



**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, AUGUST 7, 2019 – 2:00 pm**

**Amended 8-6-2019**

**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 July 10, 2019
- b. Acceptance of Quarterly Investment Report for the Period Ending June 30, 2019
- c. Acceptance of Quarterly Report of Contracts Issued Between \$100,000 and \$200,000

**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**

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

- a. Clipper Program Update

**7. BOARD MEMBER REQUESTS/COMMENTS**

**8. RECESS TO COMMITTEE MEETINGS**

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

**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 July 10, 2019

**INFORMATIONAL**

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Mobility Management Report: Express Bus Service - Foster City to San Francisco
7. Multimodal Ridership Report – June 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 July 10, 2019
3. Adoption of the SamTrans Fare Structure (Formerly the Codified Tariff), Adoption of Findings for a Statutory Exemption Under CEQA and Approval of Associated Title VI Equity Analysis
4. Adoption of an Ordinance Authorizing Reclassifications, Title Changes, Modification, and Addition of Positions to the Table of Position Classifications
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 July 10, 2019

| **INFORMATIONAL**

3. Caltrain Business Plan Update
4. 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 July 10, 2019
3. State and Federal Legislative Update and Approval of Legislative Proposals
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. Mobility Management Report: Express Bus Service - Foster City to San Francisco
- e. Multimodal Ridership Report – June 2019

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

**ORDINANCE NO. 103**

- a. Adopting an Ordinance Authorizing Reclassifications, Title Changes, Modification, and Addition of Positions to the Table of Position Classifications

**RESOLUTION**

- b. Adoption of the SamTrans Fare Structure (Formerly the Codified Tariff), Adoption of Findings for a Statutory Exemption Under CEQA and Approval of Associated Title VI Equity Analysis

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

**SUBJECT DISCUSSED**

- a. Caltrain Business Plan Update

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

**MOTION**

- a. State and Federal Legislative Update and Approval of Legislative Proposals

**14. GENERAL COUNSEL REPORT**

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

**16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING** – Wednesday,  
September 4, 2019 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  
JULY 10, 2019**

**MEMBERS PRESENT:** R. Collins, R. Guilbault, K. Matsumoto (Vice Chair), D. Pine (arrived at 2:20 pm), J. Powell, P. Ratto, C. Stone

**MEMBERS ABSENT:** M. Fraser, C. Groom (Chair)

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

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Acting Chair Karyl Matsumoto called the meeting to order at 2:03 pm and led the Pledge of Allegiance.

**ROLL CALL**

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

**PUBLIC HEARING FOR PROPOSED CODIFIED TARIFF CHANGES**

Daniel Shockley, Senior Planner, gave a presentation summarizing the fare structure and administrative changes.

Public Comment:

- Smitha Gundavajhala, San Mateo, talked about having a healthy transit system. She proposed free transit for marginalized groups and increasing subsidies for transportation network companies and taxis for transporting riders to and from remote areas.
- Annette Salgado, Skyline College Student, South San Francisco, opined that transit is not efficient and advocated to make transit free. She noted that it currently costs her \$70 per month to ride the bus to and from school.
- Socorro Aguilar, Sequoia High School Student, Half Moon Bay, said there are problems with not having the correct fare. She said she needs to take four buses from her home in Half Moon Bay to the community college she plans to attend.
- Bob Allen, Urban Habitat, said he was pleased with the postponement of the fare increase. He said that transit should be made more affordable or free of charge.

Director Rose Guilbault asked about the response to the public outreach efforts.

Mr. Shockley said there would be an alternative to change cards at the farebox. Director Ron Collins asked how many people use change cards. Mr. Shockley said that he does not have numbers on that metric. He said that the average value of a change card is \$1.67. Director Collins asked about express bus fares. Mr. Shockley said the one-way fare would be \$4.00 and a monthly pass would be \$70.

Director Peter Ratto asked about ADA (Americans with Disabilities Act) taxi vouchers. Christy Wegener, Director of Planning, answered that the voucher program was slated to launch in 2020.

Director Collins asked about the senior discount. Mr. Shockley said the rider must have a Clipper card or show ID if paying with cash.

Director Charles Stone suggested adopting a program where youth can apply for a free pass, checking in with fare cards, and rounding fares to the nearest dollar amount.

Director Josh Powell suggested having a student discount as opposed to a youth discount for age 17 and under, which would apply to college as well as high school students. Mr. Shockley said that staff was investigating this possibility. Director Powell said he also supported the rounding of fare amounts.

Acting Chair Matsumoto said that the South San Francisco's Walgreens, where Clipper cards are available, is too far from the City's elderly population. She suggested that Clipper cards be sold at the City Hall, which would be helpful for transit-dependent residents. She asked Mr. Shockley to provide the attendance figures from the public outreach efforts and asked if the town halls could be held at times that are more convenient for the public to attend.

Jim Hartnett, General Manager/CEO, said that a Clipper mobile app is coming in 2020. Director Collins asked if the Clipper application is online; Mr. Shockley said it was.

Director Stone requested an update on the express bus service, which Mr. Hartnett said they would provide.

Director Dave Pine expressed his hope that Measure W would have a positive effect on transit.

#### **CONSENT CALENDAR**

- Approved Minutes of the Board of Directors Meeting of June 5, 2019
- Accepted Statement of Revenues and Expenses for May 2019

Motion/Second: Guilbault/Powell

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

Absent: Fraser, Groom

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

None.

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

There was no report.

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

Mr. Hartnett noted that his written report was in the packet.

He said that the District's credit rating was at AAA level according to Standard and Poor's. He thanked Derek Hansel, Chief Financial Officer, and his team, and the public for passing Measure W.

Mr. Hartnett provided information on Faster Bay Area, a potential nine-county mega-measure. He said that JPB would be initiating procurement for general counsel and legal services at their July 11 Board meeting. Director Guilbault asked why the Board was initiating the procurement. Mr. Hartnett responded that it was requested by one of the Board members.

Director Stone asked if SamTrans can refinance its existing debt. Mr. Hansel said it cannot. He added that federal regulations prevent issued bonds from being called early.

Acting Chair Matsumoto expressed her concerns about additional sales taxes.

Director Pine talked about the Caltrain one-eighth sales tax.

Director Stone noted that other successful regional measures rely on a diversity of revenue streams.

#### **BOARD MEMBER REQUESTS/COMMENTS**

Acting Chair Matsumoto requested that staff provide the Board with hard copies of recommended Citizens Advisory Committee applicants' information.

#### **RECESS TO COMMITTEE MEETINGS**

The Board meeting recessed at 2:55 pm.

#### **RECONVENE BOARD OF DIRECTORS MEETING**

Vice Chair Matsumoto reconvened the Board meeting at 4:56 pm.

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

Director Guilbault led the Board on voting on the following item:

##### **MOTION:**

- Appointment of Scott Johnston, Representing Multimodal Riders, to the Citizens Advisory Committee

Motion/Second: Guilbault/Stone

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

Absent: Fraser, Groom

##### **SUBJECTS DISCUSSED:**

- Accessibility Update
- Paratransit Coordinating Council Update
- Citizens Advisory Committee Update
- Mobility Management Report: Bus Servicing and Maintenance
- Multimodal Ridership Report – May 2019



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

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

RESOLUTION:

- Award of Contract for Battery-Electric Bus Power Infrastructure – Approved by Resolution No. 2019-28

Motion/Second: Ratto/Powell

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

Absent: Fraser, Groom

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

Director Stone reported on the following items:

SUBJECTS DISCUSSED:

- Reimagine SamTrans Project Update
- Caltrain Business Plan Update

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

Director Powell led the Board in voting on the following item:

MOTION:

- State and Federal Legislative Update and Approval of Legislative Proposals

Motion/Second: Powell/Ratto

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

Absent: Fraser, Groom

**GENERAL COUNSEL REPORT**

Joan Cassman, Legal Counsel, said there was nothing to report.

**WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Acting Chair Matsumoto noted that the correspondence was in the reading file.

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

Acting Chair Matsumoto announced the time and location of the next meeting as Wednesday, August 7, 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 4:59 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: **QUARTERLY INVESTMENT REPORT AND FIXED INCOME MARKET  
REVIEW AND OUTLOOK**

**ACTION**

Staff proposes that the Board accept and enter into the record the Quarterly Investment Report and Fixed Income Market Review and Outlook for the quarter ended June 30, 2019.

**SIGNIFICANCE**

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

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

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

1. Type of investment, issuer, date of maturity, par and dollar amount invested in all securities, investments, and money held by the local agency;
2. Description of any of the local agency's funds, investments or programs that are under the management of contracted parties, including lending programs;
3. For all securities held by the local agency or under management by any outside party that is not a local agency or the State of California Local Agency Investment Fund (LAIF), a current market value as of the date of the report and the source of this information;

4. Statement that the portfolio complies with the Investment Policy or the manner in which the portfolio is not in compliance; and,
5. Statement that the local agency has the ability to meet its pool's expenditure requirements(cash flow) for the next six months or provide an explanation as to why sufficient money shall or may not be available.

A schedule, which addresses the requirements of 1, 2, and 3 above, is included in this report on pages 9, 10, 11, 12 and 13. The schedule separates the investments into three groups: the Investments managed by PFM Asset Management LLC (PFM), liquidity funds which are managed by District staff, and trust funds which are managed by a third party trustee. The Investment Policy governs the management and reporting of the Investment Portfolio and Liquidity funds, while the bond covenants govern the management and reporting of the trust funds.

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

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

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

## **DISCUSSION**

### **Market Conditions**

- The U.S. labor market remained strong, with average job growth of 172,000 per month in 2019 compared with average gains of 223,000 in 2018. The unemployment rate stood at 3.7% in June, near a 49-year low, as the economy remains at what is considered "full employment."
- U.S. economic conditions are characterized by: solid gross domestic product (GDP) growth; softening inflation pressures; and increased downside risks, including a slowdown in manufacturing, weaker business investments, and protracted trade wars.

- The second quarter saw plunging interest rates, surging equity prices, mixed economic data, and increasing global growth concerns.
- At its June meeting, the Federal Open Market Committee (FOMC) maintained the overnight fed funds rate at a target range of 2.25% – 2.50% but acknowledged soft business investment, declining market-based inflation measures, and increased uncertainty to the outlook.

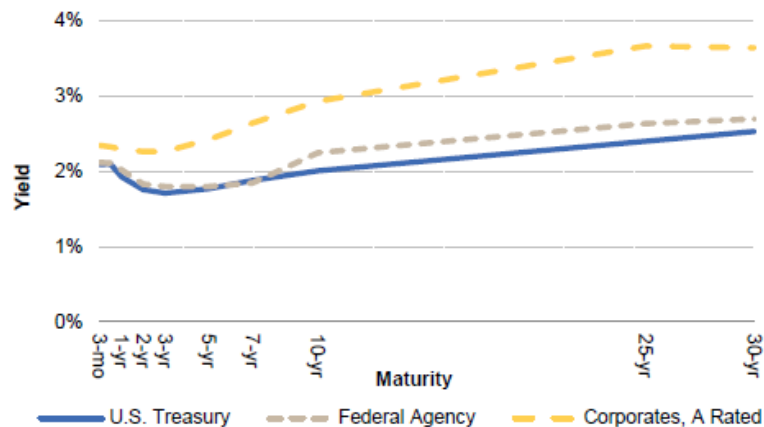
### U.S. Treasury Yields

Maturity	Jun '19	Mar '19	Change over Quarter	Jun '18	Change over Year
3-Month	2.09%	2.39%	(0.30%)	1.92%	0.17%
1-Year	1.93%	2.39%	(0.46%)	2.31%	(0.38%)
2-Year	1.76%	2.26%	(0.50%)	2.53%	(0.77%)
5-Year	1.77%	2.23%	(0.46%)	2.74%	(0.97%)
10-Year	2.01%	2.41%	(0.40%)	2.86%	(0.85%)
30-Year	2.53%	2.82%	(0.29%)	2.99%	(0.46%)

Source: Bloomberg.

- Equity investors seemed to rejoice in the Fed's more dovish stance. By quarter-end, domestic equity markets had reversed losses from May and reached new record highs.
- The yield curve reached its greatest level of inversion since 2007, as the spread between the 10-year and 3-month Treasuries reached -28 basis points.

### Yield Curves as of 6/30/19



## Portfolio Recap

- Interest rates plummeted in the second quarter, with yields on 2- to 5-year Treasury securities falling around 50 basis points (0.50%) to the lowest levels since 2017. Rates fell in response to slowing global growth expectations, weakness in manufacturing due to renewed trade disputes, low inflation, and expectations for multiple Fed rate cuts in the second half of the year. Much of the yield curve remains inverted, where longer-term yields are lower than short-term yields.
- U.S. equity markets reached new all-time highs in the quarter and credit-sensitive fixed income assets performed well despite elevated geopolitical risks and yield spreads on corporate bonds widening modestly over the quarter.
- Our strategy throughout the quarter included the following elements:
  - Broad diversification, generally including the widest range of permitted investments, which reduces the overall risk in the portfolio and provides the opportunity for better returns over the long term.
  - We maintained a portfolio duration in line with the benchmark. Maintaining a neutral duration—despite the inverted yield curve—drove strong market-value returns across most fixed-income sectors as market prices on fixed-income securities tend to rise as yields fall.
  - We continued to reduce federal agency allocations as their yields did not offer much value compared to treasury alternatives. This has been driven mainly by a lack of new supply. Non-callable agencies generated small outperformance due to their modestly higher yields, but callable agencies underperformed as lower rates increased the likelihood of a call before maturity.
  - Corporate yield spreads remain tight by historical standards but widened briefly amid trade tensions. Corporates generated excess returns for the second consecutive quarter. We focused allocations on high quality issuers with relatively less exposure to international trade risks. We also had a slight preference for industrials over financials in the quarter.
  - Short-term commercial paper and negotiable bank CD yield spreads narrowed in the second quarter, reducing their overall attractiveness. By quarter-end, the money market yield curve was also inverted.

## Investment Strategy Outlook

- While we expect U.S. and global economic growth to moderate in the second half of the year amid elevated risks to the economy, we do not believe a recession is imminent.
- The Fed has officially shifted its stance on monetary policy from “patient” to “appropriate,” and rates have continued to move lower. As such, our view is to continue to maintain a portfolio duration in line with the benchmark in order to minimize risk and optimize performance relative to the benchmark in the event yields continue to decline.
- Our outlook for each of the major investment-grade fixed-income sectors are as follows:
  - Federal agency spreads are very tight and we expect them to remain so. Although callable agency spreads are wider than they have been in a while, the sharp downward move in rates has reduced the likelihood of outperformance.
  - As a result of the Fed’s more accommodative stance and our positive view of the corporate sector, we will maintain corporate allocations and seek to modestly extend the duration of our allocations, while remaining diligent in our issuer and security selection process.
  - ABS spreads have recently widened back to levels that offer attractive incremental income compared to government and credit alternatives. We will seek to maintain allocations.
  - The decline in mortgage rates, increase in pay downs, and the Fed’s ongoing reduction in the holdings of agency MBS on their balance sheet are expected to continue. Our focus will be on specific structures, like agency CMBS, that offer incremental income and prepayment stability.
  - Historically tight spreads have also reduced the range of high-quality, short-term credit issues that offer adequate incremental income to warrant purchase. Careful maturity selection around Fed meeting expectations will be an important consideration going forward, particularly with both the Treasury and credit yield curves inverted.

## **BUDGET IMPACT**

Total return is interest income plus capital gains (or minus losses) on an investment and is the most important measure of performance as it is the actual return on investment during a specific time interval. For the quarter ending June 30, the total return of the General and Paratransit Fund portfolio were **1.60 percent**. This compares to the benchmark return of **1.60 percent** for both funds. The Performance graph on page 14 shows the relative performance of the District's portfolio over the last 12 months.

The yield at cost represents the yield on a fixed-income security at its current rate (at the time of purchase) of return until maturity equivalent to the annual percentage rate of interest an investor would receive for investing the purchase price of a given security in a bank account that paid interest semiannually. As of the end of the quarter, the yield to maturity at cost for General Fund was **2.41 percent** and for Paratransit Fund's portfolio was **2.40 percent**.

The yield at market is the yield that an investor can expect to receive in the current interest rate environment utilizing a buy-and-hold investment strategy. This calculation is based on the current market value of the portfolio including unrealized gains and losses. For the quarter ending June 30, the General Fund's portfolio market yield to maturity was **2.03 percent** and for Paratransit Fund's portfolio was **2.02 percent**.

Prepared by: Jayden Sangha      Manager, Treasury

650-508-6405

## INVESTMENT GLOSSARY

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

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

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

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

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

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

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

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



Roll-down return works two ways in respect to bonds. The direction depends on if the bond is trading at a premium or at a discount. If the bond is trading at a discount the roll-down effect will be positive. This means the roll-down will pull the price up towards par. If the bond is trading at a premium the opposite will occur. The roll-down return will be negative and pull the price of the bond down back to par.

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

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

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

Source: Investopedia.com

# EXHIBIT 1



## SAN MATEO COUNTY TRANSIT DISTRICT REPORT OF INVESTMENTS FOR QUARTER ENDED JUNE 30, 2019

TYPE OF SECURITY	CUSIP #	MATURITY/CALL DATE	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE + ACCR. INT.
<b>RESERVE FUND PORTFOLIO</b>							
<b>ASSET-BACKED SECURITY/COLLATERALIZED MORTGAGE OBLIGATION</b>							
ALLYA 182 A3	02004VAC7	11/15/2022	650,000.00	649,881.96	654,947.11	843.56	655,790.67
ALLYA 172 A3	02007HAC5	08/16/2021	751,084.57	750,996.02	749,273.05	594.19	749,867.24
ALLYA 171 A3	02007PAC7	06/15/2021	176,414.09	176,398.67	175,933.31	133.29	176,066.61
AMXCA 181 A	02582JHQ6	10/17/2022	1,510,000.00	1,509,824.69	1,514,710.21	1,791.87	1,516,502.08
CARMX 183 A3	14313FAD1	06/15/2023	420,000.00	419,942.75	427,740.39	584.27	428,324.66
CCCIT 17A3 A3	17305EGB5	04/07/2020	900,000.00	902,403.00	898,066.56	4,032.00	902,098.56
CCCIT 18A1 A1	17305EGK5	01/20/2023	900,000.00	899,875.44	904,315.96	10,022.25	914,338.21
FORDO 17A A3	34531EAD8	06/15/2021	655,935.20	655,932.78	653,937.06	486.85	654,423.91
GMCAR 183 A3	36255JAD6	05/16/2023	400,000.00	399,906.72	406,304.62	503.33	406,807.95
HAROT 173 A3	43814PAC4	09/18/2021	287,506.90	287,475.77	286,591.29	185.84	286,777.13
JDOT 17B A3	47788BAD6	10/15/2021	486,314.64	486,279.04	485,014.47	393.37	485,407.85
JDOT 2018 A3	47788CAC6	04/18/2022	285,000.00	284,979.51	286,283.11	336.93	286,620.05
TAOT 17B A3	89190BAD0	07/15/2021	1,312,614.78	1,312,514.10	1,309,236.68	1,026.76	1,310,263.43
TAOT 18A A3	89238BAD4	05/16/2022	450,000.00	449,994.83	451,171.30	470.00	451,641.30
TAOT 17A A3	89238MAD0	02/16/2021	225,023.86	224,997.38	224,562.40	173.02	224,735.41
<b>GOVERNMENT BONDS</b>							
FEDERAL HOME LOAN BANKS	3130A8QS5	07/14/2021	2,700,000.00	2,683,581.30	2,664,524.70	14,090.63	2,678,615.33
FEDERAL HOME LOAN BANKS	3130ACE26	09/28/2020	440,000.00	438,587.60	437,148.80	1,562.92	438,711.72
FEDERAL NATIONAL MORTGAGE ASSOCIATION	3135G0N82	08/17/2021	1,525,000.00	1,518,823.75	1,507,720.23	7,095.49	1,514,815.71
FEDERAL NATIONAL MORTGAGE ASSOCIATION	3135G0N82	08/17/2021	475,000.00	473,375.03	469,617.78	2,210.07	471,827.84
FEDERAL NATIONAL MORTGAGE ASSOCIATION	3135G0T60	07/30/2020	600,000.00	598,182.00	597,072.00	3,775.00	600,847.00
FEDERAL NATIONAL MORTGAGE ASSOCIATION	3135G0U92	01/11/2022	900,000.00	899,352.00	918,814.50	11,156.25	929,970.75
FREDDIE MAC	3137EAEF2	04/20/2020	300,000.00	298,974.00	298,468.80	813.54	299,282.34
FREDDIE MAC	3137EAEJ4	09/29/2020	580,000.00	578,950.20	578,007.12	2,408.61	580,415.73
<b>CERTIFICATION OF DEPOSIT</b>							
Bank of Nova Scotia, Houston Branch	06417GU22	06/07/2018	900,000.00	899,658.00	902,408.94	2,002.00	904,410.94
Credit Agricole Corporate And Investment Bank,	22535CDV0	04/04/2019	900,000.00	900,000.00	900,000.00	4,103.50	904,103.50
Royal Bank of Canada New York Branch	78012UEE1	06/08/2018	1,500,000.00	1,500,000.00	1,506,964.48	3,240.00	1,510,204.48
Sumitomo Mitsui Banking Corporation, New Yor	86565BPC9	10/18/2018	900,000.00	898,776.00	899,205.83	6,441.00	905,646.83
Swedbank AB (publ)	87019U6D6	11/17/2017	1,800,000.00	1,800,000.00	1,778,202.15	5,221.00	1,783,423.15
<b>CORPORATE NOTE</b>							
AMERICAN EXPRESS CO	025816BU2	05/17/2021	900,000.00	899,847.00	916,681.50	3,712.50	920,394.00
AMERICAN HONDA FINANCE CORP	02665WCZ2	06/27/2024	900,000.00	898,776.00	895,965.30	240.00	896,205.30
APPLE INC	037833CS7	05/11/2020	820,000.00	819,163.60	818,210.76	2,050.00	820,260.76
BB&T CORP	05531FAZ6	02/01/2021	450,000.00	449,793.00	449,122.05	4,031.25	453,153.30
BB&T CORP	05531FBG7	06/20/2022	450,000.00	449,986.50	459,681.30	419.38	460,100.68
BANK OF AMERICA CORP	06051GFW4	04/19/2021	100,000.00	100,776.00	100,636.80	525.00	101,161.80
BANK OF AMERICA CORP	06051GGS2	10/01/2021	550,000.00	550,000.00	548,903.30	3,201.00	552,104.30
BANK OF AMERICA CORP	06051GHH5	05/17/2022	250,000.00	250,000.00	254,864.75	1,069.14	255,933.89
BERKSHIRE HATHAWAY INC	084670BL1	08/14/2019	1,800,000.00	1,810,188.00	1,799,301.60	14,385.00	1,813,686.60
CATERPILLAR FINANCIAL SERVICES CORP	14913Q2A6	09/04/2020	650,000.00	649,454.00	647,760.10	3,908.13	651,668.23
CITIGROUP INC	172967LF6	01/10/2020	900,000.00	899,640.00	900,196.20	10,473.75	910,669.95
JOHN DEERE CAPITAL CORP	24422ETL3	01/06/2022	450,000.00	448,015.50	455,422.05	5,796.88	461,218.93
JOHN DEERE CAPITAL CORP	24422EUQ0	01/10/2022	175,000.00	174,832.00	179,279.45	2,660.00	181,939.45
WALT DISNEY CO	25468PDP8	03/04/2020	380,000.00	379,901.20	379,638.24	2,408.25	382,046.49
GOLDMAN SACHS GROUP INC	38141GGQ1	07/27/2021	1,600,000.00	1,765,872.00	1,690,259.20	35,933.33	1,726,192.53
HERSHEY CO	427866BA5	05/15/2021	360,000.00	359,751.60	366,018.48	1,426.00	367,444.48
HOME DEPOT INC	437076BQ4	06/05/2020	450,000.00	449,739.00	448,630.20	585.00	449,215.20

**SAN MATEO COUNTY TRANSIT DISTRICT  
REPORT OF INVESTMENTS  
FOR QUARTER ENDED JUNE 30, 2019**

<b>TYPE OF SECURITY</b>	<b>CUSIP #</b>	<b>MATURITY/CALL DATE</b>	<b>PAR VALUE</b>	<b>CARRYING AMOUNT</b>	<b>MARKET VALUE</b>	<b>ACCRUED INTEREST</b>	<b>MARKET VALUE + ACCR. INT.</b>
<b><u>RESERVE FUND PORTFOLIO</u></b>							
IBM CREDIT LLC	44932HAG8	02/05/2021	900,000.00	899,559.00	905,533.20	9,672.50	915,205.70
JPMORGAN CHASE & CO	46647PBB1	04/01/2023	900,000.00	900,000.00	917,971.20	7,937.33	925,908.53
MICROSOFT CORP	594918BV5	02/06/2020	900,000.00	899,397.00	898,174.80	6,706.25	904,881.05
MORGAN STANLEY	6174467P8	07/24/2020	1,800,000.00	2,009,250.00	1,858,451.40	43,175.00	1,901,626.40
NATIONAL RURAL UTILITIES COOPERATIVE FI	63743HER9	03/15/2021	375,000.00	374,583.75	380,122.88	3,202.08	383,324.96
NATIONAL RURAL UTILITIES COOPERATIVE FI	63743HER9	03/15/2021	515,000.00	512,821.55	522,035.42	4,397.53	526,432.94
PNC FINANCIAL SERVICES GROUP INC	693475AV7	01/23/2024	900,000.00	906,408.00	943,832.70	13,825.00	957,657.70
PACCAR FINANCIAL CORP	69371RP75	03/01/2022	325,000.00	324,714.00	330,274.43	3,087.50	333,361.93
PEPSICO INC	713448DX3	04/15/2021	600,000.00	599,880.00	599,800.20	2,533.33	602,333.53
PFIZER INC	717081EB5	12/15/2019	1,185,000.00	1,184,146.80	1,182,346.79	895.33	1,183,242.12
CHARLES SCHWAB CORP	808513AW5	05/21/2021	570,000.00	569,982.90	580,791.81	2,058.33	582,850.14
TOYOTA MOTOR CREDIT CORP	89236TDH5	10/18/2019	670,000.00	669,665.00	668,398.70	2,105.85	670,504.55
TOYOTA MOTOR CREDIT CORP	89236TEU5	04/13/2021	660,000.00	659,736.00	669,007.68	4,218.50	673,226.18
UNILEVER CAPITAL CORP	904764AZ0	03/22/2021	725,000.00	721,295.25	732,748.80	5,482.81	738,231.61
WAL-MART STORES INC	931142EA7	12/15/2020	900,000.00	898,695.00	898,886.70	760.00	899,646.70
<b><u>COMMERCIAL PAPER</u></b>							
Credit Agricole Corporate And Investment Bank,	22533UYR8	11/25/2019	1,900,000.00	1,868,201.39	1,880,604.17	0.00	1,880,604.17
Dexia Crédit Local New York Branch	25214PM26	07/02/2019	900,000.00	882,050.25	899,931.75	0.00	899,931.75
MUFG Bank Ltd. (New York Branch)	62479LAD7	01/13/2020	1,000,000.00	980,350.00	985,735.56	0.00	985,735.56
MUFG Bank Ltd. (New York Branch)	62479MZ63	12/06/2019	1,700,000.00	1,665,702.50	1,679,929.61	0.00	1,679,929.61
<b><u>FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION</u></b>							
FHMS K721 A2	3137BM6P6	08/25/2022	450,000.00	453,832.03	461,925.00	1,158.75	463,083.75
FHMS KP05 A	3137FKK39	07/25/2023	389,353.87	389,352.71	396,350.56	1,039.25	397,389.81
FNA 14M06B A2	3136AJ7G5	05/25/2021	1,298,889.90	1,325,172.12	1,310,112.31	2,899.24	1,313,011.55
FNA 15M13A AQ2	3136AQDQ0	09/25/2019	1,450.14	1,464.66	1,447.83	1.99	1,449.82
FNA 18M5 A2	3136B1XP4	09/25/2021	443,622.10	452,446.18	451,740.38	1,316.08	453,056.46
<b><u>U.S. TREASURY NOTES AND BONDS</u></b>							
UNITED STATES TREASURY	912828L32	08/31/2020	410,000.00	417,840.49	407,501.56	1,884.27	409,385.84
UNITED STATES TREASURY	912828N30	12/31/2022	1,600,000.00	1,551,875.00	1,621,750.00	92.39	1,621,842.39
UNITED STATES TREASURY	912828N30	12/31/2022	1,575,000.00	1,521,290.04	1,596,410.16	90.95	1,596,501.10
UNITED STATES TREASURY	912828N30	12/31/2022	3,000,000.00	2,925,703.13	3,040,781.25	173.23	3,040,954.48
UNITED STATES TREASURY	912828N30	12/31/2022	5,900,000.00	5,814,957.03	5,980,203.13	340.69	5,980,543.82
UNITED STATES TREASURY	912828N30	12/31/2022	3,000,000.00	2,952,421.87	3,040,781.25	173.23	3,040,954.48
UNITED STATES TREASURY	912828Q78	04/30/2021	1,640,000.00	1,607,456.25	1,627,956.25	3,799.18	1,631,755.43
UNITED STATES TREASURY	912828R69	05/31/2023	5,400,000.00	5,204,039.06	5,378,906.25	7,432.38	5,386,338.63
UNITED STATES TREASURY	912828R69	05/31/2023	950,000.00	924,134.77	946,289.06	1,307.55	947,596.61
UNITED STATES TREASURY	912828R69	05/31/2023	1,700,000.00	1,659,093.75	1,693,359.38	2,339.82	1,695,699.20
UNITED STATES TREASURY	912828R77	05/31/2021	1,400,000.00	1,363,632.82	1,389,500.00	1,630.46	1,391,130.46
UNITED STATES TREASURY	912828TJ9	08/15/2022	2,500,000.00	2,395,117.19	2,492,187.50	15,262.43	2,507,449.93
UNITED STATES TREASURY	912828VF4	05/31/2020	255,000.00	251,702.93	253,525.78	296.98	253,822.76
UNITED STATES TREASURY	912828VP2	07/31/2020	575,000.00	593,785.56	575,359.38	4,796.96	580,156.34
UNITED STATES TREASURY	912828X47	04/30/2022	3,850,000.00	3,726,980.47	3,865,640.63	12,162.02	3,877,802.65
UNITED STATES TREASURY	912828X47	04/30/2022	1,800,000.00	1,777,148.44	1,807,312.50	5,686.14	1,812,998.64
UNITED STATES TREASURY	912828X47	04/30/2022	370,000.00	366,155.47	371,503.13	1,168.82	372,671.94
<b><u>CASH AND CASH EQUIVALENTS</u></b>							
US TREASURY MM FUND	31846V534		3,251,114.50	3,251,114.50	3,251,114.50	164,623.28	3,415,737.78
<b>TOTAL RESERVE PORTFOLIO MANAGED BY PFM</b>			<b>93,299,324.55</b>	<b>92,708,552.79</b>	<b>93,693,049.64</b>	<b>518,255.58</b>	<b>94,211,305.23</b>

**SAN MATEO COUNTY TRANSIT DISTRICT  
REPORT OF INVESTMENTS (continued)  
FOR QUARTER ENDED JUNE 30, 2019**

TYPE OF SECURITY	CUSIP #	MATURITY/CALL DATE	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE + ACCR. INT.
<b>PARATRANSIT FUNDS PORTFOLIO:</b>							
<b>ASSET-BACKED SECURITY / COLLATERALIZED MORTGAGE OBLIGATION</b>							
ALLYA 182 A3	02004VAC7	11/15/2022	185,000.00	184,966.40	186,408.02	240.09	186,648.11
ALLYA 172 A3	02007HAC5	08/16/2021	207,912.68	207,888.17	207,411.23	164.48	207,575.71
ALLYA 171 A3	02007PAC7	06/15/2021	50,092.89	50,088.51	49,956.37	37.85	49,994.22
AMXCA 181 A	02582JHQ6	10/17/2022	425,000.00	424,950.66	426,325.72	504.33	426,830.06
CARMX 183 A3	14313FAD1	06/15/2023	110,000.00	109,985.01	112,027.25	153.02	112,180.27
CCCIT 17A3 A3	17305EGB5	04/07/2020	250,000.00	250,667.50	249,462.93	1,120.00	250,582.93
CCCIT 18A1 A1	17305EGK5	01/20/2023	250,000.00	249,965.40	251,198.88	2,783.96	253,982.84
FORDO 17A A3	34531EAD8	06/15/2021	191,314.43	191,313.73	190,731.64	142.00	190,873.64
GMCAR 183 A3	36255JAD6	05/16/2023	120,000.00	119,972.02	121,891.39	151.00	122,042.39
HAROT 173 A3	43814PAC4	09/18/2021	87,123.30	87,113.87	86,845.84	56.32	86,902.16
JDOT 17B A3	47788BAD6	10/15/2021	137,789.15	137,779.06	137,420.77	111.46	137,532.22
JDOT 2018 A3	47788CAC6	04/18/2022	80,000.00	79,994.25	80,360.17	94.58	80,454.75
TAOT 17B A3	89190BAD0	07/15/2021	364,615.22	364,587.25	363,676.85	285.21	363,962.06
TAOT 18A A3	89238BAD4	05/16/2022	125,000.00	124,998.56	125,325.36	130.56	125,455.92
TAOT 17A A3	89238MAD0	02/16/2021	62,506.63	62,499.27	62,378.44	48.06	62,426.50
<b>GOVERNMENT BONDS</b>							
FEDERAL HOME LOAN BANKS	3130A8QS5	07/14/2021	520,000.00	516,837.88	513,167.72	2,713.75	515,881.47
FEDERAL HOME LOAN BANKS	3130ACE26	09/28/2020	85,000.00	84,727.15	84,449.20	301.93	84,751.13
FEDERAL NATIONAL MORTGAGE ASSO	3135G0N82	08/17/2021	140,000.00	139,521.06	138,413.66	651.39	139,065.05
FEDERAL NATIONAL MORTGAGE ASSO	3135G0N82	08/17/2021	460,000.00	458,137.00	454,787.74	2,140.28	456,928.02
FEDERAL NATIONAL MORTGAGE ASSO	3135G0T60	07/30/2020	150,000.00	149,545.50	149,268.00	943.75	150,211.75
FEDERAL NATIONAL MORTGAGE ASSO	3135G0U92	01/11/2022	250,000.00	249,820.00	255,226.25	3,098.96	258,325.21
FREDDIE MAC	3137EAEF2	04/20/2020	150,000.00	149,487.00	149,234.40	406.77	149,641.17
FREDDIE MAC	3137EAEJ4	09/29/2020	165,000.00	164,701.35	164,433.06	685.21	165,118.27
<b>CERTIFICATION OF DEPOSIT</b>							
Bank of Nova Scotia, Houston Branch	06417GU22	06/05/2020	250,000.00	249,905.00	250,669.15	556.11	251,225.26
Credit Agricole Corporate And Investm	22535CDV0	04/01/2022	250,000.00	250,000.00	250,000.00	1,139.86	251,139.86
Royal Bank of Canada New York Branch	78012UEE1	06/07/2021	425,000.00	425,000.00	426,973.27	918.00	427,891.27
Sumitomo Mitsui Banking Corporation,	86565BPC9	10/16/2020	250,000.00	249,660.00	249,779.40	1,789.17	251,568.56
Swedbank AB (publ)	87019U6D6	11/16/2020	500,000.00	500,000.00	493,945.04	1,450.28	495,395.32
<b>CORPORATE NOTE</b>							
AMERICAN EXPRESS CO	025816BU2	05/17/2021	250,000.00	249,957.50	254,633.75	1,031.25	255,665.00
AMERICAN HONDA FINANCE CORP	02665WCZ2	06/27/2024	250,000.00	249,660.00	248,879.25	66.67	248,945.92
APPLE INC	037833CS7	05/11/2020	225,000.00	224,770.50	224,509.05	562.50	225,071.55
BB&T CORP	05531FAZ6	02/01/2021	125,000.00	124,942.50	124,756.13	1,119.79	125,875.92
BB&T CORP	05531FBG7	06/20/2022	125,000.00	124,996.25	127,689.25	116.49	127,805.74
BANK OF AMERICA CORP	06051GFW4	04/19/2021	25,000.00	25,194.00	25,159.20	131.25	25,290.45
BANK OF AMERICA CORP	06051GGS2	10/01/2021	160,000.00	160,000.00	159,680.96	931.20	160,612.16
BANK OF AMERICA CORP	06051GHH5	05/17/2022	75,000.00	75,000.00	76,459.43	320.74	76,780.17
BERKSHIRE HATHAWAY INC	084670BL1	08/14/2019	500,000.00	502,830.00	499,806.00	3,995.83	503,801.83
CATERPILLAR FINANCIAL SERVICES C	14913Q2A6	09/04/2020	185,000.00	184,844.60	184,362.49	1,112.31	185,474.80
CITIGROUP INC	172967LP6	01/10/2020	250,000.00	249,900.00	250,054.50	2,909.38	252,963.88
JOHN DEERE CAPITAL CORP	24422ETL3	01/06/2022	115,000.00	114,492.85	116,385.64	1,481.42	117,867.06
JOHN DEERE CAPITAL CORP	24422EUQ0	01/10/2022	50,000.00	49,952.00	51,222.70	760.00	51,982.70
WALT DISNEY CO	25468PDP8	03/04/2020	100,000.00	99,974.00	99,904.80	633.75	100,538.55
GOLDMAN SACHS GROUP INC	38141GGQ1	07/27/2021	450,000.00	496,651.50	475,385.40	10,106.25	485,491.65
HERSHEY CO	427866BA5	05/15/2021	100,000.00	99,931.00	101,671.80	396.11	102,067.91
HOME DEPOT INC	437076BQ4	06/05/2020	125,000.00	124,927.50	124,619.50	162.50	124,782.00

**SAN MATEO COUNTY TRANSIT DISTRICT  
REPORT OF INVESTMENTS (continued)  
FOR QUARTER ENDED JUNE 30, 2019**

<b>TYPE OF SECURITY</b>	<b>CUSIP #</b>	<b>MATURITY/CALL DATE</b>	<b>PAR VALUE</b>	<b>CARRYING AMOUNT</b>	<b>MARKET VALUE</b>	<b>ACCRUED INTEREST</b>	<b>MARKET VALUE + ACCR. INT.</b>
IBM CREDIT LLC	44932HAG8	02/05/2021	250,000.00	249,877.50	251,537.00	2,686.81	254,223.81
JPMORGAN CHASE & CO	46647PBB1	04/01/2023	250,000.00	250,000.00	254,992.00	2,204.81	257,196.81
MICROSOFT CORP	594918BV5	02/06/2020	250,000.00	249,832.50	249,493.00	1,862.85	251,355.85
MORGAN STANLEY	6174467P8	07/24/2020	500,000.00	558,125.00	516,236.50	11,993.06	528,229.56
NATIONAL RURAL UTILITIES COOPER.	63743HER9	03/15/2021	150,000.00	149,365.50	152,049.15	1,280.83	153,329.98
NATIONAL RURAL UTILITIES COOPER.	63743HER9	03/15/2021	100,000.00	99,889.00	101,366.10	853.89	102,219.99
PNC FINANCIAL SERVICES GROUP INC	693475AV7	01/23/2024	250,000.00	251,780.00	262,175.75	3,840.28	266,016.03
PACCAR FINANCIAL CORP	69371RP75	03/01/2022	100,000.00	99,912.00	101,622.90	950.00	102,572.90
PEPSICO INC	713448DX3	04/15/2021	165,000.00	164,967.00	164,945.06	696.67	165,641.72
PFIZER INC	717081EB5	12/15/2019	330,000.00	329,762.40	329,261.13	249.33	329,510.46
CHARLES SCHWAB CORP	808513AW5	05/21/2021	160,000.00	159,995.20	163,029.28	577.78	163,607.06
TOYOTA MOTOR CREDIT CORP	89236TDH5	10/18/2019	200,000.00	199,900.00	199,522.00	628.61	200,150.61
TOYOTA MOTOR CREDIT CORP	89236TEU5	04/13/2021	180,000.00	179,928.00	182,456.64	1,150.50	183,607.14
UNILEVER CAPITAL CORP	904764AZ0	03/22/2021	200,000.00	198,978.00	202,137.60	1,512.50	203,650.10
WAL-MART STORES INC	931142EA7	12/15/2020	250,000.00	249,637.50	249,690.75	211.11	249,901.86
<b>COMMERCIAL PAPER</b>							
Credit Agricole Corporate And Investm	22533UYR8	11/25/2019	500,000.00	491,631.94	494,895.83	0.00	494,895.83
Dexia Cr�dit Local New York Branch	25214PM26	07/02/2019	250,000.00	245,013.96	249,981.04	0.00	249,981.04
MUFG Bank Ltd. (New York Branch)	62479MZ63	12/06/2019	650,000.00	636,886.25	642,326.03	0.00	642,326.03
<b>FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION</b>							
FHMS K721 A2	3137BM6P6	08/25/2022	130,000.00	131,107.03	133,445.00	334.75	133,779.75
FHMS KP05 A	3137FKK39	07/25/2023	110,611.90	110,611.57	112,599.59	295.24	112,894.83
FNA 14M06B A2	3136AJ7G5	05/25/2021	357,194.72	364,422.33	360,280.88	797.29	361,078.18
FNA 15M13A AQ2	3136AQDQ0	09/25/2019	416.91	421.09	416.25	0.57	416.82
FNA 18M5 A2	3136B1XP4	09/25/2021	121,996.08	124,422.70	124,228.60	361.92	124,590.53
<b>U.S. TREASURY NOTES AND BONDS</b>							
UNITED STATES TREASURY	912828B90	02/28/2021	175,000.00	181,323.24	175,519.53	1,169.84	176,689.37
UNITED STATES TREASURY	912828L32	08/31/2020	80,000.00	81,532.14	79,512.50	367.66	79,880.16
UNITED STATES TREASURY	912828N30	12/31/2022	450,000.00	436,464.84	456,117.19	25.99	456,143.17
UNITED STATES TREASURY	912828N30	12/31/2022	550,000.00	531,244.14	557,476.56	31.76	557,508.32
UNITED STATES TREASURY	912828N30	12/31/2022	750,000.00	731,425.78	760,195.31	43.31	760,238.62
UNITED STATES TREASURY	912828N30	12/31/2022	1,600,000.00	1,576,937.50	1,621,750.00	92.39	1,621,842.39
UNITED STATES TREASURY	912828N30	12/31/2022	850,000.00	836,519.53	861,554.69	49.08	861,603.77
UNITED STATES TREASURY	912828Q78	04/30/2021	485,000.00	475,375.78	481,438.28	1,123.54	482,561.82
UNITED STATES TREASURY	912828R69	05/31/2023	1,600,000.00	1,541,937.50	1,593,750.00	2,202.19	1,595,952.19
UNITED STATES TREASURY	912828R69	05/31/2023	200,000.00	194,554.69	199,218.75	275.27	199,494.02
UNITED STATES TREASURY	912828R69	05/31/2023	550,000.00	536,765.62	547,851.56	757.00	548,608.56
UNITED STATES TREASURY	912828TJ9	08/15/2022	700,000.00	670,632.81	697,812.50	4,273.48	702,085.98
UNITED STATES TREASURY	912828VF4	05/31/2020	200,000.00	197,414.06	198,843.75	232.92	199,076.67
UNITED STATES TREASURY	912828VP2	07/31/2020	490,000.00	505,996.90	490,306.25	4,087.85	494,394.10
UNITED STATES TREASURY	912828X47	04/30/2022	1,350,000.00	1,306,863.28	1,355,484.38	4,264.61	1,359,748.98
UNITED STATES TREASURY	912828X47	04/30/2022	550,000.00	543,017.58	552,234.38	1,737.43	553,971.81
UNITED STATES TREASURY	912828X47	04/30/2022	50,000.00	49,480.47	50,203.13	157.95	50,361.07
<b>CASH AND CASH EQUIVALENTS</b>							
US TREASURY MM FUND	31846V534	06/30/2019	950,012.27	950,012.27	950,012.27	45,932.50	995,944.77
<b>TOTAL PARATRANSIT PORTFOLIO MANAGED BY PFM</b>			<b>26,386,586.18</b>	<b>26,236,100.41</b>	<b>26,504,916.68</b>	<b>147,969.36</b>	<b>26,652,886.06</b>
<b>TOTAL DISTRICT PORTFOLIO MANAGED BY PFM</b>			<b>26,386,586.18</b>	<b>26,236,100.41</b>	<b>26,504,916.68</b>	<b>147,969.36</b>	<b>26,652,886.06</b>

**FUNDS NON MANAGED BY PFM**

**CASH AND CASH EQUIVALENTS**

US TREASURY MM 31846V534 8,344,360.74 8,344,360.74 8,344,360.74 12,953.96 8,357,314.70

**TOTAL INVESTMENT FUNDS PORTFOLIO**

**NON MANAGED BY PFM 8,344,360.74 8,344,360.74 8,344,360.74 12,953.96 8,357,314.70**

**LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF:**

BANK OF AMERICA CHECKING 41,570,757.41 41,570,757.41 41,570,757.41 41,570,757.41

LAIF 64,896,285.42 64,896,285.42 64,896,285.42 64,896,285.42

WELLS FARGO 15,701.00 15,701.00 15,701.00 15,701.00

**TOTAL FUNDS MANAGED BY DISTRICT STAFF 106,482,743.83 106,482,743.83 106,482,743.83 106,482,743.83**

**TRUST FUNDS MANAGED BY THIRD PARTY TRUSTEE:**

First American Govt Obligation C/D 795,918.27 795,918.27 795,918.27 795,918.27

Chesham Finance Ltd.

**TOTAL AS OF JUNE 30, 2019 235,308,933.58 234,567,676.04 235,820,989.17 679,178.90 236,500,168.09**

## EXHIBIT 2

SAN MATEO COUNTY TRANS DIST RESERVE

For the Quarter Ended June 30, 2019

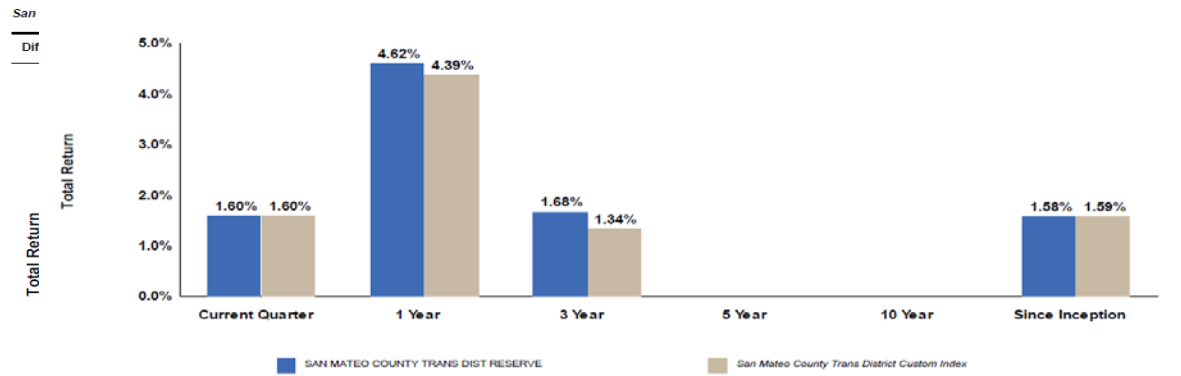
Portfolio Performance

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### Portfolio Performance (Total Return)

Portfolio/Benchmark	Effective Duration	Current Quarter	1 Year	Annualized Return			Since Inception (03/31/15)
				3 Year	5 Year	10 Year	
SAN MATEO COUNTY TRANS DIST RESERVE	2.08	1.60%	4.62%	1.68%	-	-	1.58%
San Mateo County Trans District Custom Index*	2.10	1.60%	4.39%	1.34%	-	-	1.59%
Difference		0.00%	0.23%	0.34%	-	-	-0.01%



Portfolio performance is gross of fees unless otherwise indicated.  
\*The District's custom benchmark is the 0-5 Yr US Treasury Index as of 6/30/2016. Before 6/30/2016, the District's index was 40% 1-3 Yr UST, 10% 1-3 Yr High-Grade Corporate, 40% 3-5 Yr UST, & 10% 3-5 Yr High-Grade Corporate.

■ SAN MATEO COUNTY TRANS DIST PARATRANSIT     
 ■ San Mateo County Trans District Custom Index\*

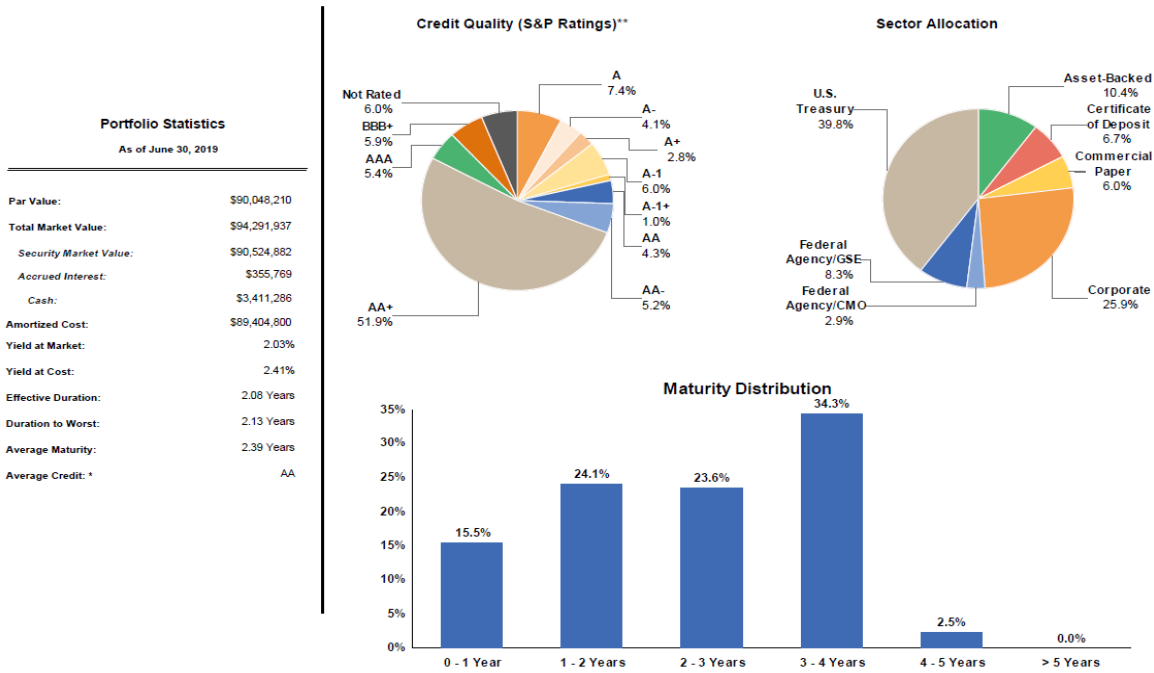
Portfolio performance is gross of fees unless otherwise indicated.  
\*The District's custom benchmark is the 0-5 Yr US Treasury Index as of 6/30/2016. Before 6/30/2016, the District's index was 40% 1-3 Yr UST, 10% 1-3 Yr High-Grade Corporate, 40% 3-5 Yr UST, & 10% 3-5 Yr High-Grade Corporate.

# EXHIBIT 3

For the Quarter Ended June 30, 2019

SAN MATEO COUNTY TRANS DIST RESERVE

Portfolio Snapshot

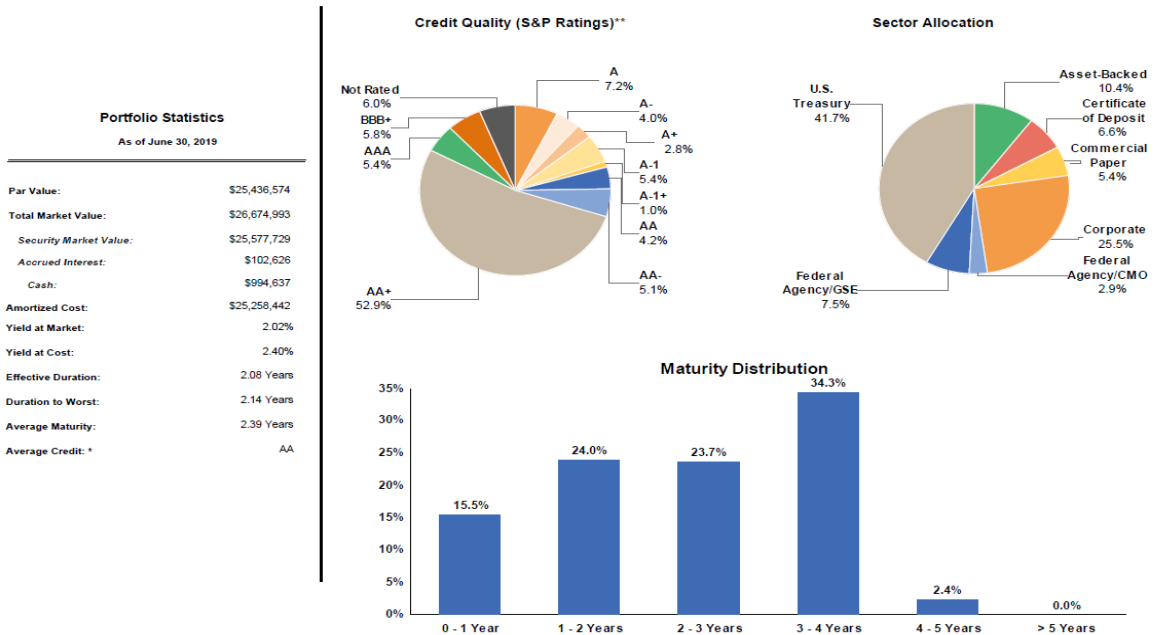


\* An average of each security's credit rating assigned a numeric value and adjusted for its relative weighting in the portfolio.  
 \*\* Securities held in the District's portfolio are in compliance with California Government Code and the District's investment policy dated September 2017.

For the Quarter Ended June 30, 2019

SAN MATEO COUNTY TRANS DIST PARATRANSIT

Portfolio Snapshot



\* An average of each security's credit rating assigned a numeric value and adjusted for its relative weighting in the portfolio.  
 \*\* Securities held in the District's portfolio are in compliance with California Government Code and the District's investment policy dated September 2017.



## EXHIBIT 4

For the Quarter Ended June 30, 2019

SAN MATEO COUNTY TRANS DIST RESERVE

Portfolio Compliance

### Sector Allocation and Compliance

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

Security Type	Market Value as of June 30, 2019	% of Portfolio	Permitted by Policy	In Compliance
U.S. Treasury	\$36,089,130	22.7%	100%	✓
Federal Agency/GSE	\$7,472,943	4.7%	100%	✓
Federal Agency/CMO	\$2,620,505	1.6%	20%	✓
Corporate Notes	\$23,405,789	14.7%	30%	✓
Negotiable CDs	\$6,054,863	3.8%	10%	✓
Asset-Backed Securities	\$9,428,886	5.9%	30%	✓
Commercial Paper	\$5,452,766	3.4%	15%	✓
<b>Securities Sub-Total</b>	<b>\$90,524,882</b>	<b>57.0%</b>		
Accrued Interest	\$355,769			
<b>Securities Total</b>	<b>\$90,880,651</b>			
LAIF	\$64,896,285	40.9%	\$65 million	✓
Money Market Fund	\$3,411,286	2.1%	10%	✓
<b>Total Investments</b>	<b>\$159,188,222</b>	<b>100.0%</b>		

*As of 6/30/2019. Detail may not add to total due to rounding. Current investment policy as of September 2017.*

For the Quarter Ended June 30, 2019

SAN MATEO COUNTY TRANS DIST PARATRANSIT

Portfolio Compliance

### Sector Allocation and Compliance

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

Security Type	Market Value as of June, 2019	% of Portfolio	Permitted by Policy	In Compliance
U.S. Treasury	\$10,679,321	40.2%	100%	✓
Federal Agency/GSE	\$1,909,267	7.2%	100%	✓
Federal Agency/CMO	\$730,670	2.7%	20%	✓
Corporate Notes	\$6,527,651	24.6%	30%	✓
Negotiable CDs	\$1,690,405	6.4%	10%	✓
Asset-Backed Securities	\$2,651,652	10.0%	30%	✓
Commercial Paper	\$1,388,764	5.2%	15%	✓
<b>Securities Sub-Total</b>	<b>\$25,577,729</b>	<b>96.3%</b>		
Accrued Interest	\$102,626			
<b>Securities Total</b>	<b>\$25,680,356</b>			
Money Market Fund	\$994,637	3.7%	10%	✓
<b>Total Investments</b>	<b>\$26,674,993</b>	<b>100.0%</b>		

*As of 6/30/2019. Detail may not add to total due to rounding. Current investment policy as of September 2017.*

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Derek Hansel  
Chief Financial Officer

SUBJECT: **CONTRACTS ISSUED BETWEEN \$100,000 AND \$200,000 QUARTERLY REPORT**

**ACTION**

Staff requests that the Board of Directors (Board) receive and file the Contracts Issued Between \$100,000 and \$200,000 Quarterly Report.

**SIGNIFICANCE**

The report provides a quarterly update on contracts issued by the San Mateo County Transit District (District) in an amount greater than \$100,000 and up to \$200,000 pursuant to authority delegated by the Board to the General Manager/CEO or his designee. This delegation of authority applies to competitive agreements and purchase orders, and other contracts executed as exceptions to the competitive process. From January 1 to March 31, 2019, no contracts with amounts between \$100,000 and \$200,000 were approved.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

On March 1, 2017, per Resolution No. 2017-14, the District updated its Procurement Policy (Policy) to reflect changes in State law enacted through Assembly Bill 2030. One of the revisions provides the District with the authority to utilize an informal procurement method obtaining, when practical, a minimum of three quotations, for the purchase of equipment, supplies or materials when the expenditure is between \$5,000 and \$150,000. The previous threshold was limited to expenditures between \$2,500 and \$100,000. As a result of this change, the Board requested that staff prepare a report on a quarterly basis, to show what procurement contracts have been executed between the previous threshold of \$100,000 and the new threshold of \$150,000.

On July 11, 2018, per Resolution No. 2018-30, the District updated the Policy to incorporate higher dollar thresholds for public works contracts as a result of opting into the Uniform Public Construction Cost Accounting Act (Act). The Act raised the public works contract dollar threshold for Board approval from \$10,000 to \$175,000. Subsequently, per Board Resolution 2019-10, the Policy was further amended to update increased dollar thresholds for public works solicitations pursuant to changes in the Act as codified at Public Contract Code Section 22000 et seq. Contracts issued up to \$200,000 as a result of public works solicitations are included in the report.



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
AUGUST 7, 2019

Date: July 31, 2019
To: SamTrans Board of Directors
From: Jim Hartnett, General Manager/CEO
Subject: General Manager/CEO Report

Year-end Summary FY 2019

Paratransit Service/Ridership

During FY 2019, Paratransit services provided a total of 339,240 trips; this represents a decrease of 15,440 trips or 4.4 percent from the total trips provided in FY 2018. There were 487,672 free Paratransit trips on fixed-route buses in FY 2019, compared to FY 2018, there were 24,146 fewer free trips or a decrease of 4.7 percent in the total number of paratransit free trips on fixed route service.

Table with 3 columns: Metric, FY 2018, FY 2019. Rows include On-time Performance goal (90.0%), Redi-Wheels (90.4% vs 91.0%), RediCoast (97.3% vs 97.1%), Complaints per 1,000 trips (Redi-Wheels: 0.70 vs 0.64, RediCoast: 0.62 vs 0.42), Ridership (Paratransit AWR: 1,200 vs 1,160; Total Trips: 354,680 vs 339,240; Free Trips: 511,818 vs 487,672; Registrants: 8,302 vs 8,013).

SamTrans Digital Communications (Social & Web)

Table with 3 columns: Metric, FY 2018, FY 2019. Rows include Impressions (5,234,760 vs 7,565,202), Interactions (339,616 vs 433,258), New Followers (1,743 vs 2,064), Website Sessions (1,774,814 vs 1,773,499).

Fixed-route Bus Service/Ridership

During FY 2019, fixed-route bus service provided 10,670,860 trips, 462,580 fewer trips or a decrease of 4.2 percent compared to FY 2018. In FY 2019, there were 646 schedules that did not operate (DNO); conversely, this represents a 17.5 percent improvement when compared to 783 DNOs attained in FY 2018. OTP for the fiscal year was 79.1 percent, down 0.6 percent from the previous year (79.7 percent) and remains below the District goal of 85.0 percent OTP.

<b>Ridership</b>	<u><b>FY 2018</b></u>	<u><b>FY 2019</b></u>
• AWR	36,470	35,150
• Total Trips	11,133,440	10,670,860

**On-time Performance goal is 85%:**

• Directly operated service	81.3%	81.7%
• Contracted bus service	74.9%	71.7%
• Coastside service	79.1%	76.5%
• Combined service	79.7%	79.1%

Trips that Did Not Operate (DNO)	783	646
Complaints per million trips	175	179

**SamTrans Service Plan (SSP) 2014**

The SamTrans Service Plan (SSP) was a component of the SamTrans Strategic Plan adopted in 2009, which called for the development of a Comprehensive Operations Analysis (COA). The COA was initiated in 2011 as the SSP. The public outreach generated 1,750 comments through five Community Meetings, two Citizen Advisory Committee meetings, and a Board of Director's Public Hearing. By January 2014, the adopted SSP recommendations had been implemented. The results of the SSP were identified as a ridership increase of 3.0 percent in FY 2014 and 2.9 percent in FY 2015; at same time, national ridership decreased 0.7 and 1.6 percent, respectively. By 2016, the District could not sustain ridership growth as ridership decline emulated the national trend of decline.

**Service Changes, Runbook 130 (August 18, 2019)**

- Initiation of express bus service between Foster City and San Francisco (FCX). South Base will use seven buses to provide the express service. There will be five trips in the morning from Foster City to San Francisco and six trips in the evening from San Francisco to Foster City. There will be five trips in the morning from San Francisco to Foster and five in the evening from Foster City to San Francisco.
- Routes 292, 397 and 398 will be extended in San Francisco to north of Market Street and to the Ferry Building.
- School community service will commence Monday, August 19. Some schools may open August 15 or 16 for orientation; however, SamTrans will not be providing specialized services for the few school orientation days. School administrators will be reminded that full school community bus service commences on Monday, August 19, 2019.

**SamTrans Transportation Services**

July 10: SamTrans displayed the new Proterra Battery Electric Bus and the New Flyer 60-ft Articulated Bus at the July SamTrans Board meeting.



**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).

	<b>FY 2018</b>			<b>FY 2019</b>		
	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>
Motor Bus	5,875,691	227	25,884	6,198,474	222	27,921
Paratransit	1,600,614	35	45,732	1,432,732	31	46,217

**Human Capital Investment**

	<b>FY 2018</b>		<b>FY 2019</b>	
	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>
New Bus Operator Trainees	11,270	1,409	24,200	3,025
Part to Full-time Bus Operator	1,832	229	372	47
New Bus Fleet Orientation	0	0	370	46
New Bus Route Training	106	13	0	0
DMV mandated training	1,744	218	2,492	312
Bus Operator retraining	1,003	125	1,485	185
Maintenance training	7,577	947	7,363	920
First Aid, CPR/AED, other	0	0	244	30
Professional Development	688	86	412	52
Total Hours	24,220	3,027	36,938	4,617

**Miles App Reward Program (Pilot)**

SamTrans and Caltrain have partnered with Miles to offer riders unique rewards for riding SamTrans or Caltrain. Miles is a rewards platform and mobile application that was soft-launched in July 2018. Available on iOS and Android, Miles allows anyone with a smartphone to earn miles as they travel. More than 125 brands offer exclusive rewards through the platform such as Amazon and Starbucks. Other rewards include tickets to local events and special offers from local retailers and merchants.

**SamTrans / TryTransit for Community College**

SamTrans will distribute passes providing unlimited rides on all SamTrans routes for San Mateo County Community College District students for a limited time, August 14<sup>th</sup> thru August 31<sup>st</sup>. Staff will be on site at three community college campuses for the first three days of school. Students interested in getting a TryTransit pass can visit the SamTrans information table at their campus.

The SamTrans free of charge TryTransit bus pass allows SamTrans to collect data to better understand travel trends of community college students within the SamTrans service area. Findings from the TryTransit pass will be analyzed to improve community college campuses transportation as part of *Reimagine SamTrans*.

# Clipper Program Update

SamTrans Board Meeting

August 7, 2019

# Agenda

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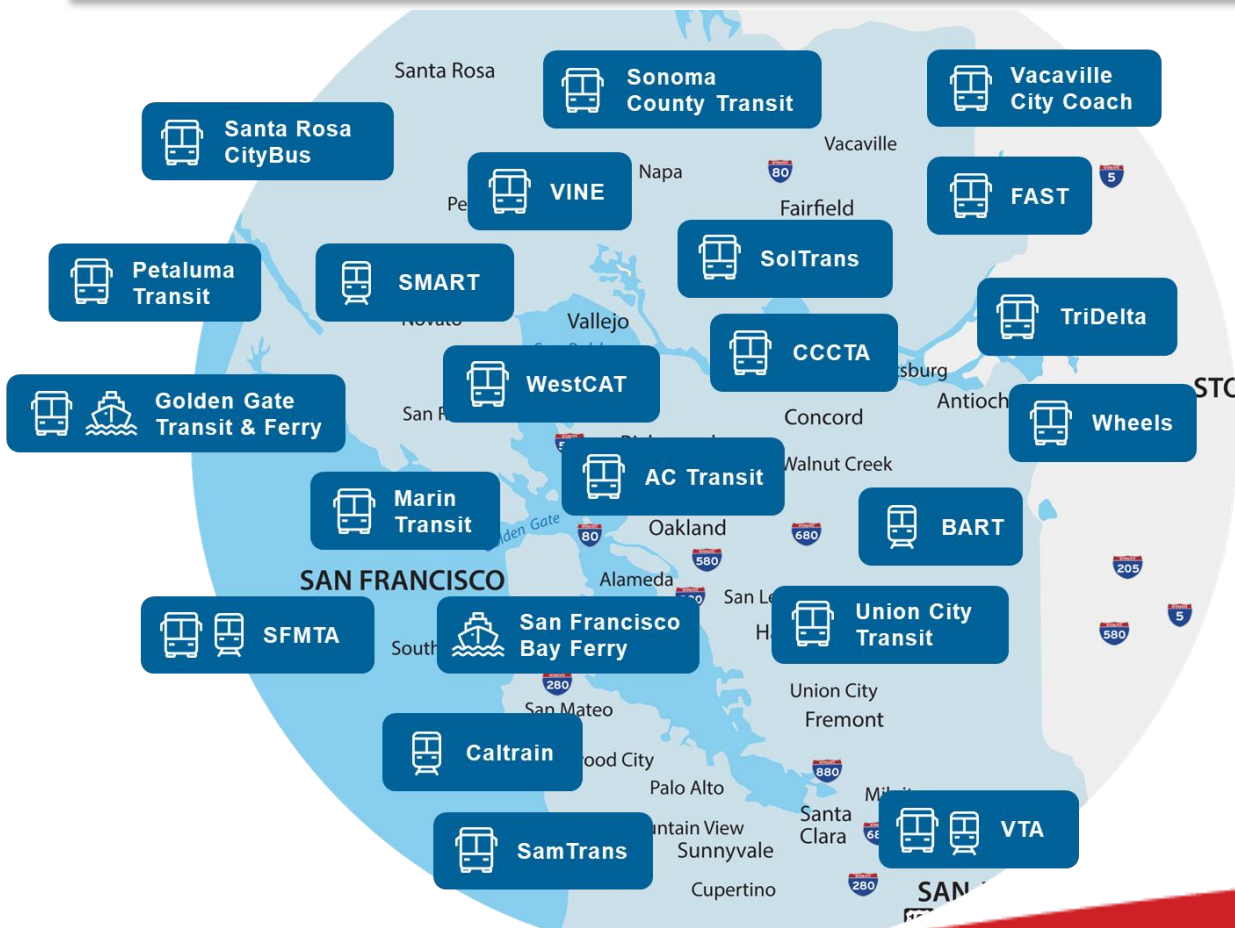
1. Background
2. SamTrans Clipper Users
3. Current System
4. Next Generation





# BACKGROUND

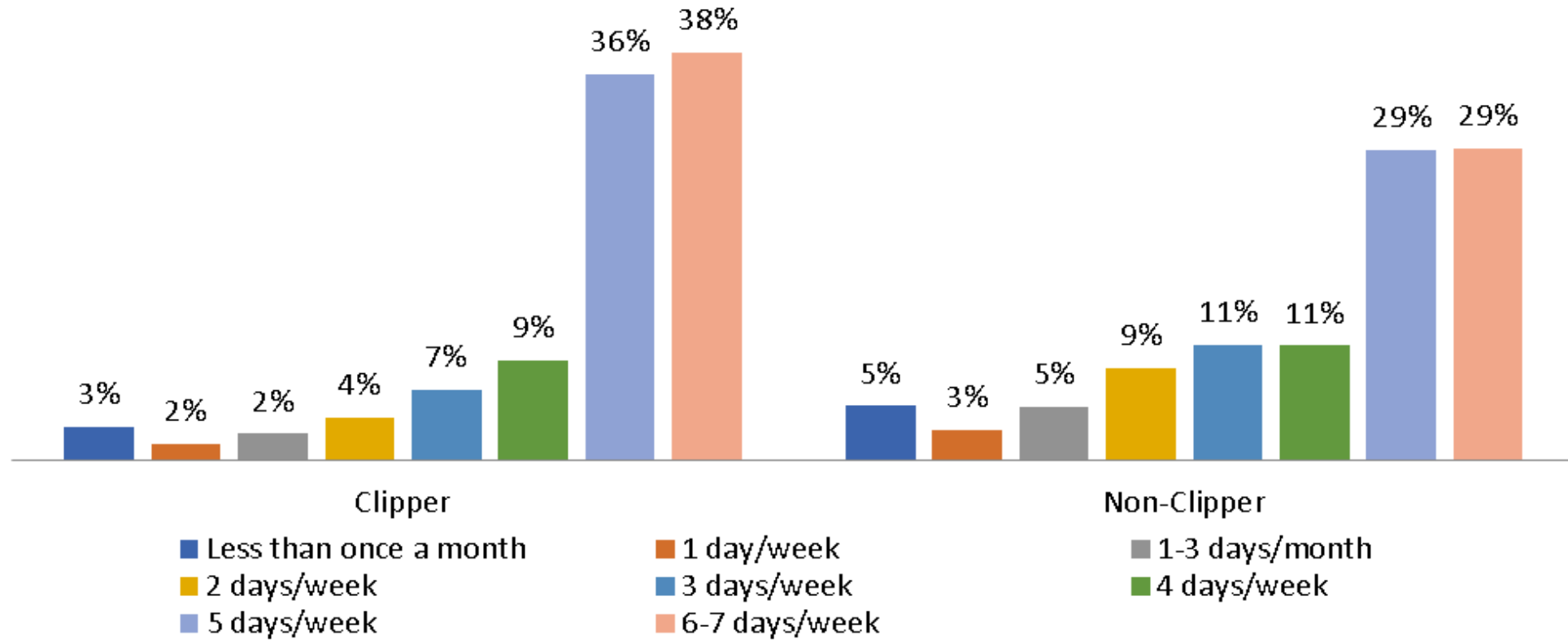
# Clipper Program



- 22 Transit Operators
- \$55M Monthly Transit Operator Revenue
- 23M Monthly Fare Payments
- 15,000 pieces of equipment
- 825,000 daily weekday transactions
- 97% customer satisfaction rating

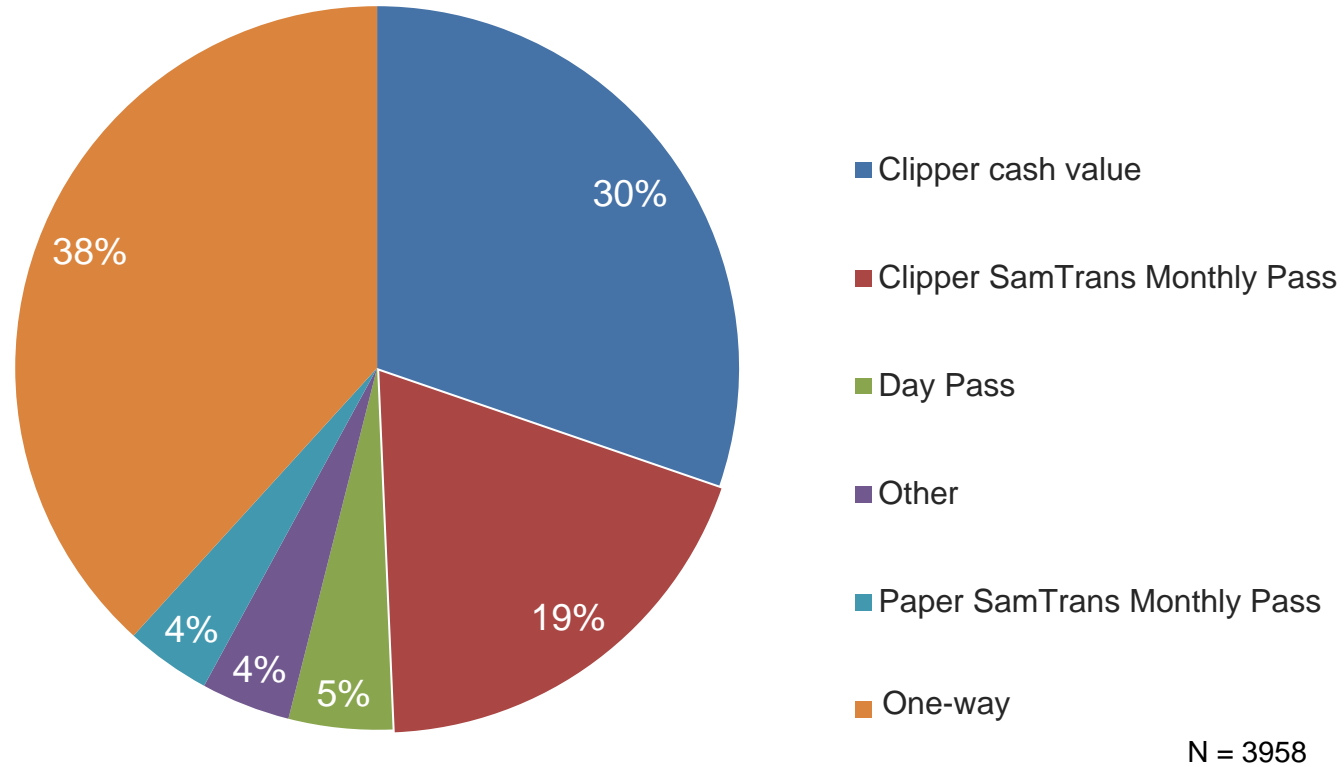
# SAMTRANS CLIPPER USERS

# Ridership Frequency



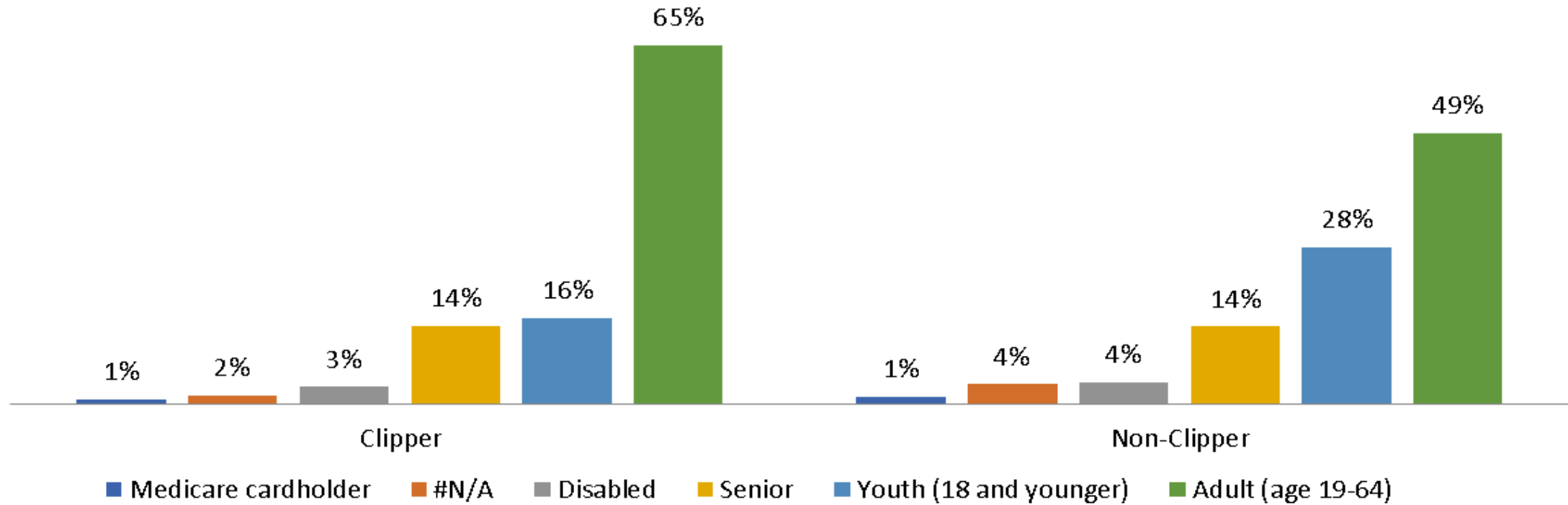
Source: 2018 Customer Triennial Survey

# Fare Type



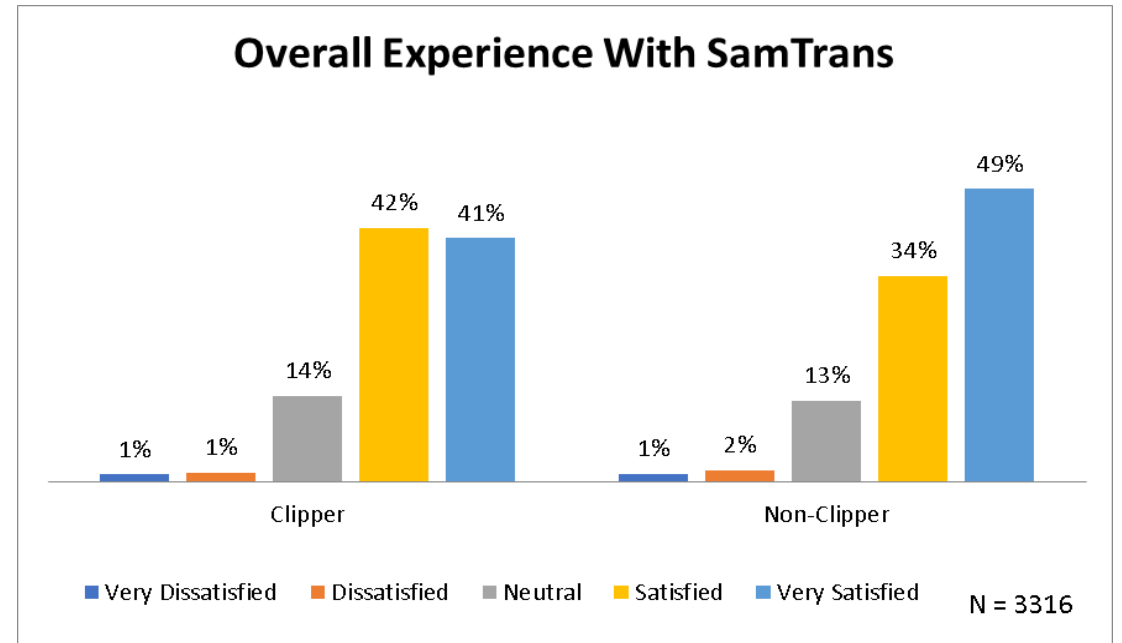
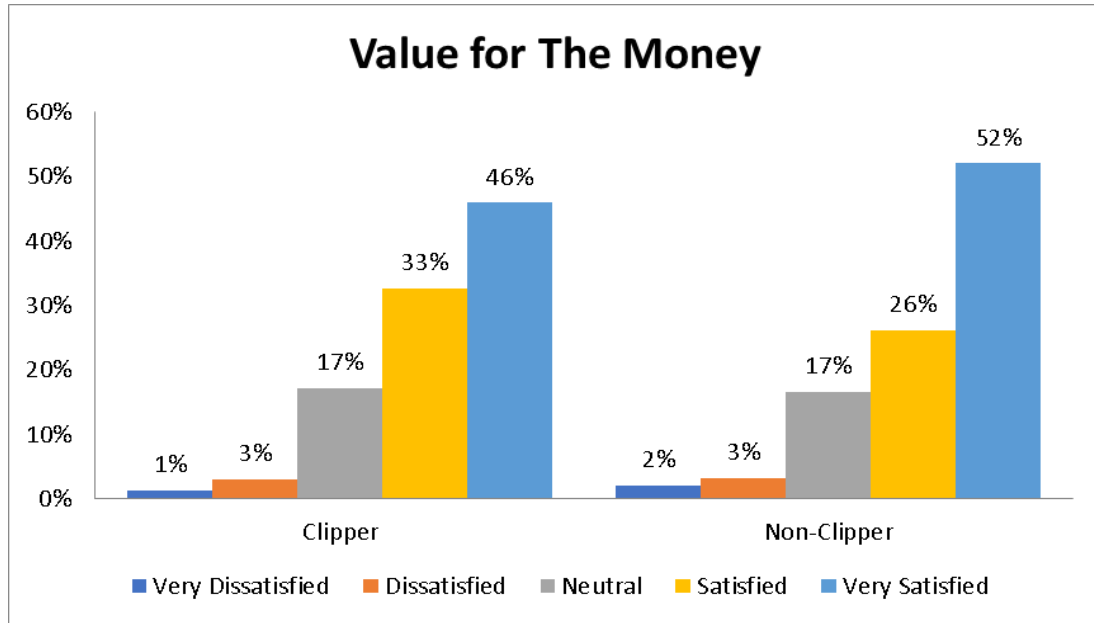
Source: 2018 Customer Triennial Survey

# Fare Category



Source: 2018 Customer Triennial Survey

# Satisfaction



Source: 2018 Customer Triennial Survey

# CURRENT SYSTEM



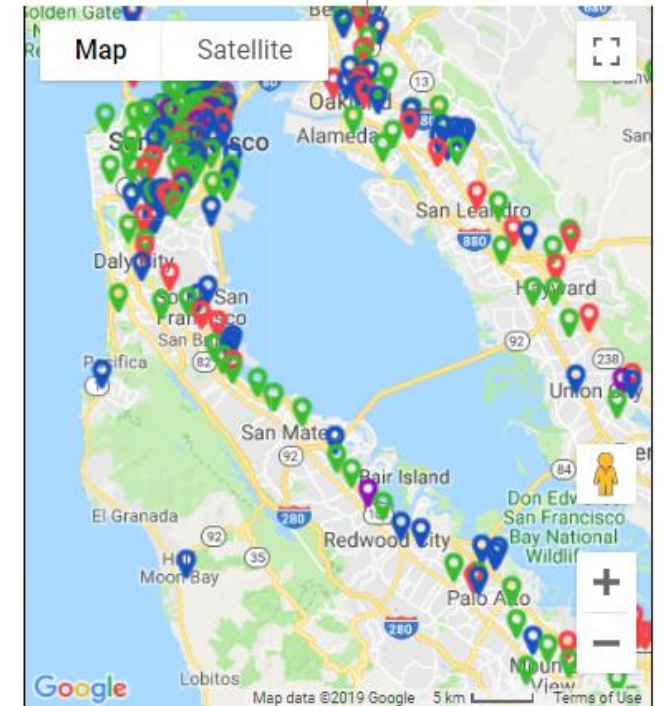
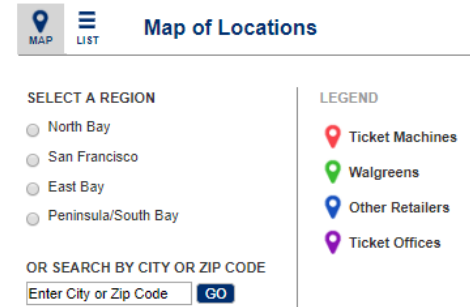
# SamTrans Products on Clipper

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- Cash Value for One-way ride
  - Adult
  - Eligible Discount
  - Youth
- Local Monthly Pass
  - Adult
  - Eligible Discount
  - Youth
- Out of San Francisco Monthly Pass
  - Adult

# Ways to Purchase

- In-person at retail locations
- Via Clipper Customer Service
- Online
- Set up Autoload



Source: [www.clippercard.com](http://www.clippercard.com)

# Challenges under the Current System

---

- Card-based system limitation
  - Transit product stored in the card
  - Time constraint in adding products
- Outdated technology
  - 20-year old system
  - Devices at the end of life
- Lack of flexibility
  - Lengthy process or incapable of changing the system configuration

# NEXT GENERATION

# Next Generation

---

- System Integrator Contract
  - Awarded to Cubic Transportation Services Inc. in September 2018
- Customer Service Center Contract
- Payment Gateway Contract
- Fare Media Contract

# System Integrator

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- Improvements under the current Clipper system
  - Faster loading at selected devices
  - Mobile app
  - New devices
- Account-based system
  - Real-time transaction
  - Integration with other transportation providers

# Mobile App – Late 2020



## ...TO SUPPLEMENT A PHYSICAL CARD

- ▶ Create web account/register a card
- ▶ Add value/passes in the same timeframe as on website
- ▶ View card balance based on recent transactions received
- ▶ Block card by end of day
- ▶ Manage account information/payment options
- ▶ Add value to card with ApplePay, GooglePay, etc.



## ...AS A VIRTUAL CARD (STORED ON PHONE)

- ▶ Create a new account
- ▶ Add value/passes immediately
- ▶ View current balance, pass status and transaction history
- ▶ Block card immediately
- ▶ Manage account information/payment options
- ▶ Add value to account with ApplePay, GooglePay, etc.
- ▶ Transfer virtual card between devices



## TRANSFER FROM PHYSICAL CARD TO VIRTUAL CARD:

- ▶ Card balance and passes transfer to virtual card
- ▶ Existing log-in

# New Devices



Bus Card  
Readers &  
Driver Units

~3500



Clipper Rail  
Card  
Readers

~1500



Rail  
Stand-Alone  
Card Readers

~350



Customer  
Service  
Terminal

~60



Self  
Service  
Terminals

~25

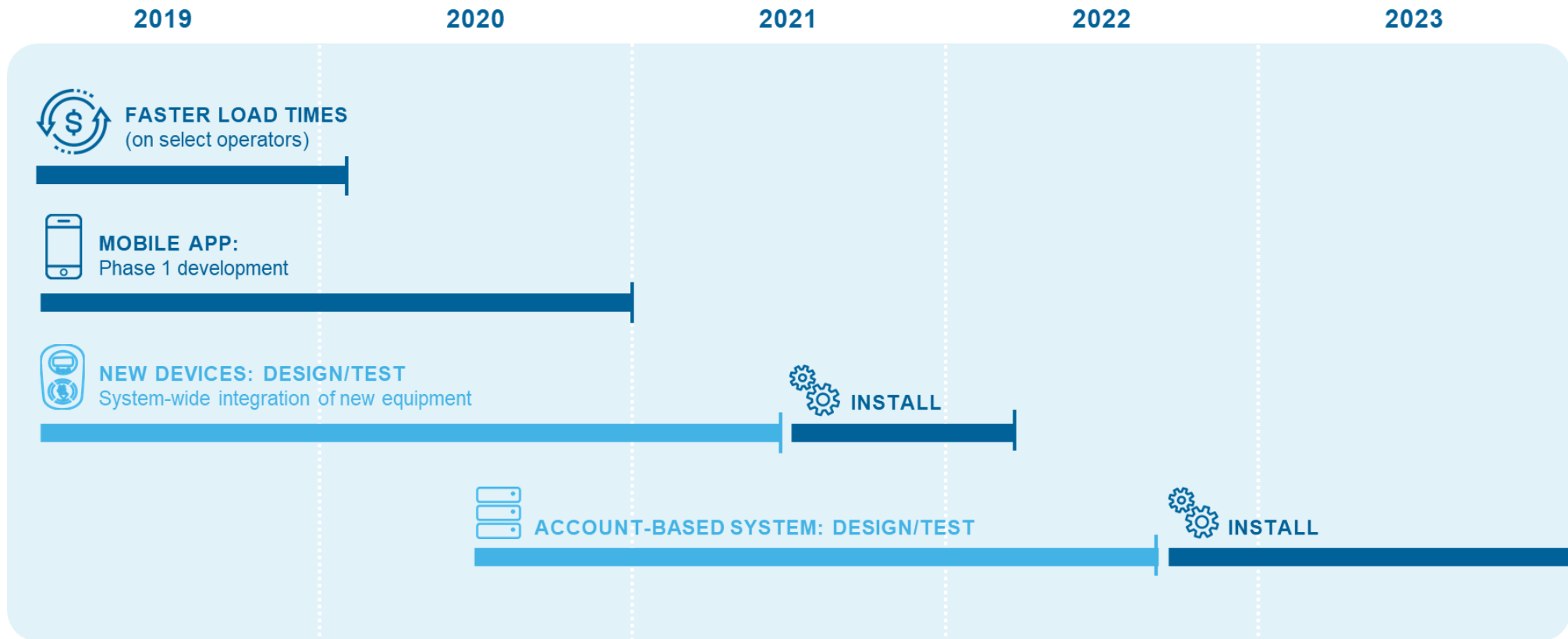


Handheld  
Retail &  
Inspection

~1000



# Timeline



**QUESTIONS?**



## 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, AUGUST 7, 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 July 10, 2019

### INFORMATIONAL

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Mobility Management Report: Express Bus Service - Foster City to San Francisco
7. Multimodal Ridership Report – June 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  
JULY 10, 2019**

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

Committee Members Absent: M. Fraser

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

Other Board Members Absent: 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 Rose Guilbault called the meeting to order at 2:55 pm.

## **APPROVAL OF MINUTES OF COMMITTEE MEETING OF JUNE 5, 2019**

Motion/Second: Stone/Collins

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

Absent: Fraser, Groom

## **APPOINTMENT OF SCOTT JOHNSTON TO THE CITIZENS ADVISORY COMMITTEE**

Committee Chair Guilbault recommended on behalf of the CAC Nominating Committee the appointment of Scott Johnston for a partial one-year term ending April 2020.

Motion/Second: Guilbault/Stone

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

Absent: Fraser, Groom

## **ACCESSIBILITY UPDATE**

Tina Dubost, Manager, Accessible Transit Services, gave an update on recent activities.

Acting Chair Karyl Matsumoto asked about the application process for the Redi-Wheels service on behalf of a local resident. Ms. Dubost said that she would send a ticket order form to the potential applicant.

## **PARATRANSIT COORDINATING COUNCIL UPDATE**

Ben McMullan, PCC Chair, noted various events, including recent outreach efforts to increase membership.

## **CITIZENS ADVISORY COMMITTEE UPDATE**

Committee Chair Guilbault noted that the report was in the packet.

## **MOBILITY MANAGEMENT REPORT: BUS SERVICING AND MAINTENANCE**

David Olmeda, Chief Operating Officer/ Bus, discussed the acceptance process for newly procured buses, which included inspection, insurance, and asset management. He said that vehicles are made available in batches of five to ten. He said that the service program is based on the OEM (original equipment manufacturer). He said that customized vehicle inspection forms are adjusted to the age of the vehicle.

Director Peter Ratto asked if buses have an initial burn-in period. Mr. Olmeda said they did not and that burn-in happens during training of new operators. Director Ratto said that he was pleased with the MBSC (miles between service calls) numbers. Mr. Olmeda noted that the current 2019 national MBSC is lower than the District's 2001 MBSC goal of 9,500.

Director Dave Pine asked about ticket vending machine (TVM) reliability. Mr. Olmeda outlined the TVM preventive maintenance program.

Director Josh Powell said that SamTrans has a world-class maintenance organization.

Director Ratto asked if SamTrans maintains the Clipper card readers. Mr. Olmeda said that SamTrans removes devices and sends them to the vendor for repair or replacement, but does not do actual repairs.

## **MULTIMODAL RIDERSHIP REPORT – MAY 2019**

Mr. Olmeda reported on the monthly statistics.

Committee Member Ron Collins asked about figures on Table C – Bus Riders by Fare Category.

Director Powell noted the decrease in ridership on the ECR local route versus the ECR Rapid. Mr. Olmeda said that his group will study the reasons behind the decrease in depth and provide data in the near future.

Acting Chair Matsumoto asked about on-time performance on the ECR Rapid. Mr. Olmeda noted that eight stops have been added, which he said adds a small amount of travel time but increases service overall.

## **ADJOURN**

The meeting adjourned at 3:37 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).

Minutes from the June PAL and PCC meetings 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 PCC**  
**Policy-Advocacy-Legislative (PAL) Committee**  
Meeting Minutes  
June 11, 2019

**WELCOME**

Chair Mike Levinson called the meeting to order at 11:35am. Everyone introduced themselves.

**APRIL PAL MINUTES**

Tina Dubost noted a correction to the minutes. The fifth bullet on page 5 should read:

- Adding microtransit - "SamTrans on Demand" and an on-demand taxi voucher system which will be tried in San Carlos, Redwood City, and North Fair Oaks.

Dinae Cruise moved to approve the corrected minutes from the April 9, 2019 meeting; Sammi Riley seconded. The minutes were approved.

**LEGISLATIVE UPDATE**

Mike Levinson noted that many bills were moving through the legislature and Sandra Lang asked if and how the PCC should identify and track bills that the Committee might want to advocate for. Richard Weiner advised that Jessica Epstein, Government and Community Affairs Officer with the San Mateo County Transit District, tracks and reports on these. The PAL committee can then decide on any action. In addition, Richard advises on any ADA-related matters and gives a quarterly ADA update to the full PCC.

**LOCAL ADVOCACY**

No issues were raised.

**POLICY ISSUES**

Mike Levinson mentioned that missed or forgotten ride payments can be paid at the ticket window at SamTrans. Tina reported that failure to-pay fares is an issue. SamTrans is streamlining the process and working with drivers to remind riders and collect all fares. While the vast majority of customers do pay, they definitely don't want people to think payment is optional.

Tina distributed the following report on Paratransit Eligibility – Time to Become Certified

	Standard	Jan-19	Feb-19	Mar-19	Apr-19	May-19
Days to make appointment	N/A	11	11	9	10	7
Days from interview to letter	21	8	7	6	7	6

Sammi asked how many new riders apply each month. Tina reported later at the PCC meeting that there were 105 new applicants per month so far this year.

Scott asked if a new rider can make a reservation as soon as they receive their eligibility letter. Tina responded that they can as they are already in the system. Sammi added that new riders receive lots of information on the service when they become eligible.

**OTHER BUSINESS:**

Tina reminded everyone to sign up for PG&E alerts at [www.PGE.com](http://www.PGE.com) and make plans in case of a power outage.

Tina reported that the next meeting of the Coastside Transportation Committee has changed to June 27th.

Mike advised that the next meeting of the PAL committee is on July 9th at 11:30am. There will be no meeting in August. The meeting adjourned at 12pm.



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

Minutes of June 11th, 2019 Meeting

**ATTENDANCE:**

Members: Valerie Campos, Vista Center for the Blind; Susan Capeloto, Dept. of Rehabilitation; Dinae Cruise, Vice Chair; Tina Dubost, SamTrans; Judy Garcia, Consumer; Sandra Lang, Community Member; Mike Levinson, Consumer, PAL Chair; Sammi (Wilhelmina) Riley, Consumer; Marie Violet, Dignity Health  
(Member attendance = 9/15, Quorum = Yes)

Guests: Kathi Minden, Rosener House; Talib Salamin, Serra Taxi; David Scarbor, SamTrans; Lynn Spicer, First Transit/Redi-Wheels; Jane Stahl, PCC Staff; Patty Talbott, First Transit/Redi-Wheels; Richard Weiner, Nelson\Nygaard

**Absentees:**

Nancy Keegan, Sutter Health/Senior Focus; Patty Clement, Catholic Charities; Monica Colondres, Community Advocate; Alex Madrid, Education Chair, CID; Benjamin McMullan, Chair, CID; Scott McMullin, CoA

**WELCOME/INTRODUCTIONS:**

Vice Chair Dinae Cruise called the meeting to order at 1:35pm. Attendees introduced themselves.

**APPROVAL OF APRIL MINUTES:**

A motion to approve the May PCC minutes was made by Judy Garcia and seconded by Mike Levinson. The minutes were approved.

**NEW MEMBER NOMINATION**

Dinae requested approval of the nomination of Kathi Minden, Rosener House, for PCC membership. The nomination was approved unanimously.

**COMMITTEE REPORTS:**

**Policy/Advocacy/Legislative (PAL) – Mike Levinson, Chair**

At the committee meeting on June 11th, they received data from SamTrans on renewals and applications for Redi-Wheels and the length of time for a response. There was also discussion of fare payment and non-payment and steps being taken to improve efficiency of collecting fares. Next meeting is on July 9, 2019.

**Grant/Budget Review – Nancy Keegan, Chair**

Tina Dubost reviewed paratransit expenses and revenues for FY2020; these totaled \$19,665,385 with passenger fares making up 4.6% of that total. The budget is shown in Attachment A.

**Education – Alex Madrid, Chair**

Mike Levinson, Sammi Riley, Dinae Cruise, and Scott McMullin represented the PCC at a CID Emergency Preparedness event on June 5th in East Palo Alto. The PCC will have a

table at a similar CID event on June 26th in Menlo Park. There was no meeting in May. Next meeting is on July 5th, 2019.

### **Executive – Benjamin McMullan, Chair**

Richard Weiner reported that the committee had discussed the retreat and suggested changes for 2021. They received a copy of the 2019-21 Work Plan for review, discussed formation of a Membership Committee to attract more members, nomination deadline for PCC Chair and Vice Chair for 2019-20, a change in the bylaws, and an updated membership application. The Work Plan will be discussed at the next Executive Committee meeting on July 2 and again at the next PCC meeting on July 9.

### **PRESENTATION: Update on Transportation Authority's Strategic Plan and Mobility Action Plan**

Jessica Epstein from SamTrans' Government and Community Affairs provided an update on the US-101 Mobility Action Plan (MAP) which is developing policies to maximize infrastructure projects on the US-101 corridor. SamTrans' role is to enhance bus access and become the mobility manager for San Mateo County. Items being discussed include:

- Unpredictability of making trips on US-101
- Worsening congestion limiting access to jobs and other places.
- US-101 not moving as many people as it could.
- US-101 causing disproportionate public health burdens and mobility constraints for nearby communities
- Congestion, unpredictability and limited transit options present mobility challenges for all – but some groups are more vulnerable

Jessica also spoke about the 2020-24 *San Mateo County Transportation Authority (TA) Strategic Plan*. The TA administers sales tax revenues and develops funding priorities, which include a 5-year Strategic Plan. She reviewed Measure A projects and Measure W categories, how they compare, and gave an overview of the strategic plan's key elements.

In order to gather input from as many community members as possible, she encouraged everyone to take the Mobility Action Plan Survey at [www.smcta.com/Survey](http://www.smcta.com/Survey) and/or attend one of the six in person opportunities taking place in the county. A draft of the strategic plan is planned for Fall 2019.

### **STRATEGIC ACTION GROUP**

Sandra Lang reported that the SAG is currently working on understanding the data to better suggest and develop criteria for evaluating proposals for spending in the five program categories: Public Transportation Systems; Highway Congestion Relief; Grade Separations; Bicycle and Pedestrian; Regional Transit. This is critical to make sure that the criteria align with what the constituents want. The plan will be adopted in November.

Sandra urged PCC members to provide her with input on transit solutions that would best serve seniors and people with disabilities. Mike Levinson requested that accessibility be incorporated into all forms of communication on projects.

### **OPERATIONAL REPORTS**

Tina Dubost responded to a question regarding the number of new applicants for paratransit. During the last calendar year, there was an average of 177 new applicants per month. This calendar year there is an average of 105 applicants per month.

She reminded the group that PG&E may be shutting down power when there is a danger of fire. She encouraged everyone to sign up for alerts and to be prepared. Sammi suggested that members attend one of the CID Emergency Preparedness events for more information on being ready for any emergency.

### **PERFORMANCE SUMMARY**

Ridership is down from 26,653 in April 2018 to 26,138 in April 2019, which is a 1.9% decrease. Average weekday ridership is also down about 7%. Taxi usage was 38% of total trips. On time performance was 91.7%. Productivity remained high at 1.93 passengers per hour.

### **COMMENT STATISTICS REPORT**

There was a slight increase in comments; 29 service related and 25 compliments. The overall response time was 8 days. They received 11 comment cards and 44 other consumer reports.

### **SAFETY REPORT**

In May there were 11 minor incidents, 4 of which were preventable. None were related to taxis.

### **LIAISON REPORTS**

#### **Agency – Nancy Keegan**

No report.

#### **ERC – Mike Levinson**

No meetings are scheduled. At the meeting in May, they were brainstorming about IVR projects.

#### **Commission on Disabilities (CoD) – Ben McMullan**

No report.

#### **Center for Independence (CID) – Ben McMullan/Alex Madrid**

Mike mentioned that there was another Emergency Preparedness event on June 26th in Menlo Park, at 9:30-11:30am. He also reported that CID had received a grant to help people learn about CalFresh. Ben McMullan will be presenting at the County Emergency Preparedness Day on Saturday, September 21st. This event is being organized by Supervisor Groom's office.

## **Commission on Aging (COA) – Scott McMullin**

No report.

## **Coastside Transportation Committee (CTC) – Tina Dubost**

The next meeting is on June 27th at Senior Coastsiders. Jane reported that Senior Coastsiders was selected as Nonprofit of the Year for the 13th State Senate District. Tina reported that the new Director is Sandra Winter.

## **UPDATE ON ADA PARATRANSIT REGULATIONS AND PEER PROGRAMS**

In his quarterly update, Richard Weiner reported the following:

- SEPTA in Philadelphia have taken significant steps to improve on-time performance which was at 83% (much lower than the 90% goal that they share with Redi-Wheels).
- In San Francisco, a rider had been suspended from using cable cars for 5 years for repeated service disruptions with their service animal. The ruling defined ADA rules for service animals. Although local transit districts can accommodate pets and comfort animals, it remains a local decision.
- In Jacksonville a ruling confirmed that accommodations need to be made for people who are deaf and blind. They need to be able to communicate by email, receive advance notice of vehicle arrival by text, and the agency needs to provide enhanced training to personnel, and provide customers with the ability to communicate with drivers en route.
- In Las Vegas, paratransit riders can now request trips by appointment time, not just a pickup time.
- At the RTC (Las Vegas' transit system), FTA said that riders with power wheelchairs must be eligible for paratransit, but there was ambiguity whether this should grant at least automatic conditional eligibility or not, recognizing that no transit operating environment is fully accessible due to path of travel issues.
- A report was submitted on paratransit for dialysis patients and noted the need for a higher level of service than required by the ADA paratransit regulations.

## **NOMINATIONS FOR PCC CHAIR AND VICE CHAIR**

Valerie Campos announced that Ben McMullan and Dinae Cruise were willing to continue as Chair and Vice Chair respectively for 2019-20. Mike Levinson moved to re-elect Ben and Dinae; Sammi seconded; all approved.

Next meeting is on Tuesday, July 9th at 1:30pm.

Meeting adjourned at 3:08pm.

## SamTrans Citizens Advisory Committee Update

### June 26, 2019 Meeting

Said El-Khatib, Superintendent, Bus Transportation, gave a presentation on upcoming express bus projects, focusing on the Foster City Express (FCX) route. He explained that the new route would be bidirectional, picking up passengers in Foster City headed for San Francisco and also passengers in San Francisco headed for Foster City. He noted that in its prior incarnation, the Foster City express bus only picked up passengers going towards San Francisco. Mr. El-Khatib said that the fare in 2009 when the service was cut was \$4.00. He said that beginning on January 1, 2020 after an initial free two-week period, the fare will be \$4.00 inbound and \$4.00 outbound. He said the buses will be equipped with WiFi and the route may include articulated buses if the demand arises.

Margo Ross, Director of Bus Transportation, quoted fares by category from a recent internal communication. She noted the average weekday ridership and noted that on-time performance is up from the previous year. She also provided an update on the on-demand service in Pacifica.

During the CAC member comments/requests session, various members provided valuable input and comments and had questions and concerns regarding: reporting of performance statistics, bus transfer protocols, positive experiences with bus operators, availability of timetables on buses, new fareboxes, and bringing bikes onboard buses.

Nancy Lacsamana said that she attended the community meeting in Half Moon Bay and that Michelle Lewis attended the community meeting at SamTrans. She said that people loved the new bus transfers and asked about cash cards. She said that she encouraged people to complete the survey. She added her thought that Half Moon Bay would likely benefit from having an express bus on the Coastsides.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: David Olmeda  
Chief Officer Operations, Bus

SUBJECT: **MOBILITY MANAGEMENT REPORT: EXPRESS BUS SERVICE - FOSTER CITY TO  
SAN FRANCISCO**

**ACTION**

No action is required; this is an informational update.

**SIGNIFICANCE**

On December 5, 2018, the Board of Directors approved the US-101 Express Bus Feasibility Study. The express bus study evaluated and prioritized routes in San Mateo County that provided the highest potential for bi-directional community/employment transportation pairings. The study recommended a phased implementation of six new express routes. SamTrans staff has begun implementation of phase I, which includes route 3 and 6.

Route 3 is scheduled to commence on August 19, 2019 as the Foster City Express (FCX); it is a pilot service that operates bi-directionally between Foster City and San Francisco. FCX will run for 3.5 hours during the morning and evening commute with 30 minute headways. Route 6 is scheduled to commence service in January and it will provide transportation services between Palo Alto and the east side of San Francisco.

**BUDGET IMPACT**

There is no additional budget impact associated with this new service, express bus services is accounted for in the FY 2020 budget.

**BACKGROUND**

The purpose of the US-101 Express Bus Feasibility Study was to review direct, fast, frequent, and reliable transportation services for long distance commuters traveling within and between San Francisco, San Mateo and Santa Clara Counties. The study was conducted between April 2017 and November 2018. The Study examined the financial and operational feasibility of a network of long-distance express buses, many operating on US-101 high-occupancy lanes through the San Mateo County. The results of the Study identified six routes for long-haul express bus services within the San Mateo County and San Francisco.

## **STRATEGIC INITIATIVE**

Overall, *Express Bus* implementation 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:** Become a More Effective Organization  
**Goal 1:** Improve organizational performance  
**Goal 2:** Manage workforce change

Prepared by: Margo Ross, Director, Bus Transportation

650-508-6414

# Express Bus Service Foster City <=> San Francisco

Start Date: August 19, 2019



# Express Bus Study

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- The purpose of the study was to identify direct, fast, frequent and reliable transportation services for long distance commuters traveling within and between San Francisco, San Mateo and Santa Clara Counties.
- The express bus study evaluated and prioritized routes in San Mateo County with a focus on work/employment pairings.
- The express bus study was adopted by the SamTrans Board of Director in December of 2018 and six express routes were approved.

# Change in Methods of Travel and Travel Patterns

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- The study concluded population increased 8% and employment increased 14% along the US 101 corridor
- Significant increase of parking cost in San Francisco
- The expansion of private (bus) shuttles
- Increased usage of Uber/Lyft for first and last mile connections and as a substitute for public transportation

# Six Routes Approved

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- Phase 1: August 2019 and January 2020
  - August 2019 service between Foster City and downtown San Francisco
  - January 2020 service between Palo Alto and Western San Francisco
- Phase 2: In conjunction with US-101 Managed Lanes (2022-2023)
  - Limited stop service between San Bruno BART and East Palo Alto
  - Service between San Mateo and downtown San Francisco via 92/101
- Phase 3: Further growth (TBD)
  - Service between San Mateo and Western San Francisco
  - Service between Burlingame and downtown San Francisco

# FCX - Foster City between Downtown San Francisco

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- FCX service starts Monday, August 19, 2019
- FCX operates bi-directionally for 3.5 hours during the AM and PM peaks with trips every 30 minutes
- Foster City to San Francisco AM Northbound (Pattern #1)
- San Francisco to Foster City AM Southbound (Pattern #3)
- Foster City to San Francisco PM Northbound (Pattern #4)
- San Francisco to Foster City PM Southbound (Pattern #2)

# Bi-directional Commute

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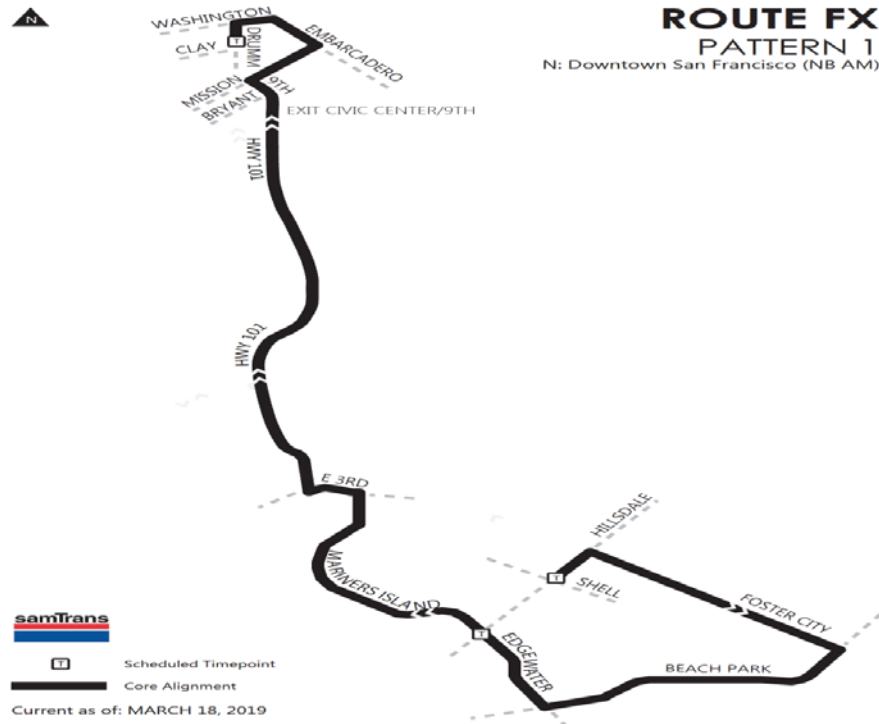
- The first bus from Foster City to San Francisco starts at 6:00a and the last am bus leaves Foster City 8:00a, travel time is approximately 68 minutes
- Return trip - the first bus from San Francisco to Foster starts at 3:35p and the last pm bus leaves San Francisco at 6:15p, travel time approximately 68 minutes

# Bi-directional Commute

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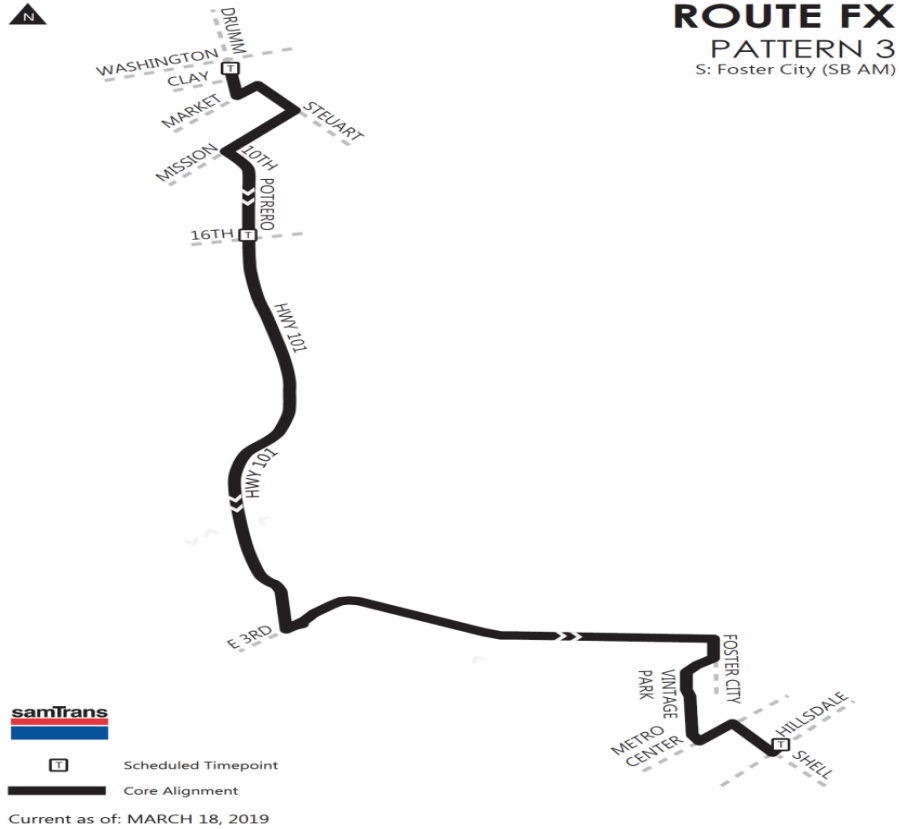
- The first bus from San Francisco to Foster City starts at 6:25a and the last am bus leaves San Francisco 8:25a, travel time is approximately 79 minutes.
- Return trip - the first bus from Foster City to San Francisco starts at 3:30p and the last pm bus leaves Foster City at 6:00p, travel time approximately 73 minutes.

# Pattern #1



Northbound AM: Serves employees living in Foster City and working in San Francisco

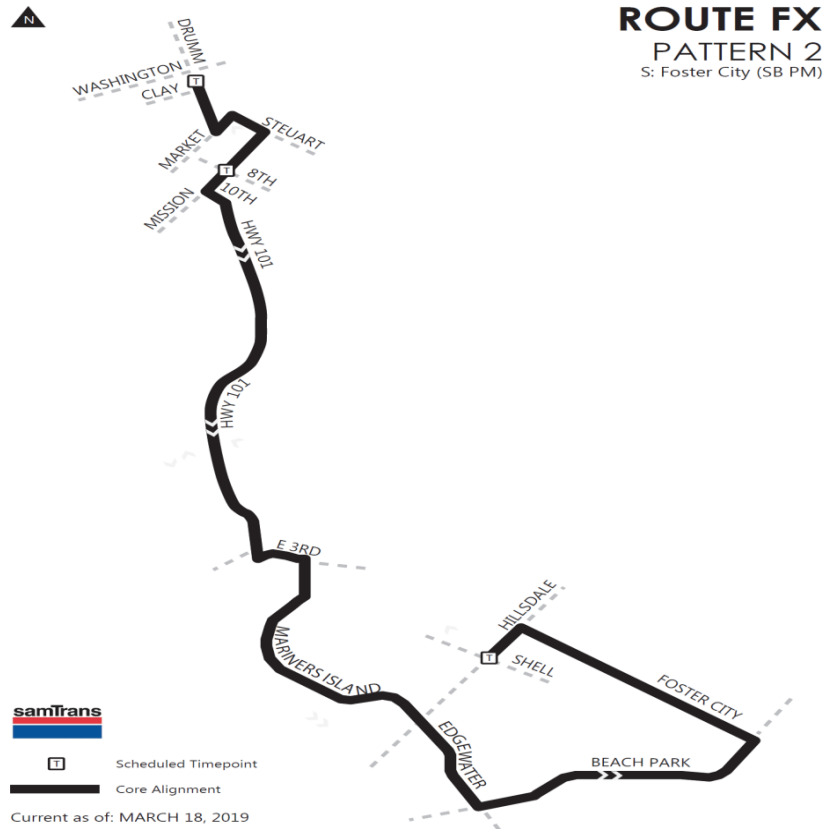
# Pattern #3



Southbound AM: Serves employees living in San Francisco and working in Foster City

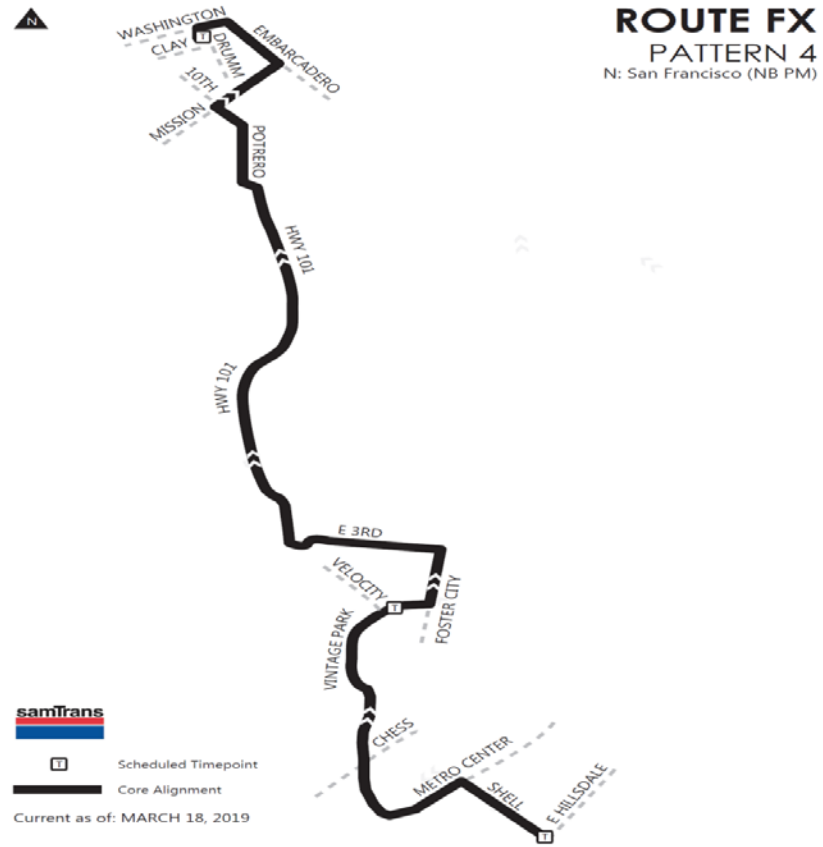


# Pattern #2



Northbound PM: Serves employees living in Foster City and working in San Francisco

# Pattern #4



Southbound PM: Serves employees living in San Francisco and working in Foster City

# FCX Commuter Express Branding



# FCX Promotion and Advertisement

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- Direct mailers and email blast to Foster City residents; promoting the service and Free fares the first 2 weeks of service
- Foster City Business Newsletter and e-newsletter
- Facebook, Nextdoor, Twitter and Instagram ads
- Online display ads targeting Foster City and San Francisco residence
- Google search/ad campaign
- FCTV (Foster City's cable channel) and Marquee (digital display board)
- Four print ads in the San Mateo Daily Journal
- Four shelter posters along routes in Foster City
- Partnership and coordination with Foster City employers

# FCX Express Bus Service

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- A free promotional fare will be offered for the first two weeks of service
- Proposed express bus fare is \$4.50 (cash/mobile app) and \$4 (Clipper) one way; monthly passes will also be offered
- The proposed new fare structure includes no out of San Francisco charge after Jan 1, 2020
- 600 series buses (2017 Gillig LowFloor) will serve the FCX

# FCX

## Questions/Comments

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: David Olmeda  
Chief Operating Officer, Bus

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

**ACTION**

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

**SIGNIFICANCE**

The average weekday ridership across all modes decreased by 0.7 percent in the month of June 2019 compared to June 2018. The performance of the specific modes is as follows: average weekday ridership for Bus (-1.3%), Paratransit (-3.3%), Shuttles (-1.3%), Caltrain (+0.2%), and BART (-1.5%).

The month of June 2019 had 20 weekdays, one less day compared to June 2018. Total ridership across all modes for the month of June declined 3.9 percent. The performance of the specific modes is as follows: monthly ridership for Bus (-3.2%), Paratransit (-6.6%), Shuttles (-6.3%), Caltrain (-3.3%), and BART (-4.6%).

*Fiscal Year 2019 Recapitulation*

In fiscal year 2019, SamTrans Motor Bus ridership declined 4.2 percent. The rate in ridership decline for FY2018 was 5.9 percent and 7.6 percent in FY2017. On-Time Performance for the 2019 fiscal year was 79.1 percent; it continues to reflect the effects of traffic congestion exhibiting a decline of 0.6 percent from the prior FY2018, which achieved 79.7 percent OTP. The scheduled that Did Not Operate (DNO) in FY2019 added up to 646 DNOs, which is 137 fewer DNOs compared to the 783 DNOs attained in FY2018.

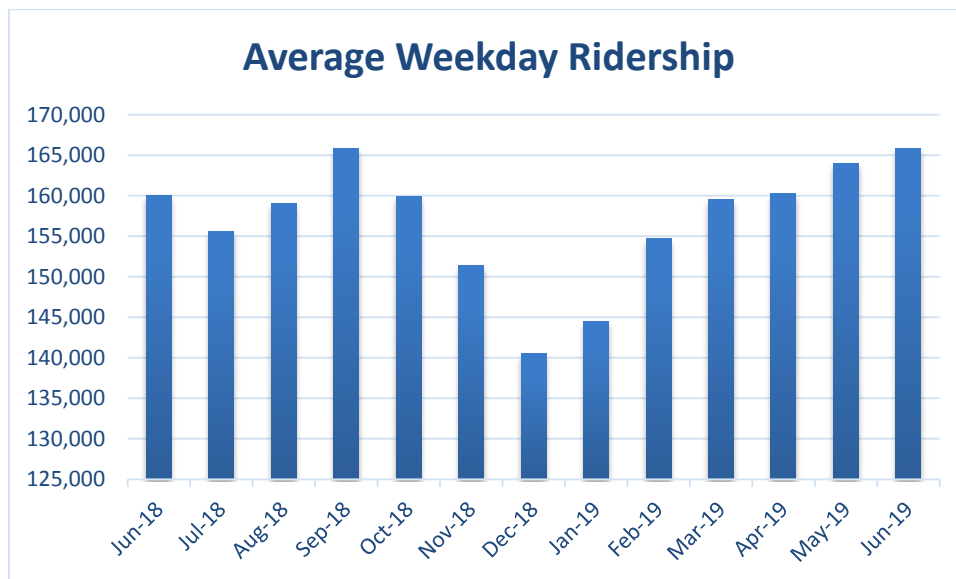
AVERAGE WEEKDAY RIDERSHIP (AWR): June 2019 compared to June 2018

Table A  
Average Weekday Ridership

June 2019 Average Weekday Ridership				Percent Change FY2018/2019
Mode	FY2017	FY2018	FY2019	
Bus	34,760	33,340	32,900	-1.3%
Paratransit	1,240	1,200	1,160	-3.3%
Shuttles	11,890	12,120	11,960	-1.3%
Caltrain	62,060	72,210	72,370	0.2%
<b>Total</b>	109,940	118,860	118,390	-0.4%
BART Extension (No Daly City)	49,300	48,100	47,400	-1.5%
<b>Grand Total</b>	159,240	166,970	165,790	-0.7%
<b>Weekdays</b>	22	21	20	

Fiscal Year-to-Date				Percent Change FY2018/2019
Mode	FY2017	FY2018	FY2019	
Bus	38,780	36,590	35,150	-3.9%
Paratransit	1,230	1,200	1,160	-3.3%
Shuttles	12,200	11,800	11,420	-3.2%
Caltrain	59,520	63,840	63,040	-1.3%
<b>Total</b>	111,720	113,440	110,770	-2.4%
BART Extension (No Daly City)	48,620	47,150	45,960	-2.5%
<b>Grand Total</b>	160,340	160,590	156,740	-2.4%

Chart A  
Grand Total Average Weekday Ridership  
(From June 2018 to June 2019)





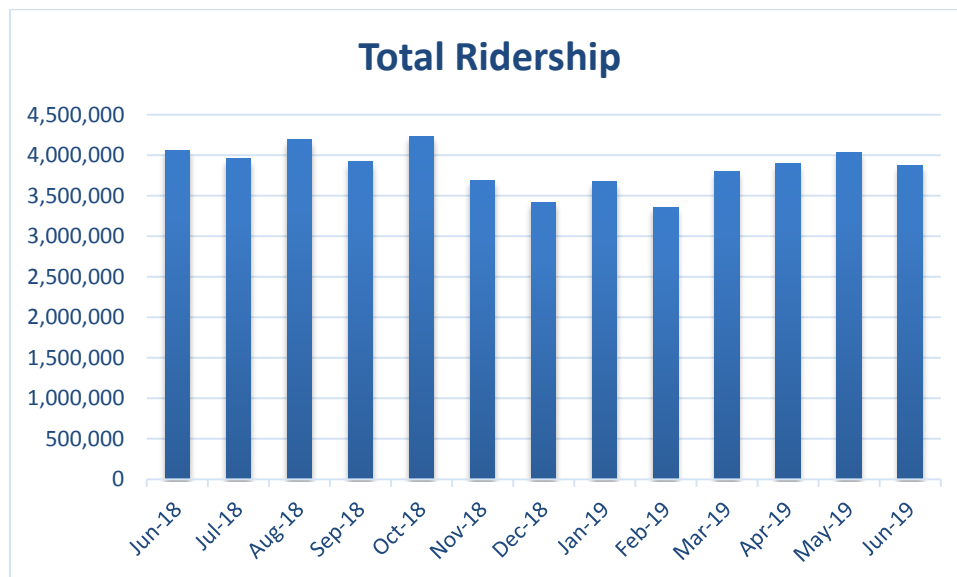
MONTHLY TOTAL RIDERSHIP: June 2019 compared to June 2018

Table B  
Total Monthly Ridership

June 2019 Total Monthly Ridership				Percent Change FY2018/2019
Mode	FY2017	FY2018	FY2019	
Bus	906,430	847,890	820,830	-3.2%
Paratransit	31,010	29,330	27,380	-6.6%
Shuttles	260,610	254,590	238,550	-6.3%
Caltrain	1,646,350	1,645,760	1,590,650	-3.3%
<b>Total</b>	<b>2,844,400</b>	<b>2,777,570</b>	<b>2,677,410</b>	<b>-3.6%</b>
BART Extension (No Daly City)	1,269,360	1,256,470	1,198,300	-4.6%
<b>Grand Total</b>	<b>4,113,760</b>	<b>4,034,040</b>	<b>3,875,710</b>	<b>-3.9%</b>
<b>Weekdays</b>	<b>22</b>	<b>21</b>	<b>20</b>	

Fiscal Year-to-Date				Percent Change FY2018/2019
Mode	FY2017	FY2018	FY2019	
Bus	11,825,380	11,133,440	10,670,850	-4.2%
Paratransit	361,380	354,680	339,220	-4.4%
Shuttles	3,116,560	3,014,900	2,918,810	-3.2%
Caltrain	18,640,880	18,806,730	18,486,470	-1.7%
<b>Total</b>	<b>33,944,200</b>	<b>33,309,750</b>	<b>32,415,360</b>	<b>-2.7%</b>
BART Extension (No Daly City)	14,513,390	14,104,650	13,615,810	-3.5%
<b>Grand Total</b>	<b>48,457,590</b>	<b>47,414,390</b>	<b>46,031,170</b>	<b>-2.9%</b>

Chart B  
Grand Total Ridership  
(From June 2018 to June 2019)



**ADDITIONAL BUS RIDERSHIP INFORMATION: June 2019**

Table C illustrates the number of riders by fare category for June 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 demand-response service (not to confound with the SamTrans On Demand service in Pacifica's Linda Mar area).

**Table C  
Bus Riders by Fare Category**

<b>Fare Category</b>	<b>June 2017</b>	<b>June 2018</b>	<b>June 2019</b>	<b>2019 Calendar Year-to-Date</b>
<b>Adult</b>	485,318	450,297	446,209	2,650,031
<b>Youth</b>	168,644	151,197	132,107	1,156,494
<b>Eligible Discount</b>	248,713	242,590	239,055	1,386,714
<b>Total</b>	902,675	844,084	817,371	5,193,239

**Table D  
SamTrans Bus Ridership Summary**

<b>By day type:</b>	<b>Total Riders</b>	<b>Average Daily Riders</b>
<b>Weekdays</b>	646,200	32,727
<b>Saturdays</b>	94,557	18,911
<b>Sundays</b>	76,614	15,323
<b>Holiday(s)</b>	-	-
<b>Total</b>	817,371	27,246

## AWR and OTP STATISTICS: June 2019

Table E statistics does not include Dumbarton Express Service (DBX).

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.

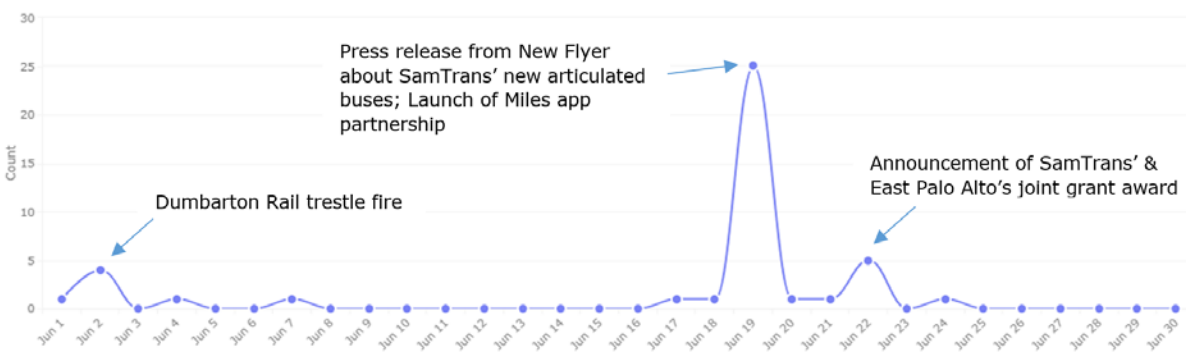
**Table E**  
**Bus AWR and OTP Statistics**

		AWR	OTP
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%
May	2019	36,772	79.97%
June	2019	32,727	80.58%

## SAMTRANS PROMOTIONS: June 2019

**San Mateo County Fair** – As part of an ongoing sponsored in-kind partnership with the San Mateo County Fair, SamTrans hosted a booth to celebrate Kid’s Day on June 10 and Senior’s Day on June 11. At the booth, staff handed out SamTrans and Caltrain information and offered games to play with free prizes. The SamTrans logo was displayed on the fair entrance gates, electronic billboard, printed collateral material and the event’s website. Interior ad cards for the fair were also placed on SamTrans buses leading up to the event. Other communications efforts included social media outreach, digital website content, print ads in the San Mateo Daily Journal, a news release and a Peninsula Moves blog post.

### SamTrans News Coverage Report – June 2019



Total # of articles: 42 (compared to 12 in May)

# SamTrans Digital Metrics - JUNE 2019



## *New Followers*

**+213**

**June 19 - 10,955**

May 19 - 10,798

June 18 - 8,891

## *SamTrans.com Sessions*

**June 19 - 143,701**

May 19 - 129,194

Jun 18 - 163,919

## *SamTrans Mobile - June*

**Downloads - 1722** (May: 1263)

**Accounts - 1546** (May: 1162)

**Orders - 5504** (May: 6122)

**Sales - \$XX** (May: \$17,298)

**Apple Rting - 3.0** - 12 reviews

## *Top Tagged Issues*

**1. Miles App (52)**

**2. Compliment (12)**

**3. Oprtor Cmplaint (4)**

**4. Complaint (4)**

## *Social Engagement*

### **Video Views**

**114,374** (May - 19,213)

### **Content Impressions**

**1,069,799** (May - 569,341)

### **Interactions**

**74,693** (May - 27,859)

## *Yelp & FB Rating*

**2.74 Overall (of 5 stars)**

*(No June reviews)*



@SamTrans



@gosamtrans



@samtrans

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



**A G E N D A**

**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, AUGUST 7, 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 July 10, 2019
3. Adoption of the SamTrans Fare Structure (Formerly the Codified Tariff), Adoption of Findings for a Statutory Exemption Under CEQA and Approval of Associated Title VI Equity Analysis
4. Adoption of an Ordinance Authorizing Reclassifications, Title Changes, Modification, and Addition of Positions to the Table of Position Classifications
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  
JULY 10, 2019

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

Committee Members Absent: M. Fraser

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

Other Board Members Absent: 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 3:37 pm.

## APPROVAL OF MINUTES OF COMMITTEE MEETING OF JUNE 5, 2019

Motion/Second: Guilbault/Powell

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

Absent: Fraser, Groom

## AWARD OF CONTRACT FOR BATTERY-ELECTRIC BUS POWER INFRASTRUCTURE

Julie Taylor, Director of Contracts and Procurement, presented the staff report.

Director Dave Pine asked about the pilot program for battery-electric buses and expressed concern about the vulnerability of the North Base Maintenance Yard to flooding. David Olmeda, Chief Operating Officer/Bus, said that San Francisco Airport was conducting a study about how sea level rise would affect their property. He said that the study findings will be of great interest to SamTrans.

Motion/Second: Stone/Guilbault

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

Absent: Fraser, Groom

## ADJOURN

The meeting adjourned at 3:43 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: April Chan  
Chief Officer, Planning, Grants & TA

Carter Mau  
Deputy GM/CEO, San Mateo County Transit District

SUBJECT: **ADOPTION OF THE SAMTRANS FARE STRUCTURE (FORMERLY THE CODIFIED TARIFF), ADOPTION OF FINDINGS FOR A STATUTORY EXEMPTION UNDER CEQA AND APPROVAL OF ASSOCIATED TITLE VI EQUITY ANALYSIS**

**ACTION**

Staff proposes the Committee recommend that the Board take the following actions:

1. Cancel the following fare/price changes approved November 4, 2015 and postponed indefinitely on December 5, 2018:
  - a. Paratransit fare increases
  - b. Fixed-route fare increases and corresponding increases to Day Passes, Tokens and Monthly Passes
  - c. Way2Go Pass price increase
  - d. Summer Youth Pass price increase
2. Adopt a new Fare Structure to replace the Codified Tariff and including revisions as indicated below:
  - a. **Transfers:** Implement a free 120-minute transfer window between local routes for fares paid with Clipper® or the SamTrans Mobile app
  - b. **Day Pass:** Adjust the cost of the Day Pass to equal approximately two local fares paid with cash or the SamTrans Mobile app
    - i. The cost of an adult day pass will decrease to \$4.50 from \$5.50
    - ii. Youth/ED day passes will decrease to \$2.00 from \$2.75
  - c. **Express Bus:** Add Express Bus fares, including an adult Local Express Bus fare of \$4.50 cash and \$4.00 on Clipper
  - d. **Express Service Definition:** Modify the "express service" definition to clarify which routes will be subject to Express Bus fares
  - e. **Out-of-SF:** Remove the "Out of San Francisco" fare category
  - f. **Coin Tokens:** Replace coin tokens with paper tickets



- g. **Token Discount:** Adjust the cost of the 10-ticket (formerly token) package to reflect the full Local fare by removing an approximately 20% discount.
    - i. The cost of the adult 10-ticket package will rise from \$18.00 (\$1.80 per token) to \$22.50 (\$2.25 per ticket)
    - ii. The cost of the youth/ED 10-ticket package will rise from \$10.00 to \$11.00
  - h. **Change Cards:** Cease issuing change cards for overpaid fares
  - i. **50-Ticket Ride Book/Group Sales:** Discontinue sales of the 50-ride ticket book and discounted group tickets
  - j. **Other Service Definitions:** Add new service definitions for “Microtransit” and “Taxi-Voucher Pilot Program”
  - k. **Other Administrative Changes:** Make various administrative changes, including changing the name of the Codified Tariff to “SamTrans Fare Structure”
3. Find that the proposed changes are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits; purchasing or leasing supplies, equipment, or materials; and meeting financial reserve needs and requirements, and thus are statutorily exempt from environmental review under the California Environmental Quality Act (CEQA).
  4. Approve the Title VI Fare and Service Equity Analysis which find that the proposed changes will not give rise to a disparate impact or disproportionate burden to minority or low-income passengers.

This proposal does not recommend any changes to paratransit fares or cost of parking at the Colma Park & Ride.

### **SIGNIFICANCE**

In January 2019, the San Mateo County Transit District (District) Board of Directors (Board) adopted the SamTrans Fare Policy (Policy). The policy can be viewed at [http://www.samtrans.com/Assets/\\_MarketDevelopment/pdf/SamTrans+Fare+Policy.pdf](http://www.samtrans.com/Assets/_MarketDevelopment/pdf/SamTrans+Fare+Policy.pdf)

In light of the adopted policy, staff propose a new Fare Structure along with a series of fare modifications (the proposed changes) that follow from the guidelines and principles outlined in the Policy. The proposed changes include: introduction of free transfers, removal of certain fare categories and introduction of other fare categories and service definitions, replacement of coin tokens with paper tickets, discontinuation of change cards, reduction of prices for certain passes, and cancellation of a base fare increase.

Generally, staff expect the proposed changes will save passengers money by keeping SamTrans affordable and accessible to everyone; help to modernize the SamTrans system by moving away from outdated business practices and reduce costs in certain processes; and enable innovation by allowing the agency to establish prices for new programs and services that respond to San Mateo County's changing transportation needs.

The District collected public feedback on the proposed fare changes throughout the months of May and June, 2019; and a public hearing was held on July 10, 2019. A summary of the complete outreach effort is included in the Title VI report as well as described further below.

Based on the ridership and revenue elasticity model created from the 2018 Fare Survey results, staff predict that the final proposed changes, taken together, would increase ridership by two percent and decrease revenue by four percent, assuming all other factors are held constant. Budget impacts and mitigations are described further in the following section.

As a result of comments received at the Public Hearing and from the Board, staff is recommending reducing the cost of the Youth Day Pass and Eligible Discount Day Pass from \$2.20 to \$2.00 in order to respond to affordability concerns voiced by the public and to round off the price to reduce the need for coins smaller than a quarter. With the exception of the Youth and Eligible Discount Day Pass, the proposal remains unchanged from what has been presented to the Board at previous meetings.

Prior to adoption of the proposed changes, Federal Transit Administration Circular 4702.1B and District policies require that the Board review and consider approval of the attached Title VI fare equity analysis of potential impacts to minority and low-income riders. In summary, the analysis suggests that the proposed changes will not have a disparate impact or disproportionate burden on minority or low-income passengers, respectively.

Staff have determined that the proposed changes are statutorily exempt from environmental review under CEQA.

### **BUDGET IMPACT**

According to recent financial projections, the District will collect approximately \$14.3 million in fares during Fiscal Year (FY) 2020. As such, the anticipated four percent reduction in revenue, as stated above, would equate to an annual revenue decrease of approximately \$570,000. This impact would be offset by cost savings of approximately \$250,000 due to replacing paper tickets with coin tokens, removing the token discount, and discontinuing change cards.

In addition, there will be a one-time cost of \$80,000 required for programming transfers into the Clipper system. There is no additional cost to add transfers onto the mobile app. A further expense of approximately \$7,000 is required for reprogramming of the existing fareboxes to reflect the modified fare structure. These costs will need to be amended into the FY 2020 operating budget.

### **BACKGROUND**

In 2018, the SamTrans Fare Study surveyed current riders to gauge their perceptions of SamTrans fare products and prices. Based on measured price elasticity and qualitative feedback, staff developed the SamTrans Fare Policy, which was adopted by the Board in January 2019. Staff is now proposing replacement of and modifications to the Codified Tariff as set forth above to better align fares and fare products with the Policy.

The Board previously approved (in November 2015), but then indefinitely postponed (in December 2018), several fare changes that would have otherwise been effective this year, including: increases to paratransit and fixed-route fares, day passes, tokens, monthly passes, Way2Go passes and the Summer Youth Pass.

On May 1, 2019, the Board approved a public hearing to be held on July 10, 2019 for public consideration of the proposed changes to the SamTrans Codified Tariff.

Since the May Board meeting, District staff have conducted several public outreach events to solicit input for the proposed changes. Community meetings were held at the District's Administrative Headquarters in San Carlos (May 29, 2019), in South San Francisco (June 4, 2019), and in Half Moon Bay (June 5, 2019). For stakeholder convenience and to expand the outreach audience, a "virtual" town hall was live-streamed on YouTube (June 18, 2019) and the recording was made available for viewing. An online survey to collect feedback was also posted to the website.

The proposed fare changes and meeting dates were posted on the SamTrans website and advertised by various marketing collateral (brochures, ad cards, etc.) which were placed on SamTrans vehicles. Information was also declared in English and Spanish by the in-vehicle vehicle announcement system. Printed notifications advertising the date and time of the public hearing were published in the following newspapers on the listed dates:

- Half Moon Bay Review - May 29 & June 19, 2019
- San Mateo Daily News - May 28 & June 25, 2019
- El Observador - May 24 & June 21, 2019
- Sing Tao - May 28 & June 25, 2019

During the public hearing on July 10, 2019, staff received further public comments as well as input from the Board. Overall, the feedback received during the public comment period indicate that, in general, passengers were supportive of the fare proposal, especially the reduction in Day Pass pricing and the introduction of free transfers.

#### **Attachments**

- Title VI Equity Analysis
- Draft "Fare Structure"

#### **STRATEGIC INITIATIVE**

- Priority 1: Enhance financial flexibility
- Goal 2: Complete a comprehensive fare study

Prepared By: Daniel Shockley  
Project Manager: Daniel Shockley

650-508-6382  
650-508-6382

Adopted – May 26, 1976  
 [Proposed] Revised – August 7, 2019  
 [Proposed] Effective – August 18, 2019

**SAN MATEO COUNTY TRANSIT DISTRICT  
 STATE OF CALIFORNIA**

\* \* \*

**FARE STRUCTURE**

**I. FARE PRICES**

**Fixed-route Service**

Product	Payment Options	Category	Current	Eff. 8/18/19	Eff. 1/1/2020	Eff. 7/1/2020
Local One-way (2-hour transfer on Clipper and Mobile app)	Cash, Mobile app, Ticket/Token	Adult			\$2.25	
		Youth/Eligible Discount			\$1.10	
	Clipper	Adult			\$2.05	
		Youth/Eligible Discount			\$1.00	
	Transfers from Other Agencies (Clipper)^	Adult/Youth/Eligible Discount			One free transfer	
Local Day Pass	Cash, Mobile app	Adult	\$5.50		\$4.50	
		Youth/Eligible Discount	\$2.75		\$2.00	
Local Monthly Pass	Clipper, Limited Paper Ticket	Adult			\$65.60	
		Youth/Eligible Discount			\$27.00	
Out of San Francisco/ Express One-way	Cash, Mobile app	Adult	\$4.00			Discontinued
		Youth/Eligible Discount	\$1.10			
	Clipper	Adult	\$3.60			
		Youth/Eligible Discount	\$1.00			
	Transfer upgrade from Day Pass	Adult	\$1.75			
		Youth/Eligible Discount	\$0.00			
Transfer upgrade from Local Monthly Pass and from Other Agencies (Clipper)^	Adult	\$1.55				
	Youth/Eligible Discount	\$0.00				
Out of San Francisco/ Express Monthly Pass	Clipper	Adult	\$96.00			
		Youth/Eligible Discount				
Express One-way (2-hour transfer on Clipper and Mobile app)	Cash, Mobile app	Adult			\$4.50	
		Youth/Eligible Discount			\$2.25	
	Clipper	Adult			\$4.00	
		Youth/Eligible Discount			\$2.00	
	Transfer upgrade from One-way Local (Mobile), Day Pass (Paper/Mobile), Ticket/Token	Adult			\$2.25	
		Youth/Eligible Discount			\$1.00	
	Transfer upgrade from Local Monthly Pass (Clipper), Summer Youth Pass, One-way Local transfer (Clipper)	Adult			\$1.95	
		Youth/Eligible Discount			\$1.00	
	Transfers from Other Agencies (Clipper)^	Adult			\$1.95	
		Youth/Eligible Discount			\$1.00	
Express Monthly Pass	Clipper	Adult			\$130.00	
		Youth/Eligible Discount*				

^ Accepted Inter-agency transfers on Clipper: Caltrain Monthly Pass (2 or more zones), VTA Monthly Pass, Dumbarton Express 31-day Pass and AC Transit 31-day Pass  
 \* Youth and Eligible Discount may purchase the Adult Express Monthly Pass by using an Adult Clipper card or may use a Youth or Eligible Discount Local Monthly Pass and pay an upgrade.

**Other Products**

Product	Payment Options	Category	Current	Eff. 8/18/19	Eff. 1/1/2020	Eff. 7/1/2020
Local One-way 10 Tokens	SamTrans Sales Outlets	Adult	\$18.00		\$22.50	Discontinued
		Youth	\$10.00		\$11.00	
Local One-way 10-Ticket Book	SamTrans Sales Outlets	Adult				\$22.50
		Youth				\$11.00
		Eligible Discount	\$10.00		\$11.00	
Local One-way 50-Ticket Book	SamTrans Administrative Office	Adult	\$112.50		Discontinued	
Discounted Youth Local Monthly Pass	Limited Paper Pass thru School Lunch Program	Youth	\$22.00			
Summer Youth Pass	Mobile app, www.samtrans.com, SamTrans Administrative Office	Youth	\$40.00			
Way2Go Pass	SamTrans Administrative Office	Minimum of 100 passes	\$125 per rider (\$12,500 minimum)			
Group Travel: minimum of 25 riders	SamTrans Administrative Office	Adult/Youth/ Eligible Discount	20% discount		Discontinued	

**Demand Response Services**

Paratransit Redi-Wheels/RediCoast One-way (ADA)	Cash, Mobile app	Regular	\$4.25
		Lifeline	\$1.75
	10-Ticket Book available at SamTrans Administrative Office	Regular	\$42.50
		Lifeline	\$17.50
Agency-sponsored Group Trips thru SamTrans Administrative Office	Regular	\$5.00 per rider	
	Lifeline	\$2.25 per rider	
Paratransit 5311 Coastsides On-demand One-way (non-ADA)	Cash, Mobile app	Regular	\$4.25
		Lifeline	\$1.75
	Agency-sponsored Group Trips thru SamTrans Administrative Office	Regular	\$4.50 per rider
		Lifeline	\$1.75 per rider
Taxi Voucher Pilot Program	Taxi bills SamTrans for agency subsidy; Customer pays remaining fare to Taxi	Eligible Discount	Up to \$20 agency subsidy
Microtransit Pilot Program	Same as Local fixed-route	Adult/Youth/ Eligible Discount	Local fixed-route Fare Structure applies

**Parking**

Daily Parking at Colma Park and Ride	Cash, credit/debit card	\$3.00
Monthly Parking at Colma Park and Ride	www.samtrans.com, SamTrans Administrative Office	\$63.00

## Other Products

Product	Payment Options	Category	Current	Eff. 8/18/19	Eff. 1/1/2020	Eff. 7/1/2020
Local One-way 10 Tokens <sup>#</sup>	SamTrans Sales Outlets	Adult	\$18.00		\$22.50	Discontinued
		Youth	\$10.00		\$11.00	
Local One-way 10-Ticket Book <sup>#</sup>	SamTrans Sales Outlets	Adult				\$22.50
		Youth				\$11.00
		Eligible Discount	\$10.00		\$11.00	
Local One-way 50-Ticket Book	SamTrans Administrative Office	Adult	\$112.50			Discontinued
Discounted Youth Local Monthly Pass	Limited Paper Pass thru School Lunch Program	Youth		\$22.00		
Summer Youth Pass	Mobile app, www.samtrans.com, SamTrans Administrative Office	Youth		\$40.00		
Way2Go Pass	SamTrans Administrative Office	Minimum of 100 passes		\$125 per rider (\$12,500 minimum)		
Group Travel: minimum of 25 riders	SamTrans Administrative Office	Adult/Youth/ Eligible Discount	20% discount			Discontinued

## Demand Response Services

Paratransit Redi-Wheels/RediCoast One-way (ADA)	Cash, Mobile app	Regular	\$4.25
		Lifeline	\$1.75
	10-Ticket Book available at SamTrans Administrative Office	Regular	\$42.50
		Lifeline	\$17.50
Agency-sponsored Group Trips thru SamTrans Administrative Office	Regular	\$5.00 per rider	
	Lifeline	\$2.25 per rider	
Paratransit 5311 Coastside On-demand One-way (non-ADA)	Cash, Mobile app	Regular	\$4.25
		Lifeline	\$1.75
	Agency-sponsored Group Trips thru SamTrans Administrative Office	Regular	\$4.50 per rider
		Lifeline	\$1.75 per rider
Taxi Voucher Pilot Program	Taxi bills SamTrans for agency subsidy; Customer pays remaining fare to Taxi	Eligible Discount	Up to \$20 agency subsidy
Microtransit Pilot Program	Same as Local fixed-route	Adult/Youth/ Eligible Discount	Local fixed-route Fare Structure applies

## Parking

Daily Parking at Colma Park and Ride	Cash, credit/debit card	\$3.00
Monthly Parking at Colma Park and Ride	www.samtrans.com, SamTrans Administrative Office	\$63.00

<sup>#</sup> Tokens will be replaced with Tickets by July 1, 2020

## II. FIXED-ROUTE SERVICE FARE TYPES & CATEGORIES

### A. Fare Types:

- 1. Local One-way (with Transfers).** Available through Clipper®, the SamTrans mobile app, cash, Token or Ticket. Valid on Local service. Effective January 1, 2020, for customers using Clipper or SamTrans mobile app: includes free transfers on SamTrans Local service for 120 minutes.
- 2. Local Day Pass.** Available through the SamTrans mobile app or cash. When purchased on-board, bus operator issues through the farebox. Valid on Local service from the time of activation at the farebox until 2:00 a.m. the next day. Through December 31, 2019: Youth and Eligible Discount Local Day Passes also can be used for Out of San Francisco and Express services for no additional charge.

3. **Local Monthly Pass.** Available through Clipper and limited paper passes distributed through Social Services agencies and schools. Valid on Local service from 12:01 a.m. on the first day of the month for which issued until 2:00 a.m. on the first day of the following month. Through December 31, 2019: Youth and Eligible Discount Local Monthly Passes also can be used for Out of San Francisco and Express services for no additional charge.
4. **Out of San Francisco One-way.** Available through Clipper, SamTrans mobile app or cash. Effective January 1, 2020, Out of San Francisco fare types will be discontinued.
5. **Out of San Francisco Monthly Pass.** Available through Clipper for Adult fare category. Through December 31, 2019: Youth and Eligible Discount Local Monthly Passes can be used for Out of San Francisco services at no additional charge. Effective January 1, 2020, Out of San Francisco fare types will be discontinued.
6. **Out of San Francisco One-way Upgrade.** Available through Clipper or cash for Adult upgrading fares with Local Monthly Pass. Effective January 1, 2020, Out of San Francisco fare types will be discontinued.
7. **Summer Youth Pass.** Available through the SamTrans mobile app or advance purchase at SamTrans Administrative Office. Valid for Local and Out of San Francisco service during June, July and August. Effective January 1, 2020, Youth will pay upgrade when riding Express service.
8. **Discount Youth Local Monthly Pass.** Available through public school districts to qualified low-income students as identified through the school lunch program. Valid on Local and Out of San Francisco service. Effective January 1, 2020, Youth will pay an upgrade when riding Express service.
9. **Express One-way.** Through December 31, 2019, Out of San Francisco rules apply. Effective January 1, 2020, available through Clipper, SamTrans mobile app or cash. Customers using Clipper or SamTrans mobile app: includes free transfers for 120 minutes valid on Express and Local SamTrans services.
10. **Express Monthly Pass.** Through December 31, 2019, Out of San Francisco rules apply. Effective January 1, 2020, available through Clipper only for Adult. Youth and Eligible Discount may use a Local Day Pass, Local Monthly Pass or Summer Youth Pass for Express service with payment of an Express Service Upgrade. Youth and Eligible Discount also may choose to purchase an Express Monthly Pass on an Adult Clipper card.
11. **Express Service Upgrade.** Effective January 1, 2020, to pay for the difference between Local and Express fares. For use with: (i) 120-minute Local service transfers (Clipper and SamTrans mobile app); (ii) Tokens and Tickets; (iii) Local Day Passes; (iv) Local Monthly Passes; (v) Summer Youth Passes.

12. **Way2Go Pass.** Annual pass sold to (i) housing complexes for distribution to and use by all residents aged 5 years and older, and (ii) businesses for employees working more than 20 hours per week. Valid within the calendar year for which issued on Local, Out of San Francisco and Express service. Minimum participation cost based on 100 participants.

**B. Fare Categories:**

1. **Adult.** Applies to passengers aged nineteen (19) through sixty-four (64).
2. **Eligible Discount.** Available to passengers aged sixty-five (65) or older, or who possess a Regional Transit Connection (RTC) Discount Card, a Medicare Card, a current Disabled Person Placard Identification Card issued by the Department of Motor Vehicles, or a valid transit discount card issued by another California transit agency which is equivalent to the RTC Discount Card. Passengers carrying an RTC Discount Card marked with an attendant symbol may have a personal care attendant travel with them at the Eligible Discount fare.
3. **Youth.** Available to passengers who are eighteen (18) years old or younger. Up to two children aged four (4) years or younger may travel free with each Adult or Eligible Discount fare-paying passenger. Additional children are subject to the Youth fare.
4. **Waived Fares.** Local, Out of San Francisco and Express Bus fares are waived for the following categories of passengers with proper identification or fare media:
  - a. **Peace Officers.** Uniformed and non-uniformed, sworn peace officers showing proper identification.
  - b. **Military Personnel.** Active military personnel in uniform showing proper identification.
  - c. **Employees/Retirees.** San Mateo County Transit District employees, qualified retirees, spouses, domestic partners and dependent children under the age of eighteen (18) showing their employee identification or family transportation pass.
  - d. **Board of Directors and Citizens Advisory Committee Members.** Board of Directors and Citizens Advisory Committee members showing their District identification.
  - e. **ADA Paratransit-eligible Passengers.** Passengers certified for Redi-Wheels and RediCoast (ADA) paratransit, and their personal care attendants, showing valid Redi-Wheels or RediCoast identification cards.

**III. ADA AND NON-ADA PARATRANSIT FARE TYPES & CATEGORIES**

ADA Paratransit Redi-Wheels and RediCoast, and non-ADA Paratransit 5311 Coastside Demand Response services require advanced reservations; service area restrictions apply.

**A. ADA Paratransit: Redi-Wheels and RediCoast**

1. **Regular Redi-Wheels and RediCoast.** For passengers with disabilities who (i) are certified by the District as eligible for paratransit under the ADA, and (ii) possess a



valid Redi-Wheels or RediCoast card. Available through the SamTrans mobile app, cash or ticket. Tickets are sold in booklets with 10 rides at SamTrans Administrative Office and via mail.

2. **Lifeline Redi-Wheels and RediCoast.** For passengers with disabilities who (i) are certified by the District as eligible for paratransit under the ADA, (ii) possess a valid Redi-Wheels or RediCoast card, and (iii) receive Supplemental Security Income, San Mateo County General Assistance, or Medi-Cal. Available through the SamTrans mobile app, cash or ticket. Tickets are sold in booklets with 10 rides at SamTrans Administrative Office or via mail.
3. **Service Agency-sponsored Group Trips.** For passengers with disabilities who (i) are certified by the District as eligible for paratransit under the ADA, (ii) possess a valid Redi-Wheels or RediCoast card, and (iii) are participating in group trips sponsored by eligible agencies. Lifeline fares apply to such passengers who also receive Supplemental Security Income, San Mateo County General Assistance, or Medi-Cal. Eligible agencies are: Poplar Recare, Rosener House, San Carlos Adult Day Care, Senior Focus, Senior Day Care, South San Francisco Adult Day Care and Coastside Adult Day Health Care. Sponsor is billed by the District after the trip.

#### **B. Non-ADA Paratransit: 5311 Coastside Demand Response**

1. **Regular and Lifeline 5311 Coastside Demand Response.** For passengers living in the 5311 Coastside Service Area. Lifeline fares apply to such passengers who also receive Supplemental Security Income, San Mateo County General Assistance or Medi-Cal. Pay with cash or the SamTrans mobile app.
2. **Agency-sponsored Group Trips.** For passengers living in the 5311 Coastside Service Area who are participating in group trips sponsored by Senior Coastsiders. Lifeline fares apply to such passengers who also receive Supplemental Security Income, San Mateo County General Assistance or Medi-Cal. Sponsor is billed by the District after the trip.

#### **IV. FARE PAYMENT**

- A. **Cash Payment.** Cash payments are made by feeding bills or coins into the farebox. Bills up to \$20 (twenty dollars) and coins of one cent, five cents, 10 cents and 25 cents are accepted. No cash change is provided in case of overpayment. Through June 30, 2020, change may be provided in the form of Change Cards issued through the farebox.
- B. **Change Cards.** Change Cards may be used toward the cost of future fixed-route bus rides. Change Cards expire one year from date of issue and no later than ~~June-March 31~~, 2021. Effective ~~July~~ April 1, 2020, Change Cards will no longer be issued.
- C. **Local One-way Token or Ticket.** ~~Currently a~~ Available to Adult and Youth as Tokens. ~~Tickets will be issued instead of Tokens no later than -through June~~ July 1,

~~30, 2020, and as Tickets effective July 1, 2020.~~ Available to Eligible Discount as Tickets. Sold only in packages of 10. Each Token or Ticket is valid for one Local ride. Multiple Tokens or Tickets may be combined for Out of San Francisco or Express service (but no Change Card is provided). Tokens will be accepted on SamTrans buses through June 30, 2021 (after which point only Tickets will be accepted).

- D. Clipper®.** Use of Clipper requires customers to “tag” the card at the Card Interface Device on-board buses. The Clipper card is a transit fare payment card issued and administered by the Metropolitan Transportation Commission (MTC) that is valid for use on all major public transit services throughout the San Francisco Bay Area. There may be fees associated with the use of a Clipper card. Such fees, if any, will be set by the MTC. Clipper customers will have an approximate 10 percent discount over One-way cash fares.
- E. Mobile Ticketing Application Pilot Program.** Customers may purchase via the SamTrans Mobile App: (i) Local, Out of San Francisco and Express One-way; (ii) Local Day Pass; (iii) Express Upgrade; (iv) Paratransit Redi-Wheels/RediCoast One-way (ADA); and (v) Paratransit 5311 Coastside Demand Responsive One-way (non-ADA). Credit and debit cards are accepted.
- F. Inter-agency Transfers**  
Transfers from certain transit systems to SamTrans will receive one Local fare credit; available only on Clipper. Effective January 1, 2020, Upgrade will be charged for Express service.
- AC Transit 31-day Ticket = Local Fare Credit within two hours of tagging Clipper on home system
  - Caltrain Monthly Pass, two or more zones = Local Fare Credit
  - DB (Dumbarton Express) 31-day Ticket = Local Fare Credit within two hours of tagging Clipper on home system
  - Santa Clara Valley Transportation Authority Monthly Pass = Local Fare Credit within two hours of tagging Clipper on home system
- G. Special Promotional Fares.** From time to time, the General Manager/CEO may authorize the establishment of special and promotional fares.
- H. Rules and Regulations.** All Passes, Tokens and Tickets are subject to District regulations as may be adopted from time to time. Misuse of a Pass, Token or Ticket or violation of the laws governing behavior on transit vehicles makes such Pass, Token or Ticket subject to revocation. Passes must be kept in the possession of the rider at all times. Assigned Passes may not be transferred to another individual.

Passes, Tokens, Tickets and Change Cards are not subject to refund or replacement.

The individual ride value of a Pass shall be valid for any route that has a fare for the specified ride value or less. The single-ride value of a Pass may be applied to the fare for any route with a higher individual ride value by paying the difference in cash, Tokens, Tickets or Change Cards. Fixed-route fare media are not valid on Paratransit service.

District staff is empowered to add means of fare media distribution (e.g. website) without amendment of this document.

## V. **SERVICE CLASSIFICATIONS**

### A. **Local Service**

Transit routes of an intra-community or inter-community nature that operate primarily on local and arterial streets are classified as Local service. Local routes provide service at each established bus stop.

### B. **Out of San Francisco Service**

Out of San Francisco service includes Routes 292, 397 and 398 starting at the Transbay Terminal area. Local fare applies to southbound Routes 292 and 397 for boardings south of Sunnydale Avenue/Bayshore Boulevard, and Local fare also applies to southbound Route 398 for boardings south of San Francisco. Effective January 1, 2020, Out of San Francisco fares will be eliminated and Routes 292, 397 and 398 will be considered Local service.

### C. **Express Service**

Express service includes specialized routes of an inter-community nature that operate a significant portion of the route length along freeways without intermediate stops.

### D. **ADA and non-ADA Paratransit Service**

1. **ADA Paratransit.** Service known as Redi-Wheels and RediCoast operates for certified passengers with disabilities traveling in the San Mateo County Transit District service area. Advance reservations are required, and certain qualifying and service area restrictions apply.

The Redi-Wheels service area includes the bayside of San Mateo County, portions of the City of Palo Alto north of Embarcadero Road, and the City of San Francisco in the Stonestown area and the Bayshore Corridor.

The RediCoast service area includes Montara, Moss Beach, El Granada, Princeton, Half Moon Bay, San Gregorio, La Honda, and Pescadero, with limited service to the bayside, San Francisco and Palo Alto.

Redi-Wheels and RediCoast customers are able to transfer to other paratransit providers in San Mateo County, San Francisco, Santa Clara County, and the East Bay at specified locations.

2. **Non-ADA Paratransit.** Service known as 5311 Coastside Demand Responsive service is available to customers living in Montara, Moss Beach, El Granada, Princeton, Half Moon Bay, San Gregorio, La Honda, and Pescadero, with limited service to the bayside of San Mateo County, portions of San Francisco and Palo Alto. Advance reservations are required, and certain qualifying and service area restrictions apply.

**E. Microtransit On-demand Pilot Program Service**

Microtransit is a demand-responsive service model offering flexible routing of transit vehicles to serve one or multiple trip requests within a defined service area. Passengers wishing to use microtransit may request a ride using a mobile app or by phone. The service is facilitated by a cloud-based platform that receives trip requests and dynamically routes the transit vehicle to serve the customers. Local fares apply.

**F. Taxi Voucher Pilot Program**

The on-demand taxi subsidy pilot program offers same-day, curb-to-curb taxi and accessible taxi service at a reduced rate in the program area. The service is provided for adults aged 65 or older, and people with disabilities as defined in the program policies. The pilot program is scheduled to launch in 2020.

**VI. PARKING**

**A. Fees**

Parking is provided for a fee at the Colma Park and Ride lot on a per-day or monthly basis. Daily parking fees are payable at the parking payment machine. Monthly parking passes can be purchased at the SamTrans Administrative Offices or via [www.samtrans.com](http://www.samtrans.com). The General Manager/CEO may authorize the sale of "reserved" parking permits for a fee of up to \$105.00 per month.

**B. Restrictions**

The use of San Mateo County Transit District parking facilities shall be in accordance with District's Vehicle Parking Regulations and other rules.

# **SAN MATEO COUNTY TRANSIT DISTRICT**



## **Title VI Fare Equity Analysis and Preliminary Service Equity Analysis**

SamTrans Codified Tariff Adjustments Fare Equity Analysis

Pilot Express Bus, Microtransit, and Taxi Voucher Preliminary  
Service Equity Analysis

August 2019

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## EXECUTIVE SUMMARY

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Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance. The San Mateo County Transit District (District), which operates SamTrans fixed-route bus service in San Mateo County, as well as RediWheels and Redi-Coast paratransit, has committed to the Federal Transit Administration (FTA) to comply with Title VI requirements set forth in FTA Circular 4702.1B ensuring that FTA-assisted benefits and related services are made available and are equitably distributed without regard to race, color, or national origin.

In January 2019, the District's Board of Directors (Board) adopted the SamTrans Fare Policy (Fare Policy). Staff is now proposing replacement of the Codified Tariff with a new Fare Structure, which includes a series of modifications to the prices, fares and products described in the Codified Tariff to better align it with the Fare Policy. These modifications include: introduction of free transfers, removal of certain fare categories and introduction of other fare categories and service definitions, elimination of tokens (in favor of paper ticket books), discontinuation of change cards, reduction of prices for certain passes, and cancellation of a base fare increase. Prior to adoption of the modifications reflected in the new Fare Structure, FTA Circular 4702.1B and District policies require that the Board review and approve an analysis of the effects the proposal will have on minority and low-income riders. This equity analysis concludes that the proposed modifications would not have a disparate impact on minority riders or disproportionately burden low-income riders. To the contrary, the proposed Tariff modifications decrease average fares for minority riders and low-income riders more than for non-minority riders and non-low-income riders, respectively.

Of note, the modifications account for launch of three new pilot services: Express Bus, SamTrans OnDemand micro transit, and the Taxi Voucher Program. The Express Bus and Taxi Voucher pilots do not replace existing services. The OnDemand pilot replaced an existing shuttle but utilizes the same operator contract and provides a similar amount of service hours per day. Each of these services is being launched as a one-year pilot and so are not subject to a mandatory Title VI Service Equity analysis. However, this report includes a preliminary service equity analysis consisting of a brief demographic profile of the population adjacent to the service based on recent demographic information from the US Census Bureau. More comprehensive analyses will be conducted if the services will operate for more than one year.

Preliminary demographic analyses of the pilot Express Bus Phase 1 routes, the SamTrans OnDemand Pilot service area, and the Taxi Voucher Pilot Program service area reveal the potential for disparate impacts and disproportionate burdens; however, a complete profile of actual riders cannot be compiled before the system is in operation. District staff will use data collected during the pilots to perform a complete service equity analysis should they be implemented on a permanent basis and will consider mitigations at that time, if necessary.



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## PROPOSED FARE CHANGES

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SamTrans customers pay fares with cash, a mobile app (SamTrans Mobile App or SamTrans OnDemand app), a Clipper® card, tokens, tickets, a monthly pass, or a day pass. SamTrans fixed-route service includes discounted fares for seniors, customers with disabilities, and Medicare cardholders; these are categorized as “Eligible Discount.” Youth riders (those between the ages of 5 and 18) also receive the same discounted fares. None of the proposed adjustments relate to paratransit fares.

The District has not implemented any fare changes since 2016. In 2015 the District Board approved a set of fare increases to go into effect in 2019, including an increase to the SamTrans adult base fare to \$2.50, and associated increases to the Day Pass and Monthly Pass, as well as increases to paratransit, the Way2Go Pass and the Summer Youth Pass, but these increase were postponed indefinitely in 2019 because of the ongoing Fare Study project.

The Fare Study was completed in 2018 and the District adopted its first ever Fare Policy in January 2019.

The District is now considering cancellation of the postponed fare increases along with additional fare changes to reflect the goals of the Fare Policy, with the proposed adjustments to take effect in 2020. The proposed adjustments are mostly fare decreases, with a small increase to the price of tokens (purchased in bulk). In Fiscal Year (FY) 2018, the District's farebox recovery ratio (the portion of operating expenses covered by fares) for SamTrans was approximately 13 percent.

In addition to maintaining the adult base fare at \$2.25, the following fare changes are proposed:

- 1. Replace adult and youth coin tokens with paper tickets and sell them at the same prices as regular fares (e.g., without a bulk discount specifically for tokens/tickets).** The removal of coin tokens and the replacement with a paper product will reduce/eliminate expensive administrative costs associated with coin production, distribution and collection. Additionally, the SamTrans Fare Policy outlines certain circumstances for when fare discounts (outside of the youth and eligible discount fares) are appropriate and how they should be managed. The original motivation for the discount on packages of tokens is unclear and as such there are not metrics for evaluating the effectiveness of the discount. Therefore, the removal of the discount is being done to align the Fare Structure with the Fare Policy.
- 2. Introduce free two-hour transfers for local fares paid with Clipper and the SamTrans Mobile App.** Thirty-eight percent of passengers make at least one transfer on a one-way trip. Introducing free transfers will encourage the use of SamTrans and will make the system easier and more affordable to use.
- 3. Reduce the cost of the Day Pass to approximately twice the local fare.** This change would apply for passes bought in cash or on the SamTrans Mobile app. For those who transfer, but don't use a Clipper card, a reduction in the cost of a Day Pass will make

their journey more affordable and will encourage the use of SamTrans for additional trips.

4. **Remove the Out-of-SF fare category.** Routes currently subject to it (currently, routes 292, 397 and 398) will instead be subject to the same fares that apply to all other non-Express routes. The Out-of-SF fare category is difficult to understand and enforce; with the reintroduction of express bus services, this fare category will be obsolete.
5. **Discontinue change cards.** Change cards have an administrative cost associated with their production, distribution and collection; most transit agencies require exact change only. In addition, the production and processing of change cards at the farebox can result in longer dwell times, which in turn degrades schedule adherence and overall system efficiency. This is especially problematic with damaged or demagnetized change cards.
6. **Include a new Express Bus service definition and fare structure for the pilot Express Bus service.** Express bus services are being reintroduced into the SamTrans network starting in 2019 based on recommendations in the US 101 Express Bus Feasibility Study<sup>1</sup> that was approved by the District Board in 2018.
7. **Eliminate group sales and sales of the 50-ticket ride book.** These fare products are very minimally used and require significant administrative oversight compared to the revenue generated.
8. **Introduce a service definition for “microtransit.”** SamTrans launched a microtransit pilot, SamTrans OnDemand, in 2019 and will be evaluating the feasibility of expansion in 2020. OnDemand is priced identically to service on all other non-Express routes.
9. **Add a service definition and set the subsidy amount for a pilot Taxi Voucher Program.** SamTrans received a grant from the FTA to initiate subsidized same-day taxi services for seniors and persons with disabilities in a pilot area. The pilot program will launch in 2020.

The proposed fare changes are summarized in **Table 1** and **Table 2** and below. Note that the tables do not include purely administrative modifications.

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<sup>1</sup> [http://www.samtrans.com/Assets/\\_Planning/pdf/Final+Express+Bus+Feasibility+Study.pdf](http://www.samtrans.com/Assets/_Planning/pdf/Final+Express+Bus+Feasibility+Study.pdf)

**Table 1: Summary of Proposed Changes to Fare Payment Types**

Fare Category	Existing	Proposed
<b>Cash</b>	Adult: \$2.25 Youth & ED: \$1.10	No change; will reverse increase previously approved and then postponed: Adult: \$2.25 Youth & ED: \$1.10
<b>Express</b>	Does not exist.	See <b>Table 2</b>
<b>Transfers on Clipper and Mobile App</b>	Customers must purchase a new local fare to transfer, unless they have a day or monthly pass.	Customers paying the local fare on Clipper or the Mobile App will get a free transfer to another local SamTrans bus within two hours.
<b>Day Pass</b>	Adult: \$5.50 Youth & ED: \$2.75	Fares reduced: Adult: \$4.50 Youth & ED: \$2.00
<b>Out of SF Fare</b>	Adult: \$4.00	Fare reduced: Adult: \$2.25
<b>Change Cards</b>	Customers are given change cards for overpaid fares.	Customers will no longer receive change cards for overpaid fares.
<b>Tokens (pack of 10)</b>	Adult: \$18 (\$1.80 per trip) Youth & ED: \$10.00 (\$1.00 per trip)	Tokens will be replaced with Tickets and the associated discount will be discontinued: Adult: \$22.50 (\$2.25 per token) Youth & ED: \$11.00 (\$1.10 per token)

**Table 2: Proposed Express Bus Fares**

Express Fares (Clipper)	Base Fare	Local + Express Monthly Pass	Local Base Fare & Monthly Pass to Express Upgrade Charge	Express to Local Transfer	Outside Agency to Express Upgrade Charge**
Adult	\$4.00	\$130.00	\$1.95	Free	\$1.95
Youth/ED	\$2.00	n/a	\$1.00		\$1.00

Express Fares (Cash & Mobile)	Base Fare	Local Day Pass to Express Upgrade Charge	Express to Local*
Adult	\$4.50	\$2.25	Free
Youth/ED	\$2.25	\$1.00	

\* Language in the codified tariff requires a 10% discount on all fares paid with Clipper. Changing that language will require coordination with MTC.

\*\* AC Transit Month Pass, Caltrain 2-Zone Month Pass & VTA Monthly Pass holders only.

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## **SAMTRANS TITLE VI POLICIES**

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In October 2012, the Federal Transit Administration issued FTA Circular 4702.1B, updating its guidance on implementation of Title VI of the Civil Rights Act of 1964. This Circular requires that the governing authority of each federally-assisted public transportation provider adopt the following policies:

- Major Service Change Policy
- Disparate Impact Policy
- Disproportionate Burden Policy

The District adopted policies based on several factors, including existing policies already in use, consultation with other transit agencies, and analysis of impacts from past service and fare change decisions. The District published its policies for public review in February 2013 and conducted significant public outreach to solicit input. Following public engagement, staff revised the policies and the Board of Directors adopted the policies at the March 13, 2013 meeting. The adopted policies follow.

### **Major Service Change Policy**

All major increases or decreases in transit service are subject to a Title VI Equity Analysis prior to Board approval of the service change. A Title VI Equity Analysis completed for a major service change must be presented to the San Mateo County Transit District Board of Directors for its consideration and included in the SamTrans Title VI Program with a record of action taken by the Board.

The SamTrans Title VI policy defines a major service change as a reduction or increase of 25% or more in total vehicle revenue miles in service on any specific route over a one-week period. The following service changes are exempted:

- Changes to a service on a route with fewer than 10 total trips in a typical service day are not considered “major” unless service on that route is eliminated completely on any such day.
- The introduction or discontinuation of short- or limited-term service (e.g., promotional, demonstration, seasonal or emergency service, or service provided as mitigation or diversions for construction or other similar activities), as long as the service will be/has been operated for no more than twelve months.
- SamTrans-operated transit service that is replaced by a different mode or operator providing a service with the same or better headways, fare, transfer options, span of service, and stops.

### **Disparate Impact Policy**

This policy establishes a threshold for determining whether a given action has a disparate impact on minority populations. Per FTA Circular 4702.1B:

*Disparate impact refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient's policy or practice lacks a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin...*

*The policy shall establish a threshold for determining when adverse effects of [fare/] service changes are borne disproportionately by minority populations. The disparate impact threshold defines statistically significant disparity and may be presented as a statistical percentage of impacts borne by minority populations compared to impacts borne by non-minority populations. The disparate impact threshold must be applied uniformly... and cannot be altered until the next Title VI Program submission.*

In the course of performing a Title VI Equity Analysis, the District must analyze how the proposed action would impact minority as compared to non-minority populations. In the event the proposed action has a negative impact that affects minorities more than non-minorities with a disparity that exceeds the adopted Disparate Impact Threshold, or that benefits non-minorities more than minorities with a disparity that exceeds the adopted Disparate Impact Threshold, the District must evaluate whether there is an alternative that has a more equitable impact. The District must then reanalyze the proposal to determine if the disparity would be eliminated or reduced. To proceed with a change that has a disparate impact above the defined threshold, the agency must demonstrate that a legitimate business purpose cannot otherwise be accomplished and that the proposed change is the least discriminatory alternative.

The District has adopted a Disparate Impact Threshold of 20% based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by minority populations compared to the same impacts borne by non-minority populations.

## **Disproportionate Burden Policy**

This policy establishes a threshold for determining whether a given action has a disproportionate burden on low-income populations relative to non-low-income populations. Per FTA Circular 4702.1B:

*The policy shall establish a threshold for determining when adverse effects of [fare/] service changes are borne disproportionately by low-income populations. The disproportionate burden threshold defines statistically significant disparity and may be presented as a statistical percentage of impacts borne by low-income populations as compared to impacts born by non-low-income populations.... The disproportionate burden threshold must be applied uniformly... and cannot be altered until the next [Title VI] program submission.... At the conclusion of the analysis, if the transit provider finds that low-income populations will bear a disproportionate burden of the proposed fare[/service] change, the transit provider should take steps to avoid, minimize, or*

mitigate impacts where practicable. The transit provider should describe alternatives available to low-income populations affected by the fare[/service] changes.

The District has adopted a Disproportionate Burden Threshold of 20% based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by low-income populations compared to the same impacts borne by non-low-income populations.

## **Public Outreach with Adopted Policies and Procedures**

Staff developed draft standards and policies and received public input through four community meetings throughout the county to develop the District's Disparate Impact and Disproportionate Burden policies. Comments were also made through the mail, telephone, and the dedicated e-mail address of TitleVI@samtrans.com.

The community meetings were held:

Tuesday, Feb. 12, 2013 6:30 p.m. to 8 p.m.  
Pacifica Sharp Park Library  
104 Hilton Way, Pacifica

Tuesday, Feb. 19, 2013 6:30 p.m. to 8 p.m.  
War Memorial Activity Room  
6655 Mission St., Daly City

Thursday, Feb. 21, 2013 10:00 a.m. to 11:30 a.m.  
SamTrans Offices  
1250 San Carlos Ave., San Carlos

Monday, Feb. 25, 2013 6:30 p.m. to 8 p.m.  
Lewis and Joan Platt East Palo Alto Family YMCA  
550 Bell St., East Palo Alto

A total of 15 members of the public participated in the meetings, providing valuable comments for staff. Upon receipt of the input from meeting attendees, staff revised the proposals for its standards and policies and submitted them for Board approval. The Board of Directors approved the Policies on March 13, 2013.

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## **FARE EQUITY ANALYSIS**

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Pursuant to 49 CFR Section 21.5 (b) (2), 49 CFR Section 21.5 (b) (7) and Appendix C to 49 CFR part 21, grantees must evaluate all non-exempt fare changes and major service changes to determine whether those changes have a discriminatory impact on minority or low-income populations.

The following sections document the methodology and summarize the findings of the proposed fare changes and of a preliminary equity analysis of the pilot express bus, microtransit, and taxi-voucher programs.

In summary, the analysis suggests that the proposed fare changes would not have a disparate impact on minority riders or disproportionately burden non-low-income riders.

Preliminary demographic analyses reveal the potential for disparate impacts and disproportionate burdens to exist among the pilot services. District staff will use data collected during the three pilot programs to perform a complete service equity analysis should they be implemented on a permanent basis (or longer than 12 months) and will consider mitigations if necessary.

## **Methodology**

Pursuant to FTA Circular 4702.1B, the District must analyze any available information generated from ridership surveys to determine whether minority and low-income passengers are more likely to use the payment type subject to the proposed change, and whether or not the proposed fare changes would result in a disparate impact or disproportionate burden.

### **Data**

The primary data source for this analysis is the 2018 SamTrans Triennial Customer Survey. It posed several questions to passengers, including but not limited to fare payment type used, purpose of trip and demographic information. In total, 4,229 completed surveys were collected. This sample provides accurate data within a +/- 1.34% margin of error (at the 95% confidence level). Survey sampling was designed to reach a cross-section of riders that utilize different routes at different times of day. Surveying was attempted on all SamTrans routes.

To ensure that the survey sample was representative of the population of SamTrans riders, weights were applied to each response based on a comparison of responses to SamTrans ridership averages for the month of October 2018. Therefore, the analysis in this report relies upon a weighted total of responses.

Information about fare payment type, fare category, ethnicity, and annual household income are required to perform the analysis, so the survey sample is restricted to a subset of respondents who answered the appropriate combination of those questions for the analysis at hand. The subsets of people considered in the impact and burden analyses are not mutually exclusive.

Further, the Triennial Survey questionnaire includes *fare payment type* (cash, day pass, month pass, etc.) and *fare category* (adult, youth, and eligible discount) are separate questions. This means that an adult Day Pass is represented by indicating “Day Pass” as the fare payment type *and* “Adult” as the fare category. Because the fare change is not applied uniformly across all fare products and categories, a response with either of those points missing is not included in the analysis of disparate impacts (in **Table 7**) and disproportionate burdens (in **Table 8**).

Of the 4,229 total responses in the SamTrans 2018 Triennial Customer Survey, 3,957 people also reported on their fare payment. For the disparate impact analysis, 1,661 respondents reported fare information and their ethnicity. For the disproportionate burden analysis, 1,059 respondents reported fare information and their household income. Because some people may be some combination of low-income and minority, the samples of each population do not combine to the entire population of SamTrans ridership. The total breakdown of fare payments across all survey respondents is shown in **Table 3**, and on its own provides the relative popularity of each fare product across all SamTrans ridership.

### **Caveats**

Customer information and usage data are not available for the 50-ticket ride book, group sales, and change cards because they are not methods of fare payment; instead, they are business practices and methods for selling fares. Therefore, they cannot be analyzed. Similarly, survey data does not report on the use of change cards among SamTrans passengers, and they are not considered in ridership tallies when they are used to pay for fare products (e.g. Use of a fare card to pay an adult fare is tallied as such).

Because SamTrans Express Bus services and the Taxi Voucher program do not currently exist, this report includes a separate analysis focused on the population within a half mile of the initial proposed Express Bus stops and within the proposed Taxi Voucher pilot service area. A similar demographic analysis is included for the OnDemand Microtransit, which is currently in a pilot phase. More thorough Title VI Equity Analyses will be conducted if the District chooses to implement Express Bus, the Taxi Voucher program and/or SamTrans OnDemand on a permanent basis (or longer than 12 months).

### **Fare Equity Analysis Steps**

The following steps are used to determine equity impacts of the proposed fare changes.

1. Determine the percentage change of the proposed fare adjustment for each fare payment method.
2. Define the term "low-income" to mean those with an annual household income below \$25,000 (i.e., double the federal poverty rate).
3. Define the term “minority” to mean those who self-identify as any ethnicity other than “white” alone.
4. With the terminology defined above, determine the percentage of low-income, non-low income, minority, and non-minority passengers overall and by fare type.



5. Determine the change in cumulative and average fare paid per group.
6. Determine the differential between the average fare change for minority riders relative to non-minority riders, and low-income riders relative to non-low-income riders.
7. Compare the differentials to the disparate impact threshold and disproportionate burden threshold as defined in the SamTrans Title VI Policies.

## Summary of Overall Fare Use

**Table 3** summarizes survey responses pertaining to fare payment type. Of the 4,229 total responses in the SamTrans 2018 Triennial Customer Survey, 3,957 people reported on their fare. The top three methods of paying fares are with cash, Clipper cash value, and the Clipper-based Monthly Pass (34%, 30%, and 19% respectively). The remaining fare types are sparsely used and range from four percent to less than one percent.

*Table 3: Summary of Overall Fare Use by (All Respondents)*

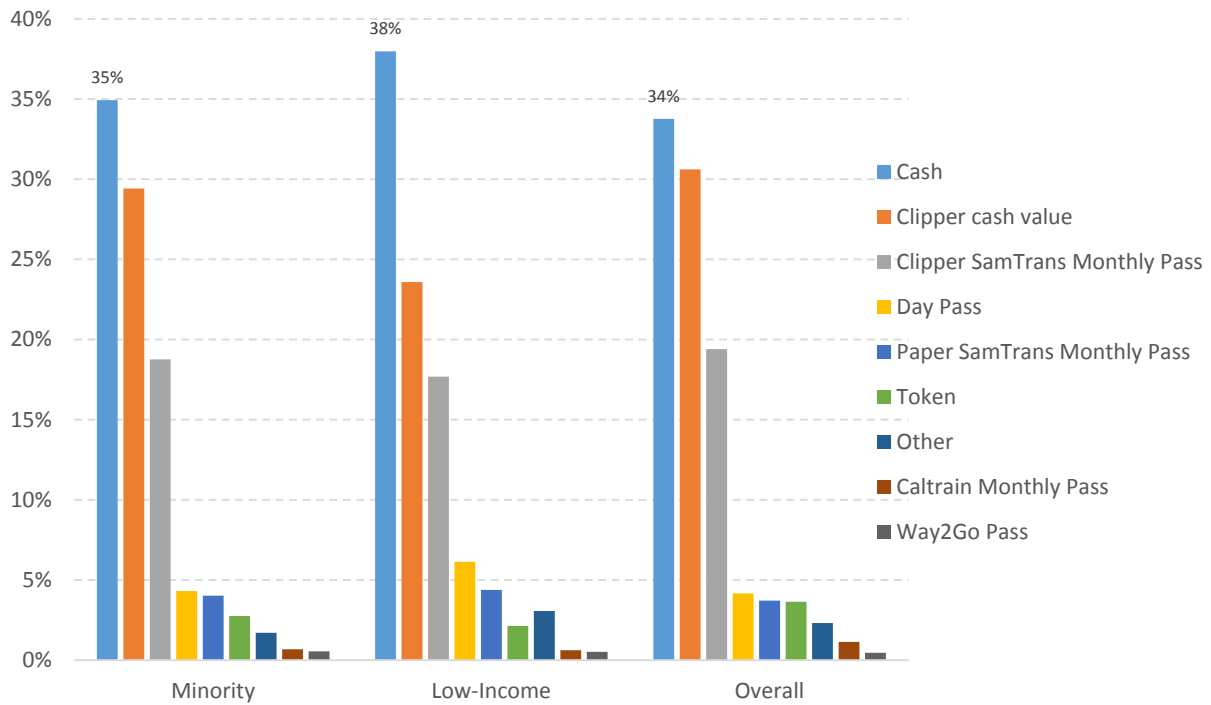
Fare Payment Type	Respondents	Percent
Cash	1,356	34%
Clipper cash value	1,202	30%
Clipper SamTrans Monthly Pass	757	19%
Day Pass	165	4%
Paper SamTrans Monthly Pass	146	4%
Token	142	4%
Other*	95	2%
Caltrain Monthly Pass	45	1%
Way2Go Pass	18	< 1%
Samtrans Mobile App (day pass)	17	< 1%
SamTrans Mobile App (one way)	14	< 1%
Total	3,957	100%

\* Includes paratransit customers (who ride for free), employee passes, unspecified Clipper use, and free fare days (e.g. Spare the Air Day)

Source: SamTrans 2018 Triennial Customer Survey

Below, **Figure 1** presents the distribution of fare payment types across respondents who identified themselves as a minority or as having a low-income, as well as overall use.

**Figure 1: Distribution of Fare Payment Type Across Groups**



Because transfers are not a fare payment type with a distinct price, **Table 4** shows the number of respondents who provided information about how many buses they take per one-way trip. Of the total responses, 4,070 respondents included information about transfers. As shown, 38% of them made at least one transfer.

**Table 4: Transfers (All Respondents)**

Transfers	Percent
No Transfers	62%
At Least One Transfer	38%

*Source: SamTrans 2018 Triennial Customer Survey*

**Table 5** presents a cross tabulation of the number of transfers per respondent by the type of fare payment. Those who make no transfers tend to pay with cash or Clipper cash value; these three payment methods are more evenly distributed amongst those who take two busses, and the number of respondents who paid with the day pass, paper monthly pass, token, and Way2Go pass is similar to those who do not transfer.

**Table 5: Crosstabulation of Transfers by Fare Payment Type**

# of Transfers	Cash	Clipper cash value	Monthly Pass (Clipper)	Day Pass	Other	Monthly Pass (paper)	Token	Way2Go Pass
None	832	821	396	62	46	77	113	10
Two buses	361	272	261	55	28	55	20	5
Three Busses	56	55	50	21	8	2	3	1
Four + Buses	44	24	30	20	7	9	3	2

Source: SamTrans 2018 Triennial Customer Survey

The SamTrans 2018 Triennial Survey does not specifically ask whether a customer paid the Out-of-SF fare, but it can be inferred by limiting the sample to responses collected on routes where the fare applies, and limiting fare payment types which are affected by the Out-of-SF distinction. Therefore, the analysis is based on responses collected on Route 292, 397, and 398; and by responses where the fare category is listed as Cash, SamTrans App One-Way, Clipper Cash, and Paper/Clipper Monthly Pass. Of all responses, only 397 were collected on those routes and with those fare payment types; of these, 287 provided their ethnicity while 228 provided their household income. **Table 6** presents the fare payment type by group for Out of SF routes.

**Table 6: Fare Payment Type on Out of SF Routes**

Out of SF Fare Payment	Minority	Non-Minority	Low-Income	Not Low-Income
Cash and App	118	28	51	61
Clipper Cash Value	55	19	17	43
Clipper/Paper Month Pass	46	21	20	35
<b>Grand Total</b>	<b>219</b>	<b>68</b>	<b>89</b>	<b>139</b>

Source: SamTrans 2018 Triennial Customer Survey

## Fare Product Use Among Minorities

This section determines whether a disparate impact on minority populations may exist based on their use of the fare products which are proposed for changes. In the 2018 SamTrans Triennial Ridership Survey, 79% of the respondents identified themselves as minority. The top three payment methods for minority riders were Cash (35%), Clipper cash value (31%), and the Clipper Monthly Pass (19%).

**Table 7**, below, depicts a summary of each fare type affected by the proposed change comparing the existing price, the proposed price, the percent change of each fare adjustment, and the usage by minority groups compared to non-minority groups. The table accounts for adult, youth, and Eligible District (ED) pricing. In the aggregate and for each fare type subject to change, minority riders constitute most users (in the aggregate, 66% minority compared to 34% non-minority).

**Table 7: Use of Fares with Proposed Changes Among Minorities**

Category	Current Fare	Proposed Fare	% Change	Use by Minorities (%)	Use by Non-minorities (%)
<b>Tokens (pack of 10)</b>				<b>79 (61%)</b>	<b>50 (39%)</b>
Adult	\$18.00	\$22.50	20%	47 (64%)	26 (36%)
Youth	\$10.00	\$11.00	9%	29 (57%)	22 (43%)
ED	\$10.00	\$11.00	9%	4 (66%)	2 (34%)
<b>Two-hour Transfer</b>				<b>667 (84%)</b>	<b>123 (16%)</b>
Clipper	\$2.25	\$0.00	-100%	276 (83%)	55 (17%)
Cash/App/Token	\$2.25	\$2.25	0%	391 (85%)	68 (15%)
<b>Day Pass</b>				<b>123 (83%)</b>	<b>26 (17%)</b>
Adult	\$5.50	\$4.50	-22%	68 (83%)	14 (17%)
Youth	\$2.75	\$2.00	-25%	21 (87%)	3 (13%)
ED	\$2.75	\$2.00	-25%	34 (79%)	9 (21%)
<b>Out-of-SF Fare (Adult only)</b>				<b>219 (76%)</b>	<b>68 (24%)</b>
Cash/App	\$4.00	\$2.25	-78%	118 (81%)	28 (19%)
Clipper Cash	\$3.60	\$2.05	-76%	55 (74%)	19 (26%)
Out of SF Monthly Pass (Clipper/Paper)	\$96.00	\$65.60	-46%	46 (69%)	21 (31%)
<b>Total (N=1,661)</b>				<b>1,088 (66%)</b>	<b>573 (34%)</b>

Source: SamTrans 2018 Triennial Customer Survey

**Table 8** summarizes the distribution of fare products between minorities, non-minorities, and the system ridership overall. It shows that all fares with proposed changes are used by minorities at higher rates than non-minorities. While Tokens, Day Passes, and the Out-of-SF fare are relatively small pieces of the overall mix, they are used more heavily by minorities by wide margins. Transfers are more evenly split between these groups and are also more frequently used overall.

**Table 8: Summarized Use of Fares with Proposed Changes Among Minorities**

Payment Method	Use by Minorities	Use by Non-Minorities	Use Overall (% of All Responses)
Tokens	61%	39%	4%
Transfer	84%	16%	38%*
Day Pass	83%	17%	4%
Out-of-SF	76%	24%	9%**

\* Calculated as the total number of surveys collected which indicated at least one transfer on a one-way trip.

\*\* Calculated as the total number of surveys collected on Out-of-SF Routes paid with specified fare payment types, compared to all survey responses.

## Fare Product Use Among People with Low-Incomes

In the 2018 SamTrans Triennial Ridership Survey, 43% of the respondents identified themselves as having a household income of \$25,000 or lower (thereby meeting the definition of "low-income"). Among low-income riders, the top three payment methods were Cash (40%), Clipper cash value (24%), and the Clipper Monthly Pass (18%).

**Table 9**, below, summarizes the use of fare types with proposed changes among low-income and non-low-income groups. The table accounts for Adult, Youth, and Eligible Discount pricing.

**Table 9: Use of Fares with Proposed Changes Among People with Low Incomes**

Category	Current	Proposed	% Change	Low-income (%)	Non low-income (%)
<b>Tokens (pack of 10)</b>				<b>25 (27%)</b>	<b>67 (73%)</b>
Adult	\$18.00	\$22.50	20%	19 (32%)	41 (68%)
Youth	\$10.00	\$11.00	9%	4 (14%)	24 (86%)
ED	\$10.00	\$11.00	9%	2 (50%)	2 (50%)
<b>Two-hour Transfer</b>				<b>330 (53%)</b>	<b>290 (47%)</b>
Clipper	\$2.25	\$0.00	-100%	127 (48%)	136 (56%)
Cash/App/Token	\$2.25	\$2.25	0%	203 (57%)	154 (43%)
<b>Day Pass</b>				<b>73 (55%)</b>	<b>59 (45%)</b>
Adult	\$5.50	\$4.50	-22%	33 (45%)	40 (55%)
Youth	\$2.75	\$2.00	-25%	12 (63%)	7 (37%)
ED	\$2.75	\$2.00	-25%	28 (70%)	12 (30%)
<b>Out-Of-SF Fare</b>				<b>88 (39%)</b>	<b>139 (61%)</b>
Cash + App	\$4.00	\$2.25	-78%	51 (46%)	61 (54%)
Clipper Cash	\$3.60	\$2.05	-76%	17 (28%)	43 (72%)
Out of SF Month Pass (Clipper & Paper)	\$96.00	\$65.60	-46%	20 (36%)	35 (64%)
<b>Total (N=1,059)</b>				<b>514 (49%)</b>	<b>545 (51%)</b>

Source: SamTrans 2018 Triennial Survey

**Table 10** summarizes the distribution of fare products between the low-income and non-low-income groups, and the system overall. It shows that low-income riders incomes make transfers and purchase Day Pay asses at a higher rate than non-low-incomes riders. Non-low-income riders purchase Tokens and pay the Out-of-SF fare at a higher rate than low-income riders, and by wider margins.

**Table 10: Summary of Use of Fares with Proposed Changes Among People with Low Incomes**

Payment Method	Low-income (%)	Non-low-income (%)	Percent of Total Fares
Tokens	27%	73%	4%
Transfer	53%	47%	38%*
Day Pass	55%	45%	4%
Out-of-SF	39%	61%	9%**

\* Calculated as the total number of surveys collected which indicated at least one transfer on a one-way trip.

\*\* Calculated as the total number of surveys collected on Out-of-SF Routes paid with specified fare payment types (not including ethnicity and income), compared to all survey responses.

## Fare Equity Analysis Findings

The number of users for each fare product from **Table 7** and **Table 9** are multiplied by the existing and proposed fares - taking into consideration the Adult, Youth, and Eligible Discount fare categories - to calculate a total amount paid per group under the current fare structure and under the 2019 proposal. The analysis then compares these results as both a dollar amount and percent change to identify a potential disparate impact (based on a total of 1,661 survey responses) and a potential disproportionate burden analyses (based on a total of 1,059 survey responses). The percent change in average fare per group can then be compared with the Impact Threshold of 20% to determine if disparate impacts or disproportionate burdens exist.

Shown in **Table 11**, below, the average fare paid by minority riders using these fare products at their current rate is \$7.58, and the average fare for non-minority riders is \$12.33. Assuming usage rates remain constant, the proposed fare changes would decrease the average fare of minority riders to \$5.59, a decrease of \$1.99, or 26%. The average fare for non-minority riders would decrease by \$2.71 to \$9.62, a decrease of 22%. Minority passengers will experience 4% greater *decrease* to their fares under the fare change proposal than non-minority riders. As a result, the proposed fare changes do not have a disparate impact on minority riders.

The average fare paid by low-income riders using these fare products at their current rate is \$7.00, and the average fare for non-low-income riders is \$10.24. Assuming usage rates remain constant, the proposed fare changes would decrease the average fare of low-income riders by \$1.90 to \$5.11, a decrease of 27%. The average fare for non-low-income riders would decrease by \$2.50 to \$7.74, a decrease of 24%. Low-income riders will experience 3% greater *decrease* to their fares under the fare change proposal than non-low-income riders. As a result, the proposed fare changes do not have a disproportionate burden on low-income riders.

**Table 11: Fare Equity Analysis of Proposed Fare Change**

Category	Current	Proposed	Current				Proposed			
			Minority	Non-minority	Low-income	Non low-income	Minority	Non-minority	Low-income	Non low-income
	<b>Tokens (pack of 10)</b>		<b>\$1,176.00</b>	<b>\$708.00</b>	<b>\$402.00</b>	<b>\$998.00</b>	<b>\$1,420.50</b>	<b>\$849.00</b>	<b>\$493.50</b>	<b>\$1,208.50</b>
Adult	\$18.00	\$22.50	\$846.00	\$468.00	\$342.00	\$738.00	\$1,057.50	\$585.00	\$427.50	\$922.50
Youth	\$10.00	\$11.00	\$290.00	\$220.00	\$40.00	\$240.00	\$319.00	\$242.00	\$44.00	\$264.00
ED	\$10.00	\$11.00	\$40.00	\$20.00	\$20.00	\$20.00	\$44.00	\$22.00	\$22.00	\$22.00
	<b>Two-hour Transfer</b>		<b>\$1,514.25</b>	<b>\$276.75</b>	<b>\$742.50</b>	<b>\$652.50</b>	<b>\$893.25</b>	<b>\$153.00</b>	<b>\$456.75</b>	<b>\$346.50</b>
Clipper	\$2.25	\$0.00	\$621.00	\$123.75	\$285.75	\$306.00	\$0.00	\$0.00	\$0.00	\$0.00
Cash/App/Token	\$2.25	\$2.25	\$893.25	\$153.00	\$456.75	\$346.50	\$893.25	\$153.00	\$456.75	\$346.50
	<b>Day Pass</b>		<b>\$525.25</b>	<b>\$110.00</b>	<b>\$291.50</b>	<b>\$272.25</b>	<b>\$416.00</b>	<b>\$87.00</b>	<b>\$228.50</b>	<b>\$218.00</b>
Adult	\$5.50	\$4.50	\$374.00	\$77.00	\$181.50	\$220.00	\$306.00	\$63.00	\$148.50	\$180.00
Youth	\$2.75	\$2.00	\$57.75	\$8.25	\$33.00	\$19.25	\$42.00	\$6.00	\$24.00	\$14.00
ED	\$2.75	\$2.00	\$93.50	\$24.75	\$77.00	\$33.00	\$68.00	\$18.00	\$56.00	\$24.00
	<b>Out-of-SF Fare (Adult only)</b>		<b>\$5,086.00</b>	<b>\$2,196.40</b>	<b>\$2,192.40</b>	<b>\$3,758.80</b>	<b>\$3,395.85</b>	<b>\$1,479.55</b>	<b>\$1,465.70</b>	<b>\$2,521.40</b>
Cash	\$4.00	\$2.25	\$472.00	\$112.00	\$204.00	\$244.00	\$265.50	\$63.00	\$114.75	\$137.25
Clipper	\$3.60	\$2.05	\$198.00	\$68.40	\$68.40	\$154.80	\$112.75	\$38.95	\$38.95	\$88.15
Out of SF Month Pass	\$96.00	\$65.60	\$4,416.00	\$2,016.00	\$1,920.00	\$3,360.00	\$3,017.60	\$1,377.60	\$1,312.00	\$2,296.00
	<b>Cumulative Fare</b>		<b>\$8,301.50</b>	<b>\$3,291.15</b>	<b>\$3,628.40</b>	<b>\$5,681.55</b>	<b>\$6,125.60</b>	<b>\$2,568.55</b>	<b>\$2,644.45</b>	<b>\$4,294.40</b>
	<b>Average Fare Per Group</b>		<b>\$7.58</b>	<b>\$12.33</b>	<b>\$7.00</b>	<b>\$10.24</b>	<b>\$5.59</b>	<b>\$9.62</b>	<b>\$5.11</b>	<b>\$7.74</b>
	<b>Change in Average Fare Per Group</b>						<b>-\$1.99</b>	<b>-\$2.71</b>	<b>-\$1.90</b>	<b>-\$2.50</b>
	<b>Percent Change in Average Fare Per Group</b>						<b>-26%</b>	<b>-22%</b>	<b>-27%</b>	<b>-24%</b>

Source: SamTrans 2018 Triennial Customer Survey

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## PRELIMINARY SERVICE EQUITY ANALYSIS

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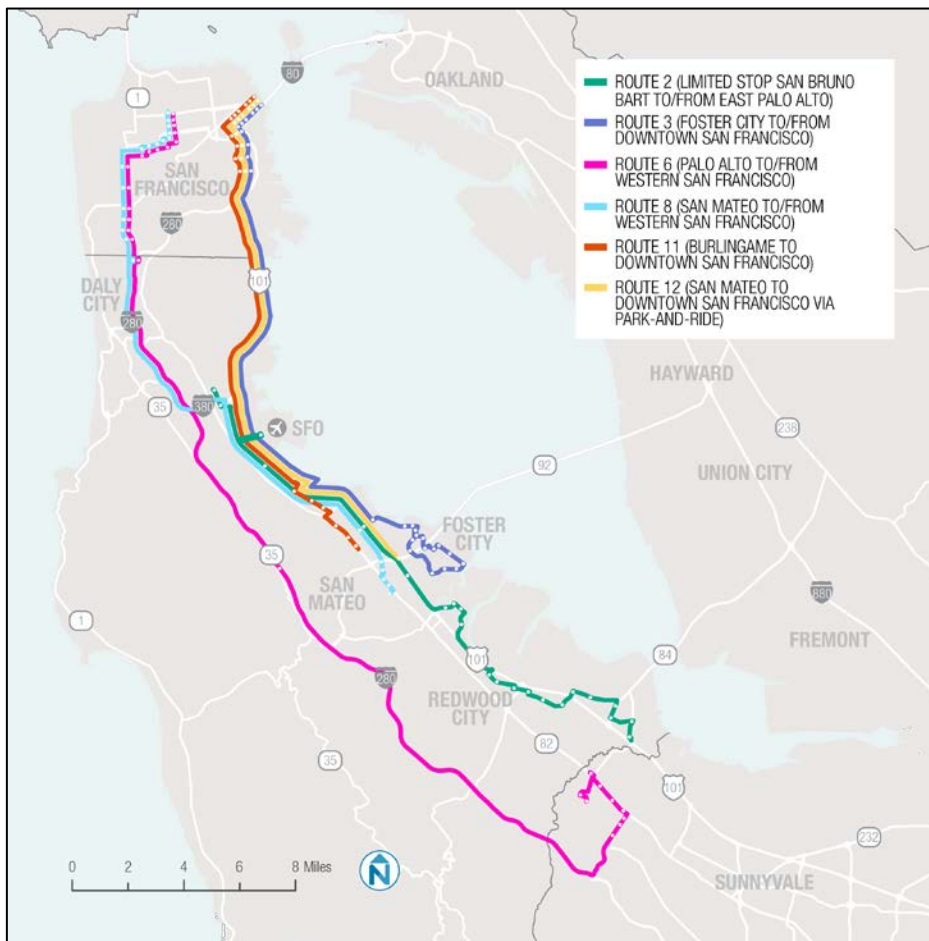
This section summarizes the pilot Express Bus, OnDemand microtransit pilot, and Taxi-Voucher Pilot Program. This section also presents demographic profiles of the population within each service area. As pilots, these new services will be subject to a full Title VI Service Equity Analysis should they be implemented on a permanent basis (or more than 12 months).

### **Pilot Express Bus Preliminary Service Equity Analysis**

The 2018 US 101 Express Bus Feasibility Study identified six new express bus routes to implement in three phases over the next five years. The study was conducted in order to examine opportunities to reintroduce express bus service into the SamTrans route network and to utilize the future express lane facility that will operate on US-101 in San Mateo County (and eventually into San Francisco). The District formerly operated a network of express bus routes that were eliminated in 2009 due to funding shortfalls. The six new routes were identified using a comprehensive planning process that incorporated travel data, ridership demand modeling, stakeholder input, as well as robust public feedback.

The study was conducted between April 2017 and November 2018. The Board adopted the final US-101 Express Bus Feasibility Study and its recommendations in December 2018. The final recommended six routes are shown in **Figure 2** on the following page.





**Figure 2: Recommended Network, US 101 Express Bus Feasibility Study**

The first phase of express bus service will launch in Fiscal Year (FY) 2020 and includes two new routes: Foster City-San Francisco (August 2019) and Palo Alto-Western San Francisco (January 2020). Both routes will operate as bi-directional in the morning and afternoon peak periods serving residential and employment markets on both ends of the route. The second phase of the express bus service includes two more routes that are projected to launch in conjunction with the opening of the US-101 express lanes in 2022. The third phase of routes will launch in the 2023 timeframe.

As these new express routes have not yet started operating, staff used the current planned alignment and stops for the two Phase I routes to determine the demographic profile of potential riders, assuming a catchment area of ½ mile around the bus stops in on both ends of the routes. Ethnicity and household income data were drawn from the 2017 American Community Survey 5-year Estimates, which is the most current available.

## Summary and Preliminary Analysis of Express Bus Service & Fares

Phase 1 of the Express Bus pilot will consist of two routes: FCX (Foster City to/from San Francisco) and PAX (Palo Alto to/from San Francisco). These new routes are not intended to replace existing routes; rather, the goal is to provide new service in order to increase ridership among those who would otherwise drive themselves to and from San Francisco, Foster City and Palo Alto.

FCX service will travel on US 101 and PAX service will travel on I 280, both with very limited stops. Both routes will operate in both directions to accommodate peak and reverse-peak commutes. Northbound, the FCX will board passengers in and around central Foster City, and then go directly to Downtown San Francisco in the northbound direction; the same stops will be used for southbound trips. The PAX will board passengers near Stanford University and adjacent offices, and then go directly to San Francisco in the northbound direction, terminating near Masonic and Geary by way of 19<sup>th</sup> Avenue; the same stops will be used for southbound trips.

For the first several months, during operation of FCX, fares will mirror those established for current Out-of-SF fares (which apply to Routes 292, 397, and 398). In January 2020, fares for the Express Bus are proposed to increase and only Express Bus passengers will pay the elevated fares. Out-of-SF fares will be discontinued so that Routes 292, 397, and 398 will be subject to all other non-Express Bus fares, as analyzed in the fare equity analysis above.

Considering only Phase 1 of the Express Bus pilot, this report presents a demographic analysis of the population within a half-mile of the proposed bus stops because there is no existing ridership available for study. The District will use passenger experience and demographic data from Phase 1 to analyze the continuation of the FCX and PAX and the launch of Phase 2.

The FCX route alignment was determined after study of observed commute patterns and is the only feasible route alignment that will achieve the District's goals for express bus service. In the *US 101 Express Bus Feasibility Study*, travel markets between Foster City and Downtown San Francisco demonstrate potential for bidirectional express bus service. The market is not directly served by Caltrain service; previously, the FX in Foster City was the most productive of SamTrans' express bus routes, carrying approximately 230 northbound passengers during the AM peak period. The Foster City-San Francisco market includes approximately 1,600 vehicle person trips (VPT) during the AM peak period (64 percent northbound and 36 percent southbound). Potential time savings for the route relative to Caltrain may shift some Caltrain passengers and attract some passengers with origins or destinations beyond Downtown San Francisco and the Mission District/Potrero Hill area. Aside from the ridership potential, the FCX and PAX were the two recommended routes that were the least reliant on the planned San Mateo County US 101 Express Lanes, which will be crucial for achieving the travel times anticipated in the study. In addition to Foster City and San Francisco, the FCX includes two stops in eastern San Mateo, which is a Community of Concern designated by the Metropolitan Transportation Commission (MTC).

**Table 12: Phase 1 Express Route Demographic Profile**

	Population		Percent	Households		Percent
FCX	Total	137,166		Total	117,232	
	Minority	86,928	63%	Low Income	27,568	24%
	Non-Minority	50,238	37%	Non-Low Income	89,664	76%
PAX	Total	155,561		Total	58,753	
	Minority	83,132	53%	Low Income	7,461	13%
	Non-Minority	73,525	47%	Non-Low Income	51,292	87%
TOTAL	Total	292,727		Total	175,985	
	Minority	170,060	58%	Low Income	35,029	20%
	Non-Minority	123,763	42%	Non-Low Income	140,956	80%

Source: SamTrans, 2017 American Community Survey 5-Year Estimates

**Table 12**, above, shows that people who live within a half-mile of the proposed bus stops are generally minorities (58%) and do not have low incomes (80%).

Routes in the US 101 Express Bus Feasibility Study final recommendation were prioritized for implementation by their ridership potential based on observed commute patterns. However, the study utilized a holistic evaluation process which considered equity factors during the network refinement process. Full implementation of the Express Bus network may result in a more even split between the those with low incomes and those without. District staff will monitor the Express Bus routes' performance through the pilot phase and consider potential mitigations should the Express network be found to disproportionately serve those without low incomes.

## OnDemand Microtransit Preliminary Service Equity Analysis

SamTrans OnDemand is a pilot microtransit service that launched on May 6, 2019 and serves a five square-mile area around the Linda Mar community in Pacifica, CA. Currently, customers may pay with the SamTrans OnDemand App, the SamTrans Mobile App, or at the farebox onboard the vehicle. OnDemand is priced identically to service on all other non-Express routes. SamTrans will be evaluating the feasibility of expansion of the OnDemand service in 2020. A more complete service equity analysis would be conducted before a decision is made for the service to be in operation for more than 12 months.

As this pilot has just begun operating, staff used the service area to determine the demographic profile of potential riders. Ethnicity and household income data were drawn from the 2017 American Community Survey 5-year Estimates, which is the most current available.

### Summary and Preliminary Analysis of OnDemand Microtransit Pilot

SamTrans OnDemand is a pilot microtransit service that launched on May 6, 2019 and serves a five square-mile area around the Linda Mar community in Pacifica, CA. The standard fixed-route SamTrans fare structure applies. Currently, customers may pay on the vehicle using the farebox and all existing fare media, with the SamTrans Mobile App, or through the SamTrans OnDemand App. The District will be surveying passengers in September 2019 to understand how riders are using the new service and

how the user experience has changed. The District will use data collected during the pilot for an evaluation in order to determine if the service should be implemented on a permanent basis and for the subsequent complete service equity analysis.

**Table 13: SamTrans OnDemand Pilot Demographic Profile**

Population		Percent	Households		Percent
Total	4,409		Total	1,592	
Minority	1,605	36%	Low Income	82	5%
Non-Minority	2,854	65%	Non-Low Income	1,510	95%

*Source: SamTrans, 2017 American Community Survey 5-Year Estimates*

**Table 13**, above, shows that the SamTrans OnDemand service area is predominantly non-minority and non-low income (65% and 95%, respectively). This is a notable discrepancy, however there are several service planning and business rationales for selecting this location.

Linda Mar was chosen as the pilot location following an extensive internal study on potential locations in San Mateo County for a microtransit service. Due to the unique features of microtransit, the pilot area would need to satisfy several criteria, including the potential for ridership at levels that can be adequately served by microtransit, the presence of an existing service with appropriate performance and which could be easily replaced with microtransit, and a geography which would lend itself to an intuitive service area and which would facilitate connections to other fixed-route services.

Linda Mar was found to be a suitable location because it was previously served by the FLX Pacifica shuttle, which was operated by MV Transportation under contract with the District. MV’s existing contract was used to operate the pilot. Additionally, Linda Mar is geographically isolated from the rest of the Coast; several SamTrans routes connect the Linda Mar Park & Ride with the Colma and Daly City BART stations, thus presenting a first/last mile problem. As a one-way loop with trip deviations that could only be scheduled a day in advance, the FLX Pacifica had limited capability to be a suitable first/last mile connection (though it did enjoy sustained ridership over several years). As such, one of OnDemand’s goals for the pilot is to determine if microtransit is a suitable for that role.

The above factors combined with administrative changes necessary to support microtransit service motivated District staff to select a pilot area with a high probability of success over providing a strongly equitable service. Should OnDemand be implemented on a permanent basis, the District will undertake a complete service equity analysis and consider potential mitigations to improve equity in the final implementation and any subsequent expansions.

## Taxi Voucher Pilot Preliminary Service Equity Analysis

SamTrans received a grant from the FTA to initiate subsidized same-day taxi services for seniors and persons with disabilities in a geo-fenced pilot area. The pilot service will launch in 2020.

As this pilot has not yet started operating, staff used the current planned service area to determine the demographic profile of potential riders. Ethnicity and household income data were drawn from the 2017 American Community Survey 5-year Estimates, which is the most current available.

### Summary and Preliminary Analysis of Taxi-Voucher Pilot Program

The On-Demand Taxi Voucher Program would offer same-day, curb-to-curb taxi and accessible taxi service at a reduced rate in the program area, which is currently defined as Redwood City, San Carlos, and the unincorporated community of North Fair Oaks. It would be available to adults age 65 or older, and people with disabilities. The pilot has not yet launched but would be in effect for one year. At the end of the pilot period, staff would evaluate the program and determine whether to implement it on a permanent basis and/or to implement it in a different geographic area. If such a decision is contemplated, a service equity analysis would be conducted within 12 months of launch of the pilot program.

**Table 14: Taxi Voucher Pilot Program Demographic Profile - Disabilities and Age**

Disability Status			Age		
		Pct.			Pct.
Total	128,690		Total	128,690	
With Disabilities	9,416	7%	Over 65	15,523	12%
No Disabilities	119,274	93%	Under 65	113,167	88%

Source: SamTrans, 2017 American Community Survey 5-Year Estimates

Within the Taxi Voucher Pilot Program service area, approximately seven percent of the population has a disability, and 12% of the population is over the age of 65 (**Table 14**). This represents the number of people who would be eligible for the service. For context, in San Mateo County, eight percent of the population has a disability, and 14% of the population is over the age of 65.

**Table 15: Taxi Voucher Pilot Program Demographic Profile: Ethnicity and Minority**

Population			Households		
		Pct.			Pct.
Total	128,690		Total	44,132	
Minority	68,206	53%	Low Income	5,146	12%
Non-Minority	57,882	47%	Non-Low Income	38,986	88%

Source: SamTrans, 2017 American Community Survey 5-Year Estimates

**Table 15**, above, shows that while there are slightly more minorities than non-minorities in the service area, there are substantially more people without low-incomes (88%) than with low-incomes (12%). The service area for this pilot is based on historical use of taxis to supplement some ADA trips. As stated above, should staff propose to make the program permanent, the District will use data collected during the pilot to conduct a complete Service Equity Analysis and consider potential mitigations to improve equity moving forward.

## **Other Programs and Policies Benefiting Low-Income and Minority Riders**

While some of the new proposed services may disproportionately benefit non-minority and non-low-income riders, the proposed service changes are part of a series of new policies and programs, many of which will disproportionately benefit minority and low-income riders. Most notably, the SamTrans Fare Policy establishes guidelines that require equity to be a consideration when making future changes. The implementation of this policy will include system-wide fare changes that will disproportionately benefit minority and low-income riders, as discussed above. Other planning activities include participation in the Community-Based Transportation Plan process in coordination with the San Mateo County City/County Association of Governments (CCAG), which are locally driven transportation plans focused in disadvantaged communities.

## PUBLIC OUTREACH ACTIVITIES

The District's public participation process offers early and continuous opportunities for the public (including minorities and people with low-income) to be involved in the identification of potential impacts of proposed transportation decisions. Efforts to involve minority and low-income populations include both comprehensive measures and measures targeted at overcoming barriers that prevent such populations from effective participation in decision making.

District staff conducted an extensive public outreach program to notify SamTrans customers and the community of the proposed changes described in this analysis, and to solicit input. The notification process included four public meetings (**Table 16**); eight community outreach events (**Table 17**); trilingual (English, Spanish and Chinese) newspaper notices (**Table 18**); news releases before the public meetings and before the Public Hearing; trilingual postings on the SamTrans website (English, Spanish, and Chinese), which also uses Google Translate and has the capability to translate into 103 different languages; Social Media postings (Nextdoor, Facebook, Twitter); "take-one" notices; onboard ad cards and electronic messages; e-mail notification to community-based organizations, senior centers and social services agencies; presentations to the SamTrans Citizens Advisory Committee (CAC) SamTrans Accessibility Advisory Committee; and a Public Hearing at the July 10<sup>th</sup> Board of Directors meeting.

**Table 16: Public Meetings**

Date and Time	Location	Attendees
May 29, 4:30 - 5:30PM	1250 San Carlos Ave, San Carlos, CA	3
June 4, 10:30 - 11:30AM	33 Arroyo Dr, South San Francisco, CA	2
June 5, 5:00 - 6:00PM	535 Kelly Ave, Half Moon Bay, Ted Adcock Community Center	7
June 18, 11AM	Virtual Public Meeting – You Tube Live	8 live viewers 104 views (as of July 24, 2019) since video was posted

**Table 17: Community Outreach Events**

Date	Event	City	Attendees
May 4, 2019	Streets Alive Parks Alive	South San Francisco	300
May 4, 2019	Coastside Preparedness Day	Half Moon Bay	250
May 6, 2019	APP Day at Senior Center	Pacifica	26
May 8, 2019	Pacifica Senior Information Fair	Pacifica	80
May 11, 2019	San Carlos Volunteer Expo	San Carlos	35
May 16, 2019	16 CHP Age Well Drive Smart	Pacifica	28
May 23, 2019	Adults Fitness and Resource Fair	Daly City	150
June 7, 2019	Veterans Resource Event, American Legion Post 474,	Half Moon Bay	90

Date	Event	City	Attendees
June 11, 2019	San Mateo County Fair Seniors Day	San Mateo	145
June 22, 2019	Facebook Festival	Menlo Park	548

**Table 18: Newspaper Notices**

Date	Newspaper	Language
May 21, 2019	The Daily Journal	English
May 29, 2019	Half Moon Bay Review	English
May 24-30, 2019	El Observador	Spanish
May 28, 2019	Sing Tao	Chinese
May 28, 2019	The Daily Journal	English
June 1-2, 2019	The Daily Journal	English
June 2, 2019	San Francisco Examiner	English
June 4, 2019	The Daily Journal	English
June 19, 2019	Half Moon Bay Review	English
June 23, 2019	Examiner & San Mateo Weekly – Legal Notice	English
June 25, 2019	The Daily Journal – Legal Notice	English

Customers and the public were able to provide input orally or in writing at the public meetings, community outreach events and public hearing; by submitting a printed comment form (available in English, Spanish and Chinese); by filling out an online comment form; by mailing written comments through the postal service or via a unique e-mail address, and by calling the SamTrans Customer Service Center. Meeting and hearing notices included directions for submitting oral and written comments through the SamTrans Board Secretary, SamTrans website, email and Customer Service Center telephone lines for those unable to attend the public hearing or public meeting. All such comments are entered into the public hearing record, if they were made.

During the public hearing on July 10, 2019, staff received further public comments as well as input from the Board. Overall, the feedback received during the public comment period indicate that, in general, passengers were supportive of the fare proposal, especially the reduction in Day Pass pricing and the introduction of free transfers. A summary of public comments is attached to this report.



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## **INFORMATION DISSEMINATION TO LIMITED ENGLISH PROFICIENT PERSONS**

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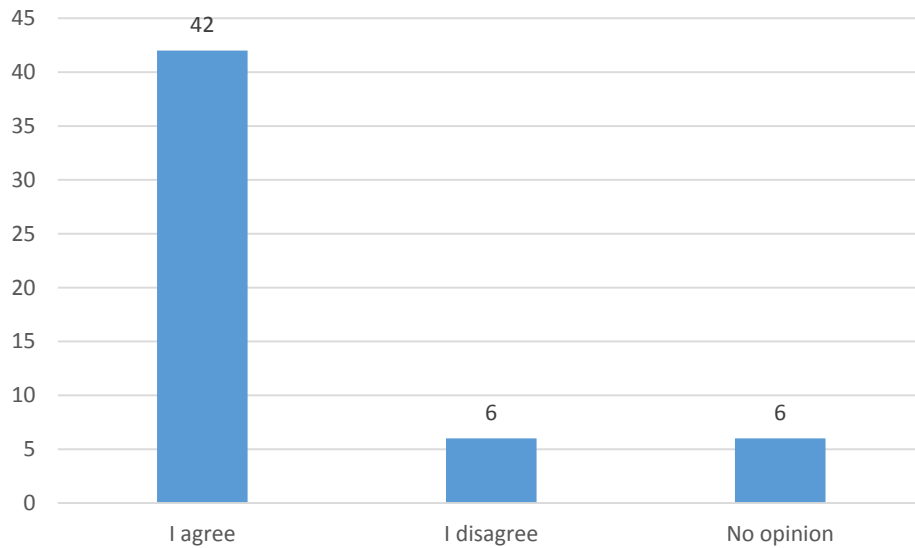
The District's public participation process includes measures to disseminate information on proposed fare and service changes to people with limited English proficiency as well as at public hearings and meetings.

As stated above, comprehensive measures were employed by SamTrans to reach out to non-English speaking persons, including Spanish and Chinese translations in the newspaper and SamTrans.com website postings, in addition to the availability of Google Translate on the District's website. In addition, the SamTrans Customer Service Center offers foreign language translation service, via a telephonic language line, for those wishing to provide oral comments. Also, translation services were available upon request at the July 10, 2019 public hearing.

Notices of the proposed change were sent to Community Benefit Organizations (CBOs) listed on the SamTrans Limited English Proficiency Plan (LEP). No comments from such organizations were received.

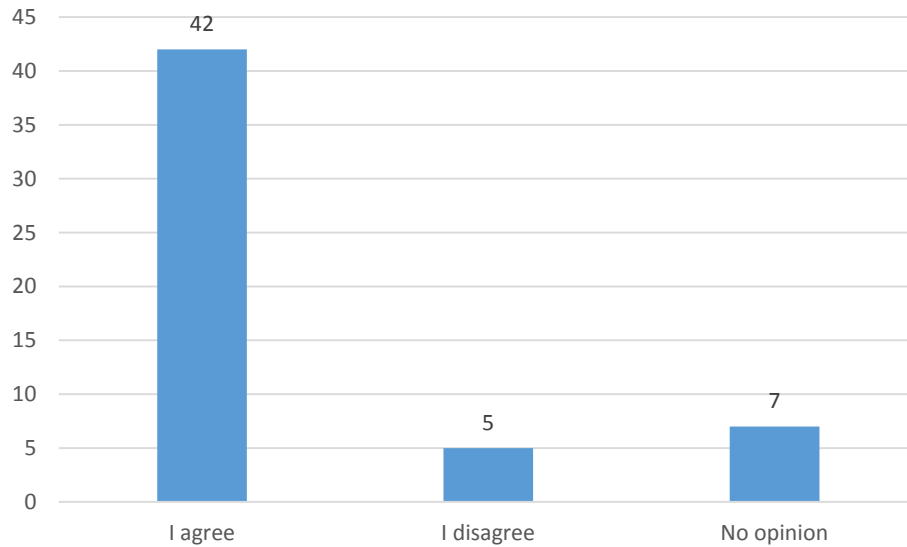
## SUMMARY OF PUBLIC COMMENTS

**Question: Continue postponement of the planned increase to the adult Local fare, keeping the fare at \$2.25 instead of raising it to \$2.50.**



Comment Category	Answer
Don't keep the adult base fare at \$2.25 if it will result in service cuts.	SamTrans service will not be affected by the proposed fare changes.
Consider increasing the cash fare and further discounting Clipper fares.	The Clipper discount is set to be approximately 20% off the equivalent cash fare, pursuant to an agreement between SamTrans and MTC to promote Clipper use.
Consider increasing the base fare but decrease or leave unchanged other fares.	The price of pass products, such as the day pass and monthly pass, are set by an equation based on the cost of the base fare; any change in the base fare will have subsequent effects on the cost of other fare products.

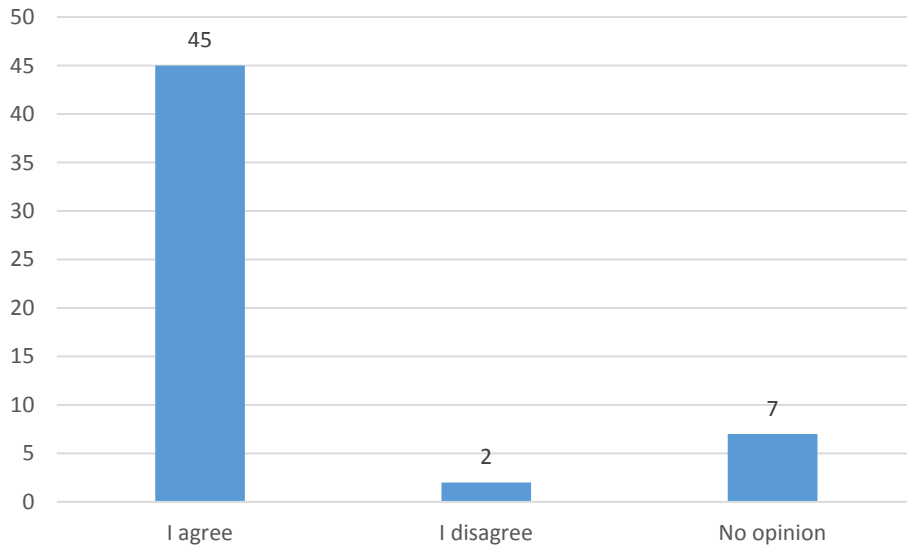
**Question: Implement a free 120-minute transfer window for Local fares paid with Clipper® or the SamTrans Mobile app.**



Comment Category	Answer
Consider making the Day Pass available on Clipper	The day pass was not added to Clipper because the cost to ride SamTrans twice in a day with transfers would be equivalent to the cost of a day pass.
Consider reducing the transfer to 90 minutes.	A 120-minute transfer was selected in order to ensure that the transfer window would not close while a passenger was still on the first leg of a multi-bus trip.
Consider making the transfer available to cash-paying customers.	A cash transfer option was not proposed because the District wants to reduce waste where possible and the reduced cost of the day pass will confer a similar benefit as a free transfer.
Consider implementing a day pass accumulator product.	Staff may consider a day pass accumulator (fare-capping) for a future fare change.
Consider increasing the transfer time to 4 hours so passengers can make a round trip.	Transfers are intended to reduce the cost burden on customers who take more than one bus on a one-way trip; they are not intended to cover both directions of a round trip. If a customer knows they will need to make a round trip at a later time and wants to pre-pay, they should buy a day pass.
How will the transfers work?	<p>The 120-minute transfer will apply only to transfers between local routes. Transfers from a local route to an express route will incur a small upgrade charge. Transfers from an express route to a local route will be free.</p> <p>On Clipper, the 120-minute transfer window opens after the first use on a SamTrans local bus. Any subsequent rides on SamTrans local routes are</p>

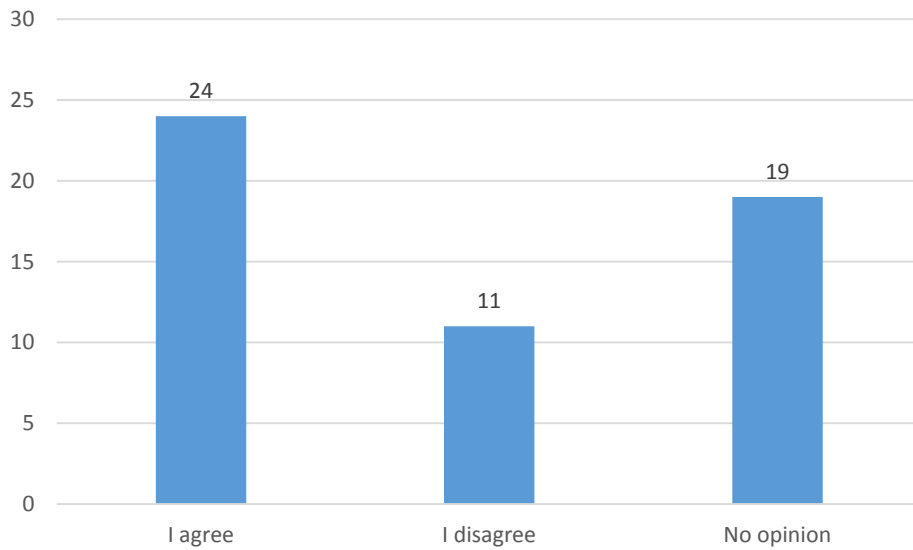
Comment Category	Answer
	<p>free for 120 minutes.</p> <p>On the SamTrans Mobile App, after a local fare is used, the app will indicate that the free transfer window is open for 120 minutes. When transferring to another local route, the passenger will show the app to the operator for a free transfer.</p>

**Question: Adjust the cost of the Day Pass to equal two Local fares. The current price of the adult Day Pass is \$5.50, the new price would be \$4.50.**



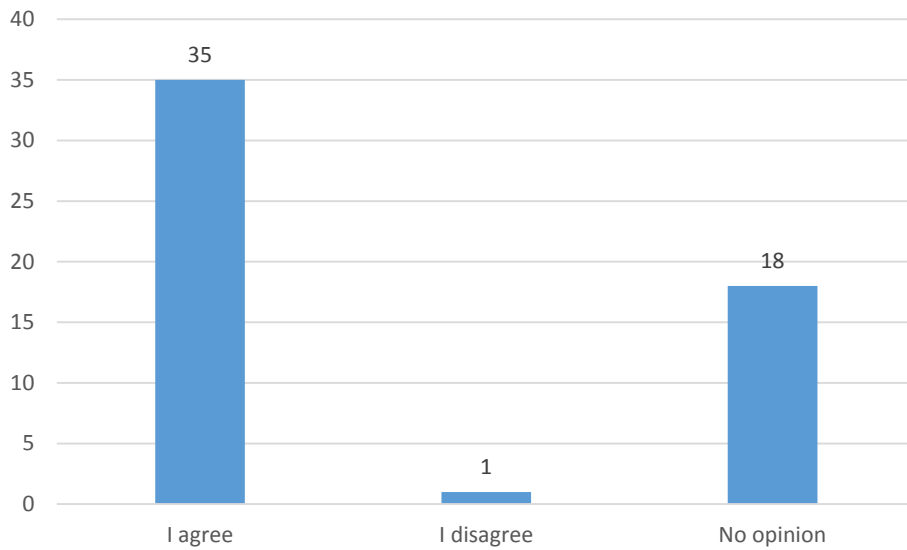
Comment	Response
Consider making the Day Pass available on Clipper	The day pass was not added to Clipper because the cost to ride SamTrans twice in a day with transfers would be equivalent to the cost of a day pass.

**Question: Add Express Bus fares, including an adult Express Bus fare of \$4.50 cash or \$4.00 on Clipper®.**



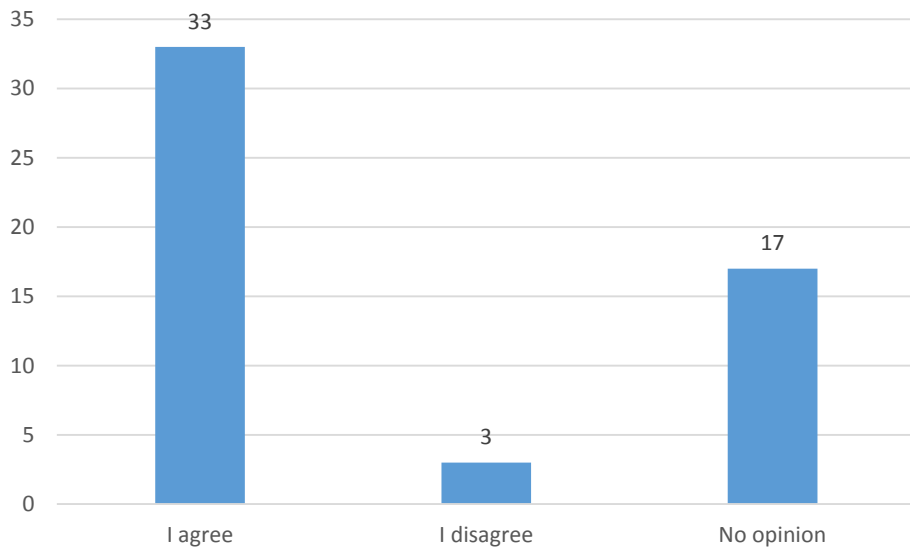
Comment	Response
Consider reducing the price of the express fare.	The higher price point for express service reflects a premium service that is more expensive to provide and of a higher quality than local service. If staff determine that the express fare presents a barrier to access, they may consider adjusting it at a later time.

**Question: Modify the "express service" definition to clarify which routes will be subject to Express Bus fares.**



Comment	Response
Please elaborate on the planned Express network.	Visit <a href="http://www.samtrans.com/Planning/Planning_and_Research/US-101_Express_Bus_Feasibility_Study.html">http://www.samtrans.com/Planning/Planning_and_Research/US-101_Express_Bus_Feasibility_Study.html</a> for more information on the planned Express network.

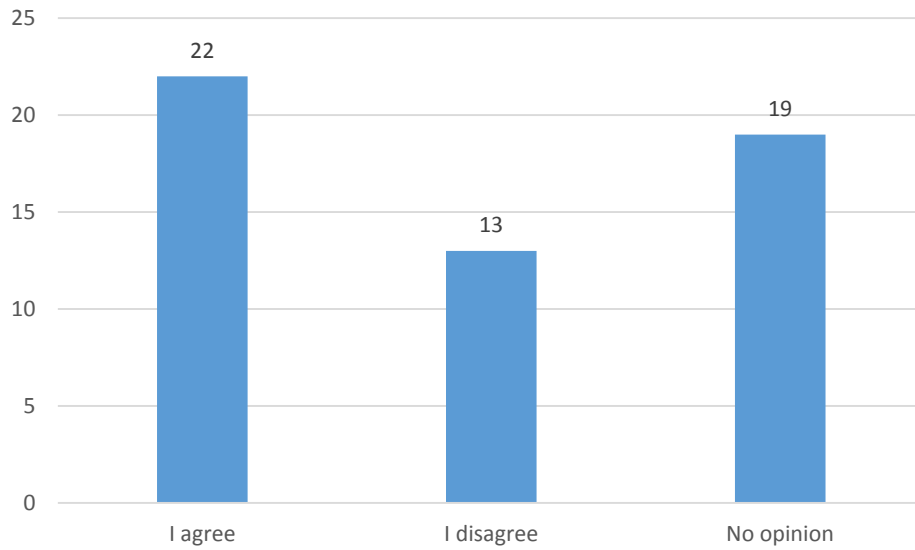
**Question: Remove the “Out of San Francisco” fare category. Local fare would apply to routes 292, 397, 398.**



Comment	Response
There were no comments on this item.	

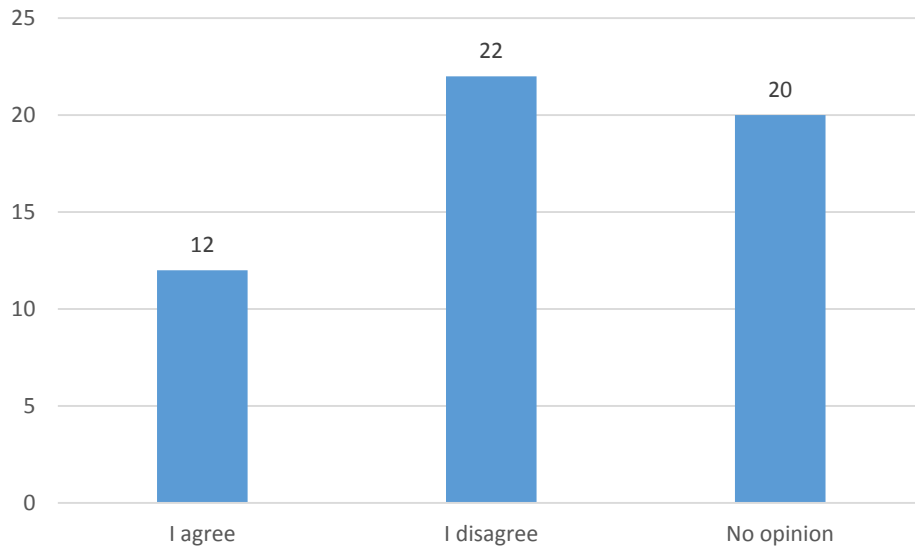


**Question: Replace coin tokens with paper tickets.**



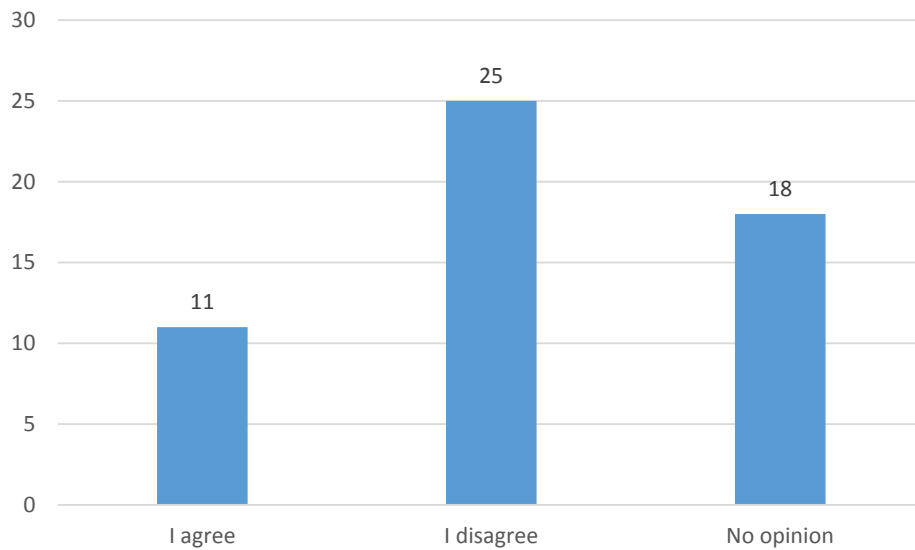
Comment	Response
Metal tokens are more convenient/I prefer coin tokens/Coin tokens are cheaper to administer than tickets.	While coin tokens are less susceptible to wear and tear over time, there are certain administrative costs related to token handling that the District hopes to minimize by moving to paper tickets.
Consider special packaging to make sure the tickets are not bent or get wet.	Staff may consider this at a future time, however it will incur a greater cost in order to provide.
Will you still accept my coin tokens if you replace them with paper tickets?	Coin tokens will still be accepted at the farebox after the transition to paper tickets.

**Question: Adjust the cost of the 10-token package to reflect the full Local fare.**



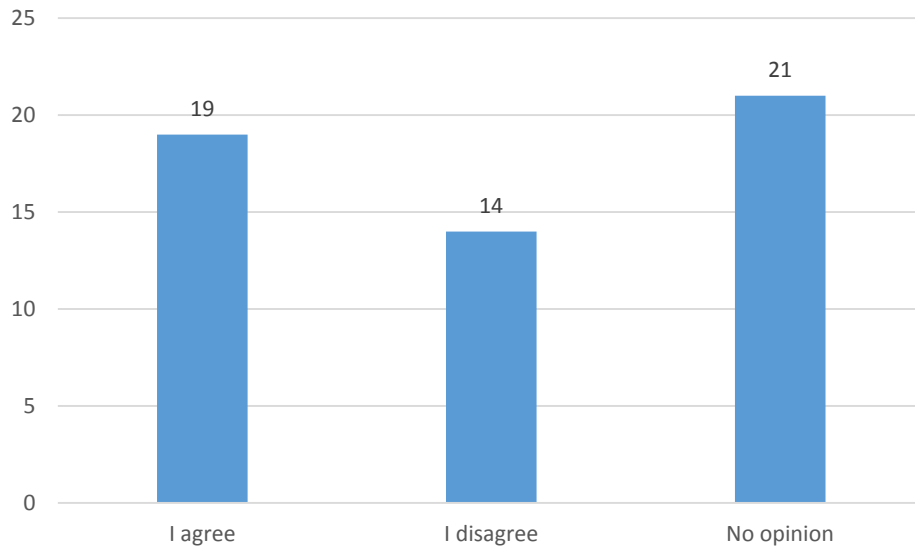
Comment	Answer
I disagree with removing the token discount.	The SamTrans Fare Policy specifies certain conditions which must be met to discount fare products, including a stated goal and plan for monitoring progress towards that goal. As none of these activities are currently done for the token discount, removing it will more closely align the Fare Structure with the Policy.
Consider increasing the cost of tokens.	An adult, youth, or eligible discount token cannot cost more than the adult, youth, or eligible discount fare.
Consider adding prepaid ride tickets to the Clipper card.	Those who wish to pay for a single ride with Clipper should use stored cash value.
Will you still accept my coin tokens if you replace them with paper tickets?	Coin tokens will still be accepted at the farebox after the transition to paper tickets.
Consider a token discount for schools.	Staff may consider this for future fare changes.
Consider removing the token discount but keeping a discount for bulk purchases.	Staff may consider this for future fare changes.
Tokens improve operations by reducing passenger service time. Keep the discount to encourage the use of tokens.	The potential operational benefits conferred by tokens are outweighed by the cost to administer them. Passenger service time is also reduced by the use of Clipper and the SamTrans Mobile App, which the District actively promotes.

**Question: Cease issuing change cards for overpaid fares.**



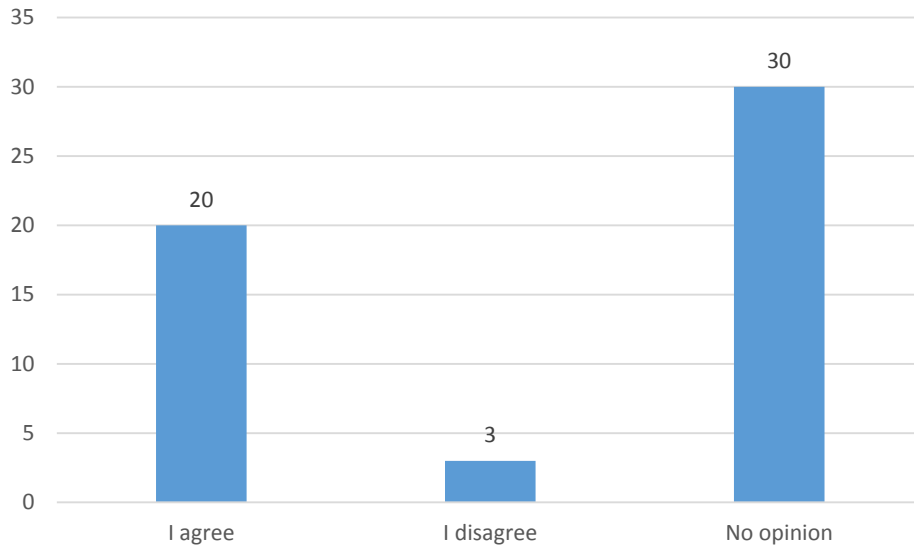
Comment	Response
Consider offering change machines instead.	The cost to procure, install, maintain, and stock change machines at stops and on vehicles would be too prohibitive.
Consider accepting credit cards.	Staff may consider this for future fare changes.
Consider promoting Clipper, tokens, or the app instead.	Clipper fares are already subject to an approximate 20% discount to incentivize use. Use of the SamTrans Mobile app is heavily promoted by the District's marketing department.
If approved, previously issued change cards should still be accepted.	Change cards which have already been issued will still be accepted for up to a year after implementation of the proposed change.
Consider other ways to issue refunds for overpaid fares.	Currently, customers who wish for a refund are referred to customer service.

**Question: Discontinue sales of the 50-ride ticket book and discounted group tickets.**



Comment	Response
Don't discontinue continue this service if it helps riders save money.	There is no discount associated with the 50 ticket ride book.

**Question: Add new service definitions for “Microtransit” and “Taxi-voucher Pilot Program.” In addition, set the maximum SamTrans subsidy at up to \$20 for eligible riders using the Taxi-voucher Pilot Program.**



Comment	Response
Please elaborate on the new service definitions	<p>Microtransit is a technology-enabled service delivery model whereby trips are requested via a phone app. A vehicle is dispatched to serve trip requests; cloud-based technology aggregates trips together based on demand. The Pacifica OnDemand pilot, currently operating in Linda Mar, is a demonstration of this technology. For more information on Pacifica OnDemand, visit <a href="http://www.samtrans.com/schedulesandmaps/timetables/OnDemand.html">http://www.samtrans.com/schedulesandmaps/timetables/OnDemand.html</a></p> <p>For more information on the new express bus services, visit <a href="http://www.samtrans.com/Planning/Planning_and_Research/US-101_Express_Bus_Feasibility_Study.html">http://www.samtrans.com/Planning/Planning_and_Research/US-101_Express_Bus_Feasibility_Study.html</a></p> <p>The Taxi Voucher Pilot Program is still in the planning phase; it will feature on-demand taxi service that is reimbursable to the customer up to a certain amount. When details are finalized, staff will report to the Board with more information.</p>
SamTrans should not subsidize competing transportation modes.	Noted
The maximum subsidy should be increased.	The subsidy should be appropriate for the service area, which is San Carlos, Redwood City, and North Fair Oaks.

**Question: For additional comments not related to the proposed fare changes, please enter them here.**

Comment	Response
SamTrans should consider regional fare integration.	District officials are working closely with regional officials on issues related to fare integration.
Why is there a Clipper discount but not a discount for the app?	The Clipper discount is pursuant to an agreement with MTC in order to incentivize Clipper use.
Consider fare capping.	Fare capping may be considered for a future fare change.
Consider reducing token overhead by transferring to Clipper. It is valuable for people who don't ride the bus often enough to make the monthly pass worth it.	Customers will still be able to buy paper tickets instead of tokens. Customers who wish to pay for a single ride with a Clipper card should use stored cash value. Given this, the cost of adding new fare products to Clipper would outweigh the benefit.
People who don't qualify for the youth or ED day pass are able to get them at the farebox without proving they are eligible.	Staff will consider ways to enhance eligibility verification for the youth and eligible discount day pass.
Consider making the transfer available to cash-paying customers.	Those paying with cash will get a similar benefit from the reduced cost day pass.
Consider an inter-agency pass with Muni	Staff will consider this for future fare changes. Coordination with SFMTA staff will be required.
Clipper CIDS should accept contactless payment methods (credit cards, phone, etc)	The District does not administer the Clipper program and has no control over what payment methods are accepted by it.

Comment	Response
Why isn't there direct service to the SSF Ferry terminal?	Staff may consider this as part of <i>ReImagine SamTrans</i> (comprehensive operational analysis). <sup>2</sup>
Operators not pulling up to curb.	Staff continually monitor the performance of bus operators and conduct re-trainings as necessary.
Please consider a discount for monthly pass holders.	Staff may consider this for future fare changes.
Use smaller buses to keep costs down.	Operating costs are not strongly affected by the size of the vehicle.
What happens if change cards are removed and someone who doesn't have exact fare wants a ride?	The operator has authority to accept an incomplete fare at their discretion. Otherwise, an overpaid fare is accepted.
Is SamTrans planning an express route to the Coastsides?	No express routes to the Coastsides are currently planned, however, staff may consider this as part of <i>ReImagine SamTrans</i> (mentioned above).
How can we advocate for more bus lines on the Coastsides?	Contact the Coastsides representative on the SamTrans Board of Directors and attend meetings of or contact the Citizen's Advisory Committee.  For a schedule of SamTrans official meetings, visit <a href="http://www.samtrans.com/meetings">http://www.samtrans.com/meetings</a> .  For Board contact information, visit <a href="http://www.samtrans.com/about/boardofdirectors.html">http://www.samtrans.com/about/boardofdirectors.html</a> .  For information on the Citizen's Advisory Committee, visit <a href="http://www.samtrans.com/about/citizensadvisorycommittee.html">http://www.samtrans.com/about/citizensadvisorycommittee.html</a>
Please add more busses to route 398, southbound, that skip San Bruno BART.	Staff may consider this as part of <i>ReImagine SamTrans</i> (mentioned above) or as part of a regularly planned service change.

<sup>2</sup> For more information on this, visit [http://www.samtrans.com/Assets/\\_\\_\\_Agendas+and+Minutes/SamTrans/Board+of+Directors/Presentations/2019/Update+on+Reimagine+SamTrans.pdf](http://www.samtrans.com/Assets/___Agendas+and+Minutes/SamTrans/Board+of+Directors/Presentations/2019/Update+on+Reimagine+SamTrans.pdf)

Comment	Response
Change cards allow me to keep a \$20 value, which is a convenience for me.	Clipper cards should be used to store cash value for long periods of time; Change cards were intended for this purpose. Incentivizing the use of Clipper and the SamTrans Mobile App are stated goals of the SamTrans Fare Policy.
Will these changes affect the price of the youth/ED fare?	The price of the youth and eligible discount one-way fare will not be changed under this proposal.
Consider a free transit pilot program.	Staff may consider this at the direction of the Board of Directors.
Consider more weekend service to SFO for employees.	Staff may consider this as part of <i>ReImagine SamTrans</i> (mentioned above).



**Question: How did you hear about the proposed fare changes?**

On the bus	22
Other – please specify	16
<i>NextDoor notice</i>	1
<i>Other email from SamTrans</i>	3
<i>Email from Clipper</i>	5
<i>Other email</i>	4
<i>TEAMC</i>	1
<i>On CAC</i>	1
Social media	8
Newspaper	3
Community Meeting	2
Outreach event	1

**Question: In what City do you live?**

Daly City	11
Other city - please specify:	10
<i>Emeryville</i>	1
<i>Milpitas</i>	1
<i>Oakland</i>	1
<i>Palomar Park</i>	1
<i>San Francisco</i>	4
<i>San Jose</i>	1
<i>San Leandro</i>	1
South San Francisco	6
Redwood City	5
Half Moon Bay	5
San Bruno	3
Burlingame	3

East Palo Alto	2
Colma	1
San Mateo	1
Belmont	1
Hillsborough	1

**RESOLUTION NO. 2019-**

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

**\* \* \***

**ADOPTING A NEW FARE STRUCTURE (FORMERLY THE CODIFIED TARIFF), ADOPTING  
FINDINGS FOR A STATUTORY EXEMPTION UNDER CEQA AND APPROVING THE ASSOCIATED  
TITLE VI EQUITY ANALYSIS**

**WHEREAS**, pursuant to Resolution No. 1982-27, dated April 28, 1982, the Board of Directors (Board) of the San Mateo County Transit District (District) adopted a Codified Tariff to outline the classifications, costs and regulations of SamTrans services and fare media; and

**WHEREAS**, the District Board has the authority modify the Codified Tariff in order to change fares and implement policy or administrative changes to SamTrans service; and

**WHEREAS**, the District last took such action to modify the Codified Tariff in 2016; and

**WHEREAS**, on December 5, 2018, the Board postponed increases to various prices and fares previously approved on November 4, 2015 and scheduled to take effect January 1, 2019; and

**WHEREAS**, pursuant to Resolution No. 2019-4, the Board adopted the SamTrans Fare Policy (Fare Policy), which establishes high level guidelines for staff and the Board to consider when modifying fares; and

**WHEREAS**, staff has compared the Codified Tariff with the Fare Policy and identified certain fare and price changes to better align them, as summarized below

and as set forth fully in the Fare Structure attached hereto as Exhibit A and incorporated by reference; and

WHEREAS, the District Board held a duly noticed public hearing at its July 10, 2019 meeting, and engaged in public outreach which included published notices and community meetings throughout the District's service area to afford members of the public an opportunity to comment upon the fare change proposals outlined above; and

**WHEREAS**, under Title VI of the Civil Rights Act of 1964 and implementing regulations, including Federal Transit Administration Circular C 4702.1B, the District is required to perform a Title VI Fare Equity Analysis in conjunction with the proposed fare changes to assess whether they will result in disparate impacts or disproportionate burdens on minority or low-income populations, respectively; and

**WHEREAS**, on March 13, 2013, by Resolution No. 2013-09, the Board adopted Disparate Impact and Disproportionate Burden Policies to set thresholds for when fare or major service changes are deemed to have disparate impacts or disproportionate burdens on minority or low-income populations; and

**WHEREAS**, staff has prepared and presented to the Board a Title VI Equity Analysis that assesses the potential effects of the proposed fare changes, concluding that changes to the Fare Structure would result in no disparate impacts on minority passengers or disproportionate burdens on low-income passengers; and

**WHEREAS**, the District has voluntarily conducted a preliminary service equity analysis on the three pilot services and programs included in the Fare Structure (express bus service, microtransit pilot and taxi-voucher program) to identify potential disparate impacts or disproportionate burdens on minority or low-income populations,

respectively, though each will require more fulsome analysis after completion of its pilot period; and

**WHEREAS**, pursuant to Public Resources Code Section 21080(b)(8), actions approving, modifying, or restructuring rates, tolls, fares, or other charges by public agencies for the purpose of meeting operating expenses, including employee wage rates and fringe benefits; purchasing or leasing supplies, equipment, or materials; or meeting financial reserve needs and requirements are statutorily exempt from the California Environmental Quality Act (CEQA); and

**WHEREAS**, staff recommends that the Board take the following actions:

1. Cancel the following fare/price increases approved November 4, 2015 and postponed indefinitely December 5, 2018:
  - a. Paratransit fares;
  - b. Fixed-route fares and corresponding increases to Day Passes, tokens and Monthly Passes;
  - c. Way2Go Pass price; and
  - d. Summer Youth Pass price
2. Approve the new Fare Structure to replace the Codified Tariff, making the changes summarized as follows:
  - a. **Transfers:** Implement a free 120-minute transfer window between local routes for fares paid with Clipper® or the SamTrans Mobile app
  - b. **Day Pass:** Reduce the cost of the Day Pass to equal approximately two local fares paid with cash or the SamTrans Mobile app.
    - i. The cost of an adult Day Pass will decrease to \$4.50 from \$5.50
    - ii. The cost of a youth/eligible Discount (ED) Day Pass will decrease to \$2.00 from \$2.75
  - c. **Express Bus:** Add Express Bus fares, including an Adult Express Bus fare of \$4.50 cash and \$4.00 on Clipper, and an Express Bus Monthly Pass for \$130
  - d. **Express Service Definition:** Modify the "express service" definition to clarify which routes will be subject to Express Bus fares

- e. **Out-of-SF:** Remove the "Out of San Francisco" fare category
  - f. **Coin Tokens:** Replace coin tokens with paper tickets
  - g. **Token Discount:** Adjust the cost of the 10-ticket (formerly token) package to reflect the full Local fare by removing an approximately 20% discount
    - i. The cost of the adult 10-ticket package will rise from \$18.00 (\$1.80 per token) to \$22.50 (\$2.25 per ticket)
    - ii. The cost of the youth/ED 10-ticket package will rise from \$10.00 to \$11.00
  - h. **Change Cards:** Cease issuing change cards for overpaid fares
  - i. **50-Ticket Ride Book/ Group Sales:** Discontinue sales of the 50-ride ticket book and discounted group tickets
  - j. **Other Service Definitions:** Add new service definitions for "Microtransit" and "Taxi-Voucher Pilot Program"
  - k. **Other Administrative Changes:** Make various administrative changes, including changing the name of the Codified Tariff to the "Fare Structure"; and
3. Find that the proposed changes are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits; purchasing or leasing supplies, equipment, or materials; and meeting financial reserve needs and requirements, and thus statutorily exempt from environmental review under the California Environmental Quality Act (CEQA); and
  4. Approve the attached Title VI Fare Equity Analysis and Preliminary Service Equity Analysis.

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

1. Cancels the aforementioned fare/price increases approved November 4, 2015 and postponed indefinitely December 5, 2018;
2. Adopts a new Fare Structure for the San Mateo County Transit District to replace the Codified Tariff, as described above;

3. Finds that the fare changes are necessary to meet operating expenses, including employee wage rates and fringe benefits; purchase or lease supplies, equipment, or materials; and meet financial reserve needs and requirements; and
4. Adopts the Title VI Fare Equity Analysis and Preliminary Service Equity Analysis.

Regularly passed and adopted this 7<sup>th</sup> day of August, 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

# 2019 Proposed Fare Changes Final Staff Recommendations

August 7, 2019



# Presentation Overview

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- Background
- Staff's Draft Proposal on Fare Changes
- Public & Board Comments – Staff Responses
- Summary of Title VI and CEQA Findings
- Final Staff Recommendations
- Ridership & Budget Impacts – Draft vs. Final Proposal
- Implementation Timeline

# Background

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- **End of 2018:** SamTrans Fare Study completed
- **January:** Fare Policy adopted
- **April & May:** Draft proposal of fare changes presented
- **May to July:** Community outreach and public notices
- **July:** Public hearing

# Proposed Fare Changes

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- Keep adult base fare at \$2.25
- Introduce free 2-hour transfers on SamTrans Mobile App and Clipper
- Reduce cost of day pass to twice the base fare – From \$5.50 to \$4.50; Youth/ED from \$2.75 to \$2.00
- Replace adult and youth coin tokens with paper tokens
- Remove bundle token discount.

# Proposed Fare Changes

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- Eliminate change cards
- Remove “Out-of-SF” Fare
- Add express bus fares and service definition
- Remove 50-ticket ride book product
- Remove group sales practice
- Add “Microtransit” and “Taxi Voucher” service definition

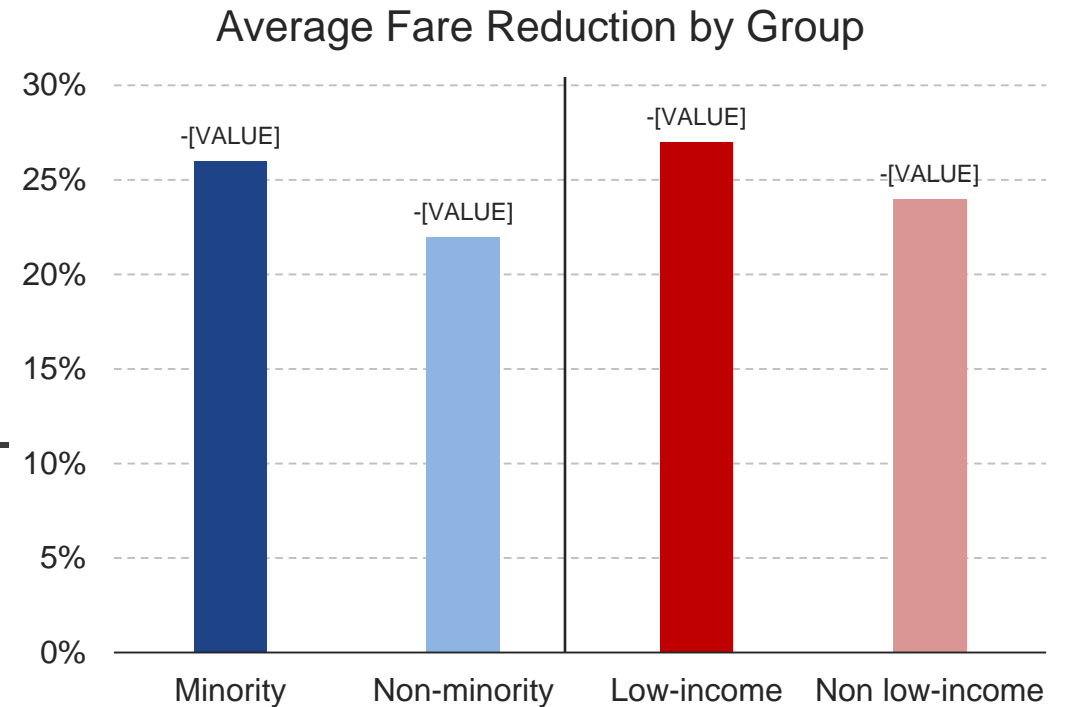
# Title VI Analysis Methodology

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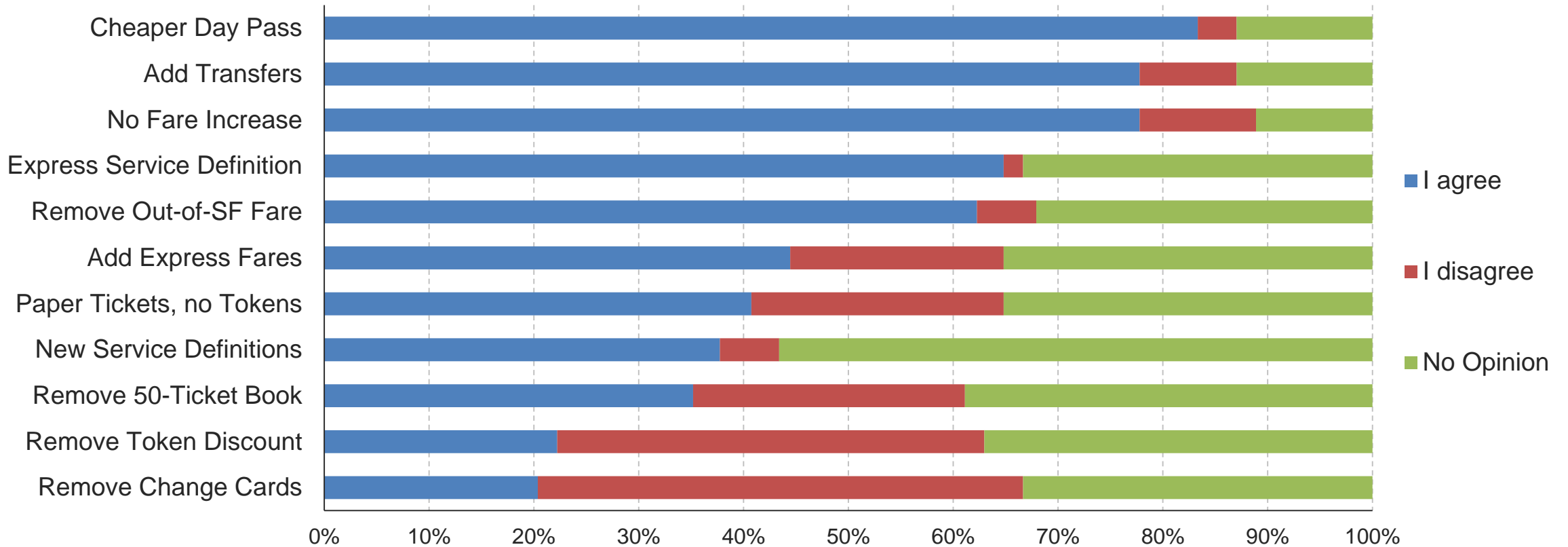
- Title VI Policies
  - Impact threshold: 20%
  - Disparate Impact Policy: minority (non-white) riders
  - Disproportionate Burden: low-income (<\$25,000 annual household income) passengers
- Fare Equity Analysis
  - SamTrans 2018 Triennial Passenger survey
  - Compared the change in average fare between minority/non-minority and low-income/not low-income groups

# Title VI Analysis Findings

- **Minority passengers:**
  - 4% greater *decrease* than non-minority riders.
- **Low-income passengers:**
  - 3% greater *decrease* than non-low-income riders



# Summary of Public Outreach Feedback



# Final Staff Recommendations

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- Youth Day Pass
  - Original proposal: \$2.20
  - Revised proposal: \$2.00
- Change Cards
- Use of Tokens



# Ridership & Budget Impacts

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- Ridership: 2% increase - 222,000 more trips per year
- Revenue: 4% decrease - \$570,000 less revenue per year
  - Cost per new rider: \$2.50
  - FY18 subsidy per rider: \$9.00
  - FY18 revenue per rider: \$1.50
- Implementation costs:
  - Clipper (transfers): \$80,000
  - Farebox: \$7,000

# ~~Implementation Timeline~~

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## ~~■ 1<sup>st</sup> wave: January 1, 2020~~

- ~~– Day pass~~
- ~~– Express Fares~~
- ~~– Token Discount~~
- ~~– Transfers~~
- ~~– Change cards~~

## ~~■ 2<sup>nd</sup> wave: July 1, 2020~~

- ~~– Transition coin tokens to paper tickets~~

# Implementation Timeline

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- Effective: January 1, 2020
  - Begin transition away from change cards
    - Continue issuing until April 1, 2020
    - Last change card expires on March 31, 2021
  - Begin switch to paper tickets from coin tokens
    - Tokens sold for as long as current supplies last
    - Tokens already in circulation will be honored
  - Eliminate Token Discount
  - Reduce cost of Day Pass
  - Implement Express Fares
  - Implement Transfers
  - Eliminate the sales of the 50-ticket pack

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Carter Mau  
Deputy GM/CEO

SUBJECT: **ADOPTION OF SALARY ORDINANCE NO. 103**

**ACTION**

Staff proposes the Committee recommend the Board approve Salary Ordinance No. 103 which includes:

- 21 new administrative positions
- 42 new bargaining unit positions

**SIGNIFICANCE**

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

In support of the District's 2015-19 Strategic Plan, specifically the Improve Organizational Performance and Manage Workforce Change goals, the GM/CEO is asking that the Board approve and add the new positions to the Table of Position Classifications.

The 63 new positions were requested in the District, JPB, and TA FY 2020 budgets. These new positions will increase the number of full-time and part-time positions from 810 to 873 in the Table of Position Classifications. Of the 873 positions on Table of Position Classifications, 225 are 50% or more funded by the District's Capital Budget and/or JPB's and TA's Operating and Capital Budgets.

Salary Ordinance No. 103 also reflects changes made as a result of position trades, position reviews, and reclassifications. The following positions were reevaluated or reclassified:

- Cost Engineer, Level 18 has been reclassified as Project Controls Administrator, Level 19
- Retitle Data Specialist to Administrative Support Specialist
- Retitle one Marketing Development Specialist to Business to Business (B2B) Specialist
- Retitle one Marketing Development Specialist to Customer Experience Information Specialist
- Retitle one Marketing Development Specialist to Marketing Promotions Specialist

### **BUDGET IMPACT**

The proposed FY2020 Operating and Capital budgets contain the necessary funds to underwrite all proposed changes and wage increases for administrative (non-represented) employees. The JPB and the TA are required to reimburse the District for all expenses associated with the positions necessary to carry out the missions of the JPB and the TA.

### **BACKGROUND**

The District's Strategic Plan includes a goal to continue to attract and retain a highly skilled and motivated workforce to carry out critical programs of the District, the JPB and the TA. The District's vision as defined by the GM/CEO states: "We are a place where people want to come to work, feel engaged and valued." The District must be adequately staffed to face internal and external challenges and must be diligent in identifying and addressing them on a regular basis to remain effective and adaptive to change.

### **STRATEGIC INITIATIVE**

- Become a More Effective Organization
- Improve Organizational Performance

Project Manager: Juliet Nogales-DeGuzman  
Director, Human Resources

650-508-6236

**Table of Position Classifications (Ord. 103 effective 08/07/2019)**

**Exhibit "A"**

Job Title	Authorized Positions	FTE Offloads (a)	Pay Grade	Salary Range	
Accessibility Coordinator	1		17	81,306	121,960
Accessibility Specialist	1	1	13	54,279	89,167
Accountant II	19	7	16	73,494	110,241
Accountant III	7	3	18	89,949	134,924
Accounting Specialist	4	1	12	49,063	82,707
ADA Coordinator	1		17	81,306	121,960
Administrative Analyst II	1	1	16	73,494	110,241
Administrative Analyst III	2	2	18	89,949	134,924
Administrative Support Specialist	7	3	12	49,063	82,707
Assistant District Secretary	2	2	15	66,432	101,441
Assistant Manager, Bus Maintenance	2		18	89,949	134,924
Assistant Manager, Bus Transportation	2		18	89,949	134,924
Assistant Manager, Employee Relations	1		18	89,949	134,924
Assistant Manager, Transit Operations Training	1		18	89,949	134,924
Assistant Project Manager	1	1	17	81,306	121,960
Budget Analyst II	1	1	16	73,494	110,241
Budget Analyst III	6	4	18	89,949	134,924
Business Systems Analyst II	1		16	73,494	110,241
Business Systems Analyst III	2		19	99,511	149,267
Business to Business (B2B) Specialist	1	1	14	60,049	93,495
CAD Technician	1	1	14	60,049	93,495
Chief Communications Officer	1		25	182,439	273,655
Chief Financial Officer	1		25	182,439	273,655
Chief Officer, Planning, Grants, and Transportation Authority	1	1	25	182,439	273,655
Chief Operating Officer, Bus	1		25	182,439	273,655
Chief Operating Officer, Rail	1	1	25	182,439	273,655
Claims Administration Assistant	1	1	15	66,432	101,441
Contract Administrator	6	6	18	89,949	134,924
Customer Experience Information Specialist	1	1	14	60,049	93,495
Customer Experience Specialist	2	2	12	49,063	82,707
Customer Relations Specialist	2		12	49,063	82,707
Database Administrator	2		18	89,949	134,924
DBE Admininstrator	1	1	18	89,949	134,924
Deputy Chief, Caltrain Planning	1	1	24	164,907	247,361
Deputy Chief, Rail Operations	1	1	24	164,907	247,361
Deputy Director, Intelligent Transportation Systems (ITS)	1		21	121,792	182,688
Deputy Director, Quality Assurance & Standards	1	1	21	121,792	182,688
Deputy Director, Rail Vehicle Maintenance	1	1	21	121,792	182,688
Deputy Director, Railroad Infrastructure Maintenance	1	1	21	121,792	182,688
Deputy Director, Railroad Systems Engineering*	1	1	21	121,792	182,688
Deputy Director, Safety and Security	2	2	21	121,792	182,688
Deputy General Manager/CEO	1		26	201,830	302,745
Designer	1	1	15	66,432	101,441
Director, Accounting	1		23	149,062	223,592
Director, Budgets and Financial Analysis	1		23	149,062	223,592
Director, Bus Maintenance	1		23	149,062	223,592
Director, Bus Transportation	1		23	149,062	223,592
Director, Caltrain Planning	1	1	23	149,062	223,592
Director, Caltrain Policy Development	1	1	23	149,062	223,592

**Table of Position Classifications (Ord. 103 effective 08/07/2019)**

**Exhibit "A"**

Job Title	Authorized Positions	FTE Offloads (a)	Pay Grade	Salary Range	
Director, Caltrain Systems Integration	1	1	23	149,062	223,592
Director, Capital Program Delivery	1	1	23	149,062	223,592
Director, Contracts and Procurement	1		23	149,062	223,592
Director, Customer Experience	1		23	149,062	223,592
Director, Engineering and Maintenance*	1	1	23	149,062	223,592
Director, Facilities Maintenance	1	1	23	149,062	223,592
Director, Government and Community Affairs	1	1	23	149,062	223,592
Director, Human Resources	1		23	149,062	223,592
Director, Information Technology and Telecommunications	1		23	149,062	223,592
Director, Marketing and Market Research	1	1	23	149,062	223,592
Director, Planning	1	1	23	149,062	223,592
Director, Rail Contracts and Budget	1	1	23	149,062	223,592
Director, Rail Operations*	1	1	23	149,062	223,592
Director, Real Estate and Development	1	1	23	149,062	223,592
Director, Safety and Security	1	1	23	149,062	223,592
Director, Transportation Authority Program	1	1	23	149,062	223,592
Director, Treasury	1		23	149,062	223,592
Distribution Clerk	2	2	11	44,349	70,690
Distribution Coordinator	1		15	66,432	101,441
Document Controls Specialist	1	1	12	49,063	82,707
Engineer II	5	5	18	89,949	134,924
Engineer III*	10	10	19	99,511	149,267
Estimator	1	1	18	89,949	134,924
Executive Assistant II	4	2	14	60,049	93,495
Executive Assistant III	1		15	66,432	101,441
Executive Officer, District Secretary, Executive Administration	1		21	121,792	182,688
Facilities Project Engineer	1		19	99,511	149,267
Facilities Technician	5		12	49,063	82,707
Fare Revenue Analyst	1	1	15	66,432	101,441
Financial Analyst III	1	1	18	89,949	134,924
General Manager/CEO	1		GM	298,168	
Government and Community Relations Coordinator	3	3	18	89,949	134,924
Grants Analyst	1	1	18	89,949	134,924
Graphic Specialist	1	1	12	49,063	82,707
Human Resources Analyst	6		15	66,432	101,441
Human Resources Assistant	1		11	44,349	70,690
Human Resources Coordinator	1		14	60,049	93,495
Human Resources Specialist	4		12	49,063	82,707
Information Technology Analyst II	4		16	73,494	110,241
Information Technology Analyst III	1		17	81,306	121,960
Insurance and Claims Administrator	1	1	18	89,949	134,924
Intelligent Transportation Systems (ITS) Administrator	1		17	81,306	121,960
Intelligent Transportation Systems (ITS) Analyst	1		17	81,306	121,960
Intelligent Transportation Systems (ITS) Senior Technician	1		16	73,494	110,241
Internal Communications Specialist	1	1	14	60,049	93,495
Inventory Specialist	1		14	60,049	93,495
IT Computer Support Representative	3		12	49,063	82,707
Labor Compliance Administrator	1	1	18	89,949	134,924
Maintenance Contract Administrator	2		18	89,949	134,924

**Table of Position Classifications (Ord. 103 effective 08/07/2019)**

**Exhibit "A"**

Job Title	Authorized Positions	FTE Offloads (a)	Pay Grade	Salary Range	
Maintenance Instructor	2		16	73,494	110,241
Manager, Accessible Transit Services	1		20	110,089	165,134
Manager, Budgets	3	3	20	110,089	165,134
Manager, Bus Contracts	1	1	19	99,511	149,267
Manager, Bus Maintenance	2		19	99,511	149,267
Manager, Bus Transportation	2		19	99,511	149,267
Manager, Caltrain Planning	1	1	20	110,089	165,134
Manager, Capital Projects and Environmental Planning	1	1	20	110,089	165,134
Manager, Civil Rights Programs	1		19	99,511	149,267
Manager, Communications	1	1	19	99,511	149,267
Manager, Configuration Management	1	1	20	110,089	165,134
Manager, Construction Services	1	1	21	121,792	182,688
Manager, Customer Service	1	1	19	99,511	149,267
Manager, Digital Communications	1	1	19	99,511	149,267
Manager, Employee Relations	1		21	121,792	182,688
Manager, Employee Services	1		20	110,089	165,134
Manager, Engineering	2	2	21	121,792	182,688
Manager, Engineering, Traction Power/OCS	1	1	20	110,089	165,134
Manager, Facilities Maintenance	1		19	99,511	149,267
Manager, Fare Program Operations	1	1	20	110,089	165,134
Manager, Fare Revenue	1		19	99,511	149,267
Manager, Financial Planning and Analysis	1		20	110,089	165,134
Manager, Financial Reporting and General Ledger	1		21	121,792	182,688
Manager, Grants and Capital Accounting	1	1	20	110,089	165,134
Manager, Grants and Fund Programming	1	1	20	110,089	165,134
Manager, Information Technology and Telecommunications	3		20	110,089	165,134
Manager, Maintenance of Way (MOW)	1	1	20	110,089	165,134
Manager, Market Research and Development	1		20	110,089	165,134
Manager, Marketing Outreach	1		20	110,089	165,134
Manager, Materials and Inventory Control	1		19	99,511	149,267
Manager, Operations Planning, Bus	1		20	110,089	165,134
Manager, Operations Planning, Rail	1	1	20	110,089	165,134
Manager, Organizational Development and Talent Management	1		21	121,792	182,688
Manager, Payroll	1		21	121,792	182,688
Manager, Procurement	1		20	110,089	165,134
Manager, Project Controls	1	1	20	110,089	165,134
Manager, Rail Compliance	1	1	20	110,089	165,134
Manager, Rail Contracts and Budget	2	2	20	110,089	165,134
Manager, Rail Operations	2	2	19	99,511	149,267
Manager, Rail Transportation Communications	1	1	20	110,089	165,134
Manager, Rail Vehicle Maintenance	1	1	19	99,511	149,267
Manager, Real Estate - Capital Project Support	1	1	20	110,089	165,134
Manager, Records Management	1	1	19	99,511	149,267
Manager, Safety and Security	1	1	19	99,511	149,267
Manager, Standards and Procedures	1	1	20	110,089	165,134
Manager, Stations and Access	1	1	19	99,511	149,267
Manager, TA Fund Programming and Monitoring	1	1	20	110,089	165,134
Manager, Technology Research and Development	1	1	20	110,089	165,134
Manager, Transit Operations Training	1		19	99,511	149,267



**Table of Position Classifications (Ord. 103 effective 08/07/2019)**

**Exhibit "A"**

Job Title	Authorized Positions	FTE Offloads (a)	Pay Grade	Salary Range	
Manager, Transit Oriented Development	1	1	20	110,089	165,134
Manager, Treasury Operations	1		20	110,089	165,134
Market Research and Development Analyst	1	1	16	73,494	110,241
Market Research and Development Specialist	1		14	60,049	93,495
Marketing Outreach Coordinator	1	1	16	73,494	110,241
Marketing Promotions Specialist	1	1	14	60,049	93,495
Mobility Project Coordinator	1		17	81,306	121,960
Mult-Media Specialist	1	1	14	60,049	93,495
Network Administrator	1	1	18	89,949	134,924
Network Administrator III	1		19	99,511	149,267
Network Administrator, Rail	1	1	18	89,949	134,924
Network Specialist	1		14	60,049	93,495
Office Assistant	6	1	11	44,349	70,690
Operations Contract Analyst	6	4	16	73,494	110,241
Operations Cost Analyst	1	1	18	89,949	134,924
Payroll Specialist	1		13	54,279	89,167
Planning Administrator	8	7	19	99,511	149,267
Planning Analyst II	1	1	16	73,494	110,241
Planning Analyst III	6	4	17	81,306	121,960
Procurement Administrator II	10	10	17	81,306	121,960
Procurement Administrator III	5	5	19	99,511	149,267
Procurement Specialist	1		14	60,049	93,495
Program Management Support	1	1	19	99,511	149,267
Project Controls Administrator	1	1	19	89,949	134,924
Project Controls Analyst II	1	1	16	73,494	110,241
Project Controls Analyst III	1	1	18	89,949	134,924
Project Manager*	4	4	19	99,511	149,267
Project Specialist III	1	1	18	89,949	134,924
Public Affairs Specialist	4	4	14	60,049	93,495
Rail Liaison	1	1	18	89,949	134,924
Rail Safety Coordinator	2	2	18	89,949	134,924
Rail Vehicle Maintenance Program Administrator	1	1	19	99,511	149,267
Real Estate Administrator	1	1	19	99,511	149,267
Real Estate Specialist	1	1	14	60,049	93,495
Safety and Security Analyst	1	1	16	73,494	110,241
Safety and Security Assistant	1	1	12	49,063	82,707
Safety Coordinator	1	1	16	73,494	110,241
Scheduling Analyst II	3		16	73,494	110,241
Scheduling Analyst III	1		17	81,306	121,960
Scheduling Specialist	1		12	49,063	82,707
Senior Operations Financial Analyst	1	1	19	99,511	149,267
Senior Policy Advisor	1	1	20	110,089	165,134
Senior Project Manager*	6	6	20	110,089	165,134
Social Media Specialist	1	1	14	60,049	93,495
Supervisor, Customer Service	1	1	15	66,432	101,441
Supervisor, Facilities Maintenance	1		16	73,494	110,241
Supervisor, Payroll	1		18	89,949	134,924
Supervisor, Staffing Services	1		18	89,949	134,924
Surveyor	1	1	18	89,949	134,924

**Table of Position Classifications (Ord. 103 effective 08/07/2019)****Exhibit "A"**

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Job Title	Authorized Positions	FTE Offloads (a)	Pay Grade	Salary Range	
Systems Administrator III	1		19	99,511	149,267
Systems Software Analyst	2		19	99,511	149,267
Telecommunications Specialist	1		17	81,306	121,960
Title VI Administrator	1	1	18	89,949	134,924
Transit Asset Management Analyst	1		17	81,306	121,960
Utility Coordinator	1	1	18	89,949	134,924
Warranty Analyst	1		14	60,049	93,495
Web Developer	1	1	15	66,432	101,441

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**Table of Position Classifications (Ord. 103 effective 08/07/2019)****Exhibit "B"**

Job Title	Authorized Positions	FTE(a) Offloads	Class	Salary Range	
<b><u>Caltrain Modernization Program</u></b>					
Chief Officer, Caltrain Modernization Program	1	1	25	182,437	273,655
Deputy Chief Officer, CalMod Program Delivery	1	1	24	164,907	247,361
Deputy Director, Program Management and Environmental Compliance	1	1	21	121,792	182,688
Deputy Director, Project Delivery	1	1	21	121,792	182,688
Manager, Budgets	1	1	20	110,089	165,134
Senior Project Manager*	1	1	20	110,089	165,134
Budget Analyst III	1	1	18	89,949	134,924
Program Management Administrator, CalMod	1	1	18	89,949	134,924
Construction Liaison Manager	1	1	17	81,306	121,960

**Table of Position Classifications (Ord. 103 effective 08/07/2019)**

**Exhibit "C"**

Job Title	Authorized Positions	FTE(a) Offloads	Class	Salary Range
<b>Represented</b>				
Bus Contracts Inspector	3	1	IBT2	c
Bus Operator (full-time/part-time)(b)	348		ATU1	c
Bus Operator Trainee	as needed		ATU1	\$20.00 hour
Bus Transportation Supervisor	14		IBT1	c
Customer Service Representative 2	2	2	ATU2	c
Customer Service Representative 1 (extra-help)	8		ATU2	c
Customer Service Representative 1 (full-time)	8		ATU2	c
Customer Service Representative 1 (part-time)	4		ATU2	c
Dispatcher	4		IBT1	c
Maintenance Supervisor	8	1	IBT4	c
Mechanic "A"	36	1	ATU1	c
Mechanic "B"	21	5	ATU1	c
Mechanic "C"	8	1	ATU1	c
Radio Controller	3		IBT1	c
Receptionist	1		ATU2	c
Storeskeeper	7		ATU1	c
Transit Instructor	5		IBT3	c
Utility Maintenance Supervisor	2		IBT4	c
Utility Worker	29		ATU1	c

**Notes:**

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

(a) The expenses associated with 225 positions are 50% or more funded in the District's Capital Budget and/or JPB's and TA's Operating and Capital Budgets.

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

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

**ORDINANCE NO. 103  
BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT  
STATE OF CALIFORNIA**

\*\*\*\*

**AUTHORIZING RECLASSIFICATIONS,  
TITLE CHANGES, MODIFICATION, AND ADDITION OF POSITIONS  
TO THE TABLE OF POSITION CLASSIFICATIONS**

**WHEREAS**, the San Mateo County Transit District (District) General Manager/CEO, pursuant to authority previously conferred by the Board of Directors (Board), has implemented position reclassifications, changed titles and changed positions in the District's Table of Position Classifications adopted as an attachment to Ordinance No. 102, which adjustments he deemed necessary to organize and manage effectively the transit needs of the public within the parameters of the District's Operating and Capital Budgets and for the District to remain competitive as an employer in the Bay Area; and

**WHEREAS**, to prepare for future staffing needs of the District, the General Manager/CEO recommends that the Board authorize the addition of 63 new positions to the District's Table of Position Classifications, thereby increasing the number of Full-time and Part-time positions from 810 to 873 ; and

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

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

**NOW, THEREFORE, BE IT ORDAINED** that the Board of Directors of the San Mateo County Transit District adopts the revised Table of Position Classifications, attached as Exhibits "A," "B," "C," and "D" effective on August 7, 2019.

Regularly passed and adopted this 7<sup>th</sup> of August, 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

# Salary Ordinance 103

SamTrans Board Meeting

August 7, 2019

# Presentation Overview

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- Background
- New Positions Requested



# Background

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- Approval for Salary Ordinance No. 103 includes the addition of 63 new positions:
  - 21 new administrative positions
  - 42 bargaining unit positions
- The new positions were requested in the District, JPB, and TA FY20 budgets.
- Of the 873 positions on Table of Classifications, 225 are 50% or more funded by the District's Capital Budget and/or JPB's and TA's Operating and Capital Budgets.
- Supports the District's 2015-2019 Strategic Plan to Improve Organizational Performance and Manage Workforce Change goals.

# New FTE requests - Administrative

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- Administrative Division – four positions
- Bus – two positions supporting Measure W
- Communications – four positions total
  - one supporting Measure W
- Finance – eight positions total
  - five supporting Measure W
- Planning, Grants, and TA – three positions

# New FTEs requested – Bargaining Unit

---

- 40 new Bus Operator Positions –
  - 18 Bus Operators for Extra Board
  - 22 Bus Operators for Express Service
- Two Transit Instructors – supports the training of new Bus Operators requested

---

Thank you



BOARD OF DIRECTORS 2019

CAROLE GROOM, CHAIR  
KARYL MATSUMOTO, VICE CHAIR  
RON COLLINS  
MARINA FRASER  
ROSE GUILBAULT  
DAVE PINE  
JOSH POWELL  
PETER RATO  
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, AUGUST 7, 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 July 10, 2019

#### INFORMATIONAL

3. Caltrain Business Plan Update
4. 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  
JULY 10, 2019**

Committee Members Present: C. Stone (Committee Chair), K. Matsumoto, D. Pine

Committee Members Absent: None.

Other Board Members Present Constituting Committee of the Whole: R. Collins, R. Guilbault, J. Powell, P. Ratto

Other Board Members Absent: M. Fraser, 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 3:43 pm.

## **APPROVAL OF MINUTES OF COMMITTEE MEETING OF JUNE 5, 2019**

Motion/Second: Ratto/Powell

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

Absent: Fraser, Groom

## **REIMAGINE SAMTRANS PROJECT UPDATE**

Christy Wegener, Director of Planning, gave a presentation on SamTrans' Comprehensive Operational Analysis (COA). She said that the COA would be conducted every five years.

Director Rose Guilbault asked if they were looking at other transit systems' best practices. Ms. Wegener said they were doing so, both within and outside of the Bay Area.

Jim Hartnett, General Manager/CEO, discussed the cost of doing things differently.

Director Ron Collins asked about the process for reaching out to former riders. Ms. Wegener said that Customer Service could identify riders who file complaints.

Committee Member Dave Pine requested that Phase 2 data be collected by February 2020. Ms. Wegener said that a comprehensive report on existing conditions would be available by December 2019. Committee Member Pine commended the group for taking early action during Phase 1. Ms. Wegener said that they are mindful of how the various routes work together.

Director Peter Ratto noted that the Citizens Advisory Committee is a good resource for reaching former riders.

Ms. Wegener briefly discussed the concept of bus frequency versus speed.

Director Ratto discussed the implications of introducing free bus transfers.

Director Josh Powell talked about pinch points along El Camino Real.

### **CALTRAIN BUSINESS PLAN UPDATE**

Sebastian Petty, Director, Caltrain Policy Development, gave a presentation on the Spring 2019 update of the Caltrain Business Plan.

Director Collins asked about the different growth scenarios.

Mr. Hartnett said that even at the moderate level of growth, Caltrain would need to make substantial investments.

Committee Member Karyl Matsumoto said that she favored the moderate growth scenario and talked about the current transit challenges in South San Francisco.

Director Powell praised the "Trains vs. Lanes" illustration on Slide 14 as being very informative and weighed the different growth scenarios. He asked if in the future high speed rail (HSR) would take riders away from Caltrain. Mr. Petty said that it would depend on HSR's future business practices, but it would likely not be very competitive.

Director Guilbault expressed her concern about finding and prioritizing funding for grade separations. Mr. Petty said that future iterations of the Business plan would explore new, targeted funding sources. Committee Member Matsumoto noted that the Broadway Burlingame project is using a major portion of the Measure A grade separation funds.

Committee Chair Charles Stone said that he supported seeking out private partners as a potential grade separation funding source. He asked about the service projections for the train stops in the City of San Mateo. Mr. Petty discussed details of how the service scenarios are planned in relation to one another.

Mr. Hartnett thanked the Board for their questions and comments, adding that it helps staff fine tune their language and explanations.

### **ADJOURN**

The meeting adjourned at 4:49 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: Strategic Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Michelle Bouchard  
Chief Rail Officer

SUBJECT: **CALTRAIN BUSINESS PLAN UPDATE**

**ACTION**

Staff recommends the Board of Directors (Board) receive a staff presentation providing an informational update on the staff recommendation for Caltrain's Long Rang Service Vision.

**SIGNIFICANCE**

Peninsula Corridor Joint Powers Board (JPB) staff has prepared a presentation and memo summarizing Caltrain Business Plan work to date and presenting a draft recommendation for the railroad's Long Range Service Vision. The designation of a Long Range Service Vision is a key, interim step that will allow staff to then complete the Caltrain Business Plan.

The draft staff recommendation is presented for information only at this time. The recommended Long Range Service Vision will be refined based on input received from the Caltrain Board and through a variety of stakeholder and public outreach activities to be conducted in August and September. Based on comments received, Staff plans to return to the Caltrain Board in October to present a refined Service Vision for potential adoption.

Following the Caltrain Board's potential adoption of a Long Rang Service Vision, staff will work to complete a full Business Plan document. This document will focus on defining the path of incremental service improvements and investments that Caltrain and its partners can make to realize the vision over time. The Business Plan will also include additional analysis related to first- and last-mile needs and will identify funding and revenue strategies.

**BACKGROUND**

In 2017, the JPB secured full funding for the Peninsula Corridor Electrification Project and issued notices to proceed to its contractors for corridor electrification and purchase of Electric Multiple Unit railcars. Now that construction on this long-awaited project is underway, the agency has the opportunity to articulate a long-term business strategy for the future of the system. The initial concept for a Caltrain "Business Plan" was



brought to the Board in April of 2017. The Board reviewed a draft scope of work for the Business Plan in December of 2017 and adopted a final Business Strategy and Scope of Work in February of 2018. Technical work on the Plan commenced in the summer of 2018. The Business Plan has been scoped to include long-range demand modeling, and service and infrastructure planning, as well as organizational analysis and an assessment of Caltrain's interface with the communities it traverses. It is an extensive planning effort that includes outreach in multiple venues. The plan will be completed in early 2020.

There is a dedicated project with additional information: [www.caltrain2040.org](http://www.caltrain2040.org)

Prepared By:  
Sebastian Petty

Senior Policy Advisor

650.622.7831

# SUMMARY OF DRAFT RECOMMENDATION FOR CALTRAIN'S LONG RANGE SERVICE VISION

The following memo supplements the PowerPoint presentation provided to the Peninsula Corridor Joint Powers Board at their August meeting. It provides a high level summary of the service planning and business case analysis completed as part of the Caltrain Business Plan to date and explains the importance of choosing a “Long Range Service Vision” at this stage in the planning process.

The memo then describes staff’s draft recommendation for the Long Range Service Vision and explains why staff has recommended this specific vision relative to other options considered. Finally, the memo includes a narrative description of the recommended Vision and a draft of the precise language that the Board would be asked to consider for adoption in October, pending revisions or changes based on input received from the Board and through outreach planned in August and September.

## **A LONG RANGE VISION FOR CALTRAIN SERVICE**

The Caltrain Business Plan is an expansive planning process that has been ongoing for more than a year. A major focus of the plan has been to develop analysis of different long range service options for Caltrain and to weigh the costs, revenues, benefits and impacts of these options through a detailed “Business Case” analysis. At this stage of the Business Plan process, Caltrain staff has developed and evaluated three distinct “growth scenarios” that provide illustrative options for how the Caltrain Service could grow by 2040. Based on this analysis, staff has now developed a single, recommended “Long Range Service Vision” for consideration and potential adoption by the Board.

Choosing a “Long Range Service Vision” is an important milestone in the Business Plan process. Having a clearly articulated goal for the quantity and type of service that the railroad aspires to provide in the future will provide staff with the critical guidance needed to complete the Business Plan. Once adopted, the Long Range Service Vision will create a framework that allows staff to “work backwards” from 2040, developing analysis showing how the Vision can be phased, funded and implemented over time. This analysis will be conducted in the fall of 2019 with a goal of completing the Business Plan by early 2020.

## **A REGIONAL VISION BUILT ON REGIONAL INVESTMENTS**

Selection of a Long Range Service Vision will also allow Caltrain staff to engage efficiently and constructively in the development of other long range plans and projects throughout the region.

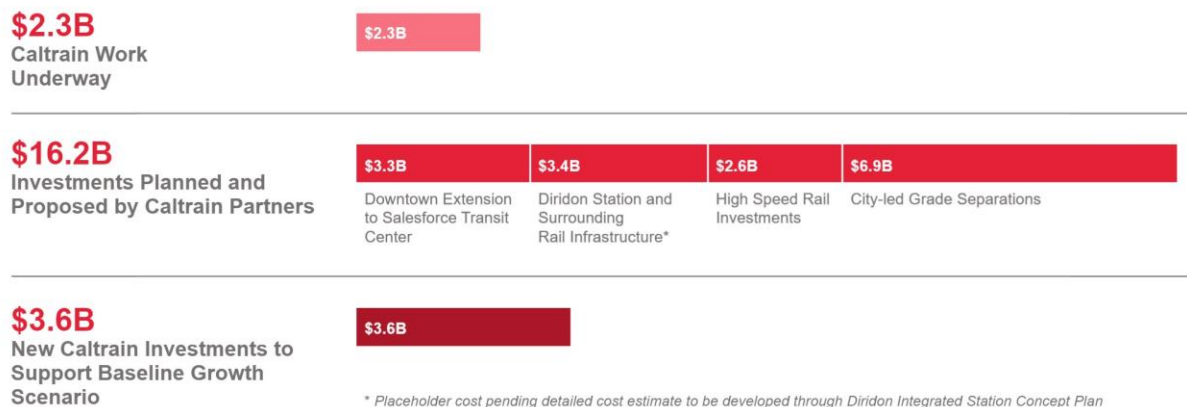
This is particularly important since the Caltrain corridor interfaces with many different local, state and regional transportation systems and investments. While the Long Range Service Vision is fundamentally focused on Caltrain, the Vision must account for and integrate a vast array of transportation projects that have been planned by corridor cities and regional and state partner agencies. Key projects that directly influence Caltrain’s corridor and long range service ambitions include;

- California’s High Speed Rail System
- The Downtown Extension to the Salesforce Transit Center
- The rebuilding of Diridon Station in San Jose
- Multiple grade separation projects planned and contemplated by corridor cities

The Caltrain Business Plan and Caltrain’s Long Range Vision have been deliberately developed to integrate and build on all of these projects. One of the goals of the 2040 Vision is to build a “big tent” that shows how all of the investments currently being planned in the corridor can fit together as part of a cohesive whole, with expanded Caltrain service further enhancing their value and importance.

It is important to note at the outset, that these regional and partner projects also drive a significant portion of the overall investment costs that are considered within the Long Range Service Vision. Figure 1 shows the total set of capital investments that have been included in the “baseline” growth scenario, broken down by major source.

**Figure 1- Capital Investments Included in the “Baseline” 2040 Growth Scenario**



All costs have been adjusted to 2018 dollars

The costs shown in Figure 1 total to \$22.1 billion in 2018 dollars and are divided into three categories;

- **Caltrain Work Underway:** Including electrification and other major capital projects that are already in progress

- **Investments Planned and Proposed by Caltrain Partners:** Including major terminal projects like the Downtown Extension (DTX) and Diridon Project as well as High Speed Rail Investments and those grade separations that are already actively being planned by local jurisdictions. While all of these projects are in active stages of planning, most are substantially unfunded.
- **New Caltrain Investments to Support the Baseline Growth Scenario:** This category includes the essential investments that the Caltrain believes will be needed by 2040 to support the baseline level of blended service. Examples include additional electrified rolling stock (to fully electrify the fleet and expand all consists to 8-car trains), level boarding, expanded storage and maintenance facilities and additional grade crossing improvements. These projects are not funded.

These costs have been used as the basis, or “baseline,” for looking at the incremental investment that would then be required to achieve the higher levels of Caltrain service contemplated in the “moderate” and “high” growth scenarios.

## DEVELOPMENT OF “GROWTH SCENARIOS”

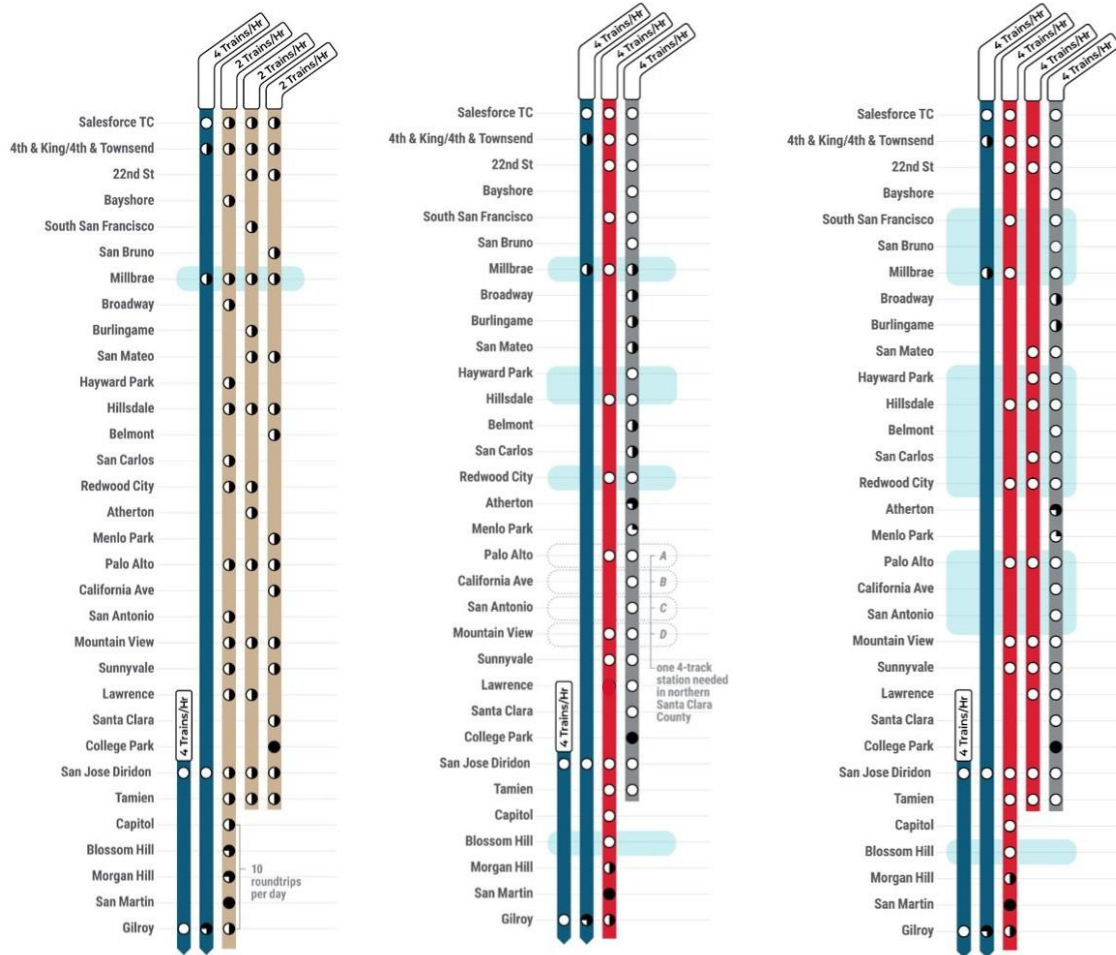
Much of the technical work of the Caltrain Business Plan over the past year has been focused on the development and refinement of three illustrative “Growth Scenarios,” each representing a different option for the kind of service that Caltrain could provide in 2040 given different levels of supporting investment. The three scenarios include a “baseline” level of service (consistent with Caltrain’s prior long range planning and the regional and partner projects discussed above) and two additional scenarios that consider what it might look like if Caltrain were to further expand service (the “moderate” and “high” growth scenarios).

Although illustrative, these growth scenarios were developed at a high level of detail through an extensive service planning process (diagramed in Figure 2). Details of each of these scenarios are shown in Figure 3 and can also be reviewed in the accompanying presentation and on the project website, [www.caltrain2040.org](http://www.caltrain2040.org).

Figure 2 – Growth Scenario Development Process



**Figure 3 – Growth Scenario Detail**



The process to develop the different growth scenarios evaluated in the Caltrain Business Plan was conducted in a highly transparent and collaborative manner. Throughout the development of the Growth Scenarios, Caltrain staff have met on a monthly basis to share information and discuss findings with a technical team of partner agency staff (the Project Partner Committee) as well as with corridor local jurisdiction staff (the City and County Staff Group) and corridor elected officials (the Local Policy Maker Group). Additionally, the project team has held quarterly stakeholder meetings with a Stakeholder Advisory Group representing over 90 different organizations and has held multiple rounds of one on one meetings with every city in the corridor. The team also developed customized “booklets” for each city, showing the impacts and benefits of different growth scenarios on their jurisdiction. All told, Caltrain staff have presented Business Plan materials at over 150 stakeholder meetings during the course of the last year.

## **WEIGHING CALTRAIN'S CHOICES**

The detailed illustrative growth scenarios developed through the service planning process were used to model ridership, specify and estimate the costs of required capital investments, and to model detailed operating costs. These outputs were then used as the basis for developing a “Business Case” analysis of each scenario. The Business Case analysis is a structured framework that helps analyze and weigh the costs and benefits of the different options. The analysis examines five areas, each of which is presented in detail in the accompanying presentation and is discussed briefly in this memo.







**Figure 4 – Areas of the Business Case Analysis**



### **SERVICE COMPARISON**

The service comparison section of the business case looks at the key service, and service-related qualities of the different scenarios and compares them on a head to head basis. The accompanying presentation provides a detailed analysis. In general, the quality of service across the options as measured by various metrics improves as the level of train service and investment increase. Conversely, however, the increased service included in the “high growth” scenario requires the construction of extensive 4-track segments in the corridor – complex infrastructure that has the potential to drive significant community impacts. A detailed service comparison is provided in the accompanying presentation and a summary table of key metrics is shown in Figure 5.

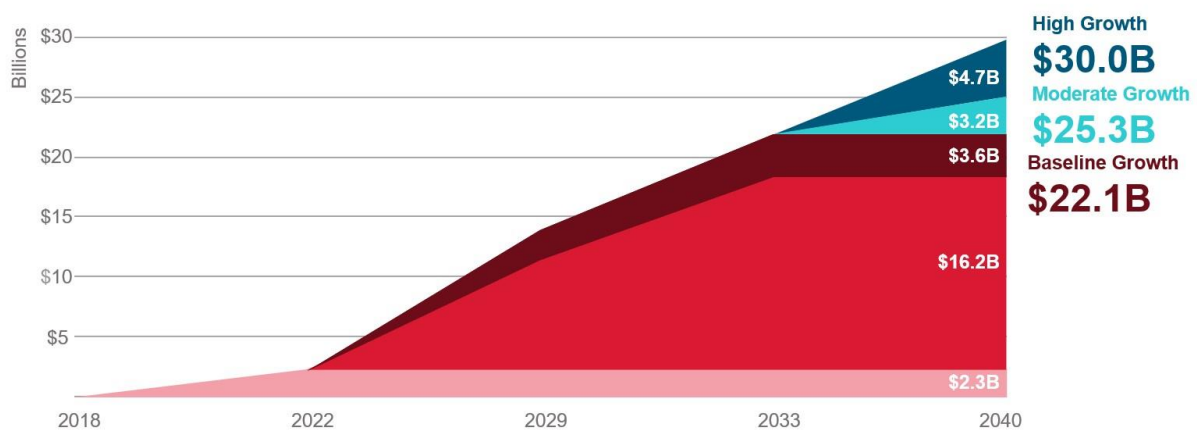
**Figure 5 – Summary of Key Comparative Service Metrics**

	Metric	Baseline Growth	Moderate Growth	High Growth
 <b>Frequency</b>	Number of Stations Served by Frequent Service (>4 TPHPD)	13 Stations	21 Stations	24 Stations
	Longest Wait Times At Major Stations Served by All Trains	22 minutes	12 minutes	8 minutes
 <b>Connectivity</b>	Percentage of Station Pairs Connected Without/(With) a Transfer	84% (91%)	96% (98%)	99% (99%)
	Number of Station Pairs Not Connected at All*	95	17	2
 <b>Network Integration</b>	Timed Connections at Regular Intervals	No	Yes	Yes
 <b>Ridership</b>	Daily Ridership (capacity constrained)	151,700 Riders	177,200 Riders	207,300 Riders
	Comfortable Peak Hour Train Loads?	No	Some Crowding	Yes
 <b>Travel Time</b>	Travel Time, San Francisco (STC) to San Jose (Diridon)	69-73 Minutes	61 Minutes	60 Minutes
	Average Travel Time per Rider, All Origin-Destination Pairs	33 Minutes	32 Minutes	31 Minutes
 <b>Infrastructure</b>	Passing Tracks Needed	<1 Mile	<5 Miles	15-20 Miles

## FINANCIAL ANALYSIS

Detailed capital cost estimates for each scenario, building incrementally off of the “baseline” investments described previously were developed for the moderate and high growth scenarios. Figure 6 shows the baseline investment described previously, profiled over time, with the incremental additional investment required to achieve the “moderate” or “high” growth scenarios shown as an additional increment.

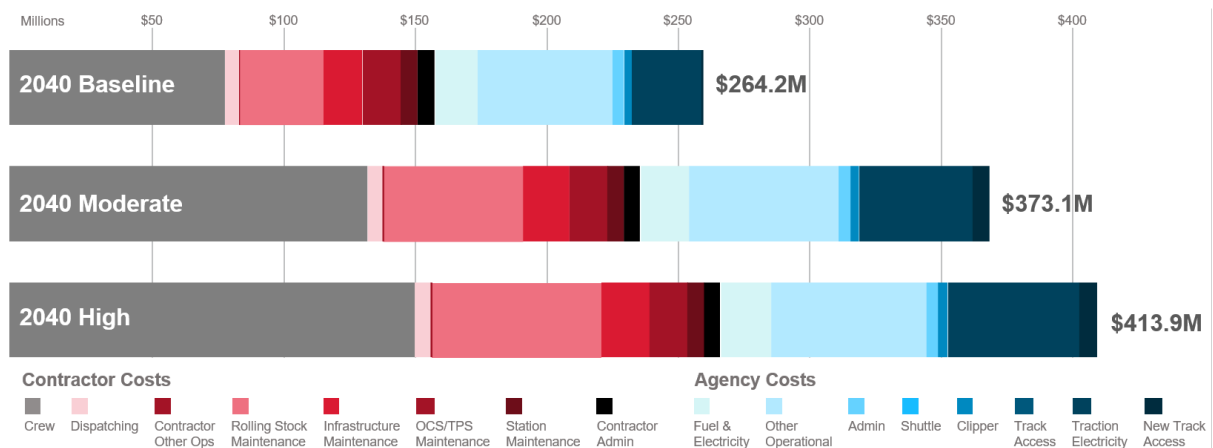
**Figure 6 – Total Capital Investment by Scenario**



All costs have been adjusted to 2018 dollars

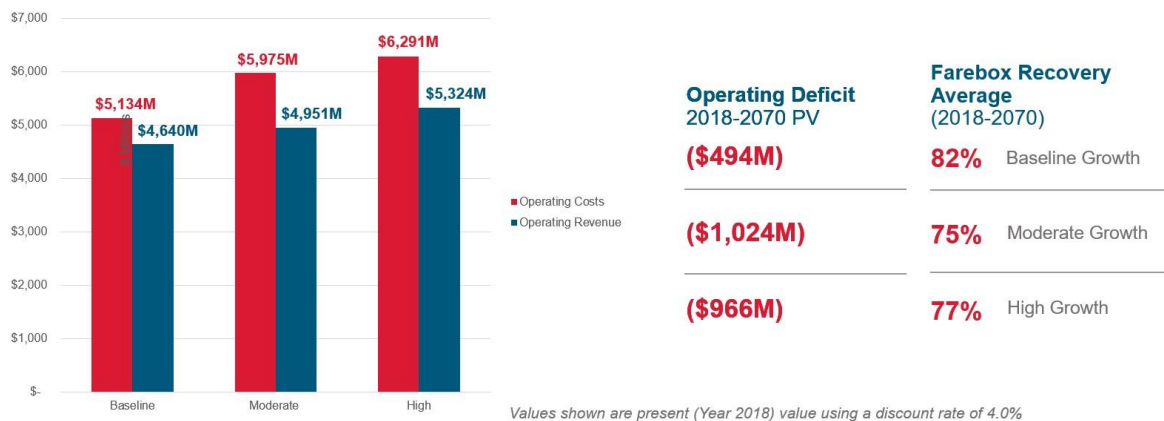
Figure 7 shows the projected 2040 annual operating and maintenance costs for each of the scenarios (in 2018 dollars).

**Figure 7 – Total Operating Costs by Scenario**



Finally, Figure 8 shows the net present value of total operating costs and projected revenues projected over the 2018-2070 period (the lifecycle timeframe of key investments included in each of the scenarios) along with the average fare box recovery rate across that same period. Additional financial analysis and metrics are reported in the accompanying presentation.

**Figure 8 – Net Present Value of Total Operating Costs and Revenues by Scenario, 2018-2070**





## CALTRAIN ECONOMIC ANALYSIS

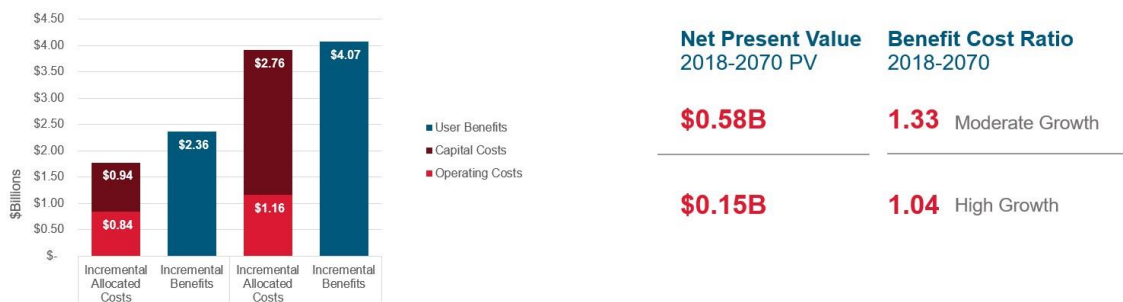
The Business Plan team also developed a series of analyses examining the economic impact of the different growth scenarios on Caltrain riders. This analysis considers the various ways that improved Caltrain service could directly benefit riders, monetizes these benefits and compares them to costs. This analysis is done on a marginal basis against the baseline scenario meaning that calculations are based on the incremental costs and benefits of the “moderate” or “high” growth scenarios relative to the baseline. Costs included in the analysis have also been “allocated” meaning that the overall costs of shared investments (eg projects that serve multiple purposes or benefit multiple users beyond just Caltrain) have been proportioned so as to fairly weigh Caltrain “costs” against Caltrain “benefits.” Calculations are performed for the period between 2040 and 2070, when each growth scenario is assumed to be fully operational. Figure 9 shows directly calculated benefits while Figure 10 shows the net present value of monetized benefits weighed against the value of incremental, allocated costs.

**Figure 9 –Estimated Incremental Economic Benefits to Caltrain Users Relative to Baseline, 2040-2070**

Benefit	Unit	Moderate Growth		High Growth	
		Total*	Per Year Average	Total*	Per Year Average
Existing Transit User Travel Time Savings	hours	12.9M	0.43M	20.9M	0.70M
New Transit User Travel Time Savings	hours	27.7M	0.92M	40.4M	1.35M
VMT Savings from New Transit Users (Avoided Auto Trips)	vehicle miles	9,000M	300M	16,100M	540M
Roadway Network Safety Improvements	reduced fatal/injury accidents	7,300	240	13,000	430
Public Health Benefits (from Active Transportation Mode Access)	lives saved	70	2	150	5
	reduced absent days at work	30,000	1,000	67,000	2,200

\*Values rounded for presentation purposes






**Figure 10 –Net Present Value and Benefit / Cost Ratio of Caltrain User Benefits Weighed Against Allocated Costs, 2040-2070**



## REGIONAL ANALYSIS

The Business Plan team also developed analysis and qualitative discussion of a number of “regional” benefits that would result based on different levels of investment in the Caltrain system. These benefits accrue to a general population and not just users of the system. These regional benefits are described in detail in the accompanying presentation and are summarized in Figure 11 below

**Figure 11 – Summary of Regional Benefits**

Metric	Baseline Growth	Moderate Growth	High Growth
 <b>Freeway Throughput</b> Additional Freeway Lanes	+4 lanes	+5.5 lanes	+8.5 lanes
 <b>Regional Rail Integration</b> Accommodation of Large-Scale Corridor-Sharing Beyond HSR	could be scaled to accommodate	could be scaled to accommodate	can accommodate
 <b>Environmental Benefits</b> GHG (MTCO2e)	1,108,045	1,898,330	3,006,028
 <b>Land Value Benefits</b> Property Value Premiums Generated by 2040 Service Growth within 1 Mile of a Station	\$10B	\$10 - \$22B	\$22B
 <b>Economic Productivity</b> Economic Output	\$32.8B	\$40.8B	\$47.7B
Full and Part-time Jobs	44K job-years	51K job-years	69K job-years

## FLEXIBILITY AND UNCERTAINTY

Finally, the Business Plan team considered the degree of flexibility and uncertainty inherent in the growth scenarios examined. The detailed service plans developed in each scenario are “illustrative,” not definitive and much work remains both within and beyond the Business Plan process to examine specific service patterns and service levels at individual stations.

Additionally, all of the 2040 growth scenarios have been developed in a way that includes and integrates regional projects like High Speed Rail, the Downtown Extension and the rebuilding of Diridon Station. These projects are in various stages of planning and design but all currently lack the funding. There is a great deal of potential uncertainty regarding the timeframe in which they will be delivered and the final form they may ultimately take. Similarly, while larger regional visions for a greatly expanded, integrated rail network are ongoing there is a tremendous amount of uncertainty around how and when these concepts may ultimately manifest.

The issues of service flexibility and uncertainty around regional projects are particularly relevant in the context of understanding where overtake infrastructure may be required. The location and extent of required overtake infrastructure is highly sensitive to what service is being accommodated. This especially true in the “High growth” scenario where the large volume of

blended train traffic creates a need for long overtakes used by multiple different operators. The “moderate” growth scenario has overtake infrastructure needs that are more modest and can be planned for more discretely.

Finally, this section of the presentation also discusses a number a series of initial financial sensitivity tests to understand how key business metrics associated with the different growth scenarios may vary in response to changing conditions.

## **RECOMMENDED LONG RANGE SERVICE VISION**

### **SUMMARY AND BASIS FOR RECOMMENDATION**

Caltrain staff has developed a draft recommendation for the Long Range Service Vision. This recommended Vision is described in detail below, but, as it relates to the options studied, the recommendation is that Caltrain adopt and pursue a Vision compatible with the “moderate” growth scenario while also taking a series of steps to plan for and not preclude the potential realization of the “high growth” scenario.

The extensive analysis conducted during the Business Plan process has shown that there a strong demand for expanded Caltrain service and the business case analysis conducted as part of the plan has shown that there is a clear case, based in economic and regional benefits, for pursuing a Vision that goes beyond the baseline levels of service previously contemplated. While the high growth option generates the greatest ridership and expanded regional benefits, it also comes at a higher cost and carries significantly higher levels of uncertainty and potential for community impacts. Therefore, based on the assembled evidence, staff has developed a recommendation that would direct Caltrain to pursue a service vision consistent with the “moderate” scenario while retaining the ability to expand to a level consistent with the “high growth” scenario at such time as demand warrants or the region has made the policy and funding commitments to pursue a larger, integrated rail system.

### **DESCRIBING THE VISION**

The Long-Range Service Vision for Caltrain provides a world class service that is tailored to the future needs of our local communities, the region and the state. It responds to and integrates the committed and planned investments in the Caltrain corridor to deliver the greatest value to the public and region, while maintaining the flexibility to respond as local and regional needs develop.

#### **The Key Features of the Service Vision Include:**

- Fast and frequent all day (every day) service

- Total peak hour frequencies of 8 Caltrain trains per direction
- Faster, all day baby bullet service with express service every 15 minutes
- Significantly increased off-peak and weekend service levels
- User friendly, show up and go service with easy to understand schedules
- Increased Capacity
  - Provides the capacity to triple today's ridership, serving nearly 180,000 people a day
  - Adding more than 5 freeway lanes worth of regional capacity
- Regional Connectivity
  - End to end service- connecting Gilroy to downtown San Francisco (all day, both ways)
  - Comprehensive local service providing coverage to every community
  - Regular service making transfers and connections easier and more predictable

### **Major Additional Benefits**

The Vision will bring huge benefits beyond direct improvements to service. Once complete, the Vision will deliver;

- 1.3 million hours of travel time savings for existing and new Caltrain riders every year as compared to the baseline scenario
- 300 million vehicle miles not traveled every year as compared to the baseline scenario
- \$40.8 billion in regional economic output created by ongoing capital and operating investments
- By 2040 Caltrain service will add between \$25 and \$37 billion in property value premiums to residential and office properties within 1 mile of stations. (This analysis is conservative and excludes San Francisco as well as commercial, non-office properties for which estimates could not be reliably developed)
- The Vision will result in a reduction of nearly 2 million metric tons of CO2 as well as other air quality improvements

### **Ready to Grow with the Region**

- The Vision has been designed to integrate and add value to the many local, regional and state investments that are being planned in the Caltrain corridor. These include projects like grade separations, major improvements to terminal infrastructure and stations in San Francisco and San Jose, and the integration of the state's high speed rail system.
- The vision also anticipates the ongoing role of Caltrain in a regional rail network that in addition to high speed rail could include a new rail service in the Dumbarton corridor, a second transbay crossing, service to the Monterey peninsula and ongoing improvements to service on Capital Corridor and ACE.
- As part of the Business Plan process, staff evaluated how the service and infrastructure contemplated in the recommended Vision could scale up to an even "higher" level of growth that would allow for up to 16 trains per hour per direction and even greater regional

integration and further expansion of rail. At this time, there is still a great deal of uncertainty around the future of regional rail and Caltrain does not feel that we can independently recommend moving forward with a maximum growth approach given the high costs and potential for extensive community impacts.

- Instead, we are recommending a “do not preclude” approach that would allow for this future growth to proceed once key regional decisions and funding commitments are in place. In practice, this would mean limiting the sale or encumbrance of certain JPB land, accounting for the possibility of more trains when we do terminal and facility planning, and considering the potential need for 4 tracks as certain grade separations are designed. At the same time, Caltrain will actively participate in evolving regional conversations and will help the region and the state evaluate the feasibility and benefits of an expanded and integrated rail network. If the region is truly prepared to move forward with a full regional rail expansion Caltrain will be ready.

## **Capital Costs**

- Achieving the Vision will also be costly- the total range of all projects contemplated to achieve the Vision from Gilroy to San Jose include up to \$25 billion (this includes roughly \$2.5 billion of Caltrain investments already paid for and underway).
  - The significant majority of this cost is driven by projects that are being planned by corridor partners (DTX in San Francisco, grade separations all along the corridor, the potential cost of the Diridon Station project, and HSR improvements- collectively account for more than \$16 billion of the total).
  - The goal of the Vision is to help knit these projects together and to add value to all of them by providing greatly improved Caltrain service. Direct Caltrain investments contemplated (beyond the existing projects already underway) total to roughly \$6.5 billion)
- New sources of funding will clearly be required to address this level of need- including to even come close to achieving the baseline. The \$22 million a year contributed by member agencies to the capital budget is not going to be sufficient to do any of this.

## **Operating Costs**

- Projected 2040 operating annual costs for the Vision are \$373.1 million a year in current dollars (compared to about \$135 million in 2018). By way of comparison, achieving a “baseline” level of growth would cost about \$265 million a year in 2040
- Financial projections show that the efficiency of the system will remain high- we are projecting an average farebox recovery ratio of 75% (holding today’s fare levels constant with inflation). Nonetheless, the need for subsidy will grow as the size of the system increases. Caltrain may need as much as \$90 million a year in operating subsidy (compared to the roughly \$36 million in subsidy it receives today- \$30 million of which come from local member agencies). As the business plan continues we will be exploring

ways to further increase system efficiency and generate additional revenues that would offset the need for direct subsidy. Nonetheless, new funding is clearly needed.

### **Incremental Improvements**

- The Vision is not one project- it can be implemented incrementally over time with improvements to service and capacity delivered along the way. During the remainder of the Business Plan Caltrain will work to identify key incremental steps that can be delivered in the near- and medium term timeframes.
- We don't need to wait until 2040- the first major improvement in service is coming soon. Electrification, in 2022 is the first step and will mark a substantial step forward towards the realization of this vision with significant service improvements throughout the corridor.

### **CALTRAIN'S LONG RANGE SERVICE VISION – DRAFT LANGUAGE**

*The following is the specific, draft "Service Vision" language that the JPB would be asked to consider for adoption in October. This language will be reviewed and revised based on input from the Board and comments received through stakeholder and public outreach.*

- 1) Caltrain's Long Range Service Vision directs the railroad to plan for a substantially expanded rail service that will address the local and regional mobility needs of the corridor while supporting local economic development activities. When fully realized, this service will provide;
  - A. A mixture of express and local Caltrain services operated in an evenly spaced, bi-directional pattern
  - B. Minimum peak hour frequencies of;
    - 8 trains per hour per direction on the JPB-owned corridor between Tamien Station in San Jose and San Francisco, extended to Salesforce Transit Center at such time as the Downtown Extension is completed
    - 4 trains per hour per direction between Blossom Hill and Tamien Stations, subject to the securing of necessary operating rights
    - 2 trains per hour per direction between and Gilroy and Blossom Hill Stations, subject to the securing of necessary operating rights
  - C. Off-peak and weekend frequencies of between 2 and 6 trains per hour per direction north of Blossom Hill and hourly between Gilroy and Blossom Hill, with future refinements to be based on realized demand

- D. Accommodation of California High Speed Rail trains, in accordance with the terms of existing and future blended system agreements between the JPB and the California High Speed Rail Authority
  - E. Delivery of these services will occur through the incremental development of corridor projects and infrastructure to be further defined through individual planning process, feasibility studies and community engagement. At this time, such infrastructure is conceptually understood to include;
    - i. Investments in rail systems including a new, high performance signal system
    - ii. Station modifications including platform lengthening, level boarding, and investments in station access facilities and amenities to support growing ridership and improve customer experience
    - iii. New and modified maintenance and storage facilities in the vicinity of both terminals as well as the expansion of the electrified Caltrain fleet
    - iv. A series of short, 4-track stations and overtakes at various points throughout the corridor
    - v. Completion of key regional and state partner projects including
      - 1. The Downtown Extension to the Salesforce Transit Center
      - 2. The reconstruction of Diridon Station and surrounding rail infrastructure
      - 3. The reconstruction and electrification of the rail corridor south of Control Point Lick to the Gilroy Station
      - 4. Additional improvements to allow for the operation of High Speed Rail service between Gilroy and San Francisco
      - 5. The substantial grade separation of the corridor as well as safety upgrades to any remaining at-grade crossings, undertaken in a coordinated strategic manner driven by the desires of individual local jurisdictions as well as legal requirements associated with any proposed 4-track segments.
- 2) Caltrain's Long Range Service Vision further directs the railroad to continue its consideration of a potential "higher" growth level of service in the context of major regional and state rail planning. Specifically, the Long Range Service Vision directs the railroad to;
- A. Work with regional and state partners to study and evaluate both the feasibility and desirability of higher levels of service in the context of major regional and state rail initiatives including planning related to the Dumbarton Rail Corridor, the 2<sup>nd</sup> Transbay Crossing, the potential for expanded ACE and Capitol Corridor services, and ongoing planning for the California High Speed Rail system.

- B.** To take certain actions to consider and, where feasible, not preclude such higher levels of service as they specifically relate to;
    - i. The planning of rail terminals and related facilities
    - ii. The sale or permanent encumbrance of JPB land
    - iii. The design of grade separations in areas where 4-track segments may be required
    - iv. The sizing of future maintenance facilities and storage yards
  
  - C.** To return to the board with a recommendation regarding any formal expansion of the Long Range Service Vision at such a time as clear regional and state policy and funding commitments are in place and the feasibility of such an option on the corridor has been confirmed
- 3)** Finally, Caltrain's Long Range Service Vision directs the railroad to periodically reaffirm the Vision to ensure that it continues to provide relevant and useful guidance to the railroad. Such reaffirmations should occur;
- A.** At a regular intervals of no less than 5 years
  
  - B.** In response to significant changes to JPB or partner projects that materially influence the substance of the Long Range Service Vision



# Choosing a Long Range Vision

Caltrain Business Plan

Summer 2019



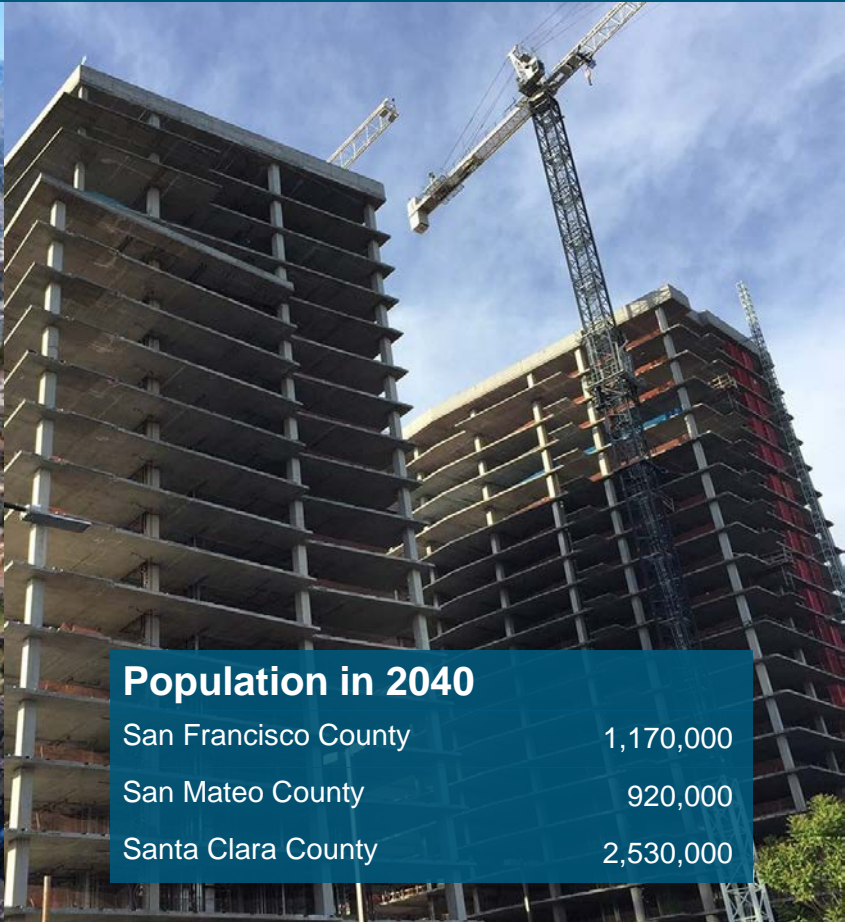
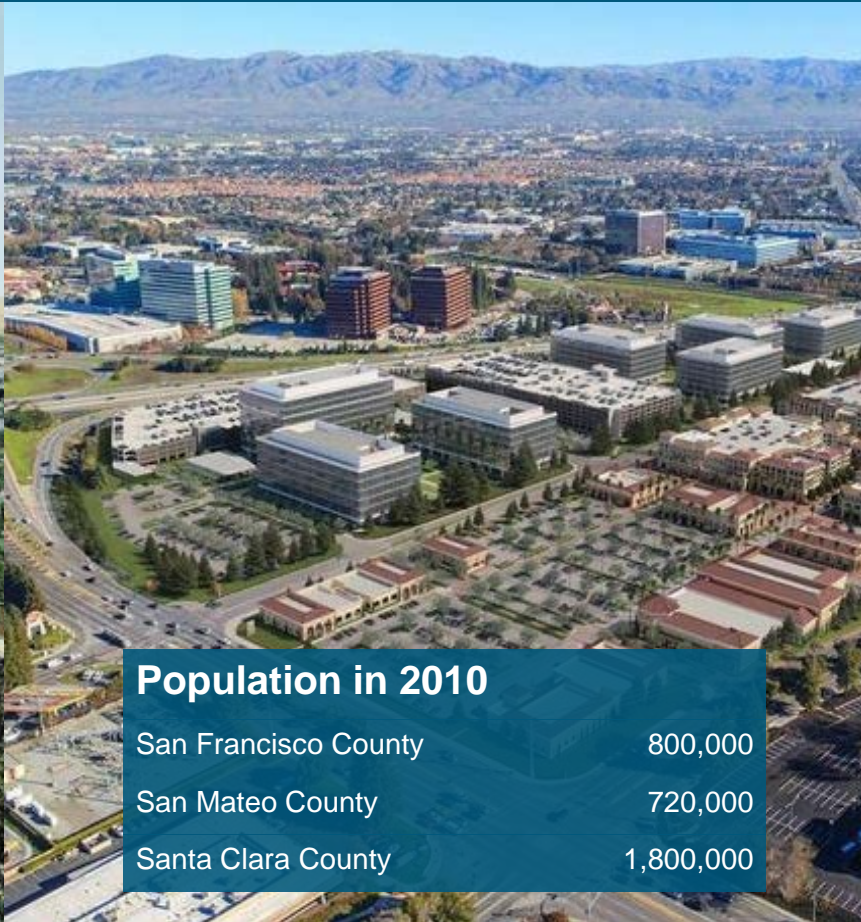
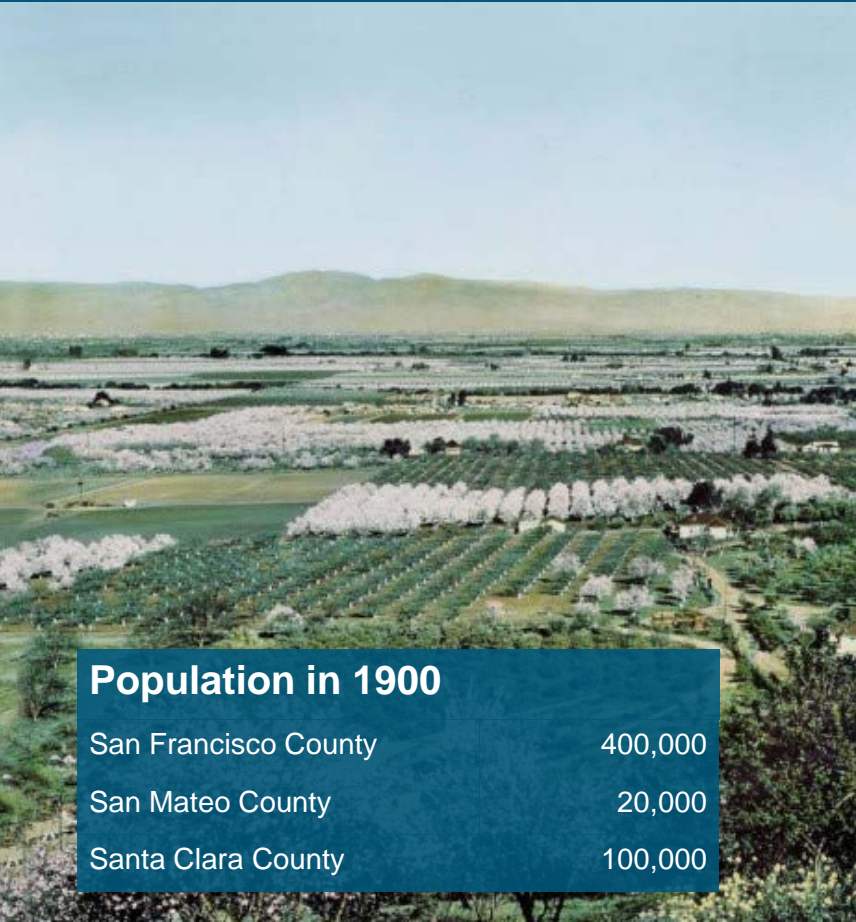
# What is the Caltrain Business Plan?

**What** Addresses the future potential of the railroad over the next 20-30 years. It will assess the benefits, impacts, and costs of different service visions, building the case for investment and a plan for implementation.

**Why** Allows the community and stakeholders to engage in developing a more certain, achievable, financially feasible future for the railroad based on local, regional, and statewide needs.



# Caltrain is part of a dynamic corridor



## Population in 1900

San Francisco County	400,000
San Mateo County	20,000
Santa Clara County	100,000

## Population in 2010

San Francisco County	800,000
San Mateo County	720,000
Santa Clara County	1,800,000

## Population in 2040

San Francisco County	1,170,000
San Mateo County	920,000
Santa Clara County	2,530,000

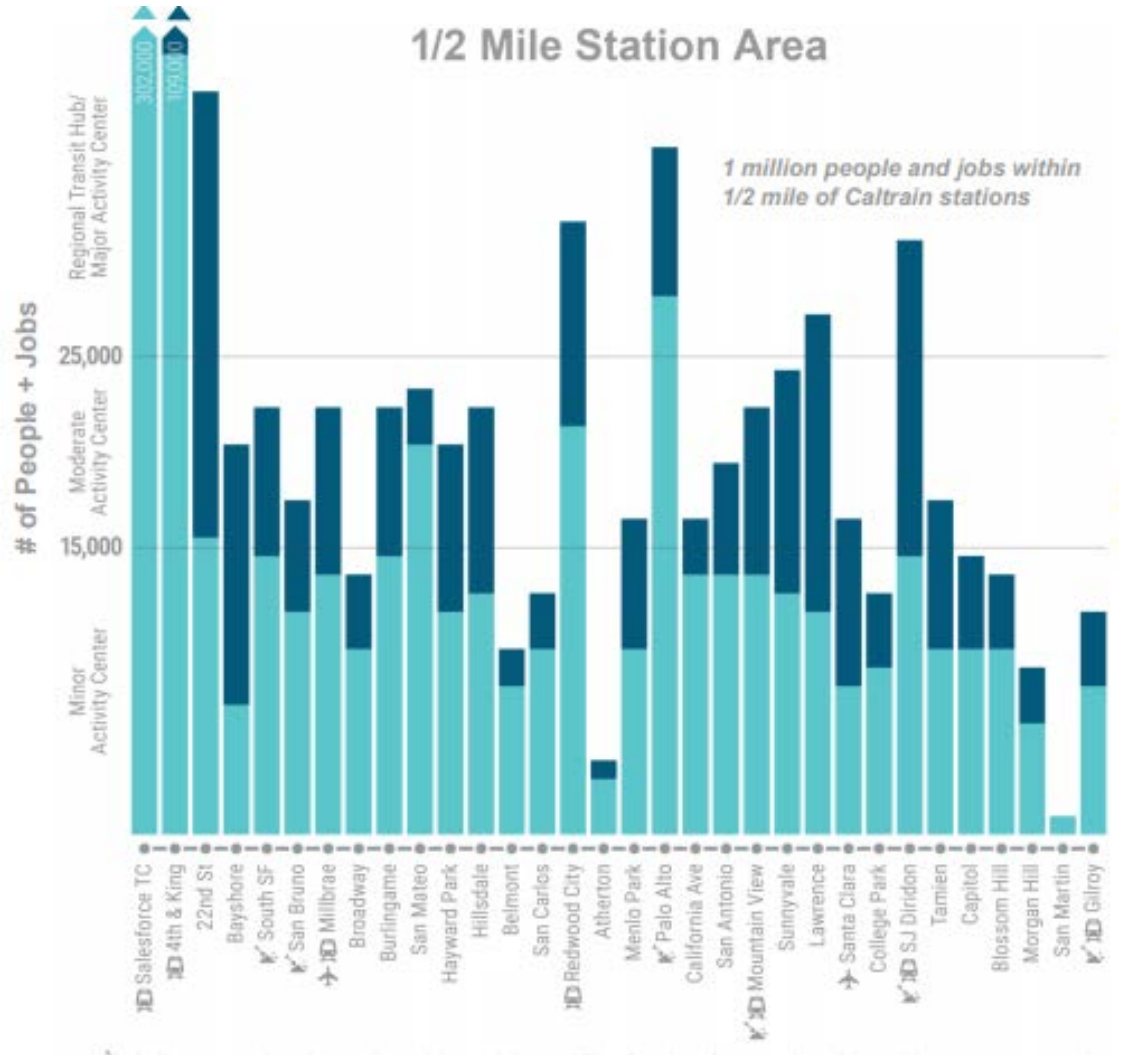
# 2040 Demand

## The Caltrain corridor is growing

- By 2040 the corridor expected to add 1.2 million people and jobs within 2 miles of Caltrain (+40%)<sup>1</sup>
- 80% growth expected in San Francisco and Santa Clara Counties

## Major transit investments are opening new travel markets to Caltrain

- Downtown Extension and Central Subway
- Dumbarton Rail, BART to San Jose, and improvements to Capitol Corridor and ACE
- HSR and Salinas rail



The future of rail in the Bay Area is still coming together, with many different plans and projects underway.



# Caltrain will be the first, modern electrified railroad in California. The Vision we choose will shape the future of rail in the region and the state.



# What does it mean for Caltrain to Choose a Long Range Vision?

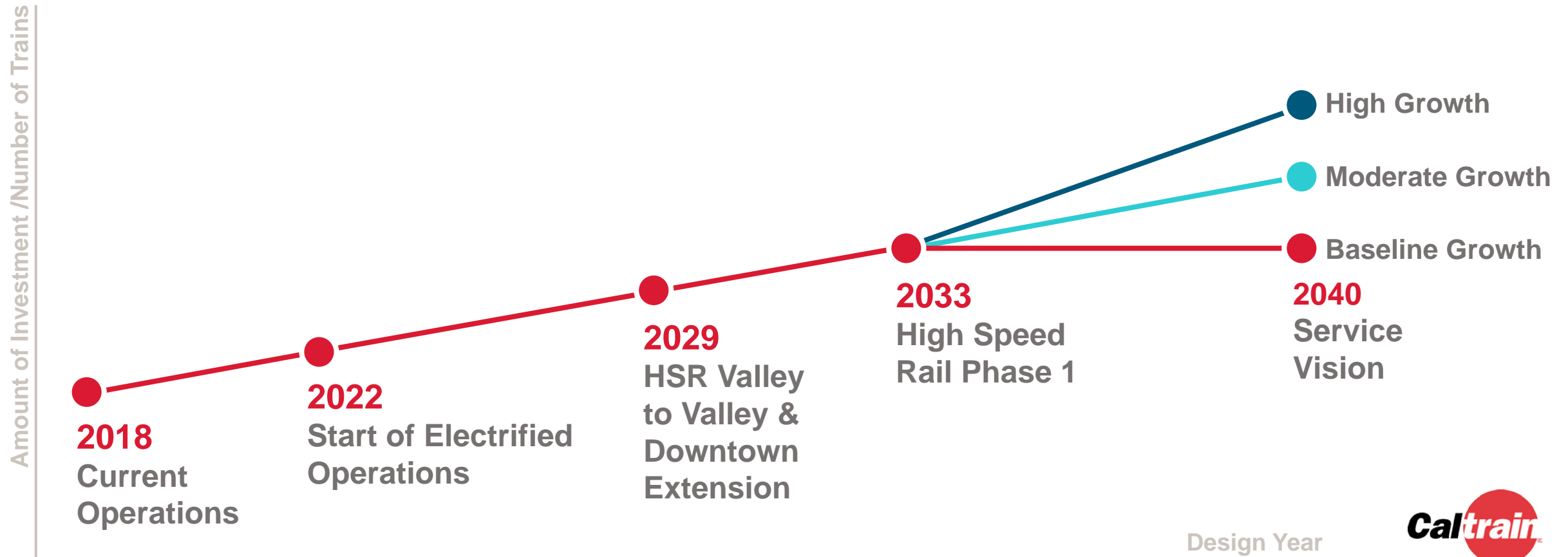
## Caltrain's 2040 Service Vision needs to be a "Big Tent"

- The Caltrain corridor is a key regional transportation asset and many of our partner cities and agencies have major commitments or planned investments (Projects) in the corridor. The vast majority of these are substantially unfunded.
- The "Baseline Vision" incorporates these investments, as well as the basic improvements that Caltrain will need by 2040 to operate a fully modernized blended system at "baseline" levels of frequency.
- Building from this "baseline," Caltrain has assessed options for incremental expansion of service

**Caltrain's core question as it considers a Long Range Service Vision:**

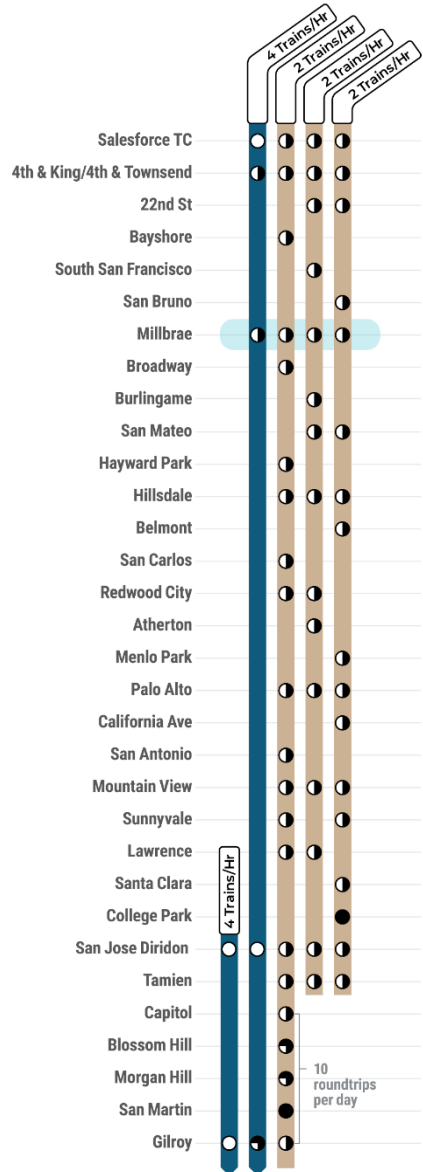
**How Much Service Should We Provide?**

# 2040 Service Scenarios: Different Ways to Grow





# 2040 Baseline Growth Scenario



## Trains per Hour, per Direction

Peak: 6 Caltrain + 4 HSR  
Off-Peak: 3 Caltrain + 3 HSR

## Stopping Pattern

Skip stop

## Travel Time, STC-Diridon

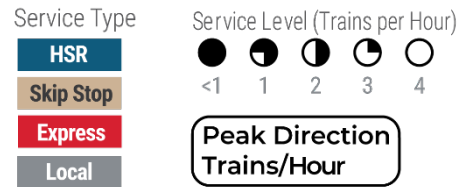
69-73 Min

## New Passing Tracks

Millbrae

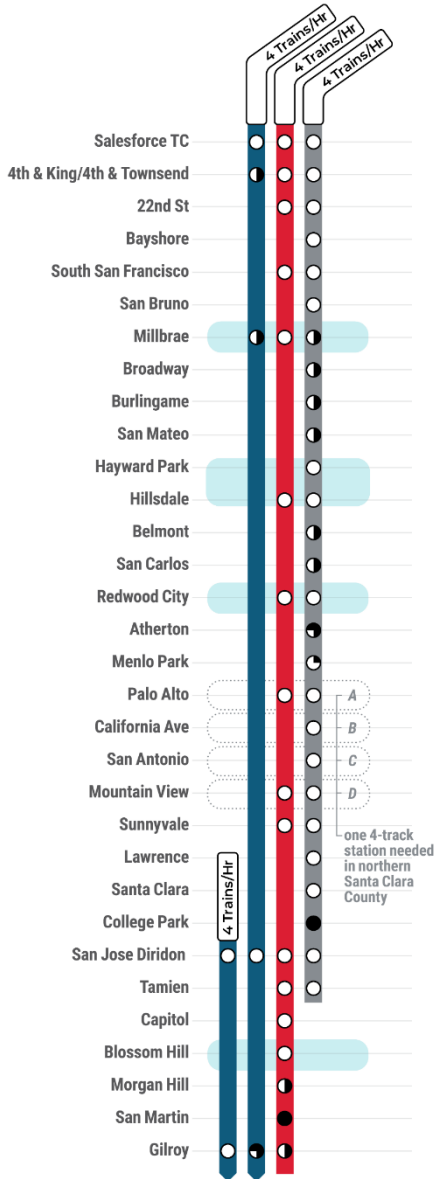
## Service Plan Description

- Bunched service results in irregular Caltrain headways; each pattern arrives over span of 10 minutes, then a 20-minute gap between trains
- Three half-hourly skip stop patterns each with similar travel times
- South of Tamien, peak-direction skip stop service with 10 round trips per day



Conceptual 4 Track Segment or Station to be refined through further analysis and community engagement.

# Moderate Growth Scenario



## Trains per Hour, per Direction

Peak: 8 Caltrain + 4 HSR  
Off-Peak: 6 Caltrain + 3 HSR

## Stopping Pattern

Local / Express with timed transfer at Redwood City

## Travel Time, STC-Diridon

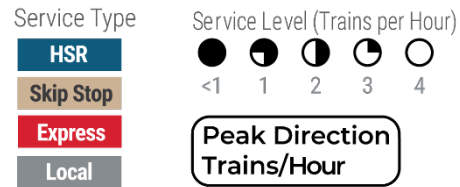
61 Min (Express)  
85 Min (Local)

## New Passing Tracks

Millbrae, Hayward Park-Hillsdale, Redwood City, Northern Santa Clara County, Blossom Hill

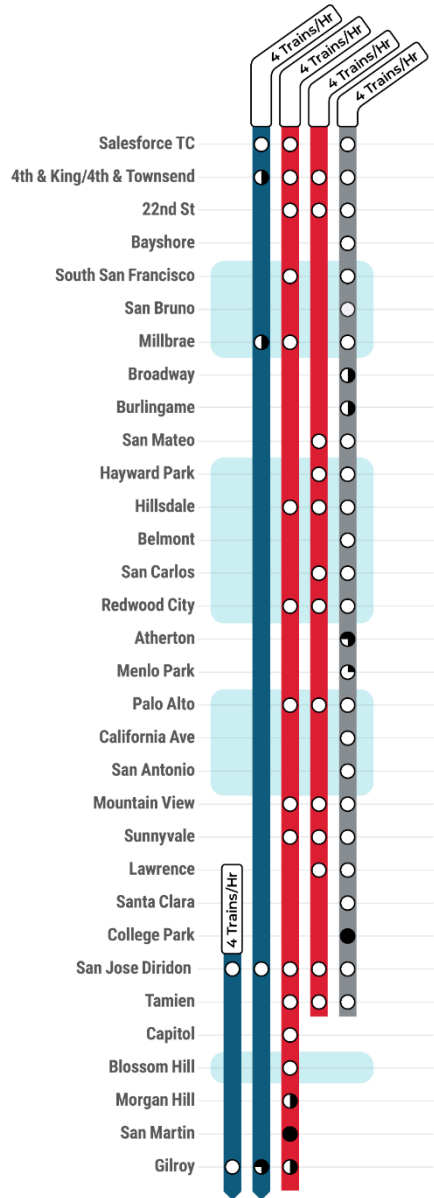
## Service Plan Description

- Local and Express trains each operating at 15-minute frequencies with timed cross-platform transfer at Redwood City
- Skip stop pattern for some mid-Peninsula stations; some origin-destination pairs not served at all
- Trains serve Capitol and Blossom Hill every 15 minutes and Morgan Hill and Gilroy every 30 minutes



Conceptual 4 Track Segment or Station to be refined through further analysis and community engagement.

# 2040 High Growth Scenario



## Trains per Hour, per Direction

Peak: 12 Caltrain + 4 HSR  
Off-Peak: 6 Caltrain + 3 HSR

## Stopping Pattern

Local / Express A / Express B with timed transfer at Redwood City

## Travel Time, STC-Diridon

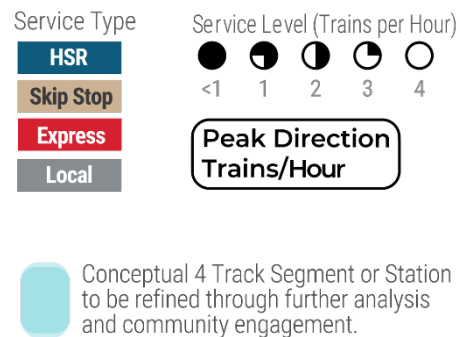
61 Min (Express A)  
82 Min (Local)

## New Passing Tracks

South San Francisco-Millbrae, Hayward Park-Redwood City, northern Santa Clara County, Blossom Hill

## Service Plan Description

- Local and Express A trains each operating at 15-minute frequencies with timed cross-platform transfer at Redwood City
- Express B trains operate every 15 minutes between 4th & King and Tamien
- Local trains make nearly all stops
- Trains serve Capitol and Blossom Hill every 15 minutes and Morgan Hill and Gilroy every 30 mins



# Weighing Caltrain's Choices

# Components of the Business Case Analysis

We have adapted a traditional Business Case Analysis to the specific, and complicated circumstances of the Caltrain corridor.

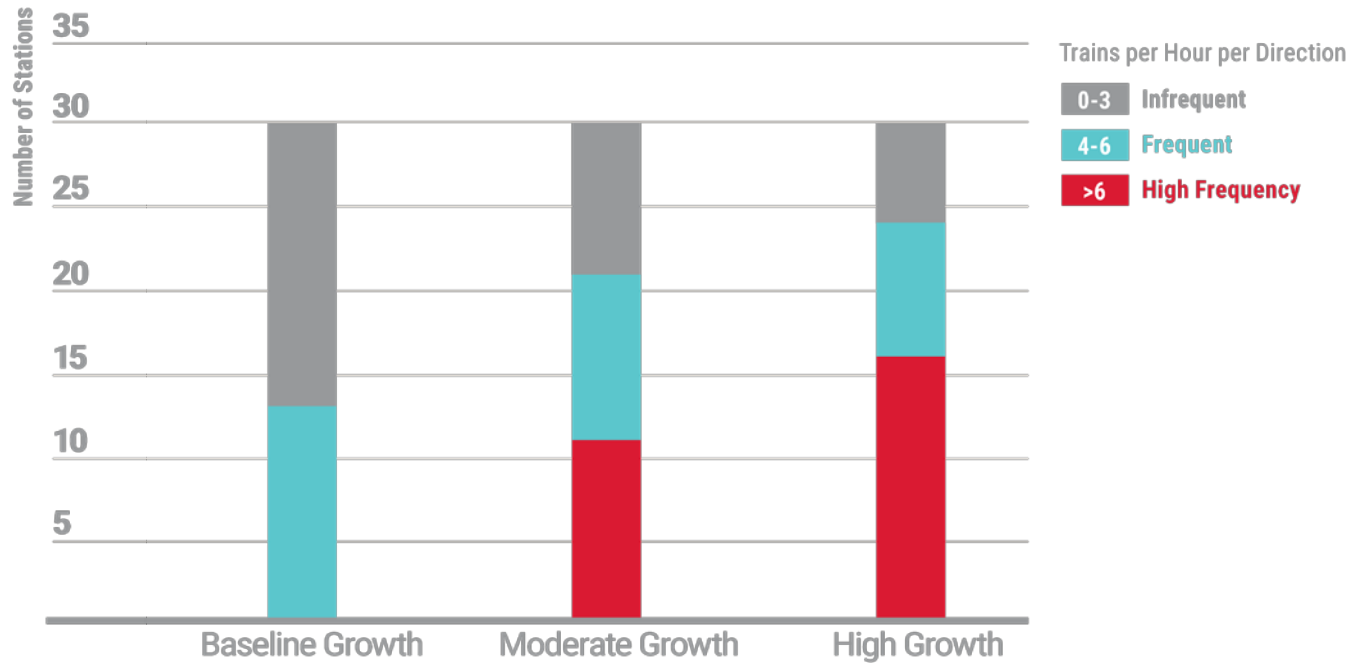
Collectively, this analysis helps provide guidance as to whether we should remain on the “baseline” course or if there is value in choosing a Long Range Service Vision for Caltrain that aims higher.


The following slides present and weigh analyses in each of the following areas.



# Peak Period Frequency

The **number of stations** receiving frequent or high frequency service increases substantially in the Moderate and High Growth Scenarios due to higher train volumes in the peak period.

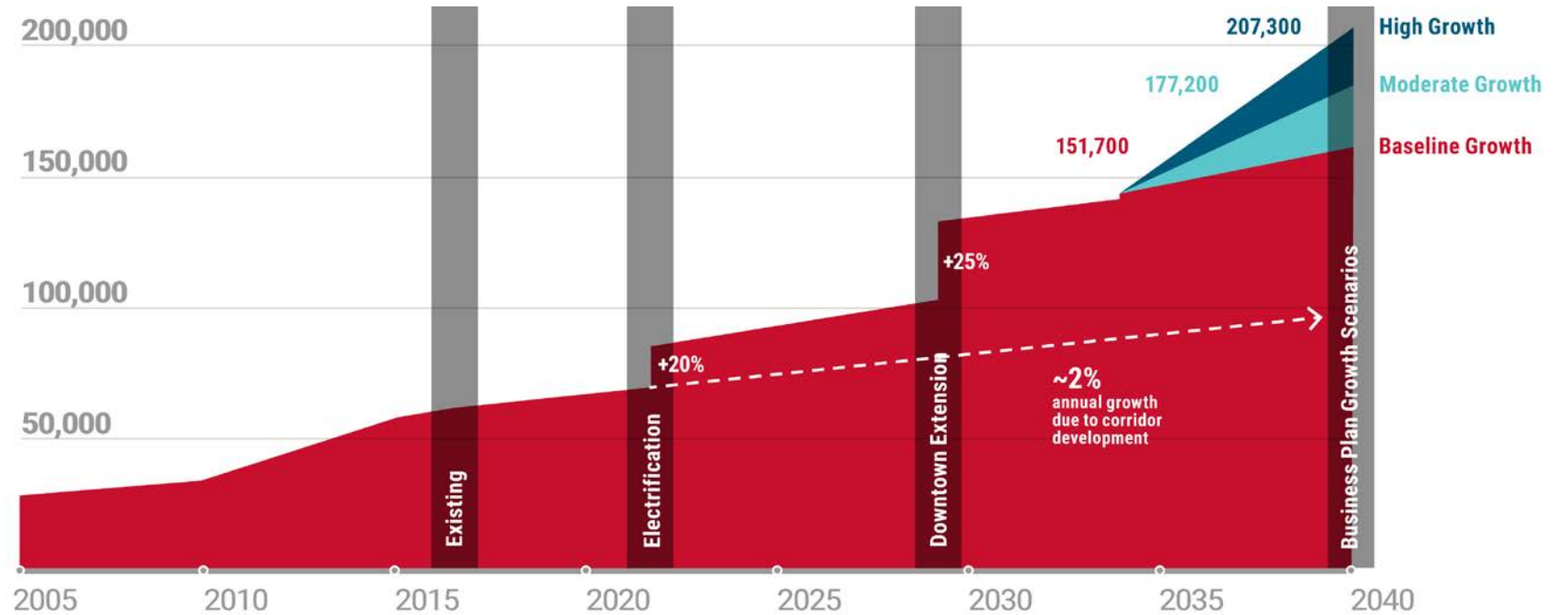



	Metric	Baseline Growth	Moderate Growth	High Growth
 <b>Frequency</b>	Number of Stations Served by Frequent Service (>4 TPHPD)	13 Stations	21 Stations	24 Stations
	Longest wait times at major stations served by all trains	22 minutes	12 minutes	8 minutes

# Ridership

On its current **Baseline** path, Caltrain would experience a *demand* of 161,000 daily riders by 2040.

The **Moderate and High Growth** scenarios would increase *demand* to 185,000 and 207,000 riders, respectively, leading to ridership and VMT saving increases.



	Metric	Baseline Growth	Moderate Growth	High Growth
 <b>Ridership</b>	Daily Ridership*	151,700 Riders	177,200 Riders	207,300 Riders
	Comfortable Peak Hour Train Loads?*	No	Crowding on some trains	Yes

\*Crowd Constrained Ridership (135%)

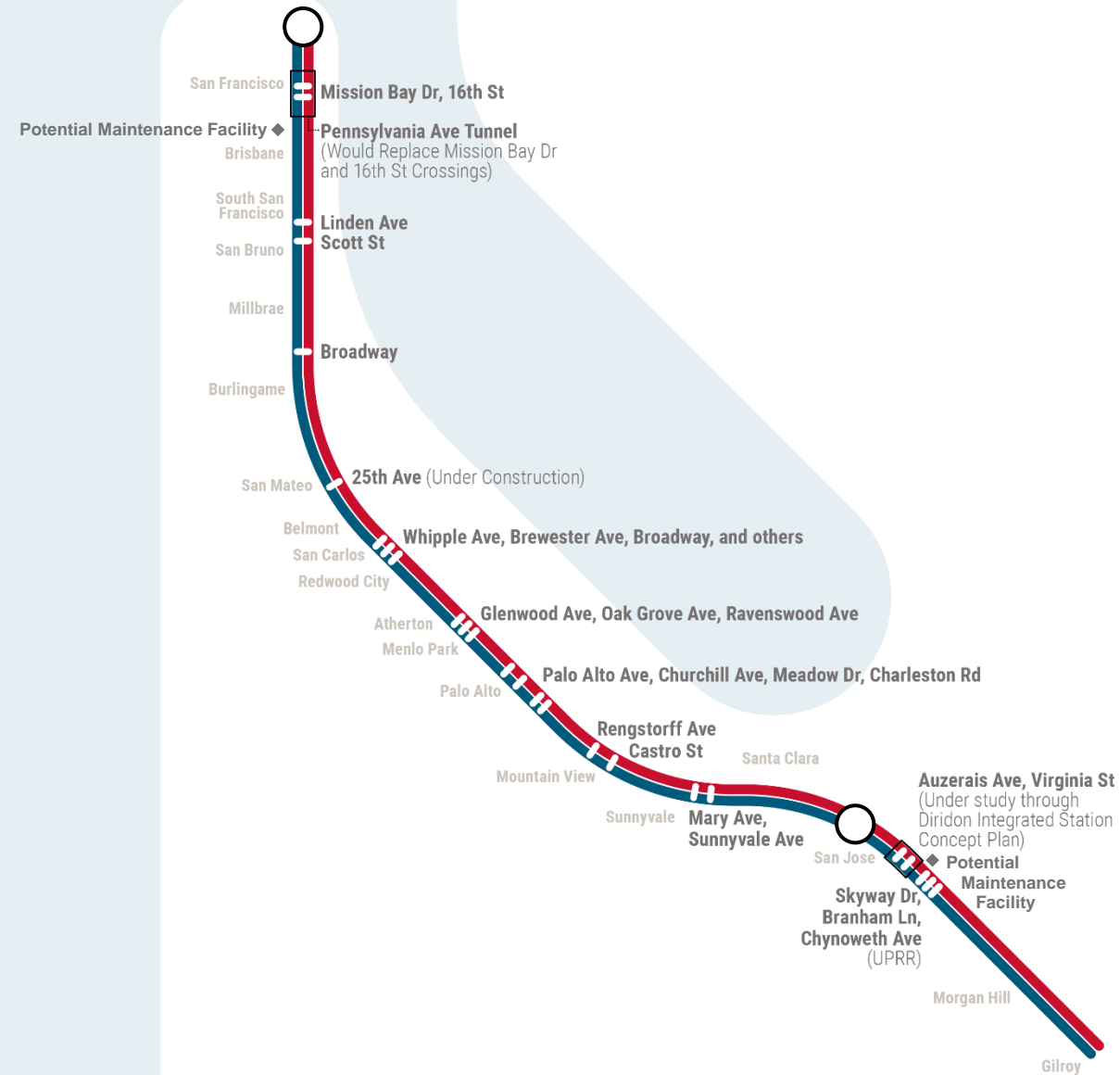
# Baseline Investments

While the “Baseline” for the 2040 Service Vision contemplates only modest increases in Caltrain service beyond electrification, there are many other investments planned for the Caltrain corridor before 2040.

Some of these projects are directly required to enable the baseline level of service while others reflect the goals and commitments of Caltrain’s local, regional and state partners.

## Baseline investments include:

1. Caltrain projects already underway
2. Local, Regional & State partner projects that directly influence Caltrain
3. Additional Caltrain investments needed to fill out the baseline and support blended operations





# The Baseline Costs \$22.1 Billion

**\$2.3B**

Caltrain Work Underway

\$2.3B



**\$16.2B**

Investments Planned and Proposed by Caltrain Partners

\$3.3B

Downtown Extension to Salesforce Transit Center

\$3.4B

Diridon Station and Surrounding Rail Infrastructure\*

\$2.6B

High Speed Rail Investments

\$6.9B

City-led Grade Separations

**\$3.6B**

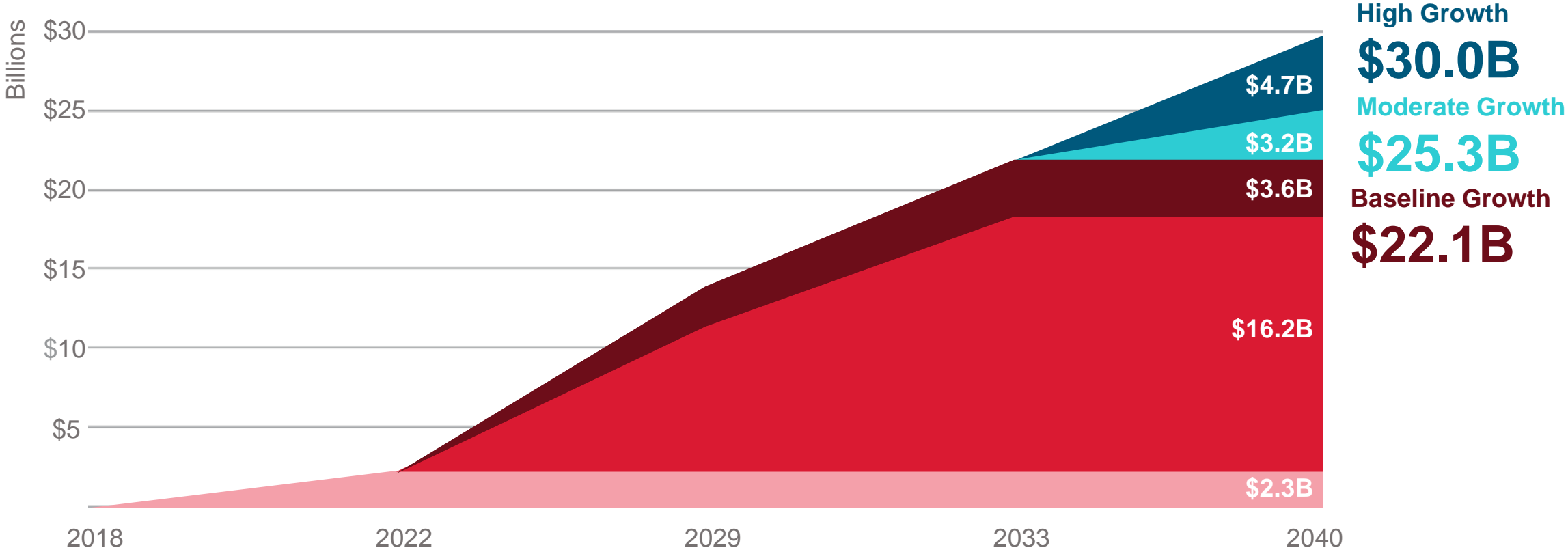
New Caltrain Investments to Support Baseline Growth Scenario

\$3.6B

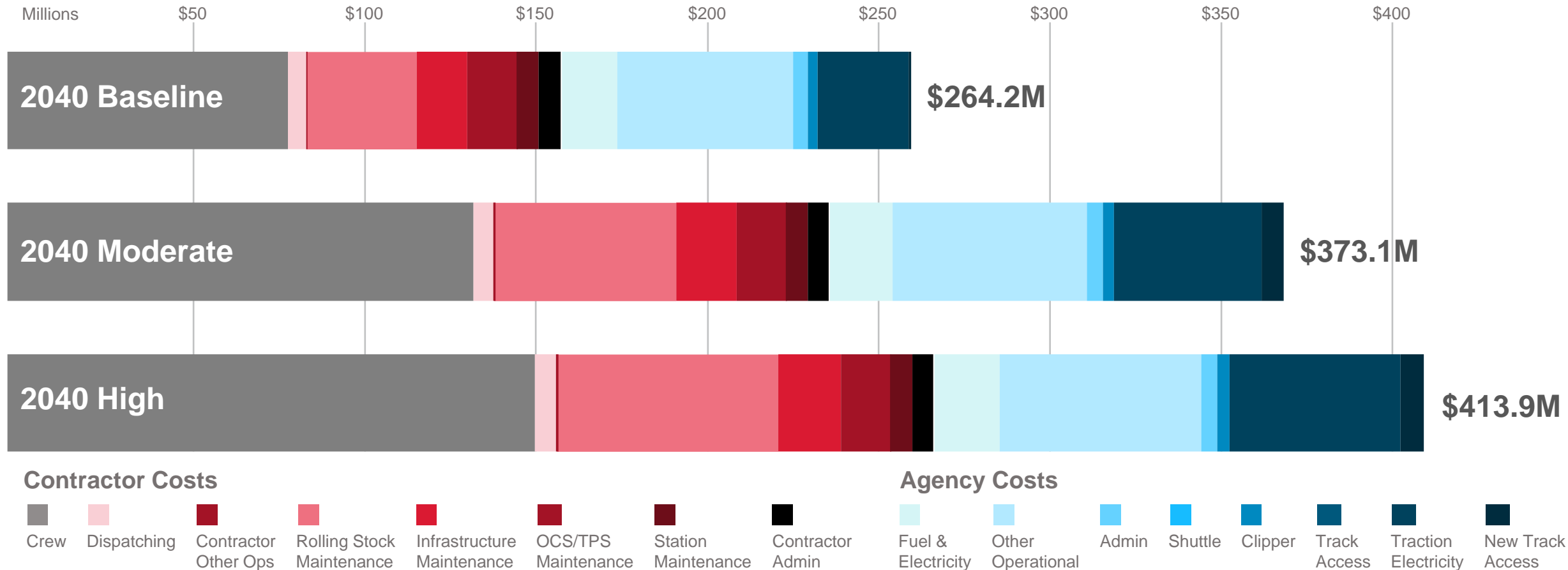
*\* Placeholder cost pending detailed cost estimate to be developed through Diridon Integrated Station Concept Plan*

# Investing for Growth

## Total Corridor Investment Over Time by Growth Scenario



# Year 2040 Operating Costs



# Caltrain User Benefits over Baseline

Total Benefits 2018 to 2070, Average Annual Benefits 2040 to 2070

Benefit	Unit	Moderate Growth		High Growth	
		Total*	Per Year Average	Total*	Per Year Average
Existing Transit User Travel Time Savings	hours	12.9M	0.43M	20.9M	0.70M
New Transit User Travel Time Savings	hours	27.7M	0.92M	40.4M	1.35M
Avoided Auto Trips (VMT Savings from New Transit Users)	vehicle miles	9,000M	300M	16,100M	540M
Roadway Network Safety Improvements	reduced fatal/injury accidents	7,300	240	13,000	430
Public Health Benefits (from Active Transportation Mode Access)	lives saved	70	2	150	5
	reduced absent days at work	30,000	1,000	67,000	2,200

\*Values rounded for presentation purposes

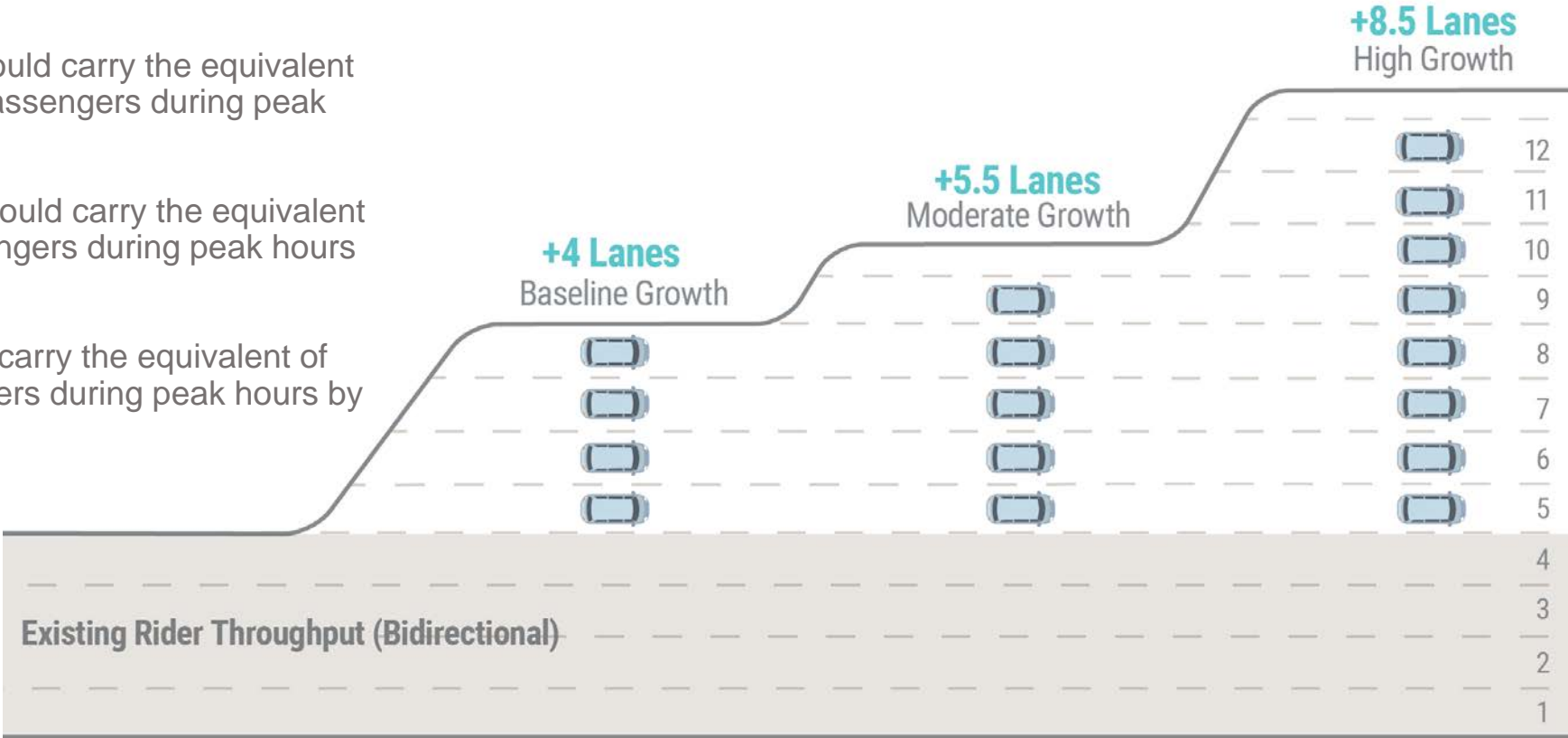
# Freeway Throughput

Today, Caltrain carries 4 freeway lanes worth of people during peak hours. By 2040, the proposed growth scenarios will carry an additional 4 to 8.5 freeway lanes worth of passengers.

The **Baseline Growth** scenario would carry the equivalent of 4 new freeway lanes worth of passengers during peak hours by 2040.

The **Moderate Growth** scenario would carry the equivalent of 5.5 new freeway lanes of passengers during peak hours by 2040.

The **High Growth** scenario would carry the equivalent of 8.5 new freeway lanes of passengers during peak hours by 2040.



\*Assumes vehicle occupancy of 1.1 persons/vehicle and lane capacity of 1,500 vehicles/hour.

# Regional Rail Integration

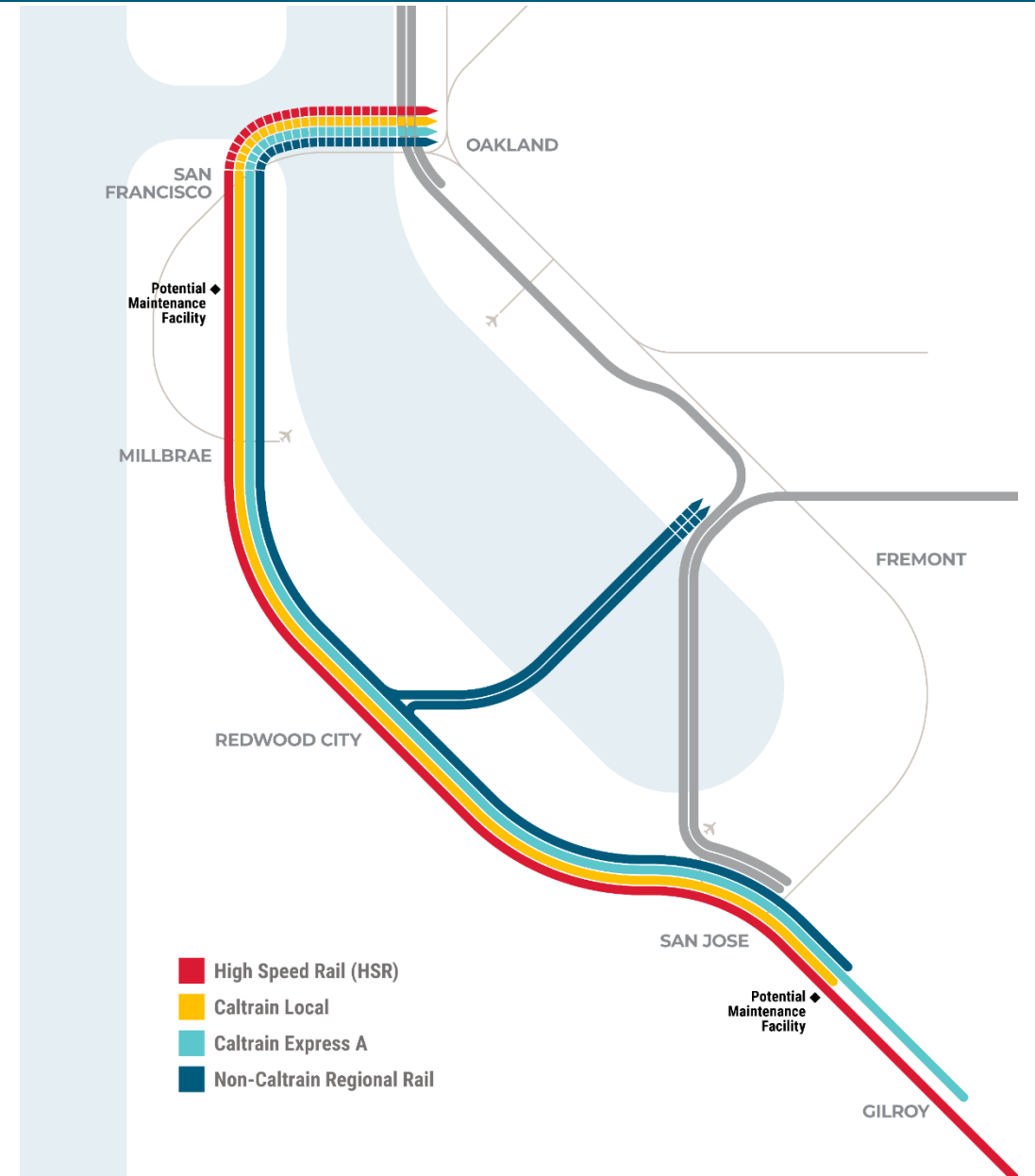
All service scenarios are compatible with regional rail needs.

**High Growth** anticipates large-scale corridor sharing, or “interlining” through investments in 4-track segments.

**Baseline & Moderate Growth** preserve the ability to scale up to large-scale corridor sharing but hold off on proactive investments until regional needs are better defined.

Examples of active studies and plans ongoing in the region that could advance the potential need for significant interlining onto Caltrain’s corridor include:







- A standard gauge transbay crossing connecting San Francisco and the East Bay
- The reactivation of the Dumbarton rail bridge
- The development of expanded, “visionary” levels of service by ACE or Capital Corridor into San Jose



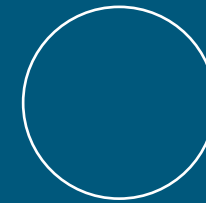
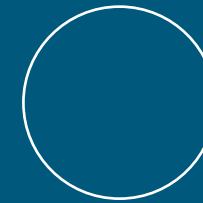
# Summary


Service



	Metric	Baseline Growth	Moderate Growth	High Growth
 <b>Frequency</b>	Number of Stations Served by Frequent Service (>4 TPHPD)	13 Stations	21 Stations	24 Stations
	Longest Wait Times At Major Stations Served by All Trains	22 minutes	12 minutes	8 minutes
 <b>Connectivity</b>	Percentage of Station Pairs Connected Without/(With) a Transfer	84% (91%)	96% (98%)	99% (99%)
	Number of Station Pairs Not Connected at All	95	17	2
 <b>Network Integration</b>	Timed Connections at Regular Intervals	No	Yes	Yes
 <b>Ridership</b>	Daily Ridership (capacity constrained)	151,700 Riders	177,200 Riders	207,300 Riders
	Comfortable Peak Hour Train Loads?	No	Some Crowding	Yes
 <b>Travel Time</b>	Travel Time, San Francisco (STC) to San Jose (Diridon)	69-73 Minutes	61 Minutes	60 Minutes
	Average Travel Time per Rider, All Origin-Destination Pairs	33 Minutes	32 Minutes	31 Minutes
 <b>Infrastructure</b>	Passing Tracks Needed	<1 Mile	<5 Miles	15-20 Miles

# Summary

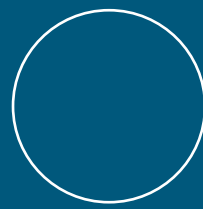







Metric		Baseline Growth	Moderate Growth	High Growth
 <b>Financial Metrics</b>	Total Capital Costs	(\$22.1B)	(\$25.3B)	(\$30.0B)
	Caltrain Allocated Capital Costs	(\$6.6B)	(\$7.6B)	(\$9.4B)
	Total Operating Costs	(\$5.1B)	(\$6.0B)	(\$6.3B)
	Year 2040 Operating Costs	(\$0.26B)	(\$0.37B)	(\$0.41B)
	Farebox Recovery Ratio	82%	75%	77%
	Net Investment	(\$7.1B)	(\$8.6B)	(\$10.3B)
 <b>Caltrain Economic Metrics</b>	Net Present Value	-	\$0.58B	\$0.15B
	Benefit Cost Ratio	-	1.33	1.04

Except for Total Capital Costs, values are shown as a present (Year 2018) value using a discount rate of 4.0% and cover the period from 2018-2070.



# Summary



Metric		Baseline Growth	Moderate Growth	High Growth
 Freeway Throughput	Additional Freeway Lanes	+4 lanes	+5.5 lanes	+8.5 lanes
 Regional Rail Integration	Accommodation of Large-Scale Corridor-Sharing Beyond HSR	could be scaled to accommodate	could be scaled to accommodate	can accommodate
 Environmental Benefits	GHG (MTCO <sub>2</sub> e)	1,108,045	1,898,330	3,006,028
 Land Value Benefits	Property Value Premiums Generated by 2040 Service Growth within 1 Mile of a Station	\$10B	\$10 - \$22B	\$22B
 Economic Productivity	Economic Output	\$32.8B	\$40.8B	\$47.7B
	Full and Part-time Jobs	44K job-years	51K job-years	69K job-years

# Summary



## Uncertainties to consider in selecting a Service Vision for Caltrain include:

- Ultimate design and timing of key regional projects impacting the corridor is still in flux and may change
- All scenarios have a degree of flexibility; detailed service and infrastructure planning will be an ongoing process
- Scale and location of passing tracks needed are sensitive to state and regional rail plans, particularly in the high growth scenario
- Key business metrics may shift as fundamental assumptions change

## The Moderate Growth Scenario:

- Does not directly accommodate large-scale corridor sharing but has the potential to scale up
- Has a high level of confidence that the Benefit-Cost Ratio to Caltrain is over 1.0 even if key assumptions change

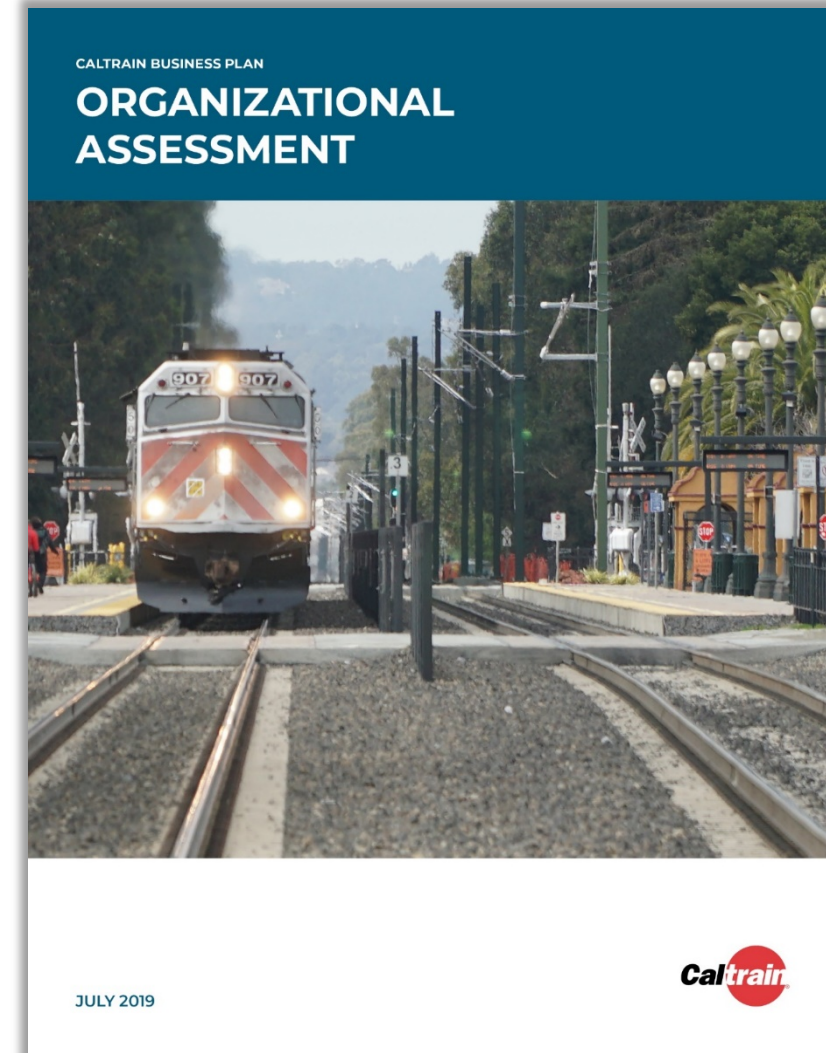
## The High Growth Scenario:

- Most directly accommodates large-scale corridor sharing and interlining but infrastructure is sensitive to changes in regional and state assumptions
- Has less certainty that Benefit-Cost Ratio to Caltrain is solidly over 1.0 should key assumptions change

# Organizational Assessment Report

The Organizational Assessment was developed by Howard Permut of Permut Consulting LLC and former President of Metro-North.

Key areas of Howard's work have been supported by the Stanford Global Projects Center and a team of outside experts



Read the full report at [www.caltrain2040.org](http://www.caltrain2040.org)

# Staff Recommendation

# Caltrain Long Range Service Vision: Staff Recommendation

Website where full draft staff recommendation can be reviewed:

<https://www.caltrain2040.org/long-range-service-vision/>

## The features of the Service Vision include:

### Fast and frequent all day (every day) service

- Total peak hour frequencies of 8 Caltrain trains per direction
- Faster, all day baby bullet service with express service every 15 minutes
- Significantly increased off-peak and weekend service levels
- User friendly, show up and go service with easy to understand schedules

### Increased Capacity

- Provides the capacity to triple today's ridership, serving nearly 180,000 people a day
- Adding more than 5 freeway lanes worth of regional capacity

### Regional Connectivity

- End to end service - connecting Gilroy to downtown San Francisco (all day, both ways)
- Comprehensive local service providing coverage to every community
- Regular service making transfers and connections easier and more predictable

# Caltrain Long Range Service Vision: Staff Recommendation

Website where full draft staff recommendation can be reviewed:

<https://www.caltrain2040.org/long-range-service-vision/>

## Summary and Basis for Recommendation

Caltrain staff have developed a draft recommendation for the Long Range Service Vision. This recommended Vision is:

**Caltrain adopt and pursue a Vision compatible with the “moderate growth” scenario while also taking a series of steps to plan for and not preclude the potential realization of the “high growth” scenario**

The extensive analysis conducted during the Business Plan process has shown that there is a strong demand for expanded Caltrain service. Additionally, the business case analysis conducted as part of the plan has shown that there is a clear case, based on economic and regional benefits, for pursuing a Vision that goes beyond the baseline levels of service previously contemplated.

While the high growth option generates the greatest ridership and expanded regional benefits, it also comes at a higher cost and carries significantly higher levels of uncertainty and potential for community impacts. Therefore, based on the assembled evidence, staff has developed a recommendation that would direct Caltrain to pursue a service vision consistent with the “moderate growth” scenario while retaining the ability to expand to a level consistent with the “high growth” scenario at such time as demand warrants or the region has made the policy and funding commitments to pursue a larger, integrated rail system.

# Caltrain Long Range Service Vision: Staff Recommendation

Website where full draft staff recommendation can be reviewed:

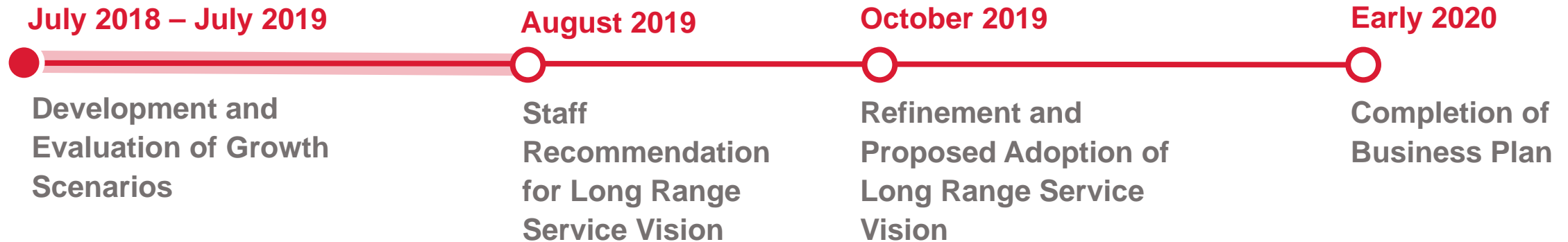
<https://www.caltrain2040.org/long-range-service-vision/>

## Major Additional Benefits

The Vision will bring huge benefits beyond direct improvements to service. Once complete, the Vision will deliver;

- **Reduced Travel Time** - 1.3 million hours of travel time savings for existing and new Caltrain riders every year as compared to the baseline scenario
- **Reduced Auto Travel** - 300 million vehicle miles not traveled every year as compared to the baseline scenario
- **Economic Productivity** - \$40.8 billion in regional economic output created by ongoing capital and operating investments
- **Land Value Benefits** - By 2040 Caltrain service will add between \$25 and \$37 billion in property value premiums to residential and office properties within 1 mile of stations. (This analysis is conservative and excludes San Francisco as well as commercial, non-office properties for which estimates could not be reliably developed)
- **Environmental Benefits** - The Vision will result in a reduction of nearly 2 million metric tons of CO2 as well as other air quality improvements

# Where are We in the Process





# Outreach Activities to Date

July 2018 – July 2019 by the Numbers

## Stakeholders Engaged

21

Jurisdictions

26

Public Agencies

93

Organizations in Stakeholder  
Advisory Group

156

Stakeholder  
Meetings

## Public Outreach

51

Public Meetings  
and Presentations

1,000+

Survey Responses

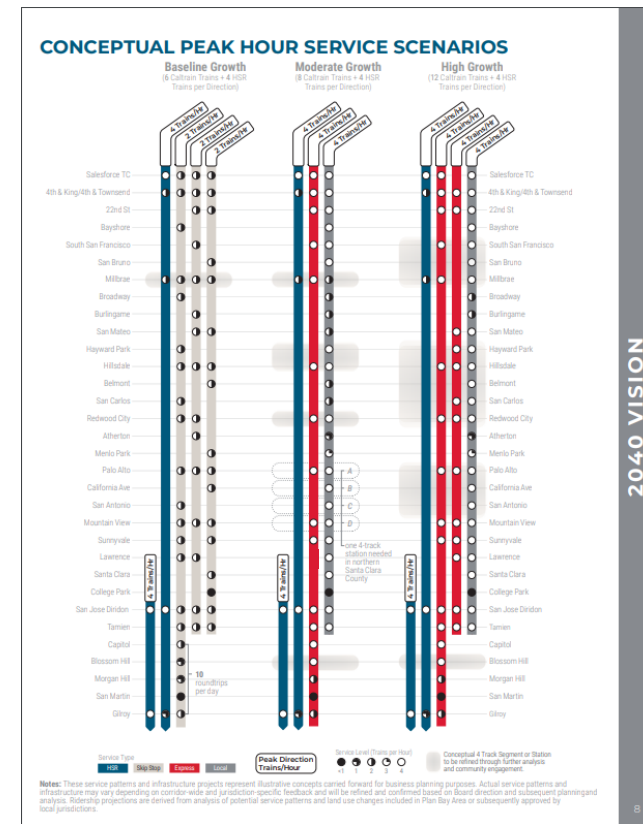
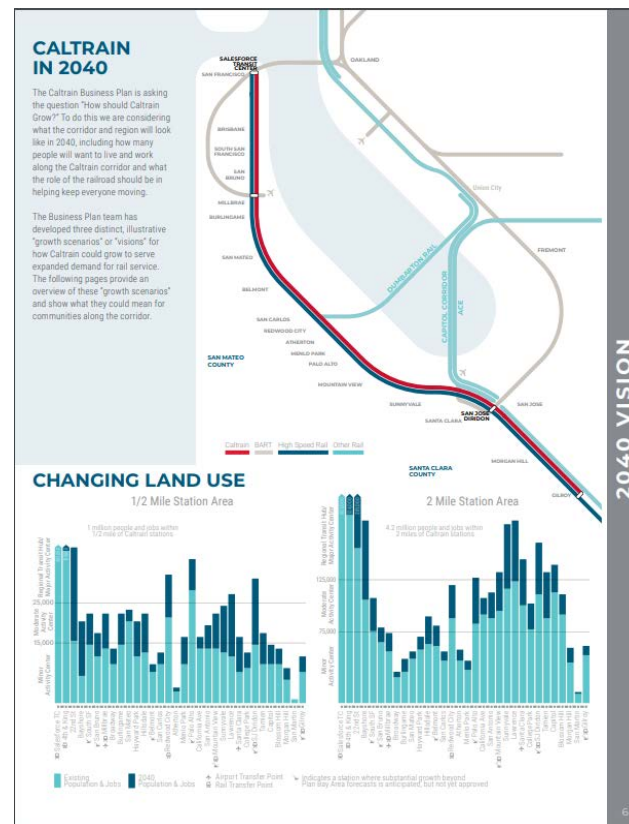
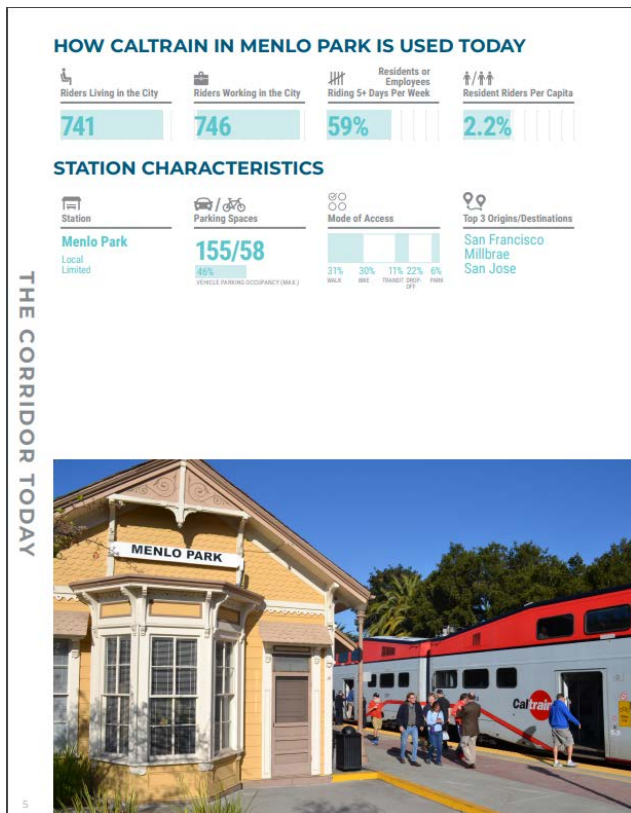
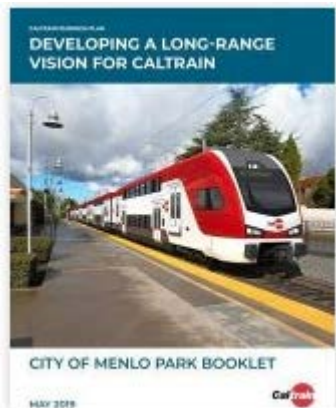
14,300+

Website Views

258,200+

Social Media Engagements

# Individual Jurisdiction Outreach City Booklets



View the booklets at: [www.caltrain2040.org](http://www.caltrain2040.org)

# How to Get Involved

- **Visit our website:**

[www.Caltrain2040.org](http://www.Caltrain2040.org)

- **Watch the staff recommendation presentation:**

<https://www.youtube.com/watch?v=BCc3tlkEMYA&feature=youtu.be>

- **Attend an in-person meeting (over 20 meetings planned before potential Board action):**

<https://www.caltrain2040.org/get-involved/>

- **Send us a note via email or phone:**

- Email: [BusinessPlan@Caltrain.com](mailto:BusinessPlan@Caltrain.com)
- Phone: 650-508-6499



**FOR MORE INFORMATION**

**WWW.CALTRAIN2040.ORG**

**BUSINESSPLAN@CALTRAIN.COM**

**650-508-6499**





## 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, AUGUST 7, 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 July 10, 2019
3. State and Federal Legislative Update and Approval of Legislative Proposals
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  
JULY 10, 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: K. Matsumoto, D. Pine, P. Ratto, C. Stone

Other Board Members Absent: M. Fraser, 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 4:49 pm.

## **APPROVAL OF MINUTES OF COMMITTEE MEETING OF JUNE 5, 2019**

Motion/Second: Pine/Collins

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

Absent: Fraser, Groom

## **STATE AND FEDERAL LEGISLATIVE UPDATE AND APPROVAL OF LEGISLATIVE PROPOSALS**

Jessica Epstein, Government and Community Affairs Officer, briefly summarized highlights of recent federal and state legislation. She noted that the HUD (US Department of Housing and Urban Development) appropriations bill had passed. She mentioned the FAA (Federal Aviation Administration) letter attempting to enforce its rule to appropriate \$250 million of general sales tax revenue collected by local and state government for airport use only. The Board voted to support HR 2939.

Motion/Second: Stone/Ratto

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

Absent: Fraser, Groom

Ms. Epstein noted that PEPRA (California Public Employees' Pension Reform Act), is still awarding grants unless stopped by a court order. She said that SamTrans was awarded a \$20 million affordable housing grant on June 21. She said that some of this money will be allotted to electric buses on routes connecting East Palo Alto residents to San Bruno BART.

## **ADJOURN**

The meeting adjourned at 4:55 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: Transit District

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Seamus Murphy  
Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE AND APPROVAL OF LEGISLATIVE PROPOSALS**

**ACTION**

Staff proposes the Committee recommend the Board:

1. Receive the attached Federal and State Legislative Updates
2. Approve the recommended San Mateo County Transit District (District) positions on those pieces of legislation designated for action on the attached State Legislative Matrix.

**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, and specifies those bills on which staff proposes that the District take a formal position.

Prepared By: Casey Fromson, Government and  
Community Affairs Director

650-508-6493

## SamTrans Federal Update June-July 2019

### Budget & Appropriations

The House has now approved all of the appropriations bills for fiscal year (FY) 2020, except for Department of Homeland Security and Legislative Branch Appropriations bills. Nine of the ten passed bills were moved through minibus packages. The first spending package included Defense; Labor-Health and Human Services-Education; State and Foreign Operations; and Energy and Water Appropriations bills. The second spending package included: Agriculture-Food and Drug Administration; Commerce-Justice-Science; Interior-Environment; Military Construction-Veterans Affairs; and **Transportation-Housing and Urban Development** Appropriations bills. All appropriations bills in the House passed on a party line vote. The White House has threatened to veto the House Financial Services Appropriations bill, as well as the two minibus packages in their current form.

The Senate has not begun consideration of the FY 2020 appropriations bills because Senate leadership has not finalized the overall funding levels for FY 2020. And, both the House and Senate need to set the overall budget for both FY 2020 and FY 2021 to avoid sequestration (automatic spending cuts) which will occur on October 1, if Congress and the White House fail to finalize a budget deal.

The House FY 2020 Transportation-HUD appropriations bill includes \$137.1 billion. The measure would provide \$6 billion more than FY 2019 (current funding) and \$17.3 billion more than the President's budget request. Details on the bill are below:

- **Transit:** The Federal Transit Administration (FTA)'s Capital Investment Grants program would receive \$2.3 billion. Of that amount, \$1.84 billion would have to be obligated by December 31, 2021, or the Department of Transportation (DOT) would have to redistribute that money to projects already in the engineering phase. Funding details for the CIG program:
  - New Starts Projects with a current full funding grant agreement (FFGA): \$795,290,221
  - New Starts Projects without a current FFGA: \$702,709,779
  - Small Starts: \$430,768,910—this will include the **\$100 million for the Caltrain Peninsula Corridor Electrification Project**
  - The bill also includes the following language regarding the CIG program:
    - “The Committee is gravely concerned about the execution of the Capital Investment Grant program and directs the Secretary to carry out the



program in accordance with the will of Congress. The Committee notes with dismay that FTA signed only one New Starts Full-Funding grant agreement (FFGA) in 2018, no Core Capacity project FFGAs and that the vast majority of FFGAs have been Small Starts projects.”

- “The Committee directs FTA to proactively work with applicants and grantees to facilitate projects moving through the Capital Investment Grant pipeline and towards a FFGA. FTA is directed to evaluate, rate, and recommend projects for funding, and subsequently award grants to projects that meet the statutory requirements of 49 U.S.C. 5309.”
- **Highways:** The bill includes \$46.365 billion for federal-aid highways, the FAST Act authorized level, a \$1.1 billion increase over FY 2019. The bill also includes additional funding, \$1.75 billion, for highways (from Treasury vs. the Highway Trust Fund).
- **BUILD Grants:** The measure would provide \$1 billion, a \$100 million over current funding. \$20 million is included for planning and design of projects in areas of “persistent poverty.”
  - Report Language: “The Department’s prioritization of road projects came at the expense of transit-related projects, which on average received about 32 percent of awards between fiscal year 2009 and fiscal year 2016. This also contradicts the Committee’s direction to invest in a variety of transportation modes. The Committee strongly reminds the Department that highway and bridge projects have dedicated funding sources through Highway Trust Fund formula programs, and directs the Department to refocus fiscal year 2020 grants on multimodal projects which include transit, passenger rail, and pedestrian improvements. The Committee also notes that investments in projects can have benefits far beyond the project location. For example, projects in urban areas can provide benefits to rural areas. Therefore, the Committee directs the Secretary to consider the benefits of a project to the fullest extent possible and to include all relevant geographic areas.”
- **Federal Railroad Administration (FRA):** \$3 billion, \$96 million more than current funding.

## Surface Transportation Authorization Update

On July 10, the Senate Committee on Environment and Public Works (EPW) held a [hearing](#), Investing in America’s Surface Transportation Infrastructure: The Need for a Multi-Year Reauthorization Bill, which discussed the committee’s ongoing work on a surface transportation reauthorization bill. The witnesses were:

- K. Luke Reiner, Director, Wyoming Department of Transportation
- Carlos M. Braceras, President, American Association of State Highway and Transportation Officials (AASHTO)

- Max Kuney, President, Max J. Kuney Co.
- Vicki Arroyo, Executive Director, Georgetown Climate Center
- Carolann Wicks, Senior Policy Fellow, University of Delaware, School of Public Policy & Administration

Senate EPW Committee Chairman John Barrasso (R-WY) stated that his plans are to mark-up the committee portions (highways, safety, freight, INFA) of a reauthorization bill on August 1, and that the bill will continue the current formula programs. The EPW Committee expects to release a draft bill a week prior to the August 1 mark-up.

During the hearing, Senator Sheldon Whitehouse (D-RI) indicated that the bill includes a new competitive grant program to repair structurally deficient bridges, which is based on the [Bridge Investment Act](#) introduced by Senator Whitehouse in the last Congress. During the hearing, Senators discussed the need to implement a multi-year bill, maintain a sustainable formula funding, and the need for resilient infrastructure.

The majority of the witnesses stressed that the FAST Act authorization bill needs to be multi-year and pass on time (rather than short-term extensions), provide regulatory flexibility for states to plan their projects and spend federal funds easily, and rescind the scheduled \$7.6 billion rescission of highway contract authority that was included in the FAST Act.

While Chairman Barrasso would not comment if there will be a specific climate title, Democrats on the committee have been advocating for such measures to help with coastal infrastructure and resiliency. Other committees that have jurisdiction over other titles of the reauthorization bill have not yet announced their plans for moving forward.

### **House T&I Committee Hold Hearing on Capital Investment Grant (CIG) Program**

On July 16, the House Committee on Transportation and Infrastructure's Subcommittee on Highways and Transit held a hearing on the "Oversight of the FTA Implementation of the Capital Investment Grant Program." K. Jane Williams, the Acting Administrator of the Federal Transit Administration (FTA), was on the first panel. The committee's discussion with Administrator Williams covered: 1) concerns about the CIG program; 2) budget reductions and new costs; 3) innovation and integration for rural communities; 4) implications of the FTA's "Dear Colleague" Letter; and 5) overall praise for the CIG program.

The second witness panel included:

- Mr. Bob Alger, President and Chief Executive Officer, The Lane Construction Corporation, on behalf of the American Road & Transportation Builders Association (ARTBA)
- Mr. Tom Gerend, Executive Director, The Kansas City Streetcar Authority
- Mr. Paul P. Skoutelas, President and CEO, American Public Transportation Association (APTA)

Subcommittee Chairwoman Eleanor Holmes Norton (D-DC) began her opening statement by expressing her concern about the increase in bureaucratic obstacles affecting the efficiency of the

CIG program. She explained that the FAST Act appropriated \$2.3 billion a year to fund the CIG program, and that the House Appropriations Committee usually appropriates funding above the authorized level because of high demand for the program. She blamed the current administration for the decrease in efficiency and funding. She fears that FTA's "Dear Colleague" letter, sent to Congress last June, will only produce higher project costs and more bureaucratic obstacles. She announced her plans to review the FAST Act before its reauthorization, reevaluate the CIG program, and if necessary amend Section 5309.

Subcommittee Ranking Member Rodney Davis (R-IL) emphasized that rural areas also need transit improvements, especially those communities supporting universities. He hoped to learn how to incentivize non-urgent urban areas to apply for CIG programs. He commended the bipartisan nature of this committee and stated that this is the fourth hearing in the series focusing on improvements for the reauthorization of the FAST Act.

Committee Chairman Peter DeFazio (D-OR) explained the committee's history of protecting the CIG program's funding over the course of the administration's proposed budget cuts. In response to every proposed cut, there has been a bipartisan appropriations bill passed to appropriate \$2.5 billion to support the CIG program. He cited a CIG oversight report that explained delays as an effect of a new environmental review process and stated that CIG projects have nearly doubled in delayed approval dates since 2017. This report also found that the new changes to the CIG approval process effected in \$845 million in extra costs. He expressed his concern about the shrinking cost shares of federal funding, decreasing from around 50% to 36.6%.

FTA Acting Administrator Williams began by announcing Secretary Chao's three goals: safety, innovation, and infrastructure investment. She explained the FTA's dedication to safety through her work in establishing state safety oversight programs, expanding the number from zero to 39 since 2017. She highlighted the FTA's Mobility on Demand program as an example of FTA's innovation. She pointed to the CIG program as the leader in modernizing and expanding public transportation across nation. CIG is authorized \$2.3 billion annually, making it the largest federal discretionary program. Speaking to the criticisms of the CIG program, she stated, "During the first two years of this Administration FTA advanced more CIG projects than the previous Administration's first two years in office – an apt comparison given that every new Administration faces a transition period.

During the first two years of this Administration – beginning January 21, 2017 through the end of 2018 – FTA signed 13 CIG construction grant agreements totaling \$3.3 billion in funding. In the same period during the previous Administration – January 21, 2009 through the end of 2010 – 10 construction grant agreements were signed totaling \$1.08 billion in funding."

As one of the successes with CIG program, Acting Administrator Williams included the **Caltrain Peninsula Corridor Electrification Project, "In 2017, the FTA executed three construction grant agreements: the Caltrain commuter rail electrification project in San Francisco..."**

She concluded by recommending local agencies pursue value capture alongside federal grants and loans.

## **Chinese Rolling Stock Ban Included in Senate National Defense Authorization Act (NDAA)**

On June 19, the Senate incorporated legislation into their annual NDAA bill, [S. 1790](#), to prevent local transit authorities from using federal funds to purchase rolling stock from Chinese-owned manufacturers. Although it was not included in the original defense bill, Senate Armed Services Committee Chairman James Inhofe (R-OK) introduced an “amendment in the nature of a substitute” for the entire bill which incorporated this language. Three months ago, Senator John Cornyn (R-TX), Senator Tammy Baldwin (D-WI), Senate Banking Committee Chairman Mike Crapo (R-ID), and Senate Banking Committee Ranking Member Sherrod Brown (D-OH) introduced the [Transit Infrastructure Vehicle Security Act](#) in reaction to cities such as Boston, Chicago, and Los Angeles entering into contracts with CRRC Corporation, a Chinese rolling stock manufacturer.

The House version of the defense authorization bill, [H.R. 2500](#), will be voted on after the July 4<sup>th</sup> recess. The only difference between the language referring to Chinese rolling stock ban in the House and Senate version of the bill is that the House refers to rail cars specifically, while the Senate refers to both rail and bus cars.

### **Bills of Interest**

[HR 2939 The State and Local General Sales Tax Protection Act](#): Representative Napolitano (D-CA) has introduced H.R. 2939, the State and Local General Sales Tax Protection Act, to protect the State of California and its cities from the Federal Aviation Administration’s (FAA) recent threat to withhold \$250 million annually in FAA grants to California airports and divert over \$70 million in state and local general sales taxes away from their intended purpose. This legislation would overturn the 2014 FAA policy change requiring state and local governments in California and across the country to use general sales taxes collected on aviation fuel for airport purposes.

Although California has been one of the first states to receive an enforcement threat, this legislation will protect every state and local government in the country that have general sales taxes that include aviation fuel.

**SamTrans supported this bill July 2019.**

July 11, 2019

TO: Board of Directors, San Mateo County Transit District

FM: Joshua W. Shaw, Matt Robinson & Michael Pimentel, Shaw / Yoder / Antwih, Inc.  
Mike Robson & Trent Smith, Edelstein Gilbert Robson & Smith LLC

RE: **STATE LEGISLATIVE UPDATE – August 2019**

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### ***Legislative Update***

The deadline for policy committees to meet and hear bills with a fiscal impact was July 11. The Legislature will break for Summer Recess on July 12, returning August 12. The last day of the first year of 2019-20 Legislative Session is September 13. We are recommending SamTrans take a support position on legislation below. Also, please see the attached bill matrix for the full list of bills we are tracking for SamTrans.

### ***Bills of Interest***

#### **SB 5 (Beall) Affordable Housing and Community Development Investment Program**

This bill establishes the Affordable Housing and Community Development Investment Program to provide funding for local entities to pay for specified projects, including affordable housing, transit-oriented development, infill development, housing-related infrastructure, neighborhood revitalization, and infrastructure to protect communities from climate change. The bill authorizes the allocation of ERAF property tax revenues to local entities for these types of projects and requires the state General Fund to backfill schools' loss of property tax revenues. This bill establishes a statewide committee to review and approve or deny plans submitted by local agencies.

***We recommend SamTrans SUPPORT this bill.***

#### **SB 664 (Allen) Toll Information**

This bill would ensure that toll operators statewide can properly administer toll facilities, toll policies, and issue toll violations without weakening existing privacy protections, while protecting toll agencies from civil litigation.

***We recommend SamTrans SUPPORT this bill.***

### ***State Budget Enacted***

On June 27, Governor Gavin Newsom [signed](#) the Fiscal Year 2019-20 State Budget. This year's budget does not contain any major policy changes affecting transportation or transit, but instead focuses on implementing the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) (SB 1). Investments made by the budget in local streets & roads, capital improvements on the state highway system, transit and housing are described in detail below.

This year's budget, based on the most recent estimates from the Department of Finance (completed as part of the May Revise), shows a slight uptick in funding for the State Transit Assistance (STA) program and various programs supporting the state's intercity and commuter rail systems. As noted in the table

below, this trend does not hold for the state’s Low Carbon Transit Operations Program (LCTOP) or Transit and Intercity Rail Capital Program (TIRCP), which are both supported by ongoing appropriations from the state’s Cap and Trade program.

Governor's 2019-20 Budget - Revised Funding Estimates		
Source	May Revise	May Revise
<b>STA</b>		
<b>Fiscal Year</b>	<b>2018-19</b>	<b>2019-20</b>
Base (2.375%)	\$215,550	\$224,317
Gas Tax Swap (1.75%)	\$150,941	\$157,401
SB 1 (3.5%)	\$301,882	\$314,802
STA SGR (TIF)	\$105,000	\$105,000
<b>Total</b>	<b>\$773,373</b>	<b>\$801,520</b>
<b>INTERCITY &amp; COMMUTER RAIL</b>		
Base (2.375%)*	\$215,550	\$224,317
SB 1 (0.5%)	\$43,126	\$44,972
<b>Total</b>	<b>\$258,676</b>	<b>\$269,288</b>
<b>LCTOP</b>		
Cap & Trade (5.0%)	\$149,760	\$113,087
<b>Total</b>	<b>\$149,760</b>	<b>\$113,087</b>
<b>TIRCP**</b>		
Cap & Trade (10.0%)	\$299,519	\$226,173
SB 1 (TIF)	\$245,000	\$245,000
<b>Total</b>	<b>\$544,519</b>	<b>\$471,173</b>
<i>* Funds also used for other Caltrans purposes</i>		
<i>**Funds included as part of five-year program</i>		

The decreased funding levels for LCTOP and TIRCP is the result of a less robust market for Cap and Trade allowances as well as off-the-top appropriations made by the Legislature in previous years, including for fire prevention.

As we previously discussed, the Governor proposed 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 reaffirmed 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.” However, as of this writing, the specific proposal mentioned above has not come to fruition.

However, the Legislature and Governor did agree to some significant housing reforms and appropriated \$750 million in one-time funding for technical assistance, preparation and adoption of planning documents, and process improvements to accelerate housing production and facilitate compliance to implement the sixth cycle of the Regional Housing Need Assessment (RHNA) process (\$250 million) and funding for housing related infrastructure, including “streets, roads, or transit linkages or facilities, including, but not limited to, related access plazas or pathways, bus or transit shelters, or facilities that support pedestrian or bicycle transit” (\$500 million).

Perhaps the most controversial piece of the housing package is the expanded ability for the state to seek judicial remedies against local jurisdictions that continue to fail to adopt or implement a housing element and have been determined by a court to be out of compliance. The Court may impose fines on the jurisdiction with a minimum amount of \$10,000 and potentially up to \$100,000 per month. A local jurisdiction will have at least one year following a court order to come into compliance prior to a court imposing enhanced penalties. For any jurisdiction that fails to pay the court ordered fines, the Court may direct the State Controller to intercept any state or local funds for the purpose of paying the fines.

However, only funds that could be used to pay the fines under the California Constitution are subject to being intercepted (most, if not all, transportation funds are constitutionally protected, however the courts would make this determination).

Finally, the housing package includes \$650 million in funds to assist local governments in addressing homelessness (\$275 million will be provided to cities with a population greater than 300,000, \$175 million distributed to counties, and \$190 million to Continuums of Care).

### ***PEPRA/US DOL Issues Continue***

As noted in our previous Board Report, in 2019, the Amalgamated Transit Union (ATU) once again objected to the certification of federal transit grants, owed to California transit agencies, by the United States Department of Labor (USDOL) by claiming that California's Public Employees' Pension Reform Act (PEPRA) of 2013 precludes transit agencies from continuing the collective bargaining rights of their employees under 49 U.S.C. Section 5333(b) [commonly referred to as "Section 13(c)"] of the federal Urban Mass Transportation Act of 1964.

The ATU's objections rested entirely on an interpretation of the relevance of Section 13(c) to implementation of PEPRA that had been duly and exhaustively considered and rejected in definitive rulings of the U.S. District Court, Eastern District of California, in *State of California, et al. v. Dep't of Labor, et al.* Fortunately, these objections were rejected by USDOL's Director of the Office of Labor-Management Standards in a letter dated June 14, 2019, through reference to the Court's ruling.

On June 19, members of the California Transit Association met with USDOL's Director of the Office of Labor-Management Standards in Washington, D.C. to discuss any potential actions related to this issue on the horizon. In that meeting, Association members learned that USDOL will continue to certify California's federal transit grants and will not stop unless they receive a court injunction. Based on feedback from USDOL, the Association may consider drafting and sponsoring federal legislation to prevent federal transit grants from being withheld due to Section 13(c). We will continue to keep you apprised of any major development on this front.

### ***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 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 5</a> <a href="#">Gonzalez D</a></p> <p>Worker status: employees and independent contractors.</p>	<p>In the Senate Labor, Public Employment and Retirement Committee.</p>	<p>Existing law, as established in the case of <i>Dynamex Operations West, Inc. v. Superior Court of Los Angeles</i> (2018) 4 Cal.5th 903 (<i>Dynamex</i>), creates a presumption that a worker who performs services for a hirer is an employee for purposes of claims for wages and benefits arising under wage orders issued by the Industrial Welfare Commission. Existing law requires a 3-part test, commonly known as the “ABC” test, to establish that a worker is an independent contractor for those purposes. This bill would state the intent of the Legislature to codify the decision in the <i>Dynamex</i> case and clarify its application. The bill would provide that the factors of the “ABC” test be applied in order to determine the status of a worker as an employee or independent contractor for all provisions of the Labor Code and the Unemployment Insurance Code, unless another definition or specification of “employee” is provided. The bill would exempt specified professions from these provisions and instead provide that the employment relationship test for those professions shall be governed by the test adopted in <i>S. G. Borello &amp; Sons, Inc. v. Department of Industrial Relations</i> (1989) 48 Cal.3d 341 if certain requirements are met. These exempt professions would include licensed insurance agents, certain licensed health care professionals, registered securities broker-dealers or investment advisers, a direct sales salesperson, real estate licensees, workers providing hairstyling or barbering services, and those performing work under a contract for professional services. The bill would require the State Board of Barbering and Cosmetology to promulgate regulations for the development of a booth rental permit and a reasonable biennial fee upon workers providing specified hairstyling or barbering services, by no later than July 1, 2021. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
<a href="#">AB 87</a> Committee on Budget  Transportation.	In the Senate Budget and Fiscal Review Committee.	This bill would require the commission to establish a competitive funding program to provide funds to the Department of Transportation or regional transportation planning agencies, or both, for short-line railroad projects such as railroad reconstruction, maintenance, upgrade, or replacement. The bill would require the commission to adopt guidelines, in consultation with representatives from specified government and industry entities, by July 1, 2020, to be used by the commission to select projects for programming and allocation. The bill would appropriate \$7,200,000, or a lesser amount, as specified, from the Trade Corridors Improvement Fund to the Department of Transportation for purposes of the program.	Watch
<a href="#">AB 252</a> <a href="#">Daly D</a>  Department of Transportation: environmental review process: federal program.	On the Senate Floor.	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.	Supported May 2019
<a href="#">AB 314</a> <a href="#">Bonta D</a>  Public employment: labor relations: release time.	In the Senate Appropriations Committee.	Existing law, including the Meyers-Milias-Brown Act, the Ralph C. Dills Act, the Trial Court Employment Protection and Governance Act, the Trial Court Interpreter Employment and Labor Relations Act, Judicial Council Employer-Employee Relations Act, and the Los Angeles County Metropolitan Transportation Authority Transit Employer-Employee Relations Act, as well as provisions commonly referred to as the Educational Employment Relations Act and the Higher Education Employer-Employee Relations Act, regulates the labor relations of the state, the courts, and specified local	Watch

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
		<p>public agencies and their employees. Existing law establishes other requirements relating to labor relations that are applicable to specified transit agencies. These acts grant specified public employees the right to form, join, and participate in the activities of employee organizations of their choosing and require public agency employers, among other things, to meet and confer with representatives of recognized employee organizations and exclusive representatives on terms and conditions of employment. These acts generally require the public entities in this context to grant employee representatives of recognized employee organizations reasonable time off without loss of compensation or benefits for certain purposes in connection with labor relations, commonly referred to as release time. This bill would prescribe requirements relating to release time that would apply to all of the public employers and employees subject to the acts described above and would generally repeal the provisions relating to release time in those acts. 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 or meet and negotiate 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</p>	

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
		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.	
<a href="#">AB 752</a> <a href="#">Gabriel D</a>  Public transit: transit stations: lactation rooms.	In the Senate Appropriations Committee.	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 specific multimodal transit stations, and multimodal transit stations that meet certain criteria, that begin construction 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.	Watch

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 784</a> <a href="#">Mullin</a> D</p> <p>Sales and use taxes: exemption: California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project: transit buses.</p>	<p>In the Senate Appropriations Committee.</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 transit buses sold to specified public agencies. 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 May 2019</p>
<p><a href="#">AB 851</a> <a href="#">Cooper</a> D</p> <p>Drug masking products.</p>	<p>Signed by Governor Newsom.</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>

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1112</a> <a href="#">Friedman D</a></p> <p>Shared mobility devices: local regulation.</p>	<p>This is a 2-Year bill.</p>	<p>Existing law generally regulates the operation of bicycles, electric bicycles, motorized scooters, and electrically motorized boards. Existing law allows local authorities to regulate the registration, parking, and operation of bicycles and motorized scooters in a manner that does not conflict with state law. This bill would define a “shared mobility device” as a bicycle, electric bicycle, motorized scooter, electrically motorized board, or other similar personal transportation device, that is made available to the public for shared use and transportation, as provided. The bill would require shared mobility devices to include a single unique alphanumeric ID. The bill would allow a local authority to require a shared mobility device provider to provide the local authority with deidentified and aggregated trip data and operational data, including as a condition for operating a shared mobility device program. The bill would prohibit the sharing of individual trip data, except as provided by the Electronic Communications Privacy Act. The bill would allow a local authority to enact reasonable regulations on shared mobility devices and providers within its jurisdiction, including, but not limited to, requiring a shared mobility service provider to obtain a permit. The bill would allow a local authority to ban persons from deploying and offering shared mobility devices for hire on its public right of way, subject to the California Environmental Quality Act. This bill contains other related provisions.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1142</a> <a href="#">Friedman</a> D</p> <p>Regional transportation plans: transportation network companies.</p>	<p>In the Senate Judiciary Committee.</p>	<p>(1)Existing law requires designated transportation planning agencies to, among other things, prepare and adopt a regional transportation plan. Existing law requires a regional transportation plan to include a policy element, an action element, a financial element, and, if the transportation planning agency is also a metropolitan planning organization, a sustainable communities strategy. Under existing law, the policy element describes the transportation issues in the region, identifies and quantifies regional needs, and describes the desired short-range and long-range transportation goals, as well as pragmatic objective and policy statements. Existing law authorizes the policy element of transportation planning agencies with populations that exceed 200,000 persons to quantify a set of specified indicators. This bill would authorize the inclusion of an additional indicator regarding measures of policies to increase use of existing transit. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p><a href="#">AB 1286</a> <a href="#">Muratsuchi</a> D</p> <p>Shared mobility devices: agreements.</p>	<p>In the Senate Judiciary Committee.</p>	<p>Existing law regulates contracts for particular transactions, including those in which one person agrees to give to another person the temporary possession and use of personal property, other than money for reward, and the latter agrees to return the property to the former at a future time. This bill would require a shared mobility service provider, as defined, to enter into an agreement with, or obtain a permit from, the city or county with jurisdiction over the area of use. The bill would require that the provider maintain a specified amount of commercial general liability insurance and would prohibit the provider from including specified provisions in a user agreement before distributing a shared mobility device within that jurisdiction. The bill would define shared mobility device to mean an electrically motorized board, motorized scooter, electric bicycle, bicycle, or other similar personal transportation device, except as provided. This bill contains other related provisions.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1351</a> <a href="#">Lackey</a> R</p> <p>Transit operators: paratransit and dial-a-ride services: assessment.</p>	<p>In the Senate Appropriations Committee.</p>	<p>This bill would require the California State 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. The bill would require the agency, after conducting and publishing the assessment, to adopt guidelines for the development of a statewide program to enable individuals with disabilities who a public transit operator has certified to use its dial-a-ride and paratransit services to use another in-state public transit operator's similar dial-a-ride and paratransit services.</p>	<p>Watch</p>



## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1486</a> <a href="#">Ting D</a></p> <p>Surplus land.</p>	<p>In the Senate Appropriations Committee.</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 in fee simple by any local agency, for which the local agency’s governing body takes formal action, in a regular public meeting, declaring that the land is surplus and is not necessary for the agency’s use, as defined. 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 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 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1487</a> <a href="#">Chiu D</a></p> <p>San Francisco Bay area: housing development: financing.</p>	<p>In the Senate Governance &amp; Finance Committee.</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 Bay Area Housing Finance Authority (hereafter the authority) and would state that the authority's purpose is to raise, administer, and allocate funding for affordable housing in the San Francisco Bay area, as defined, and provide technical assistance at a regional level for tenant protection, affordable housing preservation, and new affordable housing production. The bill would provide that the governing board of the Metropolitan Transportation Commission serve as the governing board of the authority. The bill would authorize the authority 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 authority 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 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">ACA 1</a> <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 May 2019</p>

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 5</a> <a href="#">Beall D</a></p> <p>Affordable Housing and Community Development Investment Program.</p>	<p>In the Assembly Local Government Committee.</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. The bill would also authorize certain local agencies to establish an affordable housing and community development investment agency and authorize an agency to apply for funding under the program and issue bonds, as provided, to carry out a project under the program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 50</a> <a href="#">Wiener</a> D</p> <p>Planning and zoning: housing development: streamlined approval: incentives.</p>	<p>This is a 2-Year bill.</p>	<p>(1)Existing law authorizes a development proponent to submit an application for a multifamily housing development that satisfies specified planning objective standards to be subject to a streamlined, ministerial approval process, as provided, and not subject to a conditional use permit. This bill would authorize a development proponent of a neighborhood multifamily project located on an eligible parcel to submit an application for a streamlined, ministerial approval process that is not subject to a conditional use permit. The bill would define a “neighborhood multifamily project” to mean a project to construct a multifamily structure on vacant land, or to convert an existing structure that does not require substantial exterior alteration into a multifamily structure, consisting of up to 4 residential dwelling units and that meets local height, setback, and lot coverage zoning requirements as they existed on July 1, 2019. The bill would also define “eligible parcel” to mean a parcel that meets specified requirements, including requirements relating to the location of the parcel and restricting the demolition of certain housing development that may already exist on the site. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p><a href="#">SB 87</a> Committee on Budget and Fiscal Review</p> <p>Transportation.</p>	<p>Signed by Governor Newsom.</p>	<p>This bill would require the commission to establish a competitive funding program to provide funds to the Department of Transportation or regional transportation planning agencies, or both, for short-line railroad projects such as railroad reconstruction, maintenance, upgrade, or replacement. The bill would require the commission to adopt guidelines, in consultation with representatives from specified government and industry entities, by July 1, 2020, to be used by the commission to select projects for programming and allocation. The bill would appropriate \$7,200,000, or a lesser amount, as specified, from the Trade Corridors Improvement Fund to the Department of Transportation for purposes of the program.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 127</a> <a href="#">Wiener</a> D</p> <p>Transportation funding: active transportation: complete streets.</p>	<p>In the Assembly Appropriations Committee.</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 an Active Transportation Asset Branch within the Transportation Asset Management Office of the department and require the Transportation Asset Management Plan program manager to develop and meaningfully integrate performance measures into the asset management plan described in number (2) below and to establish interim goals, objectives, and actions to meet the department’s transportation mode shift goals, as specified. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

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Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 128</a> <a href="#">Beall D</a></p> <p>Public contracts: Best Value Construction Contracting for Counties Pilot Program.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law establishes a pilot program to allow the Counties of Alameda, Los Angeles, Riverside, San Bernardino, San Diego, San Mateo, Solano, and Yuba to select a bidder on the basis of best value, as defined, for construction projects in excess of \$1,000,000. Existing law also authorizes these counties to use a best value construction contracting method to award individual annual contracts, not to exceed \$3,000,000, for repair, remodeling, or other repetitive work to be done according to unit prices, as specified. Existing law establishes procedures and criteria for the selection of a best value contractor and requires that bidders verify specified information under oath. Existing law requires the board of supervisors of a participating county to submit a report that contains specified information about the projects awarded using the best value procedures described above to the appropriate policy committees of the Legislature and the Joint Legislative Budget Committee before January 1, 2020. Existing law repeals the pilot program provisions on January 1, 2020. This bill would authorize the County of Santa Clara to utilize this pilot program and would extend the operation of those provisions until January 1, 2025. The bill, instead, would require the board of supervisors of a participating county to submit the report described above to the appropriate policy committees of the Legislature and the Joint Legislative Budget Committee before March 1, 2024. By expanding the crime of perjury, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Supported May 2019</p>
<p><a href="#">SB 146</a> <a href="#">Beall D</a></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 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 277</a> <a href="#">Beall D</a></p> <p>Road Maintenance and Rehabilitation Program: Local Partnership Program.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Under existing law, the California Transportation Commission allocates various state and federal transportation funds through specified state programs to local and regional transportation agencies to implement projects consistent with the requirements of those programs. Existing law continuously appropriates \$200,000,000 annually from the Road Maintenance and Rehabilitation Account for allocation by the commission for a program commonly known as the Local Partnership Program to local or regional transportation agencies that have sought and received voter approval of taxes or that have imposed certain fees, which taxes or fees are dedicated solely for road maintenance and rehabilitation and other transportation improvement projects. Existing law requires the commission, in cooperation with the Department of Transportation, transportation planning agencies, county transportation commissions, and other local agencies, to develop guidelines for the allocation of those moneys. This bill would require the commission to annually deposit 85% of these funds into the Local Partnership Formula Subaccount, which the bill would create, and 15% of these funds in the Small Counties and Uniform Developer Fees Competitive Subaccount, which the bill would create. The bill would require the commission to apportion the funds in the Local Partnership Formula Subaccount pursuant to a specified formula to local or regional transportation agencies that meet certain eligibility requirements. The bill would require the commission to allocate funds in the Small Counties and Uniform Developer Fees Competitive Subaccount through a competitive grant program to local or regional transportation agencies that meet other eligibility requirements. The bill would require the commission, in conjunction with transportation planning agencies and county transportation commissions, and in consultation with other local agencies, to develop separate guidelines for the apportionment or allocation of the funds in each subaccount that, among other things, establish the types of eligible projects consistent with specified requirements. In order to receive an apportionment of funds from the Local Partnership Formula Subaccount from the commission in a funding cycle, the bill would require an eligible entity to submit to the commission a list of projects proposed to be funded with the funds. The bill would require the commission to approve a project list submitted by a local or regional transportation agency unless a project identified in the project list is not consistent with the project eligibility guidelines.</p>	<p>Watch</p>



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Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 336</a> <a href="#">Dodd</a> D</p> <p>Transportation: fully-automated transit vehicles.</p>	<p>This is a 2-Year bill.</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, until January 1, 2025, 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. The bill would require a transit operator that deploys a fully-automated transit vehicle to report the results of that deployment to the Legislature on or before March 31, 2025.</p>	<p>Watch</p>
<p><a href="#">SB 397</a> <a href="#">Glazer</a> D</p> <p>Public transit operators: passengers with pets: evacuation orders.</p>	<p>In the Assembly Appropriations 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 the Office of Emergency Services and the Department of Food and Agriculture, in consultation with public transit operators and county emergency management officials, 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>

## San Mateo County Transit District State Legislative Matrix 7/10/19

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 664</a> <a href="#">Allen D</a></p> <p>Electronic toll and transit fare collection systems.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>(1)Existing law requires the Department of Transportation, in cooperation with the Golden Gate Bridge, Highway and Transportation District and all known entities planning to implement a toll facility, to develop and adopt functional specifications and standards for an automatic vehicle identification system, as specified, and generally requires any automatic vehicle identification system purchased or installed after January 1, 1991, to comply with those specifications and standards. This bill would authorize a toll facility to require a vehicle owner or user of a toll facility to purchase, use, or install a second device to take advantage of a toll discount. The bill would require that changes made to these provisions on or after January 1, 2019, apply retroactively to January 1, 2011.(2)Existing law prohibits a transportation agency from selling or providing to any other person or entity personally identifiable information, as defined, of a person who subscribes to an electronic toll or electronic transit fare collection system or who uses a toll facility that employs an electronic toll collection system, except as specified. Existing law, with certain exceptions, requires a transportation agency to discard personally identifiable information within 4½ years, as specified. Under existing law, the requirement that the transportation agency discard personally identifiable information, as described above, does not prohibit a transportation agency or its designee from performing financial and accounting functions such as billing, account settlement, enforcement, or other financial activities required to operate and manage the electronic toll collection system or electronic transit fare collection system. This bill would instead provide that a transportation agency is not prohibited from using or providing personally identifiable information to any other person or entity for the sole purpose of operating and managing an electronic toll collection or electronic transit fare collection system including, among other things, performing collection, account maintenance, account settlement, and enforcement activities. The bill would prohibit, on or after January 1, 2020, a transportation agency from using or providing personally identifiable information for purposes of issuing public safety and travel alerts, or customer surveys, unless the</p>	<p>Recommend Support</p>

**San Mateo County Transit District  
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Bill ID/Topic	Location	Summary	Position
		<p>transportation agency has received affirmative consent to do so. Existing law defines “transportation agency” for these purposes as the Department of Transportation, the Bay Area Toll Authority, any entity operating a toll bridge, toll lane, or toll highway within the state, any entity administering an electronic transit fare collection system and any transit operator participating in that system, or any entity under contract with those entities.</p>	