

# **JULY 5, 2017**

## **SAMTRANS BOARD MEETING**

- BOARD OF DIRECTORS PART 1 LINK
- COMMUNITY RELATIONS COMMITTEE LINK
- FINANCE COMMITTEE LINK
- LEGISLATIVE COMMITTEE LINK
- STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE LINK
- BOARD OF DIRECTORS PART 2 LINK



ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ZOE KERSTEEN-TUCKER  
KARYL MATSUMOTO  
DAVE PINE  
JOSH POWELL  
PETER RATO

JIM HARNETT  
GENERAL MANAGER/CEO

## AGENDA

### BOARD OF DIRECTORS

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

**WEDNESDAY, JULY 5, 2017 – 2:00 p.m.**

#### **1. CALL TO ORDER**

#### **2. PLEDGE OF ALLEGIANCE**

#### **3. ROLL CALL**

#### **4. GENERAL COUNSEL REPORT**

- a. Closed Session: Conference with Real Property Negotiators (Joan L. Cassman, General Counsel, Brian W. Fitzpatrick, Manager, Real Estate and Property Development, and Gary Cardona, Senior Real Estate Officer), pursuant to Government Code Section 54956.8  
Under Negotiation: Price and terms of payment  
Properties and Negotiating Parties are shown below in 5(a) through 5(k)

#### **5. PUBLIC HEARINGS/CONSIDERATION OF RESOLUTIONS OF NECESSITY**

- a. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: 201 & 205 Dumbarton Ave., Redwood City, CA 94063  
APN: 054-201-230  
Property Owner: Michael A. and Michelle Buenrostro
- b. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: 1080 Old County Rd., Belmont, CA 94002  
APN: 040-331-050  
Property Owner: Chariot Unlimited, LLC
- c. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: 1060 Old County Rd., Belmont, CA 94002  
APN: 040-331-040  
Property Owner: Traverso Living Family Trust
- d. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: 899 Arguello St., Redwood City, CA 94063  
APN: 052-272-180  
Property Owner: Craig P Duling/ Mary Ellen Gaston

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

- e. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: 1003 Arguello St., Redwood City, CA 94063  
APN: 052-252-050  
Property Owner: Tawasha Investments, LLC
- f. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: 911 Arguello St., Redwood City, CA 94063  
APN: 052-272-030 and 052-272-040  
Property Owner: Spencer 1995 Living Trust
- g. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: 150 Charter Street, Redwood City, CA 94063  
APN: 054-112-160  
Property Owner: Ideal Charter Properties, LLC
- h. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: 2485 El Camino Real, Redwood City, CA 94063  
APN: 054-112-230  
Property Owner: Dayton Hudson Corp./Target Corp.
- i. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: 2545 & 2531 El Camino Real, Redwood City, CA 94061  
APN: 054-112-190  
Property Owner: Pacific Retail Trust
- j. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: 201 and 205 Dumbarton Avenue, Redwood City, CA 94063  
APN: 054-201-090 -100, -490  
Property Owner: Ignacio & Consuelo Caballero, Trustees of the Caballero Family Trust
- k. Public Hearing/Consideration of Resolution of Necessity –  
Property Location: Westside Avenue, Redwood City, CA 94063  
APN: 054-201-200, -530, -550  
Property Owner: Ignacio & Trinidad Del Rio, Trustees of the Del Rio Trust

## **6. RECESS TO COMMITTEE MEETINGS**

## Memorandum

**TO:** Board of Directors Item 5 a.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0138  
Property Owner: Michael Andrew and Michelle Buenrostro

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### **ACTION**

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Redwood City, which is owned by Michael Andrew and Michelle Buenrostro; the subject property is used for single family residential purposes. The property interests that the District seeks to acquire from these particular owners is a 607 square foot electrical safety zone easement, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

### **SIGNIFICANCE**

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

### **THE PROJECT**

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the "JPB" or "Caltrain") to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for

service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

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

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

#### **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

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

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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and

the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On April 18, 2017, a formal offer was presented to the owner based on the fair market value.<sup>1</sup> The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 15, 2017, the appropriate notices were sent to the property owners informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

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

RESOLUTION NO. 2017 -

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

\* \* \*

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND  
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND  
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS  
(MICHAEL A. BUENROSTRO AND MICHELLE BUENROSTRO  
—PARCEL NO. JPB-SM2-0138-2A)**

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

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

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement, in certain real property reportedly owned in fee by Michael A. Buenrostro and Michelle Buenrostro (collectively “Owners”). The Owners' overall property consists of land improved and used for single family residential purposes, situated between Berkshire Avenue and the Caltrain right-of-way, in Redwood City, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Number 054-201-230, and more particularly described and shown on Exhibit A attached hereto and incorporated herein by this reference (“Subject Property”); and



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

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

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

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

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

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

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

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

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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**

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

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

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

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

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

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

**EXHIBIT *A***  
**LEGAL DESCRIPTION**

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

Being a portion of Lot A, as delineated upon that Map entitled "Plat of Dumbarton", filed September 28, 1907 in Book 5 of Maps, at Page 32 in the Office of the San Mateo County Recorder, more particularly described as follows:

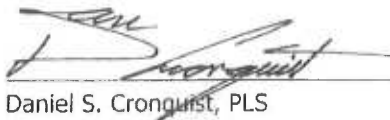
**PARCEL JPB-SM2-0138-2A**

**COMMENCING** at the west most corner of Lot 36, Block 22 of said Map; thence along the prolongation of the northwest line of said Lot 36 South 30°05'09" West, a distance of 30.40 feet to the northeast line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document: 91171427 (Page A-209), Official Records of said County, also being the point of **BEGINNING**;

- Thence (1) Along the prolongation of the northwest line of said Lot 36 North 30°05'09" East, a distance of 6.71 feet;
- Thence (2) Parallel with the northeast line of said PCJPB parcel South 50°34'34" East, a distance of 101.34 feet to the prolongation of the southeast line of said Lot 36;
- Thence (3) Along the prolongation of the southeast line of said Lot 36 South 30°05'09" West, distance of 6.71 feet to the northeast line of said PCJPB parcel;
- Thence (4) Coincident with the northeast line of said PCJPB parcel North 50°34'34" West, a distance of 101.34 feet to the point of **BEGINNING**;

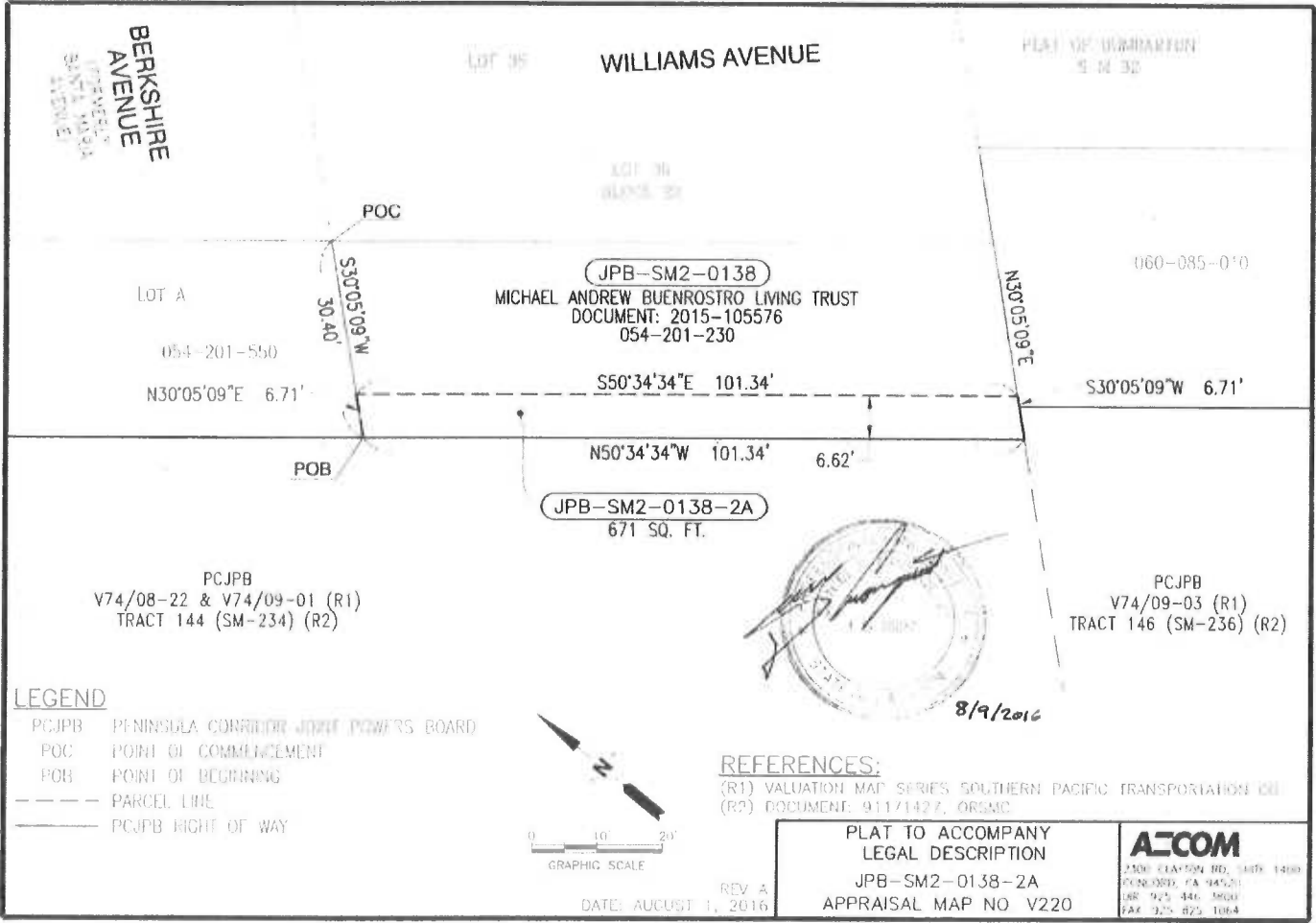
Contains 671 square feet, more or less.

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

  
Daniel S. Cronquist, PLS

8/9/2016  
Date





## Memorandum

**TO:** Board of Directors Item 5 b.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0118  
Property Owner: Chariot Unlimited, LLC

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### **ACTION**

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Belmont, which is owned by Chariot Unlimited, LLC; the subject property is used for commercial purposes. The property interests that the District seeks to acquire from these particular owners is a 29 square foot electrical safety zone easement, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

### **SIGNIFICANCE**

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

### **THE PROJECT**

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the "JPB" or "Caltrain") to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for service between the Fourth and King Street terminus station in San Francisco and the Tamien

Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

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

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

#### **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

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



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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and

the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On October 27, 2016, a formal offer was presented to the owner based on the fair market value.<sup>1</sup> The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 15, 2017, the appropriate notices were sent to the property owners informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

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

RESOLUTION NO. 2017 -

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

\* \* \*

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND  
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND  
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS  
(CHARIOT UNLIMITED LLC—PARCEL NO. JPB-SM2-0118-2A)**

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

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

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement, in certain real property reportedly owned in fee by Charter Unlimited, LLC (collectively “Owners”). The Owners' overall property consists of land improved and used for commercial purposes, situated between Old County Road and the Caltrain right-of-way, in Belmont, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Number 040-331-050, and more particularly described and shown on Exhibit A attached hereto and incorporated herein by this reference (“Subject Property”); and

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

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

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

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

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

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

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

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

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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**

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

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

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

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

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

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

**EXHIBIT A**  
**LEGAL DESCRIPTION**

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

Being a portion of that parcel as described in the Deed from Amassa P. Johnson and Elizabeth D. Johnson, to Hamilton G. Rowell, dated and recorded March 17, 1883 in Book 35 of Deeds, at Page 382, in the Office of the San Mateo County Recorder being more particularly described as follows:

**PARCEL JPB-SM2-0118-2A**

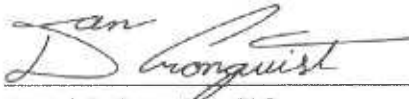
**COMMENCING** at the intersection of the southwest line of Old County Road and the southeast line of Ralston Avenue; thence along the southwest line of Old County Road South 46°00' East, a distance of 243.66 feet to the north most corner of that parcel as described in the Grant Deed to Chariot Unlimited, LLC, recorded on October 1, 2012 as Document No. 2012-142573, Official Records of said County; thence along the northwest line of the said lands of Chariot Unlimited, LLC South 45°53'09" West, a distance of 78.62 feet to the west most corner of said lands of Chariot Unlimited, LLC, also being the northeast line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document No. 91171427 (Page A-153), Official Records of said County, also being the point of **BEGINNING**;

- Thence (1) Coincident with the northwest line of the said lands of Chariot Unlimited, LLC North 45°53'09" East, a distance of 0.73 feet;
- Thence (2) Parallel with the northeast line of said PCJPB parcel South 42°41'51" East, a distance of 40.08 feet to the southeast line of the said lands of Chariot Unlimited, LLC;
- Thence (3) Coincident with the southeast line of the said lands of Chariot Unlimited, LLC South 45°53'09" West, a distance of 0.73 feet to the northeast line of said PCJPB parcel;
- Thence (4) Coincident with the northeast line of said PCJPB parcel North 42°41'51" West, a distance of 40.08 feet to the point of **BEGINNING**;

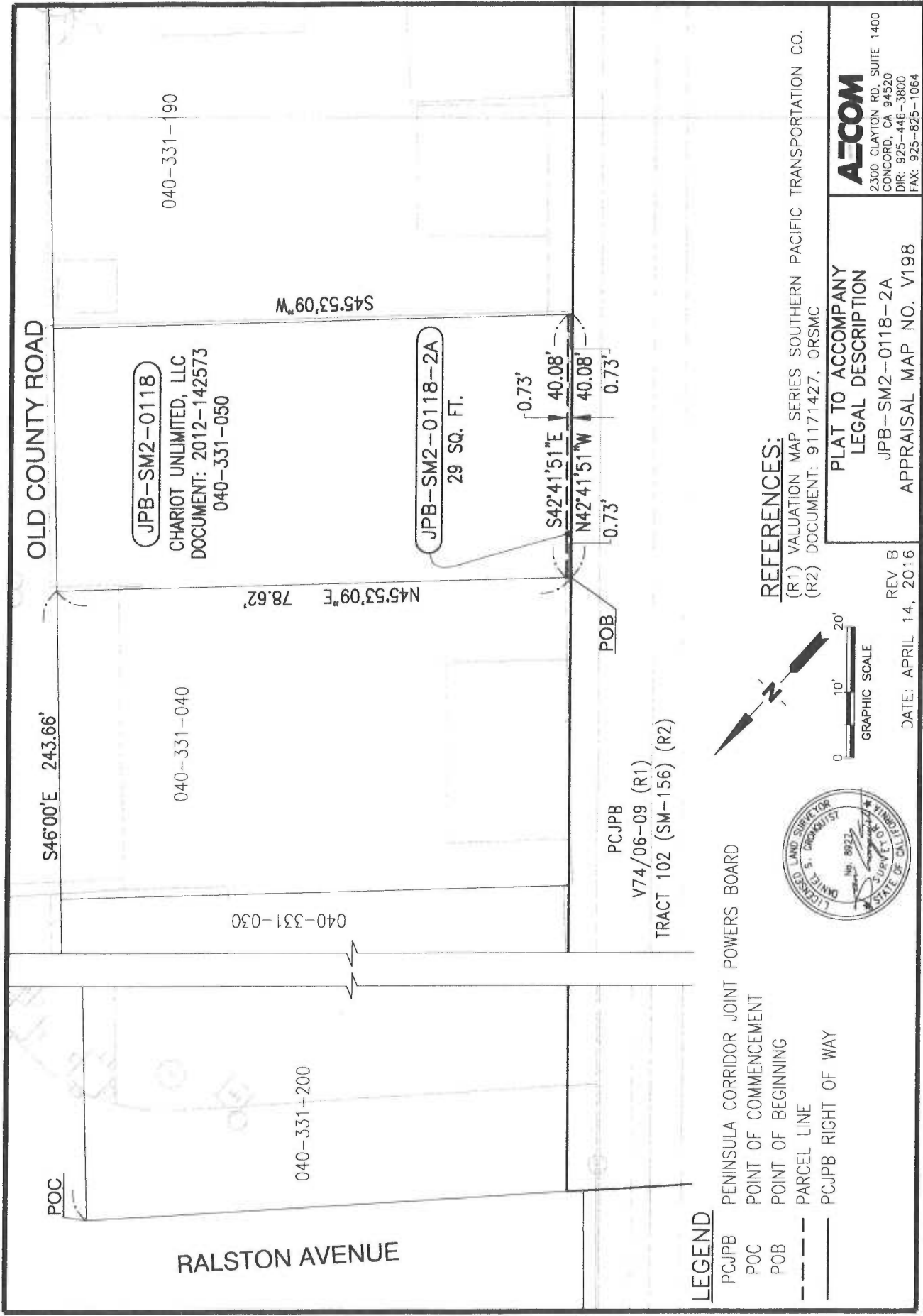
Contains 29 square feet, more or less.



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

  
Daniel S. Cronquist, PLS                      4/14/2016  
Date





POC

RALSTON AVENUE

OLD COUNTY ROAD

JPB-SM2-0118

CHARIOT UNLIMITED, LLC  
DOCUMENT: 2012-142573  
040-331-050

JPB-SM2-0118-2A  
29 SQ. FT.

S46°00'E 243.66'

040-331-040

N45°53'09"E 78.62'

S45°53'09"W

040-331-030

040-331-200

S42°41'51"E 40.08'  
N42°41'51"W 40.08'  
0.73' 0.73'

POB

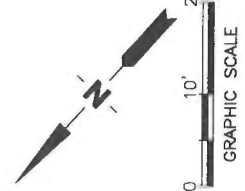
PCJPB

V74/06-09 (R1)  
TRACT 102 (SM-156) (R2)

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

**LEGEND**

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



PLAT TO ACCOMPANY  
LEGAL DESCRIPTION

JPB-SM2-0118-2A  
APPRAISAL MAP NO. V198

REV B  
DATE: APRIL 14, 2016



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

## Memorandum

**TO:** Board of Directors Item 5 c.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0117  
Property Owner: Traverso Living Family Trust

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### **ACTION**

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Belmont, which is owned by Traverso Living Family Trust; the subject property is used for commercial purposes. The property interests that the District seeks to acquire from these particular owners is a 55 square foot electrical safety zone easement, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

### **SIGNIFICANCE**

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

### **THE PROJECT**

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the "JPB" or "Caltrain") to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for service between the Fourth and King Street terminus station in San Francisco and the Tamien

Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

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

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

#### **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

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

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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and

the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On November 8, 2016, a formal offer was presented to the owner based on the fair market value.<sup>1</sup> The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 15, 2017, the appropriate notices were sent to the property owners informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

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

RESOLUTION NO. 2017 -

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

\* \* \*

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND  
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND  
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS  
(ALICE M. TRAVERSO AND JEANETTE TRAVERSO, CO-TRUSTEES  
OF THE EXEMPTION TRUST OF HECTOR P. TRAVERSO AND ALICE M.  
TRAVERSO LIVING FAMILY TRUST DATED MAY 12, 1993  
—PARCEL NO. JPB-SM2-0117-2A)**

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

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

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement, in certain real property reportedly owned in fee by Alice M. Traverso and Jeannette Traverso, Co-Trustees of the Exemption Trust of Hector P. Traverso and Alice M. Traverso Living Family Trust dated May 12, 1993 (collectively "Owners"). The Owners' overall property consists of land improved and used for commercial purposes, situated between Old County Road and the Caltrain right-of-way, in Belmont, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Number 040-

331-040, and more particularly described and shown on Exhibit A attached hereto and incorporated herein by this reference (“Subject Property”); and

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

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

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

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

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

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

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

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

1. The public interest and necessity require the proposed Project;



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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

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Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**

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

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

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

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

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

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

**EXHIBIT A  
LEGAL DESCRIPTION**

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

Being a portion of that parcel as described in the Deed from Amassa P. Johnson and Elizabeth D. Johnson, to Hamilton G. Rowell, dated and recorded March 17, 1883 in Book 35 of Deeds, at Page 382, in the Office of the San Mateo County Recorder being more particularly described as follows:

**PARCEL JPB-SM2-0117-2A**

**COMMENCING** at the intersection of the southwest line of Old County Road and the southeast line of Ralston Avenue; thence along the southwest line of Old County Road South 46°00' East, a distance of 196.66 feet to the north most corner of that parcel as described in the Grant Deed to Traverso Living Family Trust, recorded June 2, 1993 as Document No. 93090009, Official Records of said County; thence along the northwest line of the said lands of Traverso Living Family Trust South 45°53'09" West, a distance of 77.61 feet to the west most corner of said lands of Traverso Living Family Trust, also being the northeast line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document No. 91171427 (Page A-153), Official Records of said County, also being the point of **BEGINNING**;

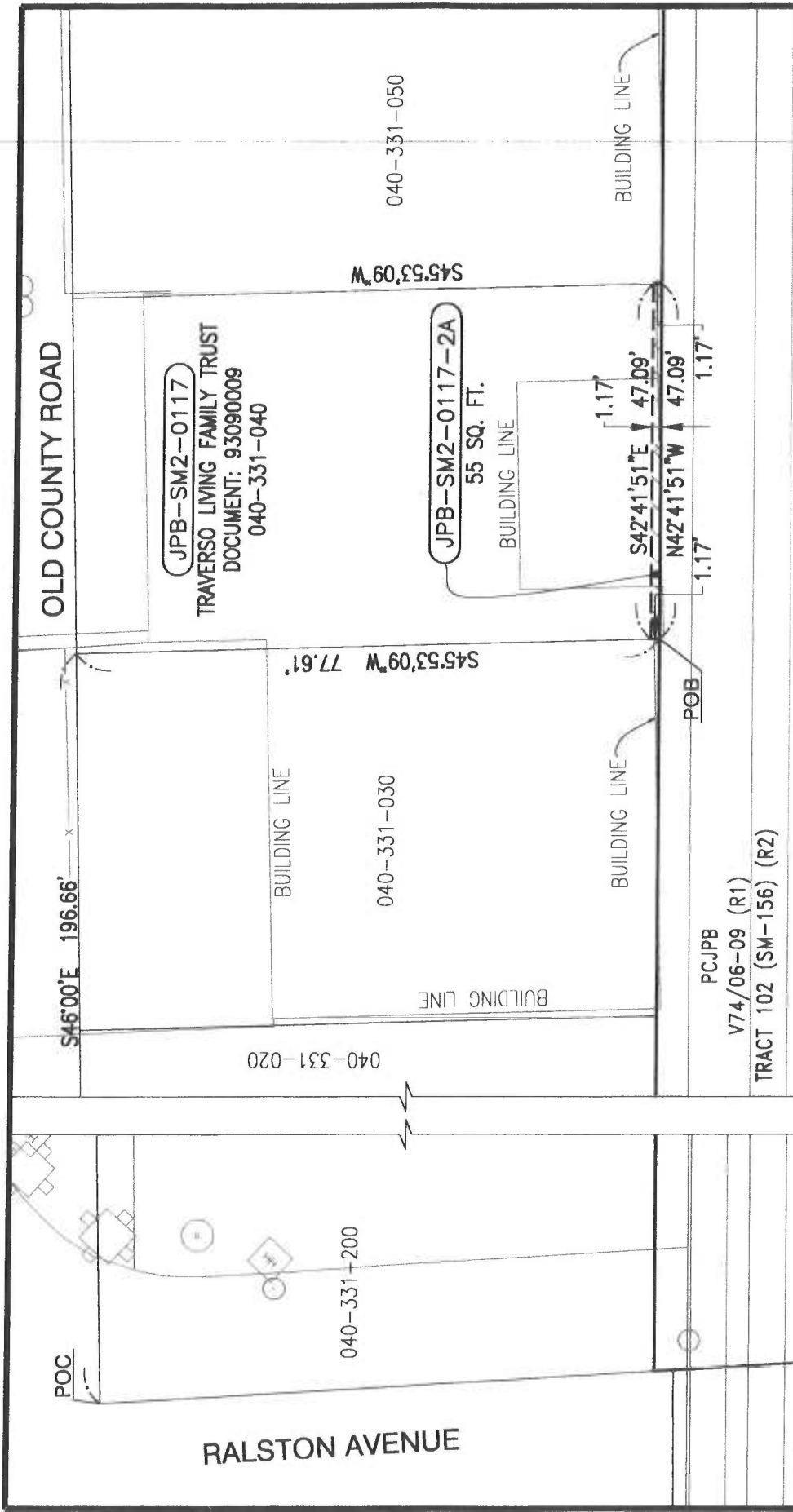
- Thence (1) Coincident with the northwest line of the said lands of Traverso Living Family Trust North 45°53'09" East, a distance of 1.17 feet;
- Thence (2) Parallel with the northeast line of said PCJPB parcel South 42°41'51" East, a distance of 47.09 feet to the southeast line of the said lands of Traverso Living Family Trust;
- Thence (3) Coincident with the southeast line of the said lands of Traverso Living Family Trust South 45°53'09" West, a distance of 1.17 feet to the northeast line of said PCJPB parcel;
- Thence (4) Coincident with the northeast line of said PCJPB parcel North 42°41'51" West, a distance of 47.09 feet to the point of **BEGINNING**;

Contains 55 square feet, more or less.

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

*Daniel S. Cronquist* 4/13/2016  
 Daniel S. Cronquist, PLS Date





**LEGEND**

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

**REFERENCES:**

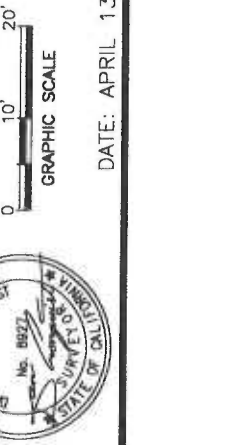
- (R1) VALUATION MAP SERIES SOUTHERN PACIFIC TRANSPORTATION CO.
- (R2) DOCUMENT: 91171427, ORSMC



PCJPB  
 V74/06-09 (R1)  
 TRACT 102 (SM-156) (R2)

**PLAT TO ACCOMPANY**  
**LEGAL DESCRIPTION**  
 JPB-SM2-0117-2A  
 APPRAISAL MAP NO. V198

DATE: APRIL 13, 2016  
 REV B



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

## Memorandum

**TO:** Board of Directors Item 5 d.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0129  
Property Owner: Duling Craig P/Gaston Mary Ellen

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### **ACTION**

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Redwood City, which is owned by Craig P. Duling and Mary Ellen Gaston; the subject property is used for industrial/commercial purposes. The property interests that the District seeks to acquire from these particular owners is a 141 square foot electrical safety zone easement, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

### **SIGNIFICANCE**

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

### **THE PROJECT**

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the "JPB" or "Caltrain") to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for

service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

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

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

#### **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

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

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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and



the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On October 20, 2016, a formal offer was presented to the owner based on the fair market value.<sup>1</sup> The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 19, 2017, the appropriate notices were sent to the property owners informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

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

RESOLUTION NO. 2017 -

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

\* \* \*

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND  
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND  
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS  
(CRAIG P. DULING AND MARY ELLEN GASTON—PARCEL NO. JPB-SM2-0129-2A)**

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

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

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement, in certain real property reportedly owned in fee by Craig P. Duling and Mary Ellen Gaston (collectively “Owners”). The Owners' overall property consists of land improved and used for industrial/commercial purposes, situated between Arguello Street and the Caltrain right-of-way, in Redwood City, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Number 052-272-180, and more particularly described and shown on Exhibit A attached hereto and incorporated herein by this reference (“Subject Property”); and

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

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

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

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

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

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

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

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

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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**

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

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

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

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

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

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



HOPKINS AVENUE  
(FORMERLY ELEVENTH STREET)

052-272-040

18

CRAIG P. DULING/MARY ELLEN GASTON  
PARCELS I & II

DOCUMENT: 2007-148132  
052-272-180

**JPB-SM2-0129**

TOWN OF MEZESVILLE  
1 M 79

17

052-272-070

PARCEL I

PARCEL II

BUILDING LINE

BUILDING LINE

S48°42'17"W

POC

S50°37'52"E 216.96'

POB

N48°42'17"E

1.63'

1.61'

S50°37'52"E 87.75'

N50°37'52"W 87.75'

1.63'

PCJPB

V74/07-29 & V74/08-01 (R1)  
TRACT 124 (SM-204) (R2)

**JPB-SM2-0129-2A**  
141 SQ. FT.

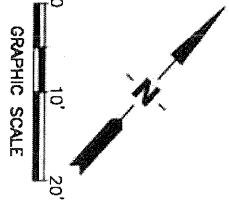
PCJPB INTERIOR PARCEL LINE

PCJPB - V74/08-02 (R1) - TRACT 126 (SM-211) (R2)

PCJPB - V74/08-03 (R1) - TRACT 127 (SM-213) (R2)

**LEGEND**

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



DATE: APRIL 20, 2016

REV B

**REFERENCES:**

- (R1) VALUATION MAP SERIES SOUTHERN PACIFIC TRANSPORTATION CO. DOCUMENT: 91171427, ORSMC
- (R2) DOCUMENT: 2007-148132

**PLAT TO ACCOMPANY  
LEGAL DESCRIPTION**  
JPB-SM2-0129-2A  
APPRAISAL MAP NO. V211

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



## Memorandum

**TO:** Board of Directors Item 5 e.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0125  
Property Owner: Tawasha Investments, LLC

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### **ACTION**

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Redwood City, which is owned by Tawasha Investments, LLC; the subject property is used for industrial/commercial purposes. The property interests that the District seeks to acquire from these particular owners is a 270 square foot electrical safety zone easement, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

### **SIGNIFICANCE**

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

### **THE PROJECT**

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the "JPB" or "Caltrain") to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for

service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

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

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

#### **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

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

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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and

the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On October 26, 2016, a formal offer was presented to the owner based on the fair market value.<sup>1</sup> The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 15, 2017, the appropriate notices were sent to the property owners informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

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

RESOLUTION NO. 2017 -

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

\* \* \*

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND  
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND  
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS  
(TAWASHA INVESTMENTS LLC—PARCEL NO. JPB-SM2-0125-2A)**

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

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

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement, in certain real property reportedly owned in fee by Tawasha Investments, LLC (collectively “Owners”). The Owners' overall property consists of land improved and used for industrial/commercial purposes, situated between Arguello Street and the Caltrain right-of-way, in Redwood City, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Number 052-252-050, and more particularly described and shown on Exhibit A attached hereto and incorporated herein by this reference (“Subject Property”); and

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

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

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

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

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

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

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

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

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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**



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

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

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

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

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

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

**EXHIBIT *A***  
**LEGAL DESCRIPTION**

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

Being a portion of Villa Lot 19 as shown upon that Map entitled "Town of Mezesville" filed August 1, 1856 in Book 1 of Maps, at Page 79 in the Office of the San Mateo County Recorder being more particularly described as follows:


**PARCEL JPB-SM2-0125-2A**

**BEGINNING** at the intersection of the southeast line of said Villa Lot 19 and the northeast line of the parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document No. 91171427 (Page A-183), Official Records of said County, also being the northwest line of Hopkins Avenue, formerly Eleventh Street;

- Thence (1) Coincident with the northeast line of said PCJPB parcel North  $50^{\circ}37'52''$  West, a distance of 138.87 feet to the south most corner of Parcel 'B' as shown upon Parcel Map 80-3 filed April 29, 1980 in Book 49 of Maps at Page 60 in the Office of the San Mateo County Recorder;
- Thence (2) Coincident with the southwest line of said Parcel 'B' North  $48^{\circ}35'22''$  East, a distance of 1.97 feet;
- Thence (3) Parallel with the northeast line of said PCJPB parcel South  $50^{\circ}37'52''$  East, a distance of 138.86 feet to the southeast line of said Villa Lot 19;
- Thence (4) Coincident with the southeast line of said Villa Lot 19 South  $48^{\circ}09'49''$  West, a distance of 1.97 feet to the point of **BEGINNING**;

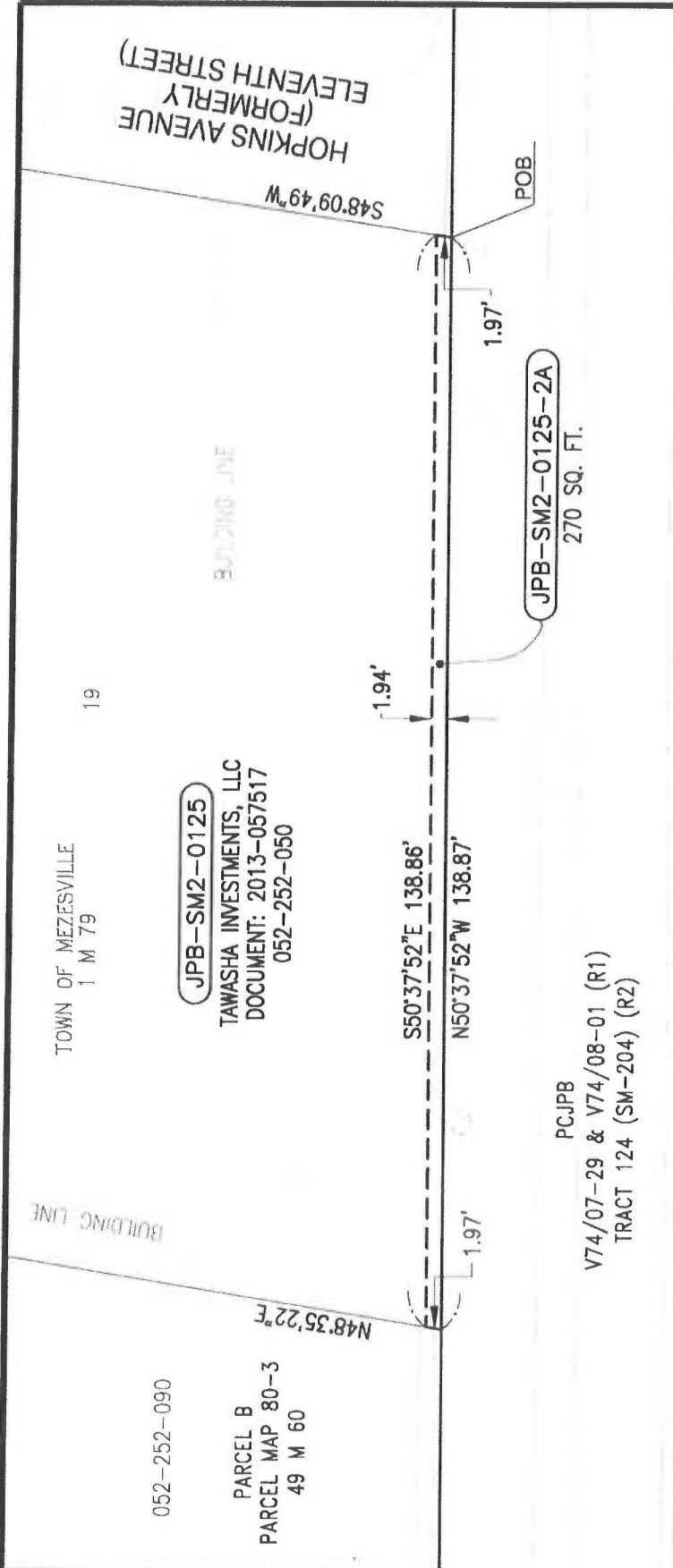
Contains 270 square feet, more or less.

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

  
Daniel S. Cronquist, PLS

4/18/2016  
Date





TOWN OF MEZESVILLE  
1 M 79

**JPB-SM2-0125**  
TAWASHA INVESTMENTS, LLC  
DOCUMENT: 2013-057517  
052-252-050

052-252-090  
PARCEL B  
PARCEL MAP 80-3  
49 M 60

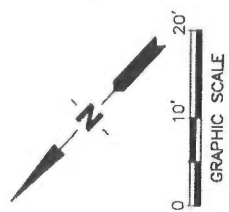
PC-JPB  
V74/07-29 & V74/08-01 (R1)  
TRACT 124 (SM-204) (R2)

**JPB-SM2-0125-2A**  
270 SQ. FT.

SMCTA EASEMENT  
SM-209  
DOCUMENT: 96078893

**LEGEND**

- PCJPB PENINSULA CORRIDOR JOINT POWERS BOARD
- SMCTA SAN MATEO COUNTY TRANSPORTATION AUTHORITY
- POB POINT OF BEGINNING
- PARCEL LINE
- \_\_\_ PCJPB RIGHT OF WAY



**REFERENCES:**

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

**PLAT TO ACCOMPANY**  
**LEGAL DESCRIPTION**  
JPB-SM2-0125-2A  
APPRAISAL MAP NO. V211

REV B  
DATE: APRIL 18, 2016



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

HOPKINS AVENUE (FORMERLY ELEVENTH STREET)

HOPKINS AVENUE (FORMERLY ELEVENTH STREET)

BUILDING LINE

BUILDING LINE

19

POB

1.97'

1.94'

1.97'

S50°37'52"E 138.86'

N50°37'52"W 138.87'

S48°09'49"W

## Memorandum

**TO:** Board of Directors Item 5 f.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0128  
Property Owner: Spencer 1995 Living Trust

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### **ACTION**

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Redwood City, which is owned by Spencer 1995 Living Trust; the subject property is used for industrial yard space for truck parking. The property interests that the District seeks to acquire from these particular owners is a 197 square foot electrical safety zone easement, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

### **SIGNIFICANCE**

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

### **THE PROJECT**

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the "JPB" or "Caltrain") to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for

service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

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

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

#### **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

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

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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and

the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On October 25, 2016, a formal offer was presented to the owner based on the fair market value.<sup>1</sup> The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 15, 2017, the appropriate notices were sent to the property owners informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

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

RESOLUTION NO. 2017 -

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

\* \* \*

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND  
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND  
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS  
(CLAIRE A. SPENCER, TRUSTEE OF THE WILLIAM D. AND CLAIRE A. SPENCER  
1995 LIVING TRUST U/A/D FEBRUARY 9, 1995—PARCEL NO. JPB-SM2-0128-2A)**

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

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

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement, in certain real property reportedly owned in fee by Claire A. Spencer, Trustee of the William D. and Claire A. Spencer 1995 Living Trust u/a/d February 9, 1995 (collectively "Owners"). The Owners' overall property consists of land improved and used for combined residential with commercial/light industrial purposes, situated between Arguello Street and the Caltrain right-of-way, in Redwood City, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Numbers 052-272-030



and 052-272-040, and more particularly described and shown on Exhibit A attached hereto and incorporated herein by this reference (“Subject Property”); and

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

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

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

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

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

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

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

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

1. The public interest and necessity require the proposed Project;

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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

---

Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**

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

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

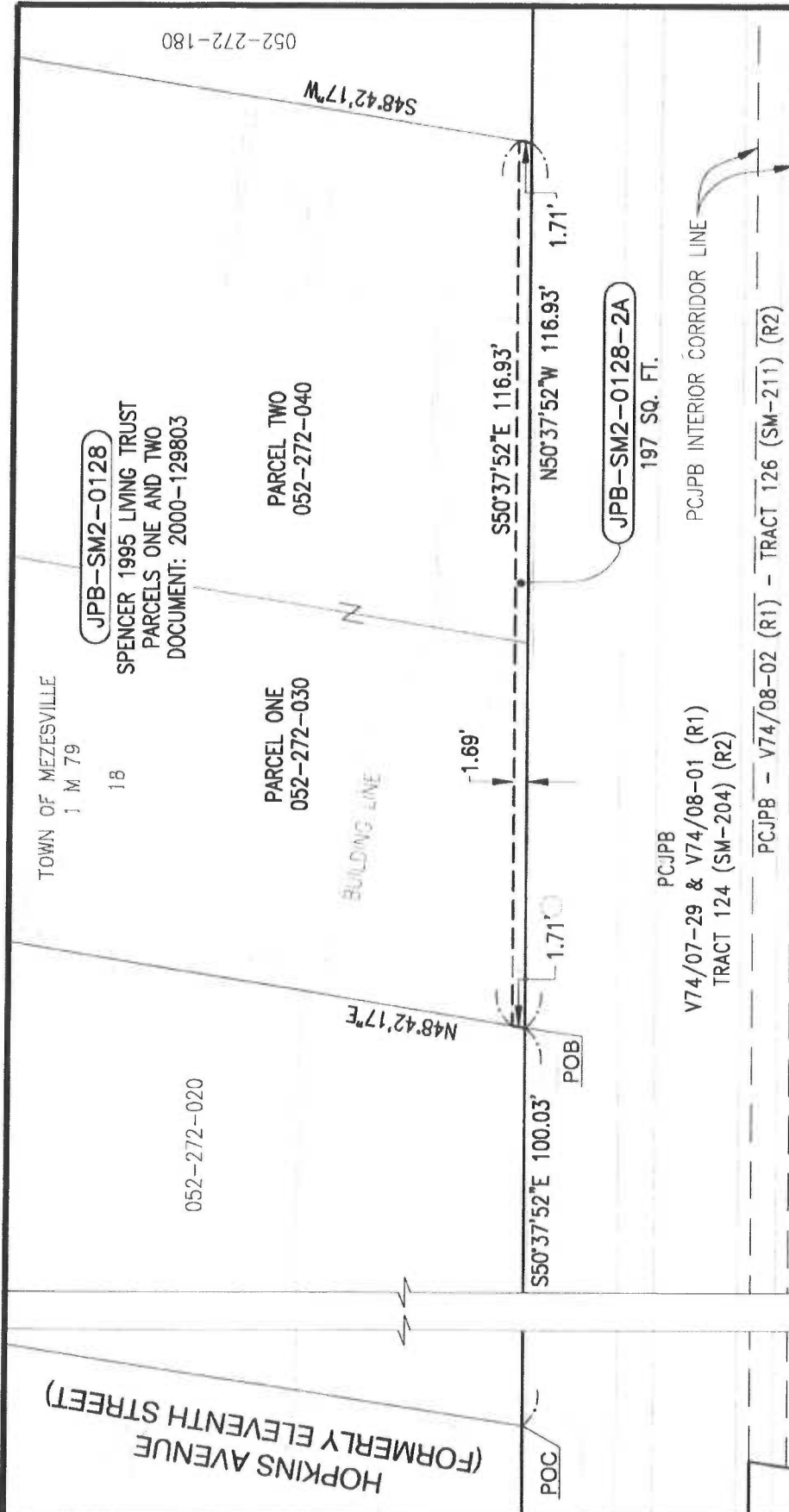
(b) Easement Holder shall have the right to enter onto and over the Easement Area for the purpose of removing any and all trees over 6 feet tall, as well as branches and other vegetation, that conflict with the exercise of the Easement Holder's full enjoyment of the rights granted hereby. In the event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

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

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

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



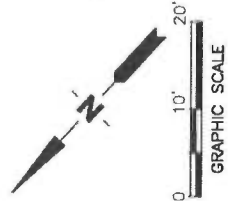


HOPKINS AVENUE  
(FORMERLY ELEVENTH STREET)

- LEGEND**
- PCJPB PENINSULA CORRIDOR JOINT POWERS BOARD
  - POC POINT OF COMMENCEMENT
  - POB POINT OF BEGINNING
  - PARCEL LINE
  - PCJPB RIGHT OF WAY
  - COMMON OWNERSHIP

**REFERENCES:**

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



**PLAT TO ACCOMPANY  
LEGAL DESCRIPTION**

JPB-SM2-0128-2A  
APPRAISAL MAP NO. V211

**A-COM**  
2300 CLAYTON RD., SUITE 1400  
CONCORD, CA 94520  
DPR: 925-446-3800  
FAX: 925-823-1064

REV B  
DATE: APRIL 20, 2016

## Memorandum

**TO:** Board of Directors Item 5 g.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0134  
Property Owner: Ideal Charter Properties, LLC

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### **ACTION**

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

### **SIGNIFICANCE**

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

### **THE PROJECT**

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the "JPB" or "Caltrain") to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for

service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

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

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

#### **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

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



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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and

the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

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

Enclosures

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

RESOLUTION NO. 2017 -

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

\* \* \*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**

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

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

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

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

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

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

EXHIBIT \_\_\_\_\_  
LEGAL DESCRIPTION

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

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

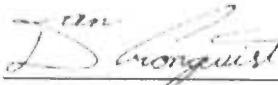
PARCEL JPB-SM2-0134-1A

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

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

Contains 40 square feet, more or less.

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

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





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

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

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

S50°34'34"E 162.84'

N39°25'26"E 1.19'  
 N39°25'26"E 4.00'

POB

S50°34'34"E 34.00'  
 N50°34'34"W 34.00'  
 S39°25'26"W 1.19'  
 S39°25'26"W 4.00'  
 N50°34'34"W 34.00'

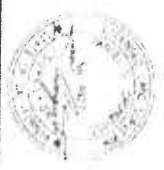
JPB-SM2-0134-2A  
 136 SQ. FT.

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

CHARTER STREET

**LEGEND**

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



GRAPHIC SCALE  
 0 10 20 30 40  
 FEET

DATE: APRIL 29, 2014

**REFERENCES:**

2011 VALUATION MAP SERIES: SOUTHERN PACIFIC TRANSPORTATION CO  
 2012 DOCUMENT: 91-17427, OSAGE

**PLAT TO ACCOMPANY LEGAL DESCRIPTION**

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



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

**EXHIBIT B**

**EXHIBIT B**  
**LEGAL DESCRIPTION**

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

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

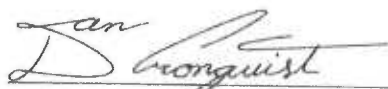
**PARCEL JPB-SM2-0134-2A**

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

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

Contains 136 square feet, more or less.

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

  
Daniel S. Cronquist, PLS

4/22/2016  
Date



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

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

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

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

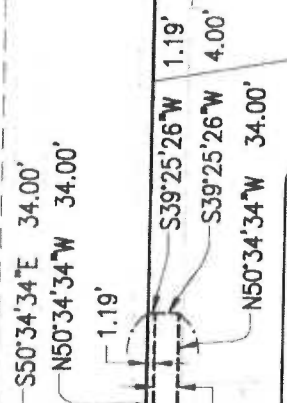
JPB-SM2-0134  
IDEAL CHARTER PROPERTIES LLC  
DOCUMENT: 2014-030976  
054-112-160

054-112-230

054-112-180

054-112-170

CHARTER STREET



**LEGEND**

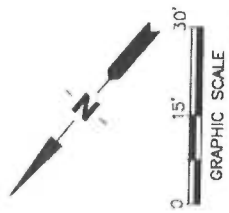
- PCJPB PENINSULA CORRIDOR JOINT POWERS BOARD
- POC POINT OF COMMENCEMENT
- POB POINT OF BEGINNING
- PARCEL LINE
- PCJPB RIGHT OF WAY

**REFERENCES:**

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

**PLAT TO ACCOMPANY LEGAL DESCRIPTION**

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



DATE: APRIL 20, 2016  
REV. A



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

## Memorandum

**TO:** Board of Directors Item 5 h.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0135  
Property Owner: Dayton Hudson Corp/Target Corp

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### **ACTION**

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Redwood City, which is owned by Dayton Hudson Corp/ Target Corp; the subject property is used for one commercial building. The property interests that the District seeks to acquire from these particular owners is a 236 square foot electrical safety zone easement and a 184 square foot fee simple parcel, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

### **SIGNIFICANCE**

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

### **THE PROJECT**

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the "JPB" or "Caltrain") to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for

service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

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

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

#### **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

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

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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and

the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On December 5, 2016, a formal offer was presented to the owner based on the fair market value.<sup>1</sup> The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 15, 2017, the appropriate notices were sent to the property owners informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

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



RESOLUTION NO. 2017 -

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

\* \* \*

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND  
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND  
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS  
(DAYTON HUDSON CORPORATION—PARCEL NO. JPB-SM2-0135-1A, -2A)**

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

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

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement and a fee simple parcel, in certain real property reportedly owned in fee by Dayton Hudson Corporation (collectively “Owners”). The Owners' overall property consists of land improved and used for one commercial building, situated between El Camino Real and the Caltrain right-of-way, in Redwood City, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Number 054-112-230, and more particularly described and shown on Exhibit A and Exhibit B attached hereto and incorporated herein by this reference (“Subject Property”); and

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

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

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

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

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

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

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

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

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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**

**EXHIBIT B**

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

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

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

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

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

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

EXHIBIT A  
LEGAL DESCRIPTION

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

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


**PARCEL JPB-SM2-0135-1A**

**COMMENCING** at the north most corner of said Lot 4, also being the intersection of the southwest line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document No. 91171427 (Page A-214), Official Records of said County, and the southeast right-of-way of Charter Street; thence coincident with the southwest line of said PCJPB parcel South 50°34'34" East, a distance of 342.81 feet to the point of **BEGINNING**;

- Thence (1) Coincident with the southwest line of said PCJPB parcel South 50°34'34" East, a distance of 59.00 feet;
- Thence (2) Perpendicular with the southwest line of said PCJPB parcel South 39°25'26" West, a distance of 3.11 feet;
- Thence (3) Parallel with the southwest line of said PCJPB parcel North 50°34'34" West, a distance of 59.00 feet;
- Thence (4) Perpendicular with the southwest line of said PCJPB parcel North 39°25'26" East, a distance of 3.11 feet to the point of **BEGINNING**;

Contains 184 square feet, more or less.

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

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



SAN WATCO COUNTY TRANSIT DISTRICT

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

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

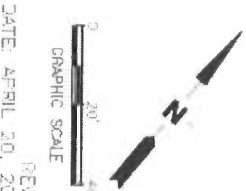
JPB-SM2-0135-1A  
 184 SQ. FT.

JPB-SM2-0135-2A  
 236 SQ. FT.

JPB-SM2-0135  
 DAYTON HUDSON CORPORATION  
 DOCUMENT#: 86166832  
 054-112-230

CHAPTER STREET

- LEGEND**
- PCJPB PENINSULA CORRIDOR CNT POWERS BOARD
  - POC POINT OF COMMENCEMENT
  - POB POINT OF BEGINNING
  - PARCEL LINE
  - PCJTB RIGHT OF WAY



DATE: APRIL 20, 2016

**REFERENCES:**

- (R1) VALUATION MAP SERIES SOUTHERN PACIFIC TRANSPORTATION CO
- (R2) DOCUMENT 91171427, 083506

**PLAT TO ACCOMPANY LEGAL DESCRIPTION**

JPB-SM2-0135-1A  
 JPB-SM2-0135-2A  
 APPRAISAL MAP NO. V217

**ATCOM**

2700 DAYTON ST, SUITE 1400  
 DAYTON, OH 45424  
 TEL: 937-468-4800  
 FAX: 937-468-1000





SAN MATEO COUNTY TRANSIT DISTRICT

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

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

054-112-190

JPB-SM2-0135-1A  
184 SQ. FT.

JPB-SM2-0135-2A  
236 SQ. FT.

JPB-SM2-0135

DAYTON HUDSON CORPORATION  
DOCUMENT: 86166832  
054-112-230

POC

S50°34'34"E 342.81'

S39°25'26"W 3.11'

N39°25'26"E 4.00'

S50°34'34"E 59.00'

S50°34'34"E 59.00'

3.11'

S39°25'26"W 3.11'

S39°25'26"W 4.00'

N50°34'34"W 59.00'

054-112-160

054-112-180

054-112-170

CHARTER STREET

**LEGEND**

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

**REFERENCES:**

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

**PLAT TO ACCOMPANY LEGAL DESCRIPTION**

JPB-SM2-0135-1A  
JPB-SM2-0135-2A  
APPRAISAL MAP NO. V217



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



REV A  
DATE: APRIL 20, 2016

## Memorandum

**TO:** Board of Directors Item 5 i.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0136  
Property Owner: Regency Centers/Pacific Retail Trust

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### **ACTION**

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Redwood City, which is owned by Regency Centers/Pacific Retail Trust. The subject property is used for two commercial buildings, which make up the Woodside Central Regency Shopping Center. The property interests that the District seeks to acquire from these particular owners is a 996 square foot electrical safety zone easement and a 309 square foot fee simple parcel, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

### **SIGNIFICANCE**

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

## **THE PROJECT**

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

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

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

## **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

Because the JPB does not have the power of eminent domain, the District, pursuant to a Cooperative Agreement with JPB, is responsible for acquiring the property interests necessary for the Project in San Mateo County. California Public Utilities Code section 103242 authorizes the District to acquire property by eminent domain. Before filing a condemnation action for any

property interests, the District must satisfy certain procedural prerequisites, including obtaining an appraisal, presenting a formal offer, adopting a Resolution of Necessity and providing notice to the property owners of their right to a public hearing prior to adopting the Resolution.

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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project

has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On December 2, 2016, a formal offer was presented to the owner based on the fair market value.<sup>1</sup> The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 15, 2017, the appropriate notices were sent to the property owners informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

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

RESOLUTION NO. 2017 -

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

\* \* \*

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND  
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND  
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS  
(REGENCY CENTERS/PACIFIC RETAIL TRUST—PARCEL NO. JPB-SM2-0136)**

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

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

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement and a fee simple parcel, in certain real property reportedly owned in fee by Pacific Retail Trust (collectively “Owners”). The Owners' overall property consists of land improved and used for two commercial buildings, which make up the Woodside Central Regency Shopping Center, situated between El Camino Real and the Caltrain right-of-way, in Redwood City, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Number 054-112-190, and more particularly described and

shown on Exhibit A and Exhibit B attached hereto and incorporated herein by this reference (“Subject Property”); and

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

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

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

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

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

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

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

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

1. The public interest and necessity require the proposed Project;



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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**

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

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

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

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

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

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

EXHIBIT A  
LEGAL DESCRIPTION

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

Being a portion of Parcel 'A' of Parcel Map No. 85-2, filed February 27, 1985 in Book 55 of Maps, at Page 76 in the Office of the San Mateo County Recorder, being more particularly described as follows:

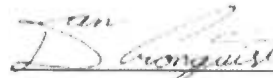
**PARCEL JPB-SM2-0136-1A**

**COMMENCING** at the north most corner of said Parcel 'A', also being on the southwest line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document No. 91171427 (Page A-214), Official Records of said County; thence coincident with the southwest line of said PCJPB parcel South 50°34'34" East, a distance of 18.16 feet to the point of **BEGINNING**;

- Thence (1) Coincident with the southwest line of said PCJPB parcel South 50°34'34" East, a distance of 249.02 feet;
- Thence (2) Perpendicular with the southwest line of said PCJPB parcel South 39°25'26" West, a distance of 1.24 feet;
- Thence (3) Parallel with the southwest line of said PCJPB parcel North 50°34'34" West, a distance of 249.02 feet;
- Thence (4) Perpendicular with the southwest line of said PCJPB parcel North 39°25'26" East, a distance of 1.24 feet to the point of **BEGINNING**;

Contains 309 square feet, more or less.

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

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



SAN MATEO COUNTY TRANSIT DISTRICT

PCJPB  
**JPB-SM2-0136-1A**  
 309 SQ. FT.

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

POC  
 POB  
 S50'34'34"E 18.16'

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

POB  
 S50'34'34"E 249.02'  
 NS0'34'34"W 249.02'  
**JPB-SM2-0136-2A**  
 996 SQ. FT.

POB  
 S39'25'26"W 1.24'  
 NS9'25'26"E 4.00'

POB  
 S50'34'34"E 249.02'  
 S39'25'26"W 1.24'

POB  
 S39'25'26"W 1.24'  
 NS9'25'26"E 4.00'

PARCEL A, PARCEL M&P 95-2  
 55 N 78

**JPB-SM2-0136**  
 PACIFIC RETAIL TRUST  
 DOCUMENT: 99-057495

054-112-190

054-112-200

NORTHUMBERLAND AVENUE

**LEGEND**

- PCJPB PENINSULA CORRIDOR JOINT POWERS BOARD
- POC POINT OF COMMENCEMENT
- POB POINT OF BEGINNING
- Parcel Line
- PCJPB RIGHT OF WAY
- COMMON OWNERSHIP



DATE: APRIL 20, 2016  
 REV. A

**REFERENCES:**

- (R1) VALUATION MAP SERIES SOUTHERN PACIFIC TRANSPORTATION CO
- (R2) DOCUMENT: 99-057495, 035560

**PLAT TO ACCOMPANY LEGAL DESCRIPTION**

JPB-SM2-0136-1A  
 JPB-SM2-0136-2A  
 APPRAISAL MAP NO. V218

**ACCOM**

ENTER DATE, PG. DATE, AND  
 CHANGE TO DATE  
 IN DRAWING  
 FILE NO. 15-155-1004

**EXHIBIT B**

**EXHIBIT B**  
**LEGAL DESCRIPTION**

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

Being a portion of Parcel 'A' of Parcel Map No. 85-2, filed February 27, 1985 in Book 55 of Maps, at Page 76 in the Office of the San Mateo County Recorder, being more particularly described as follows:

**PARCEL JPB-SM2-0136-2A**

**COMMENCING** at the north most corner of said Parcel 'A', also being on the southwest line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document No. 91171427 (Page A-214), Official Records of said County; thence coincident with the southwest line of said PCJPB parcel South 50°34'34" East, a distance of 18.16 feet; thence perpendicular with the southwest line of said PCJPB parcel South 39°25'26" West, a distance of 1.24 feet to the point of **BEGINNING**;

Thence (1) Parallel with the southwest line of said PCJPB parcel South 50°34'34" East, a distance of 249.02 feet;

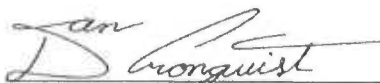
Thence (2) Perpendicular with the southwest line of said PCJPB parcel South 39°25'26" West, a distance of 4.00 feet;

Thence (3) Parallel with the southwest line of said PCJPB parcel North 50°34'34" West, a distance of 249.02 feet;

Thence (4) Perpendicular with the southwest line of said PCJPB parcel North 39°25'26" East, a distance of 4.00 feet to the point of **BEGINNING**;

Contains 996 square feet, more or less.

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

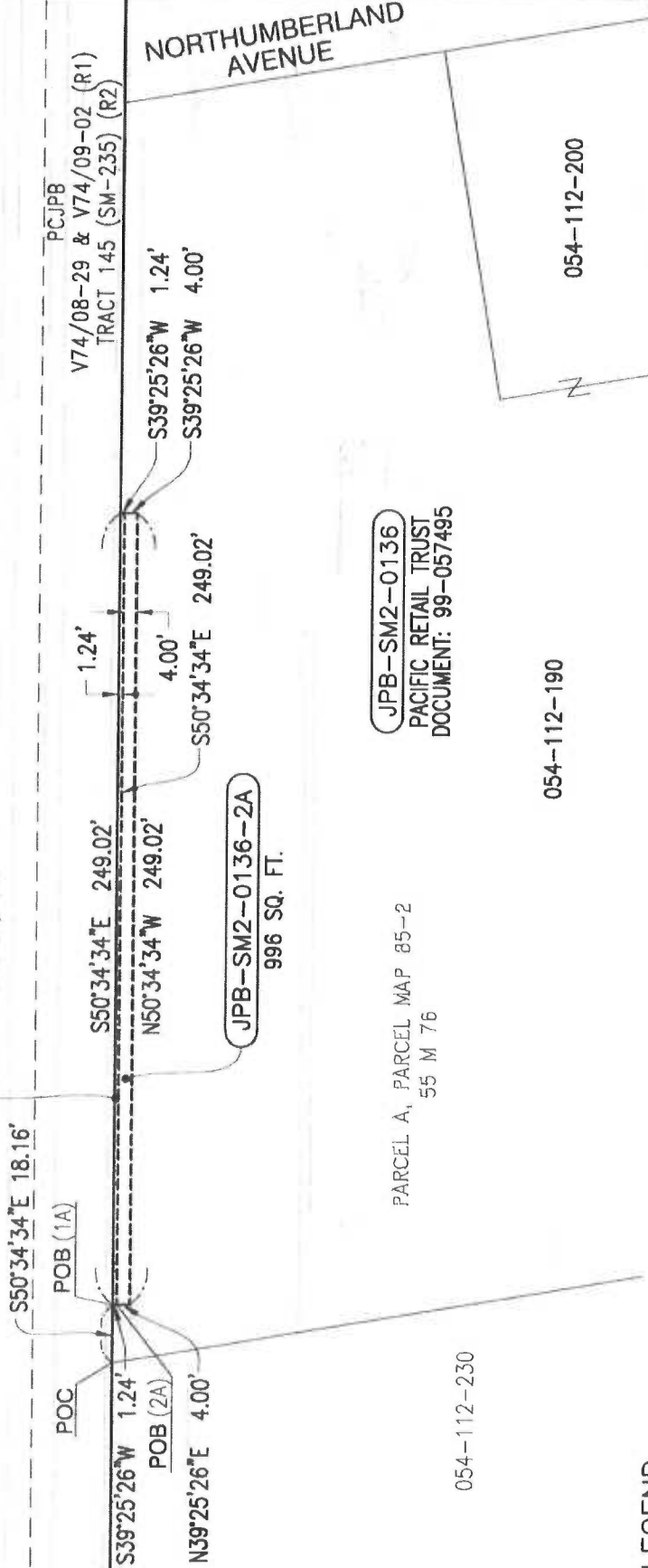
  
Daniel S. Cronquist, PLS

4/22/2016  
Date



SAN MATEO COUNTY TRANSIT DISTRICT

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



JPB-SM2-0136-1A  
309 SQ. FT.

JPB-SM2-0136-2A  
996 SQ. FT.

JPB-SM2-0136  
PACIFIC RETAIL TRUST  
DOCUMENT: 99-057495

PARCEL A, PARCEL MAP 85-2  
55 M 76

054-112-230

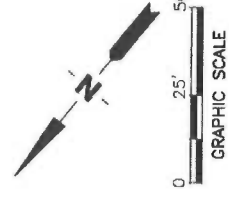
054-112-190

054-112-200

NORTHUMBERLAND AVENUE

**LEGEND**

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



**REFERENCES:**

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

**PLAT TO ACCOMPANY LEGAL DESCRIPTION**

JPB-SM2-0136-1A  
JPB-SM2-0136-2A  
APPRAISAL MAP NO. V218



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

DATE: APRIL 20, 2016  
REV A



## Memorandum

**TO:** Board of Directors Item 5 j.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0308  
Property Owner: Ignacio and Consuelo Caballero, Trustees

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### **ACTION**

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Redwood City, which is owned by Ignacio and Consuelo Caballero, Trustees; the subject property is used for multi-family residential purposes. The property interests that the District seeks to acquire from these particular owners is a 769 square foot electrical safety zone easement and a 481 square foot fee simple parcel, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

### **SIGNIFICANCE**

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

### **THE PROJECT**

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the "JPB" or "Caltrain") to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for

service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

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

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

#### **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

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

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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and

the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On April 18, 2017, a formal offer was presented to the owner based on the fair market value.<sup>1</sup> The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 19, 2017, the appropriate notices were sent to the property owners informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

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

RESOLUTION NO. 2017 -

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

\* \* \*

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND  
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND  
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS  
(IGNACIO CABALLERO AND CONSUELO CABALLERO,  
TRUSTEES OF THE CABALLERO FAMILY TRUST  
DATED JANUARY 6, 2005—PARCEL NO. JPB-SM2-0308-1A, -2A)**

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

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

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement and a fee simple parcel, in certain real property reportedly owned in fee by Ignacio and Consuelo Caballero, Trustees of Caballero Family Trust dated January 6, 2005 (collectively “Owners”). The Owners' overall property consists of land improved and used for multi-family residential purposes, situated between Dumbarton Avenue and the Caltrain right-of-way, in Redwood City, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Numbers 054-201-090, -100, -490, and more

particularly described and shown on Exhibit A and Exhibit B attached hereto and incorporated herein by this reference (“Subject Property”); and

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

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

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

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

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

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

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

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

1. The public interest and necessity require the proposed Project;

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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**



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

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

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

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

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

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

**EXHIBIT *A***  
**LEGAL DESCRIPTION**

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

Being a portion of Lot 'A', as delineated upon that Map entitled "Plat of Dumbarton", filed September 28, 1907 in Book 5 of Maps, at Page 32 in the Office of the San Mateo County Recorder, more particularly described as follows:


**PARCEL JPB-SM2-0308-1A**

**COMMENCING** at the south most corner of Lot 5, Block 35 of said Map, also being on the northwest line of Dumbarton Avenue; thence along the prolongation of said Lot 5 South 40°50'18" West, a distance of 30.01 feet to the northeast line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document No. 91171427 (Page A-209), Official Records of said County, also being the point of **BEGINNING**;

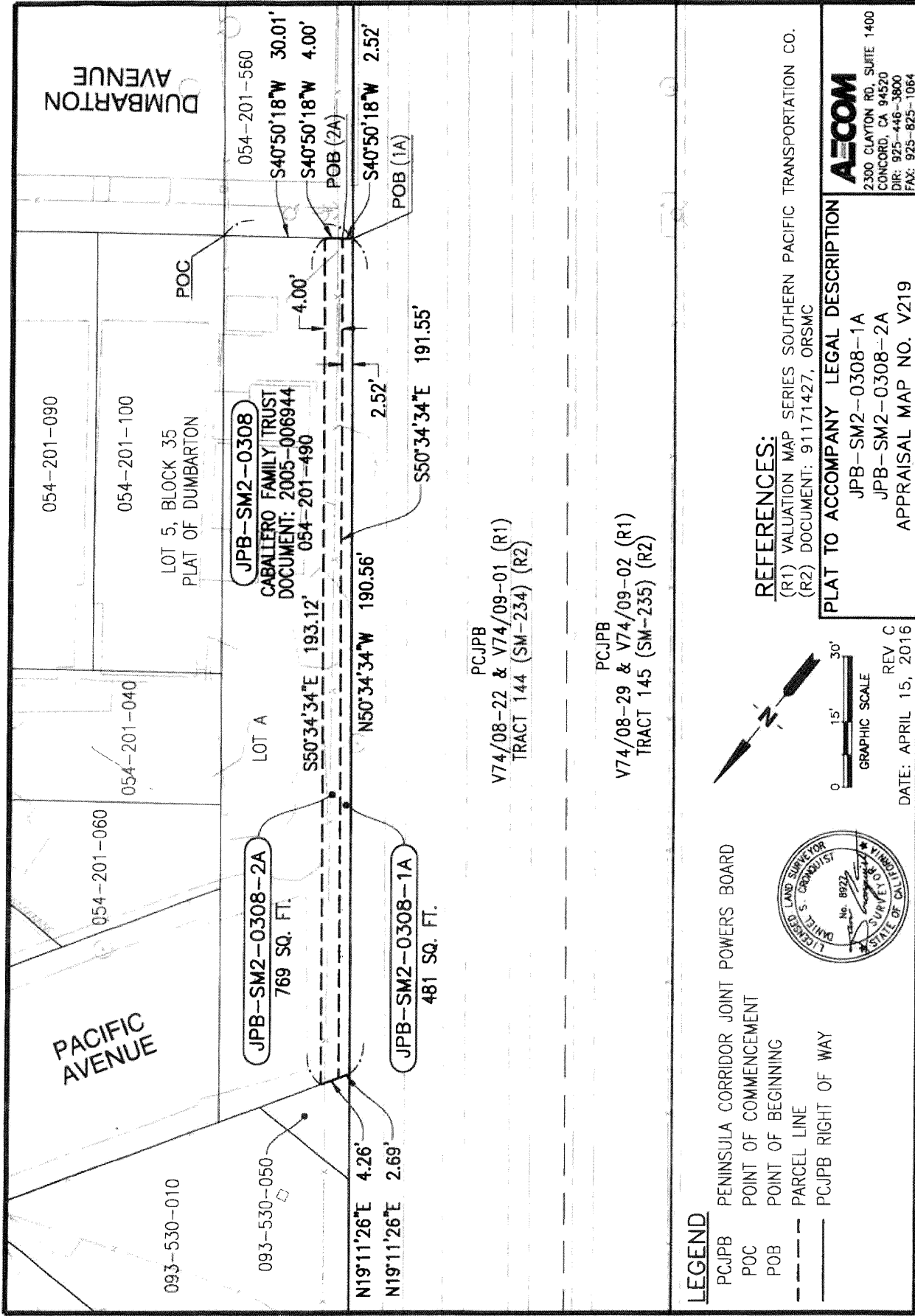
- Thence (1) Coincident with northeast line of said PCJPB parcel North 50°34'34" West a distance of 190.56 feet to the northwest line of said Lot 'A', also being the northwest line of Pacific Avenue;
- Thence (2) Coincident with the northwest line of said Lot 'A' North 19°11'26" East, a distance of 2.69 feet;
- Thence (3) Parallel with the northeast line of said PCJPB parcel South 50°34'34" East, a distance of 191.55 feet to the prolongation of said Lot 5;
- Thence (4) Along the prolongation of said Lot 5 South 40°50'18" West, a distance of 2.52 feet to the point of **BEGINNING**;

Contains 481 square feet, more or less.

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

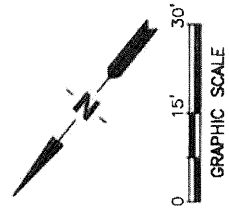
  
Daniel S. Cronquist, PLS 4/15/2016  
Date





**LEGEND**

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

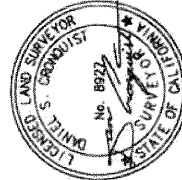


**REFERENCES:**

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

**PLAT TO ACCOMPANY LEGAL DESCRIPTION**

- JPB-SM2-0308-1A
- JPB-SM2-0308-2A
- APPRAISAL MAP NO. V219



DATE: APRIL 15, 2016  
REV C



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

**EXHIBIT B**

**EXHIBIT *B***  
**LEGAL DESCRIPTION**

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

Being a portion of Lot 'A', as delineated upon that Map entitled "Plat of Dumbarton", filed September 28, 1907 in Book 5 of Maps, at Page 32 in the Office of the San Mateo County Recorder, more particularly described as follows:

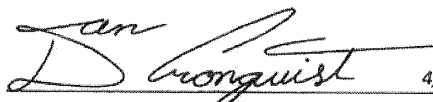
**PARCEL JPB-SM2-0308-2A**

**COMMENCING** at the south most corner of Lot 5, Block 35 of said Map, also being on the northwest line of Dumbarton Avenue; thence along the prolongation of said Lot 5 South 40°50'18" West, a distance of 30.01 feet to the northeast line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document No. 91171427 (Page A-209), Official Records of said County; thence along the prolongation of said Lot 5 North 40°50'18" East, a distance of 2.52 feet to the point of **BEGINNING**;

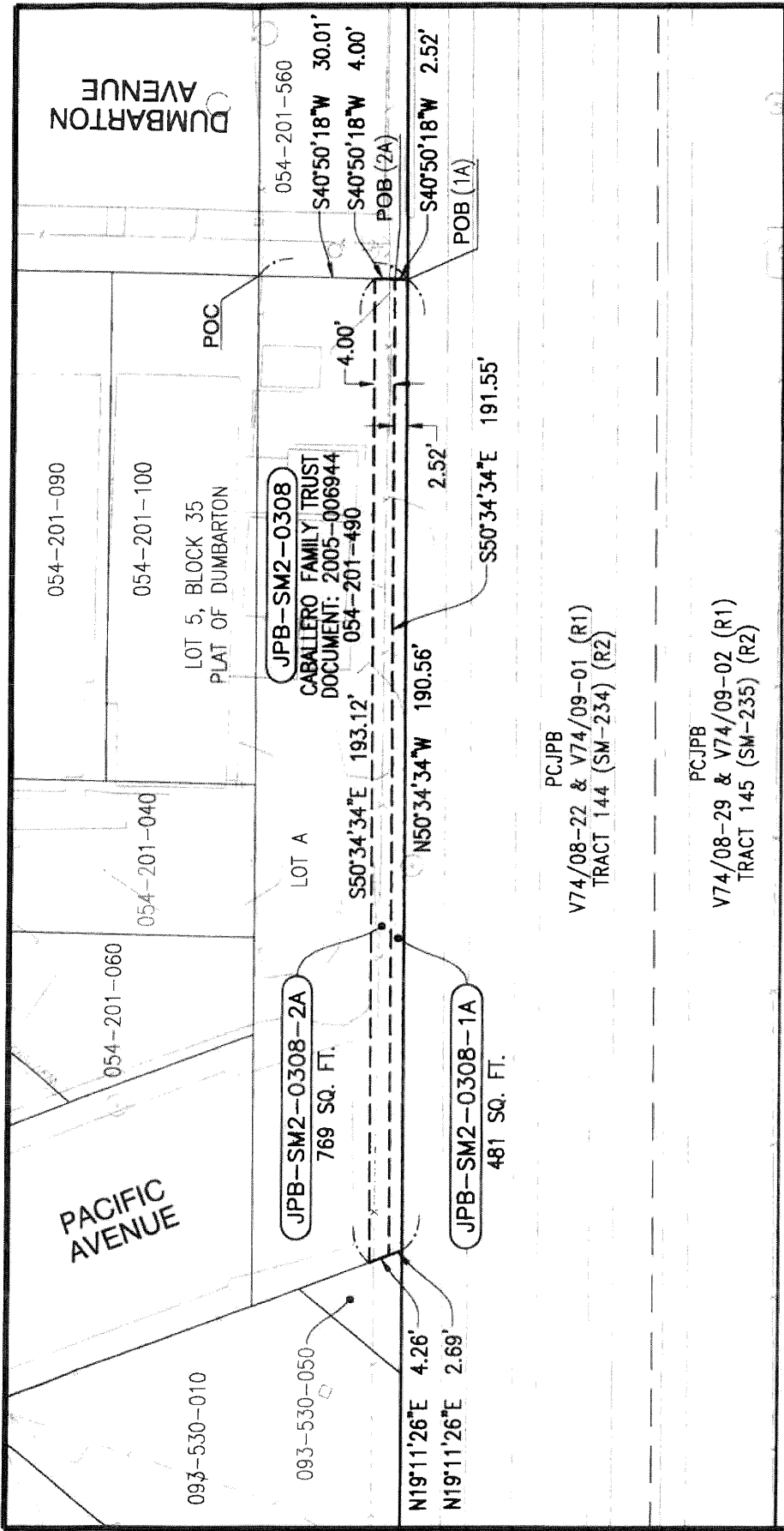
- Thence (1) Parallel with the northeast line of said PCJPB parcel North 50°34'34" West, a distance of 191.55 feet to the northwest line of said Lot 'A', also being the northwest line of Pacific Avenue;
- Thence (2) Coincident with the northwest line of said Lot 'A' North 19°11'26" East, a distance of 4.26 feet;
- Thence (3) Parallel with the northeast line of said PCJPB parcel South 50°34'34" East, a distance of 193.12 feet to the prolongation of said Lot 5;
- Thence (4) Along the prolongation of said Lot 5 South 40°50'18" West, a distance of 4.00 feet to the point of **BEGINNING**;

Contains 769 square feet, more or less.

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


4/15/2016  
 Daniel S. Cronquist, PLS Date



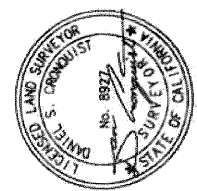
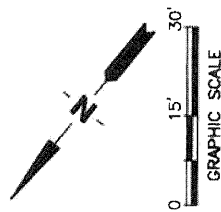


**LEGEND**

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

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

PLAT TO ACCOMPANY LEGAL DESCRIPTION  
 JPB-SM2-0308-1A  
 JPB-SM2-0308-2A  
 APPRAISAL MAP NO. V219



DATE: APRIL 15, 2016  
 REV C



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

## Memorandum

**TO:** Board of Directors Item 5 k.

**FROM:** Joan Cassman

**DATE:** July 5, 2017

**RE:** Peninsula Corridor Electrification Project  
Adoption of Resolution of Necessity  
Hearing Date: July 5, 2017, 2 P.M.  
JPB Parcel Nos.: JPB-SM2-0311  
Property Owner: Ignacio and Trinidad Del Rio, Trustees

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### **ACTION**

In support of the Peninsula Corridor Electrification Project ("Project"), staff proposes that the Board of Directors adopt a Resolution of Necessity to acquire certain interests in property located in the City of Redwood City, which is owned by Ignacio and Trinidad Del Rio, Trustees; the subject property is used for multi-family residential purposes. The property interests that the District seeks to acquire from these particular owners is a 1,965 square foot electrical safety zone easement and a 665 square foot fee simple parcel, as shown on the attached plat map and described in the attached legal description. The Resolution of Necessity must be adopted by a vote of two-thirds of the entire membership of the Board.

### **SIGNIFICANCE**

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

### **THE PROJECT**

The Project is being undertaken by the Peninsula Corridor Joint Powers Board (the "JPB" or "Caltrain") to convert Caltrain's operation from diesel-hauled to Electric Multiple Unit trains for

service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose. Operating speed would be up to 79 miles per hour, which would match the existing maximum speed.

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

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

#### **POWER OF EMINENT DOMAIN AND RESOLUTION OF NECESSITY**

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



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

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

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

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

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

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

The JPB staff has worked with private consultants to conduct substantial investigations and studies regarding the Project, including consideration of several alternative designs. The Project has been designed to minimize the impact to private properties. The horizontal alignment of the Project is fixed by the width of the existing right-of-way, as supplemented as necessary by certain property acquisitions, including the one contemplated herein. The vertical alignment of the Project is controlled by the required vertical clearance of the OCS wires over the tracks and

the structural requirements of the structures needed to support the OCS facilities. Notably, the Project does not require the taking or relocation of any homes.

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

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

4) An Offer Has Been Made To The Owners.

The statutory offer and other procedural prerequisites to adopting the Resolution of Necessity have been satisfied. Prior to reaching this stage of the acquisition of this property, JPB engaged a real estate appraiser to value the property. On April 18, 2017, a formal offer was presented to the owner based on the fair market value.<sup>1</sup> The offer included copies of the comparable sales data used by the appraiser to determine the fair market value. On June 19, 2017, the appropriate notices were sent to the property owners informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity being presented to the District Board of Directors today.

Enclosures

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

RESOLUTION NO. 2017 -

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

\* \* \*

**RESOLUTION DETERMINING THAT THE PUBLIC INTEREST AND  
NECESSITY REQUIRE THE ACQUISITION OF CERTAIN INTERESTS IN LAND AND  
DIRECTING THE FILING OF EMINENT DOMAIN PROCEEDINGS  
(IGNACIO DEL RIO AND TRINIDAD DEL RIO,  
TRUSTEES OF THE IGNACIO AND TRINIDAD DEL RIO 2001 TRUST  
DATED OCTOBER 12, 2001—PARCEL NO. JPB-SM2-0311-1A, -2A)**

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

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

WHEREAS, on behalf of the Project, SamTrans desires to acquire for public use, by exercise of its power of eminent domain, property interests, to wit, an electrical safety zone easement and a fee simple parcel, in certain real property reportedly owned in fee by Ignacio and Trinidad Del Rio, Trustees of the Ignacio and Trinidad Del Rio 2001 Trust dated October 12, 2001 (collectively "Owners"). The Owners' overall property consists of land improved and used for multi-family residential purposes, situated between Westside Avenue and the Caltrain right-of-way, in Redwood City, County of San Mateo, California. The subject property is within the Project area, identified as San Mateo County Assessor Parcel Numbers 054-201-200, -530,

and -550, and more particularly described and shown on Exhibit A and Exhibit B attached hereto and incorporated herein by this reference (“Subject Property”); and

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

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

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

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

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

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

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

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

1. The public interest and necessity require the proposed Project;

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

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

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

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

Regularly passed and adopted this 5th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

---

Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Board Secretary

**EXHIBIT A**

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

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

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

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

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

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

5K

**EXHIBIT 4**  
**LEGAL DESCRIPTION**

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

Being a portion of Lot A, as delineated upon that Map entitled "Plat of Dumbarton", filed September 28, 1907, filed in Book 5 of Maps, at Page 32 in the Office of the San Mateo County Recorder, more particularly described as follows:


**PARCEL JPB-SM2-0311-1A**

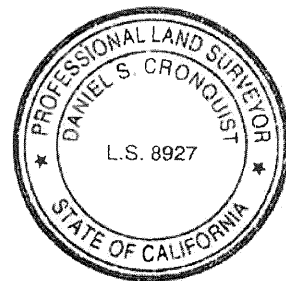
**COMMENCING** at the south most corner of Lot 7, Block 23 of said Map; thence along the prolongation of the southeast line of said Lot 7 South 40°50'18" West, a distance of 30.01 feet to the northeast line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document: 91171427 (Page A-209), Official Records of said County; thence coincident with the northeast line of said PCJPB parcel South 50°34'34" East, a distance of 103.30 feet to the point of **BEGINNING**;

- Thence (1) Perpendicular to the northeast line of said PCJPB parcel North 39°25'26" East, a distance of 3.17 feet;
- Thence (2) Parallel with the northeast line of said PCJPB parcel South 50°34'34" East, a distance of 209.79 feet;
- Thence (3) Perpendicular to the northeast line of said PCJPB parcel South 39°25'26" West, distance of 3.17 feet to the northeast line of said PCJPB parcel;
- Thence (4) Coincident with the northeast line of said PCJPB parcel North 50°34'34" West, a distance of 209.79 feet to the point of **BEGINNING**;

Contains 665 square feet, more or less.

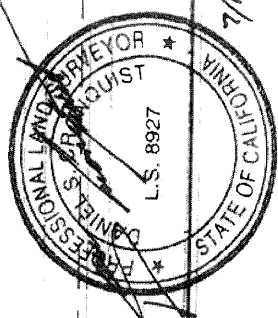
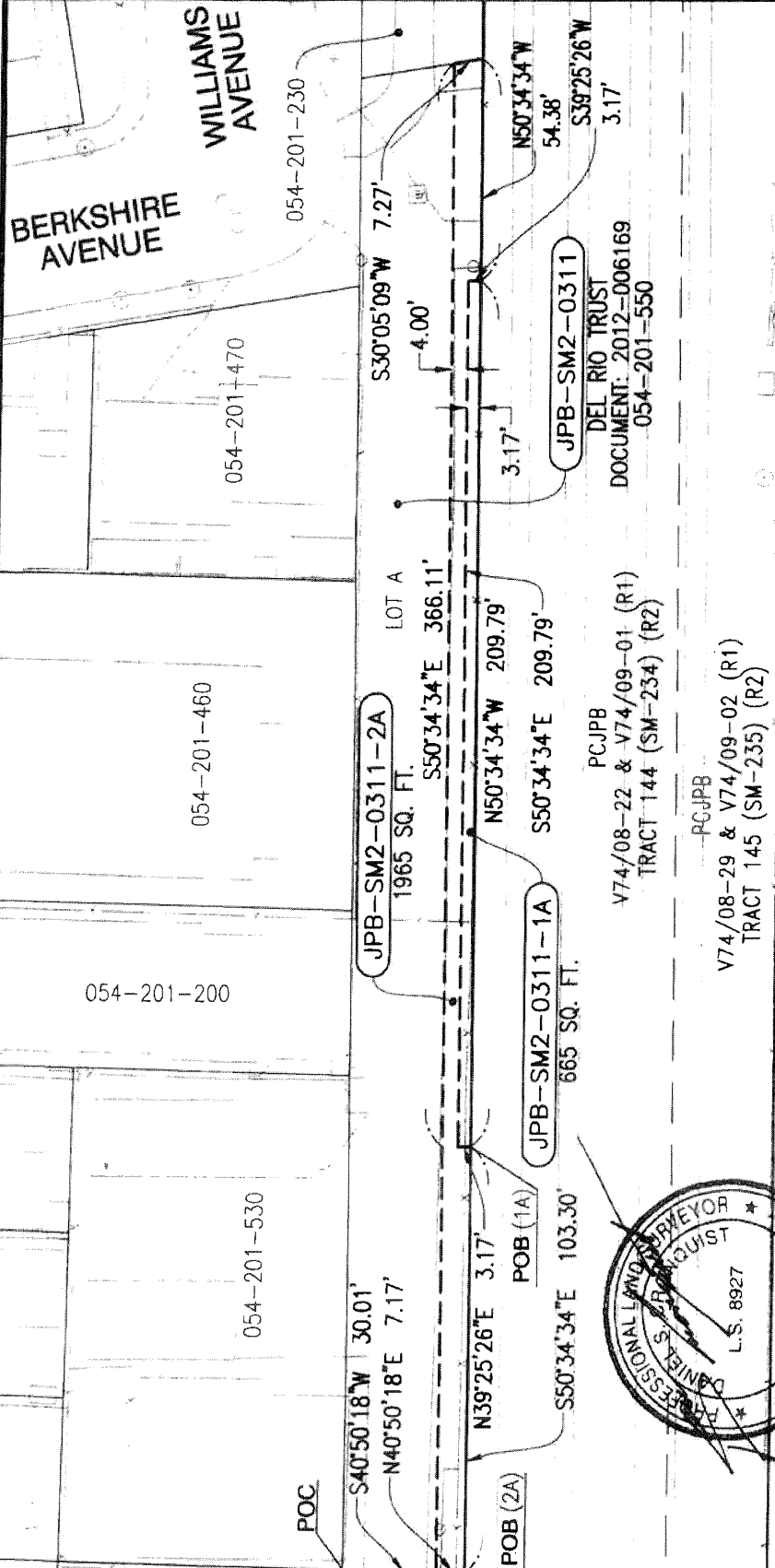
The bearings and distances used in the above descriptions are based on the California Coordinate System 1983, Zone 3. Multiply distances shown above by 1.0000554 to obtain ground level distances.

  
Daniel S. Cronquist, PLS                      6/13/2016  
Date





LOT 7, BLOCK 23  
 PLAT OF DUMBARTON 054-201-560



**WESTMORELAND AVENUE**

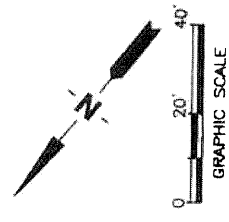
7/14/2016

**LEGEND**

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

**REFERENCES:**

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



DATE: JUNE 27, 2016  
 REV E

**PLAT TO ACCOMPANY LEGAL DESCRIPTION**

JPB-SM2-0311-1A  
 JPB-SM2-0311-2A  
 APPRAISAL MAP NO. V219 & V220



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

**EXHIBIT B**

**EXHIBIT *B***  
**LEGAL DESCRIPTION**

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

Being a portion of Lot A, as delineated upon that Map entitled "Plat of Dumbarton", filed September 28, 1907, filed in Book 5 of Maps, at Page 32 in the Office of the San Mateo County Recorder, more particularly described as follows:

**PARCEL JPB-SM2-0311-2A**


**COMMENCING** at the south most corner of Lot 7, Block 23 of said Map; thence along the prolongation of the southeast line of said Lot 7 South 40°50'18" West, a distance of 30.01 feet to the northeast line of that parcel as described in the Grant Deed to Peninsula Corridor Joint Powers Board (PCJPB), recorded December 27, 1991 as Document: 91171427 (Page A-209), Official Records of said County, also being the point of **BEGINNING**;

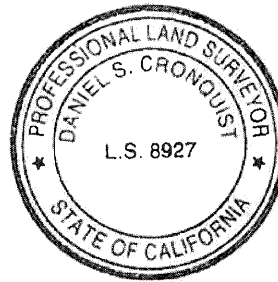
- Thence (1) Along the prolongation of the southeast line of said Lot 7 North 40°50'18" East, a distance of 7.17 feet;
- Thence (2) Parallel with the northeast line of said PCJPB parcel South 50°34'34" East, a distance of 366.11 feet to the prolongation of the southeast line of Berkshire Avenue (formerly Santa Maria Avenue) as shown upon said Map, also being the southeast line of Parcel Two as described in the Grant Deed to Ignacio del Rio and Trinidad del Rio, trustees of the Ignacio and Trinidad del Rio 2001 Trust dated October 12, 2001, recorded January 18, 2012 as Document No. 2012-006169, Official Records of said County;
- Thence (3) Along the prolongation of the southeast line of said Berkshire Avenue South 30°05'09" West, a distance of 7.27 feet to the northeast line of said PCJPB parcel;
- Thence (4) Coincident with the northeast line of said PCJPB parcel North 50°34'34" West, a distance of 54.38 feet;
- Thence (5) Perpendicular to the northeast line of said PCJPB parcel North 39°25'26" East, a distance of 3.17 feet;
- Thence (6) Parallel to the northeast line of said PCJPB parcel North 50°34'34" West, a distance of 209.79 feet;
- Thence (7) Perpendicular to the northeast line of said PCJPB parcel South 39°25'26" West, a distance of 3.17 feet to the northeast line of said PCJPB parcel;

Thence (8) Coincident with the northeast line of said PCJPB parcel North 50°34'34" West, a distance of 103.30 feet to the point of **BEGINNING**;

Contains 1,965 square feet, more or less.

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

  
Daniel S. Cronquist, PLS                      7/14/2016  
Date





BOARD OF DIRECTORS 2017

ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ZOE KERSTEEN-TUCKER  
KARYL MATSUMOTO  
DAVE PINE  
JOSH POWELL  
PETER RATTO

JIM HARTNETT  
GENERAL MANAGER/CEO

## AGENDA

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

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

**WEDNESDAY, JULY 5, 2017 – 2:30 p.m.**  
or immediately after the public hearing

1. Call to Order

#### **ACTION**

2. Approval of Minutes of Community Relations Committee Meeting of June 7, 2017

#### **INFORMATIONAL**

3. Accessibility Update – Tina Dubost
4. Paratransit Coordinating Council Update – Mike Levinson
5. Citizens Advisory Committee Update – Juslyn Manalo
6. Mobility Management Report – Shuttles
7. 2017 Customer Experience Survey Results
8. Multimodal Ridership Report - May 2017
9. Adjourn

Committee Members: Zoe Kersteen-Tucker, Josh Powell, Peter Ratto

NOTE:

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

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

Draft

**MINUTES OF COMMUNITY RELATIONS COMMITTEE (CRC) MEETING  
COMMITTEE OF THE WHOLE  
JUNE 7, 2017**

Committee Members Present: Z. Kersteen-Tucker (Committee Chair), J. Powell, P. Ratto

Other Board Members Present, Constituting Committee of the Whole: J. Gee, R. Guilbault (Chair), K. Matsumoto, D. Pine, C. Stone

Other Board Members Absent, Constituting Committee of the Whole: C. Groom

Staff Present: J. Cassman, A. Chan, D. Dubost, J. Hartnett, K. Kelly, M. Martinez, N. McKenna, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Zoe Kersteen-Tucker called the meeting to order at 2:11 p.m.

**Approval of Minutes of May 3, 2017**

Motion/Second: Stone/Gee

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

Absent: Groom

**Accessibility Update**

Tina Dubost, Manager, Accessible Transit Services, said staff is in the process of receiving new paratransit buses.

Margo Ross, Director, Bus Transportation, provided an update on the Interactive Voice Response (IVR) system and the reminders for paratransit customers. She said staff worked closely with the company to implement the system and the goal was to make same day reminder calls shortly before a ride arrived. Staff identified and fixed numerous problems in the system, but was only able to get a 75 percent same day call ratio. In July 2012 the IVR system was accepted. In 2013 the PCC was informed the project was delayed due to staffing issues. Staff identified as many incorrect phone numbers as possible and there have only been one or two complaints. Ms. Ross has spoken with Mr. Levinson and will also be speaking to the PCC to address their concerns.

**PCC Update**

Mike Levinson, Chair, PCC, said the PCC will meet with staff on June 8 to discuss next steps on the IVR system. He said the PCC had education committee meetings in San Mateo and Half Moon Bay in May and will be at the Seniors on the Move event in the fall.

### **Citizens Advisory Committee (CAC)**

CAC Chair Juslyn Manalo provided a written report that was included in the Board's reading file.

### **Mobility Management Report – Fixed-Route Bus Service**

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

- Total monthly ridership continues to decline and this decline is being seen by transit agencies both locally and nationally.
- Fifty new Gillig buses will be in service by the end of 2017.
- Starting to prepare for electric buses with infrastructure (charging stations), training for bus operators, mechanics and first responders, tooling and inventory, and electric power supply contracts.
- Operations Planning staff is looking at improving efficiency by evaluating low performing routes, need for additional service, new area service options and how service is provided.

### **Multimodal Ridership Report – April 2017**

Mr. Olmeda reported:

#### Average Weekday Ridership Compared to April 2016

- Bus ridership was 37,800, a decrease of 9.2 percent.
- Paratransit ridership was 1,280, no change.
- Caltrain ridership was 60,100, an increase of 1.2 percent.
- Shuttle ridership was 12,340, a decrease of 3 percent.
- Total weekday ridership was 157,940, a decrease of 4.1 percent.
  
- Total Monthly Ridership
  - Bus ridership was 932,420, a decrease of 11.1 percent.
  - Paratransit ridership was 30,060, an increase of 1.6 percent.
  - Caltrain ridership was 1,543,000, a decrease of 0.8 percent.
  - Shuttle ridership was 244,910, a decrease of 9.8 percent.
  - Total weekday ridership was 3,873,840, a decrease of 6.5 percent.

Mr. Olmeda said at the May meeting Director Powell asked about fare trends for adult and youth. He said there are a lot of choice riders. Youth have an issue to get a Clipper Card as a parent must be present with the child's birth certificate. He said the versatility of paying with cash or token is more inviting to youth.

Adjourned: 3:02 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: David Olmeda  
Chief Operating Officer, Bus

SUBJECT: **ACCESSIBILITY REPORT**

**ACTION**

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

**SIGNIFICANCE**

Several groups advise SamTrans on accessible service issues. The Paratransit Coordinating Council (PCC) provides a forum for consumer input on paratransit issues. The Advocacy and Legislative Committee (AL-Com) is the advocacy arm of the PCC. The SamTrans Accessibility Advisory Committee (formerly the Americans with Disabilities Act Technical Advisory Committee or ATAC) is a SamTrans committee that advises on accessibility issues, particularly related to fixed-route service. Each group has requested that the Board be informed of the issues discussed at meetings.

The PCC and the PAL (PCC AL-Com) meet monthly (except for August). The SamTrans Accessibility Advisory Committee (SAAC) meets every two months.

The minutes of the May 9, 2017 PCC and PAL meetings are attached to this report.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

No additional information.

Prepared by: John Sanderson, Accessibility Coordinator  
Project Manager: Tina Dubost, Manager, Accessible Services

650-508-6475  
650-508-6247



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

**MEETING MINUTES  
May 9, 2017**

**ATTENDANCE:** Members Present: Mike Levinson, Chair; John Sanderson, SamTrans; Dinae Cruise, Consumer; Aki Eejima, Consumer; Sammi (Wilhelmina) Riley, Consumer; Barbara Kalt, Rosener House; Maria Kozak, Consumer; and Sandra Lang, COA.

**GUESTS:** Richard Weiner, Nelson-Nygaard; Erin Swartz, PCC Staff; Benjamin McMullan, CiD; Dave Daley, First Transit; Henry (Enrique) Silvas, SamTrans; Ashish John, SamTrans; and Talib Salamin, Serra Yellow Cab.

**ABSENTEES:** Tina Dubost, SamTrans; Monica Colondres, Community Resident; Susan Capeloto, Department of Rehabilitation; Patty Clement-Cihak, Catholic Charities; Judy Garcia, Consumer; Dale Edwards, Consumer; and Marie Violet, Sequoia Hospital.

(Member Attendance 8; Quorum—No)

**WELCOME/INTRODUCTION**

Mike called the meeting to order at 4:00 p.m. and welcomed all to the May PCC meeting.

**APPROVAL OF THE APRIL PCC MINUTES**

A quorum was not present for today's meeting, so the PCC members will vote to approve the April minutes at the June meeting.

**COMMITTEE REPORTS**

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

Mike reported that the PAL Committee met today, prior to the PCC. Mike and John discussed pending transit project funding from the State of California. The PAL Committee also discussed issues with the Imminent Arrival Calls (also referred to as Same Day Calls). John reported that the IVR Imminent Arrival Call feature has been activated and is now making automated calls to customers. Between April 17 and May 5, a sample of over 3,000 calls showed that Redi-Wheels and taxicab vehicles arrived to pick up a customer within 20 minutes of the Imminent Arrival Call in about 75% of the trips. An earlier and smaller testing sample showed a slightly faster vehicle arrival time to pick up a customer.

Mike reminded the PCC members that the First Transit Appreciation Party is scheduled for this evening from 6:00-7:30 p.m.

**B. GRANT/BUDGET REVIEW**

Barbara reported that there are no updates for this month. She requested an end of the fiscal year report on budgeting for Nelson\Nygaard Consulting, along with the Redi-Wheels/RediCoast budget. John told Mike that an updated copy of the PCC's Work Directive would be ready soon. Richard encouraged the PCC members to submit

requests for materials, so that the request can be reviewed and approved prior to the next budgeting cycle. Aki's request for portable microphones would need a proposal and specs for a specific product. Mike noted that 2-3 microphones could be used at retreats, regional conferences, outreach events and with guest speakers. John reminded the PCC members that billing for the PCC's expenses and hours works through many channels and may need to be clarified before a dollar amount can be confirmed for any discretionary spending that is desired.

### **C. EDUCATION COMMITTEE**

On Wednesday, May 17, the Education Committee will participate in the Senior Information Fair in Pacifica and on Friday, May 19, Dinae and Mike will give a presentation at Senior Coastsiders in Half Moon Bay. Dates for the Transition to Independence Fair and Seniors on the Move events have not yet been announced.

The next Education Committee meeting will be a conference call that is scheduled for Friday, June 2, 2017 from 1:00 to 1:30 p.m.

### **D. EXECUTIVE COMMITTEE**

Mike reported that the Executive Committee held a conference call Monday, May 1. The Executive Committee discussed service and communication issues with implementation of IVR Imminent Arrival Calls (also referred to as Same-Day Calls). Mike shared his report with the SamTrans Board of Directors at the May meeting. Maria shared her experience with the IVR calls that she has been receiving.

Barbara asked why some of her Rosener House clients are receiving IVR calls when none of the calls are needed on an agency trip. John agreed to follow-up with Barbara to identify which customer accounts might need to be updated. John clarified that agency trips, like those to Rosener House, are arranged differently than individual customer trips. Maria shared her experience with IVR calls for rides that do not arrive on time.

Barbara reported for the Nominating Committee. She said that the PCC members will vote to approve the application of Benjamin McMullan at the June meeting.

## **SAMTRANS/REDI-WHEELS REPORT**

### **A. Operational Report**

John provided the SamTrans reports in Tina's absence today.

### **B. Performance Measures Report**

John reported that between February and March 2017, there was a large increase in additional ride requests. Agency trips also increased during that time frame. The Total Trips Served graph showed the sharp increase. Taxis, as a percentage of Total Trips was at 28% in March 2017. On-Time Performance exceeded the standard at 92.4%. Productivity was 1.81 passengers per revenue vehicle hour in March 2017 and also exceeded the performance standard.

### **C. Monthly Redi-Wheels Comment Statistics Report**

In the Comments Report, valid customer Comments were mostly compliments.

Customer complaints were mainly regarding Driver Conduct, Late Vehicles, and Missed Trips. Service Related Average Response Time to customers for compliments has been shorter than Policy Related Comments and Service Related Comments. John noted that the Policy and Service Related Comments generally take longer to investigate and resolve for customers.

Richard asked Dave about accommodating the increase in customer ride requests. Dave commented that average daily ridership was managed by adjusting Redi-Wheels rides during mid-day to handle the flow of passengers.

Mike complimented the First Transit reservation staff on their consistency in reviewing each customer's ride at the end of each call. Aki commented that he has had several calls without any hold time. Richard and Dave discussed industry standards for hour-by-hour hold times. Dave discussed how First Transit accommodates customers when the reservation phone lines are busy.

### **Safety Report**

Dave reported that in April, there was one minor, preventable accident. Two minor non-preventable incidents occurred. No taxi incidents were reported.

## **LIAISON REPORTS**

### **A. COASTSIDE TRANSPORTATION COMMITTEE (CTC)**

The next CTC meeting is scheduled for June 15.

### **B. AGENCY**

Barbara reported on customer issues at Rosener House. One of her client's families had worked to schedule an evaluation appointment and was initially given a very distant appointment date. With Tina's help, the client was evaluated earlier because of a cancellation. Barbara asked John about how long new customers have to wait to be evaluated. Redi-Wheels is investigating this situation to determine how it can be improved. Usually, new customers are evaluated within two weeks of their request. Richard commented that according to FTA guidelines, there have been findings written for appointments that extend more than two weeks out. Mike suggested granting temporary eligibility for individuals who are renewing and face distant appointment dates.

Barbara also shared challenges that Rosener House is experiencing with the morning pick-ups. Some of her clients are waiting up to an hour for their rides. Different drivers are working with her site in the morning and afternoons since the shift change a month ago. Dave commented that shifting high-capacity vehicles to run early in the morning and late in the afternoon presents challenges for scheduling drivers.

Barbara also reported that she met with Nancy from Senior Focus and learned that the programs there have moved to a different schedule. Senior Focus has not had any issues with rides for their clients.

### **C. COMMISSION ON AGING (COA)**

Sandra reported that May is Older Americans Month. The Proclamation was presented to the COA at their meeting yesterday. The COA has expressed interest in having a presentation from Redi-Wheels to learn more about paratransit service. Sandra has a list of representatives to contact, if members of the PCC wish to share their concerns or support for specific transit-related issues. COA will host a booth at the San Mateo County Fair in June. They will also be participating in the Seniors on the Square event in Redwood City. The COA is working to gather data about middle-income seniors.

### **D. COMMISSION ON DISABILITIES (COD)**

Benjamin reported that COD is working to advocate for individuals with disabilities who are in the prison system. COD is also protesting HR 620 at Jackie Speier's office.

### **E. CENTER FOR THE INDEPENDENCE OF INDIVIDUALS WITH DISABILITIES (CiD)**

Benjamin shared a flier via email with the PCC members about the protest / rally at Jackie Speier's office that is being sponsored by CiD. An emergency preparedness event has been scheduled for June 6. Benjamin has more information about the Disability Capital Action Day in Sacramento for interested individuals. He will share a flier with Erin to send out to the PCC members.

### **OTHER BUSINESS**

The First Transit Appreciation Party will take place today on the 4<sup>th</sup> floor of the SamTrans Building, starting at 5:30 p.m. today.

John reported that he met with Caltrain staff to begin the early stages of planning for an emergency preparedness drill. John said that he will send out an announcement and request for volunteers when the event details have been finalized.

The next PAL and PCC meetings will be held on Tuesday, June 13, 2017. The PAL Committee will meet from 11:30 a.m. to 12:30 p.m. and the PCC will meet from 1:30-3:30 p.m.

**MEETING ADJOURNED** 5:22 p.m.

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

**MEETING MINUTES  
2:30 - 3:30 p.m.  
May 9, 2017**

**MEMBERS PRESENT:** Mike Levinson, PAL Chair; John Sanderson, SamTrans; Dinae Cruise, Consumer; Sammi (Wilhelmina) Riley, Consumer; Aki Eejima, Consumer; and Sandra Lang, COA.

**GUESTS:** Benjamin McMullan, CiD; Henry Silvas, SamTrans; Dave Daley, First Transit; Richard Weiner, Nelson\Nygaard; and Erin Swartz, PCC Staff.

**ABSENT:** Tina Dubost, SamTrans; Dale Edwards, Consumer; Marie Violet, Sequoia Hospital; Maria Kozak, Consumer; and Judy Garcia, Consumer.

**APPROVAL OF APRIL PAL MINUTES**

Sammi motioned to approve the April PAL Committee meeting minutes and Sandra seconded the motion. Dinae abstained from voting to approve the minutes. No corrections to the April PAL Committee meeting were noted.

**LEGISLATIVE UPDATES**

Mike and John discussed pending funding from the State of California for transit projects. The San Mateo County Transit District is continuing to hold June 30 as a new start date with their contractors for pending Caltrain electrification projects.

Richard reported on FTA guidelines for ADA from the March 27, 2017 issue of *Transit Access Report*. In the scenario Richard shared, a paratransit customer in Lakeland Florida had filed an ADA complaint with the FTA Office of Civil Rights. The customer stated that they are visually impaired and unable to stand for lengthy periods of time. The customer requested that the driver call their apartment from the courtesy phone located in their building's lobby when the vehicle arrives, or alternatively that dispatch call them when the vehicle approaches their building so that they can come down and meet it without waiting. The paratransit agency declined the request for drivers to enter the building, citing a need for the driver to keep the vehicle in sight, but did agree that the customer's "request for vehicle arrival notification calls was reasonable" and would be offered to other "similarly situated" customers in the future. The FTA upheld the agency's decision not to permit drivers to enter the building's lobby, noting that example #16 in Appendix E to 49 CFR Part 37 states clearly that "door-through-door" service is not required. FTA also accepted the agency's proffered solution for vehicle arrival notification calls, which works as follows:

*"the driver will notify the RMCC [dispatch] that the vehicle has arrived, the RMCC will call you, and the driver will meet you at the door of your apartment building. Your five minute vehicle wait time begins when you receive the call from the RMCC."*

This is consistent with the guidance contained in Example #26 of Appendix E, and with the agency's 2014 no-show policy which requires that the vehicle wait five minutes after its on-time arrival, before a no-show can be declared.

### **LOCAL ADVOCACY ISSUES—OPEN DISCUSSION**

John reported that the IVR Imminent Arrival Call feature has been activated and is now making automated calls to customers. Between April 17 and May 5, a sample of over 3,000 calls showed that Redi-Wheels and taxicab vehicles arrived to pick up a customer within 20 minutes of the call for about 75% of the trips. An earlier and smaller testing sample showed a slightly faster vehicle arrival time to pick up a customer. Mike and John discussed how the Automatic Vehicle Locator System (AVL) informs the IVR Call System. Dinae shared that she and Mike have both had rides recently where the IVR call was received, but the vehicle actually ended up arriving later than the scheduled pick-up time. Richard verified with John that add-on rides are usually calculated into the IVR call to customers. John noted that arrival calls from taxis are drawn from the scheduled pick-up time, and that on-time performance for taxi trips is about 90%. John added that there haven't been many complaints about the IVR calls that are being made to customers and he encouraged the PCC members to make a note of the date and time of any calls that do have errors or other problems, so that the call failures can be investigated. Mike asked John to clarify that the IVR calls are being referred to as Same-Day Calls. John reminded Redi-Wheels riders on the PCC that customers are not required to board vehicles if they arrive early. Dave noted that dispatchers are instructed not to call customers with no-show warnings prior to their pick-up time. Mike asked to continue working other issues on the IVR calls.

### **POLICY ISSUES**

Sandra reported that at yesterday's COA meeting, one of the new members had questions about accessibility of bus service on the Coastside. Sandra invited John to provide a presentation for the COA to give more information about Redi-Wheels/RediCoast. The COA Transportation Sub-Committee is now meeting monthly on a Wednesday afternoon. Aki confirmed with John that Coastside customers are not a part of the IVR call service. John confirmed that RediCoast uses different vehicles, software, electronic equipment, and a different service contractor to provide transportation.

### **OTHER BUSINESS**

The PCC will meet today from 4:00-5:30 p.m.

The next PAL meeting is scheduled for Tuesday, June 13, 2017 from 11:30 a.m. to 12:30 p.m.

**MEETING ADJOURNED 3:35 p.m.**

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: David Olmeda  
Chief Operating Officer, Bus

SUBJECT: **MOBILITY MANAGEMENT REPORT: SHUTTLES**

**ACTION**

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

**SIGNIFICANCE**

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

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

Staff will report on ridership and performance metrics.

This month's presentation will be presented via PowerPoint.

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

650-508-6329

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett  
Executive Director

FROM: Seamus Murphy  
Chief Communications Officer

SUBJECT: **2017 SAMTRANS CUSTOMER EXPERIENCE SURVEY**

**ACTION**

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

**SIGNIFICANCE**

SamTrans conducted an online Customer Experience Survey between February 27 and March 20 to help identify areas for potential improvements. The survey addressed current riders, former riders and those who had never ridden SamTrans.

The survey was administered using Survey Gizmo, an online survey platform. Total number of respondents was 1,182, including incompletes, a 68 percent response rate (complete vs. incomplete). The survey was opt-in, and therefore does not statistically reflect SamTrans ridership. However, it provides important customer feedback that can be used to guide and inform development of potential improvements. The results of this survey will also be used to develop additional questions that will be added to the 2017 Customer Satisfaction Survey, a statistically valid survey.

To ensure the highest possible response rate, the survey was shared broadly through social media, print and digital ads, outreach by customer service representatives and staff, the SamTrans website, notifications to community-based organizations, vendors, Way2Go participants, SamTrans Citizens Advisory Committee (CAC) and Accessibility Advisory committees, onboard electronic message, and Take Ones. The survey was available in English and Spanish. Respondents needing additional language assistance were instructed to call the customer service center and take the survey over the phone in English or in their preferred language.



Respondents were asked to rate aspects of service, amenities, communications and payments on a 5-point scale where 5 is very important and 1 is not at all important. They were also asked to rank them in terms of priority.

Key findings from the study include:

- Two-thirds of all respondents (67 percent) are between the ages of 19 and 64. Almost one-third of former riders (30 percent) are 65 or older.
- The majority of respondents (56 percent) are White/Caucasian, followed by Hispanic/Latino (11 percent), and Chinese (9 percent).
- Almost one-third of respondents (31 percent) have annual household incomes of \$74,999 or less.
- SamTrans value for money: current riders are more positive (3.8) than former riders (3.2) or non-riders (2.9).

Current riders – Have used SamTrans at least once within the last six months

- Top priorities include: real-time information (4.5), more frequent service (4.3), and bus seating comfort (4.3).

Former riders - Haven't ridden within the last six months

- 55 percent of former riders have not ridden SamTrans within the last three years.
- Top reasons for why they stopped riding SamTrans are: a change in SamTrans schedule (19 percent), unreliable schedule (16 percent) and trip length (14 percent).
- Top priorities are similar to the current riders. Former riders are most interested in real-time information (4.4), schedule timetable information available on an app (4.0), more frequent service (4.0), seating comfort (4.0), and the SamTrans website (4.0).

Non-riders - Have never ridden SamTrans

- Top priorities are: real-time information (4.6), schedule timetable information available on an app (4.4), smartphone app with mobile ticketing (4.2) and the SamTrans website (4.0).

## **BUDGET IMPACT**

There is no impact on the budget.

## **BACKGROUND**

The SamTrans Customer Experience Survey was a San Mateo County Transit District-wide effort to seek input from current riders, former riders and non-riders regarding their experience with SamTrans service, and what might encourage them to use SamTrans. Input from internal departments and the SamTrans CAC was used to design and implement the survey. This online survey was designed to help rate and identify priorities, provide ridership and demographic information, and guide SamTrans efforts in providing the best possible customer experience. Data collected through the survey is confidential and the results are presented in aggregate.

**STRATEGIC INITIATIVE**

- Priority 1: Expand Mobility Options  
Goal 1: Increase Weekday Fixed-route Ridership by 15 percent
- Priority 2: Strengthen Fiscal Health  
Goal 1: Increase fixed-route farebox revenue by 20 percent

Prepared by: Julian Jest, Market Research Analyst

650.508.6245

**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 – MAY 2017**

**ACTION**

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

**SIGNIFICANCE**

Table "A" summarizes the average weekday ridership (AWR) statistics for all modes of transportation for which SamTrans is responsible and Table "B" summarizes the total monthly ridership figures for all SamTrans transportation modes. Chart "A" features year-to-date comparisons of AWR for Fiscal Year (FY) 2015, FY2016, and FY2017. Chart "B" has figures for total ridership year-to-date for FY2015, FY2016, and FY2017.

Tables "A" and "B" also provide the corresponding data for the Bay Area Rapid Transit San Francisco International Airport Extension as a separate line.

Table "C" details the number of riders for each fare category for SamTrans fixed route for the month and calendar year-to-date.

**AVERAGE WEEKDAY RIDERSHIP – MAY 2017 COMPARED TO MAY 2016**

**Grand Total All District Modes** – 163,090, a decrease of 3.1 percent

**Bus** – 40,580, a decrease of 5.3 percent

**Paratransit** – 1,280, an increase of 0.8 percent

**Caltrain** – 61,140, an increase of 0.6 percent

**Shuttles** – 11,920 a decrease of 3.6 percent

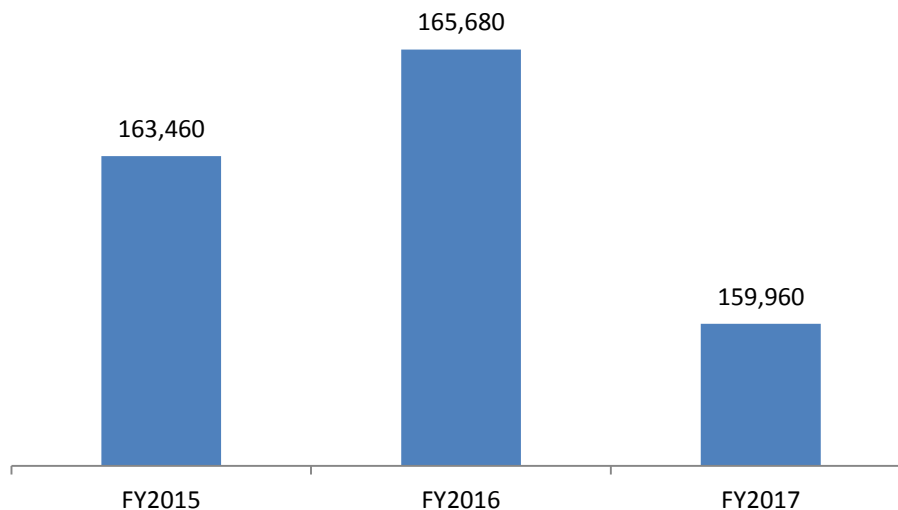
**Table A  
Average Weekday Ridership**

May 2017 Average Weekday Ridership				Percent Change FY2016/2017
Mode	FY2015	FY2016	FY2017	
Bus	45,210	42,870	40,580	-5.3%
Paratransit	1,190	1,270	1,280	0.8%
Caltrain*	61,050	60,760	61,140	0.6%
Shuttles	11,070	12,360	11,920	-3.6%
<b>Total</b>	118,520	117,260	114,920	-2.0%
BART Extension (No Daly City)	49,410	51,080	48,170	-5.7%
<b>Grand Total</b>	167,930	168,330	163,090	-3.1%
<b>Weekdays</b>	20	21	22	

May 2017 Year-to-date				Percent Change FY2016/2017
Mode	FY2015	FY2016	FY2017	
Bus	43,340	42,120	39,060	-7.3%
Paratransit	1,120	1,230	1,250	1.6%
Caltrain*	57,840	59,780	58,870	-1.5%
Shuttles	11,680	11,790	12,220	3.6%
<b>Total</b>	113,980	114,920	111,400	-3.1%
BART Extension (No Daly City)	49,480	50,750	48,560	-4.3%
<b>Grand Total</b>	163,460	165,680	159,960	-3.5%

- Caltrain ridership has been updated for May 2016 and FY2016

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



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

**MONTHLY TOTAL RIDERSHIP – MAY 2017 COMPARED TO MAY 2016**

**Grand Total All District Modes** – 4,252,420, a decrease of 1.5 percent

**Bus** – 1,052,260, a decrease of 3.2 percent

**Paratransit** – 32,190, an increase of 5.1 percent

**Caltrain** – 1,654,730, an increase of 2.1 percent

**Shuttles** – 269,230, a decrease of 0.5 percent

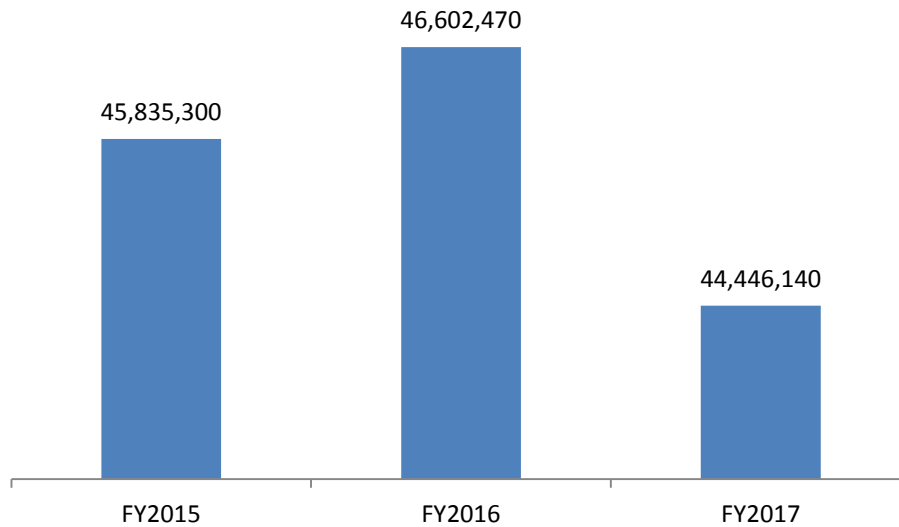
**Table B  
Total Monthly Ridership**

May 2017 Total Monthly Ridership				Percent Change
Mode	FY2015	FY2016	FY2017	FY2016/2017
Bus	1,120,450	1,087,000	1,052,260	-3.2%
Paratransit	28,050	30,620	32,190	5.1%
Caltrain*	1,601,890	1,620,410	1,654,730	2.1%
Shuttles	229,130	270,480	269,230	-0.5%
<b>Total</b>	<b>2,979,520</b>	<b>3,008,510</b>	<b>3,008,400</b>	<b>0.0%</b>
BART Extension (No Daly City)	1,253,920	1,308,790	1,244,020	-4.9%
<b>Grand Total</b>	<b>4,233,440</b>	<b>4,317,300</b>	<b>4,252,420</b>	<b>-1.5%</b>
<b>Weekdays</b>	<b>20</b>	<b>21</b>	<b>22</b>	

May 2017 Year-to-date				Percent Change
Mode	FY2015	FY2016	FY2017	FY2016/2017
Bus	12,134,460	11,835,630	10,911,120	-7.8%
Paratransit	299,650	329,010	338,200	2.8%
Caltrain*	16,835,490	17,498,920	17,096,840	-2.3%
Shuttles	2,757,890	2,798,340	2,855,950	2.1%
<b>Total</b>	<b>32,027,490</b>	<b>32,461,910</b>	<b>31,202,110</b>	<b>-3.9%</b>
BART Extension (No Daly City)	13,807,810	14,140,560	13,244,030	-6.3%
<b>Grand Total</b>	<b>45,835,300</b>	<b>46,602,470</b>	<b>44,446,140</b>	<b>-4.6%</b>

- Caltrain ridership has been updated for May 2016 and FY2016

**Chart B  
Total Ridership (FYTD)**



The following summary illustrates the number of riders by fare category for the month of May 2017. SamTrans carried 1,049,236 passengers on its fixed-route service in May, and 4,828,203 for the 2017 Calendar Year-to-Date. These numbers do not include Dumbarton ridership.

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

	May 2015	May 2016	May 2017	2017 Calendar Year-to-Date
Adult Cash	258,071	200,021	168,522	805,253
Adult Pass	487,267	521,877	522,439	2,427,239
Youth Cash	144,277	151,918	148,312	658,363
Youth Pass	69,046	62,912	56,831	244,778
Eligible Discount	159,014	147,533	153,132	692,571
<b>Total</b>	<b>1,117,675</b>	<b>1,084,261</b>	<b>1,049,236</b>	<b>4,828,203</b>

## **SamTrans Promotions – May 2017**

**Summer Youth Pass (SYP)** – The SamTrans Summer went on sale May 21. The \$40 pass is a great deal for kids (18 and younger) looking to travel on any SamTrans route, all summer long. Back again this year, customers have the ability to purchase the Summer Youth Pass online through a third party e-commerce website and powered by PayPal. This gives customers a convenient option to buy online or on their mobile phone. Sales will continue through July 15. The promotional campaign included: :15 and 30 sec. Comcast Spotlight and KTVU TV commercials, banners placed at Carlmont and Tierra Linda schools, printed take-ones and ad cards onboard buses, community events, libraries and youth centers on the Peninsula. E-mail reminders were sent to San Mateo schools and last year's customers. Paid media included print and geo-targeted digital display/mobile/tablet ads, e-mail blasts targeting San Mateo County parents with kids 18 and younger, sponsored Facebook ads. A new Chinese media outlet was used to help penetrate the North San Mateo County Asian community which included TV community news segment, radio, digital web ads, e-news/print ads, e-mail blast and *News for Chinese* social media platforms. Internal communication included news release, blog, organic social media posts, onboard electronic messaging and customer service 800 number message.

**Partnership** – Marketing staff works with a number of event organizers to co-promote events that generates bus awareness, ridership and also provide added value for current SamTrans customers. In May, SamTrans partnered with Makers Faire. The event was promoted and showcased as a partner on the [go.samtrans.com](http://go.samtrans.com) website, through social media, news releases, and ad cards we placed onboard all buses. SamTrans logo was placed on all Maker's Fair collateral material.

**SamTrans May Social Media Report** - The SamTrans Twitter account was granted "Verified" status signaling to other Twitter users that we are an official brand recognized and authenticated by the Twitter team. It is a nice badge to earn in the social media world and coveted among Twitter users. It is a sign of an organization that can maneuver itself in the social world. On the marketing front, we supported the Summer Youth Pass campaign with organic posts on Facebook, Twitter, Nextdoor and Instagram. In addition, our digital advertising company, AdTaxi, ran paid Facebook posts for SYP. We promoted Maker Faire service, ran two contests where riders identify the location of a bus stop photo for a chance to win SamTrans hooded sweatshirts. We shared the Redwood City 150<sup>th</sup> Anniversary event photos, a Gillig bus factory tour photo album and the International Bus Rodeo in Reno. Overall, we continued to see slow but steady growth adding 143 followers across all channels.

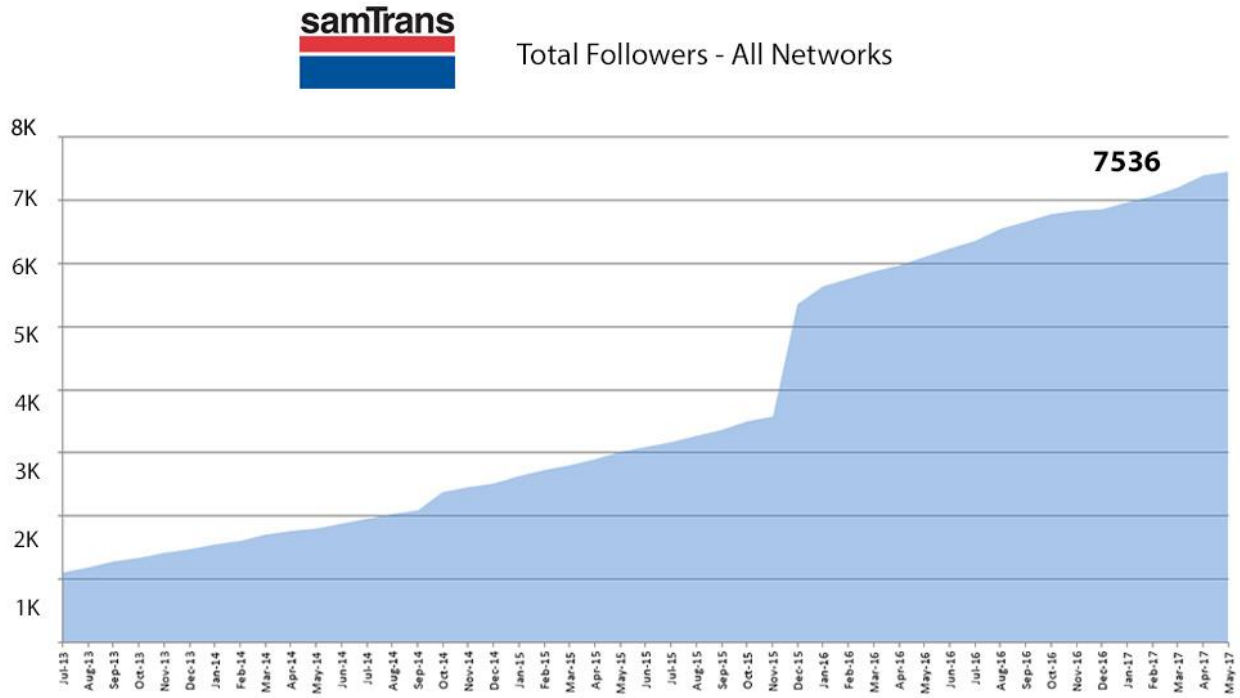


Top Three Trended Topics

Delays – 7

Operator Compliment – 6

Media Mention – 2



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

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



BOARD OF DIRECTORS 2017

ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ZOE KERSTEEN-TUCKER  
KARYL MATSUMOTO  
DAVE PINE  
JOSH POWELL  
PETER RATTO

JIM HARTNETT  
GENERAL MANAGER/CEO

## AGENDA

### **FINANCE COMMITTEE COMMITTEE OF THE WHOLE**

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

**WEDNESDAY, JULY 5, 2017 – 3:00 p.m.**

or immediately following previous Committee meeting

1. Call to Order
2. Approval of Minutes of Finance Committee Meeting of June 7, 2017
3. Acceptance of Statement of Revenues and Expenses for May 2017
4. Approve and Ratify the Fiscal Year 2018 Insurance Program at a Total Premium Cost of \$1,904,943

### **CONTRACTS**

5. Authorize Award of Contract to Aramark Uniform & Career Apparel, LLC for Rental, Purchase and Laundering of Work Clothing, Shop Towels and Related Items for a Total Estimated Cost of \$238,777 for a Five-Year Term
6. Authorize Award of Contract to Dunbar Armored, Inc. To Provide Armored Car Pick Up and Deposit of Daily Transit Revenue for a Total Estimated Cost of \$2,931,984 for a Five-Year Term
7. Adjourn

Committee Members: Carole Groom, Karyl Matsumoto, Peter Ratto

NOTE:

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

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

**MINUTES OF FINANCE COMMITTEE MEETING  
COMMITTEE OF THE WHOLE  
JUNE 7, 2017**

Committee Members Present: K. Matsumoto, P. Ratto

Committee Members Absent: C. Groom (Committee Chair)

Other Board Members Present, Constituting Committee of the Whole: J. Gee, R. Guilbault (Chair), Z. Kersteen-Tucker, D. Pine, J. Powell, C. Stone

Staff Present: B. Carson J. Cassman, A. Chan, J. Hartnett, K. Kelly, M. Martinez, N. McKenna, D. Olmeda, M. Simon, S. van Hoften

Director Peter Ratto called the meeting to order at 3:02 p.m.

**Approval of Minutes of May 3, 2017**

Motion/Second: Guilbault/Pine

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

Absent: Groom

**Acceptance of Statement of Revenue and Expenses for April 2017**

Kathleen Kelly, Interim Chief Financial Officer, said last month staff was projecting a surplus of \$4 million and that has grown to \$8 million. Passenger fares continue to be an issue of concern. A question was asked at the May meeting about sales tax and the numbers and projections staff is using. She said receipts are received two months in the arrears and in February there was an adjustment to the sales tax and it went in the opposite directions. Ms. Kelly said this is an area that staff needs to get more information and why the changes are happening. Staff has been talking to analysts at the County, but staff doesn't feel they have gotten satisfactory answers. Ms. Kelly staff has seen a change in the projections on the expense side with about \$4 million in fuel savings. She said staff is keeping an eye on the insurance line and is an item that can swing quite a bit.

Motion/Second: Gee/Kersteen-Tucker

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

Absent: Groom

**Approval of Fiscal Year (FY) 2018 Operating Budget in the Amount of \$146,660,069**

Ms. Kelly said since FY2018 Preliminary Budget was presented staff has revised certain assumptions to the projected source and use of funds, resulting in a revised deficit of \$5.4 million compared to \$6.2 million presented in the preliminary budget. The projected FY2017 ending unrestricted cash balance of \$105.3 million reflects revised

forecasts based on actuals through April. The \$5.4 million needed to balance the FY2018 Proposed Budget will decrease the unrestricted cash to about \$100 million.

Director Karyl Matsumoto left at 3:37 p.m.

Motion/Second: Gee/Stone

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

Absent: Groom, Matsumoto

**Approval of Fiscal Year 2018 Capital Budget in the Amount of \$16,373,081**

Ms. Kelly said at the May 3 Board meeting staff presented a balanced Preliminary FY2018 Capital Budget. The total amount of District sales tax required for the FY2018 Capital Budget is \$8.8 million. This investment will be used to leverage an additional \$7.6 million in Federal, State and other sources to fully fund the budget.

Motion/Second: Guilbault/Stone

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

Absent: Groom, Matsumoto

**Approval of Salary Ordinance No. 100 and Wage Adjustment for Administrative (Non-Represented) Employees**

Bill Carson, Director, Human Resources, said the Ordinance includes eight new positions, the restoration of four previously traded positions, five cost-neutral converted positions and a 3 percent adjustment to the salary range in the Table of Classifications, as well as approval for a 3 percent increase in wages for the administrative (non-represented) employees.

Motion/Second: Stone/Pine

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

Absent: Groom, Matsumoto

**Authorize Submittal of Grant Applications and the Execution of Standard Agreements with the California State Department of Transportation Pertaining to Federal Transit Administration Section 5311 Grants**

Motion/Second: Kersteen-Tucker/Stone

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

Absent: Groom, Matsumoto

Adjourned: 4:06 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Kathleen Kelly  
Interim Chief Financial Officer

SUBJECT: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDING  
MAY 31, 2017, AND SUPPLEMENTAL INFORMATION**

**ACTION**

Staff proposes the Committee recommend that the Board accept and enter into the record the Statement of Revenues and Expenses for the month of May 2017 and supplemental information.

**SIGNIFICANCE**

The current year-end forecast shown in the attached Statement of Revenues and Expenses forecasts a surplus of \$9.1 million (page 1 of Statement of Revenues and Expenses, line 35) which is an improvement of \$1 million from April's \$8.2 million forecasted surplus. The month-over-month change is driven by a lower expense forecast, partially offset by lower projected State Transit Assistance (STA)/Transportation Development Act (TDA\_ funds).

Overall the surplus is driven by a decrease in the expense forecast, which is projected to end the year \$12.3 million (page 1 line 33) favorable to the revised budget. The favorable year-end expense forecast is primarily driven by lower-than-anticipated costs in fuel, professional & technical services, and contracted bus services. The surplus in expenses is slightly offset by lower operating revenues, due to a decline in Passenger Fares and STA/TDA funds.

**BUDGET IMPACT**

**Revenues:** As of May, year-to-date Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 17) are \$2.9 million or 1.8 percent worse than the revised budget; by the end of the year, they are projected to total \$2.8 million less than the revised budget. This unfavorability is driven by Passenger Fares (line 1), which are \$2.4 million lower than the year-to-date revised budget, and projected to end the year \$2.6 million lower than the revised budget. Year end STA/TDA revenues (line 2) are also forecasted to be less than revised budget by \$1.5 million. The loss in Passenger Fares

and STA/TDA funds is partially offset by favorable results in Operating Grants (line 3), Investment Interest (line 10), and Other Interest, Rent, and other income (line 12) which, together, are projected to be about \$1.3 million better than the year-end revised budget.

**Expenses:** Year-to-date May Total Uses of Funds (page 1 of the Statement of Revenues and Expenses, line 33) are \$12.5 million or 8.3 percent better than the year-to-date revised budget, and are projected to end the year at slightly more than \$12.3 million better than the revised budget. This favorability is driven primarily by Total Motorbus expenses (\$11.6 million, Page 1 line 21), but also includes savings in Total ADA Programs (\$0.3 million, Page 1 line 22), and Total Multi-Modal Programs (\$0.5 million, Page 1 line 23+24).

The favorable year-end forecast in Motorbus expenses results from lower –than– budgeted costs in these line items:

- Fuel - \$2.6 million
- Contracted Bus Service - \$2.7 million, with \$1.1 million related to savings in fuel
- Professional, Technical, and Other Services - \$2.2 million
- Insurance - \$0.9 million
- Worker's Compensation - \$0.6 million
- Contracted Vehicle Maintenance - \$0.4 million
- Training & Business Travel - \$0.4 million
- Property Maintenance - \$0.3 million
- Promotional & Legal Advertising - \$0.2 million

There are no budget revisions for the month of May 2017.

**STRATEGIC INITIATIVE**

This item does not achieve a strategic initiative.

Prepared By:	Melanie Hartanto, Accountant	650-508-6478
	Sheila Tioyao, Manager, General Ledger	650-508-7752
	Dapri Hong, Senior Analyst	650-622-8055
	Ryan Hinchman, Manager, FP&A	650-508-7733

**SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF REVENUES AND EXPENSES  
FISCAL YEAR 2017  
MAY 2017**

% OF YEAR ELAPSED: **91.7%**

	MONTH	YEAR-TO-DATE				ANNUAL			
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	CURRENT FORECAST	% REV BUDGET
<b>SOURCES OF FUNDS</b>									
<b>Operating Revenues</b>									
1 Passenger Fares	1,450,287	16,825,041	15,508,057	17,890,583	86.7	19,517,000	19,517,000	16,955,520	79.5
2 Local TDA and STA Funds	3,404,892	34,091,977	37,469,604	37,469,604	100.0	42,361,438	42,361,438	40,874,495	88.5
3 Operating Grants	136,343	7,774,464	3,568,865	3,568,865	100.0	4,010,671	4,010,671	4,362,671	89.0
4 SMCTA Measure A	761,865	8,614,906	8,909,373	9,029,369	98.7	9,960,000	9,960,000	9,960,000	89.5
5 SM County Measure A	416,667	4,583,335	4,583,333	4,583,333	100.0	5,000,000	5,000,000	5,000,000	91.7
6 AB434 Funds & TA Funded Shuttle	9,083	498,383	99,917	99,917	100.0	109,000	109,000	109,000	91.7
7 <b>Subtotal - Operating Revenues</b>	<b>6,179,136</b>	<b>72,388,107</b>	<b>70,139,148</b>	<b>72,641,670</b>	<b>96.6</b>	<b>80,958,110</b>	<b>80,958,110</b>	<b>77,261,686</b>	<b>86.6</b>
<b>Other Revenue Sources</b>									
9 District 1/2 Cent Sales Tax	5,546,523	72,369,374	74,234,079	75,368,673	98.5	83,000,000	83,000,000	83,000,000	89.4
10 Investment Interest	150,632	1,073,016	1,482,128	999,642	148.3	1,090,519	1,090,519	1,601,899	135.9
11 Pass through to Other Agencies	0	105,761	9,072	67,895	13.4	69,000	69,000	9,072	13.1
12 Other Interest, Rent & Other Income	657,238	6,231,271	7,066,881	6,798,173	104.0	7,308,988	7,308,988	7,784,807	96.7
13 <b>Subtotal - Other Revenues</b>	<b>6,354,393</b>	<b>79,779,421</b>	<b>82,792,161</b>	<b>83,234,383</b>	<b>99.5</b>	<b>91,468,507</b>	<b>91,468,506</b>	<b>92,395,778</b>	<b>90.5</b>
14 <b>Total Revenues</b>	<b>12,533,529</b>	<b>152,167,528</b>	<b>152,931,309</b>	<b>155,876,053</b>	<b>98.1</b>	<b>172,426,616</b>	<b>172,426,616</b>	<b>169,657,465</b>	<b>88.7</b>
15 <b>Capital Assistance</b>	<b>3,068,659</b>	<b>4,133,004</b>	<b>4,043,757</b>	<b>4,043,757</b>	<b>100.0</b>	<b>10,255,906</b>	<b>10,896,959</b>	<b>10,896,959</b>	<b>3.7</b>
16 <b>Reserves Programmed for Capital</b>	<b>1,289,114</b>	<b>6,788,431</b>	<b>4,945,121</b>	<b>4,945,121</b>	<b>100.0</b>	<b>0</b>	<b>6,637,249</b>	<b>6,637,249</b>	<b>74.5</b>
17 <b>Total Sources of Funds</b>	<b>16,891,302</b>	<b>163,088,963</b>	<b>161,920,187</b>	<b>164,864,931</b>	<b>98.2</b>	<b>182,682,522</b>	<b>288,960,824</b>	<b>286,191,673</b>	<b>56.0</b>
<b>USES OF FUNDS</b>									
<b>Operations</b>									
21 Motor Bus	7,890,491	97,834,212	96,755,229	108,381,422	89.3	117,968,986	117,970,986	106,766,061	82.0
22 A. D. A. Programs	1,768,833	15,029,370	16,387,943	16,680,867	98.2	18,157,910	18,155,910	17,657,910	90.3
23 Caltrain	540,000	5,720,087	5,940,005	6,060,001	98.0	6,640,000	6,640,000	6,480,005	89.5
24 Other Multi-modal Programs	182,588	1,667,949	1,630,715	2,016,999	80.8	2,161,708	2,161,708	1,832,628	75.4
25 <b>Subtotal - Operating Costs</b>	<b>10,381,911</b>	<b>120,251,618</b>	<b>120,713,893</b>	<b>133,139,289</b>	<b>90.7</b>	<b>144,928,604</b>	<b>144,928,604</b>	<b>132,736,605</b>	<b>83.3</b>
<b>Other Uses of Funds</b>									
27 Pass through to Other Agencies	0	105,761	9,072	79,780	11.4	79,780	79,780	9,072	11.4
28 Debt Service	832,337	9,122,552	9,155,708	9,155,708	100.0	21,648,044	21,648,044	21,648,044	42.3
29 Fiscal Agent Fees	7,539	10,701	22,514	26,034	86.5	28,401	28,401	28,401	79.3
30 Land Transfer Interest Expense	0	0	0	0	0	45,716	45,716	45,716	0.0
31 <b>Subtotal - Other Uses of Funds</b>	<b>839,876</b>	<b>9,239,013</b>	<b>9,187,294</b>	<b>9,261,522</b>	<b>99.2</b>	<b>21,801,941</b>	<b>21,801,941</b>	<b>21,731,233</b>	<b>42.1</b>
32 <b>Capital Programs</b>	<b>4,357,773</b>	<b>11,242,541</b>	<b>8,988,878</b>	<b>8,988,878</b>	<b>100.0</b>	<b>16,327,874</b>	<b>122,606,176</b>	<b>122,606,176</b>	<b>7.3</b>
33 <b>Total Uses of Funds</b>	<b>15,579,560</b>	<b>140,733,172</b>	<b>138,890,065</b>	<b>151,389,689</b>	<b>91.7</b>	<b>183,058,419</b>	<b>289,336,721</b>	<b>277,074,014</b>	<b>48.0</b>
34 <b>NET SURPLUS / (DEFICIT)</b>	<b>1,311,742</b>	<b>22,355,791</b>	<b>23,030,122</b>	<b>13,475,242</b>	<b>170.9</b>	<b>(375,897)</b>	<b>(375,897)</b>	<b>9,117,659</b>	<b>(6126.7)</b>

"% OF YEAR ELAPSED" provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year.

(A) - The Revised Budget includes the year end rollover of existing capital projects (Audited).

**SAN MATEO COUNTY TRANSIT DISTRICT  
STATEMENT OF REVENUES  
FISCAL YEAR 2017  
MAY 2017**

% OF YEAR ELAPSED: **91.7%**

	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
<b>OPERATING REVENUES - MOTOR BUS</b>								
1 <b>TOTAL MOTOR BUS FARES</b>	1,382,405	16,015,803	14,840,796	17,084,833	86.9	18,638,000	18,638,000	79.6
2 <b>LOCAL (TDA) TRANSIT FUND:</b>								
3   General Operating Assistance	3,134,134	29,465,079	34,475,475	34,475,475	100.0	37,540,609	37,540,609	91.8
4 <b>STATE TRANSIT ASSISTANCE:</b>								
5   Local STA Operating Assistance	95,804	2,715,313	982,551	982,551	100.0	2,609,106	2,609,106	37.7
6 <b>OPERATING GRANTS</b>								
7 <b>TOTAL OPERATING GRANTS</b>	4,323	7,162,944	1,226,020	1,226,020	100.0	1,666,278	1,667,878	73.5
8 <b>DISTRICT 1/2 CENT SALES TAX:</b>								
9   General Operating Assistance	2,649,083	36,503,557	38,585,564	48,900,221	78.9	51,283,370	51,283,770	75.2
10   Accessibility Fixed Route	82,857	921,858	957,845	1,038,782	92.2	1,133,217	1,133,217	84.5
11 <b>TOTAL 1/2 CENT SALES TAX</b>	2,731,940	37,425,415	39,543,409	49,939,003	79.2	52,416,587	52,416,987	75.4
12 <b>INVESTMENT INTEREST INCOME:</b>								
13   Investment Interest Income	124,794	854,657	1,169,065	808,976	144.5	882,519	882,519	132.5
14 <b>OTHER REVENUE SOURCES:</b>								
15   Rental Income	125,327	1,288,560	1,403,872	1,246,667	112.6	1,360,000	1,360,000	103.2
16   Advertising Income	113,945	863,117	833,194	1,053,250	79.1	1,149,000	1,149,000	72.5
17   Other Income	177,818	2,043,129	2,280,849	1,564,647	145.8	1,706,888	1,706,888	129.6
18 <b>TOTAL OTHER REVENUES</b>	417,090	4,194,806	4,517,915	3,864,564	116.9	4,215,888	4,215,888	107.2
19 <b>TOTAL MOTOR BUS</b>	7,890,491	97,834,018	96,755,229	108,381,422	89.3	117,968,986	117,970,986	82.0
21 <b>AMERICAN DISABILITIES ACT:</b>								
22   Passenger Fares Redi-Wheels	67,881	809,238	667,262	805,750	82.8	879,000	879,000	75.9
23   Local TDA 4.5 Redi-Wheels	153,687	1,560,675	1,690,556	1,690,556	100.0	1,844,243	1,844,243	91.7
24   Local STA - Paratransit	21,266	350,910	321,022	321,022	100.0	367,480	367,480	87.4
25   Operating Grants	132,020	611,520	2,342,845	2,342,845	100.0	2,344,393	2,342,793	100.0
26   Sales Tax - District ADA Programs	486,415	1,479,572	572,722	780,031	73.4	1,124,994	1,124,594	50.9
27   Sales Tax - Paratransit Suppl. Coastside	140,365	1,386,899	1,581,106	1,650,630	95.8	1,669,800	1,669,800	94.7
28   Interest Income - Paratransit Fund	25,839	218,555	313,064	190,667	164.2	208,000	208,000	150.5
29   SMCTA Measure A Redi-Wheels	221,865	2,894,819	2,969,368	2,969,368	100.0	3,320,000	3,320,000	89.4
30   SM County Measure A	416,667	4,583,335	4,583,333	4,583,333	100.0	5,000,000	5,000,000	91.7
31   Measure M Paratransit	102,828	1,134,043	1,346,666	1,346,666	100.0	1,400,000	1,400,000	96.2
32 <b>TOTAL ADA PROGRAMS</b>	1,768,833	15,029,564	16,387,943	16,680,867	98.2	18,157,910	18,155,910	90.3
33 <b>MULTI-MODAL TRANSIT PROGRAMS:</b>								
34   Transfer from SMCTA for Caltrain	540,001	5,720,087	5,940,005	6,060,001	98.0	6,640,000	6,640,000	89.5
35   AB434 Funds & TA Funded Shuttle	9,083	498,383	99,917	99,917	100.0	109,000	109,000	91.7
36   Employer SamTrans Shuttle Funds	137,320	902,225	1,202,301	1,586,943	75.8	1,693,100	1,693,100	71.0
37   Sales Tax - SamTrans Shuttle Program	19,573	133,229	174,214	174,307	99.9	189,608	189,608	91.9
38   Sales Tax - Gen. Operating Asst.	16,612	134,112	154,284	155,833	99.0	170,000	170,000	90.8
39 <b>TOTAL MULTIMODAL</b>	722,588	7,388,036	7,570,720	8,077,000	93.7	8,801,708	8,801,708	86.0
40 <b>TOTAL REVENUES</b>	10,381,911	120,251,618	120,713,893	133,139,289	90.7	144,928,604	144,928,604	83.3

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**SAN MATEO COUNTY TRANSIT DISTRICT  
OPERATING EXPENSES  
FISCAL YEAR 2017  
MAY 2017**

% OF YEAR ELAPSED: **91.7%**

EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
<b>DISTRICT OPERATED BUSES</b>								
1 Wages & Benefits	4,251,657	52,701,694	52,477,705	52,929,338	99.1	58,214,650	57,696,200	91.0
2								
3 Services:								
4 Board of Directors	3,200	49,008	46,729	82,278	56.8	86,000	86,000	54.3
5 Contracted Vehicle Maintenance	86,938	1,164,416	989,355	1,379,125	71.7	1,508,154	1,508,154	65.6
6 Property Maintenance	86,144	1,348,180	898,756	1,103,484	81.4	1,238,000	1,234,364	72.8
7 Professional Services	161,752	3,633,146	3,757,757	4,892,494	76.8	4,956,711	5,209,579	72.1
8 Technical Services	539,279	5,259,345	5,948,711	6,829,426	87.1	7,065,517	7,310,343	81.4
9 Other Services	219,213	2,735,345	2,515,215	3,077,822	81.7	3,206,540	3,458,039	72.7
10								
11 Materials & Supply:								
12 Fuel & Lubricants	276,757	2,478,241	2,555,632	5,029,573	50.8	5,525,612	5,365,612	47.6
13 Bus Parts & Materials	162,425	1,944,281	1,864,333	1,879,274	99.2	2,042,508	2,042,508	91.3
14 Uniforms & Driver Expense	31,071	318,177	285,811	448,382	63.7	479,129	479,829	59.6
15 Timetables & Tickets	11,927	143,115	93,846	177,132	53.0	263,645	263,645	35.6
16 Office Supplies / Printing	46,964	277,124	334,919	456,895	73.3	485,062	487,651	68.7
17 Other Materials & Supply	15,971	111,243	149,701	146,326	102.3	159,500	159,500	93.9
18								
19 Utilities:								
20 Telecommunications	25,732	456,812	377,415	670,992	56.2	731,991	731,991	51.6
21 Other Utilities	98,706	989,217	1,021,762	1,045,000	97.8	1,140,000	1,140,000	89.6
22 Insurance Costs	(68,350)	1,600,403	1,846,503	2,655,856	69.5	2,897,298	2,897,298	63.7
23 Workers' Compensation	94,759	3,087,761	2,833,176	3,362,480	84.3	3,668,160	3,668,160	77.2
24 Taxes & License Fees	58,055	453,710	490,960	673,875	72.9	735,136	735,136	66.8
25 Fixed Route Accessibility	82,857	921,858	957,845	1,038,782	92.2	1,133,217	1,133,217	84.5
26 Leases & Rentals	14,340	145,167	150,964	158,800	95.1	175,740	175,740	85.9
27 Promotional & Legal Advertising	12,115	103,498	203,663	444,392	45.8	484,700	484,700	42.0
28 Training & Business Travel	29,356	223,970	198,128	567,322	34.9	610,463	610,913	32.4
29 Dues & Membership	11,786	89,281	103,068	109,038	94.5	118,620	118,620	86.9
30 Postage & Other	1,702	90,692	89,651	103,893	86.3	103,000	113,338	79.1
31								
32 <b>Total District Operated Buses</b>	<b>6,254,356</b>	<b>80,325,686</b>	<b>80,191,605</b>	<b>89,261,979</b>	<b>89.8</b>	<b>97,029,352</b>	<b>97,110,536</b>	<b>82.6</b>
33								
34 <b>CONTRACTED BUS SERVICES</b>								
35 Contracted Urban Bus Service	1,373,329	13,811,673	14,708,678	15,739,108	93.5	17,246,300	17,166,300	85.7
36 Other Related Costs	46,502	422,585	400,726	354,249	113.1	392,150	392,966	102.0
37 Insurance Costs	43,282	1,117,477	(434,330)	675,210	(64.3)	736,593	736,593	-59.0
38 Coastside Services	130,524	1,618,806	1,387,671	1,804,000	76.9	1,968,000	1,968,000	70.5
39 Redi Coast Non-ADA	17,127	245,123	237,523	213,583	111.2	233,000	233,000	101.9
40 Other Related Costs	12,101	80,951	105,365	114,148	92.3	124,525	124,525	84.6
41 La Honda - Pescadero	5,775	46,725	52,500	50,536	103.9	55,130	55,130	95.2
42 SamCoast - Pescadero	6,669	149,967	99,093	162,342	61.0	177,100	177,100	56.0
43 Other Related Cost - SamCoast	827	15,220	6,399	6,266	102.1	6,836	6,836	93.6
44 <b>Total Contracted Bus Service</b>	<b>1,636,135</b>	<b>17,508,526</b>	<b>16,563,624</b>	<b>19,119,443</b>	<b>86.6</b>	<b>20,939,634</b>	<b>20,860,450</b>	<b>79.4</b>
45								
46 <b>TOTAL MOTOR BUS</b>	<b>7,890,491</b>	<b>97,834,212</b>	<b>96,755,229</b>	<b>108,381,422</b>	<b>89.3</b>	<b>117,968,986</b>	<b>117,970,986</b>	<b>82.0</b>

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**SAN MATEO COUNTY TRANSIT DISTRICT  
OPERATING EXPENSES  
FISCAL YEAR 2017  
MAY 2017**

**% OF YEAR ELAPSED: 91.7%**

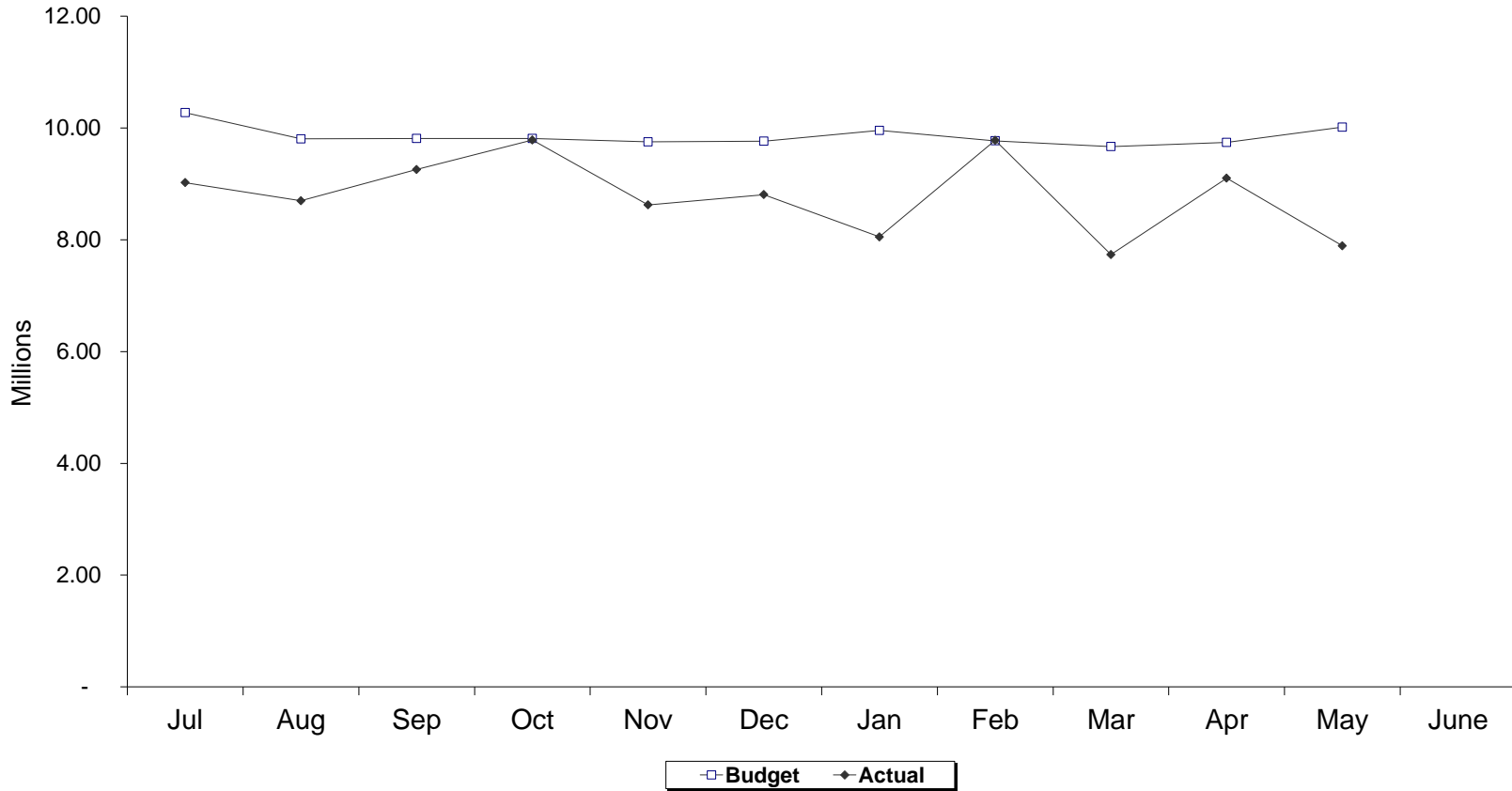
EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
<b>AMERICAN DISABILITY ACT PROGRAMS</b>								
Elderly & Disabled/Redi-Wheels	398,469	4,851,793	4,875,264	5,651,654	86.3	7,322,052	6,152,052	79.2
Other Related Costs	224,579	2,976,574	2,541,071	3,250,308	78.2	3,386,207	3,384,207	75.1
ADA Sedan/Taxi Service	364,578	4,253,328	4,551,899	4,261,968	106.8	3,628,328	4,798,328	94.9
ADA Accessibility Support	147,197	1,077,753	1,225,476	1,334,666	91.8	1,571,564	1,571,564	78.0
Coastside ADA Support	140,365	1,386,899	1,581,105	1,650,630	95.8	1,669,800	1,669,800	94.7
Insurance Costs	493,645	483,024	1,613,129	531,642	303.4	579,959	579,959	278.1
<b>TOTAL ADA PROGRAMS</b>	<b>1,768,833</b>	<b>15,029,370</b>	<b>16,387,943</b>	<b>16,680,867</b>	<b>98.2</b>	<b>18,157,910</b>	<b>18,155,910</b>	<b>90.3</b>
<b>MULTIMODAL TRANSIT PROGRAMS</b>								
<b>CALTRAIN SERVICE</b>								
Peninsula Rail Service	540,000	5,720,087	5,940,005	6,060,001	98.0	6,640,000	6,640,000	89.5
<b>Total Caltrain Service</b>	<b>540,000</b>	<b>5,720,087</b>	<b>5,940,005</b>	<b>6,060,001</b>	<b>98.0</b>	<b>6,640,000</b>	<b>6,640,000</b>	<b>89.5</b>
<b>OTHER SUPPORT</b>								
SamTrans Shuttle Service	165,976	1,533,838	1,476,431	1,861,166	79.3	1,991,708	1,991,708	74.1
Maintenance Multimodal Facilities	16,612	134,111	154,284	155,833	99.0	170,000	170,000	90.8
<b>Total Other Support</b>	<b>182,588</b>	<b>1,667,949</b>	<b>1,630,715</b>	<b>2,016,999</b>	<b>80.8</b>	<b>2,161,708</b>	<b>2,161,708</b>	<b>75.4</b>
<b>TOTAL MULTI-MODAL PROGRAMS</b>	<b>722,588</b>	<b>7,388,036</b>	<b>7,570,720</b>	<b>8,077,000</b>	<b>93.7</b>	<b>8,801,708</b>	<b>8,801,708</b>	<b>86.0</b>
<b>TOTAL EXPENSES</b>	<b>10,381,911</b>	<b>120,251,618</b>	<b>120,713,893</b>	<b>133,139,289</b>	<b>90.7</b>	<b>144,928,604</b>	<b>144,928,604</b>	<b>83.3</b>

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# SAN MATEO COUNTY TRANSIT DISTRICT

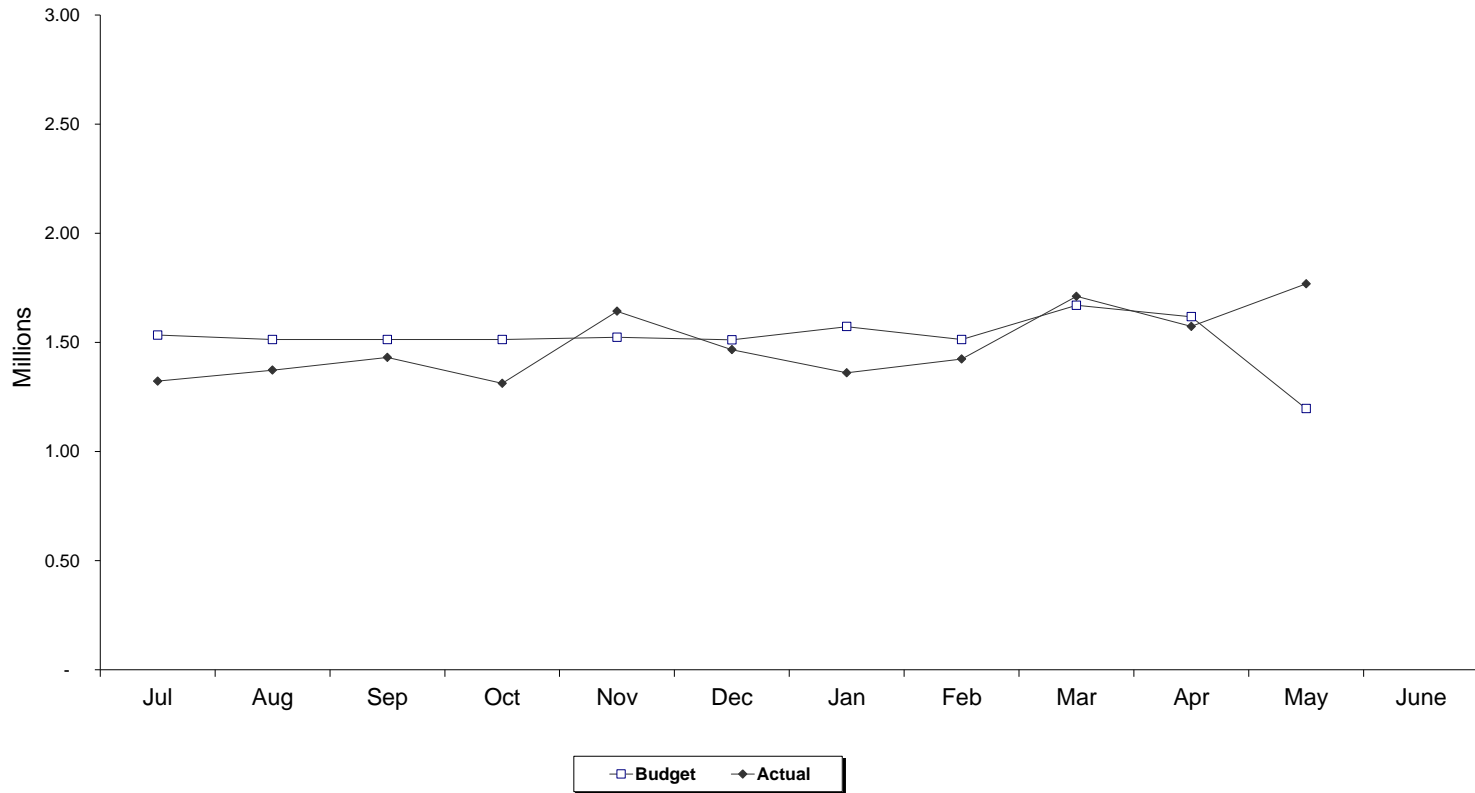
## MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

### FISCAL YEAR 2017



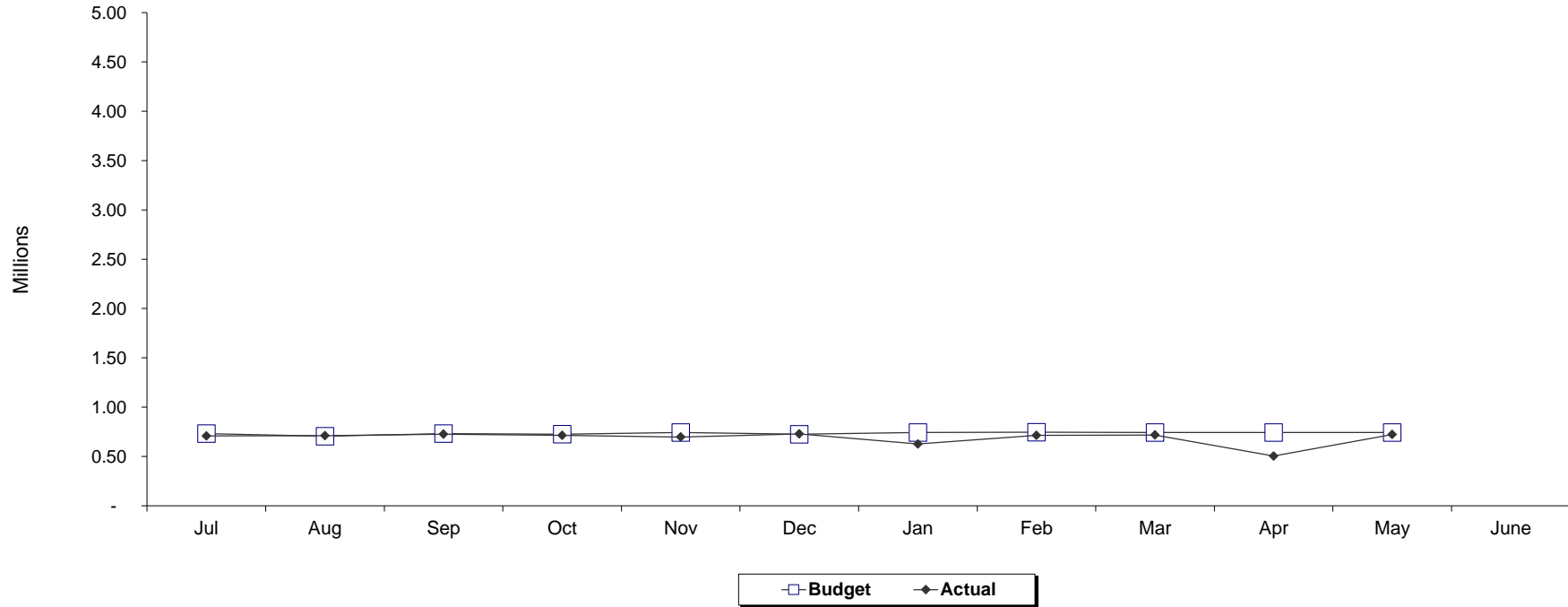
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
<b>Budget</b>	10,275,750	9,806,266	9,812,859	9,813,021	9,753,031	9,765,188	9,956,980	9,771,716	9,669,683	9,742,421	10,014,505	
<b>Actual</b>	9,023,605	8,698,427	9,255,952	9,784,949	8,625,265	8,808,317	8,051,991	9,780,000	7,733,766	9,102,468	7,890,491	
<b>CUMULATIVE EXPENSES</b>												
<b>Budget</b>	10,275,750	20,082,017	29,894,875	39,707,897	49,460,928	59,226,116	69,183,096	78,954,813	88,624,495	98,366,917	108,381,422	
<b>Actual</b>	9,023,605	17,722,032	26,977,984	36,762,933	45,388,198	54,196,515	62,248,506	72,028,506	79,762,271	88,864,739	96,755,229	
<b>Variance - F(U)</b>	1,252,146	2,359,985	2,916,892	2,944,964	4,072,730	5,029,601	6,934,590	6,926,307	8,862,224	9,502,178	11,626,193	
<b>Variance %</b>	12.19%	11.75%	9.76%	7.42%	8.23%	8.49%	10.02%	8.77%	10.00%	9.66%	10.73%	

**SAN MATEO COUNTY TRANSIT DISTRICT**  
**ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL**  
**FISCAL YEAR 2017**



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
<b>Budget</b>	1,533,790	1,513,267	1,513,267	1,513,436	1,523,831	1,511,625	1,572,925	1,512,935	1,670,552	1,618,252	1,196,984	
<b>Actual</b>	1,322,352	1,373,403	1,431,552	1,312,368	1,643,108	1,466,845	1,360,535	1,424,377	1,711,012	1,573,560	1,768,833	
<b>CUMULATIVE EXPENSES</b>												
<b>Budget</b>	1,533,790	3,047,058	4,560,325	6,073,761	7,597,593	9,109,217	10,682,143	12,195,078	13,865,630	15,483,883	16,680,867	
<b>Actual</b>	1,322,352	2,695,754	4,127,306	5,439,674	7,082,782	8,549,626	9,910,162	11,334,539	13,045,551	14,619,111	16,387,943	
<b>Variance - F(U)</b>	211,439	351,303	433,019	634,087	514,811	559,591	771,981	860,539	820,080	864,772	292,924	
<b>Variance %</b>	13.79%	11.53%	9.50%	10.44%	6.78%	6.14%	7.23%	7.06%	5.91%	5.58%	1.76%	

**SAN MATEO COUNTY TRANSIT DISTRICT**  
**MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL**  
**FISCAL YEAR 2017**



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
<b>Budget</b>	732,134	705,468	732,134	725,668	742,134	724,392	742,134	746,534	742,134	742,134	742,134	
<b>Actual</b>	708,677	711,565	725,582	713,657	697,021	729,906	626,763	713,322	718,042	503,597	722,588	
<b>CUMULATIVE EXPENSES</b>												
<b>Budget</b>	732,134	1,437,602	2,169,736	2,895,404	3,637,538	4,361,930	5,104,064	5,850,598	6,592,732	7,334,866	8,077,000	
<b>Actual</b>	708,677	1,420,242	2,145,825	2,859,481	3,556,502	4,286,408	4,913,170	5,626,492	6,344,534	6,848,132	7,570,720	
<b>Variance - F(U)</b>	23,456	17,360	23,911	35,923	81,036	75,522	190,894	224,106	248,198	486,735	506,280	
<b>Variance %</b>	3.20%	1.21%	1.10%	1.24%	2.23%	1.73%	3.74%	3.83%	3.76%	6.64%	6.27%	

**SAN MATEO COUNTY TRANSIT DISTRICT**

**INTEREST ON INVESTMENTS**

**May 31, 2017**

DESCRIPTION	TOTAL INVESTMENT 5-31-17	INTEREST RECEIVABLE 4-30-17	PREPAID INT RECEIVABLE 5-31-17	INTEREST EARNED 5-31-17	INTEREST RECEIVED 5-31-17	ADJ.	INTEREST RECEIVABLE 5-31-17
RESERVE FOR CAPITAL PROJ	60,163.80	1,186.20	0.00	395.40	0.00	0.00	1,581.60
LAIF -- CAPITAL PROJ	77,579.36	56.32	0.00	60.95	0.00	0.00	117.27
REIMB SECURITIES -- L76R	89,164,000.44	304,343.57	15,693.00	124,206.79	82,593.22	(888.68)	360,761.46
LAIF -- REIMB FUNDS L76R	10,998.21	7.98	0.00	8.64	0.00	0.00	16.62
PARATRANSIT FUNDS	25,290,099.22	75,169.75	4,359.17	31,295.69	20,070.23	(157.02)	90,597.36
LAIF -- PARATRANSIT	1,039,239.64	754.51	0.00	816.44	0.00	0.00	1,570.95
BANK OF AMERICA	44,086,963.06	0.00	0.00	3,907.23	3,907.23	0.00	0.00
WELLS FARGO	21,126.50	0.00	0.00	0.00	0.00	0.00	0.00
US Bank - Custodian account	8,529,226.88	1,897.83	0.00	2,697.45	2,027.54	129.71	2,697.45
Debt Service Reserves							
Held by Trustee:	16,658,102.33	0.00	0.00	0.00	0.00	0.00	0.00
	<u>184,937,499.44</u>	<u>383,416.16</u>	<u>20,052.17</u>	<u>163,388.59</u>	<u>108,598.22</u>	<u>(915.99)</u>	<u>457,342.71</u>

**MAY 2017 -- SUMMARY OF INTEREST & CAPITAL GAIN**

Interest Earned 5/31/17	162,472.60
<b>Add:</b>	
CEO Interest	0.00
<b>Less:</b>	
Trust Fees	(663.61)
Capital Gain(Loss)	(31,146.94)
Total Interest & Capital Gain(Loss)	<u>130,662.05</u>

**YEAR TO DATE -- SUMMARY**

Interest Earned	1,465,769.55
<b>Add:</b>	
CEO Interest	
<b>Less:</b>	
Trust Fees	(6,798.66)
Capital Gain(Loss)	61,178.02
Total Interest & Capital Gain(Loss)	<u>1,520,148.91</u>

**Balance Per Ledger as of 5/31/17**

Deferred Int Acct. 210852/3	39,611.75
Interest Acct. 409101	1,426,157.80
Less Trust Fees 530045	(6,798.66)
Gain(Loss) Acct. 405210	61,178.02
	<u>1,520,148.91</u>

**SAN MATEO COUNTY TRANSIT DISTRICT  
BOND REIMBURSED FUNDS -- INTEREST ON SECURITIES -- L76R  
May 31, 2017**

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 5-31-17	MATURITY/CALL DATE	INT RATE	APPL DAYS	INTEREST REC'VBLE 4-30-17	PREPAID INT REC'VBLE 5-31-17	INTEREST EARNED 5-31-17	INTEREST RECEIVED 5-31-17	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'VBLE 5-31-17	INT REC'VBLE LESS PREPAID 5-31-17	PAR VALUE
<b>U.S. TREASURY NOTES AND BONDS</b>																	
US TREASURY NOTE	912828T8	03-25-15	64,987.30	66,450.79	64,961.91	04-30-19	1.250%	31	2.21		69.96			(1.52)	70.65	70.65	65,000.00
US TREASURY NOTE	912828V4	12-7-15	4,343,109.38	4,480,779.60	4,389,686.40	05-31-20	1.375%	31	25,263.74		5,209.72	30,250.00		(58.16)	165.30	165.30	4,400,000.00
US TREASURY NOTE	912828VP2	05-18-16	3,824,730.47	3,861,575.26	3,758,822.60	07-31-20	2.000%	31	18,397.79		6,372.22			(35.20)	24,734.81	24,734.81	3,700,000.00
US TREASURY NOTE	912828L32	6-29-16	1,527,421.88	1,527,480.00	1,493,847.00	08-31-20	1.375%	31	3,474.86		1,776.04			18.67	5,269.57	5,269.57	1,500,000.00
US TREASURY NOTE	912828Q78	01-05-17	1,960,312.50	1,964,532.00	1,981,328.00	04-30-21	1.375%	31	74.73		2,368.06			(268.88)	2,173.91	2,173.91	2,000,000.00
US TREASURY NOTE	912828R77	03-17-17	1,363,632.81	1,375,063.20	1,385,781.60	05-31-21	1.375%	31	8,038.46		1,657.64	9,625.00		(18.50)	52.60	52.60	1,400,000.00
US TREASURY NOTE	912828D72	04-05-17	1,007,734.38	1,010,586.00	1,013,125.00	08-31-21	2.000%	31	3,369.57		1,722.22			46.33	5,138.12	5,138.12	1,000,000.00
																	14.39%
<b>GOVERNMENT BONDS</b>																	
FHLMC NOTES	3137EADN6	08-30-16	299,646.00	299,683.20	299,261.70	01-12-18	0.750%	30	681.25		187.50				868.75	868.75	300,000.00
FHMA GLOBAL NOTES	3137EADP1	08-08-16	951,225.50	950,080.95	947,830.20	03-07-18	0.875%	30	1,246.98		692.71			(0.11)	1,939.58	1,939.58	950,000.00
FHMA GLOBAL NOTES	3137EADP1	08-08-16	851,096.50	849,920.85	848,062.00	05-04-17	0.875%	3	1,115.52		61.98	1,177.60		0.10	(0.00)	(0.00)	850,000.00
FHMA GLOBAL NOTES	3137EADP1	08-08-16	801,032.00	800,000.80	797,928.00	05-11-17	0.875%	10	1,050.00		194.44	1,244.44			(0.00)	(0.00)	800,000.00
FHMA GLOBAL NOTES	3137EADP1	08-08-16	600,774.00	600,000.60	598,626.00	05-30-17	0.875%	29	787.50		422.92	1,210.42			(0.00)	(0.00)	600,000.00
FHLMC	3130A9AE1	08-26-16	1,399,048.00	1,398,481.02	1,393,022.40	10-01-18	0.875%	30	1,020.94		1,020.83			(0.10)	2,041.67	2,041.67	1,400,000.00
FHLMC	3130A9AE1	08-26-16	1,798,776.00	1,797,754.52	1,788,354.00	05-17-17	0.875%	16	1,312.43		700.00	2,012.50		0.07	(0.00)	(0.00)	1,800,000.00
FHLMC	3130A9AE1	08-26-16	899,388.00	898,877.26	895,032.00	05-22-17	0.875%	21	656.21		459.38	1,115.63		0.04	0.00	0.00	900,000.00
FHLMC	3137EAE07	09-16-16	1,394,400.15	1,394,358.30	1,388,110.10	10-12-18	0.875%	30	644.22		1,017.19				1,661.41	1,661.41	1,395,000.00
FHBL NOTES AGENCY	313376BR5	08-11-16	255,055.00	254,369.00	251,720.75	12-14-18	1.750%	30	1,664.93		364.58				2,029.51	2,029.51	250,000.00
FEDERAL HOME LOAN BANK AGI	3130AAXX1	03-10-17	2,050,232.40	2,055,587.73	2,056,911.15	03-18-19	1.375%	30	4,002.97		2,354.69				6,357.66	6,357.66	2,055,000.00
FHLMC	3137EAE81	07-20-16	2,693,466.00	2,696,919.30	2,672,279.10	07-19-19	0.875%	30	6,693.75		1,968.75				8,662.50	8,662.50	2,700,000.00
FNMA	3135GON33	08-02-16	2,196,304.00	2,196,304.00	2,176,323.60	08-02-19	0.875%	30	4,759.03		1,604.17			(0.01)	6,363.19	6,363.19	2,200,000.00
FHBL GLOBAL NOTE	3130A8Y72	08-04-16	898,272.00	895,966.20	889,308.90	08-05-19	0.875%	30	1,881.25		656.25				2,537.50	2,537.50	900,000.00
FHMA NOTES	3135G0P49	09-02-16	2,695,788.00	2,695,631.40	2,677,104.00	08-28-19	1.000%	30	4,575.00		2,250.00			150.00	6,975.00	6,975.00	2,700,000.00
FHBL GLOBAL NOTE	3130A9EP2	09-08-16	2,697,651.00	2,697,634.80	2,675,597.40	09-26-16	1.000%	30	2,625.00		2,250.00				4,875.00	4,875.00	2,700,000.00
FHMA NOTES	3135G0T29	02-28-17	1,299,168.00	1,295,125.00	1,301,149.20	02-28-20	1.500%	30	3,304.17		1,625.00			108.33	5,037.50	5,037.50	1,300,000.00
FHLMC AGENCY	3137EAEF2	04-20-17	1,295,554.00	1,293,341.40	1,294,581.60	04-20-20	1.375%	30	546.18		1,489.58				2,035.76	2,035.76	1,300,000.00
FHBL GLOBAL NOTE	3130A8Q55	07-15-16	2,683,581.30	2,690,155.80	2,638,872.00	07-14-21	1.125%	30	9,028.13		2,531.25				11,559.38	11,559.38	2,700,000.00
FNMA NOTES	3135GON82	08-19-16	473,375.03	472,785.08	466,193.03	08-17-21	1.250%	30	1,220.49		494.79				1,715.28	1,715.28	475,000.00
FNMA NOTES	3135GON82	08-19-16	1,518,823.75	1,517,888.93	1,496,724.98	08-17-21	1.250%	30	3,918.40		1,588.54				5,506.94	5,506.94	1,525,000.00
																	30.49%
<b>CORPORATE NOTE</b>																	
BEAR STEARNS CO INC. NOTE	073902PR3	11-22-16	1,147,091.00	1,144,563.20	1,117,849.70	10-02-17	6.400%	30	5,671.11		5,866.67				11,537.78	11,537.78	1,100,000.00
BEAR STEARNS CO INC. NOTE	073902PR3	11-22-16	938,529.00	936,460.80	915,192.00	05-26-17	6.400%	25	4,640.00		4,000.00	8,640.00			0.00	0.00	900,000.00
WALT DISNEY CORP NOTE	25468PCB0	11-23-16	1,050,210.00	1,047,855.00	1,023,563.00	12-15-17	5.875%	30	22,194.44		4,895.83			0.01	27,090.28	27,090.28	1,000,000.00
JOHN DEERE CAPITAL CORP	24422ESR1	11-22-16	1,557,207.50	1,555,809.40	1,551,565.50	12-15-17	1.550%	30	9,076.11		2,002.08				11,078.19	11,078.19	1,550,000.00
JOHN DEERE CAPITAL CORP	24422ETM1	01-06-17	799,480.00	799,948.00	801,202.40	10-15-18	1.650%	30	586.67		1,100.00				1,686.67	1,686.67	800,000.00
TOYOTA MOTOR CORP	89236TDM4	01-09-17	1,099,615.00	1,102,627.90	1,102,039.40	01-09-19	1.700%	30	5,817.78		1,558.33				7,376.11	7,376.11	1,100,000.00
BERKSHIRE HATHWAY GLOBAL N	084670B11	12-23-16	1,810,188.00	1,816,198.20	1,816,250.40	08-14-19	2.100%	30	8,085.00		3,150.00				11,235.00	11,235.00	1,800,000.00
AMERICAN HONDA FINANCE GL	02665WH44	12-20-16	1,808,946.00	1,817,526.60	1,816,268.40	08-15-19	2.250%	30	8,550.00		3,375.00				11,925.00	11,925.00	1,800,000.00
TOYOTA MOTOR CORP NOTES	89236TDH5	10-18-16	669,665.00	670,047.57	666,414.83	10-18-19	1.550%	30	375.01		865.42				1,240.43	1,240.43	670,000.00
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	499,405.00	500,321.50	497,376.00	10-30-19	1.700%	30	23.61		708.33				731.94	731.94	500,000.00
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	1,100,209.00	1,100,707.30	1,094,227.20	10-30-19	1.700%	30	51.94		1,558.33			0.01	1,610.28	1,610.28	1,100,000.00
PEIZER INC CORP NOTE	717081E85	11-21-16	1,184,146.80	1,182,475.95	1,187,202.92	12-15-19	1.700%	30	8,953.33		1,678.75				10,632.08	10,632.08	1,185,000.00
CITIGROUP INC	172979LF6	01-10-17	899,640.00	901,728.00	906,525.00	01-10-20	2.450%	30	6,798.75		1,837.50				8,636.25	8,636.25	900,000.00
MICROSOFT CORP	594918BV5	02-06-17	899,397.00	900,183.60	904,420.80	02-06-20	1.850%	30	3,931.25		1,387.50				5,318.75	5,318.75	900,000.00
WALT DISNEY CO CORP NOTES	25468PDP8	03-06-17	379,901.20	380,850.44	382,110.52	03-04-20	1.950%	30	1,132.08		617.50				1,749.58	1,749.58	380,000.00
APPLE INC BONDS	037833CS7	05-11-17	819,163.60	820,839.68	820,839.68	05-11-20	1.800%	20	0.00		820.00				820.00	820.00	820,000.00
MORGAN STANLEY CORP NOTE	6174467P8	11-10-16	2,009,250.00	1,972,855.80	1,970,928.00	07-24-20	5.500%	30	26,675.00		8,250.00				34,925.00	34,925.00	1,800,000.00
GOLDMAN SACHS GROUP CORP	3814GGQ1	11-28-16	1,765,872.00	1,761,273.60	1,765,963.20	07-27-21	5.250%	30	21,933.33		7,000.00				28,933.33	28,933.33	1,600,000.00
JOHN DEERE CAPITAL CORP	2442ETL3	03-15-17	448,015.50	451,625.85	459,075.60	01-06-22	2.650%	30	3,809.38		993.75				4,803.13	4,803.13	450,000.00
JPMORGAN CHASE & CO CORP	46625HJD3	05-26-17	973,638.00	974,367.90	974,367.90	01-24-22	4.500%	5	0.00	13,725.00	562.50				14,287.50	562.50	900,000.00
																	21.75%
<b>COMMERCIAL PAPER</b>																	
BANK OF TOKYO MITSUBISHI	06538BSF1	11-16-16	993,750.00	994,448.00	999,557.00	05-15-17	0.000%		0.00		0.00				0.00	0.00	1,000,000.00
CREDIT AGRICOLE CIB NY	22533T5F4	11-16-16	1,988,800.00	1,990,722.00	1,999,128.00	05-15-17	0.000%		0.00		0.00				0.00	0.00	2,000,000.00
BNP PARIBAS NY BRANCH COM	09659BUH1	10-20-16	1,881,190.00	1,883,050.10	1,897,668.70	07-17-17	0.000%		0.00		0.00				0.00	0.00	1,900,000.00
BANK OF MONTREAL CIB	0636GWF2	12-22-16	1,781,763.65	1,782,064.80	1,793												

**SAN MATEO COUNTY TRANSIT DISTRICT  
BOND REIMBURSED FUNDS -- INTEREST ON SECURITIES -- L76R  
May 31, 2017**

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 5-31-17	MATURITY/CALL DATE	INT RATE	APPL DAYS	INTEREST REC'VBLE 4-30-17	PREPAID INT REC'VBLE 5-31-17	INTEREST EARNED 5-31-17	INTEREST RECEIVED 5-31-17	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'VBLE 5-31-17	INT REC'VBLE LESS PREPAID 5-31-17	PAR VALUE
<b>CERTIFICATION OF DEPOSIT</b>																	
Canadian Imperial Bank NY CD	13606A527	12-5-16	1,798,596.00	1,814,526.00	1,810,270.80	11-30-18	1.760%	31	12,936.00		2,728.00			(1,215.24)	14,448.76	14,448.76	1,800,000.00
Nordea Bank Finland NY	65558LWA6	12-5-16	1,800,000.00	1,814,526.00	1,810,270.80	11-30-18	1.760%	31	12,936.00		2,728.00	15,488.00		(88.00)	88.00	88.00	1,800,000.00
Svenska HandelsbankenY LT CD	86958JH86	01-12-17	1,800,000.00	1,798,952.40	1,797,116.40	01-10-19	1.890%	31	10,300.50		2,929.50				13,230.00	13,230.00	1,800,000.00
Bank of Nova Scotia Houston LT	06417GUE6	04-06-17	1,800,000.00	1,800,676.80	1,801,197.00	04-05-19	1.910%	31	2,387.50		2,960.50				5,348.00	5,348.00	1,800,000.00
Sumitomo Mitsui Bank NY CD	86563YVNO	05-04-17	1,500,000.00	1,501,815.00	1,501,815.00	05-03-19	2.050%	27	0.00		2,306.25				2,306.25	2,306.25	1,500,000.00
																	8.90%
<b>ASSET-BACKED SECURITY/COLLATERALIZED MORTGAGE OBLIGATION</b>																	
CCCIT 2017-A2 A2	17305EGA7	01-26-17	1,549,703.18	1,551,700.66	1,555,464.37	01-17-21	1.740%	30	7,117.08		2,247.50				9,364.58	9,364.58	1,550,000.00
TAOT 2017-A A3	89238MAD0	03-15-17	449,947.04	449,947.04	451,074.83	02-15-21	1.730%	30	346.00		648.75	648.75			346.00	346.00	450,000.00
ALLYA 2017-1 A3	0200PAC7	01-31-17	404,964.60	404,905.23	405,179.13	06-15-21	1.700%	30	306.00		574.01	573.75		(0.25)	306.01	306.01	405,179.13
FORDO 2017-A A3	34531EAD8	01-25-17	1,199,995.56	1,200,163.32	1,201,280.04	06-25-21	1.670%	30	890.67		1,670.00	1,670.00			890.67	890.67	1,200,000.00
TAOT 2017-B A3	89190BAD0	05-17-17	1,799,861.94	1,805,601.06	1,805,601.06	07-15-21	1.760%	14	0.00		1,232.00				1,232.00	1,232.00	1,800,000.00
ALLA 2017-2 A3	02007HAC5	03-29-17	1,444,829.63	1,444,829.63	1,447,850.41	08-15-21	1.780%	30	1,143.16		2,143.42	2,143.42			1,143.16	1,143.16	1,445,000.00
AMXCA 2017-4 A	02582JHG8	05-30-17	679,891.06	680,370.47	680,370.47	12-15-21	1.640%	1	0.00		30.98		0.19		31.17	31.17	680,000.00
CCCIT 2017-A3 A3	17305EG85	05-22-17	902,403.00	903,433.77	903,433.77	04-07-22	1.920%	9		1,968.00	432.00				2,400.00	432.00	900,000.00
									0.00								8.63%
<b>FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION</b>																	
FNMA	3136ANJY4	4-30-15	594,134.94	594,116.00	587,872.10	04-01-18	1.550%	30	775.58		759.83	814.90		39.32	759.83	759.83	588,254.52
FNMA	3136ANJY4	4-30-15	12,314.88	11,198.31	12,192.99	05-25-17	1.550%	25	0.00		0.00	0.00			0.00	0.00	12,192.99
FANNIE MEA	3136AQDQ0	10-30-15	746,630.09	747,164.69	739,876.29	09-01-19	1.646%	30	1,080.40		1,013.97	1,514.63		434.23	1,013.97	1,013.97	739,227.54
FANNIE MEA	3136AQDQ0	10-30-15	48,915.98	48,961.78	788,844.06	04-25-17	1.646%	30	0.00		0.00	0.00			0.00	0.00	48,431.00
FNA 2014-M6 A2	3136AJ7G5	12-15-16	2,040,468.75	2,024,029.40	2,035,612.60	05-25-21	2.679%	30	4,464.18		4,464.18	4,464.18			4,464.18	4,464.18	2,000,000.00
																	3.47%
<b>CASH AND CASH EQUIVALENTS</b>																	
MONEY MARKET FUND	MONEY02		404,116.37		404,116.37				0.00		291.68	88.32		88.32	291.68	291.68	0
LAIF			10,998.21	10,998.21	10,998.21				7.98		8.64				16.62	16.62	10,998.21
<b>MATURED/CALLED</b>																	
FHMA GLOBAL NOTES	3137EADP1	08-08-16	(851,096.50)	(849,920.85)	(848,062.00)	05-04-17											(850,000.00)
FHMA GLOBAL NOTES	3137EADP1	08-08-16	(801,032.00)	(800,000.80)	(797,928.00)	05-11-17											(800,000.00)
FHMA GLOBAL NOTES	3137EADP1	08-08-16	(600,774.00)	(600,000.60)	(598,626.00)	05-30-17											(600,000.00)
FHLMC	3130A9AE1	08-26-16	(1,798,776.00)	(1,797,754.52)	(1,788,354.00)	05-17-17											(1,800,000.00)
FHLMC	3130A9AE1	08-26-16	(899,388.00)	(898,877.26)	(895,032.00)	05-22-17											(900,000.00)
BEAR STEARNS CO INC. NOTE	073902PR3	11-22-16	(938,529.00)	(936,460.80)	(915,192.00)	05-26-17											(900,000.00)
BANK OF TOKYO MITTUBISHI	065388SF1	11-16-16	(993,750.00)	(994,448.00)	(999,557.00)	05-15-17											(1,000,000.00)
CREDIT AGRICOLE CIB NY	22533TSF4	11-16-16	(1,988,800.00)	(1,990,722.00)	(1,999,128.00)	05-15-17											(2,000,000.00)
FNMA	3136ANJY4	4-30-15	(12,314.88)	(11,198.31)	(12,192.99)	05-25-17											(12,192.99)
FANNIE MEA	3136AQDQ0	10-30-15	(48,915.98)	(48,961.78)	(788,844.06)	04-25-17											(48,431.00)
TOTAL LAIF			10,998.21	10,998.21	10,998.21												
TOTAL A/C 121100 & 112010			89,342,817.42	89,552,008.02	89,164,000.44												88,827,661.19
<b>TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)</b>			<u>89,342,817.42</u>	<u>89,552,008.02</u>	<u>89,164,000.44</u>				<u>304,343.57</u>	<u>15,693.00</u>	<u>124,206.79</u>	<u>82,593.22</u>		<u>(888.67)</u>	<u>360,761.47</u>	<u>345,068.47</u>	<u>88,827,661.19</u>



SAN MATEO COUNTY TRANSIT DISTRICT  
RESERVE FOR CAPITAL PROJECTS -- INTEREST ON SECURITIES  
May 31, 2017

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 5-31-17	MATURITY/CALL DATE	INT RATE	APPL. DAYS	INTEREST REC'VBLE 4-30-17	PREPAID INT REC'VBLE 5-31-17	INTEREST EARNED 5-31-17	INTEREST RECEIVED 5-31-17	ADJ.	INTEREST REC'VBLE 5-31-17	INT REC'VBLE LESS PREPAID 5-31-17	PAR VALUE
<b><u>GOVERNMENT BONDS</u></b>																
HOUSING URBAN DEVEL	911759EB0	12-23-08	62,205.20	60,039.00	60,163.80	08-01-17	7.908%	30	1,186.20		395.40			1,581.60	1,581.60	60,000
<b><u>CASH AND CASH EQUIVALENTS</u></b>																
FIRST AMER US TREASURY MM	31846V534		8,067,897.07	8,067,897.07	8,067,897.07				1,897.83		2,371.37	1,897.83		2,371.37	2,371.37	
LAIF			77,579.36	77,008.90	77,579.36				56.32		60.95			117.27	117.27	77,579
<b>MATURED/CALLED</b>																
TOTAL LAIF			77,579.36	77,008.90	77,579.36											
TOTAL A/C 121100 & 112010			62,205.20	60,039.00	60,163.80											
<b>TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)</b>			<u>62,205.20</u>	<u>60,039.00</u>	<u>60,163.80</u>				<u>1,186.20</u>	<u>0.00</u>	<u>395.40</u>	<u>0.00</u>	<u>0.00</u>	<u>1,581.60</u>	<u>1,581.60</u>	<u>60,000.00</u>

**SAN MATEO COUNTY TRANSIT DISTRICT  
PARATRANSIT FUNDS -- INTEREST ON SECURITIES**

**May 31, 2017**

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 5-31-17	MATURITY/CALL DATE	INT RATE	APPL. DAYS	INTEREST REC'VBLE 4-30-17	PP INTEREST REC'VBLE 5-31-17	INTEREST EARNED 5-31-17	INTEREST RECEIVED 5-31-17	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'VBLE 5-31-17	INT REC'VBLE LESS PREPAID 5-31-17	PAR VALUE
<b><u>U.S. TREASURY NOTES AND BONDS</u></b>																	
US TREASURY NOTE	912828TG5	06-2-16	498,417.96	499,844.00	499,725.50	07-31-17	0.500%	31	621.55		215.28			(1.19)	835.64	835.64	500,000.00
US TREASURY NOTE	912828TG5	06-2-16	498,417.97	499,844.00	499,531.00	05-17-17	0.500%	16	621.55		111.11	732.04		(0.62)	(0.00)	(0.00)	500,000.00
US TREASURY NOTE	912828VF4	12-7-15	1,332,544.92	1,374,784.65	1,346,835.60	5-31-20	1.375%	31	7,751.37		1,598.44	9,281.25		(17.84)	50.72	50.72	1,350,000.00
US TREASURY NOTE	912828VP2	5-18-16	1,395,509.76	1,408,904.55	1,371,462.30	7-31-20	2.000%	31	6,712.71		2,325.00			(12.85)	9,024.86	9,024.86	1,350,000.00
US TREASURY NOTE	912828B90	10-5-16	181,323.24	180,373.03	177,652.30	02-28-12	2.000%	31	589.67		301.39			(6.56)	884.51	884.51	175,000.00
US TREASURY NOTE	912828L32	6-29-16	356,398.44	357,430.32	348,564.30	8-31-20	1.375%	31	810.80		414.41			4.36	1,229.57	1,229.57	350,000.00
US TREASURY NOTE	912828Q78	01-05-17	573,391.41	574,625.61	579,538.44	04-30-21	1.375%	31	21.86		692.66			(78.65)	635.87	635.87	585,000.00
US TREASURY NOTE	912828D72	04-05-17	251,933.59	252,646.50	253,281.25	08-31-21	2.000%	31	842.39		430.56			11.58	1,284.53	1,284.53	250,000.00
																	19.66%
<b><u>FEDERAL AGENCY COLLETERIALIZED MORTGAGE OBLIGATION</u></b>																	
FNMA	3136ANJY4	4-30-15	165,578.60	161,912.63	163,833.21	04-01-18	1.550%	30	216.14		211.76	227.10		10.96	211.76	211.76	163,939.79
FNMA	3136ANJY4	4-30-15	3,432.01	6,781.60	339.04	05-25-17	1.550%	25	0.00		0.00	0.00			0.00	0.00	3,398.04
FANIE MAE	3136AQDQ0	10-30-15	214,656.16	214,793.48	212,714.43	09-01-19	1.646%	30	310.62		291.52	435.46		124.84	291.52	291.52	212,527.92
FANIE MAE	3136AQDQ0	10-30-15	14,063.34	14,071.89	13,923.91	04-25-17	1.646%	30	0.00		0.00	0.00			0.00	0.00	13,923.91
FNA 2014-M6 A2	3136AJG75	12-15-16	561,128.91	556,608.09	559,793.47	5-25-21	2.679%	30	1,227.65		1,227.88	1,227.65		(0.23)	1,227.65	1,227.65	550,000.00
																	3.47%
<b><u>CORPORATE NOTE</u></b>																	
JOHN DEERE CAPITALCORP	24422ETM1	01-06-17	199,870.00	199,987.00	200,300.60	10-15-18	1.650%	30	146.67		275.00				421.67	421.67	200,000.00
TOYOTA MOTOR CREIDT CORP	89236TDM4	01-09-17	299,895.00	300,716.70	300,556.20	01-09-19	1.700%	30	1,586.67		425.00				2,011.67	2,011.67	300,000.00
BERKSHIRE HATHAWY INC.	084670BL1	12-23-16	502,830.00	504,499.50	504,514.00	08-14-19	2.100%	30	2,245.83		875.00				3,120.83	3,120.83	500,000.00
AMERICAN HONDA FINANCE GLOBAL N	02665WAH4	12-20-16	502,485.00	504,868.50	504,519.00	08-15-19	2.250%	30	2,375.00		937.50				3,312.50	3,312.50	500,000.00
TOYOTA MOTOR CORP NOTES	89236TDH5	10-18-16	199,900.00	200,014.20	198,929.80	10-18-19	1.550%	30	111.94		258.33			0.01	370.28	370.28	200,000.00
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	149,821.50	150,096.45	149,212.80	10-30-19	1.700%	30	7.08		212.50				219.58	219.58	150,000.00
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	350,066.50	350,225.05	348,163.20	10-30-19	1.700%	30	16.53		495.83				512.36	512.36	350,000.00
PEIZER INC CORP NOTE	717081EB5	11-21-16	329,297.40	329,297.40	330,613.47	12-15-19	1.700%	30	2,493.33		467.50				2,960.83	2,960.83	330,000.00
CITIGROUP INC	172967LF6	01-10-17	249,900.00	250,480.00	251,812.50	01-10-20	2.450%	30	1,888.54		510.42				2,398.96	2,398.96	250,000.00
MICROSOFT CORP	594918BV5	02-06-17	249,832.50	250,051.00	251,228.00	02-06-20	1.850%	30	1,092.01		385.42				1,477.43	1,477.43	250,000.00
WALT DISNEY CO CORP NOTES	25468DP8	03-06-17	99,974.00	100,223.80	100,555.40	03-04-20	1.950%	30	297.92		162.50				460.42	460.42	100,000.00
APPLE INC BONDS	037833CS7	05-11-17	224,770.50	225,230.40	225,230.40	05-11-20	1.800%	20	0.00		225.00				225.00	225.00	225,000.00
MORGAN STANLEY CORP NOTE	6174467P8	11-10-16	558,125.00	548,015.50	547,480.00	07-24-20	5.500%	30	7,409.72		2,291.67				9,701.39	9,701.39	500,000.00
GOLDMAN SACHS GROUP CORP	3814GGQ1	11-28-16	496,651.50	495,358.20	496,677.15	07-27-21	5.250%	30	6,168.75		1,968.75				8,137.50	8,137.50	450,000.00
JOHN DEERE CAPITALCORP	24422ETL3	03-15-17	114,492.85	115,415.50	117,319.32	01-06-22	2.650%	30	973.51		253.96				1,227.47	1,227.47	115,000.00
JPMORGAN CHASE & CO CORP NOTES	46625HJD3	05-26-17	270,455.00	270,657.75	270,657.75	01-24-22	4.500%	5	0.00	3,812.50	156.25				3,968.75	156.25	250,000.00
																	17.17%
<b><u>COMMERCIAL PAPER</u></b>																	
BANK OF TOKYO MITSUBISHI	06538BSF1	11-16-16	298,125.00	298,334.40	298,125.00	05-15-17	0.000%		0.00		0.00				0.00	0.00	300,000.00
BANK OF MONTREAL CHICAGO	06366GWF2	12-22-16	544,427.78	544,519.00	548,033.20	09-15-17	0.000%		0.00		0.00				0.00	0.00	550,000.00
CANADIAN IMPERIAL HLDING COMM P	13607EXD6	01-19-17	494,863.96	495,527.00	497,919.00	10-13-17	0.000%		0.00		0.00				0.00	0.00	500,000.00
COOPERATIVE RABOANK UA COMM P	21687YAT4	03-03-17	495,329.86	495,812.50	496,875.00	03-02-17	0.000%		0.00		0.00				0.00	0.00	500,000.00
BNP PARIBAS NY BRANCH COMM PAPE	09659BZ11	03-06-17	544,513.75	544,651.25	546,112.05	12-01-17	0.000%		0.00		0.00				0.00	0.00	550,000.00
BANK OF TOKYO MITSUBISHI UFJ LTD	06538CBG5	05-23-17	247,253.96	247,372.00	247,372.00	02-16-18	0.000%		0.00		0.00				0.00	0.00	250,000.00
																	9.74%
<b><u>CERTIFICATE OF DEPOSIT</u></b>																	
CANADIAN IMPERIAL BANK NY CD	13606ASZ7	12-05-16	499,610.00	504,035.00	502,853.00	11-30-18	1.7600%	30	3,593.33		733.33			(313.12)	4,013.54	4,013.54	500,000.00
NORDEA BANK FINLAND NY	65558LWA6	12-05-16	500,000.00	504,035.00	502,853.00	11-30-18	1.7600%	30	3,593.33		733.33	4,302.22			24.44	24.44	500,000.00
SVENSKA HANDELSBANKEN NY LT CD	86958JHB8	01-12-17	500,000.00	499,709.00	499,199.00	01-10-19	1.8900%	30	2,861.25		787.50			26.25	3,675.00	3,675.00	500,000.00
BANK OF NOVA SCOTIA HOUSTON	06417GUE6	04-06-17	500,000.00	500,188.00	500,332.50	04-05-19	1.9100%	30	663.19		795.83			26.54	1,485.56	1,485.56	500,000.00
SUMITOMO MITSUI BANK NY CD	86563YVNO	05-04-17	500,000.00	500,605.00	500,605.00	05-03-19	2.0500%	27	0.00		768.75				768.75	768.75	500,000.00
																	9.19%

**SAN MATEO COUNTY TRANSIT DISTRICT**  
**PARATRANSIT FUNDS -- INTEREST ON SECURITIES**  
 May 31, 2017

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	GASB 31 ADJUSTED 06-30-16	MARKET VALUE 5-31-17	MATURITY/CALL DATE	INT RATE	APPL. DAYS	INTEREST REC'VBLE 4-30-17	PP INTEREST REC'VBLE 5-31-17	INTEREST EARNED 5-31-17	INTEREST RECEIVED 5-31-17	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'VBLE 5-31-17	INT REC'VBLE LESS PREPAID 5-31-17	PAR VALUE
<b>FEDERAL AGENCY BOND/NOTE</b>																	
FNMA GLOBAL NOTES	3137EADP1	08-08-16	826,064.25	825,000.83	823,115.70	03-07-18	0.8750%	30	1,082.81		601.56			0.01	1,684.38	1,684.38	825,000.00
FNMA GLOBAL NOTES	3137EADP1	08-08-16	250,322.50	250,500.25	249,430.00	05-04-17	0.8750%	3	328.78		18.23	346.35		(0.66)	0.00	0.00	250,000.00
FNMA GLOBAL NOTES	3137EADP1	08-08-16	225,290.25	225,000.23	224,417.25	05-11-17	0.8750%	10	295.31		54.69	350.00			0.00	0.00	225,000.00
FNMA GLOBAL NOTES	3137EADP1	08-08-16	200,258.00	199,500.20	199,542.00	05-30-17	0.8750%	29	261.84		140.97	403.47		0.66	0.00	0.00	200,000.00
FHLB GLOBAL NOTES	3130A9AE1	08-26-16	599,592.00	599,299.78	597,009.60	10-01-18	0.8750%	30	437.51		437.50			(0.01)	875.00	875.00	600,000.00
FHLB GLOBAL NOTES	3130A9AE1	08-26-16	249,830.00	249,687.02	248,620.00	05-22-17	0.8750%	21	182.28		127.60	309.90		0.02	0.00	0.00	250,000.00
FHLB GLOBAL NOTES	3137EADP1	09-16-16	384,834.45	384,822.90	383,098.49	10-12-18	0.8750%	30	177.80		280.73			(0.01)	458.52	458.52	385,000.00
FEDERAL HOME LOAN BANK AGENCY	3130AAXX1	03-10-17	598,608.00	600,171.60	600,558.00	03-18-19	1.3750%	30	1,168.75		687.50				1,856.25	1,856.25	600,000.00
FHLMC	3137EABE1	7-20-16	748,185.00	749,144.25	742,299.75	07-19-16	0.8750%	30	1,859.38		546.88			(0.01)	2,406.25	2,406.25	750,000.00
FNMA	3135GON33	08-02-16	648,908.00	648,908.00	643,004.70	08-02-19	0.8750%	30	1,406.08		473.96			(0.01)	1,880.03	1,880.03	650,000.00
FHLB GLOBAL NOTES	3130A8Y72	08-04-16	299,424.00	298,655.25	296,544.80	08-05-19	0.8750%	30	627.08		218.75				845.83	845.83	300,000.00
FNMA NOTES	3135GOP49	09-02-16	798,752.00	798,705.60	793,216.00	08-28-19	1.0000%	30	1,355.56		666.67			44.44	2,066.67	2,066.67	800,000.00
FNMA NOTES	3130A9EP2	09-09-16	799,304.00	799,299.20	792,769.60	09-26-19	1.0000%	30	777.78		666.67			(0.01)	1,444.44	1,444.44	800,000.00
FNMA NOTES	3135GOT29	02-28-17	339,782.40	338,725.00	340,300.56	02-28-20	1.5000%	30	864.17		425.00			28.33	1,317.50	1,317.50	340,000.00
FHLMC AGENCY	3137EAEF2	04-20-17	348,803.00	348,803.00	348,541.20	04-20-20	1.3750%	30	147.05		401.04				548.09	548.09	350,000.00
FHLB	3130A8QS5	7-15-16	516,837.88	517,854.99	508,227.20	07-14-21	1.1250%	30	1,737.92		487.50			0.83	2,226.25	2,226.25	520,000.00
FHLB	3130A8QS5	7-15-16	248,479.75	249,337.59	243,917.50	05-26-17	1.1250%	25	836.77		195.31	1,031.25		(0.83)	(0.00)	(0.00)	250,000.00
FNMA NOTES	3135GON82	8-19-16	597,658.06	597,202.20	588,875.40	08-17-21	1.2500%	30	1,541.66		625.00			0.01	2,166.67	2,166.67	600,000.00
																	31.97%
<b>ASSET BACKED SECURITY/COLLATERALIZED MORTGAGE OBLIGATION</b>																	
CCCIT 2017-A2 A2	17305EGA7	01-26-17	449,913.83	450,493.74	451,586.43	01-17-21	1.7400%	30	2,066.25		652.50				2,718.75	2,718.75	450,000.00
TAOT 2017-A A3	89238MADO	03-15-17	124,985.29	124,985.29	125,298.56	02-15-21	1.7300%	30	96.11		180.21	180.21			96.11	96.11	125,000.00
ALLYA 2017-1 A3	02007PAC7	01-31-17	114,989.95	114,973.09	115,050.86	06-15-21	1.7000%	30	86.89		162.92				86.89	86.89	115,000.00
FORDO 2017-A A3	34531EAD8	01-25-17	349,998.71	350,047.64	350,373.35	06-25-21	1.6700%	30	259.78		487.08	487.08			259.78	259.78	350,000.00
TAOT 2017-B A3	89190BADO	05-17-17	499,961.65	501,555.85	501,555.85	07-15-21	1.7600%	14	0.00		342.22				342.22	342.22	500,000.00
ALLYA 2017-2 A3	02007HAC5	03-29-17	399,952.84	399,952.84	400,789.04	08-15-21	1.7800%	30	316.44		593.33	593.33			316.44	316.44	400,000.00
AMXCA 2017-4 A	02582JHG8	05-30-17	199,967.96	200,108.96	200,108.96	12-15-21	1.6400%	1			9.11			0.06	9.17	9.17	200,000.00
CCCIT 2017-A3 A3	170305EGB5	05-22-17	250,667.50	250,953.83	250,953.83	04-07-22	1.9200%	9		546.67	120.00				666.67	120.00	250,000.00
																	8.79%
<b>CASH AND CASH EQUIVALENTS</b>																	
MONEY MARKET FUND	MONEY0002		57,213.44	57,213.44	57,213.44				0.00		34.40	41.39		41.39	34.40	34.40	0
LAIF			1,039,239.64	1,034,150.89	1,039,239.64				754.51	0.00	816.44				1,570.95	1,570.95	1,039,240
<b>MATURED/CALLED</b>																	
US TREASURY NOTE	912828TG5	06-2-16	(498,417.97)	(499,844.00)	(499,531.00)	05-17-17											(500,000.00)
FNMA	3136ANJY4	4-30-15	(3,432.01)	(6,781.60)	(339.04)	05-25-17											(3,398.04)
FANIE MAE	3136AQDQ0	10-30-15	(14,063.34)	(14,071.89)	(13,923.91)	04-25-17											(13,923.91)
BANK OF TOKYO MITSUBISHI	06538BSF1	11-16-16	(298,125.00)	(298,334.40)	(298,125.00)	05-15-17											(300,000.00)
FNMA GLOBAL NOTES	3137EADP1	08-08-16	(250,322.50)	(250,500.25)	(249,430.00)	05-04-17											(250,000.00)
FNMA GLOBAL NOTES	3137EADP1	08-08-16	(225,290.25)	(225,000.23)	(224,417.25)	05-11-17											(225,000.00)
FNMA GLOBAL NOTES	3137EADP1	08-08-16	(200,258.00)	(199,500.20)	(199,542.00)	05-30-17											(200,000.00)
FHLB GLOBAL NOTES	3130A9AE1	08-26-16	(249,830.00)	(249,687.02)	(248,620.00)	05-22-17											(250,000.00)
FHLB	3130A8QS5	7-15-16	(248,479.75)	(249,337.59)	(243,917.50)	05-26-17											(250,000.00)
TOTAL LAIF			1,039,239.64	1,034,150.89	1,039,239.64												
TOTAL A/C 122010			25,336,980.80	25,398,234.43	25,290,099.22												25,201,467.71
<b>TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)</b>			<b>25,336,980.80</b>	<b>25,398,234.43</b>	<b>25,290,099.22</b>				<b>75,169.75</b>	<b>4,359.17</b>	<b>31,295.69</b>	<b>20,070.23</b>	<b>0.00</b>	<b>(157.03)</b>	<b>90,597.36</b>	<b>86,238.19</b>	<b>25,201,467.71</b>

SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF BUDGET ACTIVITY FOR MAY 2017

BUDGET AMENDMENTS

	Amount	Line Item		Description
May-17				No Budget Revisions in May 2017.
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

BUDGET REVISIONS

	Amount	Line Item		Description
May-17				No Budget Revisions in May 2017.
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

SAN MATEO COUNTY TRANSIT DISTRICT  
1/2 CENT SALES TAX RECEIPTS AND PROJECTIONS

FY2017  
May 2017

6/27/17 9:45 AM

Approved Budget			Receipts		Over/(Under)	Current
Date	Amount	Revised	Date	Amount	Budget/Projection	Projection
<b>FY2016:</b>						
1st Quarter	17,607,333	17,607,333	1st Quarter	19,520,600	1,913,267	19,520,600
2nd Quarter	18,895,801	18,895,801	2nd Quarter	20,786,477	1,890,676	20,786,477
3rd Quarter	19,166,840	23,166,840	3rd Quarter	18,179,711	(4,987,129)	18,179,711
4th Quarter	21,330,026	21,330,026	4th Quarter	21,218,285	(111,741)	21,218,285
<b>FY2016 Total</b>	<b>77,000,000</b>	<b>81,000,000</b>	<b>FY2016 Total</b>	<b>79,705,073</b>	<b>(1,294,927)</b>	<b>79,705,073</b>
<b>FY2017:</b>						
Jul. 16	5,919,931		Sep. 16	5,557,900	(362,031)	5,919,931
Aug. 16	5,919,931		Oct. 16	5,557,900	(362,031)	5,919,931
Sep. 16	7,498,579		Nov. 16	7,410,600	(87,979)	7,498,579
3 Months Total	19,338,441	-		18,526,400	(812,041)	19,338,441
Oct. 16	6,455,545		Dec. 16	8,372,576	1,917,031	6,455,545
Nov. 16	6,455,545		Jan. 17	5,971,700	(483,845)	6,455,545
Dec. 16	7,842,500		Feb. 17	7,962,300	119,800	7,842,500
6 Months Total	40,092,031	-		40,832,976	740,945	40,092,031
Jan. 17	6,089,072		Mar. 17	7,519,837	1,430,765	6,089,072
Feb. 17	6,677,683		Apr. 17	4,995,400	(1,682,283)	6,677,683
Mar. 17	8,284,521		May 17	6,660,500	(1,624,021)	8,284,521
9 Months Total	61,143,307	-		60,008,713	(1,134,594)	61,143,307
Apr. 17	7,054,822		Jun. 17			7,054,822
May 17	7,170,544		Jul. 17			7,170,544
Jun. 17	7,631,327		Aug. 17			7,631,327
<b>FY2017 Total</b>	<b>83,000,000</b>	<b>-</b>	<b>FY2017 Total</b>	<b>60,008,713</b>	<b>(1,134,594)</b>	<b>83,000,000</b>
	18,976,410		1st Quarter			
	22,220,611		2nd Quarter			
	22,117,996		3rd Quarter			
	10,919,062		4th Quarter			
	<u><b>74,234,079</b></u>		YTD Actual Per Statement of Revenue & Expenses			

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Kathleen Kelly  
Interim CFO

SUBJECT: **APPROVAL AND RATIFICATION OF THE FISCAL YEAR 2018 DISTRICT INSURANCE PROGRAM**

**ACTION**

Staff proposes that the Committee recommend that the Board approve and ratify the San Mateo County Transit District (District) Insurance Program obtained through the District's insurance broker, Wells Fargo Insurance Services, for Fiscal Year (FY) 2018, at a total premium cost of \$1,904,943.43 inclusive of the following:

- Continue the current \$1 million self-insured retention on the liability program.
- Purchase \$99 million of coverage for Commercial General and Business Automobile Liability.
- Renew the District's Employment Practices Liability and Non-liability insurance program.

**SIGNIFICANCE**

Driven by hardening of the liability insurance marketplace, increased losses for bus districts across the country, more employment practices liability claims, and higher property values, the District's FY2018 total insurance premium increased 7.66 percent over last year's premium. However, despite market pressure to increase retentions on the bus liability program, the District was able to maintain a \$1 million self-insured retention per occurrence. This retention is a key factor in the District's risk management program and is integrated into contract insurance requirements for vendors and other District activities. Below is an overview of the District's FY2017 and FY2018 premiums:

<u>Program</u>	<u>Conditions</u>	<u>FY2017 Premium</u>	<u>FY2018 Premium</u>
Liability, including:	\$100 million excess liability	\$ 1,111,527	\$ 1,222,412
-Excess Liability	\$1 million self-insured		
-Public Officials Liability	retention		
Employment	\$5 million limit	\$ 83,160	\$ 108,108
Practices	\$300,000 retention		
Non-Liability	Various	\$ 574,644	\$ 574,423
<b>TOTALS</b>		<b>\$1,769,331</b>	<b>\$1,904,943</b>

### **BUDGET IMPACT**

Funds to underwrite the recommended program are included in the FY2018 Operating Budget.

### **BACKGROUND**

#### **Liability Program**

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

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

As the liability insurance marketplace has hardened, any increases in exposures or losses has an impact on premiums. In particular, progressively higher liability settlements in California and the transit industry over the past 10 years are making the maintenance of the District's \$1 million self-insured retention more challenging with an accompanying premium impact. However, if the District were to carry a higher retention, any premium savings would very likely be exceeded by the increased cost of paying claims up to the higher retention amount. Staff recommends a change to Munich Re as the lead insurer, since Munich Re has offered more competitive premiums and coverage terms than the previous insurer.

#### **Employment Practices**

Employment practices liability coverage has a \$5 million limit with a self-insured retention that increased to \$300,000. The District's insurer has paid a number claims for this coverage line, which caused the insurer to increase the retention and premiums.

### *Non-Liability Program*

The District's non-liability program includes coverage for bus physical damage, property, boiler and machinery, public employees blanket bond and excess bond, business auto, environmental, cyber liability, fiduciary liability, and kidnap & ransom coverage.

### *Bus Physical Damage*

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

### *Property*

The total value of the District's insurable property increased 3 percent; property insurance premiums increased by the same amount for FY2018. The policy contains Boiler and Machinery coverage. The District's program also still contains flood insurance coverage.

### *Business Auto Insurance*

The District insures 13 vehicles that are issued to employees on a 24-hour basis.

### *Crime Insurance*

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

### *Environmental*

The District's environmental liability coverage is in the third year of a three-year pre-paid program with a \$5 million limit and a \$50,000 deductible. The premiums for this three-year program were paid in FY2016.

### *Cyber Liability*

The increasing use of the Internet by all organizations to gather, store, and disseminate information has created new liability exposures for the vast majority of public entities and businesses. With new federal and state legislation imposing liability, strict fines, penalties and notification requirements, many entities are adding Cyber Liability coverage to their insurance portfolios. For a premium of \$50,215, and a limit of \$5 million, the District has been able to secure a broad Cyber Liability policy. Although the District's website does not allow online credit card transactions, information on vendors and employees, and other confidential data resides on the District's servers.

### *Fiduciary Liability*

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



### *Kidnap & Ransom*

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

### **Summary**

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

Prepared by: Marshall Rush, Claims Administrator

650-508-7742

**RESOLUTION NO. 2017-**

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

**\* \* \***

**APPROVING AND RATIFYING THE INSURANCE PROGRAM FOR  
FISCAL YEAR 2018**

**WHEREAS**, the General Manager/CEO of the San Mateo County Transit District (District) has approved an insurance program for Fiscal Year (FY) 2018 with premiums totaling \$1,904,943.43, the costs for which are included in the FY2018 Operating Budget; and

**WHEREAS**, in conjunction with the expiration of the District's existing insurance program on June 30, 2017, District staff renewed its insurance program for FY2018 based on the plan approved by the General Manager/CEO, with the following significant elements:

1. Maintain self-insured retention for the District in the amount of \$1 million;
2. Excess Liability insurance with a total limit of \$100 million, which includes Public Official's Liability coverage, at an annual premium of \$1,222,412;
3. Employment Practices Legal Liability policy with a total limit of \$5 million and an annual premium of \$108,108;
4. Non-liability policies covering Bus Physical Damage, Property, Boiler and Machinery, Public Employees Blanket Bond and Excess Bond, Business Auto, Environmental, Cyber Liability with Privacy Coverage, Fiduciary Liability and Kidnap & Ransom insurance with an annual premium of \$574,423; and

**WHEREAS**, staff recommends and the Finance Committee concurs that the Board of Directors approve and ratify the renewal of the District's insurance program for FY2018, as delineated above.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the San Mateo County Transit District hereby approves and ratifies the renewal of the District's insurance program for FY2018, including the types of coverage, limits and premiums recited above.

Regularly passed and adopted this 5<sup>th</sup> day of July, 2017 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Kathleen Kelly Interim Chief Financial Officer      David Olmeda Chief Operating Officer, Bus

SUBJECT: **AUTHORIZE AWARD OF A CONTRACT FOR RENTAL, PURCHASE AND LAUNDERING OF WORK CLOTHING, SHOP TOWELS AND RELATED ITEMS**

**ACTION**

Staff proposes that the Committee recommend the Board:

1. Award a contract to Aramark Uniform & Career Apparel, LLC (Aramark) for the rental, purchase and laundering of work clothing, shop towels and related items for a total estimated cost of \$238,777 for a five-year term.
2. Authorize the General Manager/CEO to execute a contract with Aramark in full conformity with the terms and conditions of the solicitation documents that were sent to qualified firms to initiate negotiations.

**SIGNIFICANCE**

Award of this contract will provide the San Mateo County Transit District (District) with a dedicated supplier for the rental, purchase and laundering of work clothing, shop towels and related items.

**BUDGET IMPACT**

Funds to support the award of this contract are included in the adopted Fiscal Year 2018 Operating Budget and will be included in the future operating budgets.

**BACKGROUND**

An Invitation for Bids (IFB) was published on the Public Purchase website and in a local newspaper of general circulation to obtain bids for the Rental, Purchase and Laundering of Work Clothing, Shop Towels and Related Items. Solicitation notifications also were sent to interested bidders. The District received one bid from Aramark.

On January 4, 2017, the Board rejected the single bid received from Aramark as non-responsive as it did not provide pricing for all the items shown. On January 9, 2017, staff advertised a new IFB on the Public Purchase website in accordance with the IFB process described above. The District received one bid from G&K Services, Inc.

On April 5, 2017, the Board rejected the single bid received from G&K Services, Inc. as non-responsive. G&K provided a mark-up amount that exceeded the cap of 20 percent. The Board also authorized staff to solicit on the open market for qualified firms that provide the required services.

Subsequently, staff met with three qualified vendors that provide the required services, sent them solicitations and received one quote, as listed below:

<b>Company</b>	<b>Quote Amount</b>
Aramark Uniform and Career Apparel, LLC, Burbank, CA	\$238,777

Aramark's quote met all the qualifications and solicitation requirements. Aramark initially quoted \$363,477 for these services. Following negotiations, Aramark provided a Best and Final Offer of \$238,777. Aramark's quote price was determined to be fair and reasonable when compared to the District's current contract and the cost of prior bids received.

The District's incumbent vendor is Aramark. Aramark previously was awarded a five-year contract for a total estimated cost of \$269,186. The previous contract scope was slightly different than the scope of services of the recommended contract, resulting in the lower proposed contract price.

Contract Officer: Mario Giacobbe 650-622-8077  
Project Manager: Natalie Chi, Bus Maintenance, Contract Administrator 650-508-6418

**RESOLUTION NO. 2017-**

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

**\* \* \***

**AWARDING A CONTRACT TO ARAMARK UNIFORM AND CAREER APPAREL, LLC FOR THE RENTAL, PURCHASE AND LAUNDERING OF WORK CLOTHING, SHOP TOWELS, AND RELATED ITEMS AT A TOTAL ESTIMATED COST OF \$238,777.11 FOR A FIVE-YEAR TERM**

**WHEREAS**, the San Mateo County Transit District (District) solicited competitive bids for the Rental, Purchase and Laundering of Work Clothing, Shop Towels, and Related Items for a five-year term; and

**WHEREAS**, in response to the District's solicitation, it received one bid, which was determined to be non-responsive; and

**WHEREAS**, the District re-issued the solicitation and again received one bid, which also was determined to be non-responsive; and

**WHEREAS**, the District solicited on the open market for qualified firms that provide the required services; and

**WHEREAS**, staff met with three firms and received one quote, from Aramark Uniform and Career Apparel, LLC (Aramark) of Burbank, California; and

**WHEREAS**, staff and legal counsel have reviewed the sole quote and determined that it meets the requirements of the solicitation documents; and

**WHEREAS**, staff conducted a price analysis of the sole quote and determined the prices quoted are fair and reasonable; and

**WHEREAS**, the General Manager/CEO recommends, and the Finance Committee concurs, that a contract be awarded to Aramark, whose quote meets all requirements of the solicitation documents.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District awards a contract to Aramark of Burbank, California for the Rental, Purchase and Laundering of Work Clothing, Shop Towels, and Related Items for a five-year term at a total estimated cost of \$238,777.11 inclusive of taxes, shipping, delivery and other costs and expenses based on the estimated requirements of the District during this term and unit prices submitted by Aramark; and

**BE IT FURTHER RESOLVED** that the General Manager/CEO is authorized to execute a contract on behalf of the District with Aramark in full conformity with all of the terms and conditions of the solicitation documents and in a form approved by legal counsel.

Regularly passed and adopted this 5<sup>th</sup> day of July 2017, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

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

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

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Kathleen Kelly  
Interim Chief Financial Officer

SUBJECT: **AUTHORIZE AWARD OF A CONTRACT FOR PROVISION OF ARMORED CAR  
TRANSIT REVENUE COLLECTION, TRANSPORTATION AND PROCESSING  
SERVICES**

**ACTION**

Staff proposes that the Committee recommend the Board:

1. Award a contract Dunbar Armored, Inc. (Dunbar), Hunt Valley, MD to provide transit revenue collection, transportation, and processing services for a total estimated cost of \$2,931,984 for a five-year term.
2. Authorize the General Manager/CEO to execute a contract with Dunbar in full conformity with the terms and conditions of the solicitation.

**SIGNIFICANCE**

Award of this contract will provide the San Mateo County Transit District (District) with a dedicated and qualified contractor to: continue the regular pickup, cash vault services, counting, and deposit of daily fixed-route and paratransit farebox revenue; continue revenue collection and deposit of currency from the District Administrative office; and perform parking permit machine revenue collection and deposit. In addition, the contractor will pick up, process, package, and deliver fare tokens on behalf of the District to designated retail outlets.

**BUDGET IMPACT**

Funds to support the award of this contract are included in the adopted Fiscal Year 2018 Operating Budget and will be included in the future Operating Budgets.

**BACKGROUND**

A joint Request for Proposals (RFP) was issued by the District and the Peninsula Corridor Joint Powers Board (JPB) to solicit proposals from firms interested in providing the requested armored car services. The solicitation information was advertised in a local newspaper and on the website Public Purchase.com. Standard language setting forth the District's policy regarding Small Business Enterprises (SBEs) was included in the



solicitation documents. Staff received only one proposal, from Dunbar, which is a non-SBE firm and the District's and JPB's current vendor. Staff requested a Best and Final Offer (BAFO), which was submitted by the firm. Staff conducted a price analysis and finds the proposed prices to be fair and reasonable.

The Evaluation Committee, consisting of District and JPB staff, reviewed the proposal according to the following weighted criteria:

1	Quality and responsiveness of the Proposal, including ability to meet qualifications, compliance with certifications & licensing, and experience with revenue collection operations similar to those of the Agencies.	0-20 pts.
2	Qualifications of Key Personnel who will be assigned under this contract, and the quality and comprehensiveness of the Proposer's Transition Plan; and its Emergency Reaction Procedures Plan for Armed Personnel.	0-15 pts.
3	Specific quality and comprehensiveness of the Proposer's Training Program, in how well it describes all security and safety related training for armed personnel.	0-15 pts.
4	Quality of security features, including the condition of Proposer's facilities, vehicles and equipment in association with its Operations, Management & Loss Prevention Plan.	0-15 pts.
5	Quality and Comprehensiveness of Proposer's Personnel Recruitment Policy, including a description of its Background Check process relevant to all positions to be assigned under this contract.	0-15 pts.
6	Cost Proposal	0-20 pts.

The Evaluation Committee determined that Dunbar's proposal met all of the requirements of the RFP. District and JPB staff performed a site visit and interviewed Dunbar's staff. Staff's assessment was that Dunbar is an efficient and reliable armored car service provider.

While the number of companies that provide these types of services is limited, six companies were identified as potential proposers. Staff contacted vendors on two separate occasions to notify them about the upcoming RFP via telephone, email and United States Postal Service. Staff researched why firms did not submit proposals, and several firms contacted did not return calls or emails.

In the past, the District had two separate contracts with Dunbar for armored car services. The first contract, awarded through an RFP process, provided for revenue collection and deposit from the District's Administrative office; parking permit machines revenue collection and deposit; and pickup, processing, packaging, and delivery of fare tokens on behalf of the District to designated retail outlets. The Board awarded the second contract, expanding Dunbar's services, without a competitive solicitation. The

second contract added two new pickup locations (MV Transportation in San Francisco and SamTrans North Base in South San Francisco), operation of the Money Room (including cash vault services and revenue processing (sorting, counting), and verification services (including secure bin and canister pickup, bin and canister processing, and subsequent delivery of consolidated coin and currency funds to the District's depository, Bank of America). The total cost for services under the two contracts was \$48,009 per month.

The proposed contract includes all of the services described above for \$48,866 per month ( $\$2,931,984 \div 60$  months), which represents a 1.79 percent increase.

**STRATEGIC INITIATIVE**

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

Contract Officer: Mario Giacobbe

650-622-8077

Project Manager: Pamela Scruggs, Manager, Fare Revenue

650-622-7810

**RESOLUTION NO. 2017 –**

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

**\* \* \***

**AWARDING A CONTRACT TO DUNBAR ARMORED, INC. FOR ARMORED CAR TRANSIT  
REVENUE COLLECTION, TRANSPORTATION AND PROCESSING SERVICES AT A TOTAL  
ESTIMATED COST OF \$2,931,984 FOR A FIVE-YEAR TERM**

**WHEREAS**, the Peninsula Corridor Joint Powers Board (JPB) and the San Mateo County Transit District (District) jointly solicited competitive proposals to Armored Car Pick Up of Daily Transit Revenue; and

**WHEREAS**, in response to the Request for Proposals (RFP), one firm submitted a proposal; and

**WHEREAS**, an Evaluation Committee reviewed and scored the proposal in accordance with the criteria set forth in the RFP and concluded Dunbar Armored, Inc. (Dunbar) of Hunt Valley, Maryland is a qualified vendor; and

**WHEREAS**, staff conducted a price analysis and finds Dunbar's proposed price to be fair and reasonable; and

**WHEREAS**, the General Manager/CEO recommends, and the Finance Committee concurs, that a five-year contract be awarded to Dunbar.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District awards a contract to Dunbar Armored, Inc. to provide Armored Car transit revenue collection, transportation and processing services for a five-year term at a total estimated cost of \$2,931,984 inclusive of all costs and expenses, based on the estimated requirements of the District and the rates submitted by Dunbar for these services; and

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

Regularly passed and adopted this 5<sup>th</sup> day of July, 2017 by the following vote:

AYES:

NOES:

ABSENT:

---

Chair, San Mateo County Transit District

ATTEST:

---

District Secretary



BOARD OF DIRECTORS 2017

ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ZOE KERSTEEN-TUCKER  
KARYL MATSUMOTO  
DAVE PINE  
JOSH POWELL  
PETER RAITO

JIM HARTNETT  
GENERAL MANAGER/CEO

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

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

**WEDNESDAY, JULY 5, 2017 – 3:15 p.m.**  
or immediately following previous Committee meeting

1. Call to Order

**ACTION**

2. Approval of Minutes of Legislative Committee Meeting of June 7, 2017

**INFORMATIONAL**

3. State and Federal Legislative Update
4. Adjourn

Committee Members: Karyl Matsumoto, Josh Powell, Charles Stone

NOTE:

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

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

**MINUTES OF LEGISLATIVE COMMITTEE MEETING  
COMMITTEE OF THE WHOLE  
JUNE 7, 2017**

Committee Members Present: J. Powell, C. Stone

Committee Members Absent: K. Matsumoto (Committee Chair)

Other Board Members Present, Constituting Committee of the Whole: J. Gee, R. Guilbault (Chair), Z. Kersteen-Tucker, D. Pine, P. Ratto

Other Board Members Absent, Constituting Committee of the Whole: C. Groom

Staff Present: J. Cassman, A. Chan, J. Hartnett, K. Kelly, M. Martinez, N. McKenna, D. Olmeda, M. Simon, B. Tietjen, S. van Hoffen

Director Charles Stone called the meeting to order at 4:06 p.m.

**Approval of Minutes of May 3, 2017**

Motion/Second: Gee/Ratto

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

Absent: Groom, Matsumoto

**Update on the State and Federal Legislative Program**

Brent Tietjen, Government and Community Affairs Officer, said at the State level staff is looking at Senate Bill (SB) 1 implementation. Staff is attending the California Transportation Commission workshops this week to learn about the guidelines that will be rolled out over the next few months. Mr. Tietjen said staff is seeing a lot of opportunity for projects and the Highway 101 corridor was specifically called out in the legislation under the Congested Corridors Program. He said staff will continue to monitor the rollout of the guidelines and expect the first programs to start adoption in May 2018.

Mr. Tietjen said SB595 passed the Senate last week. This is still a spot bill so it is lacking many details. He said the project priority list was shared with the delegation.

Mr. Tietjen said at the Federal level Caltrain was awarded a \$21 million grant from the Federal Transit Administration for the continuation and implementation of the Communications-Based Overlay Signal System/Positive Train Control. He said these funds were awarded from \$197 million program authorized in the last Surface Transportation bill. The funds will specifically help ensure trains will continue to operate on the Union Pacific corridor south of San Jose.

Adjourned: 4:09 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Legislative Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Seamus Murphy  
Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE**

**ACTION**

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

**SIGNIFICANCE**

Staff will provide regular updates to the Board in accordance with the approved Legislative Program.

**STATE ISSUES**

AS OF 6/22/2017:

On June 16, lawmakers adopted its 2017 budget package with \$125 billion for the State's General Fund, and \$9.9 billion in total reserves, largely tracking Governor Brown's May Revise framework. The package, passed by a vote of 28-10 in the Senate and 59-20 in the Assembly, included an allocation of \$2.8 billion in transportation funds under Senate Bill (SB) 1. Other budget-related bills passed by the Legislature on Thursday included the following transportation funding:

- \$1.5 billion in capital funding and local assistance for transportation program projects under SB 1
- Revises the Governor's 10 year annual expenditure and funding proposals for transportation programs from \$4.2 billion to \$5 billion annually.
- \$3.8 million in 2017-2018 and \$7.8 million in 2018-2019 from the Road Maintenance and Rehabilitation Account for additional costs of credit card transaction fees due to the implementation of SB 1
- Modifies the Administration's proposed provisional language that will provide initial funding of up to \$20 million State Highway Account funds for its zero-emission vehicle project.

The last Cap and Trade auction of Fiscal Year 2016-2017 brought in approximately \$512 million, a significant rebound from what was sold in March, as nearly all permits offered by the state in the latest auction were purchased. These results bring the year's total to just over \$893 million. Currently, 15 percent of revenue generated from the Cap and Trade Program is designated for public transit. The Transit and Intercity Rail

Program will receive \$89 million and the Low Carbon Transit Operations Program will receive \$45 million. There is still no agreement with the legislature to extend cap and trade beyond 2020, which would require two-thirds vote in both houses.

On June 21, Senator Hill introduced SB 797, which would lay the groundwork for a dedicated source of funding for Caltrain. The bill authorizes the Peninsula Corridor Joint Powers Board to put a one-eighth-cent sales tax measure before the voters of San Francisco, San Mateo and Santa Clara Counties to fund Caltrain's capital and operating costs. Before the measure could be put on the ballot, the bill requires a two-thirds vote of approval by the JPB; a majority vote of approval by the boards of the San Francisco Municipal Transportation Agency, the San Mateo County Transit District and the Santa Clara Valley Transportation Authority; and a vote of approval at the threshold necessary for a sales tax measure from the boards of supervisors for San Francisco, San Mateo and Santa Clara counties. Co-authors of SB 797 include Senators Jim Beall, Bob Wieckowski and Scott Wiener and Assemblymembers David Chiu, Ash Kalra, Kevin Mullin, Mark Stone and Phil Ting.

## **FEDERAL ISSUES**

As 6/22/2017:

The week of June 6, the Administration declared "Infrastructure Week." While details of the President's \$1 trillion infrastructure plan were not introduced during the week's events, four categories of federal infrastructure funding emerged, along with how some of the \$200 billion of direct federal investment would be spent:

1. Grants and loans for "transformative" efforts (\$15 billion)
2. Grants for rural road, bridge, and waterway repair (\$25 billion)
3. Grants to states and municipalities as part of an "incentive program" to create additional infrastructure funding (\$100 billion)
4. An "enhanced loan program"

The administration anticipates a bill coming from Congress in the third quarter. The week also included a roundtable with President Donald Trump, Department of Transportation Secretary Elaine Chao, and Secretary of the Interior Ryan Zinke where they discussed environmental, regulatory and permitting reform.

The Federal Permitting Improvement Steering Council (FPISC), created by FAST Act's Title 41, met for the first time in June. The FPISC will guide project sponsors through the permitting process, and create an online dashboard for the public to track projects for increased transparency. It will also designate certain projects as high-priority in order to expedite them.

On June 22, The House Transportation Committee held "Building a 21<sup>st</sup> Century Infrastructure for America: Challenges and Opportunities for Intercity Passenger Rail Service."



### Nominations

Heath Hall has been appointed Federal Railroad Administration's deputy administrator. Hall has a public relations background working in the George H.W. Bush administration, and was most recently vice president of marketing and external affairs at the non-profit Innovate Mississippi.

Steven Bradbury was nominated for the Department of Transportation general counsel. As a litigator, Bradbury's practice focuses on antitrust issues, rulemaking and regulatory enforcement. He has represented the Takata Corporation, American Airlines and US Airways in DOT proceedings.

Prepared By: Lori Low, Government and Community Affairs  
Specialist

650-508-6391

## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1</a> <a href="#">Frazier</a> D</p> <p>Transportation funding.</p>	<p>1/19/2017-A. TRANS. 1/19/2017-Referred to Coms. on TRANS. and NAT. RES.</p>	<p>This bill would create the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system.</p> <p>The bill would require the California Transportation Commission to adopt performance criteria, consistent with a specified asset management plan, to ensure efficient use of certain funds available for the program. The bill would provide for the deposit of various funds for the program in the Road Maintenance and Rehabilitation Account, which the bill would create in the State Transportation Fund, including revenues attributable to a \$0.012 per gallon increase in the motor vehicle fuel (gasoline) tax imposed by the bill with an inflation adjustment, as provided, an increase of \$38 in the annual vehicle registration fee with an inflation adjustment, as provided, a new \$165 annual vehicle registration fee with an inflation adjustment, as provided, applicable to zero-emission motor vehicles, as defined, and certain miscellaneous revenues described in (7) below that are not restricted as to expenditure by Article XIX of the California Constitution. This bill contains other related provisions and other existing laws.</p>	<p>Support</p>
<p><a href="#">AB 17</a> <a href="#">Holden</a> D</p> <p>Transit Pass Program: free or reduced-fare transit passes.</p>	<p>6/14/2017-S. T. &amp; H. 6/14/2017-Referred to Com. on T. &amp; H.</p>	<p>Existing law declares that the fostering, continuance, and development of public transportation systems are a matter of statewide concern. Existing law authorizes the Department of Transportation to administer various programs and allocates moneys for various public transportation purposes.</p> <p>This bill would create the Transit Pass Pilot Program to be administered by the department to provide free or reduced-fare transit passes to specified pupils and students by supporting new, or expanding existing, transit pass programs. The bill would require the department to develop guidelines that describe the application process and selection criteria for awarding the moneys made available for the program, and would exempt the development of those guidelines from the Administrative Procedure Act. This bill contains other related provisions and other existing laws.</p>	

## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 28</a> <a href="#">Frazier</a> D</p> <p>Department of Transportation: environmental review process: federal pilot program.</p>	<p>3/29/2017-A. CHAPTERED 3/29/2017-Approved by the Governor. Chaptered by Secretary of State - Chapter 4, Statutes of 2017.</p>	<p>Existing law gives the Department of Transportation full possession and control of the state highway system. Existing federal law requires the United States Secretary of Transportation to carry out a surface transportation project delivery pilot program, under which the participating states assume certain responsibilities for environmental review and clearance of transportation projects that would otherwise be the responsibility of the federal government. Existing law, until January 1, 2017, provided that the State of California consents to the jurisdiction of the federal courts with regard to the compliance, discharge, or enforcement of the responsibilities it assumed as a participant in the pilot program.</p> <p>This bill would reinstate the operation of the latter provision. The bill would repeal that provision on January 1, 2020.This bill contains other related provisions.</p>	<p>Support</p>
<p><a href="#">AB 151</a> <a href="#">Burke</a> D</p> <p>California Global Warming Solutions Act of 2006: market-based compliance mechanisms: scoping plan: report.</p>	<p>6/5/2017-A. THIRD READING 6/5/2017-Action From THIRD READING: To INACTIVE FILE.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to approve a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020 and to ensure that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030.</p> <p>This bill would require the state board to report to the appropriate policy and fiscal committees of the Legislature to receive input, guidance, and assistance before adopting guidelines and regulations implementing the scoping plan and a regulation ensuring statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030.This bill contains other related provisions and other existing laws.</p>	

## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 378</a> <a href="#">Garcia, Cristina</a> D</p> <p>Greenhouse gases, criteria air pollutants, and toxic air contaminants.</p>	<p>5/30/2017-A. RECONSIDERATION</p> <p>6/1/2017-Read third time. Refused passage. Motion to reconsider on the next legislative day made by Assembly Member Cristina Garcia. (FAILED)</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include the use of market-based compliance mechanisms. The act requires the state board to approve a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020 and to ensure that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030.</p> <p>This bill would additionally require the state board to consider and account for the social costs of the emissions of greenhouse gases when adopting those rules and regulations. The bill would authorize the state board to adopt or amend regulations that establish a market-based compliance mechanism, applicable from January 1, 2021, to December 31, 2030, to complement direct emissions reduction measures in ensuring that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030. The bill would authorize the state board to adopt no-trade zones or facility-specific declining greenhouse gas emissions limits where facilities' emissions contribute to a cumulative pollution burden that creates a significant health impact. This bill contains other related provisions and other existing laws.</p>	
<p><a href="#">AB 467</a> <a href="#">Mullin</a> D</p> <p>Local transportation authorities: transactions and use taxes.</p>	<p>6/20/2017-S. E. &amp; C.A.</p> <p>6/20/2017-Action From T. &amp; H.: Do pass.To E. &amp; C.A..</p>	<p>The Local Transportation Authority and Improvement Act provides for the creation in any county of a local transportation authority and authorizes the imposition by the authority, by ordinance, of a retail transactions and use tax, subject to approval of the ordinance by 2/3 of the voters. Existing law provides for the authority to adopt a transportation expenditure plan for the proceeds of the tax, and requires the entire adopted transportation expenditure plan to be included in the voter information guide sent to voters.</p> <p>This bill, upon the request of an authority, would exempt a county elections official from including the entire adopted transportation expenditure plan in the voter information guide, if the authority posts the plan on its Internet Web site, and the sample ballot and the voter information guide sent to voters include information on viewing an electronic version of the plan on the Internet Web site and for obtaining a printed copy of the plan by calling the county elections office. The bill would require the county elections official to mail a printed copy of the plan at no cost to each person requesting a copy, if the county elections official exercises this authority.</p>	

## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 496</a> <a href="#">Fong R</a></p> <p>Transportation funding.</p>	<p>2/27/2017-A. TRANS. 3/1/2017-Re-referred to Com. on TRANS.</p>	<p>(1) Existing law provides various sources of funding for transportation purposes, including funding for the state highway system and the local street and road system. These funding sources include, among others, fuel excise taxes, commercial vehicle weight fees, local transactions and use taxes, and federal funds. Existing law imposes certain registration fees on vehicles, with revenues from these fees deposited in the Motor Vehicle Account and used to fund the Department of Motor Vehicles and the Department of the California Highway Patrol. Existing law provides for the monthly transfer of excess balances in the Motor Vehicle Account to the State Highway Account.</p> <p>This bill would create the Traffic Relief and Road Improvement Program to address traffic congestion and deferred maintenance on the state highway system and the local street and road system. The bill would provide for the deposit of various existing sources of revenue in the Traffic Relief and Road Improvement Account, which the bill would create in the State Transportation Fund, including revenues attributable to the sales and use tax on motor vehicles, revenues attributable to automobile and motor vehicle insurance policies from the insurer gross premiums tax, revenues from certain diesel fuel sales and use taxes, revenues from certain vehicle registration fees, and certain miscellaneous State Highway Account revenues. This bill contains other related provisions and other existing laws.</p>	
<p><a href="#">AB 673</a> <a href="#">Chu D</a></p> <p>Public transit operators: bus procurement: safety considerations.</p>	<p>6/13/2017-S. APPR. 6/13/2017-From committee: Do pass and re-refer to Com. on APPR. (Ayes 10. Noes 3.) (June 13). Re-referred to Com. on APPR.</p>	<p>Existing law imposes various requirements on transit operators and provides funding for transit services and capital improvements.</p> <p>This bill would require a public transit operator, before the procurement of a new bus to be used in revenue operations, to take into consideration recommendations of, and best practices standards developed by, the exclusive representative of the recognized organization representing bus operators of the transit operator for specified purposes, including, among other purposes, reducing the risk of assault on bus operators. By creating new duties for public transit operators, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	

## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1113</a> <a href="#">Bloom</a> D</p> <p>State Transit Assistance program.</p>	<p>6/6/2017-S. APPR. 6/20/2017-From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on APPR.</p>	<p>Existing law requires the transfer of a specified portion of the sales tax on diesel fuel, in addition to various other revenues, to the Public Transportation Account, a trust fund in the State Transportation Fund. Existing law requires funds in the account to be allocated to various public transportation and transportation planning purposes, with specified revenues in the account to be allocated by the Controller to specified local transportation agencies for public transportation purposes, pursuant to the State Transit Assistance (STA) Program. Existing law requires STA funds to be allocated by formulas based 50% on population and 50% on transit operator revenues.</p> <p>This bill would revise and recast the provisions governing the STA program. The bill would provide that only STA-eligible operators, as defined, are eligible to receive an allocation from the portion of program funds based on transit operator revenues. The bill would provide for each STA-eligible operator within the jurisdiction of the allocating local transportation agency to receive a proportional share of the revenue-based program funds based on the qualifying revenues of that operator, as defined. The bill would revise the duties of the Controller and the Department of Transportation in administering the program. The bill would make various other conforming changes and would delete obsolete provisions. This bill contains other related provisions and other existing laws.</p>	
<p><a href="#">AB 1324</a> <a href="#">Gloria</a> D</p> <p>Metropolitan planning organizations: transactions and use taxes.</p>	<p>5/12/2017-A. 2 YEAR 5/12/2017-Failed Deadline pursuant to Rule 61 (a)(3). (Last location was L. GOV. on 3/13/2017)(May be acted upon Jan 2018)</p>	<p>Existing law authorizes various local governmental entities, subject to certain limitations and approval requirements, to levy a transactions and use tax in accordance with the procedures and requirements set forth in the Transactions and Use Tax Law. Existing federal law provides for the designation of some of these entities as metropolitan planning organizations.</p> <p>This bill would authorize a metropolitan planning organization or regional transportation planning agency that is authorized by law to levy, expand, increase, or extend a transactions and use tax to levy, expand, increase, or extend that tax in only a portion of the jurisdiction, as an alternative to the entire jurisdiction, in which the organization or agency is authorized to levy, expand, increase, or extend the tax, if approved by the required percentage of the voters in that portion of the jurisdiction. The bill would require the revenues derived from the levy, expansion, increase, or extension to be used only within the area for which the levy, expansion, increase, or extension was approved by the voters.</p>	

## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1363</a> <a href="#">Baker R</a></p> <p>Transportation revenues.</p>	<p>4/28/2017-A. 2 YEAR 4/28/2017-Failed Deadline pursuant to Rule 61 (a)(2). (Last location was TRANS. on 3/13/2017)(May be acted upon Jan 2018)</p>	<p>Article XIX of the California Constitution restricts the expenditure of revenues from taxes imposed by the state on fuels used in motor vehicles upon public streets and highways to street and highway and certain mass transit purposes. Existing law requires certain miscellaneous revenues deposited in the State Highway Account that are not restricted as to expenditure by Article XIX of the California Constitution to be transferred to the Transportation Debt Service Fund in the State Transportation Fund, as specified, and requires the Controller to transfer from the fund to the General Fund an amount of those revenues necessary to offset the current year debt service made from the General Fund on general obligation transportation bonds issued pursuant to Proposition 116 of 1990.</p> <p>This bill would, on July 1, 2018, delete the transfer of these miscellaneous revenues to the Transportation Debt Service Fund, thereby eliminating the offsetting transfer to the General Fund for debt service on general obligation transportation bonds issued pursuant to Proposition 116 of 1990. The bill, subject to a specified exception, would, on July 1, 2018, instead require the miscellaneous revenues to be retained in the State Highway Account and to be used solely for transportation expenditures consistent with the restrictions for expenditure of fuel tax revenues in Article XIX of the California Constitution.</p>	
<p><a href="#">AB 1613</a> <a href="#">Mullin D</a></p> <p>San Mateo County Transit District: retail transactions and use tax.</p>	<p>6/1/2017-S. T. &amp; H. 6/14/2017-In committee: Hearing postponed by committee. From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on T. &amp; H.</p>	<p>Existing law authorizes various local governmental entities, subject to certain limitations and approval requirements, to levy a transactions and use tax for general purposes, in accordance with the procedures and requirements set forth in the Transactions and Use Tax Law, including a requirement that the combined rate of all taxes that may be imposed in accordance with that law in the county not exceed 2%. Existing law also authorizes the board of the San Mateo County Transit District to adopt a retail transactions and use tax ordinance in accordance with the Transactions and Use Tax Law.</p> <p>This bill would authorize the board, unless the transactions and use tax described in paragraph (2) has been imposed, to exceed that 2% limit to impose a retail transactions and use tax set at a rate of no more than 0.5%, if approved by the board before January 1, 2021. The bill would require the board, in concurrence with the county and for purposes of this tax, to develop an expenditure plan of projects that may include, among other things, public transit, local streets and roads, state highways, bicycle and pedestrian facilities, intelligent transportation systems, and transportation planning. This bill contains other related provisions and other existing laws.</p>	<p>Sponsor</p>

## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">ACA 4</a> <a href="#">Aguiar-Curry D</a></p> <p>Local government financing: affordable housing and public infrastructure: voter approval.</p>	<p>4/24/2017-A. L. GOV. 4/24/2017-Referred to Coms. on L. GOV. and APPR.</p>	<p>Local government financing: affordable housing and public infrastructure: voter approval.</p>	
<p><a href="#">ACA 5</a> <a href="#">Frazier D</a></p> <p>Motor vehicle fees and taxes: restriction on expenditures: appropriations limit.</p>	<p>4/6/2017-A. CHAPTERED 4/6/2017-Chaptered by Secretary of State-Chapter 30, Statues of 2017</p>	<p>Article XIX of the California Constitution restricts the expenditure of revenues from taxes imposed by the state on fuels used in motor vehicles upon public streets and highways to street and highway and certain mass transit purposes, and restricts the expenditure of revenues from fees and taxes imposed by the state upon vehicles or their use or operation to state administration and enforcement of laws regulating the use, operation, or registration of vehicles used upon the public streets and highways, as well as to street and highway and certain mass transit purposes. These restrictions do not apply to revenues from taxes or fees imposed under the Sales and Use Tax Law or the Vehicle License Fee Law.</p> <p>This measure would add Article XIXD to the California Constitution to require revenues derived from vehicle fees imposed under a specified chapter of the Vehicle License Fee Law to be used solely for transportation purposes, as defined. The measure would prohibit these revenues from being used for the payment of principal and interest on state transportation general obligation bonds that were authorized by the voters on or before November 8, 2016. The measure would prohibit the revenues from being used for the payment of principal and interest on state transportation general obligation bonds issued after that date unless the bond act submitted to the voters expressly authorizes that use. The measure would also prohibit the Legislature from borrowing these revenues, except as specified, or using them for purposes other than transportation purposes. This bill contains other related provisions and other existing laws.</p>	



## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 1</a> <a href="#">Beall</a> D</p> <p>Transportation funding.</p>	<p>4/28/2017-S. CHAPTERED 4/28/2017-Approved by the Governor. Chaptered by Secretary of State. Chapter 5, Statutes of 2017.</p>	<p>This bill would create the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system.</p> <p>The bill would require the California Transportation Commission to adopt performance criteria, consistent with a specified asset management plan, to ensure efficient use of certain funds available for the program. The bill would provide for the deposit of various funds for the program in the Road Maintenance and Rehabilitation Account, which the bill would create in the State Transportation Fund, including revenues attributable to a \$0.12 per gallon increase in the motor vehicle fuel (gasoline) tax imposed by the bill with an inflation adjustment, as provided, 50% of a \$0.20 per gallon increase in the diesel excise tax, with an inflation adjustment, as provided, a portion of a new transportation improvement fee imposed under the Vehicle License Fee Law with a varying fee between \$25 and \$175 based on vehicle value and with an inflation adjustment, as provided, and a new \$100 annual vehicle registration fee applicable only to zero-emission vehicles model year 2020 and later, with an inflation adjustment, as provided. The bill would provide that the fuel excise tax increases take effect on November 1, 2017, the transportation improvement fee takes effect on January 1, 2018, and the zero-emission vehicle registration fee takes effect on July 1, 2020. This bill contains other related provisions and other existing laws.</p>	<p>Support</p>
<p><a href="#">SB 337</a> <a href="#">Bates</a> R</p> <p>Repatriation Infrastructure Fund.</p>	<p>2/23/2017-S. GOV. &amp; F. 4/5/2017-April 5 hearing: Testimony taken. Hearing postponed by committee.</p>	<p>Existing law provides various sources of funding for transportation purposes, including funding for the state highway system, the local street and road system, and public transportation.</p> <p>This bill, until July 1, 2025, would require the Department of Finance, in consultation with the Franchise Tax Board, to estimate, on an annual basis by November 1 of each year, the amount of revenue to be received from state taxes in the next fiscal year as a consequence of enactment of a federal corporate repatriation statute pursuant to which foreign earnings of United States-based corporations that are currently invested abroad are moved to the United States. This bill contains other related provisions.</p>	

## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 595</a> <a href="#">Beall</a> D</p> <p>Metropolitan Transportation Commission: toll bridge revenues.</p>	<p>6/12/2017-A. TRANS. 6/12/2017-Referred to Com. on TRANS.</p>	<p>Existing law creates the Metropolitan Transportation Commission (MTC) as a regional agency in the 9-county San Francisco Bay area with comprehensive regional transportation planning and other related responsibilities. Existing law creates the Bay Area Toll Authority (BATA) as a separate entity governed by the same governing board as the MTC and makes the BATA responsible for the programming, administration, and allocation of toll revenues from the state-owned toll bridges in the San Francisco Bay area. Existing law authorizes the BATA to increase the toll rates for certain purposes, including to meet its bond obligations, provide funding for certain costs associated with the bay area state-owned toll bridges, including for the seismic retrofit of those bridges, and provide funding to meet the requirements of certain voter-approved regional measures. Existing law provided for submission of 2 regional measures to the voters of 7 bay area counties in 1988 and 2004 relative to specified increases in bridge auto tolls on the bay area state-owned toll bridges, subject to approval by a majority of the voters.</p> <p>The bill would require the City and County of San Francisco and the other 8 counties in the San Francisco Bay area to conduct a special election on a proposed unspecified increase in the amount of the toll rate charged on the state-owned toll bridges in that area to be used for unspecified projects and programs. By requiring this election, the bill would impose a state-mandated local program. The bill would require the BATA to reimburse from toll revenues, as specified, the counties and the City and County of San Francisco for the cost of submitting the measure to the voters. This bill contains other related provisions and other existing laws.</p>	<p>Support</p>

## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 614</a> <a href="#">Hertzberg</a> D</p> <p>Public transportation agencies: administrative penalties.</p>	<p>6/5/2017-A. TRANS. 6/5/2017-Referred to Com. on TRANS.</p>	<p>Existing law makes it a crime, punishable as an infraction or misdemeanor, as applicable, for a person to commit certain acts on or in a facility or vehicle of a public transportation system. Existing law authorizes a public transportation agency to adopt and enforce an ordinance to impose and enforce civil administrative penalties for fare evasion and other passenger misconduct on or in a transit facility or vehicle in lieu of the criminal penalties otherwise applicable. In setting the amounts of administrative penalties for fare evasion and other passenger misconduct violations, existing law prohibits a public transportation agency from establishing penalty amounts that exceed the maximum penalty amount established for the criminal penalties. Existing law requires these administrative penalties to be deposited in the general fund of the county in which the citation is administered.</p> <p>This bill would instead require the administrative penalties to be deposited with the public transportation agency that issued the citation. In setting the amount of administrative penalties for fare evasion and other passenger misconduct violations, the bill would instead prohibit a public transportation agency from establishing penalty amounts that exceed \$125 upon a first or 2nd violation and \$200 upon a 3rd or subsequent violation. This bill contains other related provisions and other existing laws.</p>	
<p><a href="#">SB 775</a> <a href="#">Wieckowski</a> D</p> <p>California Global Warming Solutions Act of 2006: market-based compliance mechanisms.</p>	<p>5/1/2017-S. E.Q. 5/8/2017-May 10 hearing postponed by committee.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases.</p> <p>The act authorizes the state board to include use of market-based compliance mechanisms. Existing law prohibits a state agency from linking a market-based compliance mechanism with any other state, province, or country unless the state agency notifies the Governor. Existing law requires the Governor to issue specified findings within 45 days of receiving that notice from a state agency and to provide those findings to the Legislature. This bill contains other existing laws.</p>	

## San Mateo County Transit District State Legislative Matrix 6/21/17

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SCA 6</a> <a href="#">Wiener D</a></p> <p>Local transportation measures: special taxes: voter approval.</p>	<p>5/25/2017-S. APPR. SUSPENSE FILE 5/25/2017-May 25 hearing: Held in committee and under submission.</p>	<p>The California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of 2/3 of the voters of the city, county, or special district voting on that tax, except that certain school entities may levy an ad valorem property tax for specified purposes with the approval of 55% of the voters within the jurisdiction of these entities.</p> <p>This measure would require that the imposition, extension, or increase by a local government of a special tax as may otherwise be authorized by law, whether a sales or transactions and use tax, parcel tax, or other tax for the purpose of providing funding for transportation purposes be submitted to the electorate by ordinance and approved by 55% of the voters voting on the proposition. The measure would authorize an ordinance submitted to the voters for approval under these provisions to provide, as otherwise authorized by law, for the issuance of bonds payable from the revenues from the special tax. The measure would require an ordinance submitted to the voters under these provisions to include an expenditure plan specifying the transportation programs and projects to be funded by the revenues from the special tax and a requirement for an annual independent audit to ensure that the revenues are expended only for authorized purposes. The measure would also make conforming and technical, nonsubstantive changes. This bill contains other related provisions and other existing laws.</p>	<p>Support</p>



BOARD OF DIRECTORS 2017

ROSE GUILBAULT, CHAIR  
CHARLES STONE, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ZOE KERSTEEN-TUCKER  
KARYL MATSUMOTO  
DAVE PINE  
JOSH POWELL  
PETER RAITO

JIM HARTNETT  
GENERAL MANAGER/CEO

## AGENDA

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

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

**WEDNESDAY, JULY 5, 2017 – 3:30 p.m.**

or immediately following previous Committee meeting

1. Call to Order

#### **ACTION**

2. Approval of Minutes of Strategic Planning, Development and Sustainability Committee Meeting of June 7, 2017

#### **INFORMATIONAL**

3. Metropolitan Transportation Commission Transit Sustainability Project Update
4. Adjourn

Committee Members: Dave Pine, Jeff Gee, Charles Stone

NOTE:

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

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

**MINUTES OF STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY  
COMMITTEE MEETING  
COMMITTEE OF THE WHOLE  
JUNE 7, 2017**

Committee Members Present: D. Pine (Committee Chair), J. Gee, C. Stone

Other Board Members Present, Constituting Committee of the Whole: R. Guilbault (Chair), Z. Kersteen-Tucker, J. Powell, P. Ratto

Other Board Members Absent, Constituting Committee of the Whole: C. Groom, K. Matsumoto

Staff Present: T. Bartholomew, J. Cassman, A. Chan, J. Hartnett, K. Kelly, L. Kiner, M. Martinez, N. McKenna, D. Olmeda, M. Simon, S. van Hoften

Committee Chair Dave Pine called the meeting to order at 4:09 p.m.

**Approval of Minutes of Planning, Development and Sustainability Committee Meeting of May 3, 2017**

Motion/Second: Ratto/Gee

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

Absent: Groom, Matsumoto

**Proclamation Declaring June 15, 2017 as National Dump the Pump Day**

Motion/Second: Gee/Stone

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

Absent: Groom, Matsumoto

**Draft SamTrans Youth Mobility Plan**

Lindsey Kiner, Senior Planner and Michelle Buzbee, Program Coordinator, Youth Leadership Institute (YLI), presented this informational item. Key highlights are:

- The Plan focuses on mobility for middle school, high school and college age students for both school and non-school trips.
- Recommended initiatives are:
  - Create a youth mobility coordinator position
  - Integrate youth sensitivity training into existing bus driver training
  - Establish a Transit Youth Ambassador Program
  - Launch a pilot expansion of the Way2Go Program to include colleges
  - Increase social media engagement with youth and parents
  - Enable purchase of youth fares on mobile ticketing application
  - Launch a Clipper Card awareness campaign
  - Increase visibility of school route on-time performance

- Next steps:
  - Finalize Plan for Board adoption at the August meeting
  - Implement
  - Strengthen ties with community and schools

Public Comment

Andrew Boone, East Palo Alto, said he is a part-time student at Foothill College. In Santa Clara County all students get a free bus pass on Santa Clara Valley Transportation Authority. The bus fare is not a huge burden, but the convenience of getting on and just swiping a card is much more convenient.

**Capital Projects Quarterly Status Report – 3<sup>rd</sup> Quarter Fiscal Year 2017**

No discussion.

Adjourned: 4:35 p.m.

**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 Transportation Authority

SUBJECT: **METROPOLITAN TRANSPORTATION COMMISSION (MTC) TRANSIT  
SUSTAINABILITY PROJECT (TSP) UPDATE**

**ACTION**

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

**SIGNIFICANCE**

MTC adopted the TSP program on May 23, 2012, establishing performance measures and targets for the seven large San Francisco Bay Area transit operators: San Mateo County Transit District (District); Alameda-Contra Costa Transit District; Bay Area Rapid Transit District; Peninsula Corridor Joint Powers Board; Golden Gate Bridge, Highway & Transportation District; San Francisco Municipal Transportation Agency and Santa Clara Valley Transportation Authority.

As part of the TSP program, the District is required to achieve a 5 percent real reduction by Fiscal Year (FY) 2017 for the one of the following performance measures: 1) cost per service hour, 2) cost per passenger, or 3) cost per passenger hour. The benchmarks for the reductions are the highest reported costs for each measure between FY 2008 and FY 2011. On an annual basis, the District is required to submit data to MTC on the progress of achieving its reduction targets. MTC will analyze the District's progress in meeting these targets in FY 2018. By FY 2019, MTC will link existing and new operating and capital funds administered by MTC to the progress that operators make towards these targets.

This year, the District is required to submit its metrics for FY 2016. Staff will present this update at the July 5, 2017 meeting and discuss any updates to strategies designed to achieve the required reductions. The TSP is consistent with the District's adopted Strategic Plan, which calls for increasing productivity of its bus services.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

MTC launched the TSP in January 2010 to address operating and capital shortfalls



experience by transit operators in the nine-county San Francisco Bay Area. The purpose of the TSP is to help improve transit performance and attract more customers to public transit. The TSP focuses on financial, service performance, and institutional frameworks of the transit agencies. The District is one of the participants in the TSP.

**STRATEGIC INITIATIVE**

Priority 1: Expand Mobility Options

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

Priority 2: Strengthen Fiscal Health

    Goal 1: Increase fixed-route farebox revenue by 20 percent

Prepared By: Lindsey Kiner, Senior Planning, Planning

650-508-7912

Revised  
6/30/2017



AGENDA

BOARD OF DIRECTORS

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

WEDNESDAY, JULY 5, 2017 – 3:45 p.m.  
or immediately following Committee meetings

**7. RECONVENE FROM COMMITTEE MEETINGS**

**8. CONSENT CALENDAR  
MOTION**

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

**9. PUBLIC COMMENT**

Public comment by each individual speaker shall be limited to one minute

**10. REPORT OF THE CHAIR**

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

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

~~12~~. **13. REPORT OF THE GENERAL MANAGER/CEO**

- a. Update on 2016 Employee Survey District Actions
- b. Update on Transportation Funding Measures

~~13~~. **14. COMMUNITY RELATIONS COMMITTEE – Z. KERSTEEN-TUCKER**

SUBJECTS DISCUSSED

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

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

**14.15. FINANCE COMMITTEE – C. GROOM**

RESOLUTIONS

- a. Approve and Ratify the Fiscal Year 2018 Insurance Program at a Total Premium Cost of \$1,904,943
- b. Award of Contract to Aramark and Uniform and Career Apparel, LLC for Rental, Purchase and Laundering of Work Clothing, Shop Towels and Related Items for a Total Estimated Cost of \$238,777 for a Five-Year Term
- c. Award of Contract to Dunbar Armored, Inc. to Provide Armored Car Pick Up and Deposit of Daly Transit Revenue for a Total Estimated Cost of \$2,931,984 for a Five-Year Term

**15.16. LEGISLATIVE COMMITTEE – K. MATSUMOTO**

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

**16.17. STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – D. PINE**

INFORMATIONAL

- a. Metropolitan Transportation Commission Transit Sustainability Project Update

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

**18.19. BOARD MEMBER REQUESTS/COMMENTS**

**19.20. DATE, TIME AND PLACE OF NEXT REGULAR MEETING** – August 2, 2017 at 2 p.m., San Mateo County Transit District, Administrative Building, Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 Carlos Ave., San Carlos 94070

**20.21. REPORT OF LEGAL COUNSEL**

- a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6  
Agency designated representatives: Pat Glenn and Bill Carson  
Employee organizations: Teamsters Union, Local 856 (Maintenance/Utility Supervisors; Bus Transportation Supervisors/Dispatchers/Radio Controllers; Transit Instructors; Bus Contract Inspectors) and Amalgamated Transit Union Local 1574 (Bus Operators/Mechanics/Storekeepers/Utility Workers; Customer Service Representatives)

**21.22. ADJOURN**

## **INFORMATION FOR THE PUBLIC**

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

The San Mateo County Transit District Board and Citizens Advisory Committee (CAC) meeting schedules are available on the Web site.

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

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2 p.m.; SamTrans Citizens Advisory Committee: Last Wednesday of the month, 6:30 p.m. Date, time and location of meetings may be change as necessary.

### **Location of Meeting**

The San Mateo County Transit District Administrative Building is located at 1250 San Carlos Avenue, San Carlos, one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus Routes ECR, FLX, 260, 295 and 398. [Map link](#) Additional transit information can be obtained by calling 1-800-660-4287 or 511.

### **Public Comment**

- If you wish to address the Board, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Board and included for the official record, please hand it to the District Secretary, who will distribute the information to the Board members and staff.
- Members of the public may address the Board on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to one minute and items raised that require a response will be deferred for staff reply.

### **Accessibility for Individuals with Disabilities**

Upon request, the Transit District will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to the District Secretary at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or emailed to [board@samtrans.com](mailto:board@samtrans.com); or by phone at 650-508-6242, or TTY 650-508-6448.

### **Availability of Public Records**

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

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

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
JUNE 7, 2017**

Board Members Present: J. Gee, R. Guilbault (Chair), Z. Kersteen-Tucker, K. Matsumoto, D. Pine, J. Powell, P. Ratto, C. Stone

Board Members Absent: C. Groom

Staff Present: J. Cassman, A. Chan, J. Hartnett, S. Hedgpeth, K. Kelly, M. Martinez, N. McKenna, D. Olmeda, M. Simon, B. Tietjen, S. van Hoften

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

**PUBLIC HEARING FOR THE PROPOSED ELIMINATION OF ROUTES 11, 43 AND 89**

Martha Martinez, Executive Officer, District Secretary/Executive Administration outlined the steps taken to notice the public hearing.

Director Charles Stone arrived at 2:03 p.m.

Sean Hedgpeth, Senior Planner, presented this item. He said this is part of staff's ongoing monitoring of low performing routes. These three routes average about five riders per trip. Mr. Hedgpeth said there is parallel fixed-route service for these routes.

Public Comment

Pamela DiGiovanni, Daly City, said there was a lack of outreach to those served by Route 11. She said those at the school knew nothing about the proposed elimination of the route. Ms. DiGiovanni said staff never contacted the Daly City City Council. She asked for this item be delayed until September or October so the schools can be contacted and informed.

Motion to Close Public Hearing: Ratto/Kersteen-Tucker

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

Absent: Groom

Recess to Committee Meetings at 2:11 p.m.

Reconvene Board Meeting at 4:35 p.m.

**CONSENT CALENDAR**

- a. Approval of Minutes of Board of Directors Meeting of May 3, 2017
- b. Acceptance of Statement of Revenues and Expense's for April 2017

Motion/Second: Gee/Stone

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

Absent: Groom, Matsumoto

Public comment

Alan Sarver, Trustee, Sequoia Union High School District, said Sequoia High School has been a great beneficiary. He said he is pleased with SamTrans helping students with Route 61 serving Carlmont High School, greater service between Menlo Atherton and East Palo Alto community and a new pilot route coming between Cañada College and Woodside High School. Mr. Sarver said all the work being done on youth mobility work is a wonderful direction and he is pleased SamTrans is taking the lead. He said he attended a couple of the outreach meetings for the Managed Lanes Highway 101 Project.

Adina Levin, Friends of Caltrain, said at the California State Department of Transportation Highway 101 Managed Lane presentation there was a lot of creativity on property takes to create another lane. She said another challenge was mode shift and there was nothing on the presentation on how to do that.

**REPORT OF THE GENERAL MANAGER/CEO – J. Hartnett**

Jim Hartnett, General Manager/CEO said he would send his written report to the Board.

**COMMUNITY RELATIONS COMMITTEE – Z. Kersteen-Tucker**

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council
- c. Citizens Advisory Committee Update
- d. Mobility Management Report – Fixed-Route Bus
- e. Multimodal Ridership Report – April 2017

**FINANCE COMMITTEE – P. Ratto**

RESOLUTIONS

- a. Fiscal Year 2018 Operating Budget in the Amount of \$146,660,069 Adopted by Resolution No. 2017-34
- b. Fiscal Year 2018 Capital Budget in the Amount of \$16,373,081 Adopted by Resolution No. 2017-35
- c. Submitting of Grant Applications and the Execution of Standard Agreements with the California State Department of Transportation Pertaining to Federal Transit Administration Section 5311 Grants Adopted by Resolution No. 2017-36

ORDINANCE

- d. Salary Ordinance No. 100 and Wage Adjustment for Administrative (Non-Represented) Employees

Motion/Second: Gee/Stone

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

Absent: Groom, Matsumoto

**LEGISLATIVE COMMITTEE – K. Matsumoto**

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

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

PROCLAMATION

- a. Declaring June 15, 2017 as National Dump the Pump Day

Motion/Second: Stone/Guilbault

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

Absent: Groom, Matsumoto

INFORMATIONAL

- b. Draft SamTrans Youth Mobility Plan
- c. Capital Projects Quarterly Status Report – 3<sup>rd</sup> Quarter Fiscal Year 2017

**BOARD MEMBER REQUESTS/COMMENTS**

Director Charles Stone thanked staff for the Summer Youth Pass and said both his children are using it.

**DATE AND TIME OF NEXT REGULAR MEETING** – July 5, 2017, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

**REPORT OF LEGAL COUNSEL**

- a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6
  - Agency designated representatives: Pat Glenn and Bill Carson
  - Employee organizations: Teamsters Union, Local 856 (Maintenance/Utility Supervisors; Bus Transportation Supervisors/Dispatchers/Radio Controllers; Transit Instructors; Bus Contract Inspectors) and Amalgamated Transit Union Local 1574 (Bus Operators/Mechanics/Storekeepers/Utility Workers; Customer Service Representatives)

Public Comment

Siddiqu Shaikh, ATU 1574, said he is concerned about the operating and capital budgets presented today. Staff and the Board have no issues creating new positions with wage increases and yet there are issues of getting mechanics, bus operators and customer service representatives three year contracts. He said people need to be

truthful about what is going on. Mr. Shaikh said management and the Board talks about taking care of employee, but there are unreasonable strings attached to labor negotiations. He said this doesn't help morale at all. Mr. Shaikh said he is requesting the Board get involved and have a reasonable discussion and provide a reasonable contract to the employees.

Patrick Brophy, ATU 1574, said he is a mechanic at North Base. He said the lead negotiator said the Board hasn't authorized the triggers for the second and third year of the contract. He said they have no control of the triggers and conditions in the second and third year. Mr. Brophy said it is hard for the union to hear how quickly the Board approved a 3 percent pay increase for non-represented employees and they may not get a raise in their second and third year of their contract

Recessed to closed session at 4:54 p.m.

Reconvened to open session at 5:30 p.m.

Joan Cassman, Legal Counsel, said the Board met in closed session to discuss labor negotiations and no action was taken.

Adjourned at 5:31 p.m.



**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Martha Martinez  
Executive Officer,  
District Secretary/Executive Administration

SUBJECT: **EXECUTED CONTRACTS UP TO \$100,000 (NON-C&P) SECOND QUARTER  
REPORT**

**ACTION**

Staff requests that the Board receive and file the Executed Contracts Quarterly Report (attached).

**SIGNIFICANCE**

The attached provides a quarterly update on contracts valued up to \$100,000 delegated by the San Mateo County Transit District Board of Directors (Board) to the General Manager/CEO or his designee. This delegation of authority applies to grant agreements, funding agreements, memoranda of understanding, interagency agreements and cooperative agreements.

**BUDGET IMPACT**

There is no impact to the budget.

**BACKGROUND**

On March 2, 2016, the Board delegated authority to the General Manager/CEO or his designee to execute contracts and related amendments with values up to a total of \$100,000 per contract, including any amendments (Resolution No. 2016-12). The Board directed the General Manager/CEO or his designee to report any and all contracts entered into by this authority on a quarterly basis.

Prepared By: Martha Martinez

650-508-6242

Executed Contracts by General Manager/CEO

DATE ENTERED INTO	CONTRACT NAME/DESCRIPTION	PARTIES TO CONTRACT	AMOUNT
<b>1st Quarter January - March 2017</b>			
01/05/17	Funding Agreement for the Grand Boulevard Initiative: Creating Safe and Healthy Corridor Communities Project	City of Palo Alto (funded by)	Up to \$22,613
<b>2nd Quarter April - June 2017</b>			
05/30/17	Funding Agreement for the Grand Boulevard Initiative: Creating Safe and Healthy Corridor Communities Project	City of Redwood City (funded by)	Up to \$22,613
06/06/17	Short Range Transit Plan - Amendment No. 1, extend contract termination to July 30, 2017	Metropolitan Transportation Commission	\$ -

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: David Olmeda  
Chief Operating Officer, Bus

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

**ACTION**

Staff recommends the Board of Directors:

1. Authorize the elimination of Routes 11, 43 and 89 effective August 6, 2017;
2. Approve the filing of a Notice of Exemption under the California Environmental Quality Act (CEQA) related to elimination of the routes; and
3. Approve the associated Title VI equity analysis (attached).

**SIGNIFICANCE**

In the three years since the SamTrans Service Plan (SSP) was launched, the daily ridership on Routes 11, 43 and 89 averages 5, 8, and 5 total passengers per trip, respectively. These are Community Routes that are transporting one to three youth riders per trip. The other SamTrans' Community Routes average 19 passengers per trip.

SamTrans made a commitment to continuously monitor and adjust services following the introduction of the SSP in January 2014. Staff identified these routes as highly duplicative with other service intensive routes such as Routes 110, 120, 296, and ECR.

The filing of a Notice of Exemption under CEQA is appropriate because there is no potential for significant effects on the environment since there is little or no impact on traffic given the low ridership levels. Any traffic, air, or noise effects from these services will decrease with the elimination of Routes 11, 43 and 89.

An equity analysis was conducted in accordance with Board-adopted policies and Federal guidelines issued under Title VI of the Civil Rights Act of 1964. The equity analysis assessed the potential effects of discontinuing Routes 11, 43 and 89 on minority and low-income passengers.

### **BUDGET IMPACT**

There is no budget impact associated with this action as resources required to operate the eliminated routes will be reallocated to other elements of the system.

### **BACKGROUND**

Routes 11, 43, and 89 have been identified as the lowest performers among SamTrans' Community Routes. Route 11 runs between Hickey Boulevard and Thomas Edison Elementary School/Fernando Rivera Intermediate School in Daly City. Route 43 runs between Burlingame Plaza/Mills High School in Millbrae and the San Bruno BART station, and provides service to Capuchino High School in San Bruno. Route 89 runs from Encinal Elementary School in Atherton south to Santa Monica/Andreas.

Staff conducted three public meetings and the Board of Directors held a public hearing on June 7, 2017 to gather community input on the proposed route eliminations. The District placed notices of the proposed service changes and proposed opportunities to submit public input on all three routes ("seat drops") during revenue operations. The District also ran visual electronic messaging on board the vehicles. The public meetings and hearings were advertised in the Examiner (English) and El Observador (in Spanish). El Observador also ran digital units on their webpage. The meeting locations were as follows:

#### Route 11 Elimination Public Meeting

Meeting Location: Fernando Rivera Intermediate School

#### Route 43 Elimination Public Meeting

Meeting Location: Burlingame Library

#### Route 89 Elimination Public Meeting

Meeting Location: Menlo Park Main Library

In accordance with Federal requirements and District policy, a Title IV Equity Analysis was performed, finding no disparate impact on minority populations and no disproportionate burden on low-income populations.

Routes 11, 43 and 89 cost approximately \$170,000 per year to operate. Elimination of these underperforming routes will help ensure that resources are available to invest in more productive services beginning in August and throughout Fiscal Year 2018.

Prepared By: Patrick Blankenship, Manager, Operations  
Scheduling & Planning

650-508-64249

**SAN MATEO COUNTY TRANSIT DISTRICT**



**TITLE VI  
SERVICE EQUITY ANALYSIS  
ELIMINATION OF Routes 11, 43 & 89**

**JUNE 2017**

# SAMTRANS

## TITLE VI SERVICE EQUITY ANALYSIS

### ELIMINATION OF ROUTES 11, 43, AND 89

#### Introduction and Executive Summary

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. This analysis was conducted in compliance with Federal Transit Administration (FTA) Circular 4702.1B, which requires any FTA recipient serving a population of 200,000 or greater to evaluate any fare change and any major service change at the planning and programming stages to determine whether those changes have a discriminatory impact. This document is an analysis of the proposed elimination of SamTrans' bus routes 11, 43, and 89.

In April 2017, the San Mateo Transit District ("the District" or "SamTrans" when referring to bus service) began considering the eliminations of routes 11, 43 and 89. SamTrans is committed to evaluating service for effectiveness and duplication, and eliminating underperforming service when necessary. For over two years, ridership on routes 11, 43 and 89 has not grown to the level anticipated for their continued operation, largely due to duplicative service on nearby routes and minimal service levels. As a result of the poor continued ridership and duplicative service, SamTrans is now considering the elimination of routes 11, 43 and 89 effective August 6, 2017.

The SamTrans Major Service Change Policy requires a Title VI analysis and a public hearing to be undertaken when a route is changed 25% or more. As such, the elimination of the Routes 11, 43 and 89 constitutes a major service change.

As shown in the Service Equity Analysis contained within this report, the elimination of routes 11, 43 and 89 would not result in either a disparate impact for minority riders or a disproportionate burden for low-income riders.

#### Title VI Equity Analysis Background

Title VI of the Civil Rights Act of 1964, Section 601 states:

"No persons in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

It is the District's responsibility to ensure that access to its transit services and facilities is equitably distributed and provided without regard to race, color, or national origin. According to the Federal Department of Transportation, equity in the provision of transit service is described as "providing equal levels of service to minority and non-minority residents of the urbanized area. Levels of service, in turn,

are defined in terms of capital allocation and accessibility.”<sup>1</sup> The District has committed to complying with the Title VI objectives set forth in FTA Circular 4702.1B, ensuring that FTA-assisted benefits and related services are made available and are equitably distributed without regard to race, color, or national origin.

Federal requirements outlined in FTA Circular 4702.1B for compliance with Title VI were updated in October 2012 to require each federally-assisted public transportation provider to approve three policies including:

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

The District adopted policies based on a number of factors, including existing policies already in use, consultation with other transit agencies, and analysis of impacts of past service and fare change decisions. The District released the three policies for review by the public in February 2013.

## **PUBLIC ENGAGEMENT RELATED TO ADOPTED POLICIES AND PROCEDURES**

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

The community meetings were held:

- Tuesday, Feb. 12, 2013 6:30 p.m. to 8 p.m.  
Pacifica Sharp Park Library  
104 Hilton Way, Pacifica
- Tuesday, Feb. 19, 2013 6:30 p.m. to 8 p.m.  
War Memorial Activity Room  
6655 Mission St., Daly City
- Thursday, Feb. 21, 2013 10:00 a.m. to 11:30 a.m.  
SamTrans Offices  
1250 San Carlos Ave., San Carlos
- Monday, Feb. 25, 2013 6:30 p.m. to 8 p.m.  
Lewis and Joan Platt East Palo Alto Family YMCA  
550 Bell St., East Palo Alto

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<sup>1</sup> Transit Cooperative Research Program, Legal Research Digest: “The Impact of Civil Rights Litigation Under Title VI and Related Laws on Transit Decision Making”, TCRP Project J-5, Washington, D.C. June 1997

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

## ADOPTED POLICIES AND PROCEDURES

A brief overview of the adopted policies follows below. The full text of the policies is included in **Appendix B**.

- **Major Service Change Policy:** All major increases or decreases in transit service are subject to a Title VI Equity Analysis prior to Board approval of the service change. An Equity Analysis completed for a major service change must be presented to the Board prior to adoption. A major service change is defined as a reduction or increase of 25 percent or more in total vehicle revenue miles in service on any specific route over a one-week period.
- **Disparate Impact Policy:** This policy establishes a threshold for determining whether a given action has a disparate impact on minority populations. SamTrans has adopted a Disparate Impact Threshold of 20 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by minority populations compared to the same impacts borne by non-minority populations.
- **Disproportionate Burden Policy:** This policy establishes a threshold for determining whether a given action has a disproportionate burden on low-income populations. SamTrans has adopted a Disproportionate Burden Threshold of 20 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by low-income populations compared to the same impacts borne by non-low-income populations.

Based on its adopted Title VI policies, SamTrans must analyze how the proposed service reduction would impact minority and low-income populations compared to non-minority and non-low-income populations. If the proposed action results in a negative impact that affects minorities and low-income populations more than non-minorities and non-low-income populations, in excess of the adopted thresholds, SamTrans must determine whether there is an alternative that results in more equitable impacts. In order to proceed with a change that has negative impacts above the defined threshold, SamTrans must demonstrate a substantial legitimate business purpose for the proposed service change, that alternatives have been analyzed and that the proposed change is the least discriminatory alternative.

## Proposed Service Elimination

As set forth above, SamTrans is considering the elimination of routes 11, 43 and 89 effective August 6, 2017. **Figure 1** illustrates the three locations under consideration.

### **Figure 1 – Project Extent**





Route 11 has the following characteristics:

- Connects Daly City to Thomas Edison Elementary and Fernando Rivera Middle School
- 2 total trips per day, only on school days
- One trip northbound and one southbound
- Ridership of 10 average weekday boardings
- Routes 110 & 120 duplicate Route 11

Route 43 has the following characteristics:

- Connects San Bruno BART Station to Mills High School (Burlingame, CA)

- One direction, with only one afternoon trip, only on school days
- Ridership of 8 average weekday boardings
- Routes ECR and 140 duplicate Route 43

Route 89 has the following characteristics:

- Connects Atherton to Encinal Elementary School
- One direction, with only 1 afternoon trip, only on school days
- Ridership of 5 average weekday boardings
- Route 296 duplicates Route 89

## Public Outreach

The District communicated with the public to inform riders and the community about the proposed service eliminations, and to solicit public input, using various outreach techniques and media.

Comments were invited through the mail, telephone, and the dedicated e-mail address of [changes@samtrans.com](mailto:changes@samtrans.com). Paper "take-one" notices were distributed on-board SamTrans buses on all three routes. Examples are shown as **Attachment 1**. SamTrans also ran electronic messaging onboard vehicles in revenue service on the routes in question as well as advertisements in the San Francisco Examiner (**Attachment 3**) and El Observador (in Spanish, **Attachment 2**). El Observador also ran digital units on their webpage.

The District also notified all school principals in the proposed effected areas by phone and e-mail.

The District hosted three community meetings to gather information from the public and solicit input, as follows:

### **Route 11 Elimination Public Meeting**

Meeting Location: Fernando Rivera Intermediate School

1255 Southgate Ave., Daly City, 94015

Time: 6.00PM to 7.30PM, May 23, 2017

SamTrans Attendees: Patrick Blankenship, De La Torre Andria, Alex Lam, Ruchita Acharya

Members of the Public who Attended: 1

Comments Received: 0

### **Route 43 Elimination Public Meeting**

Meeting Location: Burlingame Library

480 Primrose Road, Burlingame, CA 94010

(Held in the tech/media lab)

Time: 4.00PM to 5.30PM, May 24, 2017

SamTrans Attendees: Patrick Blankenship, De La Torre Andria, Alex Lam, Mary Knuckles, Ruchita Acharya

Members of the Public who Attended: 0

Comments Received: 0

### **Route 89 Elimination Public Meeting**

Meeting Location: Menlo Park Main Library  
800 Alma Street, Menlo Park, CA 94025  
(Held in downstairs meeting room)  
Time: 3.30PM to 5.00PM, May 25, 2017  
SamTrans Attendees: Patrick Blankenship, De La Torre Andria, Ryan Cruz, Mary Knuckles, Ruchita Acharya  
Members of the Public who Attended: 2  
Comments Received: 1 written comment received, but it was not specifically relevant to the route elimination proposal

Finally, the District's Board of Directors held a public hearing during its June 7th, 2017 Board meeting. One person spoke and commented that she felt the public outreach for the elimination of Route 11 was insufficient and that the school administrators and Daly City City Council hadn't been notified.

## Data Use, Definitions and Methodology for Equity Analysis

Even though Routes 11, 43 and 89 have less than ten trips per day, the complete elimination of service (per SamTrans Title VI policy) qualifies this action as a "Major Service Change" and is therefore subject to the Title VI Service Equity Analysis process.

In order to ensure that the District Board makes a fully-informed decision, this report examines the potential impacts that could be felt by the communities generally served by the routes in question using ArcGIS to analyze Census data at the block group level. ArcGIS generates data by buffering ¼ mile radius (the "catchment area") from the route profile proposed for elimination, allowing an analysis of the demographics of the communities in the catchment areas with a focus on minority and low-income populations.

First, county-wide demographics related to minority and low income populations were established using the Five Year American Community Survey (ACS) 2015 Estimates:

- County Non-white percentage: 45.0%
- County Low Income Households (defined as households with income below twice the federal poverty line, \$50,000): 26.2%

Second, catchment areas were defined along the routes in question to compare the demographics of the affected areas to the county overall.

## Equity Analysis

This equity analysis compared the impacted areas against a larger geographic area, in this case the entire county of San Mateo. For comparison purposes, the analysis looks to racial demographics and income distributions in areas facing the discontinuance of service. While the areas affected by the proposed eliminations face a discontinuance of some service, they generally do not face a discontinuance of all service, as evidenced by the level of duplicative service in the immediate service

areas illustrated in the following route-level sections. Accordingly, there is no clear adverse effect, other than the loss of marginal or “spur” network elements, associated with the change for current or potential riders. In addition, ridership is so low that no statistically significant analysis could be performed based on rider demographics. Nevertheless, the SamTrans Major Service Change thresholds are triggered by this service change.

Based on SamTrans Title VI Policy, service changes are considered to have a disproportionate adverse effect if the differences between the adverse effects experienced by minority or low-income populations exceed the burdens experienced by non-minority and non-low-income populations by 20% on a cumulative basis.

**Tables 1 and 2** illustrate that the proposed service changes will result in neither a disparate impact on minority populations nor a disproportionate burden on low-income populations.

**Table 1 - Cumulative Demographic Data across All Proposed Elimination Sites**

	Total Population	Non-White Population	% Non- White	White Population	% White Population
Route 11	35,776	27,915	78.0%	7,861	22.0%
Route 43	51,890	26,356	50.8%	25,534	49.2%
Route 89	27,565	10,210	37.0%	17,355	63.0%
Cumulative Areas	<b>115,231</b>	<b>64,481</b>	56.0%	50,750	44.0%
San Mateo County	<b>748,731</b>	<b>337,106</b>	45.0%	411,625	55.0%

**Table 2 - Cumulative Income Data across All Proposed Elimination Sites**

	Total Households	Low Income Households	% Low Income	Non-Low Income Households	% Non-Low Income
Route 11	10,917	2,962	27.1%	7,955	72.8%
Route 43	18,507	5,215	28.2%	13,292	71.8%
Route 89	8,976	2,319	25.8%	6,657	74.1%
Cumulative Areas	<b>38,400</b>	<b>10,496</b>	27.3%	<b>27,904</b>	72.6%
San Mateo County	<b>259,711</b>	<b>68,090</b>	26.2%	<b>191,621</b>	73.7%

For additional context, the individual route changes and related demographic analysis are set forth below.

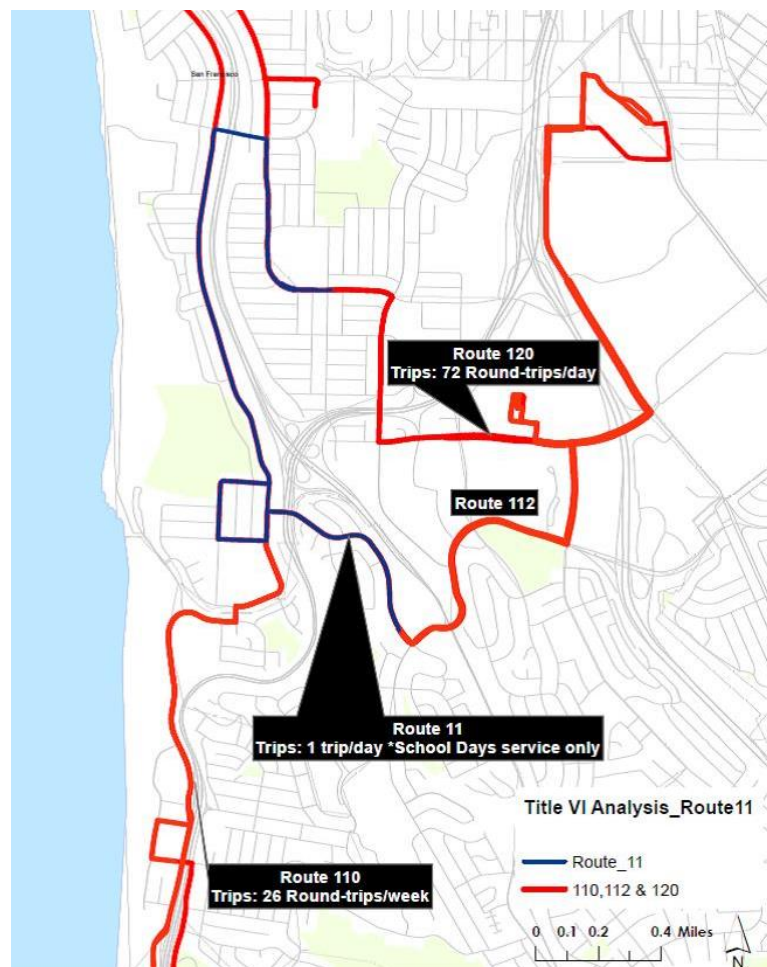
## Route 11 Equity Analysis

**Table 3** illustrates that Route 11 has a 33 point higher makeup of minorities and a 0.9 point higher instance of low income households than San Mateo County as a whole. However, **Figure 2** illustrates that over 90% of Route 11 is duplicated by routes with a far greater level of service. For example, while Route 11 operates two trips per day, Route 120 and 110 operate 143 and 47 trips per day respectively.

**Table 3 – Route 11 Low Income and Non-White Comparison**

Element	Route 11 Catchment Area	San Mateo County
Non-White %	78.0%	45.0%
Low Income %	27.1%	26.2%

**Figure 2 – Route 11 Duplicative Service**



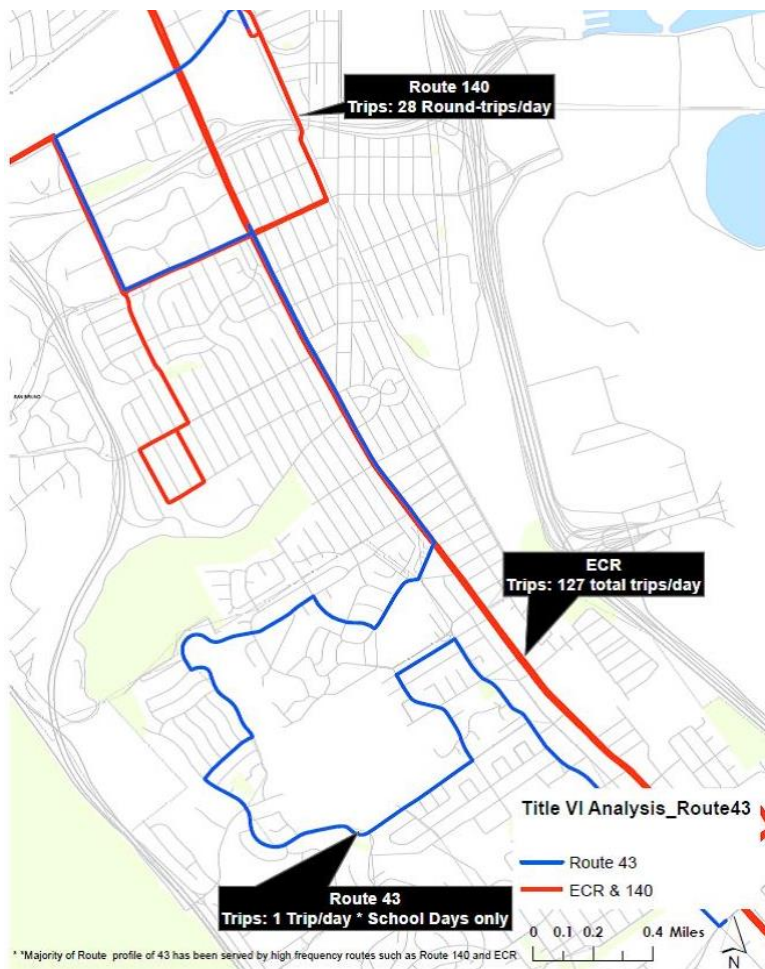
## Route 43 Equity Analysis

**Table 4** illustrates that Route 43 has a 5.8 point higher makeup of minorities and a 2 point higher instance of low income households than San Mateo County as a whole. In addition, **Figure 3** illustrates that almost half of Route 43 is either duplicated by or within walking distance to routes with a far greater level of service. For example, while Route 43 operates one trip per day, the ECR and Route 140 operate 127 and 49 trips per day respectively.

**Table 4 – Route 43 Low Income and Non-White Comparison**

Element	Route 43 Catchment Area	San Mateo County
Non-White %	50.8%	45.0%
Low Income %	28.2%	26.2%

**Figure 3 – Route 43 Duplicative Service**



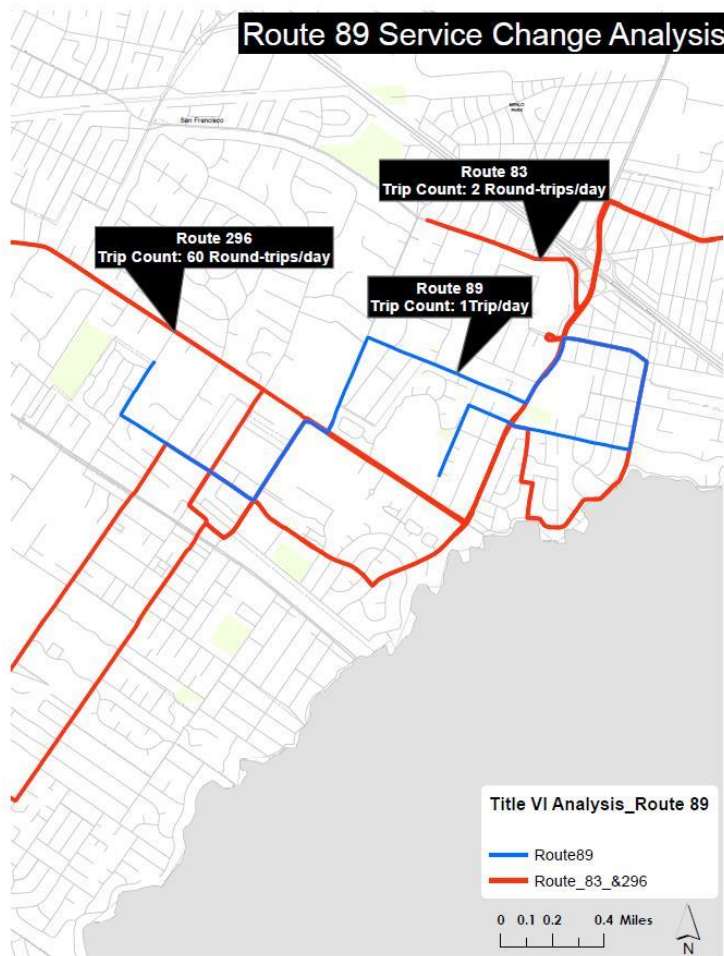
## Route 89

**Table 5** illustrates that Route 89 has a lower makeup of both minorities and instances of low income households than San Mateo County as a whole. In addition, **Figure 4** illustrates that about 44% of Route 89 is duplicated by other routes, one with a far greater level of service. For example, while Route 89 operates two trips per day, Route 296 and Route 83 operate 120 and another two trips per day respectively.

**Table 5 – Route 11 Low Income and Non-White Comparison**

Element	Route 89 Catchment Area	San Mateo County
Non-White %	37.0%	45.0%
Low Income %	25.8%	26.2%

**Figure 4 – Route 89 Duplicative Service**





## Attachment 1 - Seat Drop

**samTrans**

### Proposed Elimination of Routes 11, 43 & 89

As part of the San Mateo County Transit District's ongoing commitment to monitoring its system to run more efficiently, Routes 11, 43 and 89 have been identified as the lowest performers among SamTrans' community routes.

The routes comprise a total of four daily trips and average about five riders per trip. On average community routes serve approximately 19 riders per trip.

Also, other routes currently serve riders in these service areas. **Route 11:** Routes 110 112 and 120. **Route 43:** Routes ECR and 140. **Route 89:** Routes 83 and 296.

Proposal to be considered:

- Elimination of Routes 11, 43 and 89, which would become effective August 6, 2017.

The San Mateo County Transit District Board will consider the proposal to eliminate the three routes on

**Wednesday, June 7, 2017 at 2 pm**  
SamTrans Administrative Office  
1250 San Carlos Ave., San Carlos

Prior to the to the public hearing, comments may be submitted several ways:

e-mail [changes@samtrans.com](mailto:changes@samtrans.com)  
mail – SamTrans, Administrative Office,  
c/o District Secretary,  
PO Box 3006  
San Carlos, CA 94070-1306  
comment online at [samtrans.com/proposedservicechange](http://samtrans.com/proposedservicechange)  
phone – 1-800-660-4287  
(TTY 650-508-6448).

Language assistance is available upon request. Call Customer Service at 1-800-660-4287.

The public may offer comments on the proposal at one of the community meetings:

#### Community meetings

**Tuesday, May 23, 6 pm - 7:30 pm**  
Fernando Rivera School  
Multipurpose Room  
1255 Southgate Ave., Daly City

**Wed, May 24, 4 pm - 5:30 pm**  
Burlingame Library  
Tech Media Lab  
480 Primrose Rd.

**Thursday, May 25, 3:30 pm - 5 pm**  
Menlo Park Library  
Down stairs meeting room  
800 Alma St



Para traducción llama al 1-800-660-4287.  
如需翻譯,請電 1-800-660-4287.  
Cần dịch thuật, xin gọi 1-800-660-4287.

**IE JUSTICIA RESUELVE UNA  
RIMINACIÓN CONTRA UNA  
V NUEVO MÉXICO**



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cuanto a este asunto y a Carrillo Farm por su cooperación con el Departamento a la hora de implementar las medidas correctivas necesarias para la resolución del asunto.

Este acuerdo forma parte de la iniciativa de ejecución del Departamento de Justicia que se dedica a combatir la discriminación contra los trabajadores en este país.

La Sección de Derechos de Inmigrantes y Empleados (IER, por sus siglas en inglés), que anteriormente se conocía como la Oficina del Consejero Especial para Prácticas Injustas en el Empleo Relacionadas con la Inmigración, que pertenece a la División, es responsable de aplicar la disposición antidiscriminatoria de la INA. Entre otras cosas, esta ley prohíbe la discriminación por motivos de estatus migratorio, ciudadanía o nacionalidad de origen en los procesos de contratación, despido o reclutamiento o recomendación por comisión; la discriminación en el proceso de verificación de la elegibilidad para trabajar; las represalias y la intimidación.

Para más información sobre protecciones contra la discriminación en el empleo en virtud de las leyes migratorias, llame a la línea directa de la IER para trabajadores al 1-800-255-7688 (1-800-297-2515, TTY para personas con discapacidades auditivas); llame a la línea directa de la IER para empleadores al 1-800-255-8155 (1-800-297-2515, TTY para personas con discapacidades auditivas); matricúlese para un seminario en línea gratuito; mande un correo electrónico a IER@usdoj.gov o visite la página web de la IER en inglés (<https://www.justice.gov/ier>) o español (<https://www.justice.gov/ier-espanol/ier>).

Aquellos postulantes o empleados que creen haber sido sometidos a otros requisitos documentales por motivos de su estatus migratorio, ciudadanía o nacionalidad de origen o a la discriminación por motivos de su

**JUSTICE DEPARTMENT SETTLES U.S. WORKER  
DISCRIMINATION CLAIMS AGAINST NEW MEXICO FARM**

WASHINGTON – The Justice Department announced on Tuesday May 23rd that it has reached a settlement agreement with Carrillo Farm Labor, LLC (Carrillo Farm), an onion farm in Deming, New Mexico. The settlement resolves the department's investigation of complaints that Carrillo Farm discriminated against U.S. citizens due to a hiring preference for foreign visa workers.

After investigating complaints filed on behalf of two U.S. citizens, the Justice Department determined that Carrillo Farm denied U.S. citizens employment in 2016 because it wanted to hire temporary foreign workers under the H-2A visa program. Under the anti-discrimination provision of the Immigration and Nationality Act (INA), it is unlawful for employers to intentionally discriminate against U.S. citizens because of their citizenship status.

The settlement agreement requires Carrillo Farm to pay civil penalties to the United States, undergo department-provided training on the anti-discrimination provision of the INA, and comply with departmental monitoring and reporting requirements. In a separate agreement with workers represented by Texas RioGrande Legal Aid, Carrillo Farm agreed to pay a total of \$44,000 in lost wages to affected U.S. workers.

"U.S. workers are the backbone of our economy, and the Justice Department will not tolerate employers discriminating against them because of their citizenship status," said Acting Assistant Attorney General Tom Wheeler of the Civil Rights Division. "The department is wholeheartedly committed to challenging discriminatory hiring

preferences that disfavor U.S. workers. We commend Texas RioGrande for bringing the matter to our attention and applaud Carrillo Farm for cooperating with the department to implement the corrective actions necessary to resolve this matter."

This settlement is part of a Justice Department enforcement initiative dedicated to combating employment discrimination against U.S. workers.

The Division's Immigration and Employee Rights Section (IER), formerly known as the Office of Special Counsel for Immigration-Related Unfair Employment Practices, is responsible for enforcing the anti-discrimination provision of the INA. The statute prohibits, among other things, citizenship status and national origin discrimination in hiring, firing, or recruitment or referral for a fee; unfair documentary practices; retaliation; and intimidation.

For more information about protections against employment discrimination under immigration laws, call IER's worker hotline at 1-800-255-7688 (1-800-297-2515, TTY for hearing impaired); call IER's employer hotline at 1-800-255-8155 (1-800-297-2515, TTY for hearing impaired); sign up for a free webinar; email IER@usdoj.gov; or visit IER's English and Spanish websites.

Applicants or employees who believe they were subjected to different documentary requirements based on their citizenship, immigration status, or national origin; or discrimination based on their citizenship, immigration status or national origin in hiring, firing, or recruitment or referral, should contact IER's worker hotline for assistance.

**SamTrans**

**Propuesta de Eliminación de Rutas 11, 43 y 89**

Como parte del compromiso del Distrito de Tránsito del Condado de San Mateo de supervisar su sistema para que corra con más eficiencia, las Rutas 11, 43 y 89 han sido identificadas como las de más bajo rendimiento de las rutas comunitarias de SamTrans.

Estas rutas comprenden un total de cuatro viajes diarios con un promedio de cinco pasajeros por viaje. El promedio de servicio de las rutas comunitarias es de 19 pasajeros por viaje.

Además, hay otras rutas que actualmente sirven a pasajeros en estas áreas de servicio.  
Ruta 11: Rutas 11D 112 y 120. Ruta 43: Rutas ECR y 140. Ruta 89: Rutas 83 y 296.

La Propuesta a consideración:  
• Eliminación de las Rutas 11, 43 y 89, que sería efectiva el 6 de agosto, 2017.

La Directiva del San Mateo County Transit District considerará la propuesta de eliminar las tres rutas el **miércoles, 7 de junio, 2017 a las 2 pm** en la Oficina Administrativa de SamTrans 1250 San Carlos Ave., San Carlos

Antes de la audiencia pública, los comentarios se podrán someter de varias maneras:  
por correo electrónico: [changes@samtrans.com](mailto:changes@samtrans.com)  
por correo postal: San Mateo Administrative Office

Attachment 3 – Examiner Advertisement

**samTrans**

**SamTrans Proposes Elimination of Routes 11, 43 & 89**

As part of the San Mateo County Transit District's ongoing commitment to monitoring its system to run more efficiently, Routes 11, 43 and 89 have been identified as the lowest performers among SamTrans' community routes.

The routes comprise a total of four daily trips and average about five riders per trip. On average community routes serve approximately 19 riders per trip.

Also, other routes currently serve riders in these service areas. **Route 11:** Routes 110 112 and 120. **Route 43:** Routes ECR and 140. **Route 89:** Routes 83 and 296.

Proposal to be considered:

- Elimination of Routes 11, 43 and 89, which would become effective August 6, 2017.

The San Mateo County Transit District Board will consider the proposal to eliminate the three routes on

**Wednesday, June 7, 2017 at 2 pm**  
SamTrans Administrative Office  
1250 San Carlos Ave., San Carlos

Prior to the to the public hearing, comments may be submitted several ways: e-mail [changes@samtrans.com](mailto:changes@samtrans.com), mail – SamTrans, Administrative Office, c/o District Secretary, PO Box 3006, San Carlos, CA 94070-1306, online comments at [samtrans.com/proposedservicechange](http://samtrans.com/proposedservicechange).

The public may offer comments on the proposal at one of the community meetings:

**Community Meetings**

**Tues, May 23, 6 pm - 7:30 pm**  
Fernando Rivera School, Multipurpose Room  
1255 Southgate Ave., Daly City

**Wed, May 24, 4 pm - 5:30 pm** Burlingame Library,  
Tech Media Lab, 480 Primrose Rd.

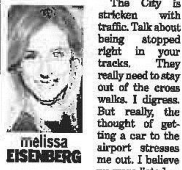
**Thurs, May 25, 3:30 pm - 5 pm**  
Menlo Park Library, down stairs meeting room  
800 Alma St.

Para traducción llama al 1-800-660-4287.  
如需翻譯,請電 1-800-660-4287.  
Cần dịch thuật, xin gọi 1-800-660-4287.

THE CITY

# To get out or not get out of the city

It's hard to pull myself away from San Francisco. Despite its flaws, I indubitably love staying in. I cringe at the thought of going to Oakland or really anywhere in the East Bay. I am a spoiled city treat. I like having all of the things I love in one place, I love my apartment and I deal with the public transportation (through spending too much money on Lyft).



The City is stricken with traffic. Talk about being stopped right in your tracks. They really need to stay out of the cross walks. I digress. But really, the thought of getting a car to the airport stresses me out. I believe we were listed as the fourth worst traffic cities in the world. When I try to rent a car on Getaround for the weekend, I need to extend the rental even though I give myself ample amounts of time. It is a pain in my side that is unresolvable. It literally drains me to sit through traffic, so when I get to my intended destination, I need a few minutes to collect myself. Traffic definitely keeps me confined.

Another thing is time. There better be a really good reason for me to travel all the way down to Palo Alto. I once attempted to visit my boyfriend at Facebook for lunch and ended up staying through dinner. Partially to avoid traffic (see above), but because it was more worth my time to stick around than just visit the South Bay for one or two hours. It also takes on average an hour to an hour and a half to get anywhere off the BART line in Oakland. So if my East Bay friends want to go to this super awesome Ethiopian restaurant downtown, I



Even though San Francisco has so much to offer, it's good to get out of town sometimes.

**SAN FRANSTARTUP**

have to take Muni to Civic Center and take the BART (whatever it comes). Again, I spend two to three hours of travel time to eat one meal for approximately two hours.

There are places I do like to go. I do like wine country, Santa Barbara, Mendocino ... etc. I rarely make it out there. It is so much easier to wake up on a Saturday morning, run, justify brunch and enjoy an afternoon in Dolo. We really have just about everything we need here. Hiking, shopping, downtown, parks, beach, bays, bridges and rooftops are just some examples. I can't really imagine myself spending a great deal of time somewhere else. Last year, I took a hiatus to L.A. for about a week. It felt great to be out of The City in very warm weather,

but I had no idea what I was doing. I didn't know what to do or where to get anything.

I guess that is the joy of exploring. Not knowing what is next. As I referenced in previous articles, there is a group of S.F. people who are the exact opposite. They travel incessantly, never really putting two feet on the ground. I admire them, but can't imagine not living in my own city. They do contribute to the sharing economy, giving up their apartments so other people can live in them, give up their cars for me to rent them, and sell their junk to neighbors that have nothing. But really, if you have an ungodly amount of money to travel and don't contribute nearly anything to this city, why live here?

Living in San Francisco is a status thing. It is the most expensive city in the U.S., and with that price tag comes notoriety. Maybe I like the status of living here. It feels good to be trapped in this bubble. There are cool things happening here, and I may just have an enhanced version of POMO. I am leaving The City this weekend, and am literally missing so much. But I know it is healthy for me to leave, I can't just perpetually stay in one place. I need to move around and stretch my legs.

There is always a happy medium though. While I don't travel every weekend or for months at a time, I need to let go of my need to be comfortable and just explore!

With a background in journalism, Melissa Eisenberg has been working in the tech industry for eight years, currently leading the SF Product community.

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## Appendix A – Resolution Adopting Title VI Policies

### RESOLUTION NO. 2013 –09

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

\* \* \*

#### **ADOPTION OF SYSTEM-WIDE SERVICE STANDARDS AND POLICIES, DEFINITION OF "MAJOR SERVICE CHANGE," AND DISPARATE IMPACT AND DISPROPORTIONATE BURDEN POLICIES REQUIRED FOR COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

**WHEREAS**, Title VI of the Civil Rights Act of 1964 requires recipients of Federal grants and other assistance to operate their programs and services without regard to, or discrimination based on, race, color or national origin; and

**WHEREAS**, the Federal Transit Administration (FTA) issued Circular FTA C 4702.1B, effective October 1, 2012, setting forth requirements and guidelines for Title VI compliance; and

**WHEREAS**, as set forth in the above-referenced Circular, the Board of Directors is required to adopt System-Wide Service Standards and Policies to guide the equitable distribution of SamTrans programs and services; and

**WHEREAS**, the San Mateo County Transit District (District) is also required to adopt policies to define when a service change is sufficiently broad or large to necessitate a review of its potential impacts on minority and low-income populations, and to define when a fare change or major service change will have a disparate impact on minority populations or impose a disproportionate burden on low-income populations, all of which policies and definitions are required to be subject to public input; and

**WHEREAS**, over the past two months, District staff has presented draft policies to this Board and the public in Board meetings and other public meetings, undertaken extensive public outreach and accepted public comment on the policies; and

**WHEREAS**, the General Manager/CEO recommends the Board approve the attached System-Wide Service Standards and Policies, definition of "Major Service Change," and Disparate Impact and Disproportionate Burden policies, which comply with FTA requirements and which will guide future decisions regarding and monitoring of SamTrans' programs and services to ensure they are provided equitably, without discrimination based on race, color or national origin.

**NOW, THEREFORE, BE IT RESOLVED** the Board of Directors of the San Mateo County Transit District hereby approves the attached System-Wide Service Standards and Policies, definition of "Major Service Change," and Disparate Impact and Disproportionate Burden policies.

Regularly passed and adopted this 13<sup>th</sup> day of March, 2013 by the following vote:

AYES: DEAL, GEE, GUILBAULT, HARRIS, KERSTEEN-TUCKER,  
LLOYD, MATSUMOTO, TISSIER, GROOM

NOES: NONE

ABSENT: NONE

Carole Groom  
Chair, San Mateo County Transit District

ATTEST:

Shantel Martinez  
District Secretary

## **Appendix B: SamTrans Title VI Policies**

# **SAMTRANS TITLE VI STANDARDS AND POLICIES**

**Adopted March 13, 2013**

Federal Title VI Federal Title VI requirements of the Civil Rights Act of 1964 were recently updated by the Federal Transit Administration (FTA) and now require each large public transportation provider's governing board to approve five standards and policies:

- Major Service Change Policy
- Disparate Impact Policy
- Disproportionate Burden Policy
- System-wide Service Standards
- System-wide Service Policies

Staff has developed draft standards and policies and included them within this document for Board Review.

The first policy defines "major service change" as a threshold for when an agency will conduct a thorough analysis of the potential effects of service changes on protected populations. For the second and third policies, agencies are required to define thresholds for when they will find that a fare change or major service change will result in a "disparate impact" on the minority population or a "disproportionate burden" on the low-income population. The last two policies define service standards and policies to be used when determining whether service and amenities are distributed equitably to minority and non-minority routes and facilities.

The Major Service change Policy, Disparate Impact Policy, and Disproportionate Impact Policy are currently going through public review via a series of four public meetings held throughout the county. Information about the title VI process, complaint procedures, and the proposed standards and policies are available via the SamTrans website as well by calling the customer service phone number or emailing a dedicated email address.

These policies are in draft form and will be revised based on input from the public and the Board. They will be brought back as final proposals for approval by the Board at the March 13 meeting.

# PART 1

## MAJOR SERVICE CHANGE POLICY

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

A major service change is defined as:

A reduction or increase of 25 percent or more in total vehicle revenue miles in service on any specific route over a one-week period.

The following service changes are exempted:

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



## PART 2

### DISPARATE IMPACT POLICY

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

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

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

In the course of performing a Title VI Equity Analysis, SamTrans must analyze how the proposed action would impact minority as compared to non-minority populations. In the event the proposed action has a negative impact that affects minorities more than non-minorities with a disparity that exceeds the adopted Disparate Impact Threshold, or that benefits non-minorities more than minorities with a disparity that exceeds the adopted Disparate Impact Threshold, SamTrans must evaluate whether there is an alternative that has a more equitable impact. Otherwise, SamTrans must take measures to mitigate the impact of the proposed action on the affected minority population and demonstrate that a legitimate business purpose cannot otherwise be accomplished and that the proposed change is the least discriminatory alternative.

The Disparate Impact Threshold to determine if the adverse impacts of a major service change (as defined in the first part of this document) or a fare adjustment is established at 20 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by minority populations compared to the same impacts borne by non-minority populations.

## PART 3

### DISPROPORTIONATE BURDEN POLICY

This policy establishes a threshold for determining whether a given action has a disproportionate burden on low-income populations versus non-low-income populations. The Disproportionate Burden Policy applies only to low-income populations that are not also minority populations. Per FTA Circular 4702.1B:

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

The SamTrans Disproportionate Burden Threshold to determine if the adverse impacts of a major service change (as defined in the first part of this document) or a fare adjustment is established at 20 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by low-income populations compared to the same impacts borne by non-low-income populations.

**RESOLUTION NO. 2017 -**

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

\* \* \*

**AUTHORIZING THE ELIMINATION OF ROUTES 11, 43 AND 89 EFFECTIVE AUGUST 6, 2017,  
APPROVING THE RELATED TITLE VI EQUITY ANALYSIS, AND AUTHORIZING THE FILING OF A  
NOTICE OF EXEMPTION UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**WHEREAS**, in August 2013, the San Mateo County Transit District (District) launched the SamTrans Service Plan (SSP) that, in part, segmented certain existing services into restructured stand-alone routes; and

**WHEREAS**, this effort created numerous routes with limited and inconsistent schedules, often operating just a few times a days on select days of the week, such as Routes 11, 43 and 89; and

**WHEREAS**, since the creation of Routes 11, 43 and 89, ridership has been low, with an average of 10, 8 and 5 passengers per day, respectively; and

**WHEREAS**, Routes 11, 43 and 89 are highly duplicative with existing service intensive routes such as Routes 110, 120, ECR and 296; and

**WHEREAS**, the Board of Directors held a duly noticed public hearing at its June 7, 2017 meeting and engaged in public outreach including published notices and community meetings throughout affected service areas to afford members of the public an opportunity to comment upon the discontinuance of Routes 11, 43 and 89; and

**WHEREAS**, under Title VI of the Civil Rights Act of 1964 and implementing regulations, including Federal Transit Administration Circular C 4702.1B, the District is required to perform a Title VI Equity Analysis when a service is discontinued to assess

whether it will result in a disparate impact on minority populations or a disproportionate burden low-income populations; and

**WHEREAS**, staff has prepared and presented to the Board a Title VI Equity Analysis, attached as Attachment A, that assesses the potential effects of elimination of Routes 11, 43 and 89, concluding it would result in no disparate impacts on minority passengers and no disproportionate burdens on low-income passengers; and

**WHEREAS**, the filing of a Notice of Exemption under the California Environmental Quality Act (CEQA) is appropriate because there is no potential for the elimination of Routes 11, 43 and 89 to have significant effects on the environment as there will be little or no impact on traffic given the low ridership levels, and any traffic, air, or noise effects of the service would decrease; and

**WHEREAS**, the General Manager/CEO recommends and the committee concurs that the Board of Directors discontinue Routes 11, 43 and 89 effective August 6, 2017 due to low ridership.

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

1. Approves the filing of a Notice of Exemption under CEQA for the elimination of Routes 11, 43 and 89 because there is no potential for the elimination of service to have significant effects on the environment, under 14 Cal. Code of Regs. § 15061(b)(3);
2. Finds pursuant to Title VI of the Civil Rights Act of 1964 that the discontinuance of Routes 11, 43 and 89 will not have a disparate impact on minority populations or a disproportionate burden on low-income populations;

3. Approves the Title VI Equity Analysis attached as Attachment A and incorporated by this reference; and
4. Approves discontinuation of Routes 11, 43 and 89 effective August 6, 2017.

Regularly passed and adopted this 5<sup>th</sup> day of July, 2017 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett  
General Manager/CEO

FROM: Kathleen Kelly Interim Chief Financial Officer  
April Chan Chief Officer, Planning, Grants  
and the Transportation Authority

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

**ACTION**

Staff proposes the Board:

1. Declare an emergency exists with regard to the condition of various components of the Dumbarton Bridge Navigational light system;
2. Find the emergency does not permit a delay resulting from a formal solicitation for bids, and action is necessary to respond to the emergency;
3. Ratify the General Manager/CEO's issuance of an emergency purchase order in the amount of \$24,342 to Sacramento Design Build, Inc. (SDB) of Rocklin, CA for work related to the replacement of three navigation lights and a protective waterproof box and the repair of other electrical components; and
4. Authorize the General Manager/CEO or his designee to take all other directly related and immediate actions required to respond to said emergency, provided that the General Manager/CEO reports such actions to the Board at each monthly Board meeting until the emergency situation is resolved, with a final report to be made at the first Board meeting after the emergency is resolved.

**BUDGET IMPACT**

Funding for this work is covered by the San Mateo County Transit District's (District) contingency funds on an interim basis and will be replaced with funds from the San Mateo County Transportation Authority.

**SIGNIFICANCE**

The United States Coast Guard issued and enforces a permit held by the District for safety appliances required for the Dumbarton Bridge, including navigation lights. Failure to resolve the lighting problem by July 21 may result in \$1500 per day penalties.

**SCOPE OF WORK**

On June 5, 2017, staff received a call from the Coast Guard that navigation lights on the Dumbarton Bridge were not working. Staff researched the issue and contacted SDB (the contractor who replaced parts of the navigation lights for the District last year) for a quote to investigate, replace burnt light bulbs, and report back. Staff received the quote on June 13 and issued a Purchase Order on June 15 for the requested work.

SDB carried out the requested work on June 20 and reported back that some components of the navigational lighting system were not functioning due to vandalism. In addition, SDB found that the solar panels that power the lighting system were covered with graffiti. Staff notified the Coast Guard that the District was only partially successful in addressing the outage and needs additional time to replace the vandalized lights.

A declaration of an emergency would allow the District to enter into a contract to repair the remaining non-functioning and vandalized lighting components without the use of a formal solicitation. Staff received a quote from SDB for the remaining work in the amount of \$24,342. Staff has confirmed that the proposal is appropriate and reasonable.

SDB has previously provided similar services to the District. Staff considers SDB to be a responsible, experienced vendor and is confident in SDB's ability to complete this project successfully. SDB is a licensed contractor and is registered with the State of California Department of Industrial Relations

Sr. Contract Officer: Patrick May  
Project Manager: Hubert Chan

650-508-7732  
650-508-7786

**RESOLUTION NO. 2017-**

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

**STATE OF CALIFORNIA**

**\* \* \***

**DECLARING AN EMERGENCY FOR THE REPLACEMENT AND REPAIR OF DAMAGED ELECTRICAL COMPONENTS ON THE DUMBARTON BRIDGE AND RATIFYING AN EMERGENCY PURCHASE ORDER TO SACRAMENTO DESIGN BUILD, INC. IN THE AMOUNT OF \$24,342**

**WHEREAS**, the United States Coast Guard notified that San Mateo County Transit District (District) on June 5, 2017 that navigation lights on the Dumbarton Bridge were not working and that the District must initiate and/or complete repairs by July 21 to avoid financial penalties; and

**WHEREAS**, the District engaged Sacramento Design Build, Inc. (SDB) of Rocklin, California, a contractor the District has used in the past for navigation light maintenance, to investigate the cause of the lighting system problem, repair what it could, and report back to the District on remaining work needed to make the lights functional; and

**WHEREAS**, SDB observed that some of the non-functioning navigation lights and equipment on the Dumbarton Bridge were damaged by vandals; and

**WHEREAS**, California Public Contract Code Section 1102 defines an emergency as "a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services"; and

**WHEREAS**, California Public Contract Code Section 22050 authorizes the District to repair and take other immediate actions required to address an emergency, and requires that findings based on substantial evidence must be made that the emergency will not permit delay resulting from a competitive solicitation of bids, and



that the action is necessary to respond to the emergency, by a four-fifths vote of the Board; and

**WHEREAS**, SDB has submitted a proposal in a not-to-exceed amount of \$24,342 to perform the remaining emergency repairs of the navigational lighting system on the Dumbarton Bridge; and

**WHEREAS**, staff has carefully evaluated the proposal received from SDB and has found the proposed costs to be fair and reasonable, and is confident in SDB's ability to complete this project successfully; and

**WHEREAS**, SDB has been directed by the General Manager/CEO, through staff, to perform the work; and

**WHEREAS**, the General Manager/CEO seeks Board ratification of the emergency purchase order awarded to SDB for the Dumbarton Bridge navigation light repairs.

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

1. Declares that an emergency exists with regard to the condition of various components of the Dumbarton Bridge navigational light system and directs staff to include relevant facts regarding the justification for the declaration of emergency in the minutes of this meeting;
2. Finds that the emergency does not permit a delay that would otherwise result from a formal solicitation for bids, and that action is necessary to respond to the emergency;
3. Ratifies the General Manager/CEO's issuance of an emergency purchase order in the amount of \$24,342 to Sacramento Design Build of Rocklin, California for the Dumbarton navigation light repairs; and

4. Authorizes the General Manager/CEO or his designee to take all other directly related and immediate actions required to respond to said emergency, provided that the General Manager/CEO reports such actions to the Board at each monthly Board meeting until the emergency situation is resolved, with a final report to be made at the first Board meeting after the emergency is resolved.

Regularly passed and adopted this 5<sup>th</sup> day of July, 2017 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary