iris Chan and Mary Adler, Representing Bus Riders, and Richard Pico, Representing Multimodal Riders, to the Citizens Advisory Committee
- Proclamation in Honor of Retiring PCC Member Barbara Kalt
- Accessibility Update
- Paratransit Coordinating Council Update
- Citizens Advisory Committee Update
- Multimodal Ridership Report – March 2019

**MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Ratto led the Board in voting on the following items:

**RESOLUTIONS:**

- Authorize Award of Contract for a Bus Traffic Signal Priority System – Approved by Resolution No. 2019-17
- Authorize Award of Contract for Auto Bodywork, Repainting, and Wrapping Services– Approved by Resolution No. 2019-18

Motion/Second: Ratto/Fraser

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Groom

Absent: Stone

**SUBJECT DISCUSSED:**

- Preliminary Fiscal Year 2019-20 Operating and Capital Budgets

**MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Stone reported on the following items:

**SUBJECTS DISCUSSED:**

- Draft SamTrans FY 2019-2028 Short Range Transit Plan
- SamTrans Adaptation & Resilience Plan Study Introduction



**MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Powell reported on the following item:

**SUBJECT DISCUSSED:**

- State and Federal Legislative Update

**GENERAL COUNSEL REPORT**

**Closed Session: Conference with Real Property Negotiators (Joan L. Cassman, General Counsel, Brian Fitzpatrick and Gary Cardona, SamTrans Real Estate staff) pursuant to Government Code Section 54956.8:**

**Property Location and Parties: Peninsula Corridor Joint Powers Board and San Mateo County Transit District, property near Woodside Road and Caltrain tracks, Redwood City, CA, APN 055-253-090**

**Under Negotiation: Price and terms of contract**

*The Board meeting recessed to closed session at 4:05 pm.*

*The Board meeting reconvened into open session at 4:36 pm.*

Joan Cassman, Legal Counsel, said there was no action to be reported following the real property closed session.

**WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Chair Groom said that Board communications were in the reading file.

**DATE, TIME AND PLACE OF NEXT REGULAR MEETING**

Chair Groom announced the time and location of the next meeting as Wednesday, June 5, 2019 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 San Carlos Avenue, San Carlos, CA.

**ADJOURN**

The meeting adjourned at 4:36 pm.

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

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Derek Hansel  
Chief Financial Officer

SUBJECT: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDING  
APRIL 30, 2019**

**ACTION**

Staff proposes that the Board accept and enter into the record the Statement of Revenues and Expenses for the month of April 2019 and supplemental information.

This staff report provides a brief discussion of significant items and trends on the attached Statement of Revenues and Expenses through April 30, 2019. The statement has been designed to follow the Agency wide line item rollup as included in the adopted budget. The columns have been designed to provide easy comparison of year to date prior to current actuals for the current fiscal year including dollar and percentage variances. In addition, the current forecast of Revenues and Expenses is compared to the Adopted Budget for Fiscal Year 2019.

**SIGNIFICANCE**

**Annual Forecast:** The annual forecast is updated based on revenue and expense trends through April 2019.

**Forecast Revenues:** Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 15) are forecast \$9.9 million higher than budget primarily due to higher District ½ Cent Sales Tax (page 1, line 10). The increase in sales tax is based current sales tax receipt trends. Sales tax revenue has been high in Fiscal Year 2019 due to a strong local economy. The increase in sales tax is partially offset by lower Passenger Fares (page 1, line 1) which is driven by lower ridership trends.

**Forecast Expenses:** Total Uses of Funds (page 1, line 33) are forecast \$5.2 million lower than budget. Motor Bus (page 1, line 19) expense is lower than budget due primarily to lower Professional Services (page 3, line 7), Technical Services (page 3, line 8), and Other Services (page 3, line 9). A.D.A. Programs (page 1, line 20) is lower than budget primarily due to lower ridership trends in paratransit.

**Year to Date Revenues:** As of April year-to-date actual, the Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 15) are \$15.8 million higher than the prior year. This is primarily driven by the Local TDA and STA Funds (page 1, line 2), and District ½ Cent Sales Tax (page 1, line 10).

**Year to Date Expenses:** As of April year-to-date actual, the Total Uses of Funds (page 1, line 33) are \$10.7 million higher than the prior year-to-date actual. This is primarily driven by the Motor Bus Expenses (page 1, line 19)

**BUDGET IMPACT**

There is no budget impact for the month of April 2019.

**STRATEGIC INITIATIVE**

This item does not achieve a strategic initiative.

Prepared By: Maria Pascual, Accountant  
Jennifer Ye, Manager, General Ledger

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**SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF REVENUES AND EXPENSES  
FISCAL YEAR 2019  
APRIL 2019**

% OF YEAR ELAPSED: **83.3%**

|  | YEAR-TO-DATE       |                    |                    |                | ANNUAL              |                    |                    |                 |
|--|--------------------|--------------------|--------------------|----------------|---------------------|--------------------|--------------------|-----------------|
|  | PRIOR<br>ACTUAL    | CURRENT<br>ACTUAL  | \$<br>VARIANCE     | %<br>VARIANCE  | BUDGET              | FORECAST           | \$<br>VARIANCE     | %<br>VARIANCE   |
| <b>SOURCES OF FUNDS</b>                          |                    |                    |                    |                |                     |                    |                    |                 |
| <b>Operating Revenues</b>                        |                    |                    |                    |                |                     |                    |                    |                 |
| 1 Passenger Fares                                | 13,195,303         | 12,624,392         | (570,911)          | (4.3%)         | 16,457,750          | 15,200,000         | (1,257,750)        | (7.6%)          |
| 2 Local TDA and STA Funds                        | 35,011,230         | 39,661,662         | 4,650,432          | 13.3%          | 47,485,688          | 47,485,688         | 0                  | 0.0%            |
| 3 Pass through to Other Agencies                 | 689,945            | 618,023            | (71,922)           | (10.4%)        | 743,268             | 743,268            | 0                  | 0.0%            |
| 4 Operating Grants                               | 3,441,845          | 1,697,934          | (1,743,912)        | (50.7%)        | 3,533,624           | 3,533,624          | 0                  | 0.0%            |
| 5 SMCTA Measure A                                | 8,046,178          | 9,240,440          | 1,194,263          | 14.8%          | 11,088,532          | 11,088,532         | 0                  | 0.0%            |
| 6 SM County Measure A & Other                    | 3,125,000          | 2,083,333          | (1,041,667)        | (33.3%)        | 2,500,000           | 2,500,000          | 0                  | 0.0%            |
| 7 AB434 Funds, TA Funded Shuttle & Other         | 270,133            | 345,000            | 74,867             | 27.7%          | 414,000             | 414,000            | 0                  | 0.0%            |
| 8 <b>Subtotal - Operating Revenues</b>           | <b>63,779,634</b>  | <b>66,270,784</b>  | <b>2,491,150</b>   | <b>3.9%</b>    | <b>82,222,862</b>   | <b>80,965,112</b>  | <b>(1,257,750)</b> | <b>(1.5%)</b>   |
| <b>Other Revenue Sources</b>                     |                    |                    |                    |                |                     |                    |                    |                 |
| 9 District 1/2 Cent Sales Tax                    | 71,803,465         | 83,273,285         | 11,469,820         | 16.0%          | 86,353,200          | 95,000,000         | 8,646,800          | 10.0%           |
| 10 Investment Interest                           | 1,634,813          | 1,896,145          | 261,332            | 16.0%          | 2,030,312           | 3,300,000          | 1,269,688          | 62.5%           |
| 12 Other Interest, Rent & Other Income           | 6,647,836          | 8,205,565          | 1,557,728          | 23.4%          | 7,890,875           | 9,167,901          | 1,277,026          | 0.2             |
| 13 <b>Subtotal - Other Revenues</b>              | <b>80,086,114</b>  | <b>93,374,994</b>  | <b>13,288,880</b>  | <b>16.6%</b>   | <b>96,274,387</b>   | <b>107,467,901</b> | <b>11,193,514</b>  | <b>11.6%</b>    |
| 14   |                    |                    |                    |                |                     |                    |                    |                 |
| 15 <b>Total Sources of Funds</b>                 | <b>143,865,749</b> | <b>159,645,779</b> | <b>15,780,030</b>  | <b>11.0%</b>   | <b>178,497,249</b>  | <b>188,433,013</b> | <b>9,935,764</b>   | <b>5.6%</b>     |
| 16   |                    |                    |                    |                |                     |                    |                    |                 |
| <b>USES OF FUNDS</b>                             |                    |                    |                    |                |                     |                    |                    |                 |
| <b>Operating Expenses</b>                        |                    |                    |                    |                |                     |                    |                    |                 |
| 19 Motor Bus                                     | 92,135,366         | 104,393,699        | 12,258,333         | 13.3%          | 132,714,449         | 129,095,907        | (3,618,542)        | (2.7%)          |
| 20 A. D. A. Programs                             | 15,098,642         | 14,426,348         | (672,295)          | (4.5%)         | 18,997,060          | 17,493,002         | (1,504,058)        | (7.9%)          |
| 21 Caltrain                                      | 5,141,470          | 6,362,000          | 1,220,530          | 23.7%          | 7,634,404           | 7,634,404          | 0                  | 0.0%            |
| 22 Other Multi-modal Programs                    | 1,650,359          | 2,077,171          | 426,812            | 25.9%          | 2,329,406           | 2,290,000          | (39,406)           | (1.7%)          |
| 23 Pass through to Other Agencies                | 689,945            | 618,023            | (71,922)           | (10.4%)        | 734,268             | 734,268            | 0                  | 0.0%            |
| 24 Land Transfer Interest Expense                | (0)                | 0                  | 0                  | 0.0%           | 45,716              | 45,716             | 0                  | 0.0%            |
| 25 <b>Total Operating Expense</b>                | <b>114,715,783</b> | <b>127,877,241</b> | <b>13,161,458</b>  | <b>11.5%</b>   | <b>162,455,303</b>  | <b>157,293,297</b> | <b>(5,162,007)</b> | <b>(3.2%)</b>   |
| 26   |                    |                    |                    |                |                     |                    |                    |                 |
| 27 <b>Total Operating Surplus/ (Deficit)</b>     | <b>29,149,966</b>  | <b>31,768,538</b>  | <b>2,618,572</b>   | <b>9.0%</b>    | <b>16,041,946</b>   | <b>31,139,716</b>  | <b>15,097,771</b>  | <b>94.1%</b>    |
| 28   |                    |                    |                    |                |                     |                    |                    |                 |
| 29 <b>Sales Tax Allocation - Capital Program</b> | <b>7,324,511</b>   | <b>5,012,975</b>   | <b>(2,311,536)</b> | <b>(31.6%)</b> | <b>6,015,570</b>    | <b>6,015,570</b>   | <b>0</b>           | <b>0.0%</b>     |
| 30   |                    |                    |                    |                |                     |                    |                    |                 |
| 31 <b>Total Debt Service</b>                     | <b>8,233,589</b>   | <b>8,094,762</b>   | <b>(138,827)</b>   | <b>(1.7%)</b>  | <b>21,612,357</b>   | <b>21,612,357</b>  | <b>0</b>           | <b>0.0%</b>     |
| 32   |                    |                    |                    |                |                     |                    |                    |                 |
| 33 <b>Total Uses of Funds</b>                    | <b>130,273,883</b> | <b>140,984,978</b> | <b>10,711,095</b>  | <b>8.2%</b>    | <b>190,083,230</b>  | <b>184,921,224</b> | <b>(5,162,007)</b> | <b>(2.7%)</b>   |
| 34   |                    |                    |                    |                |                     |                    |                    |                 |
| 35 <b>PROJECTED SURPLUS/ (DEFICIT)</b>           | <b>13,591,866</b>  | <b>18,660,801</b>  | <b>5,068,935</b>   | <b>37.3%</b>   | <b>(11,585,981)</b> | <b>3,511,789</b>   | <b>15,097,771</b>  | <b>(130.3%)</b> |

This report represents actuals and budgets on budgetary basis.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STATEMENT OF REVENUES  
FISCAL YEAR 2019  
APRIL 2019**

% OF YEAR ELAPSED: 83.3%

|   | YEAR-TO-DATE |                |             |            | ANNUAL      |             |             |            |
|---|--------------|----------------|-------------|------------|-------------|-------------|-------------|------------|
|   | PRIOR ACTUAL | CURRENT ACTUAL | \$ VARIANCE | % VARIANCE | BUDGET      | FORECAST    | \$ VARIANCE | % VARIANCE |
| <b>OPERATING REVENUES - MOTOR BUS</b>       |              |                |             |            |             |             |             |            |
| 1 TOTAL MOTOR BUSFARES                      | 12,466,888   | 11,892,883     | (574,006)   | (4.6%)     | 15,501,882  | 14,300,000  | (1,201,882) | (7.8%)     |
| 2 LOCAL (TDA) TRANSIT FUND:                 |              |                |             |            |             |             |             |            |
| 3 General Operating Assistance              | 30,367,292   | 33,104,727     | 2,737,435   | 9.0%       | 39,725,672  | 39,725,672  | 0           | 0.0%       |
| 4 STATE TRANSIT ASSISTANCE:                 |              |                |             |            |             |             |             |            |
| 5 Local STA Operating Assistance            | 2,758,448    | 4,814,581      | 2,056,133   | 74.5%      | 5,669,191   | 5,669,191   | 0           | 0.0%       |
| 6 OPERATING GRANTS                          |              |                |             |            |             |             |             |            |
| 7 TOTAL OPERATING GRANTS                    | 819,410      | 1,163,984      | 344,574     | 42.1%      | 1,448,667   | 1,448,667   | 0           | 0.0%       |
| 8 DISTRICT 1/2 CENT SALES TAX:              |              |                |             |            |             |             |             |            |
| 9 General Operating Assistance              | 39,281,698   | 45,181,555     | 5,899,857   | 15.0%      | 62,515,315  | 57,617,070  | (4,898,245) | (7.8%)     |
| 10 Accessibility Fixed Route                | 744,350      | 809,237        | 64,887      | 8.7%       | 1,220,047   | 1,000,000   | (220,047)   | (18.0%)    |
| 11 TOTAL 1/2 CENT SALES TAX                 | 40,026,048   | 45,990,792     | 5,964,744   | 14.9%      | 63,735,362  | 58,617,070  | (5,118,292) | (8.0%)     |
| 12 INVESTMENT INTEREST INCOME:              |              |                |             |            |             |             |             |            |
| 13 Investment Interest Income               | 1,301,658    | 1,602,128      | 300,470     | 23.1%      | 1,630,000   | 2,900,000   | 1,270,000   | 77.9%      |
| 14 OTHER REVENUE SOURCES:                   |              |                |             |            |             |             |             |            |
| 15 Rental Income                            | 1,253,272    | 1,026,346      | (226,926)   | (18.1%)    | 1,600,000   | 1,230,000   | (370,000)   | (23.1%)    |
| 16 Advertising Income                       | 1,452,179    | 1,112,066      | (340,113)   | (23.4%)    | 1,205,307   | 1,205,307   | 0           | 0.0%       |
| 17 Other Income                             | 1,690,175    | 3,686,193      | 1,996,018   | 118.1%     | 2,198,368   | 4,000,000   | 1,801,632   | 82.0%      |
| 18 TOTAL OTHER REVENUES                     | 4,395,626    | 5,824,605      | 1,428,979   | 32.5%      | 5,003,675   | 6,435,307   | 1,431,632   | 0.3        |
| 19 TOTAL MOTOR BUS                          | 92,135,366   | 104,393,699    | 12,258,333  | 13.3%      | 132,714,449 | 129,095,907 | (3,618,543) | (2.7%)     |
| 20 AMERICAN DISABILITIES ACT:               |              |                |             |            |             |             |             |            |
| 21 Passenger Fares Redi-Wheels              | 728,414      | 731,509        | 3,095       | 0.4%       | 955,868     | 900,000     | (55,868)    | (5.8%)     |
| 22 Local TDA 4.5 Redi-Wheels                | 1,598,278    | 1,742,354      | 144,076     | 9.0%       | 2,090,825   | 2,090,825   | 0           | 0.0%       |
| 23 Local STA - Paratransit                  | 287,213      | 0              | (287,213)   | (100.0%)   | 0           | 0           | 0           | 0.0%       |
| 24 Operating Grants                         | 2,622,435    | 533,950        | (2,088,485) | (79.6%)    | 2,084,957   | 2,084,957   | 0           | 0.0%       |
| 25 Sales Tax - District ADA Programs        | 943,182      | 3,507,247      | 2,564,065   | 271.9%     | 4,280,682   | 2,832,492   | (1,448,190) | (33.8%)    |
| 26 Sales Tax - Paratransit Suppl. Coastside | 1,432,435    | 1,524,441      | 92,006      | 6.4%       | 1,830,600   | 1,830,600   | 0           | 0.0%       |
| 27 Interest Income - Paratransit Fund       | 333,155      | 294,017        | (39,138)    | (11.7%)    | 400,000     | 400,000     | 0           | 0.0%       |
| 28 SMCTA Measure A Redi-Wheels              | 2,904,708    | 2,878,440      | (26,268)    | (0.9%)     | 3,454,128   | 3,454,128   | 0           | 0.0%       |
| 29 SM County Measure A & Other              | 3,125,000    | 2,083,333      | (1,041,667) | (33.3%)    | 2,500,000   | 2,500,000   | 0           | 0.0%       |
| 30 Measure M Paratransit                    | 1,123,822    | 1,131,056      | 7,234       | 0.6%       | 1,400,000   | 1,400,000   | 0           | 0.0%       |
| 31 TOTAL ADA PROGRAMS                       | 15,098,642   | 14,426,348     | (672,294)   | (4.5%)     | 18,997,060  | 17,493,002  | (1,504,058) | (7.9%)     |
| 32 MULTI-MODAL TRANSIT PROGRAMS:            |              |                |             |            |             |             |             |            |
| 33 Transfer from SMCTA for Caltrain         | 5,141,470    | 5,756,880      | 615,410     | 12.0%      | 6,908,256   | 6,908,256   | 0           | 0.0%       |
| 34 Other Sources - Caltrain                 | 0            | 605,120        | 605,120     | 0.0%       | 726,148     | 726,148     | 0           | 0.0%       |
| 35 AB434 Funds, TA Funded Shuttle & Other   | 270,133      | 345,000        | 74,867      | 27.7%      | 414,000     | 414,000     | 0           | 0.0%       |
| 36 Employer SamTrans Shuttle Funds          | 1,128,389    | 1,249,904      | 121,515     | 10.8%      | 1,487,200   | 1,332,594   | (154,606)   | (10.4%)    |
| 37 Sales Tax - SamTrans Shuttle Program     | 110,444      | 241,042        | 130,598     | 118.2%     | 253,406     | 253,406     | 0           | 0.0%       |
| 38 Sales Tax - Gen. Operating Asst.         | 141,394      | 241,225        | 99,831      | 70.6%      | 174,800     | 290,000     | 115,200     | 65.9%      |
| 39 TOTAL MULTIMODAL                         | 6,791,830    | 8,439,171      | 1,647,342   | 24.3%      | 9,963,810   | 9,924,404   | (39,406)    | (0.4%)     |
| 40 TOTAL REVENUES                           | 114,025,837  | 127,259,217    | 13,233,380  | 11.6%      | 161,675,319 | 156,513,313 | (5,162,006) | (3.2%)     |

**SAN MATEO COUNTY TRANSIT DISTRICT  
OPERATING EXPENSES  
FISCAL YEAR 2019  
APRIL 2019**

% OF YEAR ELAPSED: **83.3%**

| EXPENSES                                | YEAR-TO-DATE      |                    |                   |               | ANNUAL             |                    |                    |               |
|---|-------------------|--------------------|-------------------|---------------|--------------------|--------------------|--------------------|---------------|
|   | PRIOR<br>ACTUAL   | CURRENT<br>ACTUAL  | \$<br>VARIANCE    | %<br>VARIANCE | BUDGET             | FORECAST           | \$<br>VARIANCE     | %<br>VARIANCE |
| <b>DISTRICT OPERATED BUSES</b>          |                   |                    |                   |               |                    |                    |                    |               |
| 1 Wages & Benefits                      | 49,891,828        | 58,421,616         | 8,529,787         | 17.1%         | 68,006,146         | 68,531,191         | 525,045            | 0.8%          |
| 2                                       |                   |                    |                   |               |                    |                    |                    |               |
| 3 Services:                             |                   |                    |                   |               |                    |                    |                    |               |
| 4 Board of Directors                    | 49,608            | 39,344             | (10,263)          | (20.7%)       | 86,000             | 86,000             | 0                  | 0.0%          |
| 5 Contracted Vehicle Maintenance        | 781,390           | 833,013            | 51,623            | 6.6%          | 1,302,319          | 1,302,319          | 0                  | 0.0%          |
| 6 Property Maintenance                  | 1,101,077         | 1,119,754          | 18,676            | 1.7%          | 1,589,000          | 1,589,000          | 0                  | 0.0%          |
| 7 Professional Services                 | 3,293,263         | 2,718,115          | (575,148)         | (17.5%)       | 4,651,020          | 4,290,020          | (361,000)          | (7.8%)        |
| 8 Technical Services                    | 5,216,443         | 5,806,975          | 590,532           | 11.3%         | 9,103,911          | 8,000,000          | (1,103,911)        | (12.1%)       |
| 9 Other Services                        | 2,206,894         | 2,083,316          | (123,577)         | (5.6%)        | 3,821,376          | 3,000,000          | (821,376)          | (21.5%)       |
| 10                                      |                   |                    |                   |               |                    |                    |                    |               |
| 11 Materials & Supply:                  |                   |                    |                   |               |                    |                    |                    |               |
| 12 Fuel and Lubricants                  | 2,534,712         | 2,770,678          | 235,966           | 9.3%          | 3,950,821          | 3,950,821          | 0                  | 0.0%          |
| 13 Bus Parts and Materials              | 1,601,637         | 1,678,055          | 76,417            | 4.8%          | 2,036,780          | 2,036,780          | 0                  | 0.0%          |
| 14 Uniforms and Driver Expense          | 277,287           | 311,297            | 34,010            | 12.3%         | 538,226            | 475,000            | (63,226)           | (11.7%)       |
| 15 Timetables and Tickets               | 90,723            | 68,805             | (21,917)          | (24.2%)       | 283,500            | 150,000            | (133,500)          | (47.1%)       |
| 16 Office Supplies / Printing           | 329,481           | 452,290            | 122,809           | 37.3%         | 467,534            | 454,234            | (13,300)           | (2.8%)        |
| 17 Other Materials and Supply           | 120,411           | 96,372             | (24,040)          | (20.0%)       | 150,300            | 150,300            | 0                  | 0.0%          |
| 18                                      |                   |                    |                   |               |                    |                    |                    |               |
| 19 Utilities:                           |                   |                    |                   |               |                    |                    |                    |               |
| 20 Telecommunications                   | 464,340           | 386,100            | (78,240)          | (16.8%)       | 712,296            | 600,000            | (112,296)          | (15.8%)       |
| 21 Other Utilities                      | 1,018,199         | 844,497            | (173,703)         | (17.1%)       | 1,058,000          | 1,058,000          | 0                  | 0.0%          |
| 22 Insurance Costs                      | 2,013,890         | 1,667,782          | (346,108)         | (17.2%)       | 3,057,336          | 3,057,336          | 0                  | 0.0%          |
| 23 Workers' Compensation                | 2,751,426         | 2,624,115          | (127,311)         | (4.6%)        | 3,666,068          | 3,666,068          | 0                  | 0.0%          |
| 24 Taxes and License Fees               | 549,610           | 621,943            | 72,333            | 13.2%         | 795,415            | 795,415            | 0                  | 0.0%          |
| 25 Fixed Route Accessibility            | 744,350           | 809,237            | 64,887            | 8.7%          | 1,220,047          | 1,000,000          | (220,047)          | (18.0%)       |
| 26 Leases and Rentals                   | 148,976           | 151,474            | 2,498             | 1.7%          | 185,292            | 185,292            | 0                  | 0.0%          |
| 27 Promotional and Legal Advertising    | 209,002           | 556,722            | 347,720           | 166.4%        | 1,292,750          | 1,000,000          | (292,750)          | (22.6%)       |
| 28 Training and Business Travel         | 258,197           | 264,212            | 6,015             | 2.3%          | 741,695            | 400,000            | (341,695)          | (46.1%)       |
| 29 Dues and Membership                  | 81,959            | 108,897            | 26,938            | 32.9%         | 150,483            | 150,483            | 0                  | 0.0%          |
| 30 Postage and Other                    | 25,317            | 31,830             | 6,513             | 25.7%         | 302,780            | 35,000             | (267,780)          | (88.4%)       |
| 31                                      |                   |                    |                   |               |                    |                    |                    |               |
| 32 <b>Total District Operated Buses</b> | <b>75,760,021</b> | <b>84,466,438</b>  | <b>8,706,418</b>  | <b>11.5%</b>  | <b>109,169,095</b> | <b>105,963,259</b> | <b>(3,205,836)</b> | <b>(2.9%)</b> |
| 33                                      |                   |                    |                   |               |                    |                    |                    |               |
| 34 <b>CONTRACTED BUS SERVICES</b>       |                   |                    |                   |               |                    |                    |                    |               |
| 35 Contracted Urban Bus Service         | 13,520,609        | 17,270,563         | 3,749,954         | 27.7%         | 19,951,838         | 19,951,838         | 0                  | 0.0%          |
| 36 Other Related Costs                  | 399,135           | 257,813            | (141,322)         | (35.4%)       | 464,647            | 302,233            | (162,413)          | (35.0%)       |
| 37 Insurance Costs                      | 592,740           | 687,776            | 95,036            | 16.0%         | 785,990            | 785,990            | 0                  | 0.0%          |
| 38 Coasts/ide Services                  | 1,435,525         | 1,352,671          | (82,854)          | (5.8%)        | 1,742,000          | 1,650,000          | (92,000)           | (5.3%)        |
| 39 Redi Coast Non-ADA                   | 178,400           | 185,069            | 6,669             | 3.7%          | 266,200            | 225,000            | (41,200)           | (15.5%)       |
| 40 Other Related Costs                  | 85,602            | 43,062             | (42,539)          | (49.7%)       | 131,293            | 55,000             | (76,293)           | (58.1%)       |
| 41 La Honda - Pescadero                 | 45,150            | 39,113             | (6,038)           | (13.4%)       | 55,130             | 55,130             | 0                  | 0.0%          |
| 42 SamCoast - Pescadero                 | 111,592           | 83,813             | (27,779)          | (24.9%)       | 140,800            | 100,000            | (40,800)           | (29.0%)       |
| 43 Other Related Cost - SamCoast        | 6,593             | 7,381              | 787               | 11.9%         | 7,456              | 7,456              | 0                  | 0.0%          |
| 44 <b>Total Contracted Bus Service</b>  | <b>16,375,346</b> | <b>19,927,261</b>  | <b>3,551,915</b>  | <b>21.7%</b>  | <b>23,545,354</b>  | <b>23,132,648</b>  | <b>(412,706)</b>   | <b>(1.8%)</b> |
| 45                                      |                   |                    |                   |               |                    |                    |                    |               |
| 46 <b>TOTAL MOTOR BUS</b>               | <b>92,135,366</b> | <b>104,393,699</b> | <b>12,258,333</b> | <b>13.3%</b>  | <b>132,714,449</b> | <b>129,095,907</b> | <b>(3,618,543)</b> | <b>(2.7%)</b> |

**SAN MATEO COUNTY TRANSIT DISTRICT  
OPERATING EXPENSES  
FISCAL YEAR 2019  
APRIL 2019**

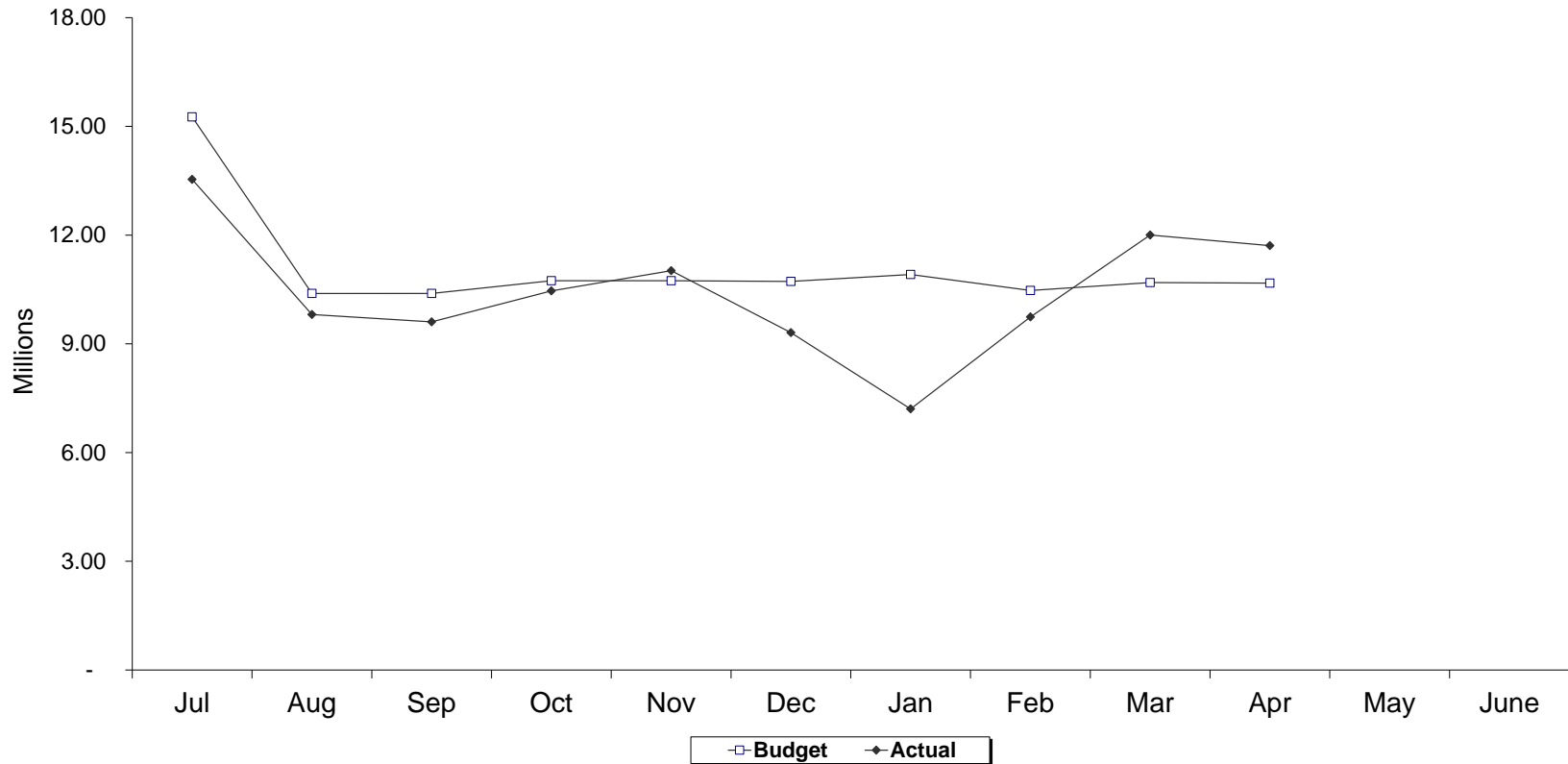
% OF YEAR ELAPSED: **83.3%**

| EXPENSES                                | YEAR-TO-DATE       |                    |                   |               | ANNUAL             |                    |                    |               |
|---|--------------------|--------------------|-------------------|---------------|--------------------|--------------------|--------------------|---------------|
|   | PRIOR<br>ACTUAL    | CURRENT<br>ACTUAL  | \$<br>VARIANCE    | %<br>VARIANCE | BUDGET             | FORECAST           | \$<br>VARIANCE     | %<br>VARIANCE |
| <b>AMERICAN DISABILITY ACT PROGRAMS</b> |                    |                    |                   |               |                    |                    |                    |               |
| Elderly & Disabled/Redi-Wheels          | 4,475,928          | 4,258,428          | (217,500)         | (4.9%)        | 6,362,000          | 5,250,000          | (1,112,000)        | (17.5%)       |
| Other Related Costs                     | 2,317,436          | 2,410,695          | 93,258            | 4.0%          | 3,042,705          | 3,042,705          | 0                  | 0.0%          |
| ADA Sedans / Taxi Service               | 4,083,995          | 4,568,469          | 484,475           | 11.9%         | 5,498,426          | 5,400,000          | (98,426)           | (1.8%)        |
| ADA Accessibility Support               | 1,147,539          | 1,084,389          | (63,149)          | (5.5%)        | 1,643,632          | 1,350,000          | (293,632)          | (17.9%)       |
| Coastside ADA Support                   | 1,432,435          | 1,524,441          | 92,006            | 6.4%          | 1,830,600          | 1,830,600          | 0                  | 0.0%          |
| Insurance Costs                         | 1,641,310          | 579,926            | (1,061,384)       | (64.7%)       | 619,697            | 619,697            | 0                  | 0.0%          |
| <b>TOTAL ADA PROGRAMS</b>               | <b>15,098,642</b>  | <b>14,426,348</b>  | <b>(672,295)</b>  | <b>(4.5%)</b> | <b>18,997,060</b>  | <b>17,493,002</b>  | <b>(1,504,058)</b> | <b>(7.9%)</b> |
| <b>MULTI-MODAL TRANSIT PROGRAMS</b>     |                    |                    |                   |               |                    |                    |                    |               |
| <b>CALTRAIN SERVICE</b>                 |                    |                    |                   |               |                    |                    |                    |               |
| Peninsula Rail Service                  | 5,141,470          | 6,362,000          | 1,220,530         | 23.7%         | 7,634,404          | 7,634,404          | 0                  | 0.0%          |
| <b>Total Caltrain Service</b>           | <b>5,141,470</b>   | <b>6,362,000</b>   | <b>1,220,530</b>  | <b>23.7%</b>  | <b>7,634,404</b>   | <b>7,634,404</b>   | <b>0</b>           | <b>0.0%</b>   |
| <b>OTHER SUPPORT</b>                    |                    |                    |                   |               |                    |                    |                    |               |
| SamTrans Shuttle Service                | 1,508,966          | 1,835,946          | 326,980           | 21.7%         | 2,154,606          | 2,000,000          | (154,606)          | (7.2%)        |
| Maintenance Multimodal Facilities       | 141,394            | 241,225            | 99,831            | 70.6%         | 174,800            | 290,000            | 115,200            | 65.9%         |
| <b>Total Other Support</b>              | <b>1,650,359</b>   | <b>2,077,171</b>   | <b>426,812</b>    | <b>25.9%</b>  | <b>2,329,406</b>   | <b>2,290,000</b>   | <b>(39,406)</b>    | <b>(1.7%)</b> |
| <b>TOTAL MULTI-MODAL PROGR</b>          | <b>6,791,829</b>   | <b>8,439,171</b>   | <b>1,647,342</b>  | <b>24.3%</b>  | <b>9,963,810</b>   | <b>9,924,404</b>   | <b>(39,406)</b>    | <b>(0.4%)</b> |
| <b>TOTAL OPERATING EXPENSES</b>         | <b>114,025,837</b> | <b>127,259,217</b> | <b>13,233,380</b> | <b>11.6%</b>  | <b>161,675,319</b> | <b>156,513,313</b> | <b>(5,162,006)</b> | <b>(3.2%)</b> |

# SAN MATEO COUNTY TRANSIT DISTRICT

## MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

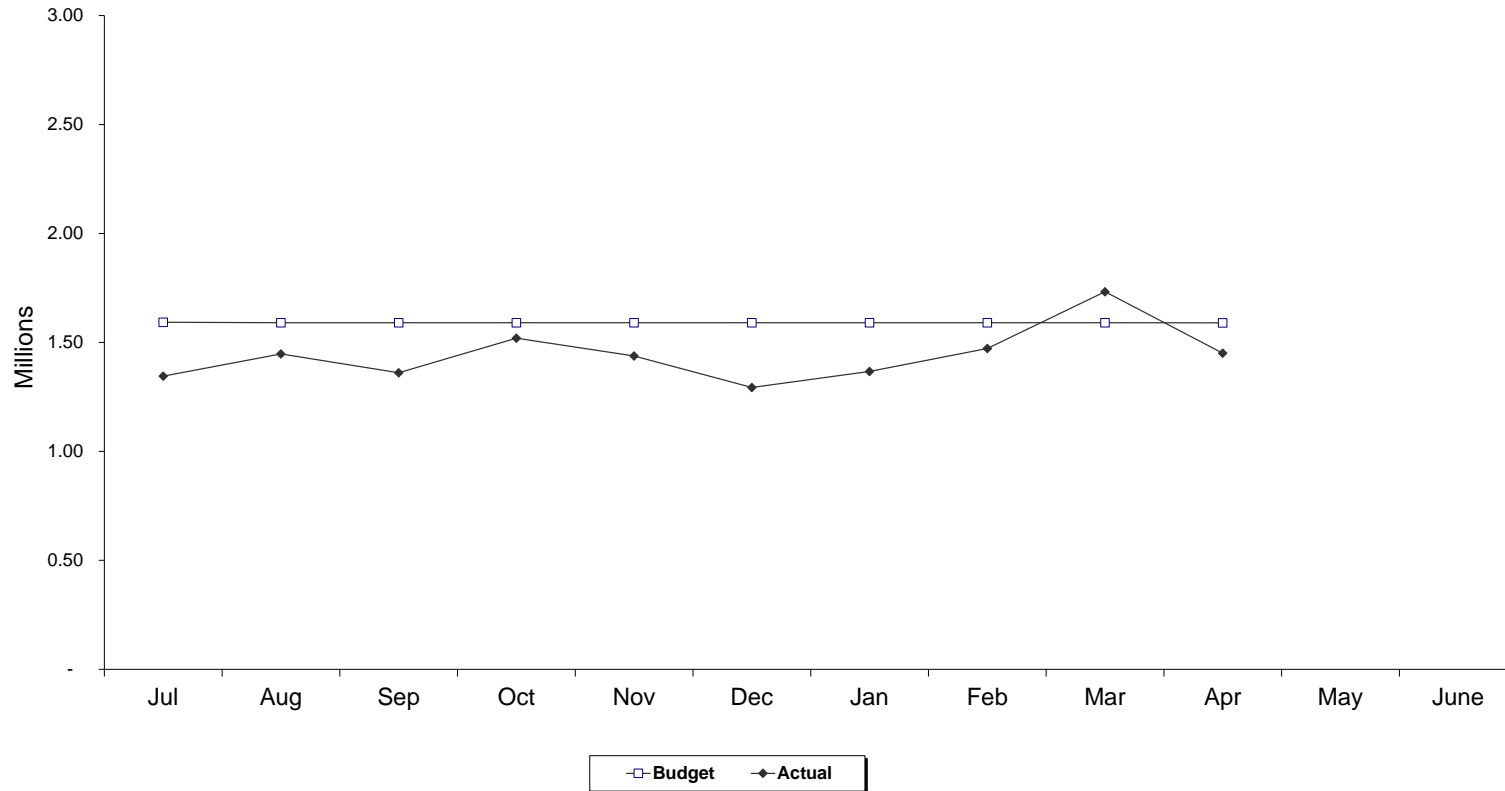
### FISCAL YEAR 2019



|                            | Jul        | Aug        | Sep        | Oct        | Nov        | Dec        | Jan        | Feb        | Mar         | Apr         | May | June |
|----------------------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|-------------|-----|------|
| <b>MONTHLY EXPENSES</b>    |            |            |            |            |            |            |            |            |             |             |     |      |
| Budget                     | 15,262,726 | 10,388,766 | 10,389,066 | 10,743,024 | 10,740,995 | 10,722,918 | 10,913,768 | 10,473,387 | 10,691,327  | 10,674,061  |     |      |
| Actual                     | 13,537,081 | 9,807,233  | 9,605,414  | 10,459,602 | 11,018,609 | 9,309,391  | 7,203,509  | 9,742,350  | 12,001,773  | 11,708,738  |     |      |
| <b>CUMULATIVE EXPENSES</b> |            |            |            |            |            |            |            |            |             |             |     |      |
| Budget                     | 15,262,726 | 25,651,492 | 36,040,558 | 46,783,582 | 57,524,577 | 68,247,494 | 79,161,262 | 89,634,650 | 100,325,976 | 111,000,037 |     |      |
| Actual                     | 13,537,081 | 23,344,314 | 32,949,728 | 43,409,330 | 54,427,939 | 63,737,330 | 70,940,839 | 80,683,189 | 92,684,961  | 104,393,699 |     |      |
| Variance - F(U)            | 1,725,645  | 2,307,178  | 3,090,830  | 3,374,252  | 3,096,638  | 4,510,165  | 8,220,424  | 8,951,461  | 7,641,015   | 6,606,338   |     |      |
| Variance %                 | 11.31%     | 8.99%      | 8.58%      | 7.21%      | 5.38%      | 6.61%      | 10.38%     | 9.99%      | 7.62%       | 5.95%       |     |      |



**SAN MATEO COUNTY TRANSIT DISTRICT**  
**ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL**  
**FISCAL YEAR 2019**

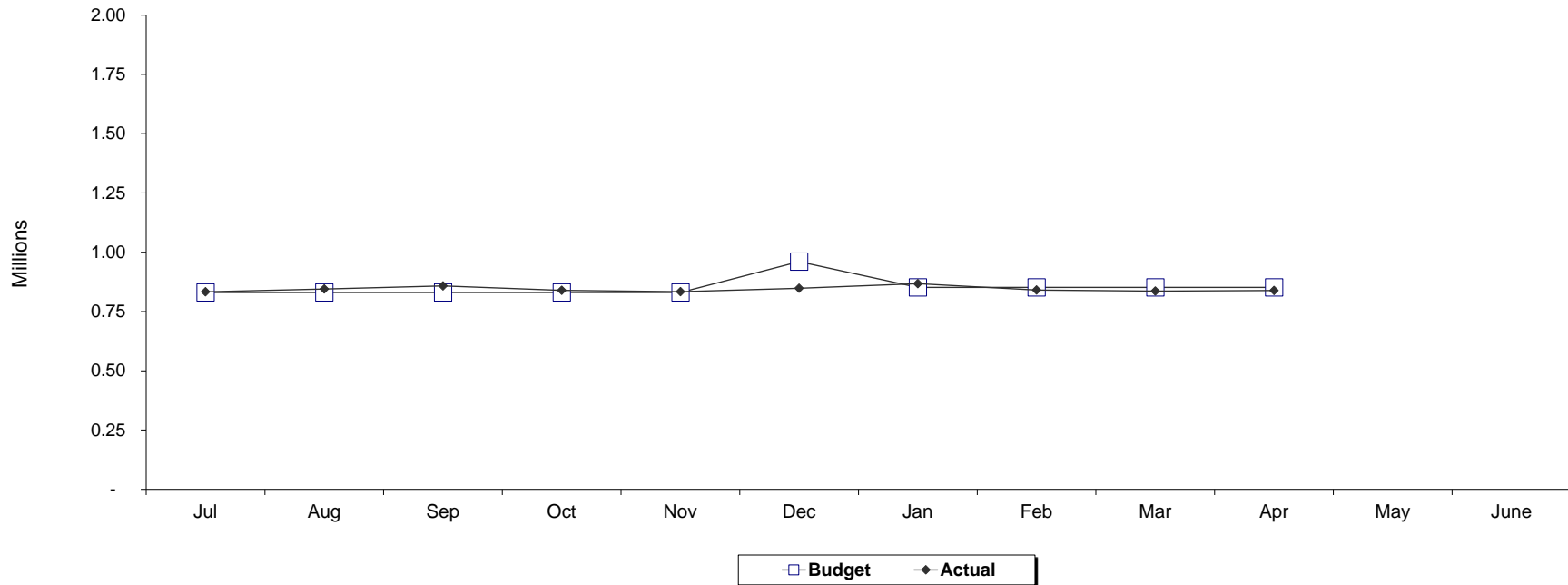


|                            | July      | Aug       | Sept      | Oct       | Nov       | Dec       | Jan        | Feb        | Mar        | Apr        | May | June |
|----------------------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|------------|------------|-----|------|
| <b>MONTHLY EXPENSES</b>    |           |           |           |           |           |           |            |            |            |            |     |      |
| Budget                     | 1,592,580 | 1,590,330 | 1,590,330 | 1,590,330 | 1,590,330 | 1,590,330 | 1,590,330  | 1,590,330  | 1,590,330  | 1,589,946  |     |      |
| Actual                     | 1,345,590 | 1,447,129 | 1,360,741 | 1,519,804 | 1,437,744 | 1,293,371 | 1,366,824  | 1,472,033  | 1,732,691  | 1,450,420  |     |      |
| <b>CUMULATIVE EXPENSES</b> |           |           |           |           |           |           |            |            |            |            |     |      |
| Budget                     | 1,592,580 | 3,182,910 | 4,773,240 | 6,363,570 | 7,953,899 | 9,544,229 | 11,134,559 | 12,724,889 | 14,315,219 | 15,905,165 |     |      |
| Actual                     | 1,345,590 | 2,792,719 | 4,153,460 | 5,673,264 | 7,111,008 | 8,404,379 | 9,771,203  | 11,243,236 | 12,975,928 | 14,426,348 |     |      |
| Variance - F(U)            | 246,990   | 390,191   | 619,780   | 690,306   | 842,891   | 1,139,850 | 1,363,356  | 1,481,653  | 1,339,291  | 1,478,817  |     |      |
| Variance %                 | 15.51%    | 12.26%    | 12.98%    | 10.85%    | 10.60%    | 11.94%    | 12.24%     | 11.64%     | 9.36%      | 9.30%      |     |      |

## SAN MATEO COUNTY TRANSIT DISTRICT

### MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL

### FISCAL YEAR 2019



|                            | Jul     | Aug       | Sep       | Oct       | Nov       | Dec       | Jan       | Feb       | Mar       | Apr       | May | June |
|----------------------------|---------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----|------|
| <b>MONTHLY EXPENSES</b>    |         |           |           |           |           |           |           |           |           |           |     |      |
| <b>Budget</b>              | 830,318 | 830,318   | 830,318   | 830,318   | 830,318   | 960,318   | 851,984   | 851,984   | 851,984   | 851,984   |     |      |
| <b>Actual</b>              | 833,082 | 844,739   | 858,042   | 839,250   | 833,507   | 847,903   | 867,554   | 840,293   | 836,426   | 838,376   |     |      |
| <b>CUMULATIVE EXPENSES</b> |         |           |           |           |           |           |           |           |           |           |     |      |
| <b>Budget</b>              | 830,318 | 1,660,635 | 2,490,953 | 3,321,270 | 4,151,588 | 5,111,905 | 5,963,889 | 6,815,873 | 7,667,858 | 8,519,842 |     |      |
| <b>Actual</b>              | 833,082 | 1,677,820 | 2,535,862 | 3,375,112 | 4,208,619 | 5,056,522 | 5,924,076 | 6,764,369 | 7,600,795 | 8,439,171 |     |      |
| <b>Variance - F(U)</b>     | (2,764) | (17,185)  | (44,910)  | (53,842)  | (57,031)  | 55,383    | 39,813    | 51,504    | 67,062    | 80,671    |     |      |
| <b>Variance %</b>          | -0.33%  | -1.03%    | -1.80%    | -1.62%    | -1.37%    | 1.08%     | 0.67%     | 0.76%     | 0.87%     | 0.95%     |     |      |

**SAN MATEO COUNTY TRANSIT DISTRICT  
CASH AND INVESTMENTS AS OF APRIL 30, 2019**

4/30/2019

**LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF**

|                          |    |               |
|--------------------------|----|---------------|
| Bank of America Checking | \$ | -             |
| Wells Fargo              |    | 80,740.00     |
| LAIF                     |    | 64,896,285.42 |

**INVESTMENT FUNDS**

|                                       |  |                 |
|---------------------------------------|--|-----------------|
| Investment Portfolio (Market Values)* |  | (12,184,947.43) |
| MMF - US Bank Custodian Account       |  | 12,184,947.43   |

|  |  |               |
|--|--|---------------|
| <b>Debt Service Reserves Held By Trustee</b> |  | 15,038,566.40 |
|--|--|---------------|

|              |           |                             |
|--------------|-----------|-----------------------------|
| <b>TOTAL</b> | <b>\$</b> | <b><u>80,015,591.82</u></b> |
|--------------|-----------|-----------------------------|

\* Fund Managed by PFM Investment Advisor



## Risk Summary

SAM Transit District Agg (136232)

04/01/2019 - 04/30/2019

Dated: 05/14/201

### Cash and Fixed Income Summary

| <i>Risk Metric</i>          | <i>Value</i>   |
|-----------------------------|----------------|
| Cash                        | 18,167.65      |
| MMFund (included LAIF)      | 77,063,065.20  |
| Fixed Income                | 115,403,241.52 |
| Duration                    | 1.907          |
| Convexity                   | 0.061          |
| WAL                         | 1.606          |
| Years to Final Maturity     | 1.778          |
| Years to Effective Maturity | 1.604          |
| Yield                       | 2.457          |
| Book Yield                  | 1.811          |
| Avg Credit Rating           | AA-/Aa3/AA-    |

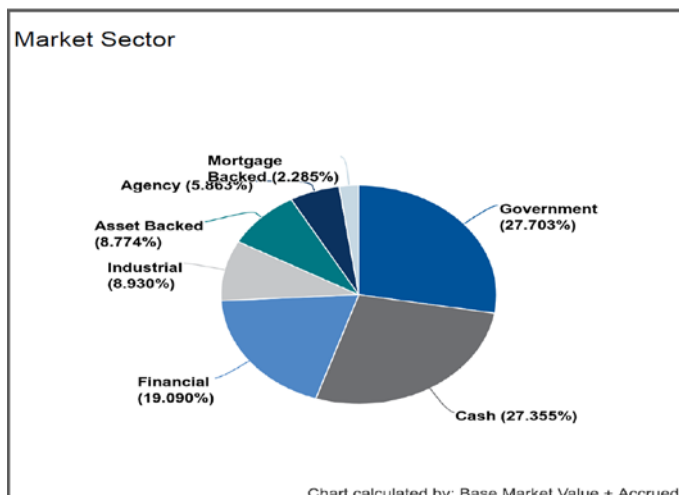
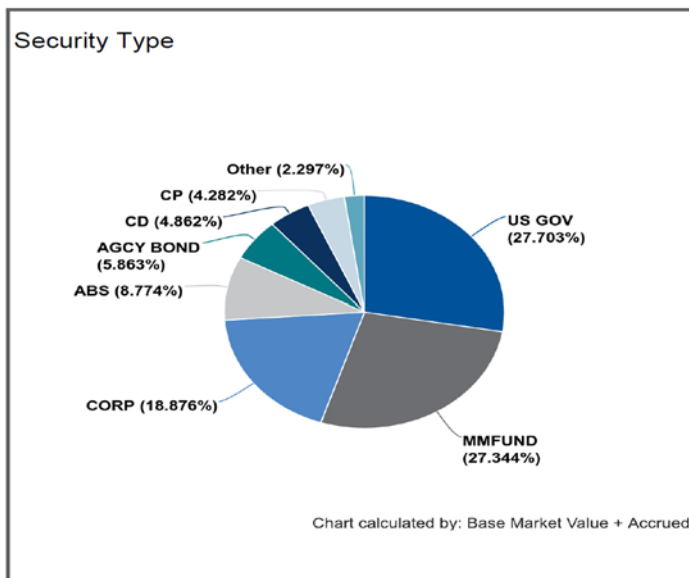
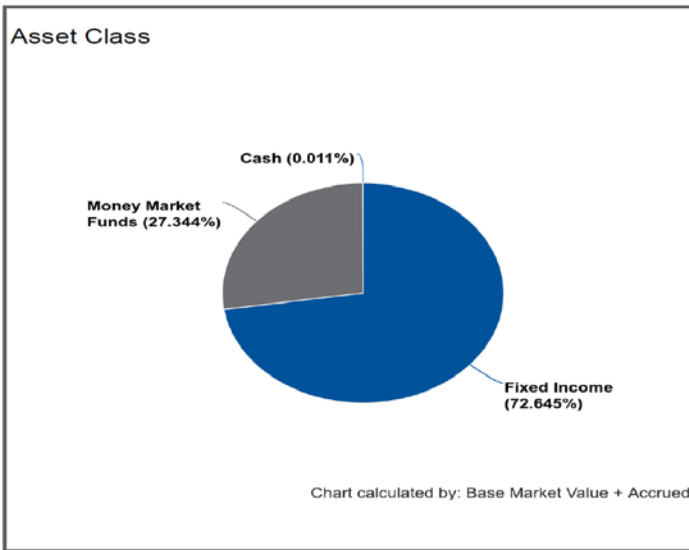
### Issuer Concentration

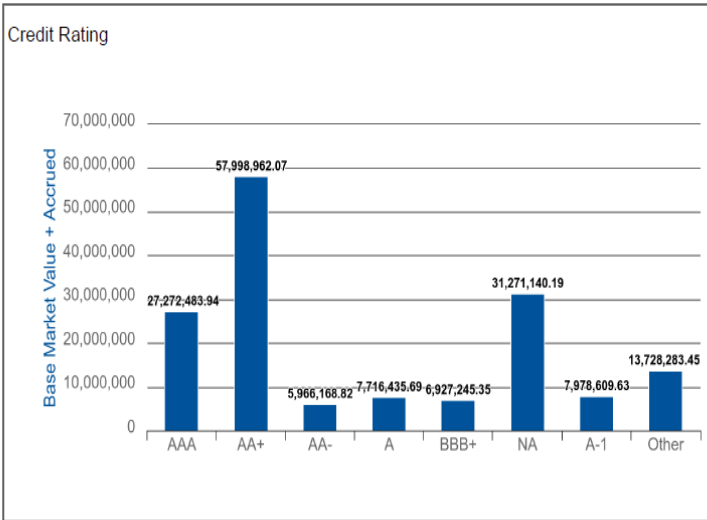
| <i>Issuer Concentration</i>                  | <i>% of Base Market Value + Accrued</i> |
|--|---|
| Other  | 34.253%                                 |
| Government of the United States              | 27.703%                                 |
| (SM - LAIF) State of California              | 19.685%                                 |
| U.S. Bancorp                                 | 7.659%                                  |
| Federal National Mortgage Association, Inc.  | 4.401%                                  |
| Federal Home Loan Banks Office of Finance    | 2.310%                                  |
| Credit Agricole SA                           | 2.214%                                  |
| American Express Credit Account Master Trust | 1.775%                                  |

|     |                 |
|-----|-----------------|
| --- | <b>100.000%</b> |
|-----|-----------------|

Footnotes: 1,2

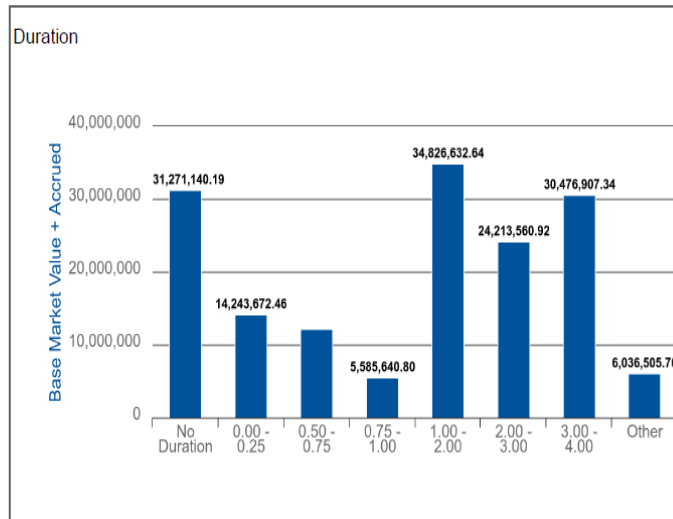
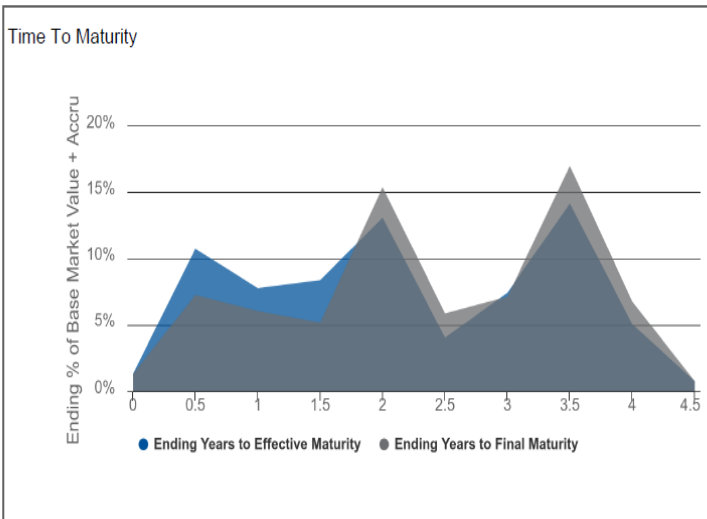
- 1) Grouped by Issuer Concentration
- 2) Groups sorted by: % of Base Market Value+Accrued





### Credit Duration Heat Map

| Rating | 0 - 1   | 1 - 2   | 2 - 3   | 3 - 4   | 4 - 5  | 5 - 7  | 7 - 10 | 10 - 15 | 15 - 30 |
|--------|---------|---------|---------|---------|--------|--------|--------|---------|---------|
| AAA    | 15.372% | 2.516%  | 0.000%  | 0.000%  | 0.000% | 0.000% | 0.000% | 0.000%  | 0.000%  |
| AA     | 2.300%  | 10.429% | 10.526% | 19.185% | 0.000% | 0.000% | 0.000% | 0.000%  | 0.000%  |
| A      | 4.817%  | 6.719%  | 3.342%  | 0.000%  | 0.748% | 0.000% | 0.000% | 0.000%  | 0.000%  |
| BBB    | 0.728%  | 2.259%  | 1.374%  | 0.000%  | 0.000% | 0.000% | 0.000% | 0.000%  | 0.000%  |
| BB     | 0.000%  | 0.000%  | 0.000%  | 0.000%  | 0.000% | 0.000% | 0.000% | 0.000%  | 0.000%  |
| B      | 0.000%  | 0.000%  | 0.000%  | 0.000%  | 0.000% | 0.000% | 0.000% | 0.000%  | 0.000%  |
| CCC    | 0.000%  | 0.000%  | 0.000%  | 0.000%  | 0.000% | 0.000% | 0.000% | 0.000%  | 0.000%  |
| CC     | 0.000%  | 0.000%  | 0.000%  | 0.000%  | 0.000% | 0.000% | 0.000% | 0.000%  | 0.000%  |
| C      | 0.000%  | 0.000%  | 0.000%  | 0.000%  | 0.000% | 0.000% | 0.000% | 0.000%  | 0.000%  |
| NA     | 0.000%  | 0.000%  | 0.000%  | 0.000%  | 0.000% | 0.000% | 0.000% | 0.000%  | 0.000%  |

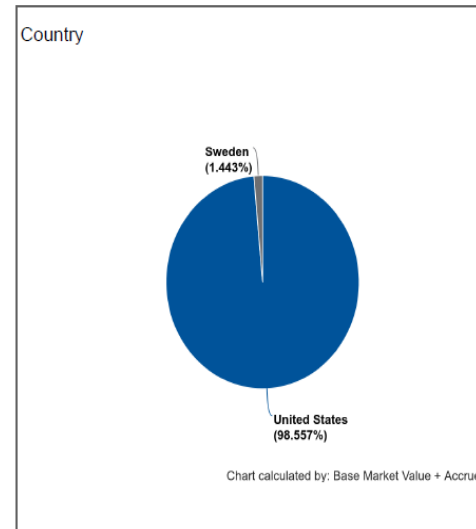
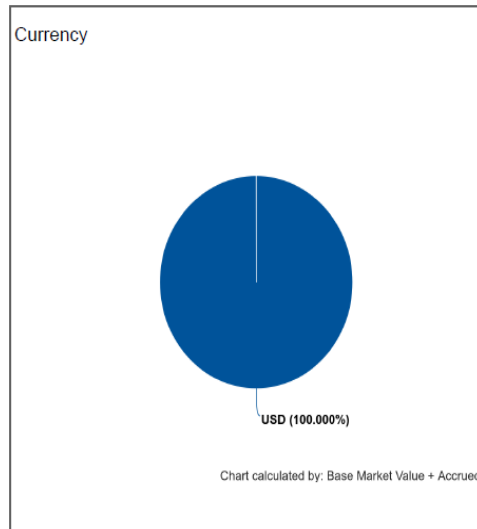
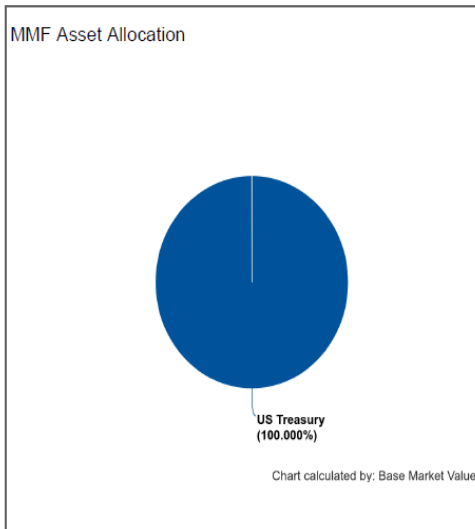
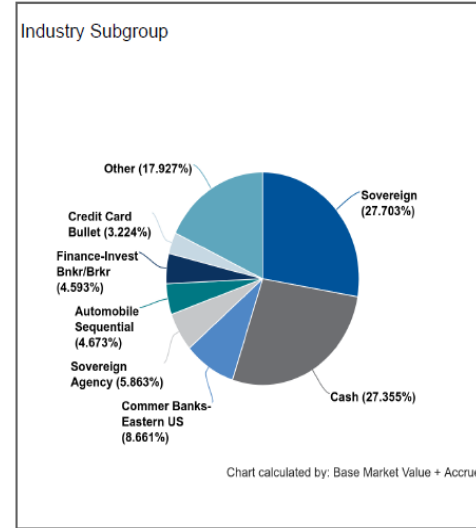
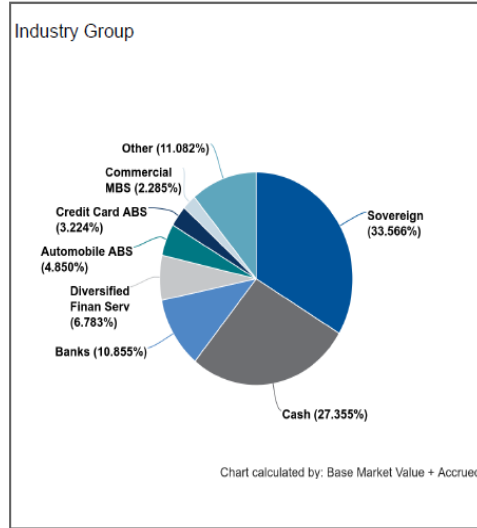
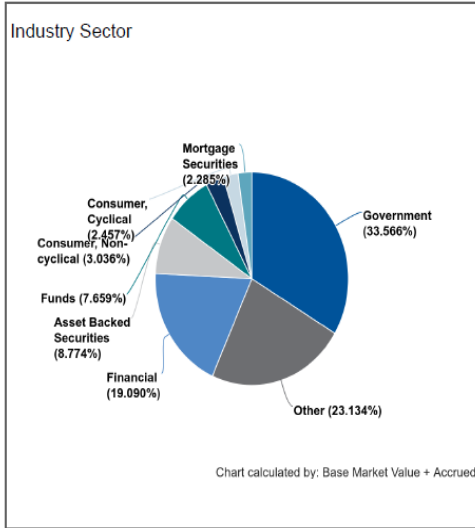


Risk Summary

04/01/2019 - 04/30/2019

SAM Transit District Agg (136232)

Dated: 05/14/2019





**Report:** Master BS by lot - group by Security type  
**Account:** SAM TR Reimbursement Fund (136225)  
**As of:** 04/30/2019  
**Base Currency:** USD

| CASH          |               |                   |                  |             |                   |                  |                  |                  |  |
|---------------|---------------|-------------------|------------------|-------------|-------------------|------------------|------------------|------------------|--|
| Security Type | Identifier    | Description       | PAR              | Settle Date | Maturity Date     | Original Cost    | Accrued Interest | Market Value     |  |
| CASH          | CCYUSD        | Receivable        | 13,644.56        | ---         | 04/30/2019        | 13,644.56        | 0.00             | 13,644.56        |  |
| <b>CASH</b>   | <b>CCYUSD</b> | <b>Receivable</b> | <b>13,644.56</b> | <b>---</b>  | <b>04/30/2019</b> | <b>13,644.56</b> | <b>0.00</b>      | <b>13,644.56</b> |  |

| MMFUND        |                  |                               |                     |             |                   |                     |                  |                     |  |
|---------------|------------------|-------------------------------|---------------------|-------------|-------------------|---------------------|------------------|---------------------|--|
| Security Type | Identifier       | Description                   | PAR                 | Settle Date | Maturity Date     | Original Cost       | Accrued Interest | Market Value        |  |
| MMFUND        | 31846V534        | FIRST AMER:US TRS MM Y        | 8,316,677.58        | ---         | 04/30/2019        | 8,316,677.58        | 0.00             | 8,316,677.58        |  |
| <b>MMFUND</b> | <b>31846V534</b> | <b>FIRST AMER:US TRS MM Y</b> | <b>8,316,677.58</b> | <b>---</b>  | <b>04/30/2019</b> | <b>8,316,677.58</b> | <b>0.00</b>      | <b>8,316,677.58</b> |  |

| Summary       |            |             |              |             |               |               |                  |              |  |
|---------------|------------|-------------|--------------|-------------|---------------|---------------|------------------|--------------|--|
| Security Type | Identifier | Description | PAR          | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value |  |
| ---           | ---        | ---         | 8,330,322.14 | ---         | 04/30/2019    | 8,330,322.14  | 0.00             | 8,330,322.14 |  |

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





Report: Master BS by lot - group by Security type  
 Account: SAM TR Reserve Fund (136226)  
 As of: 04/30/2019  
 Base Currency: USD

## ABS (ASSET-BACKED SECURITY)

| Security Type | Identifier | Description  | PAR           | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value  |
|---------------|------------|--------------|---------------|-------------|---------------|---------------|------------------|---------------|
| ABS           | 02004VAC7  | ALLYA 182 A3 | 650,000.00    | 04/30/2018  | 11/15/2022    | 649,881.96    | 843.56           | 652,886.46    |
| ABS           | 02007HAC5  | ALLYA 172 A3 | 912,198.45    | 03/29/2017  | 08/16/2021    | 912,090.90    | 721.65           | 908,273.41    |
| ABS           | 02007PAC7  | ALLYA 171 A3 | 219,824.41    | 01/31/2017  | 06/15/2021    | 219,805.20    | 166.09           | 218,920.46    |
| ABS           | 02582JHG8  | AMXCA 174 A  | 680,000.00    | 05/30/2017  | 05/15/2019    | 679,891.06    | 495.64           | 679,748.13    |
| ABS           | 02582JHQ6  | AMXCA 181 A  | 1,510,000.00  | 03/21/2018  | 10/17/2022    | 1,509,824.69  | 1,791.87         | 1,511,371.95  |
| ABS           | 14313FAD1  | CARMX 183 A3 | 420,000.00    | 07/25/2018  | 06/15/2023    | 419,942.75    | 584.27           | 424,247.11    |
| ABS           | 17305EGB5  | CCCT 17A3 A3 | 900,000.00    | 05/22/2017  | 04/07/2020    | 902,403.00    | 1,152.00         | 894,796.11    |
| ABS           | 17305EGK5  | CCCT 18A1 A1 | 900,000.00    | 01/31/2018  | 01/20/2023    | 899,875.44    | 6,287.25         | 899,396.22    |
| ABS           | 34531EAD8  | FORDO 17A A3 | 802,510.70    | 01/25/2017  | 06/15/2021    | 802,507.73    | 595.64           | 798,812.00    |
| ABS           | 36255JAD6  | GMCAR 183 A3 | 400,000.00    | 07/18/2018  | 05/16/2023    | 399,906.72    | 503.33           | 402,927.72    |
| ABS           | 43814PAC4  | HAROT 173 A3 | 330,000.00    | 09/29/2017  | 09/18/2021    | 329,964.26    | 213.31           | 328,108.78    |
| ABS           | 47788BAD6  | JDOT 17B A3  | 584,865.20    | 07/18/2017  | 10/15/2021    | 584,822.39    | 473.09           | 581,456.08    |
| ABS           | 47788CAC6  | JDOT 2018 A3 | 285,000.00    | 02/28/2018  | 04/18/2022    | 284,979.51    | 336.93           | 285,048.41    |
| ABS           | 89190BAD0  | TAOT 17B A3  | 1,546,079.85  | 05/17/2017  | 07/15/2021    | 1,545,961.27  | 1,209.38         | 1,538,602.70  |
| ABS           | 89238BAD4  | TAOT 18A A3  | 450,000.00    | 01/31/2018  | 05/16/2022    | 449,994.83    | 470.00           | 449,006.40    |
| ABS           | 89238MAD0  | TAOT 17A A3  | 282,758.63    | 03/15/2017  | 02/16/2021    | 282,725.35    | 217.41           | 281,594.45    |
| ---           | ---        | ---          | 10,873,237.24 | ---         | ---           | 10,874,577.06 | 16,061.42        | 10,855,196.39 |

## AGCY BOND (FEDERAL AGENCY BOND/NOTE)

| Security Type | Identifier | Description                           | PAR          | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value |
|---------------|------------|---------------------------------------|--------------|-------------|---------------|---------------|------------------|--------------|
| AGCY BOND     | 3130A8QS5  | FEDERAL HOME LOAN BANKS               | 2,700,000.00 | 07/15/2016  | 07/14/2021    | 2,683,581.30  | 9,028.13         | 2,633,007.60 |
| AGCY BOND     | 3130ACE26  | FEDERAL HOME LOAN BANKS               | 440,000.00   | 09/08/2017  | 09/28/2020    | 438,587.60    | 554.58           | 434,052.08   |
| AGCY BOND     | 3135G0N82  | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 1,525,000.00 | 08/19/2016  | 08/17/2021    | 1,518,823.75  | 3,918.40         | 1,489,530.03 |
| AGCY BOND     | 3135G0N82  | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 475,000.00   | 08/19/2016  | 08/17/2021    | 473,375.03    | 1,220.49         | 463,951.98   |
| AGCY BOND     | 3135G0T60  | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 600,000.00   | 08/01/2017  | 07/30/2020    | 598,182.00    | 2,275.00         | 593,638.20   |
| AGCY BOND     | 3135G0U92  | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 900,000.00   | 01/11/2019  | 01/11/2022    | 899,352.00    | 7,218.75         | 907,716.60   |
| AGCY BOND     | 3137EAEF2  | FREDDIE MAC                           | 300,000.00   | 04/20/2017  | 04/20/2020    | 298,974.00    | 126.04           | 296,993.70   |
| AGCY BOND     | 3137EAEJ4  | FREDDIE MAC                           | 580,000.00   | 09/29/2017  | 09/29/2020    | 578,950.20    | 837.78           | 574,144.90   |
| ---           | ---        | ---                                   | 7,520,000.00 | ---         | ---           | 7,489,825.88  | 25,179.17        | 7,393,035.08 |

## CASH

| Security Type | Identifier | Description | PAR      | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value |
|---------------|------------|-------------|----------|-------------|---------------|---------------|------------------|--------------|
| CASH          | CCYUSD     | Receivable  | 3,413.14 | ---         | 04/30/2019    | 3,413.14      | 0.00             | 3,413.14     |
| ---           | ---        | ---         | 3,413.14 | ---         | 04/30/2019    | 3,413.14      | 0.00             | 3,413.14     |

## CD (CERTIFICATE OF DEPOSIT)

| Security Type | Identifier | Description                                   | PAR          | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value |
|---------------|------------|---|--------------|-------------|---------------|---------------|------------------|--------------|
| CD            | 06417GU22  | The Bank of Nova Scotia                       | 900,000.00   | 06/07/2018  | 06/05/2020    | 899,658.00    | 11,242.00        | 902,841.13   |
| CD            | 22535CDV0  | Credit Agricole Corporate and Investment Bank | 900,000.00   | 04/04/2019  | 04/01/2022    | 900,000.00    | 1,910.25         | 900,000.00   |
| CD            | 78012UEE1  | Royal Bank of Canada                          | 1,500,000.00 | 06/08/2018  | 06/07/2021    | 1,500,000.00  | 19,440.00        | 1,507,565.37 |
| CD            | 86565BPC9  | Sumitomo Mitsui Banking Corporation           | 900,000.00   | 10/18/2018  | 10/16/2020    | 898,776.00    | 1,271.25         | 899,103.41   |
| CD            | 87019U6D6  | Swedbank AB                                   | 1,800,000.00 | 11/17/2017  | 11/16/2020    | 1,800,000.00  | 18,841.00        | 1,775,563.91 |
| ---           | ---        | ---   | 6,000,000.00 | ---         | ---           | 5,998,434.00  | 52,704.50        | 5,985,073.82 |

## CORP (CORPORATE NOTE)

| Security Type | Identifier | Description                                | PAR           | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value  |
|---------------|------------|--|---------------|-------------|---------------|---------------|------------------|---------------|
| CORP          | 025816BU2  | AMERICAN EXPRESS CO                        | 900,000.00    | 05/17/2018  | 05/17/2021    | 899,847.00    | 13,837.50        | 911,675.70    |
| CORP          | 02665WCP4  | AMERICAN HONDA FINANCE CORP                | 900,000.00    | 10/10/2018  | 12/10/2021    | 899,568.00    | 11,896.88        | 914,773.50    |
| CORP          | 037833CS7  | APPLE INC                                  | 820,000.00    | 05/11/2017  | 05/11/2020    | 819,163.60    | 6,970.00         | 813,926.26    |
| CORP          | 05531FAZ6  | BB&T CORP                                  | 450,000.00    | 10/26/2017  | 02/01/2021    | 449,793.00    | 2,418.75         | 445,361.85    |
| CORP          | 05531FBG7  | BB&T CORP                                  | 450,000.00    | 03/18/2019  | 06/20/2022    | 449,986.50    | 1,639.38         | 452,758.95    |
| CORP          | 06051GFW4  | BANK OF AMERICA CORP                       | 100,000.00    | 11/03/2017  | 04/19/2021    | 100,776.00    | 87.50            | 99,858.90     |
| CORP          | 06051IGS2  | BANK OF AMERICA CORP                       | 550,000.00    | 09/18/2017  | 10/01/2021    | 550,000.00    | 1,067.00         | 545,097.30    |
| CORP          | 06051GHH5  | BANK OF AMERICA CORP                       | 250,000.00    | 05/17/2018  | 05/17/2022    | 250,000.00    | 3,984.97         | 252,768.25    |
| CORP          | 084670BL1  | BERKSHIRE HATHAWAY INC                     | 1,800,000.00  | 12/23/2016  | 08/14/2019    | 1,810,188.00  | 8,085.00         | 1,798,038.00  |
| CORP          | 14913Q2A6  | CATERPILLAR FINANCIAL SERVICES CORP        | 650,000.00    | 09/07/2017  | 09/04/2020    | 649,454.00    | 1,903.96         | 643,735.30    |
| CORP          | 172967LF6  | CITIGROUP INC                              | 900,000.00    | 01/10/2017  | 01/10/2020    | 899,640.00    | 6,798.75         | 898,214.40    |
| CORP          | 24422ETL3  | JOHN DEERE CAPITAL CORP                    | 450,000.00    | 03/15/2017  | 01/06/2022    | 448,015.50    | 3,809.38         | 450,919.80    |
| CORP          | 24422EUQ0  | JOHN DEERE CAPITAL CORP                    | 175,000.00    | 01/10/2019  | 01/10/2022    | 174,832.00    | 1,726.67         | 177,657.73    |
| CORP          | 25468PDP8  | WALT DISNEY CO                             | 380,000.00    | 03/06/2017  | 03/04/2020    | 379,901.20    | 1,173.25         | 378,114.06    |
| CORP          | 38141GGQ1  | GOLDMAN SACHS GROUP INC                    | 1,600,000.00  | 11/28/2016  | 07/27/2021    | 1,765,872.00  | 21,933.33        | 1,681,524.80  |
| CORP          | 427866BA5  | HERSHEY CO                                 | 360,000.00    | 05/10/2018  | 05/15/2021    | 359,751.60    | 5,146.00         | 363,729.96    |
| CORP          | 437076BQ4  | HOME DEPOT INC                             | 450,000.00    | 06/05/2017  | 06/05/2020    | 449,739.00    | 3,285.00         | 446,540.40    |
| CORP          | 44932HAG8  | IBM CREDIT LLC                             | 900,000.00    | 02/06/2018  | 02/05/2021    | 899,559.00    | 5,697.50         | 898,523.10    |
| CORP          | 46647PBB1  | JPMORGAN CHASE & CO                        | 900,000.00    | 03/22/2019  | 04/01/2023    | 900,000.00    | 3,126.83         | 905,496.30    |
| CORP          | 594918BV5  | MICROSOFT CORP                             | 900,000.00    | 02/06/2017  | 02/06/2020    | 899,397.00    | 3,931.25         | 895,419.90    |
| CORP          | 6174467P8  | MORGAN STANLEY                             | 1,800,000.00  | 11/10/2016  | 07/24/2020    | 2,009,250.00  | 26,675.00        | 1,856,034.00  |
| CORP          | 63743HER9  | NATIONAL RURAL UTILITIES COOPERATIVE FINAN | 375,000.00    | 02/26/2018  | 03/15/2021    | 374,583.75    | 1,389.58         | 377,074.50    |
| CORP          | 63743HER9  | NATIONAL RURAL UTILITIES COOPERATIVE FINAN | 515,000.00    | 04/19/2018  | 03/15/2021    | 512,821.55    | 1,908.36         | 517,848.98    |
| CORP          | 693475AV7  | PNC FINANCIAL SERVICES GROUP INC           | 900,000.00    | 02/15/2019  | 01/23/2024    | 906,408.00    | 8,575.00         | 921,253.50    |
| CORP          | 69371RP75  | PACCAR FINANCIAL CORP                      | 325,000.00    | 03/01/2019  | 03/01/2022    | 324,714.00    | 1,543.75         | 327,220.40    |
| CORP          | 713448DX3  | PEPSICO INC                                | 600,000.00    | 10/10/2017  | 04/15/2021    | 599,880.00    | 533.33           | 594,019.20    |
| CORP          | 717081EB5  | PFIZER INC                                 | 1,185,000.00  | 11/21/2016  | 12/15/2019    | 1,184,146.80  | 7,610.33         | 1,177,955.18  |
| CORP          | 808513AW5  | CHARLES SCHWAB CORP                        | 570,000.00    | 05/22/2018  | 05/21/2021    | 569,982.90    | 8,233.33         | 576,728.28    |
| CORP          | 89236TDH5  | TOYOTA MOTOR CREDIT CORP                   | 670,000.00    | 10/18/2016  | 10/18/2019    | 669,665.00    | 375.01           | 667,014.48    |
| CORP          | 89236TEU5  | TOYOTA MOTOR CREDIT CORP                   | 660,000.00    | 04/13/2018  | 04/13/2021    | 659,736.00    | 973.50           | 664,566.54    |
| CORP          | 904764AZ0  | UNILEVER CAPITAL CORP                      | 725,000.00    | 03/22/2018  | 07/21/2025    | 721,295.25    | 2,159.90         | 726,918.35    |
| CORP          | 931142EA7  | WAL-MART STORES INC                        | 900,000.00    | 10/20/2017  | 12/15/2020    | 898,695.00    | 6,460.00         | 891,104.40    |
| ---           | ---        | ---  | 23,110,000.00 | ---         | ---           | 23,486,661.65 | 174,955.98       | 23,271,872.26 |

## clearwater

Report: Master BS by lot - group by Security type  
 Account: SAM TR Reserve Fund (136226)  
 As of: 04/30/2019  
 Base Currency: USD  
 CP (COMMERCIAL PAPER)

| Security Type | Identifier | Description                                   | PAR          | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value |
|---------------|------------|---|--------------|-------------|---------------|---------------|------------------|--------------|
| CP            | 22533UYR8  | Credit Agricole Corporate and Investment Bank | 1,900,000.00 | 03/29/2019  | 11/25/2019    | 1,868,201.39  | 0.00             | 1,872,555.56 |
| CP            | 25214PM26  | Dexia Credit Local (Inc.)                     | 900,000.00   | 10/12/2018  | 07/02/2019    | 882,050.25    | 0.00             | 895,768.50   |
| CP            | 62479LAD7  | MUFG Bank Ltd. (New York Branch)              | 1,000,000.00 | 04/18/2019  | 01/13/2020    | 980,350.00    | 0.00             | 981,296.11   |
| CP            | 62479MZ63  | MUFG Bank, Ltd.                               | 1,700,000.00 | 03/11/2019  | 12/06/2019    | 1,665,702.50  | 0.00             | 1,672,180.92 |
| ---           | ---        |   | 5,500,000.00 | ---         |               | 5,396,304.14  | 0.00             | 5,421,801.08 |

## FHLMC (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

| Security Type | Identifier | Description  | PAR        | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value |
|---------------|------------|--------------|------------|-------------|---------------|---------------|------------------|--------------|
| FHLMC         | 3137BM6P6  | FHMS K721 A2 | 450,000.00 | 04/09/2018  | 08/25/2022    | 453,832.03    | 1,158.75         | 456,048.00   |
| FHLMC         | 3137FKK39  | FHMS KP05 A  | 392,273.02 | 12/17/2018  | 07/25/2023    | 392,271.85    | 1,047.04         | 395,936.85   |
| ---           | ---        |              | 842,273.02 | ---         |               | 846,103.88    | 2,205.79         | 851,984.85   |

## FNMA (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

| Security Type | Identifier | Description    | PAR          | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value |
|---------------|------------|----------------|--------------|-------------|---------------|---------------|------------------|--------------|
| FNMA          | 3136AJ7G5  | FNA 14M06B A2  | 1,498,752.24 | 12/15/2016  | 05/25/2021    | 1,529,078.55  | 3,345.35         | 1,497,957.90 |
| FNMA          | 3136AQDQ0  | FNA 15M13A AQ2 | 26,324.14    | 10/30/2015  | 09/25/2019    | 26,587.75     | 36.11            | 26,229.11    |
| FNMA          | 3136B1XP4  | FNA 18M5 A2    | 451,550.32   | 04/30/2018  | 09/25/2021    | 460,532.11    | 1,339.60         | 456,151.62   |
| ---           | ---        |                | 1,976,626.71 | ---         |               | 2,016,198.41  | 4,721.06         | 1,980,338.63 |

## MMFUND

| Security Type | Identifier | Description            | PAR          | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value |
|---------------|------------|------------------------|--------------|-------------|---------------|---------------|------------------|--------------|
| MMFUND        | 31846V534  | FIRST AMER:US TRS MM Y | 2,928,128.03 | ---         | 04/30/2019    | 2,928,128.03  | 0.00             | 2,928,128.03 |
| MMFUND        | 31846V534  | FIRST AMER:US TRS MM Y | 2,928,128.03 | ---         | 04/30/2019    | 2,928,128.03  | 0.00             | 2,928,128.03 |

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

| Security Type | Identifier | Description            | PAR           | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value  |
|---------------|------------|------------------------|---------------|-------------|---------------|---------------|------------------|---------------|
| US GOV        | 912828L32  | UNITED STATES TREASURY | 410,000.00    | 07/12/2016  | 08/31/2020    | 417,840.49    | 949.80           | 404,810.94    |
| US GOV        | 912828N30  | UNITED STATES TREASURY | 1,600,000.00  | 08/03/2018  | 12/31/2022    | 1,551,875.00  | 11,364.64        | 1,593,000.00  |
| US GOV        | 912828N30  | UNITED STATES TREASURY | 1,575,000.00  | 11/06/2018  | 12/31/2022    | 1,521,290.04  | 11,187.07        | 1,568,109.38  |
| US GOV        | 912828N30  | UNITED STATES TREASURY | 3,000,000.00  | 12/13/2018  | 12/31/2022    | 2,925,703.13  | 21,308.70        | 2,986,875.00  |
| US GOV        | 912828N30  | UNITED STATES TREASURY | 5,900,000.00  | 01/10/2019  | 12/31/2022    | 5,814,957.03  | 41,907.11        | 5,874,187.50  |
| US GOV        | 912828N30  | UNITED STATES TREASURY | 3,000,000.00  | 01/31/2019  | 12/31/2022    | 2,952,421.87  | 21,308.70        | 2,986,875.00  |
| US GOV        | 912828Q78  | UNITED STATES TREASURY | 1,640,000.00  | 01/05/2017  | 04/30/2021    | 1,607,456.25  | 61.28            | 1,611,300.00  |
| US GOV        | 912828R69  | UNITED STATES TREASURY | 5,400,000.00  | 03/06/2019  | 05/31/2023    | 5,204,039.06  | 36,642.86        | 5,265,000.00  |
| US GOV        | 912828R69  | UNITED STATES TREASURY | 950,000.00    | 04/05/2019  | 05/31/2023    | 924,134.77    | 6,446.43         | 926,250.00    |
| US GOV        | 912828R77  | UNITED STATES TREASURY | 1,400,000.00  | 03/17/2017  | 05/31/2021    | 1,363,632.82  | 8,038.46         | 1,374,625.00  |
| US GOV        | 912828TJ9  | UNITED STATES TREASURY | 2,500,000.00  | 09/07/2018  | 08/15/2022    | 2,395,117.19  | 8,416.78         | 2,450,781.25  |
| US GOV        | 912828VF4  | UNITED STATES TREASURY | 255,000.00    | 12/07/2015  | 05/31/2020    | 251,702.93    | 1,464.15         | 252,250.78    |
| US GOV        | 912828VP2  | UNITED STATES TREASURY | 575,000.00    | 05/18/2016  | 07/31/2020    | 593,785.56    | 2,859.12         | 572,484.38    |
| US GOV        | 912828X47  | UNITED STATES TREASURY | 3,850,000.00  | 05/07/2018  | 04/30/2022    | 3,726,980.47  | 196.16           | 3,807,890.63  |
| US GOV        | 912828X47  | UNITED STATES TREASURY | 1,800,000.00  | 01/04/2018  | 04/30/2022    | 1,777,148.44  | 91.71            | 1,780,312.50  |
| US GOV        | 912828X47  | UNITED STATES TREASURY | 370,000.00    | 12/06/2017  | 04/30/2022    | 366,155.47    | 18.85            | 365,953.13    |
| US GOV        | ---        | UNITED STATES TREASURY | 34,225,000.00 | ---         |               | 33,394,240.52 | 172,261.82       | 33,820,705.47 |

## Summary

| Security Type | Identifier | Description | PAR | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value |
|---------------|------------|-------------|-----|-------------|---------------|---------------|------------------|--------------|
|---------------|------------|-------------|-----|-------------|---------------|---------------|------------------|--------------|



Report: Master BS by lot - group by Security type  
 Account: SAM Paratransit Fund (136227)  
 As of: 04/30/2019  
 Base Currency: USD

## ABS (ASSET-BACKED SECURITY)

| Security Type | Identifier | Description   | PAR                 | Settle Date | Maturity Date | Original Cost       | Accrued Interest | Market Value        |
|---------------|------------|---------------|---------------------|-------------|---------------|---------------------|------------------|---------------------|
| ABS           | 02004VAC7  | ALLYA 182 A3  | 185,000.00          | 04/30/2018  | 11/15/2022    | 184,966.40          | 240.09           | 185,821.53          |
| ABS           | 02007HAC5  | ALLYA 172 A3  | 252,511.68          | 03/29/2017  | 08/16/2021    | 252,481.91          | 199.76           | 251,425.16          |
| ABS           | 02007PAC7  | ALLYA 171 A3  | 62,419.28           | 01/31/2017  | 06/15/2021    | 62,413.82           | 47.16            | 62,162.60           |
| ABS           | 02582JHG8  | AMXCA 174 A   | 200,000.00          | 05/30/2017  | 05/15/2019    | 199,967.96          | 145.78           | 199,925.92          |
| ABS           | 02582JHQ6  | AMXCA 181 A   | 425,000.00          | 03/21/2018  | 10/17/2022    | 424,950.66          | 504.33           | 425,386.15          |
| ABS           | 14313FAD1  | CARMX 183 A3  | 110,000.00          | 07/25/2018  | 06/15/2023    | 109,985.01          | 153.02           | 111,112.34          |
| ABS           | 17305EGB5  | CCCIT 17A3 A3 | 250,000.00          | 05/22/2017  | 04/07/2020    | 250,667.50          | 320.00           | 248,554.48          |
| ABS           | 17305EGK5  | CCCIT 18A1 A1 | 250,000.00          | 01/31/2018  | 01/20/2023    | 249,965.40          | 1,746.46         | 249,832.28          |
| ABS           | 34531EAD8  | FORDO 17A A3  | 234,065.62          | 01/25/2017  | 06/15/2021    | 234,064.76          | 173.73           | 232,986.83          |
| ABS           | 36255JAD6  | GMCAR 183 A3  | 120,000.00          | 07/18/2018  | 05/16/2023    | 119,972.02          | 151.00           | 120,878.32          |
| ABS           | 43814PAC4  | HAROT 173 A3  | 100,000.00          | 09/29/2017  | 09/18/2021    | 99,989.17           | 64.64            | 99,426.90           |
| ABS           | 47788BAD6  | JDOT 17B A3   | 165,711.81          | 07/18/2017  | 10/15/2021    | 165,699.68          | 134.04           | 164,745.89          |
| ABS           | 47788CAC6  | JDOT 2018 A3  | 80,000.00           | 02/28/2018  | 04/18/2022    | 79,994.25           | 94.58            | 80,013.59           |
| ABS           | 89190BAD0  | TAOT 17B A3   | 429,466.63          | 05/17/2017  | 07/15/2021    | 429,433.69          | 335.94           | 427,389.64          |
| ABS           | 89238BAD4  | TAOT 18A A3   | 125,000.00          | 01/31/2018  | 05/16/2022    | 124,998.56          | 130.56           | 124,724.00          |
| ABS           | 89238MAD0  | TAOT 17A A3   | 78,544.06           | 03/15/2017  | 02/16/2021    | 78,534.82           | 60.39            | 78,220.68           |
| <b>ABS</b>    | <b>---</b> | <b>---</b>    | <b>3,067,719.08</b> | <b>---</b>  | <b>---</b>    | <b>3,068,085.61</b> | <b>4,501.48</b>  | <b>3,062,606.31</b> |

## AGCY BOND (FEDERAL AGENCY BOND/NOTE)

| Security Type    | Identifier | Description                           | PAR                 | Settle Date | Maturity Date | Original Cost       | Accrued Interest | Market Value        |
|------------------|------------|---------------------------------------|---------------------|-------------|---------------|---------------------|------------------|---------------------|
| AGCY BOND        | 3130A8Q55  | FEDERAL HOME LOAN BANKS               | 520,000.00          | 07/15/2016  | 07/14/2021    | 516,837.88          | 1,738.75         | 507,097.76          |
| AGCY BOND        | 3130ACE26  | FEDERAL HOME LOAN BANKS               | 85,000.00           | 09/08/2017  | 09/28/2020    | 84,727.15           | 107.14           | 83,850.97           |
| AGCY BOND        | 3135G0N82  | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 140,000.00          | 08/19/2016  | 08/17/2021    | 139,521.06          | 359.72           | 136,743.74          |
| AGCY BOND        | 3135G0N82  | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 460,000.00          | 08/19/2016  | 08/17/2021    | 458,137.00          | 1,181.94         | 449,300.86          |
| AGCY BOND        | 3135G0T60  | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 150,000.00          | 08/01/2017  | 07/30/2020    | 149,545.50          | 568.75           | 148,409.55          |
| AGCY BOND        | 3135G0U92  | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 250,000.00          | 01/11/2019  | 01/11/2022    | 249,820.00          | 2,005.21         | 252,143.50          |
| AGCY BOND        | 3137EAEF2  | FREDDIE MAC                           | 150,000.00          | 04/20/2017  | 04/20/2020    | 149,487.00          | 63.02            | 148,496.85          |
| AGCY BOND        | 3137EAEJ4  | FREDDIE MAC                           | 165,000.00          | 09/29/2017  | 09/29/2020    | 164,701.35          | 238.33           | 163,334.33          |
| <b>AGCY BOND</b> | <b>---</b> | <b>---</b>                            | <b>1,920,000.00</b> | <b>---</b>  | <b>---</b>    | <b>1,912,776.94</b> | <b>6,262.86</b>  | <b>1,889,377.56</b> |

## CASH

| Security Type | Identifier    | Description       | PAR             | Settle Date | Maturity Date     | Original Cost   | Accrued Interest | Market Value    |
|---------------|---------------|-------------------|-----------------|-------------|-------------------|-----------------|------------------|-----------------|
| CASH          | CCYUSD        | Receivable        | 1,109.95        | ---         | 04/30/2019        | 1,109.95        | 0.00             | 1,109.95        |
| <b>CASH</b>   | <b>CCYUSD</b> | <b>Receivable</b> | <b>1,109.95</b> | <b>---</b>  | <b>04/30/2019</b> | <b>1,109.95</b> | <b>0.00</b>      | <b>1,109.95</b> |

## CD (CERTIFICATE OF DEPOSIT)

| Security Type | Identifier | Description                                   | PAR                 | Settle Date | Maturity Date | Original Cost       | Accrued Interest | Market Value        |
|---------------|------------|---|---------------------|-------------|---------------|---------------------|------------------|---------------------|
| CD            | 06417GU22  | The Bank of Nova Scotia                       | 250,000.00          | 06/07/2018  | 06/05/2020    | 249,905.00          | 3,122.78         | 250,789.20          |
| CD            | 22535CDV0  | Credit Agricole Corporate and Investment Bank | 250,000.00          | 04/04/2019  | 04/01/2022    | 250,000.00          | 530.63           | 250,000.00          |
| CD            | 78012UEE1  | Royal Bank of Canada                          | 425,000.00          | 06/08/2018  | 06/07/2021    | 425,000.00          | 5,508.00         | 427,143.52          |
| CD            | 86565BPC9  | Sumitomo Mitsui Banking Corporation           | 250,000.00          | 10/18/2018  | 10/16/2020    | 249,660.00          | 353.13           | 249,750.95          |
| CD            | 87019U6D6  | Swedbank AB                                   | 500,000.00          | 11/17/2017  | 11/16/2020    | 500,000.00          | 5,233.61         | 493,212.20          |
| <b>CD</b>     | <b>---</b> | <b>---</b>                                    | <b>1,675,000.00</b> | <b>---</b>  | <b>---</b>    | <b>1,674,565.00</b> | <b>14,748.14</b> | <b>1,670,895.87</b> |

## CORP (CORPORATE NOTE)

| Security Type | Identifier | Description                                  | PAR        | Settle Date | Maturity Date | Original Cost | Accrued Interest | Market Value |
|---------------|------------|--|------------|-------------|---------------|---------------|------------------|--------------|
| CORP          | 025816BU2  | AMERICAN EXPRESS CO                          | 250,000.00 | 05/17/2018  | 05/17/2021    | 249,957.50    | 3,843.75         | 253,243.25   |
| CORP          | 02665WCP4  | AMERICAN HONDA FINANCE CORP                  | 250,000.00 | 10/10/2018  | 12/10/2021    | 249,880.00    | 3,304.69         | 254,103.75   |
| CORP          | 037833CS7  | APPLE INC                                    | 225,000.00 | 05/11/2017  | 05/11/2020    | 224,770.50    | 1,912.50         | 223,333.43   |
| CORP          | 05531FAZ6  | BB&T CORP                                    | 125,000.00 | 10/26/2017  | 02/01/2021    | 124,942.50    | 671.88           | 123,711.63   |
| CORP          | 05531FBG7  | BB&T CORP                                    | 125,000.00 | 03/18/2019  | 06/20/2022    | 124,996.25    | 455.38           | 125,766.38   |
| CORP          | 06051GFW4  | BANK OF AMERICA CORP                         | 25,000.00  | 11/03/2017  | 04/19/2021    | 25,194.00     | 21.88            | 24,964.73    |
| CORP          | 06051GGS2  | BANK OF AMERICA CORP                         | 160,000.00 | 09/18/2017  | 10/01/2021    | 160,000.00    | 310.40           | 158,573.76   |
| CORP          | 06051GHH5  | BANK OF AMERICA CORP                         | 75,000.00  | 05/17/2018  | 05/17/2022    | 75,000.00     | 1,195.49         | 75,830.48    |
| CORP          | 08467OBL1  | BERKSHIRE HATHAWAY INC                       | 500,000.00 | 12/23/2016  | 08/14/2019    | 502,830.00    | 2,245.83         | 499,455.00   |
| CORP          | 14913Q2A6  | CATERPILLAR FINANCIAL SERVICES CORP          | 185,000.00 | 09/07/2017  | 09/04/2020    | 184,844.60    | 541.90           | 183,216.97   |
| CORP          | 172967LF6  | CITIGROUP INC                                | 250,000.00 | 01/10/2017  | 01/10/2020    | 249,900.00    | 1,888.54         | 249,504.00   |
| CORP          | 24422ETL3  | JOHN DEERE CAPITAL CORP                      | 115,000.00 | 03/15/2017  | 01/06/2022    | 114,492.85    | 973.51           | 115,235.06   |
| CORP          | 24422EUQ0  | JOHN DEERE CAPITAL CORP                      | 50,000.00  | 01/10/2019  | 01/10/2022    | 49,952.00     | 493.33           | 50,759.35    |
| CORP          | 25468PDP8  | WALT DISNEY CO                               | 100,000.00 | 03/06/2017  | 03/04/2020    | 99,974.00     | 308.75           | 99,503.70    |
| CORP          | 38141GGQ1  | GOLDMAN SACHS GROUP INC                      | 450,000.00 | 11/28/2016  | 07/27/2021    | 496,651.50    | 6,168.75         | 472,928.85   |
| CORP          | 427866BA5  | HERSHEY CO                                   | 100,000.00 | 05/10/2018  | 05/15/2021    | 99,931.00     | 1,429.44         | 101,036.10   |
| CORP          | 437076BQ4  | HOME DEPOT INC                               | 125,000.00 | 06/05/2017  | 06/05/2020    | 124,927.50    | 912.50           | 124,039.00   |
| CORP          | 44932HAG8  | IBM CREDIT LLC                               | 250,000.00 | 02/05/2018  | 02/05/2021    | 249,877.50    | 1,582.64         | 249,589.75   |
| CORP          | 46647PBB1  | JPMORGAN CHASE & CO                          | 250,000.00 | 03/22/2019  | 04/01/2023    | 250,000.00    | 868.56           | 251,526.75   |
| CORP          | 594918BV5  | MICROSOFT CORP                               | 250,000.00 | 02/06/2017  | 02/06/2020    | 249,832.50    | 1,092.01         | 248,727.75   |
| CORP          | 6174467P8  | MORGAN STANLEY                               | 500,000.00 | 11/10/2016  | 07/24/2020    | 558,125.00    | 7,409.72         | 515,565.00   |
| CORP          | 63743HER9  | NATIONAL RURAL UTILITIES COOPERATIVE FINANCE | 150,000.00 | 04/19/2018  | 03/15/2021    | 149,365.50    | 555.83           | 150,829.80   |
| CORP          | 63743HER9  | NATIONAL RURAL UTILITIES COOPERATIVE FINANCE | 100,000.00 | 02/26/2018  | 03/15/2021    | 99,889.00     | 370.56           | 100,553.20   |
| CORP          | 693475AV7  | PNC FINANCIAL SERVICES GROUP INC             | 250,000.00 | 02/15/2019  | 01/23/2024    | 251,780.00    | 2,381.94         | 255,903.75   |
| CORP          | 69371RP75  | PACCAR FINANCIAL CORP                        | 100,000.00 | 03/01/2019  | 03/01/2022    | 99,912.00     | 475.00           | 100,683.20   |
| CORP          | 713448DX3  | PEPSICO INC                                  | 165,000.00 | 10/10/2017  | 04/15/2021    | 164,967.00    | 146.67           | 163,355.28   |
| CORP          | 717081EB5  | PFIZER INC                                   | 330,000.00 | 11/21/2016  | 12/15/2019    | 329,762.40    | 2,119.33         | 328,038.15   |
| CORP          | 808513AW5  | CHARLES SCHWAB CORP                          | 160,000.00 | 05/22/2018  | 05/21/2021    | 159,995.20    | 2,311.11         | 161,888.64   |
| CORP          | 89236TDH5  | TOYOTA MOTOR CREDIT CORP                     | 200,000.00 | 10/18/2016  | 10/18/2019    | 199,900.00    | 111.94           | 199,108.80   |
| CORP          | 89236TEU5  | TOYOTA MOTOR CREDIT CORP                     | 180,000.00 | 04/13/2018  | 04/13/2021    | 179,928.00    | 265.50           | 181,245.42   |
| CORP          | 904764AZ0  | UNILEVER CAPITAL CORP                        | 200,000.00 | 03/22/2018  | 03/22/2021    | 198,978.00    | 595.83           | 200,529.20   |



Report: Master BS by lot - group by Security type  
 Account: SAM Paratransit Fund (136227)  
 As of: 04/30/2019  
 Base Currency: USD

|             |            |                     |                     |            |            |                     |                  |                     |
|-------------|------------|---------------------|---------------------|------------|------------|---------------------|------------------|---------------------|
| CORP        | 931142EA7  | WAL-MART STORES INC | 250,000.00          | 10/20/2017 | 12/15/2020 | 249,637.50          | 1,794.44         | 247,529.00          |
| <b>CORP</b> | <b>---</b> | <b>---</b>          | <b>6,445,000.00</b> | <b>---</b> | <b>---</b> | <b>6,550,193.80</b> | <b>48,759.62</b> | <b>6,490,279.11</b> |

## CP (COMMERCIAL PAPER)

| Security Type | Identifier | Description                                   | PAR                 | Settle Date | Maturity Date | Original Cost       | Accrued Interest | Market Value        |
|---------------|------------|---|---------------------|-------------|---------------|---------------------|------------------|---------------------|
| CP            | 22533UYR8  | Credit Agricole Corporate and Investment Bank | 500,000.00          | 03/29/2019  | 11/25/2019    | 491,631.94          | 0.00             | 492,777.77          |
| CP            | 25214PM26  | Dexia Credit Local (Inc.)                     | 250,000.00          | 10/12/2018  | 07/02/2019    | 245,013.96          | 0.00             | 248,824.58          |
| CP            | 62479MZ63  | MUFG Bank, Ltd.                               | 650,000.00          | 03/11/2019  | 12/06/2019    | 636,886.25          | 0.00             | 639,363.29          |
| <b>CP</b>     | <b>---</b> | <b>---</b>                                    | <b>1,400,000.00</b> | <b>---</b>  | <b>---</b>    | <b>1,373,532.15</b> | <b>0.00</b>      | <b>1,380,965.65</b> |

## FHLMC (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

| Security Type | Identifier | Description  | PAR               | Settle Date | Maturity Date | Original Cost     | Accrued Interest | Market Value      |
|---------------|------------|--------------|-------------------|-------------|---------------|-------------------|------------------|-------------------|
| FHLMC         | 3137BM6P6  | FHMS K721 A2 | 130,000.00        | 04/09/2018  | 08/25/2022    | 131,107.03        | 334.75           | 131,747.20        |
| FHLMC         | 3137FKK39  | FHMS KP05 A  | 111,441.20        | 12/17/2018  | 07/25/2023    | 111,440.87        | 297.46           | 112,482.06        |
| <b>FHLMC</b>  | <b>---</b> | <b>---</b>   | <b>241,441.20</b> | <b>---</b>  | <b>---</b>    | <b>242,547.90</b> | <b>632.21</b>    | <b>244,229.26</b> |

## FNMA (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

| Security Type | Identifier | Description    | PAR               | Settle Date | Maturity Date | Original Cost     | Accrued Interest | Market Value      |
|---------------|------------|----------------|-------------------|-------------|---------------|-------------------|------------------|-------------------|
| FNMA          | 3136A7G5   | FNA 14M06B A2  | 412,156.87        | 12/15/2016  | 05/25/2021    | 420,496.60        | 919.97           | 411,938.42        |
| FNMA          | 3136AQDQ0  | FNA 15M13A AQ2 | 7,568.19          | 10/30/2015  | 09/25/2019    | 7,643.98          | 10.38            | 7,540.87          |
| FNMA          | 3136B1XP4  | FNA 18M5 A2    | 124,176.34        | 04/30/2018  | 09/25/2021    | 126,646.33        | 368.39           | 125,441.70        |
| <b>FNMA</b>   | <b>---</b> | <b>---</b>     | <b>543,901.40</b> | <b>---</b>  | <b>---</b>    | <b>554,786.91</b> | <b>1,298.74</b>  | <b>544,920.99</b> |

## MMFUND

| Security Type | Identifier | Description            | PAR               | Settle Date | Maturity Date | Original Cost     | Accrued Interest | Market Value      |
|---------------|------------|------------------------|-------------------|-------------|---------------|-------------------|------------------|-------------------|
| MMFUND        | 31846V534  | FIRST AMER:US TRS MM Y | 921,974.17        | ---         | 04/30/2019    | 921,974.17        | 0.00             | 921,974.17        |
| <b>MMFUND</b> | <b>---</b> | <b>---</b>             | <b>921,974.17</b> | <b>---</b>  | <b>---</b>    | <b>921,974.17</b> | <b>0.00</b>      | <b>921,974.17</b> |

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

| Security Type | Identifier | Description                   | PAR                  | Settle Date | Maturity Date | Original Cost       | Accrued Interest | Market Value        |
|---------------|------------|-------------------------------|----------------------|-------------|---------------|---------------------|------------------|---------------------|
| US GOV        | 912828B90  | UNITED STATES TREASURY        | 175,000.00           | 10/05/2016  | 02/28/2021    | 181,323.24          | 589.67           | 174,070.31          |
| US GOV        | 912828L32  | UNITED STATES TREASURY        | 80,000.00            | 07/12/2016  | 08/31/2020    | 81,532.14           | 185.33           | 78,987.50           |
| US GOV        | 912828N30  | UNITED STATES TREASURY        | 450,000.00           | 08/03/2018  | 12/31/2022    | 436,464.84          | 3,196.31         | 448,031.25          |
| US GOV        | 912828N30  | UNITED STATES TREASURY        | 550,000.00           | 11/06/2018  | 12/31/2022    | 531,244.14          | 3,906.60         | 547,593.75          |
| US GOV        | 912828N30  | UNITED STATES TREASURY        | 750,000.00           | 12/13/2018  | 12/31/2022    | 731,425.78          | 5,327.18         | 746,718.75          |
| US GOV        | 912828N30  | UNITED STATES TREASURY        | 1,600,000.00         | 01/10/2019  | 12/31/2022    | 1,576,937.50        | 11,364.64        | 1,593,000.00        |
| US GOV        | 912828N30  | UNITED STATES TREASURY        | 850,000.00           | 01/31/2019  | 12/31/2022    | 836,519.53          | 6,037.47         | 846,281.25          |
| US GOV        | 912828Q78  | UNITED STATES TREASURY        | 485,000.00           | 01/05/2017  | 04/30/2021    | 475,375.78          | 18.12            | 476,512.50          |
| US GOV        | 912828R69  | UNITED STATES TREASURY        | 1,600,000.00         | 03/06/2019  | 05/31/2023    | 1,541,937.50        | 10,857.14        | 1,560,000.00        |
| US GOV        | 912828R69  | UNITED STATES TREASURY        | 200,000.00           | 04/05/2019  | 05/31/2023    | 194,554.69          | 1,357.14         | 195,000.00          |
| US GOV        | 912828T19  | UNITED STATES TREASURY        | 700,000.00           | 09/07/2018  | 08/15/2022    | 670,632.81          | 2,356.70         | 686,218.75          |
| US GOV        | 912828VF4  | UNITED STATES TREASURY        | 200,000.00           | 12/07/2015  | 05/31/2020    | 197,414.06          | 1,148.35         | 197,843.75          |
| US GOV        | 912828VP2  | UNITED STATES TREASURY        | 490,000.00           | 05/18/2016  | 07/31/2020    | 505,996.90          | 2,436.46         | 487,856.25          |
| US GOV        | 912828X47  | UNITED STATES TREASURY        | 1,350,000.00         | 05/07/2018  | 04/30/2022    | 1,306,863.28        | 68.78            | 1,335,234.38        |
| US GOV        | 912828X47  | UNITED STATES TREASURY        | 550,000.00           | 01/04/2018  | 04/30/2022    | 543,017.58          | 28.02            | 543,984.38          |
| US GOV        | 912828X47  | UNITED STATES TREASURY        | 50,000.00            | 12/06/2017  | 04/30/2022    | 49,480.47           | 2.55             | 49,453.13           |
| <b>US GOV</b> | <b>---</b> | <b>UNITED STATES TREASURY</b> | <b>10,080,000.00</b> | <b>---</b>  | <b>---</b>    | <b>9,860,720.24</b> | <b>48,880.46</b> | <b>9,966,785.94</b> |



Report: Trade Activity  
 Account: SAM Transit District Agg (136232)  
 Date: 04/01/2019 - 04/30/2019  
 Base Currency: USD

\* Does not Lock Down

| Identifier | Description                                   | Base Current Unit    | Coupon Rate  | Transaction Type  | Trade Date | Settle Date | Final Maturity    | Base Principal       | Accrued Inter     | Base Amount            |
|------------|---|----------------------|--------------|-------------------|------------|-------------|-------------------|----------------------|-------------------|------------------------|
| SM - LAIF  | Local Agency Investment Fund                  | (7,000,000.00)       | 0.000        | Sell              | ---        | ---         | 04/30/2019        | (7,000,000.00)       | 0.00              | 7,000,000.00           |
| SM - LAIF  | Local Agency Investment Fund                  | 40,625,145.28        | 0.000        | Buy               | ---        | ---         | 04/30/2019        | 40,625,145.28        | 0.00              | (40,625,145.28)        |
| 62479MRG0  | MUFG Bank, Ltd.                               | (1,000,000.00)       | 0.000        | Maturity          | 04/16/2019 | 04/16/2019  | 04/16/2019        | (1,000,000.00)       | 0.00              | 1,000,000.00           |
| 09659CRH3  | BNP Paribas                                   | (900,000.00)         | 0.000        | Maturity          | 04/17/2019 | 04/17/2019  | 04/17/2019        | (900,000.00)         | 0.00              | 900,000.00             |
| 62479LAD7  | MUFG Bank Ltd. (New York Branch)              | 1,000,000.00         | 0.000        | Buy               | 04/18/2019 | 04/18/2019  | 01/13/2020        | 980,350.00           | 0.00              | (980,350.00)           |
| 09659CRH3  | BNP Paribas                                   | (250,000.00)         | 0.000        | Maturity          | 04/17/2019 | 04/17/2019  | 04/17/2019        | (250,000.00)         | 0.00              | 250,000.00             |
| 912828ST8  | UNITED STATES TREASURY                        | (65,000.00)          | 1.250        | Maturity          | 04/30/2019 | 04/30/2019  | 04/30/2019        | (65,000.00)          | 0.00              | 65,000.00              |
| 912828R69  | UNITED STATES TREASURY                        | 950,000.00           | 1.625        | Buy               | 04/01/2019 | 04/05/2019  | 05/31/2023        | 924,134.77           | 5,343.75          | (929,478.52)           |
| 912828R69  | UNITED STATES TREASURY                        | 200,000.00           | 1.625        | Buy               | 04/01/2019 | 04/05/2019  | 05/31/2023        | 194,554.69           | 1,125.00          | (195,679.69)           |
| 3136AQDQ0  | FNA 15M13A AQ2                                | (8,565.47)           | 1.646        | Principal Paydown | 04/01/2019 | 04/01/2019  | 09/25/2019        | (8,565.47)           | 0.00              | 8,565.47               |
| 3136AQDQ0  | FNA 15M13A AQ2                                | (2,462.57)           | 1.646        | Principal Paydown | 04/01/2019 | 04/01/2019  | 09/25/2019        | (2,462.57)           | 0.00              | 2,462.57               |
| 34531EAD8  | FORDO 17A A3                                  | (74,369.61)          | 1.670        | Principal Paydown | 04/15/2019 | 04/15/2019  | 06/15/2021        | (74,369.62)          | 0.00              | 74,369.62              |
| 34531EAD8  | FORDO 17A A3                                  | (21,691.14)          | 1.670        | Principal Paydown | 04/15/2019 | 04/15/2019  | 06/15/2021        | (21,691.14)          | 0.00              | 21,691.14              |
| 02007PAC7  | ALLYA 171 A3                                  | (22,122.53)          | 1.700        | Principal Paydown | 04/15/2019 | 04/15/2019  | 06/15/2021        | (22,122.53)          | 0.00              | 22,122.53              |
| 02007PAC7  | ALLYA 171 A3                                  | (6,281.71)           | 1.700        | Principal Paydown | 04/15/2019 | 04/15/2019  | 06/15/2021        | (6,281.71)           | 0.00              | 6,281.71               |
| 89238MAD0  | TAOT 17A A3                                   | (29,919.18)          | 1.730        | Principal Paydown | 04/15/2019 | 04/15/2019  | 02/16/2021        | (29,919.18)          | 0.00              | 29,919.18              |
| 89238MAD0  | TAOT 17A A3                                   | (8,310.88)           | 1.730        | Principal Paydown | 04/15/2019 | 04/15/2019  | 02/16/2021        | (8,310.88)           | 0.00              | 8,310.88               |
| 89190BAD0  | TAOT 17B A3                                   | (120,633.14)         | 1.760        | Principal Paydown | 04/15/2019 | 04/15/2019  | 07/15/2021        | (120,633.14)         | 0.00              | 120,633.14             |
| 89190BAD0  | TAOT 17B A3                                   | (33,509.21)          | 1.760        | Principal Paydown | 04/15/2019 | 04/15/2019  | 07/15/2021        | (33,509.21)          | 0.00              | 33,509.21              |
| 02007HAC5  | ALLYA 172 A3                                  | (88,440.69)          | 1.780        | Principal Paydown | 04/15/2019 | 04/15/2019  | 08/16/2021        | (88,440.69)          | 0.00              | 88,440.69              |
| 02007HAC5  | ALLYA 172 A3                                  | (24,481.85)          | 1.780        | Principal Paydown | 04/15/2019 | 04/15/2019  | 08/16/2021        | (24,481.85)          | 0.00              | 24,481.85              |
| 47788BAD6  | JDOT 17B A3                                   | (15,134.80)          | 1.820        | Principal Paydown | 04/15/2019 | 04/15/2019  | 10/15/2021        | (15,134.80)          | 0.00              | 15,134.80              |
| 47788BAD6  | JDOT 17B A3                                   | (4,288.19)           | 1.820        | Principal Paydown | 04/15/2019 | 04/15/2019  | 10/15/2021        | (4,288.19)           | 0.00              | 4,288.19               |
| 912828X47  | UNITED STATES TREASURY                        | (900,000.00)         | 1.875        | Sell              | 04/03/2019 | 04/04/2019  | 04/30/2022        | (888,609.38)         | (7,225.48)        | 895,834.86             |
| 912828X47  | UNITED STATES TREASURY                        | (250,000.00)         | 1.875        | Sell              | 04/03/2019 | 04/04/2019  | 04/30/2022        | (246,835.94)         | (2,007.08)        | 248,843.02             |
| 06417GUE6  | The Bank of Nova Scotia                       | (900,000.00)         | 1.910        | Maturity          | 04/05/2019 | 04/05/2019  | 04/05/2019        | (900,000.00)         | 0.00              | 900,000.00             |
| 06417GUE6  | The Bank of Nova Scotia                       | (250,000.00)         | 1.910        | Maturity          | 04/05/2019 | 04/05/2019  | 04/05/2019        | (250,000.00)         | 0.00              | 250,000.00             |
| 31846V534  | FIRST AMER:US TRS MM Y                        | 14,103.01            | 1.990        | Buy               | 04/02/2019 | 04/02/2019  | 04/30/2019        | 14,103.01            | 0.00              | (14,103.01)            |
| 31846V534  | FIRST AMER:US TRS MM Y                        | 3,490,968.04         | 2.000        | Buy               | ---        | ---         | 04/30/2019        | 3,490,968.04         | 0.00              | (3,490,968.04)         |
| 31846V534  | FIRST AMER:US TRS MM Y                        | (1,907,301.84)       | 2.000        | Sell              | ---        | ---         | 04/30/2019        | (1,907,301.84)       | 0.00              | 1,907,301.84           |
| 31846V534  | FIRST AMER:US TRS MM Y                        | 733,461.28           | 2.000        | Buy               | ---        | ---         | 04/30/2019        | 733,461.28           | 0.00              | (733,461.28)           |
| 31846V534  | FIRST AMER:US TRS MM Y                        | (250,000.00)         | 2.000        | Sell              | 04/04/2019 | 04/04/2019  | 04/30/2019        | (250,000.00)         | 0.00              | 250,000.00             |
| 3136AJ7G5  | FNA 14M06B A2                                 | (106,146.70)         | 2.679        | Principal Paydown | 04/01/2019 | 04/01/2019  | 05/25/2021        | (106,146.70)         | 0.00              | 106,146.70             |
| 3136AJ7G5  | FNA 14M06B A2                                 | (29,190.34)          | 2.679        | Principal Paydown | 04/01/2019 | 04/01/2019  | 05/25/2021        | (29,190.34)          | 0.00              | 29,190.34              |
| 22535CDV0  | Credit Agricole Corporate and Investment Bank | 900,000.00           | 2.830        | Buy               | 04/03/2019 | 04/04/2019  | 04/01/2022        | 900,000.00           | 0.00              | (900,000.00)           |
| 22535CDV0  | Credit Agricole Corporate and Investment Bank | 250,000.00           | 2.830        | Buy               | 04/03/2019 | 04/04/2019  | 04/01/2022        | 250,000.00           | 0.00              | (250,000.00)           |
| 3137FKK39  | FHMS KP05 A                                   | (620.00)             | 3.203        | Principal Paydown | 04/01/2019 | 04/01/2019  | 07/25/2023        | (620.00)             | 0.00              | 620.00                 |
| 3137FKK39  | FHMS KP05 A                                   | (176.14)             | 3.203        | Principal Paydown | 04/01/2019 | 04/01/2019  | 07/25/2023        | (176.14)             | 0.00              | 176.14                 |
| 3136B1XP4  | FNA 18M5 A2                                   | (8,813.83)           | 3.560        | Principal Paydown | 04/01/2019 | 04/01/2019  | 09/25/2021        | (8,813.83)           | 0.00              | 8,813.83               |
| 3136B1XP4  | FNA 18M5 A2                                   | (2,423.80)           | 3.560        | Principal Paydown | 04/01/2019 | 04/01/2019  | 09/25/2021        | (2,423.80)           | 0.00              | 2,423.80               |
| ---        | ---   | <b>33,883,793.98</b> | <b>0.376</b> | ---               | ---        | ---         | <b>07/16/2019</b> | <b>33,847,388.12</b> | <b>(2,763.81)</b> | <b>(33,844,624.31)</b> |

\* Showing transactions with Trade Date within selected date range.

\* Weighted by: Absolute Value of Base Principal

\* MMF transactions are collapsed

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

## Glossary of Terms

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF BUDGET ACTIVITY FOR APRIL 2019

BUDGET AMENDMENTS

|        | Amount      | Line Item | Amount      | Description                         |
|--------|-------------|-----------|-------------|-------------------------------------|
| Apr-19 |             |           |             | No Budget Amendments for April 2019 |
|        | <u>\$ -</u> | Total     | <u>\$ -</u> | Total                               |

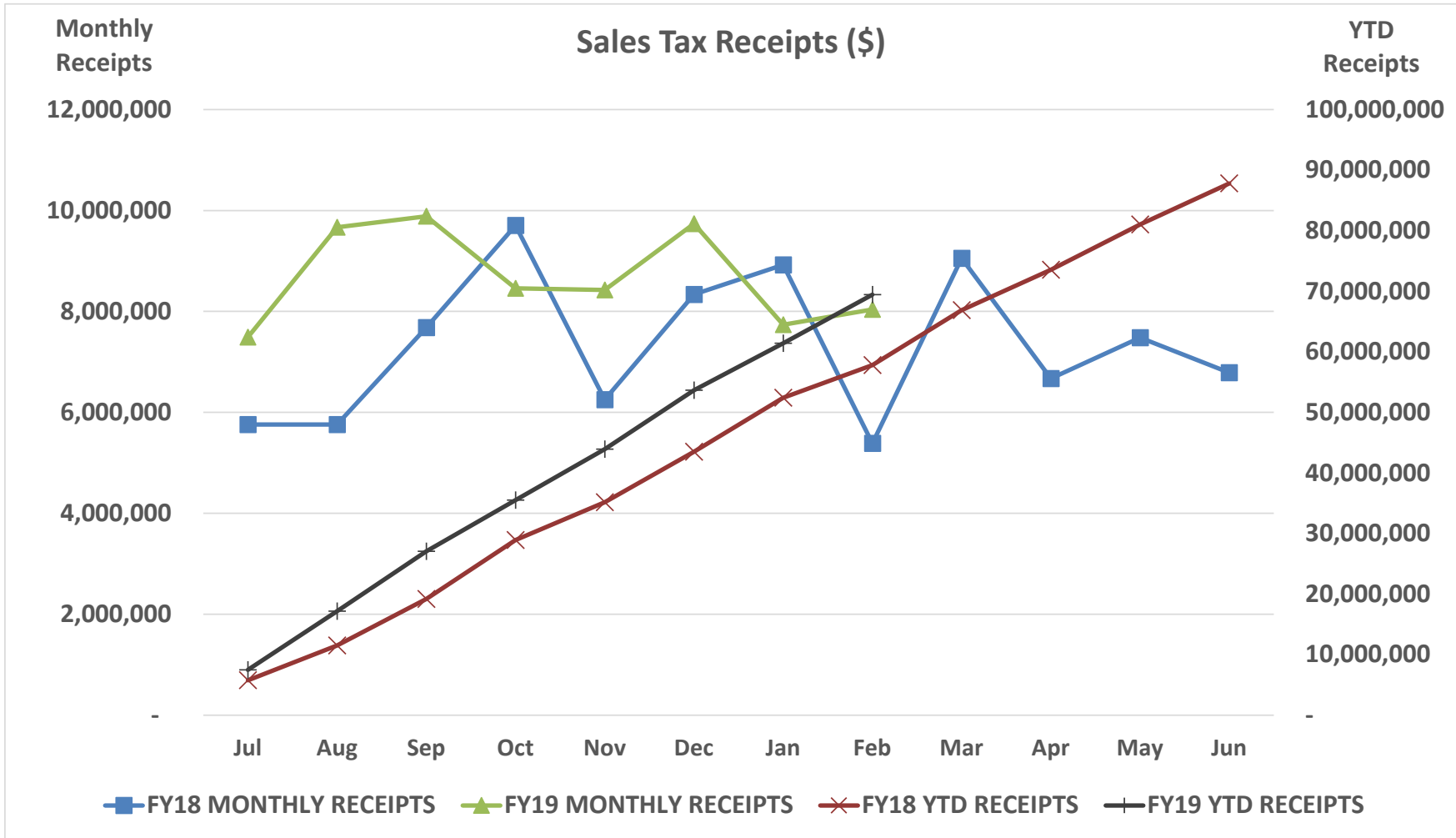
BUDGET REVISIONS

|        | Amount      | Line Item | Amount      | Description                        |
|--------|-------------|-----------|-------------|------------------------------------|
| Apr-19 |             |           |             | No Budget Revisions for April 2019 |
|        | <u>\$ -</u> | Total     | <u>\$ -</u> | Total                              |

BUDGET TRANSFERS

|        | Amount              | From                       | Amount            | To                         | Justification  |
|--------|---------------------|----------------------------|-------------------|----------------------------|--|
|        |                     |                            |                   | Line                       | Line   |
| Apr-19 | \$ (65,000)         | Consultants - Offsite      | 6 \$ 65,000       | Audit, Bank Fees And Other | 29 Trf consulting services to Misc Exp                   |
|        | \$ (33,452)         | Waques & Benefits          | 1 \$ 33,452       | Temp Staff                 | 7 Trf W&B to Temp Help                                   |
|        | \$ (87,955)         | Waques & Benefits          | 1 \$ 87,955       | Temp Staff                 | 7 Trf W&B to Temp Help                                   |
|        | \$ (26,000)         | Employee Safety and Health | \$ 26,000         | Consultant - Offsite       | Trf fr Employee Safety & Health Program in cc #060600 to |
|        | \$ (1,152)          | ADA Accessibility Support? | 52 \$ 1,152       | Technical Services         | 6 Consulting   |
|        | \$ (5,760)          | Technical Services         | 7 \$ 5,760        | W&B                        | 7 Trf funds to cover 20% of budget for interns           |
|        | <u>\$ (219,319)</u> | <b>Total</b>               | <u>\$ 219,319</u> | <b>Total</b>               | 1 Trf funds to cover 80% of budget for interns           |

**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2019  
APRIL 2019**





San Mateo County Transit District  
 Monthly Sales Tax Receipts  
 FY2019  
 April 2019

|               | FY18<br>MONTHLY<br>RECEIPTS | FY19<br>MONTHLY<br>RECEIPTS | Monthly<br>% Change | FY18<br>YTD<br>RECEIPTS | FY19<br>YTD<br>RECEIPTS | YTD<br>% Change |
|---------------|-----------------------------|-----------------------------|---------------------|-------------------------|-------------------------|-----------------|
| July          | \$5,760,900                 | \$7,491,211                 | 30%                 | \$5,760,900             | \$7,491,211             | 30%             |
| August        | 5,760,900                   | 9,665,751                   | 68%                 | 11,521,800              | 17,156,962              | 49%             |
| September     | 7,681,200                   | 9,885,148                   | 29%                 | 19,203,000              | 27,042,110              | 41%             |
| October       | 9,703,262                   | 8,456,110                   | -13%                | 28,906,262              | 35,498,220              | 23%             |
| November      | 6,251,900                   | 8,425,556                   | 35%                 | 35,158,162              | 43,923,776              | 25%             |
| December      | 8,335,800                   | 9,739,351                   | 17%                 | 43,493,962              | 53,663,127              | 23%             |
| January       | 8,923,166                   | 7,734,915                   | -13%                | 52,417,128              | 61,398,042              | 17%             |
| February      | 5,386,100                   | 8,037,354                   | 49%                 | 57,803,228              | 69,435,396              | 17%             |
| March         | 9,054,287                   |                             |                     | 66,857,515              |                         |                 |
| April         | 6,671,548                   |                             |                     | 73,529,063              |                         |                 |
| May           | 7,480,942                   |                             |                     | 81,010,005              |                         |                 |
| June          | 6,786,910                   |                             |                     | 87,796,915              |                         |                 |
| <b>Totals</b> | <u>\$87,796,915</u>         | <u>\$69,435,396</u>         |                     |                         |                         |                 |

BOD ITEM #3 (c)  
JUNE 5, 2019

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett  
Executive Director

FROM: David Olmeda  
Chief Operating Officer, Bus

SUBJECT: **CAPITAL PROJECTS QUARTERLY STATUS REPORT – 3<sup>RD</sup> QUARTER  
FISCAL YEAR 2019**

**ACTION**

The [Capital Projects Quarterly Status Report](#) is submitted to the Board for information only.

**SIGNIFICANCE**

The Capital Projects Quarterly Status Report is submitted to keep the Board advised as to the scope, budget and progress of current ongoing capital projects.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

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

Prepared by: Gordon Hail, Cost Engineer

650.508.7795

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH Jim Hartnett  
General Manager/CEO

FROM: Derek Hansel  
Chief Financial Officer

SUBJECT: **EXECUTION OF CONTRACTS FOR INFORMATION TECHNOLOGY LICENSE  
RENEWALS, MAINTENANCE SERVICES AND PROFESSIONAL SERVICES**

**ACTION**

Staff proposes that the Board authorize the General Manager/CEO or his designee to enter into contracts of 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 if not available or competitive procurement if not applicable, to procure recurring maintenance services and license renewals necessary to permit continued effective use and upkeep of computer and telecommunications hardware and software owned by the San Mateo County Transit District (District). 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 \$4 million throughout Fiscal Year (FY) 2020.

**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. A quarterly report indicating contracts awarded during the prior quarter will be submitted to the Board.

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 expedites District's ability to continue needed operations and

services in the management of Samtrans and reduces the time and resources otherwise required to obtain individual approval of such support and license agreements.

### **BUDGET IMPACT**

Funds for these purchases are programmed in the proposed FY2020 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, and 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 FY2020 outside of cooperative purchase agreements or other pre-existing contracts include, but are not necessarily limited to:

- Oracle PeopleSoft ERP (Finance, Budget, and Human Capital Management) and Database
- Microsoft applications
- AT&T
- Verizon
- WIPRO PeopleSoft Hosting and Support
- eBuilder

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.

### **STRATEGIC INITIATIVE**

- Priority 3: Become a More Effective Organization
- Goal 1: Improve Organizational Performance

Prepared by: Carl Cubba, Director, Information Technology

650-508-6206

RESOLUTION NO. 2019-

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 \$4 MILLION FOR FISCAL YEAR 2020**

**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) 2020 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 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 to meet the District's technology requirements, pursuant to the District's statutory procurement authority and policy, up to an aggregate, not-to-exceed amount of \$4 million.

**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 purchases renewal agreements for information technology assets owned

by the District, pursuant to the District's statutory procurement authority and policy, in an aggregate not-to-exceed amount of \$4 million for FY2020; 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 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 5th day of June, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

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Chair, San Mateo County Transit District

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District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH Jim Hartnett  
General Manager/CEO

FROM: Derek Hansel  
Chief Financial Officer

SUBJECT: **EXECUTION OF CONTRACTS FOR TECHNOLOGY-RELATED PRODUCTS AND SERVICES UNDER COOPERATIVE PURCHASING PROGRAMS**

**ACTION**

Staff proposes that 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 \$4 million throughout Fiscal Year (FY) 2020. Cooperative agreements used may include, but are not limited to:

- California Integrated Information Network 2/3 (CALNET 2/3)
- Sourcewell
- State of California DGS/California Multiple Award Schedule (CMAS)
- National Association of State Procurement Officials (NASPO) Valuepoint
- National Cooperative Procurement Partners (NCP)
- Federal General Services Administration (GSA)
- OMNIA Partners
- The Interlocal Purchasing System (TIPS Purchasing Cooperative)

**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 related services through cooperative intergovernmental purchasing programs. Contracts issued under this authority will address the District's requirements for equipment, hardware, software, 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. A quarterly report indicating contracts awarded during the prior quarter will be submitted to the Board.



## **BUDGET IMPACT**

Funds for these purchases are programmed in the proposed FY2020 Capital and Operating budgets.

## **BACKGROUND**

Given the rapidly changing technology of information system hardware, software and related services, various cooperative purchasing programs are available to provide these products and services. 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 can be utilized. 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 programs. 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 FY2020 but only to the extent each fully complies with the District's statutory procurement authority and policy.

## **STRATEGIC INITIATIVE**

- Priority 3: Become a More Effective Organization
- Goal 1: Improve Organizational Performance

Prepared by: Carl Cubba, Director, Information Technology

650-508-6206

RESOLUTION NO. 2019-

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

\*\*\*

**AUTHORIZING EXECUTION OF CONTRACTS FOR TECHNOLOGY RELATED PRODUCTS AND SERVICES UNDER COOPERATIVE PURCHASING PROGRAMS FOR AN AGGREGATE NOT-TO-EXCEED AMOUNT OF \$4 MILLION FOR FISCAL YEAR 2020**

**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) 2020 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 an independent District-initiated solicitation process for the procurements described above is unlikely to be in the District's best interest; and

**WHEREAS**, cooperative purchasing consortiums including, but not limited to, the State of California Department of General Services (DGS)/California Multiple Award Schedule (CMAS), Sourcewell, the California Integrated Information Network 2/3 (CALNET 2/3), and the Federal 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 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 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 technology equipment and services requirements for FY2020, pursuant to the terms and conditions of each contract, up to an aggregate, not-to-exceed amount of \$4 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 to meet its technology equipment and services requirements for FY2020 pursuant to the terms and conditions of each vendor agreement and to the extent that each cooperative purchasing program and 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 enter into contracts exceeding \$150,000 with vendors under the District-approved cooperative

purchasing programs up to an aggregate, not-to-exceed, amount of \$4 million for FY2020; and

4. Authorizes the General Manager/CEO or his designee to execute all necessary purchase orders and contracts to effectuate this resolution, including any agreements with other agencies' cooperative purchasing programs for administrative fees for processing these purchases; 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 5th day of June, 2019 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Derek Hansel  
Chief Financial Officer

David Olmeda  
Chief Operating Officer, Bus

SUBJECT: **AUTHORIZE THE DISPOSITION OF THREE SURPLUS NON-REVENUE SUPPORT VEHICLES**

**ACTION**

Staff proposes that the Board authorize the General Manager/CEO, or his designee, to dispose of the following non-revenue support vehicles (vehicles) that are designated as surplus, in compliance with the San Mateo County Transit District's (District) Procurement Policy:

- Two 2008 Ford F350 Trucks
- One 2009 Toyota Prius

**SIGNIFICANCE**

The District routinely disposes of vehicles, equipment and other property that have reached the end of their useful life or are damaged beyond repair. Disposition of the vehicles listed above is in keeping with this practice and will be carried out in full compliance with the District's Procurement Policy and applicable Federal Transit Administration (FTA) regulations. District approved methods of disposition are: sale by sealed bid, public auction, or negotiation, donation to a non-profit agency, recycling, transfer to another public agency, trade-in as part of a new procurement, or by discarding as scrap.

**BUDGET IMPACT**

The vehicles were originally purchased with a mix of Federal and State funds. Any proceeds gained from the disposition of the vehicles, less any applicable fees (e.g. auctioneer's fees) and any proceeds due to the FTA, will be deposited to the District's General Fund.

**BACKGROUND**

The Ford trucks have reached the end of their useful life, and, in keeping with the District's criteria to replace service support vehicles at 10 years, they have been identified for disposal as has the Toyota Prius, which is damaged beyond repair.

Procurement Administrator II: Brian Geiger  
Project Manager: David Parsons, Maintenance Supervisor

650-508-7973  
650-508-6467

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Derek Hansel  
Chief Financial Officer

David Olmeda  
Chief Operating Officer, Bus

SUBJECT: **AWARD OF CONTRACT TO HOME DEPOT PRO FOR CLEANING PRODUCTS,  
SUPPLIES AND RELATED ITEMS**

**ACTION**

Staff proposes that the Board:

1. Award a contract to Home Depot Pro of Jacksonville, Florida for cleaning products, supplies and related items for a not-to-exceed amount of \$150,000 for a sixteen-month base term.
2. Authorize the General Manager/CEO or his designee to execute a contract with Home Depot Pro in a form approved by legal counsel.
3. Authorize the General Manager/CEO or his designee to exercise up to two one-year option terms with Home Depot Pro for a not-to-exceed amount of \$100,000 per option year, if it is in the best interest of the San Mateo County Transit District (District) to do so.

**SIGNIFICANCE**

Award of the contract will provide the District with a single supplier to meet the needs of Bus Operations for cleaning products, supplies and related items through on-line ordering and direct delivery to designated locations. The contract includes access to custodial products (mops, buckets, brooms, etc.) and safety hazard supplies (goggles, hard hats, etc.). These items are not provided through the janitorial services contract; they are used by mechanics for the maintenance of equipment and shop area at North and South base. Under this program, the District will enjoy volume pricing, generous discounts compared to retail catalog pricing, and extensive selection of items.

**BUDGET IMPACT**

Funds are available under the approved and projected operating budgets.

**BACKGROUND**

Staff identified a U.S. Communities national cooperative purchasing agreement with Home Depot Pro that was competitively negotiated by the Fresno Unified School District (FUSD) using a best value approach. Pursuant to the District’s Procurement Policy, approved on April 3, 2019 under Board Resolution 2019-10, the District may use a best value procurement method to award contracts for equipment, supplies, or materials greater than \$150,000 where it is determined to be in the best interest of the District. The best value procurement method permits the District to weigh the total combination of quality, price, and other elements of a proposal that, when considered together, provide the greatest overall benefit. The FUSD contract with Home Depot Pro is offered to state and local government agencies, public schools and not-for-profit organizations nationwide. There is no membership fee to the District to utilize this contract. Participants may purchase products on the same highly competitive terms, covenants, conditions, and pricing as FUSD. This contract award will allow the District to avail itself of pricing consistent with wider economies of scale.

Staff conducted a price analysis on its most common cleaning supplies and found that Home Depot Pro’s pricing is equal to or better than the District’s three current agreements with WAXIE Sanitary Supply, Supplyworks, and Empire Safety & Supply. Staff has determined that the prices offered by Home Depot Pro under the U.S. Communities contract are fair and reasonable. The contract will provide the best overall value to the District. The contract term, including two one-year options, expires on October 31, 2022.

**STRATEGIC INITIATIVE**

No strategic initiatives apply to the award of this contract.

|                               |                              |              |
|-------------------------------|------------------------------|--------------|
| Procurement Administrator II: | Brian Geiger                 | 650-508-7973 |
| Contract Administrator:       | Natalie Chi, Bus Maintenance | 650-508-6418 |

**RESOLUTION NO. 2019-**

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

\* \* \*

**AWARDING A CONTRACT TO HOME DEPOT PRO FOR THE PROVISION OF  
CLEANING PRODUCTS, SUPPLIES AND RELATED ITEMS  
FOR A NOT-TO-EXCEED AMOUNT OF \$150,000 FOR A SIXTEEN-MONTH TERM**

**WHEREAS**, the San Mateo County Transit District (District) requires general cleaning products, supplies and related items in its day-to-day operations; and

**WHEREAS**, California Public Contract Code Section 10298 allows the District to participate in cooperative purchasing agreements with other agencies for goods, information technology, and services without utilizing additional competitive solicitation procedures; and

**WHEREAS**, the Fresno Unified School District (FUSD), through the U.S. Communities Program, made available to public agencies its contract for general cleaning products, supplies and related items with Home Depot Pro, which was selected through a competitive negotiated process; and

**WHEREAS**, the District has determined that purchase of these products through the U.S. Communities Program will allow the District to take advantage of volume pricing discounts, extensive selection of items and high quality service where an independent procurement action would likely not yield more favorable pricing or service; and

**WHEREAS**, the General Manager/CEO recommends, and the Finance Committee, concurs that the Board of Directors award a contract to Home Depot Pro for a not-to-exceed amount of \$150,000 for a 16 month base term, and authorize the



General Manager/CEO to exercise two one-year option terms for a not-to-exceed amount of \$100,000 per option year, if in the District's best interest to do so.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District awards a contract to Home Depot Pro of Jacksonville, Florida for general cleaning products, supplies and related items through a cooperative agreement with Fresno Unified School District with the U.S. Communities program for a not-to-exceed amount of \$150,000 for a 16 month base term; and

**BE IT FURTHER RESOLVED** that the General Manager/CEO or his designee is authorized to execute a contract on behalf of the District with Home Depot Pro in full conformity with the terms and conditions of the negotiated agreement and in a form approved by legal counsel; and

**BE IT FURTHER RESOLVED** that General Manager/CEO or his designee, is authorized to exercise up to two additional one-year option terms for a not-to-exceed amount of \$100,000 per option year, provided the exercise of such options is in the best interest of the District.

Regularly passed and adopted this 5<sup>th</sup> day of June, 2019 by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, San Mateo County Transit District

ATTEST:

\_\_\_\_\_  
District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Derek Hansel  
Chief Financial Officer

SUBJECT: **APPROVAL AND RATIFICATION OF THE FISCAL YEAR 2020 DISTRICT INSURANCE PROGRAM**

**ACTION**

Staff proposes that the Board ratify the San Mateo County Transit District (District) Insurance Program obtained through the District's insurance broker, USI Insurance Services, for Fiscal Year (FY) 2020, at a total premium cost of \$2,207,765, inclusive of the following:

1. Maintain a self-insured retention for the District in the amount of \$1 million;
2. Excess Liability insurance with a total limit of \$100 million, which includes Public Official's Liability coverage, at an annual premium of \$1,329,596;
3. Employment Practices Legal Liability policy with a total limit of \$5 million and an annual premium of \$130,811;
4. Non-liability policies, covering Bus Physical Damage, Property, Boiler and Machinery, Public Employees Blanket Bond and Excess Bond, Business Auto, Cyber Liability with Privacy Coverage, Fiduciary Liability and Kidnap & Ransom insurance, with an annual premium of \$620,938; and
5. Property insurance for the Dumbarton Rail Bridge at a \$5 million limit for an annual premium of \$126,420.

**SIGNIFICANCE**

Despite hardening of the liability and property insurance marketplace, increased losses for bus districts across the country, more employment practices liability claims, and higher property values, the District's FY2020 total insurance premium increased only 4.78 percent over last year's premium, which is less than originally anticipated. In the face of market pressure to increase retentions on the bus liability program, the District was able to maintain a \$1 million self-insured retention per occurrence. This retention is a key factor in the District's risk management program and is integrated into contract insurance requirements for vendors and other District activities. Below is an overview of the District's FY2019 and FY2020 premiums:

| <u>Program</u>              | <u>Conditions</u>              | <u>FY2019<br/>Premium</u> | <u>FY2020<br/>Premium</u> |
|-----------------------------|--------------------------------|---------------------------|---------------------------|
| Liability, including:       | \$100 million excess liability | \$ 1,220,993              | \$ 1,329,596              |
| -Excess Liability           | \$1 million self-insured       |                           |                           |
| -Public Officials Liability | retention                      |                           |                           |
| Employment                  | \$5 million limit              | \$ 118,919                | \$ 130,811                |
| Practices                   | \$300,000 retention            |                           |                           |
| Non-Liability               | Various                        | \$ 587,224                | \$ 620,938                |
| Environmental Liability     | \$5 million                    | \$ 54,730                 | \$*                       |
| Dumbarton Rail Bridge       | \$5 million                    | \$ 100,104                | \$ 126,420                |
| <b>TOTALS</b>               |                                | <b><u>\$2,081,970</u></b> | <b><u>\$2,207,765</u></b> |

\*A three-year pre-paid Environmental Liability policy was included in the FY2019 premiums.

### **BUDGET IMPACT**

Funds to pay the premiums associated with the recommended program are included in the FY2020 Operating Budget proposed for adoption at this June 5 Board meeting.

### **BACKGROUND**

#### **Liability Program**

The District's liability insurance program contains a \$100 million limit, a \$1 million self-insured retention and excess limits of \$100 million. Coverage for the Terrorism Recovery Insurance Extension Act (TRIEA) is included in the full \$100 million limits, and Public Officials' liability is covered up to \$100 million. This program also includes \$100 million of Employment Practices legal liability insurance that is in excess of the dedicated \$5 million Employment Practices legal liability program written by Zurich.

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

As the liability and property insurance marketplace has hardened, any increases in exposures or losses has had an impact on premiums. In particular, progressively higher liability settlements in California and the transit industry over the past 10 years are making the maintenance of the District's \$1 million self-insured retention more challenging with an accompanying premium impact.

#### *Employment Practices*

Employment Practices legal liability coverage has a \$5 million limit with a self-insured retention of \$300,000. The District's insurer has paid a number claims for this coverage line

in the past several years, which caused the insurer to increase the retention and premiums.

### **Non-Liability Program**

The District's Non-Liability program includes coverage for Bus Physical Damage, Property, Boiler and Machinery, Public Employees Blanket Bond and Excess Bond, Business Auto, Environmental, Cyber Liability, Fiduciary Liability, and Kidnap & Ransom coverage.

#### *Bus Physical Damage*

The Bus Physical Damage policy is written on a full-replacement-cost basis for active buses and actual-cash-value basis for non-revenue, inactive and retired buses. Coverage also includes a step-deductible feature so that deductibles are proportional to the value of the vehicle, plus there is a maximum deductible if multiple buses are damaged in a loss. The program is designed with tiered rates so that inactive and retired buses are insured at lower insurance premiums than active vehicles. Terrorism coverage is included for all vehicles. Premiums have increased slightly.

#### *Property*

The total value of the District's insurable property increased three percent; Property insurance premiums FY2020 increased 11 percent. Property loss limit per occurrence was reduced from \$110,000,000 to \$90,000,000 in an effort to minimize premiums and more appropriately reflect the risk associated with a single loss occurrence. The policy contains Boiler and Machinery coverage, business personal property, electronic data hardware and flood insurance coverage.

#### *Business Auto Insurance*

The District insures 11 vehicles that are issued to employees on a 24-hour basis.

#### *Crime Insurance*

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

#### *Environmental*

The District's Environmental Liability coverage is in the second year of a three-year pre-paid program with a \$5 million limit and a \$50,000 deductible.

#### *Cyber Liability*

The increasing use of the Internet by all organizations to gather, store, and disseminate information has created new liability exposures for the vast majority of public entities and businesses. With new federal and state legislation imposing liability, strict fines, penalties and notification requirements, many entities are adding Cyber Liability coverage to their insurance portfolios. Although the District's website does not allow online credit card transactions, information on vendors and employees, and other confidential data, resides on the District's servers. For a premium of \$50,274, and a limit of \$5 million, the District has been able to secure a broad Cyber Liability policy.

#### *Fiduciary Liability*

Fiduciary Liability coverage is provided with the same terms and at the same premium as last year. The insurance offers \$2 million of coverage for liabilities that the District could incur as a result of the administration and management of employee benefit plans.

*Kidnap & Ransom*

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

*Dumbarton Rail Bridge*

Coverage for the Dumbarton Rail Bridge is on an actual-cash-value basis (not replacement cost) with a \$5 million limit, including coverage for fire, debris removal and collisions with ships.

**Summary**

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

Prepared by: Marshall Rush, Insurance & Claims Administrator

650-508-7742

**RESOLUTION NO. 2018-**

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

\* \* \*

**APPROVING AND RATIFYING THE INSURANCE PROGRAM FOR  
FISCAL YEAR 2020**

**WHEREAS**, the General Manager/CEO of the San Mateo County Transit District (District) has approved an insurance program for Fiscal Year (FY) 2020 with premiums totaling \$2,207,765, the costs for which are included in the FY2020 Operating Budget; and

**WHEREAS**, in conjunction with the expiration of the District's existing insurance program on June 30, 2018, District staff renewed its insurance program for FY2020 based on the plan approved by the General Manager/CEO, with the following significant elements:

1. Maintain self-insured retention for the District in the amount of \$1 million;
2. Excess Liability insurance with a total limit of \$100 million, which includes Public Official's Liability coverage, at an annual premium of \$1,329,596;
3. Employment Practices Legal Liability policy with a total limit of \$5 million and an annual premium of \$130,811;
4. Non-liability policies covering Bus Physical Damage, Property, Boiler and Machinery, Public Employees Blanket Bond and Excess Bond, Business Auto, Environmental, Cyber Liability with Privacy Coverage, Fiduciary Liability and Kidnap & Ransom insurance with an annual premium of \$620,938; and
5. Property insurance for the Dumbarton Rail Bridge at a \$5 million limit for an annual premium of \$126,420.

**WHEREAS**, staff recommends and the Finance Committee concurs that the Board of Directors approve and ratify the renewal of the District's insurance program for FY2020, as delineated above.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the San Mateo County Transit District hereby approves and ratifies the renewal of the District's insurance program for FY 2020, including the types of coverage, limits and premiums recited above.

Regularly passed and adopted this 5<sup>th</sup> day of June, 2019 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT**  
**STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager

FROM: Carter Mau  
Deputy General Manager

SUBJECT: **APPROVAL OF COUNTY LAW ENFORCEMENT SECOND, ONE-YEAR OPTION  
EXTENSION**

**ACTION**

Staff proposes the Committee recommend the Board:

1. Authorize the General Manager/CEO, or his designee, to amend the Law Enforcement Services Agreement between the San Mateo County Transit District (District), the Peninsula Corridor Joint Powers Board (JPB) and the County of San Mateo (County) for law enforcement services, extending the term through June 30, 2020, and making adjustments to the scope of services and payment provisions, for an estimated amount of \$5,616,106 through June 30, 2020, with the understanding that the District's proportional share for the costs of services is estimated at \$1,235,543 and the balance of the costs will be paid by JPB.
2. Authorize the General Manager/CEO, or his designee, to take such further actions as may be required.

**SIGNIFICANCE**

The Law Enforcement Services Agreement was awarded in August, 2015 for a three-year base term, with two one-year options. Staff recommends exercising the second of the one-year option terms to provide services for Fiscal Year (FY) 2020, at an estimated cost of \$1,253,543.

**BUDGET IMPACT**

The original Law Enforcement Services Agreement combined services of both the Sheriff's Department and the County 911 Communications Center for a three-year base term with a total contract capacity of \$15,333,925. The cost of these law enforcement services for FY2020 is \$5,616,106, which is shared between San Mateo County Transit District and the JPB. The District's share of this FY2020 cost is \$1,235,543.



## **BACKGROUND**

In 2004, the District, on its behalf and on behalf of the JPB, entered into an agreement with the County for the provision of law enforcement services and related communications services for both bus operations and rail operations, with the JPB and District providing proportionate funding for the services provided to each respective agency. In 2015, for a variety of reasons, including efficiency of operations, comprehensiveness of services and ease in administration of the agreement, the Law Enforcement Services Agreement between the District and the County was changed to include the JPB as a separate party. The agreement was authorized by the Board of Directors of both the District and the JPB, and costs of services were separated out with the JPB paying 78 percent of the total costs and the District paying 22 percent.

The JPB's cost-share is higher than the District's because of the highly specialized nature of the rail response services, requiring significantly more of the County's law enforcement services than the bus operations, as well as the broader geographical area the County covers for Caltrain.

Under the Law Enforcement Services Agreement, the County coordinates all requests for police service, collision investigations, police reports and similar functions. Benefits to the Agencies include explosive-detecting K 9 units, crime scene investigation and criminal forensics, coroner's services, and backup personnel as required.

The amended Law Enforcement Services Agreement is the result of negotiations between Staff and the San Mateo County Sheriff.

Staff is currently developing a Request for Proposals (RFP) to procure these services at the end of the proposed extension term. An Evaluation Committee composed of qualified staff from Bus Operations, Rail Operations, Safety & Security departments and possibly include outside Subject Matter Experts will review, score and rank the proposals in accordance with weighted criteria that will be set forth in the RFP. Results of the procurement will be brought back to the Board at the appropriate time.

Prepared By: Ben Burns, Acting Deputy Director Safety and Security 650.622.7820

RESOLUTION NO. 2019 –

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

\*\*\*

**AUTHORIZING AMENDMENT OF AN AGREEMENT WITH THE COUNTY OF SAN MATEO  
FOR LAW ENFORCEMENT SERVICES FOR AN ESTIMATED AMOUNT OF \$1,235,543**

**WHEREAS**, in 2004, the San Mateo County Transit District (District), on its behalf and on behalf of the Peninsula Corridor Joint Powers Board (JPB)(collectively "Agencies"), entered into an agreement with the County of San Mateo (County) for the provision of law enforcement services and related communications services for both bus operations and rail operations, with the District and JPB providing proportionate funding for the services provided to its respective agency; and

**WHEREAS**, in 2015, for a variety of reasons, including efficiency of operations, comprehensiveness of services and ease in administration of the agreement, a single contract (Law Enforcement Services Agreement) between the District, the County and the JPB was authorized by the District's and JPB's respective Boards of Directors, with the District paying 22 percent of the total costs and the JPB paying 78 percent, for services provided; and

**WHEREAS**, the first option term of the Law Enforcement Services Agreement is set to expire on May 31, 2019, and the Agencies have the option to extend the contract term for one additional one-year period; and

**WHEREAS**, the Agencies desire that the County continue to provide these essential services; and

**WHEREAS**, the General Manager/CEO recommends and the Committee concurs that the Board authorize amendment of the Law Enforcement Services Agreement, exercising the second one-year option term to extend the Agreement through June 30,

2020, and making adjustments to the scope of services and payment provisions, with costs to be based on actual costs to the County to provide the services, in an estimated amount \$5,616,106 through June 30, 2020, with the understanding that the District's proportional share for the costs of services during the extension term is estimated at \$1,235,543, with the balance of the costs to be paid by the JPB.

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

1. Authorizes the General Manager/CEO, or his designee, to amend the Law Enforcement Services Agreement between the San Mateo County Transit District, the Peninsula Corridor Joint Powers Board and the County of San Mateo for law enforcement services, extending the term through June 30, 2020, and making adjustments to the scope of services and payment provisions, for an estimated amount of \$5,616,106 through June 30, 2020, with the understanding that the District's proportional share for the costs of services is estimated at \$1,235,543 and the balance of the costs will be paid by the JPB; and

2. Authorizes the General Manager/CEO or his designee to take such further actions as may be required to give effect to this Resolution.

Regularly passed and adopted this 5<sup>th</sup> day of June, 2019 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Seamus Murphy  
Chief Communications Officer

SUBJECT: **STUDENT "ART TAKES A BUS RIDE" CONTEST**

**ACTION**

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

**SIGNIFICANCE**

The San Mateo County Transit District (District) developed a partnership with the San Mateo County Office of Education in 2005 to conduct a countywide art contest through the schools. This year, students in 1<sup>st</sup> through 12<sup>th</sup> grades submitted artwork with the theme, "The Power of SamTrans." The winning entries and artists will be presented at the Committee meeting.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

The District initiated the art contest in partnership with the San Mateo County Office of Education and teachers as a way to provide a forum for budding artists and also to convey to the teachers and students that public transit plays an integral role in keeping their communities on the move.

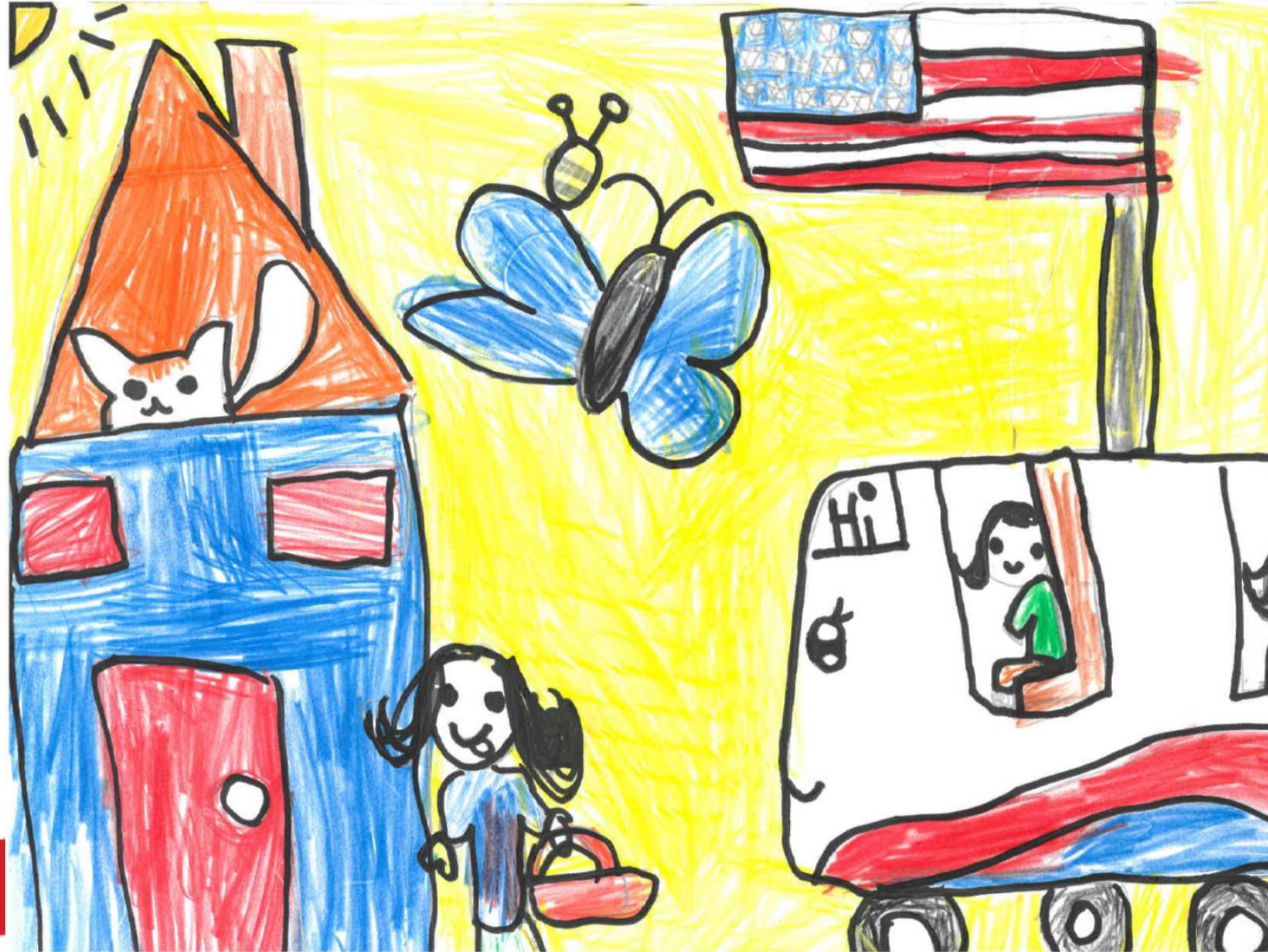
The partnership has strengthened over the years and the program continues to be a success. More than 120 submissions were received this year from schools throughout the county.

Four members of the San Mateo County Arts Commission judged the entries this year, as well as the Visual and Performing Arts Coordinator for the Office of Education. The winning artists will have their artwork displayed on interior bus cards, as well as on two wrapped SamTrans buses for one year, one for the elementary school winners and one for the older students.

# Art Takes A Bus Ride

The Power of SamTrans

Lucy Pham, 1st Grade  
Marjorie H. Tobias Elementary

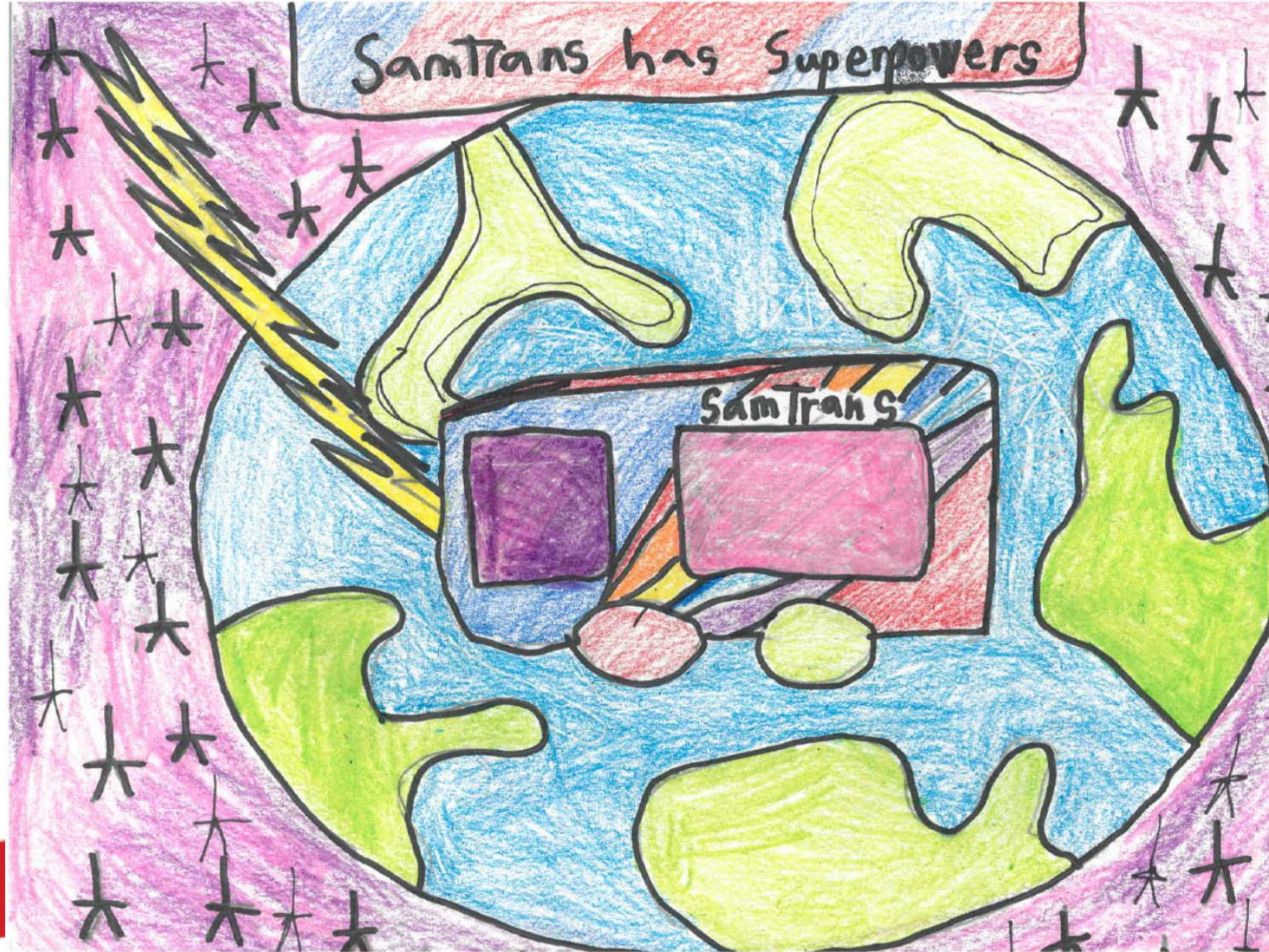


# Cadence Hood, 3<sup>rd</sup> Grade Pacific Bay Christian School



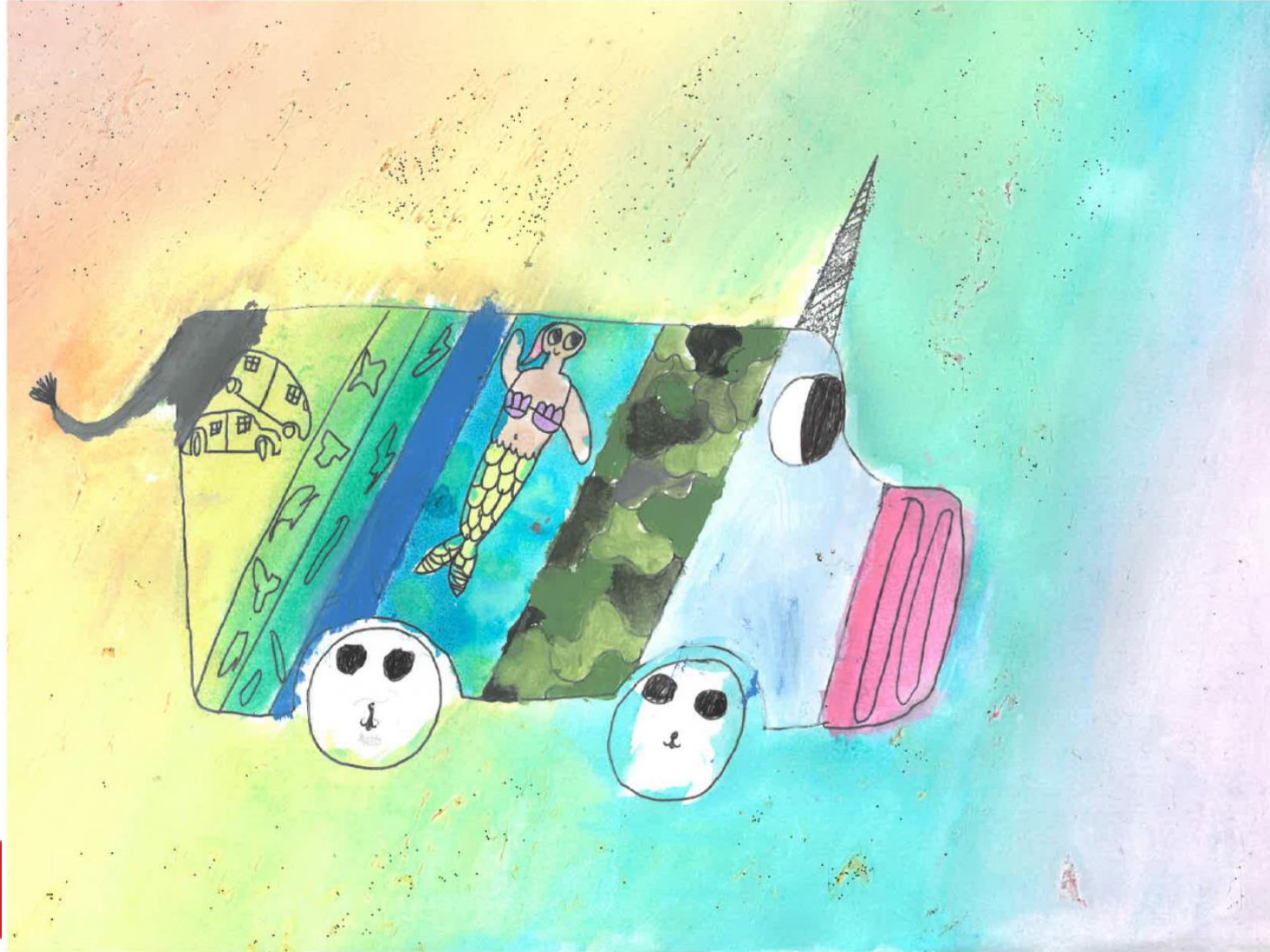


# Colman Conner, 2<sup>nd</sup> Grade Henry Ford Elementary



# Catarina Brione De Olivera, 3<sup>rd</sup> Grade Westlake Elementary

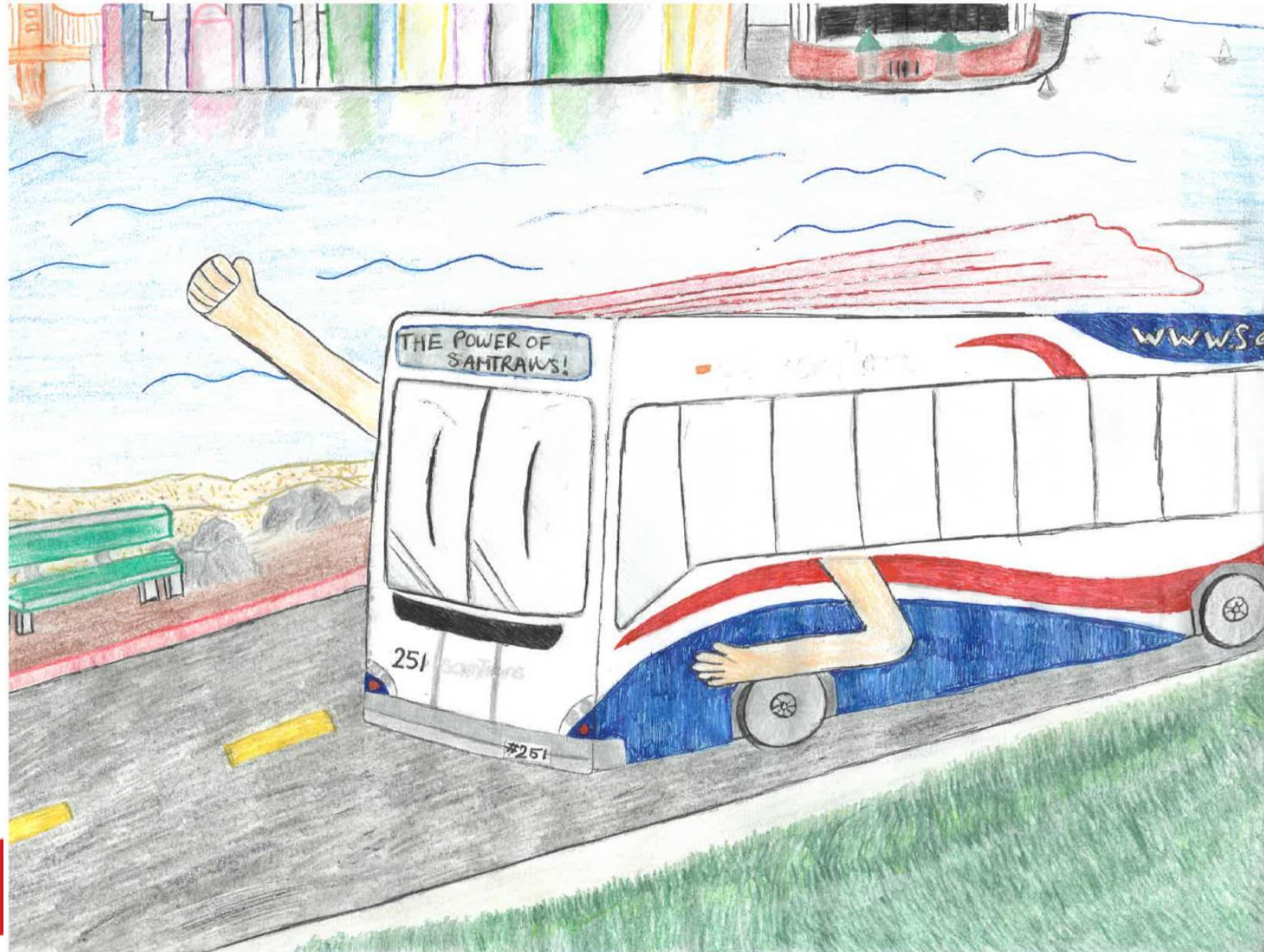
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# Mikaela Vital, 4<sup>th</sup> Grade Holy Angels School



# Dominique Mostafavi, 5<sup>th</sup> Grade Brewer Island Elementary



# Jezsiah Smith, 6<sup>th</sup> Grade Benjamin Franklin Middle School

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# Hanna Pham, 6<sup>th</sup> Grade Benjamin Franklin Middle School



# Valerie Lin, 6<sup>th</sup> Grade

## Fernando Rivera Middle School

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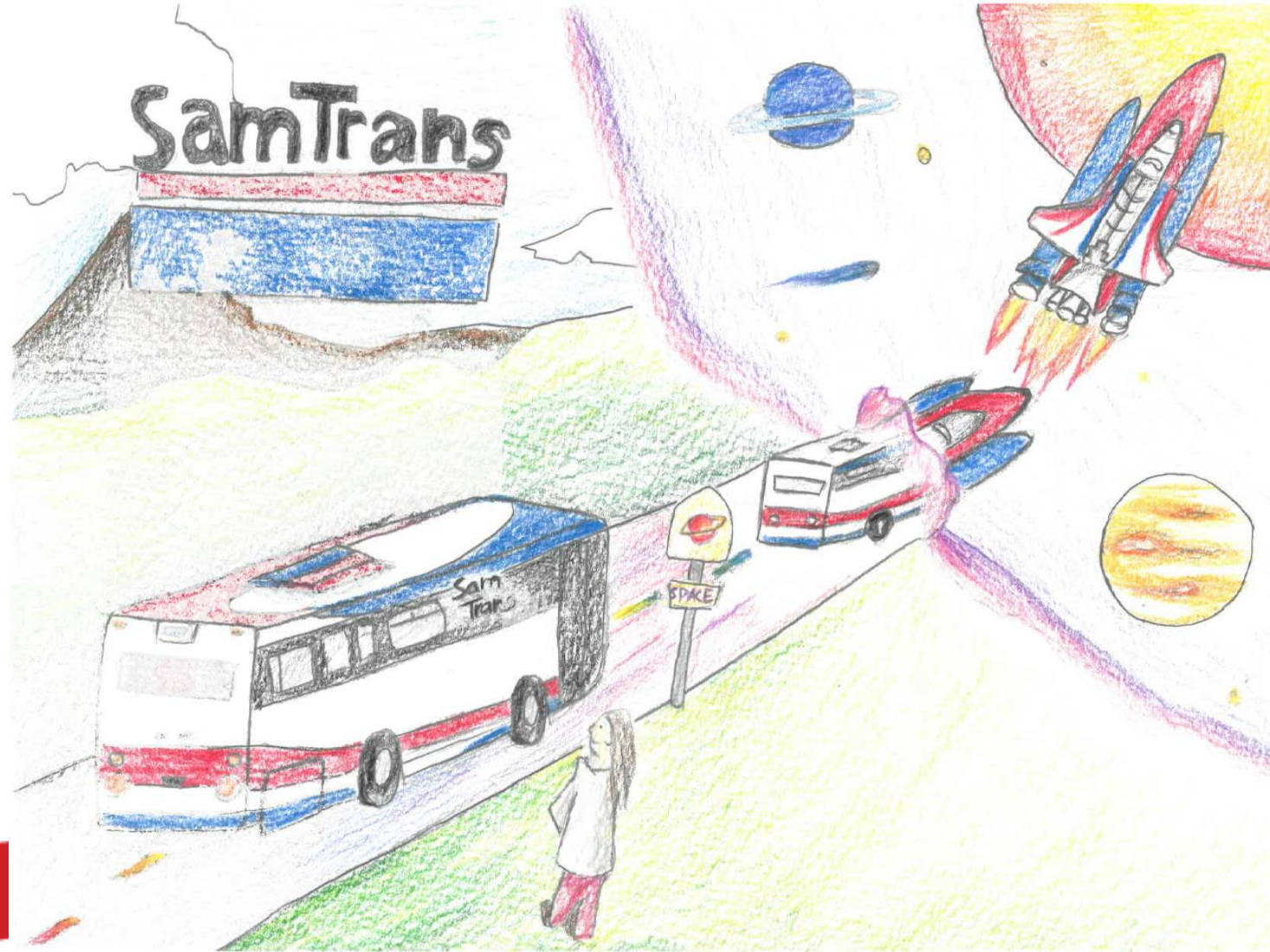
# Ruth Cifuentes, 6<sup>th</sup> Grade Fernando Rivera Middle School

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# Tomoki Urata, 7<sup>th</sup> Grade Tierra Linda Middle School



# Khin May May Lwin, 8<sup>th</sup> Grade Fernando Rivera Middle School



**Congratulations to all our  
young artists!**



MEMORANDUM

BOARD OF DIRECTORS 2019

- CAROLE GROOM, CHAIR
- KARYL MATSUMOTO, VICE CHAIR
- RON COLLINS
- MARINA FRASER
- ROSE GUILBAULT
- DAVE PINE
- JOSH POWELL
- PETER RATTO
- CHARLES STONE

JIM HARTNETT  
GENERAL MANAGER/CEO

**BOD ITEM # 6  
JUNE 5, 2019**

**Date:** May 29, 2019  
**To:** SamTrans Board of Directors  
**From:** Jim Hartnett, General Manager/CEO  
**Subject:** General Manager/CEO Report

**10-Month Summary Ending April 30, 2019**

**Paratransit Service/Ridership**

For the ten months ending April, 30, the Paratransit total trips decreased by 12,230 or 4.1 percent from 294,990 trips in FY 2018 to 282,760 trips in FY 2019. The free Paratransit trips on fixed-route buses decreased 19,946 or 4.7 percent from 425,756 trips in FY 2018 to 405,810 trips in FY 2019.

|   | <u>YTD FY 2018</u> | <u>YTD FY 2019</u> |
|---|--------------------|--------------------|
| On-time Performance goal is 90.0%             |                    |                    |
| • Redi-Wheels                                 | 90.1%              | 90.8%              |
| • RediCoast                                   | 97.2%              | 97.1%              |
| Complaints per thousand trips                 |                    |                    |
| • Redi-Wheels                                 | 0.72               | 0.69               |
| • RediCoast                                   | 0.58               | 0.47               |
| Ridership                                     |                    |                    |
| • Paratransit AWR                             | 1,210              | 1,160              |
| • Paratransit Total Trips                     | 294,990            | 282,760            |
| • Free Paratransit trips on fixed-route buses | 425,756            | 405,810            |
| • Registrants as of March                     | 8,395              | 8,052              |

**SamTrans History**

The District was approved by the county voters in 1974. The District became functional on January 1, 1975 and by July 1, 1976 commenced the consolidation of 11 separate systems to serve a 446 square-mile service area.

**Fixed-route Bus Service/Ridership**

For the ten months ending April 30, the fixed-route bus total trips decreased by 406,530 or 4.4 percent, from 9,300,060 trips in FY 2018 to 8,893,530 trips in FY 2019. There have been 613 trips that did not operate (DNO) in FY 2019, which is identical to FY 2018.

**Efforts to Improve Ridership and Service Quality:**

- Jun 2018, ECR Rapid commenced service
- Jun 2018, SFO Connection commenced service
- Sep 2018, SamTrans Mobile App launched
- Dec 2018, January 2019 fare increase postponed indefinitely
- May 2019, The SamTrans OnDemand Microtransit pilot was launched on May 6. The outreach team continues to work with riders on how to use the new service. The project management team is working with Via to make adjustments to the algorithm to respond to operational feedback and passenger requests. Based on the first week of service, passengers wait on average 10-11 minutes for their pickup and over 90 percent of the trips are being accommodated.
- Jun 2019, ECR (Local) frequency will return to 15-minute headways
- Jun 2019, Comprehensive Operational Analysis (COA) kickoff
- Aug 2019, Proposed fare changes approved by the Board of Directors
- Aug 2019, Express service launches Route FCX, the first bi-directional express route between Foster City and San Francisco every 30 minutes during weekday peak periods.
- Jan 2020, Potential fare changes implemented (if approved by Board in August 2019)
- Spring 2021, Approval and implementation of the Comprehensive Operations Analysis (COA) recommendations.

GPS technology is used to measure on-time performance (OTP) electronically. In April 2019 there were 270,108 time points. Prior to using GPS technology, OTP was based on approximately 8,000 hand samples taken by Bus Supervisors, usually at locations where there would be more than one route passing by. Traffic congestion continues to impact the District's OTP. Year-to-date OTP remains below the District goal of 85.0 percent. The motor bus system YTD OTP is 78.9 percent.

| <b>Ridership</b> | <b><u>YTD FY 2018</u></b> | <b><u>YTD FY 2019</u></b> |
|------------------|---------------------------|---------------------------|
| • AWR            | 36,780                    | 35,200                    |
| • Total Trips    | 9,300,060                 | 8,893,530                 |

| <b>On-time Performance goal is 85%:</b> | <b><u>YTD FY 2018</u></b> | <b><u>YTD FY 2019</u></b> |
|---|---------------------------|---------------------------|
| • Directly operated service             | 81.4%                     | 81.5%                     |
| • Contracted bus service                | 75.5%                     | 71.0%                     |
| • Coastside service                     | 79.0%                     | 76.1%                     |
| • Combined service                      | 79.9%                     | 78.9%                     |

|                                  | <b><u>YTD FY 2018</u></b> | <b><u>YTD FY 2019</u></b> |
|----------------------------------|---------------------------|---------------------------|
| Trips that Did Not Operate (DNO) | 613                       | 613                       |
| Complaints per million trips     | 174                       | 187                       |

**Bus Transportation Services**

- May 11 Provided the Marketing Department an electric bus to create an etiquette video for Youth riders
- May 19 Provided an electric bus for display at the Maker Faire Kid's Day
- May 30 The Training Department is hosting the National Transit Institute program "Bus Operator Assault Awareness"

**SamTrans Digital Communications (Social & Web)**

|                  | <u>YTD FY 2018</u> | <u>YTD FY 2019</u>                                       |
|------------------|--------------------|--|
| Impressions      | 4,830,997          | 6,008,633 (Facebook, Twitter, Instagram, LinkedIn, etc.) |
| Interactions     | 71,487             | 96,415   |
| New Followers    | 1,140              | 1,241  |
| Website Sessions | 1,610,895          | 1,500,604  |

**Maintenance Department**

The goal of **25,000** average Miles Between Service Calls (MBSC) was achieved for both motor bus and paratransit fleets (District maintained vehicles).

|             | <u>YTD FY 2018</u>  |                |             | <u>YTD FY 2019</u>  |                |             |
|-------------|---------------------|----------------|-------------|---------------------|----------------|-------------|
|             | <u>Miles Driven</u> | <u># Calls</u> | <u>MBSC</u> | <u>Miles Driven</u> | <u># Calls</u> | <u>MBSC</u> |
| Motor Bus   | 4,880,990           | 187            | 26,101      | 5,168,296           | 183            | 28,242      |
| Paratransit | 1,333,770           | 31             | 43,025      | 1,197,681           | 26             | 46,065      |

**Human Capital Investment**

73 new Bus Operators were trained and hired in FY 2019, which is up 109 percent from the 35 new Bus Operators trained and hired in FY 2018.

|                                | <u>YTD FY 2018</u> |             | <u>YTD FY 2019</u> |             |
|--------------------------------|--------------------|-------------|--------------------|-------------|
|                                | <u>Hours</u>       | <u>Days</u> | <u>Hours</u>       | <u>Days</u> |
| New Bus Operator Trainees      | 9,950              | 1,244       | 18,832             | 2,354       |
| Part to Full-time Bus Operator | 1,832              | 229         | 372                | 47          |
| Proterra training              | 0                  | 0           | 242                | 30          |
| DMV mandated training          | 1,384              | 173         | 2,084              | 261         |
| Bus Operator retraining        | 865                | 108         | 1,250              | 156         |
| Maintenance training           | 6,281              | 785         | 5,646              | 706         |
| First Aid, CPR/AED             | 0                  | 0           | 224                | 28          |
| Professional Development       | 608                | 76          | 412                | 51          |
| Total Hours                    | 20,920             | 2,615       | 29,062             | 3,633       |

The SamTrans Bus Operations Safety Campaign was “Defensive Driving Strategies”. Below is one of the four slides of the Defensive Driving Strategies campaign:

**DEFENSIVE DRIVING**

The **National Safety Council** reports that 90% of motor vehicle collisions are preventable.

**DEFENSIVE DRIVING** means being continually **ALERT** to possible **HAZARDS** around your bus and taking actions to **AVOID** those hazards



## AGENDA

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

**San Mateo County Transit District Administrative Building  
Bacciocco Auditorium – 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos, CA**

**WEDNESDAY, JUNE 5, 2019 – 2:30 pm**

or immediately following Board meeting recess

1. Call to Order

### MOTION

2. Approval of Minutes of Community Relations Committee Meeting of May 1, 2019

### INFORMATIONAL

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Multimodal Ridership Report – April 2019
7. Quarterly Dashboard Report – January-March 2019
8. Adjourn

Committee Members: Rose Guilbault (Chair), Ron Collins, Marina Fraser

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

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

**MINUTES OF COMMUNITY RELATIONS COMMITTEE MEETING /  
COMMITTEE OF THE WHOLE  
MAY 1 2019**

Committee Members Present: R. Guilbault (Committee Chair), R. Collins, M. Fraser

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: K. Matsumoto, D. Pine, J. Powell, P. Ratto, C. Stone, C. Groom

Staff Present: J. Hartnett, J. Cassman, S. van Hoften, D. Olmeda, D. Hansel, A. Chan, C. Fromson, J. Brook, D. Seamans

## **CALL TO ORDER**

Committee Member Rose Guilbault called the meeting to order at 2:35 pm.

## **APPROVAL OF MINUTES OF COMMITTEE MEETING OF APRIL 3, 2019**

Motion/Second: Fraser/Powell

Ayes: Collins, Fraser, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Abstentions: Guilbault

Absent: None

## **REAPPOINTMENT OF IRIS CHAN AND MARY ADLER, REPRESENTING BUS RIDERS, AND RICHARD PICO, REPRESENTING MULTIMODAL RIDERS, TO THE CITIZENS ADVISORY COMMITTEE**

Motion/Second: Ratto/Pine

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

## **PROCLAMATION IN HONOR OF RETIRING PCC MEMBER BARBARA KALT**

Committee Chair Guilbault commented on the accomplishments of Barbara Kalt, who is retiring after more than 20 years on the PCC.

Chair Carole Groom said she and Ms. Kalt had worked together for many years and praised her for her innovation and contributions to the disabled and senior communities.

Motion/Second: Ratto/Collins

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None



### **ACCESSIBILITY UPDATE**

Tina Dubost, Manager, Accessible Transit Services, said that the mobility management staff would attend 11 events in the near future.

### **PARATRANSIT COORDINATING COUNCIL UPDATE**

Mike Levinson said the eligibility system has been copied by other counties. He expressed his appreciation of Ms. Kalt's work.

PCC Chair Ben McMullan noted upcoming events and Emergency Preparedness Day happening in June and announced the annual retreat.

### **CITIZENS ADVISORY COMMITTEE UPDATE**

Committee Member Guilbault introduced CAC member John Baker, who expressed CAC members' concerns regarding bus shelters and Route 292 issues.

### **MULTIMODAL RIDERSHIP REPORT – MARCH 2019**

David Olmeda, Chief Operating Officer/ Bus, reported the monthly statistics.

Vice Chair Karyl Matsumoto asked if the eligible discount statistics (ADA and seniors) includes youth and adult categories. Mr. Olmeda said no and that they are counted separately.

Director Charles Stone talked about recruiting new riders.

Jim Hartnett, General Manager/CEO, said he thought that the most important issue for transit is relevance to the members of the community.

Director Dave Pine asked about the run book. Mr. Olmeda said their main focus was on ECR. He said there have been marginal increases on the ECR Rapid.

Mr. Hartnett said the District is always tinkering and improving to stay relevant.

Director Peter Ratto said that even small changes can have a big impact.

### **ADJOURN**

The meeting adjourned at 2:54 pm.

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

**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 Policy Advocacy and Legislative Committee (PAL-Committee) is the advocacy arm of the PCC.

The PCC and the PAL meet monthly (except for August).

The minutes of the April PCC meeting are attached to this report.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

No Additional Information.

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

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

**Minutes of April 9, 2019 Meeting**

**ATTENDANCE:** Members: Susan Capeloto, Dept. of Rehabilitation; Monica Colondres, Community Advocate; Dinae Cruise, Vice Chair; Tina Dubost, SamTrans; Judy Garcia, Consumer; Barbara Kalt, Rosener House; Nancy Keegan, Sutter Health/Senior Focus; Sandra Lang, Community Member; Mike Levinson, Consumer, PAL Chair; Alex Madrid, CID/Education Chair; Benjamin McMullan, Chair, CID; Scott McMullin, CoA; Sammi (Wilhelmina) Riley, Consumer; Carmen Santoni, Catholic Charities; Marie Violet, Dignity Health; (Member attendance = 13/16, Quorum = Yes)

Guests: Kathi Minden, Rosener House; David Scarbor, SamTrans; Henry Silvas, SamTrans; Lynn Spicer, First Transit/Redi-Wheels; Jane Stahl, PCC Staff; Patty Talbott, First Transit/Redi-Wheels; Larissa Vasserman, Consumer; Richard Weiner, Nelson\Nygaard  
Absentees: Valerie Campos, Vista Center for the Blind and Visually Impaired

**WELCOME/INTRODUCTIONS:**

Ben McMullan called the meeting to order at 1:35pm. The meeting started with each attendee introducing themselves.

**APPROVAL OF MARCH MINUTES:**

A motion to approve the March minutes was made by Mike Levinson and seconded by Sandra Lang. The minutes were approved.

Chair Ben McMullin acknowledged the contributions of Barbara Kalt who is leaving the PCC after 26 years. He thanked her for her strong advocacy and support over the years and her guiding influence on the council. Everyone agreed that she will be much missed and wished her well in the future.

**COMMITTEE REPORTS:**

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

Mike reported that there was a meeting on April 9th at 11:30am. The discussions included:

- An update by Jessica Epstein and Ryan McCauley on various pieces of legislation.
- Upcoming proposed fare changes

**B. GRANT/BUDGET REVIEW**

Barbara Kalt advised there were no updates. Nancy Keegan will take over chairing this committee.

**C. EDUCATION COMMITTEE**

Alex distributed a list of outreach events and asked PCC members to sign up if they were able to assist. The next meeting is on May 3<sup>rd</sup>.

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

Ben reported that at the April 2<sup>nd</sup> meeting they discussed the retreat and creating an outline of the agenda. He is arranging an ERC meeting with Tina.

#### **PRESENTATION: SamTrans' New Mobility Resource Center**

Ronny Kraft spoke to the group about the Center's website (<http://www.peninsularides.com>) and call-in assistance. The Resource Center provides information about transportation options on mobility for older adults and people with disabilities and includes information on public and private services in the county. It provides both information and assistance. The person you speak to can help find the best options and they can forward you directly to a service. They are measuring the site usage on Google analytics and monitoring the number of calls received. Plus, users are asked to take a brief survey after each call.

The hours are 7am – 7pm, Monday to Friday; 8am -5pm, Saturday and Sunday.

Ronny agreed to come back at a future meeting to share updates.

#### **OPERATIONAL REPORTS**

Tina reported that SamTrans is proposing fare changes but that these will not affect paratransit fares. There will be meetings in May and June with a public hearing at the July SamTrans Board meeting. Scott McMullin asked if there was a low income fare; there is not but the fare is low at \$2.25 and riders can get monthly passes or a day pass that reduces the fare. Alex mentioned that there is an RTC card that gives people with disabilities the ability to ride for half fare.

#### **PERFORMANCE SUMMARY**

Ridership is down from 24,444 in February 2018 to 23,029 in February 2019. Average weekday ridership is also down 4.9%, from 1,052 to 951. There was a decrease in demand trips but an increase in agency and subscription trips. Taxi usage was 36.9% of total trips. On time performance was 92%. Productivity is high at 1.83 passengers per hour. Average telephone time for reservations was 1.37 minutes.

#### **COMMENT STATISTICS REPORT**

There were 25 compliments; 9 policy and 23 service-related complaints. The response time was good at 3.2 days.

#### **SAFETY REPORT**

Patty reported that there were 11 incidents in March; five were preventable and all were minor.

#### **LIAISON REPORTS**

##### **A. Coastside Transportation Committee**

Tina reported that there was a meeting on March 14<sup>th</sup>. Marina Fraser is the new SamTrans Board Member representing Coastside and the new executive director is Sandra Winter.

## **B. Agency**

Barbara Kalt said that nothing had been scheduled. Nancy Keegan agreed to chair the committee following Barbara's departure.

## **C. ERC**

Mike reported that an ERC meeting is being arranged with Tina.

## **D. Commission on Disability**

Ben reported CoD has a date for the focus group for IHSS recipients for April 30<sup>th</sup>, 1-3pm, in South San Francisco, City Council Chambers. There will be IHSS workers there although only consumers are in the discussion.

## **E. Center for Independence of Individuals with Disabilities (CID)**

Alex reported that they had a chamber mixer. They are doing a survey of available housing. The Peninsula Health Care District has a Board meeting scheduled on April 25<sup>th</sup> in the Burlingame City Hall-Chambers; Town Hall meetings are scheduled for June 24, September 23, and December 3 in the Burlingame Library.

## **F. Commission on Aging**

Scott reported that the CoA general meeting was April 8th and the topic was "Seniors in Poverty." Justice in Aging reports that 10% of seniors live below the federal poverty level and almost 50% are "economically vulnerable" – just one event from being homeless. California is worse than nationwide statistics. On May 12<sup>th</sup>, there will be a "Commission on Aging" report. The next transportation committee meeting is on second Thursday of the month, at 3pm, at the County Health Building in Redwood City.

## **Other Business**

There will be a New Beginnings Coalition meeting on April 16<sup>th</sup>, from 9-11am, in Belmont. At the last meeting, there was a talk about the 2020 census.

Dinae reported that Mike Levinson received a service award from the NAACP.

Nancy Keegan thanked Talib and Serra Cab for their help in organizing rides for the Senior Focus Foster Grandparent Program, National Service Criminal History Check compliance – transportation to/from fingerprinting appointments. It was much appreciated by everyone.

The meeting was adjourned at 2:55pm.

Next meeting will be a retreat on Tuesday, May 14<sup>th</sup>, 2019 at the Millbrae Library from 10am-2:30pm.

## **SamTrans Citizens Advisory Committee Update**

**March 27, 2019 Meeting**

Catherine Groves, Legal Counsel, Hanson Bridgett LLP, gave a presentation on the basics of the Brown Act. In response to CAC members' questions, she explained that a member of a legislative body may not divulge confidential information from a closed session of a meeting and that the Brown Act was codified in the Government Code.

Ana Rivas, Manager of Bus Transportation, updated the members on previous requests, including that canned messages on buses will now be in Spanish as well as English.

During the CAC member comments/requests session, various members provided valuable input and comments and had questions and concerns regarding: new bus shelters in East Palo Alto, new bus benches near South San Francisco BART station, how often the buses are cleaned, temperature control on buses, follow-up on Pacifica's flex-on-demand service, installation of new bike racks, overcrowded buses, and general bus rider etiquette.

The Community Engagement Committee led a brief discussion on how CAC members function as ambassadors for SamTrans within the community.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: David Olmeda  
Chief Operating Officer, Bus

SUBJECT: **MULTIMODAL RIDERSHIP REPORT – APRIL 2019**

**ACTION**

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

**SIGNIFICANCE**

The average weekday ridership across all modes decreased by 2.3 percent in the month of April 2019 compared to April 2018. The performance of the specific modes is as follows: average weekday ridership for Bus (-4.5%), Paratransit (-2.5%), Shuttles (-3.4%), Caltrain (-1.9%), and BART (-1.0%).

The month of April 2019 had 22 weekdays, an additional weekday compared to April 2018. Consequently, the total ridership for the month of April reflected a 0.6 percent increase. The performance of the specific modes is as follows: monthly ridership for Bus (-1.5%), Paratransit (-0.8%), Shuttles (+0.6%), Caltrain (+1.7%), and BART (+0.8%).

ECR (local), ECR-Rapid, and Route 296 accounted for 81% of April's total ridership losses. The June runbook will reinstate ECR local service to 15-minute headways compared to the existing 20-minute headway as a strategy to improve ridership on the ECR corridor.

**AVERAGE WEEKDAY RIDERSHIP (AWR): April 2019 compared to April 2018**

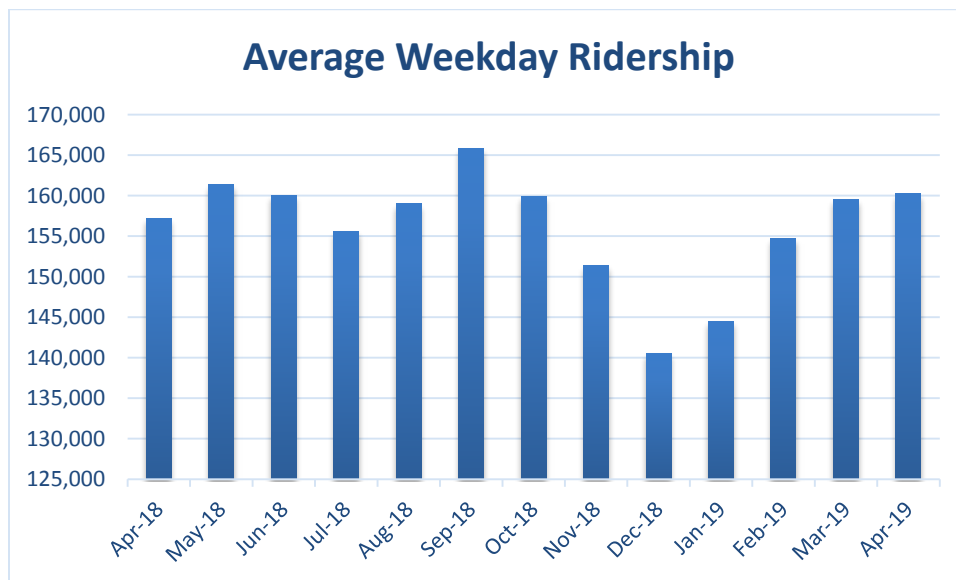
**Table A  
Average Weekday Ridership**

| April 2019 Average Weekday Ridership |                |                |                | Percent Change |
|--------------------------------------|----------------|----------------|----------------|----------------|
| Mode                                 | FY2017         | FY2018         | FY2019         | FY2018/2019    |
| Bus                                  | 37,820         | 35,670         | 34,070         | -4.5%          |
| Paratransit                          | 1,260          | 1,200          | 1,170          | -2.5%          |
| Shuttles                             | 12,340         | 12,020         | 11,610         | -3.4%          |
| Caltrain                             | 60,100         | 69,060         | 67,730         | -1.9%          |
| <b>Total</b>                         | <b>111,520</b> | <b>117,950</b> | <b>114,580</b> | <b>-2.9%</b>   |
| BART Extension (No Daly City)        | 46,420         | 46,120         | 45,640         | -1.0%          |
| <b>Grand Total</b>                   | <b>157,940</b> | <b>164,060</b> | <b>160,220</b> | <b>-2.3%</b>   |
| <b>Weekdays</b>                      | <b>20</b>      | <b>21</b>      | <b>22</b>      |                |

| April 2019 Year-to-date       |                |                |                | Percent Change |
|-------------------------------|----------------|----------------|----------------|----------------|
| Mode                          | FY2017         | FY2018         | FY2019         | FY2018/2019    |
| Bus                           | 39,000         | 36,780         | 35,200         | -4.3%          |
| Paratransit                   | 1,220          | 1,210          | 1,160          | -4.1%          |
| Shuttles                      | 12,250         | 11,740         | 11,370         | -3.2%          |
| Caltrain                      | 59,100         | 62,420         | 61,580         | -1.3%          |
| <b>Total</b>                  | <b>111,580</b> | <b>112,140</b> | <b>109,310</b> | <b>-2.5%</b>   |
| BART Extension (No Daly City) | 48,600         | 47,040         | 45,800         | -2.6%          |
| <b>Grand Total</b>            | <b>160,170</b> | <b>159,180</b> | <b>155,110</b> | <b>-2.6%</b>   |

**Chart A  
Grand Total Average Weekday Ridership (for the last 12 months)**





MONTHLY TOTAL RIDERSHIP: April 2019 compared to April 2018

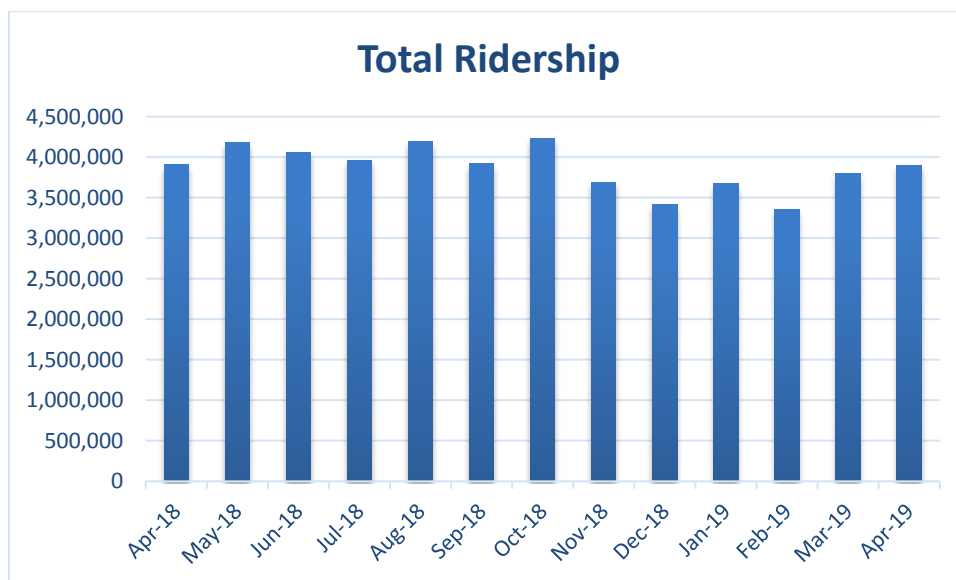
Table B  
Total Monthly Ridership

| April 2019 Total Monthly Ridership |                  |                  |                  | Percent Change<br>FY2018/2019 |
|------------------------------------|------------------|------------------|------------------|-------------------------------|
| Mode                               | FY2017           | FY2018           | FY2019           |                               |
| Bus                                | 932,940          | 897,250          | 883,350          | -1.5%                         |
| Paratransit                        | 29,550           | 29,140           | 28,900           | -0.8%                         |
| Shuttles                           | 244,910          | 252,860          | 254,370          | 0.6%                          |
| Caltrain                           | 1,543,000        | 1,566,550        | 1,593,270        | 1.7%                          |
| <b>Total</b>                       | <b>2,750,390</b> | <b>2,745,800</b> | <b>2,759,880</b> | <b>0.5%</b>                   |
| BART Extension (No Daly City)      | 1,123,450        | 1,131,790        | 1,141,040        | 0.8%                          |
| <b>Grand Total</b>                 | <b>3,873,840</b> | <b>3,877,590</b> | <b>3,900,920</b> | <b>0.6%</b>                   |
| <b>Weekdays</b>                    | <b>20</b>        | <b>21</b>        | <b>22</b>        |                               |

| April 2019 Year-to-date       |                   |                   |                   | Percent Change<br>FY2018/2019 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------------------|
| Mode                          | FY2017            | FY2018            | FY2019            |                               |
| Bus                           | 9,866,220         | 9,300,060         | 8,893,530         | -4.4%                         |
| Paratransit                   | 298,650           | 294,990           | 282,760           | -4.1%                         |
| Shuttles                      | 2,586,720         | 2,488,530         | 2,424,830         | -2.6%                         |
| Caltrain                      | 15,339,810        | 15,508,920        | 15,277,000        | -1.5%                         |
| <b>Total</b>                  | <b>28,091,400</b> | <b>27,592,500</b> | <b>26,878,110</b> | <b>-2.6%</b>                  |
| BART Extension (No Daly City) | 12,000,010        | 11,627,660        | 11,243,350        | -3.3%                         |
| <b>Grand Total</b>            | <b>40,091,410</b> | <b>39,220,160</b> | <b>38,121,460</b> | <b>-2.8%</b>                  |

Chart B  
Grand Total Ridership (for the last 12 months)



## ADDITIONAL RIDERSHIP INFORMATION: April 2019

Table C illustrates the number of riders by fare category for April 2019, 2018 and 2017. The last column represents the motor bus total ridership for the 2019 calendar year (YTD). Ridership numbers do not include Dumbarton Express ridership and the rural on-demand service.

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

| Fare Category     | April 2017 | April 2018 | April 2019 | 2019 Calendar Year-to-Date |
|-------------------|------------|------------|------------|----------------------------|
| Adult             | 489,799    | 456,075    | 448,611    | 1,729,619                  |
| Youth             | 204,157    | 203,501    | 194,645    | 791,060                    |
| Eligible Discount | 236,997    | 234,416    | 236,947    | 902,003                    |
| Total             | 930,953    | 893,992    | 880,203    | 3,422,682                  |

**Table D**  
**SamTrans Bus Ridership Summary**

| By day type: | Total Riders | Average Daily Riders |
|--------------|--------------|----------------------|
| Weekdays     | 746,407      | 33,928               |
| Saturdays    | 74,878       | 18,719               |
| Sundays      | 58,918       | 14,730               |
| Holiday(s)   | -            | -                    |
| Total        | 880,203      | 29,340               |

## AWR and OTP STATISTICS: April 2019

Table E statistics do not include Dumbarton Express and the Coastside On-Demand service.

Average Weekday Ridership (**AWR**) – is calculated by taking the total number of daily riders (Monday through Friday) and dividing by the number of weekdays in that month.

On Time Performance (**OTP**) – is calculated by evaluating all the time points within the route's schedules across the system for late, early, and on-time arrival and departure. A route is late if it exceeds 5.00 minutes. A route is considered early if it departs 30 seconds ahead of schedule.

**Table E**  
**Bus AWR and OTP Statistics**

|           |      | AWR    | OTP    |
|-----------|------|--------|--------|
| April     | 2018 | 35,513 | 80.57% |
| May       | 2018 | 37,829 | 78.47% |
| June      | 2018 | 33,156 | 78.58% |
| July      | 2018 | 30,493 | 80.80% |
| August    | 2018 | 35,620 | 78.94% |
| September | 2018 | 40,348 | 77.76% |
| October   | 2018 | 38,960 | 76.97% |
| November  | 2018 | 34,043 | 78.93% |
| December  | 2018 | 33,596 | 77.31% |
| January   | 2019 | 33,782 | 80.28% |
| February  | 2019 | 32,987 | 78.89% |
| March     | 2019 | 35,789 | 78.49% |
| April     | 2019 | 33,928 | 80.29% |

## **SAMTRANS PROMOTIONS: April 2019**

**New Living Expo Partnership** - (April 26-28) SamTrans partnered with the New Living Expo held at the San Mateo County Event Center. As part of the agreement, SamTrans promoted the event on the go.samtrans main page, Peninsula Moves blog/news release, organic social media and ad cards placed on the bus. SamTrans' logo was placed on all collateral materials, and was distributed at the event as well as on Comcast Spotlight television spots.

**SamTrans Mobile** – SamTrans continues to actively promote the Mobile App with paid Google search ads, monthly email blasts, geo-targeted Facebook/online display and print ads. This May, the SamTrans Summer Youth Pass will be added to the app as another convenient option to purchase and ride.

### **Youth Marketing Outreach Highlights**

**Youth Ambassador Meeting** - (April 3) Youth Ambassadors met to discuss program goals, future outreach and volunteer opportunities. Youth Ambassadors researched youth ridership data and provided feedback about SamTrans' current fare and services.

**Celebration of Spring, Woodland Park Communities, East Palo Alto** - (April 6) SamTrans tabled at the Celebration of Spring at Woodland Park Communities in East Palo Alto. We offered information about our fare and services and a representative from customer service was available to help with trip planning and to answer questions. There were 225 attendees, with 82 interactions at the SamTrans table.

**STEAM Fest on the Square, Redwood City** - (April 27) STEAM Fest on the Square's mission is to inspire San Mateo County's diverse youth to see themselves as scientists, artists, creators and inventors.

This year, SamTrans displayed its new Battery Electric Bus (BEB) at the festival's Eco-Alley. Attendees had a chance to see the BEB first-hand. An interactive scavenger hunt was available, and participants were rewarded with a mini BEB "squishy" toy. SamTrans Youth Ambassadors assisted with the event.

*Proceeds from the STEAM Fest will benefit its work to bridge the digital divide by assisting students from under-served populations to gain access to resources for learning and growth, through technology equipment, like tablets and hot spots. There were approximately 6,000 attendees, with 537 interactions at our displayed electric bus.*

# SamTrans Digital Metrics - APR 2019



## New Followers

**+100**

Apr 19 - 10,692  
Mar 19 - 10,592  
Apr 18 - 8,792

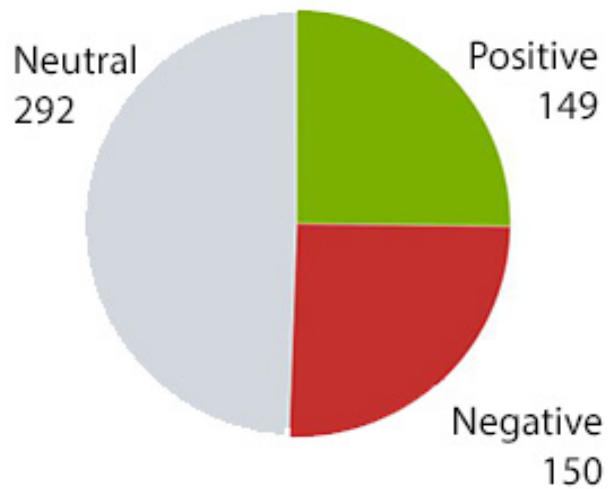
## Top Tagged Issues

- 1. Compliment (9)**
- 2. Delay (7)**
- 3. Complaint (5)**

## SamTrans.com Sessions

Apr 19 - 125,991  
Mar 19 - 129,332  
Apr 18 - 131,127

## Social Sentiment



## Yelp & FB Rating

**2.74 Overall**  
(No April reviews)

## SamTrans Mobile - APR

Downloads: **-964** (Feb: 1374)  
Accounts : **-889** (Feb: 975)  
Orders : **+5,803** (Feb: 4638)  
Sales : **+\$13,568.00** (Feb: \$11,590.55)  
Apple Rting: 3.3 - 11 reviews (3 new)

Prepared by: Alex Lam, Senior Planner  
Christina Contreras, Marketing Outreach Coordinator  
James Namba, Marketing Specialist  
Jeremy Lipps, Social Media Officer

650-508-6227  
650-508-7763  
650-508-7924  
650-508-7845

**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: **DASHBOARD REPORT: JANUARY – MARCH 2019**

**ACTION**

These reports are for informational purposes only. No policy action is required.

**SIGNIFICANCE**

The Dashboard displays key performance indicators of the SamTrans fixed-route bus service. It is used as a tool to communicate to the operations staff the safety, quality, and productivity of SamTrans bus service.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

Staff will report on ridership, safety, quality of service, and comparative economic data for the quarter January – March 2019.

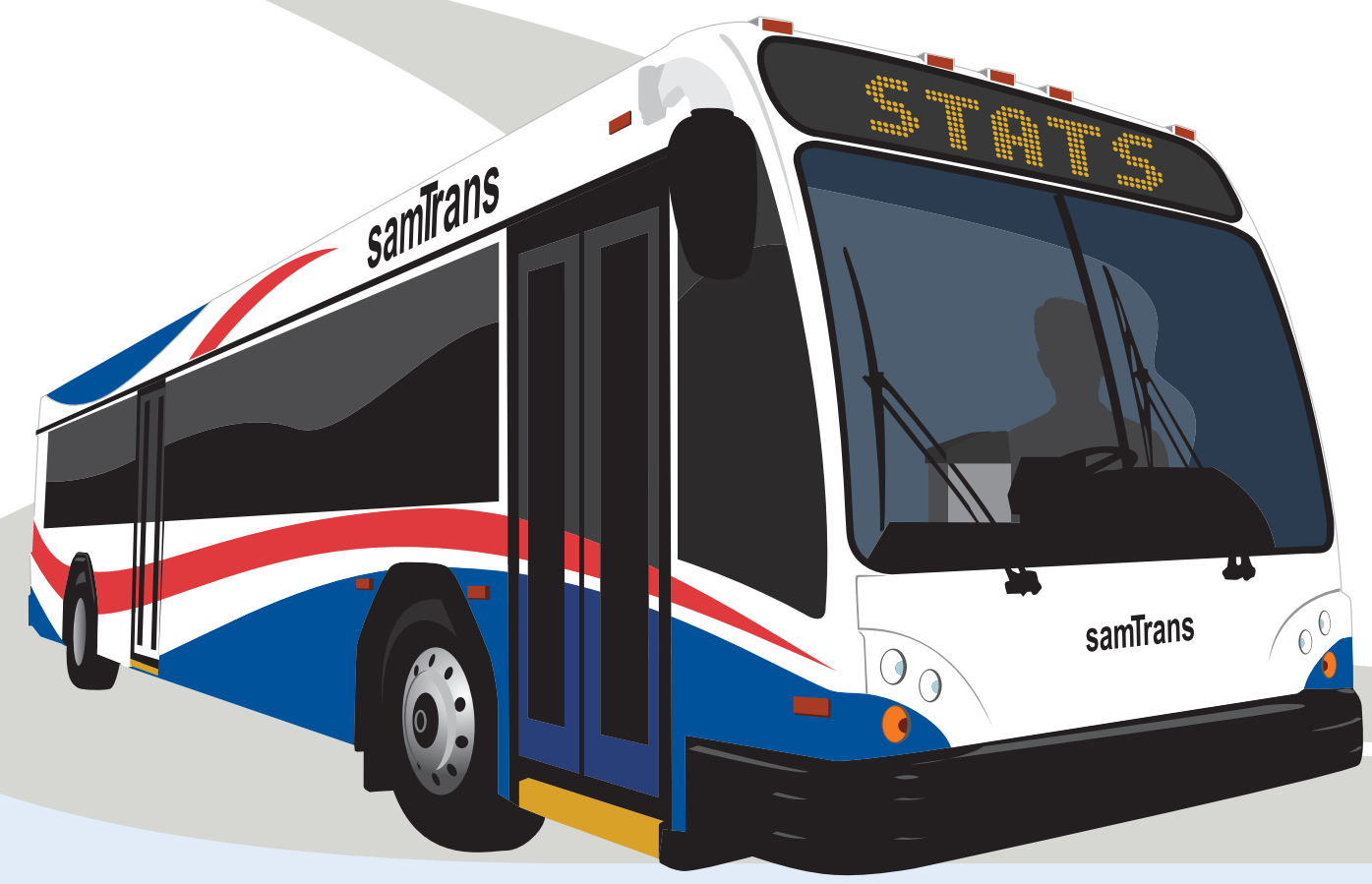
**STRATEGIC INITIATIVE**

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

This month's presentation will be presented via PDF.

Prepared by: Ryan Cruz, Senior Scheduler  
Michelle Louie, Planning Analyst II

650-508-6479  
650-622-8038



# 2019 SamTrans Service Statistics

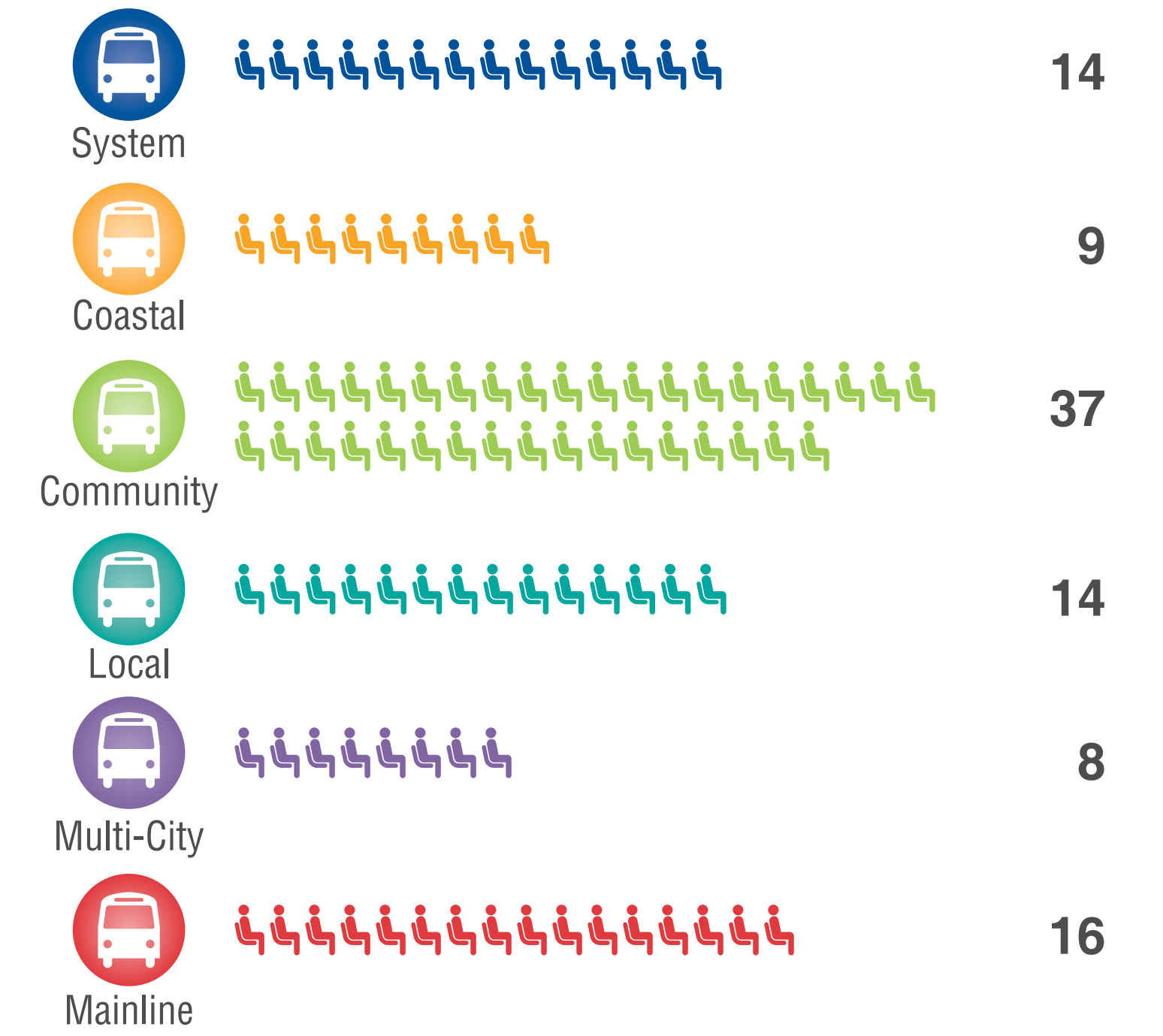
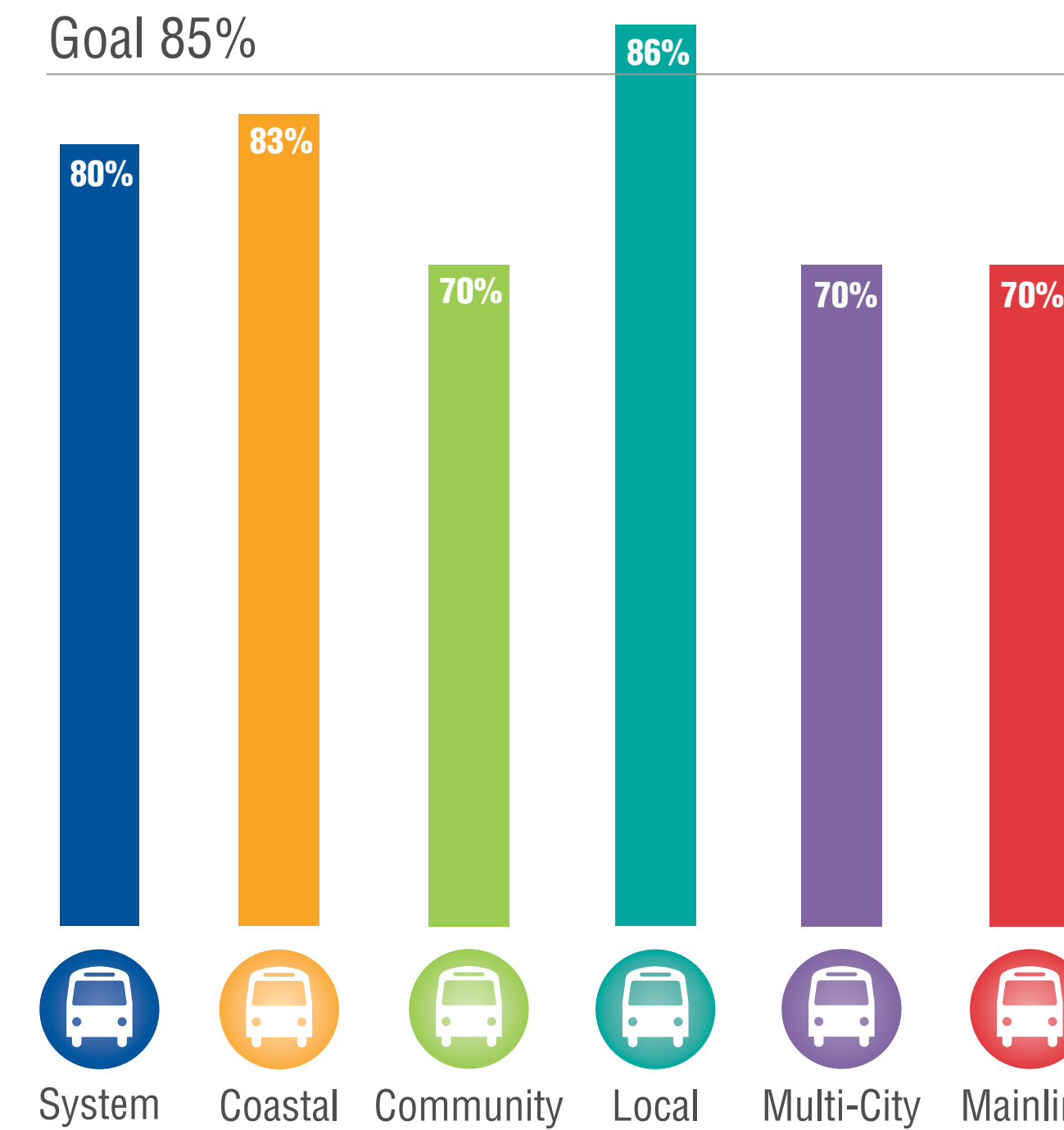
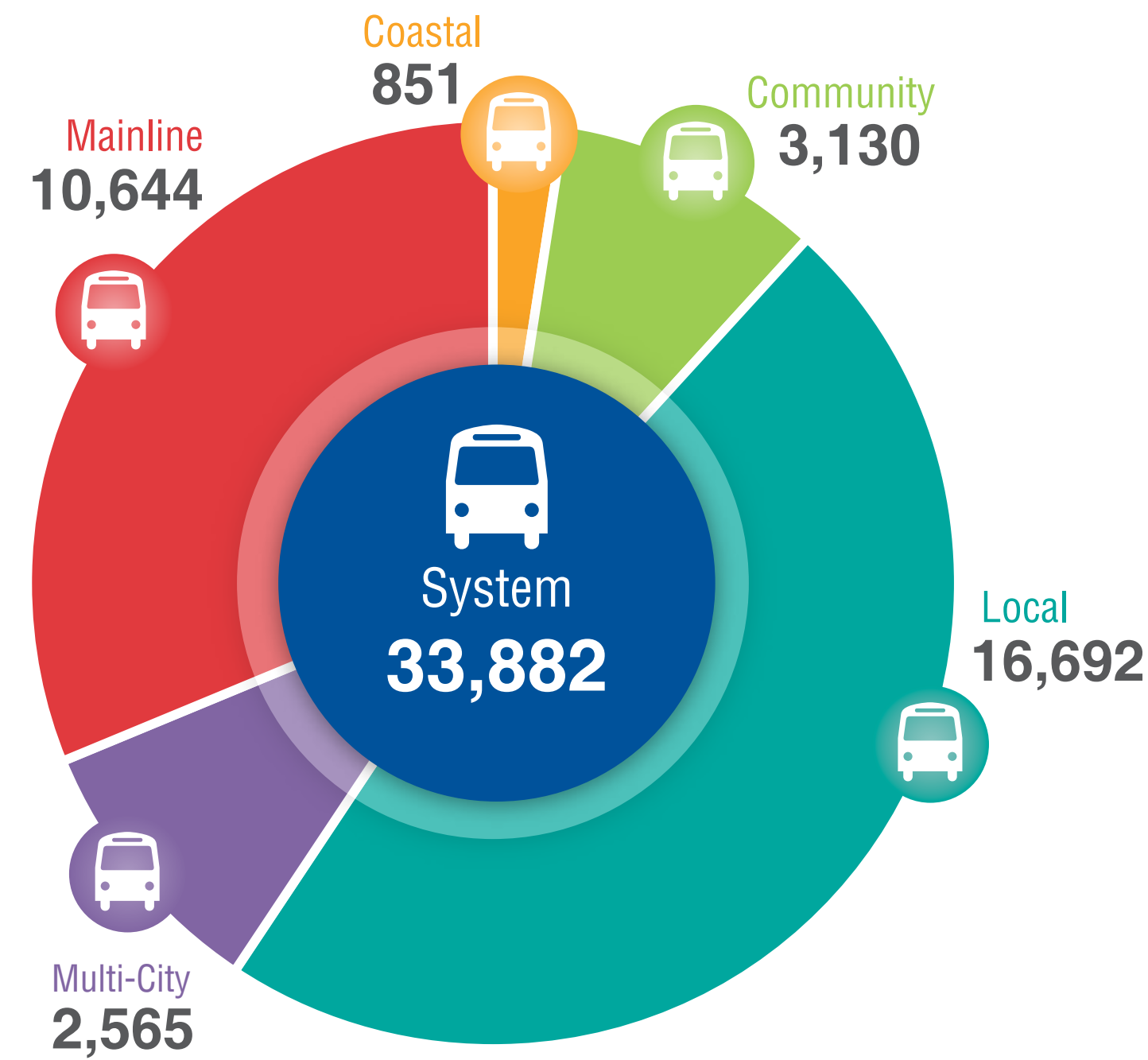
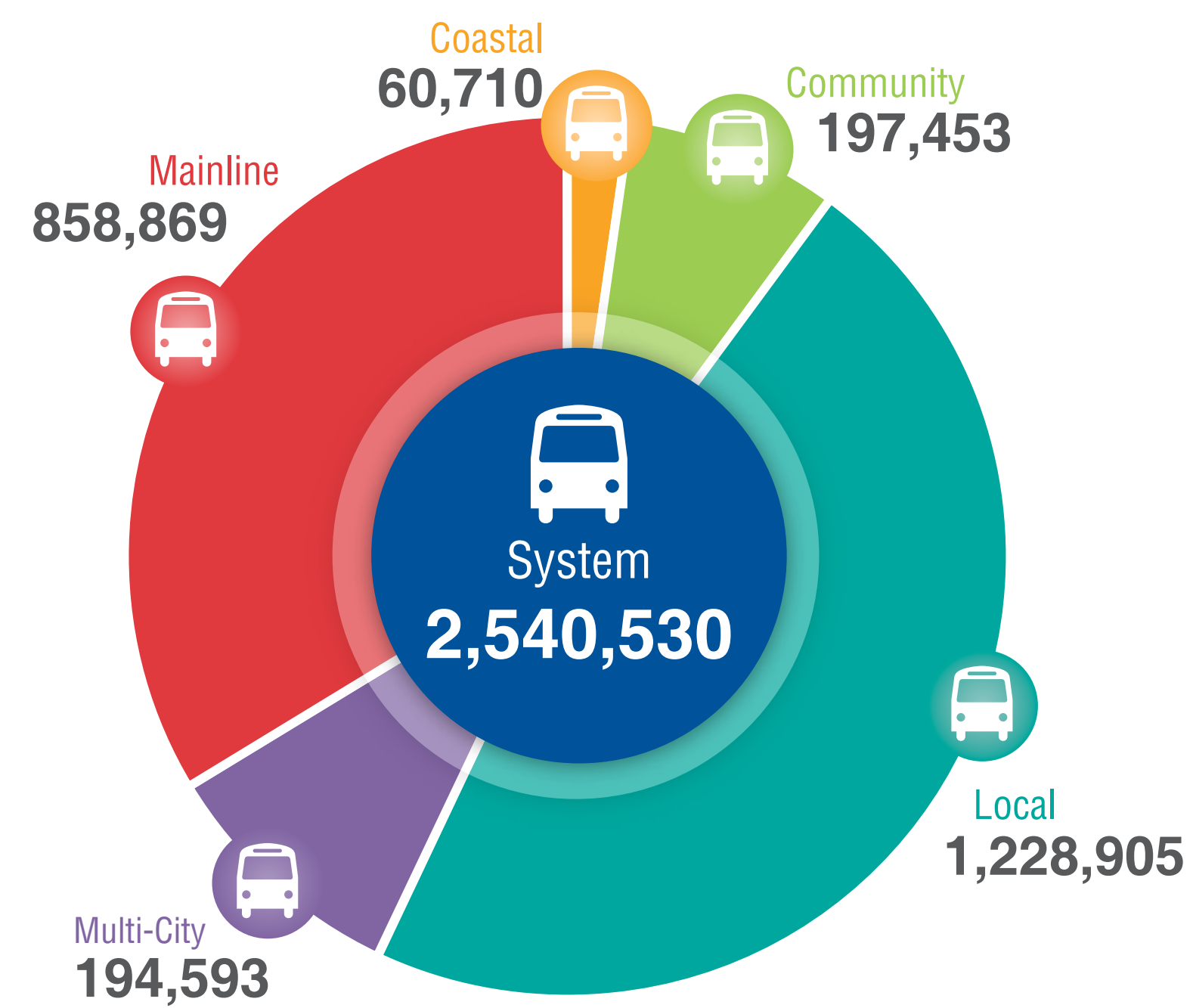
## Quarterly Report (Jan-Mar)

### TOTAL PASSENGERS

### AVERAGE WEEKDAY RIDERSHIP

### WEEKDAY ON-TIME PERFORMANCE

### WEEKDAY PASSENGERS/VEHICLE REVENUE HOUR



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

### TOTAL MILES TRAVELED

### PREVENTABLE ACCIDENTS

### MILES BETWEEN PREVENTABLE ACCIDENTS

### SERVICE CALLS

### MILES BETWEEN SERVICE CALLS



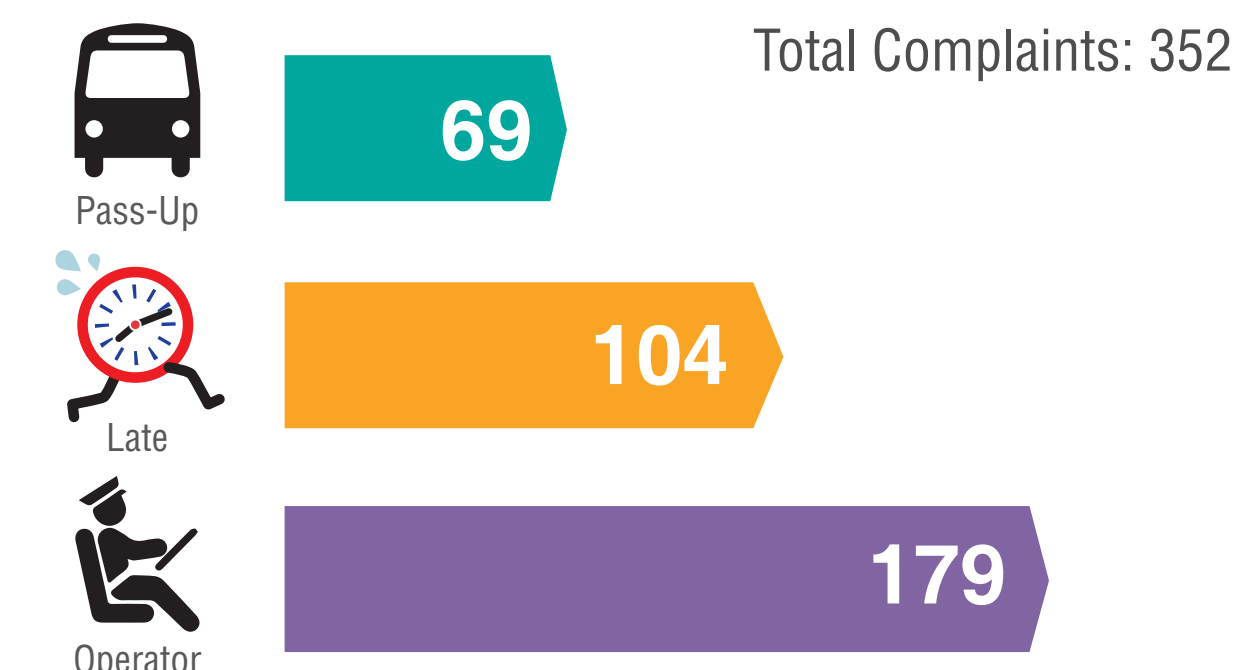
### DID NOT OPERATE

### DID NOT OPERATE/100,000 TRIPS

### TOP 3 COMPLAINTS

### COMPLAINTS/100,000 BOARDINGS

### FAREBOX RECOVERY RATIO





AGENDA

FINANCE COMMITTEE  
COMMITTEE OF THE WHOLE

San Mateo County Transit District Administrative Building  
Bacciocco Auditorium – 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos, CA

WEDNESDAY, JUNE 5, 2019 – 2:45 pm

or immediately following Community Relations Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Finance Committee Meeting of May 1, 2019
3. Adoption of FY 2020 Operating and Capital Budgets
4. Award of Contract for a Business Intelligence Solution
5. Adjourn

Committee Members: Peter Ratto (Chair), Josh Powell, Marina Fraser

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.



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

**MINUTES OF FINANCE COMMITTEE MEETING /  
COMMITTEE OF THE WHOLE  
MAY 1 2019**

Committee Members Present: P. Ratto (Committee Chair), J. Powell, M. Fraser

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: R. Collins, R. Guilbault, K. Matsumoto, D. Pine, C. Stone, C. Groom

Staff Present: J. Hartnett, J. Cassman, S. van Hoften, D. Olmeda, D. Hansel, A. Chan, C. Fromson, J. Brook, D. Seamans

## **CALL TO ORDER**

Committee Chair Peter Ratto called the meeting to order at 2:54 pm.

## **APPROVAL OF MINUTES OF COMMITTEE MEETING OF APRIL 3, 2019**

Motion/Second: Stone/Pine

Ayes: Collins, Fraser, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Abstentions: Guilbault

Absent: None

## **AUTHORIZE AWARD OF CONTRACT FOR A BUS TRAFFIC SIGNAL PRIORITY SYSTEM**

Julie Taylor, Manager, Contracts and Procurement, reviewed the procurement process for the contract.

Robert Tam, Project Manager, said that there are 25 intersections on El Camino Real between Daly City and Menlo Park. He said that the project involves installing GPS equipment on 155 buses. He explained that the bus operator will only request priority signaling if the bus is behind schedule. He said the system will increase reliability and on-time performance.

Vice Chair Karyl Matsumoto asked if the controller grants or denies requests for priority. She said that the City/County Association of Governments (C/CAG) recently finished the San Mateo County Smart Corridor project, and asked if signal prioritization coordinates with it. Mr. Tam said that it does.

Director Ron Collins asked how much it speeds up travel time. Mr. Tam said delays were reduced in various studies. He asked if ridership increased; Mr. Tam said that VTA (Santa Clara Valley Transportation Authority) found it increased by 5 percent. David Olmeda, Chief Operating Officer/Bus, said ECR routes had 12 minutes of savings end to end.

Director Dave Pine said he would like to use the prioritization at every signal. Mr. Olmeda said they can now reliably tell the customer when the bus will arrive. He said the system can help maximize on-time performance.

Vice Chair Matsumoto said the traffic lights in South San Francisco are all synched. Mr. Olmeda said that priority is not granted when the lights are synched.

Committee Chair Peter Ratto asked if the system uses similar technology to ACT (Alameda County Transit) pilot programs at UC Berkeley. Mr. Tam said it does not use the same technology. He said that 155 buses will be equipped with the system.

Director Pine requested a report back on how the system is working out.

Chair Carole Groom said that the City of San Mateo is fully wired with smart corridors.

Motion/Second: Guilbault/Stone

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

### **AUTHORIZE AWARD OF CONTRACT FOR AUTO BODYWORK, REPAINTING, AND WRAPPING SERVICES**

Ms. Taylor reviewed the procurement process for the contract.

Director Collins asked about wrapping. Mr. Olmeda said that wrap is used for short-term advertisements and that it deteriorates with ultraviolet exposure. He said that buses are painted every seven years.

Motion/Second: Fraser/Guilbault

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Absent: None

### **PRELIMINARY FISCAL YEAR 2019-20 OPERATING AND CAPITAL BUDGETS**

Derek Hansel, Chief Financial Officer, gave a presentation on the budget. He noted that there is an extreme dependence on sales tax revenue.

Vice Chair Matsumoto asked about replacement of vehicles and asked if solar panels would be used in the future for powering electric buses. Mr. Olmeda said they would not be used.

Director Collins asked that if only 5 percent comes from passenger fares, would it make sense to eliminate fares. Mr. Hansel said no, since paratransit fares are tied to regular fixed route fares.

Jim Hartnett, General Manager/CEO, said that fares are not a significant determiner in increasing ridership.

Director Charles Stone suggested consulting with Peninsula Clean Energy.

### **ADJOURN**

The meeting adjourned at 3:36 pm.

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

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

FROM: Jim Hartnett  
General Manager/CEO

David Olmeda  
Chief Operating Officer, Bus

Derek Hansel  
Chief Financial Officer

SUBJECT: **ADOPTION OF FISCAL YEAR 2020 OPERATING AND CAPITAL BUDGETS**

**ACTION**

Staff proposes the Committee recommend the Board of Directors (Board) adopt the proposed Fiscal Year (FY) 2020 Operating Budget in the amount of \$216,927,882 and FY 2020 Capital Budget in the amount of \$14,238,155.

**SIGNIFICANCE**

With the passage of Measure W, the District is now able to focus on identifying opportunities that will ensure the long-term financial stability of the District. Initiatives presented within the FY2020 Budget are intended to help ensure that services are planned, delivered and expanded in a way that meets the evolving mobility needs of the County for FY2020 and into the future. Adoption of the proposed budgets is an important step along the way towards a future that provides service that is relevant, adaptable and financially sustainable.

**ACCOUNTING FOR COSTS AND COST RECOVERY ASSOCIATED WITH MANAGING AGENCY ROLES**

Though the Peninsula Corridor Joint Powers Board (JPB) and San Mateo County Transportation Authority (TA) are legally separate and independent entities, the District serves as their managing agency. Starting this year, the District's proposed Operating Budget identifies costs for staff members' wages and benefits (W&B) that are wholly or partially attributable to the JPB and/or the TA. The proposed Operating Budget also separately identifies costs associated with W&B that are attributable to the District's capital program rather than District operations. These costs show as both expenditures and revenues in the District's Operating Budget, as they are subject to full reimbursement by the JPB and TA, or to contribution from the District's capital resources. The District's Capital Budget also includes corresponding expenditures on a project-by-project basis. These accounting exercises supplement the overhead accounting addressed through the Interagency Overhead Recovery (ICAP) and Capitalized Indirect Cost Recovery programs, which have been included in the District's Operating Budget for many years. Federal rules and regulations permit the recovery of overhead expenses and indirect

costs if they are part of an approved Cost Allocation Plan. The FTA approved the District's current plan and overhead amounts in 2018 to address support functions that benefit the other agencies such as Human Resources and Payroll.

### **FY2020 OPERATING BUDGET NARRATIVE**

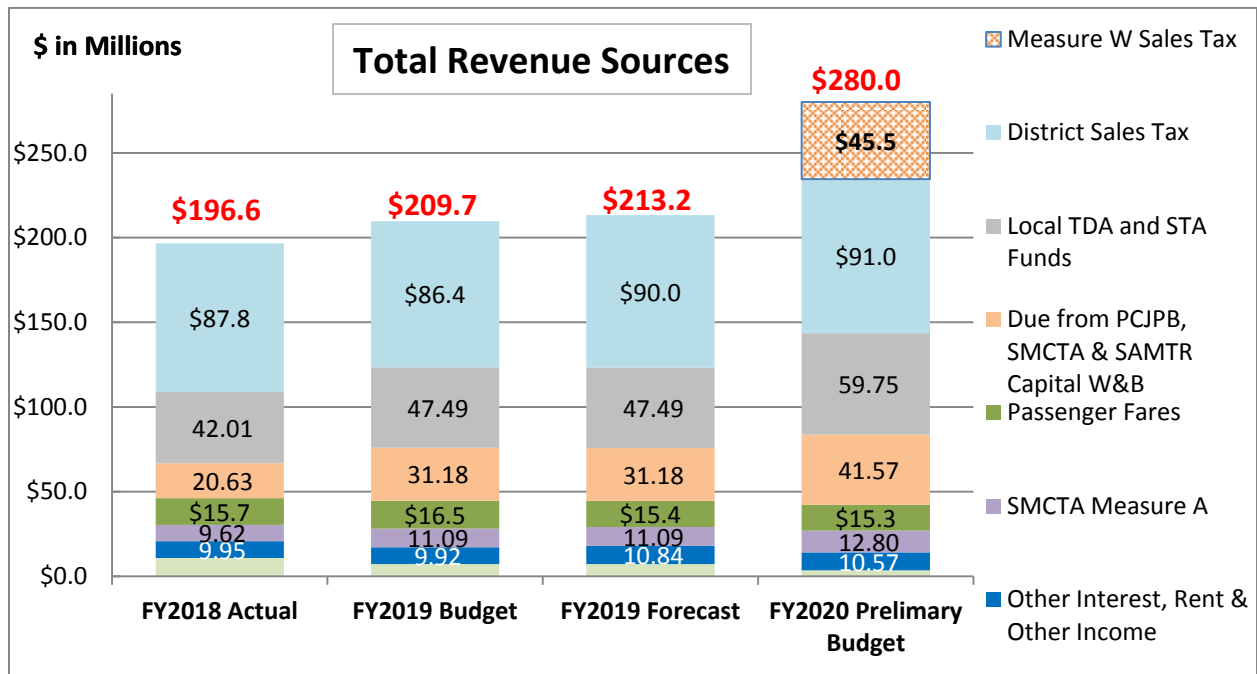
The following narrative describes the proposed budget for the San Mateo County Transit District (District) by line item. Each section has a reference to a page number and line item that correspond to the Financial Statement as shown on attachment A.

### **OPERATING REVENUES**

District revenues are derived from transit passenger fares and various federal, state, and local funding sources. Some state and federal funds are discretionary allocations, whereas others are based on a formula allocation. The District competes for discretionary funds on a project-by-project basis; formula-based funds are allocated by the Legislature. Other revenue sources include the District Sales Tax implemented in 1982, the District's new Measure W sales tax that will be implemented in 2019, investment income, interest, rents and other sources.

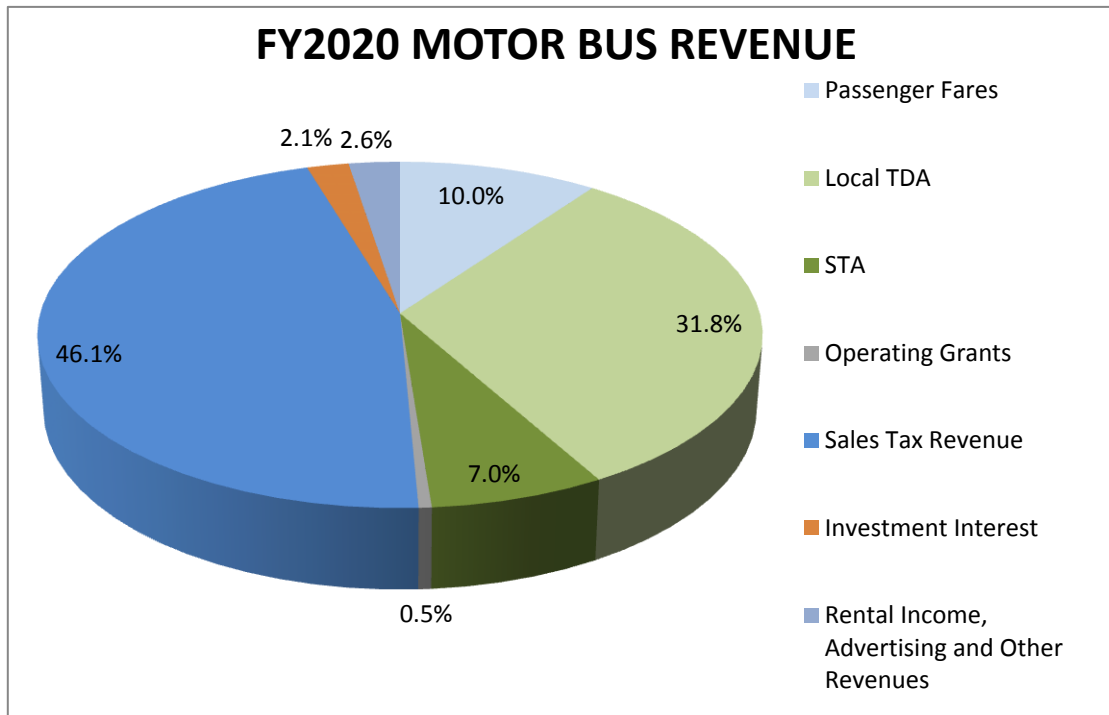
The charts below show Sources of Funds for FY2018 Actuals, FY2019 Budget, FY2019 Forecast and FY2020 Proposed Budget.

| <b>SOURCES OF FUNDS:</b><br>\$ in Millions | FY2018         | FY2019         | FY2019          | FY2020          | FY20              | %              |
|--|----------------|----------------|-----------------|-----------------|-------------------|----------------|
|  | <u>ACTUAL</u>  | <u>BUDGET</u>  | <u>FORECAST</u> | <u>PROPOSED</u> | <u>Budget vs.</u> | <u>%</u>       |
|  | A              | B              | C               | D               | FY19 Frcst        | Change         |
| <b>Operating Revenues</b>                  |                |                |                 |                 | <b>E = D-C</b>    | <b>F = E/C</b> |
| Passenger Fares                            | \$15.7         | \$16.5         | \$15.4          | \$15.3          | (\$0.1)           | -0.9%          |
| Local TDA and STA Funds                    | 42.0           | 47.5           | 47.5            | 59.7            | 12.3              | 25.8%          |
| Pass through to Other Agencies             | 0.8            | 0.7            | 0.7             | 0.3             | (0.4)             | -57.5%         |
| Operating Grants                           | 5.9            | 3.5            | 3.5             | 2.8             | (0.7)             | -20.5%         |
| SMCTA Measure A                            | 9.6            | 11.1           | 11.1            | 12.8            | 1.7               | 15.4%          |
| SM County Measure K & Other                | 3.8            | 2.5            | 2.5             | -               | (2.5)             | -100.0%        |
| AB434, TA Funded Shuttles & Other          | 0.3            | 0.4            | 0.4             | 0.4             | 0.0               | 0.7%           |
| <b>Subtotal - Operating Revenues</b>       | <b>\$78.2</b>  | <b>\$82.2</b>  | <b>\$81.2</b>   | <b>\$91.4</b>   | <b>\$10.2</b>     | <b>12.5%</b>   |
| <b>Other Revenue Sources</b>               |                |                |                 |                 |                   |                |
| District Sales Tax                         | \$87.8         | \$86.4         | \$90.0          | \$91.0          | \$1.0             | 1.1%           |
| Measure W Sales Tax                        | -              | -              | -               | 45.5            | 45.5              | n/a            |
| Investment Income                          | 2.0            | 2.0            | 3.3             | 3.6             | 0.3               | 9.1%           |
| Other Interest, Rent & Other Income        | 8.0            | 7.9            | 7.5             | 7.0             | (0.6)             | -7.6%          |
| Due from PCJPB, SMCTA & SAMTR Capital W&B  | 20.6           | 31.2           | 31.2            | 41.6            | 10.4              | 33.3%          |
| <b>Subtotal - Other Revenues</b>           | <b>\$118.4</b> | <b>\$127.5</b> | <b>\$132.0</b>  | <b>\$188.6</b>  | <b>\$56.6</b>     | <b>42.9%</b>   |
| <b>Total Sources of Funds</b>              | <b>\$196.6</b> | <b>\$209.7</b> | <b>\$213.2</b>  | <b>\$280.0</b>  | <b>\$66.8</b>     | <b>31.3%</b>   |



As shown above total sources of funds required for the District's proposed Operating Budget for FY2020 is \$280.0 million. The format for the budget reflect the revenue sources required to fund the District's operating activities or programs, which are divided into three major categories: 1) Motor Bus Revenues, 2) Americans with Disabilities Act Programs (ADA), and 3) Multimodal Transit Programs, which includes Shuttles and Dumbarton Right-of-Way (see Attachment A for page and line reference).

**MOTOR BUS REVENUES \$143.5 Million –** (see Attachment A for page and line reference)



**PASSENGER FARES** (Page 2, line 1)

For the FY2020 Proposed Budget, Motor Bus Passenger fares make up 10% of Total Motor Bus Revenues. Passenger revenues are used to offset motor bus operating costs and include fare receipts collected from moneys deposited in the farebox by riders or through the sale of tickets, passes, and tokens to the public. The FY2020 Passenger Fares budget reflects \$14.4 million, down 1.0 percent compared to FY2019 Forecast. The reduction in fare revenue is due primarily to the lower ridership that the District has experienced. The FY2019 budget assumed a ridership increase from FY2018 as well as a previously adopted fare increase which was scheduled to become effective in January 2019 but has been deferred by the Board subsequent to the adoption of the FY19 budget. We are now projecting FY2020 ridership down 1% from FY2019 given the continued ridership decline, and are assuming no fare increase.

| \$'s in Thousands                | FY 2018            | FY2019             | FY2019             | FY2020             | FY2020                  | % Change     |
|----------------------------------|--------------------|--------------------|--------------------|--------------------|-------------------------|--------------|
|                                  | Actual             | Revised Budget     | Forecast           | Proposed Budget    | Budget vs FY19 Forecast |              |
| <b>Motor Bus Passenger Fares</b> | <b>\$ 14,854.7</b> | <b>\$ 15,501.9</b> | <b>\$ 14,500.0</b> | <b>\$ 14,355.0</b> | <b>\$ (145.0)</b>       | <b>-1.0%</b> |

**LOCAL (TDA) TRANSIT DEVELOPMENT FUNDS** (page 2, line 3)

Transportation Development Act (TDA) Article 4.0 funds are derived from a statewide transportation sales tax which was enacted in 1972. In the Bay Area, these funds are allocated to transit operators by the Metropolitan Transportation Commission (MTC), based on a proportionate amount of sales tax generated by each county.

TDA revenues have traditionally funded a substantial portion of the motor bus operations; and up to 5 percent are allocated for community and paratransit agencies, under Article 4.5.

MTC is projecting SamTrans will receive a total of \$45.6 million for FY2020 Motor Bus operations which is 31.8 percent of total Motor Bus Revenue. This is an increase of \$5.9 million or 14.8 percent over the FY2019 Forecast of \$39.7 million. The increase for FY2020 is due to: 1) the inclusion of FY2018 carryforwards in the amount of \$2.9 million, 2) MTC's assumed 8% increase in the current year for FY2019 and, 3) MTC's projected 2% growth in sales tax revenues for FY2020.

| \$'s in Thousands    | FY2019             |                    | FY2020             |                    | FY2020            | % Change     |
|----------------------|--------------------|--------------------|--------------------|--------------------|-------------------|--------------|
|                      | FY 2018            | Revised            | FY2019             | Proposed           | Budget            |              |
|                      | Actual             | Budget             | Forecast           | Budget             | vs FY19 Forecast  |              |
| <b>Motor Bus TDA</b> | <b>\$ 36,440.8</b> | <b>\$ 39,725.7</b> | <b>\$ 39,725.7</b> | <b>\$ 45,609.2</b> | <b>\$ 5,883.6</b> | <b>14.8%</b> |

**STATE TRANSIT ASSISTANCE (STA)** (page 2, line 5)

The State Transit Assistance program was authorized in 1979. These revenues are derived from the state sales tax on diesel fuel, and are allocated by the state legislature to the MTC based on the availability of funds for eligible transit operators. The MTC apportions these funds on the basis of two formulas: a Revenue Based Formula and a Population Based Formula.

Revenue Formula Funds: Apportionment to each transit operator is based on the estimated availability of funding as provided in the Governor's annual budget. MTC is projecting a total of \$10.0 million or 7.0% of the total Motor Bus Revenues. The FY2020 increase of \$4.3 million reflects \$1.5 million of FY2018 carryforwards and \$2.6 million of assumed growth in revenues based on Governor Newsom's proposed FY2020 State Budget estimates. If the State Budget is enacted, this would be a substantial increase over FY2019 estimates. STA revenues also include funding for Lifeline Transportation projects established by the MTC in the amount of \$270k as follows:

- STA operating support for expanding portion of Route 17
- STA operating support for SamCoast

The Population Formula Funds, is shown under the American Disabilities Act (ADA) revenue section for State Funding (see page 11).

| \$'s in Thousands                         | FY2019            |                   | FY2020            |                    | FY2020            | % Change     |
|---|-------------------|-------------------|-------------------|--------------------|-------------------|--------------|
|   | FY 2018           | Revised           | FY2019            | Proposed           | Budget            |              |
|   | Actual            | Budget            | Forecast          | Budget             | vs FY19 Forecast  |              |
| <b>Motor Bus State Transit Assistance</b> | <b>\$ 3,310.1</b> | <b>\$ 5,669.2</b> | <b>\$ 5,669.2</b> | <b>\$ 10,006.8</b> | <b>\$ 4,337.6</b> | <b>76.5%</b> |

**OPERATING GRANTS** (page 2, line 7)

Operating grants for motor bus are \$0.7 million for FY2020, reflecting only 0.5 percent of the total Motor Bus Revenues. Motor bus operating grants include funding for the following projects:

- Caltrans Climate Adaptation Plan Grant which will analyze the impacts of sea-level rise on the two The District operating facilities as well as a heat assessment for The District owned assets and passenger facilities.
- Regional Measure 2 Bridge Toll funds to cover costs for airport Owl Service (nighttime shuttles service to SFO airport).
- Federal Section 5311 funds for coastside bus service.
- Job Access and Reverse Commute Program (JARC) funding from the Federal Transit Administration (FTA), which is distributed through MTC to help low-income individuals seek and maintain employment by providing transit service when traditional service is either limited or non-existent, for operating support for Route 280.

In prior years, motor bus operations would receive FTA grants for preventative maintenance expenses related to motor bus and facilities, mechanics wages and other maintenance costs; however, this source of funding is not expected to be available in FY2020 or in future years. The FTA does provide federal funding to help support ADA paratransit service costs with the ADA Operating Subsidy (see ADA Operating Grant page 11 on this document and page 2 line 25 of the Financial Statement).

| \$'s in Thousands                 | FY2019            |                   | FY2020            |                 | FY2020            | % Change      |
|-----------------------------------|-------------------|-------------------|-------------------|-----------------|-------------------|---------------|
|                                   | FY 2018           | Revised           | FY2019            | Proposed        | Budget            |               |
|                                   | Actual            | Budget            | Forecast          | Budget          | vs FY19 Forecast  |               |
| <b>Motor Bus Operating Grants</b> | <b>\$ 2,146.2</b> | <b>\$ 1,448.7</b> | <b>\$ 1,448.7</b> | <b>\$ 735.2</b> | <b>\$ (713.5)</b> | <b>-49.3%</b> |

**DISTRICT SALES TAX REVENUES** (page 2, line 9)

The District's original one-half cent sales tax was authorized by San Mateo County voters at the November 1974 election when the Measure to form the San Mateo County Transit District was approved. Pursuant to this authority, the District's Board of Directors acted to impose the sales tax in 1981. These funds have been collected since July 1, 1982 and provide operating revenues to cover the annual shortfall in operating revenues, local match for federal operating grants, capital programs, and debt service.

In November 2018, county voters approved Measure W (placed on the ballot by the District, authorizing a half-cent sales tax commencing July 1, 2019 for a 30 year term through June 30, 2049. The San Mateo County Transportation Authority will receive 50% of the Measure W Half Cent Sales tax. The total sales tax revenue needed to fund motor



bus operations for FY2020 is \$66.1 million which at 46.1 percent is the largest source of revenue for Motor Bus.

| \$'s in Thousands                   | FY 2018            | FY2019             | FY2019             | FY2020             | FY2020                  | % Change    |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|-------------------------|-------------|
|                                     | Actual             | Revised Budget     | Forecast           | Proposed Budget    | Budget vs FY19 Forecast |             |
| <b>District Sales Tax Revenue :</b> | <b>\$ 51,224.3</b> | <b>\$ 63,900.1</b> | <b>\$ 60,470.3</b> | <b>\$ 66,093.8</b> | <b>\$ 5,623.5</b>       | <b>9.3%</b> |

**Investment Interest Income** (page 2, line 11)

Portfolio Interest: The District's investable fund balances are invested by The District' investment manager according to The District' approved investment policy for government funds and under the oversight of the Chief Financial Officer. Investment interest income for FY2020 is \$3.0 million based on projections from the District's investment advisor, assuming an average interest rate 2.1%.

| \$'s in Thousands                 | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change    |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|-------------|
|                                   | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |             |
| <b>Investment Interest Income</b> | <b>\$ 1,624.2</b> | <b>\$ 1,630.0</b> | <b>\$ 2,900.0</b> | <b>\$ 3,005.0</b> | <b>\$ 105.0</b>         | <b>3.6%</b> |

**Rental Income** (page 2, line 14)

The District owns its headquarters building as well as some right-of way on the El Camino Real Corridor. This income reflects the rents collected from various tenants using available space related to these properties. Anticipated net rental income for FY2020 is \$1.7 million and is based on current tenant listing and Consumer Price Index (CPI) increases for the SF Bay – Urban area.

| \$'s in Thousands    | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change      |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|---------------|
|                      | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |               |
| <b>Rental Income</b> | <b>\$ 2,474.6</b> | <b>\$ 2,600.0</b> | <b>\$ 2,404.3</b> | <b>\$ 1,672.5</b> | <b>\$ (731.8)</b>       | <b>-30.4%</b> |

**Advertising Income** (page 2, line 15)

Advertising Income is \$1.2 million from the District's advertising contracts with Outfront Media for advertisement on bus shelters and Lamar Advertising for bus exteriors.

| \$'s in Thousands         | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change    |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|-------------|
|                           | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |             |
| <b>Advertising Income</b> | <b>\$ 1,183.7</b> | <b>\$ 1,205.3</b> | <b>\$ 1,205.3</b> | <b>\$ 1,233.3</b> | <b>\$ 28.0</b>          | <b>2.3%</b> |

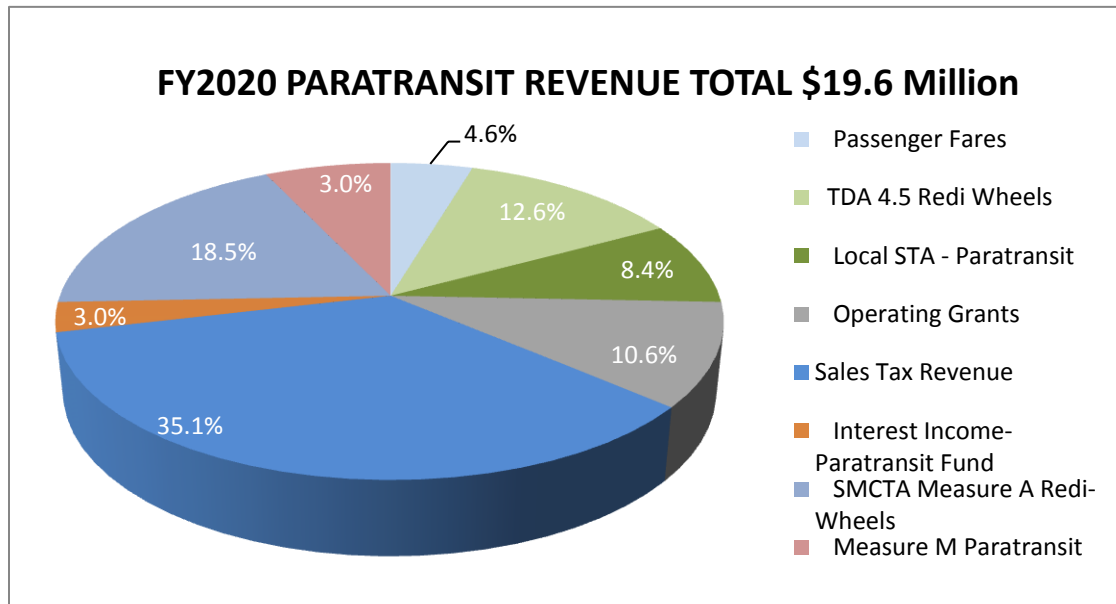
**Other Income** (page 2, line 16)

Motor Bus Other Income is projected to be \$0.8 million for FY2020 and is comprised of the following:

- Change Card Revenues reflect expired change cards that have balances and recognized as revenue
- Financial support from the San Francisco Airport for Owl late-night airport service
- Revenues for BART station parking at Colma Park-n-Rides
- Parking citation program revenues
- Reimbursement from MV Transportation for the use of the Brewster Building located in Redwood City
- Mileage refund from JPB for use of the District's owned vehicles

| \$'s in Thousands   | FY 2018           | FY2019          | FY2019          | FY2020          | FY2020                  | %           |
|---------------------|-------------------|-----------------|-----------------|-----------------|-------------------------|-------------|
|                     | Actual            | Revised Budget  | Forecast        | Proposed Budget | Budget vs FY19 Forecast | Change      |
| <b>Other Income</b> | <b>\$ 1,091.7</b> | <b>\$ 772.5</b> | <b>\$ 772.5</b> | <b>\$ 781.5</b> | <b>\$ 9.0</b>           | <b>1.2%</b> |

**American Disability Act (ADA) REVENUES** (see Attachment A for page and line reference)



**ADA: PASSENGER FARES – REDI-WHEELS** (page 2, line 22)

Passenger fare revenue for services provided for compliance with the Americans with Disabilities Act (ADA) is 4.6% of total ADA Revenue and is used to offset ADA operating costs. The FY2020 budget reflects \$0.9 million in fare revenues based on annualized year-to-date trends reflected in the FY2019 Forecast. Ridership was down 4% for FY2019 compared to FY2018. The FY2019 budget assumed a ridership increase of 3% from FY2018 levels and a previously adopted fare increase for January 2019, which was deferred. We are now projecting FY2020 ridership increase of 1% vs. FY2019 given recent trends, and assuming no fare increase.

| \$'s in Thousands      | FY 2018  | FY2019         | FY2019          | FY2020          | FY2020                  | % Change |
|------------------------|----------|----------------|-----------------|-----------------|-------------------------|----------|
|                        | Actual   | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Passenger Fares</b> | \$ 887.4 | \$ 955.9       | \$ 900.0        | \$ 909.0        | \$ 9.0                  | 1.0%     |

**LOCAL TRANSIT DEVELOPMENT FUNDS Redi-Wheels (TDA)** (page 2, line 23)

Transportation Development Act (TDA) Article 4.0 funds are derived from a statewide transportation sales tax which was enacted in 1972. In the Bay Area, these funds are allocated to transit operators by the Metropolitan Transportation Commission (MTC), based on a proportionate amount of sales tax generated by each county.

MTC is projecting The District will receive a total of \$2.5 million for FY2020 ADA operations, which is an increase of \$0.4 million or 18.2 percent. The increase includes a Carryforward from FY2018 of \$0.2 million and 8% MTC projected growth in sales tax revenues.

| \$'s in Thousands      | FY2019            |                   | FY2020            |                   | FY2020           | % Change     |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|--------------|
|                        | FY 2018           | Revised           | FY2019            | Proposed          | Budget           |              |
|                        | Actual            | Budget            | Forecast          | Budget            | vs FY19 Forecast |              |
| <b>Local TDA Funds</b> | <b>\$ 1,917.9</b> | <b>\$ 2,090.8</b> | <b>\$ 2,090.8</b> | <b>\$ 2,471.7</b> | <b>\$ 380.9</b>  | <b>18.2%</b> |

**ADA: STATE TRANSIT ASSISTANCE (STA) FUNDING** (page 2, line 24)

Previously, State Transit Assistance program revenues were derived from the state sales tax on diesel fuel, and allocated by the state legislature to the Metropolitan Transportation Commission (MTC) based on the availability of funds for eligible transit operators. Population Formula Funds were allocated for regional paratransit service by the MTC and apportionment has been to each transit operator based on the estimated availability of funding as provided in the Governor's annual budget. However starting in FY2019, there was a change in the program and appropriations are now at the County level. For FY2020, revenues are projected at \$1.7 million which includes 50 percent of FY2019 carryforward in the amount of \$0.7 and a projected FY2020 grant of \$1.0 million. Due to the uncertainty as to how much, if any, the District would receive during the first year of this change in appropriation, the District assumed \$0 revenue for the FY2019 Budget. As the FY2019 original estimate is still uncertain, the FY2019 Forecast is also assumed to be \$0. Once the true-up for FY2019 has been completed by MTC, the final amount can be included in a revised budget. This fund is 8.5 percent of total ADA Revenue.

| \$'s in Thousands | FY2019          |             | FY2020      |                   | FY2020            | % Change   |
|-------------------|-----------------|-------------|-------------|-------------------|-------------------|------------|
|                   | FY 2018         | Revised     | FY2019      | Proposed          | Budget            |            |
|                   | Actual          | Budget      | Forecast    | Budget            | vs FY19 Forecast  |            |
| <b>STA Funds</b>  | <b>\$ 344.7</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,658.5</b> | <b>\$ 1,658.5</b> | <b>n/a</b> |

**ADA: OPERATING GRANTS** (page 2, line 25)

Operating Grants for paratransit are \$2.1 million in FY2020, representing 10.6 percent of total ADA Revenue. Operating Grants include the following:

- FTA ADA Operating Subsidy for funding general ADA operating expense in the amount of \$1.9 million FTA Section 5310 funds and FTA Section 5317 New Freedom Grants for funding Information & Assistance programs for Senior Mobility.

| \$'s in Thousands       | FY2019            |                   | FY2020            |                   | FY2020           | % Change     |
|-------------------------|-------------------|-------------------|-------------------|-------------------|------------------|--------------|
|                         | FY 2018           | Revised           | FY2019            | Proposed          | Budget           |              |
|                         | Actual            | Budget            | Forecast          | Budget            | vs FY19 Forecast |              |
| <b>Operating Grants</b> | <b>\$ 3,761.8</b> | <b>\$ 2,085.0</b> | <b>\$ 2,085.0</b> | <b>\$ 2,075.5</b> | <b>\$ (9.4)</b>  | <b>-0.5%</b> |

**SALES TAX REVENUE – ADA** (page 2, line 26)

Paratransit One-Half Cent Sales Tax (page 2, line 26)

Sales tax revenue provides funds to cover the annual shortfall in operating revenues, local match for Federal operating grants, capital programs, and debt service. Total sales tax revenue needed to fund paratransit activities for FY2020 is \$6.9 million or 144.2 percent higher vs FY2019 Forecast.

| \$'s in Thousands              | FY 2018  | FY2019         | FY2019     | FY2020          | FY2020                  | % Change |
|--------------------------------|----------|----------------|------------|-----------------|-------------------------|----------|
|                                | Actual   | Revised Budget | Forecast   | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Sales Tax Revenue - ADA</b> | \$ (0.0) | \$ 4,281.8     | \$ 2,832.5 | \$ 6,915.6      | \$ 4,083.1              | 144.2%   |

**ADA Interest Income – Paratransit fund** (page 2, line 29)

Portfolio Interest: Investable fund balances associated with paratransit are invested by The District' Investment Manager according to The District' approved investment policy for government funds and under the oversight of the Chief Financial Officer. Investment interest income for FY2020 is \$0.6 million, 48.8 percent higher than the FY2019 Forecast based on projections provided by the District's investment manager.

| \$'s in Thousands                       | FY 2018  | FY2019         | FY2019   | FY2020          | FY2020                  | % Change |
|---|----------|----------------|----------|-----------------|-------------------------|----------|
|   | Actual   | Revised Budget | Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Interest Income-Paratransit Fund</b> | \$ 360.6 | \$ 400.0       | \$ 400.0 | \$ 595.0        | \$ 195.0                | 48.8%    |

**SMCTA Measure A - Redi Wheels** (page 2, line 30)

On June 7, 1988, the voters of San Mateo County approved a ballot measure known as Measure A that created the TA and approved a one-half cent sales tax increase to fund local transportation projects. The TA contribution of Measure A Funds is for projects assisting people with special mobility needs and for the Proposed FY2020 Budget is \$3.6 million, up 5.4% from FY2019 Forecast. This funding is 18.5% of total ADA Revenue.

| \$'s in Thousands                  | FY 2018    | FY2019         | FY2019     | FY2020          | FY2020                  | % Change |
|------------------------------------|------------|----------------|------------|-----------------|-------------------------|----------|
|                                    | Actual     | Revised Budget | Forecast   | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>SMCTA Measure A Redi-Wheels</b> | \$ 3,453.7 | \$ 3,454.1     | \$ 3,454.1 | \$ 3,640.0      | \$ 185.9                | 5.4%     |

**San Mateo County Measure K** (page 2, line 31)

Funding from the County Board of Supervisors from San Mateo County's Measure K has been eliminated for FY2020 and beyond.

| \$'s in Thousands          | FY 2018    | FY2019            | FY2019     | FY2020             | FY2020                        | %<br>Change |
|----------------------------|------------|-------------------|------------|--------------------|-------------------------------|-------------|
|                            | Actual     | Revised<br>Budget | Forecast   | Proposed<br>Budget | Budget<br>vs FY19<br>Forecast |             |
| <b>SM County Measure K</b> | \$ 3,750.0 | \$ 2,500.0        | \$ 2,500.0 | \$ -               | \$ (2,500.0)                  | -100.0%     |

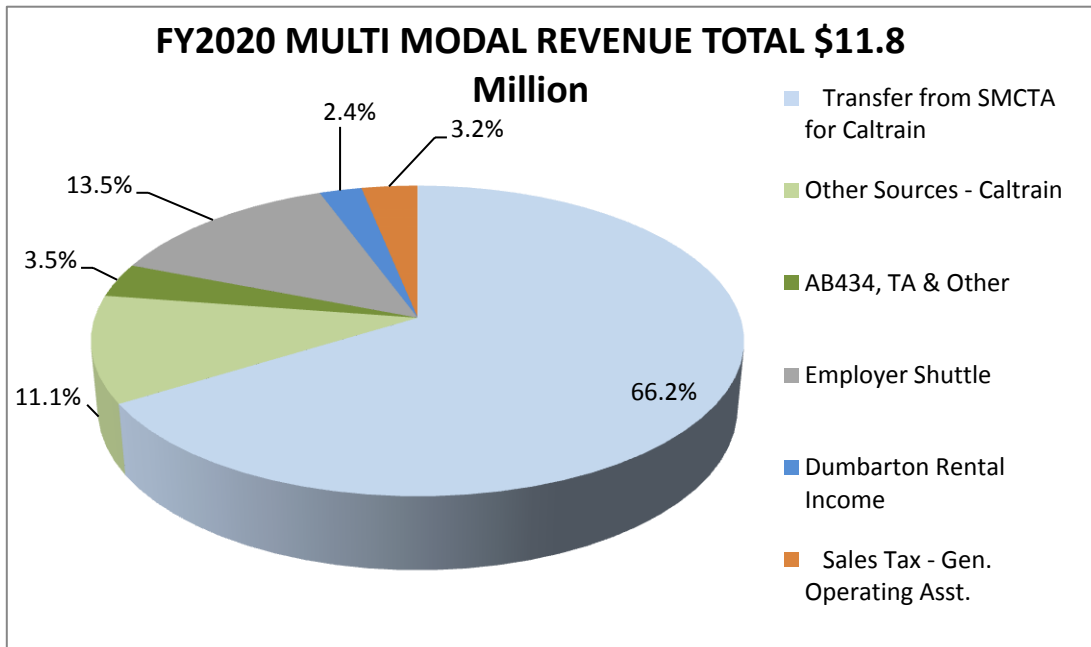
**ADA Measure M Funds** (page 2, line 32)

Measure M funding is from a San Mateo County \$10 motor vehicle registration fee for congestion and pollution mitigation. These funds received by the District are used for expenditures relating to paratransit operations and services for seniors and individuals with disabilities. The District receives \$1.4 million annually.

| \$'s in Thousands            | FY 2018    | FY2019            | FY2019     | FY2020             | FY2020                        | %<br>Change |
|------------------------------|------------|-------------------|------------|--------------------|-------------------------------|-------------|
|                              | Actual     | Revised<br>Budget | Forecast   | Proposed<br>Budget | Budget<br>vs FY19<br>Forecast |             |
| <b>Measure M Paratransit</b> | \$ 1,833.9 | \$ 1,400.0        | \$ 1,400.0 | \$ 1,400.0         | \$ -                          | 0.0%        |

**MULTI-MODAL REVENUES** (see Attachment A for page and line reference)

Multi-modal funding includes the TA's Measure A funds for Caltrain, the employer share of Shuttle program costs, and Dumbarton Right-of-Way rental income.



**Multi-Modal Measure A funds** (page 2, line 36 & 37)

Measure A funds administered by the TA typically provide 8% of total TA Measure A funds for Caltrain operations. For the FY2020 Proposed Budget, Measure A contributions from the TA for Caltrain operations are expected to be \$7.8 million reflecting 8% of FY2020 TA Measure A and including \$0.6 million from FY2018, which was programmed and allocated for Caltrain by the TA but not spent. The other sources of \$1.3 million are expected to come from previous years' balances, for a total of \$9.2 million.

| \$'s in Thousands                | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change     |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|--------------|
|                                  | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |              |
| Transfer from SMCTA for Caltrain | \$ 6,169.8        | \$ 6,908.3        | \$ 6,908.3        | \$ 7,839.4        | \$ 931.2                | 13.5%        |
| Other Sources - Caltrain         | -                 | 726.1             | 726.1             | 1,316.7           | 590.6                   | 81.3%        |
| <b>Total Caltrain</b>            | <b>\$ 6,169.8</b> | <b>\$ 7,634.4</b> | <b>\$ 7,634.4</b> | <b>\$ 9,156.1</b> | <b>\$ 1,521.7</b>       | <b>19.9%</b> |

**SHUTTLE PROGRAM SUMMARY** (page 2, line 38 - 39)

**Shuttles - AB434, TA Funded Shuttles & Other** (page 2, line 38)

AB 434, TA Funded Shuttles & Other Funding - The Transportation Fund for Clean Air, approved in 1991 through Assembly Bill 434, provides funding for the District Shuttle program. The Bay Area Air Quality Management District, in conjunction with the Department of Motor Vehicles, collects a \$4.00 surcharge on motor vehicle registrations paid within the Air District's jurisdiction.

The funds provide for a variety of clean air programs. The District shuttles connect BART stations to employment sites across the North County during peak commute periods. A portion of the TA-funded shuttle program is supported directly by the TA in FY2020 in the amount of \$307k; AB 434 funding for FY2020 is \$110k.

| \$'s in Thousands                            | FY 2018 |       | FY2019            |       | FY2020             |       | FY2020<br>Budget<br>vs FY19<br>Forecast | %     |    |     |      |
|--|---------|-------|-------------------|-------|--------------------|-------|---|-------|----|-----|------|
|  | Actual  |       | Revised<br>Budget |       | Proposed<br>Budget |       |   |       |    |     |      |
|  |         |       |                   |       |                    |       |   |       |    |     |      |
| <b>AB434, TA Funded Shuttles &amp; Other</b> | \$      | 322.9 | \$                | 414.0 | \$                 | 414.0 | \$                                      | 417.1 | \$ | 3.1 | 0.7% |

Employer Shuttle Funds (page 2, line 39)

The District Shuttle program provides free rides to employees from BART to local employer facilities during commute hours. The employer share of shuttle costs for FY2020 is \$1.6 million.

| \$'s in Thousands             | FY 2018 |         | FY2019            |         | FY2020             |         | FY2020<br>Budget<br>vs FY19<br>Forecast | %       |    |       |       |
|-------------------------------|---------|---------|-------------------|---------|--------------------|---------|---|---------|----|-------|-------|
|                               | Actual  |         | Revised<br>Budget |         | Proposed<br>Budget |         |   |         |    |       |       |
|                               |         |         |                   |         |                    |         |   |         |    |       |       |
| <b>Employer Shuttle Funds</b> | \$      | 1,380.1 | \$                | 1,487.2 | \$                 | 1,332.6 | \$                                      | 1,594.7 | \$ | 262.1 | 19.7% |

**Dumbarton Maintenance Of Way Rental Income** (page 2, line 40)

In the past, the revenues and expenses of Dumbarton Maintenance of Way would be shown on the TA's budget as Revenues of Rental Income and Expenses of Maintenance of Way. Beginning in FY2019, the Dumbarton Maintenance of Way revenues and expenses are recorded on the District's Financial Statements. The FY2020 revenue for Dumbarton reflects rental income from retailers and offices along the Dumbarton Right-of-Way owned by the District. The decrease reflects changes to lease agreements for FY2020.

| \$'s in Thousands            | FY 2018 |   | FY2019            |       | FY2020             |       | FY2020<br>Budget<br>vs FY19<br>Forecast | %     |    |         |        |
|------------------------------|---------|---|-------------------|-------|--------------------|-------|---|-------|----|---------|--------|
|                              | Actual  |   | Revised<br>Budget |       | Proposed<br>Budget |       |   |       |    |         |        |
|                              |         |   |                   |       |                    |       |   |       |    |         |        |
| <b>Dumbarton MOW Revenue</b> | \$      | - | \$                | 425.9 | \$                 | 425.9 | \$                                      | 286.3 | \$ | (139.6) | -32.8% |



**Sales Tax Revenue – Multi Modal** (page 2, line 41)

Total sales tax revenue needed to fund Multi Modal program activities for FY2020 is \$0.4 million which is 224 percent higher compared to the FY2019 Forecast.

| \$'s in Thousands                      | FY2019          |                 | FY2020          |                 | FY2020                  | % Change      |
|--|-----------------|-----------------|-----------------|-----------------|-------------------------|---------------|
|  | FY 2018 Actual  | Revised Budget  | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |               |
| <b>Sales Tax Revenue - Multi Modal</b> | <b>\$ 316.0</b> | <b>\$ 262.3</b> | <b>\$ 117.5</b> | <b>\$ 380.8</b> | <b>\$ 263.3</b>         | <b>224.0%</b> |

**OPERATING EXPENSES** (see Attachment A for page and line reference)

Total funding required for the District's proposed Operating Budget for FY2020 is \$216.9 million. The format for the budget is presented to reflect the major activities or programs of the District. Activities are divided into three major categories as in Use of Funds: 1) Motor Bus Operations, 2) Americans with Disabilities Act Programs (ADA), and 3) Multimodal Transit Programs. Within each category, major elements and programs are clearly identified in order to maintain comparability with prior periods.

The proposed FY2020 Operating Budget Expenses schedule shows FY2018 Actuals, FY2019 Budget, FY2019 Forecast, and Proposed FY2020 Budget (see Attachment A for page and line reference).

| <b>USE OF FUNDS:</b>                         | <b>FY2018</b>        | <b>FY2019</b>        | <b>FY2019</b>          | <b>FY2020</b>          | <b>FY2020</b>     | <b>%</b>       |
|--|----------------------|----------------------|------------------------|------------------------|-------------------|----------------|
| <b>\$ in Millions</b>                        | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>FORECAST</u></b> | <b><u>PROPOSED</u></b> | <b>vs. FY2019</b> | <b>Change</b>  |
|  | <b>A</b>             | <b>B</b>             | <b>C</b>               | <b>D</b>               | <b>E</b>          | <b>F</b>       |
| <b>Operating Expenses</b>                    |                      |                      |                        |                        | <b>E = D-C</b>    | <b>F = E/C</b> |
| PCJPB, SMCTA & SAMTR Capital Wage & Benefits | \$20.6               | \$31.2               | \$31.2                 | \$41.6                 | \$10.4            | 33.3%          |
| Motor Bus                                    | 114.4                | 132.5                | 129.1                  | 143.5                  | 14.4              | 10.3%          |
| AD.A Programs                                | 16.8                 | 19.0                 | 17.5                   | 19.7                   | 2.2               | 12.4%          |
| Caltrain                                     | 6.2                  | 7.6                  | 7.6                    | 9.2                    | 1.5               | 19.9%          |
| Multi-Modal Programs                         | 2.0                  | 2.6                  | 2.3                    | 2.7                    | 0.4               | 16.9%          |
| Pass through to Other Agencies               | 0.8                  | 0.7                  | 0.7                    | 0.3                    | (0.4)             | -57.0%         |
| Land Transfer Interest Expense               | 0.1                  | 0.0                  | 0.0                    | 0.0                    | -                 | 0.0%           |
| <b>Total Operating Expenses</b>              | <b>\$160.9</b>       | <b>\$193.6</b>       | <b>\$188.5</b>         | <b>\$216.9</b>         | <b>\$28.5</b>     | <b>15.1%</b>   |

**MOTOR BUS EXPENSE** - \$143.5 million Motor Bus operations include The District operated bus service, mainline routes operated under contract by MV Transportation, and certain Coastside routes operated under contract.

**Wages & Benefits** - (page 3, line 1)

Wages and benefits are calculated based on the approved Salary Ordinance positions and current salary levels. Included in the FY2020 Motor Bus Wages & Benefits are:

- Assumed wage increase of 3% for full-time and part-time represented positions
- Non-Represented (Administration) wage increase of 3%
- Overtime for Bus Operators, Mechanics and Customer Service Representatives
- Fringe Benefits: Fringe benefit costs are applied to actual staff wages as a rate. As the managing agency for the three business units (including the JPB and TA), the District aggregates all estimated annual fringe benefit costs (payroll taxes, pension, medical, dental and vision premiums, life insurance, long-term disability, unemployment, and paid time off) and then divides that amount by the total projected wages for the upcoming year to arrive at a fringe benefit rate.
- Funded Retiree Medical and CalPERS Expense
- Interagency Overhead Recovery (ICAP) and Capitalized Indirect Cost Recovery, as described above. Capitalized indirect costs are general overhead item costs that are allocated to capital projects that receive benefits from the indirect costs.
- Vacancy assumption: The District often fills FTE vacancies with consultants or temporary staff. As a result, savings in Wages & Benefits are offset by these costs. For the FY2020 Budget, we have assumed that there will be a 3% vacancy factor producing a savings of approximately \$1.2 million for all existing FTEs.

Wage & Benefits for the Proposed FY2020 Budget is \$76.1 million, which is \$6.6 million higher or 9.5 percent higher than FY2019 Forecast. The increase is primarily due to 40.1 additional FTEs needed to support Operations and includes 30.6 new Bus Operators. These additional FTEs make up approximately \$4.7 million or 67% of the total increase for FY2020, and reflect a partial-year impact based on expected hiring dates during FY2020. The full-year impact of these new FTEs will add an additional \$1.2 million to FY2021 operations. Other contributing factors in the total FY2020 increase include the 3 percent wage increase for all positions and increased contributions for retiree medical, CalPERS retirement and other post-employment retiree benefits.

| \$'s in Thousands                   | FY 2018            | FY2019             | FY2019             | FY2020             | FY2020                  | % Change    |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|-------------------------|-------------|
|                                     | Actual             | Revised Budget     | Forecast           | Proposed Budget    | Budget vs FY19 Forecast |             |
| <b>Motor Bus Wages and Benefits</b> | <b>\$ 64,934.2</b> | <b>\$ 69,119.4</b> | <b>\$ 69,503.6</b> | <b>\$ 76,128.6</b> | <b>\$ 6,625.0</b>       | <b>9.5%</b> |

## Wages & Benefits (FTEs)

The chart below shows the FTE detail for the FY2020 Budget.

| FY2020 Operating FTEs            | Finance     | Planning   | Executive  | Comm        | Admin       | Bus          | Rail       | Total        |
|----------------------------------|-------------|------------|------------|-------------|-------------|--------------|------------|--------------|
| Represented                      |             |            |            | 10.3        |             | 418.0        |            | 428.3        |
| Bus Operators (Full & Part Time) |             |            |            |             |             | 286.0        |            | 286.0        |
| Bus Transportation Supervisors   |             |            |            |             |             | 14.0         |            | 14.0         |
| Mechanics                        |             |            |            |             |             | 59.0         |            | 59.0         |
| Utility Workers                  |             |            |            |             |             | 29.0         |            | 29.0         |
| Storekeepers                     |             |            |            |             |             | 7.0          |            | 7.0          |
| Dispatcher                       |             |            |            |             |             | 4.0          |            | 4.0          |
| Radio Controller                 |             |            |            |             |             | 3.0          |            | 3.0          |
| Bus Contract Inspector           |             |            |            |             |             | 2.1          |            | 2.1          |
| Maintenance Supervisors          |             |            |            |             |             | 7.0          |            | 7.0          |
| Maintenance Instructors          |             |            |            |             |             | 2.0          |            | 2.0          |
| Transit Instructors              |             |            |            |             |             | 3.0          |            | 3.0          |
| Utility Maintenance Supervisor   |             |            |            |             |             | 2.0          |            | 2.0          |
| Customer Service                 |             |            |            | 10.3        |             | -            |            | 10.3         |
| Non Represented                  | 64.9        | 6.6        | 3.5        | 16.8        | 23.6        | 57.8         | 0.3        | 173.6        |
| New FTEs (Partial Year)          | 6.0         | 0.3        | -          | 2.1         | 1.1         | 30.6         | -          | 40.1         |
| <b>Total Operating FTEs</b>      | <b>70.9</b> | <b>6.9</b> | <b>3.5</b> | <b>29.3</b> | <b>24.7</b> | <b>506.4</b> | <b>0.3</b> | <b>642.0</b> |
| Total Capital FTEs               | 5.6         | 2.4        | 0.3        | -           | 0.7         | 0.8          | 1.0        | 10.8         |
| <b>Total SamTrans FTEs</b>       | <b>76.5</b> | <b>9.3</b> | <b>3.8</b> | <b>29.3</b> | <b>25.4</b> | <b>507.2</b> | <b>1.3</b> | <b>652.8</b> |

## Board of Directors - (page 3, line 3)

Board of Directors expenses includes director compensation and offsite meeting and related expenses. There is no increase reflected for FY2020.

| \$'s in Thousands         | FY2018         |               | FY2019                |                 | FY2020                 |                        | FY2020 Budget vs FY19 Forecast | % Change |
|---------------------------|----------------|---------------|-----------------------|-----------------|------------------------|------------------------|--------------------------------|----------|
|                           | FY 2018 Actual | FY2018 Actual | FY2019 Revised Budget | FY2019 Forecast | FY2020 Proposed Budget | FY2020 Proposed Budget |                                |          |
|                           |                |               |                       |                 |                        |                        |                                |          |
| <b>Board of Directors</b> | \$ 89.3        | \$ 89.3       | \$ 132.1              | \$ 132.1        | \$ 132.1               | \$ 132.1               | \$ -                           | 0.0%     |

## Contracted Vehicle Maintenance (page 3, line 4)

Expense are related to contracted bus operations such as related towing, contracted welding work, contracted seat repair, contracted oil analysis, rolling stock repairs, state and federal mandated bus services, and other contracted services. This also includes a Heating, Ventilation and Air Conditioning (HVAC) maintenance contract.

| \$'s in Thousands                     | FY2018         |               | FY2019                |                 | FY2020                 |                        | FY2020 Budget vs FY19 Forecast | % Change |
|---------------------------------------|----------------|---------------|-----------------------|-----------------|------------------------|------------------------|--------------------------------|----------|
|                                       | FY 2018 Actual | FY2018 Actual | FY2019 Revised Budget | FY2019 Forecast | FY2020 Proposed Budget | FY2020 Proposed Budget |                                |          |
|                                       |                |               |                       |                 |                        |                        |                                |          |
| <b>Contracted Vehicle Maintenance</b> | \$ 997.2       | \$ 997.2      | \$ 1,302.3            | \$ 1,302.3      | \$ 1,295.5             | \$ 1,295.5             | \$ (6.8)                       | -0.5%    |

**Property Maintenance** (page 3, line 5)

Expenses relate to North and South Base building maintenance including repair of shop equipment and tools, preventive maintenance and repairs to mobile wheel lifts, removal of hazardous materials (i.e., bus washer sludge, waste oil, steam cleaner sludge, used oil filters, fluorescent light bulbs), parts washer service, recyclable rag and towel services, and oily disposable rags. Also included are pest control services and other general repairs for Central, South Base and North Base. The increase in the FY2020 Operating Budget reflects a new landscape service contract and increases in repair services.

| \$'s in Thousands           | FY 2018    | FY2019         | FY2019     | FY2020          | FY2020                  | %      |
|-----------------------------|------------|----------------|------------|-----------------|-------------------------|--------|
|                             | Actual     | Revised Budget | Forecast   | Proposed Budget | Budget vs FY19 Forecast | Change |
| <b>Property Maintenance</b> | \$ 1,426.0 | \$ 1,589.0     | \$ 1,589.0 | \$ 1,710.1      | \$ 121.1                | 7.6%   |

**Professional Services** (page 3, line 6)

Professional Services includes legal and professional consulting services for:

- Administration related issues related to safety and security programs, mandated grievance & arbitration hearings, substance abuse professionals, arbitrators, and court reporter services
- Executive Legal Services includes the contract with Hanson Bridgett
- Planning initiatives includes the Grand Boulevard Initiative and Senior Mobility Programs which are partially-funded by Operating Grants
- Legislative Advocates is for help with Federal and State Legislative Efforts
- Finance related issues includes requirements such as the annual audit, actuarial reporting for Other Post-Employment Benefits (OPEB), systems contract service and on-call support

An increase for the FY2020 Operating Budget of \$1.0 million includes consulting expenses for the following new FY2020 projects:

- **Comprehensive Operational Analysis (COA)** in the amount of \$700,000: A comprehensive analysis of the The District bus system in order to produce recommended service changes designed to increase ridership, mobility options, and system efficiency.
- **Energy Procurement and Plan** in the amount of \$180,000: An analysis for options and alternatives for procuring energy to electrify for procuring The District' energy load
- **Measure W Program Management** in the amount of \$100,000: Provides program

oversight and ensures compliance

- **Mobility Transit Analysis:** in the amount of \$75,000: Provides recommendations from the 2019 mobility plan for seniors and persons with disabilities
- **Shuttle Study** in the amount of \$250,000: Will examine existing shuttle network to recommend alternative service models

Additional grant-funded projects in the FY2020 Operating Budget include the Integrated Climate Adaptation and Resiliency Program, Taxi Voucher and Senior Mobility project (see revenue sections for Motor Bus Operating Grants). Also included for FY2020 are consultants to assist with Measure W program management and consultant services for Mobility Transit programs.

| \$'s in Thousands            | FY 2018    | FY2019         | FY2019     | FY2020          | FY2020                  | % Change |
|------------------------------|------------|----------------|------------|-----------------|-------------------------|----------|
|                              | Actual     | Revised Budget | Forecast   | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Professional Services</b> | \$ 4,862.9 | \$ 4,885.8     | \$ 4,758.9 | \$ 5,788.1      | \$ 1,029.3              | 21.6%    |

**Technical Services:** (page 3, line 7)

Technical Services includes increased costs for security guards, services provided by the San Mateo County Sheriff, closed-circuit television, and County emergency dispatch services. This also includes a contract increase with the County Community 911 service. Other increases are a result of higher expenses for tools and on-going technical support for website management. Other items include:

- Bus Operators' mandated drug and alcohol testing and DMV special drivers licenses
- Licensing and service agreements for District-wide systems applications
- Office related equipment, i.e., desktop computers, printers and repairs
- Temporary services for projects not being currently done by staff.

FY2020 Budget increase of \$1.8 million reflects contractual increase for security services expense and increased software expense for Social Media and employee training.

| \$'s in Thousands         | FY 2018    | FY2019         | FY2019     | FY2020          | FY2020                  | % Change |
|---------------------------|------------|----------------|------------|-----------------|-------------------------|----------|
|                           | Actual     | Revised Budget | Forecast   | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Technical Services</b> | \$ 6,898.9 | \$ 8,750.3     | \$ 7,548.5 | \$ 9,349.0      | \$ 1,800.4              | 23.9%    |

**Other Services :** (page 3, line 8)

Other Services includes:

- WIPRO Hosting and Support Contract for PeopleSoft
- Annual fee for physical inventory of fixed assets
- Procurement systems for workload prioritization
- Bus Operator Radio Dispatch

| \$'s in Thousands     | FY 2018    | FY2019         | FY2019     | FY2020          | FY2020                  | % Change |
|-----------------------|------------|----------------|------------|-----------------|-------------------------|----------|
|                       | Actual     | Revised Budget | Forecast   | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Other Services</b> | \$ 2,883.4 | \$ 3,661.5     | \$ 3,044.7 | \$ 3,675.4      | \$ 630.7                | 20.7%    |

**Fuel & Lubricants** - (page 3, line 11)

Fuel and Lubricant for motor bus includes diesel expense for District owned buses and gasoline for non-revenue support vehicles, i.e., shop trucks and relief cars for bus operators. Also included in this line item is expense for oil and lubricants, which amount is determined by the estimated number of deliveries for the fiscal year. FY2020 assumptions for diesel fuel cost per gallon is \$2.10, which is the same as FY2019 Budget, however gasoline cost per gallon increased from \$3.50 in FY2019 Budget to \$3.75 for FY2020. Fuel for paratransit cutaways and minivans are shown in the ADA section of the Financial Statement. Taxes and fees related to fuel expense are shown on a separate line item called Taxes and Licenses Fees (line 24 on the Financial Statement).

| \$'s in Thousands          | FY 2018    | FY2019         | FY2019     | FY2020          | FY2020                  | % Change |
|----------------------------|------------|----------------|------------|-----------------|-------------------------|----------|
|                            | Actual     | Revised Budget | Forecast   | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Fuel and Lubricants</b> | \$ 3,116.8 | \$ 3,950.8     | \$ 3,866.9 | \$ 3,936.1      | \$ 69.2                 | 1.8%     |

**FY2020 Budget Details for Fuel & Lubricants:**

|   | FY2020 Motor Bus    |                   |                     |
|---|---------------------|-------------------|---------------------|
|   | Diesel              | Gasoline          | Total               |
| Total # of Gallons                        | 1,693,251           | 34,160            | n/a                 |
| Cost / Gallon                             | \$2.10              | \$3.75            | n/a                 |
| Total Fuel Expense                        | 3,555,827           | 128,100           | 3,683,927           |
| Oil & Lubricants Expense                  | 228,735             | 23,479            | 252,214             |
| <b>Total Fuel &amp; Lubricant Expense</b> | <b>\$ 3,784,562</b> | <b>\$ 151,579</b> | <b>\$ 3,936,141</b> |

**Bus Parts and Materials** - (page 3, line 12)

This expense line includes bus repair and replacement parts, bus maintenance tires, disposition of obsolete / surplus inventory, service and repairs for non-revenue vehicles, small tools and freight.

| \$'s in Thousands              | FY2019         |                | FY2020          |                 | FY2020                  | % Change |
|--------------------------------|----------------|----------------|-----------------|-----------------|-------------------------|----------|
|                                | FY 2018 Actual | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Bus Parts and Materials</b> | \$ 1,859.3     | \$ 2,036.8     | \$ 1,996.9      | \$ 2,044.4      | \$ 47.4                 | 2.4%     |

**Uniforms & Driver Expense** - (page 3, line 13)

It is the District's contractual obligation to supply certain employees with uniforms, including boots, i.e., safety shoes for Facilities Technicians, plus protective gear for eyes and ears, insulated coveralls and rain gear. This expense covers bus operators, mechanics, storekeepers, and management staff. Also included are retirement and employee recognition events, i.e., safety breakfast, and staff meetings. An increase for the FY2020 Budget reflects higher costs for uniforms related to turnover of existing bus operators as well as new bus operator positions.

| \$'s in Thousands                  | FY2019         |                | FY2020          |                 | FY2020                  | % Change |
|------------------------------------|----------------|----------------|-----------------|-----------------|-------------------------|----------|
|                                    | FY 2018 Actual | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Uniform and Drivers Expense</b> | \$ 371.5       | \$ 564.2       | \$ 524.4        | \$ 656.8        | \$ 132.4                | 25.2%    |

**Timetables & Tickets** - (page 3, line 14)

This line covers the production and printing of timetables, schedules, tickets, passes and maps.

| \$'s in Thousands             | FY2019         |                | FY2020          |                 | FY2020                  | % Change |
|-------------------------------|----------------|----------------|-----------------|-----------------|-------------------------|----------|
|                               | FY 2018 Actual | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Timetables and Tickets</b> | \$ 103.1       | \$ 283.5       | \$ 111.1        | \$ 283.5        | \$ 172.4                | 155.2%   |

**Office Supplies / Printing** (page 3, line 15)

This includes office furniture, computer equipment including laptops, monitors, tablets, printing and materials to support training programs, books and references materials, paycheck stock and envelopes, and other office supplies, i.e., paper, letterhead, and business cards. An increase over FY2019 reflects needed upgrades to office space for various departments.

| \$'s in Thousands                 | FY2019         |                | FY2020          |                 | FY2020                  | % Change |
|-----------------------------------|----------------|----------------|-----------------|-----------------|-------------------------|----------|
|                                   | FY 2018 Actual | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Office Supplies / Printing</b> | \$ 466.0       | \$ 454.2       | \$ 605.8        | \$ 615.7        | \$ 9.9                  | 1.6%     |

**Other Material and Supplies** (page 3, line 16)

Costs for bus operations-related activities involve shop supplies, cleaning supplies, engine coolant, cleaning of mats and shop rags, refrigerant, welding supplies and many vehicle miscellaneous items for repairs, such as silicone, gasket sealer, various glues, paints and



canned lubricants used in the Preventative Maintenance Interval process. Packaging, shipping, banding materials, component bags and related supplies, and other purchases are required to keep a clean and safe stockroom, as is the purchase of storage bins required by heavier parts.

| \$'s in Thousands                 | FY 2018  | FY2019         | FY2019   | FY2020          | FY2020                  | % Change |
|-----------------------------------|----------|----------------|----------|-----------------|-------------------------|----------|
|                                   | Actual   | Revised Budget | Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Other Materials and Supply</b> | \$ 148.5 | \$ 150.3       | \$ 150.3 | \$ 143.6        | \$ (6.7)                | -4.5%    |

### Motor Bus Utilities

#### Telecommunications (page 3, line 19)

This expense is for cell phones, data circuits and telephone services.

| \$'s in Thousands         | FY 2018  | FY2019         | FY2019   | FY2020          | FY2020                  | % Change |
|---------------------------|----------|----------------|----------|-----------------|-------------------------|----------|
|                           | Actual   | Revised Budget | Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Telecommunications</b> | \$ 529.3 | \$ 712.3       | \$ 607.3 | \$ 712.5        | \$ 105.2                | 17.3%    |

#### Other Utilities (page 3, line 20)

This line includes costs for gas and electric, water, sewer and trash / refuse. The increase for FY2020 primarily reflects PG&E costs associated with fixed-demand charges for battery-electric buses.

| \$'s in Thousands      | FY 2018    | FY2019         | FY2019     | FY2020          | FY2020                  | % Change |
|------------------------|------------|----------------|------------|-----------------|-------------------------|----------|
|                        | Actual     | Revised Budget | Forecast   | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Other Utilities</b> | \$ 1,216.1 | \$ 1,058.0     | \$ 1,058.0 | \$ 1,323.5      | \$ 265.5                | 25.1%    |

#### Insurance - (page 3, line 21)

This expense covers general insurance costs for motor bus including premiums, deductibles, adjustor fees, broker fees and other insurance costs. The Proposed FY2020 Operating Budget reflects updated insurance programs for FY2020.

| \$'s in Thousands | FY 2018    | FY2019         | FY2019     | FY2020          | FY2020                  | % Change |
|-------------------|------------|----------------|------------|-----------------|-------------------------|----------|
|                   | Actual     | Revised Budget | Forecast   | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Insurance</b>  | \$ 1,268.4 | \$ 1,501.7     | \$ 1,501.7 | \$ 1,524.5      | \$ 22.9                 | 1.5%     |

#### Claims Reserves and Payments - (page 3, line 22)

This line includes claim reserves and associated legal fees.

| \$'s in Thousands                   | FY2019         |                | FY2020          |                 | FY2020                  | % Change |
|-------------------------------------|----------------|----------------|-----------------|-----------------|-------------------------|----------|
|                                     | FY 2018 Actual | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Claims Reserves and Payments</b> | \$ 240.0       | \$ 1,455.6     | \$ 1,455.6      | \$ 1,455.6      | \$ -                    | 0.0%     |

**Worker's Compensation** - (page 3, line 23)

The District is subject to the State-mandated insurance program that covers lost wages and medical treatment resulting from an employee's work-related injury. This includes insurance premiums, deductibles, and legal fees. The increase reflects expected higher workers compensation claims and associated legal fees.

| \$'s in Thousands           | FY2019         |                | FY2020          |                 | FY2020                  | % Change |
|-----------------------------|----------------|----------------|-----------------|-----------------|-------------------------|----------|
|                             | FY 2018 Actual | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Workers Compensation</b> | \$ 1,089.5     | \$ 3,666.1     | \$ 3,666.1      | \$ 3,732.6      | \$ 66.5                 | 1.8%     |

**Taxes & License Fees** - (page 3, line 24)

As noted above, this item covers fuel and lubricant tax expenses, including the Leaking Underground Storage Tank (LUST) tax on diesel fuel, and Green House Gas (GHG) Emissions Compliance. These costs change with fluctuations in fuel assumptions. The GHG Emissions Compliance rate was increased from 25 cents per gallon to 32 cents per gallon for FY2020.

| \$'s in Thousands             | FY2019         |                | FY2020          |                 | FY2020                  | % Change |
|-------------------------------|----------------|----------------|-----------------|-----------------|-------------------------|----------|
|                               | FY 2018 Actual | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Taxes and License Fees</b> | \$ 666.2       | \$ 795.4       | \$ 794.4        | \$ 919.6        | \$ 125.2                | 15.8%    |

**Taxes & License Fee FY2020 Detail**

|                                       | FY2020 Motor Bus |              |                  |
|---------------------------------------|------------------|--------------|------------------|
|                                       | Diesel           | Gasoline     | Total            |
| Fuel & Lub Tax Rate on Expense        | 9.75%            |              |                  |
| Fuel & Lub Tax Expense                | \$371,265        |              | \$371,265        |
| LUST Tax Diesel Rate                  | 0.1%             |              |                  |
| LUST Tax Diesel Expense               | \$3,704          |              | \$3,704          |
| GHG / CAR Compliance per Gallon       | 0.32115          |              |                  |
| GHG / CAR Compliance expense          | \$543,988        |              | \$543,988        |
| Support Vehicle License & Reg         |                  | \$600        |                  |
| <b>Total Related Taxes &amp; Fees</b> | <b>\$918,956</b> | <b>\$600</b> | <b>\$919,556</b> |

**Leases and Rentals** (page 3, line 25)

This expense is primarily for rent of the Pico Boulevard portable restrooms for field layover

areas and for the Linda Mar Park & Ride lease from Caltrans.

| \$'s in Thousands         | FY2019         |                | FY2020          |                 | FY2020                  | % Change |
|---------------------------|----------------|----------------|-----------------|-----------------|-------------------------|----------|
|                           | FY 2018 Actual | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Leases and Rentals</b> | \$ 178.5       | \$ 185.3       | \$ 185.3        | \$ 191.9        | \$ 6.6                  | 3.6%     |

**Promotional & Legal Advertising** (page 3, line 26)

This item includes recruitment advertising, promotional advertising for District services and social media campaigns, partnerships and events. The increase of \$0.7 million includes recruiting costs for new hires, continued expansion of promotional ad campaigns to support marketing and outreach for District re-branding. The FY2019 Forecast of \$0.8 million is lower than FY2019 Budget of \$1.3 million primarily due to delayed spending in connection with recruiting, executive searches, and relocation costs. Spending for these needs is now budgeted in FY2020.

| \$'s in Thousands                          | FY2019         |                | FY2020          |                 | FY2020                  | % Change |
|--|----------------|----------------|-----------------|-----------------|-------------------------|----------|
|  | FY 2018 Actual | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Promotional &amp; Legal Advertising</b> | \$ 427.7       | \$ 1,292.8     | \$ 757.6        | \$ 1,460.8      | \$ 703.1                | 92.8%    |

**Training and Business Travel** (page 3, line 27)

This item includes seminars and training expenses related to employee development. This also includes professional development expenses for tuition reimbursement for American Public Transportation Association (APTA), Leadership Programs and 360-degree employee assessments. The increase supports additional FTEs as well as costs associated with a new Professional Development Program. The FY2019 Forecast of \$0.4 million is lower than the FY2019 Budget of \$0.8 million due primarily to Professional Development expenses for training and seminars being delayed into FY2020.

| \$'s in Thousands                     | FY2019         |                | FY2020          |                 | FY2020                  | % Change |
|---------------------------------------|----------------|----------------|-----------------|-----------------|-------------------------|----------|
|                                       | FY 2018 Actual | Revised Budget | FY2019 Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>Training &amp; Business Travel</b> | \$ 324.5       | \$ 770.9       | \$ 428.0        | \$ 869.8        | \$ 441.8                | 103.2%   |

**Dues and Membership** (page 3, line 28)

Fees and subscriptions include participation in American Planning Association (APA), American Public Transportation Association (APTA), San Francisco Bay Area Planning and Urban Research (SPUR), Women's Transportation Seminar (WTS), International Right of

Way Association (IRWA), and National Student Conclave (NSC). The increase will accommodate new employees' participation costs.

| \$'s in Thousands            |                   |                             |                    |                              |   |             |
|------------------------------|-------------------|-----------------------------|--------------------|------------------------------|---|-------------|
|                              | FY 2018<br>Actual | FY2019<br>Revised<br>Budget | FY2019<br>Forecast | FY2020<br>Proposed<br>Budget | FY2020<br>Budget<br>vs FY19<br>Forecast | %<br>Change |
| <b>Dues &amp; Membership</b> | \$ 103.8          | \$ 150.5                    | \$ 124.7           | \$ 172.1                     | \$ 47.5                                 | 38.1%       |

**Postage and Other** (page 3, line 29)

Expenses cover postage for various activities related to Communications and Treasury as well as Safety and Security programs and ADA programs. This also includes relocation expenses, and costs related to mandated translation services. The increase for FY2020 reflects increased postage for Safety and Security as well as increased recruitment and relocation expense. The FY2019 Forecast of \$0.1 million is lower than FY2019 Budget due to delay or postponement of one-time projects.

| \$'s in Thousands        |                   |                             |                    |                              |   |             |
|--------------------------|-------------------|-----------------------------|--------------------|------------------------------|---|-------------|
|                          | FY 2018<br>Actual | FY2019<br>Revised<br>Budget | FY2019<br>Forecast | FY2020<br>Proposed<br>Budget | FY2020<br>Budget<br>vs FY19<br>Forecast | %<br>Change |
| <b>Postage and Other</b> | \$ 60.0           | \$ 237.8                    | \$ 110.2           | \$ 184.8                     | \$ 74.6                                 | 67.6%       |

**CONTRACTED BUS SERVICES** (page 3, lines 33 – 43)

**Contracted Urban Bus (CUB)** (page 3, line 34)

This line reflects the cost of contracted service with MV Transportation for Mainline Bus service.

| \$'s in Thousands                   |                   |                             |                    |                              |   |             |
|-------------------------------------|-------------------|-----------------------------|--------------------|------------------------------|---|-------------|
|                                     | FY 2018<br>Actual | FY2019<br>Revised<br>Budget | FY2019<br>Forecast | FY2020<br>Proposed<br>Budget | FY2020<br>Budget<br>vs FY19<br>Forecast | %<br>Change |
| <b>Contracted Urban Bus Service</b> | \$ 16,885.2       | \$ 20,153.4                 | \$ 19,718.7        | \$ 21,551.2                  | \$ 1,832.5                              | 9.3%        |

**Coastside Services** (page 3, line 35)

CUB services for Coastal communities is budgeted separately and includes Routes 17 and 18 and Flex services provided to residents from Pescadero to Pacifica.

| \$'s in Thousands         |                   |                             |                    |                              |   |             |
|---------------------------|-------------------|-----------------------------|--------------------|------------------------------|---|-------------|
|                           | FY 2018<br>Actual | FY2019<br>Revised<br>Budget | FY2019<br>Forecast | FY2020<br>Proposed<br>Budget | FY2020<br>Budget<br>vs FY19<br>Forecast | %<br>Change |
| <b>Coastside Services</b> | \$ 1,733.2        | \$ 1,742.0                  | \$ 1,700.0         | \$ 1,738.2                   | \$ 38.2                                 | 2.2%        |

**Redi Coast Non ADA** (page 3, line 36)

The District separately accounts for costs of rural non-ADA-required paratransit services from La Honda and Pescadero along the Coastside to Montara for those who do not qualify for ADA services and have no access to fixed route service.

| \$'s in Thousands         | FY2019   |          | FY2020   |          | FY2020           | % Change |
|---------------------------|----------|----------|----------|----------|------------------|----------|
|                           | FY 2018  | Revised  | FY2019   | Proposed | Budget           |          |
|                           | Actual   | Budget   | Forecast | Budget   | vs FY19 Forecast |          |
| <b>Redi Coast Non-ADA</b> | \$ 212.8 | \$ 266.2 | \$ 240.0 | \$ 263.7 | \$ 23.7          | 9.9%     |

**La Honda** (page 3, line 37)

The District separately accounts for service to rural populations in La Honda and Pescadero.

| \$'s in Thousands           | FY2019  |         | FY2020   |          | FY2020           | % Change |
|-----------------------------|---------|---------|----------|----------|------------------|----------|
|                             | FY 2018 | Revised | FY2019   | Proposed | Budget           |          |
|                             | Actual  | Budget  | Forecast | Budget   | vs FY19 Forecast |          |
| <b>La Honda - Pescadero</b> | \$ 54.9 | \$ 55.1 | \$ 55.1  | \$ 55.1  | \$ -             | 0.0%     |

**SamCoast Pescadero** (page 3, line 38)

CUB service to rural population for expanded service to bayside medical facilities (over-the-hill trips), family social service centers and educational centers.

| \$'s in Thousands           | FY2019   |          | FY2020   |          | FY2020           | % Change |
|-----------------------------|----------|----------|----------|----------|------------------|----------|
|                             | FY 2018  | Revised  | FY2019   | Proposed | Budget           |          |
|                             | Actual   | Budget   | Forecast | Budget   | vs FY19 Forecast |          |
| <b>SamCoast - Pescadero</b> | \$ 132.2 | \$ 140.8 | \$ 140.8 | \$ 143.7 | \$ 2.9           | 2.1%     |

**CUB Related Wage & Benefits** (page 3, line 39)

This line reflects Wage & Benefits for staff managing services including:

- Staff time for managing the contract as well as provider for fixed route service, non - ADA, and FLX Services for Pacifica and San Mateo for Service on the Coastside and Bayside.
- Wage & Benefits for staff managing coastside service for rural farming community families SamCoast.

| \$'s in Thousands                       | FY 2018  | FY2019         | FY2019   | FY2020          | FY2020                  | % Change |
|---|----------|----------------|----------|-----------------|-------------------------|----------|
|   | Actual   | Revised Budget | Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>CUB Related Wages &amp; Benefits</b> | \$ 463.3 | \$ 479.3       | \$ 479.3 | \$ 499.8        | \$ 20.5                 | 4.3%     |

**CUB Related Other Support** (page 3, line 40)

Additional costs related to the CUB contract include:

- Quarterly inspections for District-owned vehicles operated by contractor
- CUB-related building maintenance necessary for janitorial, pest control, preventive maintenance and repairs.
- CUB-related utilities including gas and electric, water, sewer, and trash / refuse
- Wheelchair lifts on fixed-route vehicles
- Expanded service for Coastside residents to Bayside medical facilities (over-the-hill trips), and to family social service centers and educational centers.

| \$'s in Thousands                | FY 2018  | FY2019         | FY2019   | FY2020          | FY2020                  | % Change |
|----------------------------------|----------|----------------|----------|-----------------|-------------------------|----------|
|                                  | Actual   | Revised Budget | Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>CUB Related Other Support</b> | \$ 113.4 | \$ 124.1       | \$ 152.5 | \$ 118.5        | \$ (34.0)               | -22.3%   |

**CUB Insurance** (page 3, line 41)

Insurance costs include premiums, deductibles, adjustor fees, broker fees and other insurance costs. The Proposed FY2020 Budget reflects the updated FY2020 insurance program.

| \$'s in Thousands    | FY 2018  | FY2019         | FY2019   | FY2020          | FY2020                  | % Change |
|----------------------|----------|----------------|----------|-----------------|-------------------------|----------|
|                      | Actual   | Revised Budget | Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>CUB Insurance</b> | \$ 444.7 | \$ 567.6       | \$ 567.6 | \$ 597.1        | \$ 29.5                 | 5.2%     |

**CUB Claims, Reserves & Payments** (page 3, line 42)

Includes claim reserves and associated legal fees.

| \$'s in Thousands                         | FY 2018 | FY2019         | FY2019   | FY2020          | FY2020                  | % Change |
|---|---------|----------------|----------|-----------------|-------------------------|----------|
|   | Actual  | Revised Budget | Forecast | Proposed Budget | Budget vs FY19 Forecast |          |
| <b>CUB Claims Reserves &amp; Payments</b> | \$ 49.5 | \$ 218.4       | \$ 218.4 | \$ 218.4        | \$ -                    | 0.0%     |

**AMERICANS WITH DISABILITIES ACT (ADA) PROGRAMS** (see Attachment A for page and line reference).

The paratransit/ADA program includes Redi-Wheels service, taxi and sedan service,

District administration of the program, support of paratransit service on the Coastsides, and a contribution to the Paratransit Coordinating Council (PCC) for administration costs.

**Elderly & Disabled/Redi-Wheels** - (page 4, line 46)

Contracted Paratransit Service with District vehicles for North and South base includes cutaways and minivans. The Forecast for FY2019 is lower than FY2019 Budget due to a shift in ridership to Taxi and Sedan (see line item below).

| \$'s in Thousands                         | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change     |
|---|-------------------|-------------------|-------------------|-------------------|-------------------------|--------------|
|   | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |              |
| <b>Elderly &amp; Disabled/Redi-Wheels</b> | <b>\$ 5,409.9</b> | <b>\$ 8,012.0</b> | <b>\$ 5,230.0</b> | <b>\$ 8,024.3</b> | <b>\$ 2,794.3</b>       | <b>53.4%</b> |

**ADA Sedan / Taxi Service-** (page 4, line 47)

Contracted Coastsides Service provides ADA service along the coast, from Pacifica, Montara, Half Moon Bay, Pescadero, and rural southern San Mateo County using contracted taxi and sedans. Forecast for FY2019 is higher than FY2019 Budget due to a shift in ridership to Taxi and Sedan (see line item above).

| \$'s in Thousands             | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change      |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|---------------|
|                               | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |               |
| <b>ADA Sedan/Taxi Service</b> | <b>\$ 4,915.7</b> | <b>\$ 3,810.9</b> | <b>\$ 5,450.0</b> | <b>\$ 3,834.1</b> | <b>\$ (1,615.9)</b>     | <b>-29.6%</b> |

**Coastsides ADA** (page 4, line 48)

Contracted Coastsides Service provides ADA service along the Coast, from Pacifica, Montara, Half Moon Bay, Pescadero, and rural southern San Mateo County.

| \$'s in Thousands     | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change    |
|-----------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|-------------|
|                       | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |             |
| <b>Coastsides ADA</b> | <b>\$ 1,739.4</b> | <b>\$ 1,830.6</b> | <b>\$ 1,830.6</b> | <b>\$ 1,921.4</b> | <b>\$ 90.8</b>          | <b>5.0%</b> |

**ADA Related Wages & Benefits** (page 4, line 49)

Costs include

- Wage & benefits for staff managing service for Redi-Wheels support,
- Wage & benefits for staff managing service for accessibility support for senior mobility and veterans assistance services

| \$'s in Thousands                       | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change    |
|---|-------------------|-------------------|-------------------|-------------------|-------------------------|-------------|
|   | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |             |
| <b>ADA Related Wages &amp; Benefits</b> | <b>\$ 2,989.2</b> | <b>\$ 3,199.3</b> | <b>\$ 2,838.8</b> | <b>\$ 3,113.1</b> | <b>\$ 274.4</b>         | <b>9.7%</b> |

**ADA Related Other Support** (page 4, line 50)

Redi-Wheels services costs on this line include costs specific to cutaways, minivans and service providers:

- fuel and related taxes
- Oil & Lubricants
- Maintenance expenses for parts, tires and tools
- Employee uniforms
- Telecommunications services
- Consultants for disability awareness and training

The increase to FY2020 Budget reflects a one-time project to upgrade Paratransit Schedule Software.

| \$'s in Thousands                | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change     |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|--------------|
|                                  | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |              |
| <b>ADA Related Other Support</b> | <b>\$ 1,272.0</b> | <b>\$ 1,525.8</b> | <b>\$ 1,523.9</b> | <b>\$ 2,127.2</b> | <b>\$ 603.2</b>         | <b>39.6%</b> |

**ADA Insurance** (page 3, line 51)

This line covers general insurance costs (deductibles, adjustor fees, broker fees and other insurance costs) specific to ADA-required services. The Proposed FY2020 Budget reflects the updated FY2020 insurance program.

| \$'s in Thousands    | FY 2018         | FY2019          | FY2019          | FY2020          | FY2020                  | % Change    |
|----------------------|-----------------|-----------------|-----------------|-----------------|-------------------------|-------------|
|                      | Actual          | Revised Budget  | Forecast        | Proposed Budget | Budget vs FY19 Forecast |             |
| <b>ADA Insurance</b> | <b>\$ 376.4</b> | <b>\$ 401.3</b> | <b>\$ 401.3</b> | <b>\$ 426.9</b> | <b>\$ 25.6</b>          | <b>6.4%</b> |

**ADA Claims, Reserves & Payments** (page 3, line 52)

This line covers claim reserves and associated legal fees specific to ADA-required services.

| \$'s in Thousands                         | FY 2018         | FY2019          | FY2019          | FY2020          | FY2020                  | % Change    |
|---|-----------------|-----------------|-----------------|-----------------|-------------------------|-------------|
|   | Actual          | Revised Budget  | Forecast        | Proposed Budget | Budget vs FY19 Forecast |             |
| <b>ADA Claims Reserves &amp; Payments</b> | <b>\$ 133.3</b> | <b>\$ 218.4</b> | <b>\$ 218.4</b> | <b>\$ 218.4</b> | <b>\$ -</b>             | <b>0.0%</b> |

**MULTIMODAL TRANSIT PROGRAMS**

Multimodal programs include Caltrain, the Dumbarton Inter-County Corridor, The District Shuttle Service, station support for multimodal transit in San Mateo County, and multimodal promotion.

**Caltrain** - (page 4, line 58)

The Caltrain service in San Mateo County is funded by the TA, typically accounting for 8% of total Measure A tax revenues. Contributions from the TA for Caltrain is expected to be



\$7.8 million; another \$1.3 million of Measure A funding will be programmed from prior year balances for a total of \$9.2 million.

| \$'s in Thousands             | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change     |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|--------------|
|                               | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |              |
| <b>Peninsula Rail Service</b> | <b>\$ 6,169.8</b> | <b>\$ 7,634.4</b> | <b>\$ 7,634.4</b> | <b>\$ 9,156.1</b> | <b>\$ 1,521.7</b>       | <b>19.9%</b> |

**SamTrans Shuttles Service** - (page 4, line 62)

This item reflects expenses related to directly-operated and employer-operated shuttle services. This includes survey services, printing expenses and expenses directly related to contracted shuttle services, including a contractual 1% vendor incentive and 2.5% contingency. The increase for FY2020 relates to the Sierra Pt. Shuttle rate increase and Oyster Pt. Shuttle vehicles switching from small to medium.

| \$'s in Thousands               | FY 2018           | FY2019            | FY2019            | FY2020            | FY2020                  | % Change     |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|--------------|
|                                 | Actual            | Revised Budget    | Forecast          | Proposed Budget   | Budget vs FY19 Forecast |              |
| <b>SamTrans Shuttle Service</b> | <b>\$ 1,740.2</b> | <b>\$ 2,054.0</b> | <b>\$ 1,740.0</b> | <b>\$ 2,128.7</b> | <b>\$ 388.7</b>         | <b>22.3%</b> |

**Shuttle Related Wages & Benefits** (page 4, line 63)

The line reflects District staff time to manage The District Shuttle program.

| \$'s in Thousands                           | FY 2018         | FY2019          | FY2019          | FY2020          | FY2020                  | % Change      |
|---|-----------------|-----------------|-----------------|-----------------|-------------------------|---------------|
|   | Actual          | Revised Budget  | Forecast        | Proposed Budget | Budget vs FY19 Forecast |               |
| <b>Shuttle Related Wages &amp; Benefits</b> | <b>\$ 100.6</b> | <b>\$ 100.6</b> | <b>\$ 100.6</b> | <b>\$ 89.1</b>  | <b>\$ (11.5)</b>        | <b>-11.4%</b> |

**Dumbarton Maintenance of Way** (page 4, line 64)

In the past, the revenues and expenses of Dumbarton Maintenance of Way would be shown on the TA Budget as Revenues of Rental Income and Expenses of Maintenance of Way. Beginning in FY2019, reflecting the District's ownership of the assets, revenues and expenses associated with the Dumbarton Maintenance of Way are no longer recorded in the TA's Financial Statements and are instead recorded in the District's. The expenses below reflect a slight increase to Insurance plus contracted services which will remain flat from FY19 Forecast.

| \$'s in Thousands       | FY 2018     | FY2019          | FY2019          | FY2020          | FY2020                  | % Change     |
|-------------------------|-------------|-----------------|-----------------|-----------------|-------------------------|--------------|
|                         | Actual      | Revised Budget  | Forecast        | Proposed Budget | Budget vs FY19 Forecast |              |
| <b>Dumbarton M.O.W.</b> | <b>\$ -</b> | <b>\$ 260.0</b> | <b>\$ 260.0</b> | <b>\$ 286.3</b> | <b>\$ 26.3</b>          | <b>10.1%</b> |

**Maintenance Multimodal Facility** (page 4, line 65)

This line covers support services and utilities for the Colma Park n Ride facility including contract services, building maintenances service and sewer and water.

| \$'s in Thousands                 | FY2019   |          | FY2020   |          | FY2020           | % Change |
|-----------------------------------|----------|----------|----------|----------|------------------|----------|
|                                   | FY 2018  | Revised  | FY2019   | Proposed | Budget           |          |
|                                   | Actual   | Budget   | Forecast | Budget   | vs FY19 Forecast |          |
| <b>Maintenance multimodal Fac</b> | \$ 178.3 | \$ 174.8 | \$ 189.4 | \$ 174.8 | \$ (14.6)        | -7.7%    |

**FY2020 BUDGET NARRATIVE - CAPITAL**

The list below describes each of the Capital Projects requested for FY2020. Total FY2020 Capital Budget project costs equal \$14.2 million. The capital projects submitted were reviewed and prioritized for consistency with District policy directives and key Strategic Plan Initiatives. In keeping with the District's need to conserve financial resources, the final recommendations reflect the most critical projects that support the District's goals. There are significant projects that continue to be developed and reviewed by staff that may be presented later in the fiscal year for the Board's consideration. Please see Attachment B for section reference numbers.

**Revenue Vehicle and Support: \$3,381,955**

- 1.1 Major Bus Components - \$ 592,000  
Purchase of new parts, rebuilt parts and major bus components not accounted for in Operating Budget.
- 1.2 Replacement of (14) Revenue Paratransit Vans - \$956,480  
Replacement of fourteen 2014 El Dorado Amerivans.
- 1.3 Replacement of (13) Revenue Paratransit Cutaway Vehicles - \$1,732,640  
Replace thirteen 2013 El Dorado Aerotech Cutaway vehicles.
- 1.4 Maintenance Support Equipment - \$ 100,835  
Equipment used to support day-to-day shop activities.

**Non-Revenue Vehicle Support: \$164,000**

- 2.1 Replacement Non-Rev Service Support Vehicles - \$ 164,000  
This procurement will replace 2009 Toyota Priuses using funds from current year Measure A District Sales Tax revenues and savings from prior year District Sales Tax revenues.

**Information Technology: \$500,000**

- 3.1 SPEAR SYSTEM Improvements - \$ 150,000  
Evaluation and analysis to replace the current Bus Maintenance Computerized Maintenance Management System (CMMS), SPEAR, with a current Enterprise Asset Management (EAM) system.
- 3.2 Intranet Solution Replacement - \$ 350,000  
Intranet solution to replace the Depot; procure, install, transition and train employees.

**Planning / Development: \$250,000**

- 4.1 Capital Program and Project Development - \$ 250,000  
Activities include but are not limited to: capital budget and programming process, grant development, and development of capital program management systems.

**Safety and Security: \$150,000**

- 5.1 CCTV Network Improvements- \$ 150,000  
Seek subject matter expertise and qualified consulting and guidance in order to develop a detailed scope for replacement of the current closed-circuit television (CCTV) Security System.

**Facilities/Construction: \$9,542,200**

- 6.1 Facilities Smaller Projects - \$ 1,110,000  
Projects to maintain continuity of services and sustainability of a pleasant work environment, inclusive of routine maintenance or replacement.
- 6.2 Central Building Roof Replacement - \$ 800,000  
Repair east side of Central building roof.
- 6.3 North and South Base Employee Areas - \$ 520,000  
Remodel and update the Maintenance Employees and Operations Areas in North and South Base.
- 6.4 North and South Base Bus Parking Area Restriping - \$258,000  
Remove existing striping and configuration on the North and South Base parking area to accommodate the parking of the Battery Electric Buses (BEB) and provide flexibility for future service adjustments.
- 6.5 North and South Base Vacuum Replacement Design - \$150,000  
Experienced engineering/design consultant to analyze the vacuum and interior cleaning activities for both North and South Base.

- 6.6 North Base Bus Washer Replacement - \$540,000  
Demolish and remove the 1995 Bus Washer and install new North Base Bus Washer.
- 6.7 North and South Base Industrial Waste Line to Brake Pit Replacement - \$780,000  
Replace the North Base Industrial Waste Line which drains the Brake Pit and Fuel Island area.
- 6.8 South Base Bus Washer Walls Rehab - \$350,000  
Replace walls on each side of the travel lane of the South Base Bus Washer.
- 6.9 60' Aerial Lift Apparatus - \$ 70,000  
Purchase and delivery for the Facilities Department of a trailer-mounted, portable, high-reach 60' aerial lift apparatus to use for maintenance and a variety of repairs.
- 6.10 ADA Study & Phase I Retrofits - \$1,225,000  
The Facilities ADA Coordinator will be conducting a District-wide study to determine and prioritize retrofits that are necessary to meet current ADA requirements such as restroom remodels, parking re-configuration, entrance ramping, and door controller system improvements. This funding will provide for the District-wide study as well for initial (Phase 1) ADA Retrofits to be determined.
- 6.11 North and South Base Exterior Painting - \$1,140,000  
Clean and paint all exterior surfaces of the District buildings at North and South Base.
- 6.12 Central Building - \$750,000  
Consultant support to assist with analysis of possible development options including possible public private partnership for the Central Administration Building.
- 6.13 Central Building Refresh- \$1,849,200  
Refresh building: elevator upgrades, painting and carpet replacement, replace vertical blinds, chairs for auditorium and other continuous improvements.

**Other/Contingency: \$250,000**

- 7.1 Contingency - \$ 250,000  
Unforeseen capital expenditures

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**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2020 PROPOSED OPERATING BUDGET**

Attachment A

|   | <b>FY2018<br/>ACTUAL</b> | <b>FY2019<br/>BUDGET</b> | <b>FY2019<br/>FORECAST</b> | <b>FY2020<br/>PROPOSED<br/>BUDGET</b> | <b>Proposed FY2020<br/>Budget vs FY2019<br/>Forecast</b> | <b>Percent<br/>Change</b> |
|---|--------------------------|--------------------------|----------------------------|---------------------------------------|--|---------------------------|
|   | <b>A</b>                 | <b>B</b>                 | <b>C</b>                   | <b>D</b>                              | <b>E<br/>E = D-C</b>                                     | <b>F<br/>F = E/C</b>      |
| <b>SOURCES OF FUNDS:</b>                          |                          |                          |                            |                                       |  |                           |
| <b>Operating Revenues</b>                         |                          |                          |                            |                                       |  |                           |
| 1 Passenger Fares                                 | 15,742,071               | 16,457,750               | 15,400,000                 | 15,264,000                            | (136,000)  | -0.9%                     |
| 2 Local TDA and STA Funds                         | 42,013,481               | 47,485,688               | 47,485,688                 | 59,746,274                            | 12,260,586   | 25.8%                     |
| 3 Pass through to Other Agencies                  | 824,536                  | 743,268                  | 743,268                    | 316,000                               | (427,268)  | -57.5%                    |
| 4 Operating Grants                                | 5,907,965                | 3,533,624                | 3,533,624                  | 2,810,717                             | (722,908)  | -20.5%                    |
| 5 SMCTA Measure A                                 | 9,623,433                | 11,088,532               | 11,088,532                 | 12,796,123                            | 1,707,591  | 15.4%                     |
| 6 SM County Measure K & Other                     | 3,750,000                | 2,500,000                | 2,500,000                  | 0                                     | (2,500,000)  | -100.0%                   |
| 7 AB434, TA Funded Shuttles & Other               | 322,950                  | 414,000                  | 414,000                    | 417,100                               | 3,100  | 0.7%                      |
| 8 <b>Subtotal - Operating Revenues</b>            | <b>78,184,435</b>        | <b>82,222,862</b>        | <b>81,165,112</b>          | <b>91,350,214</b>                     | <b>10,185,102</b>  | <b>12.5%</b>              |
| <b>Other Revenue Sources</b>                      |                          |                          |                            |                                       |  |                           |
| 10 District Sales Tax                             | 87,796,916               | 86,353,200               | 90,000,000                 | 91,000,000                            | 1,000,000  | 1.1%                      |
| 11 Measure W Sales Tax                            | -                        | -                        | -                          | 45,500,000                            | 45,500,000   | n/a                       |
| 12 Investment Income                              | 1,984,837                | 2,030,000                | 3,300,000                  | 3,600,000                             | 300,000  | 9.1%                      |
| 13 Other Interest, Rent & Other Income            | 7,963,956                | 7,890,875                | 7,540,531                  | 6,968,323                             | (572,207)  | -7.6%                     |
| 14 Due from PCJPB, SMCTA & SAMTR Capital W&B      | 20,634,149               | 31,179,608               | 31,179,608                 | 41,573,346                            | 10,393,737   | 33.3%                     |
| 15  |                          |                          |                            |                                       |  |                           |
| 16 <b>Subtotal - Other Revenues</b>               | <b>118,379,858</b>       | <b>127,453,684</b>       | <b>132,020,139</b>         | <b>188,641,669</b>                    | <b>56,621,530</b>  | <b>42.9%</b>              |
| 17  |                          |                          |                            |                                       |  |                           |
| 18 <b>Total Sources of Funds</b>                  | <b>196,564,293</b>       | <b>209,676,546</b>       | <b>213,185,251</b>         | <b>279,991,882</b>                    | <b>66,806,631</b>  | <b>31.3%</b>              |
| 19  |                          |                          |                            |                                       |  |                           |
| <b>USES OF FUNDS:</b>                             |                          |                          |                            |                                       |  |                           |
| 21 PCJPB, SMCTA & SAMTR Capital Wage & Benefits   | 20,634,149               | 31,179,608               | 31,179,608                 | 41,573,346                            | 10,393,737   | 33.3%                     |
| 22 Motor Bus                                      | 114,350,328              | 132,453,297              | 129,095,907                | 143,492,401                           | 14,396,495   | 11.2%                     |
| 23 A.D.A. Programs                                | 16,835,809               | 18,998,212               | 17,493,003                 | 19,665,385                            | 2,172,382  | 12.4%                     |
| 24 Caltrain                                       | 6,169,761                | 7,634,404                | 7,634,404                  | 9,156,123                             | 1,521,719  | 19.9%                     |
| 25 Multi-Modal Programs                           | 2,019,028                | 2,589,406                | 2,290,000                  | 2,678,911                             | 388,911  | 17.0%                     |
| 26 Pass through to Other Agencies                 | 824,536                  | 734,268                  | 734,268                    | 316,000                               | (418,268)  | -57.0%                    |
| 27 Land Transfer Interest Expense                 | 56,057                   | 45,716                   | 45,716                     | 45,716                                | -  | 0.0%                      |
| 28 <b>Total Operating Expenses</b>                | <b>160,889,668</b>       | <b>193,634,911</b>       | <b>188,472,906</b>         | <b>216,927,882</b>                    | <b>28,454,976</b>  | <b>15.1%</b>              |
| 29  |                          |                          |                            |                                       |  |                           |
| 30 <b>Total Operating Surplus/(Deficit)</b>       | <b>35,674,625</b>        | <b>16,041,635</b>        | <b>24,712,345</b>          | <b>63,064,001</b>                     | <b>38,351,655</b>  | <b>155.2%</b>             |
| 31  |                          |                          |                            |                                       |  |                           |
| 32 District Sales Tax Capital                     | 8,789,413                | 6,015,570                | 6,015,570                  | 8,494,119                             | 2,478,549  | 41.2%                     |
| 33 Measure W Sales Tax Capital                    |                          |                          |                            | 2,435,000                             | 2,435,000  | n/a                       |
| 34 <b>Sales Tax Allocation - Capital Programs</b> | <b>8,789,413</b>         | <b>6,015,570</b>         | <b>6,015,570</b>           | <b>10,929,119</b>                     | <b>4,913,549</b>   | <b>81.7%</b>              |
| 35  |                          |                          |                            |                                       |  |                           |
| 36 <b>Total Debt Service</b>                      | <b>21,631,424</b>        | <b>21,612,357</b>        | <b>21,612,357</b>          | <b>19,358,210</b>                     | <b>(2,254,147)</b>                                       | <b>-10.4%</b>             |
| 37  |                          |                          |                            |                                       |  |                           |
| 38 <b>Total Uses of Funds</b>                     | <b>191,310,505</b>       | <b>221,262,838</b>       | <b>216,100,833</b>         | <b>247,215,211</b>                    | <b>31,114,378</b>  | <b>14.4%</b>              |
| 39  |                          |                          |                            |                                       |  |                           |
| 40 <b>PROJECTED SURPLUS/(DEFICIT)</b>             | <b>5,253,788</b>         | <b>(11,586,292)</b>      | <b>(2,915,582)</b>         | <b>32,776,671</b>                     | <b>35,692,253</b>  | <b>-1224.2%</b>           |

**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2020 PROPOSED OPERATING BUDGET**

Attachment A

|   | <u>FY2018<br/>ACTUAL</u> | <u>FY2019<br/>BUDGET</u> | <u>FY2019<br/>FORECAST</u> | <u>FY2020<br/>RPROPOSED<br/>BUDGET</u> | <u>Proposed FY2020<br/>Budget vs FY2019<br/>Forecast</u> | <u>Percent<br/>Change</u> |
|---|--------------------------|--------------------------|----------------------------|--|--|---------------------------|
|   | A                        | B                        | C                          | D                                      | E = D-C  | F = E/C                   |
| <b><u>SOURCES OF FUNDS:</u></b>             |                          |                          |                            |  |  |                           |
| <b>OPERATING REVENUES - MOTOR BUS:</b>      |                          |                          |                            |  |  |                           |
| 1 PASSENGER FARES                           | 14,854,688               | 15,501,882               | 14,500,000                 | 14,355,000                             | (145,000)  | -1.0%                     |
| 2   |                          |                          |                            |  |  |                           |
| 3 LOCAL (TDA) TRANSIT FUND:                 | 36,440,750               | 39,725,672               | 39,725,672                 | 45,609,233                             | 5,883,561  | 14.8%                     |
| 4   |                          |                          |                            |  |  |                           |
| 5 STATE TRANSIT ASSISTANCE:                 | 3,310,138                | 5,669,191                | 5,669,191                  | 10,006,821                             | 4,337,630  | 76.5%                     |
| 6   |                          |                          |                            |  |  |                           |
| 7 OPERATING GRANTS:                         | 2,146,197                | 1,448,667                | 1,448,667                  | 735,192.50                             | (713,475)  | -49.3%                    |
| 8   |                          |                          |                            |  |  |                           |
| 9 DISTRICT SALES TAX REVENUE:               | 51,224,347               | 63,900,090               | 60,470,320                 | 66,093,848                             | 5,623,528  | 9.3%                      |
| 10  |                          |                          |                            |  |  |                           |
| 11 INVESTMENT INTEREST INCOME               | 1,624,191                | 1,630,000                | 2,900,000                  | 3,005,000                              | 105,000  | 3.6%                      |
| 12  |                          |                          |                            |  |  |                           |
| <b>OTHER REVENUE SOURCES:</b>               |                          |                          |                            |  |  |                           |
| 14 Rental Income                            | 2,474,607                | 2,600,000                | 2,404,262                  | 1,672,488                              | (731,774)  | -30.4%                    |
| 15 Advertising Income                       | 1,183,691                | 1,205,307                | 1,205,307                  | 1,233,331                              | 28,024   | 2.3%                      |
| 16 Other Income                             | 1,091,719                | 772,488                  | 772,488                    | 781,488                                | 9,000  | 1.2%                      |
| 17 <b>TOTAL OTHER REVENUES</b>              | <b>4,750,017</b>         | <b>4,577,795</b>         | <b>4,382,057</b>           | <b>3,687,307</b>                       | <b>(694,750)</b>   | <b>-15.9%</b>             |
| 18  |                          |                          |                            |  |  |                           |
| 19 <b>TOTAL MOTOR BUS</b>                   | <b>114,350,328</b>       | <b>132,453,297</b>       | <b>129,095,907</b>         | <b>143,492,401</b>                     | <b>14,396,495</b>  | <b>11.2%</b>              |
| 20  |                          |                          |                            |  |  |                           |
| <b>AMERICAN DISABILITIES ACT:</b>           |                          |                          |                            |  |  |                           |
| 22 Passenger Fares-Redi Wheels              | 887,383                  | 955,868                  | 900,000                    | 909,000                                | 9,000  | 1.0%                      |
| 23 Local TDA 4.5 Redi Wheels                | 1,917,934                | 2,090,825                | 2,090,825                  | 2,471,745                              | 380,920  | 18.2%                     |
| 24 Local STA - Paratransit                  | 344,659                  | -                        | -                          | 1,658,475                              | 1,658,475  | n/a                       |
| 25 Operating Grants                         | 3,761,768                | 2,084,957                | 2,084,957                  | 2,075,524                              | (9,433)  | -0.5%                     |
| 26 Sales Tax Revenue - ADA                  | -                        | 4,281,834                | 2,832,493                  | 6,915,641                              | 4,083,148  | 144.2%                    |
| 29 Interest Income-Paratransit Fund         | 360,646                  | 400,000                  | 400,000                    | 595,000                                | 195,000  | 48.8%                     |
| 30 SMCTA Measure A Redi-Wheels              | 3,453,672                | 3,454,128                | 3,454,128                  | 3,640,000                              | 185,872  | 5.4%                      |
| 31 SM County Measure K & Other              | 3,750,000                | 2,500,000                | 2,500,000                  | -                                      | (2,500,000)  | -100.0%                   |
| 32 Measure M Paratransit                    | 1,833,875                | 1,400,000                | 1,400,000                  | 1,400,000                              | -  | 0.0%                      |
| 33 <b>TOTAL ADA PROGRAMS</b>                | <b>16,835,809</b>        | <b>18,998,212</b>        | <b>17,493,003</b>          | <b>19,665,385</b>                      | <b>2,172,382</b>   | <b>12.4%</b>              |
| 34  |                          |                          |                            |  |  |                           |
| <b>MULTI-MODAL TRANSIT PROGRAMS:</b>        |                          |                          |                            |  |  |                           |
| 36 Transfer from SMCTA for Caltrain         | 6,169,761                | 6,908,256                | 6,908,256                  | 7,839,419                              | 931,163  | 13.5%                     |
| 37 Other Sources - Caltrain                 | -                        | 726,148                  | 726,148                    | 1,316,704                              | 590,556  | 81.3%                     |
| 38 AB434, TA Funded Shuttles & Other        | 322,950                  | 414,000                  | 414,000                    | 417,100                                | 3,100  | 0.7%                      |
| 39 Employer SamTrans Shuttle Funds          | 1,380,064                | 1,487,200                | 1,332,594                  | 1,594,700                              | 262,106  | 19.7%                     |
| 40 Dumbarton Rental Income                  | -                        | 425,880                  | 425,880                    | 286,316                                | (139,564)  | -32.8%                    |
| 41 Sales Tax Revenue - Gen. Operating Asst. | 316,014                  | 262,326                  | 117,526                    | 380,795                                | 263,268  | 224.0%                    |
| 42 <b>TOTAL MULTI-MODAL</b>                 | <b>8,188,789</b>         | <b>10,223,810</b>        | <b>9,924,404</b>           | <b>11,835,034</b>                      | <b>1,910,630</b>   | <b>19.3%</b>              |
| 43 <b>TOTAL REVENUES</b>                    | <b>139,374,926</b>       | <b>161,675,319</b>       | <b>156,513,313</b>         | <b>174,992,820</b>                     | <b>18,479,507</b>  | <b>11.8%</b>              |

**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2020 PROPOSED OPERATING BUDGET**

Attachment A

|                                   | <u>FY2018<br/>ACTUAL</u>             | <u>FY2019<br/>BUDGET</u> | <u>FY2019<br/>FORECAST</u> | <u>FY2020<br/>PROPOSED<br/>BUDGET</u> | <u>Proposed FY2020<br/>Budget vs FY2019<br/>Forecast</u> | <u>Percent<br/>Change</u> |
|-----------------------------------|--------------------------------------|--------------------------|----------------------------|---------------------------------------|--|---------------------------|
|                                   | A                                    | B                        | C                          | D                                     | E = D-C  | F = E/C                   |
| <b>SOURCES OF FUNDS:</b>          |                                      |                          |                            |                                       |  |                           |
| <b>DISTRICT OPERATING EXPENSE</b> |                                      |                          |                            |                                       |  |                           |
| 1                                 | Motor Bus Wages and Benefits         | 64,934,239               | 69,119,448                 | 69,503,588                            | 76,128,611   | 6,625,023 9.5%            |
| 2                                 | <b>Services</b>                      |                          |                            |                                       |  |                           |
| 3                                 | Board of Directors                   | 89,273                   | 132,116                    | 132,116                               | 132,116  | - 0.0%                    |
| 4                                 | Contracted Vehicle Maintenance       | 997,186                  | 1,302,319                  | 1,302,319                             | 1,295,519  | (6,800) -0.5%             |
| 5                                 | Property Maintenance                 | 1,426,043                | 1,589,000                  | 1,589,000                             | 1,710,144  | 121,144 7.6%              |
| 6                                 | Professional Services                | 4,862,855                | 4,885,750                  | 4,758,867                             | 5,788,143  | 1,029,276 21.6%           |
| 7                                 | Technical Services                   | 6,898,902                | 8,750,264                  | 7,548,546                             | 9,348,980  | 1,800,434 23.9%           |
| 8                                 | Other Services                       | 2,883,432                | 3,661,480                  | 3,044,720                             | 3,675,419  | 630,699 20.7%             |
| 9                                 |                                      |                          |                            |                                       |  |                           |
| 10                                | <b>Materials &amp; Supply</b>        |                          |                            |                                       |  |                           |
| 11                                | Fuel and Lubricants                  | 3,116,764                | 3,950,821                  | 3,866,916                             | 3,936,141  | 69,225 1.8%               |
| 12                                | Bus Parts and Materials              | 1,859,297                | 2,036,780                  | 1,996,929                             | 2,044,369  | 47,440 2.4%               |
| 13                                | Uniform and Drivers Expense          | 371,510                  | 564,226                    | 524,414                               | 656,813  | 132,399 25.2%             |
| 14                                | Timetables and Tickets               | 103,053                  | 283,500                    | 111,101                               | 283,500  | 172,399 155.2%            |
| 15                                | Office Supplies/Printing             | 465,984                  | 454,234                    | 605,814                               | 615,716  | 9,901 1.6%                |
| 16                                | Other Materials and Supply           | 148,476                  | 150,300                    | 150,300                               | 143,600  | (6,700) -4.5%             |
| 17                                |                                      |                          |                            |                                       |  |                           |
| 18                                | <b>Utilities</b>                     |                          |                            |                                       |  |                           |
| 19                                | Telecommunications                   | 529,342                  | 712,296                    | 607,299                               | 712,500  | 105,201 17.3%             |
| 20                                | Other Utilities                      | 1,216,108                | 1,058,000                  | 1,058,000                             | 1,323,530  | 265,530 25.1%             |
| 21                                | Insurance                            | 1,268,445                | 1,501,669                  | 1,501,669                             | 1,524,531  | 22,862 1.5%               |
| 22                                | Claims Reserves and Payments         | 239,996                  | 1,455,563                  | 1,455,563                             | 1,455,563  | - 0.0%                    |
| 23                                | Workers Compensation                 | 1,089,452                | 3,666,068                  | 3,666,068                             | 3,732,568  | 66,500 1.8%               |
| 24                                | Taxes and License Fees               | 666,176                  | 795,415                    | 794,398                               | 919,556  | 125,159 15.8%             |
| 25                                | Leases and Rentals                   | 178,527                  | 185,292                    | 185,292                               | 191,926  | 6,634 3.6%                |
| 26                                | Promotional and Legal Advertising    | 427,672                  | 1,292,750                  | 757,646                               | 1,460,750  | 703,104 92.8%             |
| 27                                | Training & Business Travel           | 324,547                  | 770,855                    | 427,995                               | 869,793  | 441,798 103.2%            |
| 28                                | Dues & Membership                    | 103,779                  | 150,483                    | 124,688                               | 172,143  | 47,455 38.1%              |
| 29                                | Postage and Other                    | 60,050                   | 237,780                    | 110,221                               | 184,780  | 74,559 67.6%              |
| 30                                |                                      |                          |                            |                                       |  |                           |
| 31                                | <b>Total District Operated Buses</b> | <b>94,261,109</b>        | <b>108,706,409</b>         | <b>105,823,467</b>                    | <b>118,306,711</b>                                       | <b>12,483,243 11.8%</b>   |
| 32                                |                                      |                          |                            |                                       |  |                           |
| 33                                | <b>CONTRACTED BUS SERVICES</b>       |                          |                            |                                       |  |                           |
| 34                                | Contracted Urban Bus Service         | 16,885,226               | 20,153,372                 | 19,718,734                            | 21,551,200   | 1,832,466 9.3%            |
| 35                                | Coastside Services                   | 1,733,232                | 1,742,000                  | 1,700,000                             | 1,738,200  | 38,200 2.2%               |
| 36                                | Redi Coast Non-ADA                   | 212,782                  | 266,200                    | 240,000                               | 263,700  | 23,700 9.9%               |
| 37                                | La Honda - Pescadero                 | 54,863                   | 55,130                     | 55,130                                | 55,130   | - 0.0%                    |
| 38                                | SamCoast - Pescadero                 | 132,243                  | 140,800                    | 140,800                               | 143,700  | 2,900 2.1%                |
| 39                                | CUB Related Wages & Benefits         | 463,254                  | 479,296                    | 479,296                               | 499,764  | 20,467 4.3%               |
| 40                                | CUB Related Other Support            | 113,423                  | 124,100                    | 152,489                               | 118,500  | (33,989) -22.3%           |
| 41                                | CUB Insurance                        | 444,729                  | 567,590                    | 567,590                               | 597,097  | 29,507 5.2%               |
| 42                                | CUB Claims Reserves & Payments       | 49,469                   | 218,400                    | 218,400                               | 218,400  | - 0.0%                    |
| 43                                | <b>Total Contracted Bus Service</b>  | <b>20,089,219</b>        | <b>23,746,888</b>          | <b>23,272,439</b>                     | <b>25,185,691</b>  | <b>1,913,251 8.2%</b>     |
| 44                                |                                      |                          |                            |                                       |  |                           |
| 45                                | <b>TOTAL MOTOR BUS</b>               | <b>114,350,328</b>       | <b>132,453,297</b>         | <b>129,095,907</b>                    | <b>143,492,401</b>                                       | <b>14,396,495 11.2%</b>   |

**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2020 PROPOSED OPERATING BUDGET**

Attachment A

|   | <u>FY2018<br/>ACTUAL</u>            | <u>FY2019<br/>BUDGET</u> | <u>FY2019<br/>FORECAST</u> | <u>FY2020<br/>RPROPOSED<br/>BUDGET</u> | <u>Proposed FY2020<br/>Budget vs FY2019<br/>Forecast</u> | <u>Percent<br/>Change</u> |
|---|-------------------------------------|--------------------------|----------------------------|--|--|---------------------------|
|   | A                                   | B                        | C                          | D                                      | E<br>E = D-C   | F<br>F = E/C              |
| <b><u>SOURCES OF FUNDS:</u></b>         |                                     |                          |                            |  |  |                           |
| <b>AMERICAN DISABILITY ACT PROGRAMS</b> |                                     |                          |                            |  |  |                           |
| 46                                      | Elderly & Disabled/Redi-Wheels      | 5,409,856                | 8,012,000                  | 5,230,000                              | 8,024,300  | 2,794,300 53.4%           |
| 47                                      | ADA Sedan/Taxi Service              | 4,915,697                | 3,810,900                  | 5,450,000                              | 3,834,100  | (1,615,900) -29.6%        |
| 48                                      | Coastside ADA                       | 1,739,406                | 1,830,600                  | 1,830,600                              | 1,921,400  | 90,800 5.0%               |
| 49                                      | ADA Related Wages & Benefits        | 2,989,196                | 3,199,257                  | 2,838,759                              | 3,113,135  | 274,376 9.7%              |
| 50                                      | ADA Related Other Support           | 1,272,026                | 1,525,758                  | 1,523,947                              | 2,127,186  | 603,239 39.6%             |
| 51                                      | ADA Insurance                       | 376,371                  | 401,297                    | 401,297                                | 426,864  | 25,567 6.4%               |
| 52                                      | ADA Claims Reserves & Payments      | 133,257                  | 218,400                    | 218,400                                | 218,400  | - 0.0%                    |
| 53                                      | <b>Total ADA Programs</b>           | <b>16,835,809</b>        | <b>18,998,212</b>          | <b>17,493,003</b>                      | <b>19,665,385</b>  | <b>2,172,382 12.4%</b>    |
| 54                                      |                                     |                          |                            |  |  |                           |
| 55                                      | <b>MULTI-MODAL TRANSIT PROGRAMS</b> |                          |                            |  |  |                           |
| 56                                      |                                     |                          |                            |  |  |                           |
| 57                                      | <b>CALTRAIN SERVICE</b>             |                          |                            |  |  |                           |
| 58                                      | Peninsula Rail Service              | 6,169,761                | 7,634,404                  | 7,634,404                              | 9,156,123  | 1,521,719 19.9%           |
| 59                                      | <b>Total Caltrain Service</b>       | <b>6,169,761</b>         | <b>7,634,404</b>           | <b>7,634,404</b>                       | <b>9,156,123</b>   | <b>1,521,719 19.9%</b>    |
| 60                                      |                                     |                          |                            |  |  |                           |
| 61                                      | <b>OTHER SUPPORT</b>                |                          |                            |  |  |                           |
| 62                                      | SamTrans Shuttle Service            | 1,740,156                | 2,053,999                  | 1,740,000                              | 2,128,700  | 388,700 22.3%             |
| 63                                      | Shuttle Related Wages & Benefits    | 100,607                  | 100,607                    | 100,607                                | 89,095   | (11,512) -11.4%           |
| 64                                      | Dumbarton M.O.W.                    | -                        | 260,000                    | 260,000                                | 286,316  | 26,316 10.1%              |
| 65                                      | Maintenance multimodal Facilities   | 178,265                  | 174,800                    | 189,393                                | 174,800  | (14,593) -7.7%            |
| 66                                      | <b>Total Other Support</b>          | <b>2,019,028</b>         | <b>2,589,406</b>           | <b>2,290,000</b>                       | <b>2,678,911</b>   | <b>388,911 17.0%</b>      |
| 67                                      |                                     |                          |                            |  |  |                           |
| 68                                      | <b>TOTAL MULTI-MODAL PROGRAMS</b>   | <b>8,188,789</b>         | <b>10,223,810</b>          | <b>9,924,404</b>                       | <b>11,835,034</b>  | <b>1,910,630 19.3%</b>    |
| 69                                      |                                     |                          |                            |  |  |                           |
| 70                                      | <b>TOTAL OPERATING EXPENSES</b>     | <b>139,374,926</b>       | <b>161,675,319</b>         | <b>156,513,313</b>                     | <b>174,992,820</b>                                       | <b>18,479,507 11.8%</b>   |



**San Mateo County Transit District  
Fiscal Year 2020 Capital Budget**

ATTACHMENT B

| PROJECT TITLE  | PROJECT DESCRIPTION   | Current Total Estimated Project Cost | Previously Budgeted | FY2020 Proposed Budget |
|--|---|--------------------------------------|---------------------|------------------------|
| <b>1 REVENUE VEHICLE SUPPORT</b>                             |   |                                      |                     |                        |
| 1.1 Major Bus Components                                     | Purchase of new parts, rebuilt parts and major bus components not accounted for in operating budget.  | \$ 592,000                           |                     | \$ 592,000             |
| 1.2 Replacement of (14) Revenue Paratransit                  | Replacement of fourteen(14) 2014 El Dorado Amerivans.   | \$ 956,480                           |                     | \$ 956,480             |
| 1.3 Replacement of (13) Revenue Paratransit Cutaway vehicles | Replace thirteen (13) 2013 El Dorado Aerotech Cutaway   | \$ 1,732,640                         |                     | \$ 1,732,640           |
| 1.4 Maintenance Support Equipment                            | Equipment used to support day-to-day shop activities.   | \$ 100,835                           |                     | \$ 100,835             |
| <b>Subtotal</b>  |   |                                      |                     | <b>\$ 3,381,955</b>    |
| <b>2 NON-REVENUE VEHICLE SUPPORT</b>                         |   |                                      |                     |                        |
| 2.1 Replacement Non-Rev Svc Support Vehicles                 | This procurement will replace 2009 Toyota Priuses.  | \$ 164,000                           |                     | \$ 164,000             |
| <b>Subtotal</b>  |   |                                      |                     | <b>\$ 164,000</b>      |
| <b>3 INFORMATION TECHNOLOGY</b>                              |   |                                      |                     |                        |
| 3.1 SPEAR System Improvements                                | Evaluation and analysis to replace the current Bus Maintenance Computerized Maintenance Management System (CMMS), SPEAR, with a current Enterprise Asset Management (EAM) system. | \$ 150,000                           | \$ -                | \$ 150,000             |
| 3.2 Intranet Solution Replacement                            | Intranet solution to replace the Depot, procure, install, transition and train employees.   | \$ 350,000                           |                     | \$ 350,000             |
| <b>Subtotal</b>  |   |                                      |                     | <b>\$ 500,000</b>      |
| <b>4 PLANNING / DEVELOPMENT</b>                              |   |                                      |                     |                        |
| 4.1 Capital Program and Project Development                  | Activities include but not limited to: capital budget and programming process, grant development, and development of capital program management systems                           | \$ 250,000                           | \$ -                | \$ 250,000             |
| <b>Subtotal</b>  |   |                                      |                     | <b>\$ 250,000</b>      |
| <b>5 SAFETY AND SECURITY</b>                                 |   |                                      |                     |                        |
| 5.1 CCTV network Improvements                                | Seek subject matter expertise and qualified consulting and guidance in order to develop a detailed scope for replacement of the Current CCTV Security System.                     | \$ 150,000                           | \$ -                | \$ 150,000             |
| <b>Subtotal</b>  |   |                                      |                     | <b>\$ 150,000</b>      |
| <b>6 FACILITIES / CONSTRUCTION</b>                           |   |                                      |                     |                        |
| 6.1 Facilities Smaller Projects                              | Projects to maintain continuity of services and sustainability of a pleasant work environment, inclusive of routine maintenance or replacement.                                   | \$ 1,110,000                         |                     | \$ 1,110,000           |

| FUNDING      |           |                    |                     |
|--------------|-----------|--------------------|---------------------|
| Federal      | STA SOGR  | District Sales Tax | Measure W Sales Tax |
|              | \$ 57,050 | \$ 534,950         |                     |
| \$ 619,920   | \$ -      | \$ 336,560         |                     |
| \$ 1,375,140 | \$ -      | \$ 357,500         |                     |
| \$ -         | \$ -      | \$ 100,835         |                     |
|              |           |                    |                     |
|              |           | \$ 164,000         |                     |
| \$ -         | \$ -      | \$ 150,000         |                     |
|              |           | \$ 350,000         |                     |
| \$ -         | \$ -      | \$ 250,000         |                     |
| \$ -         | \$ -      | \$ 150,000         |                     |
| \$ -         | \$ -      | \$ 1,110,000       |                     |

**San Mateo County Transit District  
Fiscal Year 2020 Capital Budget**

ATTACHMENT B

| PROJECT TITLE | PROJECT DESCRIPTION                                | Current Total Estimated Project Cost | Previously Budgeted | FY2020 Proposed Budget | FUNDING |            |                    |                     |
|---------------|--|--------------------------------------|---------------------|------------------------|---------|------------|--------------------|---------------------|
|               |  |                                      |                     |                        | Federal | STA SOGR   | District Sales Tax | Measure W Sales Tax |
| 6.2           | Central Building Roof Repair                       | \$ 1,275,000                         | \$ 475,000          | \$ 800,000             | \$ -    | \$ -       | \$ 800,000         |                     |
| 6.3           | North and South Base Employee Areas                | \$ 520,000                           | \$ -                | \$ 520,000             | \$ -    | \$ -       | \$ 520,000         |                     |
| 6.4           | North and South Base Bus Parking Area Restriping   | \$ 258,000                           | \$ -                | \$ 258,000             | \$ -    | \$ 258,000 | \$ -               |                     |
| 6.5           | North and South Base Bus Vacuum Replacement Design | \$ 150,000                           | \$ -                | \$ 150,000             | \$ -    | \$ 150,000 |                    |                     |
| 6.6           | North Base Bus Washer Replacement                  | \$ 540,000                           | \$ -                | \$ 540,000             | \$ -    | \$ 540,000 |                    |                     |
| 6.7           | North Base Industrial Waste Line to Brake Pit      | \$ 780,000                           | \$ -                | \$ 780,000             | \$ -    | \$ -       | \$ 780,000         |                     |
| 6.8           | South Base Bus Washer Walls Rehab                  | \$ 350,000                           | \$ -                | \$ 350,000             | \$ -    | \$ 308,926 | \$ 41,074          |                     |
| 6.9           | 60' Aerial Lift Apparatus                          | \$ 70,000                            |                     | \$ 70,000              |         |            |                    | \$ 70,000           |
| 6.10          | ADA Study & Phase 1 Retrofits                      | \$ 1,225,000                         |                     | \$ 1,225,000           |         |            |                    | \$ 1,225,000        |
| 6.11          | North and South Base Exterior Painting             | \$ 1,140,000                         | \$ -                | \$ 1,140,000           | \$ -    | \$ -       |                    | \$ 1,140,000        |

**San Mateo County Transit District  
Fiscal Year 2020 Capital Budget**

ATTACHMENT B

| PROJECT TITLE                 | PROJECT DESCRIPTION  | Current Total<br>Estimated<br>Project Cost | Previously<br>Budgeted | FY2020<br>Proposed<br>Budget |
|-------------------------------|--|--|------------------------|------------------------------|
| 6.12 Central Building         | consultant support to assist in possible development options, including possible public private partnerships, for the Central Administration Building. | \$ 750,000                                 | \$ -                   | \$ 750,000                   |
| 6.13 Central Building Refresh | Elevator upgrades, Carpet replacement, Painting, vertical blinds, chairs for Auditorium and conference room and other continuous improvements.         | \$ 1,849,200                               | \$ -                   | \$ 1,849,200                 |
| <b>Subtotal</b>               |  |  |                        | <b>\$ 9,542,200</b>          |
| <b>7 Other</b>                |  |  |                        |                              |
| 7.1 Contingency               | Unforeseen capital expenditures  | \$ 250,000                                 | \$ -                   | \$ 250,000                   |
| <b>Subtotal</b>               |  |  |                        | <b>\$ 250,000</b>            |
| <b>GRAND TOTAL</b>            |  | <b>\$ 14,713,155</b>                       | <b>\$ 475,000</b>      | <b>\$ 14,238,155</b>         |

| FUNDING      |              |                    |                     |
|--------------|--------------|--------------------|---------------------|
| Federal      | STA SOGR     | District Sales Tax | Measure W Sales Tax |
| \$ -         | \$ -         | \$ 750,000         |                     |
| \$ -         | \$ -         | \$ 1,849,200       |                     |
|              |              |                    |                     |
| \$ -         | \$ -         | \$ 250,000         |                     |
|              |              |                    |                     |
| \$ 1,995,060 | \$ 1,313,976 | \$ 8,494,119       | \$ 2,435,000        |

RESOLUTION NO. 2019 –

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

\* \* \*

**ADOPTING FISCAL YEAR 2020 OPERATING BUDGET IN THE AMOUNT OF  
\$216,927,882 AND FISCAL YEAR 2020 CAPITAL BUDGET IN THE AMOUNT OF \$ 14,238,155**

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

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

**WHEREAS**, the General Manager/CEO has prepared and presented to the Board of Directors a proposed final Operating Budget for Fiscal Year (FY) 2020 in the amount of \$216,927,882 that sets forth projected revenues and expenses associated with the District's operating and maintenance program; and

**WHEREAS**, the General Manager/CEO has prepared a proposed Capital Budget for FY2020 in the total amount of \$14,238,155; and

**WHEREAS**, the amount of anticipated funding from the Federal Transportation Administration (FTA) for the FY2020 Capital Budget is estimated to be \$1,995,060; and

**WHEREAS**, the amount of anticipated funding from the Caltrans State of Good Repair Program for the FY2020 Capital Budget is estimated to be \$1,313,976; and

**WHEREAS**, the local sales tax required for the proposed Capital Budget for FY2020 is \$10,929,119.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District adopts the Fiscal Year 2020 Operating Budget, a copy of which is attached hereto and incorporated herein as Attachment "A"; and

**BE IT FURTHER RESOLVED** the Board of Directors of the San Mateo County Transit District hereby adopts a Capital Budget in the amount of \$14,238,155 for FY2020, a copy of which is attached hereto and incorporated herein as Attachment B; and

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

**BE IT FURTHER RESOLVED** that the Board of Directors authorizes the General Manager/CEO, or his designee, to take such additional actions as may be necessary to give effect to this resolution including executing funding agreements, amendments and submitting required documents to granting agencies to receive the funding identified in the Capital Budget.

Regularly passed and adopted this 5<sup>th</sup> day of June, 2019 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

# Proposed FY 2020 Operating and Capital Budgets

Board of Directors

June 5, 2019

Finance Item #3

# Changes from May Board Meeting

| \$ in Millions | Prelim        | Proposed      | Change         |
|----------------|---------------|---------------|----------------|
| Revenue        | \$282.2       | \$280.0       | (\$2.2)        |
| Expense        | 215.8         | 216.9         | 1.1            |
| Capital        | 10.9          | 10.9          | 0.0            |
| Debt           | 19.4          | 19.4          | 0.0            |
| <b>Surplus</b> | <b>\$36.1</b> | <b>\$32.8</b> | <b>(\$3.3)</b> |

| Change in Revenue | \$ in 000's        |
|-------------------|--------------------|
| Rental Income     | (\$964.0)          |
| Measure K         | (\$1,250.0)        |
| <b>Total</b>      | <b>(\$2,214.0)</b> |

| Change in Expense       | \$ in 000's      |
|-------------------------|------------------|
| W&B Managing Agency AIA | \$967.2          |
| Consulting              | \$180.7          |
| <b>Total</b>            | <b>\$1,147.9</b> |

# FY20 Proposed Budget Outlook

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| \$ in Millions                 | FY19<br>Forecast | FY20<br>Proposed<br>Budget | Variance      |
|--------------------------------|------------------|----------------------------|---------------|
| Revenue                        | 213.2            | 280.0                      | 66.8          |
| Expense                        | 188.5            | 216.9                      | 28.4          |
| Capital                        | 6.0              | 10.9                       | 4.9           |
| Debt                           | 21.6             | 19.4                       | (2.2)         |
| <b>Surplus /<br/>(Deficit)</b> | <b>(\$2.9)</b>   | <b>\$32.8</b>              | <b>\$35.7</b> |



# Next Steps

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## Summer / Fall 2019

- **Operating reserve policy**
- **Revenue stabilization fund**
- **Development of CalPERS / OPEB funding strategy**
- **Development of Capital Projects – Capital Budget revisions**

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Derek Hansel  
Chief Financial Officer

SUBJECT: **AWARD OF CONTRACT FOR A BUSINESS INTELLIGENCE SOLUTION**

**ACTION**

Staff proposes the Committee recommend the Board:

1. Award a contract to TransSIGHT, LLC (TransSight) of San Ramon, California to provide a cloud-based Business Intelligence Solution (Solution) for a total not-to-exceed amount of \$2,560,000, which includes:
  - a. fixed pricing for mobilization (database configuration, validation, user design, system configuration, testing, deployment, training); 90-day warranty; and five years of maintenance and support services (Base Services); and
  - b. optional services, including additional user licenses, data warehouse, configuration of future data sources and reports at rates submitted in accordance with the proposal (Optional Services).
2. Authorize the General Manager/CEO, or his designee, to execute a contract with TransSight for the Base and Optional Services in full conformity with the terms and conditions of the solicitation documents and negotiated agreement, and in a form approved by legal counsel.

**SIGNIFICANCE**

Approval of the above actions will benefit the San Mateo County Transit District (District) by implementing a Solution to aggregate data from different sources within the agency, which will assist the District in making sound business decisions. The Solution will provide the District with a robust tool for analyzing data and generating reports, measuring performance against goals, communicating financial and operational performance to stakeholders, and identifying trends. It will also provide historical, current, and predictive views of operations through common functionalities of reporting, predictive and prescriptive analytics, and data mining to help identify, develop, and track business performance and opportunities. The District consistently reviews its respective processes for best practices to help improve service quality, efficiency, and effectiveness of operations. The Solution will help streamline this review process and provide staff with direct access to District-wide information to support strategic decision making.

## **BUDGET IMPACT**

Funds for the Solution implementation purchase are available in the District capital budget as a result of surpluses in prior years' capital budgets for technology refresh projects. Following implementation, ongoing software maintenance and support costs will be included in future years' operating budgets. Costs will be allocated through the managing agency indirect administrative cost plan which is recovered from the District capital budget; the Peninsula Corridor Joint Powers Board operating and capital budget; and the San Mateo County Transportation Authority budget.

## **BACKGROUND**

A Request for Proposals (RFP) was issued on the District's procurement website and notices were sent to Small and Disadvantaged Business Enterprises (SBEs/DBEs) registered in the District's database. A total of 11 proposals were received. Five of the proposals were from SBE/DBE firms. An Evaluation Committee (Committee) composed of qualified staff from Finance, Bus Transportation, Caltrain Modernization, Information Technology and Telecommunications, reviewed and scored the proposals in accordance with the following weighted criteria:

- |   |           |
|---|-----------|
| • Approach to Scope of Services                 | 45 points |
| • Qualifications and Experience of Firm         | 20 points |
| • Qualifications and Experience of Project Team | 15 points |
| • Cost Proposal                                 | 20 points |
| • SBE Preference                                | 5 points  |

All proposals were found to be responsive to the RFP. After initial scoring, five firms were found to be within the competitive range and were invited for interviews as follows:

- Agreeya Solutions, Inc, Folsom, CA
- Infor Public Sector, Inc, Reston, VA
- TechTu Business Solutions, Pleasanton, CA
- TransSIGHT LLC, San Ramon, CA
- Zight, Burlington, MA

Upon completion of interviews and final scoring of proposals, the Committee came to a consensus scoring and determined Transsight to be the highest ranked proposer. To ensure the Solution will meet the District's needs, Transsight was invited to a half-day of testing with staff identified as super users and the evaluation committee members. Transsight is a certified SBE and received the full five preference points available to be awarded during proposal evaluation.

Staff successfully negotiated pricing, which resulted in a 5% cost savings and determined the proposal offers the District the best Solution at a fair and reasonable price. Transsight demonstrated a strong understanding of the scope of services and has committed to providing an experienced and qualified team to successfully deliver the Solution.

**STRATEGIC INITIATIVE**

Priority 2 – Strengthen Fiscal Health

- Goal 3 – Implement existing and new best practices

Priority 3 – Become a More Effective Organization

- Goal 1 – Improve organizational performance

Prepared By: Shruti Ladani, Procurement Administrator II 650-622-7857  
Project Manager: Ryan Hinchman, Mgr, Financial Planning/Analysis 650-508-7733

**RESOLUTION NO. 2019-**

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

\* \* \*

**AWARDING A CONTRACT TO TRANSIGHT LLC FOR  
A BUSINESS INTELLIGENCE SOLUTION  
FOR A NOT-TO-EXCEED AMOUNT OF \$2,560,000**

**WHEREAS**, the San Mateo County Transit District (District) issued a Request for Proposals (RFP) for a Business Intelligence Solution which will aggregate data from different sources within the agency and provide the District with tools for analyzing data, identifying trends, and evaluating financial and operational performance; and

**WHEREAS**, in response to the RFP, the District received 11 proposals; and

**WHEREAS**, an Evaluation Committee (Committee) composed of District staff reviewed and scored the proposals, conducted interviews with five firms determined to be in the competitive range, ranked the proposals according to the evaluation criteria set forth in the RFP, and determined that TransSIGHT, LLC (Transsight) of San Ramon, California received the highest consensus ranking; and

**WHEREAS**, staff successfully conducted negotiations with Transsight and determined the firm will provide the desired software and perform the requested services for a fair and reasonable price; and

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

**WHEREAS**, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board of Directors award a contract to Transsight for a Business Intelligence Solution for a total not-to-exceed amount of \$2,560,000, which includes the mobilization phase, 90-day warranty and five years of maintenance and support

services (Base Services), and optional services including additional user licenses, data warehouse, configuration of future data sources and reports (Optional Services).

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District hereby awards a contract to TransSIGHT, LLC of San Ramon, California to provide a Business Intelligence Solution for a total not-to-exceed amount of \$2,560,000, which includes a mobilization phase, 90-day warranty and five years of maintenance and support services, and optional services including additional user licenses, data warehouse, configuration of future data sources and reports; and

**BE IT FURTHER RESOLVED** that the General Manager/CEO, or his designee, is authorized to execute a contract with Transsight for the Base and Optional Services in full conformity with the terms and conditions of the solicitation documents and negotiated agreement, and in a form approved by legal counsel.

Regularly passed and adopted this 5<sup>th</sup> day of June, 2019 by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, San Mateo County Transit District

ATTEST:

\_\_\_\_\_  
District Secretary

# Business Intelligence Solution

June 5, 2019

# Background

- Business Intelligence refers to software that integrates and presents data from multiple sources to create insightful information

Operations



Caltrain



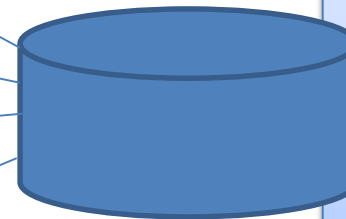
Paratransit



Finance/HR



**Continuity  
Consolidation  
Control  
Compliance  
Collaboration**



**BI Platform**

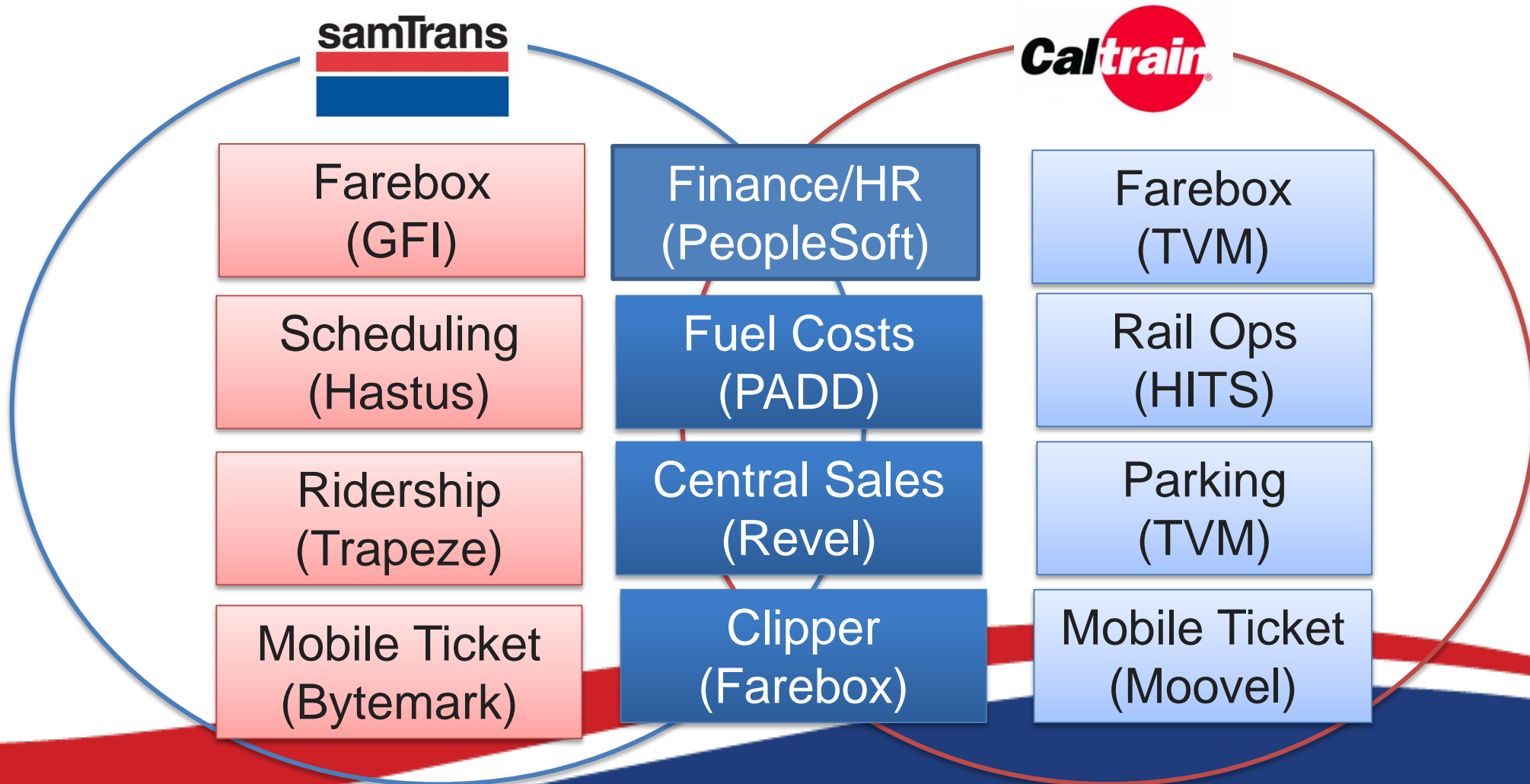


# BI Benefits

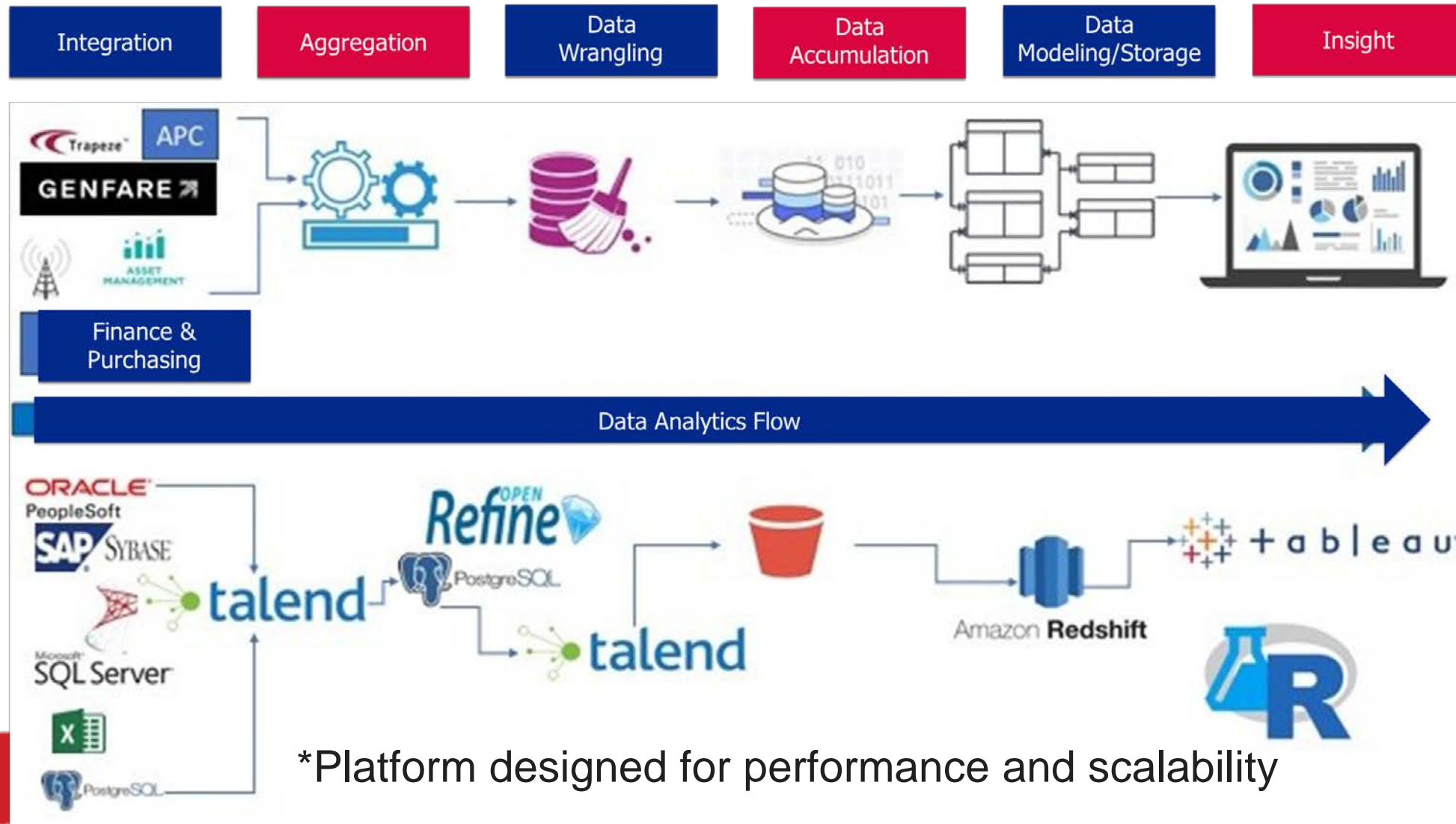
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1. Easy access to information
2. Develop key performance indicators and create dashboards that influence timely/specific actions
3. Better insights and analysis
4. More accurate planning
5. Improve decisions

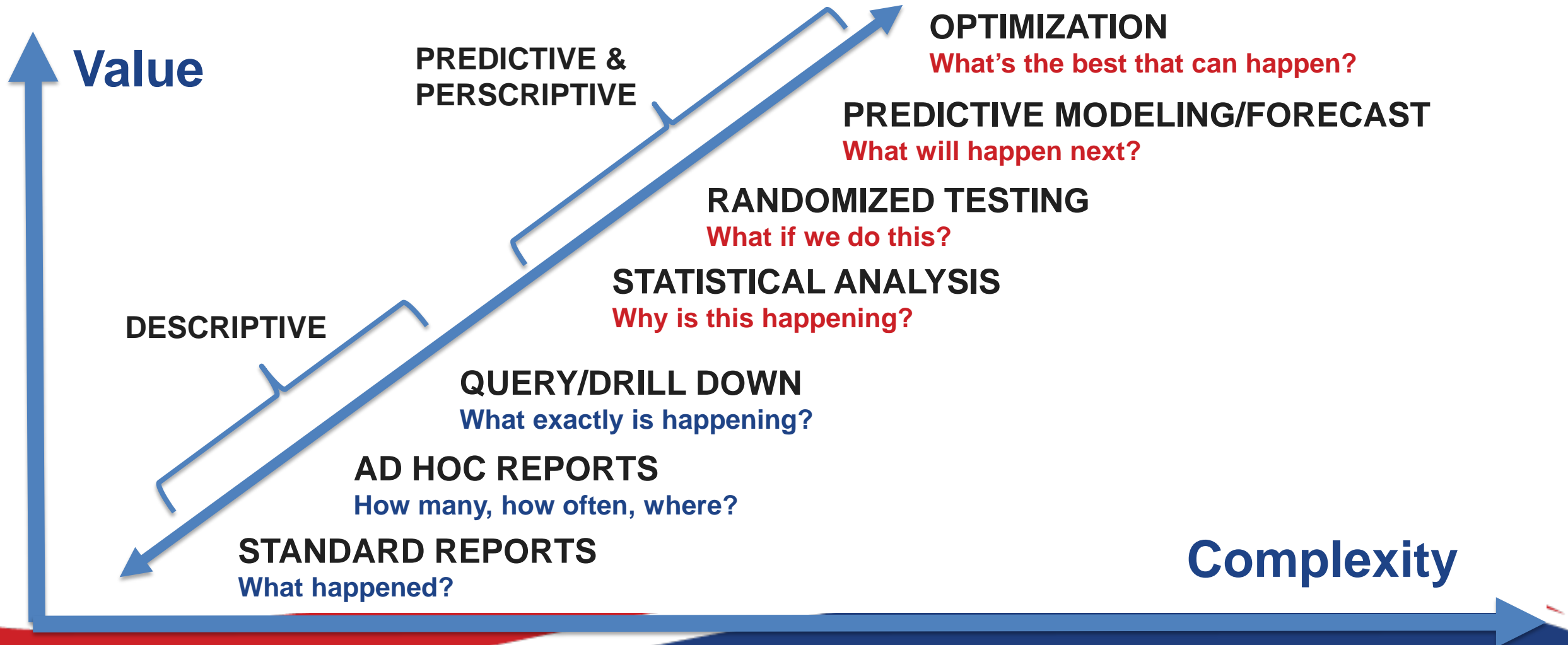
# Sample of Current District Data Sources



# BI Platform Data Flow



# Analytics and Reporting



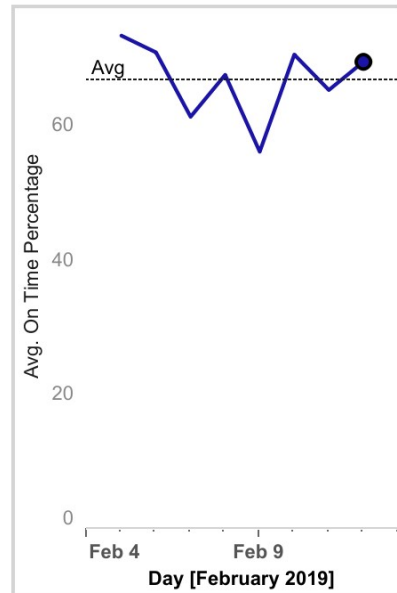
# Dashboard Sample - I

## Executive Dashboard

Actuals

[Click to see the projections](#)

### On-Time Performance

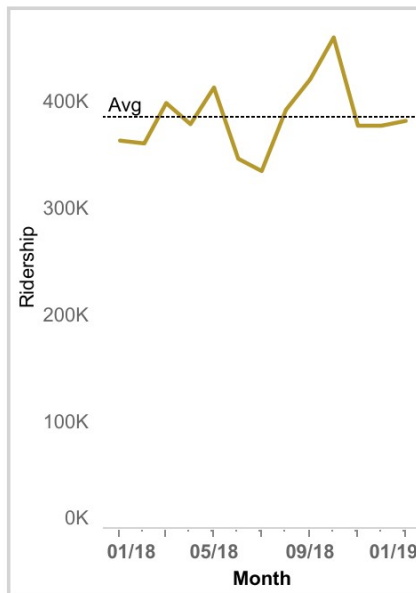


Feb 12th **6.41%**  
vs previous day



Source :SamTrans

### Ridership

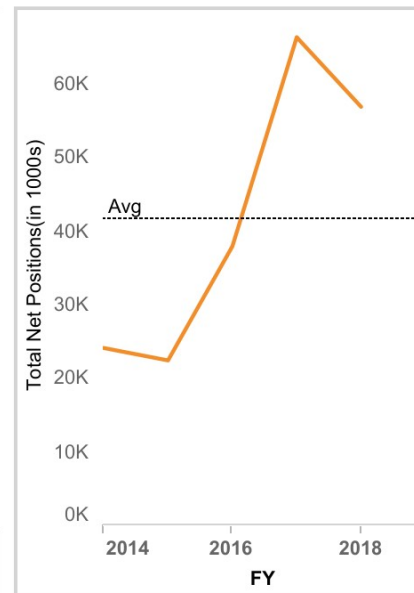


Jan 2019 **5.08 %**  
vs Jan 2018



Source:Tri-Delta

### Total Net Position

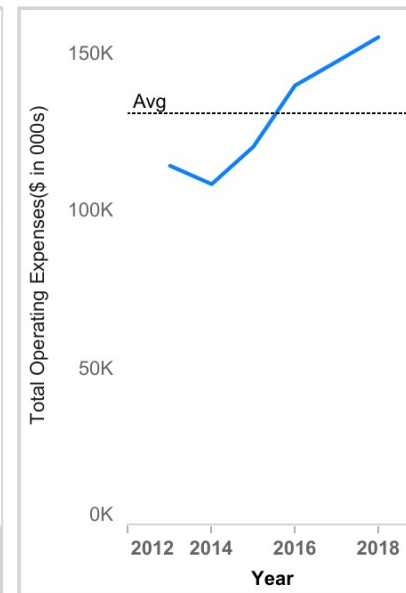


2018 **14.24%**  
vs 2017



Source:SamTrans

### Total Operating Expenses

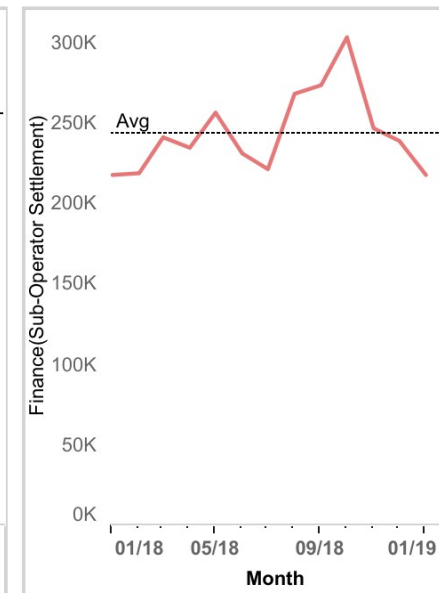


2018 **5.26%**  
vs 2017



Source: SamTrans

### Clipper Fare Revenue

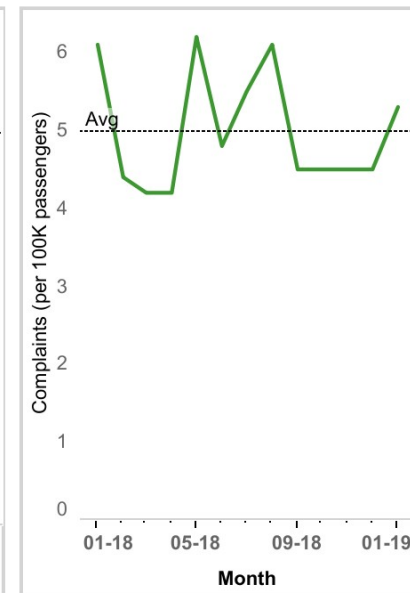


Jan 2019 **0%**  
vs Jan 2018



Source:SamTrans

### Average Verified Complaints



Jan 2019 **15.09%**  
vs Jan 2018



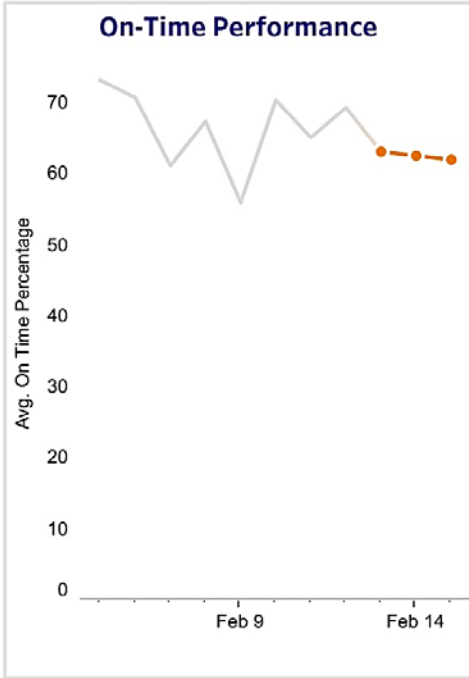
Source:Sample

# Dashboard Sample - II (with Predictions)

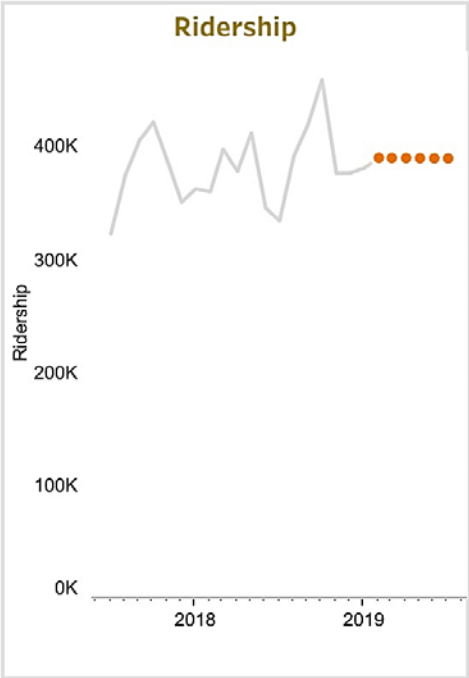
## Executive Dashboard

### Projections

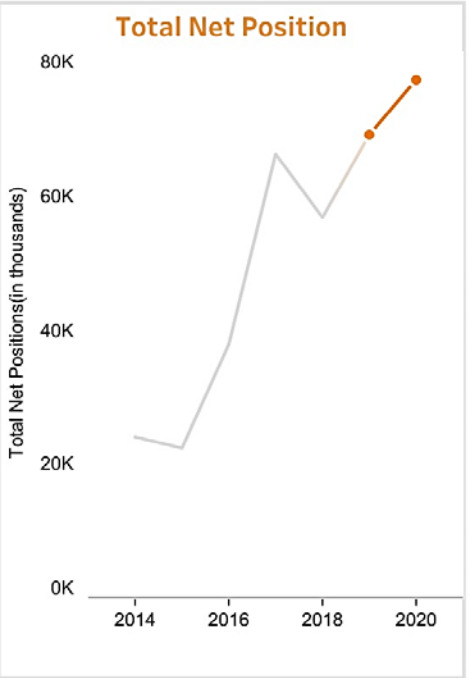
[Click to see the Actuals](#)



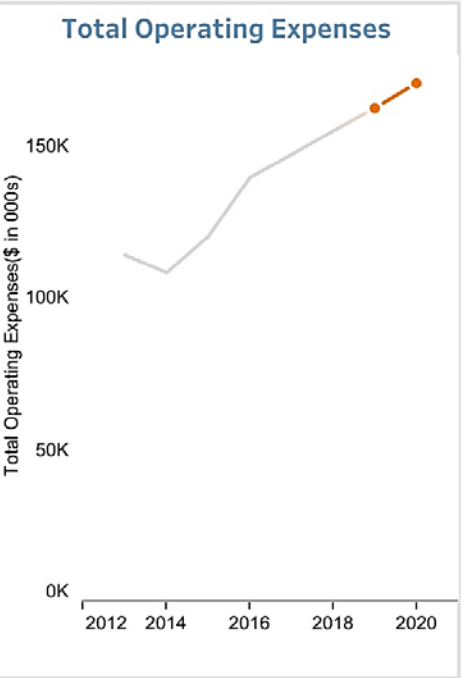
Source : SamTrans



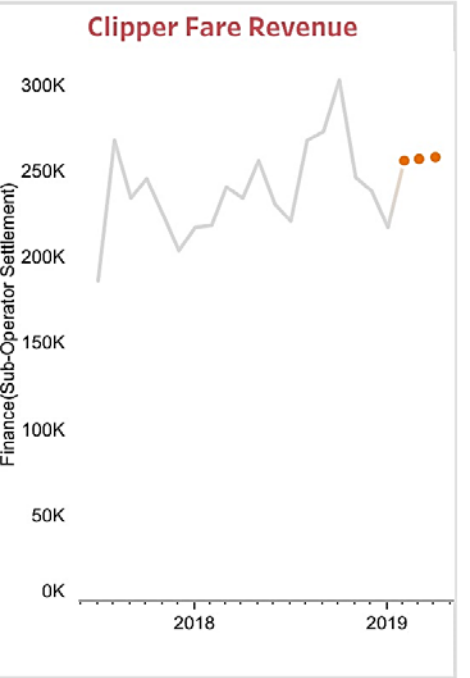
Source : Tri-Delta(GFI)



Source: SamTrans



Source: SamTrans



Source: SamTrans

Confidence Interval = .95

Actual Estimate

# Dashboard Sample - III

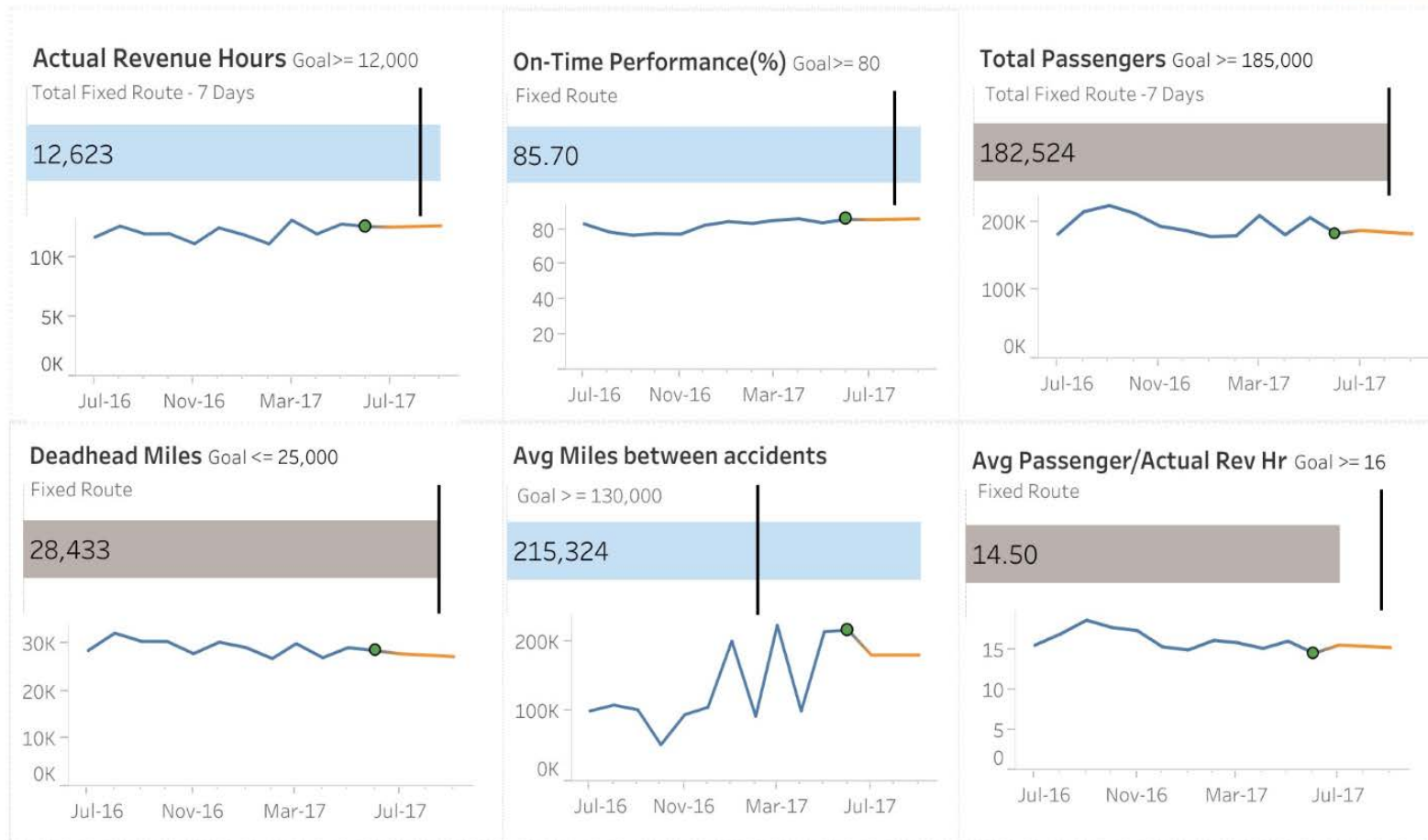
## Operational Dashboard

### June 2017 Performance vs Goal

Select a month:  
June 2017

■ Actual    ■ Estimate  
 Goals met     Goals not met

[Learn more](#)



# Dashboard Sample - IV

Source: SamTrans

## Financial Dashboard

**\$142,206**  
Total Non-Operating  
Revenue(expenses)

**\$165,927**  
Total Current Assets

**\$307,560**  
Total Capital Assets

**\$404,968**  
Total Liabilities

**\$61,760**  
Total Current  
Liabilities



6.75 %..



-5.04 %..



3.64 %..



0.53 %..

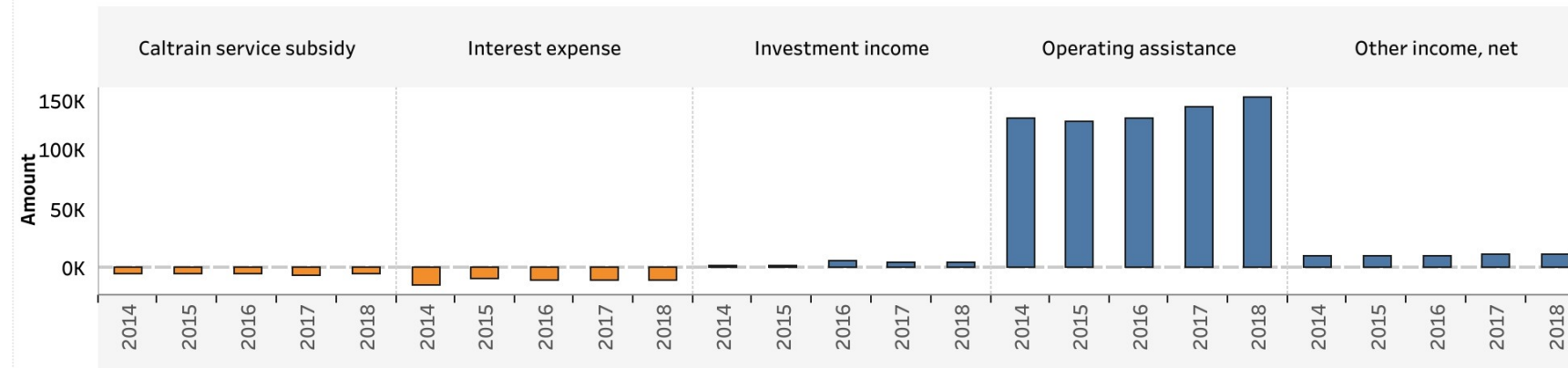


-24.10 % ..

[Click inside the circle to see the yearly trend and split by sub-categories.](#)

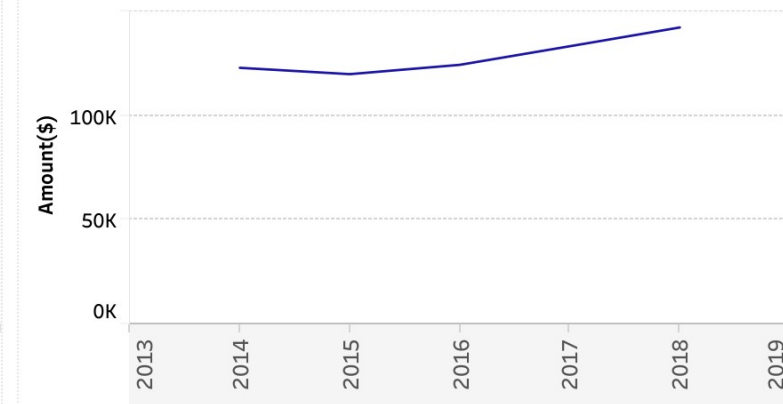
### Total Non-Operating Revenues(expenses)

*Total broken down by sub-categories.*



### Total Non-Operating Revenues(expenses)

*Yearly Trend*





# Summary

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- The BI solution is a powerful tool to compile and process raw data from multiple sources to create visual representations to inform better business decisions
- Enable staff to better predict outcomes of investments and capital programs
- It will help measure performance against goals, improve efficiency and effectiveness, and develop strategy

# Next steps

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- The estimated timeline for implementation is about 6 months
- Following implementation there is a 3 month warranty period
- Staff is recommending the board approve awarding the contract for the BI solution to TransSight



BOARD OF DIRECTORS 2019

CAROLE GROOM, CHAIR  
KARYL MATSUMOTO, VICE CHAIR  
RON COLLINS  
MARINA FRASER  
ROSE GUILBAULT  
DAVE PINE  
JOSH POWELL  
PETER RATTO  
CHARLES STONE

JIM HARTNETT  
GENERAL MANAGER/CEO

## AGENDA

### STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE COMMITTEE OF THE WHOLE

San Mateo County Transit District Administrative Building  
Bacciocco Auditorium – 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos, CA

WEDNESDAY, JUNE 5, 2019 – 3:00 pm

or immediately following the Finance Committee meeting

1. Call to Order

#### MOTION

2. Approval of Minutes of Strategic Planning, Development, and Sustainability Committee Meeting of May 1, 2019
3. Adoption of SamTrans Short Range Transit Plan for Fiscal Years 2019-2028

#### INFORMATIONAL

4. Introduction to the US-101 Mobility Action Plan
5. Adjourn

Committee Members: Charles Stone (Chair), Dave Pine, Karyl Matsumoto

#### NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

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

**MINUTES OF STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE /  
COMMITTEE OF THE WHOLE  
MAY 1, 2019**

Committee Members Present: C. Stone (Committee Chair) (left at 3:43 pm), D. Pine, K. Matsumoto

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: R. Collins, M. Fraser, R. Guilbault, J. Powell, P. Ratto, C. Groom

Staff Present: J. Hartnett, J. Cassman, S. van Hoften, D. Olmeda, D. Hansel, A. Chan, C. Fromson, J. Brook, D. Seamans

## **CALL TO ORDER**

Committee Chair Charles Stone called the meeting to order at 3:36 pm.

## **APPROVAL OF MINUTES OF COMMITTEE MEETING OF APRIL 3, 2019**

Motion/Second: Powell/Collins

Ayes: Collins, Fraser, Matsumoto, Pine, Powell, Ratto, Stone, Groom

Abstentions: Guilbault

Absent: None

## **DRAFT SAMTRANS FY 2019-2028 SHORT RANGE TRANSIT PLAN**

Daniel Shockley, Senior Planner, gave a presentation on the SamTrans Short Range Transit Plan (SRTP).

COA – Comprehensive Operation Analysis

Committee Member Karyl Matsumoto asked if express buses were the same thing as BRT (bus rapid transit). Mr. Shockley explained that the express bus service was based on the recommendations that emerged from the Express Bus study.

*Committee Chair Stone left the meeting at 3:43 pm and handed the meeting off to  
Committee Member Dave Pine to chair.*

Director Ron Collins asked what facilities maintenance encompasses. April Chan, Chief Officer, Planning, Grants/Transportation Authority, said it refers only to the ongoing maintenance of the headquarters building and the bases and does not include the cost of upgrading headquarters. Director Collins asked if there would be a report comparing the cost of repairing as opposed to remodeling the headquarters building. Ms. Chan said there would be a consultant and team to conduct an analysis and financial comparison.

## **SAMTRANS ADAPTATION & RESILIENCE PLAN STUDY INTRODUCTION**

Amelia Timbers, Principal Planner, Sustainability, gave a presentation on the SamTrans Adaptation and Resilience Plan.

Committee Member Dave Pine discussed the County's efforts to manage sea-level rise. He said that Belle Air Island [location of SamTrans North Base facility] in particular is exposed to sea-level rise during storm events. He said he was happy they were working with other similar initiatives in the County, such as the Office of Sustainability.

Committee Member Matsumoto suggested that SamTrans piggyback with South San Francisco, which she said is already on the US Army Corps of Engineers list in regards to water quality.

## **ADJOURN**

The meeting adjourned at 3:58 pm.

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

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett  
General Manager/CEO

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

SUBJECT: **ADOPT THE SAMTRANS SHORT RANGE TRANSIT PLAN FOR FISCAL YEARS  
2019 - 2028**

**ACTION**

Staff proposes that the Committee recommend the Board of Directors adopt the Final SamTrans Short Range Transit Plan (SRTP) for Fiscal Years (FY) 2019 – 2028 for submittal to the Metropolitan Transportation Commission (MTC).

**SIGNIFICANCE**

At the May 1, 2019 Board meeting, staff presented the Draft SRTP for the Board's input and comments. Subsequently, staff submitted the Draft SRTP to MTC for review. The Final SRTP incorporates comments from the Board and MTC. In addition, the FY 2020 financial figures included in the SRTP have been updated to reflect the final proposed FY 2020 budget figures that are being presented to the Board for adoption at this meeting.

The San Mateo County Transit District (District) is required to prepare a ten-year SRTP in compliance with requirements established by MTC. A copy of the final SRTP can be found at:

[http://www.samtrans.com/Assets/ Planning/2019-2028+SamTrans+Short+Range+Transit+Plan.pdf?v2=.](http://www.samtrans.com/Assets/Planning/2019-2028+SamTrans+Short+Range+Transit+Plan.pdf?v2=)

Major components of the SRTP include the following:

- General system overview of fixed-route and paratransit services;
- Vision, guiding principles, and performance metrics;
- System and service evaluation for fixed-route and paratransit;
- Operations plan and budget projections for FY 2019-2028; and
- Capital Improvement Program (CIP) for FY 2019-2028.

The operations plan in the SRTP sets forth the intent to provide fixed-route and paratransit service over the SRTP period, while the operations budget demonstrates that the planned level of service is financially sustainable. The CIP documents capital improvements needed to maintain the system in a state of good repair and to provide quality service to customers through smart investments.

The District is required by MTC to develop a board-approved SRTP every two years. While the current SRTP does include in-depth details on future initiatives, any changes to the operating and/or capital plan resulting from these future initiatives, including those recommended by the upcoming Comprehensive Operational Analysis, will be reflected in the next SRTP update, scheduled for 2021.

### **BUDGET IMPACT**

There is no budget impact associated with the approval of the SRTP.

### **BACKGROUND**

MTC requires each transit operator in the region receiving federal funding through the regional Transportation Improvement Program (TIP) to prepare, adopt and submit to MTC an SRTP every two years. The previous SRTP update was completed in 2017 and covered a planning horizon of FY 2017 - 2026.

### **STRATEGIC INITIATIVE**

Overall, the SRTP for FY 2019 - 2028 is aligned with the vision and goals set forth in the District's Strategic Plan.

- **Priority 1:** Expand Mobility Options  
**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 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: Daniel Shockley, Senior Planner

650-508-6382

RESOLUTION NO. 2019 –

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

\* \* \*

**ADOPTING THE SAMTRANS  
SHORT RANGE TRANSIT PLAN FOR FISCAL YEARS 2019 TO 2028**

**WHEREAS**, the Metropolitan Transportation Commission (MTC) requires Bay Area transit agencies to prepare and submit a Short Range Transit Plan (SRTP) at least every two years to comply with Federal Transit Administration (FTA) and MTC regulatory requirements to implement and inform the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP) and to remain qualified for federal and State funding; and

**WHEREAS**, the San Mateo County Transit District (District) last updated the SamTrans SRTP in 2017 and is now required by MTC to submit an updated SamTrans SRTP for Fiscal Years (FY) 2019-2028;

**WHEREAS**, the SamTrans SRTP for FY 2019 – 2028 serves as a management and policy document that describes the District's capital and operating budgets, capacity, capital improvement program, and 10-year financial forecast, and addresses the goals, objectives, and standards for MTC's Triennial Performance Audits; and

**WHEREAS**, the General Manager/CEO recommends, and the Committee concurs, that the Board of Directors adopt the SamTrans SRTP for FY 2019 - 2028 for submission to MTC.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District adopts the SamTrans Short Range Transit Plan for FY 2019 – 2028, attached hereto and incorporated herein by this reference.



Regularly passed and adopted this 5th day of June, 2019 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

# Final Draft Short Range Transit Plan FY 2019 - 2028

SamTrans Board of Directors Meeting  
June 5, 2019

# What is an SRTP?

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- Required by MTC to receive state and federal funds
- Overview of transit services and performance
- Ten-year operating plan and capital improvement program
- Updated every two years

# Key Elements of the SRTTP

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- Operations Plan and Budget
- 10 year Capital Improvement Program (CIP)
- Documentation of ongoing and planned strategic initiatives

# Timeline

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- April – SRTP drafted
  - Board received draft SRTP
  - Draft SRTP sent to MTC
- May – SRTP updated
  - Minor comments received from MTC
  - Updated operating plan to align with FY20 budget
- June – Approval and submission
  - Board approval of final draft and submit to MTC

# Questions?

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**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett  
General Manager/CEO

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

SUBJECT: **INTRODUCTION TO THE US-101 MOBILITY ACTION PLAN**

**ACTION**

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

**SIGNIFICANCE**

The US-101 corridor is a key piece of the transportation system connecting communities in San Francisco, the Peninsula, and the South Bay. US-101 is one of the most economically important corridors in California, as well as a near neighbor to more than 640,000 residents.

The US-101 Mobility Action Plan (MAP) project is engaging with a broad set of decision-makers across a number of transportation agencies to identify and prioritize equity-based, non-infrastructure improvements to increase access, support the economy, and enable social mobility. The San Mateo County Transit District (the District) is leading the study because of the mobility manager role San Mateo County plays in and around the US-101 transportation corridor, and the opportunity to develop programs that will increase and enhance use of the SamTrans bus system.

The MAP seeks to address the following problems:

- Making trips on US-101 is unpredictable. Travelers driving on northbound on US-101 must add 40-55% more time to arrive at their destination predictably.
- US-101 is not moving as many people as it could. At the peak hour, 78% of vehicles on US-101 are carrying only one person.
- Worsening congestion reduces access to jobs and other places. Commuters experience nearly twice as much delay today as in 1998.
- US-101 causes public health burdens and mobility constraints for nearby communities.
- Congestion, unpredictability and limited transit options present challenges to all, but some groups are more vulnerable, such as shift-based and hourly-wage workers, low-income households, and parents and caregivers.

The MAP project defines the ideal US-101 corridor as one that serves the region

equitably in service to these three goals:

- Offers reliable travel times for travelers
- Prioritizes high-capacity mobility options for all
- Fosters healthy and sustainable communities

The anticipated outcome of MAP is to develop a set of near-term, equity-based policies or programs that maximize the benefits of planned infrastructure and mobility projects on the US-101 corridor.

Additional project information available at [www.101mobilityactionplan.com](http://www.101mobilityactionplan.com)

### **BUDGET IMPACT**

This informational item has no impact on the budget. The MAP project is funded through equal contributions from the City/County Association of Governments of San Mateo County (C/CAG), Metropolitan Transportation Commission (MTC), San Francisco County Transportation Authority (SFCTA), Santa Clara Valley Transportation Authority (VTA), and the District in the amount of \$50,000 each for a total project budget of \$250,000. The District's contribution was approved and included as part of the FY2019 budget.

### **BACKGROUND**

In Summer 2018, the District partnered with C/CAG, MTC, SFCTA and VTA to undertake the MAP project. MAP kicked off in November 2018 and will complete the following tasks before completing its work in Fall 2019.

| Project Task   | Status/Timeline  |
|--|------------------|
| Task 1: Project Management   | Ongoing          |
| Task 2: Establish Goals and Performance Metrics  | Completed        |
| Task 3: Existing Conditions and Travel Analysis  | Completed        |
| Task 4: Strategy Development   | In Progress      |
| Task 5: Strategy Evaluation & Finalization   | Summer/Fall 2019 |
| Task 6: Phase II Assessment (determination of whether/how to undertake implementation) | Late Fall 2019   |
| Task 7: Public Outreach  | In Progress      |

### **STRATEGIC INITIATIVE**

**Priority 1:** Expand Mobility Options

Prepared by: Millie Tolleson, Principal Planner

650-622-7815



# US-101 Mobility Action Plan

SamTrans Board of Directors Meeting  
June 5, 2019

# US-101 Mobility Action Plan (MAP)

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Develop a set of near-term, **equity-based policies or programs** that **maximize the benefits of planned infrastructure projects** on the US-101 corridor.

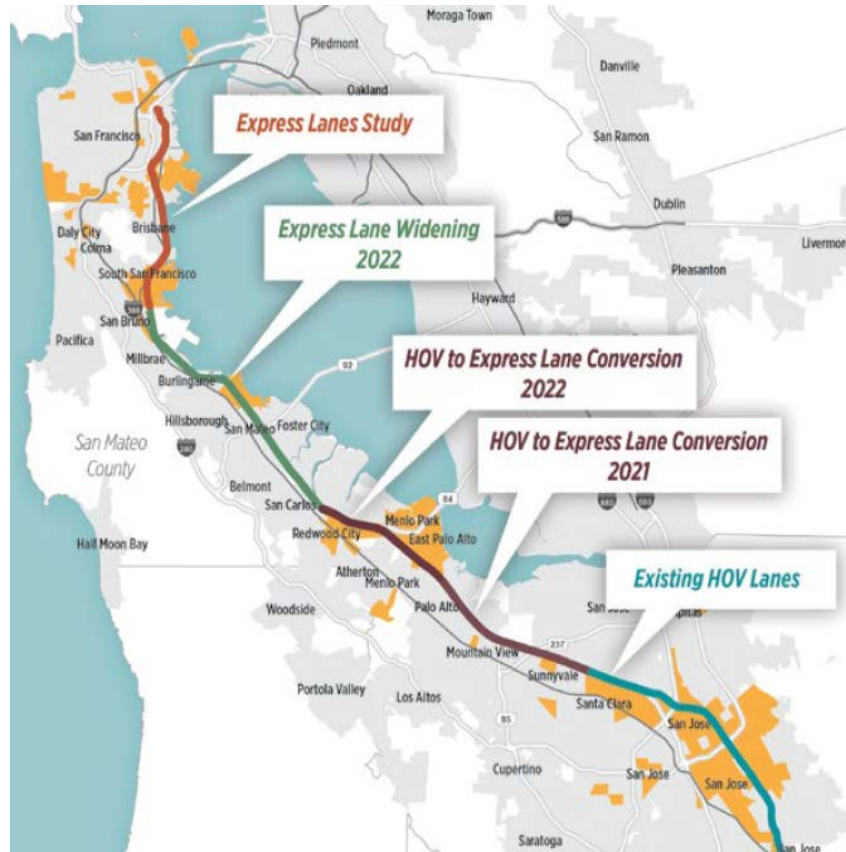
SamTrans role: enhancing bus access, expanding role as mobility manager for the county



METROPOLITAN  
TRANSPORTATION  
COMMISSION



# Existing Mobility Efforts on or near US-101



Yellow represents Communities of Concern

- Employer and city/county TDM programs
- Express lanes
- Interchange improvements
- Express Bus Feasibility Study
- Caltrain Business Plan and CalMod

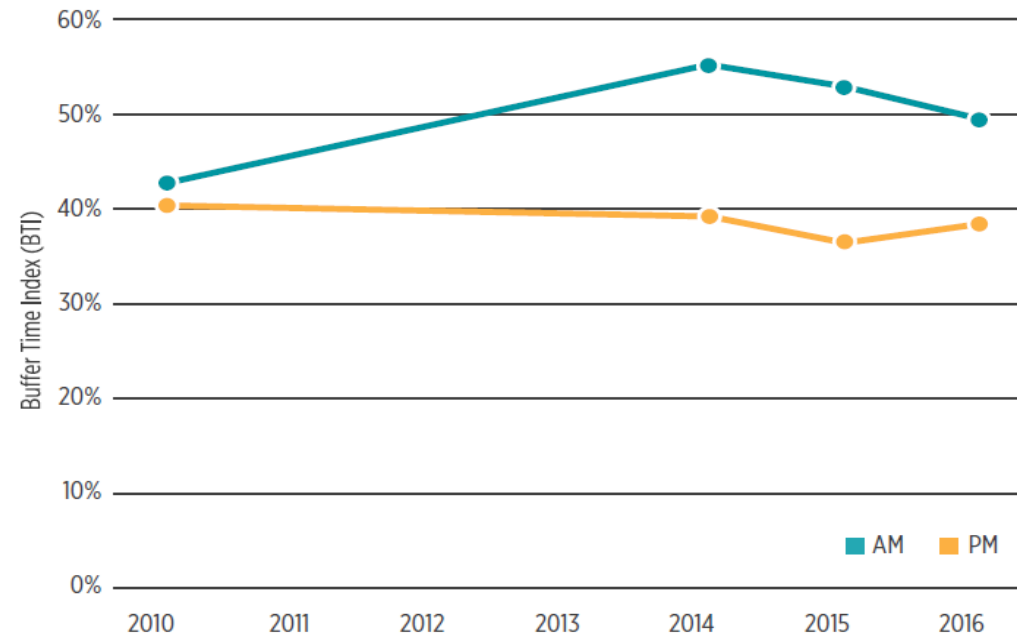
# The Need for Action

**Making trips on US-101 is unpredictable.**

Travelers driving northbound on US-101 must add 40-55% more time to arrive at their destination predictably.

**US-101 Northbound Buffer Time Index**

Source: MTC Vital Signs

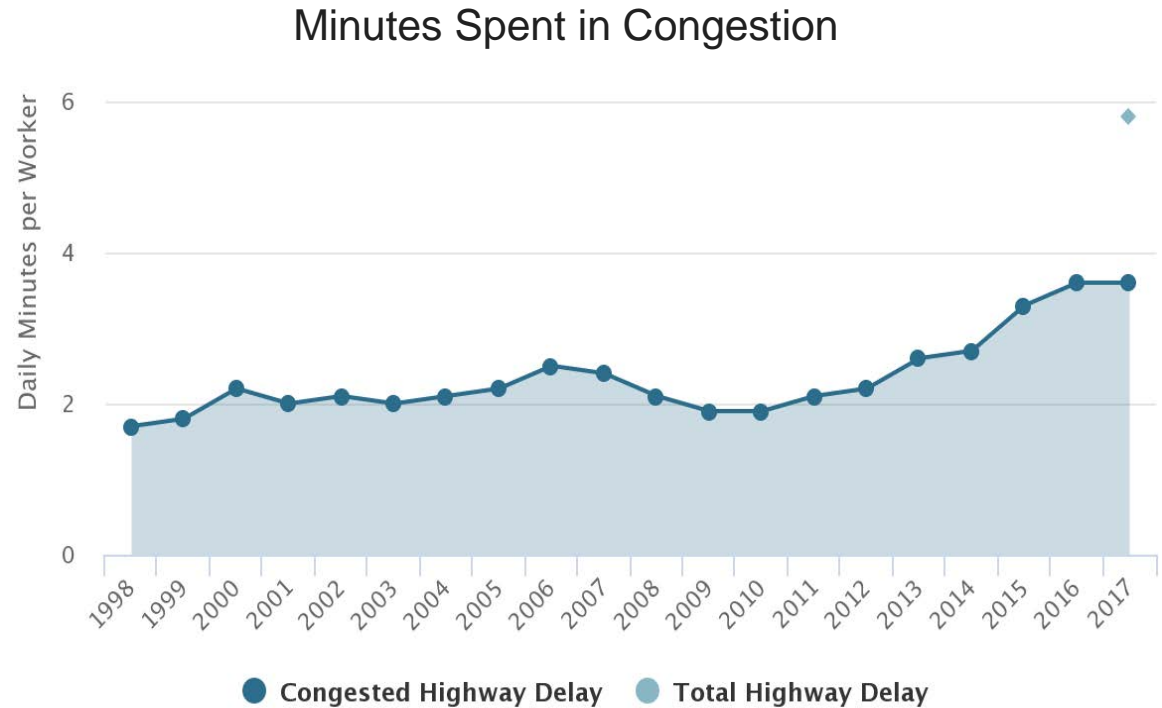


Source: MTC Vital Signs

# The Need for Action

**Worsening congestion limits access to jobs and other places.**

Commuters experience nearly twice as much delay today as in 1998 – US-101 is no exception.

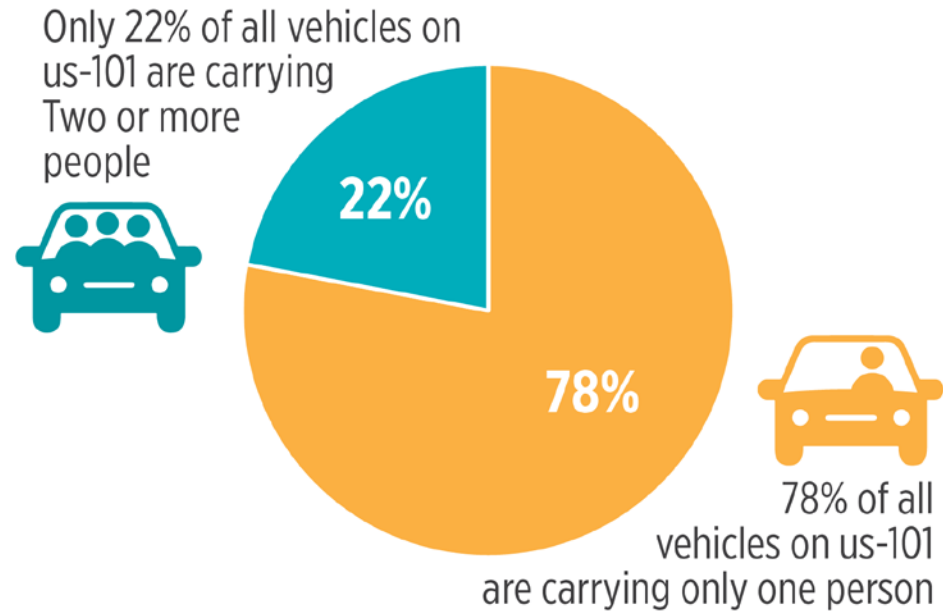


Source: MTC Vital Signs

# The Need for Action

**US-101 is not moving as many people as it could.**

78% of all vehicles on US-101 are carrying only one person.



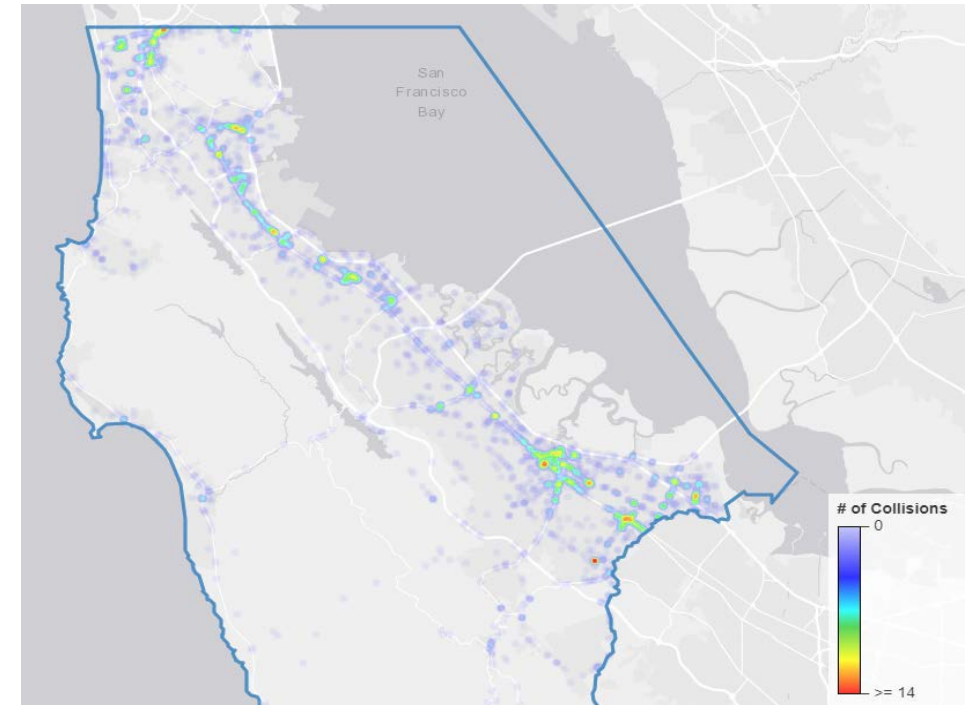
Source: US-101 Comprehensive Corridor Plan, 2017

# The Need for Action

**US-101 causes disproportionate public health burdens and mobility constraints for nearby communities.**

Bicycle and pedestrian collisions are prominent at interchanges near East Palo Alto, Redwood City, and South San Francisco.

Bicycle and Pedestrian Collisions (2012-18)



Source: SWITRS, 2019

# The Need for Action

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**Congestion, unpredictability and limited transit options present mobility challenges for all – but some groups are more vulnerable.**

- Shift-based or hourly-wage workers, who may lose a job or wages due to tardiness
- Low-income households, which spend a greater share of income on transportation
- Parents and caregivers, who may pay fees for every minute they are late to pick-up



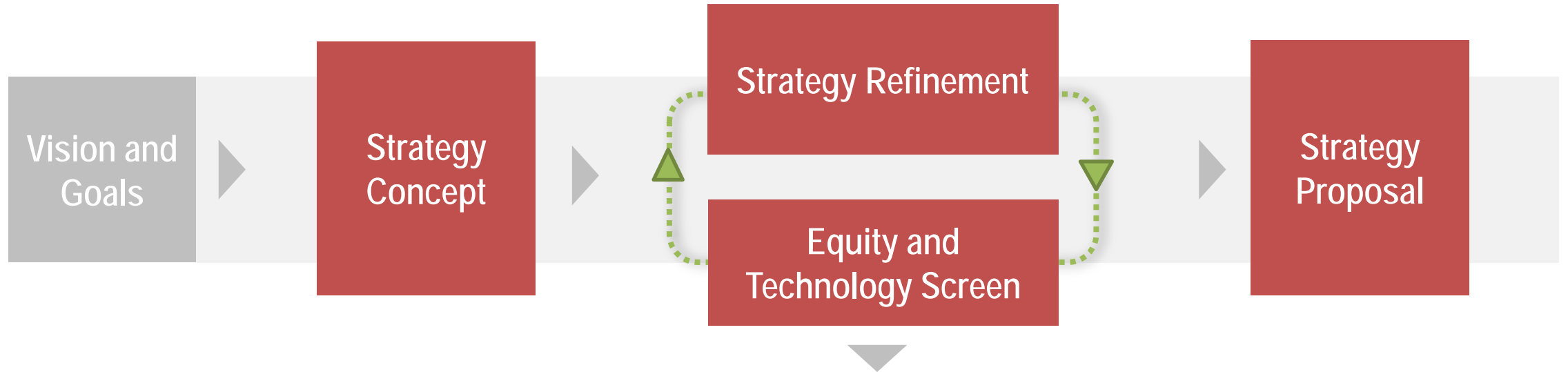
# Vision and Goals

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The ideal US-101 corridor serves the region equitably in service to these three goals:

- Offer **reliable** travel times for travelers
- Prioritize **high-capacity** mobility options, such as carpools or buses
- Foster **healthy and sustainable** communities

# Generating Strategies



## Equity:

- Does the strategy improve access to jobs and other places for communities of concern (COCs)?
- Can the strategy be improved or adjusted to more directly benefit COCs?

## Technology:

- Does the strategy employ or manage new technologies?
- If so, is it in service to the project goals?

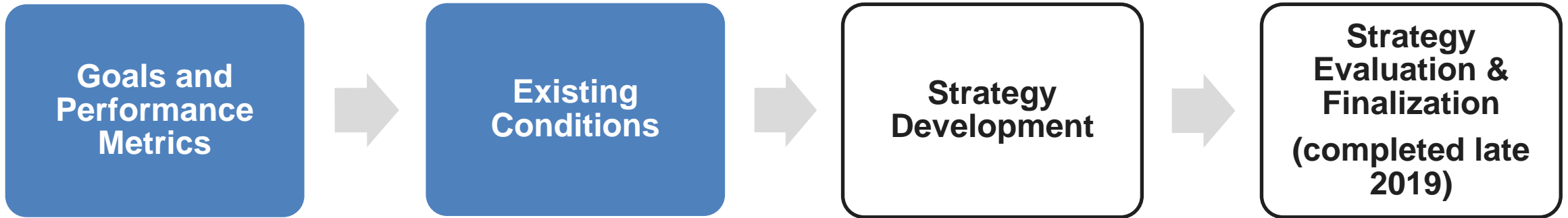
# Communication & Outreach

- Factsheet
- Briefing Book
- Website  
[101mobilityactionplan.com](http://101mobilityactionplan.com)
- Technical advisory committee
- Stakeholder advisory group
- Board presentations
- Pop-up events
- Survey



# Project Status

## Project Management



## Public Outreach

 Tasks Completed

 Tasks In Progress

 Still to Come



## AGENDA

### LEGISLATIVE COMMITTEE COMMITTEE OF THE WHOLE

San Mateo County Transit District Administrative Building  
Bacciocco Auditorium – 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos, CA

WEDNESDAY, JUNE 5, 2019 – 3:15 pm

or immediately following the Strategic Planning, Development, and Sustainability  
Committee meeting

1. Call to Order

#### MOTION

2. Approval of Minutes of Legislative Committee Meeting of May 1, 2019

#### INFORMATIONAL

3. State and Federal Legislative Update
4. Adjourn

Committee Members: Josh Powell (Chair), Ron Collins, Rose Guilbault

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

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

**MINUTES OF LEGISLATIVE COMMITTEE /  
COMMITTEE OF THE WHOLE  
MAY 1, 2019**

Committee Members Present: J. Powell (Committee Chair), R. Collins, R. Guilbault

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: M. Fraser, K. Matsumoto, D. Pine, P. Ratto, C. Stone, C. Groom

Staff Present: J. Hartnett, J. Cassman, S. van Hoften, D. Olmeda, D. Hansel, A. Chan, C. Fromson, J. Brook, D. Seamans

### **CALL TO ORDER**

Committee Chair Josh Powell called the meeting to order at 3:58 pm.

### **APPROVAL OF MINUTES OF COMMITTEE MEETING OF APRIL 3, 2019**

Motion/Second: Ratto/Collins

Ayes: Collins, Fraser, Matsumoto, Pine, Powell, Ratto, Groom

Abstentions: Guilbault

Absent: Stone

### **STATE AND FEDERAL LEGISLATIVE UPDATE**

Casey Fromson, Director of Government and Community Affairs, briefly summarized highlights of recent federal and state legislation.

She said that President Trump and Senator Schumer met and agreed on a \$2 trillion infrastructure package.

She announced that Governor Newsom announced David Kim as the new State Secretary of Transportation.

She said that they were watching SB 50, which concerns increasing the frequency of bus service from every 15 minutes to every 10 minutes. In response to Director Dave Pine's question, she said that the only SamTrans bus with that level of frequency is Route 120.

### **ADJOURN**

The meeting adjourned at 4:02 pm.

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

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Legislative Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Seamus Murphy  
Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE**

**ACTION**

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

**SIGNIFICANCE**

The 2019 Legislative Program establishes the principles that will guide the legislative and regulatory advocacy efforts. Based on those principles, staff coordinates closely with our Federal and State advocates on a wide variety of issues that are considered in Congress and the State legislature. The attached reports highlight the recent issues and actions that are relevant to the Board.

Prepared By: Casey Fromson, Government and  
Community Affairs Director

650-508-6493

# Holland & Knight

800 17<sup>th</sup> Street, N.W., Suite 1100 | Washington, DC 20006 | T 202.955.3000 | F 202.955.5564  
Holland & Knight LLP | www.hklaw.com

## **Sam Trans Federal Update April 2019**

### **APPROPRIATIONS**

The House and Senate have taken different approaches to establishing FY 2020 spending guidelines. The House set an overall spending limit of \$1.3 trillion for appropriators to write FY 2020 spending measures in a deeming resolution that was part of a rule governing floor debate on topline spending caps and spending caps legislation. The FY 2020 Transportation-HUD Appropriations bill was given \$75.8 billion, a \$4.7 billion or seven percent increase over current levels (\$71.1 billion).

House appropriators have begun advancing the FY 2020 appropriations bills. During the week of May 6, the House Appropriations Committee passed the Labor-Health and Human Services (HHS)-Education, Military Construction-Veterans Affairs (VA), and Legislative Branch Appropriations bills

The House Transportation-HUD Appropriations Subcommittee is tentatively scheduled to consider the FY 2020 THUD Appropriations bill on May 23, and the House Appropriations Committee is expected to consider the bill on June 4.

The Senate has not publicly announced their funding allocations for the subcommittees for FY 2020. Senate Appropriations Chairman Richard Shelby (R-AL) said the House will likely finish working on appropriations bills before the Senate, as the Senate continues to hear testimony from agency leaders on FY 2020 budget requests.

### **AUTHORIZATION/INFRASTRUCTURE**

The Congressional Budget Office (CBO) recently shared the funding needs for the Highway Trust Fund. To keep the Highway Trust Fund solvent for the next ten years, \$176 billion is needed.

The Senate Environment and Public Works (EPW) Committee (oversees highway program) are drafting the bill now. Senators' deadline to submit priorities was the end of April. Holland & Knight shared the agency's authorization priority to Senator Dianne Feinstein which included:

- **Funding for Railway-Highway Crossings:** The Federal Highways Administration (FHWA) Railway-Highway Crossings (Section 130) Program provides funds for the elimination of hazards at railway-highway crossings. We proposed increasing the overall funding for the program. This year, the State of California only received \$16,478,869. Additionally, we proposed including a competitive grant program that transportation



agencies could apply for to address grade crossings.

The Senate EPW Committee wants to markup a bill by July—concerned that Congress will more polarized during election year 2020. They are focusing on tweaking current formula/grant programs (i.e. INFRA, freight formula)—are not interested in creating new programs.

House Transportation & Infrastructure (T&I) Committee have asked members to submit priorities. The committee sent a letter to members asking for priorities by April 24. See the committee's priorities that were included in the letter below. H&K submitted the agency's priority to Reps. Eshoo and Speier.

The House T&I Committee has announced that they will produce a transformative bill that will focus on the following areas:

- Transportation Innovation, new technology and smart infrastructure to modernize mobility.
- Promoting diverse transportation choices and providing affordable solutions including incentives for electrification.
- Prioritizing safety improvements.
- Supporting the transportation workforce with training and good paying jobs.
- Building infrastructure to address and mitigate the impacts of climate change.
- Supporting U.S. made materials.
- Improving project delivery while protecting natural resources, safety, worker protections and public participation.

Timing for FAST Act reauthorization on the House side is still unclear as Chairman DeFazio still wants to do an infrastructure bill and hold off on reauthorization until funding is identified.

Funding for the FAST Act reauthorization and infrastructure not been identified. In the Senate, Environment and Public Works Chairman John Barrasso (R-WY) has said that all funding options should be considered, except for a gas tax increase. Chairman DeFazio is open to increasing the gas tax to pay for legislation.

President Trump, Senate Minority Leader Chuck Schumer (D-NY), House Speaker Nancy Pelosi (D-CA), and several congressional Democrats agreed on April 30 to spend \$2 trillion on infrastructure, though they did not address how they would pay for it. Another meeting is expected in three weeks, to discuss specific proposals and financing methods. Democrats have urged the President to consider eliminating some tax cuts for the wealthy from the Tax Cuts and Jobs Act to pay for infrastructure. However, Senate Majority Whip John Thune (R-SD) said that would be a non-starter for Republicans. Further, some Republicans were skeptical of the \$2 trillion price tag, including House Minority Whip Steve Scalise (R-LA).

While House Democrats, including Transportation Chairman Pete DeFazio (D-OR), support an increase in the gas tax to pay for infrastructure, Schumer said he would not consider a gas tax increase unless the President considered undoing 2017 tax cuts for the wealthy. The President also said at the meeting that he was not in favor of public-private partnerships, and did not support a proposal released by his Administration last year. Schumer said he expects the

President to offer a proposal, which Democrats would follow with a counteroffer.

## CONGRESS

House Member Introduces Clean Transit System Legislation: Rep. Julia Brownley (D-CA) introduced a bill on April 9 that would address climate change by guiding cities and states to transition to cleaner public transit systems. The bill would mandate that all new buses purchased with federal funds be zero-emission by 2029. [The Green Bus Act](#) would increase funds for the Federal Transit Administration's (FTA) Low or No Emission Vehicle Component Assessment Program from the current \$3 million to \$5 million annually. Further, it would increase funds for FTA's Transit Cooperative Research Program from the current \$5 million to \$20 million annually. Funding for FTA bus programs would be increased by authorizing \$450 million in FY 2020 with a \$50 million annual increase until reaching \$900 million in FY 2029. A hearing date has not been announced for the bill.

Bipartisan Group of Senators Introduces EV Tax Credit Bill: A bipartisan group of senators [introduced](#) legislation on April 10 that would extend the electric vehicle tax (EV) tax credit. The current \$7,500 per-vehicle incentive for consumers phases down once a manufacturer sells 200,000 of the vehicles. The bill, led by Sen. Debbie Stabenow (D-MI), would grant automakers a \$7,000 tax credit for an additional 400,000 vehicles after they reach the 200,000 vehicle cap. The bill also extends a credit for hydrogen fuel cell vehicles for 10 years. The bill is also sponsored by Republican Sens. Lamar Alexander (R-TN) and Susan Collins (R-ME). Rep. Dan Kildee (D-MI) will introduce a companion bill in the House. The chances of passage in the Senate are low, as President Trump proposed rescinding the EV tax credit in his 2020 budget request. However, in the Democrat-controlled House, chances of passage are higher, especially given that more than 100 lawmakers recently asked that the Ways and Means Committee to extend the credit. Senate Finance Committee Chairman Chuck Grassley (R-IA) said he would not oppose the legislation if the House adds it to a bill to renew dozens of lapsed tax benefits and sends it to the Senate for passage.

Lawmakers Sign Letter Addressing BUILD Program Concerns: Early last month, 20 members of the House, led by Rep. Mark DeSaulnier (D-CA), sent a letter to DOT expressing their strong support for the Better Utilizing Investments to Leverage Development (BUILD) program. The lawmakers also used the letter to express concerns that the Department of Transportation's recent grant awards continue a recent pattern in which the program is oriented to traditional highway projects and away from multi-modal and away from transit oriented projects. The full letter with signatures is available [here](#).

## ADMINISTRATION

New DOT Staff: Dan DeBono will take over as chief infrastructure funding officer at the Department of Transportation (DOT). He will assume several of the duties of Deputy Assistant Secretary for Transportation Policy Grover Burtney, who left the agency several months ago. In this role, he will handle the financing and grants aspects of Burtney's portfolio, including INFRA and BUILD grants.

In late April, Anne Reinke, former CSX Vice President of Governmental Affairs, started as

Deputy Assistant Secretary of Intergovernmental Affairs. She is the liaison between DOT and transportation agencies.

Morteza Farajian, formerly an official in the Virginia Department of Transportation, will start as Executive Director of the Build America Bureau at the Department of Transportation (DOT). Farajian will take over for Marty Klepper, who left the position in October 2017, and will start at the end of April. The Build America Bureau serves as a “clearinghouse” for DOT credit and grant opportunities, and provides technical assistance for public private partnerships.

FTA Publishes Changes to Joint Development Guidance: The Federal Transit Administration (FTA) published proposed changes to its Joint Development Guidance on April 18. Under the new guidance, FTA would increase flexibility for project sponsors to pursue joint development projects, reduce FTA oversight of joint development agreements negotiated between project sponsors and their partners, streamline FTA's project eligibility review process, and clarify prior guidance. There would no longer be a minimum revenue threshold or monetary requirement for transit agencies pursuing FTA-assisted joint development. [Comments](#) on the proposal are due by June 3.

FTA Announces CIG Funding: The FTA [announced](#) on April 9 that it will distribute \$1.36 billion in Capital Investment Grants (CIG) funding to 16 new and existing transit projects, including \$225 million to five new bus rapid transit projects. This includes \$100 million to Caltrain’s Peninsula Corridor Electrification project.

## **GRANTS**

BUILD Grant Notice of Funding Opportunity Released: DOT released the [Notice of Funding Opportunity \(NOFO\)](#) for National Infrastructure Investments on April 22, known as BUILD grants. Funds for the FY 2019 BUILD Transportation grants program are to be awarded on a competitive basis for surface transportation infrastructure projects that will have a significant local or regional impact. For this round of BUILD Transportation grants, the maximum grant award is \$25 million, and no more than \$90 million can be awarded to a single State, as specified in the FY 2019 Appropriations Act. Per statute, the FY 2019 selection criteria are the same as under the FY 2017 TIGER program, although the description for each criterion has been updated. For FY 2019 BUILD Transportation grants, the definitions of urban and rural areas differ from previous rounds. Additionally, not more than 50 percent of funds will be awarded to projects located in urban and rural areas. In addition, if the projects is located in an Opportunity Zone, that should be included in the application. Applications are due by July 15.

FTA Grants for Innovative Mobility Projects in Public Transportation: On May 8, the FTA announced opportunities for \$15 million in research funds to “support innovations in public transportation service models, payment systems, and automation applications to improve mobility for all Americans.”

- \$8 million for Mobility on Demand (MOD): Funding will be granted to “projects [that] will deploy new tools and service models, such as mobile applications or on-demand

microtransit, that make transit more convenient and accessible. Focus areas include projects that provide first-mile/last-mile connections to transit hubs; improve mobility for those with limited transportation choices; and involve targeted, reproducible approaches to data sharing and collection.”

- \$5 million for Strategic Transit Automation Research (STAR): This program is utilized for automation technologies in bus operations, including Automated Advanced Driver Assistance Systems (ADAS) for transit buses and automated shuttles.
- \$2 million for Mobility Payment Integration (MPI): Funding is available for “payment integration can allow seamless, complete trip planning among a range of public and private operators, enhancing regional mobility.”

FTA Grants for Human Trafficking: On April 3, FTA announced \$4 million to prevent human trafficking and other crimes that may occur on buses, trains, and other forms of public transportation.

May 9, 2019

TO: Board of Directors, San Mateo County Transit District

FM: Joshua W. Shaw and Matt Robinson, Shaw / Yoder / Antwih, Inc.  
Mike Robson and Trent Smith, Edelstein Gilbert Robson & Smith LLC

RE: **STATE LEGISLATIVE UPDATE – June 2019**

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### ***Legislative Update***

Policy committees had until May 3 to conclude their business on bills introduced in the first house and fiscal committees have until May 17 to report bills to the floor. The houses will have floor session only from May 20 to May 31. Policy committees will resume bill hearings in early June.

The budget subcommittees will wrap up their review of the Administration's budget requests in the coming weeks, and begin the conference committee process, where the two houses will attempt to find common ground on a final budget package. The budget bill must be sent to the Governor by June 15. The 2019-20 Fiscal Year begins July 1 if the budget bill has been signed.

The Governor released his update to his January proposed budget, [the May Revise](#), on May 9.

### ***May Revise***

On May 9, Governor Newsom released the May Revise, which contains little discussion about transportation and transit. The May Revise does revisit the Governor's January proposal to "encourage jurisdictions to contribute to their fair share of the state's housing supply by linking housing production to certain transportation funds." The Administration proposed to convene stakeholders, including local governments, to assess the concept.

The May Revise reaffirms the Governor's commitment to the effort, stating, "Housing and transportation are inextricably linked. Given this nexus and to support local jurisdictions' ability to contribute to their fair share of the state's housing supply, the Governor's Budget provided that local streets and roads funds from the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) (SB 1) be distributed upon compliance with housing element law and zoning and entitling to meet updated housing goals. This linkage remains part of the housing proposal at the May Revision." There is no indication as to when the Governor plans to begin the stakeholder process. Earlier this year, the Administration released [trailer bill language](#) laying out his plan.

As far as transit is concerned, the May Revise updates the January Cap and Trade expenditure proposal to direct **an additional \$50 million to low-carbon transportation**, specifically for clean trucks and buses. This brings the proposed total for these purposes to \$182 million. These funds will be critical as transit systems begin to implement the Innovative Clean Transit Regulation.

### ***Grade Separation Funding***

At the December 5 SamTrans Board meeting, we were asked to include in the SamTrans Board Report a list of state funding options for rail grade separations. Below is a list of the funding sources that we are aware of and/or that have been used to fund grade separations in the recent years. The funding sources below are managed across various state agencies and departments, including the Public Utilities Commission (PUC), the California State Transportation Agency (CalSTA), the California Transportation Commission (CTC), and Caltrans.

**PUC Section 190 Grade Separation Program** – The Program is a [state funding program](#) to grade separate crossings between roadways and railroad tracks and provides approximately \$15 million annually, transferred from Caltrans. Agencies apply to the PUC for project funding.

**State Transportation Improvement Program** – The STIP, managed by Caltrans and programmed by the CTC, is primarily used to fund highway expansion projects throughout the state, but also supports grade separations. The STIP is programmed every two years (currently the 2018 STIP added \$2.2 billion in new funding). Local agencies receive a share of STIP funding, as does the State. The STIP is funded with gasoline excise tax revenues.

**Transit and Intercity Rail Capital Program** – The TIRCP is managed by CalSTA and is available to fund rail and transit projects that reduce greenhouse gas emissions. The program receives funding from Cap and Trade and the recently created Transportation Improvement Fee to the tune of approximately \$500 million per year. The TIRCP is programmed over 5 years, with the most recent cycle beginning in May 2018. Caltrain received \$160 million for the CalMod project.

**Proposition 1A** – This \$9.9 billion Bond Act is the primary funding source for the high-speed rail project and has been used to fund a very limited number of grade separation projects in the past, including in the City of San Mateo.

## San Mateo County Transit District State Legislative Matrix 5/16/19

| Bill ID/Topic   | Location                     | Summary  | Position     |
|---|------------------------------|--|--------------|
| <p><a href="#">AB 11</a><br/><a href="#">Chiu D</a></p> <p>Community Redevelopment Law of 2019.</p> | <p>Became a 2-year bill.</p> | <p>(1)The California Constitution, with respect to any taxes levied on taxable property in a redevelopment project established under the Community Redevelopment Law, as it then read or may be amended, authorizes the Legislature to provide for the division of those taxes under a redevelopment plan between the taxing agencies and the redevelopment agency, as provided. This bill, the Community Redevelopment Law of 2019, would authorize a city or county, or two or more cities acting jointly, to propose the formation of an affordable housing and infrastructure agency by adoption of a resolution of intention that meets specified requirements, including that the resolution of intention include a passthrough provision and an override passthrough provision, as defined. The bill would require the city or county to submit that resolution to each affected taxing entity and would authorize an entity that receives that resolution to elect to not receive a passthrough payment, as provided. The bill would require the city or county that adopted that resolution to hold a public hearing on the proposal to consider all written and oral objections to the formation, as well as any recommendations of the affected taxing entities, and would authorize that city or county to adopt a resolution of formation at the conclusion of that hearing. The bill would then require that city or county to submit the resolution of intention to the Strategic Growth Council for a determination as to whether the agency would promote statewide greenhouse gas reduction goals. The bill would require the council to approve formation of the agency if it determines that formation of the agency both (1) would not result in a state fiscal impact, determined as specified by the Controller, that exceeds a specified amount and (2) would promote statewide greenhouse gas reduction goals. The bill would deem an agency to be in existence as of the date of the council’s approval. The bill would require the council to establish a program to provide technical assistance to a city or county desiring to form an agency pursuant to these provisions. This bill contains other related provisions and other existing laws.</p> | <p>Watch</p> |

**San Mateo County Transit District  
State Legislative Matrix 5/16/19**

| Bill ID/Topic  | Location                      | Summary  | Position                      |
|--|-------------------------------|--|-------------------------------|
| <p><a href="#">AB 252</a><br/><a href="#">Daly D</a></p> <p>Department of Transportation:<br/>environmental review process: federal program.</p> | <p>On the Assembly Floor.</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 program, under which the participating states may 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, 2020, provides 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 program. This bill would extend the operation of these provisions indefinitely.</p> | <p>Supported<br/>May 2019</p> |



**San Mateo County Transit District  
State Legislative Matrix 5/16/19**

| Bill ID/Topic  | Location                      | Summary   | Position     |
|--|-------------------------------|---|--------------|
| <p><a href="#">AB 314</a><br/><a href="#">Bonta D</a></p> <p>Public employment: labor relations: release time.</p> | <p>On the Assembly Floor.</p> | <p>The bill would require these public employers to grant a reasonable number of employee representatives of the exclusive representative reasonable time off without loss of compensation or other benefits for specified activities. This requirement would apply to activities to investigate and process grievances or otherwise enforce a collective bargaining agreement or memorandum of understanding; to meet and confer with the public employer on matters within the scope of representation, including preparation for the activities specified in these provisions; to testify or appear as the designated representative of the exclusive representative in conferences, hearings, or other proceedings before the Public Employment Relations Board or similar bodies, as specified; to testify or appear as the designated representative of the exclusive representative before the governing body of the public employer, or a personnel, civil service, or merit commission, among others, and to serve as a representative of the exclusive representative for new employee orientations. The bill would require the exclusive representative to provide reasonable notice requesting an absence in this connection. The bill would specify that its provisions prescribe minimum release time rights and would prescribe requirements regarding the relation of its provisions to other labor agreements that address release time. The bill would prohibit the Public Employment Relations Board from enforcing these provisions with regard to public transit workers that are not otherwise subject to the board's jurisdiction.</p> | <p>Watch</p> |

## San Mateo County Transit District State Legislative Matrix 5/16/19

| Bill ID/Topic  | Location                      | Summary  | Position                      |
|--|-------------------------------|--|-------------------------------|
| <p><a href="#">AB 752</a><br/><a href="#">Gabriel</a> D</p> <p>Public transit: transit stations: lactation rooms.</p>  | <p>On the Assembly Floor</p>  | <p>Existing law requires the airport manager of an airport operated by a city, county, city and county, or airport district that conducts commercial operations and that has more than one million enplanements a year, or upon new terminal construction or the replacement, expansion, or renovation of an existing terminal, to provide a room or other location at each airport terminal behind the airport security screening area for members of the public to express breast milk in private. This bill would require a multimodal transit station that meets certain criteria, including that it has an enclosed waiting room of an unspecified size, or a transit station that is proposed to serve California's high-speed rail system, that commences operations or a renovation on or after January 1, 2021, to include a lactation room. To the extent the bill imposes additional duties on a local agency, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p> | <p>Watch</p>                  |
| <p><a href="#">AB 784</a><br/><a href="#">Mullin</a> D</p> <p>Sales and use taxes: exemption: California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project: transit bus vehicles.</p> | <p>On the Assembly Floor.</p> | <p>Existing state sales and use tax laws impose a tax on retailers measured by the gross receipts from the sale of tangible personal property sold at retail in this state, or on the storage, use, or other consumption in this state of tangible personal property purchased from a retailer for storage, use, or other consumption in this state. The Sales and Use Tax Law provides various exemptions from those taxes. This bill would, until January 1, 2024, provide an exemption from those taxes with respect to the sale of, and the storage and use of, or other consumption in this state of, specified zero-emission technology medium- and heavy-duty transit bus vehicles. The bill would provide that this exemption does not apply to specified state sales and use taxes from which the proceeds are deposited into the Local Revenue Fund, the Local Revenue Fund 2011, or the Local Public Safety Fund. This bill contains other related provisions and other existing laws.</p>  | <p>Supported<br/>May 2019</p> |

**San Mateo County Transit District  
State Legislative Matrix 5/16/19**

| Bill ID/Topic   | Location                               | Summary   | Position     |
|---|--|---|--------------|
| <p><a href="#">AB 851</a><br/><a href="#">Cooper</a> D</p> <p>Drug masking products.</p>  | <p>In the Senate Health Committee.</p> | <p>Existing law generally prohibits the unauthorized use, possession, and sale of controlled substances, and regulates programs and facilities that provide treatment and other services to persons affected by narcotic, alcohol, and other drug abuse. Under existing law, it is unlawful to deliver, furnish, or transfer, possess with intent to deliver, furnish, or transfer, or manufacture with intent to deliver, furnish, or transfer, drug paraphernalia, as defined, knowing, or under circumstances where a person reasonably should know, that it will be used to engage in specified acts relating to controlled substances. This bill would prohibit a person from distributing, delivering, or selling, or possessing with intent to distribute, deliver, or sell, a drug masking product. The bill would define a “drug masking product” to mean synthetic urine, as defined, or any other substance designed to be added to human urine or hair for the purpose of defrauding an alcohol or drug screening test.</p> | <p>Watch</p> |
| <p><a href="#">AB 1351</a><br/><a href="#">Lackey</a> R</p> <p>Transit operators: paratransit and dial-a-ride services: assessment.</p> | <p>On the Assembly Floor.</p>          | <p>This bill would require the Transportation Agency, in consultation with public transit operators, to conduct an assessment of the procedures public transit operators use to provide dial-a-ride and paratransit services to individuals with disabilities who are visiting their service territories and are certified to use another in-state public transit operator’s similar dial-a-ride and paratransit services. The bill would require the agency to publish the assessment on its internet website on or before October 1, 2020.</p>  | <p>Watch</p> |

**San Mateo County Transit District  
State Legislative Matrix 5/16/19**

| Bill ID/Topic  | Location                      | Summary  | Position     |
|--|-------------------------------|--|--------------|
| <p><a href="#">AB 1486</a><br/><a href="#">Ting D</a></p> <p>Local agencies: surplus land.</p> | <p>On the Assembly Floor.</p> | <p>(1)Existing law prescribes requirements for the disposal of surplus land by a local agency. Existing law defines “local agency” for these purposes as every city, county, city and county, and district, including school districts of any kind or class, empowered to acquire and hold real property. Existing law defines “surplus land” for these purposes as land owned by any local agency that is determined to be no longer necessary for the agency’s use, except property being held by the agency for the purpose of exchange. Existing law defines “exempt surplus land” to mean land that is less than 5,000 square feet in area, less than the applicable minimum legal residential building lot size, or has no record access and is less than 10,000 square feet in area, and that is not contiguous to land owned by a state or local agency and used for park, recreational, open-space, or affordable housing. This bill would expand the definition of “local agency” to include sewer, water, utility, and local and regional park districts, joint powers authorities, successor agencies to former redevelopment agencies, housing authorities, and other political subdivisions of this state and any instrumentality thereof that is empowered to acquire and hold real property, thereby requiring these entities to comply with these requirements for the disposal of surplus land. The bill would specify that the term “district” includes all districts within the state, and that this change is declaratory of existing law. The bill would revise the definition of “surplus land” to mean land owned by any local agency that is not necessary for the agency’s governmental operations, except property being held by the agency expressly for the purpose of exchange for another property necessary for its governmental operations and would define “governmental operations” to mean land that is being used for the express purpose of agency work or operations, as specified. The bill would provide that land is presumed to be surplus land when a local agency initiates an action to dispose of it. The bill would provide that “surplus land” for these purposes includes land held in the Community Redevelopment Property Trust Fund and land that has been designated in the long-range property management plan, either for sale or for retention, for future development, as specified. The bill would also broaden the definition of “exempt surplus land” to include specified types of lands. This bill contains other related provisions and other existing laws.</p> | <p>Watch</p> |

**San Mateo County Transit District  
State Legislative Matrix 5/16/19**

| Bill ID/Topic  | Location                      | Summary   | Position     |
|--|-------------------------------|---|--------------|
| <p><a href="#">AB 1487</a><br/><a href="#">Chiu D</a></p> <p>San Francisco Bay area:<br/>housing development:<br/>financing.</p> | <p>On the Assembly Floor.</p> | <p>Existing law provides for the establishment of various special districts that may support and finance housing development, including affordable housing special beneficiary districts that are authorized to promote affordable housing development with certain property tax revenues that a city or county would otherwise be entitled to receive. This bill, the San Francisco Bay Area Regional Housing Finance Act, would establish the Housing Alliance for the Bay Area (hereafter “the entity”) and would state that the entity’s purpose is to increase affordable housing in the San Francisco Bay area, as defined, by providing for enhanced funding and technical assistance at a regional level for tenant protection, affordable housing preservation, and new affordable housing production. The bill would establish a governing board of the entity, composed of members appointed by the Metropolitan Transportation Commission and the Association of Bay Area Governments. The bill would authorize the entity to exercise various specified powers, including the power to raise revenue and allocate funds throughout the San Francisco Bay area, subject to applicable voter approval requirements and other specified procedures, as provided. The bill would also require the board to provide for annual audits of the entity and financial reports, as provided. The bill would include findings that the changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities within the San Francisco Bay area, including charter cities. This bill contains other related provisions and other existing laws.</p> | <p>Watch</p> |

**San Mateo County Transit District  
State Legislative Matrix 5/16/19**

| Bill ID/Topic  | Location                      | Summary  | Position                      |
|--|-------------------------------|--|-------------------------------|
| <p><a href="#">ACA 1</a><br/><a href="#">Aguiar-Curry D</a></p> <p>Local government financing: affordable housing and public infrastructure: voter approval.</p> | <p>On the Assembly Floor.</p> | <p>(1)The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements. The measure would specify that these provisions apply to any city, county, city and county, or special district measure imposing an ad valorem tax to pay the interest and redemption charges on bonded indebtedness for these purposes that is submitted at the same election as this measure. This bill contains other related provisions and other existing laws.</p> | <p>Supported<br/>May 2019</p> |

**San Mateo County Transit District  
State Legislative Matrix 5/16/19**

| Bill ID/Topic   | Location                    | Summary  | Position     |
|---|-----------------------------|--|--------------|
| <p><a href="#">SB 5</a><br/><a href="#">Beall D</a></p> <p>Affordable Housing and Community Development Investment Program.</p> | <p>On the Senate Floor.</p> | <p>Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue to local jurisdictions in accordance with specified formulas and procedures, subject to certain modifications. Existing law requires an annual reallocation of property tax revenue from local agencies in each county to the Educational Revenue Augmentation Fund (ERAF) in that county for allocation to specified educational entities. This bill would establish in state government the Affordable Housing and Community Development Investment Program, which would be administered by the Affordable Housing and Community Development Investment Committee. The bill would authorize a city, county, city and county, joint powers agency, enhanced infrastructure financing district, affordable housing authority, community revitalization and investment authority, transit village development district, or a combination of those entities, to apply to the Affordable Housing and Community Development Investment Committee to participate in the program and would authorize the committee to approve or deny plans for projects meeting specific criteria. This bill contains other related provisions and other existing laws.</p> | <p>Watch</p> |

**San Mateo County Transit District  
State Legislative Matrix 5/16/19**

| Bill ID/Topic  | Location                     | Summary   | Position     |
|--|------------------------------|---|--------------|
| <p><a href="#">SB 50</a><br/><a href="#">Wiener</a> D</p> <p>Planning and zoning: housing development: incentives.</p> | <p>Became a 2-year bill.</p> | <p>Existing law, known as the Density Bonus Law, requires, when an applicant proposes a housing development within the jurisdiction of a local government, that the city, county, or city and county provide the developer with a density bonus and other incentives or concessions for the production of lower income housing units or for the donation of land within the development if the developer, among other things, agrees to construct a specified percentage of units for very low, low-, or moderate-income households or qualifying residents. This bill would require a city, county, or city and county to grant upon request an equitable communities incentive when a development proponent seeks and agrees to construct a residential development, as defined, that satisfies specified criteria, including, among other things, that the residential development is either a job-rich housing project or a transit-rich housing project, as those terms are defined; the site does not contain, or has not contained, housing occupied by tenants or accommodations withdrawn from rent or lease in accordance with specified law within specified time periods; and the residential development complies with specified additional requirements under existing law. The bill would require that a residential development eligible for an equitable communities incentive receive waivers from maximum controls on density and minimum controls on automobile parking requirements greater than 0.5 parking spots per unit, up to 3 additional incentives or concessions under the Density Bonus Law, and specified additional waivers if the residential development is located within a 1/2-mile or 1/4-mile radius of a major transit stop, as defined. The bill would authorize a local government to modify or expand the terms of an equitable communities incentive, provided that the equitable communities incentive is consistent with these provisions. This bill contains other related provisions and other existing laws.</p> | <p>Watch</p> |



**San Mateo County Transit District  
State Legislative Matrix 5/16/19**

| Bill ID/Topic  | Location                    | Summary   | Position     |
|--|-----------------------------|---|--------------|
| <p><a href="#">SB 127</a><br/><a href="#">Wiener</a> D</p> <p>Transportation funding:<br/>active transportation:<br/>complete streets.</p> | <p>On the Senate Floor.</p> | <p>(1)Existing law establishes the Active Transportation Program in the Department of Transportation for the purpose of encouraging increased use of active modes of transportation, such as biking and walking, and declares the intent of the Legislature that the program achieve specific goals, including, among other things, increasing the proportion of trips accomplished by biking and walking and the safety and mobility for nonmotorized users. This bill would establish a Division of Active Transportation within the department and require that an undersecretary of the Transportation Agency be assigned to give attention to active transportation program matters to guide progress toward meeting the department’s active transportation program goals and objectives. The bill would require the California Transportation Commission to give high priority to increasing safety for pedestrians and bicyclists and to the implementation of bicycle and pedestrian facilities. This bill contains other related provisions and other existing laws.</p> | <p>Watch</p> |

## San Mateo County Transit District State Legislative Matrix 5/16/19

| Bill ID/Topic  | Location   | Summary  | Position                      |
|--|--|--|-------------------------------|
| <p><a href="#">SB 128</a><br/><a href="#">Beall</a> D</p> <p>Enhanced infrastructure financing districts: bonds: issuance.</p> | <p>In the Assembly Local Government Committee.</p> | <p>Existing law authorizes the legislative body of a city or a county to establish an enhanced infrastructure financing district, with a governing body referred to as a public financing authority, to finance public capital facilities or other specified projects of communitywide significance. Existing law requires a public financing authority to adopt an infrastructure financing plan and hold a public hearing on the plan, as specified. Existing law authorizes the public financing authority to issue bonds for these purposes upon approval by 55% of the voters voting on a proposal to issue the bonds. Existing law requires the proposal submitted to the voters by the public financing authority and the resolution for the issuance of bonds following approval by the voters to include specified information regarding the bond issuance. This bill would instead authorize the public financing authority to issue bonds for these purposes without submitting a proposal to the voters. The bill would require the resolution to issue bonds to contain specified information related to the issuance of the bonds. The bill would also require the public financing authority to hold three public hearings on an enhanced infrastructure financing plan, as specified. The bill would also make conforming changes.</p> | <p>Supported<br/>May 2019</p> |
| <p><a href="#">SB 146</a><br/><a href="#">Beall</a> D</p> <p>Peninsula Rail Transit District.</p>                              | <p>In the Assembly Transportation Committee.</p>   | <p>Existing law, operative under certain conditions, redesignates the Peninsula Corridor Study Joint Powers Board as the Peninsula Rail Transit District, comprised of 9 members appointed from various governing bodies situated in the City and County of San Francisco and the Counties of San Mateo and Santa Clara, with specified powers. This bill would repeal the provisions relating to the Peninsula Rail Transit District.</p>   | <p>Watch</p>                  |

**San Mateo County Transit District  
State Legislative Matrix 5/16/19**

| Bill ID/Topic  | Location   | Summary   | Position     |
|--|--|---|--------------|
| <p><a href="#">SB 336</a><br/><a href="#">Dodd</a> D</p> <p>Transportation: fully-automated transit vehicles.</p>                    | <p>In the Assembly, pending referral to committee.</p> | <p>Existing law establishes regulations for the operation of an autonomous vehicle on public roads for testing purposes by a driver who possesses the proper class of license for the type of vehicle being operated if the manufacturer meets prescribed requirements. Existing law imposes various requirements on transit operators. This bill would require a transit operator, as defined, to ensure each of its fully-automated transit vehicles, as defined, is staffed by at least one of its employees, who has had specified training, while the vehicle is in service.</p>   | <p>Watch</p> |
| <p><a href="#">SB 397</a><br/><a href="#">Glazer</a> D</p> <p>Public transit operators: passengers with pets: evacuation orders.</p> | <p>In the Assembly, pending referral to committee.</p> | <p>Existing law imposes various requirements on transit operators. Existing law prohibits a person from doing any of specified acts with respect to the property, facilities, or vehicles of a transit district, including, among other things, interfering with the operator or operation of a transit vehicle, or impeding the safe boarding or alighting of passengers. This bill would require each public transit operator to develop best practices for allowing pets on public transit vehicles serving areas subject to an evacuation order. If an evacuation order is issued that covers all or a portion of a public transit operator's service area, the bill would require the operator to authorize passengers to board public transit vehicles with their pets in the area covered by the evacuation order, consistent with those best practices. By creating new duties for public transit operators, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p> | <p>Watch</p> |

SamTrans

CORRESPONDENCE

June 5, 2019  
(as of 5-29-2019)

**From:** [Rios, Rona](#)  
**To:** "MICHAEL HARRIS"  
**Cc:** [Michael Richardson; Board \(@samtrans.com\)](#)  
**Subject:** Consumer Report File #717701  
**Date:** Thursday, May 23, 2019 4:29:14 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Dear Mr. Harris,

Your email to the SamTrans Board was received and forwarded to me for response.

Your comments and suggestions regarding the SamTrans service and cost is acknowledged. Please know that we appreciate you taking the time to provide feedback. You mention that the senior age was reduced to 60 however, our Senior Eligible Discount includes passengers that are 65 years or better. Your recommendation to reduce it to 60 will be taken into consideration. I want to share with you that SamTrans supports maintaining a fare structure that is affordable for transit dependent County residents. In fact, at the December 5, 2018 Board Meeting, the Board voted to postpone the January 2019 fare increase (Approved by Resolution No. 2018-62). Also, in reviewing our Triennial survey data, more than half of our responders believe SamTrans is a good value and many people responded that the bus was a less expensive option than their current mode of transportation.

I am sincerely sorry to hear that you have had such a difficult time using our services. Should you want to discuss this in further detail, please feel free to call me directly at 650-508-6239. Again, we appreciate your feedback and comments.

Best Regards,

Rona Rios  
Manager, Customer Service|Distribution  
SamTrans|Caltrain|SMCTA  
1250 San Carlos Avenue  
San Carlos, CA. 94070  
[riosr@samtrans.com](mailto:riosr@samtrans.com)

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**From:** MICHAEL HARRIS [REDACTED]  
**Sent:** Tuesday, May 21, 2019 10:44 AM  
**To:** David Canepa; Michael Richardson  
**Cc:** Cindy Alger; John Baker; De La Torre, Andria; msimon@samtrans.com; Conger, Jean; Rios, Rona; Simon, Mark; Matsumoto, Karyl [karyl.matsumoto@ssf.net]  
**Subject:** RTC Washoe County Bus Fares (link)

[Fares](#)





## Fares

edit the stuff below, not here.

Dear David,

SAMTRANS fares are way too high for seniors.

Day pass \$1.50 would be acceptable.

RTC has 7 day & 31 day pass too.

I take the 130 bus from Costco to Serramonte.  
I then take the 122 or walk the front hill.  
It is a 22 minute walk. It takes longer when I am tired.

I have walked the rear hill from Colma BART. That climb is brutal.

When Cindy or someone else gives me a ride to Seton, I walk down to Target, Dollar Tree, El Camino.  
I walk south, 2 different routes. I see no reason to pay \$2.75 to get home.  
I would rather walk.

Senior age was reduced to 60 from 65.

If you want people out of cars, you must make public transportation affordable & clean & safe.

I have talked to Jeff Tong on some of these problems. Jeff mostly bikes. I always walk.

I wonder if Dave Pine ever takes the ECR bus to work?  
I may see Dave at the June SFO meeting & ask him.

Mike

**From:** [Rios, Rona](#)  
**To:** [REDACTED]  
**Cc:** [Board \(@samtrans.com\)](#); [Burns, Ben](#)  
**Subject:** Consumer Report File #717843  
**Date:** Thursday, May 23, 2019 3:30:58 PM

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Dear Mr. Franklin,

I am responding to your email addressed to the SamTrans Board and they will receive a copy of our correspondence.

Your correspondence refers to theft or missing items after walking off a bus in East Palo Alto. Please know that the SamTrans Lost and Found Department is handled through our Safety and Security Department. I have updated our Safety and Security Director Ben Burns on this matter and he will be happy to assist you with your questions and concerns. Please contact Mr. Burns at 650-622-7820.

We sincerely apologize for the problems you have experienced.

Best Regards,

Rona Rios  
Manager, Customer Service | Distribution  
SamTrans | Caltrain | SMCTA  
1250 San Carlos Avenue  
San Carlos, CA. 94070  
[riosr@samtrans.com](mailto:riosr@samtrans.com)

**From:** cacsecretary [mailto:[@samtrans.com](mailto:cacsecretary@samtrans.com)]  
**Sent:** Wednesday, May 22, 2019 9:28 AM  
**To:** 'Albert Franklin' <[REDACTED]>  
**Cc:** Groom, Carole [mailto:[cgroom@smcgov.org](mailto:cgroom@smcgov.org)]; Pine, Dave [mailto:[dpine@smcgov.org](mailto:dpine@smcgov.org)]; cacsecretary [mailto:[@samtrans.com](mailto:cacsecretary@samtrans.com)]; Rios, Rona [mailto:[riosr@samtrans.com](mailto:riosr@samtrans.com)]; Murphy, Seamus [mailto:[murphys@samtrans.com](mailto:murphys@samtrans.com)]; Fromson, Casey [mailto:[fromsonc@samtrans.com](mailto:fromsonc@samtrans.com)]; Brook, Jean [mailto:[BrookJ@samtrans.com](mailto:BrookJ@samtrans.com)]; Gumpal, Cindy [mailto:[GumpalC@samtrans.com](mailto:GumpalC@samtrans.com)]; Mau, Carter [mailto:[MauC@samtrans.com](mailto:MauC@samtrans.com)]  
**Subject:** RE: Lost Items Returned and Then Stolen: Lost Items Never Returned and Lost Items Which Should Have Already Been Returned

Dear Mr. Franklin - this email is to confirm receipt and let you know that staff will look into this.

Kind Regards,

Dora Seamans

Executive Officer/District Secretary

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**From:** Albert Franklin [REDACTED] >

**Sent:** Wednesday, May 22, 2019 9:18 AM

**To:** Groom, Carole [cgroom@smcgov.org] <[cgroom@smcgov.org](mailto:cgroom@smcgov.org)>; Pine, Dave [dpine@smcgov.org] <[dpine@smcgov.org](mailto:dpine@smcgov.org)>; cacsecretary [samtrans.com] <[cacsecretary@samtrans.com](mailto:cacsecretary@samtrans.com)>

**Subject:** Lost Items Returned and Then Stolen: Lost Items Never Returned and Lost Items Which Should Have Already Been Returned

22 May 2019

Re: LOST ITEMS RETURNED AND STOLEN: LOST ITEMS NEVER RETURNED AND LOST ITEMS WHICH SHOULD HAVE ALREADY BEEN RETURNED

San Mateo County Transit District  
1250 San Carlos Avenue  
San Carlos, California 94070

SAMTRANS:

This has never been about either lost or stolen items, but this government's innate ability to do right by its citizenry under the sovereign laws of this State, and those guiding principles of the United States of America. Where when that which is duly within the government's per view in under any recognizable form of GAAP: fist in, first out precepts of accounting rules of the ledger, where money which is due the government should be duly collected under the provided standards of rules of order.

Under the governing rules of GAAP, there should not be any of underhanded dealings whereby what is the rightful due of the government which at this very instant seems to be lacking on all accounts. Let us say, theoretically speaking, that there was a superior court judge whom demanded that a writ of mandate have flaws set upon it. Any lawyer of New York, whom decided to fly here to San Mateo county, and thereby produce the right off the internet original copy of that document of that instrument, which had it been allowed to perform its duty then enjoined with San Mateo County, the State of California and the United States Government would today would be now enjoying the 60% share of that writ of mandate. Therefore, San Mateo County, the State of California and the United States Government picked up the bill: without any further recourse?

Even when I was instructed, in writing, by SamTrans, to pick up electronic devices at its headquarters just to have them stolen in a place which is owned and operated by this county where those whom were monitored by the police of this county when they did it, as they assumed that nobody knew, of that highly recorded event? Does the county want a copy of that DVD?

This morning, I walked off of the East Palo Alto SamTrans bus, right here in Redwood City, and yet I somehow neglected to retrieve a bag which held a math book which will become over due on or about 6 June 2019. Will San Mateo County authorize me to post that DVD on FB?

Maybe, this county would rather have a theoretical lawyer dredge up in superior court a matter which it thought was gone with the wind? I write this, under the guided spirit of the former Haitian slave Alexander Dumas:

THE COUNT OF MONTE CRISTO!

Albert Brent Franklin



████████████████████  
██

**From:** Bevan Dufty  
**To:** [Peskin, Aaron \(BOS\)](#); [Cliff Bargar](#); [Janice Li](#); [Board \(@samtrans.com\)](#)  
**Cc:** [info@sfcta.org](#); [Cathy Widener \(AIR\)](#); [Tilly Chang](#); [Robert Powers](#); [Ivar Satero \(AIR\)](#)  
**Subject:** Re: Giving Priority to Transit Riders at SFO  
**Date:** Friday, May 03, 2019 8:29:21 AM

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Mr. Chairman and Mr. Barger

I also want to thank Mr. Barger for sharing the Globe article. I shared your Tweet with our Deputy General Manager Robert Powers and well as our outstanding colleague, Ivar Satero, who is Airport Executive Director.

It happens that we already have scheduled a meeting later this month for SFO and BART leadership to talk about ways to reclaim our ridership levels and help reduce SFO auto congestion.

We will keep you posted.

B  
BART President 2019  
415 595-3213 Mobile

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**From:** "Peskin, Aaron (BOS)" <Aaron.Peskin@sfgov.org>  
**Date:** Thursday, May 2, 2019 at 7:01 PM  
**To:** Cliff Bargar [REDACTED], Bevan Dufty <Bevan.Dufty@bart.gov>, Janice Li <jli@bart.gov>, "board@samtrans.com" <board@samtrans.com>  
**Cc:** "info@sfcta.org" <info@sfcta.org>, "Cathy Widener (AIR)" <Cathy.Widener@flysfo.com>  
**Subject:** Re: Giving Priority to Transit Riders at SFO

I'm looping in SFO.

Aaron

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**From:** Cliff Bargar [REDACTED]  
**Sent:** Thursday, May 2, 2019 6:00:35 PM  
**To:** Peskin, Aaron (BOS); bevan.dufty@bart.gov; Janice.Li@bart.gov; board@samtrans.com  
**Cc:** info@sfcta.org  
**Subject:** Giving Priority to Transit Riders at SFO

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Supervisor Peskin, BART Directors Li and Dufty, and members of the SamTrans Board of Directors,

An article published yesterday in the Boston Globe details a new program offered by Massport to give priority at Logan Airport's security lines to passengers who arrive at the airport on the Logan Express bus (<https://www.bostonglobe.com/metro/2019/05/01/massport-has-deal-take-bus-cut-security-line/MdzqNrHulkruuQcQaodwiK/story.html>). As soon as I saw this I thought it would be a great reward/incentive to provide to passengers who arrive at SFO on BART or SamTrans, especially as it could help address the perceived inconvenience of taking transit to the airport. While SFO already encourages passengers to use public transportation there isn't currently much in the way of incentives - <https://www.flysfo.com/to-from/overview>. Please share this suggestion with your respective staffs at SFCTA/BART/SamTrans and with the staff at SFO if you think it would be a good program.

Thanks,  
Cliff