



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, NOVEMBER 6, 2019

2:00 pm

(or immediately following 1:00 pm Special
Board Meeting, whichever is later)

Revised 11-1-2019, Item #8C.4

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

MOTION

- a. Approval of Minutes of the Board of Directors Special and Regular Meetings of October 2, 2019
- b. Acceptance of Statement of Revenues and Expenses for September 2019
- c. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Period Ending September 30, 2019
- d. Acceptance of Quarterly Report of Contracts Issued Between \$100,000 and \$200,000
- e. Approval of Disposition of 55 Surplus Articulated Buses
- f. Approval of 2020 Board of Directors Meeting Calendar

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

- a. Report on the October 16 Reimagine SamTrans Ad Hoc Committee Meeting

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

8. RECESS TO COMMITTEE MEETINGS

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

1. Call to Order

MOTION

2. Approval of Minutes of Community Relations Committee Meeting of October 2, 2019
3. Recommendation of Appointment of Citizens Advisory Committee Member

INFORMATIONAL

4. Accessibility Update
5. Paratransit Coordinating Council Update
6. Citizens Advisory Committee Update
7. Multimodal Ridership Report – September 2019
8. Adjourn

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

1. Call to Order

MOTION

2. Approval of Minutes of Finance Committee Meeting of October 2, 2019
3. *Continued from October 2, 2019 Meeting:* Approval of Purchase of 13 Revenue Paratransit Cutaway Vehicles and Disposition of Surplus Vehicles
4. Award of Contract for HVAC Inspection and Maintenance Services
5. Award of Contract for Office Supplies and Related Products
6. Adjourn

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

1. Call to Order

MOTION

2. Approval of Minutes of Strategic Planning, Development, and Sustainability Committee Meeting of October 2, 2019

INFORMATIONAL

3. Community College Pilot Update
4. OnDemand Microtransit Update
5. Adjourn

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

1. Call to Order

MOTION

2. Approval of Minutes of Legislative Committee Meeting of October 2, 2019

INFORMATIONAL

3. State and Federal Legislative Update
4. Adjourn

9. RECONVENE BOARD OF DIRECTORS MEETING

10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

MOTION

- a. Appointment to the Citizens Advisory Committee

SUBJECTS DISCUSSED

- b. Accessibility Update
- c. Paratransit Coordinating Council Update
- d. Citizens Advisory Committee Update
- e. Multimodal Ridership Report – September 2019

11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

RESOLUTIONS

- a. Awarding a Contract to Creative Bus Sales, Inc., for the Purchase and Delivery of 13 El Dorado Paratransit Vehicles for a Not to Exceed Amount of \$1,732,640 and Authorizing the Disposition of 13 Surplus 2013 El Dorado Paratransit Vehicles
- b. Awarding a Contract to ADVNC Air Technologies for Heating, Ventilation and Air Conditioning Inspection and Maintenance Services for a Not-to-exceed Amount of \$455,000 for a Five-Year Term
- c. Awarding a Contract to Staples, Inc. for Office Supplies and Related Products for a Not-to-exceed Amount of \$340,000

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

SUBJECTS DISCUSSED

- a. Community College Pilot Update
- b. OnDemand Microtransit Update

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

14. GENERAL COUNSEL REPORT

15. COMMUNICATIONS TO THE BOARD OF DIRECTORS

16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING – Wednesday,
December 4, 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. Communications to the Board of Directors can be emailed to board@samtrans.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

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, 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.

Accessible Public Meetings/Translation

Written materials in appropriate alternative formats, disability-related modification/accommodation, as well as sign language and foreign language interpreters are available upon request; all requests must be made at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 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 SPECIAL BOARD OF DIRECTORS MEETING
OCTOBER 2, 2019**

MEMBERS PRESENT: R. Collins, M. Fraser, C. Groom (Chair), R. Guilbault, K. Matsumoto (Vice Chair) (arrived at 1:56 pm), D. Pine, J. Powell, P. Ratto, C. Stone

MEMBERS ABSENT: None

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

CALL TO ORDER

Chair Carole Groom called the meeting to order at 1:03 pm.

ROLL CALL

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

The Board meeting recessed to closed session at 1:03 pm.

CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

**Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4):
One Potential Case**

Vice Chair Karyl Matsumoto arrived at 1:56 pm.

The Board meeting reconvened into open session at 2:32 pm.

Joan Cassman, Legal Counsel, reported that no action was taken during the closed session.

AUTHORIZE LETTER TO JPB SUPPORTING SERVICE VISION FOR CALTRAIN BUSINESS PLAN

Carter Mau, Deputy General Manager/CEO, gave a brief background of the proposed letter to the Peninsula Corridor Joint Powers Board.

Motion/Second: Pine/Stone

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

Absent: None

ADJOURN

The meeting adjourned at 2:36 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.

Draft

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

**MINUTES OF BOARD OF DIRECTORS MEETING
OCTOBER 2, 2019**

MEMBERS PRESENT: R. Collins, M. Fraser, C. Groom (Chair), R. Guilbault, K. Matsumoto (Vice Chair) (arrived at 1:56 pm), D. Pine, J. Powell, P. Ratto, C. Stone

MEMBERS ABSENT: None

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Carole Groom called the meeting to order at 2:37 pm and led the Pledge of Allegiance.

ROLL CALL

The roll was called during the preceding Special Meeting at 1:00 pm and a quorum was present.

CONSENT CALENDAR

- Approval of Minutes of the Board of Directors Meeting of September 4, 2019
- Acceptance of Statement of Revenues and Expenses for June 2019
- Acceptance of Statement of Revenues and Expenses for August 2019
- Approval of Collective Bargaining Agreement with International Brotherhood of Teamsters, Local 856 For Facilities Maintenance Technicians – Approved by Resolution No. 2019-33

Motion/Second: Collins/Stone

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

Absent: None

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

- Meredith Park, San Carlos PTA Council, discussed increasing service frequency using Measure W funding.
- Jean Dehner, San Carlos, requested to have more bus service up in the San Carlos hills, which she said would greatly benefit senior citizens.
- Thomas Heiser, San Mateo, thanked the Board members who participated in Transit Week 2019.

REPORT OF THE CHAIR

Chair Groom noted that Jim Hartnett, General Manager/CEO, had been named one of the most-admired CEOs in the San Francisco Bay Area by the *San Francisco Business*

Times. She said the award is in recognition of great leadership, vision, and values.

REPORT OF THE GENERAL MANAGER/CEO

Jim Hartnett, General Manager/CEO, said that the District's law firm, Hanson Bridgett, had been named to the inaugural hall of fame by *Working Mother* magazine for having made its Best Law Firms list for women for 10 consecutive years. He added that Joan Cassman, Legal Counsel, has the distinction of being the first woman attorney at the firm.

Overview of FASTER Bay Area – a Regional Funding Measure

Jason Baker, Vice President of Transportation, Silicon Valley Leadership Group, gave a presentation on the proposed funding measure.

Director Charles Stone asked how the money would be allocated. Mr. Baker said that there is no project list yet; he said they want to build a project list with the help of agency general managers and stakeholders. He discussed the different proposed funding categories.

Director Dave Pine asked if employers would fund TDM (transit demand management) and Mr. Baker confirmed that they would do so.

Director Stone asked if they were incorporating into the measure funding for housing. Mr. Baker said no, they were not.

Director Ron Collins asked who would oversee the program if the measure passes. Mr. Baker said that MTC (Metropolitan Transportation Commission) would be the most likely body to enact it. Director Collins asked if districts would be able to apply for funding for students. Mr. Baker said that would be under the jurisdiction of a proposed nine-county regional bus system.

Director Josh Powell asked what the Board's role would be in supporting the measure. Mr. Hartnett said that staff would continue to keep the Board informed about the measure as they had done with Measure W. He said that a two-thirds vote of the legislature would determine what the measure will look like.

Director Pine noted that additional sales taxes would be burdensome for jurisdictions with already-high tax rates. He spoke in support of employer-funded transportation demand management (TDM) programs and regional funding going towards environmental mitigation and resiliency, and cited concerns on sea-level rise and flood protection.

Public Comment:

Bob Allen, Urban Habitat/ TEAMC, expressed his concerns about the multi-stakeholder process for Measure W.

Chair Stone said that he thought that employers could do more to support regional measures.

BOARD MEMBER REQUESTS/COMMENTS

There were no requests or comments.

RECESS TO COMMITTEE MEETINGS

The Board meeting recessed at 3:26 pm.

RECONVENE BOARD OF DIRECTORS MEETING

Chair Groom reconvened the Board meeting at 4:33 pm.

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

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

MOTION:

- Proclamation Designating October as Disabilities Awareness Month

Motion/Second: Guilbault/Stone

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

Absent: None

- Appointment to the Citizens Advisory Committee

The Board approved the appointment of Doug Smith to a partial three-year term expiring April 2022.

Motion/Second: Guilbault/Ratto

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

Absent: None

Director Guilbault reported on the following items:

SUBJECTS DISCUSSED:

- Accessibility Update
- Paratransit Coordinating Council Update
- Citizens Advisory Committee Update
- Mobility Management Report: ADA Paratransit
- Multimodal Ridership Report – August 2019

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

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

RESOLUTIONS:

- Amending the Investment Policy for the San Mateo County Transit District and Paratransit Trust Funds – Approved by Resolution No. 2019-34
- Reauthorizing Investment of San Mateo County Transit District Monies in Local Agency Investment Fund – Approved by Resolution No. 2019-35
- Awarding a Contract to Wipro, LLC, for PeopleSoft Hosting and Application Support Services for a Not to Exceed Amount of \$10,341,008 for a Five-year Term – Approved by Resolution No. 2019-36

- Authorize the Filing of an Application with the Metropolitan Transportation Commission for Transportation Development Act, State Transit Assistance, and Regional Measure 2 Funds for Fiscal Year 2020 – Approved by Resolution No. 2019-37
- Authorizing Agreement for Affordable Housing and Sustainable Communities Grant Funding for the US 101 Express Bus Project – Approved by Resolution No. 2019-38

Motion/Second: Ratto/Stone

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

Absent: None

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

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

MOTION:

- Authorize Response to 2018-2019 Civil Grand Jury Report

Motion/Second: Stone/Guilbault

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

Absent: None

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

Director Powell reported on the following item:

SUBJECT DISCUSSED:

- State and Federal Legislative Update

GENERAL COUNSEL REPORT

The Board meeting recessed to closed session at 4:37 pm.

Closed Session: Conference with Labor Negotiator - Pursuant to Government Code Section 54957.6

Agency-designated Representatives: Pat Glenn and David Olmeda

Employee Organization: Amalgamated Transit Union, Local 1574(Bus Operators)

The Board meeting reconvened into open session at 5:18 pm.

Ms. Cassman reported that no action was taken during the closed session.

WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Chair Groom noted that the correspondence was in the reading file.

DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Groom announced the time and location of the next meeting as Wednesday, November 6, 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 5:18 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
SEPTEMBER 30, 2019**

ACTION

Staff proposes that the Board accept and enter into the record the Statement of Revenues and Expenses for the month of September 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 September 30, 2019. The statement has been designed to follow the Agency wide line item rollup as included in the adopted budget. The columns have been designed to provide easy comparison of year to date prior to current actuals for the current fiscal year including dollar and percentage variances. In addition, the current forecast of Revenues and Expenses is compared to the Adopted Budget for Fiscal Year 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 September year-to-date actual, the Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 17) are \$17.1 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), Measure W Sales Tax (page 1, line 11), and Due from PCJPB, SMCTA & SAMTR (Capital) Wages & Benefits (page 1, line 14).

Year to Date Expenses: As of September year-to-date actual, the Total Uses of Funds (page 1, line 37) are \$6.6 million higher than the prior year-to-date actual. This is primarily due to increases in PCJPB, SMCTA & SAMTR (Capital) Wages & Benefits (pages 1), increases in Wages and Benefits for Motor Bus (page 3), 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 September 2019.

STRATEGIC INITIATIVE

This item does not achieve a strategic initiative.

Prepared By:

Maria Pascual, Accountant
Jennifer Ye, Manager, General Ledger

650-508-6288
650-622-7890

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

% OF YEAR ELAPSED: 25.0%

	YEAR-TO-DATE				ANNUAL			
	PRIOR	CURRENT	\$	%	BUDGET	FORECAST	\$	%
	ACTUAL	ACTUAL	VARIANCE	VARIANCE			VARIANCE	VARIANCE
SOURCES OF FUNDS								
Operating Revenues								
1 Passenger Fares	3,870,966	3,969,873	98,907	2.6%	15,264,000	15,264,000	-	0.0%
2 Local TDA and STA Funds	11,871,422	14,936,569	3,065,147	25.8%	59,746,274	59,746,274	-	0.0%
3 Pass through to Other Agencies	104,567	79,000	(25,567)	(24.5%)	316,000	316,000	-	0.0%
4 Operating Grants	19,935	75,190	55,255	100%	2,810,717	2,810,717	-	0.0%
5 SMCTA Measure A	2,772,132	3,616,557	844,425	30.5%	12,796,123	12,796,123	-	0.0%
6 SM County Measure K & Other	625,000	-	(625,000)	(100.0%)	-	-	-	0.0%
7 AB434 Funds, TA Funded Shuttle & Other	103,500	103,500	-	0.0%	417,100	417,100	-	0.0%
8 Subtotal - Operating Revenues	19,367,522	22,780,688	3,413,166	17.6%	91,350,214	91,350,214	-	0.0%
Other Revenue Sources								
9 District Sales Tax	22,531,149	23,470,756	939,607	4.2%	91,000,000	91,000,000	-	0.0%
10 Measure W Sales Tax	-	11,375,000	11,375,000	100.0%	45,500,000	45,500,000	-	0.0%
11 Investment Income	884,677	1,175,780	291,103	32.9%	3,600,000	3,600,000	-	0.0%
12 Other Interest, Rent & Other Income	2,126,008	1,708,241	(417,767)	(19.7%)	6,968,323	6,968,323	-	0.0%
13 Due from PCJPB, SMCTA & SAMTR Capital W&B	10,569,171	12,021,504	1,452,333	13.7%	41,573,346	41,573,346	-	0.0%
14 Subtotal - Other Revenues	36,111,005	49,751,281	13,640,277	37.8%	188,641,669	188,641,669	-	0.0%
15 Total Revenues	55,478,526	72,531,969	17,053,442	30.7%	279,991,882	279,991,882	-	0.0%
16 Total Sources of Funds	55,478,527	72,531,969	17,053,442	30.7%	279,991,882	279,991,882	-	0.0%
USES OF FUNDS								
17 PCJPB, SMCTA & SAMTR Capital W&B	10,569,171	12,021,504	1,452,333	13.7%	41,573,346	41,573,346	-	0.0%
18 Motor Bus	32,949,728	36,291,000	3,341,272	10.1%	143,492,401	143,492,401	-	0.0%
19 A. D. A. Programs	4,153,460	4,075,188	(78,272)	(1.9%)	19,665,385	19,665,385	-	0.0%
20 Caltrain	1,908,600	2,706,556	797,956	41.8%	9,156,123	9,156,123	-	0.0%
21 Other Multi-modal Programs	627,262	601,264	(25,998)	(4.1%)	2,678,911	2,678,911	-	0.0%
22 Pass through to Other Agencies	104,567	79,000	(25,567)	(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	50,312,789	55,774,512	5,461,723	10.9%	216,927,882	216,927,882	-	0.0%
25 Total Operating Surplus/ (Deficit)	5,165,739	16,757,457	11,591,718	(19.7%)	63,064,001	63,064,001	-	0.0%
26 District Sales Tax Capital	1,503,893	2,123,530	619,637	41.2%	8,494,119	8,494,119	-	0.0%
27 Measure W Sales Tax Capital	-	608,750	608,750	100.0%	2,435,000	2,435,000	-	0.0%
28 Sales Tax Allocation - Capital Program	1,503,893	2,732,280	1,228,387	81.7%	10,929,119	10,929,119	-	0.0%
29 Total Debt Service	2,428,429	2,334,358	(94,071)	(3.9%)	19,358,210	19,358,210	-	0.0%
30 Total Uses of Funds	54,245,110	60,841,149	6,596,040	12.2%	247,215,211	247,215,211	-	0.0%
31 NET SURPLUS/ (DEFICIT)	1,233,418	11,690,820	10,457,402	848%	32,776,670	32,776,670	-	0.0%

This report represents actuals and budgets on budgetary basis.

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

% OF YEAR ELAPSED: 25.0%

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
OPERATING REVENUES - MOTOR BUS								
1 PASSENGER FARES	3,566,286	3,771,343	205,057	5.7%	14,355,000	14,355,000	-	0.0%
2								
3 LOCAL (TDA) TRANSIT FUND	9,931,418	11,402,308	1,470,890	14.8%	45,609,233	45,609,233	-	0.0%
4								
5 STATE TRANSIT ASSISTANCE	1,417,298	2,501,705	1,084,407	76.5%	10,006,821	10,006,821	-	0.0%
6								
7 OPERATING GRANTS	10,920	30,566	19,646	155.6%	735,193	735,193	-	0.0%
8								
9 DISTRICT SALES TAX REVENUE	15,887,007	16,543,505	656,498	4.1%	66,093,847	66,093,847	-	0.0%
10								
11 INVESTMENT INTEREST INCOME	741,122	1,033,628	292,506	39.5%	3,005,000	3,005,000	-	0.0%
12								
OTHER REVENUE SOURCES:								
13 Rental Income	375,982	524,749	148,767	39.6%	1,672,487	1,672,487	-	0.0%
14 Advertising Income	305,322	130,844	(174,478)	(57.1%)	1,233,331	1,233,331	-	0.0%
15 Other Income	714,373	352,353	(362,020)	(50.7%)	781,488	781,488	-	0.0%
16 TOTAL OTHER REVENUES	1,395,677	1,007,946	(387,731)	(27.8%)	3,687,307	3,687,307	-	0.0%
17								
18 TOTAL MOTOR BUS	32,949,728	36,291,000	3,341,272	10.1%	143,492,400	143,492,400	-	0.0%
19								
AMERICAN DISABILITIES ACT:								
21 Passenger Fares Redi-Wheels	304,680	198,530	(106,150)	(34.8%)	909,000	909,000	-	0.0%
22 Local TDA 4.5 Redi-Wheels	522,706	617,936	95,230	18.2%	2,471,745	2,471,745	-	0.0%
23 Local STA - Paratransit	-	414,619	414,619	100.0%	1,658,475	1,658,475.00	-	0.0%
24 Operating Grants	9,015	44,624	35,609	395.0%	2,075,524	2,075,524	-	0.0%
25 Sales Tax Revenue - ADA	1,356,923	1,439,043	82,120	6.1%	6,915,641	6,915,641	-	0.0%
26 Interest Income - Paratransit Fund	143,555	142,153	(1,402)	(1.0%)	595,000	595,000	-	0.0%
27 SMCTA Measure A Redi-Wheels	863,532	910,000	46,468	5.4%	3,640,000	3,640,000	-	0.0%
28 SM County Measure K	625,000	-	(625,000)	(100.0%)	-	-	-	0.0%
29 Measure M Paratransit	328,049	308,284	(19,765)	(6.0%)	1,400,000	1,400,000	-	0.0%
30 TOTAL ADA PROGRAMS	4,153,460	4,075,188	(78,272)	(1.9%)	19,665,385	19,665,385	-	0.0%
31								
MULTI-MODAL TRANSIT PROGRAMS:								
33 Transfer from SMCTA for Caltrain	1,908,600	2,706,557	797,957	41.8%	9,156,123	9,156,123	-	0.0%
34 AB434 Funds-SamTrans Shuttle	103,500	103,500	-	0.0%	417,100	417,100	-	0.0%
35 Employer SamTrans Shuttle Funds	402,282	392,012	(10,270)	(2.6%)	1,594,700	1,594,700	-	0.0%
36 Dumbarton Rental Income	-	-	-	0.0%	286,316	286,316	-	0.0%
37 Sales Tax Revenue - Gen. Operating Asst.	121,480	105,752	(15,728)	(12.9%)	380,795	380,795	-	0.0%
38								
39 TOTAL MULTIMODAL	2,535,862	3,307,820	771,958	30.4%	11,835,034	11,835,034	-	0.0%
40								
41 TOTAL REVENUES	39,639,050	43,674,008	4,034,958	10.2%	174,992,819	174,992,819	-	0.0%
42								
43								

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

% OF YEAR ELAPSED: **25.0%**

EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL			
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
DISTRICT OPERATED BUSES									
1 Motor Bus Wages & Benefits	5,252,866	20,542,384	23,852,059	3,309,675	16.1%	76,088,211	76,088,211	-	0.0%
2									
3 Services:									
4 Board of Directors	8,024	10,845	27,309	16,464	151.8%	132,116	132,116	-	0.0%
5 Contracted Vehicle Maintenance	105,656	248,633	424,978	176,345	70.9%	1,295,519	1,295,519	-	0.0%
6 Property Maintenance	136,177	320,378	278,175	(42,203)	(13.2%)	1,710,144	1,710,144	-	0.0%
7 Professional Services	261,444	831,253	297,058	(534,195)	(64.3%)	5,757,143	5,757,143	-	0.0%
8 Technical Services	535,479	1,348,725	1,388,573	39,848	3.0%	9,420,379	9,420,379	-	0.0%
9 Other Services	260,325	571,811	442,343	(129,468)	(22.6%)	3,675,419	3,675,419	-	0.0%
10 Materials & Supply:									
11 Fuel and Lubricants	230,247	915,659	662,517	(253,142)	(27.6%)	3,936,141	3,936,141	-	0.0%
12 Bus Parts and Materials	157,293	391,347	432,479	41,132	10.5%	2,044,369	2,044,369	-	0.0%
13 Uniforms and Driver Expense	15,799	86,584	30,247	(56,337)	(65.1%)	656,813	656,813	-	0.0%
14 Timetables and Tickets	7,215	12,357	7,215	(5,142)	(41.6%)	283,500	283,500	-	0.0%
15 Office Supplies / Printing	114,525	102,559	125,961	23,402	22.8%	615,716	615,716	-	0.0%
16 Other Materials and Supply	15,320	28,642	26,462	(2,180)	(7.6%)	143,600	143,600	-	0.0%
17									
18 Utilities:									
19 Telephone	84,076	93,597	112,247	18,650	19.9%	712,500	712,500	-	0.0%
20 Other Utilities	92,867	276,685	196,719	(79,966)	(28.9%)	1,323,530	1,323,530	-	0.0%
21 Insurance	125,383	372,946	365,134	(7,812)	(2.1%)	1,524,531	1,524,531	-	0.0%
22 Claims Reserves and Payments	37,195	-	73,467	73,467	0.0%	1,455,563	1,455,563	-	0.0%
23 Workers' Compensation	240,000	801,840	736,820	(65,020)	(8.1%)	3,732,568	3,732,568	-	0.0%
24 Taxes and License Fees	69,090	183,589	178,393	(5,196)	(2.8%)	919,556	919,556	-	0.0%
25 Leases and Rentals	5,341	46,225	102,264	56,039	121.2%	191,926	191,926	-	0.0%
26 Promotional and Legal Advertising	70,705	146,033	121,440	(24,593)	(16.8%)	1,460,750	1,460,750	-	0.0%
27 Training and Business Travel	36,551	82,320	61,901	(20,419)	(24.8%)	869,793	869,793	-	0.0%
28 Dues and Membership	1,263	27,492	31,516	4,024	14.6%	172,143	172,143	-	0.0%
29 Postage and Other	2,350	7,143	10,288	3,145	44.0%	184,780	184,780	-	0.0%
30									
31 Total District Operated Buses	7,865,191	27,449,046	29,985,566	2,536,520	9.2%	118,306,710	118,306,710	-	0.0%
32									
CONTRACTED BUS SERVICES									
34 Contracted Urban Bus Service	1,808,969	4,739,513	5,602,372	862,859	18.2%	21,551,200	21,551,200	-	0.0%
35 Coastside Services	155,523	413,570	390,650	(22,920)	(5.5%)	1,738,200	1,738,200	-	0.0%
36 Redi Coast Non-ADA	19,218	56,504	56,170	(333)	(0.6%)	263,700	263,700	-	0.0%
37 La Honda - Pescadero	0	11,813	5,513	(6,301)	(53.3%)	55,130	55,130	-	0.0%
38 SamCoast - Pescadero	9,245	34,768	26,256	(8,512)	(24.5%)	143,700	143,700	-	0.0%
39 CUB Related Wages & Benefits	24,302	85,794	82,322	(3,472)	(4.0%)	499,764	499,764	-	0.0%
40 CUB Related Other Support	5,621	12,066	11,430	(636)	(5.3%)	118,500	118,500	-	0.0%
41 CUB Insurance	38,143	108,868	115,830	6,961	6.4%	597,097	597,097	-	0.0%
42 CUB Claims Reserves & Payments	8,226	37,786	14,892	(22,894)	(60.6%)	218,400	218,400	-	0.0%
43 Total Contracted Bus Service	2,069,246	5,500,682	6,305,435	804,753	14.6%	25,185,691	25,185,691	-	0.0%
44									
45 TOTAL MOTOR BUS	9,934,437	32,949,728	36,291,000	3,341,271	10.1%	143,492,401	143,492,401	-	0.0%

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

% OF YEAR ELAPSED: 25.0%

EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL			
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
AMERICAN DISABILITY ACT PROGRAMS									
Elderly & Disabled/Redi-Wheels	421,974	1,300,176	1,228,885	(71,291)	(5.5%)	8,024,300	8,024,300	-	0.0%
ADA Sedans/ Taxi Service	518,969	1,296,805	1,423,867	127,062	9.8%	3,834,100	3,834,100	-	0.0%
Coastside ADA	151,859	444,078	463,796	19,718	4.4%	1,921,400	1,921,400	-	0.0%
ADA Related Wages & Benefits	173,348	631,635	637,418	5,783	0.9%	2,619,507	2,619,507	-	0.0%
ADA Related Other Support	65,788	391,664	185,950	(205,714)	(52.5%)	2,620,814	2,620,814	-	0.0%
ADA Insurance	35,773	92,356	97,520	5,164	5.6%	426,864	426,864	-	0.0%
ADA Claims Reserves & Payments	46,500	(3,254)	37,752	41,006	(1260.2%)	218,400	218,400	-	0.0%
TOTAL ADA PROGRAMS	1,414,210	4,153,460	4,075,188	(78,272)	(1.9%)	19,665,385	19,665,385	-	0.0%
MULTI-MODAL TRANSIT PROGRAMS									
CALTRAIN SERVICE									
Peninsula Rail Service	902,185	1,908,600	2,706,556	797,956	41.8%	9,156,123	9,156,123	-	0.0%
Total Caltrain Service	902,185	1,908,600	2,706,556	797,956	41.8%	9,156,123	9,156,123	-	0.0%
OTHER SUPPORT									
SamTrans Shuttle Service	174,254	535,485	528,353	(7,132)	(1.3%)	2,128,700	2,128,700	-	0.0%
Shuttle Related Wages & Benefits	5,685	18,948	15,330	(3,618)	(19.1%)	89,095	89,095	-	0.0%
Dumbarton M.O.W.	1,283	31,171	36,263	5,092	16.3%	286,316	286,316	-	0.0%
Maintenance Multimodal Facilities	5,851	41,659	21,319	(20,340)	(48.8%)	174,800	174,800	-	0.0%
Total Other Support	187,073	627,262	601,264	(25,998)	(4.1%)	2,678,911	2,678,911	-	0.0%
TOTAL MULTI-MODAL PROGRAMS	1,089,259	2,535,862	3,307,820	771,958	30.4%	11,835,034	11,835,034	-	0.0%
TOTAL OPERATING EXPENSES	12,437,906	39,639,050	43,674,008	4,034,958	10.2%	174,992,819	174,992,819	-	0.0%

SAN MATEO COUNTY TRANSIT DISTRICT

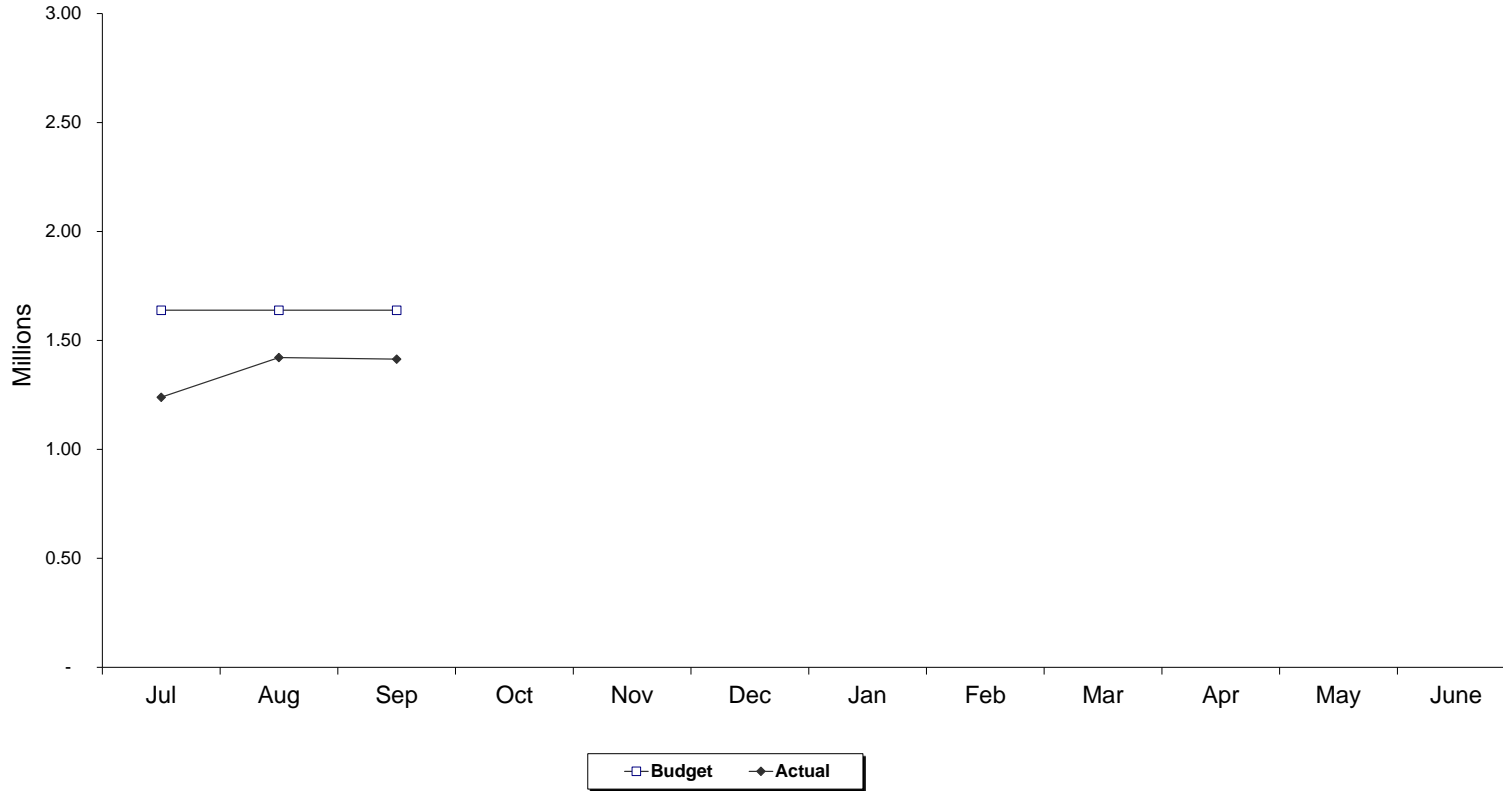
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2020



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	17,281,484	11,473,720	11,473,720									
Actual	14,335,970	12,020,594	9,934,437									
CUMULATIVE EXPENSES												
Budget	17,281,484	28,755,205	40,228,924									
Actual	14,335,970	26,356,563	36,291,001									
Variance - F(U)	2,945,514	2,398,641	3,937,924									
Variance %	17.04%	8.34%	9.79%									

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

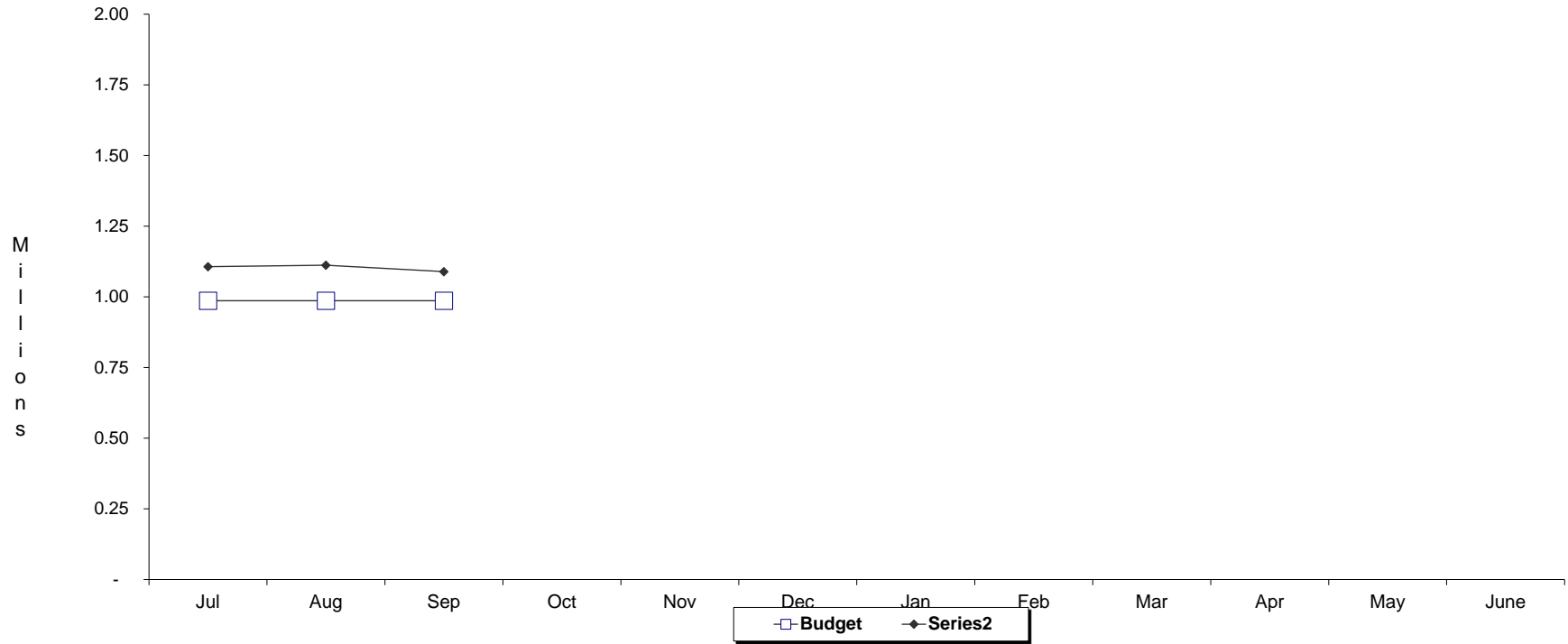


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	1,638,782	1,638,782	1,638,782									
Actual	1,239,506	1,421,472	1,414,210									
CUMULATIVE EXPENSES												
Budget	1,638,782	3,277,564	4,916,346									
Actual	1,239,506	2,660,978	4,075,188									
Variance - F(U)	399,276	616,586	841,158									
Variance %	24.36%	18.81%	17.11%									

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	986,253	986,253									
Actual	1,106,649	1,111,913	1,089,259									
CUMULATIVE EXPENSES												
Budget	986,253	1,972,506	2,958,758									
Actual	1,106,649	2,218,561	3,307,820									
Variance - F(U)	(120,396)	(246,056)	(349,062)									
Variance %	(12.2%)	(12.5%)	(11.8%)									

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

9/30/2019

LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF

Bank of America Checking	\$	24,466,463.95
Bank of America Checking (Restricted)	\$	16,199,462.32
Wells Fargo		-
LAIF		47,500,000.00

INVESTMENT FUNDS

Investment Portfolio (Market Values+ Accrued interest)*	120,221,250.62
MMF - US Bank Custodian Account	10,005,724.82

Debt Service Reserves Held By Trustee	6,476,095.55
--	--------------

TOTAL	<u><u>\$ 224,868,997.26</u></u>
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* Fund Managed by PFM Investment Advisor



Risk Summary

SAM Transit District Agg (136232)

09/01/2019 09/30/2019

Dated: 10/15/2019

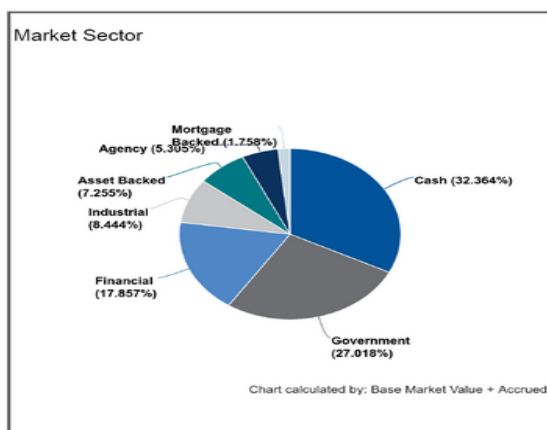
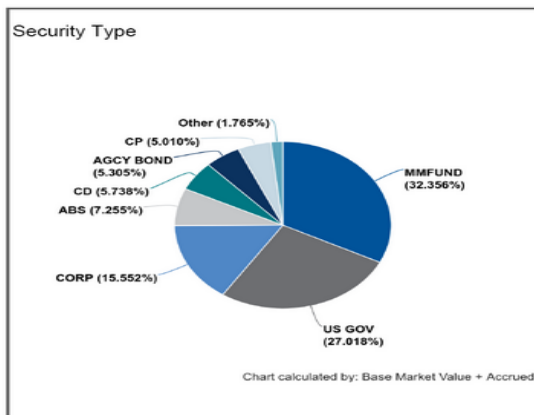
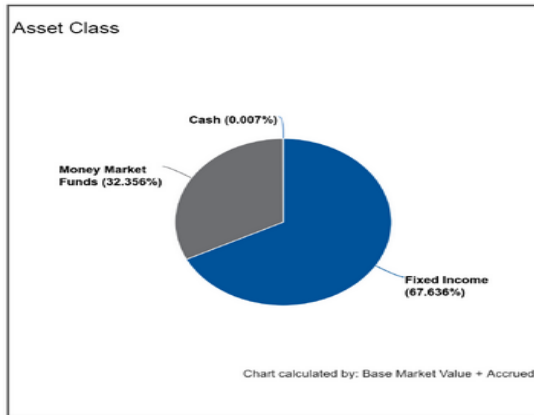
Cash and Fixed Income Summary	
<i>Risk Metric</i>	<i>Value</i>
Cash	13,042.68
MMFund (incl LAIF)	57,505,724.82
Fixed Income	120,208,207.94
Duration	1.877
Convexity	0.062
WAL	1.431
Years to Final Maturity	1.588
Years to Effective Maturity	1.429
Yield	1.900
Book Yield	1.628
Avg Credit Rating	AA-/Aa3/AA-

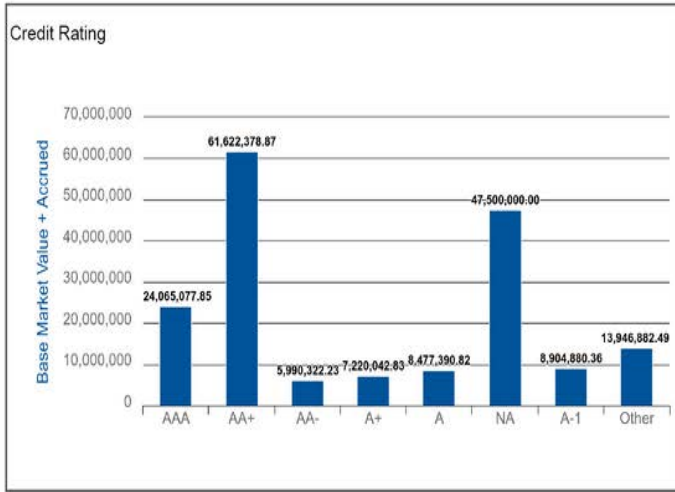
Issuer Concentration	
<i>Issuer Concentration</i>	<i>% of Base Market Value + Accrued</i>
Other	30.724%
United States	27.018%
(SM - LAIF) State of California	26.726%
U.S. Bancorp	5.630%
Federal National Mortgage Association	3.689%
Toyota Motor Corporation	2.121%
Federal Home Loan Banks	2.093%
SAS Rue La Boétie	2.000%
---	100.000%

Footnotes: 1,2

Footnotes:

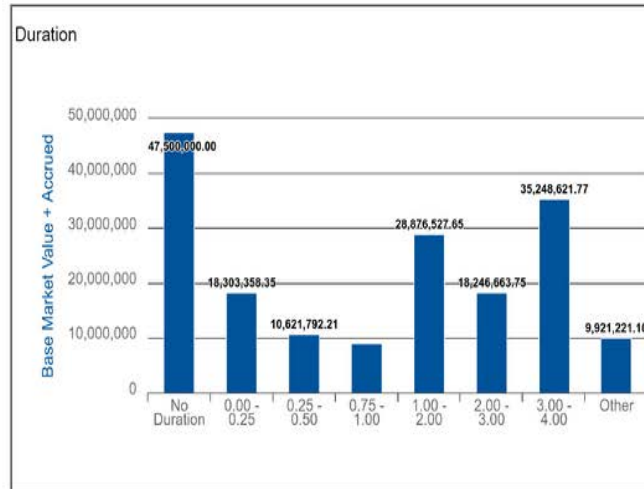
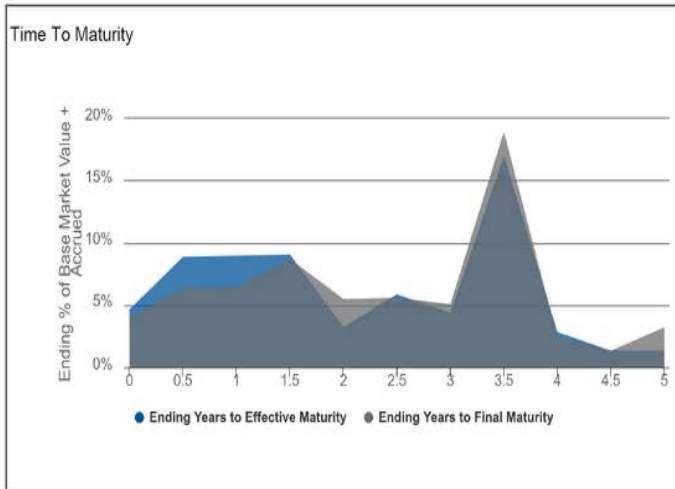
- 1) Grouped by Issuer Concentration
- 2) Groups sorted by: % of Base Market Value+Accrued





Credit Duration Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	10.614%	1.729%	1.889%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
AA	3.916%	9.977%	5.660%	19.142%	0.000%	0.000%	0.000%	0.000%	0.000%
A	7.721%	3.874%	2.718%	0.691%	1.992%	0.000%	0.000%	0.000%	0.000%
BBB	1.994%	0.668%	0.000%	0.000%	0.690%	0.000%	0.000%	0.000%	0.000%
BB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
B	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CCC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
C	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
NA	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%

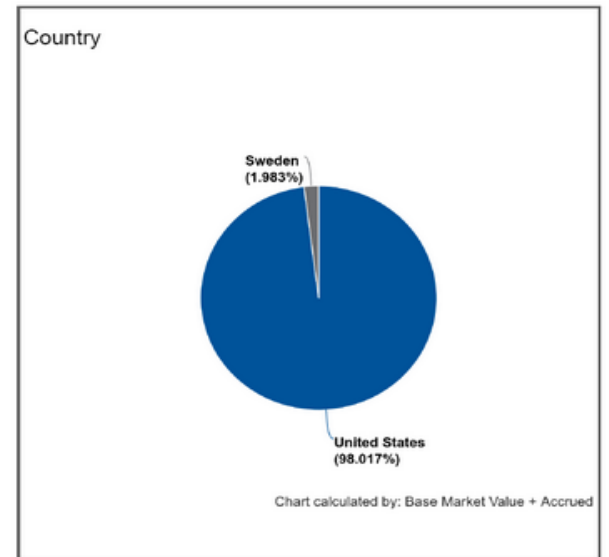
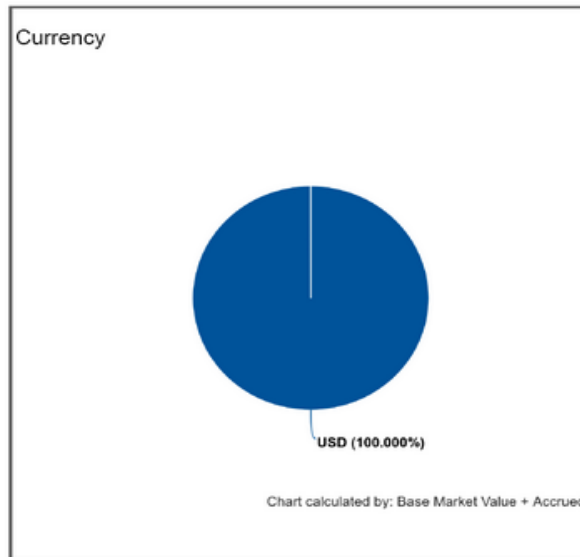
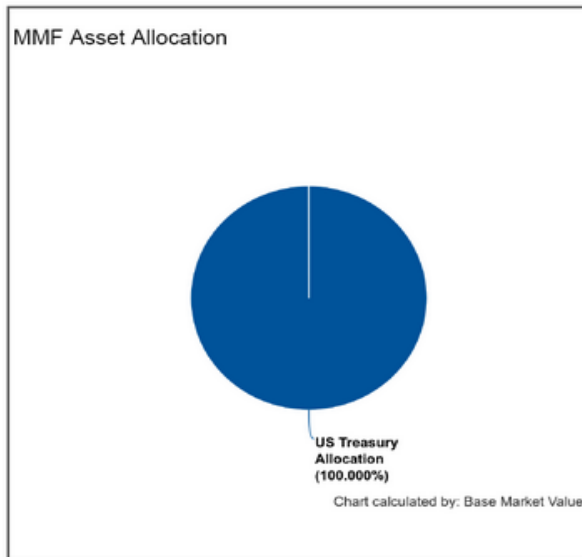
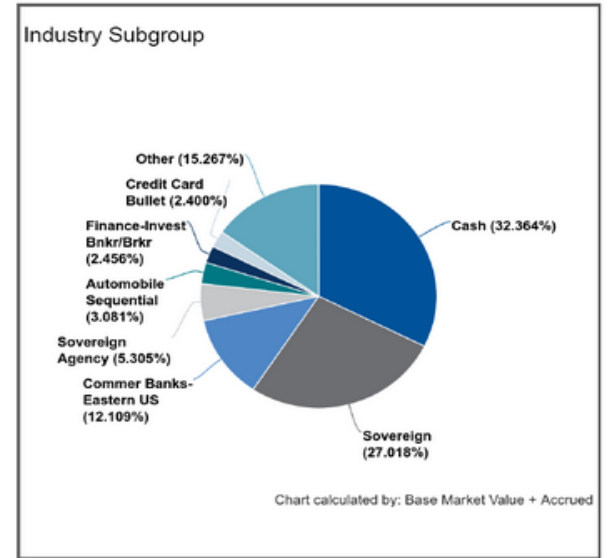
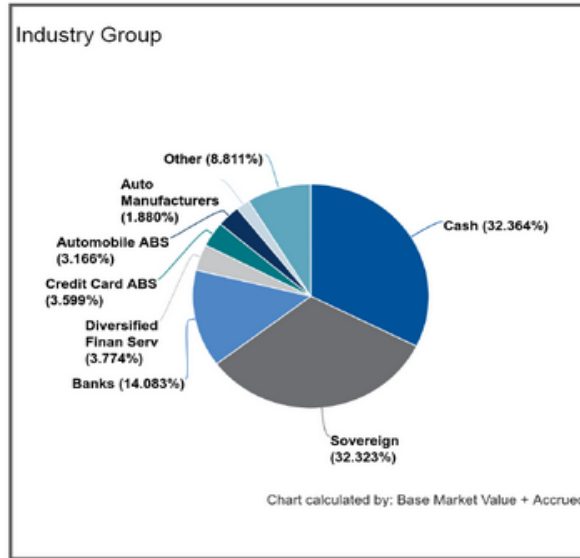
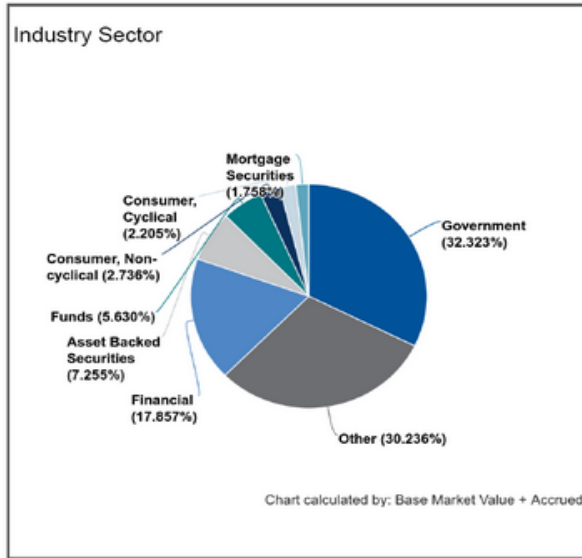


Risk Summary

09/01/2019 - 09/30/2019

SAM Transit District Agg (136232)

Dated: 10/15/2019





clearwater

Master BS by lot - group by Security type
 Account: SAM TR Reimbursement Fund (136225)
 As of: 09/30/2019
 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	11,024.87	---	09/30/2019	11,024.87	0.00	11,024.87	11,024.87	
CASH	CCYUSD	Receivable	11,024.87	---	09/30/2019	11,024.87	0.00	11,024.87	11,024.87	

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	8,381,977.86	---	09/30/2019	8,381,977.86	0.00	8,381,977.86	8,381,977.86	
MMFUND	31846V534	FIRST AMER:US TRS MM Y	8,381,977.86	---	09/30/2019	8,381,977.86	0.00	8,381,977.86	8,381,977.86	

Summary										
Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued	
---	---	---	8,393,002.73	---	09/30/2019	8,393,002.73	0.00	8,393,002.73	8,393,002.73	

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



FNMA	3136B1XP4	FNA 18M5 A2	423,439.64	04/30/2018	09/25/2021	431,862.28	1,256.20	430,904.88	432,161.08
FNMA			1,578,923.58			1,610,726.71	3,835.35	1,597,285.03	1,601,120.38

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	1,282,979.87	---	09/30/2019	1,282,979.87	0.00	1,282,979.87	1,282,979.87
MMFUND	31846V534	FIRST AMER:US TRS MM Y	1,282,979.87			1,282,979.87	0.00	1,282,979.87	1,282,979.87

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

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
US GOV	912828L32	UNITED STATES TREASURY	410,000.00	07/12/2016	08/31/2020	417,840.49	480.12	408,270.31	408,750.43
US GOV	912828N30	UNITED STATES TREASURY	1,600,000.00	08/03/2018	12/31/2022	1,551,875.00	8,592.39	1,627,500.00	1,636,092.39
US GOV	912828N30	UNITED STATES TREASURY	1,575,000.00	11/06/2018	12/31/2022	1,521,290.04	8,458.14	1,602,070.31	1,610,528.45
US GOV	912828N30	UNITED STATES TREASURY	3,000,000.00	12/13/2018	12/31/2022	2,925,703.13	16,110.73	3,051,562.50	3,067,673.23
US GOV	912828N30	UNITED STATES TREASURY	5,900,000.00	01/10/2019	12/31/2022	5,814,957.03	31,684.44	6,001,406.25	6,033,090.69
US GOV	912828N30	UNITED STATES TREASURY	3,000,000.00	01/31/2019	12/31/2022	2,952,421.87	16,110.73	3,051,562.50	3,067,673.23
US GOV	912828Q78	UNITED STATES TREASURY	1,640,000.00	01/05/2017	04/30/2021	1,607,456.25	9,436.68	1,631,031.25	1,640,467.93
US GOV	912828R69	UNITED STATES TREASURY	5,400,000.00	03/06/2019	05/31/2023	5,204,039.06	29,489.75	5,410,125.00	5,439,614.75
US GOV	912828R69	UNITED STATES TREASURY	950,000.00	04/05/2019	05/31/2023	924,134.77	5,188.01	951,781.25	956,969.26
US GOV	912828R69	UNITED STATES TREASURY	1,700,000.00	05/03/2019	05/31/2023	1,659,093.75	9,283.81	1,703,187.50	1,712,471.31
US GOV	912828R77	UNITED STATES TREASURY	1,400,000.00	03/17/2017	05/31/2021	1,363,632.82	6,469.26	1,392,125.00	1,398,594.26
US GOV	912828T91	UNITED STATES TREASURY	2,950,000.00	07/08/2019	10/31/2023	2,924,417.97	20,060.80	2,956,453.13	2,976,513.93
US GOV	912828T99	UNITED STATES TREASURY	2,500,000.00	09/07/2018	08/15/2022	2,395,117.19	5,188.52	2,503,515.63	2,508,704.14
US GOV	912828VF4	UNITED STATES TREASURY	255,000.00	12/07/2015	05/31/2020	251,702.93	1,178.33	254,163.28	255,341.61
US GOV	912828VP2	UNITED STATES TREASURY	575,000.00	05/18/2016	07/31/2020	593,785.56	1,937.50	575,628.91	577,566.41
US GOV	912828X47	UNITED STATES TREASURY	3,700,000.00	05/07/2018	04/30/2022	3,581,773.44	29,031.93	3,724,859.38	3,753,891.30
US GOV			36,555,000.00			35,689,241.30	198,701.16	36,845,242.19	37,043,943.35

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
---	---	---	93,959,994.10	---		93,233,681.26	460,821.74	94,505,912.85	94,966,734.59

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

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	317,758.08	12/15/2016	05/25/2021	324,187.72	709.27	320,754.54	321,463.81
FNMA	3136B1XP4	FNA 18M5 A2	116,445.90	04/30/2018	09/25/2021	118,762.13	345.46	118,498.84	118,844.30
FNMA	---	---	434,203.98	---	---	442,949.85	1,054.72	439,253.38	440,308.11

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	340,767.09	---	09/30/2019	340,767.09	0.00	340,767.09	340,767.09
MMFUND	31846V534	FIRST AMER:US TRS MM Y	340,767.09	---	09/30/2019	340,767.09	0.00	340,767.09	340,767.09

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	298.08	175,601.56	175,899.64
US GOV	912828L32	UNITED STATES TREASURY	80,000.00	07/12/2016	08/31/2020	81,532.14	93.68	79,662.50	79,756.18
US GOV	912828N30	UNITED STATES TREASURY	450,000.00	08/03/2018	12/31/2022	436,464.84	2,416.61	457,734.38	460,150.99
US GOV	912828N30	UNITED STATES TREASURY	550,000.00	11/06/2018	12/31/2022	531,244.14	2,953.63	559,453.13	562,406.76
US GOV	912828N30	UNITED STATES TREASURY	750,000.00	12/13/2018	12/31/2022	731,425.78	4,027.68	762,890.63	766,918.31
US GOV	912828N30	UNITED STATES TREASURY	1,600,000.00	01/10/2019	12/31/2022	1,576,937.50	8,592.39	1,627,500.00	1,636,092.39
US GOV	912828N30	UNITED STATES TREASURY	850,000.00	01/31/2019	12/31/2022	836,519.53	4,564.71	864,609.38	869,174.08
US GOV	912828Q78	UNITED STATES TREASURY	485,000.00	01/05/2017	04/30/2021	475,375.78	2,790.73	482,347.66	485,138.38
US GOV	912828R69	UNITED STATES TREASURY	1,600,000.00	03/06/2019	05/31/2023	1,541,937.50	8,737.70	1,603,000.00	1,611,737.70
US GOV	912828R69	UNITED STATES TREASURY	200,000.00	04/05/2019	05/31/2023	194,554.69	1,092.21	200,375.00	201,467.21
US GOV	912828R69	UNITED STATES TREASURY	550,000.00	05/03/2019	05/31/2023	536,765.62	3,003.59	551,031.25	554,034.84
US GOV	912828T91	UNITED STATES TREASURY	850,000.00	07/08/2019	10/31/2023	842,628.91	5,780.23	851,859.38	857,639.61
US GOV	912828T91	UNITED STATES TREASURY	700,000.00	09/07/2018	08/15/2022	670,632.81	1,452.79	700,984.38	702,437.16
US GOV	912828VF4	UNITED STATES TREASURY	200,000.00	12/07/2015	05/31/2020	197,414.06	924.18	199,343.75	200,267.93
US GOV	912828VP2	UNITED STATES TREASURY	490,000.00	05/18/2016	07/31/2020	505,996.90	1,651.09	490,535.94	492,187.02
US GOV	912828X47	UNITED STATES TREASURY	1,300,000.00	05/07/2018	04/30/2022	1,258,460.94	10,200.41	1,308,734.38	1,318,934.78
US GOV	---	UNITED STATES TREASURY	10,830,000.00	---	---	10,599,214.38	58,579.71	10,915,663.28	10,974,242.99

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	26,575,532.39	---	---	26,386,844.01	131,591.61	26,735,646.51	26,867,238.12

* Grouped by: Security Type

* Groups Sorted by: Security Type

* Weighted by: Base Market Value + Accrued

* Holdings Displayed by: Lot



Trade Activity

Report: Trade Activity
Account: SAM Transit District Agg (136232)
Date: 09/01/2019 - 09/30/2019
Base Currency: USD

* Does not Lock Down

Table with columns: Identifier, Description, Base Current Units, Coupon Rate, Transaction Type, Trade Date, Settle Date, Final Maturity, Base Principal, Base Accrued Interest, Base Amount. Contains multiple rows of transaction data.

* 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.

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 SEPTEMBER 2019

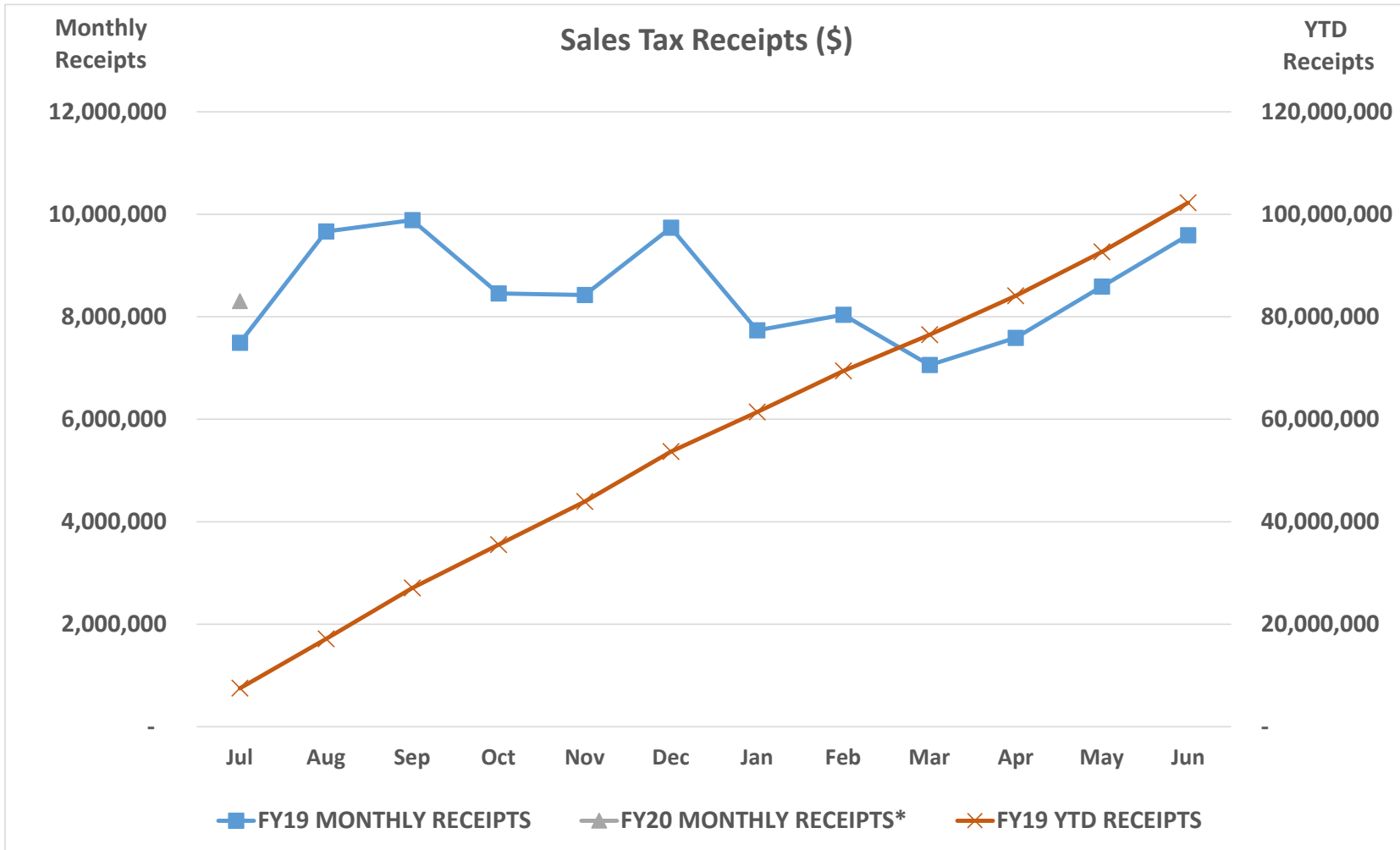
BUDGET AMENDMENTS

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

BUDGET REVISIONS

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

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



* Sales tax receipts are received and reconciled two months in arrears with a quarterly true up by the State of California also two months in arrears

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

	FY19 MONTHLY RECEIPTS	FY20 ESTIMATED MONTHLY RECEIPTS	Monthly % Change	FY19 YTD RECEIPTS	FY20 ESTIMATED YTD RECEIPTS	YTD % Change
Jul	\$7,491,211	8,304,089	10.85%	\$7,491,211	8,304,089	10.85%
Aug	9,665,751	7,583,333	(21.5%)	17,156,962	15,887,422	(7.4%)
Sep	9,885,148	7,583,333	(23.3%)	27,042,110	23,470,755	(13.2%)
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>\$23,470,755</u>				

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

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

ACTION

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

SIGNIFICANCE

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

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

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

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

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

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

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

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

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

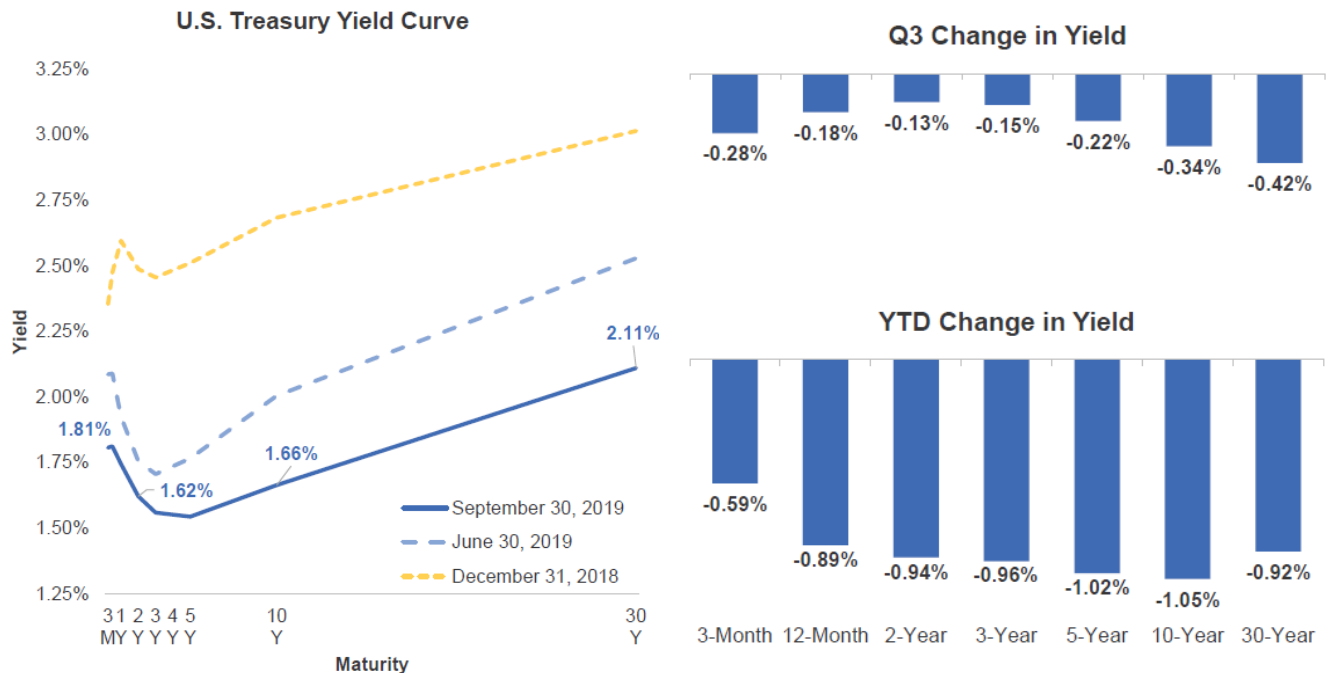
DISCUSSION

Market Conditions

- During third quarter, the Federal Reserve and other central banks eased monetary policy in an effort to counter flagging global-growth momentum. However, further escalation of the US-China trade conflict continued to weigh on confidence, and it remains unclear whether monetary easing alone is sufficient to catalyze economic acceleration
- Throughout the quarter, the yield spread between federal agency securities and comparable treasuries remained unattractive. Even new issue concessions were less attractive than in prior quarters. While limited supply is partly to blame, insatiable market demand has essentially capped any

upside. As a result, we continued to prefer treasuries over agencies and avoided callable agencies due to significant early redemptions

- U.S. economic conditions are characterized by: solid gross domestic product (GDP) growth; muted inflation pressures; and increased downside risks, including a slowdown in manufacturing, weaker business investments, and protracted trade wars
- Rising US stock prices pushed equity valuations further above the long-term US historical average this quarter, while trailing price-earnings (P/E) ratios for non-US developed and emerging markets remained below their respective long-term averages
- In fixed income, modest inflation, flagging growth expectations, and the Fed's dovish shift pushed bond yields lower for the third quarter in a row. Credit spreads experienced some volatility but ended the quarter roughly unchanged
- The yield curve remain inverted, as the spread between the 10-year and 3-month Treasuries reached -15 basis points.



Portfolio Recap

- Our strategy throughout the quarter included the following elements:
 - We continued to maintain portfolio durations in line with benchmarks, as we have since the beginning of the year, because of growing certainty that the Fed would cut rates, perhaps multiple times. Maintaining durations—despite the inverted yield curve—was just as vital as in previous quarters as the continued drop in yields drove strong fixed income returns. In fact, longer-duration strategies outperformed shorter ones for the fourth quarter in a row.
 - Our sector allocation strategy continued to favor broad diversification, including the widest range of permitted investments. Our weighting to corporates and asset-backed securities (ABS) generally offset the negative relative performance of agency MBS for the quarter.
 - Corporate bonds rallied, pushing yield spreads back to near 12-month lows during the quarter as a more accommodative Fed and a temporary lull in the trade war offensive mitigated some of the imminent risks to the economy. As a result, investment-grade (IG) corporates generated attractive excess returns for the third quarter, with lower quality issuers outperforming higher quality ones.
 - A bevy of new-issue corporates in September provided many opportunities, albeit at somewhat modest yield spreads. Our strategy in the third quarter was to make purchases a bit farther out on the yield curve within the sector and selectively take advantage of new issues. Our focus remained on those issuers with lower leverage and less relative exposure to international trade risks.
 - The mortgage-related sector experienced some give-and-take during the third quarter. While MBS generally detracted from third quarter portfolio performance, wider yield spreads provided a good buying opportunity, positioning the portfolio to benefit from incremental income in future quarters.
 - After narrowing in the first half of 2019, yield spreads on short-term commercial paper and negotiable bank CDs gradually increased from multi-year lows. Short-term credit sectors once again offered favorable incremental yield opportunities for ultra-short-term investors.

Investment Strategy Outlook

Our strategy as we enter the final quarter of 2019 is to maintain a well-diversified portfolio as we seek to balance portfolio earnings potential with profit-taking in sectors that appear overly expensive. Issue selection has become increasingly important, regardless of sector, as market cross-currents have created both risks and opportunities.

Our outlook for the major investment-grade fixed income sectors is as follows:

- Federal agency yield spreads remain very tight. In some cases, agencies offer yields less than those on Treasuries of similar maturity. The U.S. Treasury Department also released an updated housing reform plan that seeks to reduce the role of the Federal Government, but implementation faces many political and practical difficulties. We continue to favor further reductions in agency holdings because their upside is limited.
- In the investment-grade (IG) corporate sector, we remain cautiously optimistic. Stable fundamentals, positive earnings growth, and a resilient equity market support the underlying stability of the credit markets; however, in addition to the myriad of geopolitical issues that have yet to be resolved, increased balance sheet leverage translates into somewhat elevated financial risks, especially in light of the narrow spreads currently available. As a result, we plan to reduce “rich” corporate holdings while creating room for new corporate opportunities as they become available.
- ABS spreads are near multi-year lows, but underlying fundamentals remain firm. We plan to maintain ABS positions near current levels while seeking to opportunistically reduce allocations to structures inside of one year.
- Increasing new home supply and accelerating prepayments are expected to weigh on the MBS sector over the near term. While spreads snapped back modestly near quarter-end, relative value in the sector is now attractive. Our preference is for structures that are less sensitive to interest rate movements—in particular, commercial MBS (CMBS) and well-seasoned mortgage pools that have less prepayment variability.
- On the heels of two Fed rate cuts in the third quarter, money market investors may see further rate adjustments in the coming months. Short-term credit spreads have widened recently, creating investment opportunities that offset some of the Fed’s lower overnight target rate.

BUDGET IMPACT

Total return is interest income plus capital gains (or minus losses) on an investment and is the most important measure of performance as it is the actual return on investment during a specific time interval. For the quarter ending September 30, the total return of the portfolio was **0.83 percent**. This compares to the benchmark return of **0.72 percent**. The Performance graph on page 11 shows the relative performance of the TA over the last 12 months.

The yield at cost represents the yield on a fixed-income security at its current rate (at the time of purchase) of return until maturity equivalent to the annual percentage rate of interest an investor would receive for investing the purchase price of a given security in a bank account that paid interest semiannually. As of the end of the quarter, the portfolio's yield to maturity at cost was **2.37 percent**.

The yield at market is the yield that an investor can expect to receive in the current interest rate environment utilizing a buy-and-hold investment strategy. This calculation is based on the current market value of the portfolio including unrealized gains and losses. For the quarter ending September 30, the portfolio's market yield to maturity was **1.84 percent**.

Prepared by: Jayden Sangha

Manager, Treasury

650-508-6405

INVESTMENT GLOSSARY

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

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

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

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

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

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

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

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

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

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

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

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

Source: Investopedia.com

EXHIBIT 1

SAN MATEO TRANSIT DISTRICT
 REPORT OF INVESTMENTS (AGGREGATE)
 FOR QUARTER ENDING SEPTEMBER 30, 2019

CUSIP#	ASSET BACK SECURITIES	Par Value	Maturity/Call Date	Accrued Interest	Market Value	Market Value - Accrued
36255JAD6	GMCAR 183 A3	400,000.00	5/16/2023	503.33	405,734.20	406,237.53
14313FAD1	CARMX 183 A3	420,000.00	6/15/2023	584.27	426,080.72	426,664.98
17305EGK5	CCCIT 18A1 A1	900,000.00	1/20/2023	4,419.75	906,480.98	910,900.73
89238BAD4	TAOT 18A A3	450,000.00	5/16/2022	470.00	451,117.75	451,587.75
02582JHQ6	AMXCA 181 A	1,510,000.00	10/17/2022	1,791.87	1,513,811.38	1,515,603.25
47788BAD6	JDOT 17B A3	392,350.03	10/15/2021	317.37	391,746.54	392,063.90
47788CAC6	JDOT 2018 A3	285,000.00	4/18/2022	336.93	286,269.09	286,606.02
43814PAC4	HAROT 173 A3	225,897.88	9/18/2021	146.02	225,593.79	225,739.81
89190BAD0	TAOT 17B A3	989,937.27	7/15/2021	774.35	988,493.33	989,267.69
89238MAD0	TAOT 17A A3	146,488.22	2/16/2021	112.63	146,320.68	146,433.31
02004VAC7	ALLYA 182 A3	650,000.00	11/15/2022	843.56	654,480.32	655,323.87
02007HAC5	ALLYA 172 A3	524,632.82	8/16/2021	415.04	523,996.13	524,411.17
17305EGB5	CCCIT 17A3 A3	900,000.00	4/7/2020	8,352.00	899,465.92	907,817.92
02007PAC7	ALLYA 171 A3	117,651.94	6/15/2021	88.89	117,491.71	117,580.61
34531EAD8	FORDO 17A A3	446,490.38	6/15/2021	331.40	445,863.90	446,195.29
14041NFU0	COMET 192 A	1,660,000.00	9/15/2024	2,062.09	1,653,775.38	1,655,837.46
36255JAD6	GMCAR 183 A3	120,000.00	5/16/2023	151.00	121,720.26	121,871.26
14313FAD1	CARMX 183 A3	110,000.00	6/15/2023	153.02	111,592.57	111,745.59
02582JHQ6	AMXCA 181 A	425,000.00	10/17/2022	504.33	426,072.74	426,577.07
89238MAD0	TAOT 17A A3	40,691.17	2/16/2021	31.29	40,644.63	40,675.92
47788CAC6	JDOT 2018 A3	80,000.00	4/18/2022	94.58	80,356.24	80,450.81
17305EGB5	CCCIT 17A3 A3	250,000.00	4/7/2020	2,320.00	249,851.65	252,171.65
02004VAC7	ALLYA 182 A3	185,000.00	11/15/2022	240.09	186,275.17	186,515.26
17305EGK5	CCCIT 18A1 A1	250,000.00	1/20/2023	1,227.71	251,800.27	253,027.98
89238BAD4	TAOT 18A A3	125,000.00	5/16/2022	130.56	125,310.49	125,441.04
02007HAC5	ALLYA 172 A3	145,227.08	8/16/2021	114.89	145,050.83	145,165.72
02007PAC7	ALLYA 171 A3	33,407.34	6/15/2021	25.24	33,361.84	33,387.09
34531EAD8	FORDO 17A A3	130,226.36	6/15/2021	96.66	130,043.64	130,140.29
47788BAD6	JDOT 17B A3	111,165.84	10/15/2021	89.92	110,994.85	111,084.77
43814PAC4	HAROT 173 A3	68,453.90	9/18/2021	44.25	68,361.76	68,406.00
89190BAD0	TAOT 17B A3	274,982.57	7/15/2021	215.10	274,581.48	274,796.58
14041NFU0	COMET 192 A	475,000.00	9/15/2024	590.06	473,218.86	473,808.91
AGENCY BONDS						
3135G0N82	FEDERAL NATIONAL MORTGAGE ASSOCIA1	1,525,000.00	8/17/2021	2,329.86	1,512,929.63	1,515,259.49
3135G0N82	FEDERAL NATIONAL MORTGAGE ASSOCIA1	475,000.00	8/17/2021	725.69	471,240.38	471,966.07
3130A8QS5	FEDERAL HOME LOAN BANKS	2,700,000.00	7/14/2021	6,496.88	2,673,739.80	2,680,236.68
3135G0T60	FEDERAL NATIONAL MORTGAGE ASSOCIA1	600,000.00	7/30/2020	1,525.00	598,065.60	599,590.60
3137EAEF2	FREDDIE MAC	300,000.00	4/20/2020	1,844.79	299,160.60	301,005.39
3137EAEJ4	FREDDIE MAC	580,000.00	9/29/2020	52.36	578,650.92	578,703.28
3130ACE26	FEDERAL HOME LOAN BANKS	440,000.00	9/28/2020	50.42	437,903.40	437,953.82
3135G0U92	FEDERAL NATIONAL MORTGAGE ASSOCIA1	900,000.00	1/11/2022	5,250.00	919,219.50	924,469.50
3135G0N82	FEDERAL NATIONAL MORTGAGE ASSOCIA1	140,000.00	8/17/2021	213.89	138,891.90	139,105.79
3130A8QS5	FEDERAL HOME LOAN BANKS	520,000.00	7/14/2021	1,251.25	514,942.48	516,193.73
3135G0T60	FEDERAL NATIONAL MORTGAGE ASSOCIA1	150,000.00	7/30/2020	381.25	149,516.40	149,897.65
3137EAEF2	FREDDIE MAC	150,000.00	4/20/2020	922.40	149,580.30	150,502.70
3137EAEJ4	FREDDIE MAC	165,000.00	9/29/2020	14.90	164,616.21	164,631.11
3135G0N82	FEDERAL NATIONAL MORTGAGE ASSOCIA1	460,000.00	8/17/2021	702.78	456,359.10	457,061.88
3130ACE26	FEDERAL HOME LOAN BANKS	85,000.00	9/28/2020	9.74	84,594.98	84,604.71
3135G0U92	FEDERAL NATIONAL MORTGAGE ASSOCIA1	250,000.00	1/11/2022	1,458.33	255,338.75	256,797.08
CERTIFICATE OF DEPOSITS						
86565BPC9	Sumitomo Mitsui Banking Corporation, New Yo	900,000.00	10/16/2020	14,238.00	899,360.30	913,598.30
87019U6D6	Swedbank AB (publ)	1,800,000.00	11/16/2020	15,663.00	1,782,181.12	1,797,844.12
06417GU22	Bank of Nova Scotia, Houston Branch	900,000.00	6/5/2020	8,932.00	901,757.11	910,689.11
78012UEE1	Royal Bank of Canada New York Branch	1,500,000.00	6/7/2021	15,390.00	1,506,058.21	1,521,448.21
22535CDV0	Credit Agricole Corporate And Investment Bank,	900,000.00	4/1/2022	10,612.50	900,000.00	910,612.50
65558TLL7	Nordea Bank Abp, New York Branch	950,000.00	8/26/2022	1,611.04	950,000.00	951,611.04
83050PDR7	Skandinaviska Enskilda Banken AB (publ.)	950,000.00	8/26/2022	1,374.33	950,000.00	951,374.33
86565BPC9	Sumitomo Mitsui Banking Corporation, New Yo	250,000.00	10/16/2020	3,955.00	249,822.30	253,777.30
78012UEE1	Royal Bank of Canada New York Branch	425,000.00	6/7/2021	4,360.50	426,716.49	431,076.99

06417GU22	Bank of Nova Scotia, Houston Branch	250,000.00	6/5/2020	2,481.11	250,488.09	252,969.20
87019U6D6	Swedbank AB (publ)	500,000.00	11/16/2020	4,350.83	495,050.31	499,401.14
22535CDV0	Credit Agricole Corporate And Investment Bank,	250,000.00	4/1/2022	2,947.92	250,000.00	252,947.92
65558TLL7	Nordea Bank Abp, New York Branch	275,000.00	8/26/2022	466.35	275,000.00	275,466.35
83050PDR7	Skandinaviska Enskilda Banken AB (publ.)	275,000.00	8/26/2022	397.83	275,000.00	275,397.83

CUSIP

CORPORATE BONDS

44932HAG8	IBM CREDIT LLC	900,000.00	2/5/2021	3,710.00	907,651.80	911,361.80
63743HER9	NATIONAL RURAL UTILITIES COOPERATIVE F	375,000.00	3/15/2021	483.33	379,671.38	380,154.71
6174467P8	MORGAN STANLEY	1,800,000.00	7/24/2020	18,425.00	1,848,943.80	1,867,368.80
24422ETL3	JOHN DEERE CAPITAL CORP	450,000.00	1/6/2022	2,815.63	457,431.30	460,246.93
904764A20	UNILEVER CAPITAL CORP	725,000.00	3/22/2021	498.44	732,674.13	733,172.56
437076BQ4	HOME DEPOT INC	450,000.00	6/5/2020	2,610.00	449,327.25	451,937.25
713448DX3	PEPSICO INC	600,000.00	4/15/2021	5,533.33	602,329.20	607,862.53
427866BA5	HERSHEY CO	360,000.00	5/15/2021	4,216.00	365,834.16	370,050.16
63743HER9	NATIONAL RURAL UTILITIES COOPERATIVE F	515,000.00	3/15/2021	663.78	521,415.36	522,079.13
06051GFV4	BANK OF AMERICA CORP	100,000.00	4/19/2021	1,181.25	100,916.40	102,097.65
808513AV5	CHARLES SCHWAB CORP	570,000.00	5/21/2021	6,689.58	580,481.16	587,170.74
06051GGS2	BANK OF AMERICA CORP	550,000.00	10/1/2021	6,402.00	550,500.50	556,902.50
14913Q2A6	CATERPILLAR FINANCIAL SERVICES CORP	650,000.00	9/4/2020	901.88	649,149.15	650,051.03
06051GHH5	BANK OF AMERICA CORP	250,000.00	5/17/2022	3,256.01	254,808.75	258,064.76
025816BU2	AMERICAN EXPRESS CO	900,000.00	5/17/2021	11,306.25	917,306.10	928,612.35
037833CS7	APPLE INC	820,000.00	5/11/2020	5,740.00	819,446.50	825,186.50
89236TEU5	TOYOTA MOTOR CREDIT CORP	660,000.00	4/13/2021	9,086.00	670,278.84	679,364.84
594918BV5	MICROSOFT CORP	900,000.00	2/6/2020	2,543.75	899,626.50	902,170.25
89236TDH5	TOYOTA MOTOR CREDIT CORP	670,000.00	10/18/2019	4,702.10	669,845.90	674,548.00
931142EA7	WAL-MART STORES INC	900,000.00	12/15/2020	5,035.00	901,294.20	906,329.20
172967LF6	CITIGROUP INC	900,000.00	1/10/2020	4,961.25	901,067.40	906,028.65
71708IEB5	PFIZER INC	1,185,000.00	12/15/2019	5,931.58	1,184,338.77	1,190,270.35
24422EUQ0	JOHN DEERE CAPITAL CORP	175,000.00	1/10/2022	1,260.00	179,611.08	180,871.08
693475AV7	PNC FINANCIAL SERVICES GROUP INC	900,000.00	1/23/2024	5,950.00	955,385.10	961,335.10
69371RP75	PACCAR FINANCIAL CORP	325,000.00	3/1/2022	771.88	331,005.03	331,776.90
46647PBB1	JPMORGAN CHASE & CO	900,000.00	4/1/2023	15,153.08	920,688.30	935,841.38
02665WCZ2	AMERICAN HONDA FINANCE CORP	900,000.00	6/27/2024	5,640.00	908,086.50	913,726.50
3814IEC23	GOLDMAN SACHS & CO	900,000.00	7/8/2024	7,988.75	952,230.60	960,219.35
05531FBH5	BB&T CORP	900,000.00	8/1/2024	3,875.00	906,434.10	910,309.10
254687FK7	WALT DISNEY CO	950,000.00	8/30/2024	1,154.51	940,720.40	941,874.91
037833CS7	APPLE INC	225,000.00	5/11/2020	1,575.00	224,848.13	226,423.13
904764A20	UNILEVER CAPITAL CORP	200,000.00	3/22/2021	137.50	202,117.00	202,254.50
63743HER9	NATIONAL RURAL UTILITIES COOPERATIVE F	150,000.00	3/15/2021	193.33	151,868.55	152,061.88
06051GFV4	BANK OF AMERICA CORP	25,000.00	4/19/2021	295.31	25,229.10	25,524.41
63743HER9	NATIONAL RURAL UTILITIES COOPERATIVE F	100,000.00	3/15/2021	128.89	101,245.70	101,374.59
44932HAG8	IBM CREDIT LLC	250,000.00	2/5/2021	1,030.56	252,125.50	253,156.06
594918BV5	MICROSOFT CORP	250,000.00	2/6/2020	706.60	249,896.25	250,602.85
89236TEU5	TOYOTA MOTOR CREDIT CORP	180,000.00	4/13/2021	2,478.00	182,803.32	185,281.32
931142EA7	WAL-MART STORES INC	250,000.00	12/15/2020	1,398.61	250,359.50	251,758.11
172967LF6	CITIGROUP INC	250,000.00	1/10/2020	1,378.13	250,296.50	251,674.63
89236TDH5	TOYOTA MOTOR CREDIT CORP	200,000.00	10/18/2019	1,403.61	199,954.00	201,357.61
71708IEB5	PFIZER INC	330,000.00	12/15/2019	1,651.83	329,815.86	331,467.69
14913Q2A6	CATERPILLAR FINANCIAL SERVICES CORP	185,000.00	9/4/2020	256.69	184,757.84	185,014.52
24422ETL3	JOHN DEERE CAPITAL CORP	115,000.00	1/6/2022	719.55	116,899.11	117,168.66
6174467P8	MORGAN STANLEY	500,000.00	7/24/2020	5,118.06	513,595.50	518,713.56
437076BQ4	HOME DEPOT INC	125,000.00	6/5/2020	725.00	124,813.13	125,538.13
427866BA5	HERSHEY CO	100,000.00	5/15/2021	1,171.11	101,620.60	102,791.71
713448DX3	PEPSICO INC	165,000.00	4/15/2021	1,521.67	165,640.53	167,162.20
808513AV5	CHARLES SCHWAB CORP	160,000.00	5/21/2021	1,877.78	162,942.08	164,819.86
06051GGS2	BANK OF AMERICA CORP	160,000.00	10/1/2021	1,862.40	160,145.60	162,008.00
025816BU2	AMERICAN EXPRESS CO	250,000.00	5/17/2021	3,140.63	254,807.25	257,947.88
06051GHH5	BANK OF AMERICA CORP	75,000.00	5/17/2022	976.80	76,442.63	77,419.43
24422EUQ0	JOHN DEERE CAPITAL CORP	50,000.00	1/10/2022	360.00	51,317.45	51,677.45
693475AV7	PNC FINANCIAL SERVICES GROUP INC	250,000.00	1/23/2024	1,652.78	265,384.75	267,037.53

69371RP75	PACCAR FINANCIAL CORP	100,000.00	3/1/2022	237.50	101,847.70	102,085.20
46647PBB1	JPMORGAN CHASE & CO	250,000.00	4/1/2023	4,209.19	255,746.75	259,955.94
02665WC22	AMERICAN HONDA FINANCE CORP	250,000.00	6/27/2024	1,566.67	252,246.25	253,812.92
38141EC23	GOLDMAN SACHS & CO	250,000.00	7/8/2024	2,219.10	264,508.50	266,727.60
05531FBH5	BB&T CORP	250,000.00	8/1/2024	1,076.39	251,787.25	252,863.64
254687FK7	WALT DISNEY CO	270,000.00	8/30/2024	328.13	267,362.64	267,690.77
CUSIP#	COMMERCIAL PAPER					
62479MZ63	MUFG Bank Ltd. (New York Branch)	1,700,000.00	12/6/2019	-	1,691,616.17	1,691,616.17
22533UYR8	Credit Agricole Corporate And Investment Bank,	1,900,000.00	1/25/2019	-	1,892,743.06	1,892,743.06
62479LAD7	MUFG Bank Ltd. (New York Branch)	1,000,000.00	1/13/2020	-	992,431.11	992,431.11
63873JA34	Natixis, New York Branch	2,500,000.00	1/3/2020	-	2,486,879.16	2,486,879.16
62479MZ63	MUFG Bank Ltd. (New York Branch)	650,000.00	12/6/2019	-	646,794.42	646,794.42
22533UYR8	Credit Agricole Corporate And Investment Bank,	500,000.00	1/25/2019	-	498,090.28	498,090.28
63873JA34	Natixis, New York Branch	700,000.00	1/3/2020	-	696,326.16	696,326.16
CUSIP#	ERAL HOME LOAN COLLETRALIZED DEBT					
3137BM6P6	FHMS K721 A2	450,000.00	8/25/2022	1,158.75	459,936.00	461,094.75
3137FKK39	FHMS KP05 A	373,050.97	7/25/2023	995.74	379,721.12	380,716.85
3137BM6P6	FHMS K721 A2	130,000.00	8/25/2022	334.75	132,870.40	133,205.15
3137FKK39	FHMS KP05 A	105,980.39	7/25/2023	282.88	107,875.32	108,158.20
3136B1XP4	FNA 18M5 A2	423,439.64	9/25/2021	1,256.20	430,904.88	432,161.08
3136AJ7G5	FNA 14M06B A2	1,155,483.94	5/25/2021	2,579.15	1,166,380.15	1,168,959.30
3136B1XP4	FNA 18M5 A2	116,445.90	9/25/2021	345.46	118,498.84	118,844.30
3136AJ7G5	FNA 14M06B A2	317,758.08	5/25/2021	709.27	320,754.54	321,463.81
CUSIP#	US GOVERNMENT BONDS					
912828N30	UNITED STATES TREASURY	1,600,000.00	12/31/2022	8,592.39	1,627,500.00	1,636,092.39
912828TJ9	UNITED STATES TREASURY	2,500,000.00	8/15/2022	5,188.52	2,503,515.63	2,508,704.14
912828VP2	UNITED STATES TREASURY	575,000.00	7/31/2020	1,937.50	575,628.91	577,566.41
912828VF4	UNITED STATES TREASURY	255,000.00	5/31/2020	1,178.33	254,163.28	255,341.61
912828X47	UNITED STATES TREASURY	3,700,000.00	4/30/2022	29,031.93	3,724,859.38	3,753,891.30
912828R77	UNITED STATES TREASURY	1,400,000.00	5/31/2021	6,469.26	1,392,125.00	1,398,594.26
912828Q78	UNITED STATES TREASURY	1,640,000.00	4/30/2021	9,436.68	1,631,031.25	1,640,467.93
912828L32	UNITED STATES TREASURY	410,000.00	8/31/2020	480.12	408,270.31	408,750.43
912828N30	UNITED STATES TREASURY	1,575,000.00	12/31/2022	8,458.14	1,602,070.31	1,610,528.45
912828N30	UNITED STATES TREASURY	3,000,000.00	12/31/2022	16,110.73	3,051,562.50	3,067,673.23
912828N30	UNITED STATES TREASURY	5,900,000.00	12/31/2022	31,684.44	6,001,406.25	6,033,090.69
912828N30	UNITED STATES TREASURY	3,000,000.00	12/31/2022	16,110.73	3,051,562.50	3,067,673.23
912828R69	UNITED STATES TREASURY	5,400,000.00	5/31/2023	29,489.75	5,410,125.00	5,439,614.75
912828R69	UNITED STATES TREASURY	950,000.00	5/31/2023	5,188.01	951,781.25	956,969.26
912828R69	UNITED STATES TREASURY	1,700,000.00	5/31/2023	9,283.81	1,703,187.50	1,712,471.31
912828T91	UNITED STATES TREASURY	2,950,000.00	10/31/2023	20,060.80	2,956,453.13	2,976,513.93
912828N30	UNITED STATES TREASURY	450,000.00	12/31/2022	2,416.61	457,734.38	460,150.99
912828TJ9	UNITED STATES TREASURY	700,000.00	8/15/2022	1,452.79	700,984.38	702,437.16
912828B90	UNITED STATES TREASURY	175,000.00	2/28/2021	298.08	175,601.56	175,899.64
912828Q78	UNITED STATES TREASURY	485,000.00	4/30/2021	2,790.73	482,347.66	485,138.38
912828L32	UNITED STATES TREASURY	80,000.00	8/31/2020	93.68	79,662.50	79,756.18
912828X47	UNITED STATES TREASURY	1,300,000.00	4/30/2022	10,200.41	1,308,734.38	1,318,934.78
912828VP2	UNITED STATES TREASURY	490,000.00	7/31/2020	1,651.09	490,535.94	492,187.02
912828VF4	UNITED STATES TREASURY	200,000.00	5/31/2020	924.18	199,343.75	200,267.93
912828N30	UNITED STATES TREASURY	550,000.00	12/31/2022	2,953.63	559,453.13	562,406.76
912828N30	UNITED STATES TREASURY	750,000.00	12/31/2022	4,027.68	762,890.63	766,918.31
912828N30	UNITED STATES TREASURY	1,600,000.00	12/31/2022	8,592.39	1,627,500.00	1,636,092.39
912828N30	UNITED STATES TREASURY	850,000.00	12/31/2022	4,564.71	864,609.38	869,174.08
912828R69	UNITED STATES TREASURY	1,600,000.00	5/31/2023	8,737.70	1,603,000.00	1,611,737.70
912828R69	UNITED STATES TREASURY	200,000.00	5/31/2023	1,092.21	200,375.00	201,467.21
912828R69	UNITED STATES TREASURY	550,000.00	5/31/2023	3,003.59	551,031.25	554,034.84
912828T91	UNITED STATES TREASURY	850,000.00	10/31/2023	5,780.23	851,859.38	857,639.61

FUNDS MANAGED BY DISTRICT STAFF

CUSIP#	MONEY MARKET FUND	Par Value	Maturity/Call Date	Accrued Interest	Market Value	Market Value + Accrued
31846V534	FIRST AMER:US TRS MM Y	8,381,977.86	9/30/2019	-	8,381,977.86	8,381,977.86
31846V534	FIRST AMER:US TRS MM Y	1,282,979.87	9/30/2019	-	1,282,979.87	1,282,979.87
31846V534	FIRST AMER:US TRS MM Y	340,767.09	9/30/2019	-	340,767.09	340,767.09
SM - LAIF	Local Agency Investment Fund	47,500,000.00	9/30/2019	-	47,500,000.00	47,500,000.00
CUSIP#	CASH AND CASH EQUIVILENT	Par Value	Maturity/Call Date	Accrued Interest	Market Value	Market Value + Accrued
CCYUSD	Receivable	11,024.87	9/30/2019	-	11,024.87	11,024.87
CCYUSD	Receivable	1,591.15	9/30/2019	-	1,591.15	1,591.15
CCYUSD	Receivable	426.66	9/30/2019	-	426.66	426.66

EXHIBIT 2

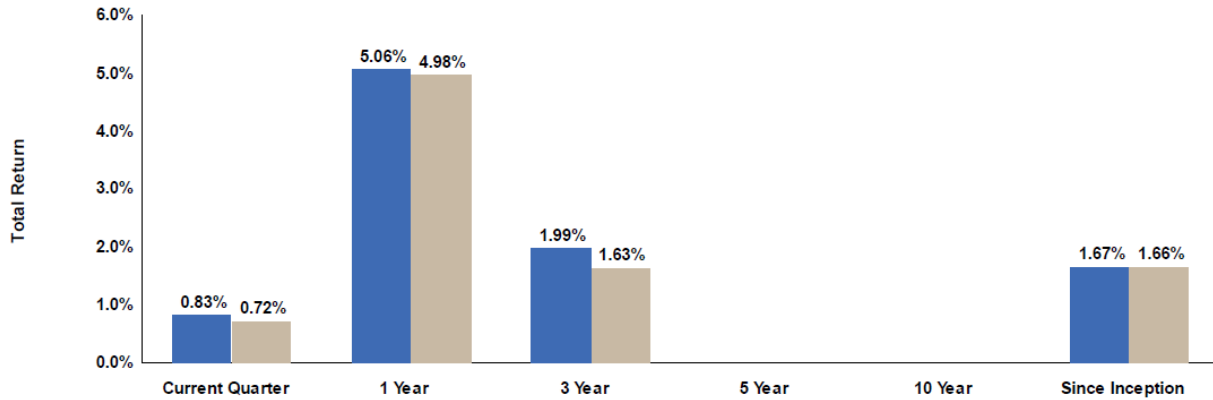
For the Quarter Ended September 30, 2019

SAN MATEO COUNTY TRANS DIST RESERVE

Portfolio Performance

Portfolio Performance (Total Return)

Portfolio/Benchmark	Effective Duration	Current Quarter	1 Year	Annualized Return			Since Inception (03/31/15)
				3 Year	5 Year	10 Year	
SAN MATEO COUNTY TRANS DIST RESERVE	2.05	0.83%	5.06%	1.99%	-	-	1.67%
San Mateo County Trans District Custom Index*	2.10	0.72%	4.98%	1.63%	-	-	1.66%
Difference		0.11%	0.08%	0.36%	-	-	0.01%



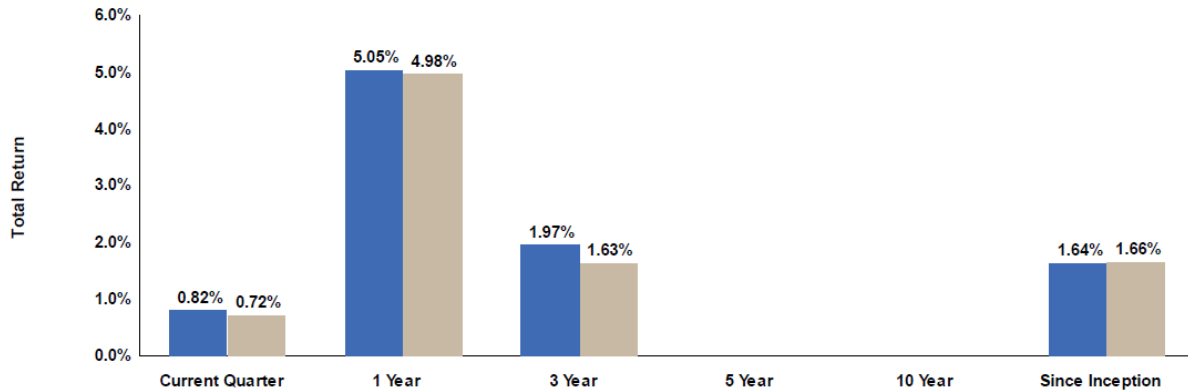
For the Quarter Ended September 30, 2019

SAN MATEO COUNTY TRANS DIST PARATRANSIT

Portfolio Performance

Portfolio Performance (Total Return)

Portfolio/Benchmark	Effective Duration	Current Quarter	1 Year	Annualized Return			Since Inception (03/31/15)
				3 Year	5 Year	10 Year	
SAN MATEO COUNTY TRANS DIST PARATRANSIT	2.05	0.82%	5.05%	1.97%	-	-	1.64%
San Mateo County Trans District Custom Index*	2.10	0.72%	4.98%	1.63%	-	-	1.66%
Difference		0.10%	0.07%	0.34%	-	-	-0.02%



■ SAN MATEO COUNTY TRANS DIST PARATRANSIT

■ San Mateo County Trans District Custom Index*

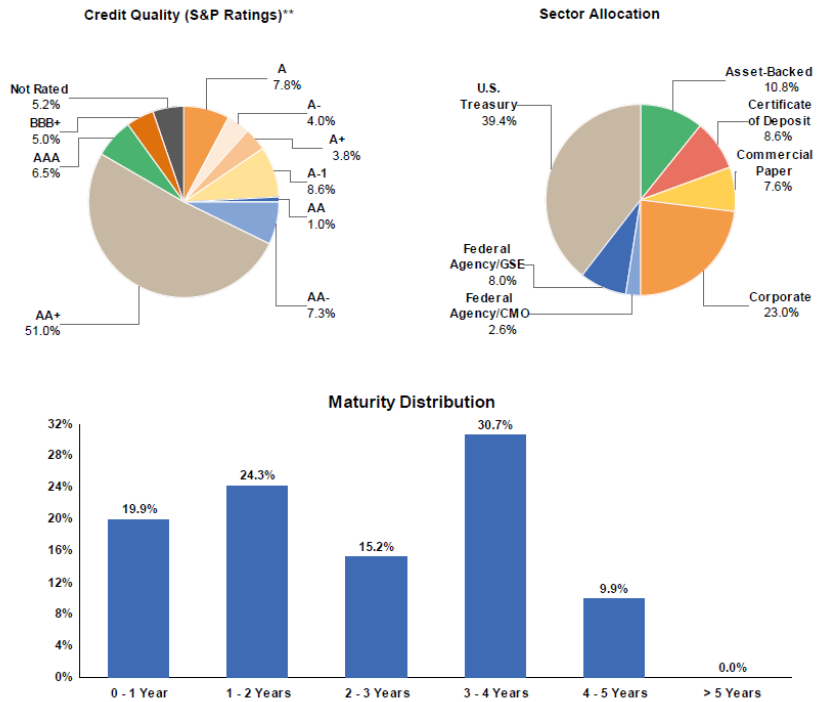
EXHIBIT 3

For the Quarter Ended September 30, 2019

SAN MATEO COUNTY TRANS DIST RESERVE

Portfolio Snapshot

Portfolio Statistics	
As of September 30, 2019	
Par Value:	\$92,675,423
Total Market Value:	\$95,064,799
Security Market Value:	\$93,318,861
Accrued Interest:	\$462,958
Cash:	\$1,282,980
Amortized Cost:	\$92,042,446
Yield at Market:	1.84%
Yield at Cost:	2.37%
Effective Duration:	2.05 Years
Duration to Worst:	2.09 Years
Average Maturity:	2.37 Years
Average Credit: *	AA



For the Quarter Ended September 30, 2019

SAN MATEO COUNTY TRANS DIST PARATRANSIT

Portfolio Snapshot

Portfolio Statistics	
As of September 30, 2019	
Par Value:	\$26,234,339
Total Market Value:	\$26,894,417
Security Market Value:	\$26,421,469
Accrued Interest:	\$132,181
Cash:	\$340,767
Amortized Cost:	\$26,057,301
Yield at Market:	1.84%
Yield at Cost:	2.36%
Effective Duration:	2.05 Years
Duration to Worst:	2.09 Years
Average Maturity:	2.37 Years
Average Credit: *	AA

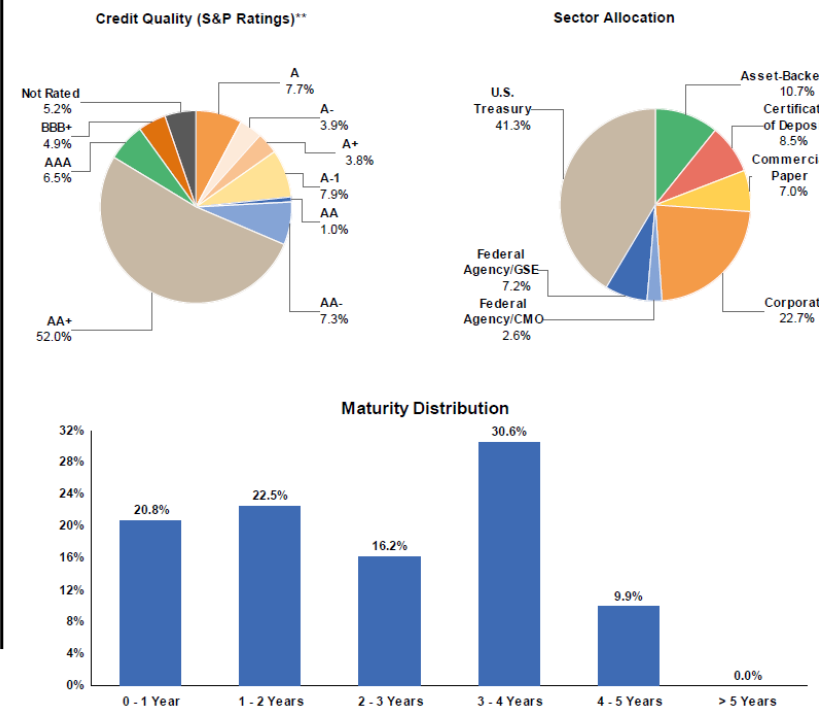


EXHIBIT 4

For the Quarter Ended September 30, 2019

SAN MATEO COUNTY TRANS DIST RESERVE

Portfolio Compliance

Sector Allocation & Compliance

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

Security Type	Market Value as of September 30, 2019	% of Portfolio	Permitted by Policy	In Compliance
U.S. Treasury	\$36,843,783	25.9%	100%	✓
Federal Agency/GSE	\$7,492,249	5.3%	100%	✓
Federal Agency/CMO	\$2,436,333	1.7%	20%	✓
Corporate Notes	\$21,460,020	15.1%	30%	✓
Negotiable CDs	\$7,982,058	5.6%	10%	✓
Asset-Backed Securities	\$10,037,098	7.1%	30%	✓
Commercial Paper	\$7,067,321	5.0%	15%	✓
Securities Sub-Total	\$93,318,861	65.7%		
Accrued Interest	\$462,958			
Securities Total	\$93,781,819			
LAIF	\$47,500,000	33.4%	\$65 million	✓
Money Market Fund	\$1,282,980	0.9%	10%	✓
Total Investments	\$142,564,799	100.0%		

For the Quarter Ended September 30, 2019

SAN MATEO COUNTY TRANS DIST PARATRANSIT

Portfolio Compliance

Sector Allocation & Compliance

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

Security Type	Market Value as of September 30, 2019	% of Portfolio	Permitted by Policy	In Compliance
U.S. Treasury	\$10,915,262	40.8%	100%	✓
Federal Agency/GSE	\$1,914,200	7.2%	100%	✓
Federal Agency/CMO	\$679,833	2.5%	20%	✓
Corporate Notes	\$5,992,865	22.4%	30%	✓
Negotiable CDs	\$2,248,021	8.4%	10%	✓
Asset-Backed Securities	\$2,829,310	10.6%	30%	✓
Commercial Paper	\$1,841,978	6.9%	15%	✓
Securities Sub-Total	\$26,421,469	98.7%		
Accrued Interest	\$132,181			
Securities Total	\$26,553,650			
Money Market Fund	\$340,767	1.3%	10%	✓
Total Investments	\$26,894,417	100.0%		

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

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

ACTION

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

SIGNIFICANCE

The report provides a quarterly update on contracts issued by the San Mateo County Transit District (District) in an amount greater than \$100,000 and up to \$200,000 pursuant to authority delegated by the Board to the General Manager/CEO or his designee. This delegation of authority applies to competitive agreements and purchase orders, and other contracts executed as exceptions to the competitive process. From July 1 to September 30, 2019, three contracts between \$100,000 and \$200,000 were approved.

Contract Number	Title	Vendor Name	Contract Term	Award Date	Award Amount
0000018303	Video Equipment for Marketing	Apollo Video Technology, LLC	07/01/2019 - 01/31/2020	07/22/2019	\$112,109.78
0000018444	Copier and Printer Maintenance Renewal	Konica Minolta Business Solutions, USA	07/01/2019-06/30/2020	09/19/2019	\$128,573.65
000018100A	On-Call Network Analyst	Triune Infomatics, Inc.	05/19/2019-02/8/2020	09/13/2019	\$117,120.00

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

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

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

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

Prepared By: Danielle Sanderson, Administrative Analyst III

650-551-6130

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

David Olmeda
Chief Operating Officer, Bus

SUBJECT: **DISPOSITION OF 55 SURPLUS ARTICULATED BUSES**

ACTION

Staff proposes the Committee recommend the Board authorize the General Manger/CEO to dispose of 55 surplus North American Bus Industries (NABI) 60' articulated buses in accordance with the San Mateo County Transit District (District)'s Procurement Policy.

SIGNIFICANCE

The District routinely disposes of rolling stock (i.e. minivans, cutaways, and heavy duty buses) that have reached the end of their useful lives. The disposition of the buses will be carried out in full compliance with the District's Procurement Policy and applicable Federal Transit Administration (FTA) regulations. The Procurement Policy permits disposition by sealed bid, public auction, sale, negotiation, or transfer to another public agency, donation, or by discarding as scrap.

BUDGET IMPACT

The buses were purchased with both Federal and State funds. Any proceeds gained from their disposition, less any applicable fees (e.g. auctioneer's fees) and any proceeds due to the FTA, will be deposited to the District's general fund.

BACKGROUND

The 2002 NABI articulated buses purchased pursuant to Resolution No. 2001-14 have reached the end of their useful life. In order to reduce the District's surplus ratio and amount of required storage space, they have been identified for disposal.

Procurement Administrator: Brian Geiger 650-508-7973
Project Manager: David Parsons, Bus Maintenance, Assistant Manager 650-508-6418

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Dora Seamans
District Secretary

SUBJECT: **2020 BOARD OF DIRECTORS MEETING CALENDAR**

ACTION

Staff recommends the Board approve the attached meeting calendar for 2020.

SIGNIFICANCE

The Board of Directors' committee and regular meetings are scheduled for the first Wednesday of each month at 2:00 pm. The January meeting has been moved to the second week since the first Wednesday is a holiday. The Board may want to consider moving the July meeting to the second week since the first Wednesday precedes a holiday weekend.

BUDGET IMPACT

There is no impact on the budget.



Board/Committee Meeting Calendar 2020

Wednesday – 2:00 PM
January 8*
February 5
March 4
April 1
May 6
June 3
July 8*
August 5
September 2
October 7
November 4
December 2

* Second Wednesday due to New Year's and July 4th holidays

The Board/Committee meets the first Wednesday of the month unless otherwise noted.

All meetings are held at 1250 San Carlos Avenue, Bacciocco Auditorium
2nd Floor, San Carlos, CA



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
November 6, 2019

Date: October 30, 2019
To: SamTrans Board of Directors
From: Jim Hartnett, General Manager/CEO
Subject: General Manager/CEO Report

1st Quarter Ending September 30, 2019

Fixed-route Bus Service/Ridership

For the 1st Quarter of FY 2020, fixed-route bus service provided 2,768,820 trips, which is an increase of 2.0 percent or 53,100 trips compared to the 1st Quarter of FY 2019. The YTD FY 2020 AWR has increased 1.9 percent compared to FY 2019. The YTD FY 2020 OTP is 80.1 percent, which is an improvement over the 79.2 percent for the same period in FY 2019.

Table with 4 columns: Ridership, Sept. 2019, 1st Qtr FY 2020, 1st Qtr FY 2019. Rows include AWR, Total Trips, On-time Performance goal (85.0%), Directly operated service, Contracted bus service, Coastside service, Combined service, Trips that Did Not Operate (DNO), and Complaints per million trips.

Fixed-route bus service experienced an increase in DNOs primarily due to Bus Operator shortages. Commencing with the launch of the August runbook, DNOs have escalated. In June, SamTrans adjusted schedules for route ECR returning it to 15-minute headways while maintaining ECR Rapid service. In August, SamTrans' motor bus delivered school service, extended several routes in San Francisco, and launched the Foster City Express service. These service adjustments added 20 percent additional service hours at a time when attrition and vacancies were high. Short-term and longer-term mitigation of DNOs is a top priority and focus of our staff. Dispatchers are working diligently to cover open runs (DNOs) and our Human Resources Department is deploying an incentive program to attract and retain bus operators by

providing signing and safe driving bonuses. Our contractor MV Transportation is also modifying their recruitment incentive and base pay structure to attract and retain bus operators.

SamTrans ADA Paratransit Service/Ridership

For the 1st Quarter of FY 2020, SamTrans provided 85,720 Paratransit trips, which is a decrease of 2.2 percent compared to the 1st Quarter of FY 2019. There were 126,526 free Paratransit trips on fixed-route buses during the 1st Quarter of FY 2020, a decrease of 7,462 free trips compared to FY 2019. There were 8,018 Registrants as of September 2019, which is 188 fewer registrants compared to September 2018.

	<u>Sept. 2019</u>	<u>1st Qtr FY 2020</u>	<u>1st Qtr FY 2019</u>
On-time Performance goal is 90.0%			
• Redi-Wheels	91.1%	91.9%	91.0%
• RediCoast	96.9%	97.1%	97.1%
Complaints per 1,000 trips			
• Redi-Wheels	0.83	0.67	0.74
• RediCoast	unavailable	0.53	0.11
Ridership			
• Paratransit AWR	1,190	1,150	1,210
• Paratransit Total Trips	28,100	85,720	87,650
• Free Paratransit trips on fixed-route buses	41,401	126,526	133,988

Human Capital Investment

	<u>Sept. 2019</u>		<u>1st Qtr FY 2020</u>		<u>1st Qtr FY 2019</u>	
	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>
New Bus Operator Trainees	1,680	210	6,200	775	4,392	549
Part to Full-time Bus Operator	0	0	0	0	180	23
New fleet/route orientation	50	6	162	20	0	0
DMV mandated training	245	31	634	79	516	64
Bus Operator retraining	113	14	586	73	292	36
Maintenance training	641	80	2,029	254	1,441	180
CPR/AED/First Aid	<u>228</u>	<u>29</u>	<u>244</u>	<u>31</u>	<u>144</u>	<u>18</u>
Total Hours	2,957	370	9,855	1,232	6,965	871

The operations team conducted a “Safety Blitz” to address accidents and reduce re-occurrences. The safety blitz included discussions with all SamTrans Bus Operators regarding situational awareness, and the safety operation of the buses. The safety blitz will culminate on November 8, 2019 with a raffle prize for operators free of a preventable accident and an appreciation luncheon for North and South Bases.

Maintenance Department

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

	<u>September 2019</u>			<u>YTD FY 2020</u>			<u>YTD FY 2019</u>		
	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>
Motor Bus	542,430	18	30,135	1,604,453	52	30,855	1,500,767	56	26,799
Paratransit	106,225	2	53,113	332,319	10	33,232	377,540	8	47,193

SamTrans Digital Communications (Social & Web)

	<u>September 2019</u>	<u>YTD FY 2019</u>	<u>YTD FY 2020</u>
Impressions*	1,080,571	2,168,566	1,760,409
Interactions**	8,883	39,464	132,671
Website Sessions***	156,826	479,248	559,785

* Facebook, Twitter, Instagram, LinkedIn

** Interactions – Discrepancy between FY20 and FY19 resulted because Foursquare stopped reporting check-ins in June 2019, which was a significant driver of Interactions.

*** Website Sessions – Web traffic has been declining as alternate sources for schedules and ticket options make it less useful.

There were 9,719 Total Followers as of September 2019, up from 8,412 in September 2018.



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, NOVEMBER 6, 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 October 2, 2019
3. Recommendation of Appointment of Citizens Advisory Committee Member

INFORMATIONAL

4. Accessibility Update
5. Paratransit Coordinating Council Update
6. Citizens Advisory Committee Update
7. Multimodal Ridership Report – September 2019
8. Adjourn

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

NOTE:

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

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

**MINUTES OF COMMUNITY RELATIONS COMMITTEE MEETING /
COMMITTEE OF THE WHOLE
OCTOBER 2, 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: C. Groom,
K. Matsumoto, D. Pine, J. Powell, P. Ratto, C. Stone

Other Board Members Absent: None

Staff Present: J. Hartnett, C. Mau, 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 3:26 pm.

PROCLAMATION DESIGNATING OCTOBER AS DISABILITIES AWARENESS MONTH

Mike Levinson, Peninsula Coordinating Council Chair, accepted the proclamation.

Motion/Second: Guilbault/Stone

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

Absent: None

APPROVAL OF MINUTES OF COMMITTEE MEETING OF SEPTEMBER 4, 2019

Motion/Second: Ratto/Fraser

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

Absent: None

APPOINTMENT TO THE CITIZENS ADVISORY COMMITTEE

The Board approved the appointment of Doug Smith, representing Bus Riders, to the CAC for a partial three-year term expiring April 2022.

Motion/Second: Ratto/Powell

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

Absent: None

ACCESSIBILITY UPDATE

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

PARATRANSIT COORDINATING COUNCIL UPDATE

Mr. Levinson noted various upcoming tabling events in the community.

CITIZENS ADVISORY COMMITTEE UPDATE

Committee Chair Guilbault gave a brief report on the September 25 CAC meeting on behalf of CAC member John Baker. She said that the CAC discussed and gave input on the Triennial Rider Survey and that they extended their thanks for appointing the new CAC member.

MOBILITY MANAGEMENT REPORT: ADA PARATRANSIT

David Olmeda, Chief Operating Officer, Bus, gave a presentation summarizing SamTrans' paratransit service.

Vice Chair Karyl Matsumoto asked if DNOs (Did Not Operate) are factored into on-time performance (OTP). Mr. Olmeda said that OTP is based on completed trips and the Redi-Wheels service has zero denials.

Committee Member Ron Collins asked about RediCoast, which Mr. Olmeda clarified is SamTrans' paratransit service that serves Coastside residents. Committee Member Collins asked about the outreach approach. Mr. Olmeda said that the service is promoted as part of the County's outreach approach for services targeting seniors and people with disabilities.

Director Josh Powell asked why there was a decline in certifications to use paratransit. Mr. Olmeda said that many users do not renew their certification. Director Powell asked if there were plans to move towards electric paratransit vehicles; Mr. Olmeda said no, since current technology cannot accommodate the geographic range of the service.

Director Charles Stone said that Caltrain riders were potentially being lost with the closing of the Hillsdale station and the lack of a shuttle to transport neighborhood residents to the Belmont station.

Director Dave Pine discussed registrants versus users of the service. Mr. Olmeda said there were approximately 2,000 core paratransit users who take around 11 trips per month. Director Pine expressed his surprise at the low number of users. Jim Hartnett, General Manager, CEO, said that there are many people who qualify for paratransit who are able to ride free on the fixed-route service.

Director Powell asked if it was possible to track the number of paratransit riders using fixed route service, and Mr. Olmeda said it was possible.

Committee Chair Guilbault asked about the qualifications to ride paratransit. Mr. Hartnett said that eligibility is based on disability.

Ms. Dubost commented that while anyone can apply for paratransit that about 35 percent of those who qualify for paratransit are in the low-income program. She added that around 48 percent of monthly trips are taken by the low-income category of riders.

Director Peter Ratto noted that paratransit riders that do not qualify for the low-income program can ride fixed routes for free.

MULTIMODAL RIDERSHIP REPORT – AUGUST 2019

Mr. Olmeda reported on the monthly statistics.

Vice Chair Matsumoto asked for confirmation that DNOs on fixed routes are not included in on-time performance. Mr. Olmeda said that historically, the District has had a low incidence of DNOs; however, they have increased 0.9 percent since the beginning of August.

Vice Chair Matsumoto asked if DNOs were unique to certain routes.

Committee Member Collins had some questions regarding average weekday ridership. He noted that the SamTrans mobile app has been very successful.

Director Powell asked if there was a relationship between DNOs and ridership decline. Mr. Olmeda said that analysis would be a manual process.

Derek Hansel, Chief Financial Officer, said that a data management system was slated for implementation the first quarter of Fiscal Year 2020.

Director Powell had some questions about DNO management. Mr. Hartnett said he would have more information at the next Board meeting.

Director Stone said that the mobile app can alert riders about DNOs that occur as a result of accidents.

Mr. Hartnett said that the primary reason for DNOs is that the District puts out more service than it can support.

Director Ratto noted that the mobile app allows users to plan trips in real time.

ADJOURN

The meeting adjourned at 4:08 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 September 2019 PAL and PCC meetings are attached to this report.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

No Additional Information.

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

**San Mateo County PCC
Policy-Advocacy-Legislative (PAL) Committee**

Meeting Minutes
September 10, 2019

ATTENDANCE:

Members:

Mike Levinson, Chair; Dinae Cruise, Vice Chair; Tina Dubost, SamTrans; Alex Madrid, Consumer, CID; Ben McMullan, CID; Sammi Riley, Consumer; Sandra Lang, Community Member. (7/9 = quorum)

Guests:

Richard Weiner, Nelson\Nygaard; Jane Stahl, Staff Assistant; David Scarbor, SamTrans; Lynn Spicer, First Transit/Redi-Wheels; Patty Talbot, First Transit/Redi-Wheels; Larisa Vaserman, Consumer

Absent:

Marie Violet, Dignity Health & Wellness Center
Scott McMullin, COD

WELCOME

Chair Mike Levinson called the meeting to order at 11:36am. Everyone introduced themselves.

JULY PAL MINUTES

Dinae Cruise moved to approve the minutes from the July 9, 2019 meeting; Alex Madrid seconded. The minutes were approved.

LEGISLATIVE UPDATE

SB1376 Update

David Scarbor advised that the TNC committee met two weeks ago. There was discussion on whether to write new legislation to allow TNCs to own their own accessible vehicles and how this would affect compliance. The TNC's would like to fall under the requirements for taxi. All other members disagreed with this and feel that the TNC's should meet FTA requirements. No decision has been made at this time.

Mike asked how the money would be allocated if drivers had to own their own vehicles. David responded that neither Uber nor Lyft has shared what their plans are. They are finding it difficult to locate people who have their own accessible vehicles and who want to drive for them.

There are still many issues to be resolved. The TNCs do not consider themselves to be transportation companies but rather technology companies. There are questions about how the money would be distributed. One of the many things discussed is who would be considered eligible to apply for the funds. Currently, the ruling is unclear as to whether transportation agencies would qualify. The public agencies feel that they should be able to apply.

There is a lot of attention on Uber and Lyft and the ADA is encouraging partnering with taxis and other services to offer same-day trip service. It's therefore extremely important to the community. David explained that the funding comes from a tax on every Uber and Lyft trip. Mike reported that a Go Go Grandparent trip he recently took included a 10 cent tax on the receipt. David stated that this tax is not seen on Uber or Lyft receipts.

LOCAL ADVOCACY

After Sandra Lang brought up the matter of cooling centers to the Burlingame City Council, she has noticed signs posted that certain facilities are cooling centers, e.g. the library.

Alex mentioned that the Education Committee discussed putting PCC materials into SamTrans presentations. However Tina advised that the person who does these presentations is on medical leave. There are two outreach events coming up:

- Transition to Independence Fair, October 12th, 11am-3pm, El Camino High School, SSF
- Seniors on the Move, November 22nd, 10-12pm, San Mateo County Event Center

Sammi Riley has prepared a list of common negative comments about Redi-Wheels and how she responds to them. These will be distributed to PCC members.

Ben advised that he is working with Tina on setting up an ERC meeting to discuss several items including the new scheduling software. Tina thought that it was too early in the process as the RFP is still going through internal review. Several members expressed an interest in reviewing the RFP as it is important to include the consumer experience and difficulties especially in terms of the IVR. Items discussed included system downtime, standards for reliability, and interface with taxis. Patty Talbott described the complexity of the current system and how it adjusts to changing requirements. Mike asked that the system be able to remember more than one telephone number. David said that the software is always set to the client file not the trip, that IVR is not an ADA requirement and is considered a "luxury". Lynn advised that currently the reservationist inputs the number manually depending on the client's request.

POLICY ISSUES – OPEN DISCUSSION

Reservation and Dispatch Training

Lynn Spicer advised the group that David had observed the reservationists to learn more about the overall process. He is developing sensitivity training to help reservationists communicate more effectively with customers. He already gave similar training to fixed route drivers.

Alex asked if this was online training, if there had been any difficulties and when the sensitivity training will take place. Lynn responded that they haven't set a date yet. She has listened to reservationists who get anxious on the calls and agrees some additional training can help. The training has not taken place yet.

The committee discussed helping with an event for drivers at Thanksgiving.

OTHER BUSINESS:

Membership & Member Mentorship

A Membership Committee will be set up to discuss member mentorship and adding more members. Richard Weiner will coordinate a PCC orientation with Tina for Kathi Minden and Scott McMullin. Sandra thought that refresher training/orientation might be useful for everyone and Tina Dubost offered to give a review at the next PAL meeting.

Mike advised that the next meeting of the PAL committee is on October 8th at 11:30am.

The meeting adjourned at 12:40pm.

SAN MATEO COUNTY
PARATRANSIT COORDINATING COUNCIL (PCC)
Minutes of September 10th, 2019 Meeting

ATTENDANCE:

Members:

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; Kathi Minden, Rosener House; ; Sammi (Wilhelmina) Riley, Consumer; Marie Violet, Dignity Health. (Member attendance = 11/16, Quorum = Yes)

Guests:

Siesia Ponitini, Consumer; Diana Riedel, SamTrans; Lynn Spicer, First Transit/Redi-Wheels; Jane Stahl, PCC Staff; Patty Talbott, First Transit/Redi-Wheels; Larissa Vaserman, Consumer; Richard Weiner, Nelson\Nygaard; Sandra Winter, Senior Coastsiders

Absentees:

Susan Capeloto, Dept. of Rehabilitation; Valerie Campos, Vista Center for the Blind; Patty Clement, Catholic Charities; Monica Colondres, Community Advocate; Scott McMullin, CoA

WELCOME/INTRODUCTIONS:

Chair Ben McMullan called the meeting to order at 1:40pm. Attendees introduced themselves.

APPROVAL OF JULY MINUTES:

A motion to approve the July 2019 PCC minutes was made by Mike Levinson and seconded by Alex Madrid. The minutes were approved.

COMMITTEE REPORTS:

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

The committee met at 11:30am on September 10th and talked about the upgrade to the IVR system. They also discussed customer service and whether the PCC should be involved in the RFP process for the new scheduling software, contract details and standards. David Scarbor reported on SB1376 for TNCs, and the need for accessible vehicles as part of the TNC program. No agreement has been reached on how the money collected will be used. Lynn Spicer reported on the proposed sensitivity training for the reservationists and dispatchers. The next meeting is on October 8th, at 11:30am.

Grant/Budget Review – Nancy Keegan, Chair

Nothing to report. Tina was asked to report on the first quarter's budget at the November PCC meeting. Tina agreed and will provide a detailed report at that time.

Education – Alex Madrid, Chair

There are two events coming up where the PCC will table:

- October 12th, Transition to Independence Fair, in South San Francisco, from 11am-3pm.
- November 22nd, Seniors on the Move, San Mateo, from 10am-3pm (tabling will end at 12 noon.)

Please let Jane know if you can help at either event.

There was some discussion on advertising the PCC. Marie Violet will forward information on a contact at PenTV. Mike and Sammi agreed to be interviewed.

Executive – Benjamin McMullan, Chair

The committee met on September 3rd, 2019 and discussed requesting an ERC meeting. Ben has been in touch with Supervisor Groom’s office for a meeting to discuss restoring Measure K funds for paratransit. The meeting will be on October 10th, from 1:30-2:30pm at the County Center.

Ben will reach out to Jessica Epstein, SamTrans, regarding a PCC representative on the SamTrans Citizens Advisory Committee to advocate for paratransit funding. Nominations are in the spring.

The committee voted to bring the 2019-21 PCC Work Plan up for approval by the full PCC committee. They also talked about how to publicize the PCC and build membership. Finally, the committee approved updated wording describing the PCC on the SMC Connect website.

CONSUMER COMMENTS

A consumer from Pacifica spoke to the group and gave her thoughts on the service:

1. She likes the new on-demand service in Pacifica although she more often uses Redi-Wheels and RediCoast. She stated “If you don’t plan ahead, on-demand is a blessing.”
2. The drivers are doing a very good job in catering to the rider’s needs. They ask where you are heading and know the schedules for the SamTrans buses.
3. Some buses in the prior system didn’t have any passengers and she hoped that this new service will save money.

Judy Garcia commented that the elevator in the SamTrans building closes too quickly and almost trapped her foot. Tina will speak with Facilities and ask them to check it.

OPERATIONAL REPORTS

Tina reported that ridership for the on-demand service (“Uber for a bus”) in Pacifica is about the same as the previous fixed route service. They will continue to analyze

ridership. She also reported that SamTrans has started an express service from Foster City to San Francisco that has received positive comments.

SamTrans is planning to produce some videos to promote senior mobility and anyone interested in participating should talk to her.

Tina clarified that the on-demand service in Pacifica does use accessible vehicles, and only runs within a specific area of Pacifica, but it is possible to transfer to other SamTrans bus routes.

PERFORMANCE SUMMARY

Total ridership is down from 26,336 in July 2018 to 25,734 in July 2019, a 2.3% decrease. Average weekday ridership is down from 1,109 to 1,007. One reason may have been the July 4th holiday. There was a decrease in the demand trips and agency trips, consistent with a long-term trend and similar to a decrease in the SamTrans bus service. They are reviewing what can be done to make the service relevant to the community.

The number of individuals riding has also gone down. The on-time performance was very good at 92% and productivity is very high at 1.99. Average telephone time met the standard.

Richard asked for Tina's thoughts on why the ridership is down. Tina said they are seeing similar trends on SamTrans bus service as well. She thought some of the decrease might be through consumer use of Uber and Lyft, and that the service's key ridership demographic is being priced out of the area.

Alex asked if any fare increases are planned; Tina said that is not the case.

Tina mentioned that SamTrans is experimenting with a program whereby students who are attending specific community colleges can ride for free. This is funded by the community colleges.

COMMENT STATISTICS REPORT

Trends are fairly consistent. The response times are relatively good at 6.9 working days. The most common service complaint is late trips. She is not seeing any patterns in policy issues, just individual concerns.

Larisa mentioned that a senior in her community tried Redi-Wheels but found the ride was very uncomfortable and so would not use it again. Tina said that the vehicles used are typical in the industry and do have an upgraded suspension. Unfortunately, the cutaway buses do not provide the same ride quality as sedans.

Alex asked about completing a comment card on a taxi ride. Tina said riders can ask for a comment card. Riders can also call the 800 number or make comments on the

SamTrans website. Sammi said that taxis don't have a good place to display the cards plus riders had felt pressured in the past.

Dinae reported that a driver reported difficulty accessing Peninsula Hospital as the disabled area is being used by the concierge service. Lynn Spicer said that drivers have been told to drop off closer to the medical side and to make sure they are looking for passengers in both places.

Dinae also said she'd received a lot of positive feedback on the driver appreciation BBQ. Everyone agreed it was an excellent event and well organized. Patty Talbott thanked the PCC for all their support for the BBQ.

SAFETY REPORT

Patty reported that in August, there were 6 incidents, all were non-preventable.

Alex asked about the drop-off situation at SFO. Lynn said that nothing has changed. Tina mentioned that she recently took the SFO bus and it was very easy and convenient.

Sammi asked about new wheelchair securement. Tina said that there is a new product on the market that they will need to carefully investigate before any purchase.

Seisia asked why the back of the Pacifica bus is used for walkers and wheelchairs. Tina didn't know the exact configuration of the bus so wasn't able to respond. Seisia also asked about direct service to Oakland. Tina said the paratransit service is similar to regular SamTrans buses so a rider would need to take Redi-Wheels or RediCoast then transfer to East Bay Paratransit to get to Oakland.

Judy Garcia asked if Uber and Lyft were going to have accessible vehicles. Tina said there was a senate bill that adds a 5 cent (later confirmed as 10 cents) charge to every Uber and Lyft ride to pay for accessible vehicles. There's a committee reviewing the options but no resolution yet on how to implement the program.

LIAISON REPORTS

Agency – Nancy Keegan

Nancy told the committee that she had reached out to the other agencies. Two agencies had an issue with suspension of clients for non-fare payment but they didn't become aware of it until after it happened. She asked what the notification process was and how much notice is given. Tina said that their policy is that people should pay when they ride; however, to avoid stranding people, there is an IOU process. People are sent notification via letter and are given 10 days from the date of the letter to pay. Kathi Minden reported that the issue was with people who want to arrive at the agency a little later and book a private ride. It was a \$4.25 charge. Tina offered to talk about ways to improve the process for agencies.

Nancy thanked Lynn and Patty for their help in addressing some recent agency concerns.

Alex asked how many times a consumer can ride without paying before being suspended. Tina said that reminder letters are sent after any ride when payment was not made. The consumer has 10 days to pay from the date of the reminder letter.

ERC – Mike Levinson

We are trying to arrange a meeting with SamTrans regarding PCC materials to be included in SamTrans presentations to the community and the IVR/scheduling software.

Commission on Disabilities (CoD) – Ben McMullan

IHSS and other projects are on hold. They are collaborating with CID and the Center for Independent Living on a video on accessible placards.

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

CID is planning a training session. They are hiring for positions shown on their website.

Commission on Aging (COA) – Scott McMullin

Tina reported that the COA transportation subcommittee is meeting on Thursday. Sandra said there was a good meeting yesterday on housing.

Coastside Transportation Committee (CTC) – Tina Dubost

There will be a meeting on Thursday. She introduced Sandi Winter who is the new executive director of Senior Coastsiders.

Stakeholder Advisory Group – Sandra Lang

Meetings scheduled for August were postponed until September 19th and October 22nd to allow for meetings with the Technical Advisory Group. Sandra asked everyone to send her their thoughts or concerns about the process or timelines as a draft plan regarding use of Measure W funds will be presented in November. Ben mentioned that although the main emphasis is transportation, he has raised the issue of transit-oriented housing near BART or Caltrain to see if this can be addressed. Alex asked Sandra to send out a reminder to the PCC members with relevant documents asking for comments and ideas.

OTHER BUSINESS

Copies of the 2019-21 Work Plan were available at the meeting for review. Ben told the group that the executive committee was presenting it for approval by the PCC members. Mike moved to approve the Plan, Sandra Lang seconded the motion, and it was adopted. The Plan will be included in the SamTrans Board packet.

Next meeting is on Tuesday, October 8th at 1:30pm.

Meeting adjourned at 3:05pm.

**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 – SEPTEMBER 2019**

ACTION

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

SIGNIFICANCE

The average weekday ridership across all modes increased by 0.5 percent in the month of September 2019 compared to September 2018. The performance of the specific modes is as follows: average weekday ridership for Bus (+1.8%), Paratransit (-1.7%), Shuttles (+7.7%), Caltrain (+1.3%), and BART (-3.2%).

The month of September 2019 had 20 weekdays, one more weekday compared to September 2018. The total ridership across all modes for the month of September increased by 3.3 percent compared to last year, September 2018. The performance of the specific modes is as follows: monthly ridership for Motor Bus (+4.5%), Paratransit (+0.5%), Shuttles (+9.4%), Caltrain (+5.0%), and BART (-1.1%).

Overall, the first quarter of fiscal year 2020 experienced a total ridership increase of 1.3 percent compared to fiscal year 2019. Average weekday ridership also increased by 0.3 percent for the same period.

In September 2019, minor adjustments to the schedules for Routes 17, 19, 54, 60, 61, 62, and 286 were initiated to better meet bell times and improve on time performance.

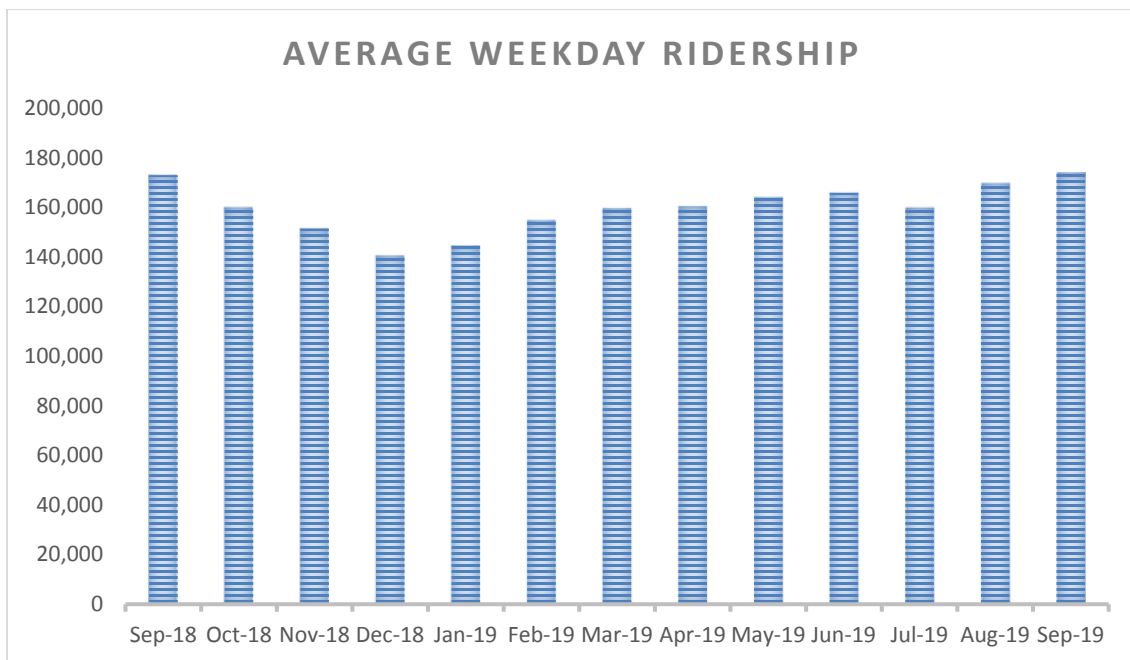
AVERAGE WEEKDAY RIDERSHIP (AWR): September 2019 compared to September 2018

**Table A
Average Weekday Ridership**

September 2019 Average Weekday Ridership				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	41,790	40,520	41,260	1.8%
Paratransit	1,300	1,210	1,190	-1.7%
Shuttles	11,780	11,140	12,000	7.7%
Caltrain	61,370	71,480	72,390	1.3%
Total	116,230	124,340	126,830	2.0%
BART Extension (No Daly City)	49,090	48,570	47,020	-3.2%
Grand Total	165,320	172,910	173,850	0.5%
Weekdays	20	19	20	

September 2019 Year-to-date				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	36,870	35,650	36,340	1.9%
Paratransit	1,250	1,210	1,150	-5.0%
Shuttles	11,890	11,230	11,850	5.5%
Caltrain	62,120	71,090	71,480	0.5%
Total	112,140	119,180	120,810	1.4%
BART Extension (No Daly City)	49,430	47,990	46,930	-2.2%
Grand Total	161,570	167,170	167,750	0.3%

**Chart A
Grand Total Average Weekday Ridership**



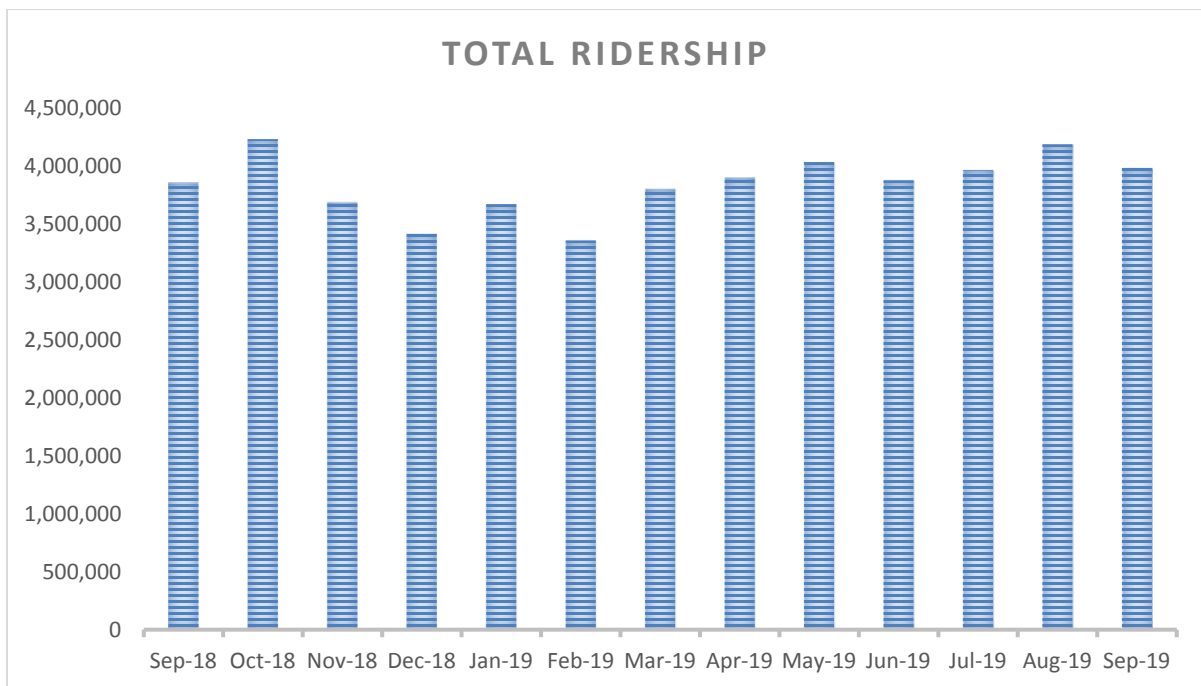
MONTHLY TOTAL RIDERSHIP: September 2019 compared to September 2018

Table B
Total Monthly Ridership

September 2019 Total Monthly Ridership				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	1,019,130	960,150	1,003,560	4.5%
Paratransit	30,060	27,960	28,100	0.5%
Shuttles	244,420	225,910	247,060	9.4%
Caltrain	1,545,270	1,509,520	1,584,520	5.0%
Total	2,838,880	2,723,540	2,863,240	5.1%
BART Extension (No Daly City)	1,188,450	1,132,080	1,119,930	-1.1%
Grand Total	4,027,330	3,855,630	3,983,180	3.3%
Weekdays	20	19	20	

September 2019 Year-to-date				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	2,840,720	2,715,720	2,768,820	2.0%
Paratransit	91,500	87,650	85,720	-2.2%
Shuttles	755,520	719,520	769,910	7.0%
Caltrain	4,845,300	4,873,060	4,987,530	2.3%
Total	8,533,030	8,395,950	8,611,990	2.6%
BART Extension (No Daly City)	3,714,650	3,580,960	3,521,570	-1.7%
Grand Total	12,247,680	11,976,910	12,133,560	1.3%

Chart B
Grand Total Ridership



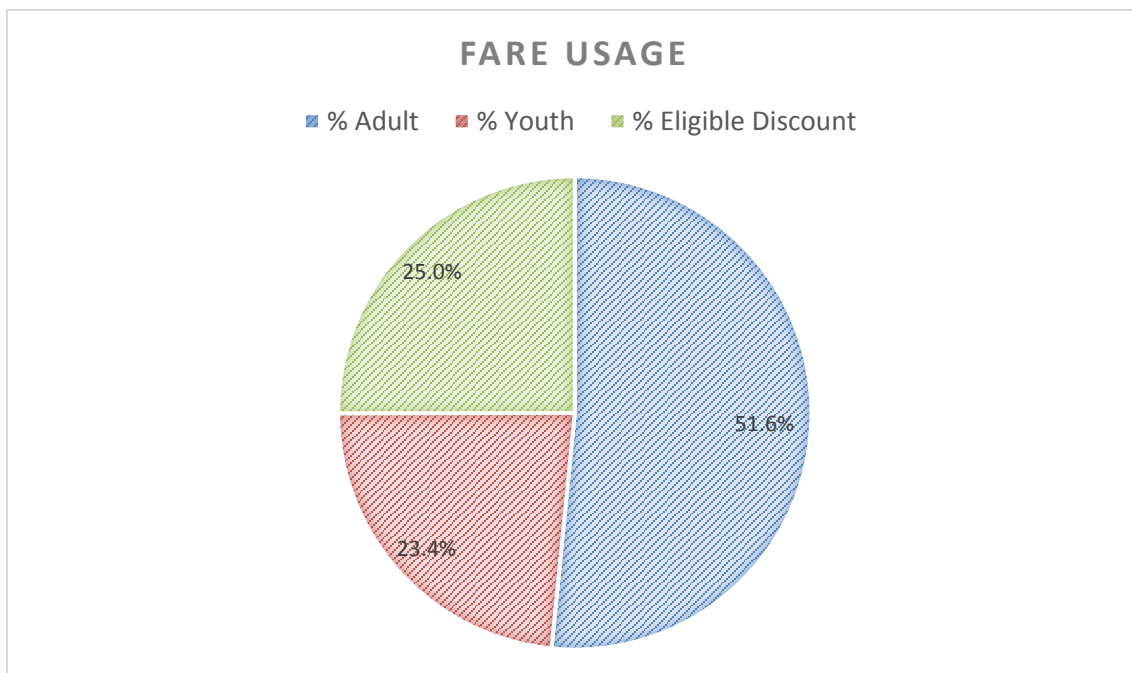
SAMTRANS BUS FARE USAGE: September 2019

Table C illustrates the number of riders by fare category for September 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	September 2017	September 2018	September 2019
Adult	507,134	470,380	515,748
Youth	263,895	239,406	234,142
Eligible Discount	244,796	247,087	250,219
Total	1,015,825	956,873	1,000,109

Chart C
Fare Usage by Category

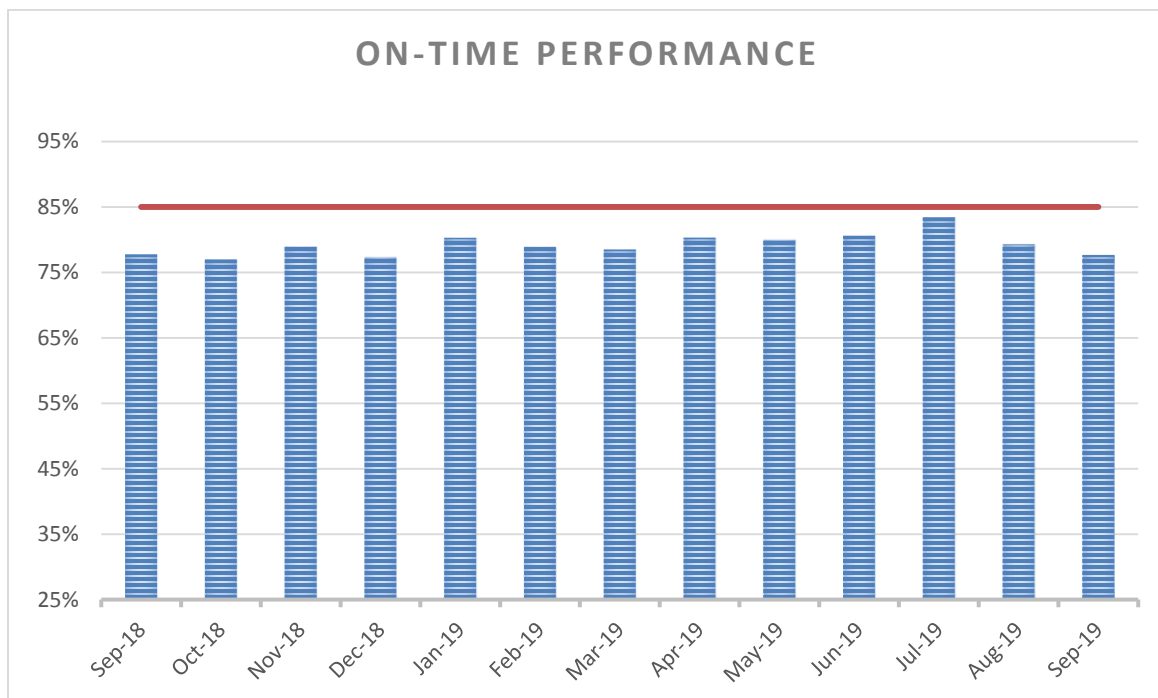


ON-TIME PERFORMANCE: September 2019

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’ OTP goal is 85.0 percent.

The On-Time Performance for September 2019 is **77.7 percent**.

Chart D
On-Time Performance Statistics



SAMTRANS PROMOTIONS: September 2019

Route FCX Campaign in San Francisco – In September, SamTrans focused on increasing ridership and overall awareness of Route FCX among San Francisco residents. Ridership among passengers commuting south to/from Foster City has seen an increase since the route launched in August, but there is still much room for further growth. The Communications Division continues to work collaboratively with Foster City employers/employees and Commute.org to reach potential riders. Additional marketing efforts include geo-targeted digital online display ads, paid social media ads, a Story Studio article on SFGate.com, e-mail blasts and a Google keyword search ad campaign. The city of Foster City was instrumental in helping SamTrans spread the word through their own e-newsletter, social media, press release, website, e-mail/CBO lists, fliers (City Hall, Library, Recreation Center, Chamber), FCTV (City cable station), Foster City Marquee (digital board), Foster City hotels and Islander local newspaper.

Youth Marketing Outreach Highlights – September

K-12 School Outreach Events

In August and September, SamTrans outreach staff tabled at 16 K-12 back to school events from Daly City to Menlo Park to address questions, provide community members with updated route maps and offer handouts about Clipper and SamTrans Mobile.

- 8-1-19** Westmoor High School, Daly City – Student Orientation Day 1
- 8-2-19** Westmoor High School, Daly City – Student Orientation Day 2
- 8-7-19** Capuchino High School, San Bruno – High School Registration
- 8-8-19** Bowditch Middle School, Foster City – Maze Day
- 8-9-19** San Mateo High School Freshman Parent Meeting
- 8-9-19** Borel Middle School, Foster City – Sixth Grade Event
- 8-10-19** Woodside High School, Redwood City - Arena Check-In
- 8-13-19** Mills High School, Millbrae - 9th Grade Registration
- 8-14-19** Clifford Elementary School, Redwood City - Maze Day Session 1
- 8-15-19** Henry Ford School, Redwood City - Maze Day Session 1
- 8-20-19** Design Tech High School, Redwood Shores - Student Lunch
- 8-21-19** Parkside Middle School, San Bruno – Registration
- 8-21-19** Aragon High School, San Mateo - Parent Orientation
- 8-22-19** Encinal Elementary School, Menlo Park - Back to School Coffee
- 8-28-19** Ormondale Elementary, Portola Valley - Back to School Night
- 8-29-19** St. Dunstan, Millbrae - Back 2 School Night

Additional Youth Outreach Events

8-7-19 Independent City at Youth Services Center, San Mateo – Unity Care hosted San Mateo Independent City 2019. San Mateo County youth programs were invited to walk through real life scenarios, explore problem solving techniques, enhance financial literacy and connect with community resources. SamTrans participated in this event by teaching youth about fare and services, assisting with Clipper Card applications, and demonstrating different tools for trip planning, including Google Maps and SamTrans Mobile. [125 attendees, 68 interactions]

8-10-19 Serramonte Center, Daly City; Back to School Event – SamTrans tabled at this community event to provide information about our fare and services, Clipper card and SamTrans Mobile. Attendees were able to trip plan, engage with employees and received information about upcoming fare changes. [350 attendees, 158 interactions]

8-17-19 Facebook Festivals, Menlo Park – Community festival hosted on the Facebook campus to showcase quality farmers, artisans, locally-sourced food & beverages, music, educational expos, family-friendly entertainment and much more. Each event helps support a variety of nonprofits who service the neighborhoods surrounding Facebook Menlo Park campus. The target audience is families in East Palo Alto, Belle Haven, Redwood City and surrounding areas. SamTrans staffed a resource table, which included a representative from our Customer Service Center, who were available to answer any service related questions. Staff displayed the new Battery Electric Bus and offered interactive transit games and giveaways. [10,000 attendees, 2,200 interactions]

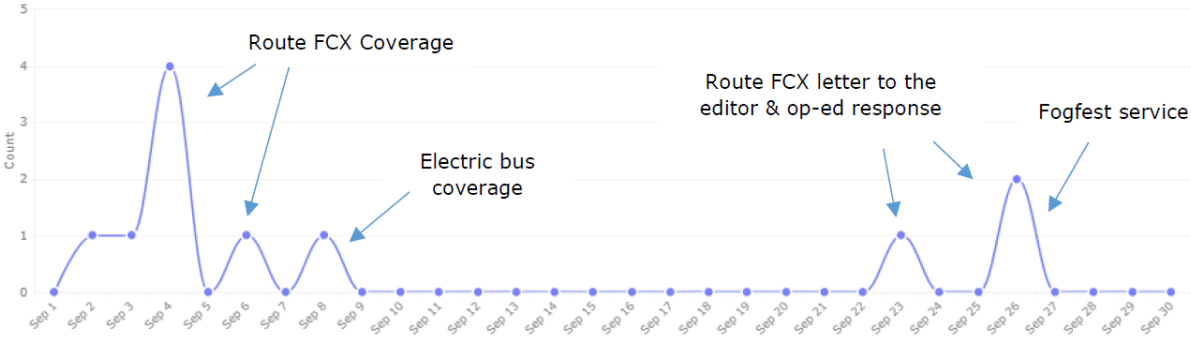
8-17-19 Woodland Park Communities, East Palo Alto; Back to School Event – SamTrans offered information about fare and services. Customer service staff were available to help with trip planning and answer questions. [225 attendees, 82 interactions]

9-21-19 Facebook Festivals, Menlo Park; Rail Safety Awareness Month – SMCTD and Operation Lifesaver partnered to bring transit safety awareness to festival attendees. This included safety posters, an interactive prize wheel with transit and safety related questions, coloring and activity books for kids along various promotional items. Staff provided a resource table and a representative from our Customer Service Center, along with volunteers, who were available to answer any service related questions. Staff also provided Caltrain and SamTrans route info, system maps and clipper take ones. [~10,000 attendees, ~3,650 interactions]

#TryTransit Outreach

SamTrans partnered with the San Mateo County Community College District to offer unlimited SamTrans rides for students August 14-31 (13 weekdays + 5 weekend days). Outreach staff distributed passes on-site at Cañada College, the College of San Mateo, and Skyline College. More than 20 staff and summer interns from the District supported tabling efforts, sometimes in multiple shifts. Approximately 1,700 passes were given out. See the Try Transit Report for additional campaign details.

SamTrans News Coverage Report – September 2019



Total # of articles: 11 (compared to 31 in August)

SamTrans Digital Metrics - SEPT 2019



New Followers

+165

Sept 19 - 9,719

Aug 19 - 9,554

Sept 18 - 8,255

SamTrans.com Sessions

Sept 19 - 156,826

Aug 19 - 191,782

Sept 18 - 130,640

SamTrans Mobile - Sept

Downloads - 1612 (Aug: 2058)

Accounts - 1441 (Aug: 1827)

Orders - 13,546 (Aug: 7418)

Apple Rting - 2.9 - 13 reviews

Top Tagged Issues

1. Rte FCX (29)

2. No Show (8)

3. Rte ECR (7)

4. Delays (6)

Social Engagement

Video Views

1,969 (Aug: 14,611)

Content Impressions

1,080,571 (Aug: 815,286)

Interactions

8,883 (Aug: 16,041)

Yelp & FB Rating

2.83 Overall (of 5 stars)

(No Sept reviews)



@SamTrans



@gosamtrans



@samtrans

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

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



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, NOVEMBER 6, 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 October 2, 2019
3. *Continued from October 2, 2019 Meeting:* Approval of Purchase of 13 Revenue Paratransit Cutaway Vehicles and Disposition of Surplus Vehicles
4. Award of Contract for HVAC Inspection and Maintenance Services
5. Award of Contract for Office Supplies and Related Products
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
OCTOBER 2, 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, C. Groom, R. Guilbault, K. Matsumoto, D. Pine, C. Stone

Other Board Members Absent: None

Staff Present: J. Hartnett, C. Mau, 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 4:08 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF SEPTEMBER 4, 2019

Motion/Second: Stone/Collins

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

Absent: None

AMENDMENT OF THE DISTRICT INVESTMENT POLICY AND THE PARATRANSIT TRUST FUND INVESTMENT POLICY AND REAUTHORIZATION OF INVESTMENT OF MONIES WITH THE LOCAL AGENCY INVESTMENT FUND

Motion/Second: Stone/Guilbault

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

Absent: None

APPROVAL OF PURCHASE OF 13 REVENUE PARATRANSIT CUTAWAY VEHICLES AND DISPOSITION OF SURPLUS VEHICLES

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

Director Dave Pine said that due to the state's climate emergency he was hesitant to approve the purchase of gas-powered vehicles.

Director Charles Stone echoed Director Pine's comments.

Committee Chair Peter Ratto said that there are no electric vehicles that meet the criteria of the paratransit program in terms of geographic range.

Director Stone requested confirmation that every effort was made to find electric alternatives for paratransit vehicles. Jim Hartnett, General Manager/CEO, said they would have additional information at the November meeting.

Director Pine requested confirmation that the current vehicles are at the end of their useful life.

Committee Member Josh Powell inquired about the possibility of a pilot program using electric or hybrid vehicles.

The Board voted to continue the discussion until the November meeting.

Motion/Second: Ratto/Stone

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

Absent: None

APPROVAL OF AWARD OF CONTRACT TO WIPRO, LLC, FOR PEOPLESOFT HOSTING AND APPLICATION SUPPORT SERVICES

Ms. Taylor presented a staff report.

Motion/Second: Stone/Collins

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

Absent: None

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

Ladi Millard-Olmeda, Director, Budgets, presented a staff report.

Motion/Second: Guilbault/Stone

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

Absent: None

AUTHORIZE AGREEMENT FOR AFFORDABLE HOUSING AND SUSTAINABLE COMMUNITIES GRANT FUNDING FOR THE US 101 EXPRESS BUS PROJECT

Peter Skinner, Manager, Grants and Fund Programming, presented a staff report.

Director Stone thanked the District's East Palo Alto partners.

Motion/Second: Collins/Powell

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

Absent: None

ADJOURN

The meeting adjourned at 4:22 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: Derek Hansel
Chief Financial Officer

David Olmeda
Chief Operating Officer, Bus

SUBJECT: **AWARD OF CONTRACT FOR THE PURCHASE AND DELIVERY OF 2019
PARATRANSIT CUTAWAY VEHICLES AND DISPOSITION OF 2013
PARATRANSIT CUTAWAY VEHICLES**

ACTION

Staff proposes the Committee recommend the Board:

1. Award a contract to Creative Bus Sales, Inc. of Chino, California for 13 2019 El Dorado paratransit cutaway vehicles (2019 Vehicles) for a not to exceed amount of \$1,732,640 at fixed unit prices including tire fees, taxes and delivery.
2. Authorize the General Manager/CEO or his designee to execute a contract in full conformity with the terms and conditions of the California Association for Coordinated Transportation's (CalACT) competitively bid contract, and in a form approved by legal counsel. The contract award is contingent on the completion of a Pre-Award Buy America Audit.
3. Authorize the General Manager/CEO or his designee, to dispose of 13 2013 El Dorado paratransit cutaway vehicles (2013 Vehicles) in accordance with the San Mateo County Transit District's (District) Procurement Policy.

BACKGROUND

This matter was presented to the Board of Directors during their October 2, 2019 meeting. The Board continued the item and directed staff to explore the feasibility of procuring electric cutaways, or delaying procurement until the marketplace for electric cutaway vehicles has sufficiently matured.

Staff has assessed the viability of these alternative approaches and has evaluated the impacts that they would have on District operations.

The District's replacement of paratransit vehicles is in accordance with FTA and Metropolitan Transportation Commission guidelines, which are designed to ensure that rolling stock is maintained at the highest level of readiness and reliability. Paratransit vehicles carry the most vulnerable customer, magnifying the need to operate vehicles

with the highest reliability. The 2013 Vehicles have reached the end of their useful life. To ensure the reliability of District operations staff recommends that they be replaced in FY 2020.

The District cutaways operate paratransit service that requires them to travel up to 196 miles per day. They also use the onboard wheelchair on average 8 times per day. Staff investigated the feasibility of procuring zero emission cutaways and concluded that there are no vehicles currently available that can meet the District's current paratransit service requirements.

Staff researched the existing market place and emerging suppliers and found one battery powered electric chassis model that is available. These chassis requires a separate manufacturer to install a fiberglass cabin that can accommodate seats and a wheelchair lift.

Staff contacted suppliers of these electric powered chassis to learn more about the fleet readiness and vehicle availability. 100% battery electric cutaway vehicles using this chassis are available for procurement through the California's Department of General Services (DGS). The battery electric model has a price of \$309,360 per cutaway compared to \$133,268 for a gasoline-powered cutaway. This price does not include the cost of electric charging. Staff learned that production and operation of these vehicles has been extremely limited and that the vehicles do not have sufficient range to meet the District's needs for paratransit vehicle.

Since 2014, Motiv Power Systems (San Francisco) has used the chassis to produce just seven cutaway-type vehicles. All units have been used in low-mileage shuttle applications, and unlike the District's services, have experienced limited wheelchair lift usage. The vehicle's range is limited to 86 miles and is further reduced with heavy operation of a wheelchair lift. The practical range of these vehicles will not be able to meet the range needed for our paratransit operations.

Staff also evaluated the possibility and consequences of delaying this procurement until battery electric cutaways become viable for paratransit service. The 13 gasoline powered cutaway vehicles that Staff is recommending to procure are the last vehicles available before Motor Co. redesigns their chassis for 2020. If procurement is delayed, the delivery of replacement cutaway vehicles will be delayed by approximately two years while manufacturers engineer, test, and certify their cutaway body with the new chassis design. During the delay, the District would likely incur higher maintenance cost since major components such as engines and transmission would need to be replaced.

The industry is not expected to produce a commercially available electric cutaway vehicle during this delay. Based on the number of vehicles sold, number of vehicles currently in paratransit service, and the acceptance of battery-electric technology by public transit providers, there is little confidence the cutaway manufacturers can meet market demands in the next 3-4 years.

This conclusion is supported by CARB's regulation, which includes an exemption that is specific to its 2026 procurement requirement for cutaway vehicles. The exemption

specifies that the purchase requirement will only take effect after the industry has produced a model that has passed the bus testing procedure and obtained a Bus Testing Report (Altoona testing) that confirms maintainability, reliability, safety, performance, structural integrity and durability, fuel/energy economy, noise, and emissions.

Currently, there are no commercially viable battery electric cutaway vehicles that can meet the District's performance characteristics for paratransit services. The chassis and vehicle manufactures are not expected to deliver and support a sub-fleet of vehicles that meets the District needs in the near future. Further delays in the procurement will have a cascading extensive delay of eighteen to twenty-four months that would jeopardize service reliability.

SIGNIFICANCE

The award of this contract will provide the District with the ability to replace 13 2013 Vehicles that have reached the end of their useful life. The new vehicles will ensure continued, reliable service to paratransit customers by replacing older, and costly-to-maintain vehicles, thereby reducing operating and maintenance costs.

The District routinely disposes of rolling stock (i.e. minivans, cutaways, and heavy duty buses) that have reached the end of their useful lives. Disposition of the 2013 Vehicles is in keeping with this practice and will be carried out in full compliance with the District's Procurement Policy and applicable Federal Transit Administration (FTA) regulations. The Procurement Policy permits disposition by sealed bid, public auction, sale, negotiation, transfer to another public agency, donation, or by discarding as scrap.

The 2013 Vehicles will be scheduled for appropriate disposal once the new vehicles are delivered in late 2020.

BUDGET IMPACT

The Fiscal Year 2020 (FY 2020) capital budget included \$1,732,640 for the proposed purchase of the 2019 Vehicles to replace the 2013 Vehicles. Funding sources consist of 80 percent from FTA Urbanized Area Formula Funding (49 U.S.C. Section 5307) and 20 percent from State Proposition 1B.

The 2013 Vehicles were originally purchased with a mix of federal and state funds. Any proceeds gained from their disposition, less any applicable fees (e.g. auctioneer's fees) and any proceeds due to the FTA, will be deposited to the District's general fund.

STRATEGIC INITIATIVE

Priority 2 – Strengthen Fiscal Health

- Goal 3 – Implement existing and new best practices
 - Action 2-13: Invest in improvements to our facilities and fleets that conserve natural resources, reducing waste, and controlling costs.

Procurement Administrator: Kevin Kelley

650-622-7892

Contract Administrator: Natalie Chi Rasmussen, Bus Maintenance

650-508-6418

RESOLUTION NO. 2019-

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

AWARDING A CONTRACT TO CREATIVE BUS SALES, INC.,
FOR THE PURCHASE AND DELIVERY OF 13 EL DORADO PARATRANSIT VEHICLES
FOR A NOT TO EXCEED AMOUNT OF \$1,732,640 AND AUTHORIZING THE
DISPOSITION OF 13 SURPLUS 2013 EL DORADO PARATRANSIT VEHICLES

WHEREAS, the San Mateo County Transit District (District) provides paratransit services to San Mateo County residents as required by the Americans with Disabilities Act of 1990 through its paratransit service program known as Redi-Wheels; and

WHEREAS, 13 2013 El Dorado paratransit vehicles (2013 Vehicles) have reached the end of their useful life and are due for replacement in accordance with Federal Transit Administration (FTA) and Metropolitan Transportation Commission (MTC) replacement schedules; and

WHEREAS, staff proposes to replace the 13 2013 Vehicles by acquiring 13 new 2019 El Dorado paratransit cutaway vehicles (2019 Vehicles); and

WHEREAS, pursuant to California Public Contract Code Section 10298, the District is permitted to procure items through the purchasing cooperative offered by the California Association for Coordinated Transportation (CalACT), which makes available to public agencies numerous vehicles from approved vendors that have been selected through a competitive bid process; and

WHEREAS; the District has routinely used the CalACT purchasing cooperative to purchase new vehicles for its paratransit services; and

WHEREAS, funding for the purchase of the 2019 Vehicles is included in the Fiscal Year 2020 capital budget, and comes from a combination of federal and state funds; and

WHEREAS, the General Manager/CEO recommends, and the Committee concurs, that a contract be awarded to Creative Bus Sales, Inc. of Chino, California for the purchase of the 2019 Vehicles for a not to exceed amount of \$1,732,640 at fixed unit prices, including applicable charges for tire fees, taxes and delivery; and

WHEREAS, the General Manager/CEO further recommends, and the Committee concurs, that the Board authorize disposal of the 2013 Vehicles in accordance with the District's Procurement Policy once the 2019 Vehicles are delivered and ready for use.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District awards a contract through the California Association for Coordinated Transportation program to Creative Bus Sales, Inc. for the purchase and delivery of 13 new 2019 El Dorado paratransit cutaway vehicles for a not to exceed amount of \$1,732,640; and

BE IT FURTHER RESOLVED that the Board authorizes the General Manager/CEO, or his designee, to execute a contract on behalf of the District with Creative Bus Sales, Inc. in accordance with the terms and conditions of CalACT's competitively bid contract and in a form approved by legal counsel; and

BE IT FURTHER RESOLVED that the Board authorizes the disposition of 13 surplus 2013 El Dorado paratransit cutaway vehicles in accordance with the District's Procurement Policy; and

BE IT FURTHER RESOLVED that the Board authorizes the General Manager/CEO, or his designee, to determine, in a manner consistent with the District's Procurement Policy, the appropriate method of, and terms of, disposition of the 13 surplus 2013 El Dorado paratransit cutaway vehicles.

Regularly passed and adopted this 6th day of November, 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

David Olmeda
Chief Operating Officer, Bus

SUBJECT: **AWARD OF CONTRACT FOR HEATING, VENTILATION AND AIR
CONDITIONING INSPECTION AND MAINTENANCE SERVICES**

ACTION

Staff proposes the Committee recommend the Board:

1. Award a contract to the lowest, responsive and responsible bidder, ADVNC Air Technologies of Santa Clara, California (ADVNC), for a not-to-exceed amount of \$455,000 for a five-year term for heating, ventilation and air conditioning (HVAC) inspection and maintenance services (Services).
2. Authorize the General Manager/CEO, or his designee, to execute a contract with ADVNC in full conformity with the terms and conditions of the solicitation documents and in a form approved by legal counsel.

SIGNIFICANCE

Approval of the above actions will ensure continued regular inspection and preventative maintenance on HVAC equipment at all San Mateo County Transit District (District) facilities by a qualified and responsive contractor. The contract also contains fixed hourly labor rates for unscheduled diagnostic services such as for suspected gas leaks, gas detector alarms, and apparent water flow/leakage from HVAC components.

BUDGET IMPACT

Funds for this contract are included in the current operating budget and will be included in future operating budgets.

BACKGROUND

An Invitation for Bids (IFB) was advertised in a newspaper of general circulation and on the District's procurement website. A five percent small business enterprise (SBE) preference was assigned to the solicitation. Prior to releasing the IFB, staff conducted extensive outreach to SBEs using the State of California's Disadvantaged Business Enterprise database. Four potential bidders attended the pre-bid meeting and site walk, and two bids were received as follows:

Company	Bid Amount	5% SBE Preference Eligibility	Bid Amount with 5% SBE Preference applied
Independent Cost Estimate	\$403,312	Not Applicable	Not Applicable
1. ADVNC, Santa Clara	\$451,562	\$22,578.10	\$428,983.90
2. A & B Mechanical, Inc., Hayward	\$507,524	\$22,578.10	\$484,945.90

ADVNC submitted all required bid documentation. Staff has determined, and legal counsel concurred, that the bid submitted by ADVNC is responsive. The bid from ADVNC was approximately 12 percent higher than the independent cost estimate. Staff believe this is due to the region’s competitive marketplace and the use of fully-burdened labor rates for the independent cost estimate that were lower than they should have been. As a requirements-based contract, regular and unscheduled Services will be provided at fixed unit rates.

Both bidders received a five percent SBE preference based on the lowest bid amount for evaluation purposes. The ranking of the lowest bidder before and after the SBE preference was awarded remained the same.

Staff contacted ADVNC's references and confirmed its experience and competency. ADVNC has satisfactorily provided HVAC services for the District for the past five years. Based upon these findings, staff concludes that ADVNC is appropriately qualified and capable of meeting the requirements of the contract and is, therefore, the lowest, responsive and responsible bidder.

The Board awarded a contract to Mechanical Technologies Corp DBA MTech Corp in 2014 for an estimated amount of \$1,056,347 for a five-year term, which expires on November 30, 2019. The company changed its name in 2018 to ADVNC Air Technologies. This contract contained funding to cover emergency repairs, which are now being handled through separate solicitations under the Uniform Public Construction Cost Accounting Act.

Strategic Initiative

None apply

Procurement Administrator III: Quoc Truong 650-508-7732
Project Manager: Jeff Thomas, Maintenance Contract Administrator 650-508-6309

RESOLUTION NO. 2019 -

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

* * *

**AWARDING A CONTRACT TO ADVNC AIR TECHNOLOGIES
FOR HEATING, VENTILATION AND AIR CONDITIONING
INSPECTION AND MAINTENANCE SERVICES FOR A
NOT-TO-EXCEED AMOUNT OF \$455,000 FOR A FIVE-YEAR TERM**

WHEREAS, the San Mateo County Transit District (District) issued an Invitation For Bids (IFB) for heating, ventilation and air conditioning (HVAC) inspection and maintenance services (Services); and

WHEREAS, in response to the IFB, the District received two bids; and

WHEREAS, staff and Legal Counsel have reviewed the bids and determined that ADVNC Air Technologies of Santa Clara, California (ADVNC) submitted the lowest responsive and responsible bid; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board of Directors award a contract to ADVNC for a not-to-exceed amount of \$455,000 for a five-year term.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District awards a contract to ADVNC Air Technologies for HVAC inspection and maintenance services for a not-to-exceed amount of \$455,000 for a five-year term; and

BE IT FURTHER RESOLVED that the Board authorizes the General Manager/CEO, or designee, to execute a contract on behalf of the District with ADVNC in full conformity with the terms and conditions of the solicitation documents and in a form approved by legal counsel.

Regularly passed and adopted this 6th day of November, 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 CONTRACT FOR OFFICE SUPPLIES AND RELATED PRODUCTS**

ACTION

Staff proposes that the Finance Committee recommend that the Board:

1. Award a contract to Staples, Inc. (Staples) of Framingham, Massachusetts for a broad range of office supplies and related products for a 26-month base term for a not-to-exceed amount of \$340,000.
2. Authorize the General Manager/CEO, or his designee, to execute a contract with Staples in a form approved by legal counsel.
3. Authorize the General Manager/CEO, or his designee, to exercise up to two one-year option terms with Staples for a not-to-exceed amount of \$180,000 for each option year, if it is determined to be in the best interest of the San Mateo County Transit District (District).

SIGNIFICANCE

Award of the contract will provide the District, the Peninsula Corridor Joint Powers Board and the San Mateo County Transportation Authority, with online and in-store access to office supplies and related products, such as furniture and printing services, at substantial discounts compared to retail catalog pricing. Items will be delivered one day after orders are placed online to the District's designated locations. Under this contract, the District will enjoy volume pricing, substantial discounts, an extensive selection of items, plus environmentally preferable products.

BUDGET IMPACT

Funds for this contract are included in the current operating budget and will be included in future operating budgets.

BACKGROUND

Staff identified a cooperative purchasing agreement with Staples that was competitively negotiated by the State of Michigan (Michigan) using a best value

procurement method. The District is authorized to use this method to award contracts for equipment, supplies, or materials greater than \$150,000 when it is determined to be in the best interest of the District. This procurement method permits the District to weigh a combination of quality, price, and other elements of a proposal that, when considered together, provide the greatest overall benefit to the District. The Michigan cooperative contract with Staples, available through the National Purchasing Partners Government (NPPGov), is offered to state and local government agencies, public schools and not-for-profits nationwide. Participants may purchase products on the same highly competitive terms, covenants, conditions, and pricing as the State of Michigan, at no additional cost. This contract award will allow the District to avail itself of pricing consistent with wider economies of scale.

The contract will provide:

- The ability to order online with a credit card
- Next-day desktop delivery to designated locations
- Submission of reports such as monthly and year-to-date sales and items ordered for each authorized cost center
- Fee waivers for restock items and returns
- Furniture discounts including on ergonomic equipment
- The ability to add items to the contract that are not purchased on a regular basis
- Printing services including large scale copy jobs, printing, binding, presentations, oversized prints, and posters

Staff conducted a price analysis on the most commonly ordered office supplies and determined that Staples's pricing under the NPPGov contract is equal to or better than the District's current cooperative purchasing agreement with Office Depot, indicating that prices offered by Staples are fair and reasonable. The contract will provide the best overall value for office supplies to the District.

The District's existing 53-month contract with Office Depot is for a not-to-exceed amount of \$701,000. It expires on December 31, 2019. As of September 30, 2019, \$522,000 had been spent. The contract was procured under the Western States Contracting Alliance purchasing agreement through the State of Oregon.

STRATEGIC INITIATIVE

No strategic initiatives apply to the award of this contract.

Procurement Administrator II: Brian Geiger
Project Manager: Danielle Sanderson, Administrative Analyst III

650-508-7973
650-551-6130

RESOLUTION NO. 2019-

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

**AWARDING A CONTRACT TO STAPLES, INC. FOR OFFICE SUPPLIES AND
RELATED PRODUCTS FOR A NOT-TO-EXCEED AMOUNT OF \$340,000**

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

WHEREAS, California Public Contract Code Section 10298 allows the District to participate in cooperative purchasing agreements with agencies for goods, information technology, and services; and

WHEREAS, the District may contract with suppliers awarded these contracts without additional competitive solicitation procedures; and

WHEREAS, the State of Michigan, through the National Purchasing Partners (NPPGov) program, entered into a contract through a competitive negotiation process for office supplies and related products with Staples, Inc. (Staples), and made this contract available for use by other public agencies; and

WHEREAS, the District has determined that purchase of these products through the NPPGov program will allow the District, the Peninsula Corridor Joint Powers Board and the San Mateo County Transportation Authority to take advantage of volume pricing discounts, an extensive selection of items and high-quality service, and that an independent procurement action likely would not yield more favorable pricing or service; and

WHEREAS, the General Manager/CEO recommends and the Finance Committee concurs the Board of Directors authorize the purchase of office supplies and related products through award of a contract to Staples under the NPPGov program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District awards a contract to Staples, Inc. of Framingham, Massachusetts for the purchase of office supplies and related products through the NPPGov program for a not-to-exceed amount of \$340,000 for a twenty-six month base term, inclusive of all taxes, delivery (except for furniture), and other costs and expenses; and

BE IT FURTHER RESOLVED that the General Manager/CEO, or his designee, is authorized to execute a contract on behalf of the District with Staples in accordance with the terms and conditions of NPPGov's competitively negotiated contract and in a form approved by legal counsel; and

BE IT FURTHER RESOLVED the General Manager/CEO, or his designee, is authorized to execute up to two additional one-year option terms with Staples for a not-to-exceed amount of \$180,000 for each option year provided the exercise of such options are in the best interest of the District.

Regularly passed and adopted this 6th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Chair, San Mateo County Transit District

District Secretary



BOARD OF DIRECTORS 2019

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

JIM HARTNETT
GENERAL MANAGER/CEO

AGENDA

STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE COMMITTEE OF THE WHOLE

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

WEDNESDAY, NOVEMBER 6, 2019 – 3:00 pm

or immediately following the Finance Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Strategic Planning, Development, and Sustainability Committee Meeting of October 2, 2019

INFORMATIONAL

3. Community College Pilot Update
4. OnDemand Microtransit Update
5. Adjourn

Committee Members: Charles Stone (Chair), Dave Pine, Karyl Matsumoto

NOTE:

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

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

**MINUTES OF STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE /
COMMITTEE OF THE WHOLE
OCTOBER 2, 2019**

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

Committee Members Absent: None

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

Other Board Members Absent: None

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

CALL TO ORDER

Committee Chair Charles Stone called the meeting to order at 4:22 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF AUGUST 7, 2019

Motion/Second: Ratto/Pine

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

Absent: None

AUTHORIZE RESPONSE TO 2018-2019 CIVIL GRAND JURY REPORT

Jim Hartnett, General Manager/CEO, said that the draft letter responding to the Grand Jury report was in the packet.

Director Ron Collins asked about the District having a joint meeting with the JPB Board. Mr. Hartnett said that JPB has little to do with SamTrans service scheduling.

Director Rose Guilbault said that even if SamTrans achieved better coordination with Caltrain schedules, there is no guarantee that there would be an increase in bus ridership or a reduction in congestion.

Mr. Hartnett said that the District does not really market the Caltrain Connection and that it is impractical to try to connect with Caltrain schedules. He added that increasing bus service frequency would be the solution.

Director Guilbault said that a lot of the information in the report sounded incorrect.

Director Peter Ratto said that the concept of having zero wait time between Caltrain and buses is not workable in San Mateo County.

Motion/Second: Collins/Fraser

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

Absent: None

ADJOURN

The meeting adjourned at 4:29 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: Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

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

SUBJECT: **FINDINGS FROM THE SAN MATEO COUNTY COMMUNITY COLLEGE 'TRY
TRANSIT' PASS PILOT PROGRAM**

ACTION

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

SIGNIFICANCE

In August 2019, the San Mateo County Transit District (District) undertook a pilot program called the Community College "Try Transit" pass program. This pilot program included the distribution of temporary mag stripe cards, called "Try Transit" passes, to students at all three San Mateo County Community College District (SMCCCD) campuses – Skyline College, College of San Mateo and Cañada College. The passes offered unlimited rides on all SamTrans routes during the period of August 14-31, coinciding with the first two weeks of the school year.

Staff identified the following desired outcomes of the Try Transit program:

- Gather trip-making patterns and insights on how community college students use our system today
- Introduce new potential customers to SamTrans by allowing them to try transit for free
- Build the relationship between SamTrans and SMCCCD

Over the course of four days and more than 10 outreach events, District staff distributed about 1,700 passes to the SMCCCD students. Of these passes, 76% were used a total of 17,661 times during the 2.5 week promotion period. Pass usage data shows that Try Transit passes were used on 49 of 71 SamTrans routes, indicating that students use a wide variety of SamTrans routes, far beyond the nine routes that directly serve an SMCCCD campus.

Of those who used the pass, 22 percent said they were trying SamTrans for the first time and 40 percent said they used SamTrans much more during the unlimited pass promotion than they normally would. Of those who do not use SamTrans or did not use the pass, the most prevalent reason was "the bus trip takes too long".

Following the promotion, staff will continue to engage with SMCCCD staff and students toward two goals to occur on parallel tracks:

- Improve SamTrans bus service to community colleges through the *Reimagine SamTrans* effort.
- Pursue a SamTrans unlimited pass for SMCCCD students. This work will include developing a framework for determining program viability, including considerations like ridership, revenue, community benefits, and environmental benefits and impacts.

At the November 2019 Board of Directors meeting, staff will present the detailed findings of the pilot program via a Powerpoint. A memo outlining the full program details, methodology, and program findings is also attached to this staff report.

BUDGET IMPACT

This informational item has no impact on the budget. Funding for the Try Transit pass pilot was included in the FY2020 SamTrans operating budget.

BACKGROUND

The SamTrans Board of Directors adopted the Youth Mobility Plan in August 2017. The Youth Mobility Plan serves as a strategic blueprint for how the San Mateo County Transit District (District) can address the mobility needs of youth in San Mateo County and cultivate the next generation of bus customers. In accordance with the SamTrans Strategic Plan (2015-2019), the Youth Mobility Plan identified strategic initiatives for how to better serve middle school, high school, and college-aged students making school and non-school trips (e.g., after school trips, part-time jobs, summer travel). The "Try Transit" pilot is part of Initiative 2.2: Launch a Pilot Expansion of the Way2Go Program to Include Colleges.

STRATEGIC INITIATIVE

Priority 1: Expand Mobility Options

Prepared by: Millie Tolleson, Principal Planner

650-622-7815

San Mateo Community College District “Try Transit” Promotion Update

SamTrans Board of Directors

November 6, 2019

Millie Tolleson, Planning
Christina Contreras, Marketing



Background

- Youth Mobility Plan adopted in August 2017
- Initiative 2.2 called for a community college student transit pass pilot
- Internal staff working group has been exploring potential ways to achieve a student transit pass and/or other student mobility improvements

Program Details and Benefits

- Mag stripe passes were distributed to offer unlimited SamTrans rides for SMCCCD students August 14-31 (13 weekdays + 5 weekend days)
- Desired outcomes:
 - Gather trip-making patterns and insights on how community college students use our system today
 - Introduce new potential customers to SamTrans by allowing them to try transit for free
 - Build relationship with SMCCCD

Pass Distribution

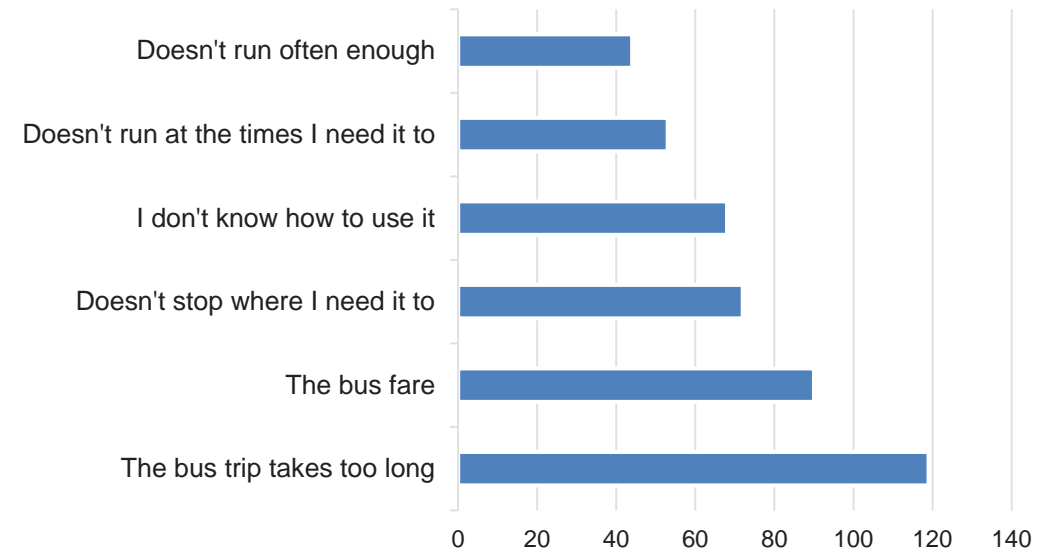
- Distributed passes on-site at three colleges August 14, 15, 19, 20
- More than 20 staff and interns from across District supported tabling efforts
- Approximately 1,700 passes distributed



Pass Recipients

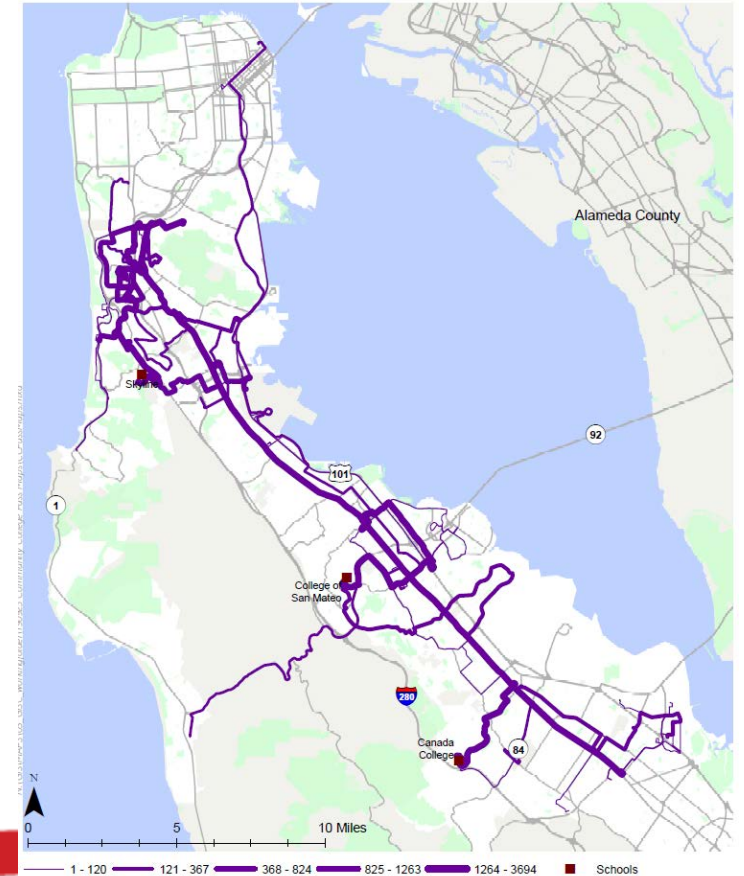
- **82% already use SamTrans, 18% do not use it**
 - 60% of riders are regular and frequent users – daily or 4-5 times per week
- Of those who do not ride, most popular reason was “bus trip takes too long”

Why don't you use SamTrans?



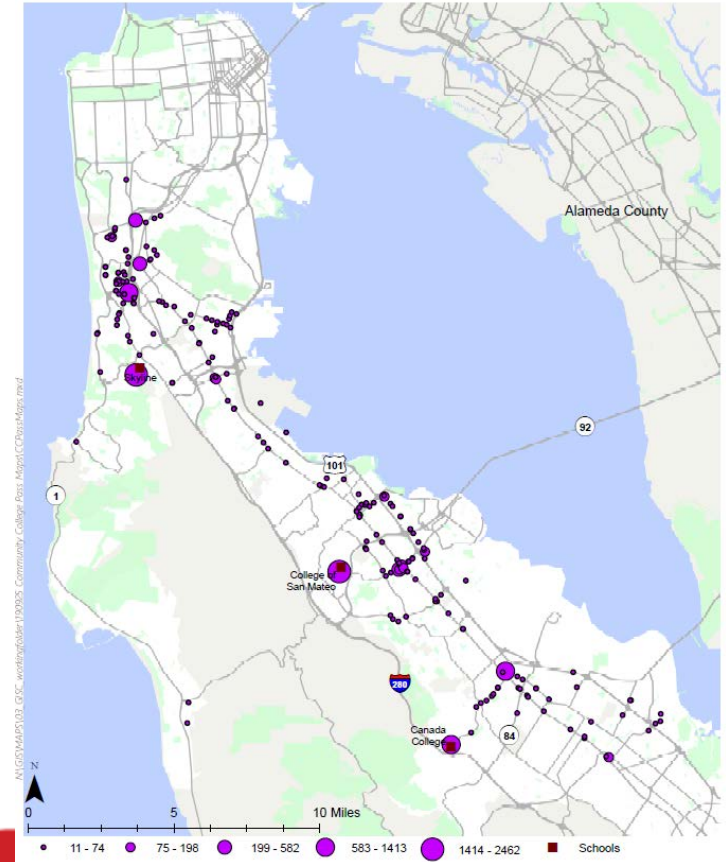
Pass Usage: Routes

- Of approx. 1,700 passes distributed, **1,295 were used (76%)** a total of **17,661 times**
- Used on **49 of 71** SamTrans routes
 - Route 250 (CSM) – 3,694 uses
 - Route 121 (Skyline) – 2,866
 - Route 274 (Cañada) – 2,120
 - Route ECR – 2,070
 - Route 140 (Skyline) – 1,263



Pass Usage: Stops

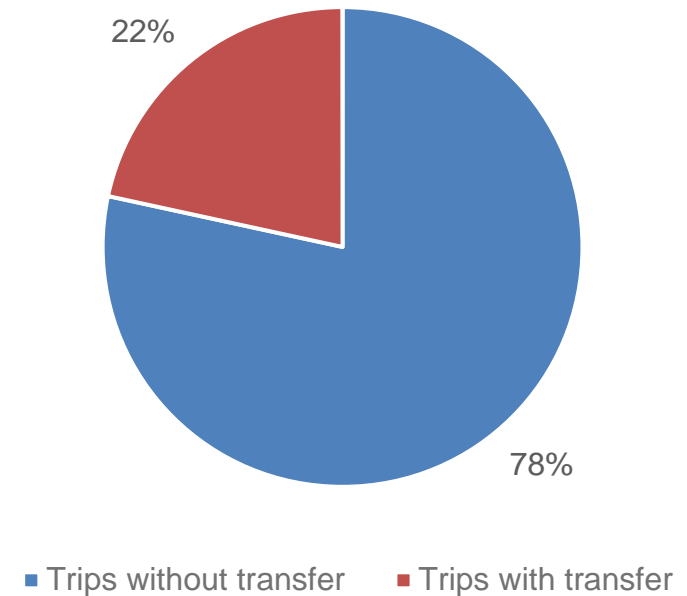
- Passes used at **626** SamTrans stops
- Top five stops (45% of all swipes)
 - CSM Transit Center
 - Skyline College Transit Center
 - Cañada College
 - Redwood City Caltrain
 - Hillsdale Shopping Center



Pass Usage: Transfers

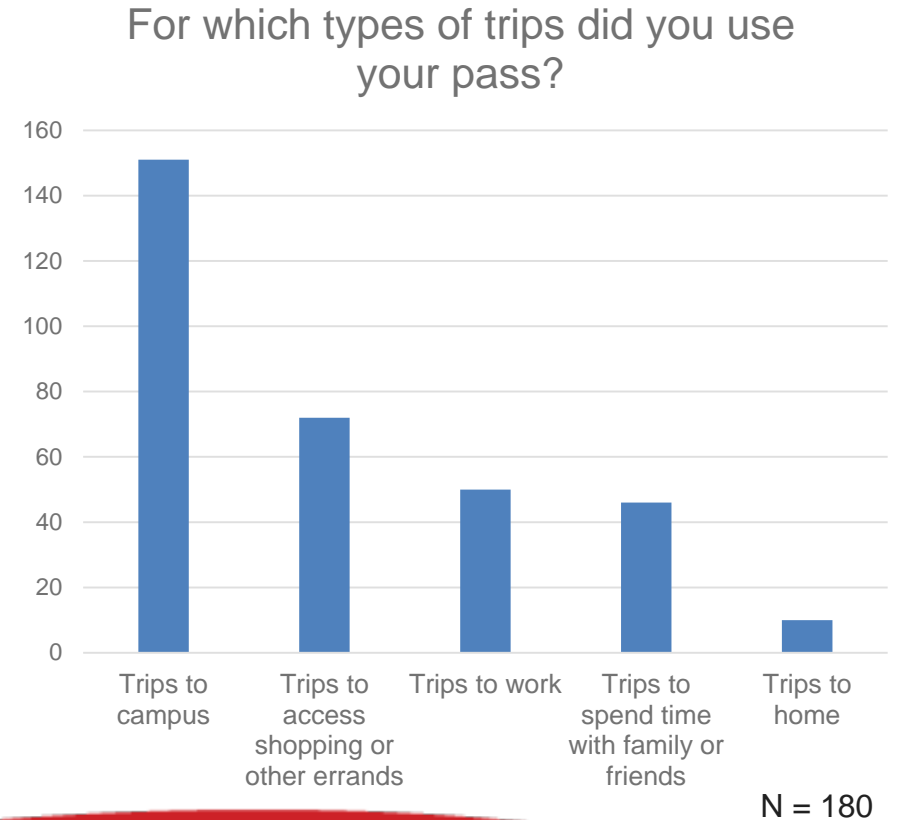
- 14,310 unique trips made
 - 22% of trips used two or more buses to complete
 - 78% did not require a transfer (one-seat ride)

How many trips included transfers?



Pass Usage: Trip Purposes

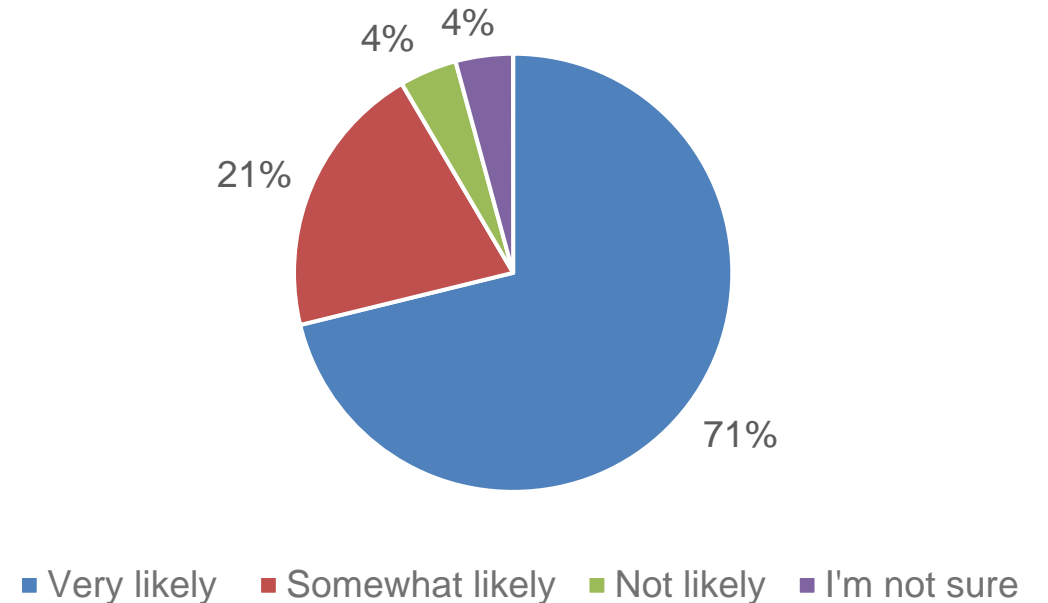
- Based on analysis of the routes used and transfer patterns:
 - 76% of trips were used to access school
 - 24% of trips were not school-related trips (did not use any of the nine SamTrans routes that serve an SMCCCD campus for any part of a trip)



Pass Usage Trends

- 92% of post-survey respondents used the pass, 8% did not
 - **22% tried SamTrans for first time** and used pass **average of three times**
- 40% said they used SamTrans “**much more** than they normally would” during the promotion

How likely are you to recommend SamTrans?



What are they saying about Try Transit?

"The pass made me save some bus tokens. Also the pass works as a bookmark."

"I am now more used to riding transit."

"The uniting power of freedom from finances spread among the students was amazing to witness."

"It saved me so much money that it helped me save enough to buy my school supplies."

"Something that could make it more useful is knowing how late a bus is going to be. If I call 511, it gives a prediction of the bus that was scheduled to come next, not the late one."



Conclusions & Key Findings

- Community college students use SamTrans for trips all over our bus system (49 of 71 routes used).
- Students make trips far beyond their SMCCCD campus.
- Students use SamTrans for all types of trips – school, work, leisure and friends.
- Unlimited passholders said they used SamTrans more than when paying for single rides.
- Try Transit introduced new potential customers to SamTrans.

Proposed Next Steps – Two Tracks

1. Improve service to community colleges
 - Re-engage with students, evaluate and potentially modify service to the colleges during *Reimagine SamTrans*
2. Pursue a SamTrans unlimited pass for SMCCCD
 - Develop a framework for viability of permanent pass
 - Impacts to revenue, ridership, community benefits, environmental
 - Explore funding opportunities, pricing structure, fare policy requirements, technology and physical product needs, implementation models

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: April Chan
Chief Officer, Planning, Grants & TA

SUBJECT: **MID-YEAR EVALUATION OF SAMTRANS ONDEMAND**

ACTION

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

SIGNIFICANCE

SamTrans OnDemand is a one-year pilot microtransit service that launched on May 6, 2019 and serves a five square-mile area around the Linda Mar community in Pacifica. It replaced the FLX Pacifica shuttle which operated as a deviated fixed route loop in the same area. The District implemented OnDemand to determine whether and to what extent it may be a better alternative for communities where delivering traditional fixed route transit service has been challenging.

Staff have worked closely with the District's technology partner Via to monitor OnDemand's performance since launch. Based on analysis of preliminary data, and a number of qualitative metrics, staff propose that the service continue to be monitored for ridership and performance, and that staff return to the Board by early Spring 2020 with a recommendation whether to make this service model permanent.

At the November 2019 Board meeting, staff will present an evaluation of the first four months of OnDemand service performance, including traditional performance metrics, institutional lessons learned, and customer experience.

BACKGROUND

Microtransit is a modern permutation of demand-responsive transit (DRT) and is an emerging service delivery mode being embraced by both the private and public sectors. Generally, DRT is a mode of bus transportation that is characterized by a lack of fixed schedule or route, instead providing service based on individual trip requests. There are many variants of DRT with different service goals, target rider markets, and performance characteristics.

A key distinction between microtransit and other forms of DRT is the use of technology to enable real-time dispatching and routing of vehicles to pickup and drop-off locations selected by the passenger. Trip requests are typically made with a smartphone

application, however, a customer service center can also be equipped to process trip requests over the phone. Once a request is submitted, a cloud-based system will dispatch a vehicle with a customized route that is communicated to the operator through a tablet mounted in the vehicle with a specialized driver app. As other passengers make trip requests, the system will adjust the route to accommodate more passengers. Before and during the trip, the system will provide the passenger with estimated wait and travel times. This process occurs in real time as trip requests are accepted.

In 2018, the SamTrans Business Plan was approved by the Board to guide the District through a changing mobility marketplace and concerns about financial stability, and the Business Plan reinforces the District's mission to be the County's mobility manager. The plan provides three core principles to guide the District over the next several years. One of which, "Expand and Innovate Mobility Services," provides the basis for implementing a microtransit pilot. As such, SamTrans OnDemand was implemented soon after adoption of the Business Plan in May 2019. While FLX Pacifica enjoys widespread community support, its service design – including the limited availability of deviated trip from the fixed route, and the need to request such a trip 24 hours in advance – was challenging and provided limited growth potential. It was determined that OnDemand service may be a good substitute for the demand responsive-type of service model.

At the November 2019 Board meeting, staff will present the evaluation using an array of performance measures and targets, broadly characterized as productivity measures, customer experience, operations, and technology, for evaluating the performance of the SamTrans OnDemand pilot.

Evaluation metrics are grouped into the following four categories:

- **Performance:** Perspective from the numbers, including ridership, productivity, account conversion
- **Operations:** Experience in the field, including ease of use of driver app, training, data
- **Customer Experience:** Public reaction, including feedback pre/post OnDemand conversion, complaints
- **Technology:** Working with new technology, troubleshooting, app updates, and support by Via

In association with a recommendation to make the service permanent, staff will complete a Title VI analysis and a public hearing. This analysis will include addressing equity from a minority and low income.

STRATEGIC INITIATIVE

Overall, the SamTrans OnDemand pilot is aligned with the vision and goals set forth in the District's Strategic Plan.

- Priority 1: Expand Mobility Options

Prepared By: Daniel Shockley, Planning

650-508-6382

SamTrans OnDemand Mid-Year Evaluation

SamTrans Board of Directors
November 6, 2019

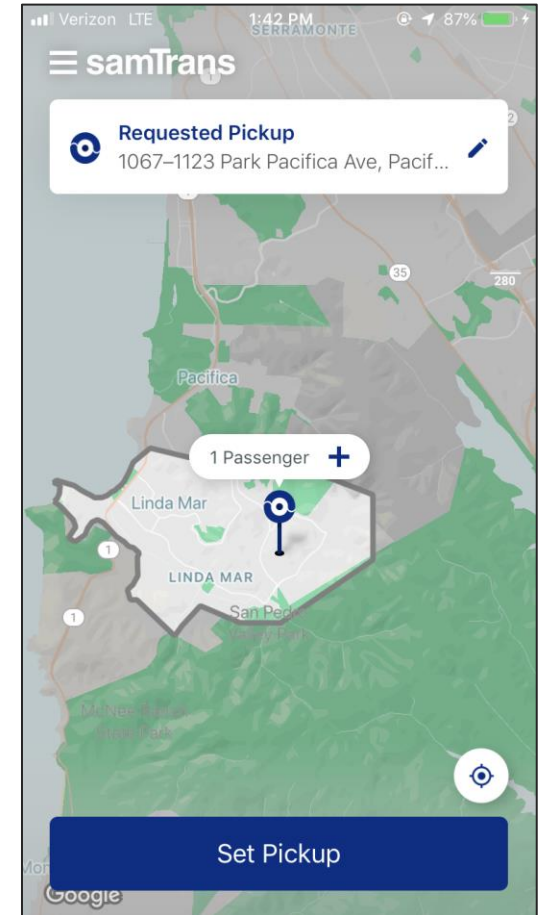
Agenda

- Overview of Pilot
- Evaluation Criteria
- Evaluation Results
- Proposed Recommendation & Next Steps
- Discussion and Questions



SamTrans OnDemand Overview

- Converted the FLX Pacifica in May 2019
 - Hours of service and fare remained
 - Mon-Friday; 6:15a-6:30p
 - Local fare applies
 - Trip requests via SamTrans OnDemand app or the Customer Service Center



Why Pacifica?

- Can determine if **microtransit** works in **traditionally challenging areas** for fixed routes (low densities & remote geography)
 - Addresses requests for service from Coastside
- Test **technology**
 - How does on-demand feel operationally
 - What is the best application of this technology
- Allows for **before and after comparisons** of
 - Rider behavior
 - Public reception of microtransit compared to fixed route
- Utilize **existing contract** for FLX Pacifica
 - FLX Pacifica operated with smaller vehicle, so no new capital equipment needed
 - Flexible start date, ability to add resources if needed; scalable



Evaluation Criteria

Evaluation Criteria

- **Performance:** Perspective from the numbers
 - Rider retention, ridership, trip requests, productivity, account conversion
- **Operations:** Experience in the field
 - Ease of use of driver app, training, data
- **Customer Experience:** Public reaction
 - Pre/post customer survey, complaints
- **Technology:** Working with new technology
 - Troubleshooting, app updates, technology support

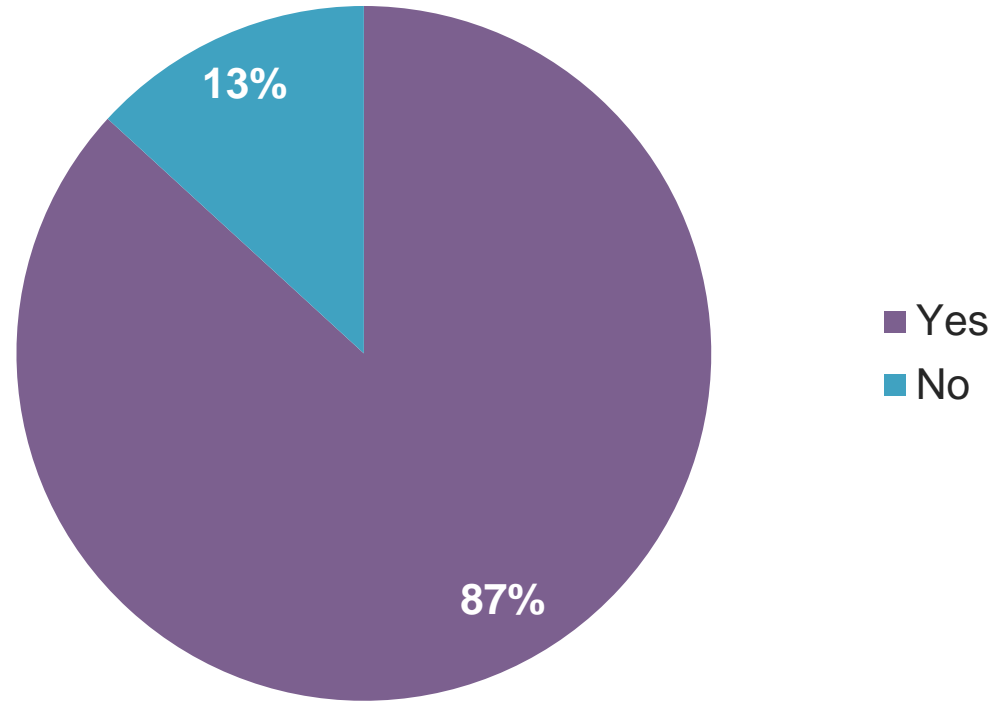
Evaluation Summary

- 1. Ridership levels are slightly lower than FLX Pacifica.**
 - There is room to grow ridership
- 2. Customer experience is positive.**
 - OnDemand riders are former FLX Pacifica riders, and most of them like it better.
 - Complaints mostly surround the inability to book trips when there is high demand.
- 3. Microtransit may not be a good solution for large groups of student riders.**
 - Challenges with the algorithm when many people try to use the service from the same place at the same time.
- 4. One vehicle has its limitations but the algorithm has room to improve**
 - Most challenges have to do with supply messages/reliability due to how the algorithm was initially calibrated and operator breaks (7% of trip requests)
- 5. Internally things have been smooth, but there are some systemic challenges to address if expansion is desired.**

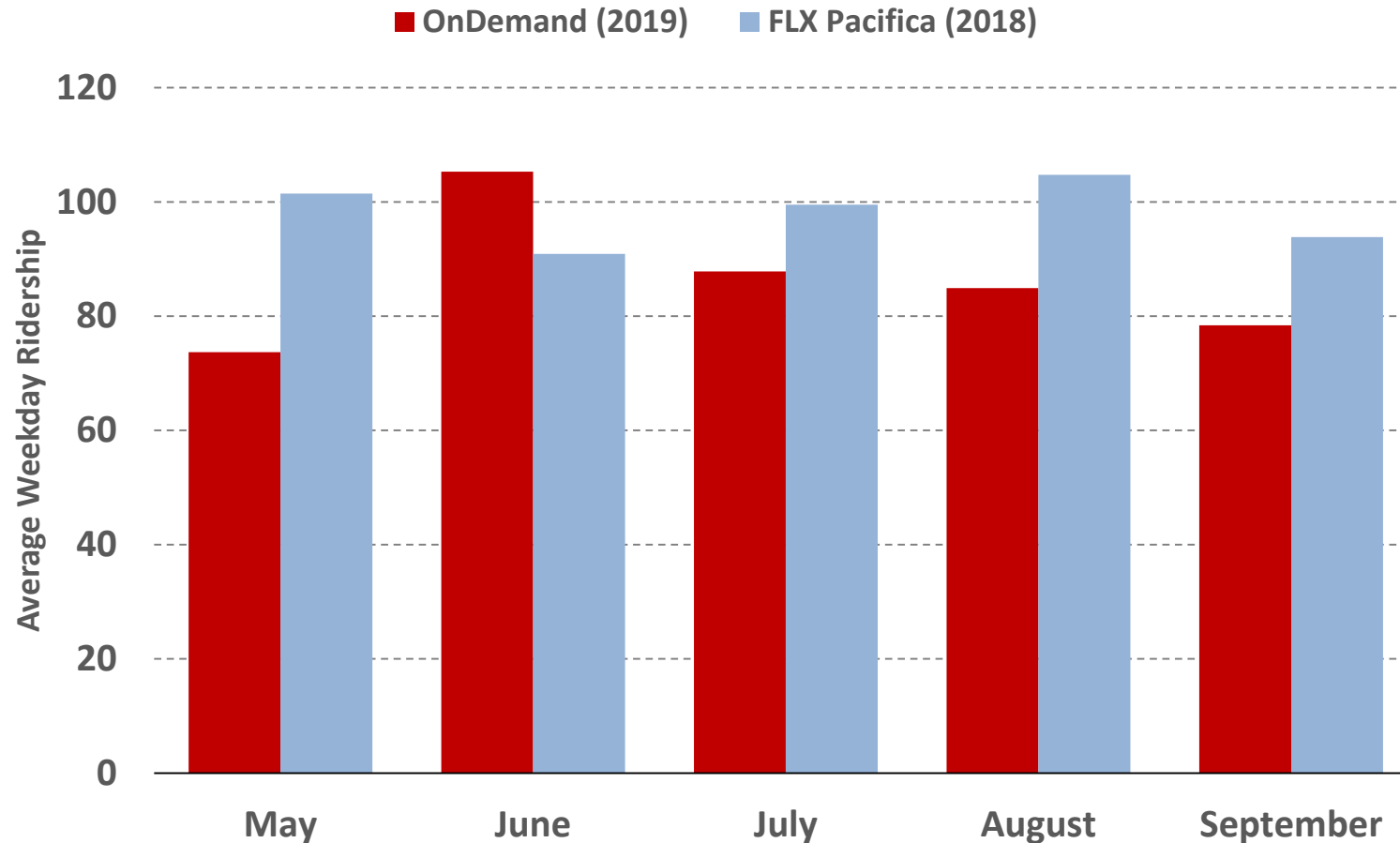
Performance Criteria

Performance – FLXP Rider Retention

Did you ride the FLX Pacifica before May 5, 2019?

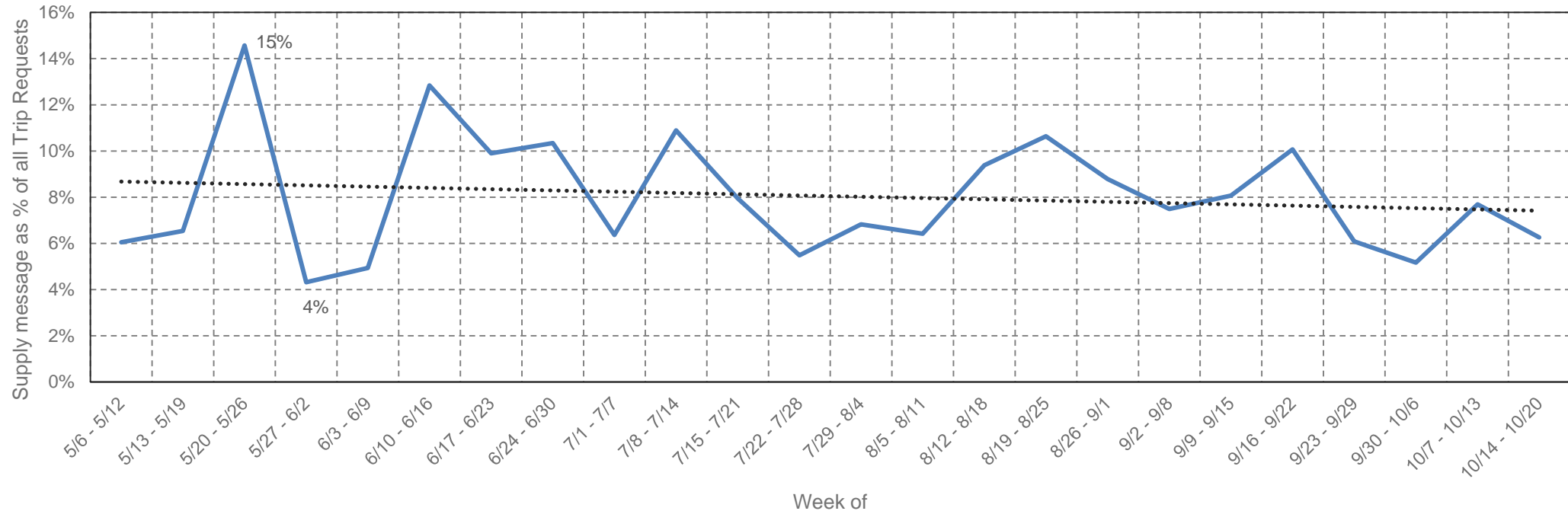


Performance – Average Weekday Ridership



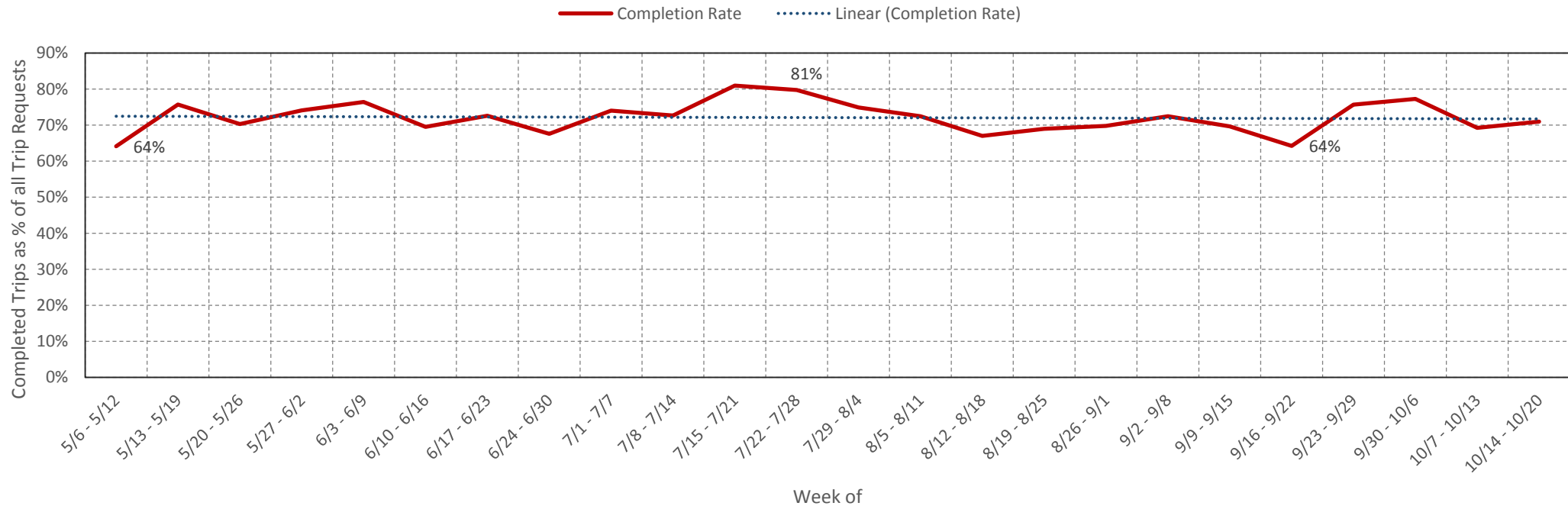
- **Fewer** average weekday **passengers** than **FLX Pacifica**.
- **There is room to grow** the OnDemand ridership **if the seat unavailable messages** can be fully reduced.

Performance – Supply Message



- 7% of trip requests receive a **seat unavailable message**. Staff are working with Via to **monitor and adjust algorithm parameters to reduce the seat unavailable message**.
- Staff is digging into the message rate to better understand what influences it, how it varies by hour of day, and determine what adjustments can be made.

Performance – Completion Rate

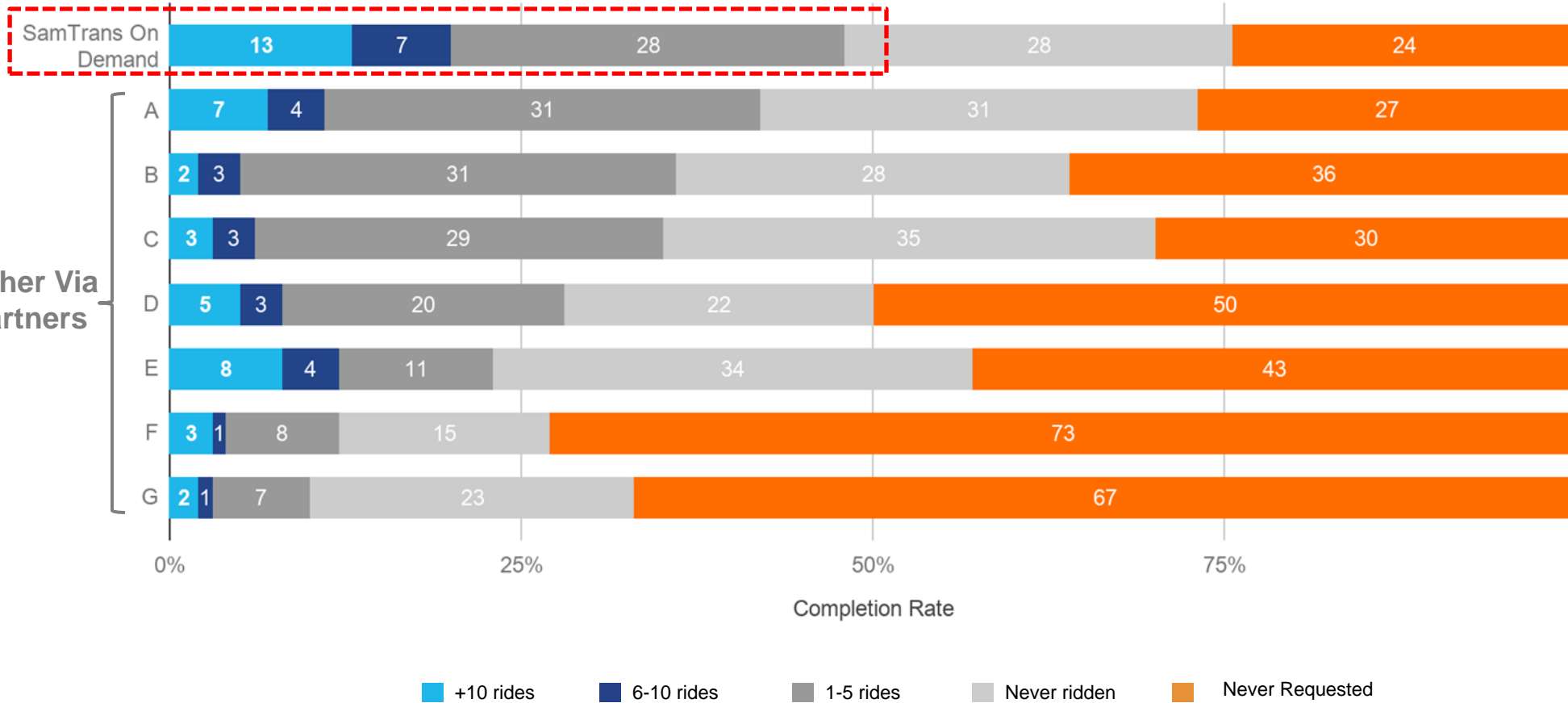


- On average, **70%** of trip requests are being accommodated

Performance – Average ETA and OTP

- **Average ETA** is approximately 12 minutes.
 - Algorithm sets the maximum ETA at 35 minutes
 - Additional adjustments to this parameter may improve service reliability
- **OTP is consistent**; rarely is the service more than ½ minute late.
- The Via algorithm **accurately predicts arrival time** for riders.

Performance – Account Conversion



- OnDemand has **best account conversion** among Via's other partners
- **Approx. 50% of accounts took a ride**
- Account conversion is strong and there is a **strong ridership base of frequent users**

Operations Criteria

Operations

Driver training/feedback

- Using the app is easy
- Incorporating the “Human Touch” very important
- Ongoing driver/admin training on updates is necessary
- Driver break causes service to be unavailable

Internally

- Requires 360 degrees of technology support
- Data reconciliation challenges

Operations – Ridership Data

- Operators follow procedures and record all rides taken using the appropriate buttons on the farebox; additionally operators press a button on the Via tablet to indicate a passenger has been picked up and dropped off.
- There are periodic discrepancies between farebox (GFI) data and data received through the Via reports.
- **Data reconciliation** processes may be necessary to **ensure all rides are counted** when discrepancies arise in the data.

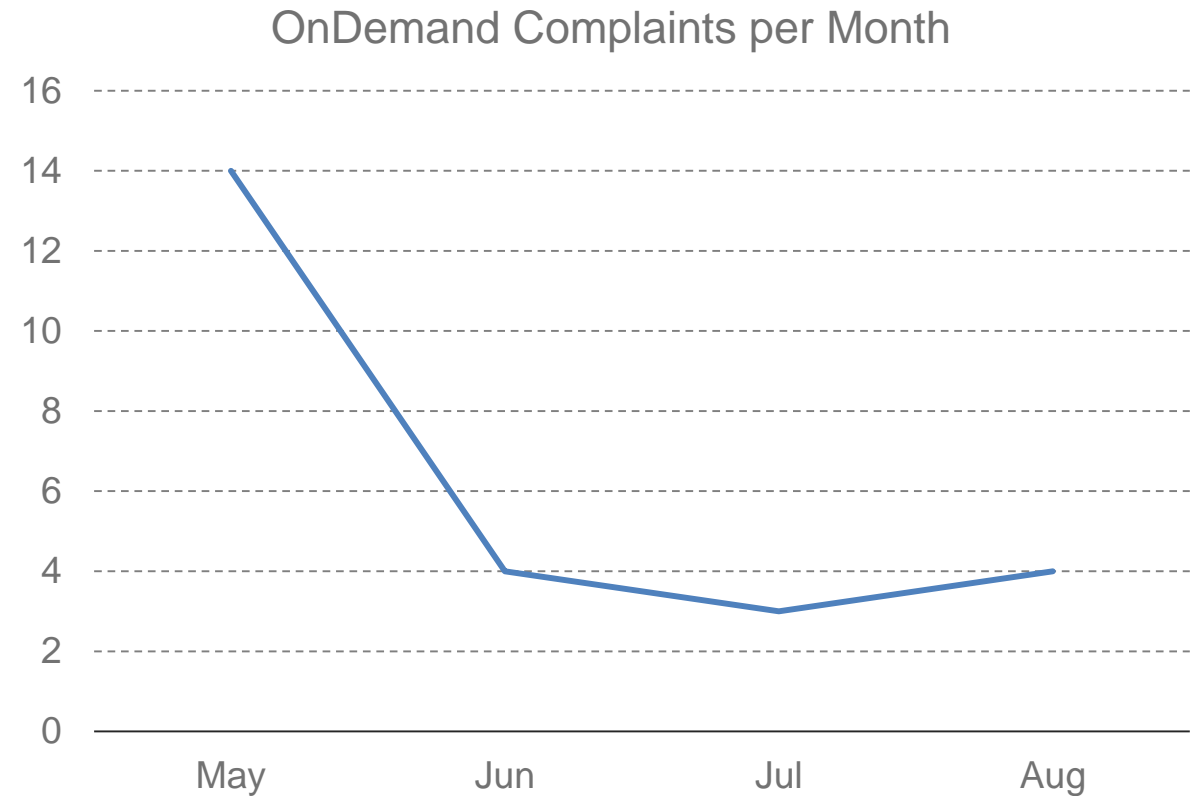
Operations – Terra Nova High School

- Early release two Wednesdays per month; fixed-route school service not available
- Second OnDemand vehicle posted at Terra Nova
- Peak of trip requests from students creates confusion
 - Algorithm cannot handle the load of trip requests easily
 - Most students going to the same place (Linda Mar P&R)
 - MV Dispatcher manually assign other trips
- **Conclusions**
 - Microtransit may not be a good solution for large groups of student riders

Customer Experience

Customer Experience – CSC Complaints

- Number of complaints was highest during the first month of launch; have been down since
- Most complaints about supply message, reliability concerns



Customer Experience – Complaints and Feedback

- The number of complaints for OnDemand is higher than FLX Pacifica
 - Largely due to the seat unavailable message
 - Dispatch communicates with the call center during driver breaks
- Compared to FLX Pacifica
 - **Frequent** (5+ days/week) rider base relatively stable;
 - **63%** of respondents thought that **OnDemand was better** than FLX Pacifica.

Customer Experience

- **Early phone-based trip requests before 7 AM**
 - Accommodate walk-ons, or call MV dispatch, before call center opened
- **Positive CSR feedback** on ride-booking process
 - Two step authentication process to create riders accounts a challenge
- **Phone based** trip requests: **~29% of total**
- **Initial Conclusion:** Heavy use of call-in number.
 - Expansion of service area would require us to evaluate the need and logistics to opening the call center earlier to accommodate potential riders, or consider turnkey model.
 - Future OnDemand outreach will push non-app users towards app.

Technology

Technology

- **External**

- Responsive technology support is important
- Robust ongoing training and technical assistance

- **Internal**

- Ensuring sufficient technical resources are available if this type of service delivery is to be continued

- **Initial Conclusion:** Committed technology partner important. Internal resources need to be developed to ensure 360 degrees of tech support; consider turnkey model for expansion.

Recommendation & Next Steps

- **Continue to monitor ridership for another quarter**
 - Monitor seat unavailable message
 - Continue to make modifications to algorithm
 - Continue marketing and outreach activities
- **Next steps**
 - Return with final recommendation by February 2020
 - Reimagine SamTrans will look for opportunities for OnDemand to provide coverage
 - Will consider during the alternatives development

Discussion



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, NOVEMBER 6, 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 October 2, 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
OCTOBER 2, 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, C. Groom, K. Matsumoto, D. Pine, P. Ratto, C. Stone

Other Board Members Absent: None

Staff Present: J. Hartnett, C. Mau, 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 4:29 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF SEPTEMBER 4, 2019

Motion/Second: Stone/Guilbault

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

Absent: None

STATE AND FEDERAL LEGISLATIVE UPDATE

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

She said that on the federal front, everyone is talking about the impeachment inquiry put forth by House Speaker Nancy Pelosi.

Jim Hartnett, General Manager/CEO, commended Ms. Fromson for receiving *Mass Transit* magazine's 2019 "40 Under 40" award, which recognizes outstanding young individuals in the public transit industry.

ADJOURN

The meeting adjourned at 4:33 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: Transit District

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 As of October 15, 2019 Federal Report

FY 2020 Appropriations

On September 27, President Donald Trump, signed a continuing resolution (CR) into law to provide funding for the federal government through November 21. The day before the president's signature, the Senate approved the CR that had already passed in the House by a vote of [301-123](#), and Reps. Speier, Eshoo, and Lofgren voted in support. [H.R. 4378](#) passed the Senate by an [81-16 vote](#), and Senators Feinstein and Harris voted in support. The CR also extends programs set to expire on September 30, including the National Flood Insurance Program, the Export-Import Bank, and several health programs. The CR gives lawmakers until November 21, to negotiate their versions of the 12 FY 2020 appropriations bills, and either reach an agreement for full-year funding, pass another short-term measure, or face the prospect of a government shutdown.

The Senate Appropriations Committee has advanced 10 of its 12 FY 2020 appropriations bills out of committee, including Department of Transportation/HUD (THUD), but none have reached the floor. Democrats blocked a motion to proceed on the floor for the Defense Appropriations bill because of disagreements over the southern border wall spending.

Appropriations Chairman Richard Shelby (R-Ala.) and Vice Chairman Patrick Leahy (D-Vt.) have said that they think the Senate should go ahead and consider the less controversial spending bills (including THUD) if they cannot find consensus on the Labor-HHS-Education and Defense Appropriations bills.

\$43.4 Billion in FY 2020 Highway Funding Apportioned to States

The Federal Highway Administration (FHWA), with FY 2020 beginning on October 1, was required to apportion \$43.4 billion in highway contract authority to states via formula as the final installment of funding under the FAST Act. The apportionment notice was dated October 1 & was distributed to states on September 30. As FHWA spending is mandatory, \$639 million of which is subject to sequestration, each state's share of the \$639 million gets reduced, totaling \$37.701 million.

The table (on the next page), shows the actual dollar amounts for each state of their share of the \$639 million in exempt NHPP money and the amount that is being reduced by budget sequestration. The state of California will receive \$51,557,129.

**FY 2020 Sequestration of the Portion of National Highway
Performance Program Contract Authority Which Is Exempt from
Annual Obligation Limitations**

From FHWA Notice N4510.838

	Pre-Sequester <u>Exempt NHPP</u>	5.9 Percent <u>Sequestration</u>	Post-Sequest. <u>Exempt NHPP</u>
Alabama	12,974,712	-765,508	12,209,204
Alaska	8,211,099	-484,455	7,726,644
Arizona	11,726,017	-691,835	11,034,182
Arkansas	8,779,339	-517,981	8,261,358
California	54,789,723	-3,232,594	51,557,129
Colorado	8,473,363	-499,928	7,973,435
Connecticut	7,883,668	-465,136	7,418,532
Delaware	2,709,521	-159,862	2,549,659
Dist. of Col.	2,570,290	-151,647	2,418,643
Florida	32,442,500	-1,914,108	30,528,392
Georgia	21,163,304	-1,248,635	19,914,669
Hawaii	2,733,136	-161,255	2,571,881
Idaho	4,730,085	-279,075	4,451,010
Illinois	22,518,916	-1,328,616	21,190,300
Indiana	15,680,826	-925,169	14,755,657
Iowa	8,334,571	-491,740	7,842,831
Kansas	6,386,334	-376,794	6,009,540
Kentucky	11,298,833	-666,631	10,632,202
Louisiana	11,961,345	-705,719	11,255,626
Maine	3,002,283	-177,135	2,825,148
Maryland	9,394,054	-554,249	8,839,805
Massachusetts	9,294,790	-548,393	8,746,397
Michigan	16,851,778	-994,255	15,857,523
Minnesota	10,714,140	-632,134	10,082,006
Mississippi	8,204,591	-484,071	7,720,520
Missouri	15,997,955	-943,879	15,054,076
Montana	6,857,356	-404,584	6,452,772
Nebraska	4,827,591	-284,828	4,542,763
Nevada	5,690,036	-335,712	5,354,324
New Hampshire	2,668,030	-157,414	2,510,616
New Jersey	15,324,085	-904,121	14,419,964
New Mexico	6,171,974	-364,146	5,807,828
New York	25,543,680	-1,507,077	24,036,603
North Carolina	17,167,766	-1,012,898	16,154,868
North Dakota	4,111,787	-242,595	3,869,192
Ohio	21,454,298	-1,265,804	20,188,494
Oklahoma	10,805,850	-637,545	10,168,305
Oregon	8,306,002	-490,054	7,815,948
Pennsylvania	26,511,187	-1,564,160	24,947,027
Rhode Island	3,594,506	-212,076	3,382,430
South Carolina	11,389,483	-671,980	10,717,503
South Dakota	4,667,397	-275,376	4,392,021
Tennessee	13,989,001	-825,351	13,163,650
Texas	60,233,752	-3,553,791	56,679,961
Utah	5,767,707	-340,295	5,427,412
Vermont	3,290,217	-194,123	3,096,094
Virginia	16,629,381	-981,133	15,648,248
Washington	11,031,563	-650,862	10,380,701
West Virginia	7,335,286	-432,782	6,902,504
Wisconsin	12,551,504	-740,539	11,810,965
Wyoming	4,253,388	-250,950	4,002,438
TOTAL	639,000,000	-37,701,000	601,299,000

The Subcommittee on Railroads, Pipelines, and Hazardous Materials Hearing on “Challenges and Opportunities for Commuter Railroads”

The House Transportation & Infrastructure’s Railroads, Pipelines, and Hazardous Materials Subcommittee held a [hearing](#) on September 24 to examine the state of commuter rail in America. The witnesses were:

- Paul Skoutelas, American Public Transportation Association (written testimony [here](#))
- Jim Derwinski, Chicago Metra (written testimony [here](#))
- Peter Rogoff, Seattle-area Sound Transit (written testimony [here](#))
- Stephanie Wiggins, Southern California Metrolink (written testimony [here](#))

Subcommittee Chairman Dan Lipinski (D-IL) emphasized that it was important that the FAST Act of 2015 included a railroad title and that he hopes to also include a rail title in the next reauthorization bill. The first issue discussed was interconnectivity, specifically how freight railroads and Amtrak can cause delays for commuter rail. The hearing also reaffirmed that the biggest remaining holdup in full implementation of positive train control (PTC) technology is interoperability between railroads.

October 19, 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 – November 2019**

Legislative Update

The Legislature finished the first year of 2019-20 Legislative Session early in the morning on Saturday, September 14, moving more than 700 bills to Governor Newsom in the final two weeks of the Legislative Session. The Governor had until October 13 to take final action on bills sent to him in the final two weeks. Please see the attached bill matrix for final outcomes on bills we're tracking for SamTrans. **The Legislature will reconvene for the second year of the 2019-20 Legislative Session on January 6.**

In his final week to act on bills, Governor Newsom signed several bills SamTrans was tracking or had taken a position on, including AB 784 (Mullin), which exempts the purchase of zero-emission transit buses from the state sales tax. The Governor also signed AB 1486 (Ting), which expands the Surplus Lands Act. SamTrans worked with Assembly Member Ting to ensure changes were made that helped facilitate SamTrans' existing operations, but SamTrans will continue to work on the statute in 2020 as the author has indicated a desire to work on the clarification of leases.

The Governor did veto a number of transportation bills that SamTrans was engaged in, including SB 277 (Beall), which would have required all moneys in SB 1's Local Partnership Program to go out on a formula basis (versus the current 50/50 formula/competitive). The Governor also vetoed SB 127 (Wiener), which would have required Caltrans to consider complete streets projects when doing state highway work in urban areas.

Looking ahead to next year, a lot of focus will be on SB 50 (Wiener), which would clear the way for higher housing densities near transit. The author continues to work with stakeholders to find a compromise that will allow the bill to move forward. We could also see a TDA reform bill, which would be the work product of the California Transit Association's TDA Task Force. The Task Force has been tasked with exploring alternatives to the existing TDA structure.

New PEPR Challenge Filed

On August 22, the Amalgamated Transit Union, International, joined by various ATU locals, filed in federal court a new PEPR-based lawsuit – this time, against the United States Department of Labor, in the United States District Court for the District of Columbia. The lawsuit, which calls for declaratory and injunctive relief, contests USDOL's certification in 2019 of federal grants for California transit agencies over ATU's PEPR-based objections, arguing that USDOL's actions are "*contrary to law and in excess of USDOL's statutory authority.*" USDOL's certification of these grants began again on June 14, 2019 (i.e. after USDOL rejected ATU's PEPR-based objections), as justified by USDOL in a decision transmitted from the Office of Labor-Management Standards Director Arthur Rosenfeld to ATU.

More specifically, the lawsuit contends that the previous ruling from the United States District Court for the Eastern District of California (on which USDOL relied to begin certifying California's transit grants) specifically denied California's request for a broad permanent injunction to prevent USDOL from using PEPRAs to deny certification of federal grants to any California transit agency; and, instead, established a more limited permanent injunction preventing USDOL from relying on PEPRAs to deny certification of grants – namely, only as applied to Sacramento Regional Transit District and Monterey-Salinas Transit.

ATU is seeking invalidation of USDOL's 2019 certification actions (excepting as related to the SacRT and MST grants), citing Section 706 of the Administrative Procedures Act, and, is requesting that the Court:

- 1) Issue a declaratory judgment stating that USDOL's recent issuance of a series of grant certifications is contrary to law and in excess of its statutory authority, and thus invalid under the APA; and,
- 2) Issue a permanent injunction: (a) directing USDOL to revoke each of the eleven certifications issued by USDOL on June 14 over ATU's PEPRAs-based objections; (b) directing USDOL to revoke each of the additional certifications subsequently issued by USDOL over ATU's PEPRAs-based objections in reliance on the USDOL's June 14 decision; and, (c) enjoining USDOL from issuing any further certifications over ATU's PEPRAs-based objections.

Obviously, this is a serious threat to continued flow of federal funds to many transit agencies in California. The California Transit Association will work with stakeholders and impacts transit agencies to protect federal transit funds.

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 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>AB 5 Gonzalez D</p> <p>Worker status: employees and independent contractors.</p>	<p>Signed by Governor Newsom.</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 (Dynamex), 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 Dynamex case and clarify its application. The bill would provide that for purposes of the provisions of the Labor Code, the Unemployment Insurance Code, and the wage orders of the Industrial Welfare Commission, a person providing labor or services for remuneration shall be considered an employee rather than an independent contractor unless the hiring entity demonstrates that the person is free from the control and direction of the hiring entity in connection with the performance of the work, the person performs work that is outside the usual course of the hiring entity’s business, and the person is customarily engaged in an independently established trade, occupation or business. The bill, notwithstanding this provision, would provide that any statutory exception from employment status or any extension of employer status or liability remains in effect, and that if a court rules that the 3-part test cannot be applied, then the determination of employee or independent contractor status 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 (Borello). The bill would exempt specified occupations from the application of Dynamex, and would instead provide that these occupations are governed by Borello. These exempt occupations 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, commercial fishermen, workers providing licensed barber or cosmetology services, and others 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 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>AB 51 Gonzalez D</p> <p>Employment discrimination: enforcement.</p>	<p>Signed by Governor Newsom.</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>Not subject to legislative deadline pursuant to J.R. 61(i)(2).</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 10/15/19

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>Vetoed by Governor Newsom.</p>	<p>Current 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. These acts generally require the public entities in this context to grant employee representatives of recognized employee organizations reasonable time off without loss of compensation or benefits for certain purposes in connection with labor relations, commonly referred to as release time. This bill would prescribe requirements relating to release time that would apply to all of the public employers and employees subject to the acts described above and would generally repeal the provisions relating to release time in those acts.activities. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>AB 752 Gabriel D</p> <p>Public transit: transit stations: lactation rooms.</p>	<p>Signed by Governor Newsom.</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>Signed by Governor Newsom.</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>

**San Mateo County Transit District
State Legislative Matrix 10/15/19**

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>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<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 for hire on its public right of way, subject to the California Environmental Quality Act. This bill contains other related provisions.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>AB 1142 Friedman D</p> <p>Regional transportation plans: transportation network companies.</p>	<p>This is a 2-Year bill.</p>	<p>Existing law requires designated transportation planning agencies to, among other things, prepare and adopt a regional transportation plan. Existing law requires a regional transportation plan to include a policy element, an action element, a financial element, and, if the transportation planning agency is also a metropolitan planning organization, a sustainable communities strategy. Under existing law, the policy element describes the transportation issues in the region, identifies and quantifies regional needs, and describes the desired short-range and long-range transportation goals, as well as pragmatic objective and policy statements. Existing law authorizes the policy element of transportation planning agencies with populations that exceed 200,000 persons to quantify a set of specified indicators. This bill would authorize the inclusion of an additional indicator regarding measures of policies to increase use of existing transit. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>AB 1286 Muratsuchi D</p> <p>Shared mobility devices: agreements.</p>	<p>This is a 2-Year bill.</p>	<p>Existing law regulates contracts for particular transactions, including those in which one person agrees to give to another person the temporary possession and use of personal property, other than money for reward, and the latter agrees to return the property to the former at a future time. This bill would require a shared mobility service provider, as defined, to enter into an agreement with, or obtain a permit from, the city or county with jurisdiction over the area of use. The bill would require that the provider maintain a specified amount of commercial general liability insurance and would prohibit the provider from including specified provisions in a user agreement before distributing a shared mobility device within that jurisdiction. The bill would define shared mobility device to mean an electrically motorized board, motorized scooter, electric bicycle, bicycle, or other similar personal transportation device, except as provided. This bill contains other related provisions.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>AB 1351 Lackey R</p> <p>Transit operators: paratransit and dial-a-ride services: assessment.</p>	<p>Signed by Governor Newsom.</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 July 1, 2021. The bill would require the agency, after conducting and publishing the assessment, to adopt guidelines for the development of a statewide program to enable individuals with disabilities who a public transit operator has certified to use its dial-a-ride and paratransit services to use another in-state public transit operator's similar dial-a-ride and paratransit services.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>AB 1486 Ting D</p> <p>Surplus land.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law prescribes requirements for the disposal of surplus land by a local agency. Existing law defines “local agency” for these purposes as every city, county, city and county, and district, including school districts of any kind or class, empowered to acquire and hold real property. Existing law defines “surplus land” for these purposes as land owned by any local agency that is determined to be no longer necessary for the agency’s use, except property being held by the agency for the purpose of exchange. Existing law defines “exempt surplus land” to mean land that is less than 5,000 square feet in area, less than the applicable minimum legal residential building lot size, or has no record access and is less than 10,000 square feet in area, and that is not contiguous to land owned by a state or local agency and used for park, recreational, open-space, or affordable housing. This bill would expand the definition of “local agency” to include sewer, water, utility, and local and regional park districts, joint powers authorities, successor agencies to former redevelopment agencies, housing authorities, and other political subdivisions of this state and any instrumentality thereof that is empowered to acquire and hold real property, thereby requiring these entities to comply with these requirements for the disposal of surplus land. The bill would specify that the term “district” includes all districts within the state, and that this change is declaratory of existing law. The bill would revise the definition of “surplus land” to mean land owned in fee simple by any local agency, for which the local agency’s governing body takes formal action, in a regular public meeting, declaring, supported by written findings, that the land is surplus and is not necessary for the agency’s use, as defined. The bill would provide that “surplus land” for these purposes includes land held in the Community Redevelopment Property Trust Fund and land that has been designated in the long-range property management plan, either for sale or for future development, as specified. The bill would also broaden the definition of “exempt surplus land” to include specified types of lands. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>AB 1487 Chiu D</p> <p>San Francisco Bay area: housing development: financing.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law provides for the establishment of various special districts that may support and finance housing development, including affordable housing special beneficiary districts that are authorized to promote affordable housing development with certain property tax revenues that a city or county would otherwise be entitled to receive. This bill, the San Francisco Bay Area Regional Housing Finance Act, would establish the Bay Area Housing Finance Authority (hereafter the authority) and would state that the authority's purpose is to raise, administer, and allocate funding for affordable housing in the San Francisco Bay area, as defined, and provide technical assistance at a regional level for tenant protection, affordable housing preservation, and new affordable housing production. The bill would provide that the governing board of the Metropolitan Transportation Commission serve as the governing board of the authority. The bill would require the authority board to provide for regular audits of the authority, including an independent financial and performance audit for bonds secured by ad valorem property taxes, and financial reports, as provided. The bill would include findings that the changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities within the San Francisco Bay area, including charter cities. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

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>Not subject to legislative deadline pursuant to J.R. 61(i)(2).</p>	<p>(1)The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements. The measure would specify that these provisions apply to any city, county, city and county, or special district measure imposing an ad valorem tax to pay the interest and redemption charges on bonded indebtedness for these purposes that is submitted at the same election as this measure. This bill contains other related provisions and other existing laws.</p>	<p>Supported May 2019</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>SB 5 Beall D</p> <p>Affordable Housing and Community Development Investment Program.</p>	<p>Vetoed by Governor Newsom.</p>	<p>Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue to local jurisdictions in accordance with specified formulas and procedures, subject to certain modifications. Existing law requires an annual reallocation of property tax revenue from local agencies in each county to the Educational Revenue Augmentation Fund (ERAF) in that county for allocation to specified educational entities. This bill would establish in state government the Affordable Housing and Community Development Investment Program, which would be administered by the Affordable Housing and Community Development Investment Committee. The bill would authorize a city, county, city and county, joint powers agency, enhanced infrastructure financing district, affordable housing authority, community revitalization and investment authority, transit village development district, or a combination of those entities, to apply to the Affordable Housing and Community Development Investment Committee to participate in the program and would authorize the committee to approve or deny plans for projects meeting specific criteria. The bill would also authorize certain local agencies to establish an affordable housing and community development investment agency and authorize an agency to apply for funding under the program and issue bonds, as provided, to carry out a project under the program. This bill contains other related provisions and other existing laws.</p>	<p>Supported August 2019</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<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 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 10/15/19**

Bill ID/Topic	Location	Summary	Position
<p>SB 127 Wiener D</p> <p>Transportation funding: active transportation: complete streets.</p>	<p>Vetoed by Governor Newsom.</p>	<p>Existing law provides that the Department of Transportation has full possession and control over the highways of the state and is responsible for preparing the State Highway Operation and Protection Program for the expenditure of transportation funds for major capital improvements that are necessary to preserve and protect the state highway system. Existing law also creates the California Transportation Commission, with specified powers and duties relative to the programming of transportation capital improvement projects and the allocation of state transportation funds for state transportation improvement projects. Existing law requires the department, in consultation with the commission, to prepare an asset management plan to guide selection of projects for the State Highway Operation and Protection Program consistent with any applicable state and federal requirements. Existing law requires the commission, in connection with the asset management plan, to adopt targets and performance measures reflecting state transportation goals and objectives. This bill would require the asset management plan to prioritize the implementation of safe and connected facilities for pedestrians, bicyclists, and transit users on all State Highway Operation and Protection Program projects, as specified. The bill would require the department to include complete streets elements in the asset management plan, as specified.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>SB 128 Beall D</p> <p>Public contracts: Best Value Construction Contracting for Counties Pilot Program.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law establishes a pilot program to allow the Counties of Alameda, Los Angeles, Riverside, San Bernardino, San Diego, San Mateo, Solano, and Yuba to select a bidder on the basis of best value, as defined, for construction projects in excess of \$1,000,000. Existing law also authorizes these counties to use a best value construction contracting method to award individual annual contracts, not to exceed \$3,000,000, for repair, remodeling, or other repetitive work to be done according to unit prices, as specified. Existing law establishes procedures and criteria for the selection of a best value contractor and requires that bidders verify specified information under oath. Existing law requires the board of supervisors of a participating county to submit a report that contains specified information about the projects awarded using the best value procedures described above to the appropriate policy committees of the Legislature and the Joint Legislative Budget Committee before January 1, 2020. Existing law repeals the pilot program provisions on January 1, 2020. This bill would authorize the County of Santa Clara 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.</p>	<p>Supported May 2019</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>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>SB 277 Beall D</p> <p>Road Maintenance and Rehabilitation Program: Local Partnership Program.</p>	<p>Vetoed by Governor Newsom.</p>	<p>Under existing law, the California Transportation Commission allocates various state and federal transportation funds through specified state programs to local and regional transportation agencies to implement projects consistent with the requirements of those programs. Existing law continuously appropriates \$200,000,000 annually from the Road Maintenance and Rehabilitation Account for allocation by the commission for a program commonly known as the Local Partnership Program to local or regional transportation agencies that have sought and received voter approval of taxes or that have imposed certain fees, which taxes or fees are dedicated solely for road maintenance and rehabilitation and other transportation improvement projects. Existing law requires the commission, in cooperation with the Department of Transportation, transportation planning agencies, county transportation commissions, and other local agencies, to develop guidelines for the allocation of those moneys. This bill would require the commission to annually deposit 85% of these funds into the Local Partnership Formula Subaccount, which the bill would create, and 15% of these funds into the Small Counties and Uniform Developer Fees Competitive Subaccount, which the bill would create. The bill would require the commission to distribute 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 consultation with transportation planning agencies, county transportation commissions, and other local agencies, to develop separate guidelines for the distribution 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 a distribution 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 description of a project nominated to be funded with the funds, including the project's status and the amount of eligible local matching funds the eligible entity is committing to the project. The bill would require the commission to review the accompanying documentation for nominated projects to ensure that each nominated project meets certain requirements, and would require that projects determined to meet those requirements be deemed eligible for funding.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<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>
<p>SB 397 Glazer D</p> <p>Public transit operators: passengers with pets: evacuation orders.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law imposes various requirements on transit operators. Existing law prohibits a person from doing any of specified acts with respect to the property, facilities, or vehicles of a transit district, including, among other things, interfering with the operator or operation of a transit vehicle, or impeding the safe boarding or alighting of passengers. This bill would require the Office of Emergency Services and the Department of Food and Agriculture, in consultation with public transit operators and county emergency management officials, to develop best practices for allowing pets on public transit vehicles serving areas subject to an evacuation order. If an evacuation order is issued that covers all or a portion of a public transit operator's service area, the bill would require the operator to authorize passengers to board public transit vehicles with their pets in the area covered by the evacuation order, consistent with those best practices. By creating new duties for public transit operators, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 10/15/19

Bill ID/Topic	Location	Summary	Position
<p>SB 664 Allen D</p> <p>Electronic toll and transit fare collection systems.</p>	<p>This is a 2-Year bill.</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, in compliance with specified objectives, including that a vehicle owner shall not be required to purchase or install more than one device to use on all toll facilities, and generally requires any automatic vehicle identification system purchased or installed after January 1, 1991, to comply with those specifications and standards. Existing law authorizes operators of toll facilities on federal-aid highways engaged in an interoperability program to provide only specified information regarding a vehicle’s use of the toll facility. This bill would expand the above-described objective so that a user of a toll facility shall also not be required to purchase or install more than one device to use on all toll facilities. The bill would limit the above-described authorization to those operators engaged in an interstate interoperability program. The bill would assert that these provisions are declarative of existing law. This bill contains other related provisions and other existing laws.</p>	<p>Supported August 2019</p>