



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 – 2nd Floor
1250 San Carlos Avenue, San Carlos, CA**

WEDNESDAY, SEPTEMBER 4, 2019 – 2:00 pm

Revised 9-4-2019

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 August 7, 2019
- b. Acceptance of Statement of Revenues and Expenses for July 2019
- c. Acceptance of Capital Projects Quarterly Status Report 4th Quarter FY 2019

INFORMATIONAL

- d. Information on Statement of Revenues and Expenses for the Period Ended June 30, 2019

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

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 August 7, 2019

INFORMATIONAL

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Quarterly Dashboard Report – April-June 2019 - **Revised 8-30-2019**
7. Mobility Management Report: Annual Summary
8. Multimodal Ridership Report – July 2019
9. 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 August 7, 2019
3. Adoption of a Proposed Disadvantaged Business Enterprise Overall Goal for Federal Fiscal Years 2020-2022 for Federal Transit Administration-assisted Contracts
4. Award of Contracts for On-Call Environmental Planning, Permitting, and Support Services
5. Award of Contracts for On-Call Financial Consulting Services
6. Adjourn

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

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 August 7, 2019

INFORMATIONAL

3. State and Federal Legislative Update
4. Adjourn

9. RECONVENE BOARD OF DIRECTORS MEETING

10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Quarterly Dashboard Report – April-June 2019
- e. Mobility Management Report: Annual Summary
- f. Multimodal Ridership Report – July 2019

11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

RESOLUTIONS

- a. Adoption of a Proposed Disadvantaged Business Enterprise Overall Goal for Federal Fiscal Years 2020-2022 for Federal Transit Administration-assisted Contracts
- b. Award of Contracts for On-Call Environmental Planning, Permitting, and Support Services
- c. Award of Contracts for On-Call Financial Consulting Services

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

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

14. GENERAL COUNSEL REPORT

- a. Closed Session: Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8
Property: Private Roadway Area Near Airport Boulevard, Redwood City, CA, APN 095-222-340
Agency Negotiators: Joan Cassman, Brian Fitzpatrick, and Gary Cardona
Negotiating Party: Keech Properties LLC
Under Negotiation: Price and Terms of Payment

- b. Closed Session: Conference with Labor Negotiator - Pursuant to Government Code Section 54957.6
Agency-designated Representatives: Pat Glenn and David Olmeda
Employee Organization: International Brotherhood of Teamsters, Local 856
(Facilities Technicians)

15. COMMUNICATIONS TO THE BOARD OF DIRECTORS

- 16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING** – Wednesday,
October 2, 2019 at 2:00 pm, San Mateo County Transit District, Bacciocco
Auditorium, 2nd 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.

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.

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; 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
AUGUST 7, 2019**

MEMBERS PRESENT: R. Collins, M. Fraser, R. Guilbault, K. Matsumoto (Vice Chair),
D. Pine (arrived at 2:06 pm; left at 4:01 pm), J. Powell, P. Ratto,
C. Stone

MEMBERS ABSENT: 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/Vice 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.

CONSENT CALENDAR

- Approved Minutes of the Board of Directors Meeting of July 10, 2019
- Accepted Quarterly Investment Report for the Period Ending June 30, 2019
- Accepted Quarterly Report of Contracts Issued Between \$100,000 and \$200,000

Motion/Second: Stone/Guilbault

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

Absent: Groom, Pine

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Sandra Lang, Burlingame, asked the Board to support free transit for seniors and students.

REPORT OF THE CHAIR

None.

Director Dave Pine arrived at 2:06 pm.

REPORT OF THE GENERAL MANAGER/CEO

Jim Hartnett, General Manager/CEO, noted that his written report was in the packet. He introduced Christiane Kwok, Manager, Fare Program Operations.

Clipper Program Update

Ms. Kwok gave a presentation on the current Clipper program and outlined changes to be implemented in the future.

Director Charles Stone asked when the Clipper app would be released. Ms. Kwok said that Phase 1 of the app was slated for release at the end of 2020. Mr. Hartnett said that the app would behave differently between Phases 1 and 2.

Director Ron Collins asked if during Phase 1 he would be able to tag his phone on trains and buses. He asked how to add fare. Ms. Kwok said value could be added at designated retailers or online. Director Collins asked if there were plans to have more tag on/tag off readers on Caltrain platforms, and Ms. Kwok said yes.

Director Marina Fraser said that she was concerned that people without technology can still use Clipper. Ms. Kwok said that an equity plan was in place.

Director Josh Powell asked about data regarding the number of Clipper users from the survey results. He asked about obtaining access to Clipper data and Ms. Kwok said that was in the works. He asked what Phase 2 includes and Ms. Kwok said it would encompass the account system and the back end. He asked what "value for the money" refers to; Ms. Kwok explained that this is a subjective measure of user satisfaction. He said he was more interested in transaction-based results.

Director Powell asked about the length of the Clipper contract. Mr. Hartnett said that Clipper 1.0 would expire with a small overlap with Clipper 2.0. Director Powell asked if the District would be re-evaluating Clipper at some point. Mr. Hartnett said no because Clipper is a regional product and not exclusive to SamTrans/Caltrain.

Director Peter Ratto asked if there would be a new Clipper customer service center. Ms. Kwok said that there is a current RFP (Request for Proposals) for this. He said that the program needs more outlets on the Coastsides and throughout the County where people can buy or add fare to their cards as opposed to being limited to autoloading fare. Mr. Hartnett said that it had been very difficult to get retailers who are willing to handle the Clipper product.

Director Collins said that more effort by the Region is needed to install machines near transit stops. Mr. Hartnett said that better access is needed and that the machines are expensive.

Director Stone asked when Clipper 2.0 began; Ms. Kwok said that discussions began in 2015. He said that in that timeframe, SamTrans and Caltrain have already developed their own apps. Mr. Hartnett said that 2.0 is related to the expiration date of the 1.0 contract.

Director Powell asked if Clipper cards offer discounts. Mr. Hartnett said that discounts are determined by each of the agencies.

Acting Chair/Vice Chair Matsumoto asked if riders were able to do interagency transfers using Clipper. Ms. Kwok said that they would be able to do this beginning January 1, 2020.

BOARD MEMBER REQUESTS/COMMENTS

None.

RECESS TO COMMITTEE MEETINGS

The Board meeting recessed at 2:46 pm.

Director Pine left the meeting at 4:01 pm.

RECONVENE BOARD OF DIRECTORS MEETING

Acting Chair/Vice Chair Matsumoto reconvened the Board meeting at 4:28 pm.

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

Director Guilbault reported on the following items:

SUBJECTS DISCUSSED:

- Accessibility Update
- Paratransit Coordinating Council Update
- Citizens Advisory Committee Update
- Mobility Management Report: Express Bus Service - Foster City to San Francisco
- Multimodal Ridership Report – June 2019

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

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

ORDINANCE NO. 106:

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

RESOLUTION:

- 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 – Approved by Resolution No. 2019-29

Motion/Second: Ratto/Stone

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

Absent: Groom, Pine

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

Director Stone reported on the following item:

SUBJECT DISCUSSED:

- 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/Guilbault

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

Absent: Groom, Pine

GENERAL COUNSEL REPORT

Joan Cassman, Legal Counsel, said she would send a written report to the Board.

WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Acting Chair/Vice Chair Matsumoto announced the time and location of the next meeting as Wednesday, September 4, 2019 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

ADJOURN

The meeting adjourned at 4:32 pm.

An audio/video recording of this meeting is available online at 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.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDING JULY 31,
2019**

ACTION

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

This staff report provides a brief discussion of significant items and trends on the attached Statement of Revenues and Expenses through July 31, 2019. The statement has been designed to follow the Agency wide line item rollup as included in the adopted budget. The columns have been designed to provide easy comparison of year to date prior to current actuals for the current fiscal year including dollar and percentage variances. In addition, the current forecast of Revenues and Expenses is compared to the Adopted Budget for Fiscal Year 2020.

SIGNIFICANCE

Annual Forecast: The annual forecast is currently the same as the budget and will be updated twice a year and presented at the February and April board meetings.

Year to Date Revenues: As of July year-to-date actual, the Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 17) are \$7.2 million higher than the prior year. This is primarily driven by the Local TDA and STA Funds (page 1, line 2), District Sales Tax (page 1, line 10), and Measure W Sales Tax (page 1, line 11).

Year to Date Expenses: As of July year-to-date actual, the Total Uses of Funds (page 1, line 37) are \$2.1 million higher than the prior year-to-date actual. This is primarily due to increases in Wages and Benefits at the district wide (pages 1), increases in Contracted Urban Bus Services (page 3) for Motor Bus, and increases in Peninsula Rail Service (page 4) for Caltrain Service.

Other Information: Starting in January 2019, the District modified the basis of reporting from accrual basis to modified cash basis (only material revenues and expenses are accrued) in monthly financial statements. The change in the accounting basis is not retroactively reflected in the prior year actual. As such, the monthly variance between the prior year and the current year actual may show noticeable variances for some line items on the financial statements.

BUDGET IMPACT

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

STRATEGIC INITIATIVE

This item does not achieve a strategic initiative.

Prepared By:	Maria Pascual, Accountant	650-508-6288
	Jennifer Ye, Manager, General Ledger	650-622-7890

**SAN MATEO COUNTY TRANSIT DISTRICT
SUMMARY OF REVENUES AND EXPENSES
FISCAL YEAR 2020
JULY 2019**

% OF YEAR ELAPSED: 8.3%

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
SOURCES OF FUNDS								
Operating Revenues								
1 Passenger Fares	1,194,995	1,275,325	80,330	6.7%	15,264,000	15,264,000	-	0.0%
2 Local TDA and STA Funds	3,957,141	4,978,856	1,021,716	25.8%	59,746,274	59,746,274	-	0.0%
3 Pass through to Other Agencies	34,856	26,333	(8,523)	(24.5%)	316,000	316,000	-	0.0%
4 Operating Grants	-	7,051	7,051	100%	2,810,717	2,810,717	-	0.0%
5 SMCTA Measure A	924,044	1,205,519	281,474	30.5%	12,796,123	12,796,123	-	0.0%
6 SM County Measure K & Other	208,333	-	(208,333)	(100.0%)	-	-	-	0.0%
7 AB434 Funds, TA Funded Shuttle & Other	34,500	34,500	-	0.0%	417,100	417,100	-	0.0%
8 Subtotal - Operating Revenues	6,353,870	7,527,584	1,173,713	18.5%	91,350,214	91,350,214	-	0.0%
Other Revenue Sources								
9 District Sales Tax	6,017,139	7,583,333	1,566,194	26.0%	91,000,000	91,000,000	-	0.0%
10 Measure W Sales Tax	-	3,791,667	3,791,667	100.0%	45,500,000	45,500,000	-	0.0%
11 Investment Income	302,892	344,664	41,772	13.8%	3,600,000	3,600,000	-	0.0%
12 Other Interest, Rent & Other Income	756,483	643,987	(112,496)	(14.9%)	6,968,323	6,968,323	-	0.0%
13 Due from PCJPB, SMCTA & SAMTR Capital W&B	6,502,559	7,287,194	784,635	12.1%	41,573,346	41,573,346	-	0.0%
14 Subtotal - Other Revenues	13,579,073	19,650,845	6,071,772	44.7%	188,641,669	188,641,669	-	0.0%
15 Total Revenues	19,932,944	27,178,429	7,245,485	36.3%	279,991,882	279,991,882	-	0.0%
16 Total Sources of Funds	19,932,943.53	27,178,429	7,245,485	36.3%	279,991,882	279,991,882	-	0.0%
USES OF FUNDS								
17 PCJPB, SMCTA & SAMTR Capital W&B	6,502,559	7,287,194	784,635	12.1%	41,573,346	41,573,346	-	0.0%
18 Motor Bus	13,537,080	14,335,969	798,889	5.9%	143,492,401	143,492,401	-	0.0%
19 A. D. A. Programs	1,345,591	1,239,506	(106,084)	(7.9%)	19,665,385	19,665,385	-	0.0%
20 Caltrain	636,200	902,185	265,985	41.8%	9,156,123	9,156,123	-	0.0%
21 Other Multi-modal Programs	196,882	204,463	7,581	3.9%	2,678,911	2,678,911	-	0.0%
22 Pass through to Other Agencies	34,856	26,333	(8,522)	(24.5%)	316,000	316,000	-	0.0%
23 Land Transfer Interest Expense	-	-	-	0.0%	45,716	45,716	-	0.0%
24 Total Operating Expense	22,253,166	23,995,651	1,742,485	7.8%	216,927,882	216,927,882	-	0.0%
25 Total Operating Surplus/ (Deficit)	(2,320,223)	3,182,778	5,503,000	(14.9%)	63,064,001	63,064,001	-	0.0%
26 District Sales Tax Capital	508,515	707,843	199,328	39.2%	8,494,119	8,494,119	-	0.0%
27 Measure W Sales Tax Capital	-	202,917	202,917	100.0%	2,435,000	2,435,000	-	0.0%
28 Sales Tax Allocation - Capital Program	508,515	910,760	402,245	79.1%	10,929,119	10,929,119	-	0.0%
29 Total Debt Service	809,476	809,476	0	0.0	19,358,210	19,358,210	-	0.0%
30 Total Uses of Funds	23,571,157	25,715,887	2,144,730	9.1%	247,215,211	247,215,211	-	0.0%
31 NET SURPLUS/ (DEFICIT)	(3,638,212.54)	1,462,542	5,100,754	(140.2%)	32,776,671	32,776,671	-	0.0%

This report represents actuals and budgets on budgetary basis.

**SAN MATEO COUNTY TRANSIT DISTRICT
STATEMENT OF REVENUES
FISCAL YEAR 2020
JULY 2019**

% OF YEAR ELAPSED: 8.3%

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
OPERATING REVENUES - MOTOR BUS								
1 PASSENGER FARES	1,094,489	1,209,949	115,460	10.5%	14,355,000	14,355,000	-	0.0%
2								
3 LOCAL (TDA) TRANSIT FUND	3,310,473	3,800,769	490,297	14.8%	45,609,233	45,609,233	-	0.0%
4								
5 STATE TRANSIT ASSISTANCE	472,433	833,902	361,469	76.5%	10,006,821	10,006,821	-	0.0%
6								
7 OPERATING GRANTS	-	7,051	7,051	100.0%	735,193	735,193	-	0.0%
8								
9 DISTRICT SALES TAX REVENUE	7,877,077	7,791,970	(85,107)	(1.1%)	66,093,848	66,093,848	-	0.0%
10								
11 INVESTMENT INTEREST INCOME	256,173	297,085	40,912	16.0%	3,005,000	3,005,000	-	0.0%
12								
13 OTHER REVENUE SOURCES:								
14 Rental Income	232,913	174,291	(58,622)	(25.2%)	1,672,487	1,672,487	-	0.0%
15 Advertising Income	182,822	130,844	(51,978)	(28.4%)	1,233,331	1,233,331	-	0.0%
16 Other Income	110,702	90,107	(20,594)	(18.6%)	781,488	781,488	-	0.0%
17 TOTAL OTHER REVENUES	526,437	395,243	(131,194)	(24.9%)	3,687,307	3,687,307	-	0.0%
18								
19 TOTAL MOTOR BUS	13,537,080	14,335,969	798,889	5.9%	143,492,401	143,492,401	-	0.0%
20								
21 AMERICAN DISABILITIES ACT:								
22 Passenger Fares Redi-Wheels	100,507	65,376	(35,130)	(35.0%)	909,000	909,000	-	0.0%
23 Local TDA 4.5 Redi-Wheels	174,235	205,979	31,743	18.2%	2,471,745	2,471,745	-	0.0%
24 Local STA - Paratransit	-	138,206	138,206	100.0%	1,658,475	1,658,475.00	-	0.0%
25 Operating Grants	-	-	-	0.0%	2,075,524	2,075,524	-	0.0%
26 Sales Tax Revenue - ADA	421,838	365,388	(56,450)	(13.4%)	6,915,641	6,915,641	-	0.0%
27 Interest Income - Paratransit Fund	46,719	47,579	860	1.8%	595,000	595,000	-	0.0%
28 SMCTA Measure A Redi-Wheels	287,844	303,333	15,489	5.4%	3,640,000	3,640,000	-	0.0%
29 SM County Measure K	208,333	-	(208,333)	(100.0%)	-	-	-	0.0%
30 Measure M Paratransit	106,113	113,645	7,532	7.1%	1,400,000	1,400,000	-	0.0%
31 TOTAL ADA PROGRAMS	1,345,591	1,239,506	(106,084)	(7.9%)	19,665,385	19,665,385	-	0.0%
32								
33 MULTI-MODAL TRANSIT PROGRAMS:								
34								
35 Transfer from SMCTA for Caltrain	636,200	902,185	265,985	41.8%	9,156,123	9,156,123	-	0.0%
36 AB434 Funds-SamTrans Shuttle	34,500	34,500	-	0.0%	417,100	417,100	-	0.0%
37 Employer SamTrans Shuttle Funds	123,933	135,099	11,166	9.0%	1,594,700	1,594,700	-	0.0%
38 Dumbarton Rental Income	-	-	-	0.0%	286,316	286,316	-	0.0%
39 Sales Tax Revenue - Gen. Operating Asst.	38,448	34,864	(3,584)	(9.3%)	380,795	380,795	-	0.0%
40								
41 TOTAL MULTIMODAL	833,082	1,106,649	273,567	32.8%	11,835,034	11,835,034	-	0.0%
42								
43 TOTAL REVENUES	15,715,752	16,682,124	966,371	6.1%	174,992,820	174,992,820	-	0.0%

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2020
JULY 2019**

% OF YEAR ELAPSED: **8.3%**

EXPENSES	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
DISTRICT OPERATED BUSES								
1 Motor Bus Wages & Benefits	9,898,391	10,641,512	743,121	7.5%	76,128,611	76,128,611	-	0.0%
2								
3 Services:								
4 Board of Directors	3,300	(1,418)	(4,718)	(143.0%)	132,116	132,116	-	0.0%
5 Contracted Vehicle Maintenance	67,611	10,866	(56,745)	(83.9%)	1,295,519	1,295,519	-	0.0%
6 Property Maintenance	86,283	11,766	(74,517)	(86.4%)	1,710,144	1,710,144	-	0.0%
7 Professional Services	158,767	1,500	(157,267)	(99.1%)	5,788,144	5,788,144	-	0.0%
8 Technical Services	435,001	589,179	154,178	35.4%	9,348,980	9,348,980	-	0.0%
9 Other Services	224,765	7,414	(217,351)	(96.7%)	3,675,419	3,675,419	-	0.0%
10 Materials & Supply:								
11 Fuel and Lubricants	277,675	212,059	(65,616)	(23.6%)	3,936,141	3,936,141	-	0.0%
12 Bus Parts and Materials	108,683	112,629	3,946	3.6%	2,044,369	2,044,369	-	0.0%
13 Uniforms and Driver Expense	6,159	5,428	(731)	(11.9%)	656,813	656,813	-	0.0%
14 Timetables and Tickets	5,000	-	(5,000)	(100.0%)	283,500	283,500	-	0.0%
15 Office Supplies / Printing	12,699	3,561	(9,138)	(72.0%)	615,716	615,716	-	0.0%
16 Other Materials and Supply	3,905	5,120	1,215	31.1%	143,600	143,600	-	0.0%
17								
18 Utilities:								
19 Telephone	30,875	15,354	(15,520)	(50.3%)	712,500	712,500	-	0.0%
20 Other Utilities	103,681	4,364	(99,318)	(95.8%)	1,323,530	1,323,530	-	0.0%
21 Insurance	40,183	111,002	70,819	176.2%	1,524,531	1,524,531	-	0.0%
22 Claims Reserves and Payments	-	16,495	16,495	0.0%	1,455,563	1,455,563	-	0.0%
23 Workers' Compensation	265,918	240,000	(25,918)	(9.7%)	3,732,568	3,732,568	-	0.0%
24 Taxes and License Fees	60,467	57,376	(3,091)	(5.1%)	919,556	919,556	-	0.0%
25 Leases and Rentals	13,425	90,788	77,363	576.2%	191,926	191,926	-	0.0%
26 Promotional and Legal Advertising	42,328	8,450	(33,878)	(80.0%)	1,460,750	1,460,750	-	0.0%
27 Training and Business Travel	6,687	14,863	8,176	122.3%	869,793	869,793	-	0.0%
28 Dues and Membership	7,848	28,243	20,395	259.9%	172,143	172,143	-	0.0%
29 Postage and Other	2,318	4,081	1,763	76.1%	184,780	184,780	-	0.0%
30								
31 Total District Operated Buses	11,861,970	12,190,634	328,664	2.8%	118,306,711	118,306,711	-	0.0%
32								
33 CONTRACTED BUS SERVICES								
34 Contracted Urban Bus Service	1,444,410	1,898,075	453,665	31.4%	21,551,200	21,551,200	-	0.0%
35 Coastside Services	149,310	126,183	(23,128)	(15.5%)	1,738,200	1,738,200	-	0.0%
36 Redi Coast Non-ADA	18,904	18,955	51	0.3%	263,700	263,700	-	0.0%
37 La Honda - Pescadero	3,675	-	(3,675)	(100.0%)	55,130	55,130	-	0.0%
38 SamCoast - Pescadero	15,089	12,402	(2,687)	(17.8%)	143,700	143,700	-	0.0%
39 CUB Related Wages & Benefits	13,888	16,123	2,235	16.1%	499,764	499,764	-	0.0%
40 CUB Related Other Support	2,847	1,365	(1,482)	(52.1%)	118,500	118,500	-	0.0%
41 CUB Insurance	31,080	38,143	7,063	22.7%	597,097	597,097	-	0.0%
42 CUB Claims Reserves & Payments	(4,093)	34,091	38,184	(932.9%)	218,400	218,400	-	0.0%
43 Total Contracted Bus Service	1,675,110	2,145,336	470,226	28.1%	25,185,691	25,185,691	-	0.0%
44								
45 TOTAL MOTOR BUS	13,537,080	14,335,969	798,889	5.9%	143,492,401	143,492,401	-	0.0%

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2020
JULY 2019**

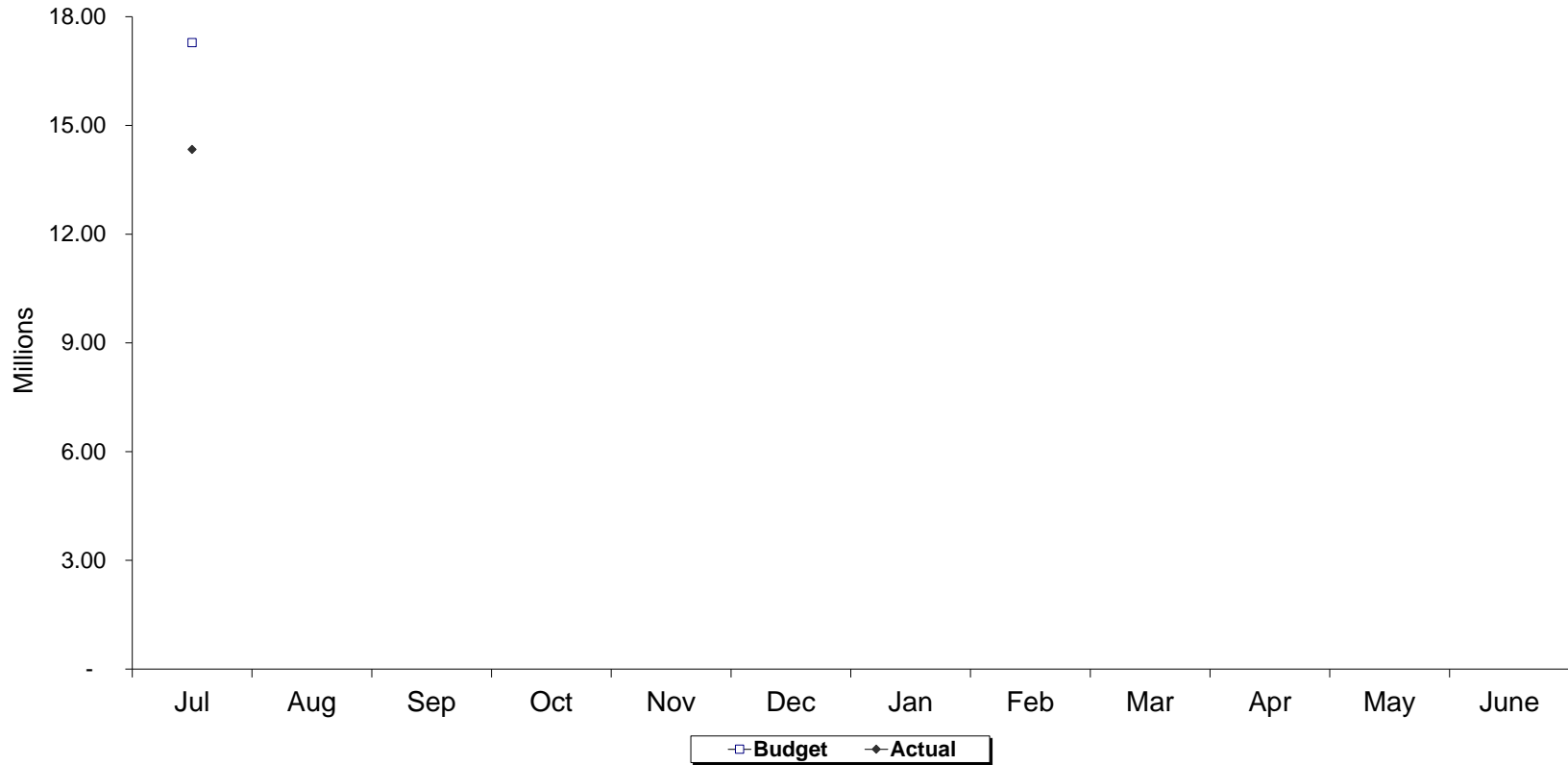
% OF YEAR ELAPSED: 8.3%

EXPENSES	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
AMERICAN DISABILITY ACT PROGRAMS								
Elderly & Disabled/Redi-Wheels	427,576	397,035	(30,541)	(7.1%)	8,024,300	8,024,300	-	0.0%
ADA Sedans / Taxi Service	409,405	432,559	23,153	5.7%	3,834,100	3,834,100	-	0.0%
Coastside ADA	146,198	150,806	4,608	3.2%	1,921,400	1,921,400	-	0.0%
ADA Related Wages & Benefits	251,437	202,063	(49,374)	(19.6%)	2,619,507	2,619,507	-	0.0%
ADA Related Other Support	84,760	29,486	(55,274)	(65.2%)	2,620,814	2,620,814	-	0.0%
ADA Insurance	30,085	30,873	788	2.6%	426,864	426,864	-	0.0%
ADA Claims Reserves & Payments	(3,871)	(3,315)	556	(14.4%)	218,400	218,400	-	0.0%
TOTAL ADA PROGRAMS	1,345,591	1,239,506	(106,084)	(7.9%)	19,665,385	19,665,385	-	0.0%
MULTI-MODAL TRANSIT PROGRAMS								
CALTRAIN SERVICE								
Peninsula Rail Service	636,200	902,185	265,985	41.8%	9,156,123	9,156,123	-	0.0%
Total Caltrain Service	636,200	902,185	265,985	41.8%	9,156,123	9,156,123	-	0.0%
OTHER SUPPORT								
SamTrans Shuttle Service	166,983	177,049	10,066	6.0%	2,128,700	2,128,700	-	0.0%
Shuttle Related Wages & Benefits	7,889	3,710	(4,179)	(53.0%)	89,095	89,095	-	0.0%
Dumbarton M.O.W.	2,225	16,762	14,537	653.4%	286,316	286,316	-	0.0%
Maintenance Multimodal Facilities	19,785	6,943	(12,842)	(64.9%)	174,800	174,800	-	0.0%
Total Other Support	196,882	204,463	7,581	3.9%	2,678,911	2,678,911	-	0.0%
TOTAL MULTI-MODAL PROGR	833,082	1,106,649	273,567	32.8%	11,835,034	11,835,034	-	0.0%
TOTAL OPERATING EXPENSES	15,715,752	16,682,124	966,372	6.1%	174,992,820	174,992,820	-	0.0%

SAN MATEO COUNTY TRANSIT DISTRICT

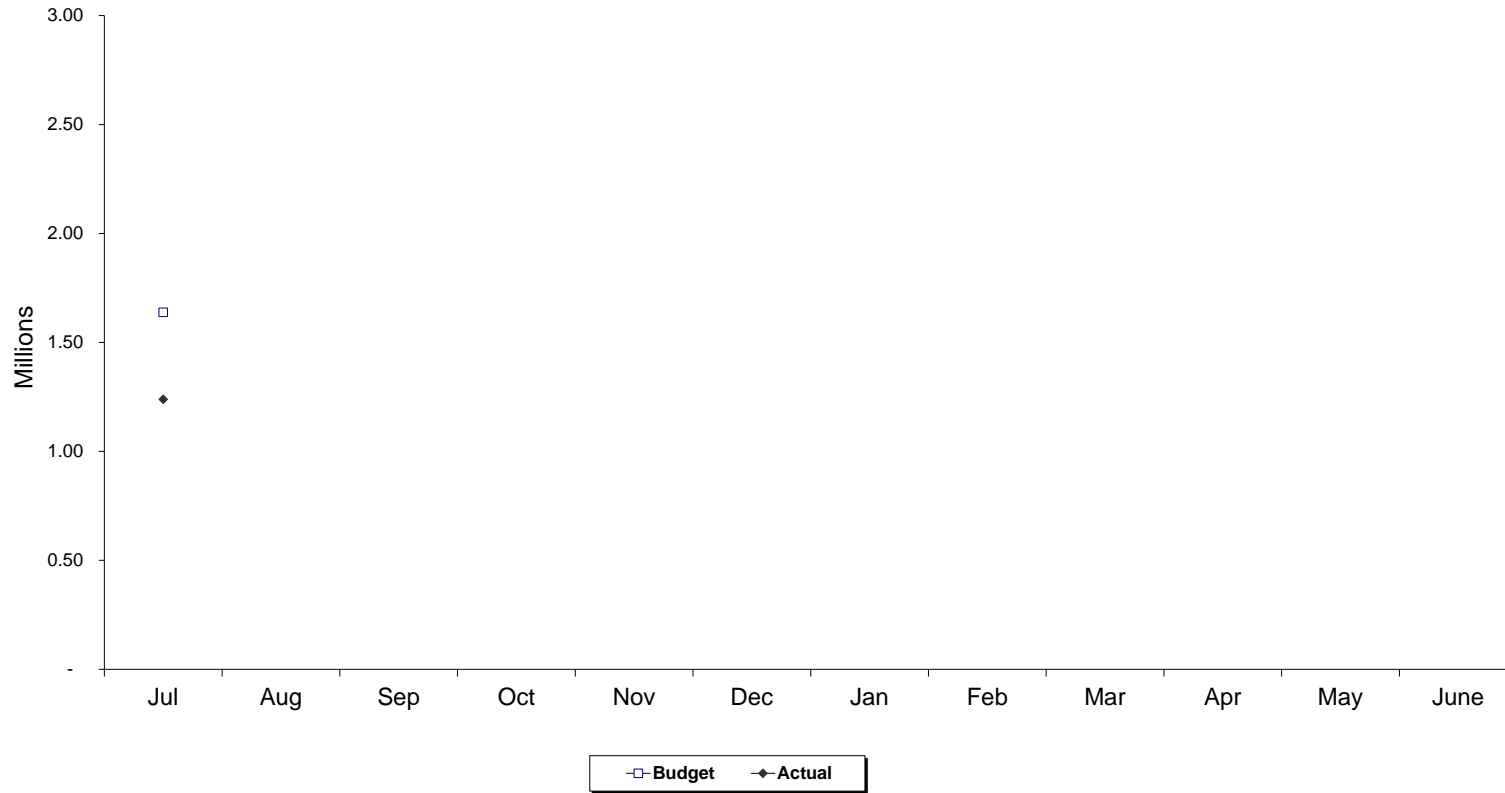
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2020



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
MONTHLY EXPENSES													
Budget	17,281,484												
Actual	14,335,970												
CUMULATIVE EXPENSES													
Budget	17,281,484												
Actual	14,335,970												
Variance - F(U)	2,945,514												
Variance %	17.04%												

SAN MATEO COUNTY TRANSIT DISTRICT
ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL
FISCAL YEAR 2020

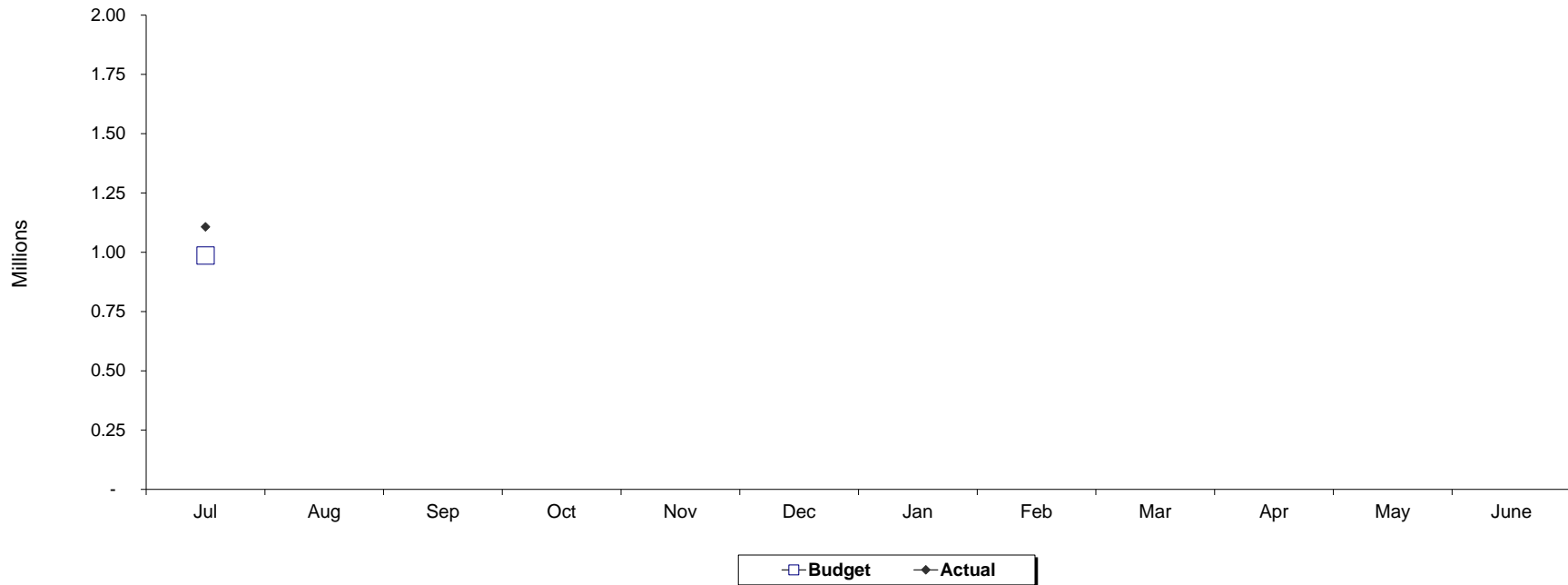


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	1,638,782											
Actual	1,239,506											
CUMULATIVE EXPENSES												
Budget	1,638,782											
Actual	1,239,506											
Variance - F(U)	399,276											
Variance %	24.36%											

SAN MATEO COUNTY TRANSIT DISTRICT

MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2020



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	986,253											
Actual	1,106,649											
CUMULATIVE EXPENSES												
Budget	986,253											
Actual	1,106,649											
Variance - F(U)	(120,396)											
Variance %	(12.2%)											

**SAN MATEO COUNTY TRANSIT DISTRICT
CASH AND INVESTMENTS AS OF JULY 31, 2019**

	7/31/2019
<u>LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF</u>	
Bank of America Checking	\$ 15,990,978.61
Bank of America Checking (Restricted)	\$ 16,974,938.67
Wells Fargo	-
LAIF	65,000,000.00
<u>INVESTMENT FUNDS</u>	
Investment Portfolio (Market Values+ Accrued interest)*	117,277,787.03
MMF - US Bank Custodian Account	11,927,459.03
Debt Service Reserves Held By Trustee	3,235,313.83
TOTAL	<u><u>\$ 230,406,477.17</u></u>

* Fund Managed by PFM Investment Advisor



Risk Summary

SAM Transit District Agg (136232)

07/01/2019 - 07/31/2019

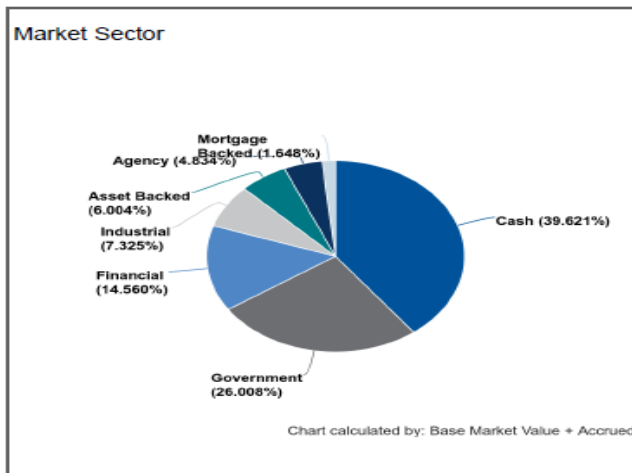
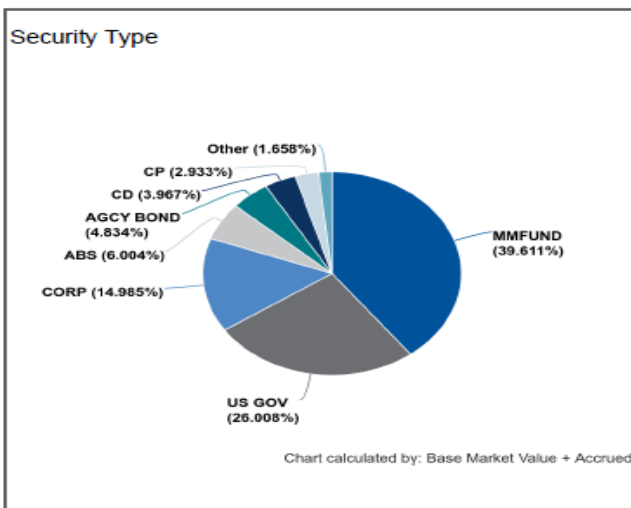
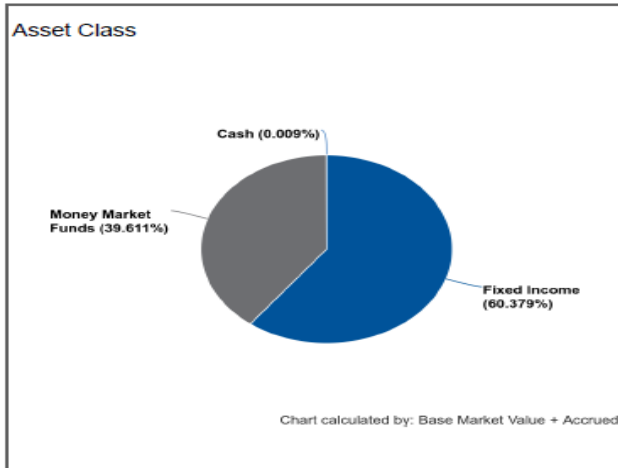
Dated: 08/13/2019

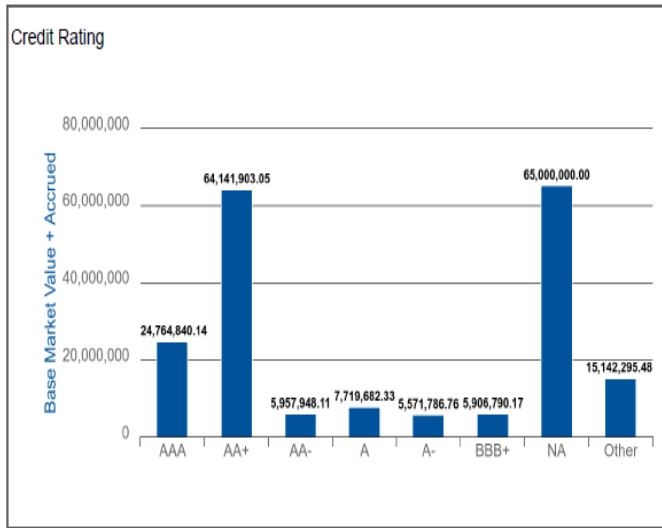
<i>Risk Metric</i>	<i>Value</i>
Cash	18,446.46
MMFund (incl LAIF)	76,594,867.96
Fixed Income	116,817,065.80
Duration	1.718
Convexity	0.055
WAL	1.235
Years to Final Maturity	1.361
Years to Effective Maturity	1.234
Yield	2.014
Book Yield	1.398
Avg Credit Rating	AA-/Aa3/AA-

Issuer Concentration	
<i>Issuer Concentration</i>	<i>% of Base Market Value + Accrued</i>
(SM - LAIF) State of California	33.470%
United States	26.008%
Other	25.138%
U.S. Bancorp	6.142%
Federal National Mortgage Association	3.405%
Toyota Motor Corporation	2.113%
Federal Home Loan Banks	1.903%
SAS Rue La Boétie	1.822%
—	100.000%

Footnotes: 1,2

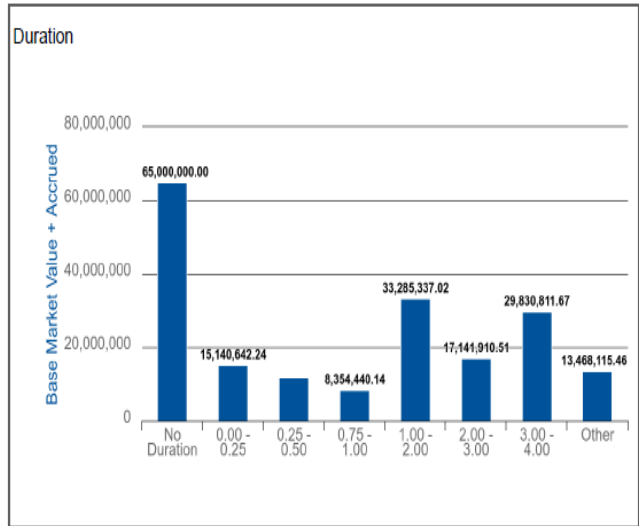
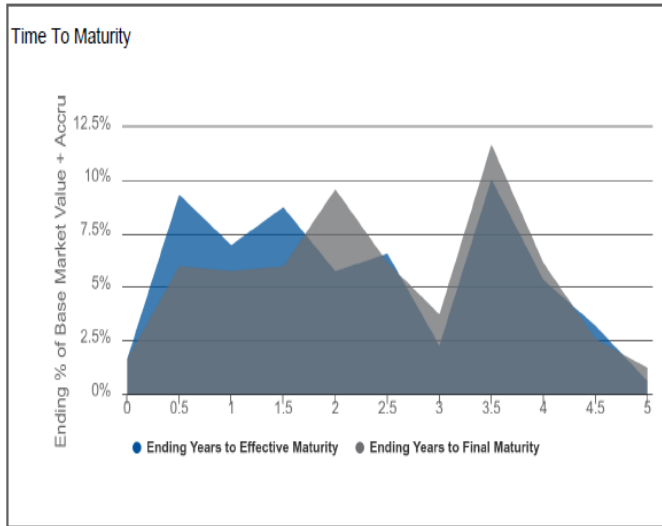
Footnotes:

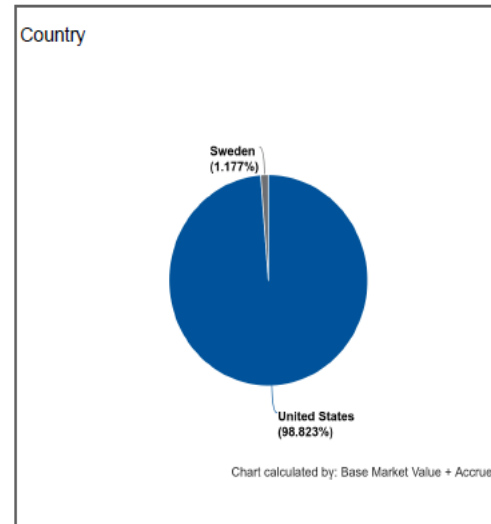
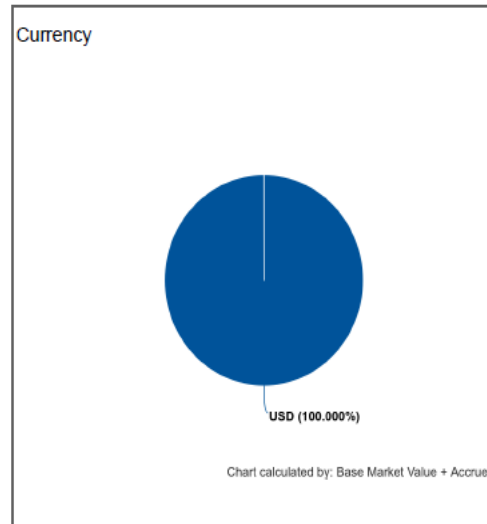
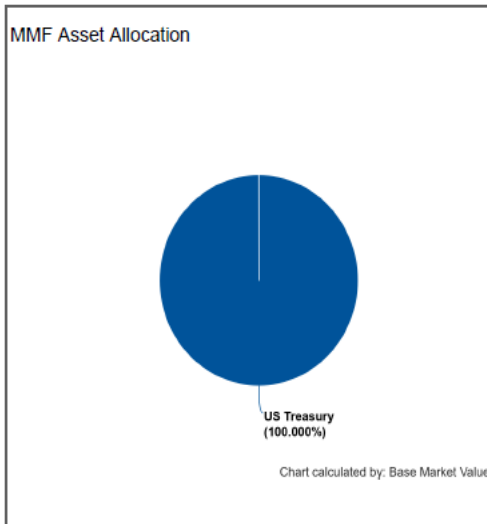
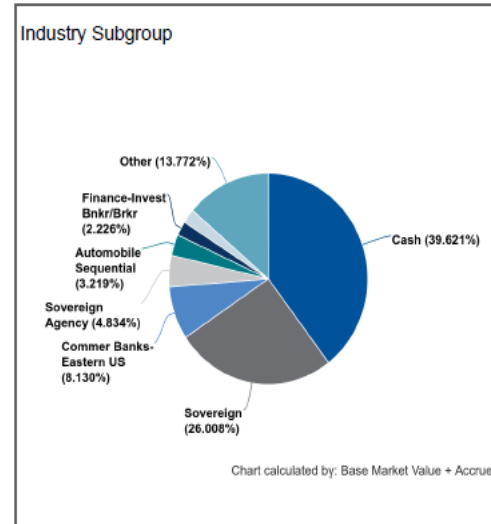
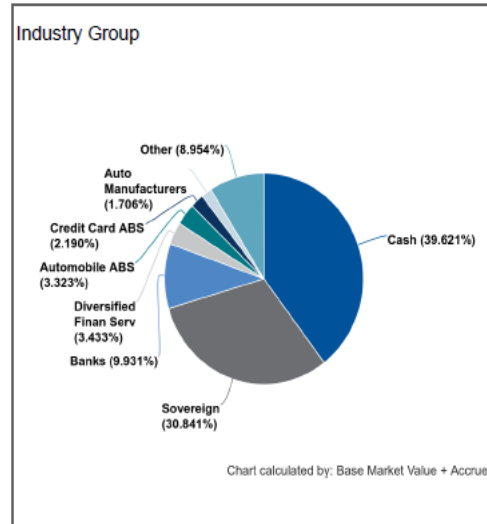
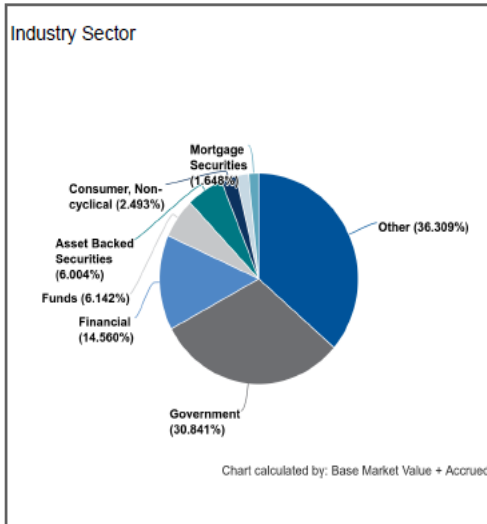




Credit Duration Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	12.372%	1.578%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
AA	3.581%	10.313%	6.882%	15.360%	1.947%	0.000%	0.000%	0.000%	0.000%
A	3.655%	4.641%	2.144%	0.000%	1.214%	0.000%	0.000%	0.000%	0.000%
BBB	1.813%	0.606%	0.000%	0.000%	0.622%	0.000%	0.000%	0.000%	0.000%
BB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
B	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CCC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
C	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
NA	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%







Report: Master BS by lot - group by Security type
 Account: SAM TR Reimbursement Fund (136225)
 As of: 07/31/2019
 Base Currency: USD

CASH

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CASH	CCYUSD	Receivable	12,767.82	---	07/31/2019	12,767.82	0.00	12,767.82	12,767.82
CASH	CCYUSD	Receivable	12,767.82	---	07/31/2019	12,767.82	0.00	12,767.82	12,767.82

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	8,357,314.70	---	07/31/2019	8,357,314.70	0.00	8,357,314.70	8,357,314.70
MMFUND	31846V534	FIRST AMER:US TRS MM Y	8,357,314.70	---	07/31/2019	8,357,314.70	0.00	8,357,314.70	8,357,314.70

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	8,370,082.52	---	07/31/2019	8,370,082.52	0.00	8,370,082.52	8,370,082.52

* Grouped by: Security Type

* Groups Sorted by: Security Type

* Weighted by: Base Market Value + Accrued

* Holdings Displayed by: Lot



Report: Master BS by lot - group by Security type
 Account: SAM TR Reserve Fund (136226)
 As of: 07/31/2019
 Base Currency: USD

ABS (ASSET-BACKED SECURITY)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
ABS	02004VAC7	ALLYA 182 A3	650,000.00	04/30/2018	11/15/2022	649,881.96	843.56	654,630.58	655,474.13
ABS	02007HAC5	ALLYA 172 A3	677,850.42	03/29/2017	08/16/2021	677,770.51	536.26	676,544.66	677,080.91
ABS	02007PAC7	ALLYA 171 A3	157,184.01	01/31/2017	06/15/2021	157,170.27	118.76	156,809.86	156,928.62
ABS	02582HQ6	AMXCA 181 A	1,510,000.00	03/21/2018	10/17/2022	1,509,824.69	1,791.87	1,513,574.40	1,515,366.26
ABS	14313FAD1	CARMX 183 A3	420,000.00	07/25/2018	06/15/2023	419,942.75	584.27	426,333.33	426,917.60
ABS	17305EGB5	CCGIT 17A3 A3	900,000.00	05/22/2017	04/07/2020	902,403.00	5,472.00	897,728.53	903,200.53
ABS	17305EGK5	CCGIT 18A1 A1	900,000.00	01/31/2018	01/20/2023	899,875.44	684.75	904,989.26	905,674.01
ABS	34531EAD8	FORDO 17A A3	588,585.55	01/25/2017	06/15/2021	588,583.37	436.86	587,118.30	587,555.17
ABS	36255JAD6	GMCAR 183 A3	400,000.00	07/18/2018	05/16/2023	399,906.72	503.33	405,522.08	406,025.41
ABS	43814PAC4	HAROT 173 A3	267,361.05	09/29/2017	09/18/2021	267,332.09	172.82	266,462.00	266,634.82
ABS	47788BAD6	JDOT 17B A3	458,385.55	07/18/2017	10/15/2021	458,352.00	370.78	457,192.33	457,563.11
ABS	47788AC6	JDOT 2018 A3	285,000.00	02/28/2018	04/18/2022	284,979.51	336.93	286,089.61	286,426.54
ABS	89190BAD0	TAOT 17B A3	1,208,473.66	05/17/2017	07/15/2021	1,208,380.97	945.29	1,205,336.71	1,206,282.90
ABS	89238BAD4	TAOT 18A A3	450,000.00	01/31/2018	05/16/2022	449,994.83	470.00	450,641.98	451,111.98
ABS	89238MAD0	TAOT 17A A3	199,679.23	03/15/2017	02/16/2021	199,655.73	153.53	199,352.10	199,505.63
---	---	---	9,072,519.46	---	---	9,074,053.83	13,421.01	9,088,325.71	9,101,746.72

AGCY BOND (FEDERAL AGENCY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
AGCY BOND	3130A8Q55	FEDERAL HOME LOAN BANKS	2,700,000.00	07/15/2016	07/14/2021	2,683,581.30	1,434.38	2,658,222.90	2,659,657.28
AGCY BOND	3130ACE26	FEDERAL HOME LOAN BANKS	440,000.00	09/08/2017	09/28/2020	438,587.60	2,067.08	437,070.04	439,137.12
AGCY BOND	3135G0N82	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,525,000.00	08/19/2016	08/17/2021	1,518,823.75	8,684.03	1,503,819.28	1,512,503.30
AGCY BOND	3135G0N82	FEDERAL NATIONAL MORTGAGE ASSOCIATION	475,000.00	08/19/2016	08/17/2021	473,375.03	2,704.86	468,402.73	471,107.59
AGCY BOND	3135G0T60	FEDERAL NATIONAL MORTGAGE ASSOCIATION	600,000.00	08/01/2017	07/30/2020	598,182.00	25.00	596,943.00	596,968.00
AGCY BOND	3135G0U92	FEDERAL NATIONAL MORTGAGE ASSOCIATION	900,000.00	01/11/2019	01/11/2022	899,352.00	1,312.50	914,899.50	916,212.00
AGCY BOND	3137EAEF2	FREDDIE MAC	300,000.00	04/20/2017	04/20/2020	298,974.00	1,157.29	298,480.20	299,637.49
AGCY BOND	3137EAEJ4	FREDDIE MAC	580,000.00	09/29/2017	09/29/2020	578,950.20	3,194.03	577,784.40	580,978.43
---	---	---	7,520,000.00	---	---	7,489,825.88	20,579.17	7,455,622.04	7,476,201.21

CASH

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
CASH	CCYUSD	Receivable	4,302.66	---	07/31/2019	4,302.66	0.00	4,302.66	4,302.66
---	---	---	4,302.66	---	---	4,302.66	0.00	4,302.66	4,302.66

CD (CERTIFICATE OF DEPOSIT)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
CD	06417GU22	Bank of Nova Scotia, Houston Branch	900,000.00	06/07/2018	06/05/2020	899,658.00	4,312.00	902,189.30	906,501.30
CD	22535CDV0	Credit Agricole Corporate And Investment Bank, New	900,000.00	04/04/2019	04/01/2022	900,000.00	6,296.75	900,000.00	906,296.75
CD	78012UEE1	Royal Bank of Canada New York Branch	1,500,000.00	06/08/2018	06/07/2021	1,500,000.00	7,290.00	1,506,659.10	1,513,949.10
CD	86565BPC9	Sumitomo Mitsui Banking Corporation, New York Bra	900,000.00	10/18/2018	10/16/2020	898,776.00	9,068.25	899,257.88	908,326.13
CD	87019U6D6	Swedbank AB (publ)	1,800,000.00	11/17/2017	11/16/2020	1,800,000.00	8,739.50	1,779,542.89	1,788,282.39

---	---	---	236,325.16	---	---	237,431.88	618.55	240,948.99	241,567.54
-----	-----	-----	------------	-----	-----	------------	--------	------------	------------

FNMA (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FNMA	3136AJ7G5	FNA 14M06B A2	329,328.17	12/15/2016	05/25/2021	335,991.92	735.09	331,699.33	332,434.42
FNMA	3136B1XP4	FNA 18M5 A2	121,756.73	04/30/2018	09/25/2021	124,178.60	361.21	123,749.89	124,111.10
---	---	---	451,084.90	---	---	460,170.52	1,096.30	455,449.22	456,545.53

MMFUND (MONEY MARKET FUND)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	796,661.11	---	07/31/2019	796,661.11	0.00	796,661.11	796,661.11
---	---	FIRST AMER:US TRS MM Y	796,661.11	---	---	796,661.11	0.00	796,661.11	796,661.11

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

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
US GOV	912828B90	UNITED STATES TREASURY	175,000.00	10/05/2016	02/28/2021	181,323.24	1,464.67	175,109.38	176,574.05
US GOV	912828L32	UNITED STATES TREASURY	80,000.00	07/12/2016	08/31/2020	81,532.14	460.33	79,425.00	79,885.33
US GOV	912828N30	UNITED STATES TREASURY	450,000.00	08/03/2018	12/31/2022	436,464.84	831.52	454,148.44	454,979.96
US GOV	912828N30	UNITED STATES TREASURY	550,000.00	11/06/2018	12/31/2022	531,244.14	1,016.30	555,070.31	556,086.62
US GOV	912828N30	UNITED STATES TREASURY	750,000.00	12/13/2018	12/31/2022	731,425.78	1,385.87	756,914.06	758,299.93
US GOV	912828N30	UNITED STATES TREASURY	1,600,000.00	01/10/2019	12/31/2022	1,576,937.50	2,956.52	1,614,750.00	1,617,706.52
US GOV	912828N30	UNITED STATES TREASURY	850,000.00	01/31/2019	12/31/2022	836,519.53	1,570.65	857,835.94	859,406.59
US GOV	912828Q78	UNITED STATES TREASURY	485,000.00	01/05/2017	04/30/2021	475,375.78	1,685.31	480,377.34	482,062.65
US GOV	912828R69	UNITED STATES TREASURY	1,600,000.00	03/06/2019	05/31/2023	1,541,937.50	4,404.37	1,586,750.00	1,591,154.37
US GOV	912828R69	UNITED STATES TREASURY	200,000.00	04/05/2019	05/31/2023	194,554.69	550.55	198,343.75	198,894.30
US GOV	912828R69	UNITED STATES TREASURY	550,000.00	05/03/2019	05/31/2023	536,765.62	1,514.00	545,445.31	546,959.32
US GOV	912828T91	UNITED STATES TREASURY	850,000.00	07/08/2019	10/31/2023	842,628.91	3,490.66	842,164.06	845,654.72
US GOV	912828T99	UNITED STATES TREASURY	700,000.00	09/07/2018	08/15/2022	670,632.81	5,247.58	695,187.50	700,435.08
US GOV	912828VF4	UNITED STATES TREASURY	200,000.00	12/07/2015	05/31/2020	197,414.06	465.85	198,812.50	199,278.35
US GOV	912828VP2	UNITED STATES TREASURY	490,000.00	05/18/2016	07/31/2020	505,996.90	26.63	489,617.19	489,643.82
US GOV	912828X47	UNITED STATES TREASURY	1,350,000.00	05/07/2018	04/30/2022	1,306,863.28	6,396.91	1,350,421.88	1,356,818.78
US GOV	912828X47	UNITED STATES TREASURY	550,000.00	01/04/2018	04/30/2022	543,017.58	2,606.15	550,171.88	552,778.02
US GOV	912828X47	UNITED STATES TREASURY	50,000.00	12/06/2017	04/30/2022	49,480.47	236.92	50,015.63	50,252.55
---	---	---	11,480,000.00	---	---	11,240,114.77	36,310.80	11,480,560.16	11,516,870.95

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	26,506,300.51	---	---	26,317,857.63	94,756.19	26,551,829.66	26,646,585.85

* Grouped by: Security Type

* Groups Sorted by: Security Type

* Weighted by: Base Market Value + Accrued

* Holdings Displayed by: Lot



Trade Activity
 Account: SAM Transit District Agg (136232)
 Date: 07/01/2019 - 07/31/2019
 Base Currency: USD

* Does not Lock Down

Identifier	Description	Base Current Unit	Coupon Rate	Transaction Type	Trade Date	Settle Date	Final Maturity	Base Principal	Accrued Inter	Base Amount
25214PM26	Dexia Cr�dit Local New York Branch	(900,000.00)	0.000	Maturity	07/02/2019	07/02/2019	07/02/2019	(900,000.00)	0.00	900,000.00
25214PM26	Dexia Cr�dit Local New York Branch	(250,000.00)	0.000	Maturity	07/02/2019	07/02/2019	07/02/2019	(250,000.00)	0.00	250,000.00
912828T91	UNITED STATES TREASURY	2,950,000.00	1.625	Buy	07/05/2019	07/08/2019	10/31/2023	2,924,417.97	8,988.28	(2,933,406.25)
912828T91	UNITED STATES TREASURY	850,000.00	1.625	Buy	07/05/2019	07/08/2019	10/31/2023	842,628.91	2,589.84	(845,218.75)
3136AQDQ0	FNA 15M13A AQ2	(1,450.14)	1.646	Principal Paydown	07/01/2019	07/01/2019	09/25/2019	(1,450.16)	0.00	1,450.16
3136AQDQ0	FNA 15M13A AQ2	(416.91)	1.646	Principal Paydown	07/01/2019	07/01/2019	09/25/2019	(416.92)	0.00	416.92
34531EAD8	FORDO 17A A3	(67,349.65)	1.670	Principal Paydown	07/15/2019	07/15/2019	06/15/2021	(67,349.65)	0.00	67,349.65
34531EAD8	FORDO 17A A3	(19,643.65)	1.670	Principal Paydown	07/15/2019	07/15/2019	06/15/2021	(19,643.65)	0.00	19,643.65
02007PAC7	ALLYA 171 A3	(19,230.08)	1.700	Principal Paydown	07/15/2019	07/15/2019	06/15/2021	(19,230.08)	0.00	19,230.08
02007PAC7	ALLYA 171 A3	(5,460.39)	1.700	Principal Paydown	07/15/2019	07/15/2019	06/15/2021	(5,460.39)	0.00	5,460.39
89238MAD0	TAOT 17A A3	(25,344.63)	1.730	Principal Paydown	07/15/2019	07/15/2019	02/16/2021	(25,344.63)	0.00	25,344.63
89238MAD0	TAOT 17A A3	(7,040.18)	1.730	Principal Paydown	07/15/2019	07/15/2019	02/16/2021	(7,040.18)	0.00	7,040.18
31846V534	FIRST AMER:US TRS MM Y	12,953.96	1.750	Buy	07/02/2019	07/02/2019	07/31/2019	12,953.96	0.00	(12,953.96)
31846V534	FIRST AMER:US TRS MM Y	2,450,556.52	1.750	Buy	---	---	07/31/2019	2,450,556.52	0.00	(2,450,556.52)
31846V534	FIRST AMER:US TRS MM Y	(2,928,187.80)	1.750	Sell	---	---	07/31/2019	(2,928,187.80)	0.00	2,928,187.80
31846V534	FIRST AMER:US TRS MM Y	690,343.84	1.750	Buy	---	---	07/31/2019	690,343.84	0.00	(690,343.84)
31846V534	FIRST AMER:US TRS MM Y	(843,695.00)	1.750	Sell	07/08/2019	07/08/2019	07/31/2019	(843,695.00)	0.00	843,695.00
89190BAD0	TAOT 17B A3	(104,141.12)	1.760	Principal Paydown	07/15/2019	07/15/2019	07/15/2021	(104,141.12)	0.00	104,141.12
89190BAD0	TAOT 17B A3	(28,928.09)	1.760	Principal Paydown	07/15/2019	07/15/2019	07/15/2021	(28,928.09)	0.00	28,928.09
02007HAC5	ALLYA 172 A3	(73,234.15)	1.780	Principal Paydown	07/15/2019	07/15/2019	08/16/2021	(73,234.15)	0.00	73,234.15
02007HAC5	ALLYA 172 A3	(20,272.43)	1.780	Principal Paydown	07/15/2019	07/15/2019	08/16/2021	(20,272.43)	0.00	20,272.43
43814PAC4	HAROT 173 A3	(20,145.86)	1.790	Principal Paydown	07/18/2019	07/18/2019	09/18/2021	(20,145.86)	0.00	20,145.86
43814PAC4	HAROT 173 A3	(6,104.81)	1.790	Principal Paydown	07/18/2019	07/18/2019	09/18/2021	(6,104.81)	0.00	6,104.81
47788BAD6	JDOT 17B A3	(27,929.09)	1.820	Principal Paydown	07/15/2019	07/15/2019	10/15/2021	(27,929.09)	0.00	27,929.09
47788BAD6	JDOT 17B A3	(7,913.24)	1.820	Principal Paydown	07/15/2019	07/15/2019	10/15/2021	(7,913.24)	0.00	7,913.24
3136AJ7G5	FNA 14M06B A2	(101,332.92)	2.679	Principal Paydown	07/01/2019	07/01/2019	05/25/2021	(101,332.92)	0.00	101,332.92
3136AJ7G5	FNA 14M06B A2	(27,866.55)	2.679	Principal Paydown	07/01/2019	07/01/2019	05/25/2021	(27,866.55)	0.00	27,866.55
3137FKK39	FHMS KP05 A	(15,089.30)	3.203	Principal Paydown	07/01/2019	07/01/2019	07/25/2023	(15,089.30)	0.00	15,089.30
3137FKK39	FHMS KP05 A	(4,286.73)	3.203	Principal Paydown	07/01/2019	07/01/2019	07/25/2023	(4,286.73)	0.00	4,286.73
3136B1XP4	FNA 18M5 A2	(870.34)	3.560	Principal Paydown	07/01/2019	07/01/2019	09/25/2021	(870.34)	0.00	870.34
3136B1XP4	FNA 18M5 A2	(239.34)	3.560	Principal Paydown	07/01/2019	07/01/2019	09/25/2021	(239.34)	0.00	239.34
38141EC23	GOLDMAN SACHS & CO	900,000.00	3.850	Buy	07/08/2019	07/11/2019	07/08/2024	941,922.00	288.75	(942,210.75)
38141EC23	GOLDMAN SACHS & CO	250,000.00	3.850	Buy	07/08/2019	07/11/2019	07/08/2024	261,645.00	80.21	(261,725.21)
38141GGQ1	GOLDMAN SACHS GROUP INC	(1,600,000.00)	5.250	Sell	07/08/2019	07/11/2019	07/27/2021	(1,685,440.00)	(38,266.67)	1,723,706.67
38141GGQ1	GOLDMAN SACHS GROUP INC	(450,000.00)	5.250	Sell	07/08/2019	07/11/2019	07/27/2021	(474,030.00)	(10,762.50)	484,792.50
---	---	547,681.92	2.241	---	---	---	04/23/2021	458,825.77	(37,082.09)	(421,743.68)

* Showing transactions with Trade Date within selected date range.

* Weighted by: Absolute Value of Base Principal

* MMF transactions are collapsed

* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down. While these reports can be useful tools in understanding recent activity, di

Glossary of Terms

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

BUDGET AMENDMENTS

	Amount	Line Item		Description
Jul-19				No Budget Amendments for July 2019
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

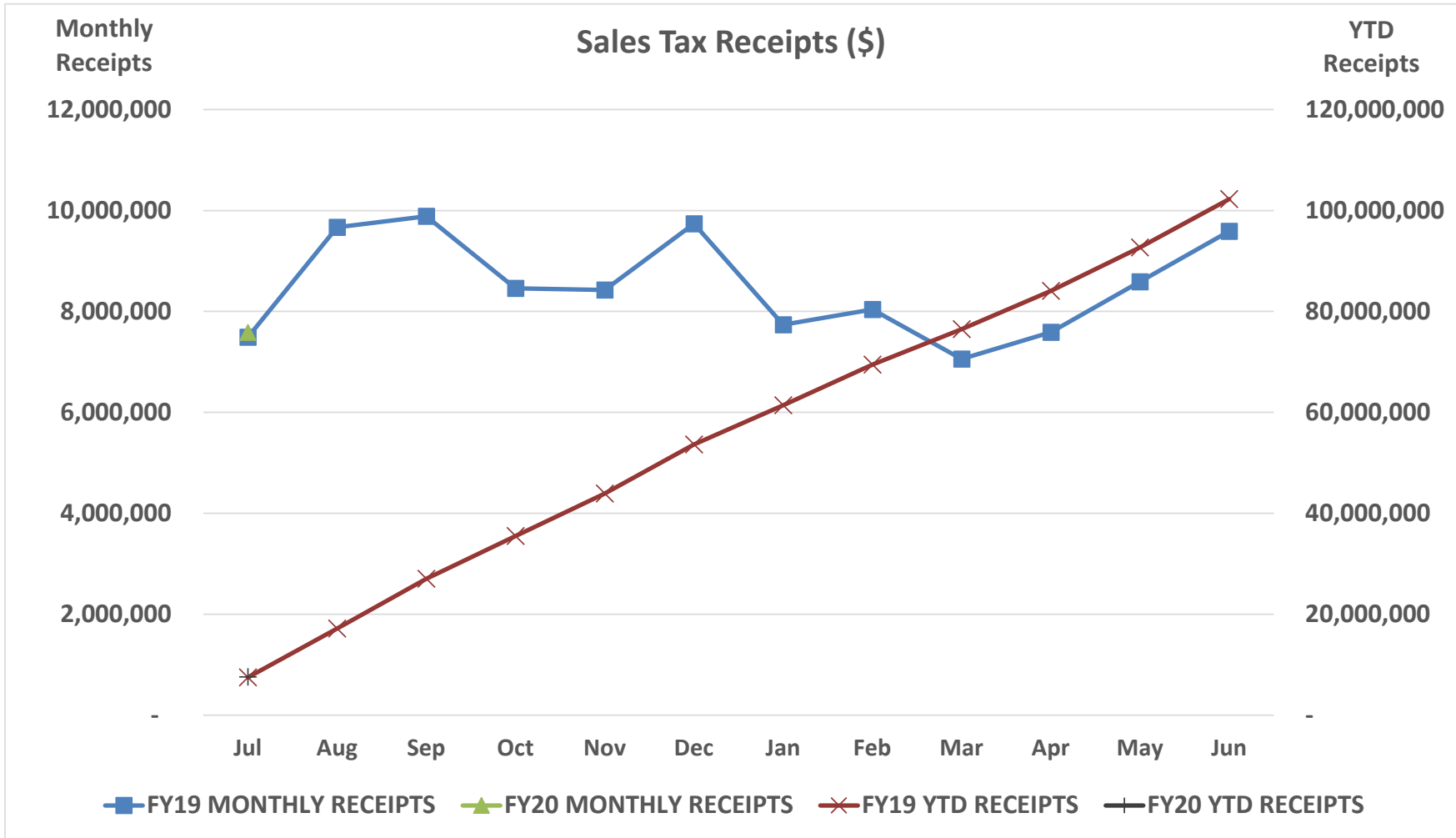
BUDGET REVISIONS

	Amount	Line Item		Description
Jul-19				No Budget Revisions for July 2019
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

BUDGET TRANSFERS

	Amount	From	Amount	To	Justification
Jul-19					No Budget Transfers for July 2019
		Line		Line	
	<u>\$ -</u>	Total	<u>\$ -</u>	Total	

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2020
JULY 2019**



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

	FY19 MONTHLY RECEIPTS	FY20 MONTHLY RECEIPTS	Monthly % Change	FY19 YTD RECEIPTS	FY20 YTD RECEIPTS	YTD % Change
Jul	\$7,491,211	7,583,333	1.23%	\$7,491,211	7,583,333	1.23%
Aug	9,665,751			17,156,962		
Sep	9,885,148			27,042,110		
Oct	8,456,110			35,498,220		
Nov	8,425,556			43,923,776		
Dec	9,739,351			53,663,127		
Jan	7,734,915			61,398,042		
Feb	8,037,354			69,435,396		
Mar	7,057,158			76,492,553		
Apr	7,585,772			84,078,325		
May	8,590,022			92,668,347		
Jun	9,588,742			102,257,089		
	<u>\$102,257,089</u>	<u>7,583,333</u>				

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
Executive Director

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **CAPITAL PROJECTS QUARTERLY STATUS REPORT – 4th QUARTER
FISCAL YEAR 2019**

ACTION

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

SIGNIFICANCE

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

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

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

Prepared by: Gordon Hail, Cost Engineer

650.508.7795



Capital Projects

Quarterly Status Report

4th Quarter FY2019: April 01 – June 30, 2019

Prepared for the September 04, 2019 SamTrans Board Meeting



San Mateo County Transit District

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100113 - Procurement of 10 Electric Buses Project	8
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100016 - Wi-Fi at Bases for Video Review Project	9
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SamTrans - Capital Program - Budget Status Summary

4th Quarter FY2019 - April 01, 2019 to June 30, 2019

All Costs in \$1,000's

Programs					
	FY2015	FY2016	FY2017	FY2018	FY2019
1. Revenue Vehicles Replacement	\$48,193	\$35,312	\$7,725	\$0	\$0
2. Revenue & Non Revenue Vehicle Support	\$1,883	\$1,421	\$1,451	\$5,321	\$1,895
3. Information Technology	\$1,938	\$5,775	\$2,627	\$2,878	\$3,100
4. Development	\$894	\$2,350	\$1,942	\$1,552	\$750
5. Facilities/Construction	\$804	\$1,190	\$2,835	\$7,282	\$1,730
6. Safety and Security	\$1,370	\$1,830	\$1,451	\$0	\$0
7. Contingency	\$250	\$250	\$250	\$250	\$200
Total Board Approved Budget by FY ⁽¹⁾	\$55,332	\$48,128	\$18,281	\$17,283	\$7,675

Some of the major projects completed or in progress include, but are not limited to the following:

Active Projects

Bus Stop Improvement Program
 Central Office Sanitary Sewer Pump Replacement Project
 Linda Mar Park-n-Ride Lot Repaving Project
 Maint. & Op. Facility Pavement Rehabilitation Project
 Non-Revenue Service Support Vehicles Project
 North and South Base Industrial Waste Line Replacement Project
 Procurement of 10 Electric Buses Project
 Replace & Upgrade Servers & Out of Warranty Equipment Project
 Replacement of 55 - 2002 NABI Buses Project
 Traffic Signal Priority Project
 Wi-Fi at Bases for Video Review Project

Projects Completed Within the Last Three Years

Bus Lift Overhaul Project
 Central Office Area Control Improvements Project
 Facilities Smaller Projects - FY2012
 Installation of CCTV to Enhance Safety at Central Office Project
 Lighting Upgrade at North Base and South Bases Project
 Major Bus Components - FY2012
 Non-Revenue Service Support Vehicles Project
 North and South Base Industrial Waste Line Replacement Project
 Receptionist Area Security Improvements Project
 Redi-Wheels (3) Expansion Vehicles Project
 Replace 50 2003 Gillig low-floor buses Project
 San Carlos Transit Center Project
 Wi-Fi Installation at North and South Bases Project

Note:

(1) The "Total Board Approved Budget by FY" reflects the annual budget approved by the SamTrans Board of Directors for each fiscal year. This authorizes the amount that can be spent on projects. Unspent budget in a fiscal year may be carried forward to subsequent budget years.

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SamTrans Quarterly Report TRAFFIC LIGHT REPORT

The following projects represent a sub-set of the total Capital Program and have been selected for inclusion into the Quarterly Report due to project value, operational significance, and/or impact on customers.

	SCOPE		BUDGET		SCHEDULE		FUNDING		Page
	Q3 FY19	Q4 FY19	Q3 FY19	Q4 FY19	Q3 FY19	Q4 FY19	Q3 FY19	Q4 FY19	
<u>Vehicle Replacement Projects:</u>									
021501 - Replacement of 55 - 2002 NABI Buses Project									5
021502 - Major Bus Components Project									6
100014 - Bike Rack Project									7
100113 - Procurement of 10 Electric Buses Project									8
100360 - Purchase Four Non-Revenue Service Support Vehicles FY2019									8
<u>Information Technology Projects:</u>									
021505 - Replace & Upgrade Servers & Out of Warranty Equipment Project									9
100016 - Wi-Fi at Bases for Video Review Project									9
<u>Facilities / Construction Projects:</u>									
021111 - Bus Stop Improvement Project									10
021507 - Facility Smaller Projects									11
100085 - Express Bus Feasibility Study Project									11
100253 - Linda Mar Park-n-Ride Lot Repaving Project									12
100255 - Traffic Signal Priority Project									12
100350 - Central Office Sanitary Sewer Pump Replacement Project									13



= Project On-Hold



= No Issues



= Notable Issues



= Significant Issues

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SamTrans - Major Capital Project - Quarterly Report - Q4 FY2019 Apr 01, 2019 to Jun 30, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (j) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish

VEHICLE REPLACEMENT/MAINTENANCE PROJECTS:

021501	Replacement of 55 - 2002 NABI Buses Project PM - David Harbour	<p>Scope: Procure (55) replacement buses for the 2002 NABI articulated buses that have reached the end of their useful life. The new buses will meet the recommendations for vehicle type to complement the Samtrans Strategic Plan (SSP). The project also, purchases major bus components, in accordance with FTA allowable allowance for spare components. The buses will be purchased per the Fixing America's Surface Transportation (FAST) Act which allows grantees to purchase rolling stock and related equipment from a State's cooperative procurement contract. This allows the District to purchase vehicles that meet proven design and construction standards, as well as configure them to the District's specifications, at highly competitive prices.</p> <p>Issues: None.</p> <p>Key Activities This Quarter: (1) Received four out of 55 buses. (2) Continued coordinating Resident Inspection for In-Plant Inspection Services. (3) Began pilot bus training. (4) Resolved bus configuration issues.</p> <p>Next Quarter: (1) Continue coordinating Resident Inspection for In-Plant Inspection Services. (2) Continue pilot bus training. (3) Continue receiving buses.</p>	\$48,972,000	\$48,972,000	\$0	\$48,972,000	\$3,766,037	\$45,205,963	\$48,972,000	\$0	7.69%	45.0%	02/04/17 / 02/04/17A	12/31/19 / 01/31/20
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SamTrans - Major Capital Project - Quarterly Report - Q4 FY2019 Apr 01, 2019 to Jun 30, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (j) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
021502	Major Bus Components PM - David Harbour	<p>Scope: The objective of this project is to maintain a state of good repair for bus transit. Well maintained capital bus components are essential to keep our revenue equipment in service, reliable, and safe for bus patrons.</p> <p>This project provides funding for new parts, rebuilt parts, and major bus components, not accounted for in the operating budget, that exceed \$1,000 in accordance and compliance with FTA guidelines. Parts and major bus components include: engines, transmissions, differentials, ECU (electronic control unit), HVAC units (heating, ventilation and air conditioning) radiator, muffler, air compressor, Digital Video Recorders (DVRs), Automatic Mobile Data Terminals (AMDTs), etc.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Purchased major bus components and replacement parts.</p> <p>Next Quarter: (1) Continue to purchase major bus components and replacement parts, as needed.</p> <p>Note: Project includes Board approved funding through FY2020.</p>	\$6,606,636	\$6,606,636	\$0	\$6,606,636	\$4,518,142	\$2,088,494	\$6,606,636	\$0	68.4%	68.4%	07/01/15 / 07/01/15A	06/30/20 / 06/30/20

SamTrans - Major Capital Project - Quarterly Report - Q4 FY2019 Apr 01, 2019 to Jun 30, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (j) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100014	Bike Rack PM - David Harbour	<p>Scope: Purchase new 3-bike bus racks. Remove and replace existing 2-bike racks and install the new 3-bike racks on (237) SamTrans fixed route fleet buses.</p> <p>Issues: Contract will be issued as a sole-source contract.</p> <p>Key Activities:</p> <p>This Quarter:</p> <p>(1) Board approved the sole source procurement for the 3-position bike racks. (2) Placed order for and received all bike racks. (3) Began to install the new bike racks.</p> <p>Next Quarter:</p> <p>(1) Complete installing the new bike racks.</p>	\$422,600	\$422,600	\$0	\$422,600	\$320,836	\$101,764	\$422,600	\$0	75.9%	75.9%	07/01/15 / 03/01/17A	09/30/19 / 09/30/19

SamTrans - Major Capital Project - Quarterly Report - Q4 FY2019 Apr 01, 2019 to Jun 30, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (j) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100113	Procurement of 10 Electric Buses PM - David Harbour	<p>Scope: Procure 10 battery-electric Zero Emissions Buses (ZEBs) to replace 10 of the 2003 Gillig diesel buses and install six charging stations in support of the electric buses. This project will support California Air Resources Board (CARB)'s goal of 100% ZEB transit fleet by 2040. These electric buses will be placed in a pilot service program at North Base.</p> <p>Issues: None.</p> <p>Key Activities</p> <p>This Quarter: (1) Established weekly meeting with Proterra's Engineering team regarding bus defects in preparation of releasing buses for in-service. (2) Received tooling and parts for buses. (3) Began weekly meeting with Proterra's engineering team regarding bus defects in preparation of releasing buses for in-service. (4) Continue training and testing of two buses. (5) Conducted pre-production meeting. (6) Continued to review bus configuration for Lot 2 (remaining eight buses).</p> <p>Next Quarter: (1) Continue weekly meeting with Proterra's engineering team regarding bus defects in preparation of releasing buses for in-service (2) Continue training and testing of buses. (3) Continue to review bus configuration for Lot 2 (remaining eight buses). (4) Establish final production schedule with Proterra.</p> <p>Note: Production for the remaining eight buses will begin in November 2019.</p>	\$10,926,668	\$10,926,668	\$0	\$10,926,668	\$2,221,004	\$8,705,664	\$10,926,668	\$0	20.3%	42.0%	02/01/18 / 02/01/18A	05/31/20 / 08/31/20
100360	Purchase Four Non-Revenue Service Support Vehicles FY2019 PM - David Parsons	<p>Scope: To procure four Non-Revenue Service Support Vehicles. This procurement will replace two 2009 Toyota Priuses, one 2009 Ford E250 van and one 2010 Ford Focus. All replacement vehicles have either exceeded their warranty, are in a diminishing state of repair, or have gone beyond their useful life expectancy.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This quarter: (1) Waited for the remaining one vehicle to be delivered (two Toyota Priuses and one Ford van have been received).</p> <p>Next quarter: (1) Receive the remaining one vehicle.</p>	\$118,000	\$118,000	\$0	\$118,000	\$80,367	\$37,633	\$118,000	\$0	68.1%	68.1%	07/01/18 / 07/01/18A	12/31/19 / 12/31/19

SamTrans - Major Capital Project - Quarterly Report - Q4 FY2019 Apr 01, 2019 to Jun 30, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (j) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish

INFORMATION TECHNOLOGY PROJECTS:

021505	Replace & Upgrade Servers & Out of Warranty Equipment Project PM - Carl Cubba	<p>Scope: This project will replace District's servers and data storage, copiers/printers, routers and switches, AC, UPS and other appliances that are at the end of their expected service life and soon to be out of warranty. The project will procure new equipment to replace old and out of warranty equipment in Central's Data Center, North Base, and South Base as well as professional services for setup and configuration.</p> <p>Issues: None.</p> <p>Key Activities This Quarter: (1) Procured additional servers, network routers and switches to replace the out of warranty equipment.</p> <p>Next Quarter: (1) Procure additional servers, network routers and switches to replace the out of warranty equipment.</p>	\$7,079,000	\$995,000	\$6,084,000	\$7,079,000	\$3,852,719	\$3,226,281	\$7,079,000	\$0	54.4%	60.0%	07/01/14 / 07/01/14A	12/31/19 / 12/31/19
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100016	WiFi at Bases for Video Review PM - Karambir Cheema	<p>Scope: The project scope will primarily be as follows: 1. Install and test WiFi equipment at North Base and South Base. 2. Specify software configuration based on stakeholder consensus. 3. Install, configure, and test servers, including: a. Application server, which serves as the back end for client computers allowing users to request video, initiates communication with buses when they enter the yard, and uploads Digital Video Recorders (DVRs) health data as well as any requested video. b. Database server, which runs Microsoft SQL server and houses data for the server application. 4. Install and configure client application on specified computers. 5. Configure all new WiFi equipped DVRs to communicate with the application server.</p> <p>Issues: (1) PM is requesting a single source option for the software portion of the contract. (2) Schedule will be updated after a vendor is selected.</p> <p>Key Activities: This Quarter: (1) Continued the process of gathering requirements for the WiFi infrastructure, backend servers and storage. (2) Continued to meet with project stakeholders. (3) Continued review of the available WiFi systems to decide on the system to be implemented.</p> <p>Next Six Weeks: (1) Continue the process of gathering requirements for the WiFi infrastructure, backend servers and storage. (2) Continue to meet with project stakeholders. (3) Continue review of the available WiFi systems.</p>	\$690,499	\$690,499	\$0	\$690,499	\$2,609	\$687,890	\$690,499	\$0	0.4%	TBD	03/26/18 / 03/26/18A	TBD
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SamTrans - Major Capital Project - Quarterly Report - Q4 FY2019 Apr 01, 2019 to Jun 30, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (i) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish

FACILITIES / CONSTRUCTION PROJECTS:

021111	Bus Stop Improvement Project PM - Greg Moyer	<p>Scope: This project will upgrade and replace bus stop amenities and enhance bus stop site infrastructure resulting in a decrease in repair and amenity replacement costs and an increase in ridership by providing patrons safe, clean and attractive bus stop facilities. The scope includes procurement of new, upgraded, bus stop benches and trash cans. The improved models will be comprised of powder coated steel to withstand harsh weather conditions and vandalism. Both amenities will be bolted to a concrete surface for stability.</p> <p>Issues: Project schedule has slipped due to delays in receiving City permits.</p> <p>Key Activities This Quarter: (1) Completed installation of bus stop amenities (2) Completed project close out.</p> <p>Next Quarter: (1) None. Project has been completed.</p> <p>This will be the last quarterly report for this project.</p>	\$246,084	\$246,084	\$0	\$246,084	\$160,958	\$85,126	\$246,084	\$0	65.4%	100.0%	01/17/12 / 01/17/12A	10/31/18 / 06/30/19A
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SamTrans - Major Capital Project - Quarterly Report - Q4 FY2019 Apr 01, 2019 to Jun 30, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (j) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
021507	Facility Smaller Projects PM - Greg Moyer	<p>Scope: This project will maintain a state of good repair (SOGR) for the District's infrastructure, shops and facilities. This project will maintain continuity of services and sustainability of a pleasant work environment, inclusive of routine maintenance or replacement, e.g. carpets.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Performed maintenance and repairs work.</p> <p>Next Quarter: (1) Continue with maintenance and repairs work, as needed.</p> <p>Note: Project includes Board approved funding through FY2019.</p>	\$1,265,264	\$1,265,264	\$0	\$1,265,264	\$1,183,994	\$81,270	\$1,265,264	\$0	93.6%	93.6%	07/01/15 / 07/01/15A	06/30/20 / 06/30/20
100085	Express Bus Feasibility Study PM - Millie Tolleson	<p>Scope: With congestion on the US-101 steadily increasing, SamTrans needs to determine the financial and operational viability of long-distance express transit bus service along the US-101 freeway corridor. Such services would be paired with highway capacity enhancements, such as high occupancy vehicle or toll lanes. The study would look at combination of roadway and transit capital and operational enhancements would optimize mobility, financial, environmental, and other policy concerns from public and private sector stakeholders across the Bay Area.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Submitted final invoice to Caltrans and close grant. (2) Completed coordination with SamTrans Finance and Budgets staff to close out project budget. (3) Completed project closeout.</p> <p>Next Quarter: (1) None. Project has been completed.</p> <p>This will be the last quarterly report for this project.</p>	\$714,000	\$714,000	\$0	\$714,000	\$710,590	\$3,410	\$714,000	\$0	99.5%	100.0%	04/01/17 / 04/01/17A	10/31/18 / 04/30/19A

SamTrans - Major Capital Project - Quarterly Report - Q4 FY2019 Apr 01, 2019 to Jun 30, 2019

(a) Project No.	(b) Project Name	(c) Scope / Issues / Key Activities	(d) Approved Funding	(e) Original Budget	(f) Approved Changes	(g) = (e) + (f) Current Budget	(h) Expended + Accrual To Date	(i) = (j) - (h) Estimate to Complete	(j) Estimate at Completion	(k) = (g) - (j) Variance at Completion	(l) = (h) / (j) % Expended of EAC	(m) Est. Physical % Complete	(n) Current Baseline / Current Start	(o) Current Baseline / Current Finish
100253	Linda Mar Park-n-Ride Lot Repaving PM - Robert Tam	<p>Scope: Repave the Linda Mar Park-n-Ride Lot. The pavement has deteriorated to a point where it is causing damage to District buses that use the site as a layover location and transit hub. The District is legally obligated to maintain the parking lot in good condition according to the 1980 lease agreement with Caltrans. The project would accomplish the following:</p> <p>(1) Promote safety by reducing the risk of trip-and-fall incidents. (2) Promote state of good repair by bringing and important facility back to satisfactory condition. (3) Promote cost-effective enhancements by providing a longer term solution to pavement maintenance at this site.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Completed project close out.</p> <p>Next Quarter: (1) Project has been completed.</p> <p>Note: This will be the last report for the project.</p>	\$900,000	\$900,000	\$0	\$900,000	\$853,467	\$46,533	\$900,000	\$0	94.8%	94.8%	07/01/17 / 07/01/17A	03/31/19 / 04/30/19A
100255	Traffic Signal Priority Project PM - Robert Tam	<p>Scope: This project will implement Traffic Signal Priority (TSP) technology for SamTrans buses traveling on El Camino Real in San Mateo County (State Highway 82). This will improve transit speed along the corridor by either giving buses early green lights or extending green lights at traffic intersections. SamTrans will build on the existing El Camino Real Smart Corridor Project, implemented by Caltrans and the City/County Association of Governments of San Mateo County (C/CAG), and deploy wayside antennas at intersections and transponders aboard buses as the primary TSP detection technology to provide maximum communication precision.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Awarded the contract at the May 2019 Board meeting. (2) Issued the Notice to Proceed and conduct a kick off meeting with the contractor ACT. (3) Received the signed copy of the maintenance agreement from the City of San Mateo.</p> <p>Next Quarter: (1) Receive the project baseline schedule. (2) Receive the installation plans for the buses and intersections.</p>	\$3,907,000	\$3,907,000	\$0	\$3,907,000	\$358,668	\$3,548,332	\$3,907,000	\$0	9.2%	30.0%	01/01/18 / 01/01/18A	09/30/21 / 09/30/21

SamTrans - Major Capital Project - Quarterly Report - Q4 FY2019 Apr 01, 2019 to Jun 30, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (j) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100350	Central Office Sanitary Sewer Pump Replacement PM - Hubert Chan	<p>Scope: To replace two sewer pumps located in the basement of Central. Original pumps were installed in 1979.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Completed final design. (2) Began procurement process. (3) Responded to vendor queries. (4) Responded to Approved Equals requests. (5) Extended award periods to accommodate "Approved Equals" submissions.</p> <p>Next Quarter: (1) Issue award of construction contract. (2) Initiate pre-construction activities.</p>	\$350,000	\$350,000	\$0	\$350,000	\$73,054	\$276,946	\$350,000	\$0	20.9%	20.9%	07/01/17 / 07/01/17A	12/31/19 / 12/31/19

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San Mateo County Transit District Fiscal Year 2018 Capital Budget

Budget Item	Project No.	Description	Current Years Budget	Previous Years Budget	Total Project Budget
Revenue Vehicle Support					
1.1	100113/100389	Purchase 10 electric buses	3,676,668	7,250,000	10,926,668
1.2	100246	50 flip seats & modesty panels	144,613	-	144,613
1.3	021502	Major bus components (FY18)	1,500,000	3,341,436	4,841,436
S/T			5,321,281	10,591,436	15,912,717
Information Technology					
2.1	100247	Tech Refresh (FY 18)	2,377,800	(1,074,324)	1,303,476
2.2	100248	EPM replacement	500,000	-	500,000
S/T			2,877,800	(1,074,324)	1,803,476
Planning/Development					
3.1	100249	Ridership reporting software	222,000	-	222,000
3.2	021407	Samtrans business plan	780,000	358,000	1,138,000
3.3	090037	Capital program & project development	250,000	-	250,000
3.4	099024	Capital program management	250,000	-	250,000
3.5	100085	Express bus feasibility study - COMPLETE	50,000	634,000	684,000
S/T			1,552,000	992,000	2,544,000
Facilities/Construction					
4.1	100255	Traffic signal priority	3,907,000	-	3,907,000
4.2	021507	Facilities smaller projects (FY17 & FY18)	265,000	282,000	547,000
4.3	100250	Timeclock replacement	100,000	-	100,000
4.4	100251	Transit asset management plan	975,000	-	975,000
4.5	100252	Roof replacement	475,000	-	475,000
4.6	100253	Linda Mar park-n-ride repaving - COMPLETE	700,000	-	700,000
4.7	021237	San Carlos transit center - COMPLETE	860,000	6,230,214	7,090,214
S/T			7,282,000	6,512,214	13,794,214
Other					
6.1		Contingency	250,000	-	250,000
S/T			250,000	-	250,000
Total FY2018 Budget			17,283,081	17,021,326	34,304,407

Fiscal Year 2019 Capital Budget

Budget Item	Project No.	Description	Current Years Budget	Previous Budget	Total Project Budget
Revenue Vehicle Support					
1.1	021502	Major bus components (FY18 & FY19)	1,173,200	4,841,436	6,014,636
1.2	100354	MB-2000 bus simulator system	310,000	-	310,000
1.3	100352	ADA self evaluation plan	200,000		200,000
1.4	100353	Maintenance support equipment	94,185		94,185
S/T			1,777,385	4,841,436	6,618,821
Non-Revenue Vehicle Support					
2.1	100360	Purchase 4 non-revenue support vehicles	118,000		118,000
S/T			118,000	-	118,000
Information Technology					
3.1	021505	Tech Refresh (FY 15, 16, 17, 19)	2,500,000	4,579,000	7,079,000
3.2	100348	Upgrade current District website	600,000	-	600,000
S/T			3,100,000	4,579,000	7,679,000
Planning/Development					
4.1		Capital program & project development	250,000		250,000
4.2		Capital program management	250,000		250,000
4.3		US 101 mobility action plan	250,000		250,000
S/T			750,000	-	750,000
Facilities/Construction					
5.1	021507	Facilities smaller projects (FY17, FY18 & FY19)	570,000	695,264	1,265,264
5.2	100349	Facilities engineering smaller projects	530,000	-	530,000
5.3	100350	Central Office Sanitary Sewer Pumps Replacement	350,000		350,000
5.4	100351	Central Boiler Replacement	80,000		80,000
5.5	100253	Linda park-n-ride repaving - COMPLETE	200,000	700,000	900,000
S/T			1,730,000	1,395,264	3,125,264
Other					
6.1		Contingency	200,000	-	200,000
S/T			200,000	-	200,000
Total FY2019 Budget			7,675,385	10,815,700	18,491,085

Fiscal Year 2020 Capital Budget

Budget Item	Project No.	Description	Current Years Budget	Previous Budget	Total Project Budget
<u>Revenue Vehicle Support</u>					
1.1	021502	Major Bus Components (FY18, FY19 & FY20)	592,000	6,014,636	6,606,636
1.2	100460	Replacement of (14) Revenue Paratransit Vans	956,480		956,480
1.3	100461	Replacement of (13) Revenue Paratransit Cutaway	1,732,640		1,732,640
1.4	100353	Maintenance support equipment	100,835		100,835
S/T			3,381,955	6,014,636	9,396,591
<u>Non-Revenue Vehicle Support</u>					
2.1	100462	Replacement Non-Rev Service Support Vehicles	164,000	-	164,000
S/T			164,000	-	164,000
<u>Information Technology</u>					
3.1	100463	Spear System Improvements	150,000	-	150,000
3.2	100477	Intranet Solution Replacement	350,000	-	350,000
S/T			500,000	-	500,000
<u>Planning/Development</u>					
4.1	100464	Capital Program and Project Development	250,000	-	250,000
S/T			250,000	-	250,000
<u>Safety and Security</u>					
5.1	100465	CCTV Network Improvement	150,000	-	150,000
S/T			150,000	-	150,000

Fiscal Year 2020 Capital Budget (Cont)

Budget Item	Project No.	Description	Current Years Budget	Previous Budget	Total Project Budget
<u>Facilities/Construction</u>					
6.1	100058	Facilities Smaller Projects	1,110,000		1,110,000
6.2	100252	Central Building Roof Replacement (FY18 & FY20)	800,000	475,000	1,275,000
6.3	100466	North and South Base Employee Areas	520,000		520,000
6.4	100467	North and South Base Bus Parking Area Restriping	258,000		258,000
6.5	100468	North and South Base Vacuum Replacement Design	150,000		150,000
6.6	100469	North Base Bus Washer Replacement	540,000		540,000
6.7	100470	North and South Base IW Line to Brake Pit Replacemer	780,000		780,000
6.8	100474	South Base Bus Washer Walls Rehab	350,000		350,000
6.9	100471	60' Aerial Lift Apparatus	70,000		70,000
6.10	100475	ADA Study & Phase 1 Retrofits	1,225,000		1,225,000
6.11	100476	North and South Base Exterior Painting	1,140,000		1,140,000
6.12	100472	Central Building	750,000		750,000
6.13	100473	Central Building Refresh	1,849,200		1,849,200
		S/T	9,542,200	475,000	10,017,200
<u>Other</u>					
7.1	021214	Contingency	250,000	-	250,000
		S/T	250,000	-	250,000
Total FY2020 Budget			14,238,155	6,489,636	20,727,791

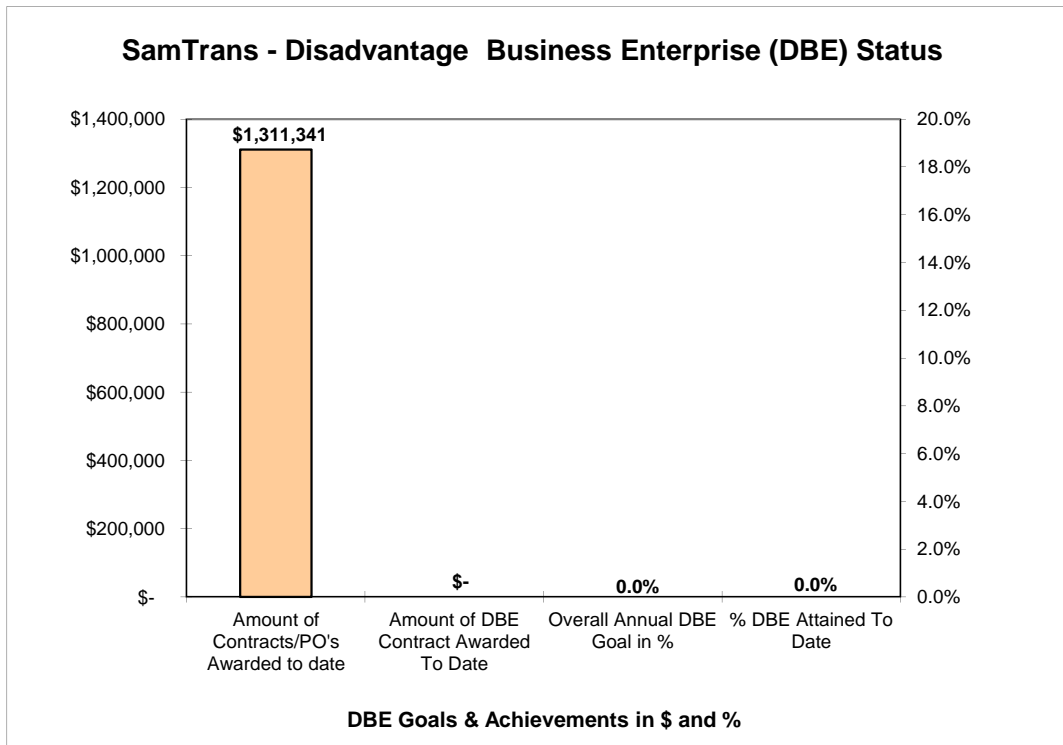
San Mateo County Transit District

Disadvantaged Business Enterprise (DBE) Status Report

Contracts for 3rd Quarter Federal Fiscal Year (FFY) 2019
From April 01, 2018 to June 30, 2018

The following is a summary of SamTrans DBE Status:

<u>Status</u>	<u>Federalized Projects FFY2019</u>
Amount of Contracts Awarded	\$230,883
Amount of Contracts Awarded to DBEs*	\$8,320
Overall Annual Goal in %	0.0%
% DBE Attainment	0.0%
% Over/(Under) Goal	0.0%



Definition of Terms

Approved Changes – Changes to the original budget and/or transfers of budget from one segment code to another that have been approved by management and/or by the SamTrans Board of Directors.

Approved Funding – The amount of funding that has been approved by the SMCTD Board for the execution of the project.

Current Budget – The current budget reflects the original budget plus approved changes or internal budget transfers which has been approved by the program manager and/or the project manager.

Expended % of EAC – This is the % of Money Spent (Not Physical Progress) as compare to the EAC.

Estimate at Completion (EAC) – The forecasted final cost of the project.

Estimate to Complete – Forecast of the cost to complete the remaining work, including anticipated and pending changes.

Estimated Physical % Complete – An estimation of the physical work completed as compared to the budgeted work expressed in %.

Expended + Accrual to Date – The cumulative project costs that have been recorded through the current reporting period in PeopleSoft + accrual cost of the work performed that has not been recorded in PeopleSoft.

Issues – Exceptions / concerns as identified for information or further actions.

Key Activities - Identifies key activities being undertaken for the project for the current month and identifies the work anticipated for the next month.

Original Budget – Budget as originally approved by senior management for execution of the approved scope of work.

Original Start / Current Start – The original planned start date and the current or actual start date of the project.

Original Finish / Current Finish – The original planned completion date and the current forecasted completion date of the project.

Scope - A concise description of the work elements to be performed and delivered by the project.

Variance at Completion (VAC) – Difference between the Current Budget and the Estimate at Completion. A positive value reflects potential underrun, whereas a negative amount indicates possible overrun.

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Performance Status (Traffic Light) Criteria

SECTIONS	On Target (GREEN)	Moderate Risk (YELLOW)	High Risk (RED)
1. SCOPE	<p>(a) Scope is consistent with Budget or Funding.</p> <p>(b) Scope is consistent with other projects.</p> <p>(c) Scope change has been mitigated.</p>	<p>(a) Scope is NOT consistent with Budget or Funding.</p> <p>(b) Scope appears to be in conflict with another project.</p> <p>(c) Scope changes have been proposed.</p> <p>(d) Current Budget forecast exceeds the current approved budget by 5% to 10%.</p>	<p>(a) Significant scope changes / significant deviations from the original plan.</p> <p>(b) Current Budget forecast exceeds current approved budget by more than 10%.</p>
2. BUDGET	<p>(a) Estimate at Completion forecast is within plus /minus 5% of the Current Approved Budget.</p>	<p>(a) Estimate at Completion forecast exceeds Current Approved Budget between 5% to 10%.</p>	<p>(a) Estimate at Completion forecast exceeds Current Approved Budget by more than 10%.</p>
3. SCHEDULE	<p>(a) Project milestones / critical path are within plus/minus four months of the current baseline schedule.</p> <p>(b) Physical progress during the report period is consistent with incurred expenditures.</p> <p>(c) Schedule has been defined.</p>	<p>(a) Project milestones / critical path show slippage. Project is more than four to six months behind the current baseline schedule.</p> <p>(b) No physical progress during the report period, but expenditures have been incurred.</p> <p>(c) Detailed baseline schedule NOT finalized.</p>	<p>(a) Forecast project completion date is later than the current baseline scheduled completion date by more than six months.</p>
4. FUNDING	<p>(a) Expenditure is consistent with Available Funding.</p> <p>(b) All funding has been secured or available for scheduled work.</p>	<p>(a) Expenditure reaches 80% of <u>Available Funding</u>, where remaining funding is NOT yet available.</p> <p>(b) NOT all funding is secured or available for scheduled work.</p>	<p>(a) Expenditure reaches 90% of <u>Available Funding</u>, where remaining funding is NOT yet available.</p> <p>(b) No funding is secured or available for scheduled work.</p>

Note: Schedule variance for (a) Purchase of maintenance equipment; (b) Purchase of major bus components; (c) Maintenance of facilities; and (d) Upgrading of computer systems will not be monitored, as schedules for these types of projects are only a reflection of the year that funding has been allocated.

BOD ITEM #3 (d)
SEPTEMBER 4, 2019

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **INFORMATION ON STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD
ENDED JUNE 30, 2019**

The Finance Division engages in many activities following the end of the June 30 fiscal year both to close out the old fiscal year and set up the new fiscal year. The demands of these activities require a longer time to produce a complete Statement of Revenues and Expenses than allowed by the normal board meeting cycle. Consequently, staff will present a Statement of Revenues and Expenses for June at the October 2nd meeting of the Board of Directors. The auditors, Vavrinek, Trine, Day & Co., expect to finish the audit in late October. We expect to have the Comprehensive Annual Financial Report finalized by November 2019.

Prepared by: Jennifer Ye, Manager, General Ledger 650.622.7890



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 September 4, 2019

Date: August 28, 2019
To: SamTrans Board of Directors
From: Jim Hartnett, General Manager/CEO
Subject: General Manager/CEO Report

July 2019 Summary

Paratransit Service/Ridership

During July 2019, Paratransit services provided 28,710 trips, which is an increase of 270 trips or 0.9 percent compared to the provided in July 2018. There were 41,858 free Paratransit trips on fixed-route buses in July 2019, 2,644 less trips compared to July 2018.

	<u>July 2018</u>	<u>July 2019</u>
On-time Performance goal is 90.0%		
• Redi-Wheels	91.4%	92.6%
• RediCoast	96.9%	97.1%
Complaints per 1,000 trips		
• Redi-Wheels	1.10	0.35
• RediCoast	0.00	0.39
Ridership		
• Paratransit AWR	1,210	1,130
• Paratransit Total Trips	28,440	28,710
• Free Paratransit trips on fixed-route buses	44,502	41,858
• Registrants as of July	8,434	8,161

Fixed-route Bus Service/Ridership

During July 2019, fixed-route bus service provided 815,120 trips, which is an increase of 5,660 trips or 0.7 percent compared to the trips in July 2018. There were 22 weekdays of service in July 2019 compared to 21 weekdays in July 2018. The average weekday ridership (AWR) decreased by 440 trips or 1.4 percent compared to the AWR in July 2019. The month of July 2019, experienced 31 schedules that did not operate (DNO) compared to 29 DNOs in July 2018. On time performance (OTP) for July 2019 was 83.4 percent, which is an improvement over the 80.8 percent recorded in July 2018. District operated services met the OTP goal of 85.0 percent by achieving 85.7 percent for the month of July 2019. The District received one complaint for every 7,000 trips in July 2019

compared to one complaint for every 4,800 trips in July 2018.

Ridership	<u>July 2018</u>	<u>July 2019</u>
• AWR	30,660	30,220
• Total Trips	809,460	815,120

On-time Performance goal is 85%:

• Directly operated service	83.2%	85.7%
• Contracted bus service	74.3%	77.5%
• Coastside service	75.4%	77.2%
• Combined service	80.8%	83.4%

Trips that Did Not Operate (DNO)	29	31
Complaints per million trips	169	144

Maintenance Department

The goal is **25,000** average Miles Between Service Calls (MBSC).

	<u>July 2018</u>			<u>July 2019</u>		
	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>
Motor Bus	475,917	19	25,048	515,925	16	32,245
Paratransit	126,848	3	42,283	112,657	5	22,531

Human Capital Investment

	<u>July 2018</u>		<u>July 2019</u>	
	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>
New Bus Operator Trainees	752	94	1,704	213
Part to Full-time Bus Operator	108	14	0	0
New bus fleet orientation	0	0	11	1
DMV mandated training	208	26	240	30
Bus Operator retraining	60	8	243	30
Maintenance training	496	62	500	63
CPR/AED/First Aid	0	0	16	2
Professional Development	<u>40</u>	<u>5</u>	<u>0</u>	<u>0</u>
Total Hours	1,664	208	2,714	339

Class 159 started training on July 15 and is expected to graduate 16 Bus Operators on September 20th. The next bus operator trainee class is expected to commence in October 2019.

Safety Campaign

The August safety campaign was keeping a safe “Following Distance”. Below are 2 slides from the campaign.


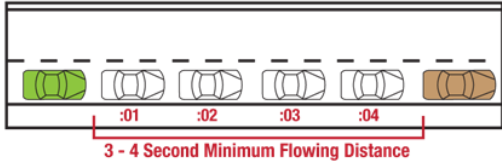
FOLLOWING DISTANCE

HAVING A GOOD FOLLOWING DISTANCE GIVES YOU TIME AND SPACE TO AVOID COLLISION



FOLLOWING DISTANCE

AT LEAST 3-4 SECONDS MINIMUM FOLLOWING DISTANCE



Express Bus Service

Express Bus Service returned to Foster City with the launch of Route FCX on Monday, August 19, 2019. The prior Foster City to San Francisco express route was discontinued in 2009. FCX is bi-directional during the morning and evening commute hours. The FCX has 40-foot buses (600-series) and 60-ft articulated buses (800 series) equipped with free Wi-Fi; ambassadors rode the bus and handed out T-shirts on the first day of service. There was a promotional free fare for the initial two weeks of service that ended on August 30th. Since the initial launch of the service, ridership is encouraging, staff will monitor service quality and the number of standees while being prepared to make adjustments as needed.



Pacifica On Demand Micro-Transit

SamTrans initiated a pilot micro-transit program in Pacifica in May 2019. The OnDemand service provides demand/response transportation service through a modern electronic dispatching and reservation solution that is provided by Via. The OnDemand service is delivered with one cutaway vehicle and supplemented with a second vehicle during high demand. The service is averaging approximately 90-95 trips per weekday.

School Service

On Monday, August 19, 2019, SamTrans initiated the August runbook that provides 39 routes serving 53 schools. The school routes known as local routes are designed to accommodate school bell times.

SamTrans Digital Communications (Social & Web)

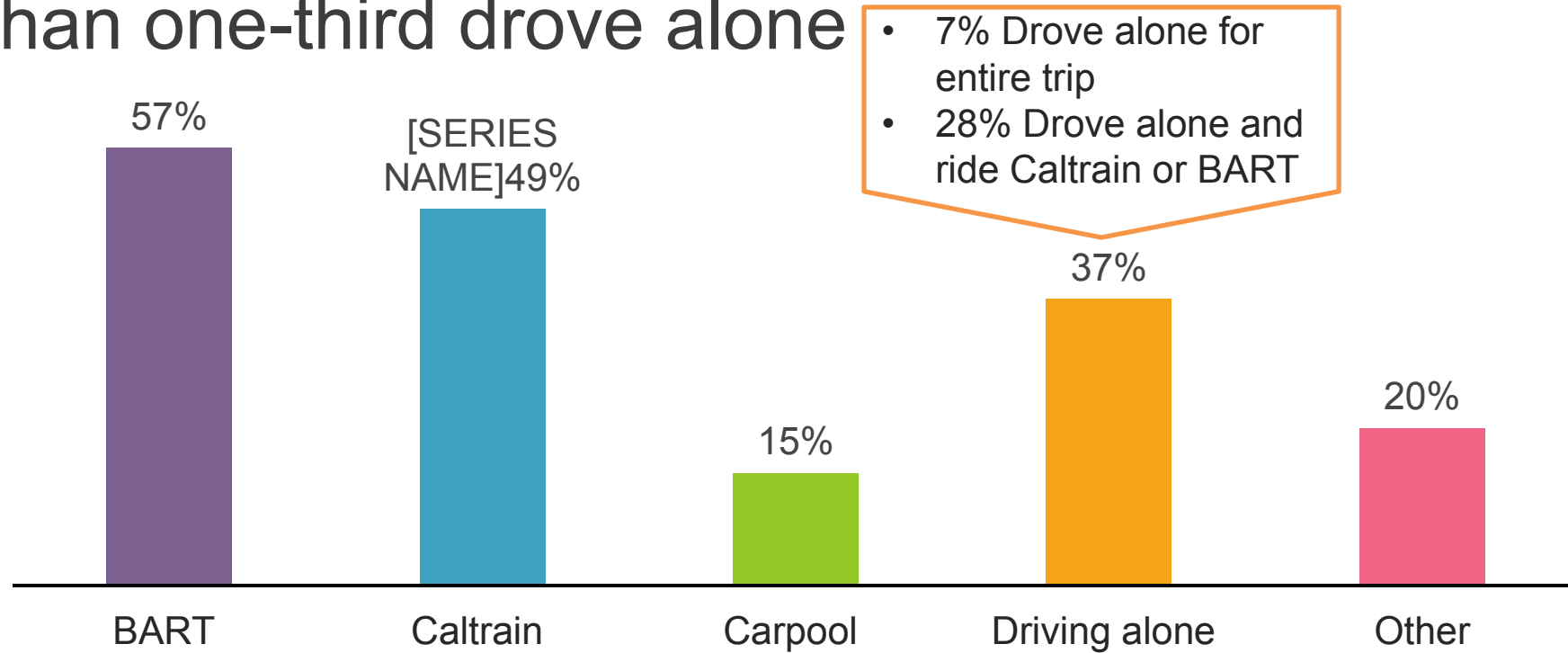
	<u>July 2018</u>	<u>July 2019</u>
Impressions	485,757	272,709 (Facebook, Twitter, Instagram, LinkedIn, etc.)
Interactions	41,475	14,527
Total Followers	7,858	9,349
Website Sessions	162,598	130,640

Foster City Express Bus Survey Key Findings

September 4, 2019

Mode Prior to Riding FCX

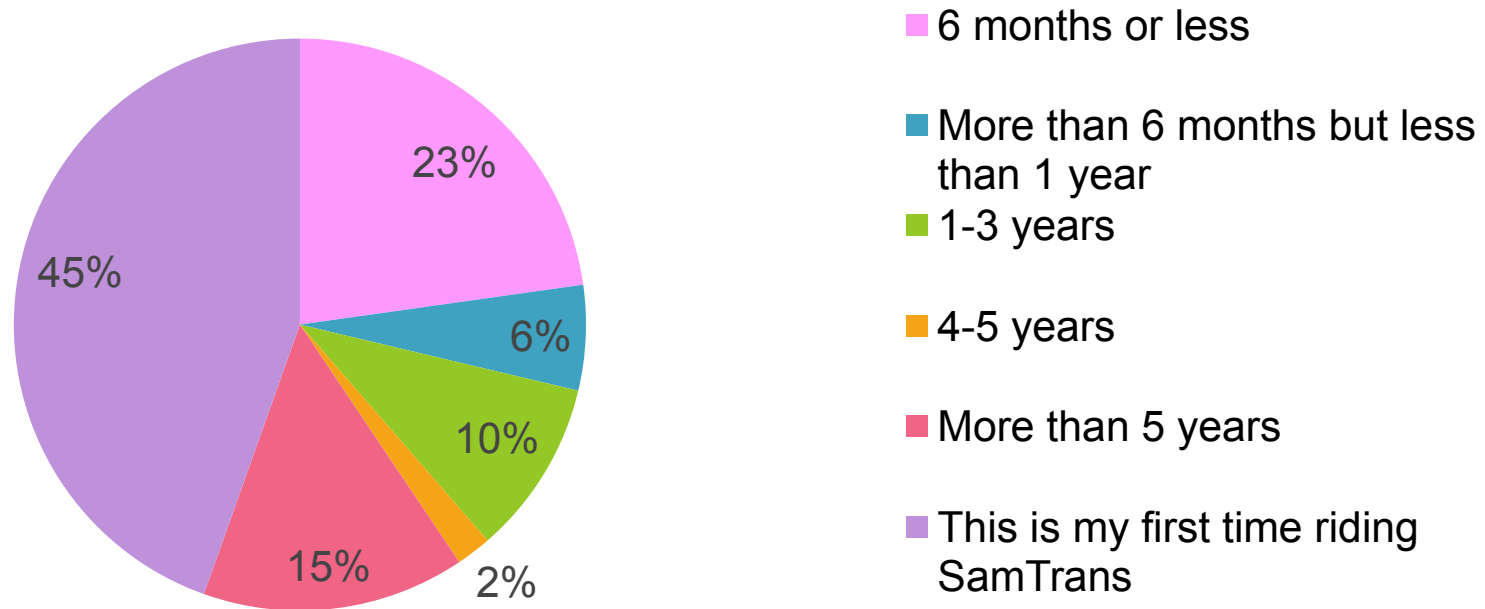
- More than one-third drove alone



N=138

Longevity Riding SamTrans

- Almost one-half of respondents are new riders



N=137

FCX Satisfaction Ratings

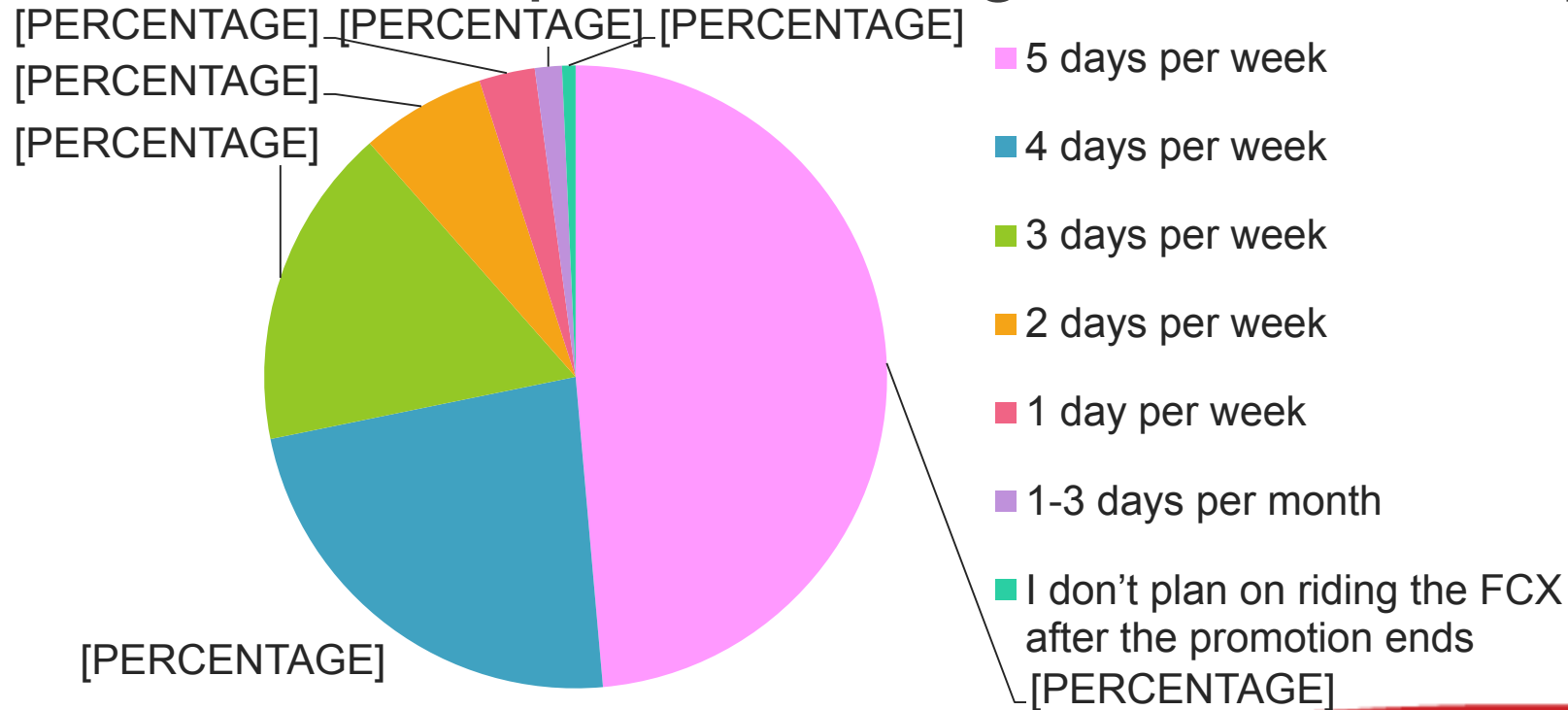
■ High Satisfaction Ratings

	Satisfied	Neutral	Dissatisfied	Don't know or n/a
Travel time	86%	9%	4%	
Location of stops	85%	8%	7%	
Seat availability	72%	12%	17%	
How often the bus runs	58%	25%	17%	
Onboard Wi-Fi	65%	8%	9%	18%
Schedule reliability	85%	10%	2%	3%

N=138

Intentions to Ride After Promotion

- 99% of riders plan on riding FCX after the promotion



N=138

Feedback from FCX Riders

“Thank you!! This is the first time I am using a bus to commute, and it is wonderful!”

“Love the ease and ability to get into SF without having to transfer...”

“...a very big thank you from a person who has gotten about 1 hour back per day.”

“This may be a complete game changer to my commute.”

Questions?

Julian Jest
Market Research Analyst



AGENDA

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

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

WEDNESDAY, SEPTEMBER 4, 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 August 7, 2019

INFORMATIONAL

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Quarterly Dashboard Report – April-June 2019
7. Mobility Management Report: Annual Summary
8. Multimodal Ridership Report – July 2019
9. 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
AUGUST 7, 2019**

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

Committee Members Absent: None

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

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 2:46 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF JULY 10, 2019

Motion/Second: Powell/Pine

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

Absent: Groom

ACCESSIBILITY UPDATE

Margo Ross, Director, Bus Transportation, gave an update on recent outreach activities.

PARATRANSIT COORDINATING COUNCIL UPDATE

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

Committee Chair Rose Guilbault asked if the current service animal policy allows riders to bring "comfort" animals on SamTrans buses. David Olmeda, Chief Operating Officer, Bus, said that the policy does include animals that fall outside of the traditional definition of a service animal, but that it is at the discretion of the operator.

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

Ms. Ross gave a presentation outlining the new Foster City Express (FCX) service.

Committee Member Ron Collins asked if surveys indicated that the service was requested by Foster City residents. Ms. Ross said that the service had been requested in the past. She said that Countywide express bus study surveys pointed to restoring the express service. She said the stops have been changed for the new FCX route. Mr. Olmeda said that the District had actively looked for opportunities of where to introduce express bus service.

Committee Member Collins asked what the projected ridership would be on the express route. Christy Wegener, Director of Planning, said that they projected an eventual 1,000 trips per day but that they would likely achieve 500 trips per day in the first year.

Director Charles Stone noted that the idea of researching and initiating express bus routes had been the focus of most of the District's March 2019 Board retreat.

Director Peter Ratto said that the City of Foster City is very supportive of the new service, particularly since the route will now be bidirectional. He asked if the buses would have WiFi. Mr. Olmeda that WiFi is currently being installed and tested, and added that bus size may be upgraded depending upon demand.

Vice Chair Karyl Matsumoto asked about parking near the bus stops in Foster City. Ms. Ross said the stops were located to be within walking distance for the majority of riders and that no park and ride lots were planned.

Director Dave Pine agreed that WiFi on buses is a critical amenity due to the length of the commute. Mr. Olmeda said that the buses were being retrofitted. Director Pine asked if promotion of the service had been carried out by local employers. Ms. Ross concurred, naming Visa and Gilead. Director Pine asked if outreach had been extended to San Francisco residents/employees of Foster City/San Mateo companies; Ms. Ross said that the employers had conducted that outreach.

Director Pine suggested moving up the implementation dates for the other express bus services and emphasized that SamTrans needs more riders.

Director Ratto noted that projected travel times are end to end and may be shorter depending on where passengers get on in Foster City and get off in San Francisco.

Committee Chair Guilbault said that employers should be supportive of the service.

Jim Hartnett, General Manager, CEO, thanked the Board for their efforts in supporting the development of the service.

CITIZENS ADVISORY COMMITTEE UPDATE

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

MULTIMODAL RIDERSHIP REPORT –JUNE 2019

Mr. Olmeda reported on the monthly statistics.

Committee Member Collins asked why the average weekly ridership for June is higher than in May on Table A. Mr. Olmeda explained that the numbers indicate the trend for all modes of transit, including BART.

Director Josh Powell expressed some questions about Chart A. Mr. Olmeda said he would follow up with him later.

ADJOURN

The meeting adjourned at 3:17 pm.

An audio/video recording of this meeting is available online at 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.

**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
PARATRANSIT COORDINATING COUNCIL (PCC)**

Minutes of July 12th, 2019 Meeting

ATTENDANCE:

Members:

Susan Capeloto, Dept. of Rehabilitation; Dinae Cruise, Vice Chair; Tina Dubost, SamTrans; Judy Garcia, Consumer; Nancy Keegan, Sutter Health/Senior Focus; Sandra Lang, Community Member; Mike Levinson, Consumer, PAL Chair; Alex Madrid, Education Chair, CID; Benjamin McMullan, Chair, CID; Scott McMullin, CoA; Kathi Minden, Rosener House; Sammi (Wilhelmina) Riley, Consumer; Marie Violet, Dignity Health. (Member attendance = 13/16, Quorum = Yes)

Guests:

Talib Salamin, Serra Taxi; David Scarbor, SamTrans; Henry Silvas, SamTrans; Lynn Spicer, First Transit/Redi-Wheels; Jane Stahl, PCC Staff; Richard Weiner, Nelson\Nygaard

Absentees:

Valerie Campos, Vista Center for the Blind; Patty Clement, Catholic Charities; Monica Colondres, Community Advocate;

WELCOME/INTRODUCTIONS:

Chair Ben McMullan called the meeting to order at 1:35pm. Attendees introduced themselves.

APPROVAL OF JUNE MINUTES:

A motion to approve the June PCC minutes was made by Dinae Cruise and seconded by Mike Levinson. Ben McMullan, Scott McMullin, and Alex Madrid abstained. The minutes were approved.

COMMITTEE REPORTS:

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

At the committee meeting on July 9th they received a report from Lori Low, Government & Community Affairs Officer at SamTrans, who gave the committee an update on Federal and State legislation and appointments. They discussed SB1376 (designed to incentivize TNCs to provide more accessible vehicles), advocacy issues, and “tabletop” exercises focused on regional emergency preparedness. Tina Dubost will check whether the PCC and CID could be included in the exercises.

Dinae Cruise had taken the “Get Around” service for San Mateo residents. Anyone interested can call 650-522-7499. Talib Salamin said that the service worked well if the consumer needed a ride right away, it is limited to seniors aged 60+, and covers the surrounding cities. Accessible vehicles can be requested.

The committee also discussed the "Got Wheels" pilot program in Daly City for seniors aged 70+ that started on July 1.

Grant/Budget Review – Nancy Keegan, Chair

Nothing to report.

Education – Alex Madrid, Chair

The committee discussed reminding members of the 4-hour requirement for all PCC members to volunteer outside of PCC meetings. They also discussed approaching more consumer and agency representatives to become PCC members and have PCC members give presentations. Currently there are 5 consumers, 6 agency representatives, 5 community advocates, and 1 paratransit provider. Next meeting is on September 6th, 2019.

Executive – Benjamin McMullan, Chair

Ben has contacted the Office of Emergency Services (OES) and CoD to see if one of their members would be willing to be a PCC member. The committee reviewed the 2019-21 work plan, which will be sent out to the full membership to review and submit their recommendations and prioritizations. The work plan will then be categorized and discussed at the September PCC meeting.

A sign-up sheet was sent around for representation at the PCC at a Driver Appreciation Lunch on July 31st.

Ben will contact the *San Mateo Daily Journal* regarding an article about PCC membership.

CONSUMER COMMENTS

A consumer from Half Moon Bay spoke to the group and had the following suggestions:

1. The driver's name should be posted in the bus as it's not always easy to see the name if you want to submit a compliment or complaint.
2. One time she missed her train because the bus was 45 minutes late. She was told it was because someone didn't show up for work but felt that shouldn't be her problem and that she should have been told. Due to the delay, she had to wait 2.5 hours for another train.
3. Drivers need to understand that there is not always a good place to wait. If it's windy or cold, they should look inside the building.
4. It would be helpful if there was a card with the number to call.
5. Schedules should be posted on when buses go to Safeway, etc., as this is when many people use the bus service. Buses should also go to the Grocery Outlet in Pacifica, and the farmers' market on Saturday.
6. Consumers need a Clipper card or non-medical transport so they would not need to worry about having money.
7. More information is needed about transportation options at community events, farmers' markets, etc. A small percent of the seniors utilize the options available to them.

8. There should be more information about RediCoast and Redi-Wheels at senior housing and the three senior complexes.

In response, Tina said:

- She will investigate the late ride occurred if the consumer can provide her with the date.
- Drivers are not able to enter buildings to look for people. They can wait five minutes for riders.
- RediCoast ID cards have the number to call; she will send a replacement ID.
- She will ask for more schedules to be available in the bus stops.
- Senior Coastsiders runs the bus service to the grocery outlet, etc. She will pass along the request.
- She will ask SamTrans Distribution to send more communications.
- SamTrans has a mobile app that is more convenient.

Mike urged the consumer to attend meetings of the Coastside Transportation Committee. The next one is on September 12th and Tina will add her email address to the distribution list.

CONSUMER CORPS REPORT

Jane Stahl reviewed the 2Q2019 report. More reports (237) were submitted this quarter (186 in 1Q19) by 15 riders (3 more than 1Q2019).

↑ On-Time Performance:

- 82% of ride evaluations submitted by Consumer Corps members reported their pickup time was within 20 minutes of their scheduled ride time (62% in 1Q2019)
- The longest ride wait time reported this quarter was 50 minutes in May.

↑ Telephone Reservations:

When making ride reservations, about 70% of Consumer Corps members reported that their calls were taken without being put on hold (41% in 1Q2019). The longest time on hold was 20 minutes in June. There were 23 subscription rides-no reservation time is required.

↑ Night Before Calls:

84% received same day calls (66% in 1Q2019).

↑ Same Day Reminder Calls:

76% received same day calls (60% in 1Q2019).

↓ Driver Assistance: Driver assistance that "met needs" or was "above needs" occurred in 86% of reports submitted (92% in 1Q2019).

Vehicle Information:

- 54% of the rides reported were on Redi-Wheels vehicles.
- 38% of the rides reported were on Taxicabs.
- 3% of the rides reported were on Redi Coast vehicles.

↓ Comment Cards: Approximately 30% of riders noted comment cards on display in Redi-Wheels vehicles (down from 54% in 1Q2019).

Also provided were charts tracking various points from 1Q2018 through 2Q2019.

Mike asked about the decrease in comment cards; David Scarbor reported that they ran out of them for several weeks but that they are now available.

OPERATIONAL REPORTS

Tina reminded everyone to sign up for alerts of power outages at www.PGE.com.

SamTrans is issuing an RFP for a subsidized taxi program to start in the fall serving San Carlos, Redwood City and Fair Oaks.

SamTrans will be making some videos and are looking for volunteers to help promote the senior mobility program, veteran volunteer program, and how to ride SamTrans.

There are no updates yet on the micro-transit program in Pacifica.

PERFORMANCE SUMMARY

Ridership is down 5% from 27,613 in May 2018 to 26,307 in May 2019. Average weekday ridership is also down about 5%. Redi-Wheels saw a decrease for demand, agency and subscription trips. Taxi usage was 37.2% of total trips. The number of same day cancels went up. On time performance was 91.5%. Productivity remained high at 1.94 passengers per hour. Average wait time in queue met the standard.

COMMENT STATISTICS REPORT

The number of complaints is consistent; response time is good. Most common complaint is late vehicles. When complaints are made about drivers, individual training is being conducted. Alex asked about complaints about dispatchers, but Tina didn't think there were many.

SAFETY REPORT

In June there were 6 incidents, 4 of which were preventable. All were minor.

LIAISON REPORTS

Agency – Nancy Keegan

The group only meets when there are concerns. She will check in with the other agencies and reach out to Tina for a meeting if needed.

ERC – Mike Levinson

No meetings are scheduled however there are some items in the Work Plan that will require a meeting.

Commission on Disabilities (CoD) – Ben McMullan

They are undertaking a series of focus groups on enhanced supported services to see where there might be gaps in order to make policy recommendations. There were no transit-related updates.

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

They are hiring for positions in independent living and generalist. Also hiring someone to help people applying for SSI and qualifying for CalFresh (formerly food stamps).

Dinae asked about the Transition to Independence event, which will be on October 12th at El Camino High School in South San Francisco.

Commission on Aging (COA) – Scott McMullin

The COA is updating their publication “Help at Home.” Printing will happen in the spring 2020. The transportation committee met on Thursday and will concentrate efforts on distribution of the publication.

The transportation committee also has sent a letter to Kaiser to consider a mobile unit for patients who live on the Coastsider so they don’t have to travel to Redwood City.

Stakeholder Advisory Group – Sandra Lang

The last meeting was on June 25th. They have completed the policy framework for considerations and are using input from SAG members and the Technical Advisory committee to prepare a draft plan. The final plan is proposed to be adopted in November, with a review period prior.

At the meeting the committee was given an overview of the strategic plan presented by the Transit Authority. The criteria developed to evaluate project expenditures were included. There were over 300 responses received to the transportation survey; Sandra mentioned concerns submitted under the “Investing in public transportation” and “complete streets” areas.

The committee will meet on August 26 and 27 to refine the evaluative criteria. Sandra will be happy to take any comments.

The SamTrans Board will be discussing the proposed SamTrans fare proposals on July 10th. Comments can be made on the SamTrans website if not able to attend in person. Tina confirmed that no changes are proposed for paratransit fare.

Coastside Transportation Committee (CTC) – Tina Dubost

At Senior Coastsider on June 27th, Tina gave an update on SamTrans, the new pilot service in Pacifica, and a ridership report.

BYLAW CHANGE

A change was proposed to Article VII: Committees. 4. Executive of the bylaws.

Currently it reads:

"Committee shall consist of all PCC officers, immediate past PCC chair and chairs of all standing committees. The Chair shall have the option of appointing one other person at large."

The proposed new wording was:

"Committee shall consist of all PCC officers, chairs of all standing committees and a maximum of two additional past PCC chairs. The chair shall have the option of appointing one other person at large."

Richard read out the proposed bylaw wording. Sandra Lang moved to approved; Mike Levinson seconded the motion; the motion was approved.

OTHER BUSINESS

Mike Levinson reported that the City of Daly City is conducting two focus groups related to accessible transit. There is also a focus group in San Francisco on disability and transportation on July 25th, at 825 Mission Street.

Next meeting is on Tuesday, September 10th at 1:30pm.

Meeting adjourned at 3:04pm.

SamTrans Citizens Advisory Committee Update
July 31, 2019 Meeting

Jeannie Chen, Manager, Budgets, gave a presentation summarizing the Fiscal Year 2020 capital and operating budgets and answered various questions by the Committee members.

In the absence of Margo Ross, Director, Bus Transportation, Said El-Khatib, Manager, Bus Transportation, distributed a performance statistics handout to the Committee members and discussed the new Foster City Express bus service.

During the CAC member comments/requests session, various members provided valuable input and comments and had questions and concerns regarding: high-speed rail, adding new and repairing existing bus shelters, route detours, increased frequency of the ECR, lowering the age to qualify for the eligible discount, free SamTrans service, runbook changes, and improving the readability of timetables.

Chair Sonny Koya reported on the July 10 SamTrans Board meeting.

**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: **QUARTERLY DASHBOARD REPORT: APRIL – JUNE 2019**

ACTION

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

SIGNIFICANCE

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

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

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

STRATEGIC INITIATIVE

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

This month's presentation will be presented via PDF.

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

650-508-6479
650-622-8038



2019 SamTrans Service Statistics

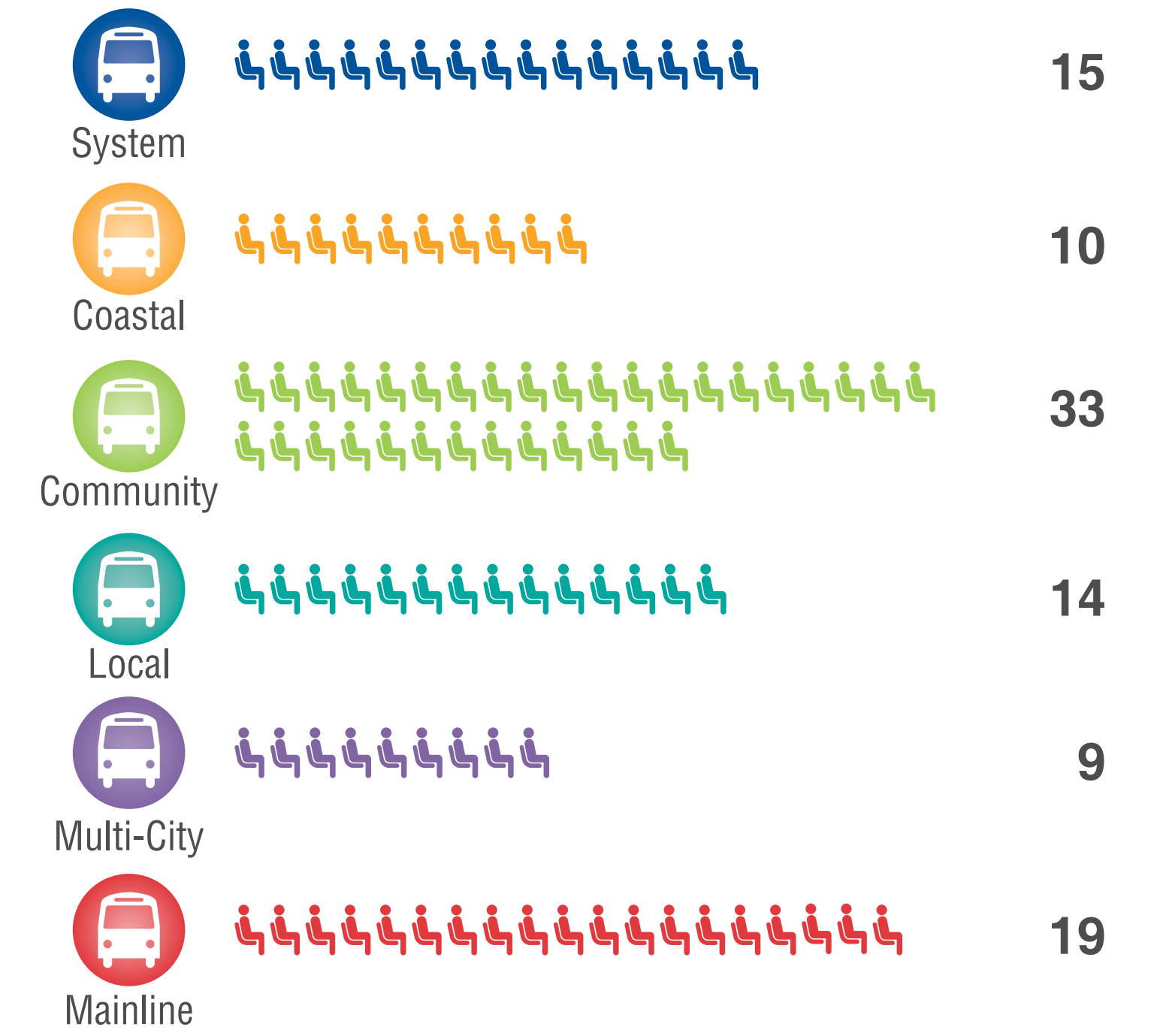
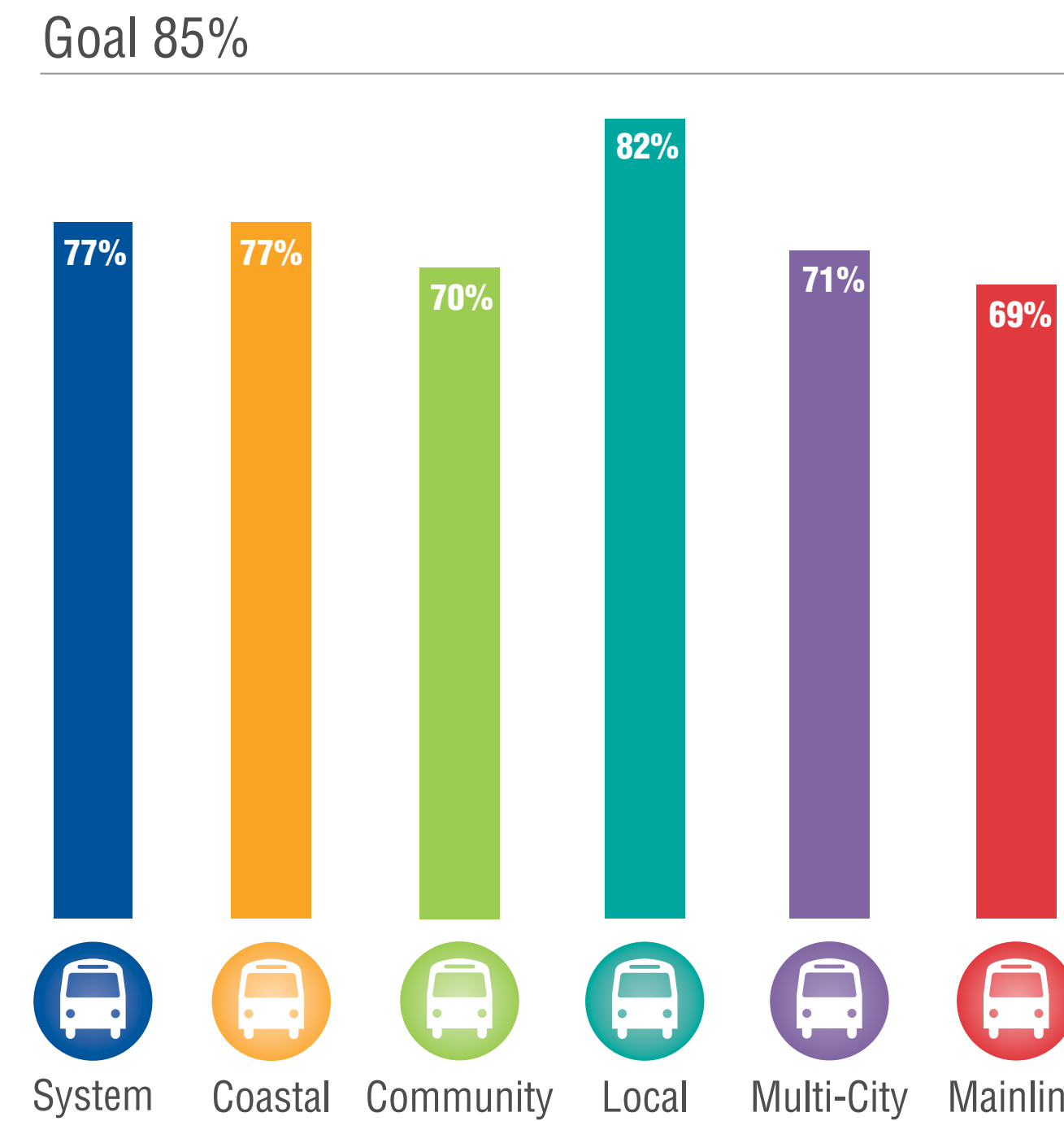
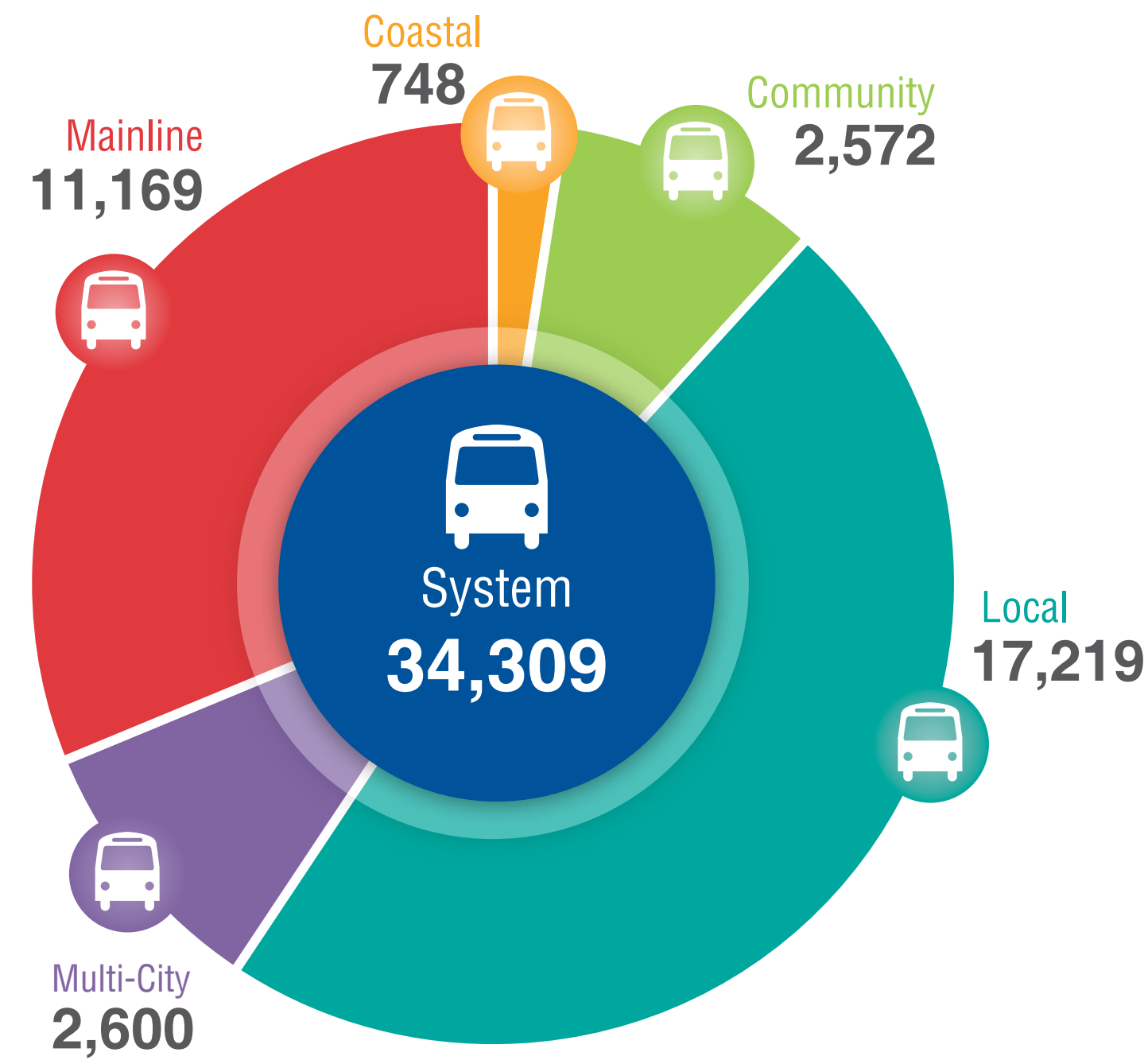
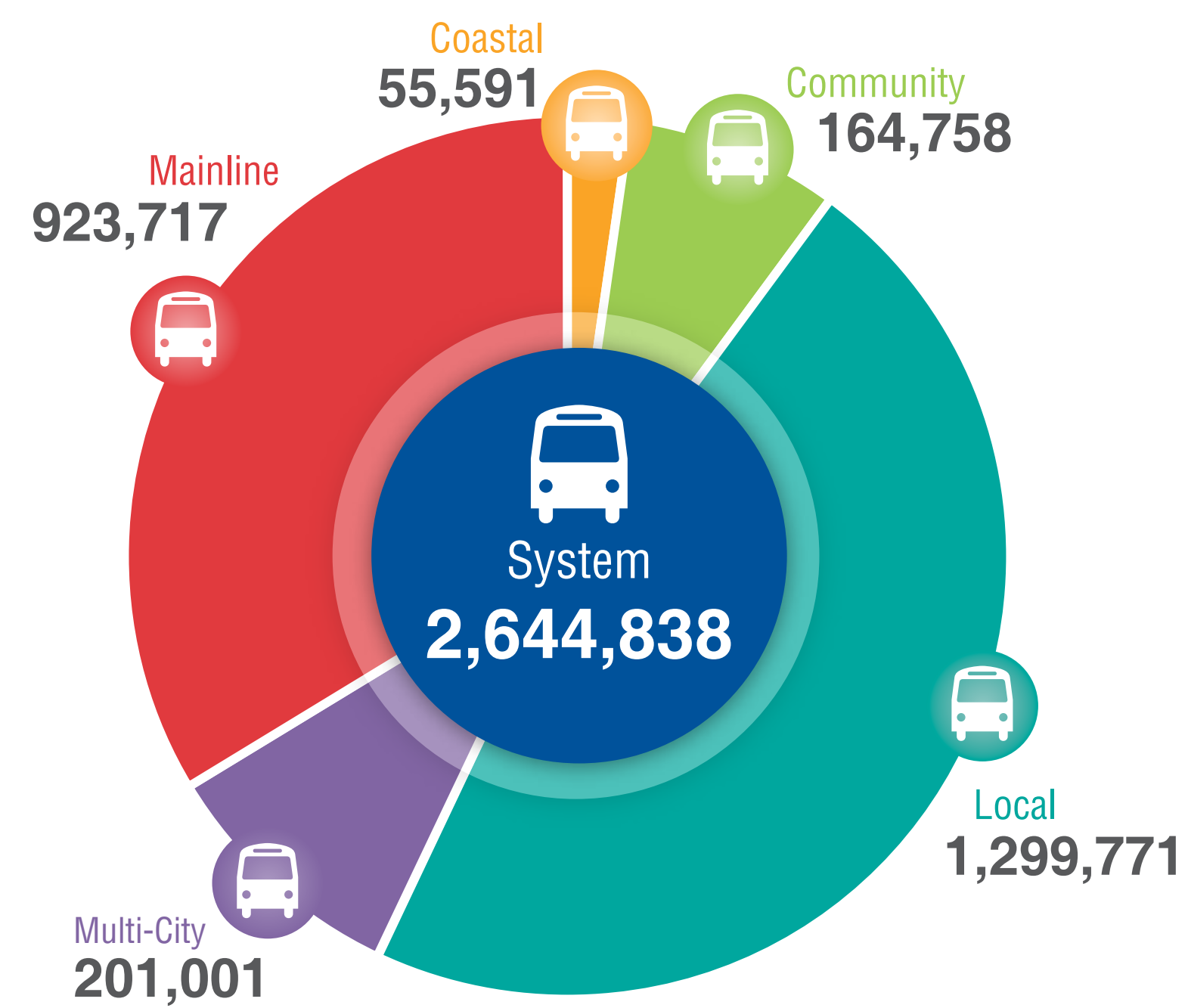
Quarterly Report (April - June)

TOTAL PASSENGERS

AVERAGE WEEKDAY RIDERSHIP

WEEKDAY ON-TIME PERFORMANCE

WEEKDAY PASSENGERS/VEHICLE REVENUE HOUR



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

Community: Infrequent, community-specific routes which do not operate during off-peak hours. (Routes 14, 58, etc...)

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

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

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

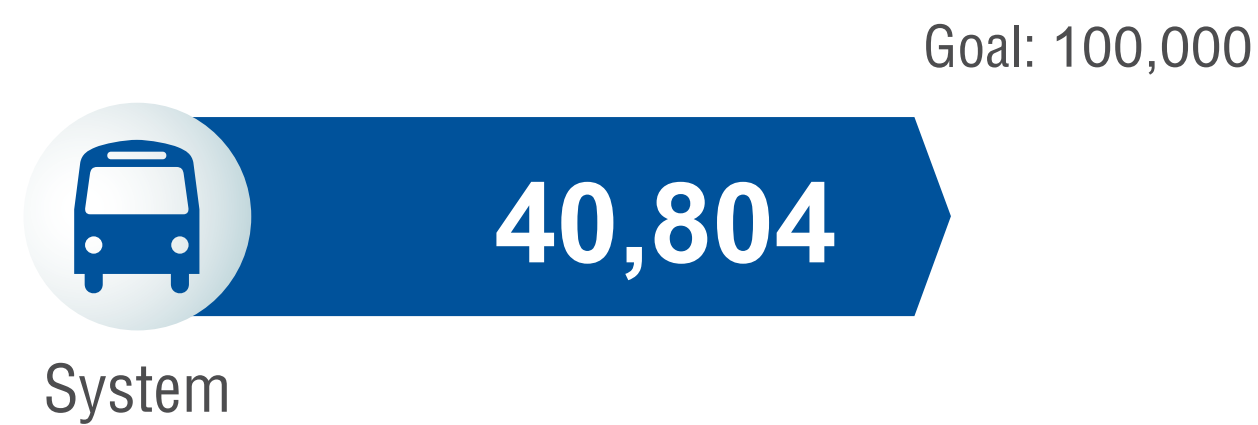
TOTAL MILES TRAVELED

PREVENTABLE ACCIDENTS

MILES BETWEEN PREVENTABLE ACCIDENTS

SERVICE CALLS

MILES BETWEEN SERVICE CALLS



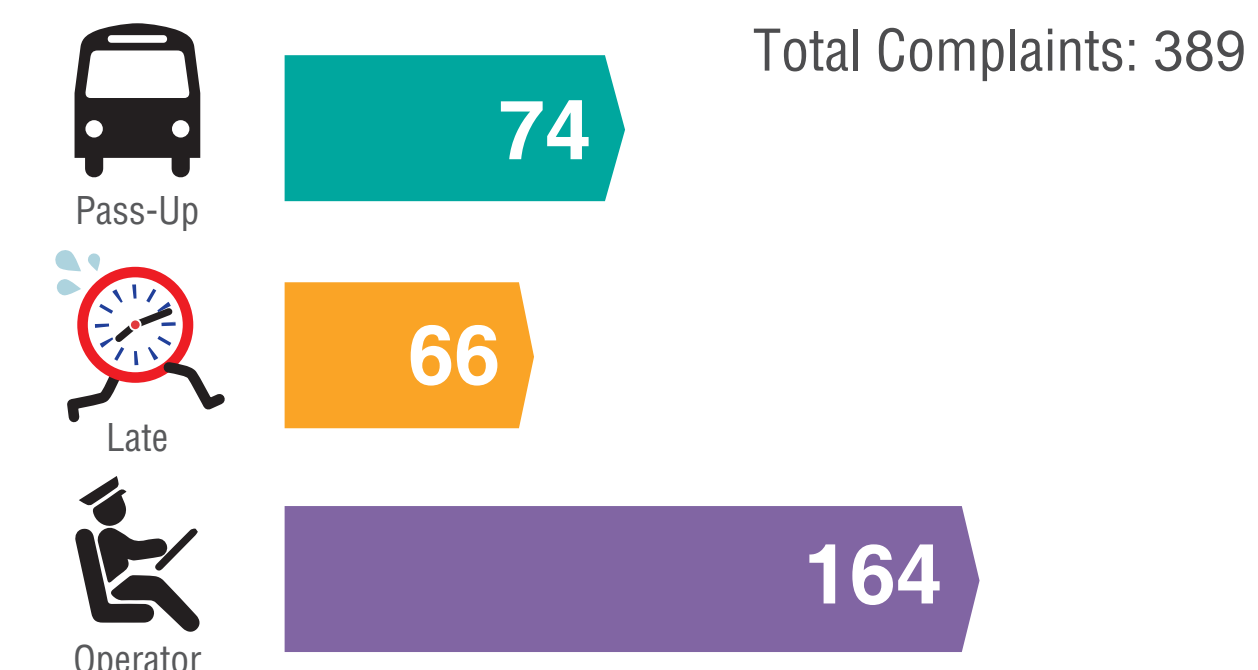
DID NOT OPERATE

DID NOT OPERATE/100,000 TRIPS

TOP 3 COMPLAINTS

COMPLAINTS/100,000 BOARDINGS

FAREBOX RECOVERY RATIO



**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **MOBILITY MANAGEMENT REPORT: ANNUAL SUMMARY**

ACTION

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

SIGNIFICANCE

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

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

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

STRATEGIC INITIATIVE

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

This month's presentation will be presented via PowerPoint.

Prepared by: Donald G. Esse, Senior Operations Financial Analyst 650-508-6329

End-of-Year Performance Report FY 2019

Community Relations Committee
September 4, 2019

Annual Summary



- Ridership
- Performance Statistics
- Highlights
- Summary

Bus Ridership – Total Trips

	<u>FY2018</u>	<u>FY2019</u>	<u>Change</u>	<u>Percent</u>
SamTrans Bus	11,133,440	10,670,850	-462,590	-4.2%
AC Transit*	52,019,068	55,028,720	3,009,652	5.8%
VTA	28,473,346	27,448,348	-1,024,998	-3.6%
SF Muni	161,008,879	159,592,572	-1,416,307	-0.9%
Sacramento	10,501,556	9,889,537	-612,019	-5.8%
Bus National	4,619,728,442	4,552,925,218	-66,803,224	-1.4%

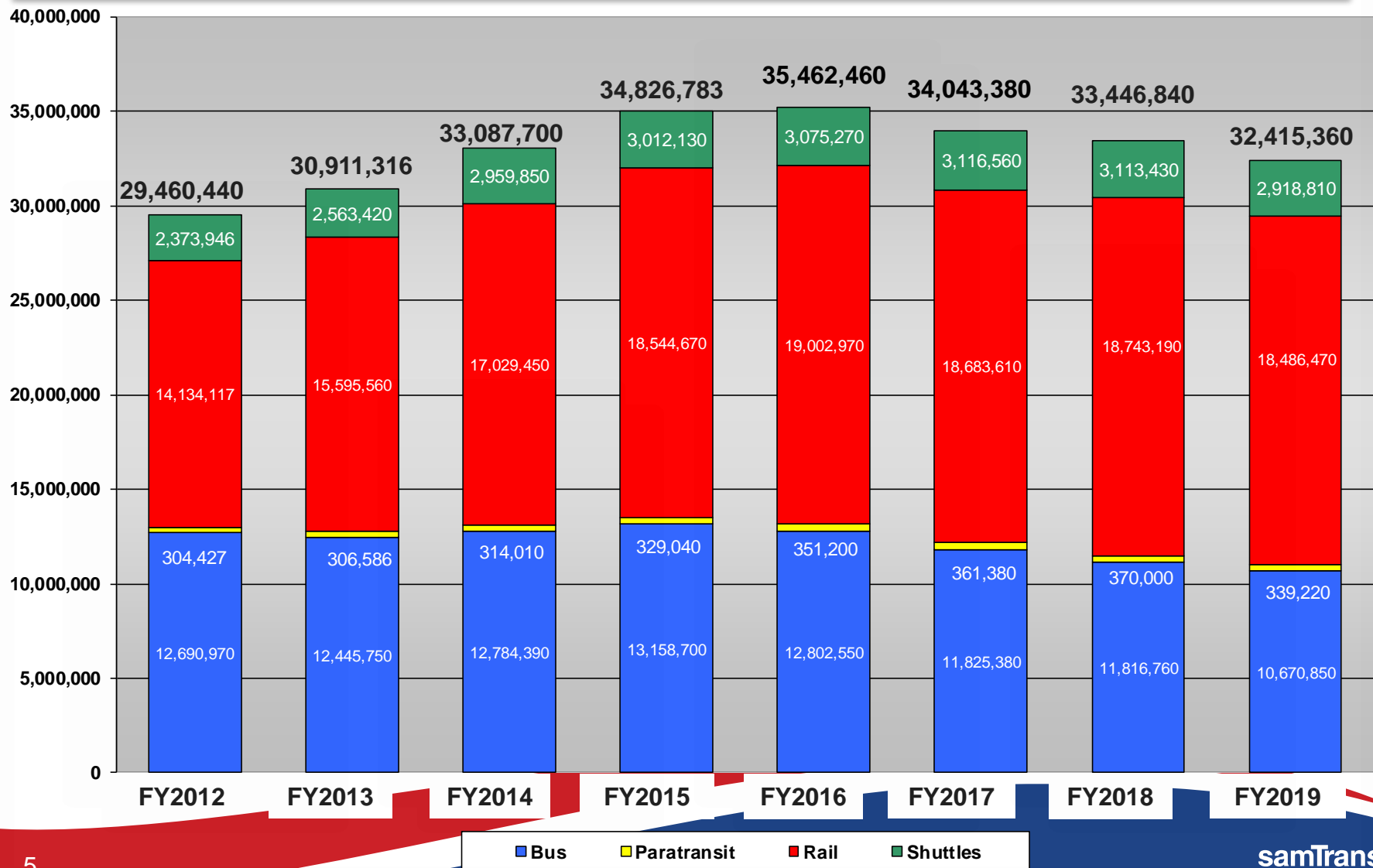
* AC Transit implemented a COA June 17, 2018, which included a 2.5% service increase.

Ridership – Other Modes

	<u>FY2018</u>	<u>FY2019</u>	<u>Change</u>	<u>Percent</u>
SamTrans ADA	354,680	339,220	-15,460	-4.4%
National*	100,463,461	101,211,422	747,961	0.7%
Shuttles	3,014,900	2,918,810	-96,090	-3.2%
JPB	18,806,730	18,486,470	-320,260	-1.7%
Rail National	4,741,321,997	4,680,497,106	-60,824,891	-1.3%
BART Extension	14,104,650	13,615,810	-488,840	-3.5%
BART HR System	127,874,512	123,404,830	-4,469,682	-3.5%

* “National” is Demand Response, which includes Paratransit and non-ADA demand response services.

Total Trips – All Modes



Trips and Passenger Miles

<u>Mode</u>	<u>AWR</u>	<u>Total Trips</u>	<u>Passenger Miles</u>
Bus	35,150	10,670,850	44,800,000
Paratransit	1,160	339,220	7,020,000
Shuttles	11,420	2,918,810	3,910,000
Caltrain	<u>63,040</u>	<u>18,486,470</u>	<u>409,340,000</u>
Total	110,770	32,415,350	465,070,000

On-time Performance



BUS

Goal 85%

PARATRANSIT

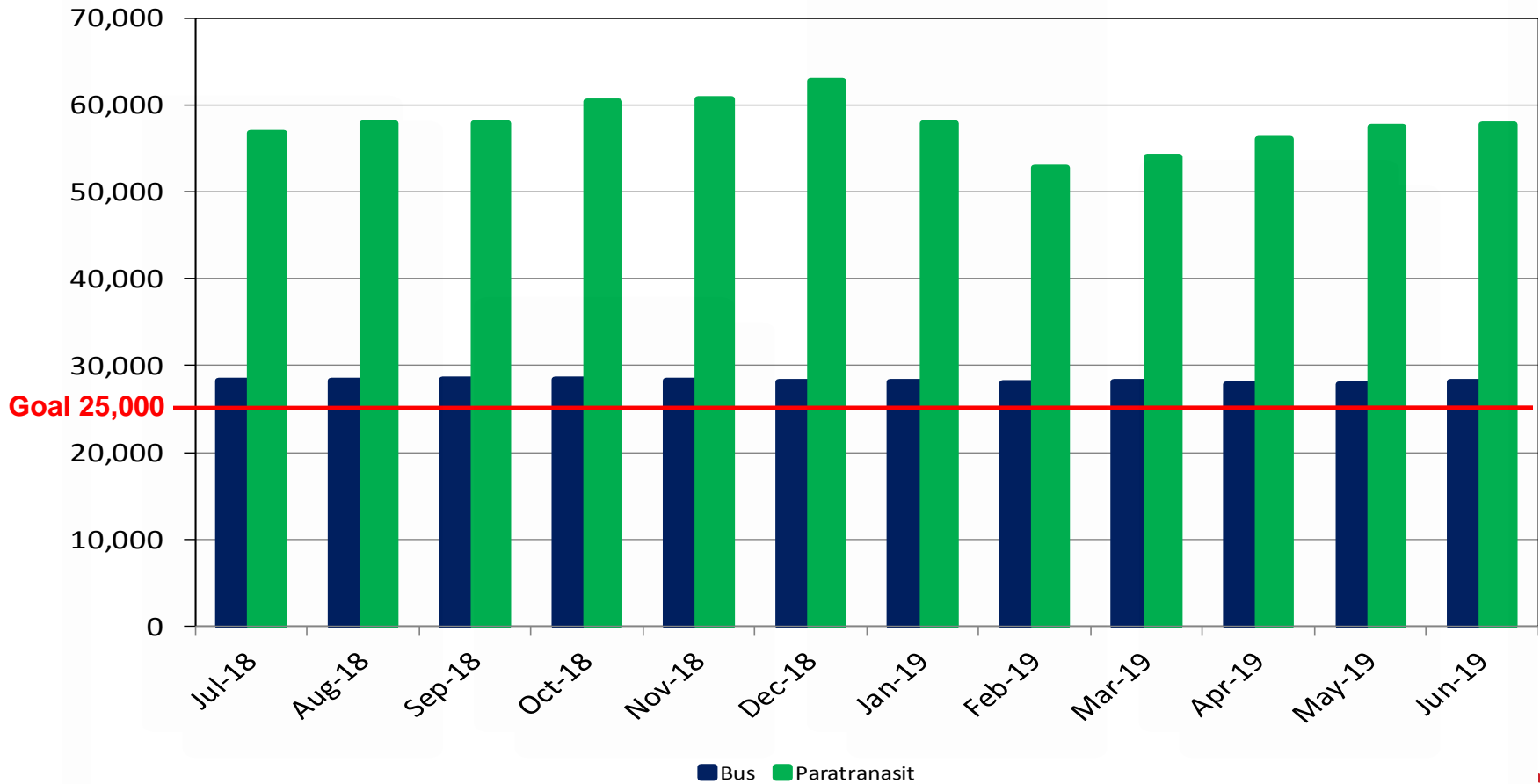
Goal 90%

RAIL

Goal 95%

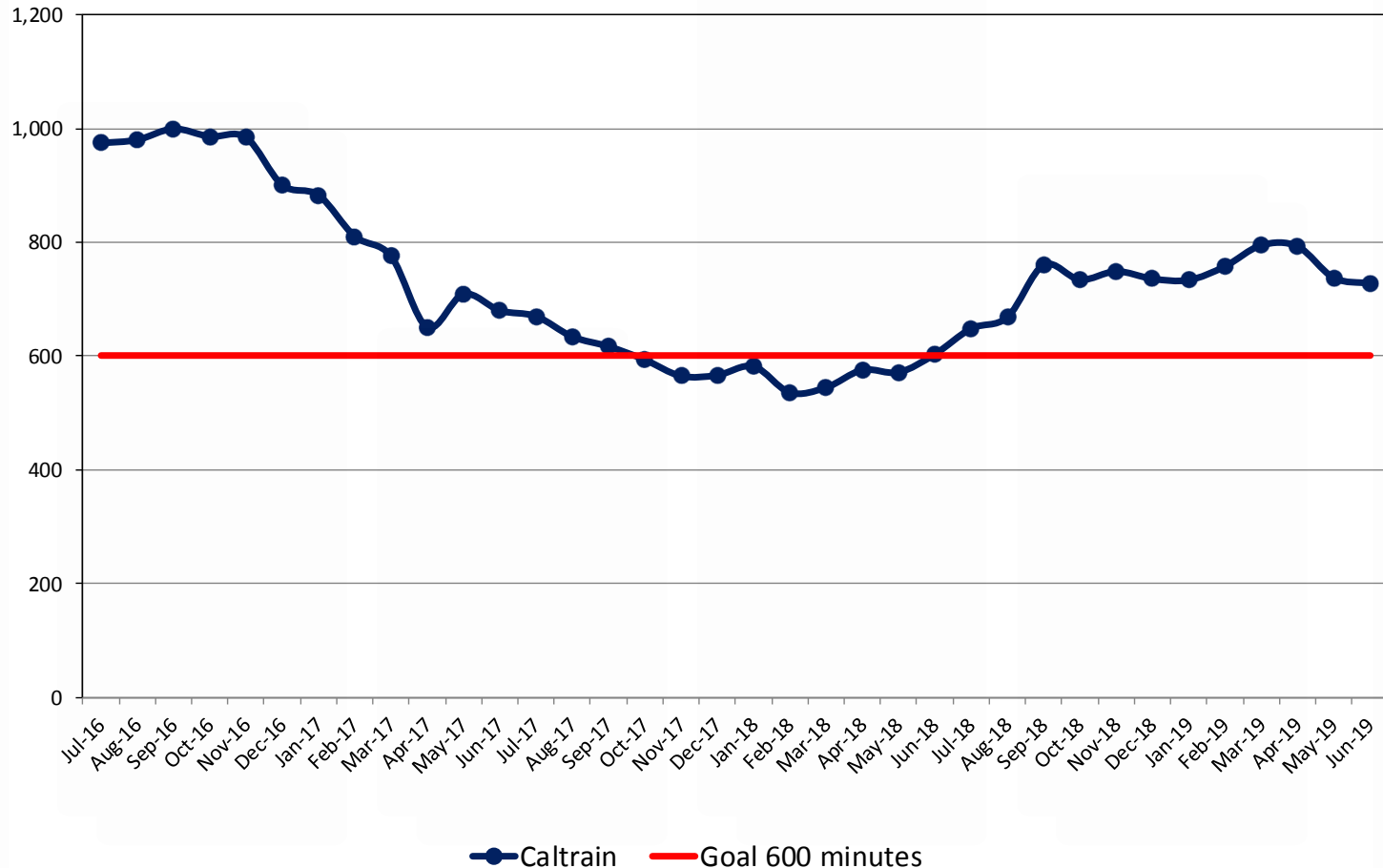
Fleet Reliability – Bus & Paratransit

Miles Between Service Calls
12-month rolling average



Fleet Reliability - Rail

Mechanical Minutes of Delay
12-month rolling average



Safety

	<u>Vehicle Miles</u>	<u>Preventable Accidents</u>	<u>Avg. Miles Between Acc</u>
Bus	9,572,800	184	52,026
Paratransit	3,034,200	15	202,280

Goal: 100,000 miles between preventable accidents

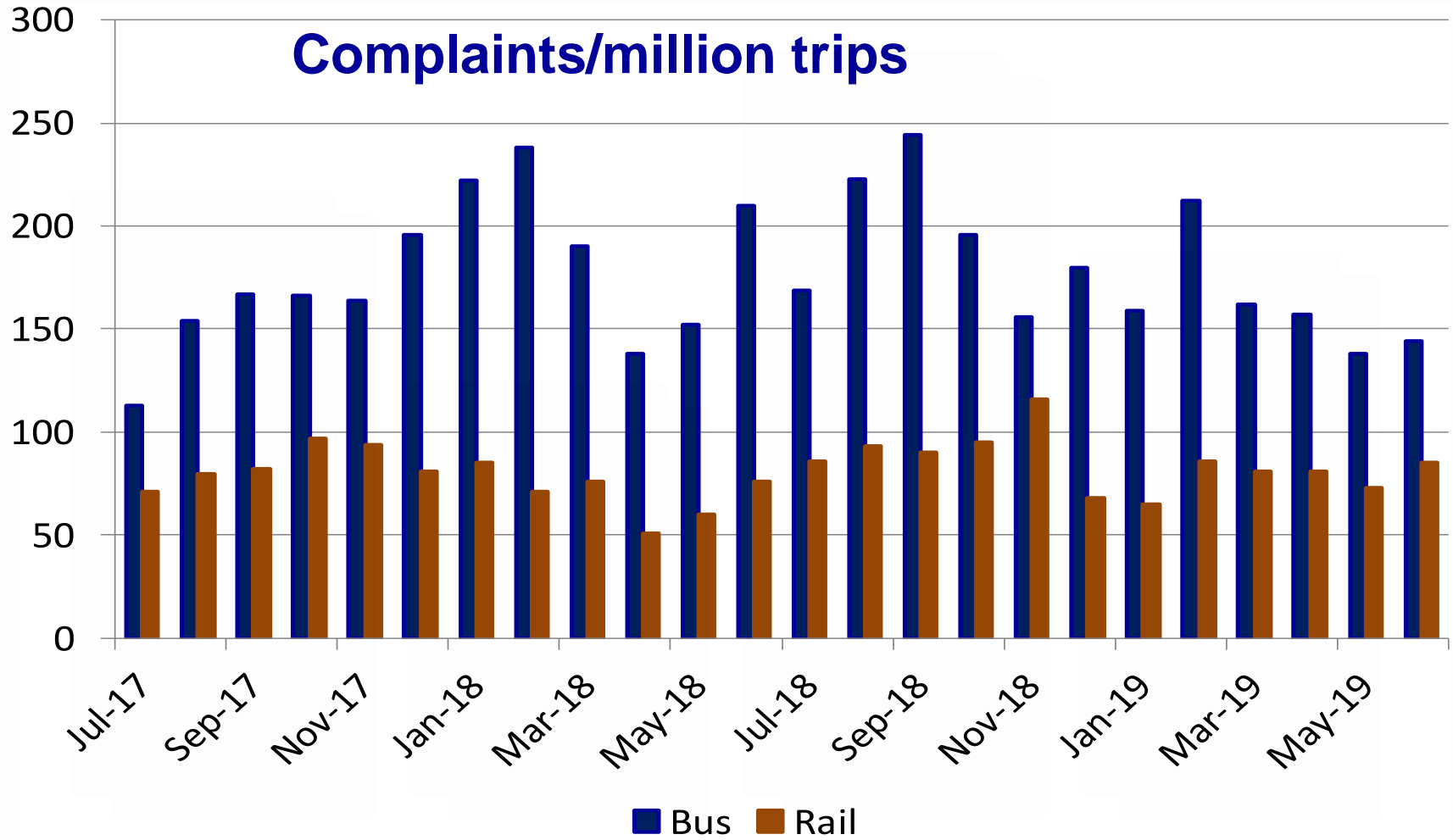
	<u>Train Miles</u>	<u>Trespasser & Vehicle Strikes</u>	<u>Avg. Miles Between Incidents</u>
Rail	1,342,000	52	25,808

Missed Service

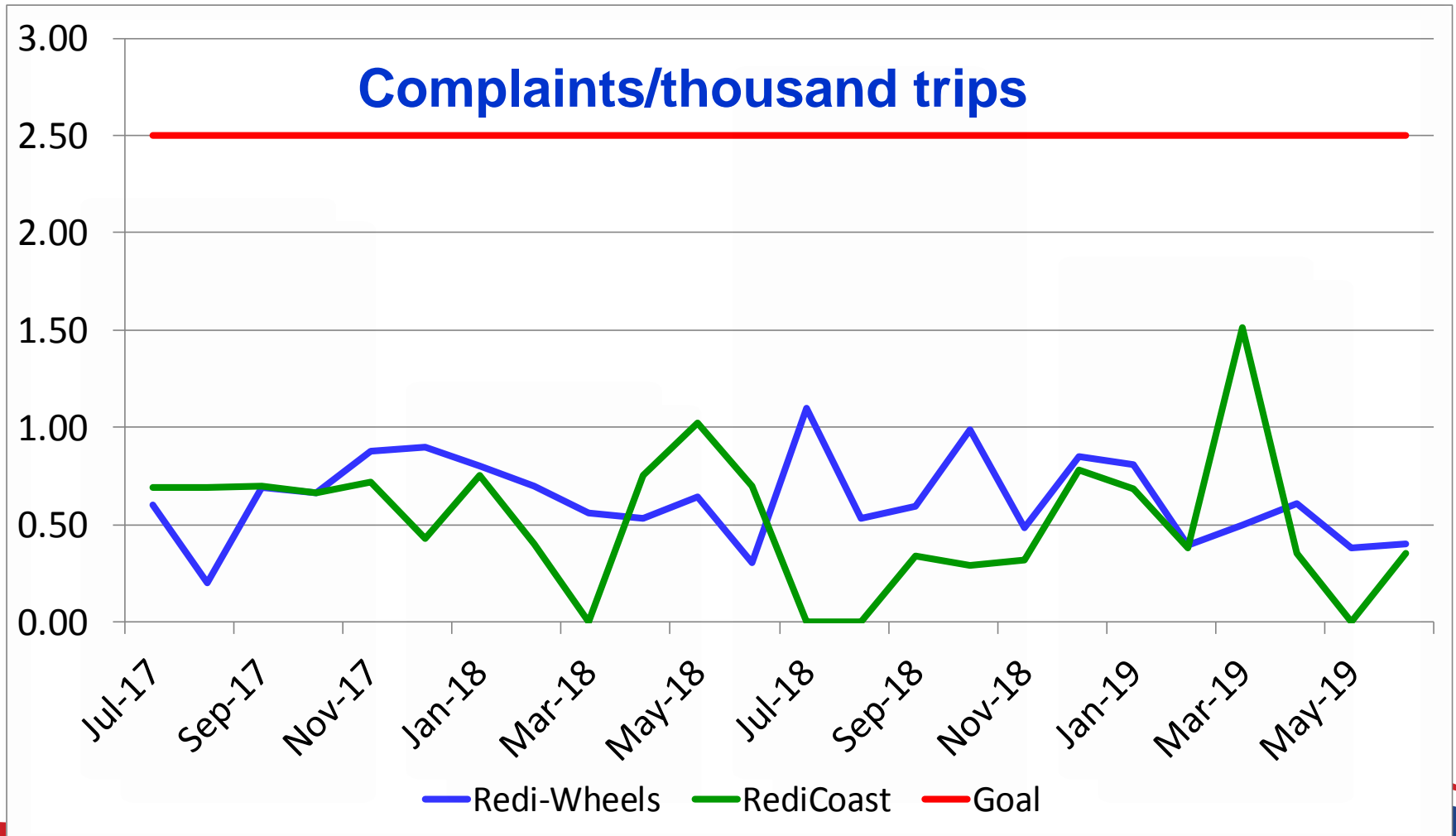
	<u>Bus Trips</u>	<u>DNO</u>	<u>Percent</u>
FY 2017	577,000	252	0.04%
FY 2018	577,000	783	0.14%
FY 2019	589,000	646	0.11%

	<u>Trains</u>	<u>Annulled</u>	<u>Percent</u>
FY 2017	27,132	34	0.13%
FY 2018	26,172	15	0.06%
FY 2019	26,128	13	0.05%

Bus & Rail Complaints



Paratransit Complaints



Performance Trends - Buses

	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>Goal</u>
Trips	11,825,380	11,133,460	10,670,850	
AWR	38,780	36,470	35,150	
OTP	82.7%	79.7%	79.1%	85.0%
Accidents	114	132	184	
Miles/Accidents	81,072	69,186	52,026	100,000
Service Calls	204	227	222	
Miles BSC	29,224	25,884	27,921	25,000
DNO	252	783	646	
Complaints/million	134	175	178	

Highlights – Fixed-route Service

FY 2019 Service Changes

- ECR Rapid service commenced June 2018, 700 AWR increase
- ECR Service 20-minute headways, June 2018, 1,200 AWR decrease
- SFO Connector commenced service, June 2018, total trips for the first year of service, 42,630 trips
- Routes KX & 398 merged August 2018, increase of 50 AWR
- Mobile App launched September 2018 (YTD: 11,115 new accounts, 15,152 app downloads)
- Microtransit On-demand launched May 2019

Highlights – Fixed-route Service

FY 2020 Service Changes

- ECR (Local) service adjusted to 15 minute headways, June 2019
- Express service between Foster City and San Francisco (FCX), August 2019
- Express service between Palo Alto and San Francisco

Bus Bridges

- Caltrain (weekend) bus bridge service commenced in October, will be completed by the end of this year
- BART bus bridge (weekday) service between 4 am and 5 am commenced in February and will continue for approximately 3 years

Highlights - Paratransit

- “Zero denials”
- Number of registrants has remained steady between 8,000 and 8,500 since July 2017
- OTP remained above goal of 90.0%
- Service quality remains high; one complaint for every 2,000 trips
- Fares have not changed since July 2010

Highlights – Shuttle Service

	<u>Routes</u>	<u>Approximate Employers</u>	<u>Stations Served</u>
SamTrans	9	200	5
JPB	35	320	13

The Shuttle program began in August 1988 with 4 routes supporting the commuter rail

Highlights - Rail

PCEP (Peninsula Corridor Electrification Project)

- Construction 2017 thru 2021
- First train set delivered Feb 2021
- Final system testing 2021
- Revenue service with electric trains May 2022

Highlights – Rail FY 2019 Projects

FY 2019 projects:

- Redwood City Grade Crossing Improvement Project (Whipple, Broadway & Main) – Completed end of 2018.
- Santa Clara Grade Crossing Medians Project (Churchill, E. Meadow, Sunnyvale, W. Virginia & Auzerais) – Completion in 2019.
- Grade Crossing Safety Improvements Project at 10 crossings (16th St., Broadway (Burlingame), Peninsula Ave., Ravenswood, Alma, Charleston, Rengstorff, Castro & Mary Ave.) – will be completed in 2019
- 25th Avenue Grade Separation & South San Francisco Station Improvements will continue through FY2020.

Highlights – Rail FY 2020 Projects

- San Mateo Grade Crossing Improvements
 - First Avenue
 - Second Avenue
 - Third Avenue
- Menlo Park Grade Crossing Improvements
 - Glenwood Avenue
 - Oakwood Avenue
- Ticket Vending Machines Upgrade – starting with twelve machines with clipper card dispenser and add value.
- Marin & Napoleon Bridges in San Francisco - design is nearly complete, contract to be released by winter with construction starting in 2020.

Summary

- Customer satisfaction – low number of complaints across all modes
- Nearly 500 million passenger miles per year (all modes)
- Maintenance for all modes remains good
- Ridership is still declining, but at a slower rate
- Launch of Pacifica OnDemand Microtransit service
- Customer Experience
 - Mobile App
 - New Tariff (transfers)
- Initiatives for FY 2020
 - COA (Comprehensive Operations Analysis)
 - Express Bus Routes

**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 – JULY 2019**

ACTION

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

SIGNIFICANCE

The average weekday ridership across all modes decreased by 1.6 percent in the month of July 2019 compared to July 2018. The performance of the specific modes is as follows: average weekday ridership for Bus (-1.4%), Paratransit (-6.6%), Shuttles (+2.9%), Caltrain (-1.0%), and BART (-3.6%).

The month of July 2019 had 22 weekdays, one more weekday compared to July 2018. Total ridership across all modes for the month of July increased 1.3 percent. The performance of the specific modes is as follows: monthly ridership for Bus (+0.7%), Paratransit (+0.9%), Shuttles (+10.6%), Caltrain (+2.5%), and BART (-1.9%).

Major service changes were implemented in late June 2019 with increased frequency on ECR and additional bus stops on ECR Rapid. Adjustments were made to other routes to improve efficiency and reliability.

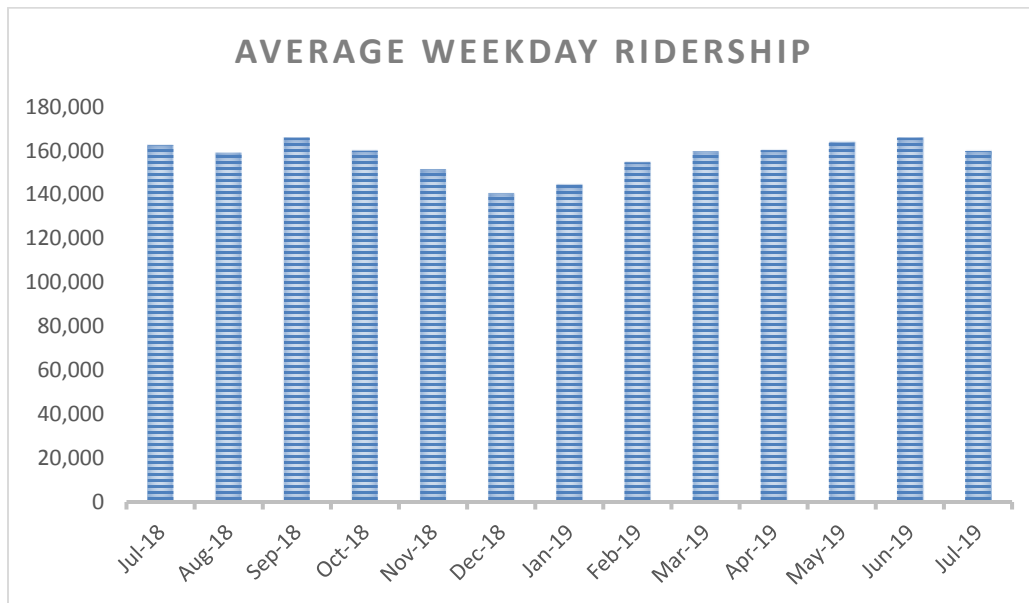
AVERAGE WEEKDAY RIDERSHIP (AWR): July 2019 compared to July 2018

**Table A
Average Weekday Ridership**

July 2019 Average Weekday Ridership				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	32,470	30,660	30,220	-1.4%
Paratransit	1,230	1,210	1,130	-6.6%
Shuttles	12,040	11,370	11,700	2.9%
Caltrain	63,070	71,230	70,490	-1.0%
Subtotal	108,810	114,470	113,540	-0.8%
BART Extension (No Daly City)	49,780	47,940	46,210	-3.6%
Grand Total	158,590	162,410	159,750	-1.6%
Weekdays	20	21	22	

July 2019 Year-to-date				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	32,470	30,660	30,220	-1.4%
Paratransit	1,230	1,210	1,130	-6.6%
Shuttles	12,040	11,370	11,700	2.9%
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BART Extension (No Daly City)	49,780	47,940	46,210	-3.6%
Grand Total	158,590	162,410	159,750	-1.6%

**Chart A
Grand Total Average Weekday Ridership**



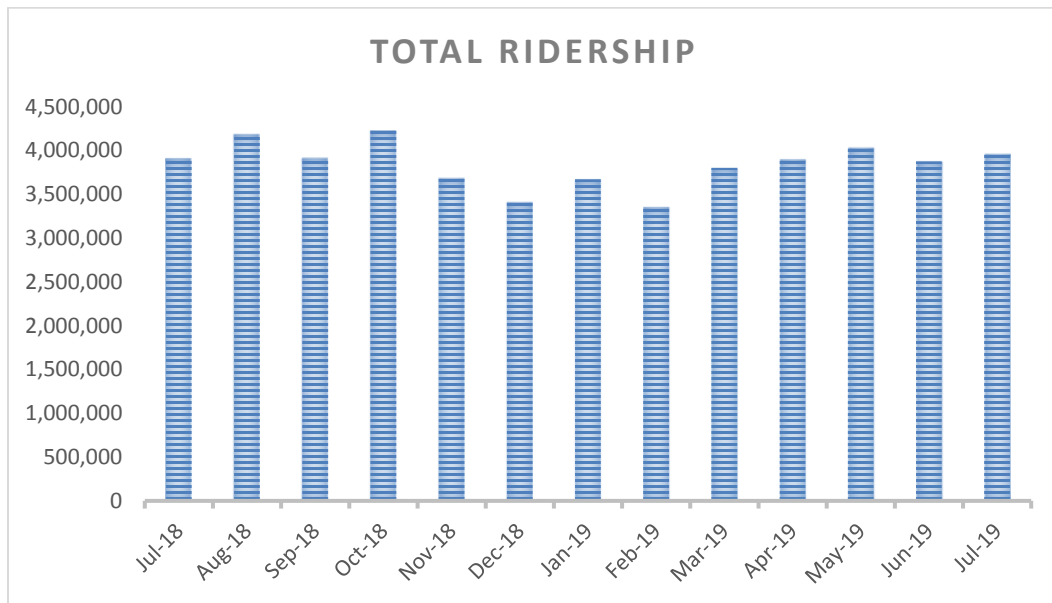
MONTHLY TOTAL RIDERSHIP: July 2019 compared to July 2018

Table B
Total Monthly Ridership

July 2019 Total Monthly Ridership				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	840,600	809,460	815,120	0.7%
Paratransit	29,380	28,440	28,710	0.9%
Shuttles	240,590	239,010	264,380	10.6%
Caltrain	1,615,570	1,631,130	1,672,670	2.5%
Subtotal	2,726,130	2,708,050	2,780,880	2.7%
BART Extension (No Daly City)	1,214,810	1,205,210	1,182,730	-1.9%
Grand Total	3,940,940	3,913,250	3,963,610	1.3%
Weekdays	20	21	22	

July 2019 Year-to-date				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	840,600	809,460	815,120	0.7%
Paratransit	29,380	28,440	28,710	0.9%
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BART Extension (No Daly City)	1,214,810	1,205,210	1,182,730	-1.9%
Grand Total	3,940,940	3,913,250	3,963,610	1.3%

Chart B
Grand Total Ridership



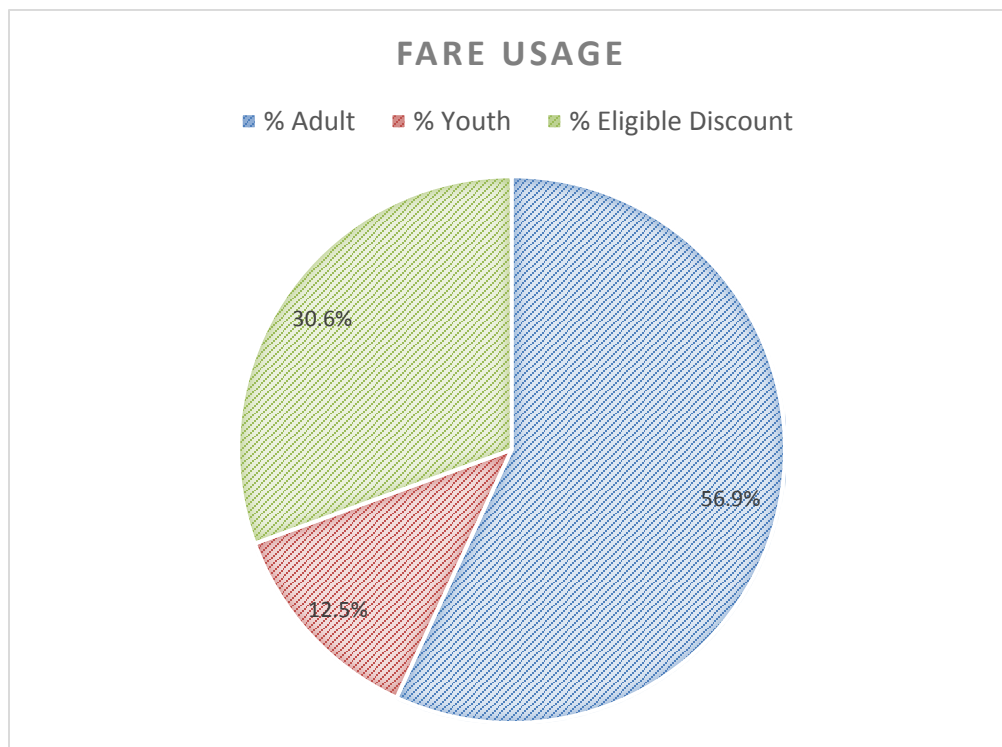
SAMTRANS BUS FARE USAGE: July 2019

Table C illustrates the number of riders by fare category for July 2019, 2018 and 2017. The ridership numbers in this table do not include Dumbarton Express ridership and the rural demand-response service (not to be confused with the SamTrans OnDemand service in Pacifica's Linda Mar area).

Table C
Bus Riders by Fare Category

Fare Category	July 2017	July 2018	July 2019
Adult	464,260	445,423	461,589
Youth	127,073	112,218	101,475
Eligible Discount	245,462	248,329	247,951
Total	836,795	805,970	811,015

Chart C
Fare Usage by Category

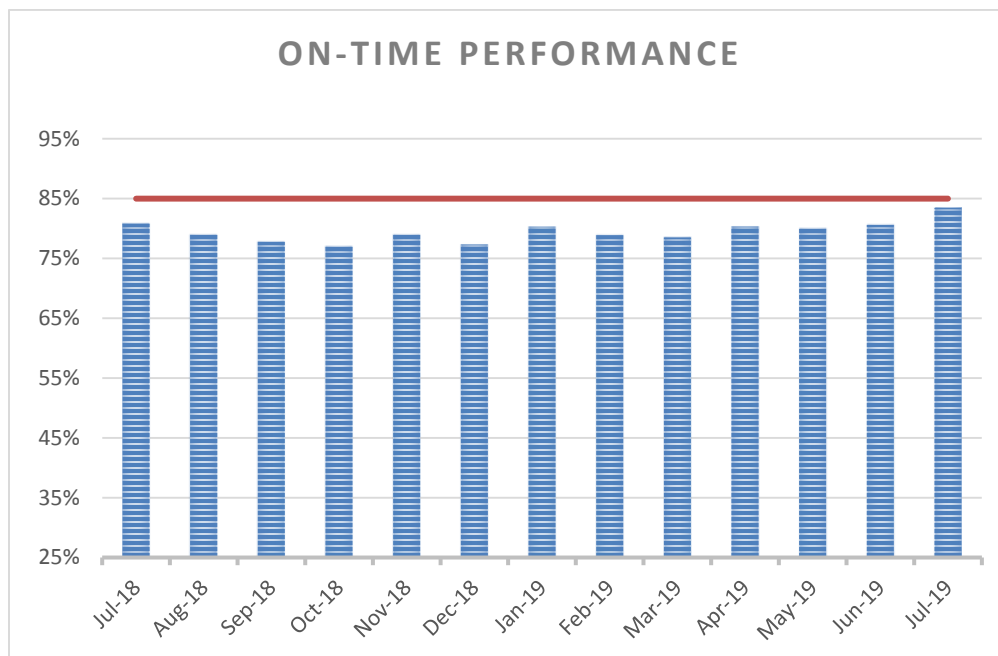


ON-TIME PERFORMANCE: July 2019

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 minutes. A route is considered early if it departs 30 seconds ahead of schedule. SamTrans’ current OTP goal is 85.0 percent.

The On-Time Performance for July 2019 is **83.4 percent**.

Chart D
On-Time Performance Statistics



SAMTRANS PROMOTIONS: July 2019

Summer Youth Pass – The Summer Youth Pass wrapped up sales on July 15. For the first time this year, the pass was available for purchase on the SamTrans Mobile App. Over 50% of SYP sales transitioned from paper passes to mobile. This also showed an upswing in trips planned using the app. The agency sold 473 Summer Youth Passes from front desk/mail orders, 238 through the SamTrans website and 325 on the SamTrans Mobile App for a total of 1,036 passes. This summer’s sales increased by 0.4% compared to 2018. Total sales numbers do not include data from school outlet sales, which will be available in late September after passes are returned and reconciled.

SamTrans News Coverage Report – 21 articles compared to 42 in June 2019



SamTrans Digital Metrics - JULY 2019



New Followers

+106

July 19 - 9,349

June 19 - 9,243

July 18 - 7,858

SamTrans.com Sessions

July 19 - 130,640

June 19 - 143,701

July 18 - 162,598

SamTrans Mobile - July

Downloads - 1308 (June: 1722)

Accounts - 1219 (June: 1546)

Orders - 5931 (June: 5504)

Apple Rting - 2.9 - 13 reviews

Top Tagged Issues

1. Complaint (8)

2. Operator Complaint (5)

3. Compliment (4)

4. Delays/Mobile App (3)

Social Engagement

Video Views

23,721 (June: 114,374)

Content Impressions

272,709 (June: 1,1M)

Interactions

14,527 (June: 74,693)

Yelp & FB Rating

2.83 Overall (of 5 stars)

(One July review, 5 Stars)



@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



AGENDA

**FINANCE COMMITTEE
COMMITTEE OF THE WHOLE**

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

WEDNESDAY, SEPTEMBER 4, 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 August 7, 2019
3. Adoption of a Proposed Disadvantaged Business Enterprise Overall Goal for Federal Fiscal Years 2020-2022 for Federal Transit Administration-assisted Contracts
4. Award of Contracts for On-Call Environmental Planning, Permitting, and Support Services
5. Award of Contracts for On-Call Financial Consulting Services
6. 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
AUGUST 7, 2019**

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

Committee Members Absent: None

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 3:17 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF JULY 10, 2019

Motion/Second: Stone/Powell

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

Absent: Groom

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

Daniel Shockley, Senior Planner, presented the staff report.

Committee Member Marina Fraser said that she was pleased with the phasing out of change cards.

Director Charles Stone asked if once the new fare policy is adopted, could the District then conduct a pilot program to make youth and senior fares free. Jim Hartnett, General Manager/CEO, said yes, they could do so.

Committee Member Josh Powell asked if the District COA (Comprehensive Operational Analysis) would look at and consider changing the "Youth" discount fare category to "Student" to be more inclusive, and Mr. Hartnett said they have been investigating that.

Director Dave Pine asked what process was used to calculate the projected ridership increase. Mr. Shockley said that the changes in ridership and revenue are based on the

elasticity model that they put together as part of last year's fare study. He said that a comprehensive study was done onboard buses where they asked riders how prices would affect their transit choices. Director Pine said that he hopes that ridership will increase in 2020 following the implementation of fare decreases and the addition of express services.

Committee Member Powell said that he was pleased with the changes.

Director Stone thanked the voters for electing to pass Measure W.

Committee Chair Peter Ratto said that he was happy that cash-paying riders would have a reduced-cost day pass and free transfers.

Public Comment:

- Eduardo Gonzalez, TEAMC/Youth Leadership Institute, Daly City, requested free transit passes for all residents of San Mateo County, which would increase ridership and benefit low-income residents.
- Rod Spikes, TEAMC, Half Moon Bay, said that he was in favor of free transit for all, focusing on youth and seniors.
- Smitha Gundavajhala, Youth Leadership Institute, San Mateo, said that youth, especially those aged 18 to 25, may still be in school or not fully employed and thus less likely to be able to afford transit fares. She noted that community college students include seniors as well as youth.
- Daisy Sarabia, Half Moon Bay High School, said that she supported free public transit, which would boost ridership.
- Socorro Aguilar, Half Moon Bay High School, requested more microtransit options for the Coastsides. She said that the service needs to expand its hours and be free of charge.
- Karina Martinez, Half Moon Bay High School, said that bus fare is not in the budget for most youth and that surveys show that it is too expensive for many.
- Karla Ambriz, Youth Leadership Institute, San Francisco, talked about Transitional Aged Youth (ages 18 to 25), saying that once youth turn 18, that does not mean they have the means to afford things like transit fares.

Motion/Second: Ratto/Pine

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

Absent: Groom

ADOPTION OF AN ORDINANCE AUTHORIZING RECLASSIFICATIONS, TITLE CHANGES, MODIFICATION, AND ADDITION OF POSITIONS TO THE TABLE OF POSITION CLASSIFICATIONS

Juliet Nogales-Deguzman, Director, Human Resources, gave a presentation on the new salary ordinance.

Vice Chair Karyl Matsumoto said that she would prefer that SamTrans recruit experienced drivers as opposed to training new drivers. David Olmeda, Chief Operating Officer, Bus, said that the District's past preference was to hire untrained drivers, but now they require a CDL license. He added that they are looking for individuals that can work well with the public. He said that recruitment happens more frequently than in the past, with new classes starting every two months.

Director Pine suggested exploring partnerships with community colleges and workforce development programs to expand the recruitment pool for new operators. Mr. Hartnett said that there has been talk of broadening the pool in regional discussions.

Motion/Second: Stone/Collins

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

Absent: Groom

ADJOURN

The meeting adjourned at 4:00 pm.

An audio/video recording of this meeting is available online at 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.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Carter Mau
Deputy General Manager/CEO

SUBJECT: **ADOPTION OF A PROPOSED DISADVANTAGED BUSINESS ENTERPRISE
OVERALL GOAL FOR FEDERAL FISCAL YEARS 2020-2022 FOR FEDERAL
TRANSIT ADMINISTRATION-ASSISTED CONTRACTS**

ACTION

Staff proposes that the Committee recommend Board approval of the following:

1. Adopt an overall Disadvantaged Business Enterprise (DBE) goal of 3 percent for Federal Transit Administration (FTA) assisted contracts for Federal Fiscal Years (FFY) 2020-2022; and
2. Authorize the General Manager/CEO to submit the overall DBE goal to the FTA by September 30, 2019.

SIGNIFICANCE

The U.S. Department of Transportation (DOT) regulations require DOT grantees to establish a DBE overall goal as a percentage of all FTA funds expected to be expended in the three forthcoming FFYs. Pursuant to prescribed federal methodologies, the proposed DBE overall goal of 3 percent for FTA-assisted contracts is based upon staff's assessment of FTA-assisted contracting activity for FFY 2020-2022, and the projected availability of ready, willing, and able DBEs to participate in the activity.

BUDGET IMPACT

The proposed goal should have no impact on the budget.

BACKGROUND

The DOT regulations pertaining to the DBE Program, 49 Code of Federal Regulations Part 26, (Regulations) require DOT grantees to establish an overall triennial goal for DBE participation in federally assisted contracts and prescribe various methods for doing so.

Consistent with the Regulations and DOT guidance, staff analyzed the projected FTA-assisted expenditures for FFY 2020-2022 and determined that the proposed 3 percent

overall DBE goal is appropriate. For the next three federal fiscal years, the San Mateo County Transit District (District) expects to expend approximately \$5.2 million in federal funds for tax vouchers, paratransit services, and environmental planning. It is also expected that FTA-assisted contracts will be issued in the next three years that cannot, at this time, be identified.

For FFY 2017-2019, the overall DBE goal was established at 0 (zero) percent for federal funds. From FFY 2016-2018, SamTrans attained 6.5 percent in DBE participation. Staff does not recommend the use of race-conscious means to achieve its DBE overall goal for FFY 2020-2022.

On April 2, 2019 and June 25, 2019, staff participated in direct consultation with DBE contractors, trade associations, and interested members of the public regarding the goal-setting process. The proposed overall goal was then published on the District's website on June 10, 2019 for public comment. No comments have been received.

With the Board's approval, the proposed FFY 2020-2022 overall DBE goal of 3 percent and the methodology used to develop that goal will be submitted for approval by the FTA. The deadline for the District to submit the proposed FFY 2020-2022 overall DBE goal to the FTA is September 30, 2019.

Prepared By: Hayden Lee, Acting Manager, Civil Rights Programs 650-508-7940

RESOLUTION NO. 2019 –

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

* * *

**ADOPTING A 3 PERCENT OVERALL DISADVANTAGED BUSINESS ENTERPRISE GOAL
FOR FEDERAL FISCAL YEARS 2020-2022 FOR
FEDERAL TRANSIT ADMINISTRATION-ASSISTED CONTRACTS**

WHEREAS, the United States Department of Transportation (DOT) regulations pertaining to the Disadvantaged Business Enterprise (DBE) Program, 49 CFR Part 26, (Regulations), require that recipients of DOT financial assistance establish an overall goal for DBE participation in federally assisted contracts every three fiscal years for each operating administration from which the recipient receives financial assistance; and

WHEREAS, the Regulations prescribe a methodology for setting overall goals based on anticipated FTA-assisted contracting activity for Federal Fiscal Years (FFY) 2020-2022, and the availability of ready, willing, and able DBEs in particular trades in the relevant market area; and

WHEREAS, the San Mateo County Transit District (District) receives financial assistance from the Federal Transit Administration (FTA); and

WHEREAS, pursuant to the methodology set forth in the Regulations, staff has proposed a DBE utilization goal of 3 percent of contract dollars for FTA-assisted contracts for FFY 2020-2022; and

WHEREAS, the District achieved DBE utilization in excess of 3 percent during FFY 2017-2019 without the use of race-conscious means; and

WHEREAS, on April 2, 2019 and June 25, 2019, staff participated in direct consultation with DBE contractors, trade associations, and interested members of the public regarding the goal-setting process; and

WHEREAS, the proposed overall goal was published on the District's website on June 10, 2019; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board of Directors adopt the proposed 3 percent DBE overall goal for FFY 2020-2022, in accordance with the methodology set forth in the Regulations, to be achieved exclusively through race-neutral means.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the San Mateo County Transit District finds the recommended FFY 2020-2022 DBE overall goal is appropriate; and

BE IT FURTHER RESOLVED the Board of Directors adopts the 3 percent DBE overall goal set forth above for FFY 2020-2022 on behalf of the District applicable to FTA-assisted contracts; and

BE IT FURTHER RESOLVED the Board of Directors directs the General Manager/CEO to submit the DBE overall goal for FFY 2020-2022 to the FTA by September 30, 2019.

Regularly passed and adopted this 7th day of August, 2019 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

Disadvantaged Business Enterprise Program: Goal Setting Methodology

September 4, 2019

What is a DBE?

- Disadvantaged Business Enterprise (DBE) is defined within the Code of Federal Regulations.
- “Socially and Economically Disadvantaged”
 - Small Business with less than \$23.98 million in gross annual receipts.
 - Owners’ personal net worth under \$1.32 million.
 - Generally, owners are women or minorities.

DBE Goal Setting

- DBE goals are set for three federal fiscal years.
 - Current goal for FFY 2017-2019 is 0%.
 - DBE goals are set for federally funded contracting opportunities only.
 - DBE goals do not include contracting for Transit Vehicle Manufacturers.
- Goals should represent the availability of ready, willing, and able DBEs on projected federally funded contracting opportunities.

DBE Goal-Setting Methodology

- Methodology is prescribed by federal regulations.
- Collect data on anticipated contracts for the next three federal fiscal years.
- Identify work available to be subcontracted out.
- Identify the available DBEs to perform the work.

Anticipated FTA-assisted Contracts FFY 2020-2022

Paratransit Services - 3-yr. option	Service	\$4,200,000
Taxi Vouchers	Service	\$252,000
On-Call WDs-Environmental Planning	Professional Services	\$800,000

Step 1 - Base Figure

- Identify all businesses, including non-DBEs, available to perform the work.
- Identify the available DBEs to perform the work.

EXAMPLE WORK TYPE AVAILABILITY:

Highway, Street, and Bridge Construction

Market Area Certified DBE Firms

= 10.95% DBE Availability

All Market Area Firms

Available DBEs in Three Counties

Architecture	22
Engineering Consultants	50
Environmental Consulting	22

Base Figure

- Figures are weighted by % of FTA funding
- SamTrans' Base Figure is 1.15%

Adjustments to Base Figure

- **Public Comments**

- Events held April 2 in conjunction with other Bay Area Transportation Agencies.
- Public meeting held at SamTrans office on June 25, 2019.

- **Past DBE Participation**

- Annual DBE participation has varied from 1.2% to 7.4% over the past three years.
- SamTrans achieved 6.5% DBE participation from FFY 16-18.

Adjustments to Base Figure (continued)

- Disparity Study Findings:
 - Support a DBE Program using all race-neutral methods.
 - Anecdotal evidence indicates DBEs have problems in obtaining loans, bonding, and government contracts.
 - Proposed DBE overall goals is consistent with goals of neighboring bus districts (AC Transit 10%, Santa Cruz Metro 1.93%, County Connection 4.65%).

Next Steps

- 3% Proposed DBE Goal for Federal Fiscal Years 2020-2022.
- The DBE Goal has been posted to the public for comments.
- After public comment, the DBE Goal setting methodology will be presented at the September 2019 Board for approval.
- A final DBE goal and methodology explanation will be submitted to the FTA in September.

Questions?

- Hayden Lee – Acting Manager, Civil Rights Programs
- Kamal Hubbard – DBE Administrator

Contact: dbeinfo@samtrans.com

K. Hubbard (650) 508-7939

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

April Chan
Chief Officer, Planning, Grants,
Transportation Authority

SUBJECT: **AWARD OF CONTRACTS FOR ON-CALL ENVIRONMENTAL PLANNING,
PERMITTING AND SUPPORT SERVICES**

ACTION

Staff proposes the Committee recommend the Board:

1. Award contracts for on-call environmental planning, permitting and support services for the aggregate not-to-exceed total amount of \$3 million for a five-year term to:
 - HDR Engineering, Inc., Walnut Creek, CA;
 - ICF Jones & Stokes, Inc., San Francisco, CA; and
 - Louis Berger U.S., Inc., New York, NY
2. Authorize the General Manager/CEO, or his designee, to execute a contract with each of the above firms in full conformity with the terms and conditions of the solicitation documents and negotiated agreements and in a form approved by legal counsel.
3. Authorize the General Manager/CEO, or his designee, to exercise up to two additional one-year option terms with the above firms for up to \$750,000 for each option term, to be shared in the aggregate among the three firms, if deemed in the best interest of the San Mateo County Transit District (District).

SIGNIFICANCE

Award of these contracts will provide the District with a pool of qualified firms to support the required and anticipated volume of services for planning and construction projects. The District will engage the firms through Work Directives on a project-by-project and as-needed basis. Award of this contract will not obligate the District to purchase any specific level of service from any of the firms.

BUDGET IMPACT

Work Directives will be funded with a mix of federal, state, regional, and/or local revenues and grants from approved and future District operating and capital budgets.

BACKGROUND

The District issued a joint Request for Proposals with the Peninsula Corridor Joint Powers Board and the San Mateo County Transportation Authority (Agencies). The solicitation was advertised on the District’s procurement website. A pre-proposal conference was held and 14 firms attended. Three firms submitted proposals. Each firm included Small Business Enterprises (SBE) or Disadvantaged Business Enterprises as part of their proposed team and received preference points in accordance with their level of SBE utilization.

A Selection Committee (Committee) composed of qualified staff from the Agencies representing the Planning, Project Management, and Facilities Maintenance departments reviewed, evaluated and scored the proposals in accordance with the following weighted criteria:

- Qualifications and Experience of Firm 0-30 Points
- Qualifications and Experience of Key Personnel 0-35 Points
- Understanding of and approach to Service Requirements 0-20 Points
- Cost Proposal (Labor Rates) 0-15 Points
- Small Business Enterprise Preference 0 - 5 Points

After initial scoring of proposals, all three proposers were found to be in the competitive range and were interviewed. After interviews, the Committee reached a consensus ranking based on each firm’s proposal, experience and qualifications. All three firms are incumbents in good standing with the Agencies. The firms submitted updated labor rate information to address the Committee’s questions regarding proposed staff and subconsultants’ direct hourly rates, overhead rates and fees. Staff evaluated the updated rates, successfully negotiated favorable fees in line with prices currently paid by the District for similar services, and determined them to be fair and reasonable.

These firms will provide the District with a pool of experienced consultants and subconsultants who possess the necessary qualifications and requisite depth of experience to perform the services successfully.

HDR Engineering, Inc., ICF Jones & Stokes, Inc., and Louis Berger U.S., Inc., currently provide services to the District under contracts awarded in 2013 for an aggregate, not-to-exceed six-year amount of \$2.9 million, which includes exercised option terms, a one-year extension, contingency, and a Board-authorized increase in contract authority. The firms’ performance to-date has been acceptable and in conformance with contract requirements and terms. The current contracts expire in November 2019.

Contract Administrator: Linn Latt	650-295-6866
Project Manager: Hilda Lafebre, Manager, Capital Projects and Environmental Planning	650-622-7842

RESOLUTION NO. 2019-

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

* * *

**AWARDING CONTRACTS TO HDR ENGINEERING, INC., ICF JONES & STOKES, INC., AND
LOUIS BERGER U.S., INC., FOR PROVISION OF ON-CALL ENVIRONMENTAL PLANNING,
PERMITTING AND SUPPORT SERVICES FOR AN AGGREGATE NOT-TO-EXCEED TOTAL
AMOUNT OF \$3 MILLION FOR A FIVE-YEAR TERM**

WHEREAS, the San Mateo County Transit District (District) issued a Request for Proposals (RFP) for on-call environmental planning, permitting and support services; and

WHEREAS, in response to the RFP, the District received three proposals; and

WHEREAS, a Selection Committee (Committee) reviewed, evaluated, scored, and ranked the proposals according to the evaluation criteria set forth in the RFP and determined all three firms were in the competitive range; and

WHEREAS, the Committee completed its evaluation process, including negotiation of costs, and determined that HDR Engineering, Inc. of Walnut Creek, California (HDR), ICF Jones & Stokes, Inc. of San Francisco, California (ICF), and Louis Berger U.S., Inc. of New York, New York (LB) possess the necessary qualifications and requisite experience to successfully perform the scope of services defined in the solicitation documents, and have agreed to perform the specified services at fair and reasonable prices; and

WHEREAS, staff and legal counsel have reviewed the proposals and determined that the proposals comply with the requirements of the solicitation documents; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board of Directors award contracts to HDR, ICF, and LB for on-call environmental planning, permitting and support services for an aggregate not-to-exceed total amount of \$3 million for a five-year term.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby awards contracts for on-call environmental planning, permitting and support services to HDR Engineering, Inc., ICF Jones & Stokes, Inc., and Louis Berger U.S., Inc. for a five-year term for an aggregate not-to-exceed total amount of \$3 million; and

BE IT FURTHER RESOLVED that the General Manager/CEO, or his designee, is authorized to execute contracts with HDR, ICF, and LB, in full conformity with all of the terms and conditions of the RFP and negotiated agreements, and in a form approved by legal counsel; and

BE IT FURTHER RESOLVED that the General Manager/CEO, or his designee, is authorized to exercise up to two additional, one-year option terms with HDR, ICF, and LB, in an aggregate not-to-exceed total amount of \$750,000 for each option year provided that exercising such options is in the best interest of the District.

Regularly passed and adopted this 4th day of September, 2019 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **AWARD OF CONTRACTS FOR ON-CALL FINANCIAL CONSULTING SERVICES**

ACTION

Staff proposes the Committee recommend the Board:

1. Award on-call contracts to the firms listed below for the provision of various financial consulting services for a five-year term, for an aggregate, not-to-exceed amount of \$920,000 to be shared as a pool for authorized tasks.

Financial Advisory Services

- Fieldman, Rolapp & Associates, Inc.
- PFM Financial Advisors LLC
- Ross Financial
- Sperry Capital Inc.

Financial Planning & Analysis Services

- Fieldman, Rolapp & Associates, Inc.
- PFM Financial Advisors LLC
- Ross Financial
- Sperry Capital Inc.

Financial and Operational Review & Technical Analysis Services

- KPMG LLP
- Macias Gini & O'Connell LLP

Performance Audit Services

- KPMG LLP
- Macias Gini & O'Connell LLP

Budgeting Services

- Macias Gini & O'Connell LLP

2. Authorize the General Manager/CEO or his designee to execute contracts with the above firms, in full conformity with the terms and conditions of the solicitation documents and negotiated agreements, and in a form approved by legal counsel.

SIGNIFICANCE

Award of these contracts will provide the San Mateo County Transit District (District) with the expertise of diverse financial services firms that possess in-depth knowledge of the specialized discipline of transportation finance. The District's complex financial services requirements and strategic financial goals will benefit from the support of a broad array

of firms, each with a long and successful track record of delivering creative solutions for complex financial transactions.

The District will engage the firms through Work Directives on a project-by-project and as-needed basis. Award of these contracts will not obligate the District to purchase any specific level of service from any of the firms.

BUDGET IMPACT

Funding for these services will be available under approved and projected operating budgets.

BACKGROUND

The District issued a joint Request for Proposals with the Peninsula Corridor Joint Powers Board and the San Mateo County Transportation Authority (Authority) (collectively, the Agencies). The solicitation was advertised on the Agencies' procurement websites. A pre-proposal conference was held and six firms attended. Seven firms submitted proposals, four of which are certified Small Business Enterprises (SBE) and received preference points during proposal evaluation.

Proposers were invited to respond to one or more of the following seven categories of financial consulting services: financial advisory, financial planning and analysis, financial and operational review and technical analysis, performance audit, treasury consulting, budgeting, and treasury managed lanes. With the exception of the treasury managed lanes services, which only the Authority required, all three Agencies required all categories of services advertised. The Agencies did not receive any proposals for treasury consulting services. Due to the small amount of treasury consulting services anticipated, the Agencies plan to issue an independent procurement for such services, if necessary.

A Selection Committee (Committee) comprised of qualified staff from the Agencies' Treasury, Accounting, and Budget departments reviewed, evaluated and scored the proposals in accordance with the following weighted criteria:

- Approach to Scope of Services 15 points
- Qualifications and Experience of Firm 30 points
- Qualifications and Experience of Management Team and Key Personnel 30 points
- Cost Proposal 25 points
- SBE Preference 5 points

After initial scoring of proposals, six proposers were found to be in the competitive range. The firms are qualified and established consultants with extensive experience working for one or more of the three Agencies. Therefore, the Committee determined oral interviews would not be necessary and completed its final evaluation and consensus ranking.

The firms will collaborate with the District in developing processes, procedures and controls that help establish internal financial standards in areas such as:

- Internal control procedures for fare collection
- Internal control review of wire transfer and banking process
- Internal control review of accounting and financial reporting processes

In July 2014, the Board approved on-call contracts with the following financial services consultants:

- Public Financial Management, Inc.;
- Ross Financial Consulting;
- Nancy Whelan Consulting, LLC;
- Ernst & Young Infrastructure Advisors, LLC;
- KPMG LLP;
- Williams, Adley & Company-CA, LLP; and
- Macias Consulting Group, Inc.

These contracts are for an aggregate not-to-exceed amount of \$3,050,000 and expire in September 2019. The District anticipates a decreased need for services, which is reflected in the decreased amount of the replacement contract.

STRATEGIC INITIATIVE

- Priority 2: Strengthen Fiscal Health
- Goal 3: Implement existing and new best practices

Prepared By: Jillian Ragia, Procurement Administrator III
Chief Financial Officer: Derek Hansel

650-508-7767
650-508-6466

RESOLUTION NO. 2019-

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

* * *

AWARDING CONTRACTS TO FIELDMAN, ROLAPP & ASSOCIATES, INC., PFM FINANCIAL ADVISORS LLC, ROSS FINANCIAL, SPERRY CAPITAL INC., KPMG LLP AND MACIAS GINI & O'CONNELL LLP TO PROVIDE ON-CALL FINANCIAL CONSULTING SERVICES FOR AN AGGREGATE, NOT-TO-EXCEED AMOUNT OF \$920,000 FOR A FIVE-YEAR TERM

WHEREAS, the San Mateo County Transit District (District), jointly with the Peninsula Corridor Joint Powers Board and the San Mateo County Transportation Authority, solicited competitive proposals to provide on-call financial consulting services; and

WHEREAS, proposers were invited to respond to one or more of the seven financial services functions described in the Request for Proposals (RFP): financial advisory, financial planning and analysis, financial and operational review and technical analysis, performance audit, treasury consulting, budgeting and treasury managed lanes services; and

WHEREAS, in response to the joint RFP, staff received proposals from seven firms, four of which were Small Business Enterprise firms; and

WHEREAS, a Selection Committee (Committee) composed of qualified staff reviewed and ranked proposals for each financial services category according to the weighted criteria set forth in the RFP, and determined six firms to be in the competitive range; and

WHEREAS, the Committee completed its final evaluation and consensus ranking, as summarized below:

Financial Advisory Services

- Fieldman, Rolapp & Associates, Inc., Irvine, California
- PFM Financial Advisors LLC, San Francisco, California
- Ross Financial, San Francisco, California
- Sperry Capital Inc., Sausalito, California

Financial Planning & Analysis Services

- Fieldman, Rolapp & Associates, Inc.
- PFM Financial Advisors LLC
- Ross Financial
- Sperry Capital Inc.

Financial and Operational Review & Technical Analysis Services

- KPMG LLP, San Francisco, California
- Macias Gini & O'Connell LLP, Walnut Creek, California

Performance Audit Services

- KPMG LLP
- Macias Gini & O'Connell LLP

Budgeting Services

- Macias Gini & O'Connell LLP; and

WHEREAS, the Committee determined that these six firms have the requisite depth of knowledge and experience in the five financial services categories to successfully support the District's financial goals for financial system development, requirements, processes, procedures and controls; and

WHEREAS, staff and legal counsel have reviewed the proposals and determined that they comply with the requirements of the RFP; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that a five-year contract for on-call financial consulting services be awarded to each firm for an aggregate, not-to-exceed amount of \$920,000.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the San Mateo County Transit District hereby awards six on-call contracts, each for a five-year term for an aggregate, not-to-exceed amount of \$920,000, to the following firms for work in the listed categories of services:

1. Fieldman, Rolapp & Associates, Inc.:
 - financial advisory services
 - financial planning and analysis services;

2. PFM Financial Advisors LLC:
 - financial advisory services
 - financial planning and analysis services;
3. Ross Financial:
 - financial advisory services
 - financial planning and analysis services;
4. Sperry Capital Inc.:
 - financial advisory services
 - financial planning and analysis services;
5. KPMG LLP:
 - financial and operational review, and technical analysis services
 - performance audit services;
6. Macias Gini & O'Connell LLP:
 - financial and operational review, and technical analysis services
 - performance audit services
 - budgeting services; and

BE IT FURTHER RESOLVED the Board authorizes the General Manager/CEO or his designee to execute contracts on behalf of the District with the above named firms in full conformity with all of the terms and conditions of the RFP and negotiated agreements, and in forms approved by legal counsel.

Regularly passed and adopted this 4th day of September, 2019 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary



AGENDA

LEGISLATIVE COMMITTEE COMMITTEE OF THE WHOLE

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

WEDNESDAY, SEPTEMBER 4, 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 August 7, 2019

INFORMATIONAL

3. State and Federal Legislative Update
4. Adjourn

Committee Members: Josh Powell (Chair), Ron Collins, Rose Guilbault

NOTE:

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

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

**MINUTES OF LEGISLATIVE COMMITTEE /
COMMITTEE OF THE WHOLE
AUGUST 7, 2019**

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

Committee Members Absent: None.

Other Board Members Present Constituting Committee of the Whole: M. Fraser, K. Matsumoto, P. Ratto, C. Stone

Other Board Members Absent: C. Groom, D. Pine

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 4:23 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF JULY 10, 2019

Motion/Second: Ratto/Fraser

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

Absent: Groom, Pine

STATE AND FEDERAL LEGISLATIVE UPDATE AND APPROVAL OF LEGISLATIVE PROPOSALS

Casey Fromson, Director, Government and Community Affairs, briefly summarized highlights of recent federal and state legislation.

She noted that for Fiscal Year 2021, the Governor's Department of Finance issued a budget letter that laid out parameters for the upcoming spending plan. She said they want to preserve critical state services and pay down debts.

She requested the Board's support for (1) SB 5, which would establish a committee at the state level to provide affordable housing and transportation infrastructure projects, and (2) SB 277, which would make adjustments to the local partnership program administered by SB1.

She noted that the Environment and Public Works Committee in the Senate introduced the next Surface Transportation Reauthorization bill

Ms. Fromson said that in working with Senator Feinstein's office, there has been some movement in the language around grade separations and their potential funding. She added that new safety programs have been added which could be a potential source of funding. Committee Member Ron Collins asked about the projected dollar amount of the funding. Ms. Fromson said that one of the programs is offering \$500 million per year and another is offering \$100 million per year. She added that the amounts are not that high, given that these are nationwide programs.

The Board voted to support SB 5 and SB 277:

Motion/Second: Stone/Ratto

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

Absent: Groom, Pine

ADJOURN

The meeting adjourned at 4:28 pm.

An audio/video recording of this meeting is available online at 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.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Legislative Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE**

ACTION

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

SIGNIFICANCE

The 2019 Legislative Program establishes the principles that will guide the legislative and regulatory advocacy efforts. Based on those principles, staff coordinates closely with our Federal and State advocates on a wide variety of issues that are considered in Congress and the State legislature. The attached reports highlight the recent issues and actions that are relevant to the Board.

Prepared By: Casey Fromson, Government and
Community Affairs Director

650-508-6493

SamTrans Federal Report As of August 15, 2019

Congress Adjourns for August Recess

On August 1, after passing a budget deal, the Senate adjourned for a five-week recess. The House adjourned a week prior, and both chambers will be back in session on September 9.

President Trump Signs FY 2020 Budget Deal Into Law

On August 1, the Senate passed [H.R. 3877](#), the Bipartisan Budget Act of 2019, a \$2.7 trillion budget agreement that increases federal spending caps. The deal includes an increase totaling \$320.3 billion over two years. For non-defense, the agreement will provide an increase of \$78.3 billion in FY 2020 and \$70.4 billion in FY 2021. The deal would also suspend the nation's borrowing limit until July 31, 2021. The agreement requires the House and Senate Appropriations Committees to reach separate agreements on each of the individual appropriations bills based on the new budget cap increases. No poison pills or new policy riders would be attached to these bills unless agreed to on a bipartisan basis with approval from the Administration/White House, the Speaker of the House, and the Senate Majority Leader.

The Senate [voted 67-28 to approve the bill](#), after the House passed the measure on July 25, by a [284-149 vote](#). Senator Dianne Feinstein (D-CA) and Reps. Anna Eshoo (D-CA) and Jackie Speier (D-CA) voted in favor. Senator Kamala Harris (D-CA) did not vote. President Donald Trump voiced his support of the deal throughout the process and signed the bill into law on August 2. Congress will still need to pass spending bills in September before federal funding runs out on September 30. Senate Appropriations Chairman Richard Shelby (R-Ala.) said his committee plans to start voting on spending bills when the Senate returns in early September. The House has passed 10 spending bills, with Homeland Security delayed over border funding and Legislative Branch stalled due to an effort to increase lawmakers' pay. Because the Senate hasn't written any of the 12 spending bills, a continuing resolution (CR) may be the only viable option to avoid a government shutdown, especially since there will only be 13 workdays between the time Congress returns from August recess and the end of the fiscal year.

Senate Committee Approves America's Transportation and Infrastructure Act

On July 30, the Senate Environment and Public Works (EPW) Committee unanimously approved a five-year highway reauthorization bill, America's Transportation Infrastructure Act ([S. 2302](#)), authorizing \$287 billion in Highway Trust Fund contract authority and an additional \$5.7 billion from the U.S. Department of the Treasury general fund. A summary of the legislation can be found [here](#). This funding is a 27 percent increase over the current surface transportation bill, the Fixing America's Surface Transportation (FAST) Act. Each state will receive an average 19 percent funding increase each year. Currently, California will receive

\$4.064 billion in highway funding in 2020, and under this bill, the states will receive an annual average of \$4.836 billion between 2021 and 2025, which is a \$772 million or 19 percent increase.

The committee also advanced, by voice vote, a bill – [S. 1992](#) – to repeal a planned rescission of nearly \$7.6 billion from the Federal Highway Administration (FHWA) that was included in the FAST Act.

The reauthorization bill, is the largest amount of funding provided for highway reauthorization legislation in history, and includes provisions to improve road safety, accelerate project delivery, improve resiliency to disasters and reduce highway emissions. Some highlights within the bill include:

- **Bridges**: Creates a new competitive bridge program to address the backlog of bridges in poor condition nationwide. Authorizes over \$6 billion over five years for the grant program, including \$3.3 billion from the Highway Trust Fund
 - 50% of the program will support bridges with total project costs larger than \$100 million.

- **Railway Grade Crossings/Pedestrian Safety**:
 - Maintains the existing rail-highway grade crossing program at \$245 million per year but increases the federal cost share of such projects from 90 percent to 100 percent.
 - Allows states to use rail-highway grade crossing funds for projects to reduce pedestrian injuries and fatalities from trespassing on railroad right-of-way.
 - Creates a new formula safety incentive program, funded at \$500 million per year, to lower driver and pedestrian fatalities. 65 percent of the funds will be suballocated for urbanized areas for cities to use on their projects on their Vision Zero plans.
 - Establishes a new fatality reduction performance grant program at \$100 million per year. The DOT Secretary must award grants winners in any of these performance categories: reducing per capita serious injuries and fatalities, reducing rates of serious injuries and fatalities per vehicle miles traveled (VMT), having among the lowest per capita serious injuries and fatalities, having among the lowest per-VMT serious injury and fatality averages, or innovative safety efforts. Grants awards may not be less than \$5 million and may not be more than \$30 million.

- **INFRA**: Provides \$5.5 billion for INFRA over five years. Includes a new \$500 million minimum for Critical Urban State Projects for the eight states that have population

densities greater than 400 per square mile. Increases the small project set-aside from 10 percent to 15 percent and 30 percent of the small projects have to be in rural areas.

- Climate: Creates a \$10 billion climate title intended to address climate change with language to limit transportation-related carbon emissions and build resilient infrastructure to withstand forceful storms.

The Senate Banking Committee (oversees transit) and the Senate Commerce, Science, and Transportation Committee (oversees rail) still need to pass their bills; and the Senate Finance Committee needs to identify funding for the bill. The House has also yet to begin work on transportation reauthorization. Additionally, Senate EPW Chairman John Barrasso (R-Wyo.) and Majority Leader Mitch McConnell (R-Ky.) told reporters last week that they do not support a gas tax to pay for the measure. Congress has until September 2020 to agree on a deal for reauthorization.

DOT Announces INFRA Grant Awards

On July 22, the U.S. Department of Transportation (DOT) announced chosen recipients for the Infrastructure For Rebuilding America (INFRA) grants for highways, bridges, ports and rail improvements. Transportation Secretary Elaine Chao awarded 20 grants, representing projects in 19 states, to share in a total of \$856 million. Secretary Chao [said in press release](#) that "INFRA discretionary grants support the Administration's commitment to fixing our nation's infrastructure by creating opportunities for all levels of government and the private sector to fund infrastructure, using innovative approaches to improve the processes for building significant projects, and increasing accountability for the projects that are built."

54 percent of the funding (\$465 million) went to rural projects and 46% (\$391 million) went to urban projects. The average large project grant was \$77.0 million and the average small project grant was \$8.6 million. 82 percent of the funding was for highway projects, 14.6 percent for rail projects, 2 percent for port projects, and 1.2 percent for a combined rail/waterway project.

The only INFRA award in California was for a \$50 million grant for the I-15/French Valley Parkway Improvements project in Temecula, California. The funding would be used for the northbound half of a new collector/distributor system along I-15 between Winchester Road and the I-15/I-215 junction.

DOT Awards \$85 Million Through Low-No Grant Program

On July 26, the FTA [announced awards](#) for the Low- or No-Emission (Lo-No) Grant program. The FTA awarded \$84.9 million in grants for 38 projects in 38 states to fund the deployment of transit buses and infrastructure that use advanced propulsion technologies. Eligible projects include the purchase or lease of buses powered by modern, efficient technologies. These include hydrogen fuel cells, battery electric engines and related infrastructure investments such as charging stations. The only award in California was \$2 million for Southern California Association of Governments (SCAG) to purchase advanced battery-electric buses for the Anaheim Transportation Network.

Senate Hearing on Positive Train Control

On July 31, the Senate Committee on Commerce, Science, and Transportation held a hearing entitled, "Next Steps for Positive Train Control Implementation". This hearing focused on the implementation of positive train control (PTC) and anticipated compliance with the December 31, 2020 deadline. Witnesses included:

- The Honorable Ronald Batory, Administrator, Federal Railroad Administration (FRA);
- Ms. Susan Fleming, Director of Physical Infrastructure, Government Accountability Office (GAO);
- Mr. Jim Derwinski, Chief Executive Officer and Executive Director, Metra;
- Mr. Chris Matthews, Assistant Vice President, Network Control Systems, BNSF Railway; and
- Mr. Robert Bourg, Vice President, Strategy and Growth, Wabtec Corporation;

Senate Committee on Commerce, Science, and Transportation Chairman Roger Wicker (R-MS) explained that the purpose of the hearing was to evaluate progress and potential challenges of PTC implementation and the prospect of railroads meeting the deadline of December 31, 2020. According to the testimony of the witnesses and a referenced GAO report, the majority of railroads are struggling to achieve full PTC interoperability. The report says that “Collectively, of the 227 unique host-tenant relationships that require interoperability, FRA reported that railroads had achieved interoperability for 38 (17 percent) of these relationships.” GAO also said that the shortage of available PTC vendors is an issue as the 2020 deadline for full implementation nears and that FRA’s workload is daunting, with railroads at times submitting 5,000-page safety plans for review. Several panelists recommended the creation of a commuter railway grant program to support PTC implementation be included in the reauthorization of the FAST Act. While rails have been slow to achieve complete implementation, the panelists assured the committee it is because they are prioritizing safety over timeliness.

To view the hearing and written testimony, click [here](#).

August 9, 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 – September 2019**

Legislative Update

The Legislature returns from its month-long Summer Recess on August 12. The Legislature will spend the final two weeks of August hearing bills in the fiscal committees, with August 30 marking the deadline for those committees to wrap up. The last day of the first year of 2019-20 Legislative Session is September 13. Also, please see the attached bill matrix for the full list of bills we are tracking for SamTrans.

Bills of Interest

AB 1486 (Ting) Surplus Lands Act

After receiving feedback from the pro-housing growth community, Assembly Member Ting introduced AB 1486, which expands the existing Surplus Lands Act (SLA) to include a broader swath of local agencies – mainly most all special districts and joint powers authorities. Previously the Act applied to SamTrans, but under this revision it would apply to the JPB and the Transportation Authority as well.

The SLA requires a city/county/district, when disposing of surplus property it holds title to, to first offer it to, and negotiate in good faith with, affordable housing developers. If the area is zoned for either housing or multi-use, the SLA must be complied with. If the area is not currently zoned for housing or multi-use, the SLA would not compel a local agency to re-zone it for affordable housing. The bill would define surplus land as land owned by a local agency, for which the local agency's governing body takes formal action, in a regular public meeting, declaring that the land is surplus.

The land being disposed of must be not necessary for the agency's use, which the bill defines. The definition of "use" includes land that is being used or is planned to be used for the express purpose of agency work or operations, including utility sites, watershed property, land being used for conservation purposes, land for demonstration, exhibition, or educational purposes related to greenhouse gas emissions, and buffer sites near sensitive governmental uses. "Use" does not include solely commercial uses, including nongovernmental retail and entertainment, or nongovernmental office development. Property held or disposed of for the sole purpose of investment or generation of revenue shall not be considered necessary for the agency's use.

We have engaged throughout this process with the author and many concerns we previously raised have been addressed. However, there is still ambiguity as to how leases, particularly short and medium-term leases, will be treated under the SLA. Our agencies lease property for a variety of purposes while we are holding the land for future transit use. The majority of these leases are for a duration shorter than would normally be considered feasible to build housing. We expect lease provisions, and the

applicability to short and medium term leases, will be clarified at some point as leases have been subject to much debate with regard to the SLA. We have also educated the author's office to ensure they have a solid understanding of how SamTrans, Caltrain and the TA use its property. We will continue to remain in contact with the author's office as the bill continues to evolve to make sure that it does not adversely impact any of the three agencies. If the remaining issues are not resolved in the Agencies' favor, we may seek Board approval to request the Governor veto the bill.

SB 277 (Beall) Local Partnership Program

This bill would put in statute the Legislature's original intent for the implementation of the SB 1 LPP program to mirror the Proposition 1B program. The bill requires the CTC to apportion 85% of the funds to eligible entities through a defined formula, and authorizes 15% of the funds to be set aside for a statewide competitive program for smaller agencies, including those with uniform developer fees. Additionally, the bill streamlines the process for project approval for the agencies receiving funds via formula, and reiterates that projects funded must comply with Article XIX of the California Constitution. ***We recommend SamTrans WATCH this bill to see if the specific Article XIX reference is removed so that certain fund-types can be used for more than just fixed-guideway projects (e.g. purchasing buses).***

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 8/9/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 5 Gonzalez D</p> <p>Worker status: employees and independent contractors.</p>	<p>In the Senate Appropriations 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, except if a statutory exemption from employment status or from a particular obligation related to employment or where a statutory grant of employment status or a particular right related to employment applies. 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 & Sons, Inc. v. Department of Industrial Relations</i> (1989) 48 Cal.3d 341 if certain requirements are met. These exempt professions would include, among others, licensed insurance agents, certain licensed health care professionals, registered securities broker-dealers or investment advisers, direct sales salespersons, real estate licensees, workers providing hairstyling or barbering services, electrologists, estheticians, workers providing natural hair braiding, licensed repossession agencies who meet requirements described below, and those performing work under a contract for professional services, with another business entity, or pursuant to a subcontract in the construction industry.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 8/9/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 51 Gonzalez D</p> <p>Employment discrimination: enforcement.</p>	<p>In the Senate Appropriations Committee.</p>	<p>Existing law imposes various restrictions on employers with respect to contracts and applications for employment. A violation of those restrictions is a misdemeanor. This bill would prohibit a person from requiring any applicant for employment or any employee to waive any right, forum, or procedure for a violation of any provision of the California Fair Employment and Housing Act (FEHA) or other specific statutes governing employment as a condition of employment, continued employment, or the receipt of any employment-related benefit. The bill would also prohibit an employer from threatening, retaliating or discriminating against, or terminating any applicant for employment or any employee because of the refusal to consent to the waiver of any right, forum, or procedure for a violation of specific statutes governing employment. The bill would establish a specific exemption from those prohibitions. Because a violation of these prohibitions would be a crime, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>AB 87</p> <p>Committee on Budget</p> <p>Transportation.</p>	<p>In the Senate Budget and Fiscal Review Committee.</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 8/9/19

Bill ID/Topic	Location	Summary	Position
<p>AB 252 Daly D</p> <p>Department of Transportation: environmental review process: federal program.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law gives the Department of Transportation full possession and control of the state highway system. Existing federal law requires the United States Secretary of Transportation to carry out a surface transportation project delivery program, under which the participating states may assume certain responsibilities for environmental review and clearance of transportation projects that would otherwise be the responsibility of the federal government. Existing law, until January 1, 2020, provides that the State of California consents to the jurisdiction of the federal courts with regard to the compliance, discharge, or enforcement of the responsibilities it assumed as a participant in the program. This bill would extend the operation of these provisions indefinitely.</p>	<p>Supported May 2019</p>
<p>AB 314 Bonta D</p> <p>Public employment: labor relations: release time.</p>	<p>In the Senate Appropriations Committee.</p>	<p>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 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</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 8/9/19**

Bill ID/Topic	Location	Summary	Position
		<p>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 rights and would prescribe requirements regarding the relation of its provisions to other labor agreements that address release time. The bill would prohibit the Public Employment Relations Board from enforcing these provisions with regard to public transit workers that are not otherwise subject to the board's jurisdiction.</p>	

San Mateo County Transit District State Legislative Matrix 8/9/19

Bill ID/Topic	Location	Summary	Position
<p>AB 752 Gabriel D</p> <p>Public transit: transit stations: lactation rooms.</p>	<p>In the Senate Appropriations Committee.</p>	<p>Existing law requires the airport manager of an airport operated by a city, county, city and county, or airport district that conducts commercial operations and that has more than one million enplanements a year, or upon new terminal construction or the replacement, expansion, or renovation of an existing terminal, to provide a room or other location at each airport terminal behind the airport security screening area for members of the public to express breast milk in private. This bill would require 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.</p>	<p>Watch</p>
<p>AB 784 Mullin 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>

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State Legislative Matrix 8/9/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 851 Cooper 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>
<p>AB 1112 Friedman D</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</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 8/9/19

Bill ID/Topic	Location	Summary	Position
		for hire on its public right of way, subject to the California Environmental Quality Act. This bill contains other related provisions.	
AB 1142 Friedman D Regional transportation plans: transportation network companies.	In the Senate Appropriations Committee.	(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.	Watch
AB 1286 Muratsuchi D Shared mobility devices: agreements.	This is a 2-Year bill.	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.	Watch

**San Mateo County Transit District
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Bill ID/Topic	Location	Summary	Position
<p>AB 1351 Lackey 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>
<p>AB 1486 Ting D</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</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 8/9/19**

Bill ID/Topic	Location	Summary	Position
		<p>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>AB 1487 Chiu D</p> <p>San Francisco Bay area: housing development: financing.</p>	<p>In the Senate Appropriations 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. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
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Bill ID/Topic	Location	Summary	Position
<p>ACA 1 Aguiar-Curry D</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>
<p>SB 5 Beall D</p> <p>Affordable Housing and Community Development Investment Program.</p>	<p>In the Assembly Appropriations 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</p>	<p>Supported August 2019</p>

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		<p>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>SB 50 Wiener 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>SB 87 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</p>	<p>Watch</p>

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		amount, as specified, from the Trade Corridors Improvement Fund to the Department of Transportation for purposes of the program.	
<p>SB 127 Wiener 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>
<p>SB 128 Beall D</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,</p>	<p>Supported May 2019</p>

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		<p>2020. This bill would authorize the County of Santa Clara and the County of Monterey 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>SB 146 Beall D</p> <p>Peninsula Rail Transit District.</p>	<p>This is a 2-Year bill.</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>
<p>SB 277 Beall D</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</p>	<p>Watch</p>

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		<p>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>SB 336 Dodd 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>

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<p>SB 397 Glazer 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>
<p>SB 664 Allen D</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</p>	<p>Supported August 2019</p>

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		<p>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 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. This bill would expand the definition of “transportation agency” to also include any entity under contract at any level, including subcontractors, with those entities for purposes of billing, account settlement, enforcement, communications, or other activities related to the operation or management of an electronic toll collection system or electronic fare collection system. The bill would make a contractor or subcontractor that uses personally identifiable information for a purpose other than as identified by the toll or transit authority solely liable for damages for that misuse. Existing law authorizes a person whose personally identifiable information has been knowingly sold or otherwise provided in violation of these provisions to bring an action to recover actual damages, \$2,500 per violation, or \$4,000 per violation if the</p>	

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		<p>information has been knowingly sold or otherwise provided 3 or more times, whichever is greater, reasonable costs, and attorney’s fees. The bill would limit the damages a person could recover, as described above, to actual damages, not more than \$2,500 per violation, or not more than \$4,000 per violation if the information has been knowingly sold or otherwise provided 3 or more times, whichever is less, reasonable costs, and attorney’s fees. The bill would provide, in the case of a repeat toll violator from whom the transportation agency has attempted to recover tolls or penalties, that a damage payment to the repeat toll violator shall not exceed \$4,000, regardless of the number of violations. This bill would require that changes made to the provisions described in this paragraph (2) on or after January 1, 2019, apply retroactively to January 1, 2011, for transportation agencies that employ electronic toll collection systems, and retroactively to January 1, 2014, for transportation agencies that employ electronic transit fare collection systems.(3) Existing law prohibits a person from evading or attempting to evade the payment of tolls or other charges on any vehicular crossing or toll highway and subjects a violator to civil penalties governed by a civil administrative procedure that includes an administrative investigation and review procedure, and an administrative and judicial appeal process. This bill would deem a person to be evading or attempting to evade the payment of tolls or other charges on any vehicular crossing or toll highway, as specified. The bill would also provide that a notice of toll evasion issued, as specified, would subject the registered owner to civil penalties. This bill would require that changes made to these provisions on or after January 1, 2019, apply retroactively to January 1, 2011.(4)Existing law requires that a notice of a toll evasion violation set forth specified information, including, among other things, if applicable, if a vehicle is found, by automated devices, to have evaded the toll through failure to meet occupancy requirements in a high-occupancy toll lane, a copy of photographic evidence on which the determination was based. Existing law requires the processing agency to prepare and forward a notice of toll evasion violation to the registered owner of the vehicle cited for the violation, as specified. Existing law requires the processing agency to use</p>	

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		<p>its best efforts to obtain accurate information concerning the identity and address of the registered owner for the purpose of forwarding a notice of toll evasion violation. This bill would delete the requirement that the toll evasion, if applicable, failed to meet occupancy requirements in a high-occupancy toll lane and would authorize the notice of a toll evasion violation for failure to meet occupancy requirements to include other evidence on which the notice of the toll evasion determination was based. The bill would also provide that forwarding the notice to the address provided by a state department of motor vehicles or any agency that functions in that role, constitutes prima facie evidence of adequate delivery of notice for all purposes. This bill would authorize the processing agency to use any reliable source to obtain the registered owner's information and would provide that using the address provided by a state department of motor vehicles or any agency that functions in that role, constitutes prima facie evidence of best efforts.(5)This bill would provide that its provisions are declaratory of existing law.</p>	