



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

JIM HARTNETT
GENERAL MANAGER/CEO

A G E N D A

BOARD OF DIRECTORS MEETING

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

WEDNESDAY, JUNE 6, 2018 – 2:00 pm

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

MOTION

- a. Approval of Minutes of the Board of Directors Meeting of May 2, 2018
 - b. Approval of Minutes of the Special Board of Directors Meeting May 2, 2018
 - c. Acceptance of Statement of Revenues and Expenses for April 2018
 - d. Authorization of the Third Amendment of the Use, Operating, and Maintenance Agreement for the Millbrae Intermodal Station
4. PUBLIC COMMENT
Public comment by each individual speaker shall be limited to two (2) minutes
 5. REPORT OF THE CHAIR
 - a. Student "Art Takes a Bus Ride" Contest
 - b. Get Us Moving Draft Expenditure Plan – Ad Hoc Committee
 6. REPORT OF THE GENERAL MANAGER/CEO
 - a. Presentation of Annual Transportation and Maintenance Base Safety Awards
 - b. Acknowledgment of Rodeo Team
 7. BOARD MEMBER REQUESTS/COMMENTS
 8. RECESS TO COMMITTEE MEETINGS

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

A. COMMUNITY RELATIONS COMMITTEE / COMMITTEE OF THE WHOLE*
(P. Ratto, Chair; Carole Groom, Rose Guilbault)

1. Call to Order

ACTION

2. Approval of Minutes of Community Relations Committee Meeting of May 2, 2018

INFORMATIONAL

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Mobility Management Report – ADA Paratransit
7. Quarterly Dashboard Report – January-March 2018
8. Multimodal Ridership Report – April 2018
9. Adjourn

B. FINANCE COMMITTEE / COMMITTEE OF THE WHOLE*
(K. Matsumoto, Chair; Rose Guilbault, Dave Pine)

1. Call to Order

ACTION

2. Approval of Minutes of Finance Committee Meeting of May 2, 2018
3. Approval of FY 2019 Insurance Program
4. Approval of Adoption of California Uniform Public Construction Cost Accounting Act (CUPCAA)
5. Approval of Award of Contracts for On-call Market Research and Survey Services
6. Approval of Revised Advertising Policy
7. Approval of Adoption of Fiscal Year 2018-19 Operating & Capital Budgets
8. Approval of Declaring an Emergency for the Replacement of Main Boiler Flue at Central Facility and Ratifying an Emergency Purchase Order to MTECH in the Amount of \$17,922
9. Adjourn

* This Committee may be attended by Board members who do not serve on this Committee. In the event that a quorum of the entire Board is present, this Committee will 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.

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**C. STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE/
COMMITTEE OF THE WHOLE* (J. Powell, Chair; Z. Kersteen-Tucker, D. Pine)**

1. Call to Order

MOTION

2. Proclamation of June 21, 2018 as National Dump the Pump Day

ACTION

3. Approval of Minutes of Strategic Planning, Development and Sustainability Committee Meeting of May 2, 2018
4. Authorization of an Exclusive Negotiating Agreement for Study of Potential Redevelopment of the Dumbarton Rail Corridor
5. Adoption of Coastside Transit Study

INFORMATIONAL

6. Capital Projects Quarterly Status Report – 3rd Quarter Fiscal Year 2018
7. Adjourn

**D. LEGISLATIVE COMMITTEE / COMMITTEE OF THE WHOLE*
(Z. Kersteen-Tucker, Chair; J. Gee, J. Powell)**

1. Call to Order

ACTION

2. Approval of Minutes of Legislative Committee Meeting of May 2, 2018

INFORMATIONAL

3. State and Federal Legislative Update
4. Adjourn

9. RECONVENE BOARD OF DIRECTORS MEETING

**10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE -
P. RATTO**

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Mobility Management Report – ADA Paratransit
- e. Quarterly Dashboard Report – January-March 2018
- f. Multimodal Ridership Report – April 2018

* This Committee may be attended by Board members who do not serve on this Committee. In the event that a quorum of the entire Board is present, this Committee will 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.

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11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE - K. MATSUMOTO

RESOLUTIONS

- a. Approval of FY 2019 Insurance Program
- b. Approval of Adoption of California Uniform Public Construction Cost Accounting Act (CUPCAA)
- c. Approval of Award of Contracts for On-call Market Research and Survey Services
- d. Approval of Revised Advertising Policy
- e. Approval of Adoption of Fiscal Year 2018-19 Operating & Capital Budgets
- f. Approval of Declaring an Emergency for the Replacement of Main Boiler Flue at Central Facility and Ratifying an Emergency Purchase Order to MTECH in the Amount of \$17,922

**12. STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE/
COMMITTEE OF THE WHOLE* - J. POWELL**

MOTION

- a. Proclamation of June 21, 2018 as National Dump the Pump Day

SUBJECT DISCUSSED

- b. Capital Projects Quarterly Status Report – Q3 FY 2018

RESOLUTIONS

- c. Approval of Final Draft of Exclusive Negotiating Agreement with Plenary Concessions for Dumbarton Corridor Project
- d. Adoption of Coastside Transit Study

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE - Z. KERSTEEN-TUCKER

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

14. GENERAL COUNSEL REPORT

Closed Session – Existing litigation pursuant to Government Code Section 54956.9(d)(1): Catherine Vain v. San Mateo County Transit District, et al.; San Francisco Superior Court, Case No. CGC-16-556167

15. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING – Wednesday, July 11, 2018 at 2:00 p.m., San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA

17. ADJOURN

* This Committee may be attended by Board members who do not serve on this Committee. In the event that a quorum of the entire Board is present, this Committee will 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.

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

INFORMATION FOR THE PUBLIC

If you have questions on the agenda, please contact the District Secretary at 650-508-6279. Agendas are available on the SamTrans Website at 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 changed 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 two minutes 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; or by phone at 650-508-6279, 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
MAY 2, 2018**

MEMBERS PRESENT: J. Gee, C. Groom, R. Guilbault, Z. Kersteen-Tucker, K. Matsumoto, D. Pine, J. Powell, P. Ratto, C. Stone (Chair)

MEMBERS ABSENT: None

STAFF PRESENT: J. Hartnett, C. Mau, J. Cassman, A. Chan, S. Murphy, C. Fromson, D. Hansel, C. Boland, T. Dubost, D. Olmeda, C. Gumpal, J. Brook

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Charles Stone called the meeting to order at 2:04 pm and led the Pledge of Allegiance.

ROLL CALL

Acting District Secretary Gumpal called the roll. A quorum was present.

CONSENT CALENDAR

Approval of Minutes of the Board of Directors Meeting of April 4, 2018

Motion/Second: Kersteen-Tucker/Guilbault

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

Absent: None

PUBLIC COMMENT

None.

REPORT OF THE CHAIR

Chair Stone thanked the staff and board for making April's Rodeo event a success.

Get Us Moving San Mateo County – Ad Hoc Committee

Chair Stone said the District has implemented Phase 2 of the Get Us Moving (GUM) public outreach program and launched the online budget challenge tool for members of the public to provide input on how they would allocate the revenues of a potential new sales tax to fund transportation in the County. Chair Stone presented a TV spot and announced upcoming Town Hall meetings. He extended his appreciation to the Board members serving on the Get Us Moving San Mateo County ad hoc advisory committee.

Public Comment:

- Chris Lepe, Transform & Transportation Equity Allied Movement Coalition (TEAMC) discussed his organization's involvement with the GUM program.
- Emma Shlaes, Director of Policy and Advocacy for Silicon Valley Bicycle Coalition, discussed her organization's priorities and roadway projects that require funding.

- Leora Tanjuatco Ross, Housing Leadership Council of San Mateo County, discussed funding to incentivize affordable housing.
- Michelle Buzbee, Youth Leadership Institute, encouraged the Board to consider the input of young people.

REPORT OF THE GENERAL MANAGER/CEO

Dumbarton Corridor Report

Carter Mau, Deputy General Manager/CEO provided an update about the District's work towards an Exclusive Negotiating Agreement (ENA) with its private partners to study potential future uses of the Dumbarton Corridor. Mr. Mau introduced Winsome Bowen, Transportation and Mobility Manager at Facebook, who spoke to the Board about Facebook's desired involvement in the process. Ms. Bowen then introduced Dale Bonner, Executive Chairman of Plenary Group and Plenary Concessions, a public infrastructure developer, who spoke about Plenary's desired involvement in the process.

Dedicated Law Enforcement Services

Lieutenant Victoria O'Brien, San Mateo County Sheriff's Office, presented a video showing the breadth of the Transit Police Bureau's involvement with the District. She gave an overview of their Bureau's community outreach efforts, particularly in the area of child safety, and said their office also receives a lot of support from local law enforcement agencies.

June and August Runbook Update

David Olmeda, Chief Operating Officer, Bus, said that bus service from the Millbrae Caltrain/BART station to the San Francisco International Airport would begin in June.

Jim Hartnett, General Manager/CEO noted transportation grant funds awarded to the District for projects, including:

- Pilot express buses on US 101
- Wifi for trains
- Improved bicycle facilities at stations
- Electric buses

Director Matsumoto requested that the Board meet with the city leaders to answer questions before proceeding with potential projects and services in their areas. She also requested Mr. Hartnett arrange for staff to talk to County Supervisor David Canepa about the managed lanes project. Mr. Hartnett concurred.

In response to a question from Director Guilbault, Mr. Hartnett spoke about the importance of SB 1 funds for implementation of transportation projects in San Mateo County.

Public Comment (on Dumbarton Corridor Report):

- Emma Schlaes, Director of Policy and Advocacy for Silicon Valley Bicycle Coalition, said the Coalition was eager to see progress made on the feasibility of and funding for a bike/pedestrian trail on the Corridor.

BOARD MEMBER REQUESTS / COMMENTS

Chair Stone requested a visible minute timer to be placed on the speaker's podium.

RECESS TO COMMITTEE MEETINGS AND SPECIAL MEETING

The Board meeting recessed at 2:52 pm.

RECONVENE SAMTRANS REGULAR BOARD MEETING

The Board meeting reconvened at 4:47 pm.

GENERAL COUNSEL REPORT

None.

WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Chair Stone referred to the written communications in the Board's reading file.

MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

Director Ratto reported the following:

SUBJECTS DISCUSSED:

- Proclamation Declaring May as Older Americans Month
- Accessibility Update
- Paratransit Coordinating Council Update
- Paratransit Survey Key Findings
- Citizens Advisory Committee Liaison Report
- Multimodal Ridership Report – March 2018

General Counsel Joan Cassman suggested the Board take action to adopt the Proclamation Declaring May as Older Americans Month.

Motion/Second: Kersteen-Tucker/Gee

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

Absent: None

MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

Director Matsumoto reported the following:

SUBJECT DISCUSSED:

- Preliminary Fiscal Year 2018-19 Budgets

RESOLUTION:

- Approve Minutes of the Finance Committee Meeting of April 4, 2018
- Resolution No. 2018-18, Execution of an Amendment to the Funding Agreement with the County of San Mateo for the Allocation of \$6.25 million to SamTrans for Fiscal Years 2018 and 2019

Motion/Second: Matsumoto/Gee

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

Absent: None

MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

Director Kersteen-Tucker reported the following:

SUBJECT DISCUSSED:

- State and Federal Legislative Update

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

Director Powell reported the following:

SUBJECTS DISCUSSED:

- Presentation of the Coastside Transit Study
- Presentation of SamTrans Business Plan Update
- Mobility Plan for Older Adults and People with Disabilities

DATE, TIME AND PLACE OF NEXT REGULAR MEETING: Wednesday, June 6, 2018 at 2:00 pm

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

ADJOURN

The meeting adjourned at 4:51 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6279 or by email to board@samtrans.com.

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

**MINUTES OF BOARD OF DIRECTORS SPECIAL MEETING
MAY 2, 2018**

MEMBERS PRESENT: J. Gee, C. Groom, R. Guilbault, Z. Kersteen-Tucker, K. Matsumoto, D. Pine, J. Powell, P. Ratto, C. Stone (Chair)

MEMBERS ABSENT: None

STAFF PRESENT: J. Hartnett, C. Mau, J. Cassman, A. Chan, S. Murphy, C. Fromson, D. Hansel, C. Boland, T. Dubost, D. Olmeda, C. Gumpal, J. Brook

CALL TO ORDER

Chair Charles Stone called the meeting to order at 4:46 pm.

ROLL CALL

Acting District Secretary Gumpal called the roll. A quorum was present.

APPOINTMENT OF CITIZENS ADVISORY COMMITTEE MEMBERS

Director Ratto proposed the appointment/re-appointment of the following CAC committee members:

- Michelle Buzbee, Representing Multimodal
- Jason Galisatus, Representing Multimodal
- Bob Gomez, Representing Community
- Richard Pico, Representing Multimodal
- Steve Appenrodt, Representing Multimodal
- Nancy Lacsamana, Representing Bus Riders
- Renita Surlles, Representing Bus Riders
- Michelle Lewis, Representing Bus Riders

Motion/Second: Ratto/Pine

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

Absent: None

ADJOURN

The meeting adjourned at 4:47 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6279 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDING
APRIL 30, 2018**

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 April 2018 and supplemental information.

This staff report provides a brief discussion of significant items and trends on the attached Statement of Revenues and Expenses through April 30, 2018. The statement has been designed to follow the Agency wide line item rollup as included in the adopted budget. The columns have been designed to provide easy comparison of year to date prior to current actuals for the current fiscal year including dollar and percentage variances. In addition, the current forecast of Revenues and Expenses is compared to the Adopted Budget for Fiscal Year 2018.

SIGNIFICANCE

Annual Forecast: There have been no changes to the forecast from the prior month. The forecast was updated in the February financial statement to improve accuracy of year-end results and increase visibility to current trends. Finance staff collaborated with division chiefs and cost center managers to estimate year-end expense and review variances between actual and budget.

Year to Date Revenues: As of April year-to-date actuals, the Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 15) are \$8.8 million higher than the prior year. This is driven by a higher District ½ cent Sales Tax (page 1, line 10) and Investment Interest (page 1, line 11) offset by decline in revenues from Passenger Fares (page 1, line 1) and SM County Measure A & Other (page 1, line 6) due to a reduction in paratransit funding for FY2018.

Year to Date Expenses: As of April year-to-date actuals, the Total Uses of Funds (page 1, line 33) are \$12.4 million higher than the prior year-to-date actuals. This is primarily due to Total Motor Bus expenses which are higher by \$3.3 million (page 1 line 19) due to inclusion of unfunded CalPERS and Other Post-Employment Benefits (OPEB) liability (this expense, which was incurred in July, will not recur throughout the year), ADA Programs are \$0.5 million higher than prior year (page 1, line 20) due to new insurance claims, and Sales Tax Allocation for Capital Programs (page 1, line 29) which was not broken out in prior years.

Budget Amendment:

There are no budget amendments for the month of April 2018.

STRATEGIC INITIATIVE

This item does not achieve a strategic initiative.

Prepared By:	Melanie Hartanto, Accountant	650-508-6478
	Jeannie Chen, Manager, General Ledger	650-508-6259

**SAN MATEO COUNTY TRANSIT DISTRICT
SUMMARY OF REVENUES AND EXPENSES
FISCAL YEAR 2018
APRIL 2018**

% OF YEAR ELAPSED: 83.3%

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	VARIANCE	% VARIANCE	BUDGET*	FORECAST	VARIANCE	% VARIANCE
SOURCES OF FUNDS								
Operating Revenues								
1 Passenger Fares	\$ 14,057,771	\$ 13,195,303	\$ (862,468)	(6.1%)	\$ 16,977,116	\$ 15,917,012	\$ (1,060,104)	(6.2%)
2 Local TDA and STA Funds	34,064,712	35,011,230	946,518	2.8%	42,013,473	42,013,473	0	0.0%
3 Pass through to Other Agencies	9,072	689,945	680,873	7505.2%	836,536	836,536	0	0.0%
4 Operating Grants	3,432,523	3,441,845	9,322	0.3%	5,309,973	5,309,973	0	0.0%
5 SMCTA Measure A	8,147,507	8,046,178	(101,329)	(1.2%)	9,577,753	9,577,753	0	0.0%
6 SM County Measure A & Other	4,166,667	3,125,000	(1,041,667)	(25.0%)	3,750,000	3,750,000	0	0.0%
7 AB434 Funds, TA Funded Shuttle & Other	90,833	270,133	179,301	197.4%	532,794	532,794	0	0.0%
8 Subtotal - Operating Revenues	63,969,084	63,779,633	(189,450)	(0.3%)	78,997,645	77,937,540	(1,060,104)	(1.3%)
9 Other Revenue Sources								
10 District 1/2 Cent Sales Tax	63,315,017	71,803,465	8,488,448	13.4%	84,660,000	84,660,000	0	0.0%
11 Investment Interest	1,331,495	1,634,813	303,318	22.8%	1,100,312	1,904,747	804,435	73.1%
12 Other Interest, Rent & Other Income	6,409,643	6,647,836	238,192	3.7%	8,133,196	7,576,674	(556,522)	(6.8%)
13 Subtotal - Other Revenues	71,056,156	80,086,114	9,029,958	12.7%	93,893,508	94,141,421	247,913	0.3%
14								
15 Total Sources of Funds	135,025,240	143,865,747	8,840,507	6.5%	172,891,153	172,078,962	(812,191)	(0.5%)
16								
17 USES OF FUNDS								
18 Operating Expenses								
19 Motor Bus	88,864,740	92,135,368	3,270,628	3.7%	120,929,771	118,448,374	(2,481,397)	(2.1%)
20 A. D. A. Programs	14,619,111	15,098,642	479,531	3.3%	18,432,288	18,332,519	(99,769)	(0.5%)
21 Caltrain	5,400,004	5,141,470	(258,534)	(4.8%)	6,191,353	6,191,353	0	0.0%
22 Other Multi-modal Programs	1,448,128	1,650,359	202,231	14.0%	2,320,546	2,064,632	(255,914)	(11.0%)
23 Pass through to Other Agencies	9,072	689,945	680,873	7505.2%	836,536	836,536	0	0.0%
24 Land Transfer Interest Expense	0	0	0	0.0%	45,716	45,716	0	0.0%
25 Total Operating Expense	110,341,055	114,715,784	4,374,729	4.0%	148,756,211	145,919,130	(2,837,081)	(1.9%)
26								
27 Total Operating Surplus/ (Deficit)	24,684,184	29,149,963	4,465,779	18.1%	24,134,942	26,159,832	2,024,890	8.4%
28								
29 Sales Tax Allocation - Capital Program **	0	7,324,511	7,324,511	0.0%	8,789,413	8,789,413	0	0.0%
30								
31 Total Debt Service	7,491,034	8,233,589	742,555	9.9%	21,684,044	21,684,044	0	0.0%
32								
33 Total Uses of Funds	\$ 117,832,089	\$ 130,273,884	\$ 12,441,794	10.6%	\$ 179,229,668	\$ 176,392,587	\$ (2,837,081)	(1.6%)
34								
35 PROJECTED SURPLUS/ (DEFICIT)	\$ 17,193,150	\$ 13,591,863	\$ (3,601,287)	(20.9%)	\$ (6,338,516)	\$ (4,313,626)	\$ 2,024,890	(31.9%)

This report represents actuals and budgets on budgetary basis.

* Reflects Revised Budget approved by the BOD on Sept 6th, 2017 plus Budget Transfers

** In prior years, sales tax allocation for capital program was not reflected as a separate line on the financial statement.

**SAN MATEO COUNTY TRANSIT DISTRICT
STATEMENT OF REVENUES
FISCAL YEAR 2018
APRIL 2018**

% OF YEAR ELAPSED: **83.3%**

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	VARIANCE	% VARIANCE	BUDGET*	FORECAST	VARIANCE	% VARIANCE
OPERATING REVENUES - MOTOR BUS								
1 TOTAL MOTOR BUS FARES	\$ 13,458,390	\$ 12,466,888	\$ (991,502)	(7.4%)	\$ 16,235,675	\$ 15,077,012	\$ (1,158,663)	(7.1%)
2 LOCAL (TDA) TRANSIT FUND:								
3 General Operating Assistance	31,341,341	30,367,292	(974,049)	(3.1%)	36,440,750	36,440,750	0	0.0%
4 STATE TRANSIT ASSISTANCE:								
5 Local STA Operating Assistance	886,746	2,758,448	1,871,701	211.1%	3,310,138	3,310,138	0	0.0%
6 OPERATING GRANTS								
7 TOTAL OPERATING GRANTS	1,221,697	819,410	(402,288)	(32.9%)	1,481,020	1,481,020	0	0.0%
8 DISTRICT 1/2 CENT SALES TAX:								
9 General Operating Assistance	35,936,481	39,281,698	3,345,217	9.3%	56,274,633	54,594,193	(1,680,440)	(3.0%)
10 Accessibility Fixed Route	874,988	744,350	(130,638)	(14.9%)	1,108,056	1,108,056	0	0.0%
12 TOTAL 1/2 CENT SALES TAX	36,811,469	40,026,048	3,214,579	8.7%	57,382,689	55,702,249	(1,680,440)	(2.9%)
13 INVESTMENT INTEREST INCOME:								
14 Investment Interest Income	1,044,271	1,301,658	257,387	24.6%	861,312	1,519,018	657,706	76.4%
15 OTHER REVENUE SOURCES:								
16 Rental Income	1,278,545	1,253,272	(25,273)	(2.0%)	1,400,000	1,400,000	0	0.0%
17 Advertising Income	719,249	1,452,179	732,930	101.9%	1,210,700	1,210,700	0	0.0%
18 Other Income	2,103,031	1,690,175	(412,856)	(19.6%)	2,607,488	2,307,488	(300,000)	(11.5%)
19 TOTAL OTHER REVENUES	4,100,825	4,395,625	294,800	7.2%	5,218,188	4,918,188	(300,000)	(5.7%)
21								
22 TOTAL MOTOR BUS	88,864,740	92,135,368	3,270,629	3.7%	120,929,771	118,448,374	(2,481,396)	(2.1%)
23								
24 AMERICAN DISABILITIES ACT:								
25 Passenger Fares Redi-Wheels	599,380	728,414	129,034	21.5%	741,441	840,000	98,559	13.3%
26 Local TDA 4.5 Redi-Wheels	1,536,869	1,598,278	61,409	4.0%	1,917,934	1,917,934	0	0.0%
27 Local STA - Paratransit	299,756	287,213	(12,543)	(4.2%)	344,649	344,649	0	0.0%
28 Operating Grants	2,210,825	2,622,435	411,610	18.6%	3,828,953	3,828,953	0	0.0%
29 Sales Tax - District ADA Programs	86,307	943,182	856,875	992.8%	(518,192)	636,751	1,154,943	(222.9%)
30 Sales Tax - Paratransit Suppl. Coastside	1,440,741	1,432,435	(8,306)	(0.6%)	3,342,100	1,842,100	(1,500,000)	(44.9%)
31 Interest Income - Paratransit Fund	287,225	333,155	45,930	16.0%	239,000	385,729	146,729	61.4%
32 SMCTA Measure A Redi-Wheels	2,747,503	2,904,708	157,204	5.7%	3,386,400	3,386,400	0	0.0%
33 SM County Measure A & Other	4,166,667	3,125,000	(1,041,667)	(25.0%)	3,750,000	3,750,000	0	0.0%
34 Measure M Paratransit	1,243,838	1,123,822	(120,017)	(9.6%)	1,400,000	1,400,000	0	0.0%
35 TOTAL ADA PROGRAMS	14,619,111	15,098,642	479,531	3.3%	18,432,288	18,332,519	(99,769)	(0.5%)
36								
37 MULTI-MODAL TRANSIT PROGRAMS:								
38 Transfer from SMCTA for Caltrain	5,400,004	5,141,470	(258,534)	(4.8%)	6,191,353	6,191,353	0	0.0%
39 AB434 Funds, TA Funded Shuttle & Other	90,833	270,133	179,301	197.4%	460,013	460,013	0	0.0%
40 Employer SamTrans Shuttle Funds	1,064,981	1,128,389	63,408	6.0%	1,514,400	1,258,486	(255,914)	(16.9%)
41 Sales Tax - SamTrans Shuttle Program	154,642	110,444	(44,198)	(28.6%)	103,352	103,352	0	0.0%
42 Bay Area Bike Share Pilot Program	0	0	0	0.0%	72,781	72,781	0	0.0%
43 Sales Tax - Gen. Operating Asst.	137,672	141,393	3,721	2.7%	170,000	170,000	0	0.0%
44								
45 TOTAL MULTIMODAL	6,848,132	6,791,829	(56,303)	(0.8%)	8,511,899	8,255,985	(255,914)	(3.0%)
46								
47 TOTAL REVENUES	\$ 110,331,983	\$ 114,025,839	\$ 3,693,856	3.3%	\$ 147,873,958	\$ 145,036,878	\$ (2,837,079)	(1.9%)

* Reflects Revised Budget approved by the BOD on Sept 6th, 2017 plus Budget Transfers

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2018
APRIL 2018**

% OF YEAR ELAPSED: **83.3%**

EXPENSES	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	VARIANCE	% VARIANCE	BUDGET*	FORECAST	VARIANCE	% VARIANCE
DISTRICT OPERATED BUSES								
1 Wages & Benefits	\$ 48,226,048	\$ 49,891,828	\$ 1,665,781	3.5%	\$ 59,099,093	\$ 59,583,828	484,735	0.8%
2								
3 Services:								
4 Board of Directors	43,529	49,608	6,079	14.0%	86,000	86,000	0	0.0%
5 Contracted Vehicle Maintenance	902,417	781,390	(121,027)	(13.4%)	1,360,850	1,316,750	(44,100)	(3.2%)
6 Property Maintenance	812,613	1,101,077	288,465	35.5%	1,105,500	1,271,750	166,250	15.0%
7 Professional Services	3,596,005	3,293,263	(302,742)	(8.4%)	6,248,046	4,700,663	(1,547,383)	(24.8%)
8 Technical Services	5,409,432	5,216,443	(192,989)	(3.6%)	8,185,697	8,104,152	(81,545)	(1.0%)
9 Other Services	2,296,002	2,206,894	(89,108)	(3.9%)	3,198,562	3,160,668	(37,894)	(1.2%)
10								
11 Materials & Supply:								
12 Fuel and Lubricants	2,278,875	2,534,712	255,837	11.2%	3,719,600	3,637,440	(82,160)	(2.2%)
13 Bus Parts and Materials	1,701,908	1,601,637	(100,271)	(5.9%)	2,038,233	2,370,499	332,266	16.3%
14 Uniforms and Driver Expense	254,739	277,287	22,548	8.9%	537,231	563,952	26,721	5.0%
15 Timetables and Tickets	81,919	90,723	8,804	10.7%	326,500	323,500	(3,000)	(0.9%)
16 Office Supplies / Printing	287,955	329,481	41,526	14.4%	499,533	476,974	(22,559)	(4.5%)
17 Other Materials and Supply	133,730	120,411	(13,318)	(10.0%)	160,000	160,000	0	0.0%
18								
19 Utilities:								
20 Telecommunications	351,683	464,340	112,657	32.0%	745,491	745,491	0	0.0%
21 Other Utilities	923,057	1,018,199	95,143	10.3%	1,140,000	1,140,000	0	0.0%
22 Insurance Costs	1,914,853	2,013,890	99,037	5.2%	3,042,164	3,042,164	0	0.0%
23 Workers' Compensation	2,738,417	2,751,426	13,009	0.5%	3,666,068	3,380,068	(286,000)	(7.8%)
24 Taxes and License Fees	432,905	549,610	116,705	27.0%	843,823	825,391	(18,432)	(2.2%)
25 Fixed Route Accessibility	874,988	744,350	(130,638)	(14.9%)	1,108,056	1,108,056	0	0.0%
26 Leases and Rentals	136,624	148,976	12,351	9.0%	182,670	182,670	0	0.0%
27 Promotional and Legal Advertising	191,547	209,002	17,455	9.1%	869,000	605,678	(263,322)	(30.3%)
28 Training and Business Travel	168,772	258,197	89,425	53.0%	827,013	685,935	(141,078)	(17.1%)
29 Dues and Membership	91,282	81,959	(9,323)	(10.2%)	159,043	159,043	0	0.0%
30 Postage and Other	87,949	25,317	(62,632)	(71.2%)	137,359	53,083	(84,276)	(61.4%)
31								
32 Total District Operated Buses	73,937,249	75,760,022	1,822,772	2.5%	99,285,533	97,683,755	(1,601,778)	(1.6%)
33								
34 CONTRACTED BUS SERVICES								
35 Contracted Urban Bus Service	13,335,349	13,520,609	185,260	1.4%	17,987,300	17,110,206	(877,094)	(4.9%)
36 Other Related Costs	354,224	399,135	44,910	12.7%	358,914	358,914	0	0.0%
37 Insurance Costs	(477,612)	592,740	1,070,351	224.1%	773,422	773,422	0	0.0%
38 Coastside Services	1,257,147	1,435,525	178,378	14.2%	1,973,825	1,973,825	0	0.0%
39 Redi Coast Non-ADA	220,397	178,400	(41,996)	(19.1%)	233,775	231,250	(2,525)	(1.1%)
40 Other Related Costs	93,264	85,602	(7,662)	(8.2%)	116,884	116,884	0	0.0%
41 La Honda - Pescadero	46,725	45,150	(1,575)	(3.4%)	55,130	55,130	0	0.0%
42 SamCoast - Pescadero	92,424	111,592	19,168	20.7%	138,350	138,350	0	0.0%
43 Other Related Cost - SamCoast	5,572	6,593	1,021	18.3%	6,638	6,638	0	0.0%
44 Total Contracted Bus Service	14,927,490	16,375,346	1,447,856	9.7%	21,644,238	20,764,619	(879,619)	(4.1%)
45								
46 TOTAL MOTOR BUS	\$ 88,864,740	\$ 92,135,368	\$ 3,270,628	3.7%	\$ 120,929,771	\$ 118,448,374	\$ (2,481,397)	(2.1%)

* Reflects Adopted Budget approved by the Board on June 7, 2017

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2018
APRIL 2018**

% OF YEAR ELAPSED: **83.3%**

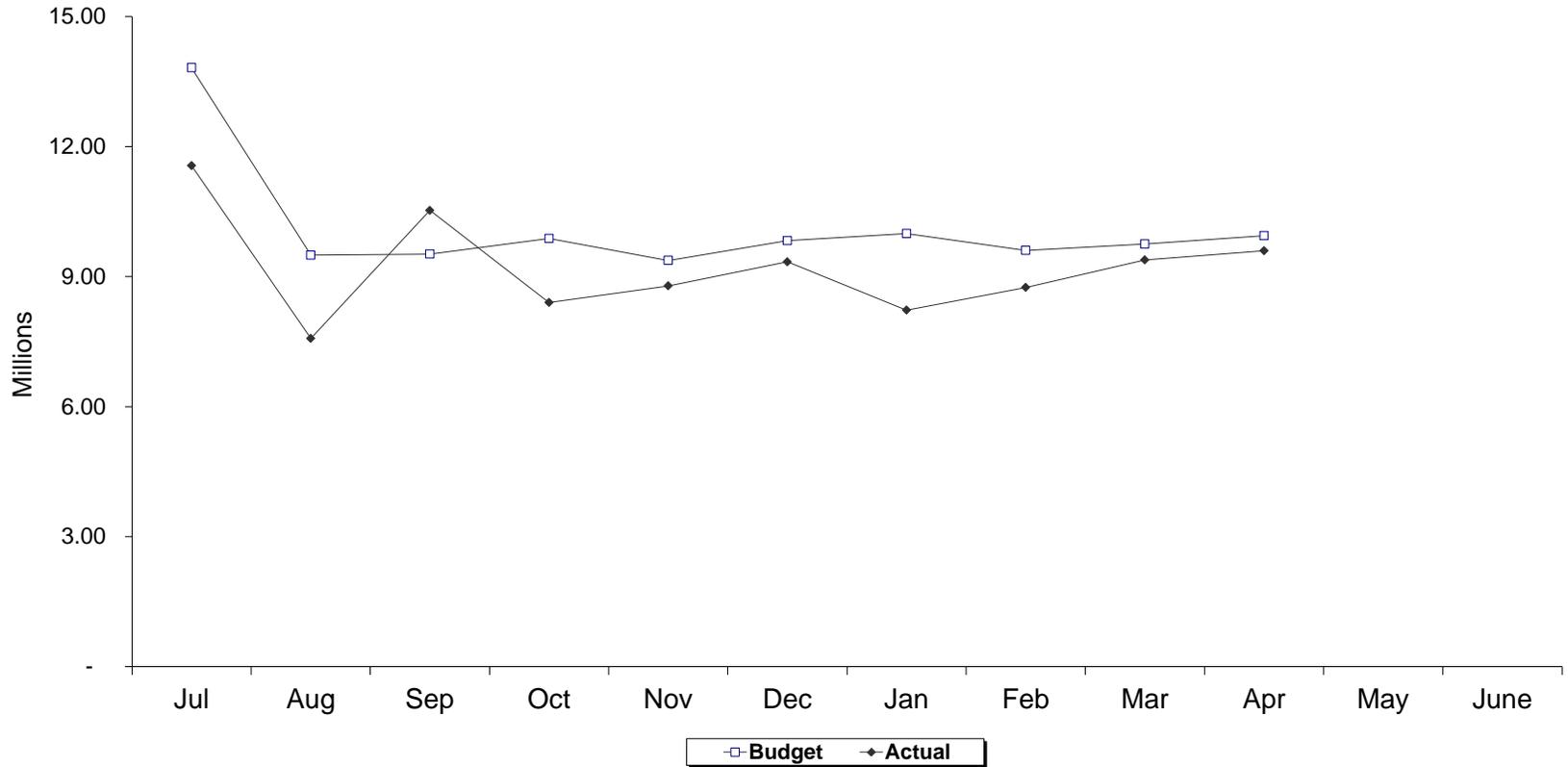
EXPENSES	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	VARIANCE	% VARIANCE	BUDGET*	FORECAST	VARIANCE	% VARIANCE
AMERICAN DISABILITY ACT PROGRAMS								
Elderly & Disabled/Redi-Wheels	\$ 4,476,795	\$ 4,475,928	\$ (867)	(0.0%)	\$ 6,062,600	\$ 5,393,930	\$ (668,670)	(11.0%)
Other Related Costs	2,316,491	2,317,436	944	0.0%	3,058,568	3,054,568	(4,000)	(0.1%)
ADA Sedans/ Taxi Service	4,187,321	4,083,995	(103,326)	(2.5%)	3,854,208	4,955,905	1,101,697	28.6%
ADA Accessibility Support	1,078,279	1,147,539	69,260	6.4%	1,505,855	1,505,855	0	0.0%
Coastside ADA Support	1,440,741	1,432,435	(8,306)	(0.6%)	3,342,100	1,842,100	(1,500,000)	(44.9%)
Insurance Costs	1,119,484	1,641,310	521,826	46.6%	608,957	1,580,161	971,204	159.5%
TOTAL ADA PROGRAMS	14,619,111	15,098,642	479,531	3.3%	18,432,288	18,332,519	(99,769)	(0.5%)
MULTI-MODAL TRANSIT PROGRAMS								
CALTRAIN SERVICE								
Peninsula Rail Service	5,400,004	5,141,470	(258,534)	(4.8%)	6,191,353	6,191,353	0	0.0%
Total Caltrain Service	5,400,004	5,141,470	(258,534)	(4.8%)	6,191,353	6,191,353	0	0.0%
OTHER SUPPORT								
SamTrans Shuttle Service	1,310,456	1,508,966	198,510	15.1%	2,077,765	1,821,851	(255,914)	(12.3%)
Bicycle Coordinating Activities	0	0	0	0.0%	72,781	72,781	0	0.0%
Maintenance Multimodal Facilities	137,672	141,394	3,722	2.7%	170,000	170,000	0	0.0%
Total Other Support	1,448,128	1,650,359	202,232	14.0%	2,320,546	2,064,632	(255,914)	(11.0%)
TOTAL MULTI-MODAL PROGRAMS	6,848,132	6,791,829	(56,303)	(0.8%)	8,511,899	8,255,985	(255,914)	(3.0%)
TOTAL OPERATING EXPENSES	\$ 110,331,983	\$ 114,025,839	\$ 3,693,856	3.3%	\$ 147,873,958	\$ 145,036,878	\$ (2,837,080)	(1.9%)

* Reflects Revised Budget approved by the BOD on Sept 6th, 2017 plus Budget Transfers

SAN MATEO COUNTY TRANSIT DISTRICT

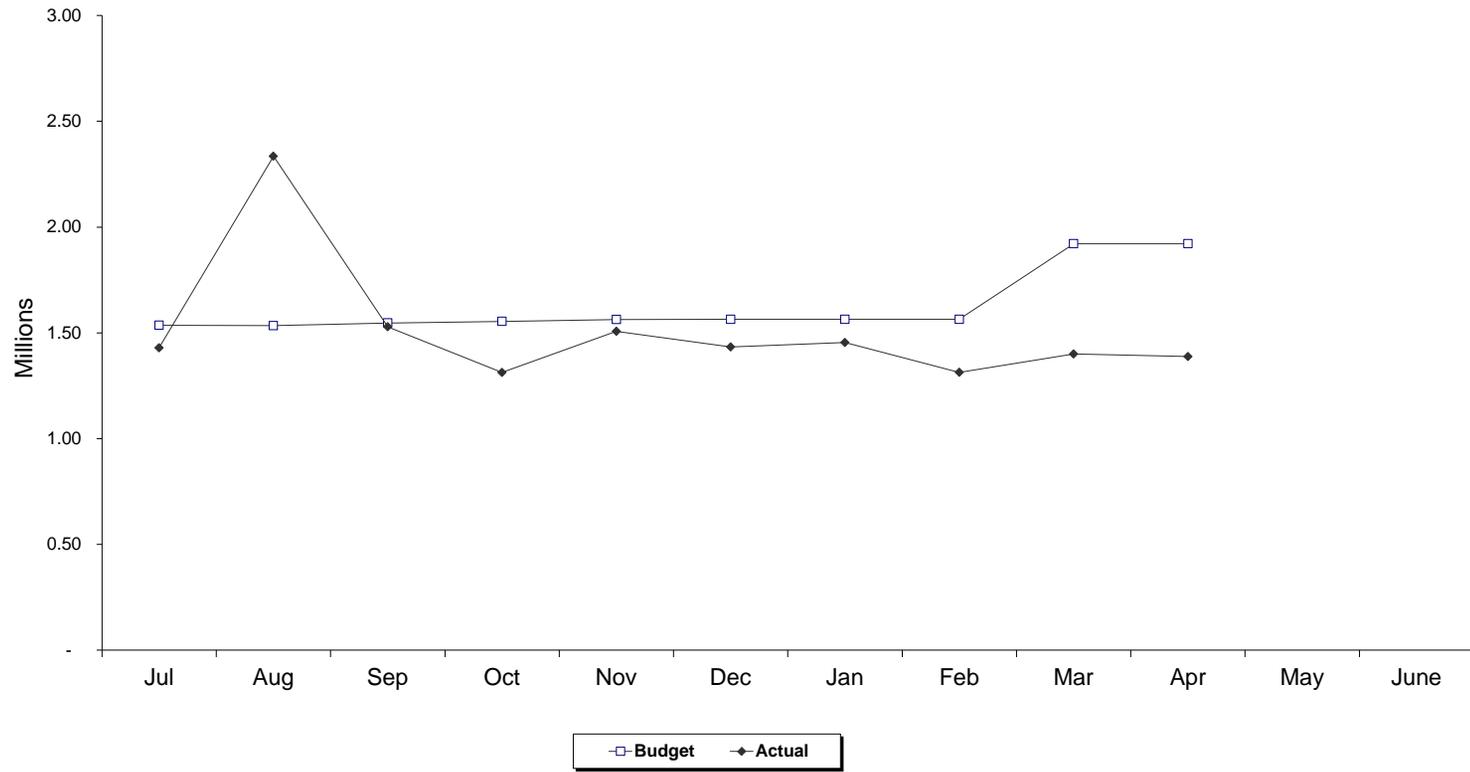
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2018



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	13,819,983	9,495,283	9,520,016	9,877,531	9,372,852	9,829,280	9,990,747	9,605,540	9,752,310	9,943,971		
Actual	11,560,304	7,573,200	10,525,864	8,399,907	8,785,098	9,338,288	8,226,309	8,749,696	9,382,191	9,594,510		
CUMULATIVE EXPENSES												
Budget	13,819,983	23,315,266	32,835,282	42,712,813	52,085,665	61,914,945	71,905,692	81,511,231	91,263,541	101,207,512		
Actual	11,560,304	19,133,503	29,659,368	38,059,274	46,844,372	56,182,660	64,408,970	73,158,666	82,540,858	92,135,367		
Variance - F(U)	2,259,679	4,181,762	3,175,915	4,653,539	5,241,293	5,732,285	7,496,722	8,352,565	8,722,683	9,072,144		
Variance %	16.35%	17.94%	9.67%	10.89%	10.06%	9.26%	10.43%	10.25%	9.56%	8.96%		

SAN MATEO COUNTY TRANSIT DISTRICT
ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL
FISCAL YEAR 2018

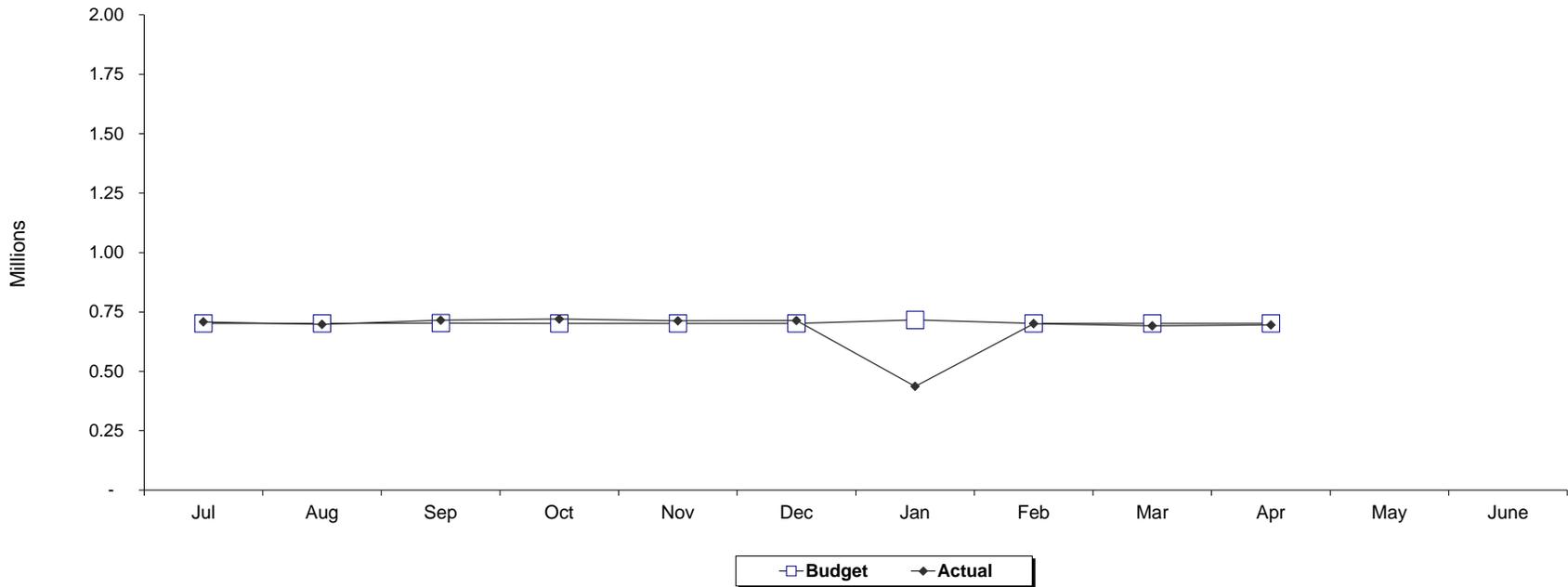


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	1,536,055	1,533,805	1,546,999	1,554,251	1,562,876	1,563,826	1,563,825	1,563,825	1,921,324	1,921,324		
Actual	1,429,022	2,334,351	1,528,316	1,312,675	1,507,037	1,433,038	1,454,073	1,312,844	1,399,576	1,387,710		
CUMULATIVE EXPENSES												
Budget	1,536,055	3,069,860	4,616,860	6,171,111	7,733,987	9,297,813	10,861,638	12,425,463	14,346,787	16,268,111		
Actual	1,429,022	3,763,373	5,291,689	6,604,363	8,111,400	9,544,438	10,998,512	12,311,355	13,710,932	15,098,642		
Variance - F(U)	107,033	(693,513)	(674,829)	(433,253)	(377,413)	(246,625)	(136,874)	114,108	635,855	1,169,469		
Variance %	6.97%	-22.59%	-14.62%	-7.02%	-4.88%	-2.65%	-1.26%	0.92%	4.43%	7.19%		

SAN MATEO COUNTY TRANSIT DISTRICT

MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2018



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	701,977	701,977	702,977	701,977	701,977	701,976	716,377	701,977	701,977	701,977		
Actual	708,355	697,901	714,972	719,974	712,527	713,760	437,118	700,797	691,168	695,256		
CUMULATIVE EXPENSES												
Budget	701,977	1,403,953	2,106,930	2,808,906	3,510,883	4,212,859	4,929,236	5,631,212	6,333,189	7,035,165		
Actual	708,355	1,406,257	2,121,229	2,841,203	3,553,730	4,267,490	4,704,608	5,405,406	6,096,573	6,791,829		
Variance - F(U)	(6,378)	(2,303)	(14,299)	(32,297)	(42,847)	(54,631)	224,627	225,807	236,616	243,336		
Variance %	-0.91%	-0.16%	-0.68%	-1.15%	-1.22%	-1.30%	4.56%	4.01%	3.74%	3.46%		

SAN MATEO COUNTY TRANSIT DISTRICT

INTEREST ON INVESTMENTS

April 30, 2018

DESCRIPTION	TOTAL INVESTMENT 4-30-18	INTEREST RECEIVABLE 3-31-18	PREPAID INT RECEIVABLE 4-30-18	INTEREST EARNED 4-30-18	INTEREST RECEIVED 4-30-18	ADJ.	INTEREST RECEIVABLE 4-30-18
RESERVE FOR CAPITAL PROJ	0.00	(0.00)	0.00	0.00	0.00	0.00	(0.00)
LAIF -- CAPITAL PROJ	78,450.36	275.31	0.00	106.94	290.76	0.00	91.49
REIMB SECURITIES FUNDS	89,443,208.94	335,078.88	4,228.43	131,597.74	183,888.35	2,721.67	289,738.37
LAIF -- REIMB FUNDS L76R	3,042,511.31	10,677.21	0.00	4,147.50	11,276.39	0.00	3,548.32
PARATRANSIT FUNDS	25,286,868.86	96,979.20	1,202.87	37,398.12	52,684.07	(52.38)	82,843.74
LAIF -- PARATRANSIT	1,050,907.52	3,687.99	0.00	1,432.58	3,894.95	0.00	1,225.62
BANK OF AMERICA	91,848,788.06	0.00	0.00	4,107.22	4,107.22	0.00	0.00
WELLS FARGO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
US Bank - Custodian account	8,201,470.99	8,386.09	0.00	8,269.05	8,386.09	0.00	8,269.05
Debt Service Reserves							
Held by Trustee:	<u>14,932,514.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u><u>233,884,720.45</u></u>	<u><u>455,084.68</u></u>	<u><u>5,431.30</u></u>	<u><u>187,059.15</u></u>	<u><u>264,527.83</u></u>	<u><u>2,669.29</u></u>	<u><u>385,716.59</u></u>

APRIL 2018 -- SUMMARY OF INTEREST & CAPITAL GAIN

Interest Earned 4/30/18	189,728.44
Add:	
CEO Interest	0.00
Less:	
Trust Fees	(640.36)
Capital Gain(Loss)	<u>(14,378.19)</u>
Total Interest & Capital Gain(Loss)	<u><u>174,709.89</u></u>

YEAR TO DATE -- SUMMARY

Interest Earned	1,842,546.77
Add:	
CEO Interest	
Less:	
Trust Fees	(6,639.47)
Capital Gain(Loss)	<u>(131,445.17)</u>
Total Interest & Capital Gain(Loss)	<u><u>1,704,462.13</u></u>
 Balance Per Ledger as of 4/30/18	
Deferred Int Acct. 210852/3	40,409.15
Interest Acct. 409101	1,802,137.62
Less Trust Fees 530045	(6,639.47)
Gain(Loss) Acct. 405210	<u>(131,445.17)</u>
	<u><u>1,704,462.13</u></u>

Note: Total may not foot due to rounding.

**SAN MATEO COUNTY TRANSIT DISTRICT
BOND REIMBURSED FUNDS -- INTEREST ON SECURITIES -- L76R
April 30, 2018**

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	MARKET VALUE 4-30-18	MATURITY/CALL DATE	INT RATE	RATE/DAY	INTEREST REC'VBLE 3-31-18	PREPAID INT REC'VBLE 4-30-18	INTEREST EARNED 4-30-18	INTEREST RECEIVED 4-30-18	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'VBLE 4-30-18	INT REC'VBLE LESS PREPAID 4-30-18	PAR VALUE
U.S. TREASURY NOTES AND BONDS																
US TREASURY NOTE	9128285T8	03-25-15	64,987.30	64,334.79	04-30-19	1.250%	2.2569	341.16		67.71	406.25		(0.41)	2.21	2.21	65,000.00
US TREASURY NOTE	912828V4	12-07-15	251,702.93	249,103.13	05-31-20	1.375%	9.7396	1,175.17		292.19			(3.21)	1,464.15	1,464.15	255,000.00
US TREASURY NOTE	912828V4	12-07-15	508,341.21	504,116.60	04-19-18	1.375%	19.6701	2,373.39		354.06	2,723.56		(3.89)	(0.00)	(0.00)	515,000.00
US TREASURY NOTE	912828VP2	05-18-16	775,283.20	741,123.00	07-31-20	2.000%	41.6667	2,486.19		1,250.00			(6.91)	3,729.28	3,729.28	750,000.00
US TREASURY NOTE	912828L32	06-29-16	417,495.32	399,077.19	08-31-20	1.375%	15.6597	495.60		469.79			(5.16)	960.23	960.23	410,000.00
US TREASURY NOTE	912828Q78	01-05-17	1,960,312.50	1,927,500.00	04-30-21	1.375%	76.3889	11,546.96		2,291.67	13,750.00		(13.90)	74.73	74.73	2,000,000.00
US TREASURY NOTE	912828R77	03-17-17	1,363,632.81	1,347,390.80	05-31-21	1.375%	53.4722	6,451.92		1,604.17			(17.63)	8,038.46	8,038.46	1,400,000.00
US TREASURY NOTE	912828D72	04-05-17	1,007,734.38	978,125.00	08-31-21	2.000%	55.5556	1,767.95		1,666.67			(9.21)	3,425.42	3,425.42	1,000,000.00
US TREASURY NOTE	912828D72	06-29-17	1,516,347.66	1,467,187.50	08-31-21	2.000%	83.3333	2,651.97		2,500.00			(13.82)	5,138.15	5,138.15	1,500,000.00
US TREASURY NOTE	912828D72	07-11-17	2,213,320.31	2,151,875.00	08-31-21	2.000%	122.2222	3,889.47		3,666.67			(20.25)	7,535.89	7,535.89	2,200,000.00
US TREASURY NOTE	912828T67	10-10-17	1,074,519.53	1,047,277.00	10-31-21	1.250%	38.1944	5,779.54		1,145.83	6,875.00		(13.01)	37.36	37.36	1,100,000.00
US TREASURY NOTE	912828T67	08-03-17	1,520,271.48	1,475,708.50	10-31-21	1.250%	53.8194	8,143.89		1,614.58	9,687.50		(18.31)	52.65	52.65	1,550,000.00
US TREASURY NOTE	912828T67	08-31-17	3,051,078.13	2,951,417.00	10-31-21	1.250%	107.6389	16,287.78		3,229.17	19,375.00		(35.58)	106.37	106.37	3,100,000.00
US TREASURY NOTE	912828X47	12-06-17	1,256,803.91	1,228,824.06	04-30-22	1.875%	66.1458	9,998.62		1,984.37	11,906.25		(12.03)	64.71	64.71	1,270,000.00
US TREASURY NOTE	912828X47	01-04-18	1,777,148.44	1,741,640.40	04-30-22	1.875%	93.7500	14,171.27		2,812.50	16,875.00		(17.06)	91.71	91.71	1,800,000.00
FEDERAL AGENCY BONDS/NOTE																
FHLMC	3137EAE81	07-20-16	199,516.00	196,422.00	07-19-19	0.875%	4.8611	350.01		145.83				495.84	495.84	200,000.00
FNMA	3135GON33	08-02-16	948,404.00	932,102.00	08-02-19	0.875%	23.0903	1,362.33		692.71			(0.01)	2,055.03	2,055.03	950,000.00
FNMA	3135GON33	08-02-16	648,908.00	637,669.50	04-30-18	0.875%	15.7986	932.11		458.16	1,390.28		0.01	0.00	0.00	650,000.00
FHBL GLOBAL NOTE	3130A8V72	08-04-16	449,136.00	441,520.20	08-05-19	0.875%	10.9375	612.50		328.13				940.63	940.63	450,000.00
FHMA NOTES	3135GOP49	09-02-16	2,296,412.00	2,258,002.00	08-28-19	1.000%	63.8889	2,108.33		1,916.67				4,025.00	4,025.00	2,300,000.00
FHMA NOTES	3135GOP49	09-02-16	399,376.00	392,656.00	04-30-18	1.000%	11.1111	366.67		322.22	688.89			0.00	0.00	400,000.00
FHBL GLOBAL NOTE	3130A9P29	09-08-16	2,697,651.00	2,646,764.10	09-26-19	1.000%	75.0000	375.00		2,250.00				2,625.00	2,625.00	2,700,000.00
FHMA NOTES	3135GOT72	02-28-17	849,456.00	834,786.70	02-28-20	1.500%	53.4167	1,168.75		1,062.50				2,231.25	2,231.25	850,000.00
FHLMC AGENCY	3137EAE72	04-20-17	1,295,554.00	1,271,474.10	04-20-20	1.375%	49.6528	7,994.10		1,489.58	8,937.50			546.18	546.18	1,300,000.00
FHMA NOTES	3135GOT60	08-01-17	598,182.00	585,559.80	07-30-20	1.500%	25.0000	1,525.00		750.00				2,275.00	2,275.00	600,000.00
FHBL NOTES	3130ACE26	09-07-17	438,587.60	427,259.36	09-28-20	1.375%	16.8056	50.42		504.17			(0.01)	554.58	554.58	440,000.00
FHBL NOTES	3137EAEJ4	09-29-17	578,950.20	566,766.72	09-29-20	1.625%	26.1806	52.36		507.12				837.78	837.78	580,000.00
FHBL GLOBAL NOTE	3130A8Q55	07-15-16	2,683,581.30	2,572,060.50	07-14-21	1.125%	84.3750	6,496.88		2,531.25				9,028.13	9,028.13	2,700,000.00
FNMA NOTES	3135GON82	08-19-16	473,375.03	452,916.30	08-17-21	1.250%	16.4931	725.70		494.79				1,220.49	1,220.49	475,000.00
FNMA NOTES	3135GON82	08-19-16	1,518,823.75	1,454,099.70	08-17-21	1.250%	52.9514	2,329.86		1,588.54				3,918.40	3,918.40	1,525,000.00
CORPORATE NOTE																
JOHN DEERE CAPITAL CORP	24422ETM1	01-06-17	799,480.00	797,064.00	10-15-18	1.650%	36.6667	6,086.67		1,100.00	6,600.00			586.67	586.67	800,000.00
TOYOTA MOTOR CREDIT CORP	89236TDM4	01-09-17	439,846.00	437,687.36	01-09-19	1.700%	20.7778	1,703.78		623.33				2,327.11	2,327.11	440,000.00
TOYOTA MOTOR CREDIT CORP	89236TDM4	01-09-17	656,568.00	656,568.00	04-13-18	1.700%	31.1667	2,555.66		374.00	2,929.67		0.01	(0.00)	(0.00)	660,000.00
BERKSHIRE HATHWAY GLOBAL N	084670B1L	12-23-16	1,810,188.00	1,790,708.40	08-14-19	2.100%	105.0000	4,935.00		3,150.00				8,085.00	8,085.00	1,800,000.00
AMERICAN HONDA FINANCE GLC	02665WAH4	12-20-16	1,808,946.00	1,787,940.00	08-15-19	2.250%	112.5000	5,175.00		3,375.00				8,550.00	8,550.00	1,800,000.00
TOYOTA MOTOR CORP NOTES	89236TDH5	10-18-16	669,665.00	658,698.44	10-18-19	1.550%	28.8472	4,702.10		865.42	5,192.50		(0.01)	375.01	375.01	670,000.00
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	499,405.00	491,681.50	10-30-19	1.700%	23.6111	3,565.28		708.33	4,250.00		0.01	23.62	23.62	500,000.00
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	1,100,209.00	1,081,699.30	10-30-19	1.700%	51.9444	7,843.61		1,558.33	9,350.00			51.94	51.94	1,100,000.00
PEIZER INC CORP NOTE	717081E85	11-21-16	1,184,146.80	1,167,703.74	12-15-19	1.700%	55.9583	5,931.58		1,678.75				7,610.33	7,610.33	1,185,000.00
CITIGROUP INC	712967LF6	01-10-17	899,640.00	892,053.00	01-10-20	2.450%	61.2500	4,961.25		1,837.50				6,798.75	6,798.75	900,000.00
MICROSOFT CORP	594918BV5	02-06-17	899,397.00	888,123.60	02-06-20	1.850%	46.2500	2,543.75		1,387.50				3,931.25	3,931.25	900,000.00
WALT DISNEY CO CORP NOTES	25468PDP8	03-06-17	379,901.20	374,007.78	03-04-20	1.950%	20.5833	555.75		617.50				1,173.25	1,173.25	380,000.00
APPLE INC BONDS	037833CS7	05-11-17	819,163.60	805,002.20	05-11-20	1.800%	41.0000	5,740.00		1,230.00				6,970.00	6,970.00	820,000.00
HOME DEPOT INC CORP NOTES	437076BQ4	06-05-17	449,739.00	441,697.95	06-05-20	1.800%	22.5000	2,610.00		675.00				3,285.00	3,285.00	450,000.00
MORGAN STANLEY CORP NOTE	6174467P8	11-10-16	2,009,250.00	1,890,567.00	07-24-20	5.500%	275.0000	18,425.00		8,250.00				26,675.00	26,675.00	1,800,000.00
CATERPILLAR FINL SERVICE NOTE	14913QZAG	09-07-17	649,454.00	633,283.95	09-04-20	1.850%	33.4028	901.88		1,002.08				1,903.96	1,903.96	650,000.00
WAL-MART STORES INC CORP NC	931142EA7	10-20-17	898,695.00	881,118.00	12-15-20	1.900%	47.5000	7,647.50		1,425.00				9,072.50	9,072.50	900,000.00
BRANCH MANKING & TRUST CO	05531FAZ6	10-26-17	449,793.00	438,721.20	02-01-21	2.150%	26.8750	1,612.50		806.25				2,418.75	2,418.75	450,000.00
IBM CORP CORP NOTES	44932HA88	02-06-18	899,559.00	891,323.10	02-05-21	2.650%	66.2500	3,643.75		1,987.50				5,631.25	5,631.25	900,000.00
NATIONAL RURAL UTIL COOP	63743HER9	02-26-18	374,583.75	372,017.25	03-15-21	2.900%	30.2083	1,057.29		906.25				1,963.54	1,963.54	375,000.00
NATIONAL RURAL UTIL COOP	63743HER9	04-19-18	512,821.55	510,903.69	03-15-21	2.900%	41.4861	0.00	2,198.76	497.83			0.01	2,696.60	497.84	515,000.00
UNILEVER CAPITAL CORP NOTES	904764AZ0	03-22-18	721,295.25	721,406.18	03-22-21	2.750%	55.3819	498.44		1,661.46				2,159.90	2,159.90	725,000.00
TOYOTA MOTOR CREDIT CORP	89236TEU5	04-13-18	659,736.00	657,498.60	04-13-21	2.950%	54.0833	0.00		973.50				973.50	973.50	660,000.00
PEPSICO INC CORP NOTE	71344DX3	10-10-17	599,880.00	584,449.80	04-15-21	2.000%	33.3333	5,700.00		1,000.00	6,166.67			533.33	533.33	600,000.00
BANK OF AMERICA CORP	06051GFW4	11-10-17	352,716.00	344,102.50	04-19-21	2.625%	25.5208	4,134.38		765.62	4,593.75			306.25	306.25	350,000.00
GOLDMAN SACHS GROUP CORP	3814GGQ1	11-28-16	1,765,872.00	1,692,521.60	07-27-21	5.250%	233.3333	14,933.33		7,000.00				21,933.33	21,933.33	1,600,000

**SAN MATEO COUNTY TRANSIT DISTRICT
BOND REIMBURSED FUNDS -- INTEREST ON SECURITIES -- L76R
April 30, 2018**

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	MARKET VALUE 4-30-18	MATURITY/CALL DATE	INT RATE	RATE/DAY	INTEREST REC'BLE 3-31-18	PREPAID INT REC'BLE 4-30-18	INTEREST EARNED 4-30-18	INTEREST RECEIVED 4-30-18	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'BLE 4-30-18	INT REC'BLE LESS PREPAID 4-30-18	PAR VALUE
COMMERCIAL PAPER																
CREDIT AGRICOLE CIB NY COMM	22533UF16	12-01-17	1,784,803.00	1,797,240.60	06-01-18	0.000%		0.00		0.00				0.00	0.00	1,800,000.00
BANK OF MONTREAL CHICAGO C	06366HF44	09-08-17	1,780,180.17	1,796,704.20	06-04-18	0.000%		0.00		0.00				0.00	0.00	1,800,000.00
ING (US) FUNDING LLC COMM P/	4497W1G26	10-13-17	1,779,040.00	1,793,350.80	07-02-18	0.000%		0.00		0.00				0.00	0.00	1,800,000.00
BANK OF TOKYO MITS UFJ LTD CI	06538CGL9	10-24-17	987,745.56	994,998.00	06-04-18	0.000%		0.00		0.00				0.00	0.00	1,000,000.00
BNP PARIBAS NY BRANCH COMM	09659CCK3	01-23-18	1,772,562.00	1,779,352.20	10-19-18	0.000%		0.00		0.00				0.00	0.00	1,800,000.00
BANK OF TOKYO MITS UFJ LTD CI	06538CM40	03-09-18	785,780.00	787,787.20	12-04-18	0.000%		0.00		0.00				0.00	0.00	800,000.00
																9.91%
CERTIFICATION OF DEPOSIT																
CANADIAN IMPERIAL BANK NY C	13606ASZ7	12-05-16	1,798,596.00	1,794,958.20	11-30-18	1.760%	88.0000	10,736.00		2,640.00				13,376.00	13,376.00	1,800,000.00
SVENSKA HANDELSBANKENY LT	86958JH8	01-12-17	1,800,000.00	1,791,565.20	01-10-19	1.890%	94.5000	7,654.50		2,835.00				10,489.50	10,489.50	1,800,000.00
BANK OF NOVA SCOTIA HOUSTO	06417GUE6	04-06-17	1,800,000.00	1,790,103.60	04-05-19	1.910%	95.5000	14,041.00		2,865.00	17,381.00		2,958.00	2,483.00	2,483.00	1,800,000.00
SUMITOMO MITSUI BANK NY CD	86563YVNO	05-04-17	1,500,000.00	1,494,834.00	05-03-19	2.050%	85.4167	12,641.67		2,562.50				15,204.17	15,204.17	1,500,000.00
SWEDBANK (NEW YORK) CERT DI	87019U6D6	11-17-17	1,800,000.00	1,766,869.20	11-16-20	2.270%	113.5000	15,322.50		3,405.00				18,727.50	18,727.50	1,800,000.00
																9.58%
ASSET-BACKED SECURITY/COLLATERALIZED MORTGAGE OBLIGATION																
CCCT 2017-A2 A2	17305EGA7	01-26-17	1,549,703.18	1,541,595.44	01-17-21	1.740%	74.9167	5,543.83		2,247.50				7,791.33	7,791.33	1,550,000.00
TOYOTA ABS 2017-A A3	89238MADO	03-15-17	449,947.04	445,078.67	02-15-21	1.730%	21.6250	346.00		648.75	648.75			346.00	346.00	450,000.00
ALLY ABS 2017-1 A3	0200PAC7	01-31-17	404,964.60	401,103.05	06-15-21	1.700%	19.1250	306.01		573.75	573.75			306.01	306.01	405,000.00
FORD ABS 2017-A A3	34531EAD8	01-25-17	1,199,995.56	1,184,171.16	06-25-21	1.670%	55.6667	890.67		1,670.00	1,670.00			890.67	890.67	1,200,000.00
TOYOTA ABS 2017-B A3	89190BAD0	05-17-17	1,799,861.94	1,775,239.74	07-15-21	1.760%	88.0000	1,408.00		2,640.00	2,640.00			1,408.00	1,408.00	1,800,000.00
ALLY ABS 2017-2 A3	02007HACS	03-29-17	1,444,829.63	1,430,240.19	08-15-21	1.780%	71.4472	1,143.16		2,143.42	2,143.42			1,143.16	1,143.16	1,445,000.00
HONDA AUTO 2017-2 A3	43814PAC4	09-29-17	329,964.26	324,639.78	09-18-21	1.790%	16.4083	213.31		492.25	492.25			213.31	213.31	330,000.00
JOHN DEERE ABS 2017-B A3	47788BAD6	07-18-17	599,956.08	590,062.50	10-15-21	1.820%	30.3333	485.33		910.00	910.00			485.33	485.33	600,000.00
AMERICAN EXPRESS ABS 2017-4	02582JHG8	05-30-17	679,891.06	673,331.51	12-15-21	1.640%	30.9778	498.67		929.33	929.33		(3.03)	495.64	495.64	680,000.00
CITIBANK ABS 2017-A3 A3	17305EGB5	05-22-17	902,403.00	884,670.84	04-07-22	1.920%	48.0000	8,352.00		1,440.00	8,640.00			1,152.00	1,152.00	900,000.00
JOHN DEERE OWNER	47788CAC6	02-28-18	284,979.51	283,611.79	04-15-22	2.660%	21.0583	694.93		631.75	947.63		(42.12)	336.93	336.93	285,000.00
TAOT 2018-A A-3	89238BAD4	01-31-18	445,928.58	445,928.58	05-16-22	2.350%	29.3750	470.00		881.25	881.25			470.00	470.00	450,000.00
AMXCA 2018-1 A	02582JHQ6	03-31-18	1,509,824.69	1,506,652.33	10-17-22	2.670%	111.9917	1,119.92		3,359.75	2,687.80			1,791.87	1,791.87	1,510,000.00
ALLYA 2018-2-A3	02004VAC7	04-30-18	649,881.96	649,881.96	11-15-22	2.920%	52.7222	0.00		52.72				52.72	52.72	650,000.00
CCCT 2018-A1 A1	17305EGK5	01-31-18	899,875.44	889,274.88	01-20-23	2.490%	62.2500	3,797.25		1,867.50				5,664.75	5,664.75	900,000.00
																14.49%
FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION																
FNMA	3136ANJY4	04-30-15	3,550.88	3,509.33	04-01-18	1.550%	0.1514	4.54		0.00	4.54			(0.00)	(0.00)	3,515.74
FANNIE MEA	3136AQDQ0	10-30-15	305,587.60	300,622.67	09-01-19	1.646%	13.8336	320.95		415.01	454.80			281.16	281.16	302,557.80
FANNIE MEA	3136AQDQ0	10-30-15	4,554.03	4,909.90	04-25-18	1.646%	0.2062	0.00		0.00				0.00	0.00	4,508.88
FNA 2014-M6 A2	3136AJ7G5	12-15-16	1,972,799.44	1,914,404.31	05-25-21	2.679%	143.8975	396.75		4,316.93	4,321.64		(0.81)	391.23	391.23	1,933,672.78
FNA 2014-M6 A2	3136AJ7G5	12-15-16	2,518.45	9,595.98	04-25-18	2.679%	0.1837	0.00		0.00				0.00	-	2,468.50
FNA 2018-MS A2	3136B1XP4	04-30-18	611,934.60	609,504.90	09-25-21	3.560%	59.3333	0.00	1,720.67	59.33				1,780.00	59.33	600,000.00
FHLMC MULTIFAMILY STRUCTUF	3137BM6P6	04-09-18	453,832.03	450,591.75	08-25-22	3.090%	38.6250	0.00	309.00	849.75				1,158.75	849.75	450,000.00
																3.62%
CASH AND CASH EQUIVALENTS																
MONEY MARKET FUND	31846V534		4,405.82	4,405.82				611.51		214.79	611.51			214.79	214.79	0
LAIF			3,042,511.31	3,042,511.31				10,677.21		4,147.50	11,276.39			3,548.32	3,548.32	3,042,511.31
MATURED/CALLED																
US TREASURY NOTE	912828VF4	12-07-15	(508,341.21)	(504,116.60)	04-19-18											(515,000.00)
FNMA	3135GON33	08-02-16	(648,908.00)	(637,669.50)	04-30-18											(650,000.00)
FHMA NOTES	3135GOP49	09-02-16	(399,376.00)	(392,656.00)	04-30-18											(400,000.00)
TOYOTA MOTOR CREDIT CORP	89236TDM4	01-09-17	(659,769.00)	(656,568.00)	04-13-18											(660,000.00)
FNMA	3136ANJY4	04-30-15	(3,550.88)	(3,509.33)	04-01-18											(3,515.74)
FANNIE MEA	3136AQDQ0	10-30-15	(4,554.03)	(4,909.90)	04-25-18											(4,508.88)
FNA 2014-M6 A2	3136AJ7G5	12-15-16	(2,518.45)	(9,595.98)	04-25-18											(2,468.50)
TOTAL LAIF			<u>3,042,511.31</u>	<u>3,042,511.31</u>												
TOTAL A/C 1211100 & 112010			90,992,235.61	89,443,208.94												90,781,230.58
TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)			<u>90,992,235.61</u>	<u>89,443,208.94</u>				<u>335,078.88</u>	<u>4,228.43</u>	<u>131,597.74</u>	<u>183,888.35</u>		<u>2,721.67</u>	<u>289,738.37</u>	<u>285,509.94</u>	<u>90,781,230.58</u>

SAN MATEO COUNTY TRANSIT DISTRICT
RESERVE FOR CAPITAL PROJECTS -- INTEREST ON SECURITIES
April 30, 2018

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	MARKET VALUE 4-30-18	MATURITY/CALL DATE	INT RATE	RATE/DAY	APPL DAYS	INTEREST REC'VBLE 3-31-18	PREPAID INT REC'VBLE 4-30-18	INTEREST EARNED 4-30-18	INTEREST RECEIVED 4-30-18	ADJ.	INTEREST REC'VBLE 4-30-18	INT REC'VBLE LESS PREPAID 4-30-18	PAR VALUE
CASH AND CASH EQUIVALENTS																
FIRST AMER US TREASURY MM	31846V534		8,180,355.55	8,180,355.55					7,666.40		8,018.79	7,666.40		8,018.79	8,018.79	
LAIF			78,450.36	78,450.36					275.31		106.94	290.76		91.49	91.49	78,450
MATURED/CALLED																
TOTAL LAIF			78,450.36	78,450.36												
TOTAL A/C 121100 & 112010			0.00	0.00												
TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)			<u>0.00</u>	<u>0.00</u>					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

SAN MATEO COUNTY TRANSIT DISTRICT
 PARATRANSIT FUNDS -- INTEREST ON SECURITIES
 April 30, 2018

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	MARKET VALUE 4-30-18	MATURITY/CALL DATE	INT RATE	RATE/DAY	INTEREST REC'VBLE 3-31-18	PP INTEREST REC'VBLE 4-30-18	INTEREST EARNED 4-30-18	INTEREST RECEIVED 4-30-18	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'VBLE 4-30-18	INT REC'VBLE LESS PREPAID 4-30-18	PAR VALUE
U.S. TREASURY NOTES AND BONDS																
US TREASURY NOTE	912828VF4	12-07-15	197,414.06	195,375.00	05-31-20	1.375%	7.6389	921.70		229.17			(2.52)	1,148.35	1,148.35	200,000.00
US TREASURY NOTE	912828VF4	12-07-15	148,060.55	146,830.08	04-19-18	1.375%	5.7292	691.28		103.13	793.27		(1.14)	(0.00)	(0.00)	150,000.00
US TREASURY NOTE	912828VP2	05-18-16	558,203.91	533,608.56	07-31-20	2.000%	30.0000	1,790.06		900.00			(4.98)	2,685.08	2,685.08	540,000.00
US TREASURY NOTE	912828L32	06-29-16	81,462.50	77,868.72	8-31-20	1.375%	3.0556	96.80		91.67			(0.51)	187.96	187.96	80,000.00
US TREASURY NOTE	912828B90	10-05-16	181,323.24	172,046.88	02-28-21	2.000%	9.7222	304.35		291.67			(6.36)	589.67	589.67	175,000.00
US TREASURY NOTE	912828Q78	01-05-17	573,391.41	563,793.75	04-30-21	1.375%	22.3438	3,377.49		670.31	4,021.88		(4.06)	21.86	21.86	585,000.00
US TREASURY NOTE	912828D72	04-05-17	251,933.59	244,531.25	08-31-21	2.000%	13.8889	441.99		416.67			(2.30)	856.35	856.35	250,000.00
US TREASURY NOTE	912828D72	06-29-17	454,904.30	440,156.25	08-31-21	2.000%	25.0000	795.59		750.00			(4.15)	1,541.44	1,541.44	450,000.00
US TREASURY NOTE	912828D72	07-11-17	528,178.71	513,515.63	08-31-21	2.000%	29.1667	928.17		875.00			(4.84)	1,798.34	1,798.34	525,000.00
US TREASURY NOTE	912828T67	10-10-17	488,417.97	476,035.00	10-31-21	1.250%	17.3611	2,633.81		520.83	3,125.00		(12.34)	17.30	17.30	500,000.00
US TREASURY NOTE	912828T67	08-03-17	514,930.66	499,836.75	10-31-21	1.250%	18.2292	2,755.52		546.88	3,281.25		(3.32)	17.83	17.83	525,000.00
US TREASURY NOTE	912828T67	08-31-17	688,953.13	666,449.00	10-31-21	1.250%	24.3056	3,674.03		729.17	4,375.00		(4.42)	23.78	23.78	700,000.00
US TREASURY NOTE	912828X47	12-06-17	296,882.81	290,273.40	04-30-22	1.875%	15.6250	2,361.88		468.75	2,812.50		(2.84)	15.29	15.29	300,000.00
US TREASURY NOTE	912828X47	01-04-18	543,017.58	532,167.90	04-30-22	1.875%	28.6458	4,330.11		859.37	5,156.25		(5.21)	28.02	28.02	550,000.00
																20.97%
FEDERAL AGENCY COLLETERIALIZED MORTGAGE OBLIGATION																
FNMA	3136ANJY4	04-30-15	989.59	979.80	04-01-18	1.550%	0.0422	0.61		0.00	1.27			(0.00)	(0.00)	979.80
FANIE MAE	3136AQDQ0	10-30-15	87,856.44	86,429.02	09-01-19	1.646%	3.9772	121.09		119.32	130.75		9.65	119.31	119.31	86,985.37
FANIE MAE	3136AQDQ0	10-30-15	1,309.28	678.84	04-25-18	1.646%	0.0593	0.00		0.00				0.00	0.00	1,296.30
FNA 2014-M6 A2	3136AJ7G5	12-15-16	542,519.84	526,461.18	05-25-21	2.679%	39.5718	1,188.45		1,187.15	1,188.45		(0.21)	1,186.94	1,186.94	531,760.01
FNA 2014-M6 A2	3136AJ7G5	12-15-16	692.58	2,638.90	04-25-18	2.679%	0.0505	0.00		0.00	0.00			0.00	0.00	678.84
FN 2018-M5 A2	3136B1XP4	04-30-18	168,282.02	167,613.85	09-25-21	3.560%	16.3167	0.00	473.18	16.32				489.50	16.32	165,000.00
FHLMC MULTIFAMILY STRUCTURED P PC	3137BM6P6	04-09-18	131,107.03	130,170.95	08-25-22	3.090%	11.1583	0.00	89.27	245.48				334.75	245.48	130,000.00
																3.56%
CORPORATE NOTE																
JOHN DEERE CAPITALCORP	24422ETM1	01-06-17	199,870.00	199,266.00	10-15-18	1.650%	9.1667	1,521.67		275.00	1,650.00			146.67	146.67	200,000.00
TOYOTA MOTOR CREDIT CORP	89236TDM4	01-09-17	119,958.00	119,369.28	01-09-19	1.700%	5.6667	464.67		170.00				634.67	634.67	120,000.00
TOYOTA MOTOR CREDIT CORP	89236TDM4	01-09-17	179,937.00	179,064.00	04-13-18	1.700%	8.5000	697.00		102.00	799.00			0.00	0.00	180,000.00
BERKSHIRE HATHAWY INC.	084670BL1	12-23-16	502,830.00	497,419.00	08-14-19	2.100%	29.1667	1,370.83		875.00				2,245.83	2,245.83	500,000.00
AMERICAN HONDA FINANCE GLOBAL INC	02665WAH4	12-20-16	502,485.00	496,650.00	08-15-19	2.250%	31.2500	1,437.50		937.50				2,375.00	2,375.00	500,000.00
TOYOTA MOTOR CORP NOTES	89236TDH5	10-18-16	199,900.00	196,626.40	10-18-19	1.550%	8.6111	1,403.61		258.33	1,550.00			111.94	111.94	200,000.00
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	149,821.50	147,504.45	10-30-19	1.700%	7.0833	1,069.59		212.50	1,275.00		(0.01)	7.08	7.08	150,000.00
AMERICAN EXP CREDIT CORP	0258MOEC9	10-31-16	350,066.50	344,177.05	10-30-19	1.700%	16.5278	2,495.69		495.83	2,975.00		0.01	16.53	16.53	350,000.00
PEIZER INC CORP NOTE	717081EB5	11-21-16	329,762.40	325,183.32	12-15-19	1.700%	15.5833	1,651.83		467.50				2,119.33	2,119.33	330,000.00
CITIGROUP INC	172967LF6	01-10-17	249,900.00	247,792.50	01-10-20	2.450%	17.0139	1,378.13		510.42			(0.01)	1,888.54	1,888.54	250,000.00
MICROSOFT CORP	594918BV5	02-06-17	249,832.50	246,701.00	02-06-20	1.850%	12.8472	706.60		385.42			(0.01)	1,092.01	1,092.01	250,000.00
WALT DISNEY CO CORP NOTES	25468DP8	03-06-17	99,974.00	98,423.10	03-04-20	1.950%	5.4167	146.25		162.50				308.75	308.75	100,000.00
APPLE INC BONDS	03783CS7	05-11-17	224,770.50	220,884.75	05-11-20	1.800%	11.2500	1,575.00		337.50				1,912.50	1,912.50	225,000.00
HOME DEPOT INC CORP NOTES	43707BQ4	06-05-17	124,927.50	122,693.88	06-05-20	1.800%	6.2500	725.00		187.50				912.50	912.50	125,000.00
MORGAN STANLEY CORP NOTE	6174467P8	11-10-16	558,125.00	525,157.50	07-24-20	5.500%	76.3889	5,118.06		2,291.67			(0.01)	7,409.72	7,409.72	500,000.00
CATERPILLAR FINL SERIVE NOTE	1491302A6	09-07-17	184,844.60	180,242.36	09-04-20	1.850%	9.5069	256.69		285.21				541.90	541.90	185,000.00
WAL-MART STORES INC CORP NOTE	931142EA7	10-20-17	249,637.50	244,755.00	12-15-20	1.900%	13.1944	2,124.31		395.83				2,520.14	2,520.14	250,000.00
BRANCH MANKING & TRUST CORP NOTI	05531FAZ6	10-26-17	124,942.50	121,867.00	02-01-21	2.150%	7.4653	447.92		223.96				671.88	671.88	125,000.00
IBM CORP CORP NOTES	44932HAG8	02-06-18	249,877.50	247,589.75	02-05-21	2.650%	18.4028	1,012.15		552.08			0.01	1,564.24	1,564.24	250,000.00
NATIONAL RURAL UTIL COOP	63743HER9	02-26-18	99,889.00	99,204.60	03-15-21	2.900%	8.0556	281.94		241.67				523.61	523.61	100,000.00
NATIONAL RURAL UTIL COOP	63743HER9	04-19-18	149,365.50	148,806.90	03-15-21	2.900%	12.0833	0.00	640.42	145.00				785.42	145.00	150,000.00
UNILEVER CAPITAL CORP NOTES	904764AZ0	03-22-18	198,978.00	199,008.60	03-22-21	2.750%	15.2778	137.50		458.33				595.83	595.83	200,000.00
TOYOTA MOTOR CREDIT CORP NOTES	89236TEU5	04-13-18	179,928.00	179,317.80	04-13-21	2.950%	14.7500	0.00		265.50				265.50	265.50	180,000.00
PEPSICO INC CORP NOTE	71344DX3	10-10-17	164,967.00	160,723.70	04-15-21	2.000%	9.1667	1,567.50		275.00	1,695.83			146.67	146.67	165,000.00
BANK OF AMERICA CORP	06051GFV4	11-03-17	100,776.00	98,315.00	04-19-21	2.625%	7.2917	1,181.25		218.75	1,312.50			87.50	87.50	100,000.00
GOLDMAN SACHS GROUP CORP	3814GGQ1	11-28-16	496,651.50	476,021.70	07-27-21	5.250%	65.6250	4,200.00		1,968.75				6,168.75	6,168.75	450,000.00
BANK OF AMERICA CORP	06051GGS2	09-18-17	160,000.00	156,345.76	10-01-21	2.328%	10.3467	1,996.91		310.40	1,996.91			310.40	310.40	160,000.00
JOHN DEERE CAPITALCORP	24422ETL3	03-15-17	114,492.85	112,804.54	01-06-22	2.650%	8.4653	719.55		253.96				973.51	973.51	115,000.00
JPMORGAN CHASE & CO CORP NOTES	46625HUD3	05-26-17	270,455.00	259,359.75	01-24-22	4.500%	31.2500	2,093.75		937.50				3,031.25	3,031.25	250,000.00
																25.26%
COMMERCIAL PAPER																
CREDIT AGRICOLE CIB NY COMM PAPER	22533UEV1	11-30-17	495,925.00	499,314.50	05-29-18	0.000%		0.00		0.00				0.00	0.00	500,000.00
BANK OF MONTREAL CHICAGO	06366HF4	09-08-17	543,943.94	548,992.95	06-04-18	0.000%		0.00		0.00				0.00	0.00	550,000.00
ING (US) FUNDING LLC COMM PAPER	4497W1G26	10-13-17	494,177.78	498,153.00	07-02-18	0.000%		0.00		0.00				0.00	0.00	500,000.00
BNP PARIBAS NY BRANCH COMM PAPER	09659CHU5	12-01-17	493,475.00	496,133.50	08-28-18	0.000%		0.00		0.00				0.00	0.00	500,000.00
BANK OF TOKYO MITSU UFJ LTD COMM	06538CM40	03-19-18	343,778.75	344,656.90	12-04-18	0.000%		0.00		0.00				0.00	0.00	350,000.00
																9.36%

SAN MATEO COUNTY TRANSIT DISTRICT
PARATRANSIT FUNDS -- INTEREST ON SECURITIES
 April 30, 2018

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	MARKET VALUE 4-30-18	MATURITY/CALL DATE	INT RATE	RATE/DAY	INTEREST REC'VBLE 3-31-18	PP INTEREST REC'VBLE 4-30-18	INTEREST EARNED 4-30-18	INTEREST RECEIVED 4-30-18	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'VBLE 4-30-18	INT REC'VBLE LESS PREPAID 4-30-18	PAR VALUE
CERTIFICATE OF DEPOSIT																
CANADIAN IMPERIAL BANK NY CD	13606ASZ7	12-05-16	499,610.00	498,599.50	11-30-18	1.7600%	24.4444	2,982.22		733.33			0.01	3,715.56	3,715.56	500,000.00
SVENSKA HANDELSBANKEN NY LT CD	86958JHB8	01-12-17	500,000.00	497,657.00	01-10-19	1.8900%	26.2500	2,126.25		787.50				2,913.75	2,913.75	500,000.00
BANK OF NOVA SCOTIA HOUSTON	06417GUE6	04-06-17	500,000.00	497,251.00	04-05-19	1.9100%	26.5278	4,721.94		795.83	4,828.06		0.01	689.72	689.72	500,000.00
SUMITOMO MITSUI BANK NY CD	86563VNV0	05-04-17	500,000.00	498,278.00	05-03-19	2.0500%	28.4722	4,213.89		854.17				5,068.06	5,068.06	500,000.00
SWEDBANK (NEW YORK) CERT DEPOS	87019U6D6	11-17-17	500,000.00	490,797.00	11-16-20	2.2700%	31.5278	4,256.25		945.83				5,202.08	5,202.08	500,000.00
																9.75%
FEDERAL AGENCY BOND/NOTE																
FHLMC	3137EAE81	07-20-16	224,455.50	220,974.75	07-19-19	0.8750%	5.4688	393.75		164.06				557.81	557.81	225,000.00
FHLMC	3137EAE81	07-20-16	99,758.00	98,284.00	04-09-18	0.8750%	2.4306	175.00			194.44			(0.00)	(0.00)	100,000.00
FNMA	3135GON33	08-02-16	294,504.40	289,442.20	08-02-19	0.8750%	7.1701	423.04		215.10				638.14	638.14	295,000.00
FNMA	3135GON33	08-02-16	184,689.20	181,490.55	04-30-18	0.8750%	4.4965	265.29		130.40	395.69			0.00	0.00	185,000.00
FHLB GLOBAL NOTES	3130A8Y72	08-04-16	174,664.00	171,702.30	08-05-19	0.8750%	4.2535	238.19		127.61				365.80	365.80	175,000.00
FNMA NOTES	3135GOP49	09-02-16	673,947.00	662,674.50	08-28-19	1.0000%	18.7500	618.78		562.50			(0.03)	1,181.25	1,181.25	675,000.00
FNMA NOTES	3135GOP49	09-02-16	124,805.00	122,705.00	04-30-18	1.0000%	3.4722	114.59		100.69	215.28			0.00	0.00	125,000.00
FNMA NOTES	3130A9EP2	09-09-16	799,304.00	784,226.40	09-26-19	1.0000%	22.2222	111.11		666.67				777.78	777.78	800,000.00
FNMA NOTES	3135GOT29	02-28-17	214,862.40	211,151.93	02-28-20	1.5000%	8.9583	295.62		268.75				564.37	564.37	215,000.00
FHLMC AGENCY	3137EAEF2	04-20-17	348,803.00	342,319.95	04-20-20	1.3750%	13.3681	2,152.26		401.04	2,406.25			147.05	147.05	350,000.00
FNMA NOTES	3135GOT60	08-01-17	149,545.50	146,389.95	04-20-20	1.5000%	6.2500	381.25		187.50				568.75	568.75	150,000.00
FHLMC NOTES	3130ACE26	09-08-17	84,727.15	82,538.74	09-28-20	1.5000%	3.5417	9.74		106.25			(8.85)	107.14	107.14	85,000.00
FHLMC NOTES	3137EAE14	09-29-17	164,701.35	161,235.36	09-29-20	1.5000%	6.8750	14.90		206.25			17.18	238.33	238.33	165,000.00
FHLB GLOBAL NOTE	3130A8QS5	7-15-16	516,837.88	495,359.80	07-14-21	1.1250%	16.2500	1,251.25		487.50				1,738.75	1,738.75	520,000.00
FNMA NOTES	3135GON82	8-19-16	597,658.06	572,104.80	08-17-21	1.2500%	20.8333	916.67		625.00				1,541.67	1,541.67	600,000.00
																16.59%
ASSET BACKED SECURITY/COLLATERALIZED MORTGAGE OBLIGATION																
CCCT 2017-A2 A2	17305EG47	01-26-17	449,913.83	447,559.97	01-17-21	1.7400%	21.7500	1,609.50		652.50				2,262.00	2,262.00	450,000.00
TOYOTA ABS 2017-A A3	89238MADO	03-15-17	124,985.29	123,632.96	02-15-21	1.7300%	6.0069	96.11		180.21	180.21			96.11	96.11	125,000.00
ALLY ABS 2017-1 A3	02007PAC7	01-31-17	114,989.95	113,893.46	06-15-21	1.7000%	5.4306	86.89		162.92	162.92			86.89	86.89	115,000.00
FORD ABS 2017-A A3	34531EAD8	01-25-17	349,998.71	345,383.26	06-25-21	1.6700%	16.2361	259.78		487.08	487.08			259.78	259.78	350,000.00
TOYOTA ABS 2017-B A3	89190BADO	05-17-17	499,961.65	493,122.15	07-15-21	1.7600%	24.4444	391.11		733.33	733.33			391.11	391.11	500,000.00
ALLY ABS 2017-2 A3	02007HACS	03-29-17	399,952.84	395,914.24	08-15-21	1.7800%	19.7778	316.44		593.33	593.33			316.44	316.44	400,000.00
HAROT 2017-3 A3	43814PAC4	09-29-17	99,989.17	98,375.69	09-18-21	1.7900%	4.9722	64.64		149.17	149.17			64.64	64.64	100,000.00
JOHN DEERE ABS 2017-B A3	47788BAD6	07-18-17	169,987.56	167,184.38	10-15-21	1.8200%	8.5944	137.51		257.83	257.83			137.51	137.51	170,000.00
AMXCA 2017-4 A	02582JHG8	05-30-17	199,967.96	198,038.68	12-15-21	1.6400%	9.1111	145.84		273.33	273.33			145.84	145.84	200,000.00
CITIBANK ABS 2017-A3 A3	170305EGB5	05-22-17	250,667.50	245,741.90	04-07-22	1.9200%	13.3333	2,320.00		400.00	2,400.00			320.00	320.00	250,000.00
JOHN DEERE OWNER	47788CAC6	02-28-18	79,994.25	79,610.33	04-15-22	2.6600%	5.9111	195.06		177.33	266.00		(11.81)	94.58	94.58	80,000.00
TAOT 2018-A A-3	89238BAD4	01-31-18	124,998.56	123,869.05	05-16-22	2.350%	8.1597	130.56		244.79	244.79			130.56	130.56	125,000.00
AMXCA 2018-1 A	02582JHQ6	03-21-18	424,950.66	424,057.78	10-17-22	2.6700%	31.5208	315.21		945.62	756.50			504.33	504.33	425,000.00
ALLYA 2018-2 A3	02004VAC7	04-30-18	184,966.40	184,966.40	11-15-22	2.9200%	15.0056	0.00		15.01				15.01	15.01	185,000.00
CCCT 2018-A1 A1	17305EGK5	01-31-18	249,965.40	247,020.80	01-20-23	2.490%	17.2917	1,054.79		518.75				1,573.54	1,573.54	250,000.00
																14.52%
CASH AND CASH EQUIVALENTS																
MONEY MARKET FUND	31846V534		16,709.62	16,709.62					108.18	35.47	108.18			35.47	35.47	0
LAIF			1,050,907.52	1,050,907.52				3,687.99		1,432.58	3,894.95			1,225.62	1,225.62	1,050,908
MATURED/CALLED																
US TREASURY NOTE	912828VF4	12-07-15	(148,060.55)	(146,830.08)	04-19-18											(150,000.00)
FNMA	3136ANJY4	04-30-15	(989.59)	(979.80)	04-01-18											(979.80)
FANIE MAE	3136AQD00	10-30-15	(1,309.28)	(678.84)	04-25-18											(1,296.30)
FNA 2014-M6 A2	3136AJ7G5	12-15-16	(692.58)	(2,638.90)	04-25-18											(678.84)
TOYOTA MOTOR CREDIT CORP	89236TDM4	01-09-17	(179,937.00)	(179,064.00)	04-13-18											(180,000.00)
FHLMC	3137EAE81	07-20-16	(99,758.00)	(98,284.00)	04-09-18											(100,000.00)
FNMA	3135GON33	08-02-16	(184,689.20)	(181,490.55)	04-30-18											(185,000.00)
FNMA NOTES	3135GOP49	09-02-16	(124,805.00)	(122,705.00)	04-30-18											(125,000.00)
TOTAL LAIF			1,050,907.52	1,050,907.52												
TOTAL A/C 122010			25,736,017.49	25,286,868.86												25,653,745.38
TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)			25,736,017.49	25,286,868.86				96,979.25	1,202.87	37,398.12	52,684.07	0.00	(52.40)	82,843.78	81,640.91	25,653,745.38

SAN MATEO COUNTY TRANSIT DISTRICT
SUMMARY OF BUDGET ACTIVITY FOR APRIL 2018

BUDGET AMENDMENTS

	Amount	Line Item		Description
Apr-18				No Budget Revisions in April 2018.
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

BUDGET REVISIONS

	Amount	Line Item		Description
Apr-18				No Budget Revisions in April 2018.
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

SAN MATEO COUNTY TRANSIT DISTRICT
1/2 CENT SALES TAX RECEIPTS AND PROJECTIONS
FY2018
April 2018

5/25/18 9:51 AM

Approved Budget		Receipts		Over/(Under) Budget/Projection	Current Projection
Date	Amount	Date	Amount		
FY2017:					
1st Quarter	19,338,441	1st Quarter	18,526,400	(812,041)	18,526,400
2nd Quarter	20,753,590	2nd Quarter	22,306,576	1,552,986	22,306,576
3rd Quarter	21,051,276	3rd Quarter	19,175,737	(1,875,539)	19,175,737
4th Quarter	21,856,693	4th Quarter	24,344,172	2,487,479	24,344,172
FY2017 Total	83,000,000	FY2017 Total	84,352,885	1,352,885	84,352,885
FY2018:					
Jul. 17	6,173,245	Sep. 17	5,760,900	(412,345)	6,173,245
Aug. 17	6,173,245	Oct. 17	5,760,900	(412,345)	6,173,245
Sep. 17	9,148,973	Nov. 17	7,681,200	(1,467,773)	9,148,973
3 Months Total	21,495,463		19,203,000	(2,292,463)	21,495,463
Oct. 17	6,484,778	Dec. 17	9,703,262	3,218,484	6,484,778
Nov. 17	6,279,663	Jan. 18	6,251,900	(27,763)	6,279,663
Dec. 17	9,645,126	Feb. 18	8,335,800	(1,309,326)	9,645,126
6 Months Total	43,905,030		43,493,962	(411,068)	43,905,030
Jan. 18	5,525,697	Mar. 18	8,923,166	3,397,469	5,525,697
Feb. 18	5,504,678	Apr. 18	5,386,100	(118,578)	5,504,678
Mar. 18	7,882,317	May 18			7,882,317
9 Months Total	62,817,722		57,803,228	2,867,823	62,817,722
Apr. 18	6,117,920	Jun. 18			6,117,920
May 18	6,103,123	Jul. 18			6,103,123
Jun. 18	9,621,235	Aug. 18			9,621,235
FY2018 Total	84,660,000	FY2018 Total	57,803,228	2,867,823	84,660,000
	21,083,118	1st Quarter			
	23,747,933	2nd Quarter			
	20,973,072	3rd Quarter			
	5,999,342	4th Quarter			
	71,803,465	YTD Actual Per Statement of Revenue & Expenses			

SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT

TO: Planning, Development & Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Michelle Bouchard
Chief Operating Officer, Rail

SUBJECT: **AUTHORIZE THE THIRD AMENDMENT OF THE USE, OPERATING, AND MAINTENANCE AGREEMENT FOR THE MILLBRAE INTERMODAL STATION**

ACTION

Staff proposes the Committee recommend the Board authorize the General Manager/CEO, or his designee, to amend the Use, Operating, and Maintenance Agreement (UOM Agreement) for the Millbrae Intermodal Station to extend the term through Fiscal Year (FY) 2023.

SIGNIFICANCE

The UOM Agreement governs the day-to-day management of the Millbrae Intermodal Station and the adjacent 3.4 miles of rail corridor shared by the Bay Area Rapid Transit District (BART) and the Peninsula Corridor Joint Powers Board (JPB). Due to the fact that the San Mateo County Transit District (District) owns an undivided one-half interest in the rail corridor, it is a party to this agreement. The District has access to and the use of Joint Use Area and restrooms located on the second floor of the parking garage, but is not responsible for paying any operational costs.

The JPB, at its May 3, 2018 meeting, approved the amendment to the UOM agreement extending the term through FY2023 with a revised cost-sharing schedule between the JPB and BART (Resolution No. 2018-17).

BUDGET IMPACT

There is no impact to the budget.

BACKGROUND

In June 1999, BART, the District and the JPB entered into a Railroad Construction and Maintenance Agreement regarding the construction of the BART/SFO Extension Project on JPB property. That agreement contemplated that the parties would negotiate a future agreement that would govern the joint operation of the Millbrae Station and the management of the adjacent rail alignments.

A working group, which included legal counsel, developed the present agreement,

which is entitled the "Use Operating and Maintenance Agreement for the Millbrae Station and BART/JPB/SamTrans Facilities Related to the BART SFO Extension Project," or simply the "UOM Agreement" and which was entered into in 2005.

The District's Board of Directors authorized the First Amendment (Resolution No. 2008-40) to the UOM Agreement on August 12, 2008. The Board authorized the Second Amendment (Resolution No. 2013-29) to the UOM Agreement on June 5, 2013, extending the term through FY2018.

Prepared By: Danny Nguyen, Rail Contracts & Budget
Manager

650-508-6387

RESOLUTION NO. 2018-

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

*** * ***

**AUTHORIZING THE GENERAL MANAGER/CEO TO EXECUTE THE
THIRD AMENDMENT OF THE USE, OPERATING AND MAINTENANCE
AGREEMENT FOR THE MILLBRAE INTERMODAL STATION**

WHEREAS, the San Mateo County Transit District (District) is owner of an undivided one-half interest in the Caltrain rail corridor and uses certain facilities at the Millbrae Intermodal Station; and

WHEREAS, in June of 1999, the District, the San Francisco Bay Area Rapid Transit District (BART) and the Peninsula Corridor Joint Powers Board (JPB) entered into a "Railroad Construction and Maintenance Agreement" regarding the construction of the BART/SFO Extension Project on the Caltrain rail corridor; and

WHEREAS, that agreement contemplated the parties would negotiate an agreement that would govern the joint operation of the Millbrae Intermodal Station, including the management of the adjacent rail alignments; and

WHEREAS, on February 18, 2005, the parties entered into the "Use, Operating and Maintenance Agreement for the Millbrae Station and BART/JPB/SamTrans facilities related to the BART/SFO Extension Project" (UOM Agreement) for the joint operation of the Millbrae Intermodal Station and the 3.4 miles of adjacent rail corridor shared by BART and the JPB; and

WHEREAS, pursuant to Resolution No. 2008-40, adopted on August 12, 2008, the Board of Directors (Board) authorized a First Amendment of the UOM Agreement and,

pursuant to Resolution 2013-29, adopted on June 5, 2013, authorized a Second Amendment of the UOM Agreement; and

WHEREAS, BART and the JPB desire to extend the UOM Agreement through Fiscal Year 2023, and have developed a Third Amendment which includes an updated operational cost sharing schedule involving BART and the JPB; and

WHEREAS, the District has no obligations to share operating costs under the UOM Agreement; and

WHEREAS, the General Manager/CEO recommends, and the Committee concurs, that the Board authorize the General Manager/CEO, or his designee, to execute the Third Agreement to the UOM.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the San Mateo County Transit District hereby authorizes the General Manager/CEO, or his designee, to execute the Third Amendment of the UOM Agreement to extend the term through Fiscal Year 2023.

Regularly passed and adopted this 6th day of June, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

Acting District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **STUDENT “ART TAKES A BUS RIDE” CONTEST**

ACTION

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

SIGNIFICANCE

The San Mateo County Transit District (District) developed a partnership with the San Mateo County Office of Education in 2005 to conduct a countywide art contest through the schools. This year, students in 1st through 6th grades submitted artwork with the theme, “The Wild Side of SamTrans.” The winning entries and artists will be presented at the Committee meeting.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

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

The partnership has strengthened over the years and the program continues to be a success. More than 150 submissions were received this year and 30 schools participated.

Two members of the San Mateo County Arts Commission judged the entries this year, as well as the Visual and Performing Arts Coordinator for the Office of Education. The winning artists will have their artwork displayed on interior bus cards, as well as on a wrapped SamTrans bus for one year.



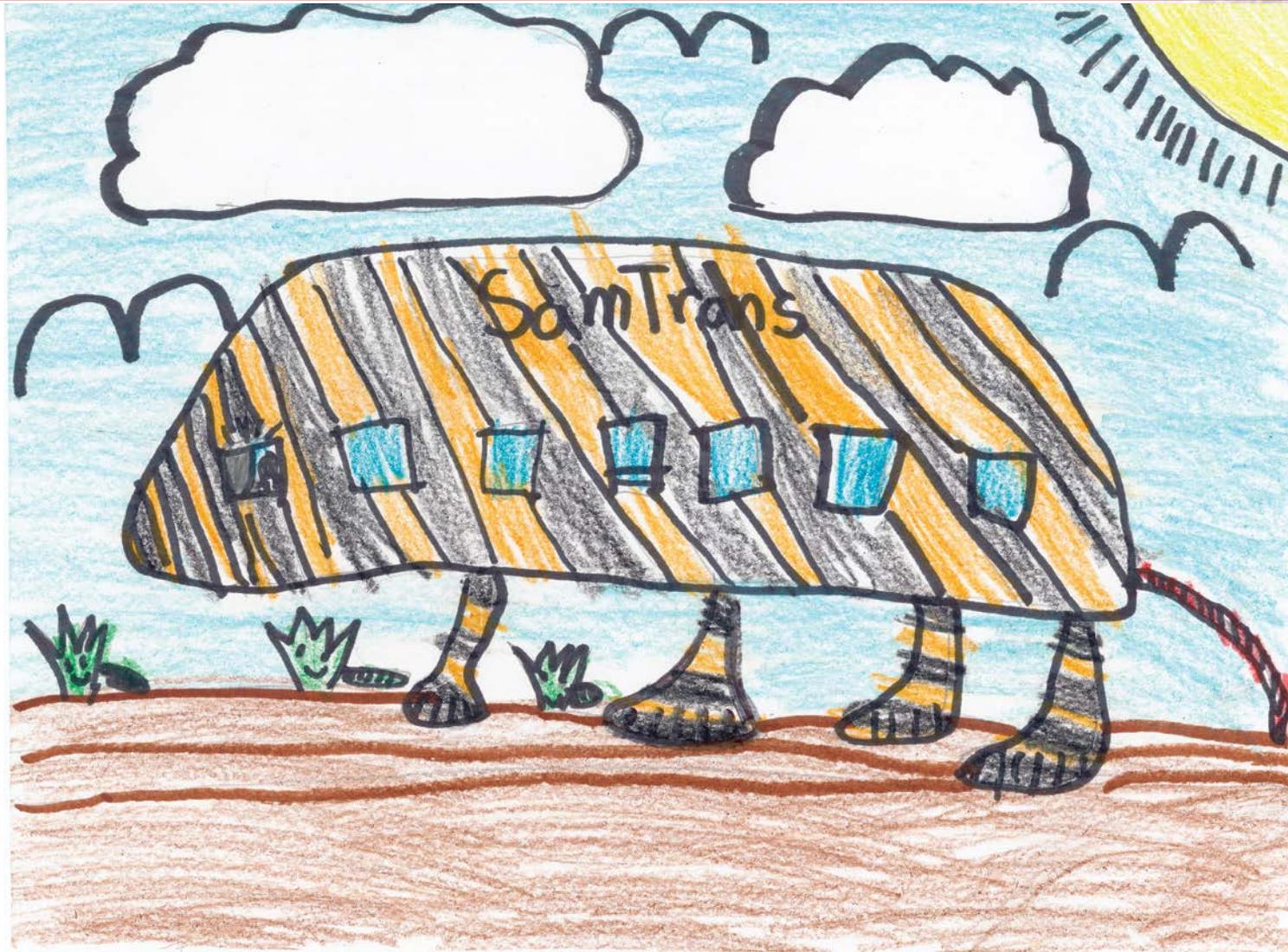
Art Takes A Bus Ride

The Wild Side of SamTrans

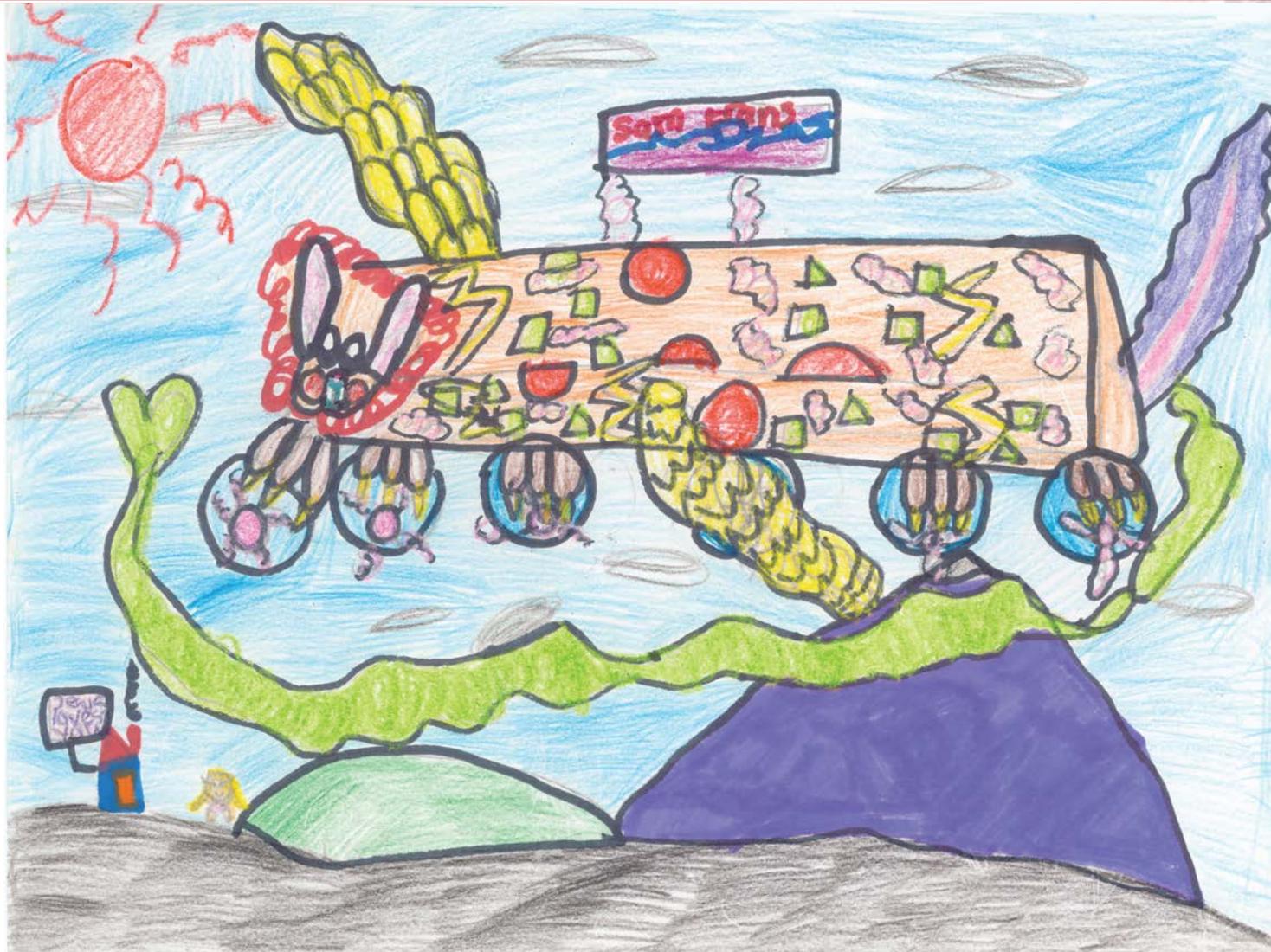


SamTrans Board Meeting
June 6, 2018

Elizabeth Or, 1st Grade Alma Heights Christian School



Cadence Hood, 2nd Grade Alma Heights Christian School



Miguel Martinez, 3rd Grade Holy Angels School



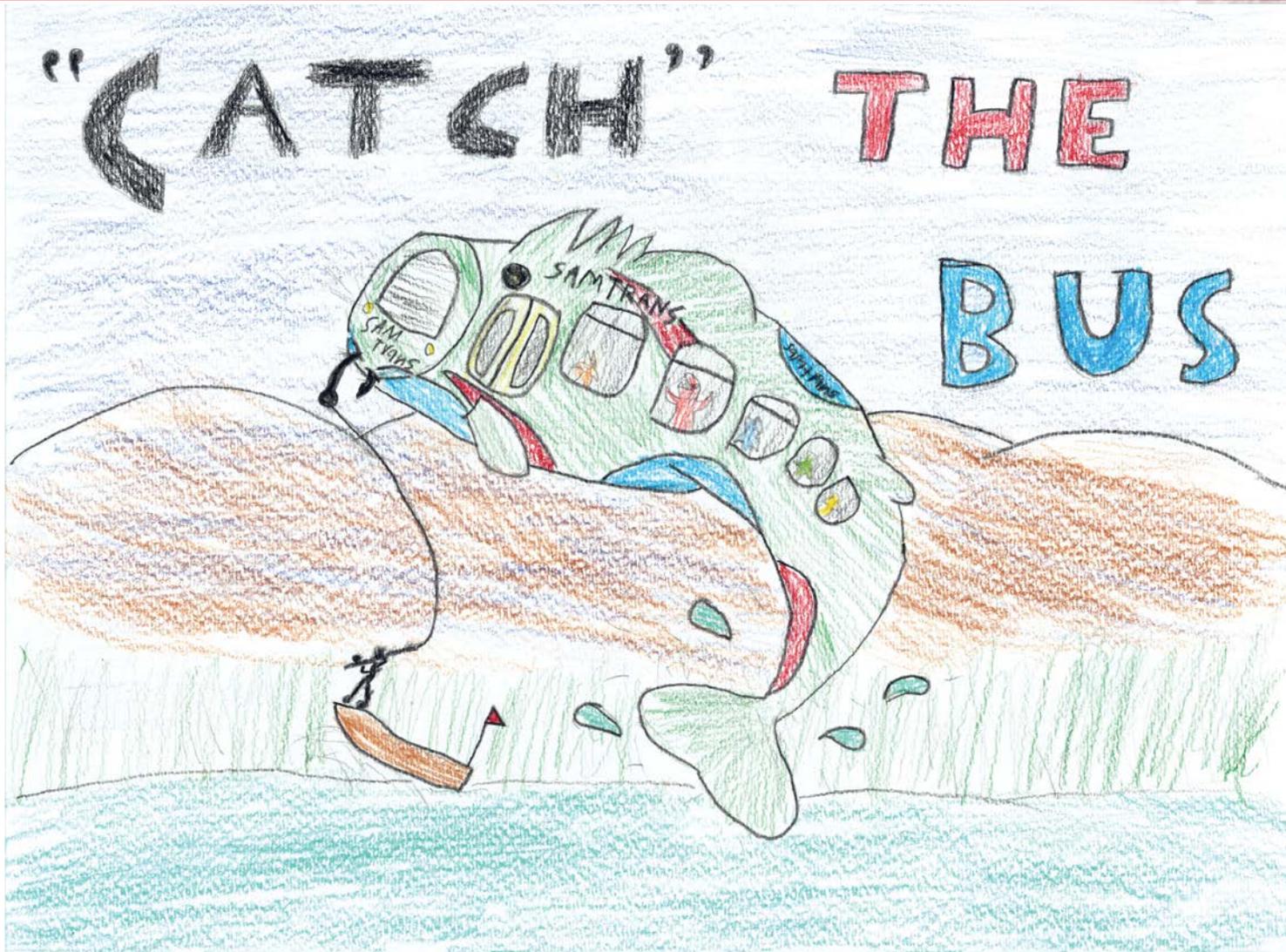
Isa Mahmood, 4th Grade Roosevelt Elementary



Valerie Lin, 5th Grade Marjorie H. Tobias Elementary



Liam McCarroll, 6th Grade Ocean Shore School



Art Takes A Bus Ride



**Congratulations to all
of our young artists!**



**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: San Mateo County Transit District

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **GET US MOVING DRAFT INVESTMENT PLAN**

ACTION

This is an information item. No action required.

SIGNIFICANCE

For the past forty years, the San Mateo County District (District) has strived to meet San Mateo County's (County) mobility needs. As those needs have changed over time, the District has worked to respond to those changes with services that will benefit all County residents. The District's strategic plan identified the need to secure new revenue sources to assist in the delivery of enhanced transportation options. With traffic congestions at record levels, transit is being identified not only as a solution to congestion but key to maintaining quality of life and mobility options for all residents.

In 2017, the legislature passed, and Governor Brown signed Assembly Bill (A.B.) 1613 (Mullin), which allows the District's Board of Directors, with concurrence from the San Mateo County Board of Supervisors, to seek voter approval of a new ½-cent sales tax for transportation purposes. If approved by 2/3 of the voters, this measure would generate an estimated \$80 million per year for transportation related investments.

A public opinion poll conducted in March 2017 demonstrated support for the creation of new revenues to fund countywide transportation and traffic congestion solutions. It also concluded that public outreach to educate residents about solutions and identify priorities would eventually be needed to develop an expenditure plan with sufficient support for adoption.

Get Us Moving San Mateo County (GUM) was launched in November 2017 as a collaborative, public education and engagement effort coordinated by the District and the County of San Mateo. GUM is designed to increase community awareness about current transportation conditions, programs, services, and solutions; help identify and prioritize transportation funding needs in the county; develop an understanding of community opinions about transportation priorities; and inform decisions about future transportation revenue opportunities and expenditures.

Over the past eight months, GUM solicited input from community members throughout the County via mail, phone, online and in-person outreach. Over 14,000 residents provided feedback about their priorities through an online and paper survey. Over 100 in-person meetings and presentations were conducted in the County including presentations to every city council and dozens of civic, business, and advocacy organizations. Eight in-person Town Halls were conducted in geographically diverse locations. Residents also participated in a telephone and online Town Hall. The Town Halls were focused on audience participation and engagement and combined, drew over 5,000 participants.

The GUM effort also included the organization of a Stakeholder Advisory Group (SAG) comprised of over 70 community partners and civic organizations, and a Technical Advisory Group (TAG) with representatives from the County, the cities in the County, and other agency partners. These groups participated in a needs assessment process that identified over 120 transportation projects and programs representing over \$12 billion in unfunded needs throughout the County. The SAG and TAG met monthly over the course of the outreach process and provided valuable input that influenced the GUM education and outreach efforts.

The collective feedback garnered through this outreach process was used to create a draft investment plan (the "San Mateo County Congestion Relief Plan" or "Congestion Relief Plan") that includes three key elements:

- Core Principles
- Investment Categories
- Oversight Protocol

A draft of the Congestion Relief Plan, and an associated draft resolution and ordinance, are attached.

Core Principles

- Relieve traffic congestion countywide;
- Invest in a financially sustainable public transportation system that increases ridership, provides quality transit options for everyone, and embraces innovation to create more transportation choices and improved travel experience;
- Prioritize environmentally-sustainable transportation solutions;
- Promote economic vitality and economic development;
- Maximize opportunities to leverage investment and services from public and private partners;
- Enhance safety and public health;
- Invest in repair and maintenance of existing and future infrastructure;
- Facilitate the reduction of vehicle miles travelled, travel times and greenhouse gas emissions
- Incorporate the inclusion and implementation of policies that encourage safe accommodation of all people using the roads, regardless of mode of travel;

- Incentivize transit, bicycle, pedestrian, carpooling and other shared-ride options over driving alone; and
- Maximize potential traffic reduction associated with the creation of housing in high-quality transit corridors.

Investment Categories

- *Countywide Highway Congestion Improvements:* To support investments in highway projects throughout the County designed to provide congestion relief; reduce travel times; increase person throughput; improve highway and interchange operations, safety and access; and deploy advanced technologies and communications on the highways. Eligible candidate projects will be focused on highway and interchange facilities, including Highways including 101, 280, and other highways, and their interchanges.
- *Local Safety, Pothole and Congestion Relief Improvements:* To support investments in major arterial and local roadway improvements in key congested areas throughout the County. This investment shall be focused on improving safety, reducing congestion, and supporting all modes of travel on the County's roadway system. Eligible investments include, but are not limited to, the following: implement advanced technologies and communications on the roadway system; improve local streets and roads by paving streets and repairing potholes; promote alternative modes of transportation, which may include funding shuttles or sponsoring carpools, bicycling and pedestrian programs; plan and implement traffic operations and safety projects including signal coordination, bike/pedestrian safety projects, creation of separate lanes or facilities for non-motorized modes, and separation of roadways crossing the Caltrain rail corridor.
- *Bicycle and Pedestrian Improvements:* To support investments in bicycle, pedestrian, and active transportation projects. Programming of funds under this Category will give priority to those projects that are designed to help reduce traffic congestion by safely connecting communities and neighborhoods with schools, transit, and employment centers; fill gaps in the existing bike and pedestrian network; safely cross barriers such as major roads, rail corridors, and highways; improve existing facilities to make them safer and more accessible for cyclists and pedestrians; and make walking or biking a safer and more convenient means of transportation for all County residents and visitors. Bicycle, pedestrian, and other transportation programs that incentivize mode shift to active transportation options will be eligible for funding.
- *Regional Transit Connections:* To support investments in infrastructure and services that are designed to improve transit connectivity between the County and the region. Investments from this Category will be prioritized based on a project's ability to reduce congestion, a project's ability to enhance mobility options by connecting the County to the rest of the region, and a project's support through public-private partnerships.

- *County Public Transportation Systems:* To support operations and capital needs of the County's primary public transit services comprised of SamTrans bus and paratransit service, Caltrain commuter rail service, and other mobility services administered by the District.

Funding provided from this Category will provide additional funds to maintain and enhance bus, paratransit, and other mobility services to better serve vulnerable, underserved, youth, low-income, and transit-dependent populations throughout the County. Investments will be designed to increase ridership, improve efficiency, and reduce congestion within the County by facilitating the creation of new services that incentivize more riders to choose to use public transit. Improvements to the County's bus network eligible for investment from this Category include, but are not limited to: increased frequencies on the SamTrans's core routes; expanded hours of service during mornings, evenings and weekends; changes and improvements that make service more accessible for youth, senior, disabled, and low-income populations; technology-based solutions that improve efficiency, convenience, access to information, and overall rider experience; improved first- and last-mile connections between job centers and transit hubs; and implementation of services, programs and policies that better connect neighborhoods and communities with popular destinations to make transit the travel option of choice for more the County residents.

Investment in the Caltrain rail service will be designed to help fulfill plans to expand service levels through the operation of modern, high-performance electric trains and to fund annual operating and capital needs, including investment needed to maintain Caltrain's aging infrastructure and make capital improvements necessary to expand the system's ridership capacity.

Summary of the Oversight

A nine-member independent committee will be formed to provide oversight of expenditures made under the Congestion Relief Plan. Members of the committee will be appointed by the Board as follows: two members of the SamTrans Citizens Advisory Committee, two members of the San Mateo County Transportation Authority's Citizens Advisory Committee, and one member from each of the five Supervisorial Divisions in the County. Terms will be staggered. To provide for staggered terms, the length of the initial term of each appointee will vary, with no term exceeding three years. Subsequent terms will be three years.

Annually, the District will have an audit conducted by an independent auditor. The auditor will review the receipt of tax proceeds and expenditure of tax proceeds under the Congestion Relief Plan.

BUDGET IMPACT

There is no budget impact.

BACKGROUND

A recap of the extensive education and engagement outreach efforts that stretched county-wide is listed below.

Stakeholder Involvement – Phase One

Stakeholder Advisory Group & Technical Advisory Group

The SAG and TAG described above worked collaboratively with GUM staff to:

- Develop a set of Goals that were ultimately adopted by the Board of Directors (Board) to guide the creation of an eventual investment/expenditure plan for the Board's consideration;
- Coordinate a needs assessment process that identified over 120 transportation projects and programs to inform needs identification and development of potential investment categories; and
- Develop a public survey to capture County residents' transportation investment priorities.

Public Survey

A public survey was made available online at www.getusmovingsmc.com and in hard copy. The survey asked residents to choose their top five priorities among options that included a focus on highway congestion, transit systems, local streets and roads, east-west mobility, bike and pedestrian enhancements, greenhouse gas reduction, safety, geographic equity, and technology and innovation.

The hard copy was mailed to over 140,000 County residents and over 10,000 printed copies were distributed by hand. The survey was also translated into Spanish, Chinese and Tagalog, and distributed throughout the County at libraries, city halls, community centers, senior centers, and other venues. Over 14,000 surveys were completed.

Survey results are analyzed both by the "top score" and the "mean score." The "top score" is the total number of respondents who ranked a priority as their top priority. For the "mean score," each response is assigned a point value which is used to measure both frequency of rating and intensity of rating. The mean score is the closest indicator of priorities County-wide because it factors in the most data points.

Survey respondents' top scores demonstrate a preference for:

- Relieving Congestion on Highways – 4,207
- Maintain and Enhance Transit Services – 2,278 (combined score)
- Reduce Local Congestion and Repair Potholes – 2,219 (combined score)

The priorities receiving the five highest mean scores were:

- Relieve Congestion on Highways – 2.729
- Reduce Congestion on Local Streets – 1.860
- Repair Potholes – 1.620
- Expand Transit to better connect homes with jobs, schools, etc. – 1.276
- Improve Transit Travel Times and Frequency – 1.090

Digital Media, TV Ad, Traditional and Social Media

Digital outreach resulted in over 4.5 million impressions related to the Get Us Moving effort and thousands of television advertisements spots promoting GUM were aired on key stations in the County.

Public Meetings

Over 50 GUM presentations were conducted throughout the County including presentations to every city council in the County, and many business, civic and advocacy groups. Four in-person Town Hall meetings were organized, including one each in North County, Central County, South County and on the Coastside. The Town Halls were focused on audience participation and engagement and drew over 120 participants.

Public Opinion Polling

A public opinion poll was conducted in February 2018 to track public opinion in the County about the creation of additional revenues and future investment in transportation and traffic congestion solutions. Over 1,000 likely voters participated in the poll. When compared to the County's initial poll, which was conducted in March 2017, the February 2018 poll demonstrates a significant increase in support, with over 74 percent of respondents indicating that they would support a new 30 year, 1/2-cent sales tax to fund a variety of multi-modal transportation improvements.

Stakeholder Involvement – Phase Two

Online Budget Challenge Tool

The extensive stakeholder feedback that was received during Phase One helped shape the creation of an Interactive Budget Challenge tool. The online tool allowed residents to build their own budget, dividing up to \$80 million/year in new funding among categories that were identified as important by County residents.

As of March 30, 2018 over 800 residents have taken the online budget challenge and the priorities receiving the highest level of support are:

- Public Transit – 53 percent for high-investment option
- Highways – 16 percent for high-investment option
- Local Roads – 13 percent for high-investment option

Information about the Online Budget Challenge Tool was promoted by a variety of methods including two countywide direct mail pieces, television advertisements and digital promotions.

Digital Media, TV Ad, Traditional and Social Media

Digital outreach resulted in over 3 million impressions related to the Get Us Moving effort and thousands of television advertisements spots promoting GUM were aired on key stations in the County.

Public Meetings; In-person, Telephone, & Online Town Halls

Over 50 GUM presentations were given throughout the County including at every city council in the County, and many business, civic and advocacy groups. Another four

in-person Town Hall meetings were organized. The meetings were held at one location each in North County, Central County, South County and on the Coastsides. The Town Halls were focused on audience participation and engagement.

In addition to the in-person Town Halls, a telephone and online Town Hall were conducted. Both the telephone and online Town Hall allowed County residents to provide valuable feedback on the GUM effort without traveling to a specific physical location. From the comfort of their own homes, over 1,200 residents participated in the Telephone Town Hall. A variety of issues were discussed, including questions about how the investment plan would improve traffic conditions, potholes and transit options.

Stakeholder Advisory Group & Technical Advisory Group

During Phase two, the SAG and TAG were instrumental in helping to further refine the core principles, categories and funding levels associated with the draft GUM investment plan. The groups met monthly during this phase and there was robust discussion and deliberation at each meeting.

STRATEGIC INITIATIVES

Priority 1: Expand Mobility Options

Priority 2: Strengthen Fiscal Health

Prepared By: Casey Fromson, Government and
Community Affairs Director

650-508-6495



Get Us Moving Update

June 2018

Community Engagement



Outreach by the Numbers

- \$12 Billion in need identified through a call for projects process
- 7 Million Get Us Moving impressions on digital and social media
- Over 14,500 residents completed the phase 1 survey and phase 2 budget challenge
- Hundreds of thousands of mailers requesting feedback. 10,000 distributed by hand (including in Spanish, Tagalog, Chinese)
- 8,500 TV spots
- 5,000 individuals participated through in-person, telephone or online town halls
- 1,000 residents participated in a scientific poll
- 100 presentations to City Councils, business, advocacy and community groups



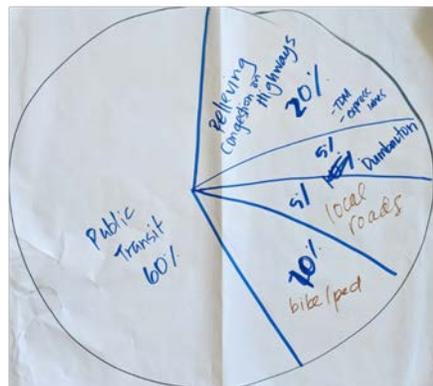
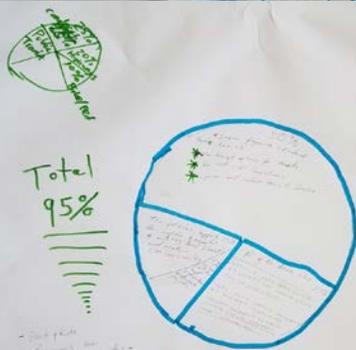
Expert Input

- Technical Advisory Group (TAG)
 - Technical staff from the County and every City
 - Transportation Agency Partners
- Stakeholder Advisory Group (SAG)
 - Over 70 organizations participated including community and civic groups, environmental organizations, bicycle coalition, public safety officers, large employers and chambers of commerce, youth leadership, accessibility organizations, and transit advocates
- 14 SAG and TAG meetings since November 2017



Ideas and Priorities Shared

HWY	35%	38	30
POT HOLES	20%	15	15
TDM/CM	5%	25	5
TRAN			
GRAD			
BIKE			
DUMBA			



Highways - 25% do WW
Redevelop - Highway Expansion related

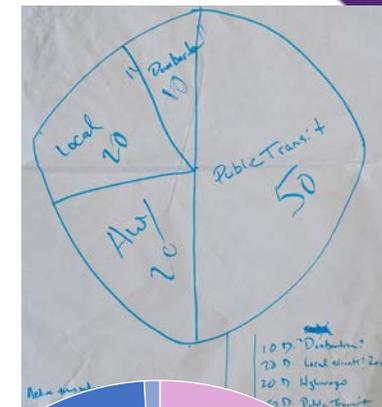
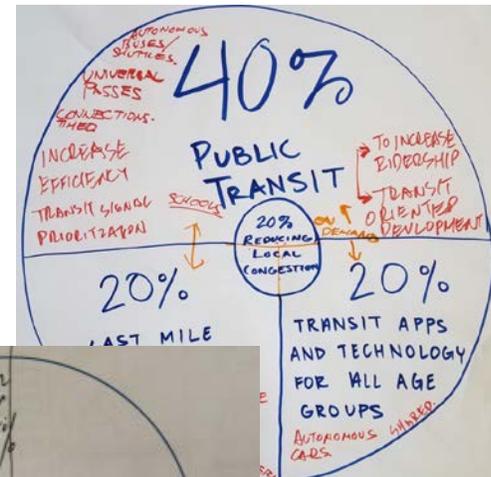
Repair Potholes/ Reduce Congestion -

Public Transit - + TDM
including access affordability for seniors, people with disabilities, etc.

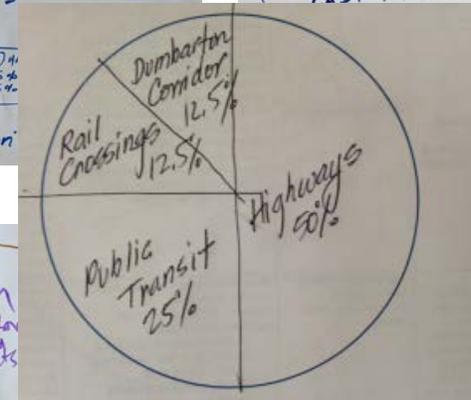
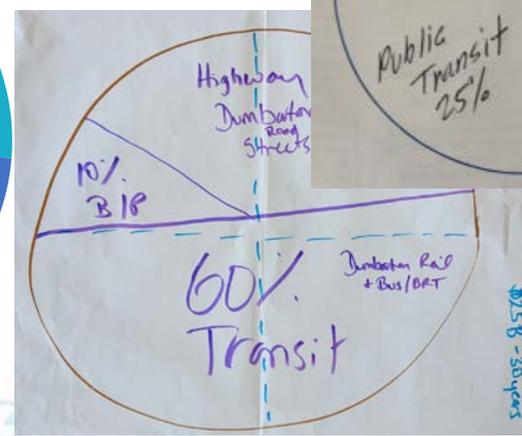
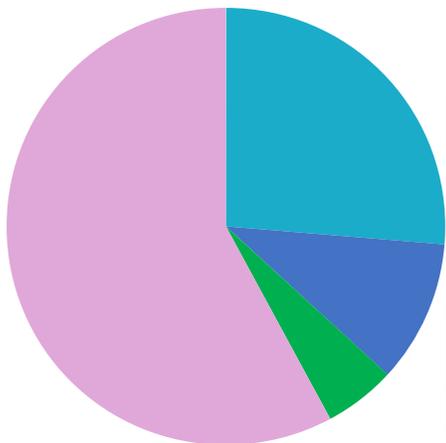
Caltrans crossing -

Bike/PED - 10%
5%
5%

Dumbarton Corridor

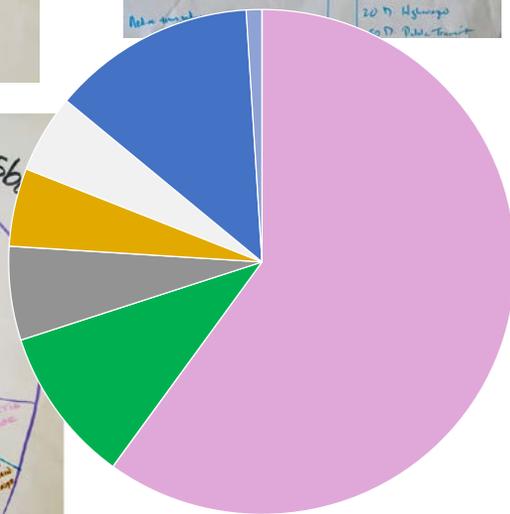
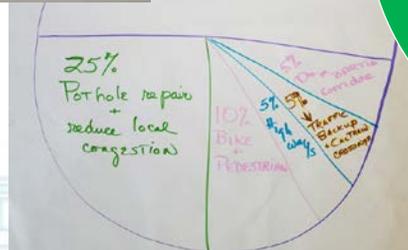


Highway	
TDM	
Potho	
Transit	50
Grade Sep	10
Bike/Ped	10
Dumbarton	5



North County! Brisbane

50% Public Transit



Budget Challenge Online Tool

■ Highways

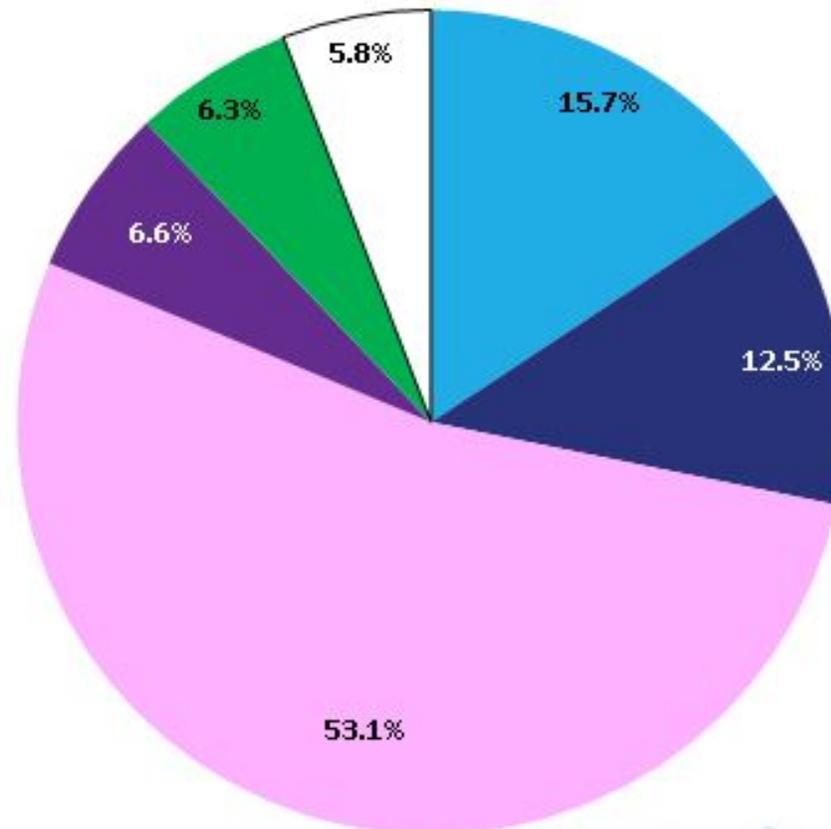
■ Local Roads

■ Public Transit

■ Rail Crossings

■ Bike and Ped

□ Dumbarton

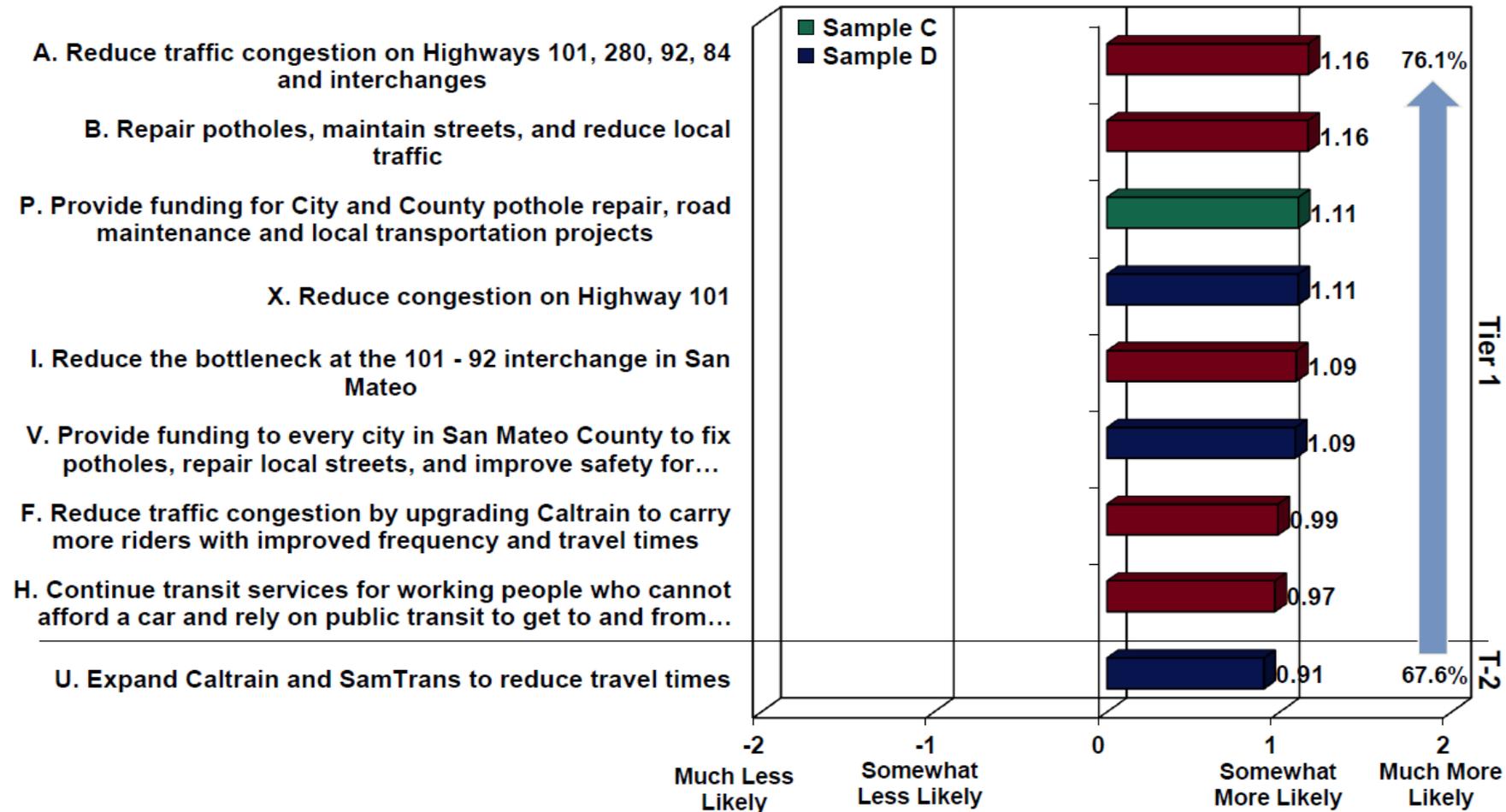


Total Dollars per Category

Public Transit:	\$1,274,130,702.84
Highways:	\$386,880,000.00
Local Roads:	\$300,961,775.59
Rail Crossings:	\$159,210,850.80
Bike and Ped:	\$150,036,850.80
Dumbarton:	\$139,531,442.66



Poll Results (Feb 2018)



DRAFT INVESTMENT PLAN

The collective feedback garnered through this outreach process was used to create a draft investment plan with three key elements:

- Core Principles
- Investment Categories
- Oversight



DRAFT INVESTMENT PLAN – Core Principles

- Relieve traffic congestion countywide
- Invest in a financially sustainable public transportation system that increases ridership, provides quality transit options for everyone, and embraces innovation to create more transportation choices and improved travel experience
- Prioritize environmentally-sustainable transportation solutions
- Promote economic vitality and economic development
- Maximize opportunities to leverage investment and services from public and private partners
- Enhance safety and public health
- Invest in repair and maintenance of existing and future infrastructure



DRAFT INVESTMENT PLAN – Core Principles

Continued

- Facilitate the reduction of vehicle miles travelled, travel times and greenhouse gas emissions
- Incorporate the inclusion and implementation of policies that encourage safe accommodation of all people using the roads, regardless of mode of travel
- Incentivize transit, bicycle, pedestrian, carpooling and other shared-ride options over driving alone
- Maximize traffic reduction potential associated with the creation of new housing opportunities in high-quality transit corridors



DRAFT INVESTMENT PLAN – Categories

Countywide Highway Congestion Improvements

<p>Countywide Highway Congestion Improvements</p> <p>Investment in highway projects throughout the County designed to: provide congestion relief; reduce travel times; increase person throughput; improve highway and interchange operations, safety and access; and deploy advanced technologies and communications on the highways. Eligible candidate projects will be focused on highway and interchange facilities, including Highways including 101, 280, and other highways, and their interchanges.</p>	20-25%	\$480-600M
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DRAFT INVESTMENT PLAN – Sample Projects

Countywide Highway Congestion Improvements

Geographic Location	Title
Countywide	Countywide Transportation Demand Management (TDM) / Commute Alternatives Program
Countywide	Intelligent Transportation System (ITS) / San Mateo County Smart Corridor
County of San Mateo (near Cities of Menlo Park, Portola Valley)	Interstate 280 and Alpine Road Reconfiguration
Cities of Foster City, San Mateo	State Route 92 / Highway 101 Interchange Improvements
Cities of Menlo Park, East Palo Alto	Dumbarton Corridor Highway Improvements (Enhanced Dumbarton Express bus service, supporting approach improvements, and Highway Bridge express lanes)
City of Brisbane	Reconstruct Highway 101/Candlestick Point Interchange
City of East Palo Alto	University Avenue/Highway 101 Interchange
City of Menlo Park	Roadway Grade Separations on Bayfront Expressway
Cities of East Palo Alto and Menlo Park	Bayfront Expressway Express Lanes
City of Millbrae	Interstate 280 Interchange Improvements Study at Hillcrest Boulevard and Larkspur Drive
City of Pacifica	Highway 1 Coastside Traffic Operation Improvement Project
City of Redwood City	Woodside Road/Highway 101 Interchange Improvements
City of San Mateo	Peninsula Avenue/Highway 101 Interchange
City of South San Francisco	Highway 101/Produce Avenue Interchange Project
Cities of South San Francisco, San Bruno	Littlefield Avenue / Interstate 380 Extension



DRAFT INVESTMENT PLAN – Categories

Local Safety, Pothole and Congestion Relief Improvements

<p>Local Safety, Pothole and Congestion Relief Improvements</p> <p>Investments in major arterial and local roadway improvements in key congested areas throughout the County. This investment shall be focused on improving safety, reducing congestion, and supporting all modes of travel on San Mateo County’s roadway system. Eligible investments include but are not limited to the following: implement advanced technologies and communications on the roadway system; improve local streets and roads by paving streets and repairing potholes; promote alternative modes of transportation, which may include funding shuttles or sponsoring carpools, bicycling and pedestrian programs; plan and implement traffic operations and safety projects including signal coordination, bike/pedestrian safety projects, creation of separate lanes or facilities for non-motorized modes, and separation of roadways from the Caltrain rail corridor.</p>	10-15%	\$240-360M
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DRAFT INVESTMENT PLAN – Sample Projects

Local Safety, Pothole and Congestion Relief Improvements

Geographic Location	Title
Countywide	Pavement preservation and rehabilitation
Countywide	Countywide Transportation Demand Management (TDM) / Commute Alternatives Program
Countywide	Intelligent Transportation System (ITS) / San Mateo County Smart Corridor
County of San Mateo (near Cities of Menlo Park, Portola Valley)	Alpine Road Corridor Improvements Project
Cities of Belmont, San Carlos	Alameda De las Pulgas/San Carlos Corridor Improvements
City of Belmont	Ralston Avenue Corridor Improvements
Cities of Brisbane, Daly City	Geneva Avenue Extension
City of Burlingame	El Camino Real Pedestrian Safety Improvements and Roadway Infrastructure Improvements; Old Bayshore Highway Complete Streets Improvements
City of Daly City	State Route 35/Westridge Avenue Intersection Safety Improvement Project University Avenue Resurfacing and Signal Upgrade; The Gardens Neighborhood Traffic and Transportation Plan; New Loop Road; Traffic & Transportation Mobility Master Plan; Runnymede at University Avenue Signal
City of East Palo Alto	
City of Foster City	New Traffic Signals at Various Locations; Traffic Signal System Upgrades
City of Menlo Park	Various Local Intersection Improvements; Alameda De Las Pulgas/Santa Cruz Avenue Corridor Improvements
City of Millbrae	Active Transportation Streetscape Improvements; El Camino Real Corridor Study; Millbrae Rideshare Program; Millbrae Parking Guidance System



DRAFT INVESTMENT PLAN – Sample Projects

Local Safety, Pothole and Congestion Relief Improvements Cont.

Geographic Location	Title
City of Pacifica	Manor Drive Overcrossing Improvement Project; Citywide Safe Routes to School Project; Citywide Local Street and Road Maintenance
City of Redwood City	El Camino Real Corridor Plan Implementation; Broadway Transit Corridor Improvements
City of San Bruno	Cherry Avenue/San Bruno Avenue Intersection Improvements
City of San Carlos	Brittan Avenue and Alameda de las Pulgas Widening Project
City of San Mateo	Hillsdale Boulevard Corridor Improvements; 19th Avenue/Fashion Island Boulevard Corridor Improvements
City of South San Francisco	Grand Boulevard Initiative; Grand Avenue Complete Street Improvements; Oak Avenue Extension; Railroad Avenue Extension
Cities of: South San Francisco, San Bruno, Millbrae, Burlingame, San Mateo, Belmont, Redwood City, Atherton, Menlo Park	San Mateo County Grade Crossing and Grade Separation Program (South Linden Avenue, Scott Street, Center Street, Broadway Avenue, Oak Grove Avenue, North Lane, Howard Avenue, Bayswater Avenue, Peninsula Avenue, Villa Terrace, Bellevue Avenue, 1st Avenue, 2nd Avenue, 3rd Avenue, 4th Avenue, 5th Avenue, 9th Avenue, Whipple Avenue, Brewster Avenue, Broadway, Maple Street, Main Street, Chestnut Street, Fair Oaks Lane, Watkins Avenue, Encinal Avenue, Glenwood Avenue, Oak Grove Avenue, Ravenswood Avenue)
Town of Atherton	Selby Lane/El Camino Real/West Selby Lane Intersection Safety Improvements
Town of Colma	Hillside Boulevard Improvement Project
Town of Hillsborough	Traffic Safety Improvements



DRAFT INVESTMENT PLAN – Categories

Bicycle and Pedestrian Improvements

<p>Bicycle and Pedestrian Improvements</p> <p>Investments in bicycle, pedestrian, and active transportation projects. Programming of funds under this Category will give priority to those projects that are designed to help reduce traffic congestion by safely connecting communities and neighborhoods with schools, transit, and employment centers; fill gaps in the existing bike and pedestrian network; safely cross barriers such as major roads, rail corridors, and highways; improve existing facilities to make them safer and more accessible for cyclists and pedestrians; and make walking or biking a safer and more convenient means of transportation for all County residents and visitors. Bicycle, pedestrian, and other transportation programs that incentivize mode shift to active transportation options will be eligible for funding.</p>	5%	\$120M
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DRAFT INVESTMENT PLAN – Sample Projects

Bicycle and Pedestrian Improvements

Geographic Location	Title
Countywide	Safe Routes to School
City of Belmont	Belmont Village Specific Plan -- Mobility Implementation Measures; Belmont Bike and Pedestrian Plan Implementation
City of Burlingame	California Drive Bicycle/Pedestrian Trail; Safe Routes to School Improvements Citywide
City of Daly City	Daly City Citywide ADA Infrastructure and Pedestrian Improvement Project
City of East Palo Alto	Bicycle and Pedestrian Improvements Citywide; Scofield Avenue Sidewalk Improvements; Pedestrian Accessibility Improvements Citywide
City of Foster City	O’Neill Slough and Bay Trail Levee Bicycle Improvements
City of Half Moon Bay	East of Highway 1 Class I Multi-Use Path
City of Menlo Park	Enhance Pedestrian Crossings Citywide; El Camino Real Pedestrian Crossing and Streetscape Improvements; Build out City of Menlo Park Bicycle Network Citywide
City of Millbrae	Millbrae Avenue & Highway 101 Interchange Improvements; Millbrae Pedestrian Over Crossing at Highway 101; Citywide Bicycle and Pedestrian Improvements; Transit Shelter Program Citywide
City of Pacifica	State Route 1 Pedestrian and Bicycle Overcrossings at Reina Del Mar and Crespi Drive; ADA Infrastructure Improvement Projects Citywide
City of Redwood City	Bicycle Backbone Network Citywide
City of San Bruno	Cherry Avenue Bikeway Corridor; El Camino Real Pedestrian Crossing Improvements

DRAFT INVESTMENT PLAN – Sample Projects

Bicycle and Pedestrian Improvements Cont.

Geographic Location	Title
City of San Carlos	Pedestrian Safety Improvement Plan for San Carlos Avenue; Holly Street Pedestrian Safety Improvement Plan
City of San Mateo	Pedestrian Overcrossing and Bike Bridge at Hillsdale Boulevard
City of South San Francisco	Hickey Boulevard / Junipero Serra Boulevard / Longford Drive Bike & Pedestrian Improvements
County of San Mateo (near City of Half Moon Bay)	Midcoast Multimodal/Parallel Trail
County of San Mateo (near Route 35 and Crystal Springs Dam)	Complete the Gap Trail Project
County of San Mateo (Countywide)	Bicycle and Pedestrian Master Plan for Unincorporated San Mateo County
County of San Mateo (marginally extends into City of Menlo Park)	Sand Hill Road Bicycle Lane Improvements/Additions Near Interstate 280
Town of Atherton	Bicycle/Pedestrian enhancements
Town of Colma	Hillside Boulevard Improvement Project Phase II & III Bike/Ped Improvements
Town of Hillsborough	ADA Ramp Installation and Improvements Citywide
Town of Portola Valley	Lighted Pedestrian Crossing Replacement/Additions
Town of Woodside	Town-wide Bicycle/Pedestrian/Equestrian Safety and Mobility Improvements



DRAFT INVESTMENT PLAN – Categories

Regional Transit Connections

Regional Transit Connections Investments from this Category will be prioritized based on a project's ability to reduce congestion, enhance mobility options by connecting the County to the rest of the region, and projects that are supported through public-private partnerships.	10%	\$240M
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DRAFT INVESTMENT PLAN – Sample Projects

Regional Transit Connections

SAMPLE PROJECTS

Dumbarton Corridor Improvements for enhanced express bus service, commuter rail and bicycle/pedestrian multi-use

BART Rail Car Expansion Project and station access improvements

Redwood and South San Francisco City Ferry Terminal and Vessels



DRAFT INVESTMENT PLAN – Categories

County Public Transportation System

County Public Transportation Systems Invested to support operations and capital needs of San Mateo County’s primary public transit services: SamTrans bus and paratransit service, Caltrain commuter rail service, and other mobility services administered by the San Mateo County Transit District.	50%	\$1,200M
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DRAFT INVESTMENT PLAN – Sample Projects

County Public Transportation System

SAMPLE PROJECTS

Implementation of a SamTrans express bus network

Conversion of SamTrans fleet to zero emission buses

Increase service frequency of the core SamTrans bus network, possibly including expanded service hours

Launch shared ride and technology driven models with the private sector to enhance service to riders

Implementation of the SamTrans Older Adults and People with Disability Mobility Plan

Implementation of the SamTrans Youth Mobility Plan

Implementation of the Coastside Transit Study to better serve coastal residents

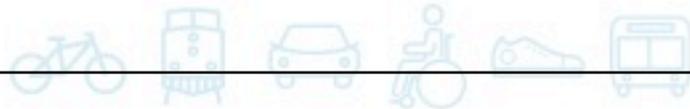
Caltrain corridor capacity and service improvements in order to ease local and highway congestion in San Mateo County

Upgrade of station amenities and improvement of multi-modal access to Caltrain stations in San Mateo County

Projects to improve safety and reliability of Caltrain's infrastructure and equipment

Improvements of first and last mile connections to the core transit services in San Mateo County

Enhancements of the customer experience (for example: wi-fi) to promote ridership and long-term growth of the core transit services in San Mateo County



DRAFT INVESTMENT PLAN – Oversight

- Nine-member independent committee formed to provide oversight
- Appointed by the Board:
 - Two members from the SamTrans CAC
 - Two members from the San Mateo County Transportation Authority CAC
 - One member from each County Supervisorial District



Next Steps

- Draft Investment Plan Reviewed (June)
 - San Mateo County Board of Supervisors - INFORMATION
 - Collect feedback from stakeholders & public
- Final Investment Plan (July)
 - SamTrans Board of Directors - ACTION
 - San Mateo County Board of Supervisors - CONCURRENCE





Questions / Feedback



RESOLUTION NO. 2018-____

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

**CALLING AND PROVIDING FOR A SPECIAL DISTRICT ELECTION
ON NOVEMBER 6, 2018 FOR THE PURPOSE OF SUBMITTING TO
THE VOTERS OF SAN MATEO COUNTY A MEASURE AUTHORIZING ADOPTION OF A
RETAIL TRANSACTIONS AND USE TAX ORDINANCE FOR TRAFFIC CONGESTION
AND TRANSPORTATION PURPOSES; REQUESTING CONSOLIDATION OF THIS
SPECIAL DISTRICT ELECTION WITH THE NOVEMBER 6, 2018 STATEWIDE
GENERAL ELECTION, AND REQUESTING SAN MATEO COUNTY'S CONCURRENCE
WITH THE INVESTMENT PLAN SET FORTH IN THE PROPOSED ORDINANCE**

WHEREAS, San Mateo County (County) is experiencing significant yearly growth in employment and population, which growth has rapidly outpaced investment in transportation solutions, resulting in unprecedented traffic congestion, aging infrastructure, and transit services that are not adequately resourced to support the County's evolving mobility demands; and

WHEREAS, on this July 11, 2018, the San Mateo County Transit District (District) Board of Directors (Board) adopted an ordinance (Ordinance), including a ballot measure, providing for the imposition of an additional one-half of one percent (0.5%) retail transactions and use tax in the County for thirty years as authorized pursuant to California Public Utilities Code Section 103350; and

WHEREAS, pursuant to subdivision (d) of Section 2 of Article XIII C of the California Constitution, such retail transactions and use tax may take effect only if two-thirds of the qualified voters of the incorporated and unincorporated territory of the County, which comprises the territory of the District, voting on the ballot measure, set forth in Section 4 below, vote in favor of the ballot measure; and

WHEREAS, pursuant to subdivision (c) of Section 103350 of the Public Utilities Code, the Ordinance may be submitted to the voters upon the Board of Supervisors of the County of San Mateo concurring with the transportation expenditure plan set forth in the Ordinance, which is identified as the San Mateo County Congestion Relief Plan;

WHEREAS, the County will be conducting a statewide general election on November 6, 2018; and

WHEREAS, it is in the best interest of the District to consolidate the special election to submit the retail transactions and use tax to the voters for approval with the statewide general election to be conducted on November 6, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Mateo County Transit District as follows:

1. The Board of Directors hereby finds and determines that the recitals set forth above and incorporated herein by reference are true and correct.

2. The Board of Directors hereby requests that the Board of Supervisors concur with the San Mateo County Congestion Relief Plan set forth in the Ordinance and directs the General Manager/CEO to take whatever actions may be necessary to seek Board of Supervisors concurrence with the San Mateo County Congestion Relief Plan.

3. Contingent upon the Board of Supervisors providing such concurrence with the San Mateo County Congestion Relief Plan, a special election is hereby ordered and called to be held on November 6, 2018 within the incorporated and unincorporated territory of the County, for the purpose of submitting to the voters of the District, for their approval, an ordinance that has as its special purpose to: (a) authorize the District to impose a one-half of one percent (0.5%) retail transactions and use tax for a period of thirty (30) years, and (b) authorize the District and the San Mateo County Transportation Authority (Authority) to allocate the proceeds of the retail transactions and use tax to fund the transportation improvements included in the San Mateo County Congestion Relief Plan as authorized pursuant to Section 103350(d) and Section 131057(b) of the Public Utilities Code.

4. The form of ballot measure as it is to appear on the ballot is as follows:

To reduce traffic congestion on highways including 101, 280, and other highways/interchanges; repair potholes, maintain streets and reduce traffic; maintain/enhance transit services for seniors and people with disabilities; improve Caltrain and SamTrans to reduce travel times and car trips; implement the San Mateo County Congestion Relief Plan, shall San Mateo County Transit District's Ordinance levying a 30 year half-cent sales tax with independent citizen oversight, providing approximately \$80 million annually that the State cannot take away, be adopted?	Yes	
	No	

5. Pursuant to Part 3 (commencing with Section 10400 of the Elections Code of the State of California) (Elections Code), the County is hereby requested to consolidate the special election to be held on November 6, 2018, which election the Board of Directors hereby acknowledges will be held and conducted in the manner set forth in Section 10418 of the Elections Code.

6. The full text of the Ordinance, including its attachments, is herein incorporated by reference and the complete text of the Ordinance, including its attachments, shall be printed in the voter information that accompanies the official vote-by-mail ballot and in the appropriate sample ballot.

7. The District Secretary hereby is directed to forward a certified copy of this Resolution to the Clerk of the Board of Supervisors of the County and the Assessor-County Clerk-Recorder and Chief Elections Officer of the County, not later than the 88th day prior to the election to be held on November 6, 2018, such certified copy of this Resolution to be forwarded together with any other agreements or documents that may be required to give effect to and carry out the purposes of this Resolution.

8. The County Counsel of the County is hereby requested to prepare an analysis of the Ordinance pursuant to Section 9160 of the Elections Code.

9. The General Manager/CEO of the District is hereby authorized to file a written argument and a rebuttal argument in favor of the ballot measure.

10. Costs of the services to be provided by the County to the District in connection with the consolidation of the special election pursuant to the applicable provisions of the Elections Code shall be reimbursed by the District.

11. This Resolution shall take effect immediately upon its adoption.

Regularly passed and adopted this 11th day of July, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

Acting District Secretary

EXHIBIT A

AN ORDINANCE OF THE SAN MATEO COUNTY TRANSIT DISTRICT IMPOSING A ONE-HALF OF ONE PERCENT RETAIL TRANSACTIONS AND USE TAX TO IMPLEMENT THE SAN MATEO COUNTY CONGESTION RELIEF PLAN

WHEREAS, the San Mateo County Transit District (the "District") is a public transit district duly formed pursuant to Part 15 (commencing with Section 103000) of Division 10 of the Public Utilities Code of the State of California (hereinafter referred to as the "Transit District Act") and approved by the voters of the County of San Mateo in the general election held on November 5, 1974; and

WHEREAS, effective January 1, 2018, the Transit District Act was amended by California Assembly Bill No. 1613 to authorize a new retail transactions and use tax and to permit the District to administer the new tax in its entirety or to transfer the proceeds of such tax to the San Mateo County Transportation Authority (the "Authority"), a county transportation authority duly created pursuant to Division 12.5 (commencing with Section 131000) of the Public Utilities Code of the State of California (hereinafter referred to as the "Authority Act"), for administration by the Authority, with such administration to be consistent with the expenditure plan developed for such tax pursuant to Section 103350(c) of the Transit District Act; and

WHEREAS, the Authority Act also was amended effective January 1, 2018 by California Assembly Bill No. 1613 as set forth in Section 131507(b) of the Authority Act to authorize the Authority to administer funds transferred to it by the District pursuant to Section 103350(d) of the Transit District Act; and

WHEREAS, the District has proposed approval of this Ordinance that has as its special purpose to: 1) authorize the District to impose a one-half of one percent (0.5%) retail transactions and use tax for a period of thirty (30) years, and 2) authorize the District and the Authority to allocate the proceeds of the retail transactions and use tax to fund the transportation improvements included in the San Mateo County Congestion Relief Plan ("Congestion Relief Plan"); and

WHEREAS, the primary goals of the Congestion Relief Plan, which is set forth herein as Section 6, are to:

- Reduce traffic congestion on highways including 101, 280, and other highways and their related interchanges;
- Repair potholes, maintain streets, and reduce local traffic;
- Maintain and enhance transit services for seniors and people with disabilities; and
- Improve and expand Caltrain and SamTrans service to reduce travel times and car trips.

NOW, THEREFORE, BE IT ORDAINED as follows:

Section 1. Title; Summary

- a. This ordinance shall be known as the "2018 San Mateo County Transit District Retail Transactions and Use Tax Ordinance" and may also be referred to herein as the "Ordinance."
- b. This Ordinance imposes a retail transactions and use tax at the rate of one-half of one percent (0.5%) within the County to be operative on the first day of the first calendar quarter commencing not less than 180 days after the adoption of this Ordinance by the voters, the authority to levy such tax to remain in effect for thirty (30) years, for the purpose of implementing the Congestion Relief Plan.
- c. Investment categories identified in the Congestion Relief Plan are to be implemented in such a way so as to advance the core principles set forth below, as applicable:
 - Relieve traffic congestion countywide;
 - Invest in a financially sustainable public transportation system that increases ridership, provides quality transit options for everyone, and embraces innovation to create more transportation choices and improved travel experience;
 - Prioritize environmentally-sustainable transportation solutions;
 - Promote economic vitality and economic development;

- Maximize opportunities to leverage investment and services from public and private partners;
 - Enhance safety and public health;
 - Invest in repair and maintenance of existing and future infrastructure;
 - Facilitate the reduction of vehicle miles travelled, travel times and greenhouse gas emissions;
 - Incorporate the inclusion and implementation of policies that encourage safe accommodation of all people using the roads, regardless of mode of travel;
 - Incentivize transit, bicycle, pedestrian, carpooling and other shared-ride options over driving alone; and
 - Maximize potential traffic reduction associated with the creation of housing in high-quality transit corridors.
- d. The District will administer the retail transactions and use tax imposed by this Ordinance ("2018 Sales Tax") and, as authorized by Section 103350(d) of the Transit District Act, may transfer proceeds of the 2018 Sales Tax to the San Mateo County Transportation Authority for administration by the Authority consistent with the Congestion Relief Plan.
- e. The District and the Authority shall develop guidelines to administer the tax revenues received from the enactment of the retail transactions and use tax, and shall respectively allocate the tax revenues to the categories set forth in the Congestion Relief Plan. Administration of the Congestion Relief Plan will be subject to review by an independent citizens' oversight committee to ensure compliance with the Congestion Relief Plan.
- f. The provisions in this Ordinance shall apply solely to the retail transactions and use tax adopted pursuant to this Ordinance. Nothing in this Ordinance is intended to modify, repeal or alter any ordinances previously adopted by the District.

Section 2. Definitions.

- a. "Authority" means the San Mateo County Transportation Authority, a county transportation authority established pursuant to Division 12.5 of the Public Utilities Code of the State of California, commencing with Section 131000 thereof, as amended and supplemented from time to time pursuant to its terms.
- b. "Authority Act" means Division 12.5 (commencing with Section 131000) of the Public Utilities Code of the State of California, as amended and supplemented from time to time pursuant to its terms.
- c. "Board" means the Board of Directors of the District.
- d. "Board of Supervisors" means the Board of Supervisors of the County.
- e. "Caltrain" means the rail line operated by the Peninsula Corridor Joint Powers Board between Gilroy and San Francisco.
- f. "Category" means any one of the six transportation program categories listed in the Congestion Relief Plan.
- g. "City" or "Cities" means a city or a town, or cities and towns, located within the County.
- h. "Congestion Relief Plan" means the expenditure plan of projects, programs and services, developed by the Board, in concurrence with the County, authorized pursuant to Section 103350 of the Transit District Act, set forth herein in Section 6, as amended and supplemented from time to time pursuant to its terms.
- i. "County" means the County of San Mateo.
- j. "Department of Tax and Fee Administration" means the California Department of Tax and Fee Administration or any successor thereto.

- k. "District" means the San Mateo County Transit District, which is the mobility manager for the County.
- l. "Government Code" means the Government Code of the State of California, as amended and supplemented from time to time pursuant to its terms.
- m. "Operative Date" means the date determined as described in Section 5 herein, July 1, 2019.
- n. "Public Utilities Code" means the Public Utilities Code of the State of California, as amended and supplemented from time to time pursuant to its terms.
- o. "Revenue and Taxation Code" means the Revenue and Taxation Code of the State of California, as amended and supplemented from time to time pursuant to its terms.
- p. "Sales and Use Tax Law" means Part I of Division 2 of the Revenue and Taxation Code of the State of California, commencing with Section 6000 thereof, as amended and supplemented from time to time pursuant to its terms.
- q. "SamTrans" means the fixed-route bus system owned and operated by the District.
- r. "Tax Proceeds" means amounts received by the District from the Department of Tax and Fee Administration from the imposition of the 2018 Sales Tax imposed pursuant to this Ordinance.

- s. "Tax" or "2018 Sales Tax" means the one-half of one percent (0.5%) retail transactions and use tax imposed by this Ordinance upon approval of two-thirds (2/3) of the electors voting on the ballot measure set forth in Section 17 hereof, to be used to fund the transportation improvements included in the Congestion Relief Plan.
- t. "Transactions and Use Tax Law" means Part 1.6 of Division 2 of the Revenue and Taxation Code of the State of California, commencing with Section 7251 thereof, as amended and supplemented from time to time pursuant to its terms.
- u. "Transit District Act" means Part 15 of Division 10 of the Public Utilities Code of the State of California, commencing with Section 103000 thereof, as amended and supplemented from time to time pursuant to its terms.
- v. "Vehicle Code" means the Vehicle Code of the State of California, as amended and supplemented from time to time pursuant to its terms.

Section 3. Findings.

The Board hereby finds and determines that the recitals set forth above and incorporated herein by reference are true and correct. In addition, the Board hereby finds:

- a. The County is experiencing significant yearly growth in employment and population. This growth has rapidly outpaced investments in transportation solutions, resulting in unprecedented traffic congestion, and transit services that are not adequately resourced to support the County's evolving mobility demands.
- b. To address this issue, in 2017 the Governor signed Assembly Bill No. 1613, introduced by Assembly Member Kevin Mullin, authorizing the District to implement a new retail transactions and use tax of up to 0.5 percent if (i) the Board of Directors of the San Mateo County Transit District adopts the ordinance approving the tax before January 1, 2026, (ii) the Board, in concurrence with the

County, develops a related transportation expenditure plan setting forth projects, programs and service, and (iii) the tax is adopted by a two-thirds vote of San Mateo County voters.

- c. Approval of this Ordinance and the Congestion Relief Plan is expected to provide the County with resources to implement transportation solutions that address countywide traffic congestion and improve travel times; repair, maintain and replace aging infrastructure; provide mobility solutions for low-income, senior and disabled residents; and improve overall quality of life for County residents.
- d. The Congestion Relief Plan is the product of extensive community engagement and public feedback. A public outreach process identified as "Get Us Moving San Mateo County" (the "Get Us Moving process") was launched by the District and the County Board of Supervisors in 2017 and was designed to develop a transportation investment plan based on San Mateo County residents' priorities.
- e. Tens of thousands of County residents, employers, community leaders, public officials and transportation experts participated in the Get Us Moving process. The Congestion Relief Plan is the result of the feedback provided through extensive surveys, community events, public meetings, town halls, and other venues.
- f. The categories, priorities, investment levels and policies included in the final Congestion Relief Plan were based on the feedback received during the Get Us Moving process and have been approved by the Board and the Board of Supervisors.

Section 4. Imposition of Retail Transactions and Use Tax; Special Purpose; Use of Proceeds.

Subject to the limits imposed by this Ordinance and the provisions of Section 103350 of the Transit District Act, including Section 103350(b) of the Transit District Act,

which took effect January 1, 2018, the District hereby imposes, in the incorporated and unincorporated territory of San Mateo County, an additional retail transactions and use tax at the rate of one-half of one percent (0.5%), such tax (i) to be imposed beginning on the first day of the first calendar quarter commencing not less than 180 days after the approval of the retail transactions and use tax by the electors voting on the ballot measure set forth in Section 17 hereof, (ii) to remain in effect for a period of thirty (30) years, and (iii) to be applied to fund the transportation improvements included in the Congestion Relief Plan.

More specifically, this Ordinance, if adopted, should be interpreted so as to:

- a. impose a new one-half of one percent (0.5%) retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and consistent with Article XIII C of the California Constitution;
- b. set a maximum term of thirty (30) years during which time the retail transactions and use tax shall be imposed pursuant to the authority granted by Section 103350(a) of the Public Utilities Code;
- c. incorporate provisions identical to those of the Sales and Use Tax Law insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code;
- d. establish that the retail transactions and use tax be administered and collected by the Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the Department of Tax and Fee Administration in administering and collecting state sales and use taxes as such terms are defined in the Sales and Use Tax Law;

- e. authorize the administration of the retail transactions and use tax in a manner that will, to the degree possible, be consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the retail transactions and use taxes and at the same time minimize the burden of record keeping upon persons subject to taxation under the provisions of this Ordinance;
- f. adopt the Congestion Relief Plan, and require that proceeds of the tax imposed by this Ordinance be used in accordance with applicable law and solely for the projects and purposes set forth in the Congestion Relief Plan, including the improvement, construction, maintenance, and operation of certain transportation projects and facilities;
- g. establish implementation guidelines for the Congestion Relief Plan and an independent oversight committee with responsibility to review and report to the public on implementation the Congestion Relief Plan; and
- h. authorize the issuance, from time to time, of limited tax bonds to finance transportation improvements consistent with the Congestion Relief Plan, the Transit District Act and other applicable law.

Section 5. Applicability; Effective Date; Operative Date and Period of Tax Imposition, Termination Date.

- a. This Ordinance shall be applicable in the incorporated and unincorporated territory of the County.
- b. The Ordinance will become effective at the close of the polls on the day of election at which the ballot measure set forth in Section 17 of this Ordinance is adopted by a two-thirds (2/3) vote of the electors voting on such ballot measure at such election.

- c. Pursuant to Section 103351 of the Public Utilities Code, this Ordinance shall be operative on the first day of the first calendar quarter commencing not less than 180 days after the adoption of the Ordinance, July 1, 2019.
- d. The maximum period during which the 2018 Sales Tax will be imposed is thirty (30) years, terminating June 30, 2049.

Section 6. San Mateo County Congestion Relief Plan

The Congestion Relief Plan contains six transportation program categories. Listed below are the six categories (each a "Category"). Also identified is the percentage distribution of funding for each Category.

- a. Countywide Highway Congestion Improvements (20-25 percent)

A total of 20-25 percent ()% of Tax Proceeds will be invested in highway projects throughout the County designed to: provide congestion relief; reduce travel times; increase person throughput; improve highway and interchange operations, safety and access; and deploy advanced technologies and communications on the highways. Eligible candidate projects will be focused on highway and interchange facilities, including Highways including 101, 280, and other highways, and their interchanges.

Investment will be made on a discretionary basis according to criteria and award schedules established by the Authority. Sample candidate projects are set forth in Attachment A.

- b. Local Safety, Pothole and Congestion Relief Improvements (10-15%)

A total of 10-15 percent ()% of Tax Proceeds will be invested in major arterial and local roadway improvements in key congested areas throughout the County. This investment shall be focused on improving safety, reducing congestion, and supporting all modes of travel on the County's roadway system. Eligible investments include, but are not limited to, the following: implement advanced technologies and communications on the roadway system; improve

local streets and roads by paving streets and repairing potholes; promote alternative modes of transportation, which may include funding shuttles or sponsoring carpools, bicycling and pedestrian programs; plan and implement traffic operations and safety projects, including signal coordination, bike/pedestrian safety projects, creation of separate lanes or facilities for non-motorized modes, and separation of roadways crossing the Caltrain rail corridor.

Investment will be made on a discretionary basis according to criteria and award schedules established by the Authority. Sample candidate projects are set forth in Attachment B.

c. Bicycle and Pedestrian Improvements (5%)

A total of five percent (5%) of Tax Proceeds will be invested in bicycle, pedestrian, and active transportation projects. Programming of funds under this Category will give priority to those projects that are designed to help reduce traffic congestion by safely connecting communities and neighborhoods with schools, transit, and employment centers; fill gaps in the existing bike and pedestrian network; safely cross barriers such as major roads, rail corridors, and highways; improve existing facilities to make them safer and more accessible for cyclists and pedestrians; and make walking or biking a safer and more convenient means of transportation for all County residents and visitors. Bicycle, pedestrian, and other transportation programs that incentivize mode shift to active transportation options will be eligible for funding.

Investment will be made on a discretionary basis according to criteria and award schedules established by the Authority. Sample candidate projects are set forth in Attachment C.

d. Regional Transit Connections (10% percent)

A total of ten percent (10%) of Tax Proceeds will be invested in infrastructure and services that are designed to improve transit connectivity between the County and the region. Currently, the County is connected to neighboring counties and

the broader region with a network of transit options including rail, water transit, heavy rail, and regional bus services. More and more County residents are traveling longer distances to get to their jobs. Today, over 60 percent of residents commute to jobs in neighboring counties, and the vast majority of them drive alone, increasing congestion on already crowded highways.

Investments from this Category will be prioritized based on a project's ability to reduce congestion, a project's ability to enhance mobility options by connecting the County to the rest of the region, and a project's support through public-private partnerships.

Investment will be made on a discretionary basis according to criteria and award schedules established by the Authority. Sample candidate projects are set forth in Attachment D.

e. County Public Transportation Systems (50% percent)

A total of fifty percent (50%) of Tax Proceeds will be invested to support operations and capital needs of the County's primary public transit services comprised of SamTrans bus and paratransit service, Caltrain rail service, and other mobility services administered by the District.

Funding provided from this Category will provide additional funds to maintain and enhance bus, paratransit, and other mobility services to better serve vulnerable, underserved, youth, low-income, and transit-dependent populations throughout the County. Investments will be designed to increase ridership, improve efficiency, and reduce congestion within the County by facilitating the creation of new services that incentivize more riders to choose to use public transit.

Improvements to the County's bus network eligible for investment from this Category include, but are not limited to: increased frequencies on the SamTrans's core routes; expanded hours of service during mornings, evenings

and weekends; changes and improvements that make service more accessible for youth, senior, disabled, and low-income populations; technology-based solutions that improve efficiency, convenience, access to information, and overall rider experience; improved first- and last-mile connections between job centers and transit hubs; and implementation of services, programs and policies that better connect neighborhoods and communities with popular destinations to make transit the travel option of choice for more the County residents.

Investment in the Caltrain rail service will be designed to help fulfill plans to expand service levels through the operation of modern, high-performance electric trains and to fund annual operating and capital needs, including investment needed to maintain Caltrain's aging infrastructure and make capital improvements necessary to expand the system's ridership capacity.

Investment will be made on a discretionary basis by the District. Sample uses of funds are set forth in Attachment E

Section 7. Administration of the San Mateo County Congestion Relief Plan

- a. Responsibility for Administration and Implementation. As authorized pursuant to Section 103350 of the Transit District Act, the District (i) may administer the Congestion Relief Plan in its entirety or (ii) may transfer proceeds of the 2018 Sales Tax to the Authority for administration by the Authority consistent with the Congestion Relief Plan.
- b. Guidelines. The District and/or the Authority shall develop guidelines to administer the Tax Proceeds. The District and Authority will work closely and cooperatively with the California State Department of Transportation, the Metropolitan Transportation Commission, and the City/County Association of Governments of San Mateo County.
- c. San Mateo County Transportation Authority. Should the Authority cease to exist during the term of this Ordinance, any Tax Proceeds then under the

administration of the Authority as authorized pursuant to Section 103350(d) of the Transit District Act and pursuant to Section 131057(b) of the Authority Act will revert to the District for administration, with such Tax Proceeds to be administered in accordance with the Congestion Relief Plan.

Salaries and benefits of staff of the Authority, including staff of any agency appointed by the Authority to act as its administering agency, and other costs incurred in connection with administering the Congestion Relief Plan constitute costs of administering the Congestion Relief Plan, which may be paid from Tax Proceeds and which shall be allocated as Tax Proceeds spent on the applicable Category in the Congestion Relief Plan.

- d. Allocation of Tax Proceeds; Reallocation. Tax proceeds shall be allocated to projects associated with the Categories identified in the Congestion Relief Plan. The Congestion Relief Plan is based on percentage distributions. Actual Tax Proceeds will be allocated in accordance with the percentages over the life of the Congestion Relief Plan (as opposed to year-by-year).

Under certain circumstances, after funds have been programmed and allocated to a project, reallocation may become necessary to effect the specific purposes of the Congestion Relief Plan. Project funds that have been programmed and allocated may become available for reallocation due to reasons which may include, but are not limited to:

1. the project is completed under budget;
2. the project is partially or fully funded from funding sources other than Tax Proceeds;
3. the project may not be completed due to infeasible design, construction limitations, or substantial failure to meet implementation milestones or guidelines.

Project funds must be reallocated within the same Category.

- e. Restrictions on the Use of Tax Proceeds
 - 1. Tax Proceeds must be spent for the purposes of funding projects consistent with the Categories described in the Congestion Relief Plan.
 - 2. Tax Proceeds must be expended within the County, except that (a) expenditures for the Countywide Highway Congestion Improvements Category may be made for projects that minimally extend into adjacent counties, (b) expenditures may be made under the County Public Transportations Systems Category for regional bus or similar services serving the County but traveling into or out of an adjacent county, and (c) expenditures may be made for the District's share of Caltrain systemwide improvements under the County Public Transportation Systems Category.
 - 3. Receipt of Tax Proceeds may be subject to appropriate terms and conditions, as determined by the District or Authority, as applicable, as the administrator of funds being transferred. Such terms and conditions may include, but are not limited to, the right to require recipients to execute funding agreements and the right to audit recipients' use of the Tax Proceeds.
 - 4. Tax Proceeds may only be used to supplement existing revenue being used for improvement and maintenance of local transportation, including streets and roads improvements and public transit purposes listed in the Congestion Relief Plan. Tax proceeds may not be used to replace funds previously provided by property tax or other revenues for public transportation purposes. Tax proceeds also may be advanced to facilitate implementation of the Congestion Relief Plan.

- f. Amendment of the Congestion Relief Plan. The District may supplement, revise or amend the Congestion Relief Plan to make administrative changes that are consistent with, and further the intent of, the Congestion Relief Plan. Such changes may include, but are not limited to, the adoption of policies and procedures for implementing the Congestion Relief Plan and clarifications to such policies and procedures.

- g. Environmental Review of Projects Funded Under the Congestion Relief Plan. Environmental reporting, review, and approval procedures as provided under the National Environmental Policy Act, the California Environmental Quality Act, or other applicable laws will be adhered to as a prerequisite to implementation of any project funded under the Congestion Relief Plan.

- h. Independent Citizens Oversight; Audits. Administration of the Congestion Relief Plan will be subject to review by a nine-member independent citizens' oversight committee to ensure Tax Proceeds are invested in a way that is consistent with the Congestion Relief Plan.

Members of the independent oversight committee will be appointed by the Board as follows: two members of the San Mateo County Transit District's Citizens Advisory Committee, two members of the San Mateo County Transportation Authority's Citizens Advisory Committee, and one member from each of the five Supervisorial Divisions in the County. Terms will be staggered. To provide for staggered terms, the length of the initial term of each appointee will vary, with no term exceeding three years. Subsequent terms will be three years.

Annually, the District shall have an audit conducted by an independent auditor. The auditor shall review the receipt of Tax Proceeds and expenditure of Tax Proceeds under the Congestion Relief Plan. The independent oversight committee shall receive the audit findings report, hold a public hearing and issue a report annually to provide County residents with information regarding how Tax Proceeds are being spent. The hearing will be held at a public meeting subject to the Ralph M. Brown Act.

Section 8. Contract with the State.

Prior to the Operative Date, as provided in the Transit District Act, the District will contract with the Department of Tax and Fee Administration to perform all functions incident to the administration and operation of this Ordinance and the 2018 Sales Tax; provided that, if the District shall not have contracted with the Department of Tax and

Fee Administration prior to the Operative Date of this Ordinance, the District shall nevertheless so contract and in such case, the Operative Date of this Ordinance shall be the first day of the first calendar quarter following the execution of such a contract and references herein to June 30, 2049 shall be extended to permit collection of the 2018 Sales Tax for up to thirty (30) years.

Section 9. Transactions and Use Tax Rate of One-Half of One Percent; Excise Tax Rate of One-Half of One Percent

- a. Transactions Tax Rate. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated and unincorporated territory of San Mateo County at the rate of one-half of one percent (0.5%) of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in the County on and after July 1, 2019. This tax shall be imposed for a maximum period of thirty (30) years.

- b. Use Tax Rate. An excise tax is hereby imposed on the storage, use, or other consumption in San Mateo County of tangible personal property purchased from any retailer on and after July 1, 2019 for storage, use, or other consumption in the County at the rate of one-half of one percent (0.5%) of the sales price of the property. This tax shall be imposed for a maximum period of thirty (30) years.

Section 10. Place of Sale.

For the purposes of this Ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the state or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the Department of Tax and Fee Administration.

Section 11. Adoption of Provisions of State Revenue and Taxation Code.

Except as otherwise provided in this Ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made part of this Ordinance as though fully set forth herein.

Section 12. Limitations on Adoption of State Law and Collection of Use Taxes.

In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, wherever the State of California is named or referred to as the taxing agency, the name of the District shall be substituted therefor. The substitution, however, shall not be made: (i) when the word "State" is used as part of the title of the State Controller, the State Treasurer, the State Board of Control, the Department of Tax and Fee Administration, State Treasury, or the Constitution of the State of California; (ii) when the result of that substitution would require action to be taken by or against the District or the Authority or any agent, officer, or employee thereof rather than by or against the Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Ordinance; (iii) in those sections, including but not necessarily limited to, sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to (a) provide an exemption from the 2018 Sales Tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from the 2018 Sales Tax while such sales, storage, use, or other consumption remains subject to tax by the State of California under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or (b) impose the 2018 Sales Tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the State of California under said provisions of the Revenue and Taxation Code; and (iv) in Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797, or 6828 of the Revenue and Taxation Code. The name of the "District" shall be substituted for the word "state" in the phrase "retailer engaged in business in this state" in Section 6203 and in the definition of that phrase in Section 6203.

Section 13. Permit Not Required.

If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this Ordinance.

Section 14. Exemptions, Exclusions, and Credits.

- a. There shall be excluded from the measure of the 2018 Sales Tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.
- b. There are exempted from the computation of the amount of transactions tax portion of the 2018 Sales Tax gross receipts derived from:
 1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the County in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of the State of California, the United States, or any foreign government.
 2. Sales of property to be used outside the County which is shipped to a point outside the County, pursuant to the contract of sale, by delivery to such point by a retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this subsection, delivery to a point outside the County shall be satisfied;
 - i. with respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-County address and by a declaration under penalty of perjury,

- signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and
- ii. with respect to commercial vehicles, by registration to a place of business out-of-County, and a declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.
- 3. Sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the Operative Date of this Ordinance; and
 - 4. A lease of tangible personal property which is a continuing sale of such property for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the Operative Date of this Ordinance.
 - 5. For the purposes of numbered sections 3 and 4 of this Section 14(b), the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract of lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract upon notice, whether or not such right is exercised.
- c. There are exempted from the use tax imposed by this Ordinance, the storage, use or other consumption in the County of tangible personal property:
- 1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance;
 - 2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of the State of California, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Section 6366 and 6366.1 of the Revenue and Taxation Code;

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the Operative Date of this ordinance; and
4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the Operative Date of this Ordinance.
5. For the purposes of numbered sections 3 and 4 of this Section 14(c), above, storage, use, or other consumption, or possession, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time during which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.
6. Except as provided in numbered section 7 of this Section 14(c), below, a retailer engaged in business in the County shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the County or participates within the County in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the County or through any representative, agency, canvasser, solicitor, subsidiary or person in the County under the authority of the retailer.
7. "A retailer engaged in business in the County" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the County.

- d. Any person subject to use tax under this Ordinance may credit against that tax any transactions or reimbursement for transaction tax paid to a district imposing, or retailer liable for a transaction tax pursuant to Chapter 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property, the storage, use or other consumption of which is subject to the use tax.

Section 15. Revenue and Taxation Code Amendments.

All amendments to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, enacted subsequent to the effective date of this Ordinance as described in Section 5 hereof, shall automatically become part of this Ordinance; provided, however, that no such amendment shall operate so as to affect the rate of tax imposed by this Ordinance.

Section 16. Issuance of Bonds.

From time to time, pursuant to Section 103357, *et seq.* of the Transit District Act, the District is authorized to issue limited tax bonds payable from, and secured by a pledge of, Tax Proceeds to finance transportation improvements consistent with the Congestion Relief Plan. As authorized pursuant to Section 103358(b) of the Transit District Act, the pledge of the Tax Proceeds shall have priority over the use of any of the Tax Proceeds for "pay-as-you-go" financing.

Maximum bonded indebtedness which may be outstanding at any one time may not exceed the estimated proceeds of the 2018 Sales Tax as determined by the District.

Nothing herein shall limit or restrict in any way the power and authority of the District to issue bonds, notes or other obligations, to enter into loan agreements, leases, reimbursement agreements, standby bond purchase agreements, interest rate swap

agreements or other derivative contracts or to engage in any other transaction under the Public Utilities Code, the Government Code or any other applicable law.

Section 17. Ballot Measure.

There shall be proposed to the voters of San Mateo County, the following proposition:

"To reduce traffic congestion on Highways including 101, 280, and other highways/interchanges; repair potholes, maintain streets and reduce traffic; maintain/enhance transit services for seniors and people with disabilities; improve Caltrain and SamTrans to reduce travel times and car trips; implement the San Mateo County Congestion Relief Plan, shall San Mateo County Transit District's Ordinance levying a 30 year half-cent sales tax with independent citizen oversight, providing approximately \$80 million annually that the State cannot take away, be adopted?"

Section 18. Enjoining Collection Forbidden.

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action, or proceeding against the State of California, the District, or the Authority, or against any officer of the State of California, the District, or the Authority, to prevent or enjoin the collection of any tax or any amount of tax required to be collected under this Ordinance or under Part 1.6 of Division 2 of the Revenue and Taxation Code.

Section 19. Severability.

If any provision of this Ordinance including, but not limited to, any provision of the Congestion Relief Plan, any action taken to implement the Congestion Relief Plan, or the application of this Ordinance or the Congestion Relief Plan to any person or circumstance is held invalid or unenforceable by a court of competent jurisdiction, all other provisions or actions taken to implement the Ordinance and/or the Congestion Relief Plan, which are otherwise lawful, shall remain in full force and effect.

Attachment A: Countywide Highway Congestion Improvements Category Sample Candidate Projects

Geographic Location	Title
Countywide	Countywide Transportation Demand Management (TDM) / Commute Alternatives Program
Countywide	Intelligent Transportation System (ITS) / San Mateo County Smart Corridor
County of San Mateo (near Cities of Menlo Park, Portola Valley)	Interstate 280 and Alpine Road Reconfiguration
Cities of Foster City, San Mateo	State Route 92 / Highway 101 Interchange Improvements
Cities of Menlo Park, East Palo Alto	Dumbarton Corridor Highway Improvements (Enhanced Dumbarton Express bus service, supporting approach improvements, and Highway Bridge express lanes)
City of Brisbane	Reconstruct Highway 101/Candlestick Point Interchange
City of East Palo Alto	University Avenue/Highway 101 Interchange
City of Menlo Park	Roadway Grade Separations on Bayfront Expressway
Cities of East Palo Alto and Menlo Park	Bayfront Expressway Express Lanes
City of Millbrae	Interstate 280 Interchange Improvements Study at Hillcrest Boulevard and Larkspur Drive
City of Pacifica	Highway 1 Coastside Traffic Operation Improvement Project
City of Redwood City	Woodside Road/Highway 101 Interchange Improvements
City of San Mateo	Peninsula Avenue/Highway 101 Interchange
City of South San Francisco	Highway 101/Produce Avenue Interchange Project
Cities of South San Francisco, San Bruno	Littlefield Avenue / Interstate 380 Extension

This is a list of sample candidate projects. Other projects also may be submitted for consideration.

Attachment B: Local Safety, Pothole and Congestion Relief Improvements Category
Sample Candidate Projects

<i>Geographic Location</i>	<i>Title</i>
Countywide	Pavement preservation and rehabilitation
Countywide	Countywide Transportation Demand Management (TDM) / Commute Alternatives Program
Countywide	Intelligent Transportation System (ITS) / San Mateo County Smart Corridor
County of San Mateo (near Cities of Menlo Park, Portola Valley)	Alpine Road Corridor Improvements Project
County of San Mateo, City of Menlo Park	Alameda de las Pulgas/Santa Cruz Avenue Corridor Improvements
Cities of Belmont, San Carlos	Alameda de las Pulgas/San Carlos Corridor Improvements
City of Belmont	Ralston Avenue Corridor Improvements
Cities of Brisbane, Daly City	Geneva Avenue Extension
City of Burlingame	El Camino Real Pedestrian Safety Improvements and Roadway Infrastructure Improvements
City of Burlingame	Old Bayshore Highway Complete Streets Improvements
City of Daly City	State Route 35/Westridge Avenue Intersection Safety Improvement Project
City of East Palo Alto	University Avenue Resurfacing and Signal Upgrade
City of East Palo Alto	The Gardens Neighborhood Traffic and Transportation Plan
City of East Palo Alto	New Loop Road
City of East Palo Alto	Traffic & Transportation Mobility Master Plan
City of East Palo Alto	Runnymede at University Avenue Signal
City of Foster City	New Traffic Signals at Various Locations
City of Foster City	Traffic Signal System Upgrades

City of Menlo Park	Various Local Intersection Improvements
City of Millbrae	Active Transportation Streetscape Improvements
City of Millbrae	El Camino Real Corridor Study
City of Millbrae	Millbrae Rideshare Program
City of Millbrae	Millbrae Parking Guidance System
City of Pacifica	Manor Drive Overcrossing Improvement Project
City of Pacifica	Citywide Local Street and Road Maintenance
City of Redwood City	El Camino Real Corridor Plan Implementation
City of Redwood City	Broadway Transit Corridor Improvements
City of San Bruno	Cherry Avenue/San Bruno Avenue Intersection Improvements
City of San Carlos	Brittan Avenue and Alameda de las Pulgas Widening Project
City of San Mateo	Hillsdale Boulevard Corridor Improvements
City of San Mateo	19th Avenue/Fashion Island Boulevard Corridor Improvements
City of South San Francisco	Grand Boulevard Initiative
City of South San Francisco	Grand Avenue Complete Street Improvements
City of South San Francisco	Oak Avenue Extension
City of South San Francisco	Railroad Avenue Extension
Cities of: South San Francisco, San Bruno, Millbrae, Burlingame, San Mateo, Belmont, Redwood City, Atherton, Menlo Park	San Mateo County Grade Crossing and Grade Separation Program (South Linden Avenue, Scott Street, Center Street, Broadway Avenue, Oak Grove Avenue, North Lane, Howard Avenue, Bayswater Avenue, Peninsula Avenue, Villa Terrace, Bellevue Avenue, 1st Avenue, 2nd Avenue, 3rd Avenue, 4th Avenue, 5th Avenue, 9th Avenue, Whipple Avenue, Brewster Avenue, Broadway, Maple Street, Main Street, Chestnut Street, Fair Oaks Lane, Watkins Avenue, Encinal Avenue, Glenwood Avenue, Oak Grove Avenue, Ravenswood Avenue)

Town of Atherton	Selby Lane/El Camino Real/West Selby Lane Intersection Safety Improvements
Town of Colma	Hillside Boulevard Improvement Project
Town of Hillsborough	Traffic Safety Improvements

This is a list of sample candidate projects. Other projects also may be submitted for consideration.

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Attachment C: Bicycle and Pedestrian Improvements Category Sample Candidate Projects

<i>Geographic Location</i>	<i>Title</i>
Countywide	Safe Routes to School
City of Belmont	Belmont Village Specific Plan -- Mobility Implementation Measures
City of Belmont	Belmont Bike and Pedestrian Plan Implementation
City of Burlingame	California Drive Bicycle/Pedestrian Trail
City of Daly City	Daly City Citywide ADA Infrastructure and Pedestrian Improvement Project
City of East Palo Alto	Bicycle and Pedestrian Improvements Citywide
City of East Palo Alto	Scofield Avenue Sidewalk Improvements
City of East Palo Alto	Pedestrian Accessibility Improvements Citywide
City of Foster City	O'Neill Slough and Bay Trail Levee Bicycle Improvements
City of Half Moon Bay	East of Highway 1 Class I Multi-Use Path
City of Menlo Park	Enhance Pedestrian Crossings Citywide
City of Menlo Park	El Camino Real Pedestrian Crossing and Streetscape Improvements
City of Menlo Park	Build out City of Menlo Park Bicycle Network Citywide
City of Millbrae	Millbrae Avenue & Highway 101 Interchange Improvements
City of Millbrae	Millbrae Pedestrian Over Crossing at Highway 101
City of Millbrae	Citywide Bicycle and Pedestrian Improvements

City of Millbrae	Transit Shelter Program Citywide
City of Pacifica	State Route 1 Pedestrian and Bicycle Overcrossings at Reina Del Mar and Crespi Drive
City of Pacifica	ADA Infrastructure Improvement Projects Citywide
City of Redwood City	Bicycle Backbone Network Citywide
City of San Bruno	Cherry Avenue Bikeway Corridor
City of San Bruno	El Camino Real Pedestrian Crossing Improvements
City of San Carlos	Pedestrian Safety Improvement Plan for San Carlos Avenue
City of San Carlos	Holly Street Pedestrian Safety Improvement Plan
City of San Mateo	Pedestrian Overcrossing and Bike Bridge at Hillsdale Boulevard
City of South San Francisco	Hickey Boulevard / Junipero Serra Boulevard / Longford Drive Bike & Pedestrian Improvements
County of San Mateo (near City of Half Moon Bay)	Midcoast Multimodal/Parallel Trail
County of San Mateo (near Route 35 and Crystal Springs Dam)	Complete the Gap Trail Project
County of San Mateo (Countywide)	Bicycle and Pedestrian Master Plan for Unincorporated San Mateo County
County of San Mateo (marginally extends into City of Menlo Park)	Sand Hill Road Bicycle Lane Improvements/Additions Near Interstate 280
Town of Atherton	Bicycle/Pedestrian enhancements
Town of Colma	Hillside Boulevard Improvement Project Phase II & III Bike/Ped Improvements
Town of Hillsborough	ADA Ramp Installation and Improvements Citywide

Town of Portola Valley	Lighted Pedestrian Crossing Replacement/Additions
Town of Woodside	Town-wide Bicycle/Pedestrian/Equestrian Safety and Mobility Improvements

This is a list of sample candidate projects. Other projects also may be submitted for consideration.

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Attachment D: Regional Transit Connections Category Sample Candidate Projects

- BART Rail Car Expansion Project and station access improvements
- Dumbarton Corridor Improvements for enhanced express bus service, rail and bicycle/pedestrian multi-use
- Redwood and South San Francisco City Ferry Terminal and Vessels
- Caltrain Capital Improvements that provide key connections to regional projects at locations such as Millbrae and Redwood City intermodal Stations
- SamTrans Regional Express Bus Service

This is a list of sample candidate projects. Other projects also may be submitted for consideration.

Attachment E: County Public Transportation Systems Category County Bus Network
Sample Candidate Projects

- Implementation of a SamTrans express bus network
- Conversion of SamTrans fleet to zero emission buses
- Increase service frequency of the core SamTrans bus network, possibly including expanded service hours
- Launch shared ride and technology driven models with the private sector to enhance service to riders
- Implementation of the SamTrans Older Adults and People with Disabilities Mobility Plan
- Implementation of the SamTrans Youth Mobility Plan
- Implementation of the Coastside Transit Study to better serve coastal residents
- Caltrain corridor capacity and service improvements in order to ease local and highway congestion in San Mateo County
- Upgrade of station amenities and improvement of multi-modal access to Caltrain stations in San Mateo County
- Projects to improve safety and reliability of Caltrain's infrastructure and equipment
- Improvements of first- and last-mile connections to the core transit services in San Mateo County
- Enhancements of the customer experience (for example: wi-fi) to promote ridership and long-term growth of the core transit services in San Mateo County

This is a list of sample projects. Other projects also may considered for funding.



MEMORANDUM

BOARD OF DIRECTORS 2018
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ZOE KERSTEEN-TUCKER
KARYL MATSUMOTO
DAVE PINE
JOSH POWELL
PETER RATTO

JIM HARTNETT
GENERAL MANAGER/CEO

**BOD ITEM # 6
JUNE 6, 2018**

Date: May 30, 2018
To: SamTrans Board of Directors
From: Jim Hartnett, General Manager/CEO
Subject: General Manager/CEO Report

April 2018 Summary

The Bus Operations Training Department’s Educational Campaign focused on “Serving the Public with Public Transit”, a campaign focused on giving tips on how to provide outstanding Customer Service in using proper/positive customer relations skills.

Human Capital Investment

<u>Activity</u>	<u>Apr 2018</u>	<u>YTD FY2018</u>
New Bus Operator Trainees	2,000	9,950
Part to Full-time Bus Operator	0	1,832
DMV mandated training	24	1,384
Bus Operator retraining	143	865
Maintenance training	280	6,281
Professional Development	0	608
Total Hours	2,447	20,920

Service Recognition Program

SamTrans revamped the Employee Service Recognition Program. The new program celebrates employees with one (1), three (3), five (5), ten (10), fifteen (15), and twenty (20) years of service with the District. Employees celebrating 25, 30, 35, and 40 years of service are honored during a Service Awards luncheon in the fall of each year.

CAD/AVL Training

Radio Controllers, Dispatchers, Service Supervisors, Assistant Managers and Managers are receiving (8) eight hours of CAD/AVL training to improve their skills, understanding of the system’s features tools, and reporting capabilities. Bus Transportation employees use the CAD/AVL system to locate revenue vehicles, communicate with bus operators and field supervision, and administer daily transportation operations.

Emergency Bridge Closure

The San Bruno Canal Bridge at South Airport Boulevard was closed May 21, 2018 due to rapidly deteriorating condition of the piles supporting the bridge. Construction to replace the bridge is scheduled to begin immediately and the new bridge opening to traffic is expected by the end of 2018.

SamTrans Routes **292** and **397** are affected by this this closure, and will be detoured until the roads are reopened. Delays can be expected due to the changes necessary for the routes. The bus stops located at South Airport Boulevard and Belle Air Road, and South Airport Boulevard and Utah Avenue will also be closed to accommodate the temporarily reconfigured routes. Riders will be able to board at the North Access Road east of South Airport Boulevard, and at South Airport Boulevard at the South San Francisco Conference Center for northbound trips and the Four Points by Sheraton for southbound. Route 292 accounts for nearly eight percent of SamTrans weekday trips. Route 397 accounts for approximately one-half percent of the weekday trips.



International Bus Rodeo

We are very pleased to report the SamTrans Bus Rodeo Team competed admirably in the APTA International Bus Rodeo in Tampa, FL. The International Bus Rodeo competition features the best of the best transit properties teams from across the United States and Canada. The competition tests the bus operator skills through a simulated road course having to navigate through various problems in seven minutes. Bus Operator Ariel Hale competed for the second time.

The Maintenance competition tests the knowledge and troubleshooting skills of the mechanics through multiple bus systems and challenges. The team must complete a written test, a physical bus inspection, two engine modules, an HVAC module, a multiplex and electrical board, a door module and an airbrake module. The maintenance team comprised of Juan Villanova, Anthony Singh and Sims Bedi competed for the first time and took top honors for the Bendix Airbrake Board.

Fixed-route Bus Service/Ridership

	<u>Apr 2018</u>	<u>YTD FY2018</u>
• Trips that did not operate	34	613
• On-time Performance, goal is 85%:		
➤ Directly operated service	82.1%	81.4%
➤ Contracted bus service	76.6%	75.5%
➤ Coastside service	82.1%	79.0%
➤ Combined service	80.6%	79.9%
• Complaints per million trips	138	174
• Ridership		
➤ AWR	35,670	36,630
➤ Total Trips	897,250	9,300,060
• There was a total of 34 DNOs during April. Dispatchers have been instructed to protect school service. Labor shortage, specifically Bus Operators in our contracted services was the root cause for the increased DNOs the previous few months. The contractor made adjustments to aggressively recruit bus operators and considerable improvements were implemented in March, and the contractor DNO dropped from 103 in February to 19 in March and 13 in April.		

Bus Transportation:

- SamTrans Bus Operations Division in collaboration with other support departments continues their efforts to implement the ECR Rapid service, including finalizing signage for patrons. There will be branded signs at each Rapid Bus Stop and signs on the buses for easy recognition. The new service will be implemented with Runbook 126 on June 24th.
- Staff is also implementing a new pilot route to provide connecting services from Caltrain Millbrae to SFO International Airport. The route will serve customers on the west side of the Millbrae BART/Caltrain Station and drive along the 101 freeway to the four terminals inside the San Francisco International Airport. SamTrans will use dedicated buses for the new airport connector service branded in a newly designed bus-wrap, the buses will feature luggage rack for the convenience of the traveling passengers. This new airport connector service will also be launched on June 24th with Runbook 126.

Eligible Discount Paper Ticket

Beginning Tuesday, May 15, SamTrans started selling paper tickets for Eligible Discount riders. These tickets, are sold at a discounted rate in packages of ten for \$10, and can be used by customers who are 65 or older, possess a Medicare card or a Disabled Person Placard Identification card issued by the Department of Motor Vehicles. Paper tickets are available at SamTrans headquarters in San Carlos, 1250 San Carlos Ave. and at most Safeway stores in San Mateo County. They can also be purchased by mail or fax using the SamTrans ticket order form.

<u>Paratransit Service/Ridership</u>	<u>Apr 2018</u>	<u>YTD FY2018</u>
• On-time Performance, goal is 90.0%		
➢ Redi-Wheels	92.4%	90.1%
➢ RediCoast	97.0%	97.2%
• Ridership		
➢ AWR	1,200	1,210
➢ Total Trips	29,140	294,990

In March 2018 there were 8,413 registrants. The number of registered Paratransit customers has been steady this fiscal year, ranging from 8,400 to 8,500. Despite the contracted labor challenges paratransit services (Redi-Wheels and RediCoast) remains at “zero denials” with the assistance from a subcontracted Taxi company.

Maintenance Department

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

	<u>Apr 2018</u>			<u>YTD FY2018</u>		
	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>
Motor Bus	493,798	21	23,514	4,880,990	187	26,102
Paratransit	131,701	2	65,851	1,333,770	31	43,025

- On May 3, SamTrans took delivery of three expansion cutaway buses for ADA Paratransit services. The buses are 22 feet in length and have a 9-seat capacity with provisions for up to three wheelchairs.

SamTrans Social Media

	<u>Apr 2018</u>	<u>YTD FY2018</u>
Monthly Impressions:	165k	4.5 million (Facebook, Twitter, Instagram, LinkedIn)
Monthly Interactions:	8,895	63,792
Monthly New Followers:	109	1,052

- SamTrans promoted youth events: OYE Youth Festival; Canada College and College of San Mateo Connect to College events; and, Skyline College Career Services Fair.
- Service promotions included: Redwood City Touch a Truck; New Living Expo; and, Dream Machines.



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

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, JUNE 6, 2018 – 2:30 pm
(or following Board meeting)

1. Call to Order

ACTION

2. Approval of Minutes of Community Relations Committee Meeting of May 2, 2018

INFORMATIONAL

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Mobility Management Report – ADA Paratransit
7. Quarterly Dashboard Report – January-March 2018
8. Multimodal Ridership Report – April 2018
9. Adjourn

Committee Members: Peter Ratto, Carole Groom, Rose Guilbault

NOTE:

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

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

**MINUTES OF COMMUNITY RELATIONS COMMITTEE MEETING /
COMMITTEE OF THE WHOLE
MAY 2, 2018**

Committee Members Present: P. Ratto (Committee Chair), C. Groom, R. Guilbault

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: J. Gee, Z. Kersteen-Tucker, K. Matsumoto, D. Pine, J. Powell, C. Stone

Staff Present: J. Hartnett, C. Mau, J. Cassman, A. Chan, S. Murphy, T. Dubost, D. Olmeda, C. Gumpal, J. Brook, C. Boland

CALL TO ORDER

Committee Chair Peter Ratto called the meeting to order at 2:52 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF APRIL 4, 2018

Motion/Second: Pine/Guilbault

Ayes: Gee, Groom, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Abstention: Kersteen-Tucker

Absent: None

PROCLAMATION DECLARING MAY AS "OLDER AMERICANS MONTH"

Chair Ratto read portions of the proclamation declaring May as "Older Americans Month" and spoke about District services for seniors in San Mateo County. He presented the proclamation to and introduced Victor Lee, Senior Mobility Ambassador, who thanked the District for supporting the Senior Mobility Ambassador program.

ACCESSIBILITY UPDATE

Margo Ross, Director of Bus Transportation, said their staff has done senior outreach and has been working with UC Davis studying paratransit service efficiencies.

PARATRANSIT COORDINATING COUNCIL UPDATE

Mike Levinson, Paratransit Coordinating Council Chair, said that members of the Council are interested in opposing the repeal of SB 1. He said two Council members are on the Get Us Moving (GUM) advisory group.

CITIZENS ADVISORY COMMITTEE LIAISON REPORT

Citizens Advisory Committee (CAC) Chair Michelle Buzbee said the CAC desires to have a retreat for its members to discuss their goals and priorities. She said the CAC is in the process of forming an ad hoc subcommittee on community engagement.

Director Matsumoto requested a list of the CAC's current membership and term expiration dates.

MULTIMODAL RIDERSHIP REPORT – MARCH 2018

David Olmeda, Chief Operating Officer, noted that his March 2018 report was in the board packet.

ADJOURN

The meeting adjourned at 3:05 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6279 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **ACCESSIBILITY REPORT**

ACTION

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

SIGNIFICANCE

Several groups advise SamTrans on accessible service issues. The Paratransit Coordinating Council (PCC) provides a forum for consumer input on paratransit issues. The Advocacy and Legislative Committee (AL-Com) is the advocacy arm of the PCC.

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

The minutes of the April 10 PCC and PAL meetings are attached to this report.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

No Additional Information.

Prepared By: Tina Dubost, Manager, Accessible Transit Services 650-508-6247
Project Manager: Tina Dubost, Manager, Accessible Transit Services 650-508-6247

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

MEETING MINUTES

3:00 p.m. - 4:30 p.m.

April 10, 2018

ATTENDANCE: Members Present: Mike Levinson, Chair; Dinae Cruise, Vice-Chair; Sammi (Wilhelmina) Riley, Consumer; Tina Dubost, SamTrans; Barbara Kalt, Rosener House; Sandra Lang, COA; Benjamin McMullan, Center for Independence of Individuals with Disabilities; Alex Madrid, Center for Independence of Individuals with Disabilities; Valerie Campos, Vista Center for the Blind and Visually Impaired; Aki Eejima; Consumer; Susan Capeloto, Department of Rehabilitation; Monica Colondres, Community Resident.

GUESTS: Richard Weiner, Nelson-Nygaard; Lorna Rodriguez-Wong, PCC Staff; Mark Weinstein, First Transit; John Sanderson, SamTrans.

ABSENTEES: Marie Violet, Dignity Health; Nancy Keegan; Sutter Health Senior Focus (Member Attendance 12, Quorum-Yes)

WELCOME/INTRODUCTION:

Mike called the meeting to order at 3:15 p.m. and welcomed all to the PCC Meeting.

APPROVAL OF THE MARCH MINUTES:

Sammi Riley motioned to approve the March meeting minutes and Mike Levinson seconded the motion. The minutes were approved without changes.

COMMITTEE REPORTS

A. POLICY ADVOCACY- LEGISLATIVE COMMITTEE (PAL)

Mike had no legislative updates. Tina reported no specific TNC updates. She added that there was some discussion on Regional Transit Connection cards and emergency preparedness. Ben reported that he was contacted by Senator Hill's office about working on legislation that would make TNC's more accessible. They were contacted to start the discussion and obtain information.

Jessica Epstein provided a general legislative update. Jessica began by saying that 2016-2017 was very busy for transportation activity in transit bills. There are not many transit bills this year. This year is all about protecting the transit bills in place. SB1 was a significant bill known as the "gas tax", as well as, there is a major effort directed to repeal SB1 in Sacramento. SamTrans is supporting SB1 via Proposition 69 makes sure that the funds are directed to transportation. Jessica said there is new legislation being developed by Senator Jerry Hill to assure TNC access for people with disabilities. Basically it is placing more regulations on TNC to make sure they can accommodate people with disabilities. This is Senate bill 1376.

RM3 is on the June Ballot. It will increase bridge tolls and will fund transportation projects in the region, including the Dumbarton corridor. San Mateo voters will not be paying the

bulk of the toll increase since they do not commute over the bridges in as large numbers as those in the East Bay.

Alex asked if either SB1 or RM3 address paratransit specifically. Jessica said none of these bills addressed paratransit specifically. Mike added that if funds come into SamTrans through these bills, it could keep fares low, or at least minimize SamTrans deficits.

Jessica added that *Get Us Moving* is the County's local ½ cent sales tax that specifically addresses SamTrans and goes to the voters in November 2018. Jessica indicated that although there is currently no expenditure plan, SamTrans is aware of the increased paratransit usage. Sandra asked that if once SB1 is finalized, would that help Caltrain with their deficit. Jessica said she was hopeful. Jessica added, on the competitive side, they are also applying for \$630 million in grants to electrify the cars and not use diesel. These grants would also increase the number of Caltrain cars from six to eight.

Mike asked about the timeline and whether the PCC should send letters of support to the legislators. Jessica wasn't sure if the PCC could or should send letters of support. Jessica said that on behalf of the agencies, they are sending out letters of support for SB1 and RM3. Tina will speak to SamTrans' Legal Department regarding whether or not the PCC can send out a letter of support for SB1 and/or RM3.

Jessica anticipated that the updated *Get Us Moving* website might be ready by the next Stakeholders Advisory Group (SAG) meeting. She indicated that the website should be more interactive in determining consumers' transit issues. Alex asked for how long the sales tax would be in effect. Jessica said that the ½ cent sales tax would be in effect for 30 years.

FORM A SUBCOMMITTEE TO FINALIZE THE NAME AND FUNCTION CHANGE FOR PAL BYLAWS:

No updates were presented. Sandra and Mike suggested this ad hoc committee meet during the lunch break May 8th between the PAL and PCC meetings.

LOCAL ADVOCACY ISSUES—OPEN DISCUSSION:

Mike brought up a paratransit problem that he had experienced that day. He was on his way for a pick-up and his 5 minute call came in to his home phone to tell him that his driver was on the way. Within a 5 minute window, Mike explained that he may have a number of obstacles to avoid before he gets to his meeting spot. He does not feel it is unreasonable that if the dispatcher calls his home phone and they get the answering machine, that they should call the cell phone. Tina said that standard policy for the IVR system is if it calls the home phone and gets an answering machine, it has made contact with the customer. Mike wanted to make it clear that this is not an IVR issue. The 5 minute call is usually made by a live dispatcher who is in contact with the driver. Mike said that all attempts should be made to make the connection and not claim a "no-show." The 5 minute call is made by the dispatcher who can call the cell phone to see what delay the customer might be experiencing.

Mark Weinstein said he would follow-up to see what the procedure or process is used for contacting the customer. He will respond with feedback on the process. If for some reason, they cannot add in the second call, he will inform the committee.

Alex asked if the IVR calls are automatic and Tina confirmed that they are. John followed up that the default is for all ride reminder calls go through the IVR, but a customer can request no reminder calls at all.

Sandra and Mike provided an update on the March 14th SAG meeting. The attendees were separated into different groups to discuss funding needs for projects. The projects were categorized based on the feedback from the contractors from the Technical Advisory Group (TAG). A percentage of funding was given to a project. The breakout SAG groups were tasked to determine whether to increase or decrease the percentage of funding to each category of projects.

Discussion continued regarding the Caltrain and SamTrans deficits. Tina commented that SamTrans has received a number of capital grants for capital expenditures. When the vehicles have reached the end of service, SamTrans needs to be able to have the capital funds to purchase and maintain the vehicles.

B. GRANT/BUDGET REVIEW

Barbara Kalt had no updates.

Tina did not have any further updates to report.

C. EDUCATION COMMITTEE

Sammi said that the committee had decided on the final wording on the giveaway tote bag and these will be ordered. The committee also considered other topics such as the handouts or website that need to be changed to create more visibility for consumers to become involved. The committee will have a table at the CID Emergency Preparedness event on April 24th at the Menlo Park Senior center from 1:30-4:30 p.m. The next Education Committee Meeting is on June 1st from 1:00-1:30 p.m. via conference call. All are welcome to join.

D. EXECUTIVE COMMITTEE

On Wednesday, April 4th, the SamTrans Board of Directors honored our own Dale Edwards for his longtime service to the PCC. Barbara Kalt spoke about Dale's service to the attendees. You may view the presentation at SamTrans.com. Go to "About SamTrans" and then to "Board of Directors." Go to Video-Board of Directors and choose the video for April 4, 2018. The event is about 32 minutes into the meeting and lasts about 7 minutes.

Sammi, Nancy and Sandra have put together an event for Dale Edwards at Sharp Park Golf Course Restaurant on April 26th from 11:00a.m.-12:30 p.m. It is located at 2600 Francisco Blvd, Hwy 1 & Sharp Park Rd., Pacifica, CA 94044. The cost is \$25.00 per person. Please RSVP by April 20th: 650-299-1442 or email: sanmateopcc2@gmail.com. Send lunch money to PCC, PO Box 1035, San Carlos, CA 94070. Write checks to Nancy Keegan. Please send a list of attendees with payment. Please feel free to bring your own personal gift for Dale.

SAMTRANS/REDI-WHEELS REPORT:

A. Operational Report

Tina stated that SamTrans just approved a contract with a company for an app to purchase SamTrans bus fares and obtain schedule information. Customers will be able to purchase tickets through the app using a credit card. Alex asked how to obtain the ticket. Tina said you would show the ticket to the driver using your phone. She is not sure if this can be applied on Redi-Wheels yet.

SamTrans is partnering with a number of groups for an event series. An upcoming event is called "Three revolutions: Preparing for an electric autonomous shared transportation future." The event will be held at SamTrans 2nd Floor Auditorium on April 19th at 8:00 p.m. The second event is "Optimizing our highways, moving more people with fewer cars." That event is scheduled for April 30th at 7-8:30 p.m. at the Burlingame Public Library.

B. Performance Summary

Tina compared February 2017 data to February 2018 data in the Performance Summary. Ridership was down, probably due to the rainy weather. The total trips served went down from 25,326 to 24,444. The average weekday ridership is also down. Taxi service is 31% of the total trips. There is a typo for Same Day Cancels which is 6%. No shows are similar to the number last year. The number of individual riders is down, which is consistent with the overall ridership being down. The On-Time Performance met the 90% target. Productivity was good at 1.82 passengers per hour. Aki asked if there was a specific goal for percentage of taxi trips. Tina said no goals are set for taxi service.

Alex mentioned that he has had problems with the steepness of the ramps on Serra Taxi Cabs. Tina indicated that they are compliant. She would check on any specific vehicles that Alex may have difficulty with.

Alex mentioned that someone that he knows was told that they needed to contact SamTrans four hours before to cancel, or be charged for a "No-show". Tina said that was incorrect. They require at least 2 hours notice. No-shows can be excused if they occur for reasons beyond the rider's control.

C. Monthly Redi-Wheels Comment Statistics Report

Tina said that they are behind in responding to complaints. More than half of the comments are compliments. The other comments refer to on-time performance and driver conduct. SamTrans is trying to make sure that they are reporting the information correctly.

Mike commented that the on-time performance and driver's conduct is always at the top on the list in terms of rider satisfaction. Mark was asked if he has any ideas on how we might address the issue of driver's conduct and whether this is justifiable or not. Mark mentioned that the customers, especially new customers and caregivers, have a preconceived idea of what the service entails. They have not learned what the drivers are required to do and what they cannot do.

Alex asked what training the drivers get. Mark said that drivers go through 3 weeks of training with classroom instruction, videos and working with veteran drivers before "going live." Sensitivity training and customer service is included in this training.

D. Safety Report

Mark Weinstein said that there were 3 noted accidents: 0 preventable and 3 non-preventable. In all cases the vehicle was stopped.

LIAISON REPORTS:

A. COASTSIDE TRANSPORTATION COMMITTEE (CTC)

The next CTC meeting is scheduled for June 14th from 9:30-11:00 a.m. at 925 Main Street in Half Moon Bay.

B. AGENCY

Barbara reported that agencies have not met since the last PCC meeting.

C. ERC

Mike said there is nothing to report
No meeting scheduled.

D. COMMISSION ON AGING (COA)

Sandra reported that the COA met yesterday. The meeting mainly stressed that all the committees complete their goals and action items. The New Beginning Coalition meeting is scheduled on April 17th, from 9:00 a.m. -11:00 am, in Room 100 at the Health System building at 225 37th Avenue. Goals for the Transportation Committee: 1. To improve the Redi-Wheels eligibility process for short and long terms use. 2. Develop a survey for organizations who received funds from Aging and Adult Services, to provide transportation services to seniors and people with disabilities for San Mateo County, and to determine their satisfaction and issues. 3. To access the current on-demand services available to seniors in San Mateo County.

Judy mentioned that she was involved in an incident where she was separated from her wheelchair. In order to retrieve her wheelchair she was required to pay an additional \$42.00. Tina reported that customers might contact the wheelchair manufacturers who have picked up the wheelchairs in the past. Tina said that Redi-Wheels transports people in wheelchairs but they do not transport wheelchairs without their owners.

Mike added that the "SamTrans' Mobility Plan for Seniors and People with Disabilities" Stakeholders meeting is on Friday, April 13th from 10:00 a.m.-12:00 p.m. at the SamTrans 2nd Floor Auditorium.

E. COMMISSION ON DISABILITIES (COD)

Ben reported that the COD has developed a Transportation Committee. The first meeting will be April 11, 2018

F. CENTER FOR THE INDEPENDENCE OF INDIVIDUALS WITH DISABILITIES (CID)

Ben said the CID has scheduled the *Transition to Independence* event for October 20th. This year it will be at Mills High School.

They are planning an IHSS forum or town hall style event which was originally scheduled for June. The schedule date for this event will be determined.

Ben is working on Emergency Preparedness presentations on April 24th at the Menlo Park Senior Center at 110 Terminal Ave., Menlo Park, CA 94025 from 1:30 p.m.- 4:30 p.m. CID is planning another Emergency Preparedness event in the Fall/Winter months.

OTHER BUSINESS

Sandra said that the new Medicare cards are being sent out. Sandra indicated as a FYI to be aware of any scams.

John Sanderson said he will be leaving the District as of Friday. He will be moving on to Solano County.

Barbara mentioned that The New Beginning Coalition survey might be added to our website in order to get more response. Lorna will contact Cristina Ugaitafa to see if that would be possible.

The New Beginning Coalition is scheduled to meet on April 17th, from 9:00 a.m. - 11:00 a.m., in Room 100 at the Health System building at 225 37th Avenue

Aki asked whether we need to expand membership as a goal. It was stated that the PCC can increase to 21 members legally.

The next PAL and PCC meetings will be held on Tuesday, May 8, 2018. 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 at 4:30 p.m.

**SAN MATEO COUNTY
PCC POLICY-ADVOCACY-LEGISLATIVE
(PAL) COMMITTEE**

**MEETING MINUTES
1:30 p.m. - 2:30 p.m.
April 10, 2018**

ATTENDANCE: Members Present: Mike Levinson, Chair; Dinae Cruise, Vice-Chair; Sammi (Wilhelmina) Riley, Consumer; Tina Dubost, SamTrans; Sandra Lang, COA; Benjamin McMullan, Center for Independence of Individuals with Disabilities (CID); Alex Madrid, CID; Aki Eejima, Consumer;

GUESTS: Richard Weiner, Nelson-Nygaard; Lorna Rodriguez-Wong, PCC Staff; Mark Weinstein, First Transit; Henry Silvas, SamTrans; John Sanderson, SamTrans; Jessica Epstein, SamTrans;

WELCOME:

Mike called the meeting to order at 1:40 p.m. and welcomed all to the PAL meeting.

MARCH PAL MINUTES:

Dinae Cruise motioned to approve the March meeting minutes and Sammi Riley seconded the motion. The minutes were approved without changes.

FORM A SUBCOMMITTEE TO FINALIZE THE NAME AND FUNCTION CHANGE FOR PAL BYLAWS:

No updates presented. Sandra and Mike suggested this ad hoc committee meet during the lunch break May 8th between the PAL and PCC meeting.

LEGISLATIVE UPDATE:

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Jessica anticipated that the updated *Get Us Moving* website might be ready by the next Stakeholders Advisory Group (SAG) meeting. She indicated that the website should be more interactive in determining consumers' transit issues. Alex asked for how long the sales tax would be in effect. Jessica said that the ½ cent sales tax would be in effect for 30 years.

LOCAL ADVOCACY ISSUES—OPEN DISCUSSION:

Mike brought up a paratransit problem that he had experienced that day. He was on his way for a pick-up and his 5 minute call came in to his home phone to tell him that his driver was on the way. Within a 5 minute window, Mike explained that he may have a number of obstacles to avoid before he gets to his meeting spot. He does not feel it is unreasonable that if the dispatcher calls his home phone and they get the answering machine, that they should call the cell phone. Tina said that standard policy for the IVR automated system is if they call the home phone and get an answering machine, they have made contact with the customer. Mike wanted to make it clear that this is not the IVR issue. The 5 minute call is usually made by a live dispatcher who is in contact with the driver. Mike said that all attempts should be made to make the connection and not claim a "no-show." The 5 minute call is made by the dispatcher who can call the cell phone to see what delay the customer might be experiencing.

Mark Weinstein said he would follow-up to see what the procedure or process is used for contacting the customer. He will respond with feedback on the process. If for some reason, they cannot add in the second call, he will inform the committee.

Alex asked if the IVR calls are automatic and Tina confirmed that they are. John followed up that the default is for all ride reminder calls go through the IVR, but a customer can request no reminder calls at all.

Sandra and Mike provided an update on the March 14th SAG meeting. The group was separated into different funding groups to discuss needs for projects. The projects were categorized based on the feedback from the project contractors from the Technical Advisory Group (TAG) group. A percentage of funding and the priority were given to a project. The breakout SAG groups were tasked to determine whether to increase or decrease the percentage to each project and/or change the priority.

Discussion continued regarding the Caltrain and SamTrans deficits. Tina commented that SamTrans has received a number of capital grants for capital expenditures. When the vehicles have reached the end of service, SamTrans needs to be able to have the capital funds to purchase and maintain the vehicles.

OTHER BUSINESS:

The PCC will meet today from 3:00-4:30 p.m.

The next PAL meeting is scheduled for Tuesday, May 8, 2018 from 11:30 p.m. to 12:30 p.m.

The meeting adjourned at 2:30 p.m.

SAN MATEO COUNTY TRANSIT DISTRICT CITIZENS ADVISORY COMMITTEE - ROSTER MAY 2018

	<u>Expires 4/23 & Appoint.</u>	<u>Represents</u>
Appenrodt, Steve	2020 4/23	Multimodal Riders
Baker, John	2020 4/17, 12/14	Bus Riders
Barnes, Andrew	2020 4/17	Community Riders
Buzbee, Michelle	2020 12/16	Multimodal Riders
Galisatus, Jason	2020 4/17	Multimodal Riders
Gomez, Bob	2020 4/15, 4/14* (partial)	Community Riders
Juarez, Allie	2020 4/17	Bus Riders
Koya, Sonny	2020 4/17, 4/14, 4/11	Bus Riders
Lacsamana, Nancy	2021 4/23	Bus Riders
Lewis, Michelle	2021 4/23	Bus Riders
Liu, Frank	2019 4/17, 4/16	Community Riders
Pico, Richard	2019 4/23	Multimodal Riders
Surles, Renita	2019 4/23	Bus Riders
Wilson, Geraldine	2019 4/16	Bus Riders

May 30, 2018 CAC SamTrans Meeting Report.

Public Comment – Peter Ratto, a member of the Board of Directors for SamTrans welcomed the new members of the SamTrans CAC.

The SamTrans Citizens Advisory Committee welcomed five new members; Steve Appenrodt, Nancy Lacsamana, Michelle Lewis, Richard Pico and Renita Surles.

Ms. Jessica Epstein, Government & Community Affairs Officer, discussed the latest on the Get Us Moving (GUM) project. Ms. Epstein gave the new ST CAC members a quick background on GUM. This included an online survey where the public listed the top 5 potential priorities from 12. From the five, a list of budget categories was created and people were asked online if they had \$2.4 billion how would they spend it on transit.

A draft of the updated GUM plan will go before the SamTrans Board at their June 6th meeting. ST CAC members were encouraged to attend. The updated GUM plan will be discussed in greater detail at the June 27 ST CAC meeting.

There will be multiple different funding categories with either exact percent or percentage range proposed. It will be up to Board to decide if the percentages are right or needs adjustments. The plan is to go back to the Board on July 11th for final adoption and will also go to the Board of Supervisors.

Prior to the meeting, new ST CAC members were given the Get Us Moving Phase 2 handouts from a meeting a few months ago as background information.

Margo Ross, Director of Bus Transportation gave a presentation on the status of SamTrans ECR Rapid. Currently, the regular ECR route that goes from Daly City to Palo Alto has been plagued by low operating speeds and poor on-time performance. Above all, the route is losing ridership at a faster rate than the system as a whole. With ECR Rapid, the plan is to have limited stops from Daly City to Redwood City. The bus will run during peak hours both morning and night and will not have all-night service. The committee was overall pleased with Ms. Ross' presentation and believe the ECR Rapid route will be a great benefit for bus riders.

The committee discussed the possibility of forming a subcommittee to see how they can be better engaged in the community. Majority of committee members agreed there should be a subcommittee. There plans to be a vote on having a subcommittee for the next agenda.

There was also discussion on having a CAC retreat. Most committee members agreed a retreat would be an opportunity to get to know each other better. There plans to be a vote on having on CAC retreats for the next agenda.

The next SamTrans CAC meeting will be held on June 27, 2018.

**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: ADA PARATRANSIT**

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 ADA Paratransit.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Staff will report on Paratransit ridership, on-time performance, and highlight the Paratransit vehicle fleet.

This month's presentation will be presented via PowerPoint.

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



Mobility Management: Paratransit Service

Community Relations Committee
June 6, 2018
Agenda Item 6

San Mateo



ADA Paratransit Service



- Ridership
- Registrants
- Operating & service statistics
- New vehicles
- Taxi Program
- Purpose of Trips
- Summary



Monthly Ridership

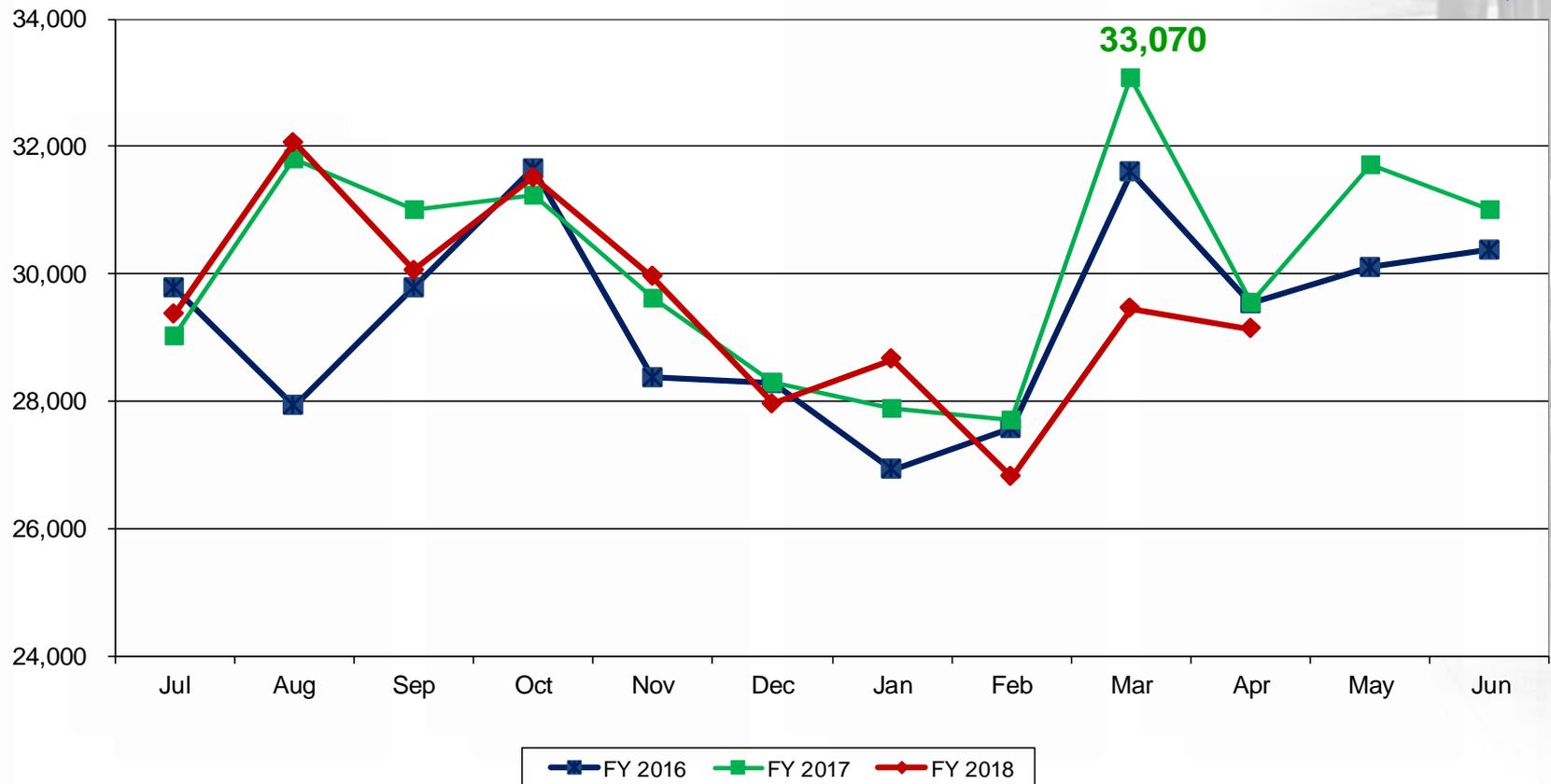


Total Trips per Year

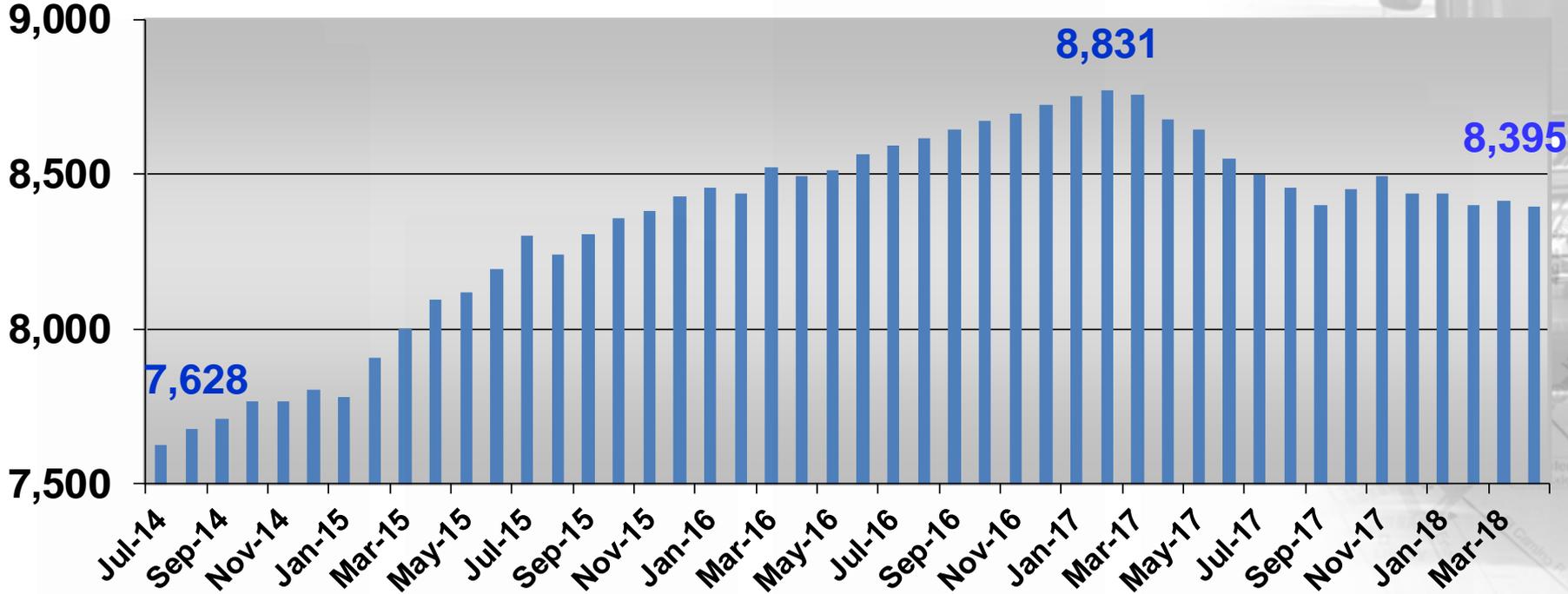
FY2015 329,040

FY2016 351,910

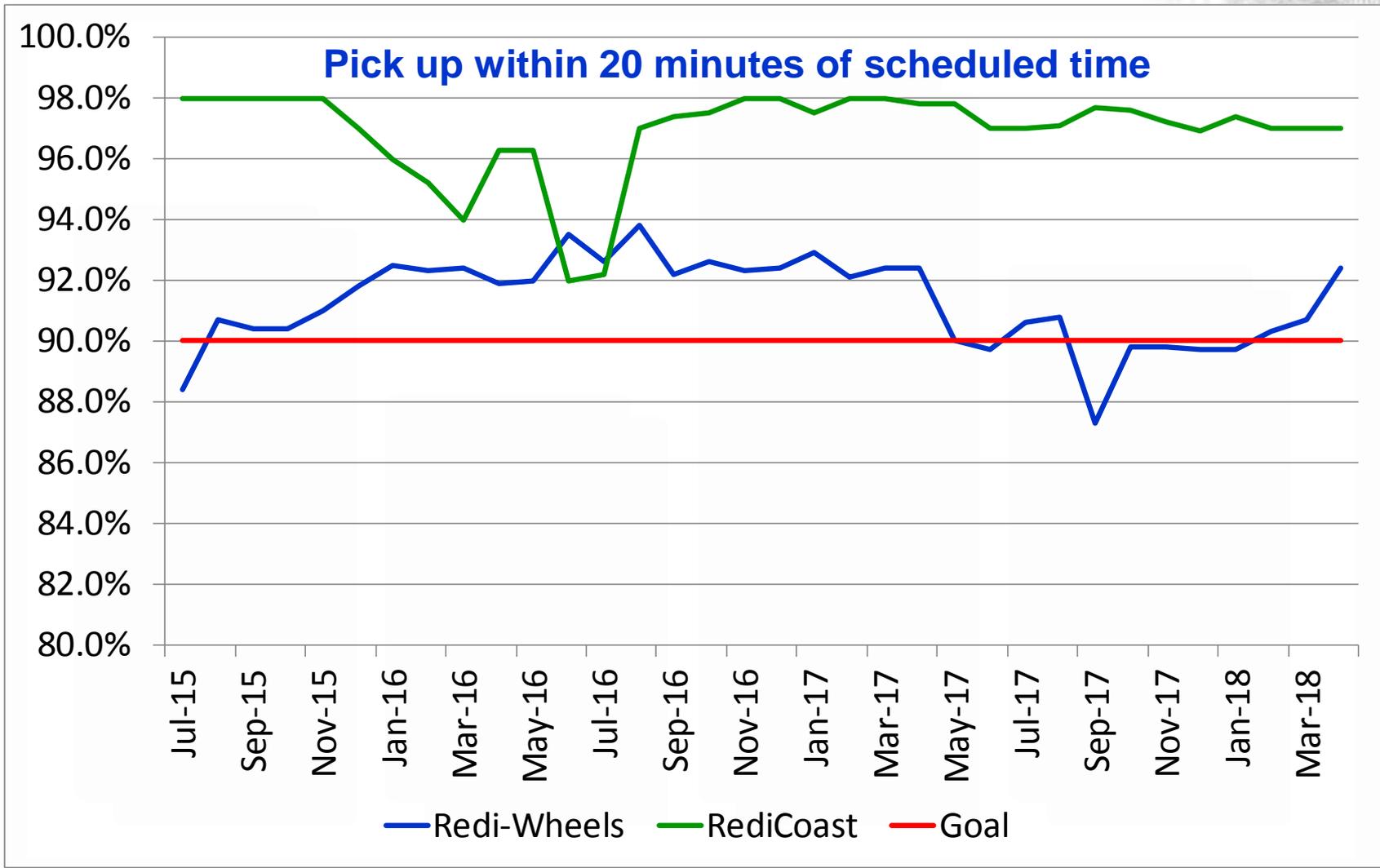
FY2017 361,960



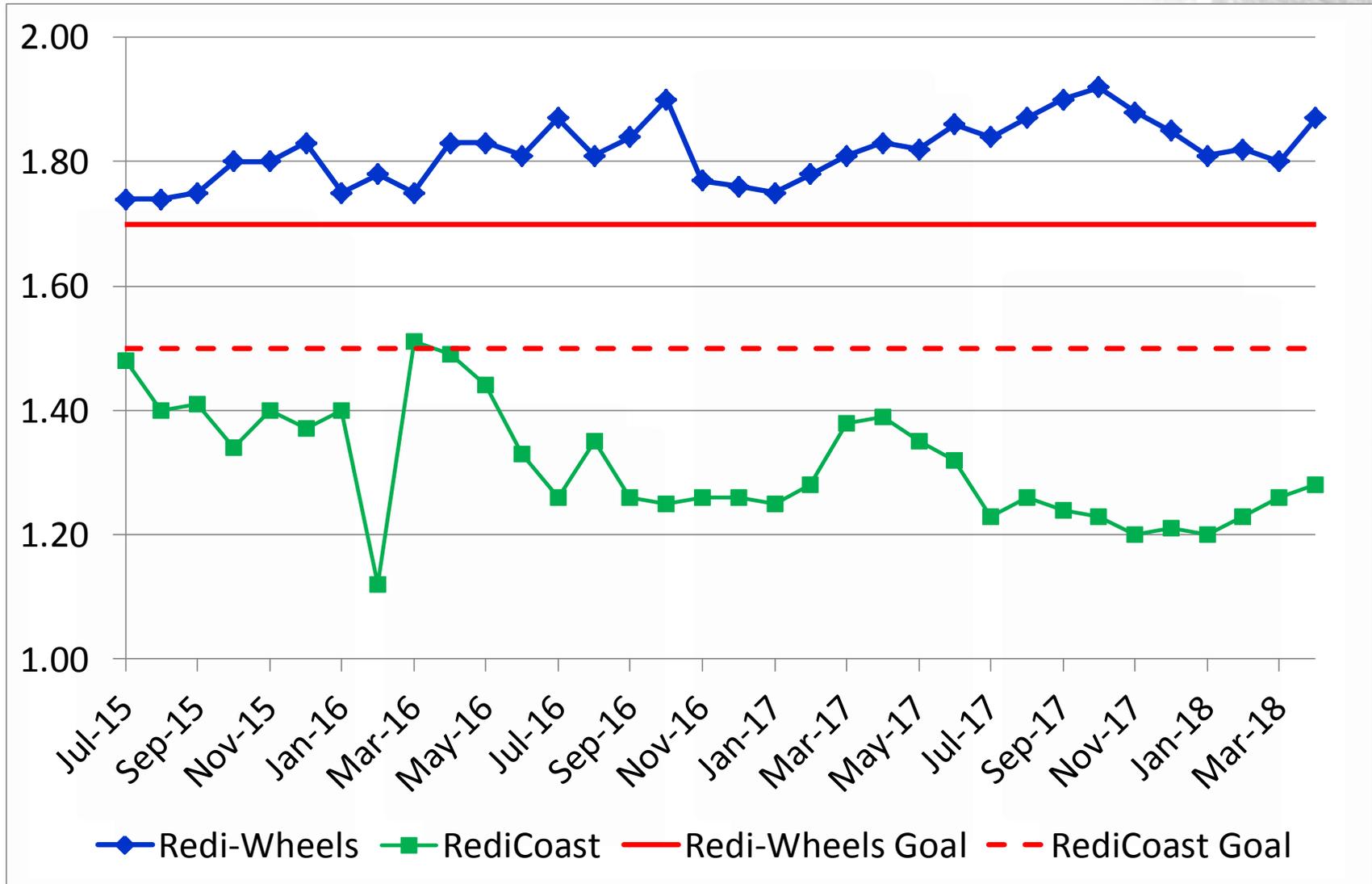
Registrants



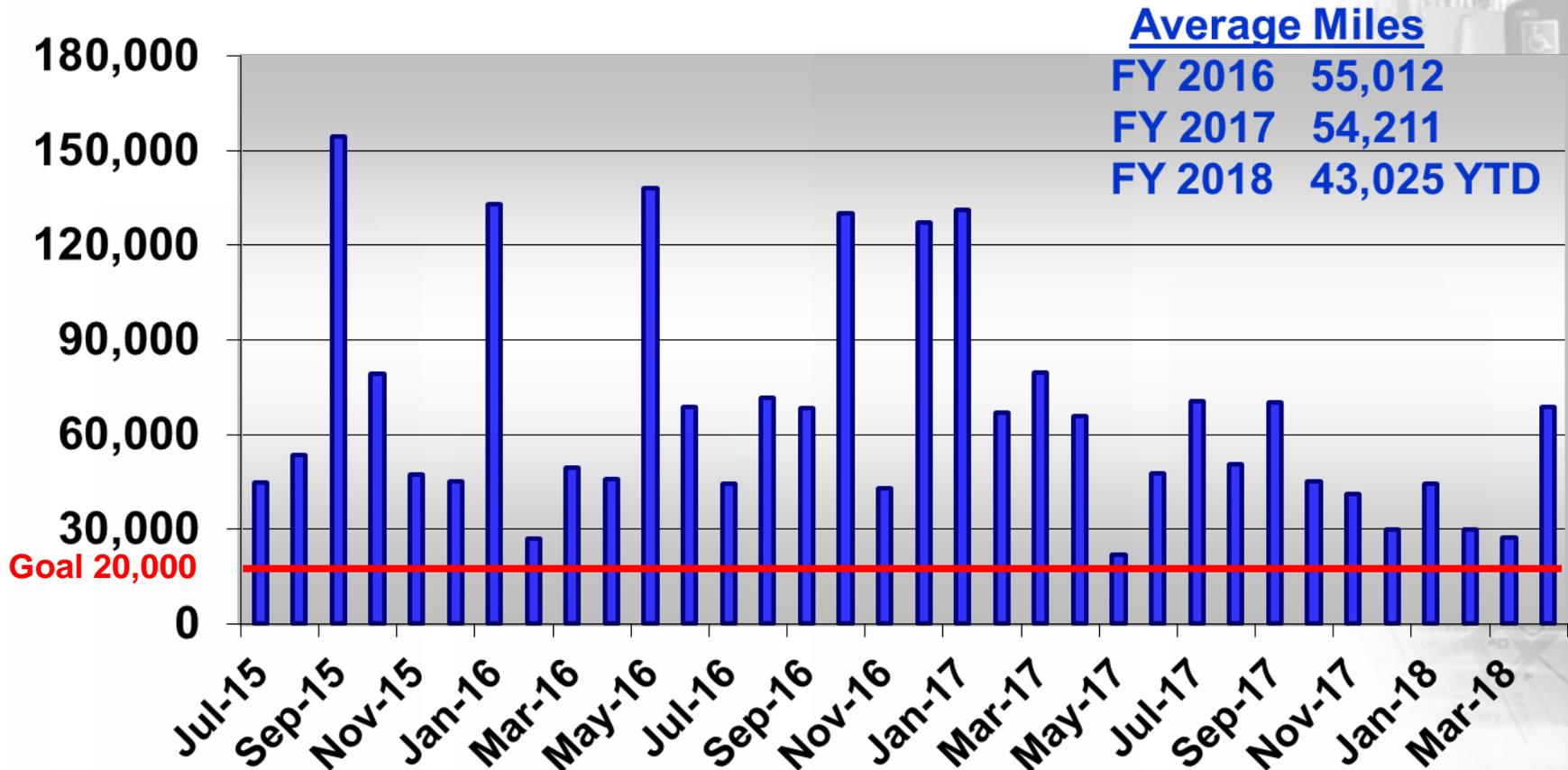
On-time Performance



Passengers Per Hour



Fleet Reliability

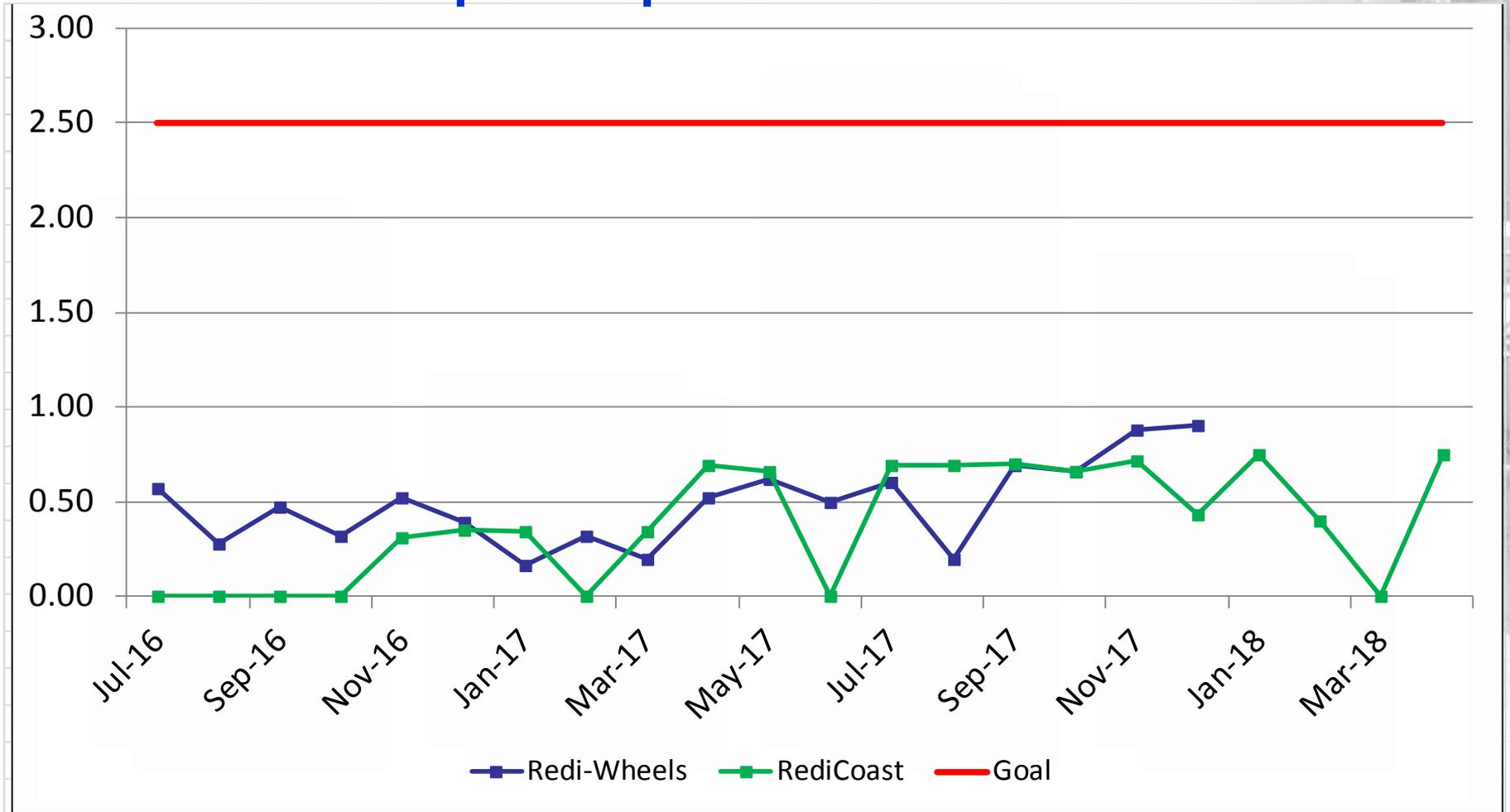


■ Average Miles Between Service Calls

Service Complaints



Complaints per thousand rides



New Vehicles



Three expansion Cutaway buses

- Delivered May 3, 2018
- In service mid-June
- Seat capacity 9
- Wheel chair capacity 3



Pilot/experimental Taxi Program being developed for seniors and people with disabilities

- **Funded by a Federal grant**
- **San Carlos, Redwood City and North Fair Oaks**
- **Same day service**
- **RTC cardholder or age 65+**
- **Not a Paratransit program**
- **Fare structure to be determined**
- **Number of trips may be limited**
- **Other parameters may be identified during development**



Purpose of Trips

The logo for samTrans, featuring the text "samTrans" in a sans-serif font. The "a" and "m" are lowercase, while "s", "T", and "r" are uppercase. Below the text is a horizontal bar divided into three segments: a red segment on the left, a white segment in the middle, and a blue segment on the right.

	<u>2015*</u>	<u>2017*</u>	<u>Trips 2017</u>
Medical related	64%	58%	209,940
Errands (including drug store)	12%	17%	61,530
Recreational & worship	11%	14%	50,670
Work & School	4%	3%	10,860
Other	9%	8%	<u>28,960</u>
Total Trips			361,960

* Percentages based on SamTrans Paratransit Customer Surveys

- **Ridership is stable**
- **Number of registrants has leveled off**
- **Service quality is excellent**
 - **OTP**
 - **Vehicle reliability**
 - **Zero denials**
- **Customer satisfaction is very high, complaint rate is low**
- **Vehicle fleet is being expanded**
- **New Taxi Voucher Program**
- **Paratransit service is vital to the community**



**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **DASHBOARD REPORT: JANUARY– MARCH 2018**

ACTION

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

SIGNIFICANCE

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

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Staff will report on ridership, safety, quality of service, and comparative economic data for the quarter January-March 2018.

STRATEGIC INITIATIVE

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

This month's presentation will be presented via PDF.

Prepared by: Ryan Cruz, Scheduler Planner

650-508-6479



2018 SamTrans Service Statistics

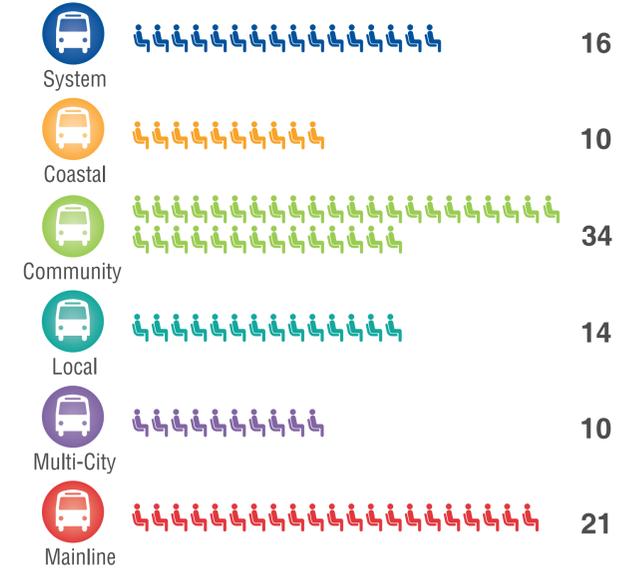
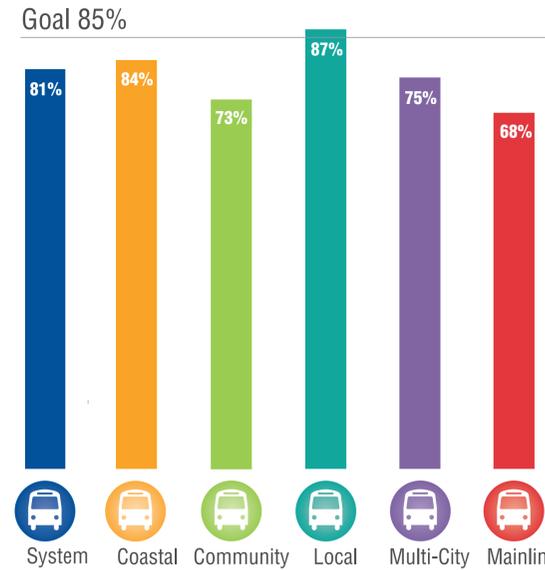
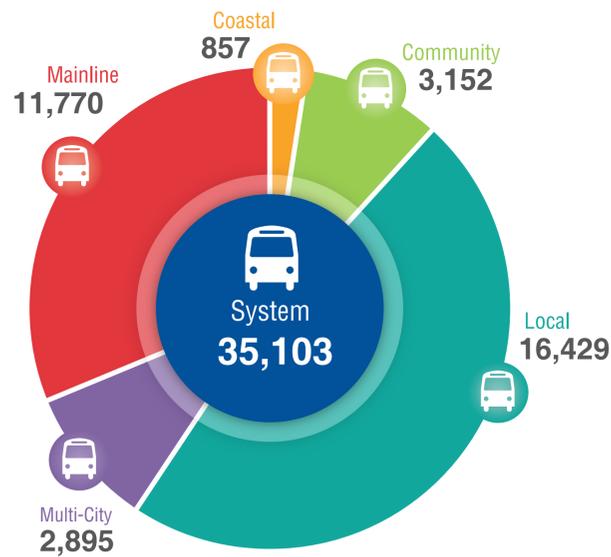
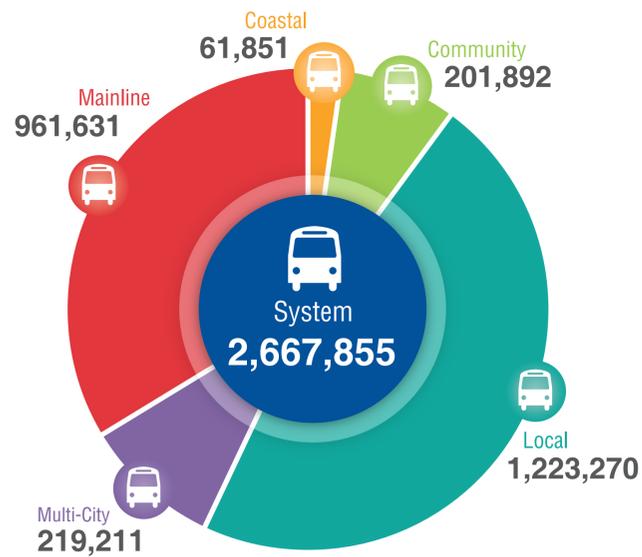
Quarterly Report (Jan-March)

TOTAL PASSENGERS

AVERAGE WEEKDAY RIDERSHIP

WEEKDAY ON-TIME PERFORMANCE

WEEKDAY PASSENGERS/VEHICLE REVENUE HOUR



Coastal: Routes serving the coast community – from Half Moon Bay to Pacifica. (Routes 16, 17, FLXP...)
Community: Infrequent, community-specific routes which do not operate during off-peak hours. (Routes 11, 43, 58 etc...)
Local: Routes designed to carry passengers between major passenger hubs, employment centers, and residential neighborhoods. (Routes 110, 120, 250, 280, etc...)

Multi-City: Routes serving multiple cities, including some offering express or late-night service. (Routes 295, 398, KX, etc...)
Mainline: Long-distance routes serving significant portions of the county, generally at higher frequency. (Routes 292 & ECR)

TOTAL MILES TRAVELED

PREVENTABLE ACCIDENTS

MILES BETWEEN PREVENTABLE ACCIDENTS

SERVICE CALLS

MILES BETWEEN SERVICE CALLS



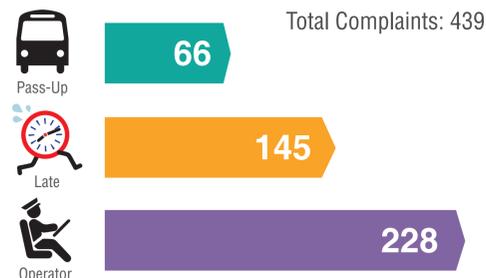
DID NOT OPERATE

DID NOT OPERATE/100,000 TRIPS

TOP 3 COMPLAINTS

COMPLAINTS/100,000 BOARDINGS

FAREBOX RECOVERY RATIO



**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **MULTIMODAL RIDERSHIP REPORT – APRIL 2018**

ACTION

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

SIGNIFICANCE

Average weekday ridership across all modes experienced a very small decrease of -0.5 percent. Average weekday ridership for Bus (-5.7%), Paratransit (-4.8%), Shuttles (-2.6%) and BART (-0.6%) experienced ridership loses; however, Caltrain grew its average weekday ridership by 3.5 percent. Overall, the system monthly ridership increased by +0.8% in April 2018 compared to April 2017.

Table "A" summarizes the average weekday ridership (AWR) statistics for all modes of transportation for which SamTrans is responsible. Chart "A" features year-to-date comparisons of AWR for Fiscal Year (FY) 2016, FY2017, and FY2018.

Table "B" summarizes the total monthly ridership figures for all SamTrans transportation modes. Chart "B" features total ridership year-to-date for FY2016, FY2017, and FY2018. Tables "A" and "B" also provide the corresponding data for the Bay Area Rapid Transit (BART) 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.

Table "D" details total and average daily ridership by day type (i.e. Weekdays, Weekends, and Holidays).

Table "E" provides additional information regarding SamTrans performance standards, including Average Weekday Ridership, On-Time Performance, and Token Usage (adult and youth).

AVERAGE WEEKDAY RIDERSHIP – APRIL 2018 COMPARED TO APRIL 2017

Grand Total – 157,200 a decrease of 0.5 percent

Bus – 35,670, a decrease of 5.7 percent

Paratransit – 1,200, a decrease of 4.8 percent

Shuttles – 12,020 a decrease of 2.6 percent

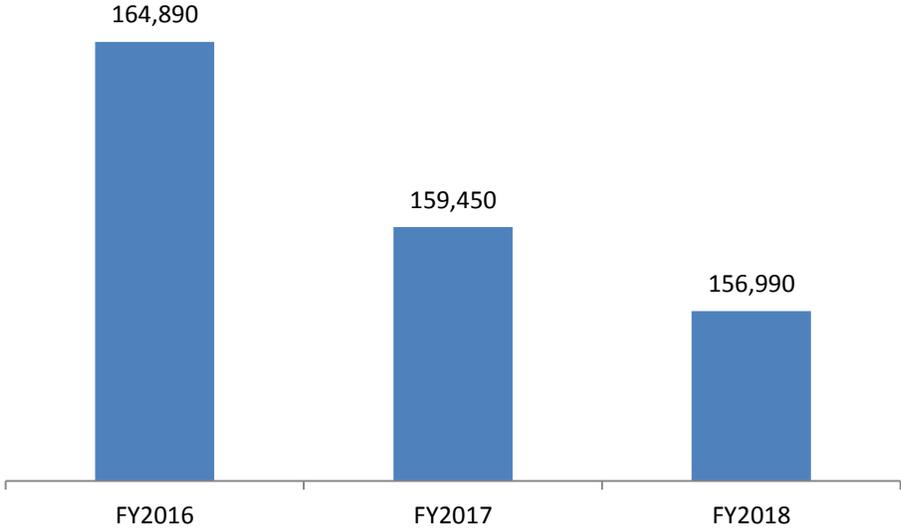
Caltrain – 62,190, an increase of 3.5 percent

**Table A
Average Weekday Ridership**

April 2018 Average Weekday Ridership				Percent Change FY2016/2017
Mode	FY2016	FY2017	FY2018	
Bus	41,690	37,820	35,670	-5.7%
Paratransit	1,240	1,260	1,200	-4.8%
Shuttles	12,720	12,340	12,020	-2.6%
Caltrain	59,380	60,100	62,190	3.5%
Total	115,020	111,520	111,080	-0.4%
BART Extension (No Daly City)	49,750	46,420	46,120	-0.6%
Grand Total	164,760	157,940	157,200	-0.5%
Weekdays	21	20	21	

April 2018 Year-to-date				Percent Change FY2016/2017
Mode	FY2016	FY2017	FY2018	
Bus	42,080	38,930	36,630	-5.9%
Paratransit	1,200	1,220	1,210	-0.8%
Shuttles	11,750	12,250	11,740	-4.2%
Caltrain	59,140	58,450	60,370	3.3%
Total	114,170	110,860	109,950	-0.8%
BART Extension (No Daly City)	50,720	48,600	47,040	-3.2%
Grand Total	164,890	159,450	156,990	-1.5%

Chart A
Grand Total Average Weekday Ridership (FYTD)



MONTHLY TOTAL RIDERSHIP – APRIL 2018 COMPARED TO APRIL 2017

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 April for the past three fiscal years.

Grand Total – 3,904,770 an increase of 0.8 percent

Bus – 897,250, a decrease of 3.8 percent

Paratransit – 29,140, a decrease of 1.4 percent

Shuttles – 252,860 an increase of 3.2 percent

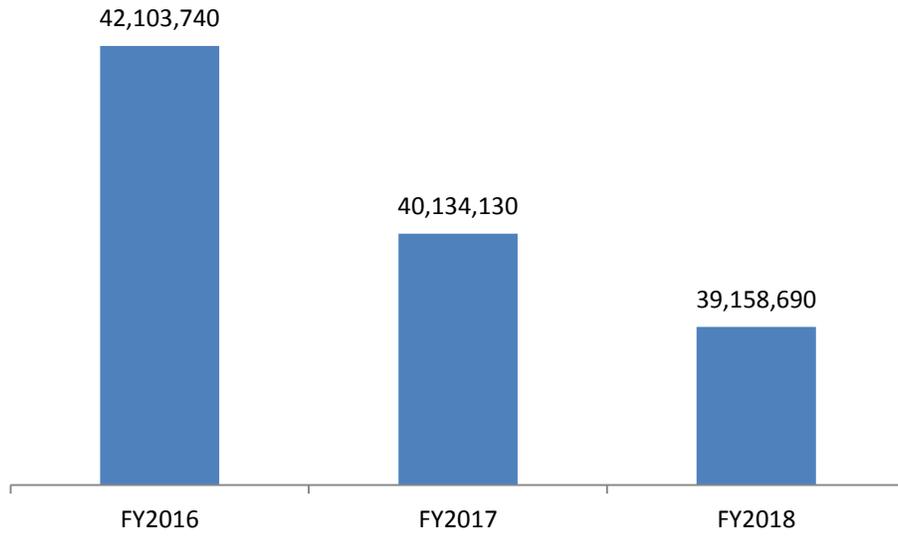
Caltrain – 1,593,730, an increase of 3.3 percent

**Table B
Total Monthly Ridership**

April 2018 Total Monthly Ridership				Percent Change
Mode	FY2016	FY2017	FY2018	FY2016/2017
Bus	1,049,850	932,940	897,250	-3.8%
Paratransit	29,540	29,550	29,140	-1.4%
Shuttles	271,430	244,910	252,860	3.2%
Caltrain	1,555,300	1,543,000	1,593,730	3.3%
Total	2,906,110	2,750,390	2,772,980	0.8%
BART Extension (No Daly City)	1,237,080	1,123,450	1,131,790	0.7%
Grand Total	4,143,190	3,873,840	3,904,770	0.8%
Weekdays	21	20	21	

April 2018 Year-to-date				Percent Change
Mode	FY2016	FY2017	FY2018	FY2016/2017
Bus	10,756,300	9,866,220	9,300,060	-5.7%
Paratransit	290,730	298,650	294,990	-1.2%
Shuttles	2,527,860	2,586,720	2,488,530	-3.8%
Caltrain	15,717,080	15,382,530	15,600,430	1.4%
Total	29,291,970	28,134,120	27,684,010	-1.6%
BART Extension (No Daly City)	12,811,770	12,000,010	11,474,680	-4.4%
Grand Total	42,103,740	40,134,130	39,158,690	-2.4%

Chart B
Grand Total Ridership (FYTD)



The following summaries illustrate the number of riders by fare category and by day type for the month of April 2018. These numbers do not include Dumbarton ridership and rural On-Demand service previously reflected under the Paratransit ridership.

**Table C
Bus Riders by Fare Category**

Fare Category	Weekday	Saturday	Sunday	Holiday	Total
Adult Cash	109,322	14,266	14,708	-	138,297
Adult Pass	385,740	38,298	37,005	-	461,043
Youth Cash	106,347	6,300	5,710	-	118,357
Youth Pass	34,683	1,669	1,264	-	37,616
Eligible Discount	109,674	14,405	14,600	-	138,678
Total	745,766	74,938	73,288	-	893,992

	April 2016	April 2017	April 2018	2018 Calendar Year-to-Date
Adult Cash	200,207	157,174	138,297	551,344
Adult Pass	512,735	468,586	461,043	1,826,670
Youth Cash	136,871	120,385	118,357	482,979
Youth Pass	52,580	42,706	37,616	160,895
Eligible Discount	143,664	141,040	138,678	544,331
Total	1,046,057	929,890	893,992	3,566,218

**Table D
SamTrans Bus Ridership Summary**

April 2018 SamTrans Ridership Summary		
By day type:	Total Riders	Average Daily Riders
Weekdays	745,766	35,513
Saturdays	74,938	18,735
Sundays	73,288	14,658
Holiday(s)	-	-
Total	893,992	29,800

**Table E
Bus Performance Standards**

		AWR*	OTP	Tokens	
				Adult	Youth
April	2017	36,672	82.83%	23,973	20,876
May	2017	40,439	81.18%	24,725	28,641
June	2017	34,596	81.07%	24,090	15,361
July	2017	32,293	82.20%	25,159	4,828
August	2017	36,201	79.33%	26,583	18,075
September	2017	44,590	78.38%	27,967	34,211
October	2017	40,861	80.14%	28,492	27,678
November	2017	37,807	79.72%	25,213	23,789
December	2017	35,258	78.90%	22,431	21,234
January	2018	34,180	81.47%	22,164	20,410
February	2018	36,263	78.69%	24,017	21,234
March	2018	35,985	79.55%	26,025	25,612
April	2018	35,513	80.57%	27,234	20,230

*AWR: Does not include Dumbarton ridership

PERFORMANCE CATEGORY DESCRIPTION

AWR (Average Weekday Ridership) - measures average ridership on a weekday basis for the month

OTP (On Time Performance) - sampling thousands of schedules in the system for late, early, and on-time arrival and departure

Tokens - total of Adult and Youth token usage for the month

SAMTRANS PROMOTIONS – APRIL 2018

Earth Day - In celebration of Earth Day and as a reminder to our communities of the District's commitment to sustainability, SamTrans buses displayed headsigns to read "Earth Day Every Day." Internal communication included organic social media and Peninsula Moves blog to help spread the word the week leading up to Earth Day on April 22.

Town Hall at South Base – As a way to engage more SamTrans central employees, Bus Operators and Maintenance employees, SamTrans held its quarterly town hall meeting remotely at the South Base facility. The meeting was streamed-live to Central employees and north base where they fielded questions from both locations. These venues will rotate on a quarterly basis between each base and central.

Partnerships – As a way to brand and promote ridership to fun events along the Peninsula, SamTrans partnered with the New Living Expo held at the San Mateo Event Center on Friday, April 27 – Sunday, April 29. As part of the agreement, SamTrans promoted the event on the go.samtrans main page, Peninsula Moves blog/news release, social media and ad cards placed on the bus. The SamTrans' logo was placed on all collateral materials, distributed at the event, and on Comcast Spotlight television spots.

SamTrans also collaborated with the San Francisco Flower & Garden Show held at the historic Cow Palace on Wednesday, April 4 – Sunday, April 8. As a partner, the event was promoted through social media, ad cards placed on the bus, highlighted on the go.samtrans.com site, and featured on Peninsula Moves blog/news release. The SamTrans' logo was also included on the SFGardenshow.com website and on the official printed event program.

SamTrans Social Media Analytics – In April, SamTrans promoted youth events like the OYE Youth Festival, Cañada College and College of San Mateo Connect to College events and the Skyline College Career Services Fair. On the service promotions, SamTrans promoted Redwood City Touch a Truck, New Living Expo, and Dream Machines. SamTrans issued several service notifications and continued its customary content of Instagram of the Week, contests, job openings and more. SamTrans also shared the 2018 JVC Bus Roadeo events, and our SamTrans' Operators and Maintenance employees of the year.

Policy and public affairs discussed Get Us Moving events and the survey. Other events included the following: GUM Earth Day Taste and Talk, TransForm 101 discussion, Proterra electric bus promotion, SB1 awards, SamTrans Fare Study Survey, and Silver Sustainability Award.

SamTrans Digital Metrics - April 2018



New Followers

+109

Apr 18 - 8729

Mar 18 - 8620

Top Tagged Issues

1. Delay

1. Dumbarton

3. General Complaint

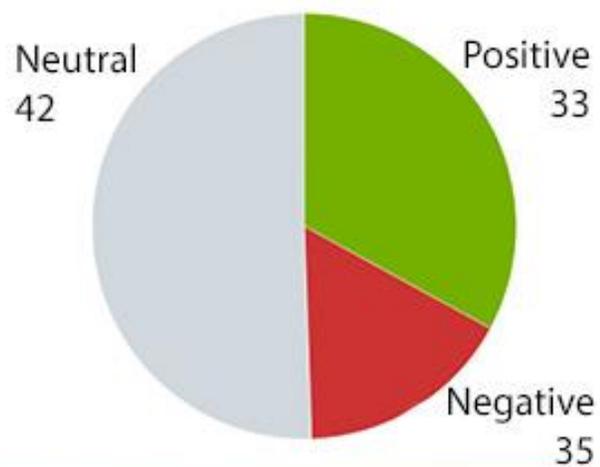
SamTrans.com Pageviews

Apr, 18 - 131,127

Mar, 18 - 135,969

Apr, 17 - 137,259

Social Sentiment



April Yelp & FB Rating



(1 April review)

Youth Marketing Outreach – The Marketing Outreach Coordinator has been hitting the pavement reaching out to schools, youth groups, colleges and other local event partners to promote, educate and have more visibility in our communities. For the month of April, outreach efforts continue to grow.

4/10 - Sent out the School Bell Survey to school administrative staff.

4/17 - Skyline College Career Fair (**150 attendees, 46 interactions**) – assisted by a Human Resources (HR) Representative, promote the Summer Youth Path (SYP) 2018, offered information to students about SMCTD careers, establish school contacts, provide existing route information, answer student/parent questions, worked with Jeremy Lipps and Haroon Malek with social post on Facebook, Twitter, and Instagram.

4/19 - Meeting with Dan Dobbins, Executive Transportation Officer, San Mateo High School District.

4/19 - Connect to College: College of San Mateo (CSM) (**200 attendees, 43 interactions**) – assisted by a Customer Service representative, promoted SYP 2018, established school

contacts, and provided existing route information, answered student/parent questions, gave away promotional items to students , and worked with Jeremy Lipps and Haroon Malek with social posts on Facebook, Twitter, and Instagram.

4/26 - Connect to College – Canada College **200 attendees, 86 interactions** – promoted SYP 2018, establish school contacts, and provided existing route information, answered student/parent questions, gave away promotional items to students, and worked with Jeremy Lipps and Haroon Malek with social posts on Facebook, Twitter, and Instagram.

4/26 - Send out Youth Mobility Newsletter #2.

4/28 - OYE – Cañada College **(200 attendees, 117 interactions)** – assisted by a Customer Service representative, promoted SYP 2018, established school contacts, and provided existing route information, answered student/parent questions, gave away promotional items to students, and worked with Jeremy Lipps and Haroon Malek with social posts on Facebook, Twitter, and Instagram.

Prepared by:	Alex Lam, Senior Planner	650-508-6227
	Jeremy Lipps, Social Media Officer	650-508-7845
	James Namba, Marketing Specialist	650-508-7924
	Christina Contreras, Marketing Outreach Coordinator	650-508-7763



A G E N D A

**FINANCE COMMITTEE
COMMITTEE OF THE WHOLE**

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

WEDNESDAY, JUNE 6, 2018 – 2:45 p.m.

or immediately following previous Committee meeting

1. Call to Order

ACTION

2. Approval of Minutes of Finance Committee Meeting of May 2, 2018
3. Approval of FY 2019 Insurance Program
4. Approval of Adoption of California Uniform Public Construction Cost Accounting Act (CUPCAA)
5. Approval of Award of Contracts for On-call Market Research and Survey Services
6. Approval of Revised Advertising Policy
7. Approval of Adoption of Fiscal Year 2018-19 Operating & Capital Budgets
8. Approval of Declaring an Emergency for the Replacement of Main Boiler Flue at Central Facility and Ratifying an Emergency Purchase Order to MTECH in the Amount of \$17,922
9. Adjourn

Committee Members: Karyl Matsumoto, Rose Guilbault, Dave Pine

NOTE:

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

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

**MINUTES OF FINANCE COMMITTEE MEETING /
COMMITTEE OF THE WHOLE
MAY 2, 2018**

Committee Members Present: K. Matsumoto (Committee Chair), R. Guilbault, D. Pine

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: J. Gee, C. Groom, Z. Kersteen-Tucker, J. Powell, P. Ratto, C. Stone

Staff Present: J. Hartnett, C. Mau, J. Cassman, A. Chan, S. Murphy, C. Fromson, D. Hansel, C. Boland, T. Dubost, D. Olmeda, C. Gumpal, J. Brook

CALL TO ORDER

Committee Chair Matsumoto called the meeting to order at 3:05 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF APRIL 4, 2018

Motion/Second: Powell/Ratto

Ayes: Gee, Groom, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Abstention: Kersteen-Tucker

Absent: None

APPROVAL OF EXECUTION OF AN AMENDMENT TO THE FUNDING AGREEMENT WITH THE COUNTY OF SAN MATEO FOR THE ALLOCATION OF \$6.25 MILLION TO SAMTRANS FOR FISCAL YEARS 2018 AND 2019

Ladi Millard-Olmeda, Director of Budgets and Financial Analysis, outlined the purpose of the budget amendment, which benefits services for riders with disabilities.

Resolution No. 2018-18

Motion/Second: Gee/Powell

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

Absent: None

PRESENTATION OF PRELIMINARY FISCAL YEAR 2018-19 OPERATING AND CAPITAL BUDGETS

Derek Hansel, Chief Financial Officer, provided a detailed presentation on the preliminary budgets and noted that the final budgets would be presented for adoption at the June 6 meeting.

Director Gee noted that currently over 80 percent of revenues come from sales tax but that the upward trend is unlikely to continue in the near future. He requested that Mr. Hansel provide a presentation of an expanded forecast of state and local sales tax revenue at the June meeting when the FY 2019 budgets will be formally adopted. Director Gee also requested that the final presentation address the \$21 million-per-year cost of debt service for prior debt being carried by the District and address the assumptions and risks built into the

budgets. He requested a five-year capital improvement plan including deferred maintenance and workplace security upgrades. Lastly he requested to see what is required for the District to achieve a balanced budget.

Director Powell requested information about the impact of a potential sales tax down cycle.

ADJOURN

The meeting adjourned at 3:36 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6279 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT
Revised 6-4-2018**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **APPROVAL AND RATIFICATION OF THE FISCAL YEAR 2019 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, USI Insurance Services, for Fiscal Year (FY) 2019, at a total premium cost of \$2,~~12,021,081,970~~ inclusive of the following:

1. Maintain a self-insured retention for the District in the amount of \$1 million;
2. Excess Liability insurance with a total limit of \$100 million, which includes Public Official's Liability coverage, at an annual premium of \$1,~~251,220,044,993~~;
3. Employment Practices Legal Liability policy with a total limit of \$5 million and an annual premium of \$118,919;
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 \$641,954; and
5. Property insurance for the Dumbarton Rail Bridge at a \$5 million limit for an annual premium of \$100,104.

SIGNIFICANCE

Despite 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 FY2019 total insurance premium increased ~~5.399.3~~ percent over last year's premium. ~~However, despite~~This includes coverage for environmental liability, which we pay for every three years, and coverage for the Dumbarton Rail Bridge [which was previously paid for by the San Mateo County Transportation Authority (SMCTA)]. In the face of market pressure to increase retentions on the bus liability program, the District was able to maintain a \$1 million self-insured retention per occurrence. This retention is a key factor in the District's risk management program and is integrated into contract insurance

requirements for vendors and other District activities. Below is an overview of the District's FY2018 and FY2019 premiums:

<u>Program</u>	<u>Conditions</u>	<u>FY2018 Premium</u>	<u>FY2019 Premium</u>
Liability, including: -Excess Liability -Public Officials Liability	\$100 million excess liability \$1 million self-insured retention	\$ 1,222,412	\$ 1,251,044,220,993
Employment Practices	\$5 million limit \$300,000 retention	\$ 108,108	\$ 118,919
Non-Liability	Various	\$ 574,423	\$ 587,224
Environmental Liability	\$5 million	--	\$ 54,730
Dumbarton Rail Bridge	\$5 million	\$ --	\$ 100,104
TOTALS		<u>\$1,904,943</u>	<u>\$2,112,021,081,970</u>

BUDGET IMPACT

Funds to underwrite the recommended program are included in the FY2019 Operating Budget proposed for adoption at this June 6 Board meeting.

BACKGROUND

Liability Program

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

Employment Practices

Employment practices liability coverage has a \$5 million limit with a self-insured retention of \$300,000. The District's insurer has paid a number claims for this coverage line, which caused the insurer to increase the retention and premiums.

Non-Liability Program

The District's non-liability program includes coverage for bus physical damage, property, boiler and machinery, public employees blanket bond and excess bond, business auto, environmental, cyber liability, fiduciary liability, and kidnap & ransom coverage.

Bus Physical Damage

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

Property

The total value of the District's insurable property increased 3 percent; property insurance premiums increased by the same amount for FY2019. The policy contains Boiler and Machinery coverage. The District's program also still contains flood insurance coverage.

Business Auto Insurance

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

Crime Insurance

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

Environmental

The District's environmental liability coverage is in the first 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 will be paid this year.

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.

Dumbarton Rail Bridge

Coverage for the Dumbarton Rail Bridge is on an actual cash value basis (not replacement cost) with a \$5 million limit, including coverage for fire, debris removal and collisions with ships. In prior years, both revenue and expense for the Dumbarton Rail have been reflected in the San Mateo County Transportation Authority budget. They are now fully addressed in the District's budget for FY2019.

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. 2018-
(Revised 6-4-2018)**

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

* * *

**APPROVING AND RATIFYING THE INSURANCE PROGRAM FOR
FISCAL YEAR 2019**

WHEREAS, the General Manager/CEO of the San Mateo County Transit District (District) has approved an insurance program for Fiscal Year (FY) 2019 with premiums totaling \$~~2,112,021~~2,081,970, the costs for which are included in the FY2019 Operating Budget; and

WHEREAS, in conjunction with the expiration of the District's existing insurance program on June 30, 2018, District staff renewed its insurance program for FY2019 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 \$~~1,251,044~~1,220,993;
3. Employment Practices Legal Liability policy with a total limit of \$5 million and an annual premium of \$118,919;
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 \$641,954; and
5. Property insurance for the Dumbarton Rail Bridge at a \$5 million limit for an annual premium of \$100,104.

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 FY2019, 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 FY2019, including the types of coverage, limits and premiums recited above.

Regularly passed and adopted this 6th day of June, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

Acting District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **ADOPTION OF THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING
ACT**

ACTION

Staff proposes that the Committee recommend the Board:

1. Adopt a Resolution to become subject to the Uniform Public Construction Cost Accounting Act.
2. Direct the General Manager/CEO, or his designee, to notify the State Controller's Office of this election.

SIGNIFICANCE

The Uniform Public Construction Cost Accounting Act (Act), enacted in 1983 under Public Contract Code Section 22000 et seq., allows local agencies to replace their statutory public works bidding thresholds with higher thresholds if the agencies (1) opt-in to the requirements of the Act and become subject to procedures adopted by the California Uniform Construction Cost Accounting Commission (Commission), (2) inform the State Controller's Office of such election, and (3) establish informal bidding procedures for public works contracts below the Act's formal bidding threshold.

Currently, the Act permits agencies to utilize informal bidding procedures for public works contracts under \$175,000, and negotiated contracts or purchase orders for public works contracts up to \$45,000. By contrast, the San Mateo County Transit District (District) currently is required to engage in formal bidding for public works contracts greater than \$10,000.

Becoming subject to the Act and using the resulting informal public works contracting methods will provide the District with administrative cost savings and streamlined project delivery, so that it can move more quickly to complete smaller projects. If the District elects to become subject to the Act, the Board of Directors will be asked, at a later meeting, to adopt an ordinance establishing the District's procedures for carrying

out informal solicitations in accordance with the Act, and to revise the District's existing Procurement Policy.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

The Commission has developed uniform public construction cost accounting procedures for implementation by local agencies in the performance of, or in the contracting for, public projects. Every five years the Commission considers whether there have been material changes in public construction costs and makes recommendations to the State Controller regarding adjustments to the bidding procedure monetary limits. Such a recommendation is currently under consideration by the Legislature, AB 2249 – Local Agency Contracting, seeks to increase the limits to \$60,000 for contracts by purchase order or negotiated contract and \$200,000 for public works let to contract by informal procedures.

The Commission consists of 14 members including a designated member of the Contractors' State License Board, seven members representing the public sector (counties, cities, school districts, and special districts), and six members representing the private sector (public works contractors and unions).

A range of cities, counties and special districts across the State have opted to become subject to the Act. Locally, these include, but are not limited to, the County of San Mateo, the San Mateo County Office of Education, the San Mateo County Community College District, the Redwood City School District, and the cities of San Carlos, Belmont, Half Moon Bay, South San Francisco, Brisbane, Daly City, Burlingame, Menlo Park and Pacifica.

The District is currently required to use a formal bidding process to solicit public works projects when the estimated cost exceeds \$10,000. This requires advertisement in a newspaper of general circulation, a pre-bid meeting, and award by the Board to the lowest bidder. This process can take four or more months to complete, and requires significant staff resources, even for relatively low-dollar value projects such as the following recent contracts:

<u>Project</u>	<u>Cost</u>
Central Roof Area Maintenance	\$24,000
Central Lobby Door ADA Operations Project	\$24,500
South Base Submersible Fuel Pump Replacement	\$58,000

On multiple occasions, the District has endeavored to secure higher bidding thresholds or other alternatives, most recently in 2016, when the District's effort to raise its \$10,000 public works bid limit through State legislation was unsuccessful. While contemplating another legislative attempt, staff took a comprehensive look at opting-in to the Act, building on analysis completed in 2016. A cross-functional group of District staff met with two of the Commission members to review the requirements and discuss how the

District could benefit from adopting the Act. This research indicated that adopting the Act would be an easier, smoother and faster alternative to seeking a legislative change. Staff contacted public agencies that have adopted the Act, such as the City of Milpitas, City of San Carlos, and Sonoma-Marín Area Rail Transit, to better understand the benefits and challenges associated with adoption and implementation of the Act. Subsequently, the staff working group unanimously agreed that the District would benefit from opting-in to the Act.

Adoption and implementation of the Act will allow the District to solicit and award public works projects at higher dollar limits than currently allowed by the District's Procurement Policy. The Act provides for alternative bidding procedures when an agency performs public works by contract, as follows:

- Public works projects of \$45,000 or less may be awarded by negotiated contract or by purchase order.
- Public works projects between \$45,000 and \$175,000 may be let to contract by the informal bidding procedures set forth in the Act.

These procurement methods provide public agencies with administrative cost savings and streamlined delivery of smaller projects. Non-federally funded public works projects of more than \$175,000 will continue to be procured through the District's current formal bidding procedures.

In order for the District to utilize the Act's procedures and bid limits, the Board must first adopt a resolution to become subject to the Act and it must send notice of such adoption to the State Controller's Office. Staff will then present a proposed ordinance establishing the District's procedures to award public works projects in accordance with the Act and to modify the Procurement Policy, Procurement Manual and other related documents as necessary.

To ensure the continued inclusion of Small Business Enterprise (SBE) contractors on small public works projects, revision of the current SBE Preference policy will be necessary. The current policy grants a five percent preference, up to \$50,000, for small business utilization on public works contracts valued in excess of \$10,000. Staff will present a plan for a Small Business Set-Aside approach for public works contracts valued at \$45,000 or less. From its preliminary review, staff anticipates that a Small Business Set-Aside will be, at a minimum, as advantageous for small businesses as the current SBE Preference Policy. Revision of the SBE Preference Policy will be brought to the Board for consideration at the same time as the proposed ordinance changing the District's procurement procedures.

STRATEGIC INITIATIVE

Priority 2 – Strengthen Fiscal Health

- Goal 3 – Implement existing and new best practices

Prepared by: Kevin Kelley, Contract Officer
Patrick May, Senior Contract Officer

650-622-7892
650-508-7732

RESOLUTION NO. 2018 -

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

*** * ***

**ELECTING TO BECOME SUBJECT TO THE UNIFORM PUBLIC CONSTRUCTION COST
ACCOUNTING PROCEDURES SET FORTH IN THE UNIFORM PUBLIC CONSTRUCTION
COST ACCOUNTING ACT AND DIRECTING STAFF TO
NOTIFY THE STATE CONTROLLER OF THIS ELECTION**

WHEREAS, California Public Contract Code Section 22000 et seq., the Uniform Public Construction Cost Accounting Act (the "Act"), establishes a uniform cost accounting standard for construction work contracted by local agencies; and

WHEREAS, the California Uniform Construction Cost Accounting Commission (the "Commission"), established under the Act, has developed uniform public construction cost accounting procedures for implementation by local public agencies in the contracting for construction of public projects; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board of Directors of the San Mateo County Transit District elect to become subject to the procedures set forth in the Act, and to the Commission's policies and procedures manual, as they each may be amended from time to time.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors (Board) of the San Mateo County Transit District elects, under California Public Contract Code Section 22030, to become subject to the Uniform Public Construction Cost Accounting Act, and to the California Uniform Construction Cost Accounting Commission's policies and procedures manual, as they each may be amended from time to time; and

BE IT FURTHER RESOLVED that the Board directs the General Manager/CEO or designee to notify the State Controller's Office of this election.

Regularly passed and adopted this 6th day of June, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

Acting District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

Seamus Murphy
Chief Communications Officer

SUBJECT: **AWARD OF CONTRACTS FOR ON-CALL MARKET RESEARCH AND SURVEY SERVICES**

ACTION

Staff proposes that the Committee recommend that the Board:

1. Award on-call, no guarantee contracts to Corey, Canapary & Galanis of San Francisco, California and EMC Research, Inc. of Oakland, California for an aggregate not-to-exceed amount of \$1,225,000 to provide market research and survey services for a five-year term at the hourly rates specified in each proposal.
2. Authorize the General Manager/CEO or his designee to execute a contract with each of the above firms in full conformity with the terms and conditions of the solicitation documents and in a form approved by legal counsel.

SIGNIFICANCE

Award of these contracts will provide the San Mateo County Transit District (District) with qualified on-call market research firms to conduct rider and non-rider research, ridership count projects, and passenger satisfaction surveys on a project-by-project basis.

The surveys will provide first-hand customer information on customer experience and on unmet mobility needs. This information will inform the District's Business Plan and accomplishment of the District's strategic initiatives.

BUDGET IMPACT

Funds to support the award of these contracts are included in the adopted Fiscal Year 2018 Operating Budget and will be included in future operating budgets.

BACKGROUND

The District issued a Request for Proposals (RFP) to provide Market Research and Survey Services as a joint solicitation with the Peninsula Corridor Joint Powers Board. The solicitation was advertised in a newspaper, and on the District's procurement website, and notices also were sent to interested proposers, small business enterprises (SBEs) and disadvantaged business enterprises (DBEs). The District received proposals from Corey, Canapary & Galanis and EMC Research, Inc.

An Evaluation Committee composed of qualified staff (Market Research Specialist, Strategic Planner, and Caltrain Principal Planner) reviewed and scored the proposals in accordance with the following criteria:

- | | |
|--|-------------|
| • Approach to Scope of Services | 0-20 points |
| • Qualifications and Experience of Firm | 0-25 points |
| • Qualifications and Experience of Key Personnel | 0-30 points |
| • Cost Proposal | 0-25 points |
| • Small Business Enterprise (SBE) Preference | 0-05 points |
| Total | 105 points |

After review, evaluation, and scoring of proposals, both firms were determined to be responsive, responsible and within the competitive range. Both firms are certified Small Businesses and both received the full five SBE preference points. No exceptions were taken to the agreement for services, financial reviews were satisfactory, and analyses of proposed costs were found to be competitive. As a result, it was determined that Corey, Canapary & Galanis and EMC Research, Inc. are qualified to be selected for contract award.

The firms possess the requisite experience and qualifications to successfully perform the scope of services defined in the solicitation documents, and are fully capable of providing the specified services at a fair and reasonable price.

During preparation of the RFP, internal stakeholders, Market Research & Development and Bus Planning, identified a need for additional market research services during the next five years including: the Triennial Systemwide Survey, the Annual Customer Satisfaction Survey, the Shuttle Survey, fare and service related surveys, focus groups, Market Segmentation, Paratransit Triennial Systemwide Survey, and other surveys based on required project needs. To accommodate this work, the aggregate contract value was increased from the current contract amount of \$610,000 for a five-year term. Based upon the projected volume of projects, staff determined it is in the District's best interest to award contracts to more than one firm. Work Directives will be issued on a project-by-project basis to one or both of the firms.

Three firms currently have contracts to provide market research and survey services: Corey, Canapary & Galanis, Dikita Enterprise, Inc., and EMC Research, Inc. These contracts expire on July 31, 2018.

STRATEGIC INITIATIVE

Priority 1 – Expand Mobility Options

- Goal 1 – Increase weekday fixed –route ridership by 15 percent
Actions: Service Enhancements
1-8: Conduct research on youth markets in order to develop a youth ridership strategy

Contract Officer: Ann Stroud

650-622-7893

Project Manager: Julian Jest, Market Research Specialist

650-508-6245

RESOLUTION NO. 2018-

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

* * *

**AWARDING CONTRACTS TO COREY, CANAPARY & GALANIS AND EMC RESEARCH, INC.
FOR PROVISION OF ON-CALL MARKET RESEARCH AND SURVEY SERVICES FOR A FIVE-YEAR
TERM FOR AN AGGREGATE NOT-TO-EXCEED AMOUNT OF \$1,225,000**

WHEREAS, the San Mateo County Transit District (District) issued a Request for Proposals (RFP) for market research and survey services; and

WHEREAS, in response to the RFP, the District received a total of two proposals; and

WHEREAS, the RFP included a preference for proposals with small business utilization, consistent with the District's Small Business Enterprise Program, for which both firms applied; and

WHEREAS, an Evaluation Committee (Committee) reviewed and evaluated the firms' proposals, scored and ranked the proposals according to the evaluation criteria set forth in the RFP, and determined that both firms were in the competitive range; and

WHEREAS, the Committee completed its evaluation process and determined that Corey, Canapary & Galanis of San Francisco, California and EMC Research, Inc. of Oakland, California possess the necessary qualifications and requisite experience to successfully perform the scope of services defined in the solicitation documents, and are capable of providing the specified services at fair and reasonable prices; and

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

WHEREAS, the General Manager/CEO recommends and the Finance Committee concurs, that the Board of Directors award contracts to Corey, Canapary & Galanis, and EMC Research, Inc. for market research and survey services for an aggregate not-to-exceed amount of \$1,225,000 for a five-year term.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors (Board) of the San Mateo County Transit District hereby awards contracts for market research and survey services to Corey, Canapary & Galanis and EMC Research, Inc. for a five-year term for an aggregate not-to-exceed amount of \$1,225,000; and

BE IT FURTHER RESOLVED the General Manager/CEO, or his designee, is authorized to execute contracts with Corey, Canapary & Galanis, and EMC Research, Inc. in full conformity with all of the terms and conditions of the RFP and agreement, and in a form approved by legal counsel.

Regularly passed and adopted this 6th day of June, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

Acting District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **ADOPTION OF REVISED ADVERTISING POLICY**

ACTION

Staff proposes the Committee recommend the Board adopt a revised Advertising Policy, which revisions are summarized as follows:

1. Allow commercial advertising on designated interior space; and allow public service advertising and cross-promotional advertising on designated exterior space.
2. Include electronic media as a form of advertising.
3. Add firearms and cannabis to the list of products and services excluded from the types of permitted advertising.
4. Other minor changes to the Advertising Policy.

SIGNIFICANCE

The Advertising Policy (Policy) applies to all forms of advertising on transit facilities owned and/or managed by the San Mateo County Transit District (District). The District currently manages a bus shelter advertising revenue contract and the Peninsula Corridor Joint Power Board's (JPB) train and station advertising contract with Outfront Media. The District also manages a bus exterior advertising revenue contract with Lamar Transit.

The proposed amendments to the Policy will improve the District's ability to generate new revenue by allowing the display of additional forms of advertising on or in District and JPB rolling stock and transit facilities.

Allowing cross-promotional advertising on the exterior of rolling stock will allow the District to explore strategic partnerships that offer expanded marketing and promotional opportunities for District and JPB services. The proposed amendments will also allow the District to explore revenue generating opportunities on the District's and JPB's electronic assets, including mobile applications and websites.

The proposed revisions to the Policy also adds firearms and cannabis to the list of

excluded advertising. Adding these categories to the excluded list is in furtherance of the District's desire to: maintain a professional advertising environment that maximizes advertising revenues and minimizes interference with or disruption of its and the JPB's transit systems; maintain an image of neutrality on issues that are not the subject of commercial or public service advertising and are the subject of public debate and concern; and continue to build and retain transit ridership.

By continuing to allow only limited types of advertising on rolling stock and transit facilities, the District is maintaining its intent neither to create a public forum for public discourse or expressive activity, nor to provide a forum for all types of advertisements. All advertising shall be subject to this uniform, viewpoint-neutral Policy.

BUDGET IMPACT

The additional advertising permitted pursuant to the revised Policy would result in an estimated \$150,000 to \$260,000 in additional annual net revenue share to the District.

BACKGROUND

In April 2011, the District adopted the current Policy. The existing Policy allows commercial advertising on the exterior of rolling stock, while the interior of rolling stock is reserved for public service and cross-promotional advertising (advertising in which the District or JPB collaborates with for-profit entities to promote using SamTrans or Caltrain as a conveyance to a specific event).

During the 2017 calendar year, the District recognized approximately \$1.1 million in advertising revenue generated through the bus shelter and bus exterior contracts.

Each of the District's revenue-generating contracts have built-in sales incentives as part of the compensation structure and guaranteed contract minimums. While an increase in sales is expected once the revised Policy is adopted, sales from each contract are currently below the revenue sharing threshold.

The revised Policy will take a uniform approach to the exterior and interior advertising spaces, by allowing commercial, public service and cross-promotional advertising in both the exterior and interior rolling stock advertising spaces.

Both Outfront Media and Lamar Transit have represented to the District that revising the Policy to include commercial advertising in the interior of rolling stock, and public service and cross-promotional advertising on the exterior of rolling stock, will generate increased sales, thereby increasing the District's potential net revenue share.

STRATEGIC INITIATIVE

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

Prepared By: Megan LaRocque, Contract Administrator 650-508-7978
Project Manager: Christiane Kwok, Manager, Market Research & Development 650-508-7926

SAN MATEO COUNTY TRANSIT DISTRICT

ADVERTISING POLICY

The San Mateo County Transit District (“District”) provides public transportation services (“SamTrans”) within San Mateo County, San Francisco County and Santa Clara County, California. The District is also the Managing Agency of the Peninsula Corridor Joint Powers Board (“Caltrain”), a joint powers agency whose membership is composed of the San Mateo County Transit District, the City and County of San Francisco and the Santa Clara Valley Transportation Authority. Caltrain provides passenger rail service between San Francisco and Gilroy. The District and Caltrain are referred to collectively as the “Agencies.”

The District is engaged in the sale of advertising in and upon the property and rolling stock of the Agencies (“Transit Facilities”), including, but not limited to: (1) advertising on the exterior of the District’s buses; (2) advertising displayed on bus shelters in the District’s service area; (3) advertising on the interior of the District’s buses; (4) advertising on the exterior of Caltrain’s rail cars; (5) advertising displayed in/at Caltrain train stations; (6) advertising on the interior of Caltrain’s rail cars; and (7) advertising on Agencies’ electronic media. This Advertising Policy (“Policy”) shall apply to the sale of all forms of advertising on all Transit Facilities owned and/or managed by the District.

I. PURPOSE

The District will make space on its Transit Facilities available for limited types of advertising (“Permitted Advertising”). By allowing limited types of advertising on or within the Transit Facilities, the District does not intend to create a public forum for public discourse or expressive activity or to provide a forum for all types of advertisements. All advertising shall be subject to this uniform, viewpoint-neutral Policy.

The District will not permit the types of advertising defined as Excluded Advertising in Section III below. By not allowing Excluded Advertising, the Agencies can: (a) maintain a professional advertising environment that maximizes advertising revenues and minimizes interference with or disruption of their transit systems; (b) maintain an image of neutrality on political, religious or other issues that are not the subject of Commercial Advertising and are the subject of public debate and concern; and (c) continue to build and retain transit ridership.

II. PERMITTED ADVERTISING

Exterior Advertising

The display of Permitted Advertising on the exterior of the Transit Facilities (“Exterior Advertising”) is intended only to supplement fare revenue, tax proceeds and other income that fund the Agencies’ operations and to promote the Agencies’ transit operations. In order to realize the maximum benefit from the sale of space, the advertising program must be managed in a manner that will procure as much revenue as practicable, while ensuring that the advertising is of a type that does not discourage the use of the transit systems, does not diminish the Agencies’ reputations in the communities they serve or the good will of their patrons, and is

consistent with the principal purpose of providing safe and efficient public transportation. To attain these objectives, the District's Board of Directors has established the following regulations governing Exterior Advertising. Exterior Advertising permitted under this section cannot contain displays or messages that qualify as Excluded Advertising, as defined below under Section III.

Interior Advertising

The District recognizes that passengers are a captive audience to any advertisements posted on the interior of the District's buses and Caltrain's rail cars ("Interior Advertising"). The District desires that such passengers not be subject to advertisements containing material relating to political, religious, or public issue advocacy about which public opinion can be widely divergent and which some passengers may, therefore, find offensive. If passengers are so offended, it could adversely affect the ridership and revenue of the Agencies. The District's Board of Directors has, therefore, established the following regulations governing Interior Advertising. Like Exterior Advertising, Interior Advertising permitted under this section cannot contain displays or messages that qualify as Excluded Advertising, as defined below under Section III.

Exterior Advertising and Interior Advertising includes advertising in the following categories:

A. **Commercial Advertising.** Commercial Advertising is advertising the sole purpose of which is to promote or solicit the sale, rental, or distribution of products, goods, services, entertainment, events, programs, or property (real or personal) for commercial purposes. It does not include advertising that also conveys a political or religious message, or issue advocacy, and/or expresses or advocates opinions or positions related to any of the foregoing.

B. **Public Service Advertising** Public Service Advertising is advertising proposed by either a governmental entity, academic institution or tax-exempt nonprofit organization that relates to: community, art, culture, education/training, health, provision of children and family services, provision of services and programs that provide support to low income citizens, senior citizens and people with disabilities, or safety events, programs and/or messages and does not include or contain any direct or indirect reference to religious, political or public issue advocacy. Upon the District's request, nonprofit entities must document their tax-exempt status. Unless the source of the public service advertising is obvious from the content or copy, the advertisement must specifically identify the sponsor of the advertisement or the message.

C. **Transit Operations of SamTrans or Caltrain.** Transit Operations Advertising is advertising that promotes SamTrans or Caltrain.

D. **Cross-promotional Advertising.** Cross-promotional Advertising is advertising in which the Agencies collaborate with for-profit or non-profit entities to promote using SamTrans or Caltrain as a conveyance to a specific event; such advertising may not contain any direct or indirect reference to religious, political or issue advocacy.

III. EXCLUDED ADVERTISING APPLICABLE TO EXTERIOR AND INTERIOR ADVERTISING

Exterior and Interior Advertising cannot be displayed or maintained on Transit Facilities if information contained in the advertisement falls within one or more of the following categories of Excluded Advertising:

- A. False, misleading, or deceptive.
- B. Clearly defamatory or likely to hold up to scorn or ridicule a person or group of persons.
- C. Obscene or pornographic.
- D. In promotion of illegal activity or advocacy of imminent lawlessness or violent action.
- E. Promoting alcohol, firearms, tobacco or cannabis products or their use.
- F. Religious.
- G. Political or Public Issue.
- H. Intellectual property infringement, including piracy or infringement of copyright, trade or service mark, title or slogan.
- I. Unauthorized Endorsement.

For purposes of this Policy, the following definitions apply:

Religious Advertisements are defined as advertisements that contain any direct or indirect reference to religion, or to any religion, or to any deity or deities, or which includes the existence, nonexistence or other characteristics of any deity or deities, or to any religious creed, denomination, belief, tenet, cause or issue relating to (including opposing or questioning) any religion. This prohibition shall include the depiction of text, symbols, or images commonly associated with any religion or with any deity or deities, or any religious creed, denomination, belief, tenet, cause or issue relating to (including opposing or questioning) any religion.

Political and Public Issue Advertisements are defined as advertisements that contain political speech referring to a particular ballot question, initiative, petition, referendum, candidate, or political party or viewpoint or expresses or advocates opinions or positions upon any of the foregoing or on a matter of public debate about economic, political, religious or social issues. This prohibition includes any advertisement referring to or depicting a candidate for public office in any context.

Unauthorized Endorsement Advertising is advertising that implies or declares that the District or Caltrain endorses a product, service, point-of-view, event or program. The prohibition against endorsements does not apply to advertising for a service, event or program for which the District or Caltrain is an official sponsor, cosponsor or participant.

IV. ADMINISTRATION AND ENFORCEMENT OF POLICY

A. Review by Contractor

The District shall incorporate this Policy into its advertising management contracts. The District's Contractor shall submit for display on or in the Transit Facilities only advertisements that comply with the standards set forth in this Policy. If the Contractor is in doubt whether an advertisement complies with the standards set forth in this Policy, then the Contractor shall notify the District's Chief Communications Officer or designee, of the specific standard or standards of this Policy with which the Contractor believes the advertisement may not comply.

B. Review by Chief Communications Officer

If the Contractor determines that an advertisement may not comply with the Policy as set forth in Section A, the Contractor shall send the advertisement and supporting information (the name of the advertiser, the size and number of the proposed advertisements, the dates and locations of proposed display, and notation of standards of concern) to the Chief Communications Officer, or designee, for review. The Chief Communications Officer, shall review the advertisement and supporting information to determine whether or not the advertisement complies with this Policy. If Chief Communications Officer determines that the advertisement does not comply with this Policy, he or she shall, in writing, specify the standard or standards with which the advertisement does not comply, and shall so notify the Contractor.

C. Notification to Advertiser

The Contractor will send prompt, written notification to the advertiser of the rejection of the advertisement and will include in that notification a copy of this Policy and written specification of which standard or standards the advertisement fails to comply with.

D. Appeal to General Manager/CEO

Rejection of an advertisement may be appealed to the District's General Manager/CEO, or designee, by written notification to the Chief Communications Officer. The General Manager/CEO will allow the advertiser and the Chief Communications Officer to present any argument or evidence they wish to offer. The General Manager/CEO's decision shall be final.

RESOLUTION NO. 2018 –

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

* * *

**ADOPTING THE SAN MATEO COUNTY TRANSIT DISTRICT
REVISED ADVERTISING POLICY**

WHEREAS, in April 2011, the San Mateo County Transit District (District) adopted its current Advertising Policy (Policy), which applies to all forms of advertising on or in the District's and the Peninsula Corridor Joint Power Board's (JPB's) rolling stock, and all other transit facilities owned and/or managed by the District; and

WHEREAS, the existing Policy allows commercial advertising on the exterior of rolling stock, while the interior of rolling stock is reserved for public service and cross-promotional advertising; and

WHEREAS, in order to generate additional revenue through advertising, staff in consultation with legal counsel, has developed the attached proposed revised Policy, which will take a uniform approach to the District's and JPB's advertising spaces, by allowing commercial, public service and cross-promotional advertising in both the exterior and interior rolling stock advertising spaces; and

WHEREAS, the revised Policy also includes the addition of electronic media as a form of advertising, the addition of firearms and cannabis to the list of products and services excluded from the types of permitted advertising, and other minor changes; and

WHEREAS, by continuing to allow only limited types of advertising on or within rolling stock and transit facilities, the District is maintaining its intent neither to create a

public forum for public discourse or expressive activity, nor to provide a forum for all types of advertisements; and

WHEREAS, the General Manager/CEO recommends and the Finance Committee concurs, that the Board of Directors adopt the revised Policy.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District adopts the revised Advertising Policy attached hereto, and authorizes the General Manager/CEO, or his designee, to take further actions deemed necessary to implement said Policy.

Regularly passed and adopted this 6th day of June, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

Acting District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

FROM: Jim Hartnett
General Manager/CEO

David Olmeda
Chief Operating Officer, Bus

Derek Hansel
Chief Financial Officer

SUBJECT: **ADOPTION OF PROPOSED FISCAL YEAR 2019 OPERATING AND CAPITAL BUDGETS**

ACTION

Staff proposes the Committee recommend the Board of Directors (Board) adopt the proposed Fiscal Year (FY) 2019 Operating Budget in the amount of \$159,207,813 and FY 2019 Capital Budget in the amount of \$7,275,385.

SIGNIFICANCE

The development of the San Mateo County Transit District's (District) proposed FY2019 budgets has been challenging due to increasing costs for "baseline" service, debt service payments, continued declines in farebox recovery, and sales tax and grant revenue that are not keeping up with the District's increased costs.

Primary drivers of this year's proposed budget increases are increased wages and benefits, increased security costs, and support activities associated with new initiatives (e.g., SamTrans Mobile App, electric buses). In order to mitigate this year's anticipated budget deficit and reduce the allocation of the District's sales tax revenues, staff has proposed substantial cuts to a number of originally proposed operating and capital projects. While they would lower the District's deficit, the proposed cuts also constrain the District's ability to provide services to its ridership; increase deferral of certain important maintenance work, and impact the District's ability to provide fully functional work environments for staff.

Despite these challenges, staff remains extremely excited about the future of SamTrans. A potential District sales tax measure being developed through the Get Us Moving outreach and education process has the potential to be a significant game-changer for improving mobility in San Mateo County. The District is making significant new additions to our fleet in the form of the new clean-diesel articulated buses on order as well as the new electric buses which will start arriving this fall. The District is on track to have a new mobile application for SamTrans in the late summer, which will provide trip planning and allow our customers to purchase tickets from their smartphones. The District is entering into important partnerships to study new mobility options and to develop programs to increase effectiveness and cost-efficiency.

The proposed budgets are an important step along the way towards that future, and staff looks forward to a robust discussion of the operating and capital budgets and how SamTrans will continue to serve as a critical mobility asset for San Mateo County.

See Attachment A for the proposed FY2019 Operating Budget and Attachment B for the proposed FY2019 Capital Budget. Attachment C provides staff's responses to questions asked at the May 3, 2018 Board of Directors meeting.

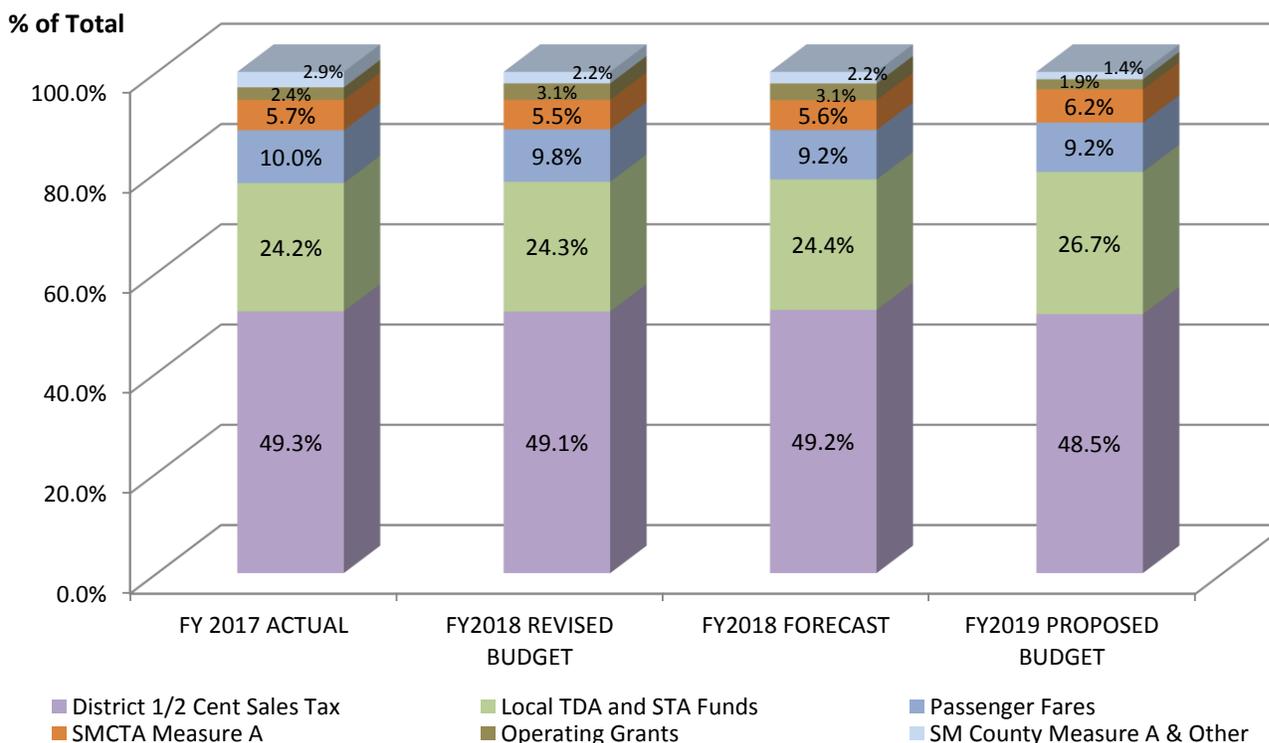
FY2019 BUDGET NARRATIVE - OPERATING

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

OPERATING REVENUES

The District revenues are derived from transit fares and various federal, state, and local funding sources. Some state and federal funds are discretionary allocations, whereas others are based on a formula allocation. The District competes for discretionary funds on a project-by-project basis; formula-based funds are allocated by the Legislature. The chart below show Sources of Funds for FY2017 Actuals, FY2018 Revised Budget, FY2018 Forecast, and FY2019 Proposed Budget.

\$'s in Thousands	FY2018		FY2019	FY2019	%	
	FY 2017	REVISED	FY2018	FY2019		
	ACTUAL	BUDGET	FORECAST	BUDGET FORECAST		
Passenger Fares	\$17,040	\$16,977	\$15,917	\$16,458	\$541	3.4%
Local TDA and STA Funds	41,352	42,013	42,013	47,486	5,472	13.0%
Pass through to Other Agencies	9	837	837	418	(418)	-50.0%
Operating Grants	4,034	5,310	5,383	3,341	(2,042)	-37.9%
SMCTA Measure A	9,787	9,578	9,578	11,089	1,511	15.8%
SM County Measure A & Other	5,000	3,750	3,750	2,500	(1,250)	-33.3%
AB434, TA & Other	109	533	533	414	(119)	-22.3%
Subtotal - Operating Revenues	\$77,332	\$78,998	\$78,010	\$81,705	\$3,694	4.7%
Other Revenue Sources						
District 1/2 Cent Sales Tax	\$84,353	\$84,660	\$84,660	\$86,353	\$1,693	2.0%
Investment Interest	1,540	1,100	1,905	2,030	126	6.6%
Other Interest, Rent & Other Income	7,920	7,833	7,577	7,891	314	4.1%
Subtotal - Other Revenues	\$93,812	\$93,594	\$94,141	\$96,274	\$2,133	2.3%
Total Sources of Funds	\$171,144	\$172,591	\$172,152	\$177,979	\$5,827	3.4%



MOTOR BUS REVENUES – (see Attachment A for page and line reference)

PASSENGER FARES (Page 2, line 1)

Passenger fare revenue for motor bus reflects farebox revenue used to offset motor bus operating costs. Farebox revenues include fare receipts collected from moneys deposited in the farebox by riders or through the sale of tickets, passes, and tokens to the public. The FY2019 budget reflects \$15.5 million in fare revenues, growing 2.8 percent compared to FY2018 Forecast. These projections are based on annualized year-to-date trends as reflected in the FY2018 Forecast, a 1% growth in ridership, and expected fare increases. The Board approved fare increases to commence on January 20, 2019.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
TOTAL MOTOR BUS FARES	\$ 16,146	\$ 16,236	\$ 15,077	\$ 15,502	\$ 425	2.8%

LOCAL (TDA) TRANSIT DEVELOPMENT FUNDS (page 2, line 4)

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

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

MTC is projecting SamTrans will receive a total of \$39.7 million for FY2019 Motorbus operations, which is an increase of \$3.3 million or 9 percent over the FY2018 forecast of \$36.4 million.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
LOCAL (TDA) TRANSIT FUNDS	\$ 37,610	\$ 36,441	\$ 36,441	\$ 39,726	\$ 3,285	9.0%

STATE TRANSIT ASSISTANCE (STA) (page 2, line 8)

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

Revenue Formula Funds. Apportionment to each transit operator is based on the estimated availability of funding as provided in the Governor's annual budget. MTC is projecting a total of \$5.7 million for FY19, which is \$2.4 million higher than FY18 forecast.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
STA TOTAL	\$ 1,556	\$ 3,310	\$ 3,310	\$ 5,669	\$ 2,359	71.3%

OPERATING GRANTS (page 2, line 11)

Operating grants for motor bus are \$1.3 million for FY2019. Motor bus operating grants include the following:

- Caltrans Sustainable Transportation Planning Grant related to the Grand Boulevard Initiative: Creating Safe and Healthy Corridor Communities. The Caltrans Planning grant includes local matching funds from two partner Cities, Redwood City and Palo Alto. The purpose is to improve roadway safety and downtown connections for Redwood City and Palo Alto.
- Lifeline STA population based funding controlled by the MTC and distributed through Congestion Management Agencies (CMA) to support transit projects benefiting low income individuals.
- Job Access and Reverse Commute Program (JARC) funding from the Federal Transit Administration (FTA), distributed through MTC helps low-income individuals seek and maintain employment by providing transit service when traditional service is either limited or non-existent.
- Regional Measure 2 Bridge Toll funds cover costs for airport Owl Service (nighttime shuttles service to SFO airport)
- Section 5311 funds for coastside bus service.

In prior years, motor bus operations would receive Federal Transportation Administration (FTA) grants for preventative maintenance expenses related to motor bus and facilities, mechanics wages and other maintenance costs; however, this source of funding is not expected to be available in FY2019 or in future years. The FTA does provide federal funding to help support ADA paratransit service costs with the ADA Operating Subsidy (see ADA Operating Grant page 2 line 33).

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Operating Grants	\$ 1,610	\$ 1,481	\$ 1,481	\$ 1,256	\$ (225)	-15.2%

LOCAL REVENUE SOURCES – One-Half Cent Sales Tax

Motor Bus One-Half Cent Sales Tax (page 2, line 14)

A one-half cent sales tax was approved by San Mateo County voters at the time SamTrans was formed in 1974. These funds have been collected since July 1, 1982, and provide operating revenues to cover the annual shortfall in operating revenues, local match for federal operating grants, capital programs, and debt service. Total anticipated collections of one-half cent sales tax revenue needed to fund motor bus operations for FY2019 is \$59.8 million which is a 9.6 percent increase compared to the FY2018 Forecast.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Motor Bus 1/2 Cent Sales Tax	\$ 40,764	\$ 56,014	\$ 54,594	\$ 59,845	\$ 5,250	9.6%

Accessibility Fixed Route One-Half Cent Sales Tax (page 2, line 15)

This budget provision is to fund the cost of testing and maintaining the wheelchair lifts on fixed route bus service. This represents an element of the District's ongoing commitment to the paratransit needs of the citizens of San Mateo County. The revenue increase correlates to increased Fixed Route Accessibility expenses for the same amount (see page 3, line 24 of the Financial Statement). One-half cent sales tax needed to fund Fixed Route Accessibility is \$1.2 million, 7.7 percent higher than FY2018 Forecast.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Accessibility Fixed Route	\$ 1,026	\$ 1,093	\$ 1,108	\$ 1,193	\$ 85	7.7%

Investment Interest Income (page 2, line 19)

Portfolio Interest: The District's investable fund balances are invested by SamTrans' investment manager according to SamTrans' approved investment policy for government funds and under the oversight of the Chief Financial Officer. Investment interest income for FY2019 is \$1.6 million based on projections from the District's investment advisor.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Investment Interest Income	\$ 1,200	\$ 861	\$ 1,519	\$ 1,630	\$ 111	7.3%

Rental Income (page 2, line 22)

SamTrans owns its headquarters building and rents out available space. Anticipated net rental income for FY2019 is \$1.6 million. The FY2019 projected rental income is based on current tenant listing and cost of living increases for the SF Bay – Urban area.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Rental Income	\$ 1,529	\$ 1,400	\$ 1,400	\$ 1,600	\$ 200	14.3%

Advertising Income (page 2, line 23)

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

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Advertising Income	\$ 902	\$ 1,211	\$ 1,211	\$ 1,205	\$ (5)	-0.4%

Motor Bus Other Income (page 2, line 24)

Motor Bus Other Income is projected to be \$2.2 million for FY2019 and comprised of the following:

- Rental Income: Besides the District's owned headquarters mentioned above, the District has other properties which are leased and for which it receives rent (tenants include County of San Mateo, Duncan Motors, Equity Residential, Natural Stones Inc, Phyllis Cadle, DeVaney and Honeywell Intl)

- Change Card Revenues reflect expired change cards that have balances and recognized as revenue
- Owl late-night airport service
- Parking revenues for BART stations
- Parking citation program revenues
- Reimbursement for Mainline Service
- Mileage refund
- Dumbarton Rental Income

Lower projections for FY2019 reflect the absence of BART Bus Bridge revenue which is bus transportation from / to BART stations during anticipated construction projects and/or service interruptions of BART service. FY2019 also includes lower contract rates for Owl Service. This is offset by rental income for the Dumbarton Maintenance-of-Way reflected in the FY2019 Budget.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Other Income	\$ 2,610	\$ 2,308	\$ 2,307	\$ 2,198	\$ (109)	-4.7%

PARATRANSIT (ADA) REVENUES (see Attachment A for page and line reference)

ADA: PASSENGER FARES-REDI WHEELS (page 2, line 30)

Passenger fare revenue for ADA reflects farebox revenue used to offset ADA operating costs. The FY2019 budget reflects \$1.0 million in fare revenues based on annualized year-to-date trends reflected in the FY2018 Forecast and planned rate increases effective January 1, 2019. ADA passenger fare revenue growth for FY2019 is projected to grow 13.8 percent from FY2018 Forecast based on current year ADA revenue trends and planned rate increases.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Passenger Fares-Redi Wheels	\$ 894	\$ 741	\$ 840	\$ 956	\$ 116	13.8%

ADA: LOCAL TRANSIT DEVELOPMENT FUNDS (TDA) (page 2, line 31)

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

MTC is projecting SamTrans will receive a total of \$2.1 million for FY2019 ADA operations, which is an increase of \$0.2 million or 9 percent over the FY2018 forecast of \$1.9 million.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Local TDA 4.5 Redi Wheels	\$ 1,844	\$ 1,918	\$ 1,918	\$ 2,091	\$ 173	9.0%

ADA: STATE FUNDING (page 2, line 32)

Previously, State Transit Assistance program revenues were derived from the state sales tax on diesel fuel, and allocated by the state legislature to the Metropolitan Transportation Commission (MTC) based on the availability of funds for eligible transit operators. Population Formula Funds were allocated for regional paratransit service by the MTC and apportionment has been to each transit operator based on the estimated availability of funding as provided in the Governor's annual budget. However, for FY2019, there has been a change in appropriations which are now at the County level. At this time, it is uncertain as to how much, if any, the District will receive for FY2019.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Local STA - Paratransit	\$ 342	\$ 345	\$ 345	\$ -	\$ (345)	-100.0%

ADA: OPERATING GRANTS (page 2, line 33)

Operating Grants for paratransit are \$2.1 million in FY2019 and include the following:

- FTA ADA Operating Subsidy 2017-27 for funding general ADA operating expense
- FTA Section 5310 funds and City / County Association of Governments (C/CAG) for funding Information & Assistance programs for Senior Mobility.

The Preliminary Budget reflects ADA Operating Grants that will be available for FY2019. This is lower by \$1.7 million from FY2018 Forecast and the shortfall is made up in District Sales Tax shown in line 34.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Operating Grants	\$ 2,424	\$ 3,829	\$ 3,829	\$ 2,085	\$ (1,744)	-45.5%

ADA: SALES TAX LOCAL REVENUE – One-Half Cent Sales Tax (page 2, line 34 & 35)

Paratransit One-Half Cent Sales Tax (page 2, line 34)

One-half cent sales tax was approved by San Mateo County voters at the time SamTrans was formed in 1974. These funds have been collected since July 1, 1982, and provide operating revenues to cover the annual shortfall in operating revenues, local match for Federal operation grants, capital programs, and debt service. Total anticipated collections of one-half cent sales tax revenue needed to fund paratransit activities for FY2019 is \$4.2 million which is a 566.6 percent increase compared to the FY2018 Forecast.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Sales Tax - Paratransit District	\$ 1,631	\$ 957	\$ 637	\$ 4,244	\$ 3,608	566.6%

Paratransit Supplemental Coastside One-Half Cent Sales Tax (page 2, line 35)
 Paratransit Supplemental share of the one-half cent sales tax to support paratransit shortfalls after exhausting all other funding sources. Paratransit Supplemental – Coastside is a contribution to the paratransit service operated by the Coastside Opportunity Center for patrons living in communities located along the San Mateo County coast. The revenue correlates to the Coastside ADA Support expenses in the same amount (see page 4, line 50 of the Financial Statement). The contribution for FY2019 is \$1.8 million, lower by \$11.5k or 0.6 percent from FY2018 Forecast.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Sales Tax - Paratransit Suppl. Coas	\$ 1,723	\$ 1,842	\$ 1,842	\$ 1,831	\$ (12)	-0.6%

ADA Interest Income – Paratransit fund (page 2, line 36)

Portfolio Interest: Investable fund balances associated with paratransit are invested by SamTrans' Investment Manager according to SamTrans' approved investment policy for government funds and under the oversight of the Chief Financial Officer. Investment interest income for FY2019 is \$0.4 million, 3.7 percent higher than the FY2018 forecast based on projections provided by the District's investment manager.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Interest Income-Paratransit Fund	\$ 340	\$ 239	\$ 386	\$ 400	\$ 14	3.7%

ADA Measure A Funds (page 2, lines 37 & 38)

SMCTA Measure A - Redi Wheels (page 2, line 37)

On June 7, 1988, the voters of San Mateo County approved a ballot measure known as Measure A that approved a one-half cent sales tax increase to fund local transportation projects. Measure A funding from the San Mateo County Transportation Authority (TA) is 4% to Paratransit. The TA contribution of Measure A Funds is for projects assisting people with special mobility needs and for FY2019 is \$3.5 million. This is up 2% from FY2018 Forecast.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
SMCTA Measure A Redi-Wheels	\$ 3,307	\$ 3,386	\$ 3,386	\$ 3,454	\$ 68	2.0%

San Mateo County Measure K - Redi Wheels (page 2, line 38)

Measure K funding from the County Board of Supervisors for the San Mateo County Measure K is \$2.5 million for Paratransit. Funding is expected to be lowered in FY2020 to \$1.5 million and eliminated in 2021.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
SM County Measure A & Other	\$ 5,000	\$ 3,750	\$ 3,750	\$ 2,500	\$ (1,250)	-33.3%

ADA Measure M Funds (page 2, line 39)

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

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Measure M Paratransit	\$ 1,400	\$ 1,400	\$ 1,400	\$ 1,400	\$ -	0.0%

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

Multi-modal funding includes Measure A Funds for employer-operated and Caltrain shuttle programs.

Multi- Modal Measure A funds (page 2, line 43 & 44)

Measure A funds administered by the TA typically provides 8% of total TA Measure A funds for Caltrain operations. For the FY2019 proposed budget, Measure A contributions from the TA for Caltrain operations are expected to be \$6.9 million reflecting a 2% growth in Measure A Sales Tax compared to FY2018; another \$0.7 million of Measure A funding for Caltrain is expected to come from previous years' balances for a total of \$7.6 million.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Transfer from SMCTA for Caltrain	\$ 6,480	\$ 6,191	\$ 6,191	\$ 6,908	\$ 717	11.6%
Other Sources - Caltrain	\$ -	\$ -	\$ -	\$ 726	\$ 726	n/a
Transfer from SMCTA to Caltrain	\$ 6,480	\$ 6,191	\$ 6,191	\$ 7,634	\$ 1,443	23.3%

SHUTTLE PROGRAM SUMMARY (page 2, line 45 - 47)

Shuttles - AB434, TA & Other (page 2, line 45)

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

The funds provide for a variety of clean air programs. The SamTrans shuttles connect BART stations to employment sites across the North County during peak commute

periods. Initially, 50 percent of the program was financed with AB434 Local Funds, with the remaining 50 percent split between SamTrans and the employers served by the shuttles. A portion of the TA funded shuttle program is supported directly by the TA in FY2019 in the amount of \$304K and AB 434 Funding for FY2019 is \$110k.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
AB434, TA & Other	\$ 109	\$ 460	\$ 460	\$ 414	\$ (46)	-10.0%

AB434, TA & Other

FY2019

AB434 (BAAQMD)
TA Contributed

110,000
304,000
414,000

Employer Shuttle Funds (page 2, line 46)

The SamTrans Shuttle program provides free rides to employees from BART to local employer facilities during commute hours. The employer share of shuttle costs for FY2019 is \$1.5 million.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Employer SamTrans Shuttle Funds	\$ 1,478	\$ 1,514	\$ 1,258	\$ 1,487	\$ 229	18.2%

Employer Operated Shuttle Detail:

Bal-Mart (BayHill)	\$31,000
Commute.Org (Crocker Park BART)	326,400
Commute.Org (North Foster City)	204,400
Commute.Org (Oyster Pt)	219,400
Commute.Org (Utah - Grant BART)	221,400
Seton Medical Center (Daly City BART)	37,000
Sierra Pt Owners Assoc. (Balboa Park BART)	212,600
	<u>1,252,200</u>
SAMTRANS Operated - Employer Share	235,000
	<u>\$1,487,200</u>

EXPENSES (see Attachment A for page and line reference)

Total funding required for SamTrans' operating budget for FY2019 is \$159.1 million. The format for the budget is presented to reflect the major activities or programs of the District. Activities are divided into three major categories: 1) Motor Bus Operations, 2) Americans with Disabilities Act Programs (ADA), and 3) Multimodal Transit Programs which includes Shuttles. Within each category, major elements and programs are clearly identified in order to maintain comparability with prior periods.

The FY2019 Operating Expense Budget - Expenses schedules shows FY2017 Actuals, FY2018 Revised Budget, FY2018 Forecast and Proposed FY2019 Budget.

MOTOR BUS OPERATIONS (see Attachment A for page and line reference)

Motor bus operations include SamTrans operated bus service, mainline routes operated under contract by MV Transportation, and certain Coastside routes operated under contract.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
TOTAL MOTOR BUS	\$ 104,953	\$ 120,354	\$ 118,448	\$ 129,823	\$ 11,375	9.6%

Wages & Benefits - (page 3, line 1)

Wages and benefits are calculated based on the approved FY2018 Salary Ordinance positions and current salary levels. Included in the FY2019 Motor Bus Wages & Benefits are:

- Negotiated wage increase of 3% for full-time and part-time represented positions
- Non-Represented (Administration) Wage increase of 3%
- Overtime for Bus Operators, Mechanics and Customer Service representatives
- Fringe Benefits: Fringe benefit costs are applied to actual staff wages as a rate. At SamTrans, as the managing agency for the three business units, the District aggregates all estimated annual fringe benefit costs (payroll taxes, pension, medical, dental and vision premiums, life insurance, long-term disability, unemployment, and paid time off) and then divides that amount by the total projected wages for the upcoming year to arrive at a fringe benefit rate.
- Funded Retiree Medical and CalPERS Expense
- Interagency Overhead Recovery (ICAP) and Capitalized Indirect Cost Recovery, Federal rules and regulations permit the recovery of overhead expenses and indirect costs if they are part of an approved Cost Allocation Plan. In 2012, the FTA approved SamTrans' plan and overhead amounts for support functions that benefit other agencies. The cost of support functions such as Human Resources, Payroll, and other support functions are being allocated to other agencies. Capitalized indirect costs are general overhead item costs that are allocated to capital projects that receive benefits from the indirect costs.
- Vacancy assumption: SamTrans often fills FTE vacancies with consultants or temporary staff. As a result, savings in Wages & Benefits are offset by these costs. For the FY2019 Budget, we have assumed that there will be a 1.5% vacancy factor producing a savings of approximately \$1.1 million.

Fringe benefits are higher as a result of increased medical and dental premiums, and a reconciliation carryforward from FY2016 used in FY2018 and not available in FY2019. Higher wages are a result of the 3 percent wage increase mentioned above, as well as shifts in labor distribution, including converting part-time bus operators to full time positions. Other increases include higher CalPERS and Retiree Medical Benefits.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Wages and Benefits	\$ 55,777	\$ 60,218	\$ 59,584	\$ 68,773	\$ 9,189	15.4%

Wages & Benefits (FTEs)

The chart below shows the FTE detail for the FY2019 Budget.

FY19 Operating FTEs	Finance	Planning	Exec	Comm	Admin	Bus	Rail	Total
Represented	-	-	-	14.6	-	412.7	-	427.4
Bus Operators (full & part time)	-	-	-	-	-	283.2	-	283.2
Bus Transportation Supervisors	-	-	-	-	-	14.0	-	14.0
Mechanics	-	-	-	-	-	58.0	-	58.0
Utility Workers	-	-	-	-	-	29.0	-	29.0
Storekeeper	-	-	-	-	-	7.0	-	7.0
Customer Service Reps	-	-	-	13.6	-	-	-	13.6
Other	-	-	-	1.0	-	21.5	-	22.5
Non-Represented	61.1	6.4	3.6	19.7	21.5	58.8	0.4	171.5
New FTEs		0.1			0.5	1.0		1.6
Total Operating FTEs	61.1	6.5	3.6	34.4	22.0	472.6	0.4	600.4
Total Capital FTEs	6.5	2.6	0.4	-	0.3	1.0	1.2	11.9
TOTAL FTEs	67.6	9.1	4.0	34.4	22.2	473.6	1.5	612.3

Board of Directors - (page 3, line 3)

Board of Directors expense includes honoraria for the Board of Directors and offsite meeting and related expenses.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Board of Directors	\$ 51	\$ 86	\$ 86	\$ 86	\$ -	0.0%

Contracted Vehicle Maintenance (page 3, line 4)

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

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Contracted Vehicle Maintenance	\$ 1,316	\$ 1,336	\$ 1,317	\$ 1,302	\$ (14)	-1.1%

Property Maintenance (page 3, line 5)

Expenses related to north and south base building maintenance including repair of shop equipment and tools, preventive maintenance and repairs to mobile wheel lifts, removal of hazardous materials, i.e., bus washer sludge, waste oil, steam cleaner sludge, used oil filters, fluorescent light bulbs, parts washer service, recyclable rag and towel services, and oily disposable rags. Also included are pest control services and other general repairs for central, south base & north base.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Property Maintenance	\$ 1,065	\$ 1,056	\$ 1,272	\$ 1,589	\$ 317	24.9%

Professional Services (page 3, line 6)

Professional Services includes legal and professional consulting services for:

- Administration related issues related to; safety and security programs, mandated grievance & arbitration hearings, substance abuse professional, arbitrator, and court reporter services
- Executive Legal Services including the contract with Hansen Bridgett
- Planning initiatives including the Grand Boulevard Initiative and Senior Mobility Programs which are in part funded by Operating Grants
- Legislative Advocates to help with Federal and State Legislative Efforts
- Finance related issues, i.e., annual audit, actuarial report for Other Post-Employment Benefits (OPEB), systems contract service and on call support

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Professional Services	\$ 4,202	\$ 5,257	\$ 4,701	\$ 4,079	\$ (621)	-13.2%

Technical Services includes: (page 3, line 7)

Technical Services include increases for security guard, Sheriff, CCTV, and county dispatch through the annualized renegotiated contract with the Sheriff's Office through June 2018 and assumed extension of contract through June of 2019. This also includes a contract increase with the County Community 911 service which extends through end of 2020. Other increases are a result of higher expense for tools and on-going technical support for website management. Other items include:

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

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Technical Services	\$ 6,786	\$ 7,565	\$ 8,104	\$ 8,750	\$ 646	8.0%

Other Services includes: (page 3, line 8)

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

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Other Services	\$ 2,948	\$ 3,211	\$ 3,161	\$ 3,721	\$ 561	17.7%

Fuel & Lubricants - (page 3, line 11)

Fuel and Lubricant line for motor bus includes diesel expense for District owned buses and gasoline for non-revenue support vehicles, i.e., shop trucks, TVM vans and relief cars for bus operators. Also included is expense for oil and lubricants which amount is determined by the estimated number of deliveries for the fiscal year. Fuel for paratransit cutaways and minivans are shown in the ADA section of the Financial Statement. Taxes and fees related to fuel expense are shown on a separate line item called Taxes and Licenses Fees (line 23 on the Financial Statement).

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Fuel and Lubricants	\$ 2,836	\$ 3,784	\$ 3,637	\$ 3,951	\$ 313	8.6%

	FY19 Motor Bus		
	Diesel	Gasoline	Total
Total # of Gallons	1,749,533	23,852	n/a
Cost / Gallon	\$2.10	\$3.50	n/a
Total Fuel Expense	3,674,019	83,482	3,757,501
Oil & Lubricants	193,319	-	193,319
Fuel & Lubricants Expense	3,867,338	83,482	3,950,820

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

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

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Bus Parts and Materials	\$ 1,973	\$ 2,043	\$ 2,370	\$ 2,037	\$ (334)	-14.1%

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

It is the District's contractual obligation to supply certain employees with uniforms, including boots, i.e., safety shoes for Facilities Technicians, plus protective gear for eyes and ears, insulated coveralls and rain gear. This expense covers bus operators, mechanics, storeskeepers, and management staff. Also included are retirement and employee recognition events, i.e., safety breakfast, and staff meetings.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017 ACTUAL	REVISED BUDGET	FY2018 FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	% CHANGE
Uniform and Drivers Expense	\$ 369	\$ 534	\$ 564	\$ 564	\$ 0	0.0%

Timetables & Tickets - (page 3, line 14)

Production and printing of timetables, schedules, tickets, passes and maps.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Timetables and Tickets	\$ 154	\$ 327	\$ 324	\$ 284	\$ (40)	-12.4%

Office Supplies / Printing (page 3, line 15)

This includes office furniture, computer equipment including laptops, monitors, tablets, printing and materials to support training programs, books and references materials, paycheck stock and envelopes, and other office supplies, i.e., paper, letterhead, and business cards.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Office Supplies/Printing	\$ 368	\$ 484	\$ 477	\$ 454	\$ (23)	-4.8%

Other Material & Office Supplies / Printing (page 3, line 16)

Costs for bus operations related activities involving shop supplies, cleaning supplies, engine coolant, cleaning of mats and shop rags, refrigerant, welding supplies and many vehicle miscellaneous items for repairs, such as silicone, gasket sealer, various glues, paints and canned lubricants used in the Preventative Maintenance Interval process. Packaging, shipping, banding materials, component bags and related supplies, including purchases required to keep a clean and safe stockroom and purchase of storage bins required by heavier parts.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Other Materials and Supply	\$ 159	\$ 160	\$ 160	\$ 150	\$ (10)	-6.1%

Telecommunications (page 3, line 19)

Cell phone, data circuits and telephone services.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Telecommunications	\$ 418	\$ 745	\$ 745	\$ 712	\$ (33)	-4.5%

Other Utilities (page 3, line 20)

Includes gas & electric, water and sewer and trash / refuse.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Other Utilities	\$ 1,126	\$ 1,140	\$ 1,140	\$ 1,058	\$ (82)	-7.2%

Insurance Costs - (page 3, line 21)

Includes general insurance costs for motor bus including premiums, deductibles, claims legal fees, and insurance brokerage fees. The proposed FY2019 budget reflects a finalized insurance program.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Insurance Costs	\$ 2,535	\$ 3,042	\$ 3,042	\$ 3,057	\$ 15	0.5%

Worker's Compensation - (page 3, line 22)

State mandated insurance that covers lost wages and medical treatment resulting from an employee work-related injury. This includes insurance premiums, deductibles, and legal fees.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Workers' Compensation	\$ 2,190	\$ 3,666	\$ 3,380	\$ 3,666	\$ 286	8.5%

Taxes & License Fees - (page 3, line 23)

Taxes related to fuel and lubricant expense, including Leaking Underground Storage Tank (LUST) tax on diesel fuel, and Green House Gas (GHG) Emissions Compliance. These costs change with the changes in fuel assumptions. Green House Gas compliance rate was increased from 13 cents per gallon to 25 cents per gallon for FY2019.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Taxes and License Fees	\$ 552	\$ 780	\$ 825	\$ 795	\$ (30)	-3.6%

	FY19 Motor Bus		
	Diesel	Gasoline	Total
Fuel & Lub Tax Rate on Expense	9.14%		
Fuel & Lub Tax Expense	\$353,457		\$353,457
LUST Tax Diesel Rate	\$0.0010		
LUST Tax Diesel Exp	\$3,775		\$3,775
GHG / CAR Compliance per Gallons	\$0.25		
GHG / CAR Compliance Expense	\$437,383		\$437,383
Support Vehicle License & Reg		\$600	\$600
Total Related Taxes & Fees	\$794,615	\$600	\$795,215

Fixed-Route Accessibility (page 3, line 24)

This expense is related to testing and maintaining the wheelchair lifts on fixed route bus service and includes District Wages and Benefits for staff performing related activities. This represents an element of the District's ongoing commitment to the paratransit needs of the citizens of San Mateo County.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Fixed Route Accessibility	\$ 1,026	\$ 1,093	\$ 1,108	\$ 1,193	\$ 85	7.7%

Leases and Rentals (page 3, line 25)

This expense is primarily for rent relating to the Pico Boulevard portable restrooms for field layover areas and for the Linda Mar Park & Ride lease from Caltrans.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Leases and Rentals	\$ 167	\$ 183	\$ 183	\$ 185	\$ 3	1.4%

Promotional & Legal Advertising (page 3, line 26)

Includes recruitment advertising, promotional advertising for the District services and social media campaigns, partnerships and events. Increase of \$0.8 million relates to one-time expenses for support activities for specific initiatives planned for FY2019 such as, schedule changes for system enhancements, new electric buses, SamTrans' Mobile App launch, and others. This also includes additional expense for marketing of Youth Ambassadors in connection with the Youth Mobility Plan.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Prmtnl and Legal Advertising	\$ 297	\$ 869	\$ 606	\$ 1,393	\$ 787	129.9%

Training and Business Travel (page 3, line 27)

Includes seminar and training expense related to employee development. This also includes professional development expense for tuition reimbursement for American Public Transportation Association (APTA), Leadership Programs and 360 employee assessments.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Training & Business Travel	\$ 248	\$ 879	\$ 686	\$ 784	\$ 98	14.2%

Dues and Membership (page 3, line 28)

Fees and subscriptions include, American Planning Association (APA), San Francisco Bay Area Planning and Urban Research (SPUR), Women's Transportation Seminar (WTS) International Right of Way Association (IRWA), National Student Conclave (NSC).

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Dues and Membership	\$ 112	\$ 159	\$ 159	\$ 150	\$ (9)	-5.4%

Postage and Other (page 3, line 29)

Expenses related to postage for various activities related to Communications and Treasury as well as safety & security programs and ADA programs. This also includes bad debt expense, relocation expense, and costs related to mandated translation services. The increase for FY2019 reflects increased postage for Safety and Security as well as increased recruitment and relocation expense.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Postage and other	\$ 47	\$ 95	\$ 53	\$ 238	\$ 185	347.9%

CONTRACTED BUS SERVICES (page 3, lines 34 – 43)**Contracted Urban Bus (CUB)** (page 3, line 34)

Reflects contracted service with MV Transportation for Mainline Bus service.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Contracted Urban Bus Service	\$ 16,104	\$ 17,987	\$ 17,110	\$ 17,266	\$ 155	0.9%

Other Related Costs (page 3, line 35)

- Reflects Wage & Benefits for staff management of CUB services
- Contract Services expense related to quarterly inspections for District owned vehicles operated by contractor
- CUB related building maintenance necessary for janitorial, pest control, preventive maintenance and repairs.
- CUB related Utilities for gas & electric, water and sewer, and trash / refuse

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Other Related Costs	\$ 442	\$ 359	\$ 359	\$ 456	\$ 97	27.1%

Insurance Costs (page 3, line 36)

Includes general insurance costs for CUB services including premiums, deductibles, claims legal fees, and insurance brokerage fees. The Proposed FY2019 Budget reflects a finalized insurance program.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Insurance Costs	\$ (372)	\$ 773	\$ 773	\$ 786	\$ 13	1.6%

Coastside Services (page 3, line 37)

CUB Servicing Coastal communities; Fixed Route (17, 18, FLX) service provided to residents from La Honda Pescadero to Pacifica and San Mateo.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Coastside Services	\$ 1,513	\$ 1,955	\$ 1,974	\$ 1,742	\$ (232)	-11.7%

Redi-Coast ADA (page 3, line 38)

Costs in connection with rural service from Pescadero along the Coastside to San Francisco; Bayside service from San Francisco to Palo Alto for those who do not qualify for ADA and have no access to fixed route service.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Redi Coast Non-ADA	\$ 255	\$ 253	\$ 231	\$ 266	\$ 35	15.1%

Other Related (page 3, line 39)

Staff time for managing the contract as well as provider for fixed route service, non - ADA, and FLX Services for Pacifica and San Mateo for Service on the Coastside and Bayside.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Other Related Costs	\$ 115	\$ 117	\$ 117	\$ 131	\$ 14	12.3%

La Honda (page 3, line 40)

CUB service to rural population in the La Honda and surrounding areas.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
La Honda Pescadero	\$ 55	\$ 55	\$ 55	\$ 55	\$ -	0.0%

SamCoast Pescadero (page 3, line 41)

CUB service to rural population in the Pescadero and surrounding areas.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
SamCoast - Pescadero	\$ 112	\$ 138	\$ 138	\$ 141	\$ 2	1.8%

Other Related Costs – SamCoast (page 3, line 42)

Wage & Benefits for staff managing coastside service for rural farming community families; expanded service to bayside medical facilities (over-the-hill trips), family social service centers and educational centers.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
Other Related Costs-SamCoast	\$ 7	\$ 7	\$ 7	\$ 7	\$ 1	12.3%

Note, costs are approximately \$6.6K in forecast and \$7.4K in FY19 Proposed Budget.

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

The paratransit/ADA program includes Redi-Wheels service, taxi and sedan service, including SamTrans administration costs, support of paratransit service on the Coastsides of the county, and a contribution to the Paratransit Coordinating Council (PCC) for administration costs.

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

Contracted Paratransit Service with District vehicles for north and south base includes cutaways and minivans. Projected increase reflects growth in ridership of 3% plus contractual increased rates per revenue hour and higher fixed fees.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Elderly & Disabled/Redi-Wheels	\$ 5,348	\$ 7,717	\$ 5,394	\$ 8,012	\$ 2,618	48.5%

Other Related Costs (page 4, line 47)

Includes the following:

- Wage & Benefits for staff managing Redi-Wheels services
- Diesel fuel and related taxes for cutaways and minivans
- Gasoline fuel and related taxes for Taxi and Sedan service
- Oil & Lubricants
- Maintenance expense for parts, tires and tools
- Employee uniforms
- Telephone service (North and South Base)

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Other Related Cost	\$ 2,970	\$ 3,030	\$ 3,055	\$ 3,043	\$ (12)	-0.4%

ADA Taxi & Sedan Service- (page 4, line 48)

Contracted Coastsides Service, provides ADA service along the coast, from Pacifica, Montara, Half Moon Bay, Pescadero, and rural southern San Mateo County using contracted taxi and sedans.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
ADA Sedan/Taxi Service	\$ 5,066	\$ 3,704	\$ 4,956	\$ 3,811	\$ (1,145)	-23.1%

ADA Accessibility Support (page 4, line 49)

Senior mobility and veterans assistance services includes:

- Wage & benefits for staff managing service,
- Other, such as postage, office supplies, technical services, telephone and other administrative costs.
- ADA related consultants for disability awareness and training

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
ADA Accessibility Support	\$ 1,500	\$ 1,506	\$ 1,506	\$ 1,645	\$ 139	9.2%

Coastside ADA Support (page 4, line 50)

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

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Coastside ADA Support	\$ 1,723	\$ 1,842	\$ 1,842	\$ 1,831	\$ (12)	-0.6%

Insurance Costs (page 4, line 51)

Includes general insurance costs for ADA services including premiums, deductibles, claims legal fees, and insurance brokerage fees. The Proposed FY2019 Budget reflects a finalized insurance program.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Insurance Costs	\$ 2,298	\$ 609	\$ 1,580	\$ 620	\$ (960)	-60.8%

MULTIMODAL TRANSIT PROGRAMS

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

Caltrain - (page 4, line 56)

The Caltrain Shuttle Service in San Mateo County funded by the San Mateo County Transportation Authority (TA). Measure A funds are administered by the San Mateo County Transportation Authority and typically provided 8% of total Measure A fund for Caltrain operations. Contributions from the TA for Caltrain is expected to be \$6.9 million reflecting a 2% growth in Measure A Sales Tax compared to FY2018 and another \$0.9 million of Measure A funding is expected to come from previous year balances for a total of \$7.6 million.

\$'s in Thousands	FY2018		FY2019		FY2019	
	FY 2017	REVISED	FY2018	PROPOSED	vs FY2018	
	ACTUAL	BUDGET	FORECAST	BUDGET	FORECAST	% CHANGE
Peninsula Rail Service	\$ 6,480	\$ 6,191	\$ 6,191	\$ 7,634	\$ 1,443	23.3%

SamTrans Shuttles - (page 4, line 62)

Reflects expenses related to directly operated and subsidized shuttle services. This includes, staff expense (wage & benefits), survey services, printing expense and expense directly related to contracted shuttle services, including contractual 1% vendor incentive for directly contracted, and 2.5% contingency for directly contracted. Increase for FY2019 relates to Bayshore / Brisbane shuttle transferred from JPB.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PROPOSED BUDGET	vs FY2018 FORECAST	
SamTrans Shuttle	\$ 1,783	\$ 2,078	\$ 1,822	\$ 2,151	\$ 329	18.0%

Maintenance Multimodal Facility (page 4, line 64)

Provides support services and utilities for Colma Park n Ride facility including contract services, building maintenances service and sewer and water.

\$'s in Thousands	FY 2017	FY2018	FY2018	FY2019	FY2019	% CHANGE
	ACTUAL	REVISED BUDGET	FORECAST	PRELIM BUDGET	vs FY2018 FORECAST	
Maintenance Multimodal Fac	\$ 172	\$ 170	\$ 170	\$ 175	\$ 5	2.8%

FY2019 BUDGET NARRATIVE - CAPITAL

The list below describes each of the Capital Projects requested for FY2019. The capital projects submitted were reviewed and prioritized for consistency with District policy directives and key Strategic Plan Initiatives. In keeping with the District's need to conserve financial resources, the final recommendations reflect the most critical projects that support the District's goals without compromising either safety or security. Please see Attachment B for section reference numbers

Revenue Vehicle and Support: \$1,777,385

- 1.1 Major Bus Components FY19 Capital Budget - \$ 1,173,200
Purchase of new parts, rebuilt parts and major bus components not accounted for in operating budget
- 1.2 MB-2000 Bus Simulator System - \$ 310,000
Purchase of an up-to-date Bus Simulator to replace current model which can no longer be upgraded
- 1.3 ADA Self Evaluation Plan for SamTrans and Caltrain - \$ 200,000
ADA requires public agencies to have a self-evaluation plan to identify architectural and administrative barriers to programs and to develop a transition plan to become compliant. Project will pay consultant to develop self-evaluation plan and ADA transition plan
- 1.4 FY19 Maintenance Support Equipment - \$ 94,185
Equipment used to support day-to-day shop activities

Non-Revenue Vehicle and Support: \$118,000

- 2.1 Purchase 4 Non-Rev Service Support Vehicles - \$ 118,000
Procurement of Non-Revenue Service Support Vehicles. The vehicles are to be used in place of personally owned vehicles (POV) to improve efficiency. They are designated for use by various departments

Information Technology: \$3,100,000

- 3.1 Tech Refresh Project - \$ 2,500,000
Technology refreshment with periodic replacement of District system's servers and storage, copiers/printers, network equipment to avoid obsolescence of existing technology, and risks associated with usage of obsolete hardware and software
- 3.2 Upgrade current District Website - \$ 600,000
Procurement of a Content Management System, Dedicated Server, Technical

Support, User Testing & research and support for staff migration. The current websites are 10 years old and pose many limitations. This project serves all three agencies

Planning / Development: \$500,000

- 4.1 Capital Program and Project Development - \$ 250,000
Activities include but not limited to: capital budget and programming process, grant development, and development of capital program management systems
- 4.2 Capital Program Management - \$ 250,000
Capitalized funds for programs and project controls support, including monitoring project

Facilities/Construction: \$1,530,000

- 5.1 Facilities Smaller Projects - \$ 570,000
Projects to maintain continuity of services and sustainability of a pleasant work environment, inclusive of routine maintenance or replacement
- 5.2 Facilities Engineering Smaller Projects - \$ 530,000
Maintain a state of good repair for District properties and common repairs and replacement through the facilities
- 5.3 Central Office Sanitary Sewer Pumps Replacement - \$ 350,000
Replacement of 2 original sewer pumps (1979) located at the basement of the Central Office
- 5.4 Central Boiler Replacement - \$ 80,000
Current boiler, installed in 1993 has surpassed the 20 year expected lifespan. Replacement of current boiler will eliminate current signs of failures in the main flue

Other/Contingency: \$250,000

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

Prepared By:

Virginia Baum, Acting, Manager, Budgets

650-508-7963

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2019 PROPOSED OPERATING BUDGET**

Attachment A

	<u>FY2017 ACTUAL</u>	<u>FY2018 REVISED BUDGET</u>	<u>FY2018 FORECAST</u>	<u>FY2019 PROPOSED BUDGET</u>	FY19 PROPOSED Compared to FY18 FORECAST	BUDGET PERCENT CHANGE		
	A	B	C	D	E = D-C	F = E/C		
<u>SOURCES OF FUNDS:</u>								
Operating Revenues								
1	Passenger Fares	17,040,333	16,977,116	15,917,012	16,457,750	540,738	3.4%	1
2	Local TDA and STA Funds	41,352,423	42,013,473	42,013,473	47,485,688	5,472,215	13.0%	2
3	Pass through to Other Agencies	9,072	836,536	836,536	418,268	(418,268)	-50.0%	3
4	Operating Grants	4,034,344	5,309,973	5,382,754	3,340,522	(2,042,232)	-37.9%	4
5	SMCTA Measure A	9,786,891	9,577,753	9,577,753	11,088,532	1,510,779	15.8%	5
6	SM County Measure A & Other	5,000,000	3,750,000	3,750,000	2,500,000	(1,250,000)	-33.3%	6
7	AB434, TA & Other	109,000	532,794	532,794	414,000	(118,794)	-22.3%	7
8	Subtotal - Operating Revenues	77,332,064	78,997,645	78,010,321	81,704,760	3,694,438	4.7%	8
9	Other Revenue Sources							9
10	District 1/2 Cent Sales Tax	84,352,885	84,660,000	84,660,000	86,353,200	1,693,200	2.0%	10
11	Investment Interest	1,539,693	1,100,312	1,904,747	2,030,312	125,565	6.6%	11
12	Other Interest, Rent & Other Income	7,919,787	7,833,196	7,576,674	7,890,875	314,201	4.1%	12
13	Subtotal - Other Revenues	93,812,364	93,593,508	94,141,421	96,274,387	2,132,966	2.3%	13
14								14
15	Total Sources of Funds	171,144,428	172,591,153	172,151,743	177,979,147	5,827,404	3.4%	15

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2019 PROPOSED OPERATING BUDGET**

Attachment A

	<u>FY2017 ACTUAL</u>	<u>FY2018 REVISED BUDGET</u>	<u>FY2018 FORECAST</u>	<u>FY2019 PROPOSED BUDGET</u>	FY19 PROPOSED Compared to FY18 FORECAST	BUDGET PERCENT CHANGE		
	A	B	C	D	E = D-C	F = E/C		
16							16	
17	<u>USES OF FUNDS:</u>						17	
18	Motor Bus	104,953,411	120,354,148	118,448,374	129,823,431	11,375,057	9.6%	18
19	A.D.A. Programs	18,905,159	18,407,911	18,332,519	18,960,686	628,167	3.4%	19
20	Caltrain	6,480,000	6,191,353	6,191,353	7,634,404	1,443,051	23.3%	20
21	Other Multi-Modal Programs	1,954,439	2,320,546	2,064,632	2,325,306	260,674	12.6%	21
22	Pass through to Other Agencies	9,072	836,536	836,536	418,268	(418,268)	-50.0%	22
23	Land Transfer Interest Expense	41,074	45,716	45,716	45,716	0	0.0%	23
24	Total Operating Expense	132,343,155	148,156,210	145,919,130	159,207,813	13,288,683	9.1%	24
25								25
26	Total Operating Surplus/(Deficit)	38,801,273	24,434,942	26,232,613	18,771,334	(7,461,279)	-28.4%	26
27								27
28	Sales Tax Allocation - Capital Programs	6,429,968	8,789,413	8,789,413	6,102,185	(2,687,228)	-30.6%	28
29								29
30	Total Debt Service	21,664,365	21,684,044	21,684,044	21,612,357	(71,687)	-0.3%	30
31								31
32	Total Uses of Funds	160,437,489	178,629,667	176,392,587	186,922,355	10,529,769	6.0%	32
33								33
34	PROJECTED SURPLUS/(DEFICIT)	10,706,939	(6,038,515)	(4,240,845)	(8,943,209)	(4,702,364)	110.9%	34

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2019 PROPOSED OPERATING BUDGET**

Attachment A

	<u>FY2017 ACTUAL</u>	<u>FY2018 REVISED BUDGET</u>	<u>FY2018 FORECAST</u>	<u>FY2019 PROPOSED BUDGET</u>	<u>FY19 PROPOSED Compared to FY18 FORECAST</u>	<u>BUDGET PERCENT CHANGE</u>	
	A	B	C	D	E = D-C	F = E/C	
OPERATING REVENUES - MOTOR BUS:							
1 TOTAL MOTOR BUS FARES	16,146,080	16,235,675	15,077,012	15,501,882	424,870	2.8%	1
2							2
3 LOCAL (TDA) TRANSIT FUND:							3
4 General Operating Assistance	37,609,609	36,440,749	36,440,750	39,725,672	3,284,922	9.0%	4
5							5
6 STATE TRANSIT ASSISTANCE:							6
7 STA Base	1,556,283	3,310,138	3,310,138	5,669,191	2,359,053	71.3%	7
8 STA TOTAL	1,556,283	3,310,138	3,310,138	5,669,191	2,359,053	71.3%	8
9							9
10 OPERATING GRANTS:							10
11 Operating Grants	1,610,372	1,481,020	1,481,020	1,255,565	(225,455)	-15.2%	11
12							12
13 DISTRICT 1/2 CENT SALES TAX:							13
14 General Operating Assistance	40,763,638	56,013,883	54,594,193	59,844,533	5,250,340	9.6%	14
15 Accessibility Fixed Route	1,025,846	1,092,576	1,108,056	1,192,913	84,857	7.7%	15
16 TOTAL 1/2 CENT SALES TAX	41,789,484	57,106,459	55,702,249	61,037,446	5,335,197	9.6%	16
17							17
18 INVESTMENT INTEREST INCOME							18
19 Investment Interest Income	1,199,909	861,312	1,519,018	1,630,000	110,982	7.3%	19
20							20
21 OTHER REVENUE SOURCES:							21
22 Rental Income	1,529,199	1,400,000	1,400,000	1,600,000	200,000	14.3%	22
23 Advertising Income	902,223	1,210,700	1,210,700	1,205,307	(5,393)	-0.4%	23
24 Other Income	2,610,252	2,308,096	2,307,488	2,198,368	(109,120)	-4.7%	24
25 TOTAL OTHER REVENUES	5,041,674	4,918,796	4,918,188	5,003,675	85,487	1.7%	25
26							26
27 TOTAL MOTOR BUS	104,953,411	120,354,148	118,448,374	129,823,431	11,375,057	9.6%	27

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2019 PROPOSED OPERATING BUDGET**

Attachment A

	<u>FY2017 ACTUAL</u>	<u>FY2018 REVISED BUDGET</u>	<u>FY2018 FORECAST</u>	<u>FY2019 PROPOSED BUDGET</u>	FY19 PROPOSED Compared to FY18 FORECAST	BUDGET PERCENT CHANGE	
	A	B	C	D	E = D-C	F = E/C	
28							28
29	AMERICAN DISABILITIES ACT:						29
30	894,254	741,441	840,000	955,868	115,868	13.8%	30
31	1,844,243	1,917,935	1,917,934	2,090,825	172,891	9.0%	31
32	342,288	344,651	344,649	0	(344,649)	-100.0%	32
33	2,423,972	3,828,953	3,828,953	2,084,957	(1,743,996)	-45.5%	33
34	1,630,598	957,431	636,751	4,244,308	3,607,556	566.6%	34
35	1,723,128	1,842,100	1,842,100	1,830,600	(11,500)	-0.6%	35
36	339,784	239,000	385,729	400,000	14,271	3.7%	36
37	3,306,891	3,386,400	3,386,400	3,454,128	67,728	2.0%	37
38	5,000,000	3,750,000	3,750,000	2,500,000	(1,250,000)	-33.3%	38
39	1,400,000	1,400,000	1,400,000	1,400,000	0	0.0%	39
40	18,905,158	18,407,911	18,332,519	18,960,686	628,167	3.4%	40
41							41
42	MULTI-MODAL TRANSIT PROGRAMS:						42
43	6,480,000	6,191,353	6,191,353	6,908,256	716,903	11.6%	43
44	-	-	-	726,148	726,148	n/a	44
45	109,000	460,013	460,013	414,000	(46,013)	-10.0%	45
46	1,478,112	1,514,400	1,258,486	1,487,200	228,714	18.2%	46
47	195,709	103,352	103,352	249,306	145,954	141.2%	47
48	0	72,781	72,781	0	(72,781)	-100.0%	48
49	171,618	170,000	170,000	174,800	4,800	2.8%	49
50	8,434,439	8,511,899	8,255,985	9,959,710	1,703,725	20.6%	50
51							51
52	132,293,008	147,273,958	145,036,878	158,743,827	13,706,949	9.5%	52

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2019 PROPOSED OPERATING BUDGET**

Attachment A

	<u>FY2017 ACTUAL</u>	<u>FY2018 REVISED BUDGET</u>	<u>FY2018 FORECAST</u>	<u>FY2019 PROPOSED BUDGET</u>	FY19 PROPOSED Compared to FY18 FORECAST	BUDGET PERCENT CHANGE	
	A	B	C	D	E = D-C	F = E/C	
DISTRICT OPERATED BUSES							
1 Wages and Benefits	55,776,528	60,217,812	59,583,828	68,772,807	9,188,979	15.4%	1
2 Services:							2
3 Board of Directors	51,085	86,000	86,000	86,000	0	0.0%	3
4 Contracted Vehicle Maintenance	1,316,320	1,335,850	1,316,750	1,302,319	(14,431)	-1.1%	4
5 Property Maintenance	1,064,923	1,055,500	1,271,750	1,589,000	317,250	24.9%	5
6 Professional Services	4,202,329	5,257,204	4,700,663	4,079,400	(621,263)	-13.2%	6
7 Technical Services	6,786,459	7,565,480	8,104,152	8,750,264	646,112	8.0%	7
8 Other Services	2,947,989	3,210,668	3,160,668	3,721,376	560,708	17.7%	8
9							9
10 Materials & Supply:							10
11 Fuel and Lubricants	2,836,351	3,783,600	3,637,440	3,950,821	313,381	8.6%	11
12 Bus Parts and Materials	1,972,525	2,043,233	2,370,499	2,036,780	(333,719)	-14.1%	12
13 Uniform and Drivers Expense	369,113	533,731	563,952	564,226	274	0.0%	13
14 Timetables and Tickets	153,973	326,500	323,500	283,500	(40,000)	-12.4%	14
15 Office Supplies/Printing	368,427	484,412	476,974	454,234	(22,740)	-4.8%	15
16 Other Materials and Supply	158,974	160,000	160,000	150,300	(9,700)	-6.1%	16

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2019 PROPOSED OPERATING BUDGET**

Attachment A

	<u>FY2017 ACTUAL</u>	<u>FY2018 REVISED BUDGET</u>	<u>FY2018 FORECAST</u>	<u>FY2019 PROPOSED BUDGET</u>	FY19 PROPOSED Compared to FY18 FORECAST	BUDGET PERCENT CHANGE	
	A	B	C	D	E = D-C	F = E/C	
17 DISTRICT OPERATED BUSES-continued							17
18 Utilities:							18
19 Telecommunications	417,852	745,491	745,491	712,296	(33,195)	-4.5%	19
20 Other Utilities	1,125,857	1,140,000	1,140,000	1,058,000	(82,000)	-7.2%	20
21 Insurance Costs	2,535,353	3,042,164	3,042,164	3,057,336	15,172	0.5%	21
22 Workers' Compensation	2,189,580	3,666,068	3,380,068	3,666,068	286,000	8.5%	22
23 Taxes and License Fees	552,214	779,823	825,391	795,415	(29,976)	-3.6%	23
24 Fixed Route Accessibility	1,025,846	1,092,576	1,108,056	1,192,913	84,857	7.7%	24
25 Leases and Rentals	167,307	182,670	182,670	185,292	2,622	1.4%	25
26 Prmtnl and Legal Advertising	296,509	869,000	605,678	1,392,750	787,072	129.9%	26
27 Training & Business Travel	247,995	878,513	685,935	783,555	97,620	14.2%	27
28 Dues and Membership	112,467	159,043	159,043	150,483	(8,560)	-5.4%	28
29 Postage and other	47,164	94,792	53,083	237,780	184,697	347.9%	29
31 Total District Operated Buses	86,723,139	98,710,130	97,683,755	108,972,915	11,289,160	11.6%	31
32							32
33 CONTRACTED BUS SERVICES							33
34 Contracted Urban Bus Service	16,103,608	17,987,300	17,110,206	17,265,600	155,394	0.9%	34
35 Other Related Costs	441,762	358,694	358,914	456,047	97,133	27.1%	35
36 Insurance Costs	-372,192	773,422	773,422	785,990	12,568	1.6%	36
37 Coastside Services	1,513,211	1,954,500	1,973,825	1,742,000	(231,825)	-11.7%	37
38 Redi Coast Non-ADA	254,800	253,100	231,250	266,200	34,950	15.1%	38
39 Other Related Costs	114,557	116,884	116,884	131,293	14,409	12.3%	39
40 La Honda Pescadero	55,125	55,130	55,130	55,130	0	0.0%	40
41 SamCoast - Pescadero	112,455	138,350	138,350	140,800	2,450	1.8%	41
42 Other Related Costs-SamCoast	6,946	6,638	6,638	7,456	818	12.3%	42
43 Total Contracted Bus Service	18,230,272	21,644,018	20,764,619	20,850,516	85,897	0.4%	43
44							44
45 TOTAL MOTOR BUS	104,953,412	120,354,148	118,448,374	129,823,431	11,375,057	9.6%	45

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2019 PROPOSED OPERATING BUDGET**

Attachment A

		FY2017 <u>ACTUAL</u>	FY2018 <u>REVISED BUDGET</u>	FY2018 <u>FORECAST</u>	FY2019 <u>PROPOSED BUDGET</u>	FY19 PROPOSED Compared to FY18 <u>FORECAST</u>	BUDGET <u>PERCENT CHANGE</u>	
		A	B	C	D	E = D-C	F = E/C	
AMERICAN DISABILITY ACT PROGRAMS								
46	Elderly & Disabled/Redi-Wheels	5,348,190	7,716,600	5,393,930	8,012,000	2,618,070	48.5%	46
47	Other Related Cost	2,969,804	3,030,191	3,054,568	3,042,705	(11,863)	-0.4%	47
48	ADA Sedan/Taxi Service	5,065,697	3,704,208	4,955,905	3,810,900	(1,145,005)	-23.1%	48
49	ADA Accessibility Support	1,500,096	1,505,855	1,505,855	1,644,784	138,929	9.2%	49
50	Coastside ADA Support	1,723,128	1,842,100	1,842,100	1,830,600	(11,500)	-0.6%	50
51	Insurance Costs	2,298,243	608,957	1,580,161	619,697	(960,464)	-60.8%	51
52	TOTAL ADA PROGRAMS	18,905,159	18,407,911	18,332,519	18,960,686	628,167	3.4%	52
53								53
MULTI-MODAL TRANSIT PROGRAMS								
54								54
55								55
56	CALTRAIN SERVICE							56
57	Peninsula Rail Service	6,480,000	6,191,353	6,191,353	7,634,404	1,443,051	23.3%	57
58	Total Caltrain Service	6,480,000	6,191,353	6,191,353	7,634,404	1,443,051	23.3%	58
59								59
60	OTHER SUPPORT							60
61	Dumbarton Express Service							61
62	SamTrans Shuttle	1,782,821	2,077,765	1,821,851	2,150,506	328,655	18.0%	62
63	Bicycle Coordinating Activities	0	72,781	72,781	0	(72,781)	-100.0%	63
64	Maintenance Multimodal Fac	171,618	170,000	170,000	174,800	4,800	2.8%	64
65	Total Other Support	1,954,439	2,320,546	2,064,632	2,325,306	260,674	12.6%	65
66								66
67	TOTAL MULTI-MODAL PROGRAMS	8,434,439	8,511,899	8,255,985	9,959,710	1,703,725	20.6%	67
68								68
69	TOTAL OPERATING EXPENSES	132,293,009	147,273,958	145,036,878	158,743,827	13,706,949	9.5%	69

San Mateo County Transit District Fiscal Year 2019 Capital Budget

PROJECT TITLE	PROJECT DESCRIPTION	Current Total Estimated Project Cost	Previously Budgeted	FY2019 Budget Request	Funding		
					Federal	State	District Sales Tax
i. REVENUE VEHICLE SUPPORT							
1.1 Major Bus Components FY19 Capital Budget	Purchase of new parts, rebuilt parts and major bus components not accounted for in operating budget	\$ 6,014,636	\$ 4,841,436	\$ 1,173,200		\$ 1,173,200	
1.2 MB-2000 Bus Simulator System	Purchase of an up-to-date Bus Simulator to replace current model which can no longer be upgraded.	\$ 816,272	\$ 506,272	\$ 310,000			\$ 310,000
1.3 ADA Self Evaluation Plan for SamTrans and Caltrain	ADA requires public agencies to have a self-evaluation plan. Project will pay consultant to develop self-evaluation plan and ADA transition plan.	\$ 200,000		\$ 200,000			\$ 200,000
1.4 FY19 Maintenance Support Equipment	Equipment used to support day-to-day shop activities.	\$ 94,185		\$ 94,185	\$ -	\$ -	\$ 94,185
Subtotal				\$ 1,777,385			
ii. NON-REVENUE VEHICLE SUPPORT							
2.1 Purchase 4 Non-Rev Srv Support Vehicles	Procurement of Non-Revenue Service Support Vehicles. The vehicles are to be used in place of personally owned vehicles (POV) to improve efficiency. They are designated for use by various departments.	\$ 118,000		\$ 118,000			\$ 118,000
Subtotal				\$ 118,000			
iii INFORMATION TECHNOLOGY							
3.1 Tech Refresh Project	Technology refreshment with periodic replacement of District system's servers and storage, copiers/printers, network equipment to avoid obsolescence of existing technology	\$ 4,803,476	\$ 2,303,476	\$ 2,500,000	\$ -	\$ -	\$ 2,500,000

San Mateo County Transit District Fiscal Year 2019 Capital Budget

PROJECT TITLE	PROJECT DESCRIPTION	Current Total Estimated Project Cost	Previously Budgeted	FY2019 Budget Request	Funding		
					Federal	State	District Sales Tax
3.2 Upgrade current District Website	Procurement of a Content Management System, Dedicated Server, Technical Support, User Testing & research and support for staff migration. The current websites are 10 years old and pose many limitations. This project serves all three agencies	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -	\$ 600,000
Subtotal				\$ 3,100,000			
iv. PLANNING / DEVELOPMENT							
4.1 Capital Program and Project Development	Activities include but not limited to: capital budget and programming process, grant development, and development of capital program mangement systems	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
4.2 Capital Program Management	Capitalized funds for programs and project controls support, including monitoring project performance and delivery	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
Subtotal				\$ 500,000			
v. FACILITIES / CONSTRUCTION							
5.1 Facilities Smaller Projects	Projects to maintain continuity of services and sustainability of a pleasant work environment, inclusive of routine maintenance or replacement.	\$ 1,113,530	\$ 543,530	\$ 570,000	\$ -	\$ -	\$ 570,000
5.2 Facilities Engineering Smaller Projects	Maintain a state of good repair for District properties and common repairs and replacement through the facilities.	\$ 530,000	\$ -	\$ 530,000	\$ -	\$ -	\$ 530,000
5.3 Central Office Sanitary Sewer Pumps Replacement	Replacement of 2 original sewer pumps (1979) located at the basement of the Central Office.	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000

San Mateo County Transit District Fiscal Year 2019 Capital Budget

ATTACHMENT B

PROJECT TITLE	PROJECT DESCRIPTION	Current Total Estimated Project Cost	Previously Budgeted	FY2019 Budget Request	Funding		
					Federal	State	District Sales Tax
5.4 Central Boiler Replacement	Current boiler, installed in 1993 has surpassed the 20 year expected lifespan. Replacement of current boiler will eliminate current signs of failures in the main flue.	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ 80,000
Subtotal				\$ 1,530,000			
vi. Other							
6.1 Contingency	Unforeseen capital expenditures	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
Subtotal				\$ 250,000			
GRAND TOTAL		\$ 15,470,099	\$ 8,194,714	\$ 7,275,385	\$ -	\$ 1,173,200	\$ 6,102,185

Follow-up to 5/2/18 Board Meeting: Questions & Answers

QUESTION 1: What does a balanced FY2019 Budget look like?

Response: Outlined below are changes to District Operations that would produce a balanced Budget scenario for FY19. This is for discussion purposes only and not to be inferred as actions recommended by staff.

FY2019 Operating Reductions of \$7,320,000

\$4,350,000 Bus Transportation Fixed Route (District Operated and CUB combined)

- Service reduction of 13 %. Assume an elasticity of 5% ridership decline
- Net result is 25 community routes eliminated and 25 additional fixed-routes adjusted.

\$600,000 Training Operations

- Reduce training for new bus operators, reduce overtime, suspend the Bus Rodeo, reduce business and seminar travel, and eliminate third party training for potential fixed route disabled riders.

\$65,000 Coastside Service

- Reduce off-peak service on Route 17.

\$30,000 Bus Transportation Administration

- Reduce travel, training, office supplies, office equipment, books & reference materials.

Bus maintenance

\$1,248,000 Bus Maintenance

- Assumes 10% fixed-route bus service reduction. Savings in fuel, bus parts, contract services, uniforms, and temporary help. Defer hiring 5 vacant positions.

Follow-up to 5/2/18 Board Meeting: Questions & Answers

ADA Services

\$500,000 ADA Paratransit

- Increase Revenue \$100,000:
 - Raise the Regular Paratransit Fare to the Federal limit of two-times the Adult Cash Fare for fixed-route, from \$4.25 to \$4.50. In January 2019, the Adult Cash Fare for fixed-route will increase to \$2.50; consequently, the Regular Paratransit Fare could increase to \$5.00
 - Raise the Lifeline Paratransit Fare to be equal to the Adult Cash Fare for fixed route, from \$1.75 to \$2.25. In January 2019, it would increase to \$2.50
- Reduce Expense \$400,000: higher fares are estimated to have an elasticity effect of an 8% to 10%, resulting in lower Paratransit ridership by passengers who use the Lifeline fare

Shuttle Services

\$30,000 Shuttles

- Reduce temporary staff budget and suspend business for a net reduction of \$30,000

Facilities Maintenance

\$122,000 Facilities Maintenance

- Eliminate annual hydro-jetting, reduce HVAC preventative maintenance, eliminate high glass cleaning at Central, and eliminate Central garage vacuuming
- Reduce Bus Stop trash collection from twice a week to once per week

\$375,000 Promotional Events

- Eliminate promotional advertising for initiatives planned in FY2019: i.e., Initiatives planned include mobile app launch, marketing the use of new electric buses, wayfinding and signage improvements, fare increase informational outreach and joint Clipper Card promotions.

Follow-up to 5/2/18 Board Meeting: Questions & Answers FY2019 Capital Reductions of \$1,623,209

\$310,000 Bus Simulator

- Postpone the purchase of a new bus simulator

\$346,000 Bus Maintenance

- Assumes 10% fixed-route bus service reduction. Savings from major bus components

\$600,000 District Website

- Postpone the modernization of the District website

\$367,209 Tech Refresh

- Delay replacement of District's computer system's servers and storage, copiers / printers, network equipment

Follow-up to 5/2/18 Board Meeting: Questions & Answers

QUESTION 2: What are the Key FY2019 Budget Assumptions and what are the inherent risks in those assumptions?

Diesel Fuel: Assumptions within the FY2019 Budget include:

- 1) FY2019 Budget Diesel Fuel cost per gallon is \$2.10:

Sensitivity: For every \$.10 (5%) increase in cost per gallon, diesel fuel expense, including related taxes, will increase by approximately \$191,125

		Budget Assumption	Sensitivity
Diesel Fuel Cost Per Gallon		\$2.10	\$0.10
# of Gallons		1,749,533	
Fuel Expense		\$3,674,019	\$174,953
<u>Variable Taxes</u>	<u>Rate / \$</u>		
Fuel & Lub Tax	9.14%	\$353,476	\$15,997
LUST Tax Diesel	0.10%	\$3,674	\$175
		Total Impact	\$191,125

- 2) FY2019 Diesel gallons projected is \$1.7 million:

Sensitivity: For every 5% (87K gallons) increase, diesel fuel expense, including related taxes, will increase by approximately \$222,551

		Budget Assumption	Sensitivity
Number Of Gallons Projected		1,749,533	87,477
Fuel Cost Per Gallon		\$2.10	
Fuel Expense		\$3,674,019	\$183,701
<u>Variable Taxes</u>	<u>Rate / \$</u>		
Fuel & Lub Tax	9.14%	\$353,476	\$16,797
LUST Tax Diesel	0.10%	\$3,674	\$184
	<u>Rate / gal</u>		
GHG Compliance	\$ 0.25	\$437,383	\$21,869
		Total Impact	\$ 222,551

Follow-up to 5/2/18 Board Meeting: Questions & Answers

QUESTION 3: What are the risks if SB1 funding is repealed?

Assumptions within the FY2019 Budget include:

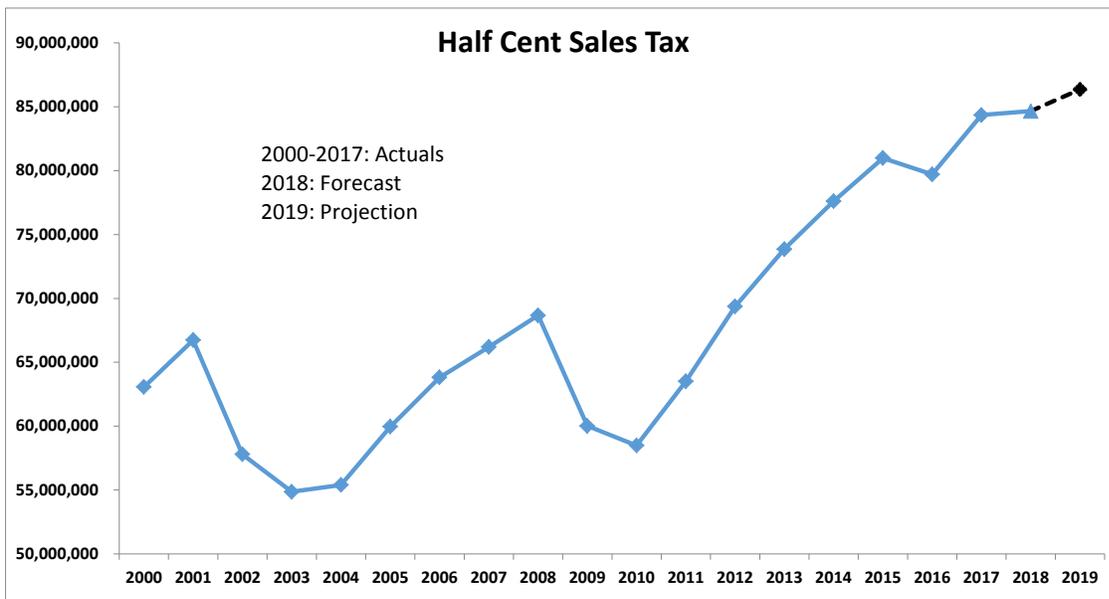
- 1) STA Operating Funding: The FY2019 Budget has a total of \$5.7 million in STA Revenue Based funding. Since STA funds are derived from the state sales tax on diesel fuel, which includes higher tax from SB1, a portion of the revenues can be assumed from SB1. Staff estimates approximately 50% of these funds could be SB1 tax. Therefore the FY2019 Operating dollars at risk would be approximately \$2.8 million.

- 2) SB1 Capital Funding: Capital funds from Caltrans’s State of Good Repair (SOGR) program were established through SB1 in April 2017. The FY2017-18 SOGR funding assumed in the FY2019 Capital Budget is \$1.2 million.

Total SB1 Funds assumed for the FY2019 Budget is \$3.8 million.

QUESTION 4: What are the risks of the 2% growth rate assumed for District Sales Tax?

Assumptions for District Sales Tax for FY2019 Budget includes 2% growth, or \$1.7 million, compared to the FY2018 Forecast. The chart below shows that, except for severe economic downturns, the sales tax revenues has been growing at a fairly steady rate.



Follow-up to 5/2/18 Board Meeting: Questions & Answers

QUESTION 4: What assets are subject to deferred maintenance?

Capital Projects:

1. Central Office Roof Rehabilitation: \$1,200,000

The foam roof is 20 years old and needs extensive rehabilitation

2. North Base Washer Replacement: \$540,000

North Base Washer installed in 1995 has reached the end of its useful life.

3. North and South Base Employee Areas: \$520,000

Original construction is 30 years old

4. South Base Washer Walls Rehabilitation: \$350,000

Water damage is evident and extensive on each side of the containment walls inside the bus washer

5. North and South Base Bus Vacuum System Replacement Design: \$150,000

Preliminary design to replace the vacuum system used at North Base and install at South Base to clean the interior of the buses

6. Replacement of Non-revenue Service Support Vehicles: \$580,000

Postpone the replacement of (20) non-revenue service support vehicles.

Operating Projects:

7. District's Intranet Upgrade: \$250,000

The current system is needed to support various District actions and communication however it is severely obsolete, inefficient and no longer supported by the software developer.

RESOLUTION NO. 2018 –

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

*** * ***

**ADOPTING FISCAL YEAR 2019 OPERATING BUDGET IN
THE AMOUNT OF \$159,207,813 AND CAPITAL BUDGET IN THE AMOUNT OF \$ 7,275,385**

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

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

WHEREAS, the General Manager/CEO has prepared and presented to the Board of Directors a proposed final Operating Budget for Fiscal Year (FY) 2019 in the amount of \$159,207,813 that sets forth projected revenues and expenses associated with the District's operating and maintenance program; and

WHEREAS, the General Manager/CEO has prepared a proposed Capital Budget for FY 2019 in the total amount of \$7,275,385; and

WHEREAS, the amount of anticipated funding from the Caltrans State of Good Repair Program for the FY2019 Capital Budget is estimated to be \$1,173,200; and

WHEREAS, the local sales tax required for the proposed Capital Budget for FY2019 is \$6,102,185.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District adopts the Fiscal Year 2019 Operating Budget, a copy of which is attached hereto and incorporated herein as Attachment "A"; and

BE IT FURTHER RESOLVED the Board of Directors of the San Mateo County Transit District hereby adopts a Capital Budget in the amount of \$7,275,385 for FY2019, a copy of which is attached hereto and incorporated herein as Attachment B; and

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

Regularly passed and adopted this 6th day of June, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

Acting District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

David Olmeda
Chief Operating Officer, Bus

SUBJECT: **DECLARE AN EMERGENCY FOR THE REPLACEMENT OF MAIN BOILER FLUE AT
CENTRAL FACILITY AND RATIFY AN EMERGENCY PURCHASE ORDER**

ACTION

Staff proposes that the Committee recommend the Board:

1. Declare an emergency exists with regard to the condition of a main boiler flue at the San Mateo County Transit District's (District) administrative office referred to as the Central facility;
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 \$17,922 to MTECH of Santa Clara, California for replacement of the flue that vents the main building boiler at Central; and
4. Authorize the General Manager/CEO, or his designee, to take all other discretionary actions required to respond to said emergency, provided that the General Manager/CEO reports such actions to the Board of Directors (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 emergency procurement will come from the Facilities Smaller Projects line item in the Fiscal Year 2018 Capital Budget proposed for approval at this June 6, 2018 meeting. The work will be funded by District sales tax revenues.

SIGNIFICANCE

The District must replace the flue at the Central facility that vents the main building boiler. The flue has deteriorated and partially collapsed, causing a backdraft and subsequent small explosions in the boiler. The boiler has been shut down until the flue can be replaced. The boiler cannot operate with a damaged flue because it a) presents a fire hazard, and b) releases toxic carbon monoxide gases.

The replacement must be completed within 30 days to allow operation of the boiler and to avoid potential negative fire, life safety, environmental and health impacts.

BACKGROUND

MTECH recommended replacement of the boiler flue and provided a detailed proposal, which staff evaluated for the adequacy of the proposed scope of remediation work and cost reasonableness compared to available pricing for similar services. Staff found the level of effort required for the scope of work to be appropriate and the cost to be fair and reasonable based upon labor rates that are comparable to current contract labor rates.

MTECH currently has a contract with the District to provide heating, ventilation and air conditioning (HVAC) services. The firm possesses the depth of experience and necessary qualifications to successfully perform the proposed scope of work. Staff considers MTECH to be a responsible, experienced vendor and is confident in MTECH's ability to complete this work successfully. MTECH is a registered public works contractor with the State of California Department of Industrial Relations.

Sr. Contract Officer:	Patrick May	650-508-7732
Project Manager:	John Seybert, Superintendent, Facilities	650-622-7813



PROJECT MANAGER'S REQUEST FOR AN EMERGENCY PROCUREMENT

The following information is required to be submitted to Contracts & Procurement (C&P) prior to the issuance of a Purchase Order under a non-competitive emergency procurement, to comply with the SamTrans Procurement Manual, Section VI.C.

Requested Repairs: Replacement of Central Facility's flue on the main boiler.

Reason this is an emergency: We need to replace the flue at Central that vents the main building boiler. The flue has deteriorated and partially collapsed, causing a backdraft and subsequent small explosions in the boiler. This has resulted in the boiler being shut down until the flue can be replaced. The boiler cannot operate with a damaged flue because it, a) presents a fire hazard, and b) releases toxic carbon monoxide gases.

Project Manager: John Seybert

Location: Central Facility Mechanical Room

Chief Officer (CO): David Olmeda

The Project Manager hereby certifies that:

1. I, or a member of my staff, have contacted one, or more, firms to determine the best price, quality, or services available to mitigate the emergency. That firm chosen is MTech, who is a current vendor. Contact name/info Craig Roberts (408-687-7169) or Pete D'Oliva (408-639-9309). The value of the procurement is \$17,922.00. My approval is noted by my signature below or by an attached e-mail.
2. The choice of the firm above is based on the historical fact that the vendor's/contractor's/consultant's prices are current with industry standards, catalog prices, or other competitive sales or bids, and I consider them fair and reasonable. Also, MTech is currently the company under contract with SamTrans (Contract #14-048) for HVAC services.
3. **If the emergency is a Public Works project exceeding \$1,000:** the vendor's CSLB license number is 870394, their DIR registration number is 1000014576 and the vendor concurs that they will pay Prevailing Wages for this project and will report payments to the CA Department of Industrial Relations. The vendor will need to provide proof of acceptable insurance as soon as possible. If the work exceeds \$25,000 the vendor will provide a 100% Payment Bond.

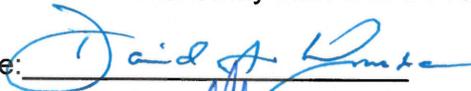
Project Manager Signature: _____

Date: 5/29/18

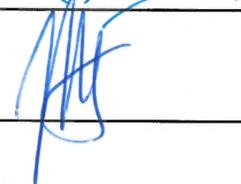
The Chief Officer (CO) hereby certifies that:

1. I have discussed this matter with the General Manager/CEO, or in their absence, their designee, and they have approved our moving forward with this firm, at the value cited above, for this procurement. The GM/CEO approval is noted below *by signature below or by e-mail approval*, which is attached hereto. The approval of the GM/CEO is effective for up to \$10,000 of Public Works activities or up to \$25,000 value of supplies or services.
2. The GM/CEO may approve an emergency procurement above the limits cited above, but that is only if they report the action at the next regularly scheduled, or Special, Board meeting, within 14 days of the emergency declaration. I will concurrently notify the District Secretary of this emergency and shall participate with C&P in preparing a Staff Report and Resolution for that meeting. *My approval is noted by my signature below or by an attached e-mail.*

Please initiate a Purchase Order immediately. It is understood that no work by the vendor/contractor/consultant may start until a P.O. is issued by Contracts & Procurement.

CO Signature: 

Date: 5/30/18

GM/CEO approval: 

Date: 5/30/18

This section for Contracts & Procurement's use

PO # issued _____ Date: _____ Contract Officer _____

Risk Notified _____ Labor Compliance notified _____ C&P FTA Log # _____

1st Board Date* (if applicable) _____ Resolution # _____ Final Board Date _____

*(Board shall vote if the Emergency still exists and evaluate it at each subsequent meeting until the action is terminated)

RESOLUTION NO. 2018 -

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

*** * ***

**DECLARING AN EMERGENCY FOR THE REPLACEMENT OF MAIN BOILER FLUE AT CENTRAL
FACILITY AND RATIFYING AN EMERGENCY PURCHASE ORDER TO
MTECH IN THE AMOUNT OF \$17,922**

WHEREAS, the San Mateo County Transit District (District) has a boiler flue at its Central Facility that has deteriorated and partially collapsed, causing a backdraft and subsequent small explosions in the boiler, which requires immediate replacement; and

WHEREAS, it has been determined that the boiler cannot operate with a damaged flue because it would present a fire hazard and cause the release of toxic carbon monoxide gases.

WHEREAS, MTECH, the District's heating, ventilation, and air conditioning (HVAC) contractor, investigated the problem and made a recommendation for replacement of the boiler flue; and

WHEREAS, repairs must be initiated and/or completed within 30 days to allow operation of the boiler and to avoid potential negative environmental impact; 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, MTECH has submitted a proposal in the amount of \$17,922 to perform the repairs; and

WHEREAS, staff has carefully evaluated the proposal received from MTECH and has found the proposed costs to be fair and reasonable and is confident in MTECH's ability to complete the work successfully; and

WHEREAS, MTECH 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 MTECH, for replacement of the main boiler flue at Central Facility.

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 the condition of a main boiler flue at Central Facility 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 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 \$17,922 to MTECH for the Central facility boiler flue replacement; and
4. Authorizes the General Manager/CEO or his designee to take all other discretionary 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 6th day of June, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

Acting District Secretary



BOARD OF DIRECTORS 2018

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

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, MAY 2, 2018 – 3:00 pm

or immediately following previous Committee meeting

1. Call to Order

MOTION

2. Proclamation of June 21, 2018 as National Dump the Pump Day

ACTION

3. Approval of Minutes of Strategic Planning, Development and Sustainability Committee Meeting of May 2, 2018
4. Authorization of an Exclusive Negotiating Agreement for Study of Potential Redevelopment of the Dumbarton Rail Corridor
5. Adoption of Coastside Transit Study

INFORMATIONAL

6. Capital Projects Quarterly Status Report – 3rd Quarter Fiscal Year 2018
7. Adjourn

Committee Members: Josh Powell, Zoe Kersteen-Tucker, Dave Pine

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
STAFF REPORT**

TO: Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **PROCLAMATION DECLARING JUNE 21, 2018 AS "NATIONAL DUMP THE PUMP DAY"**

ACTION

Staff proposes the Committee recommend the Board adopt the proclamation designating June 21, 2018 as "National Dump the Pump Day."

SIGNIFICANCE

By proclaiming June 21 as "National Dump the Pump Day," the San Mateo County Transit District (District) Board of Directors is joining transit agencies around the country participating in the effort to reaffirming a commitment to reducing congestion and improving air quality by providing high quality public transportation services to all. In partnership with the American Public Transportation Association (APTA), Dump the Pump Day is an annual opportunity to encourage people to give up driving and use public transportation, steps that reduce the carbon footprint, ease congestion and pollution and save money.

Nationwide, public transit systems provide more than 34 million rides every weekday, according to APTA. Since 1995, public transit ridership is up 30 percent, outpacing population growth, which is up 22 percent, and vehicle miles traveled (VMT) is up 32 percent. Public transportation is a \$68 billion industry that employs more than 420,000 people. More than 6,800 organizations provide public transportation in the United States.

Public transportation use reduces our nation's dependence on foreign oil by 4.2 billion gallons of gasoline a year and it also saves 37 million metric tons of carbon emissions annually. Public transportation also provides personal mobility and freedom for people from every walk of life. One person with a 20-mile round trip commute who switches from driving to public transit can reduce his or her daily carbon emissions by 20 pounds or more than 4,800 pounds in a year.

SamTrans is a proven method by which San Mateo County commuters can unhook from the gas pump. The most recent survey of SamTrans customers found that 63 percent ride five or more days a week, underscoring the important role that public

transportation plays in providing mobility and independence for people with limited transit alternatives. Approximately 72 percent of all trips are to work or school.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

“National Dump the Pump Day” began in June 2006 when national gas prices averaged \$3 per gallon. Although gas prices have stabilized, traffic in the Bay Area is pushing our freeways and roads to their limits. Using transit options such as Caltrain is one of the most effective ways to beat gas prices and reduce congestion.

To encourage drivers to try transit on June 21, SamTrans will promote National Dump the Pump Day with a community event at the Millbrae Transit Center to launch Route SFO, a new transit connection between the Millbrae Caltrain Station and San Francisco International Airport that will make transit a more attractive alternative for travelers going to and from the airport during the summer travel season. SamTrans will also encourage passengers to participate in National Dump the Pump Day on social media using the hashtag #dumpthepump.

Prepared by: Tasha Bartholomew, Communications Manager

650-508-7927

Proclamation

ESTABLISHING 13th ANNUAL NATIONAL DUMP THE PUMP DAY ON JUNE 21, 2018

WHEREAS, June 21, 2018 marks the American Public Transportation Association's (APTA) 13th annual National Dump the Pump Day; and

WHEREAS, the San Mateo County Transit District supports National Dump the Pump Day as a day to encourage people to ride public transportation to save money, revitalize communities, protect the environment, reduce our dependence on foreign oil, and improve the quality of life for all Americans; and

WHEREAS, SamTrans recognizes that public transportation is a vital resource for residents across the nation, in communities of all sizes; and

WHEREAS, to highlight the importance of getting commuters out of their cars and onto transit, SamTrans will promote National Dump the Pump Day with a community event at the Millbrae Transit Center to launch Route SFO, a new transit connection between the Millbrae Caltrain Station and San Francisco International Airport; and

WHEREAS, SamTrans will also encourage passengers to participate in the national social media campaign using the hashtag #dumpthepump; and

WHEREAS, SamTrans operates 71 bus routes in San Mateo County, connecting passengers from communities throughout the Peninsula; and

WHEREAS, the District carried nearly 11.4 million passengers on SamTrans buses in Fiscal Year 2017; and

WHEREAS, in 2017, Americans took 10.1 billion trips on public transportation, and since 1995, trips on public transit have increased by 30 percent; and

WHEREAS, according to APTA's most recent Transit Savings Report, a two-person household can save, on the average, more than \$10,063 a year by downsizing to one car; and

WHEREAS, public transportation is a \$68 billion industry that employs more than 420,000 people; and

NOW, THEREFORE BE IT RESOLVED on the 6th day of June, 2018 the San Mateo County Transit District Board of Directors, in support of APTA's efforts, encourages citizen to get out of their vehicles and onto public transportation, and does hereby proclaim Thursday, June 15, 2017, as *NATIONAL DUMP THE PUMP DAY*.



Chair, San Mateo County Transit District

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

**MINUTES OF STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE /
COMMITTEE OF THE WHOLE
MAY 2, 2018**

Committee Members Present: J. Powell (Committee Chair), Z. Kersteen-Tucker, D. Pine

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: J. Gee, C. Groom, R. Guilbault, K. Matsumoto, P. Ratto, C. Stone

Staff Present: J. Hartnett, C. Mau, J. Cassman, A. Chan, S. Murphy, C. Fromson, D. Hansel, T. Dubost, D. Olmeda, C. Gumpal, J. Brook, C. Boland

CALL TO ORDER

Committee Chair Powell called the meeting to order at 3:37 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF APRIL 4, 2018

Motion/Second: Guilbault/Stone

Ayes: Gee, Groom, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Abstention: Kersteen-Tucker

Absent: None

PRESENTATION OF THE COASTSIDE TRANSIT STUDY

Millie Tolleson, Planner, presented the findings of the Coastside Transit Study, including detailed data analysis and community outreach related to the Coastside's transit needs and goals. She recommended that the District's longer-term goals be included in the SamTrans Business Plan.

Committee Chair Powell requested to hear the Mobility Plan presentation before the Business Plan Update

MOBILITY PLAN FOR OLDER ADULTS AND PEOPLE WITH DISABILITIES

David Pape, Senior Planner, presented the findings of the detailed data analysis and extensive community outreach that his department has engaged in to learn more about the mobility needs of the County's older adults and people with disabilities. He outlined the main programs of the initiative, including a new Mobility Management Center website and call center, and subsidized ride-sourcing with telephone booking for riders without smart phones. He described ongoing programs and recommended potential programs and partnerships for future implementation. Several of the directors had comments about and suggestions for the programs.

PRESENTATION OF SAMTRANS BUSINESS PLAN UPDATE

Christy Wegener, Planning Director, outlined the 16 initiatives of the 2018 SamTrans Business Plan, including those targeted at improving youth ridership, electrification of buses, and program improvements such as mobile ticketing, wifi on buses, Rapid ECR, and shuttle services. The directors commented on what initiatives they thought should be prioritized.

ADJOURN

The meeting adjourned at 4:40 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6279 or by email to board@samtrans.com.

crossing. The Corridor is located within San Mateo and Alameda counties, both of which are affected by increasing congestion on highways and streets throughout the Corridor.

Since 1994, no proposals have been made by any governmental or private entity to fund new rail transit on the Corridor; despite rapidly increasing regional transportation needs, there are no public funds currently dedicated or anticipated to be dedicated for this purpose. However, a private employer headquartered within the Corridor ("Facebook, Inc." or "Facebook") teamed with a private sector sponsor of public-private partnership infrastructure projects ("Plenary Group USA, Ltd." or "Plenary Group") and has made a proposal to work with the District to study the feasibility of a proposed rail transit service on the Corridor. Upon approval of the proposed ENA by the Board of Directors, Facebook, Inc. and Plenary Group USA, Ltd. will form an entity, likely to be a limited liability company, for the transportation projects proposed by these private-sector partners as part of the DTC Program (Proposed Project).

As envisioned, the DTC Program could include a multimodal transportation program consisting of enhanced bus service, a rebuilt rail corridor between Redwood City and the Tri-cities area (Newark-Fremont-Union City) through the Dumbarton Corridor, and complementary bicycle and pedestrian facilities. A rebuilt rail line within the Corridor could potentially connect to the existing rail network in Northern California, and could include new rail transit and regional services between the East Bay, the Peninsula and the San Joaquin River Valley. In addition to such transportation improvements, the DTC Program could include transit-oriented development at or near each station served by the new rail service, including a mix of uses appropriate to each site.

The Developer has proposed to analyze the feasibility of the DTC Program and the Proposed Project, and to work with the District to determine if the District and Developer can agree upon a mutually acceptable Lease Disposition and Development Agreement (LDDA) for the Developer's lease, development, operation and maintenance of the Proposed Project, through a mix of private and non-District public funds.

The proposed ENA, which is attached to this staff report and the accompanying resolution, will provide the Developer with the necessary rights and certainty to expend significant amounts of time and financial resources to continue its review of the feasibility of the Proposed Project, and provide the platform from which the parties will negotiate the LDDA, providing for the Developer's lease of the Corridor and subsequent operation thereon through a long-term public-private-partnership. During the ENA period, it is anticipated that the parties will explore and agree upon the final development and phasing plans, and all terms and conditions consistent with the District goals and priorities leading to the execution of the LDDA.

BUDGET IMPACT

There is no fiscal impact to the District related to the execution of the ENA and the potential negotiation of an LDDA other than staff costs and, when determined

necessary by the District, the costs incurred in facilitating the review of Proposed Project materials developed by the Developer.

Under the terms of the ENA, the District will require the Developer to deposit amounts to cover all of District's costs related to the Proposed Project ("Project Expense Payment" or "PEP"), such as staff costs, legal costs and consultant or other third-party expenses necessary to evaluate the proposed LDDA terms and the Developer's Proposed Project. Specifically, potential PEP-related costs include, without limitation, environmental review as may be required under applicable federal and/or State laws (including the National Environmental Policy Act (NEPA) and/or the California Environmental Quality Act (CEQA)), design and engineering review, and review of financial analyses.

If the DTC Program and Proposed Project are determined by the Developer to be feasible, it is anticipated that funding will come from a combination of public and private sources, including private investment provided by a consortium of private enterprises, and supplemented, if required, by available federal and state grants.

BACKGROUND

The Corridor has been the subject of multiple prior studies. Most recently, in December 2017, the Board of Directors adopted the Dumbarton Transportation Corridor Study (DTCS) which examined, among other things, opportunities to improve uses of the Corridor (including enhancements to the Dumbarton Rail Bridge), thereby providing connectivity to commuter and inter-city rail services along the Corridor. The DTCS also addressed regional and local mobility issues, including the jobs/housing imbalances in the southern Bay Area that threaten the economic vitality of jobs-rich areas that lack housing alternatives.

The DTCS concluded not only that the Dumbarton Rail Bridge presents a safety hazard in its current non-functioning state, but also that a failure to rehabilitate the Dumbarton Rail Bridge and fully utilize the Corridor would be detrimental to the public interest in urgently-needed transportation infrastructure in the surrounding communities, significant traffic congestion relief and improved air quality along the Corridor.

District Goals

The District is seeking to accomplish the following:

1. *Enhance Mobility and Alleviation of Congestion.*

Successful completion of the Proposed Project should result in enhanced public transportation ridership, expanded regional connectivity, increased transportation frequency, and improved transportation reliability, thereby also alleviating the current traffic congestion that significantly impacts the Corridor service area. If completed, the Proposed Project should also result in enhanced travel options for local and regional transbay travelers by increasing mode choice and shifting travel from automobiles to transit (i.e., new transit riders), increasing the direct connections, reducing total travel time, and bringing transit closer to major trip origins and destinations.

The Proposed Project has the potential to meet these requirements, because, among other goals, the Proposed Project could provide services from Redwood City to Newark and Fremont/Union City by reopening the currently unutilized rail line for new transit riders. Additionally, there are currently only four options to travel across the San Francisco Bay from the Peninsula to the East Bay: the BART tube, the Bay Bridge, the San Mateo Bridge, and the Dumbarton Bridge. Creating a new mode of travel transport across the Bay will likely draw travelers from such routes, thereby reducing traffic congestion and travel time. Reopening of the unutilized rail line would add a new, direct, connection from the East Bay to the Peninsula, particularly to the communities of Menlo Park, Mountain View, Redwood City and Palo Alto where both large technology firms and smaller start-up firms continue to broaden their employee base.

2. Facilitate Cost-Effective Improvements with a Monetary or Nonmonetary Return on Investment.

The Proposed Project should be cost-effective for the District with a potential return on any public investment. The Developer must demonstrate an ability to attract equity and debt capital, and have a proven track record with this type of public-private project.

The Proposed Project funding goal is to use private and non-District public funds for the construction of the Proposed Project and related transit-oriented development. Additionally, if the Proposed Project is determined to be feasible, the Developer proposes to lease the Corridor from the District, which may result in revenue from lease payments to the District on what is currently a non-revenue-generating freight rail right-of-way. This approach to the private development of the Proposed Project would also relieve the District from the cost of dismantling the Dumbarton Rail Bridge, work for which the District has no identified source of funding.

3. Minimize Environmental Impacts and Maximize Safety.

The Proposed Project should seek to minimize impacts to environmentally sensitive resources and maximize safety for all who live, work, recreate and/or travel within the Corridor.

The environmental review conducted under CEQA and/or NEPA will identify, analyze, and mitigate potential environmental impacts to the Corridor that may be caused by the Proposed Project, in compliance with the requirements of those statutes. Mitigation measures could address impacts to a variety of impact areas, including aesthetics, air quality, biological resources, cultural resources, geology and soils, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, land use and planning, mineral resources, noise and vibration, population and housing, public services, recreation, transportation and traffic, and utilities and service systems.

Further, the Proposed Project will be designed to meet all applicable federal and state safety requirements and will utilize "green" development principles in design, construction, operation, energy use, and technology to the extent feasible.

4. *Ensure Local Communities Benefit and are Protected from Adverse Impacts.*

The Proposed Project could provide documentable, long-term benefits to the cities surrounding the Corridor by helping to create new jobs, business opportunities and amenities for the community. The Proposed Project is intended to support key industry sectors in and around the Corridor, providing additional incentive for businesses to remain and grow in that area. The Proposed Project also should ensure easy access to transportation facilities and services with an emphasis on access for low-income and disadvantaged communities.

Redevelopment of the Corridor would transform an underutilized asset into an economically productive use, bringing new transit riders into the District's service area. Moreover, the Proposed Project would provide increased access to employment opportunities for members of low-income and disadvantaged communities who will be able to traverse the Bay without expending additional time and money driving a single-occupant private vehicle across the congested Dumbarton Highway Bridge, or requiring those individuals to travel north to one of the other Bay crossings, or south to Highway 237.

Unique Challenges and Opportunities for Project Implementation

The District acquired the Corridor approximately 25 years ago and to date has been unable to improve and utilize the Corridor to provide critically needed mass transit improvements. The most significant impediment faced by the District is unavailability of District and other public funds for this purpose.

The Developer is uniquely positioned and motivated to partner with the District because of the immediate adjacency of the ROW to the current and planned expansion of the campus headquarters of Facebook, a member of the Developer team. Further, Facebook and the Plenary Group are well-positioned to attract and/or invest, from their own resources, the significant amounts of equity and debt capital required for successful implementation of the Proposed Project.

Moreover, accelerated implementation of the Proposed Project is essential to addressing and alleviating the traffic congestion throughout the Corridor service area and surrounding communities. This objective can be most effectively accomplished by exclusive negotiation between the District and the Developer in accordance with the ENA, and subject to the results of the analysis and diligence performed pursuant to the ENA, negotiation of the proposed LDDA.

Having a fully committed private sector partner from the beginning of the process is critical for enabling the District to undertake the risk analysis and diligence described above, as well as for funding the District's costs and expenses during the ENA period. Granting the Developer an exclusive/preferred right to negotiate the LDDA at the conclusion of the ENA period is essential. If the District were to embark upon a competitive development agreement process at the conclusion of the ENA period

instead, that process would result in significant delay and added costs, which could render the Proposed Project infeasible.

Prepared by: Carter Mau, Deputy General Manager
Shayna van Hoften, Legal Counsel

650-622-7874
415-995-5880

**EXCLUSIVE NEGOTIATING AGREEMENT
(Dumbarton Rail Corridor)**

This Exclusive Negotiating Agreement (“**Agreement**”) is made and entered into as of [June] ___, 2018 (the “**Effective Date**”), by and between the San Mateo County Transit District (the “**District**”) on the one hand, and _____, LLC, a limited liability company formed under the laws of the State of Delaware and registered to do business in the State of California (the “**Developer**”), pursuant to District Resolution No. _____, adopted [June] ___, 2018.

RECITALS

A. The District is the owner of that certain real property commonly referred to as the “Dumbarton Rail Corridor” and more particularly described **Exhibit A**, attached hereto (the “**Property**”).

B. Developer desires to determine the feasibility and the terms under which it could develop the Property. Developer's current vision for development of the Property includes a multimodal transportation program and associated improvements, as more particularly described in **Exhibit B**, attached hereto (the “**Proposed Project**”). The Proposed Project may form part of a broader set of improvements in and around the Dumbarton Rail Corridor which may be undertaken by the District or other relevant governmental authorities (the “**DTC Program**”).

C. The parties desire to enter into this Agreement to provide an exclusive negotiation period to Developer during which (i) the parties will consult with governmental and community stakeholders about the DTC Program, (ii) Developer will perform its due diligence on the Proposed Project, (iii) the parties will determine if they can negotiate and agree upon mutually acceptable terms for a document that provides for the disposition of the Property to Developer via ground lease and Developer’s improvement and operation of the Proposed Project, as authorized by California Public Utilities Code Sections 103265 and 99420 to the extent the latter statute augments the powers in the former one (the “**Disposition Agreement**”), and (iv) the parties will work to obtain the discretionary land use approvals for the Proposed Project, including, if applicable, the necessary environmental review that will permit the District to enter into a binding Disposition Agreement. As set forth in more detail in Section 8 of this Agreement, this Agreement does not constitute approval of the Proposed Project, nor has the District committed itself to a definite course of action with respect to the Proposed Project by entering into this Agreement.

AGREEMENT

NOW THEREFORE, the District and Developer agree as follows:

1. Exclusive, Good Faith Negotiations. The parties hereby agree to negotiate exclusively and in good faith regarding the proposed development and operation of the Proposed Project and the terms of the proposed Disposition Agreement during the Negotiation Period

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(defined in Section 2 below). Good faith negotiations shall include, without limitation, attending scheduled meetings, directing staff and consultants to cooperate with the other party to the extent reasonably practicable and necessary to negotiations, providing information reasonably available and necessary to negotiations and promptly reviewing and returning comments on correspondence, reports, documents or draft agreements received from the other party.

2. Negotiation Term. The term of this Agreement shall commence on the Effective Date and, subject to extension or termination as provided below, expire on the date that is eighteen (18) months after the Effective Date (the “**Negotiation Period**”).

If the District’s General Manager determines, in his or her sole discretion, that the parties have made sufficient progress on the subject negotiations during the Negotiation Period, the General Manager may agree in writing to extend the Negotiation Period for up to three (3) consecutive periods of six (6) months each.

Provided that the parties have agreed upon the scope of the Proposed Project and the terms and form of the Disposition Agreement, if (a) the applicable lead agency has completed its environmental review of the Proposed Project under the California Environmental Quality Act (“**CEQA**”) and, as applicable, the National Environmental Policy Act (“**NEPA**”); and (b) such CEQA and/or NEPA review is the subject of a legal challenge, the Negotiation Period shall automatically be extended until the date that is six (6) months after the final disposition of such legal challenge.

3. Milestone Schedule; Deliverables. The parties shall use commercially reasonable efforts during the Negotiation Period to comply with the Milestone Schedule attached hereto as **Exhibit C**. Notwithstanding Section 11 of this Agreement, failure to reach a milestone by the time set out in Exhibit C shall not constitute a breach of this Agreement. Developer, at its sole expense, shall prepare the Proposed Project work product set forth in the Milestone Schedule for use by the parties (consistent with Section 6, below) in furthering the negotiations regarding the Proposed Project and the Disposition Agreement.

4. Expense Payments. Developer shall be responsible for the District's actual project management, third-party consultant(s), legal counsel, and internal staff costs and expenses incurred by the District pursuant to its performance under this Agreement, as further described in this Section. These District costs and expenses shall be paid from funds provided by the Developer (the “Expense Payments”) in accordance with the procedures described below.

Following execution of this Agreement, Developer and District shall jointly develop a "Work Plan" and "Project Budget" to guide the work and services that the Parties anticipate will be required for the Proposed Project. The Work Plan will attempt to identify the manner in which the District will facilitate the project management, third-party consultant support, outside counsel and internal staff resources, and the Project Budget will outline the estimated costs regarding same. As the Proposed Project progresses, the Parties will meet on a quarterly basis to review the status of the Work Plan and Project Budget and to consider and implement, as appropriate, any adjustments that could improve project delivery or enhance cost effectiveness.

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The District staff time will be charged for individual District employees who devote time to the Proposed Project based on their actual rates determined in accordance with a standard calculation derived from the cost of the annual compensation and benefits for the staff person in question divided by the number of work hours in a year.

The District may contract with one or more outside project management consultants, legal counsel, or other third-party consultants ("Consultants") to perform all or any portion of the work required by District under this Agreement. The District shall consult with Developer relative to selecting the Consultants and establishing a scope of work and budget(s) for the service contract with each consultant ("Consultant Contract"), but the choice of Consultants and scope of work shall ultimately be determined by the District in its sole discretion. The District agrees that the scope of work to be undertaken by the Consultants shall be reasonable in light of the size, type, and complexity of the Proposed Project.

Each Consultant Contract shall require Consultants to submit itemized invoices to District for moneys then owed ("Consultant Fees"). District shall make available to Developer copies of itemized invoices for such services from the Consultants, provided, however, that District shall not be required to disclose any information on its legal counsel invoices that may be subject to attorney-client or work-product privilege or other confidentiality protections. The District shall provide the Developer with a reasonable accounting of any costs and expenses funded by the Expense Payments and shall use good faith efforts to provide this information on a monthly basis. The District shall also promptly provide any supplemental information, such as the invoices referenced above, as reasonably requested by the Developer to support the Expense Payments.

As of the date of this Agreement, the District and the Developer have discussed the retention of Kimley-Horn and anticipates the District's outside project management personnel will include the following individuals: Melissa DuMond as Executive Project Manager, Leyla Hedayat as Senior Professional and an Analyst to be selected by the Executive Project Manager. The District shall consult with Developer before making any change to or replacement of the Executive Project Manager or Senior Professional.

Expense Payments for the Consultants shall be funded as follows: Developer shall make an initial deposit with the District in the amount of \$200,000.00 (the "Initial Deposit") within three business days of the execution of this Agreement. The District shall draw against the Initial Deposit to pay all staff and Consultant costs incurred in the District's performance of this Agreement. When the drawdowns have reduced the Initial Deposit to \$50,000.00, the District will submit an invoice in an amount that will cause the entire amount on deposit to again equal the sum of \$200,000.00 ("Subsequent Deposits"). Each such invoice will be processed promptly, in accordance with its terms, through the Developer's purchase order payment system. The District shall not be required to continue any work under this Agreement until the Developer provides the Initial Deposit or Subsequent Deposits as provided above. At the expiration or termination of this Agreement or completion of the Proposed Project, in the event the Initial Deposit and Subsequent Deposits paid to the District exceed the actual Expense Payments required to be paid under this Section 4, including those necessary to demobilize and wind down the Proposed Project, the Developer shall be entitled to a refund of the excess amount.

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At the quarterly meetings, the District and the Developer shall also address whether an Amendment to this Agreement, pursuant to Section 18 below, may be required to implement any proposed adjustment or whether this Agreement should be extended beyond the Negotiation Period. If an Agreement extension is deemed necessary, the parties shall mutually agree on appropriate changes to the Work Plan and Project Budget to cover additional work, support and the Expense Payments that are anticipated to be required to financially support any such extension.

This Section shall expressly survive expiration or termination of the Agreement, and the Developer shall be responsible for any and all costs and expenses reasonably and necessarily incurred by the District to effectively bring the Proposed Project to an end if this Agreement is terminated prior to the end of the Negotiation Period.

5. Termination. During the term of this Agreement, the Developer shall have the ongoing right, in its sole discretion but subject to compliance with the requirements of this Section 5, to discontinue further diligence with respect to Proposed Project implementation (the "Termination Right") by delivering written notice to District (the "Termination Notice"). Prior to exercising its Termination Right, Developer agrees to meet and confer with the District, and shall reach a written agreement (the "Termination Agreement") on the steps reasonably necessary to demobilize and wind down Developer's involvement in the Proposed Project and the DTC Program to cooperatively ensure the District does not incur any direct costs and is not unduly prejudiced or harmed by the exercise of the Termination Right. Once the Developer effectively exercises the Termination Right, its reimbursement obligations under Section 4, above, shall terminate upon the District's receipt of the Termination Notice; provided, however, the Developer shall remain liable (1) for costs already incurred pursuant to Section 4, above, which expressly survives expiration or termination of the Agreement, and (2) for any costs required to be paid to the District pursuant to the Termination Agreement.

6. Mutual Confidentiality, Trade Secret, Personal, Financial and Other Proprietary Information. To the extent permitted by applicable law, the parties shall maintain all information concerning or documents produced for the purpose of negotiations between the parties conducted pursuant to this Agreement as confidential, disclosing information only to those individuals and representatives as designated by the other party, provided that such individuals acknowledge and agree to maintain the confidentiality of such information. The parties enter into this Agreement with the understanding that in the course of the negotiations the District may require or request that Developer provide certain information that is proprietary. Such information may be necessary for the District to verify financial, operational, or trade secret information that is relevant to the negotiation of the final Disposition Agreement and that will serve the public interest in assisting the District to negotiate effectively. The parties enter into this Agreement with the additional understanding that all records, agreements and correspondence in the District's possession are subject to public inspection and disclosure under the California Public Records Act (PRA) (Cal. Govt. Code Sections 625 et seq.) and unless the information is exempt from disclosure by law, the content of any such records shall be made available to the public. To the extent that Developer agrees to provide information that Developer believes contains trade secrets or other proprietary information that Developer believes would cause substantial injury to Developer's competitive position if disclosed, Developer shall designate such records as confidential or proprietary by clearly marking and labeling each page containing such

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information "CONFIDENTIAL." The District shall not disclose such information publicly without Developer's consent, following the receipt by the Developer of written notice from the District of a specific PRA request, except to the extent that the District is required to make such a disclosure under applicable law, as determined in the District's reasonable discretion. To the extent that the District makes a determination that disclosure is so required, it shall promptly provide Developer with written notice of such determination. If Developer requests that the District withhold from disclosure information identified as confidential, and the District complies with the Developer's request, Developer shall assume all responsibility for any challenges resulting from the non-disclosure, indemnify and hold harmless the District from and against all damages (including but not limited to attorneys' fees that may be awarded to the party requesting the information deemed confidential by Developer), and pay any and all costs and expenses related to the withholding of said information. Developer shall not make a claim, sue, or maintain any legal action against the District or its directors, officers, employees, or agents concerning the withholding from disclosure of said information.

Final drafts of the Disposition Agreement proposed for approval by the District Board of Directors will be made available to the public, and the District is generally required to comply with requests for disclosure made pursuant to the California Public Records Act (Cal. Gov. §6250 et seq.), unless a statutory exemption from disclosure is available.

If this Agreement expires or is otherwise terminated prior to the District and Developer entering into a legally binding Disposition Agreement, except as otherwise required by law, the District shall, upon receipt of Developer's written request, promptly (a) return all materials or other documents submitted to the District pursuant to this Agreement (excepting any work plan for the Developer's due diligence or materials that were incorporated into or relied upon by the District's CEQA review of the Proposed Project/Disposition Agreement) or (b) destroy all such materials and provide Developer with written certification that the destruction has been completed.

The provisions under this Section 6 shall survive the Negotiation Term.

7. Right of Entry. The parties shall enter into the right of entry agreement attached hereto as **Exhibit D** within three (3) business days after the Developer's delivery of the deposit to cover the Expense Payments pursuant to Section 4.

8. Effect of Negotiations. This Agreement is merely an agreement to negotiate according to the terms hereof. The parties acknowledge that the execution of this Agreement does not obligate or otherwise commit the other party to agree to any specific term or any Disposition Agreement. The parties acknowledge that any Disposition Agreement resulting from the negotiations arising from this Agreement shall become effective only if and after such Disposition Agreement has been (a) considered and approved both by the District's Board of Directors and the Developer, each in its sole and absolute discretion, and (b) executed and delivered by the District's General Manager/CEO and an authorized officer(s) of the Developer. Developer further acknowledges that the District's Board of Directors retains the sole and absolute discretion to approve or not approve the Proposed Project or the Disposition Agreement.

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This Agreement does not constitute or evidence an approval by the District, or commitment of the District, to take any action for which a prior environmental review is required under CEQA, NEPA or other applicable law. The District retains the absolute sole discretion to make decisions with respect to the Proposed Project, which discretion includes, but is not limited to, (i) deciding not to proceed with the Proposed Project (known as the “no build” alternative), (ii) deciding to proceed with development of the Proposed Project, or (iii) deciding to proceed with any alternative development of any portion of the Properties. There shall be no approval or commitment by the District regarding the Proposed Project or any alternative development of any portion of the Properties, unless and until the District, as lead agency, considers the environmental impacts of its actions.

9. Indemnity. Developer agrees to defend, indemnify and hold harmless the District, its officers, agents, employees and volunteers from and against any and all third party claims, demands, actions, losses, damages, injuries, and liability, direct or indirect (including any and all related costs and expenses in connection therein), arising solely out of the performance of this Agreement by the Developer or the District, except for any such claim arising out of the negligence or willful misconduct or illegal acts of the District (or its officers, agents, employees or volunteers) or arising from the breach of this Agreement, or any other agreement relating to the Proposed Project by the District (or its officers, agents, employees or volunteers). This obligation to indemnify, defend and hold harmless shall include, but not be limited to, paying reasonable fees and costs incurred by legal counsel of the District's choice in representing the District in connection with such claims, actions, or lawsuits, any expert fees, and any award of damages, judgments, verdicts, court costs or attorneys' fees in any such claims, actions or lawsuits. This Section 9 shall expressly survive expiration or termination of the Agreement.

10. Legal Challenges. Nothing herein shall be construed to require the District to defend any third party claims or suits challenging any action taken by the District, acting in good faith, with regard to any procedural or substantive aspect of the District's role, activities or decisions related to the Proposed Project or the environmental processing of the Proposed Project. Developer will indemnify, defend, and hold harmless the District, its agents, officers, and employees from any and all third party claims, actions, lawsuits, damages, losses, liabilities, including those where Developer is the real party in interest, and that arise or result from any District decision or approval pertaining to the Proposed Project that is made in good faith by the District including any third party action or proceeding to attack, set aside or void such decision or approval. The Developer may, in its sole and absolute discretion, appear as a real party in interest in any such third party action or proceeding, and in such event, it and the District shall defend such action or proceeding with legal counsel mutually agreed by them, and the Developer shall be responsible for and pay the attorney's fees and costs of such legal counsel. If the Developer does not elect to appear as a real party in interest (or initially elects to appear in any such third party action but subsequently determines, in its reasonable judgment, to no longer appear as such party in interest), then the District shall have the right to select such legal counsel as the District deems reasonable and appropriate, and the Developer shall be responsible for and reimburse the District for the District's reasonable attorney's fees and costs, including the potential award of third-party attorney fees. Upon the District's receipt of a Termination Notice, as described in Section 5, the Developer's obligations under this Section 9 shall terminate; provided, however that the Developer shall remain responsible for reimbursement of attorney's fees and costs incurred prior to such termination.

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11. Remedies for Default.

(a) District. The District agrees that its remedy for a Developer default hereunder shall be limited to the right to terminate this Agreement and retain any previously applied portions of the Expense Payment.

(b) Developer. If the District defaults on its obligation to negotiate exclusively and in good faith with the Developer for the Term, Developer may elect to (i) terminate this Agreement and receive a refund of the unapplied portion of the Expense Payment or (ii) specifically enforce the terms of this Agreement.

12. Limited Right of Assignment of Agreement. The Developer may assign this Agreement to an entity subsequently formed, directly or indirectly, by Facebook Inc. and Plenary Group USA Ltd. for the purpose of implementing the Proposed Project. This assignment may be made without the prior consent of the District but the Developer will provide written notice of any such assignment to the District.

Other than as provided in the preceding paragraph, this Agreement is personal to Developer and is not assignable to any other person or entity without the prior written consent of the District. Any attempt to assign this Agreement or any part of the Agreement without the prior written consent of the District shall constitute a breach of this Agreement and shall be void and of no force and effect.

13. Notices. Any notice pursuant to this Agreement shall be given in writing by (a) personal delivery, (b) reputable overnight delivery service with proof of delivery, or (c) United States Mail, postage prepaid, sent to the intended addressee at the address set forth below, or to such other address or to the attention of such other person as the addressee shall have designated by written notice sent in accordance herewith. Any notice so given shall be deemed to have been given upon receipt or refusal to accept delivery. Unless changed in a written notice provided to the other party, the addresses for notices given pursuant to this Agreement shall be as follows:

DEVELOPER:

DISTRICT:

14. Time of the Essence. Time is of the essence in this Agreement. Any party's failure to timely perform according to the terms and conditions of this Agreement shall be considered a material breach of this Agreement.

15. Governing Law. This Agreement shall be construed in accordance with the laws of the State of California, except for those provisions preempted by federal law.

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16. Attorneys' Fees. If any party commences litigation to enforce the terms of this Agreement, the prevailing party in such litigation shall be entitled to recover its costs and fees incurred in such action, including reasonable attorneys' fees.

17. Counterparts. This Agreement may be signed in multiple counterparts which, when signed by both parties, shall constitute a binding agreement.

18. Amendments. This Agreement may be amended or modified only by a written instrument executed by the District and the Developer.

19. Entire Agreement. This Agreement (including the Exhibits) contains all the representations and the entire agreement between the parties with respect to the subject matter of this Agreement. Any prior correspondence, memoranda, agreements, warranties, or representations relating to such subject matter are superseded in total by this Agreement. No prior drafts of this Agreement or changes from those drafts to the executed version of this Agreement shall be introduced as evidence in any litigation or other dispute resolution proceeding by either party or any other person and no court or other body shall consider those drafts in interpreting this Agreement.

20. Relationship of the Parties. The Developer is and shall at all times be and remain independent from the District and shall not be an agent of the District. Nothing herein contained shall be construed to place the parties in the relationship of partners or joint venturers. Neither party shall have any right or power to obligate or bind any other party in any manner whatsoever except as expressly authorized in this Agreement. This Agreement is not intended, nor shall it be construed, to create any third-party beneficiary rights in any third party, unless otherwise expressly provided. No party is a fiduciary to any other party under this Agreement and no party has any special responsibilities to any other party to this Agreement beyond any obligations expressly set forth herein.

[Signatures on next page]

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IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

“DISTRICT,” THE SAN MATEO COUNTY TRANSIT DISTRICT

By: _____
General Manager

Approved as to form and legality:

By: _____

“DEVELOPER”, a Delaware limited liability company

_____ **MEMBER**

By: _____

Name: _____

Its: _____

_____ **MEMBER**

By: _____

Name: _____

Its: _____

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EXHIBIT A
Legal Description of the Property

NOTE: To be attached

**EXHIBIT B
Proposed Project**

This Exhibit B contains a preliminary description of Developer's current vision for development of the Property. It is anticipated that the project description will be modified and refined, and that additional detail will be provided during the term of the Agreement in accordance with the terms thereof.

Preliminary Program and Project Description

The Dumbarton Transportation Corridor is proposed as a multimodal transportation program consisting of enhanced bus service, a rebuilt rail corridor between Redwood City and the Tri-cities area (Newark-Fremont-Union City) through the Dumbarton Corridor, as well as complementary bicycle and pedestrian facilities. The conceptual map included as part of this Exhibit B show alignments and improvements which are currently being considered as part of the DTC Program. The rebuilt rail line is intended to connect to the existing Rail Network in Northern California, to provide new rail transit and regional services between the East Bay, the Peninsula and the San Joaquin River Valley. In addition to the transportation improvements, the DTC Program is expected to support and facilitate transit oriented development at each station site, including a mix of uses appropriate to each site.

The Project is currently intended to encompass those portions of the DTC Program which are to be constructed on the Property, as may be further agreed between the parties during the Negotiating Period.

Proposed Public Benefits

The DTC Program and the Project will provide significant public benefits including: improved mobility and travel mode alternatives; economic development benefits including contracting opportunities for small and disadvantaged businesses and jobs for workers in communities surrounding the Property; increased housing options through new commute options and transit oriented development; reduction in share of single occupancy vehicle trips resulting in congestion, parking and air quality improvements; and, reduction in greenhouse gas emissions.

The Dumbarton Transportation Corridor improvements are designed to significantly enhance multimodal mobility for local and regional travelers between the East Bay and Mid-Peninsula including San Mateo and Santa Clara Counties by:

- Offering a faster, more reliable, safe, comfortable, higher frequency service to current riders as well as to a substantial number of new transit riders.
- Providing regional connectivity to regional transit including BART, ACE, Capital Corridor, Caltrain, AC Transit, local bus networks as well as private bus shuttles
- Improving person throughput and commute times through implementation of high capacity transit programs and services

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The rebuilt Dumbarton Transportation Corridor is proposed to be developed as a “Program” that would embrace multiple transportation options that are environmentally friendly, such as: rail; alternative fuel express buses; bicycle; and pedestrian access.

This multimodal Program would connect Silicon Valley with the East Bay. Each proposed station may provide opportunities for Transit-Oriented Development (TOD) defined as housing, complementary retail, commercial and office space that would enable Bay Area residents to live and work nearby.

The convenience and accessibility of an inter-connected network of multimodal public transportation is expected to attract new riders from private autos, reduce traffic on the project area’s roadway system and contribute to environmental benefits such as reduction in noise and air pollution. Reconstruction of the Dumbarton Rail Bridge is a critical aspect of this multimodal Program. It would facilitate substantial additional transit capacity across the San Francisco Bay, providing alternative transportation options for residents of the East Bay who travel to employment centers throughout the Peninsula.

Preliminary Implementation Plan

Enhanced bus improvements are proposed as early congestion relief while construction of the rail transit infrastructure is underway. These enhanced bus services would complement the rail operations by providing additional capacity and supplementing off-peak operations. The rail improvements would provide increased capacity across the San Francisco Bay, and integrate with Caltrain (Redwood City) and potentially with ACE/Capitol Corridor (Fremont Centerville) and BART services (through extensions to the Project which may occur outside of the Property). The following improvements are proposed.

Enhanced Bus (Pre-Rail):

- Transit signal priority/queue-jumps at select intersections, improved passenger loading facilities at Ardenwood Park’n’Ride and identification of additional shared-use Park’n’Ride locations;
- Temporary Park’n’Ride facility at proposed Newark Rail Station location; and
- Bus lane, Bus-on-shoulder (BOS) and median busway improvements at select locations selected in conjunction with facility owners.

Rail:

- Redwood City Station – Caltrain/Dumbarton Rail Junction
 - New electrified single-track dedicated for passenger Dumbarton Rail trains, at-grade and parallel to the existing Caltrain double tracks; and
 - Station in Redwood City, connecting with Caltrain.
- Caltrain/Dumbarton Rail Junction – Newark Station
 - New electrified double-track dedicated for passenger services, at-grade alignment within the Dumbarton Rail right-of-way (ROW);
 - New station in Menlo Park-Willow Road; and

DRAFT

- Rebuilt Dumbarton Rail Bridge.
- Key Features:
 - 3 stations (Redwood City – Menlo Park/Willow Rd. – Newark/East Bay Terminal);
 - Anticipated top operating speed: 75 mph – 90 mph;
 - Rail service frequency to be determined based on through further study of ridership and system operating characteristics;
 - Maintenance Facility and Rolling Stock Storage Yard in the Newark Area; and
 - Rolling Stock as required to meet operating plan.

**EXHIBIT C
Milestone Schedule**

Milestone	Responsible Party	Target Date
Engage consultant(s) for environmental review and associated technical studies	Developer (with consent of District)	Effective Date (“ED”) + 1 month
Consultation with neighboring cities and other local governmental authorities with an interest in the Proposed Project	District and Developer	ED + 2 months
Confirm Lead Agency for environmental review process	District	ED + 3 months
Initiate environmental review process under CEQA and NEPA.	District	ED + 3 months
Update to Proposed Project Description(s) (note this may include multiple alternatives for environmental review)	Developer (with consent of District)	ED + 5 months
Develop term sheet for Disposition Agreement(s)	Developer (with input and agreement from District)	ED + 5 months
Circulate Draft EIR for public comment	District	ED + 12 months
Develop draft form of Disposition Agreement(s)	Developer (with input and agreement from District)	ED + 12 months
Develop and present technical feasibility memo and operating plan	Developer	ED + 12 months
Develop and present draft financing plan for the Proposed Project	Developer	ED + 15 months
Certify Final EIR	District	ED + 18 months
Final Disposition Agreement(s) (subject to District Board approval)	Developer (with input and agreement from District)	ED + 18 months

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**EXHIBIT D
Right of Entry**

RIGHT OF ENTRY AGREEMENT

NOTE: Will Use District's Standard ROE Agreement

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Exhibit 1 to Right of Entry Agreement

Legal Description of Property

[To be attached]

RESOLUTION NO. 2018 –

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

**AUTHORIZING AN EXCLUSIVE NEGOTIATING AGREEMENT FOR
STUDY OF POTENTIAL REDEVELOPMENT AND OPERATION OF THE DUMBARTON RAIL CORRIDOR
WITH A LIMITED LIABILITY CORPORATION OR OTHER SUCH ENTITY TO BE FORMED BY FACEBOOK,
INC. AND PLENARY GROUP, USA LTD., INCLUDING A RIGHT OF ENTRY FOR PURPOSES OF
CONDUCTING RELATED DUE DILIGENCE INVESTIGATIONS**

WHEREAS, in 1994, the San Mateo County Transit District (District) acquired the Dumbarton Rail Bridge and right-of-way (ROW) between Redwood Junction and Newark Junction (the "Corridor"), anticipating the eventual reinstatement of rail service through the Corridor; and

WHEREAS, the Corridor includes approximately 18 miles of existing rail infrastructure, including the single-track Dumbarton Rail Bridge built in 1910 and located within San Mateo and Alameda counties, both of which are affected by increasing congestion on highways and streets throughout the Corridor; and

WHEREAS, since 1994, no proposals have been made by any governmental or private entity to fund new rail transit on the Corridor, and despite rapidly increasing regional transportation needs, there still are no public funds currently dedicated for this purpose; and

WHEREAS, Facebook Inc. (Facebook), a private employer headquartered within the Corridor, teamed with Plenary Group, USA Ltd. (Plenary Group), a private sector sponsor of public-private partnership infrastructure projects, to make a proposal to form an entity (expected to be a limited liability company and referred to herein as "Developer") that would work with the District to study the feasibility of a proposed rail transit service on the Corridor; and

WHEREAS, the Dumbarton Transportation Corridor (DTC) Program is envisioned as a multimodal transportation program that could potentially include enhanced bus service, a rebuilt rail corridor between Redwood City and the Tri-cities area (Newark-Fremont-Union City), and complementary bicycle and pedestrian facilities; and

WHEREAS, if determined to be feasible, a rebuilt rail line within the Corridor (Proposed Project) could connect to the existing rail network in Northern California; could provide new rail transit and regional services between the East Bay, the Peninsula and the San Joaquin River Valley, and could include transit-oriented development at or near stations served by the Project; and

WHEREAS, the Developer has proposed to analyze the feasibility of the DTC Program and the Proposed Project, and to work with the District to determine if the District and Developer can agree upon a mutually acceptable Lease Disposition and Development Agreement (LDDA) for the Developer's lease, development, operation and maintenance of the Project, through a mix of private and non-District public funds; and

WHEREAS, staff proposes, and the Committee concurs, that the Board of Directors authorize the General Manager/CEO, or his designee, to execute an Exclusive Negotiating Agreement (ENA) that provides (1) an initial term of eighteen months, (2) the ability of the General Manager/ CEO to extend the term for up to three additional periods of six months, and (3) an automatic extension in the event of a legal challenge related in any way to the DTC Program; and

WHEREAS, the proposed ENA, a draft of which is attached to this Resolution, also includes a Right of Entry Agreement giving the Developer access to District property included in the proposed boundaries of the DTC Program to enable the Developer to conduct due diligence investigations; and

WHEREAS, the Developer is uniquely positioned and motivated to partner with the District because of the immediate adjacency of the ROW to the current and planned expansion of the campus headquarters of Facebook; and

WHEREAS, Facebook and the Plenary Group are well-positioned to attract and/or invest, from their own resources, the significant amounts of equity and debt capital required for successful implementation of the Project; and

WHEREAS, the ENA will require the Developer to deposit funds to fully cover the District's staff, consultant and legal costs related to the DTC Program, and any other District expenses necessary to evaluate the proposed LDDA terms and the Proposed Project proposed by the Developer, including, without limitation, costs associated with the conduct of environmental review and clearance, design and engineering review, and review of financial analysis; and

WHEREAS, the District's goals for the DTC Program are to:

1. Enhance Mobility and Alleviation of Congestion;
2. Facilitate Cost-Effective Improvements with a Monetary or Nonmonetary Return on Investment;
3. Minimize Environmental Impacts and Maximize Safety; and
4. Ensure Local Communities Benefit and are Protected from Adverse Impacts; and

WHEREAS, the District's goals, listed above, are detailed in the Staff Report attached to this Resolution, which was made available to the public, presented to the District's Board of Directors at a public meeting held on this June 6, 2018, and which is incorporated into this Resolution by this reference.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby establishes the following Dumbarton Transportation Corridor Program goals to:

1. Enhance Mobility and Alleviation of Congestion;
2. Facilitate Cost-Effective Improvements with a Monetary or Nonmonetary Return on Investment;
3. Minimize Environmental Impacts and Maximize Safety; and
4. Ensure Local Communities Benefit and are Protected from Adverse Impacts as described in the Staff Report attached to this Resolution and incorporated herein; and

BE IT FURTHER RESOLVED that the Board of Directors authorizes the General Manager/CEO, or his designee, to negotiate and enter into an Exclusive Negotiating Agreement (ENA) with an entity to be formed by Facebook, Inc. and Plenary Group USA, Ltd. for the DTC Program, in a form acceptable to legal counsel and substantially similar to the attached draft ENA, which will provide (1) an initial term of eighteen months, (2) the ability of the General Manager/ CEO to extend the term for up to three additional periods of six months, and (3) an automatic extension in the event of a legal challenge related in any way to the DTC Program, and which includes (a) a Right of Entry Agreement giving the Developer access to District property included in the proposed boundaries of the DTC Program to enable the Developer to conduct due diligence investigations and (b) requirements for the Developer to fund District costs associated with the DTC Program.

Regularly passed and adopted this 6th day of June, 2018, by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

Acting District Secretary

**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: **AUTHORIZE ADOPTION OF THE COASTSIDE TRANSIT STUDY**

ACTION

Staff proposes that the Committee recommend the Board of Directors (Board) adopt the SamTrans Coastsideside Transit Study (Study).

SIGNIFICANCE

The San Mateo County Transit District (District) conducted the Study of existing SamTrans bus service on the Coastsideside area of San Mateo County (Coastsideside) between April 2017 and February 2018. The Study evaluated current SamTrans service in Pacifica, Half Moon Bay, and other Coastsideside communities in San Mateo County, as well as the potential market for additional or modified transit service.

The Study included in-person and online community engagement efforts and analysis of external data sources tracking commute trips, population density, and employment density. Following this analysis and community outreach, staff identified a set of near-term and longer-term improvement initiatives for transit on the Coastsideside. Some of the near-term initiatives have already been implemented.

At the May 2, 2018 Board meeting, staff presented the key findings and recommendations of the draft Coastsideside Transit Study. At the June 6, 2018 Board meeting, staff will present the final Study, which incorporates comments received from the Board, including recommendations for future study beyond the Coastsideside Transit Study such as the creation of goals for Coastsideside bus service and exploration of bike share and other potential non-traditional transportation options on the Coastsideside.

The draft final Coastsideside Study can be downloaded from the study webpage here: www.samtrans.com/drafftinalcoastsidesidereport

BUDGET IMPACT

There is no budget impact associated with the adoption of the Study.

BACKGROUND

The District most recently conducted a systemwide evaluation of bus service as part

of the 2013 SamTrans Service Plan (SSP) process. Additionally, in 2015, the Pacifica Climate Committee, a group of Coastside residents dedicated to environmental sustainability, wrote to the District seeking an analysis of transit service on the Coastside.

Through this Study, the District aimed to reconnect with the Coastside community four years after SSP changes were implemented to identify whether additional changes are warranted.

STRATEGIC INITIATIVE

Priority 1: Expand Mobility Options

Goal 1: Increase weekday fixed-route ridership by 15 percent

Prepared By: Millie Tolleson, Principal Planner

650-622-7815

This study aimed to:

- **Engage in conversation with residents of the Coastside regarding SamTrans service**
- **Identify near-term and longer-term improvements to SamTrans fixed route service on the coast**

Near-Term Improvements

- Route 118 additional evening trip
- Route 118 extension to Daly City BART
- FLX Pacifica education campaign
- Timed transfer evaluation

Longer-Term Improvements

- Route 118 increased frequency and potential extension to Half Moon Bay
- Multimodal improvements at Linda Mar Park-and-Ride, new PNRs
- Continued assessment of non-traditional transportation options

Recent Comments



Comment Received	Action
Develop Coastside service goals.	Consider as part of the upcoming Short Range Transit Plan process.
Explore multimodal and nontraditional transportation options for the coast, such as bike share.	Ensure the Coastside is incorporated in upcoming microtransit and emerging mobility studies.
Explore weekend trip patterns.	Consider purchase of regional weekend trip data as part of future study.
A set of extensive comments on school-related service.	Shared with Bus Operations department for evaluation.

- **Adoption of the Coastside Transit Study**
- **Implementation and monitoring of near-term improvements**
- **Ongoing planning and evaluation of longer-term improvements**



Comments & Questions



RESOLUTION NO. 2018-

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

* * *

ADOPTING THE SAMTRANS COASTSIDE TRANSIT STUDY

WHEREAS, in response to requests for a targeted analysis of bus routes serving the Coastside area of San Mateo County, the District undertook the Coastside Transit Study to engage with Coastside residents about their transit needs and opportunities to improve and optimize transit in Pacifica, Half Moon Bay, and other coastal communities; and

WHEREAS, the Coastside Transit Study (Study) includes a set of near-term recommended initiatives to improve transit service and expand education of how to use the existing SamTrans service on the Coastside; and

WHEREAS, the Study also includes a set of long-term initiatives which will require additional planning and resources to potentially implement in the coming years; and

WHEREAS, when the Draft Coastside Transit Study was presented at the May 2, 2018 Board of Directors (Board) meeting, the Board requested that staff consider additional efforts to develop specific Coastside service goals and explore non-traditional transportation solutions; and

WHEREAS, staff has incorporated the comments from the Board, including recommendations for future study of potential non-traditional transportation options; and

WHEREAS, the General Manager/CEO recommends, and the Committee concurs, that the Board adopt the final SamTrans Coastside Transit Study, attached hereto.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District adopts the final SamTrans Coastside Transit Study, attached hereto and incorporated herein by this reference.

Regularly passed and adopted this 6th day of June, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

Acting District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Strategic Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **CAPITAL PROJECTS QUARTERLY STATUS REPORT –
3RD QUARTER FISCAL YEAR 2018**

ACTION

No action required. The [Capital Projects Quarterly Status Report](#) is submitted to the Board for information only.

SIGNIFICANCE

The attached report will be submitted quarterly to keep the Committee apprised of the status of active capital projects.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

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

Prepared by: Gordon Hail, Senior Project Controls Engineer

650-508-7795



Capital Projects

Quarterly Status Report

3rd Quarter FY2018: January 01 – March 31, 2018

Prepared for the June 06, 2018 SamTrans Board Meeting



San Mateo County Transit District

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SamTrans - Capital Program - Budget Status Summary

3rd Quarter FY2018 - January 01 to March 31, 2018

All Costs in \$,000's

Programs	All Costs in \$,000's					
	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
1. Revenue Vehicles Replacement	\$31,363	\$2,092	\$48,193	\$35,312	\$7,725	\$0
2. Revenue Vehicle Support	\$949	\$1,431	\$1,883	\$1,421	\$1,451	\$5,321
3. Information Technology	\$5,010	\$5,659	\$1,938	\$5,775	\$2,627	\$2,878
4. Development	\$1,165	\$786	\$894	\$2,350	\$1,942	\$1,502
5. Facilities/Construction	\$445	\$297	\$804	\$1,190	\$2,835	\$7,272
6. Safety and Security	\$1,990	\$1,000	\$1,370	\$1,830	\$1,451	\$0
7. Contingency	\$250	\$250	\$250	\$250	\$250	\$250
Total Board Approved Budget by FY⁽¹⁾	\$41,172	\$11,515	\$55,332	\$48,128	\$18,281	\$17,223

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

Active Projects

- Bus Stop Improvement Program
- Expansion Buses (3) for Redi-Wheels Service
- Lighting Upgrade at North and South Bases Project
- Maint. & Op. Facility Pavement Rehabilitation Project
- MobileView Enhancement Project
- North and South Base Industrial Waste Line Replacement Project
- Procurement of 10 Electric Buses Project
- Replace & Upgrade Servers & Out of Warranty Equipment Project
- Replacement of 50 - 2003 Gillig Buses Project
- Replacement of 55 - 2002 NABI Buses Project
- San Carlos Transit Center Project
- Technology Refresh Project

Completed Projects

- Central Security Office Upgrade Project
- Comprehensive Operational Analysis Project
- Emergency Operation Center Relocation Project
- Network Maintenance and Technology Refresh Project
- Phone System Replacement Project
- Radio Backbone Upgrade Project
- Replacement of 14 Paratransit Vans Project
- Replacement of 19 - 2007 Eldorado Cutaway Vans Project
- Replacement of 62 - 1998 Gillig Buses Project
- Safety-Risk Mngt Office Remodel Project

Note:

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

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**SamTrans Quarterly Report
TRAFFIC LIGHT REPORT**

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

	SCOPE		BUDGET		SCHEDULE		FUNDING		Page
	Q2 FY18	Q3 FY18	Q2 FY18	Q3 FY18	Q2 FY18	Q3 FY18	Q2 FY18	Q3 FY18	
<u>Vehicle Replacement Projects:</u>									
021500 - Replacement of 50 - 2003 Gillig Buses Project									5
021501 - Replacement of 55 - 2002 NABI Buses Project									5
021502 - Major Bus Components Project									6
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<u>Information Technology Projects:</u>									
021505 - Replace & Upgrade Servers & Out of Warranty Equipment Project									9
100016 - MobileView Enhancement Project									9
<u>Facilities / Construction Projects:</u>									
021111 - Bus Stop Improvement Project									10
021237 - San Carlos Transit Center Project									11
021507 - Facility Smaller Projects									12
100018 - Lighting Upgrade at North Base and South Base Project									12
100037 and 100262 - North and South Base Industrial Waste Line Replacement Project									13
100085 - Express Bus Feasibility Study Project									13



= Project On-Hold



= No Issues



= Notable Issues



= Significant Issues

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SamTrans - Major Capital Project - Quarterly Report - Q3 FY2018 Jan 01, 2018 to Mar 31, 2018

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (h) - (b)	(j)	(k) = (g) - (i)	(l) = (h) / (j)	(m)	(n)	(o)	
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish	
021500	Replacement of 50 - 2003 Gillig Buses Project PM - Natalie Chi	<p>Scope: Procure (50) replacement buses for the 2003 Gillig Low-floor buses that have reached the end of their useful life. The new buses will meet the recommendations for vehicle type to complement the Samtrans Strategic Plan (SSP). The project also purchases major bus components in accordance with FTA allowable allowance for spare components.</p> <p>Issues: None.</p> <p>Key Activities This Quarter: (1) Continued camera system audit.</p> <p>Next Quarter: (1) Complete camera system audit. (2) Replace defective cameras.</p> <p>Note: Cameras were found to be defective. We are currently working with camera manufacturer to replace defective cameras.</p>	\$32,823,000	\$32,823,000	\$0	\$32,823,000	\$25,270,298	\$4,675,702	\$29,946,000	\$2,877,000	84.39%	99.8%	01/01/16 01/01/16A	03/31/18 06/30/18	
021501	Replacement of 55 - 2002 NABI Buses Project PM - Natalie Chi	<p>Scope: Procure (55) replacement buses for the 2002 NABI articulated buses that have reached the end of their useful life. The new buses will meet the recommendations for vehicle type to complement the Samtrans Strategic Plan (SSP). The project also purchases major bus components in accordance with FTA allowable allowance for spare components.</p> <p>Issues: A decision was made to purchase the buses per the Fixing America's Surface Transportation (FAST) Act which allows grantees to purchase rolling stock and related equipment from a State's cooperative procurement contract. This allows the District to purchase vehicles that meet proven design and construction standards, as well as configure them to the District's specifications, at highly competitive prices.</p> <p>Key Activities This Quarter: (1) Corresponded with New Flyer for final quote. (2) Contract awarded to New Flyer at the February 2018 Board meeting.</p> <p>Next Quarter: (1) Continue to correspond with New Flyer for final quote regarding bus configurations, with options and bonding. (2) Issue Purchase Order (PO).</p>	\$48,972,000	\$48,972,000	\$0	\$48,972,000	\$71,735	\$48,900,265	\$48,972,000	\$0	\$0	0.15%	16.5%	02/04/17 / 02/04/17A	12/31/19 / 12/31/19

VEHICLE REPLACEMENT/MAINTENANCE PROJECTS:

SamTrans - Major Capital Project - Quarterly Report - Q3 FY2018 Jan 01, 2018 to Mar 31, 2018

(a) Project No.	(b) Project Name	(c) Scope / Issues / Key Activities	(d) Approved Funding	(e) Original Budget	(f) Approved Changes	(g) = (e) + (f) Current Budget	(h) Expended + Accrual To Date	(i) Estimate to Complete	(j) = (i) - (h) Estimate to Complete	(k) = (g) - (i) Variance at Completion	(l) = (h) / (j) % Expended of EAC	(m) Est. Physical % Complete	(n) Current Baseline / Current Start	(o) Current Baseline / Current Finish
021502	Major Bus Components PM - David Harbour	<p>Scope: The objective of this project is to maintain a state of good repair for bus transit. Well maintained capital bus components are essential to keep our revenue equipment in service, reliable, and safe for bus patrons.</p> <p>This project provides funding for new parts, rebuilt parts, and major bus components not accounted for in the operating budget that exceed \$1,000 in accordance and compliance with FTA guidelines. Parts and major bus components include: engines, transmissions, differentials, ECU (electronic control unit), HVAC units (heating, ventilation and air conditioning) radiator, muffler, air compressor, Digital Video Recorders (DVRs), Automatic Mobile Data Terminals (AMDTs), etc.</p> <p>Issues: Project includes Board approved funding through FY2018.</p> <p>Key Activities:</p> <p>This Quarter: (1) Purchased major bus components and replacement parts.</p> <p>Next Quarter: (1) Continue to purchase major bus components and replacement parts, as needed.</p>	\$4,380,181	\$4,380,181	\$0	\$4,380,181	\$2,844,362	\$1,535,818	\$4,380,181	\$0	64.9%	64.9%	07/01/15 / 07/01/15A	06/30/18 / 06/30/18
100013	Non-Revenue Service Vehicles Project PM - Natalie Chi	<p>Scope: This project to replace (7) non-revenue shop, facilities, and flatbed trucks that support the Bus Maintenance, Facilities, and Field Services. The project is replacing (2) 2008 shop trucks, (4) 2008 facility trucks and (1) 2008 flatbed truck that have reached the end of their life cycle.</p> <p>Issues: None.</p> <p>Key Activities</p> <p>This Quarter: (1) Received the remaining one F350 truck. (2) Completed acceptance of the truck. (3) Released two RFQ solicitations for: - Removal of existing service bodies, refurbish, repaint, and installation to new trucks, a total of five trucks. - Furnishing new service bodies, buildout, and install onto new trucks, a total of two trucks. (4) Received quotes for the two RFQ solicitations (5) Awarded contracts to vendor with lowest quote.</p> <p>Next Quarter: (1) Issue NTP and Purchase Order (PO) to vendor for: - Removal of existing service bodies, refurbish, repaint, and installation to new trucks, a total of five trucks. - Furnishing new service bodies, buildout, and install onto new trucks, a total of two trucks. (2) Coordinate pickup and service bodies swapping (two facilities trucks scheduled for service body refurbishing and swapping).</p>	\$428,111	\$428,111	\$0	\$428,111	\$220,414	\$207,697	\$428,111	\$0	51.5%	51.5%	07/01/15 / 01/01/17A	08/31/18 / 12/31/18

SamTrans - Major Capital Project - Quarterly Report - Q3 FY2018 Jan 01, 2018 to Mar 31, 2018

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (h) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100014	Bike Rack PM - Elliot Rivas	<p>Scope: Purchase new 3-bike bus racks. Remove and replace existing 2-bike racks and install the new 3-bike racks on (237) SamTrans fixed route fleet buses.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter:</p> <ol style="list-style-type: none"> (1) Received feedback from Contracts and Procurement (C&P) on the technical specifications. (2) Began exploring sole-source procurement. (3) Completed sole-source justification and rewriting the specifications and submitted to C&P. <p>Next Quarter:</p> <ol style="list-style-type: none"> (1) Receive feedback from C&P. 	\$422,600	\$422,600	\$0	\$422,600	\$7,372	\$415,228	\$422,600	\$0	1.7%	1.7%	07/01/15 / 03/01/17A	06/30/16 / 08/31/18
100112	Three Expansion Buses for Red-Wheels Service PM - Natalie Chi	<p>Scope: To procure additional three paratransit buses to meet increasing demand for paratransit rides. The paratransit vehicles will be used within the Red-Wheels paratransit service area which include San Mateo County and depending on requested routes, neighboring counties including San Francisco, Santa Clara, and Alameda.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter:</p> <ol style="list-style-type: none"> (1) Confirmed production schedule; all three buses were online. (2) Issued Purchase Order (PO) to TRC as resident inspection service provider at plant. (3) Coordinated with resident inspector on production of buses. <p>Next Quarter:</p> <ol style="list-style-type: none"> (1) Receive daily/weekly reports from resident inspector regarding production line. (2) Release all three buses that are on production line. (3) The three buses are scheduled for delivery to Creative Bus Sales for post-delivery inspection (PDI). 	\$475,000	\$475,000	\$0	\$475,000	\$5,236	\$469,764	\$475,000	\$0	1.1%	1.1%	01/01/18 / 01/01/18A	09/30/18 / 09/30/18

SamTrans - Major Capital Project - Quarterly Report - Q3 FY2018 Jan 01, 2018 to Mar 31, 2018

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100113	Procurement of 10 Electric Buses PM - David Harbour	<p>Scope: Procure 10 battery-electric, Zero Emissions Buses (ZEBs) to replace 10 of the 2003 Gillig diesel buses and install six charging stations in support of the electric buses. This project will support California Air Resources Board (CARB)'s goal of 100% ZEB transit fleet by 2040. These electric buses will be placed in a pilot service program at North Base.</p> <p>Issues: None.</p> <p>Key Activities</p> <p>This Quarter:</p> <ol style="list-style-type: none"> (1) Held agenda review for 10 electric bus purchase from Proterra. (2) Board authorized purchase of 10 Electric buses from Proterra at the March 2018 Board meeting. (3) Corresponded Proterra for final quote regarding bus configurations with options and bonding. <p>Next Quarter:</p> <ol style="list-style-type: none"> (1) Continue to correspond with Proterra for final quote regarding bus configurations with options and bonding. (2) Issue Purchase Order (PO). 	\$10,926,668	\$10,926,668	\$0	\$20,622	\$10,906,046	\$10,926,668	\$0	0.2%	14.5%	02/01/18 / 02/01/18A	05/31/20 / 05/31/20	

SamTrans - Major Capital Project - Quarterly Report - Q3 FY2018 Jan 01, 2018 to Mar 31, 2018

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (h) - (h)	(j)	(k) = (g) - (i)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
INFORMATION TECHNOLOGY PROJECTS:														
021505	Replace & Upgrade Servers & Out of Warranty Equipment Project PM - Carl Cubba	<p>Scope: This project will replace District's servers and data storage, copiers/printers, routers and switches, AC, UPS and other appliances that are at the end of their expected service life and soon to be out of warranty. The project will procure new equipment to replace old and out of warranty equipment in Central's Data Center, North Base, and South Base as well as professional services for setup and configuration.</p> <p>Issues: None.</p> <p>Key Activities This Quarter: (1) Procured additional servers, network routers and switches to replace the out of warranty equipment.</p> <p>Next Quarter: (1) Procure additional servers, network routers and switches to replace the out of warranty equipment.</p>	\$4,579,000	\$995,000	\$3,584,000	\$4,579,000	\$3,044,027	\$1,534,973	\$4,579,000	\$0	66.5%	75.0%	07/01/14 07/01/14A	12/31/18 12/31/18
100016	MobileView Enhancement PM - Karambir Cheema	<p>Scope: The project scope will primarily be as follows: 1. Install and test WiFi equipment at North Base and South Base. 2. Specify software configuration based on stakeholder consensus. 3. Install, configure, and test servers, including: a. Application server, which serves as the back end for client computers allowing users to request video, initiates communication with buses when they enter the yard, and uploads Digital Video Recorders (DVRs) health data as well as any requested video. b. Database server, which runs Microsoft SQL server and houses data for the server application. 4. Install and configure client application on specified computers. 5. Configure all new WiFi equipped DVRs to communicate with the application server.</p> <p>Issues: None.</p> <p>Key Activities: This Quarter: (1) Ordered wireless access point and antenna for initial testing. (2) Contacted vendor for additional information regarding hardware/software.</p> <p>Next Quarter: (1) Receive wireless access point and antenna (currently in IT Department). (2) Prepare presentation for stakeholders to help scope the project.</p>	\$690,499	\$690,499	\$0	\$690,499	\$1,200	\$689,299	\$690,499	\$0	0.2%	1.0%	03/26/18 03/26/18A	TBD

SamTrans - Major Capital Project - Quarterly Report - Q3 FY2018 Jan 01, 2018 to Mar 31, 2018

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FACILITIES / CONSTRUCTION PROJECTS:														
021111	Bus Stop Improvement Project PM - Greg Moyer	<p>Scope: This project will upgrade and replace bus stop amenities and enhance bus stop site infrastructure resulting in a decrease in repair and amenity replacement costs and an increase in ridership by providing patrons safe, clean and attractive bus stop facilities.</p> <p>The scope includes procurement of new, upgraded, bus stop benches and trash cans. The improved models will be comprised of powder coated steel to withstand harsh weather conditions and vandalism. Both amenities will be bolted to a concrete surface for stability.</p> <p>Issues: None.</p> <p>Key Activities</p> <p>This Quarter: (1) Advertised Request for Proposal (RFP) for the amenities. (2) Received and accepted a quote.</p> <p>Next Quarter: (1) New amenities are scheduled for delivery with installation following.</p>	\$246,084	\$246,084	\$0	\$246,084	\$16,183	\$229,901	\$246,084	\$0	6.6%	19.0%	01/17/12 01/17/12A	10/31/18 / 10/31/18

SamTrans - Major Capital Project - Quarterly Report - Q3 FY2018 Jan 01, 2018 to Mar 31, 2018

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021237	San Carlos Transit Center Project PM - Rafael Bolon	<p>Scope: The San Carlos Transit Center Project will create a multi-modal transit center to serve the San Carlos Caltrain Station (the Transit Center) and to facilitate improved safety and connections between SamTrans fixed route bus service, Caltrain commuter rail, local shuttles and pedestrians and bicyclists.</p> <p>Construction of the Transit Center, which will be located South of the existing station parking lots, will enable the property underneath the existing lots to be developed with housing, retail and office commercial uses, and will support transit usage and increase pedestrian access at the station.</p> <p>Current scope includes: Planning, Engineering, Construction and Construction Management of the station parking lot, plus Administration and Project Oversight of the San Carlos Transit Center Project.</p> <p>Issues: None.</p> <p>(1) Project schedule impacted due to delay in receiving the Caltrans permit for Cherry Street improvements. Completion of Cherry Street crossing extended to early May due to delays associated with underground utility conflicts with traffic signal pole location.</p> <p>Key Activities This Quarter:</p> <p>(1) Continued punch list work. (2) Began Cherry street intersection work. (3) Began Potholing. (4) Began left-turn pocket construction.</p> <p>Next Quarter:</p> <p>(1) Continue punch list work. (2) Complete Cherry street intersection work. (3) Complete Potholing. (4) Complete left-turn pocket construction. (5) Install foundations for traffic lights. (6) Install traffic lights. (7) Complete construction and begin project closeout.</p>	\$7,080,214	\$4,984,461	\$2,095,763	\$7,080,214	\$6,645,974	\$434,240	\$7,080,214	\$0	93.9%	91.0%	10/30/12 / 10/30/12A	10/31/17 / 07/31/18

SamTrans - Major Capital Project - Quarterly Report - Q3 FY2018 Jan 01, 2018 to Mar 31, 2018

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Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
021507	Facility Smaller Projects	<p>Scope: This project will maintain a state of good repair (SOGR) for the District's infrastructure, shops and facilities. This project will maintain continuity of services and sustainability of a pleasant work environment, inclusive of routine maintenance or replacement, e.g. carpets.</p> <p>Issues: Project includes Board approved funding through FY2018.</p> <p>Key Activities:</p> <p>This Quarter: (1) Performed maintenance and repairs work.</p> <p>Next Quarter: (1) Continue with maintenance and repairs work, as needed.</p>	\$1,691,603	\$1,691,603	\$0	\$1,691,603	\$823,026	\$865,577	\$1,691,603	\$0	48.7%	48.7%	07/01/15 / 07/01/15A	06/30/18 / 06/30/18
100018	Lighting Upgrade at North Base and South Base Project PM - Jeffrey Thomas	<p>Scope: Replace lighting fixtures in favor of more energy efficient and environmentally friendly LED lights. This lighting upgrade intends to cover all SamTrans' facilities e.g. North Base, and South Base.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Staff reports finalized at Agenda Review in January 2018. (2) Contracts & Procurement (C&P) received partially-executed contract document from Vanden Bos Electric (VBE). (3) C&P began reviewing insurance and bond documents in advance of contract execution.</p> <p>Next Quarter: (1) C&P to update the project team regarding insurance and bond documents. (2) Issue Notice to Proceed (NTP). (3) Complete installation of lighting. (4) Project close out.</p> <p>Note: Schedule delay is due to additional design effort needed to award the contract.</p>	\$1,428,000	\$1,428,000	\$0	\$1,428,000	\$362,010	\$1,065,990	\$1,428,000	\$0	25.4%	25.4%	07/01/15 / 01/01/17A	06/30/18 / 06/30/18

SamTrans - Major Capital Project - Quarterly Report - Q3 FY2018 Jan 01, 2018 to Mar 31, 2018

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (h) - (b)	(j)	(k) = (g) - (i)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100037 & 100262	North and South Base Industrial Waste Line Replacement PM - Jim Kellner	<p>Scope: This project will replace the North and South Base Industrial Waste (IW) Line, which drains the steam cleaning area of the Maintenance Building. It will also include replacement of the connecting (lateral) lines, which drains the existing repair area of this same building, in order to extend the useful life of this part of the IW system.</p> <p>Issues: Construction activities need to be planned and performed in a way which will minimize disturbance to traffic flow and bus parking at North and South Base.</p> <p>Key Activities: (1) Board awarded the construction contract. Finalized agreement documents with contractor (Innovative Construction Solutions).</p> <p>Next Quarter: (1) Issue Notices to Proceed (NTP) to contractor; started submittal reviews and other construction phase planning.</p>	\$780,000	\$780,000	\$0	\$780,000	\$168,133	\$611,867	\$780,000	\$0	21.6%	35.0%	08/01/17 08/01/17A	11/30/18 11/30/18
100085	Express Bus Feasibility Study PM - Millie Tolleson	<p>Scope: With congestion on the US-101 steadily increasing, SamTrans needs to determine the financial and operational viability of long-distance express transit bus service along the US-101 freeway corridor. Such services would be paired with highway capacity enhancements, such as high occupancy vehicle or toll lanes. The study would look at combination of roadway and transit capital and operational enhancements would optimize mobility, financial, environmental, and other policy concerns from public and private sector stakeholders across the Bay Area.</p> <p>Issues: Introduction of a second round of modeling and associated contracting process impacted original schedule by about six weeks.</p> <p>Key Activities: (1) Prepared travel demand model outputs and detailed evaluation memo draft. (2) Continued planning and preparation for second round of public outreach. (3) Continued ongoing team meetings</p> <p>Next Quarter: (1) Finalizing parameters for additional travel demand modeling and beginning second round of modeling (2) Continued planning and preparation for second round of public outreach to be held in June 2018 (3) Presentation of project status at Executive Team meeting (4) Continue ongoing team meetings. (5) Amendment of contract processing.</p>	\$634,000	\$634,000	\$0	\$634,000	\$412,032	\$221,968	\$634,000	\$0	65.0%	77.0%	04/01/17 04/01/17A	10/31/18 10/31/18

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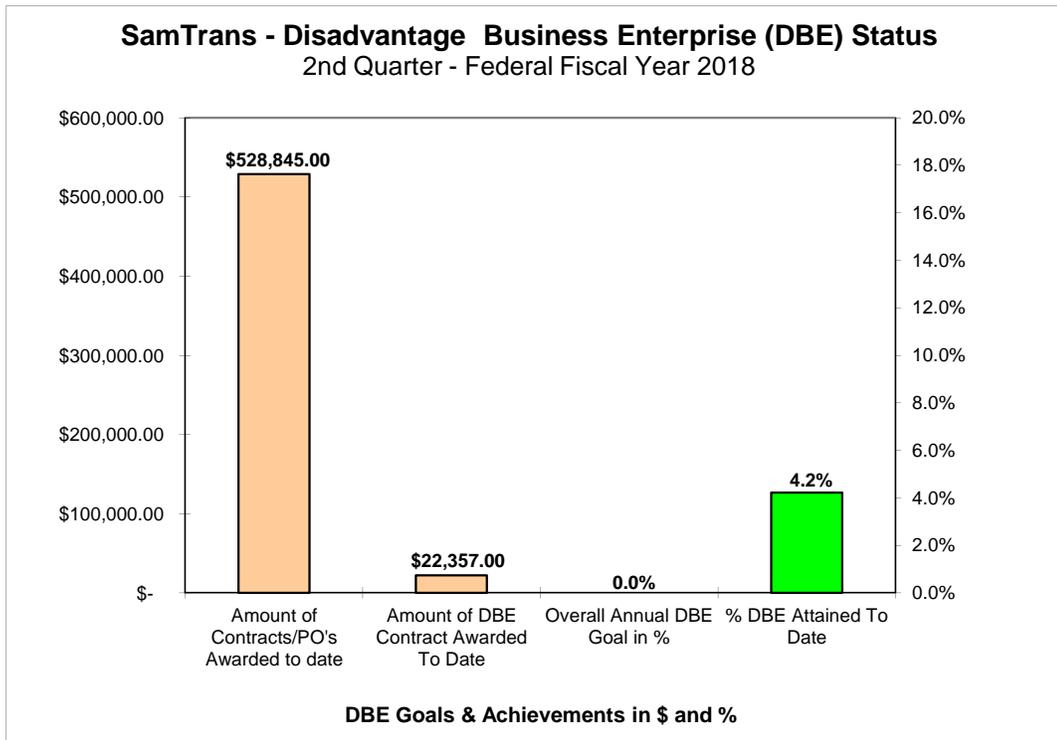
San Mateo County Transit District

Disadvantaged Business Enterprise (DBE) Status Report

Contracts for 2nd Quarter Federal Fiscal Year (FFY) 2018
From January 01, 2018 to March 31, 2018

The following is a summary of SamTrans DBE Status:

<u>Status</u>	<u>Federalized Projects FFY2018</u>
Amount of Contracts Awarded	\$528,845
Amount of Contracts Awarded to DBEs*	\$22,357
Overall Annual Goal in %	0.0%
% DBE Attainment	4.2%
% Over/(Under) Goal	4.2%



Definition of Terms

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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Performance Status (Traffic Light) Criteria

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

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



AGENDA

LEGISLATIVE COMMITTEE COMMITTEE OF THE WHOLE

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

WEDNESDAY, JUNE 6, 2018 – 3:15 pm

or immediately following previous Committee meeting

1. Call to Order

ACTION

2. Approval of Minutes of Legislative Committee Meeting of May 2, 2018

INFORMATIONAL

3. State and Federal Legislative Update
4. Adjourn

Committee Members: Zoe Kersteen-Tucker, Jeff Gee, Josh Powell

NOTE:

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

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

**MINUTES OF LEGISLATIVE COMMITTEE /
COMMITTEE OF THE WHOLE
MAY 2, 2018**

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

Committee Members Absent: None

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

Staff Present: J. Hartnett, C. Mau, J. Cassman, A. Chan, S. Murphy, C. Fromson, D. Hansel, T. Dubost, D. Olmeda, C. Gumpal, J. Brook, C. Boland

CALL TO ORDER

Committee Chair Kersteen-Tucker called the meeting to order at 4:41 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF APRIL 4, 2018

Motion/Second: Matsumoto/Stone

Ayes: Gee, Groom, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Abstention: Kersteen-Tucker

Absent: None

STATE AND FEDERAL LEGISLATIVE UPDATE

Seamus Murphy, Chief Communications Officer, spoke on behalf of Casey Fromson, Director of Government and Community Affairs, providing an update on numerous state and federal legislative efforts.

ADJOURN

The meeting adjourned at 4:45 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6279 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Transit District

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE**

ACTION

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

SIGNIFICANCE

The 2018 Legislative Program establishes the principles that will guide the legislative and regulatory advocacy efforts. Based on those principles, staff coordinates closely with our Federal and State advocates on a wide variety of issues that are considered in Congress and the State legislature. The attached reports highlight the recent issues and actions that are relevant to the Board.

Prepared By: Casey Fromson, Government and
Community Affairs Director

650-508-6493

Holland & Knight

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SamTrans Federal Update May 2018

CONGRESS

FY 2019 Appropriations Process Begins: The House and Senate Appropriations Committees have begun consideration of the FY 2019 appropriations bills. Both the House and Senate on Transportation, Housing and Urban Development (THUD) Appropriations Subcommittees have held hearings with the Department of Transportation (DOT) Secretary Chao, and the modal administrators. The House THUD Appropriations Subcommittee will mark-up the FY 2019 THUD bill on May 17 and the full House Appropriations Committee will probably markup the bill the following week. The Senate THUD Appropriations Subcommittee may markup the Senate FY 2019 THUD bill during the first week of June.

Senate Appropriations Committee Chairman Richard Shelby (R-AL) recently said that the Senate leadership has agreed to expedite the spending bills and bypass procedural battles, and plan to avoid controversial policy riders that present obstacles to passage. Democrats agreed that they may be willing to refrain from voting on motions to proceed to the bills, in order to expedite the measures.

House Passes FAA Reauthorization: On April 27, the House passed [H.R. 4](#), a bill reauthorizing the Federal Aviation Administration (FAA) for five years, in a [393-13](#) vote. The bill provides funding for the FAA through FY 2023, following a six month extension of the agency in the FY 2018 omnibus spending bill passed in March. The reauthorization bill received bipartisan support, and included a disaster relief provision making changes to FEMA and the Stafford Disaster Relief Act. The FEMA language seeks to improve infrastructure and preparation to handle natural disasters. However, some provisions received criticism from Democrats. House Minority Leader Nancy Pelosi (D-CA) urged Democrats to vote against two trucking amendments, including a bipartisan amendment from Reps. Jeff Denham (R-CA), Henry Cuellar (D-TX), and Jim Costa (D-CA) that sought to refine regulations on meals and rest periods for truckers. The amendment passed with 222 votes. Additional amendments included one in the managers' package that incorporated language requiring the FAA to conduct an engine safety review and present a report to the House Transportation and Infrastructure Committee. The managers' amendment addressed several key issues, from certification of commercial space support flights to treatment of disabled passengers. The amendment was introduced by House Transportation and Infrastructure Committee Chairman Bill Shuster (R-PA) on April 24. Highlights of changes included in the amendment are:

- Modifies the bill's funding authorizations to align with the Congressional Budget Office's (CBO) updated baseline;

- Creates a new grant program for airports classified as non-primary; primary airports that are categorized as small, medium, or non-hub; or that are participating in a general aviation privatization pilot;
 - Authorizes \$1.02 billion for Airport Improvement Program (AIP) grants in FY 2019, increasing to \$1.1 billion in FY 2023.
- Establishes a Chief Technology Officer position to oversee operation, maintenance, and security of current air traffic control systems as part of the FAA;
- Requires the FAA to prepare a comprehensive report on the effort by the federal government to modernize the air traffic control system;
- Requires FAA to report to Congress on costs and benefits of the NextGen technology upgrade program;
- Requires the FAA to initiate a review of engine safety;
- Directs DOT to develop a bill of rights document for disabled passengers; and
- Eliminates the cap on the general aviation airport privatization pilot project (currently limited to 10 airports).

The passage of the legislation with strong bipartisan support could help move the bill through the Senate with greater ease. However, House Transportation and Infrastructure Committee Ranking Member Peter DeFazio (D-OR) said he voted for the bill despite reservations about broad language, and hopes that trucking and other issues will be addressed in Senate negotiations. Senate Commerce Committee Chairman John Thune (R-SD) said that he is working to get floor time for the bill before the July 4 recess, but did not specify when.

House Appropriations Subcommittee Questions FHWA, FTA Budget Requests: The acting heads of the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) defended the President's FY 209 budget request before the House THUD Appropriations Subcommittee on April 26. Subcommittee members questioned FTA Acting Administrator Jane Williams about the Capital Investment Grant (CIG) program, with Chairman Mario Diaz-Balart (R-FL) urging the administration to grant executed construction agreements to projects that have gone through the FTA's rating and evaluation process and met requirements. Williams noted that there are currently 55 projects in varying stages of the process that are seeking construction agreements. The subcommittee also questioned acting FHWA Administrator Brandye Hendrickson about various FHWA programs, including Buy America, federal lands/tribal projects, and the Administration's proposal to increase the flexibility of states to toll existing interstate lanes. Rep. David Young (R-IA) also questioned Hendrickson on the status of the Highway Trust Fund (HTF); Hendrickson said the agency projects the HTF to remain solvent through the end of FY 2020, but added that – like Secretary Chao – she could not support any specific revenue increases.

ADMINISTRATION

DOT Rebrands TIGER Grants as BUILD Grants; Releases NOFO: The Department of Transportation (DOT) announced on April 20 that the previously existing TIGER grant program would be renamed the [Better Utilizing Investments to Leverage Development \(BUILD\) Transportation Discretionary Grants program](#). BUILD grants will be used for surface transportation infrastructure, awarded on a competitive basis for projects that have significant

local or regional impact. Grants can be used to support roads, bridges, transit, rail, ports, or intermodal transportation. Projects are evaluated on merit criteria, including safety, economic competitiveness, quality of life, environmental protection, state of good repair, innovation, partnership, and additional non-Federal revenue for future transportation infrastructure investments. DOT released the [Notice of Funding Opportunity](#) (NOFO), with an application deadline date of July 19, 2018. For FY 2018, the maximum grant award is \$25 million, and no more than \$150 million can be awarded to a single state, under provisions outlined in the FY 2018 omnibus appropriations act.

DOT staff have said that the agency's priorities are rural, road, freight/intermodal, and innovation (AVs, ITS, etc.). In addition, the NOFO includes a section for applicants to explain new transportation revenue.

The FY 2018 appropriations bill was specific about not DOT not prioritizing cost share: "the Secretary shall not use the Federal share as a selection criteria in awarding projects." However, the NOFO does indicate that DOT is still focusing on this issue:

"The Administration believes that attracting significant new, non-Federal revenue streams dedicated to transportation infrastructure investment is desirable to maximize investment in transportation infrastructure. The Department will assess the extent that applications provide evidence that the applicant will secure and commit new, non-Federal revenue to transportation infrastructure investment. New revenue means revenue that is not included in current and projected funding levels and results from specific actions taken to increase transportation infrastructure investment. For example, an applicant may generate new revenue through asset recycling, tolling, tax-increment financing, or sales or gas tax increases.

New revenue does not include the proceeds of a new bond issuance unless an applicant raises or commits to raising new revenue to repay the bonds. The Department will consider actions to create new revenue only if those actions occurred after January 1, 2015 or will occur in the future; it will not consider actions that occurred before January 1, 2015. For applications that propose to generate revenue over multiple years, the maximum time period that should be used is 10 years, beginning on January 1, 2018. Among otherwise similar applications, applicants that generate more new non-Federal revenue for future transportation infrastructure investment will be more competitive. The Department recognizes that applicants have varying abilities and resources to generate non-Federal revenue. If an applicant describes broader legal or fiscal constraints that affect its ability to generate non-Federal revenue, the Department will consider those constraints. As mandated by the FY 2018 Appropriations Act, the Department will not use the Federal share as a selection criterion in awarding projects."

Funds are only available for obligation through September 30, 2020. Obligation occurs when a selected applicant and DOT enter into a written grant agreement after the applicant has satisfied applicable administrative requirements, including transportation planning and environmental review requirements. All FY 2018 BUILD funds must be expended (the grant obligation must be liquidated or actually paid out to the grantee) by September 30, 2025.

THUD Appropriations Subcommittee Chair and Ranking Member Send Letter on TIGER to DOT: Senate THUD Appropriations Subcommittee Chairwoman Susan Collins (R-ME) and Ranking Member Jack Reed (D-RI) [sent a letter](#) to Transportation Secretary Elaine Chao to express their disapproval with aspects of the BUILD grant program, formerly known as TIGER. The senators wrote that the grant program is not suitable for testing new policies, and took issue with the focus on non-federal revenue and how far back the administration is willing to reward a state or region that's already moved to generate more funding. Congress has set guidelines for how grants are awarded, but BUILD is an unauthorized program – this means the Department of Transportation (DOT) has the ability to adjust aspects of the program as they see fit. House Transportation Appropriations Chairman Mario Diaz-Balart (R-FL) said he will have to examine what DOT changed in the criteria, but hinted that appropriators may adjust the program as well.

DOT Announces ATCMTD Grants: The Federal Highway Administration (FHWA) announced the availability of funds for the [Advanced Transportation and Congestion Management Technologies Deployment Initiative \(ATCMTD\) grants](#). Up to \$60 million in federal funding is available to provide grants to eligible entities to develop model deployment sites for large scale installation and operation of advanced transportation technologies to improve safety, efficiency, system performance and infrastructure return on investment. To be selected for an ATCMTD award, an applicant must be an eligible applicant. Eligible applicants are state or local governments, transit agencies, metropolitan planning organizations (MPO) representing a population of over 200,000, or other political subdivisions of a state or local government (such as publicly owned toll or port authorities), or a multijurisdictional group or consortia of research institutions or academic institutions. Partnership with the private sector or public agencies, including multimodal and multijurisdictional entities, research institutions, organizations representing transportation and technology leaders, or other transportation stakeholders, is encouraged. Applications are due by June 18, 2018.

Senator Sends CIG Letter: Sen. Dianne Feinstein (D-CA) sent a [letter](#) to Secretary Elaine Chao on April 30, asking that she put an end to administrative delays that have held up DOT from handing out money for Capital Investment Grants (CIG) projects. The White House proposed cutting funding for the program in its budget, but Congress committed to expanding the program in its FY 2018 omnibus appropriations bill – the bill provided \$2.645 billion for the program, a 10 percent increase over the FY 2017 enacted level.

DOT Begins Soliciting Applications for FY 2018 Grant Funding: DOT has begun soliciting applications for many programs funded under the FY 2018 omnibus spending bill, signed into law in March. The following programs had been announced as of April 23 (amount in millions):

	<u>Program</u>	<u>FY 2018 Amount</u>	<u>Funding Notice (NOFO) Issued</u>	<u>Application Deadline</u>
FHWA	INFRA (formerly FASTLANE)	\$825.3	July 3, 2017	November 2, 2017
MARAD	Aid to Small Shipyards	\$19.6	April 9, 2018	May 22, 2018
FTA	No-Low Emission Buses and Bus Facilities	\$84.5	April 23, 2018	June 18, 2018
FHWA	Advanced Transportation and Congestion Management Technologies Deployment Initiative	\$55.0	April 18, 2018	June 18, 2018
FHWA	Surface Transportation System Funding Alternatives	\$18.3	April 13, 2018	July 18, 2018
OST	BUILD (formerly TIGER)	\$1,475.0	April 20, 2018	July 19, 2018
	Total, To Date	\$2,477.7		

Source: *Eno Transportation Weekly*

INFRA grant funding deadlines have passed, as funding for the program falls under the contract authority provided in the FAST Act, but the exact amount available was not known until the FY 2018 omnibus bill was passed. The Federal Highway Administration (FHWA) combined FY 2017 money with the anticipated FY 2018 amount in one grant announcement, and recipients are anticipated to be identified in early June.

DOE Announces Vehicle Technologies Grant: The Department of Energy (DOE) announced the availability of grant funds for its [FY 2018 Advanced Vehicle Technologies Research](#) program. The Office of Energy Efficiency and Renewable Energy is issuing, on behalf of the Vehicle Technologies Office, this Funding Opportunity Announcement (FOA), which seeks research project to address priorities in the following areas: batteries and electrification; materials; technology integration and energy efficient mobility systems; energy efficient commercial off-road vehicle technologies; and co-optimized advanced engine and fuel technologies to improve fuel economy. All applications are due by July 13, 2018.

May 11, 2018

TO: Board of Directors, San Mateo County Transit District

FM: Joshua W. Shaw and Matt Robinson, Shaw / Yoder / Antwih, Inc.
Mike Robson and Trent Smith, Edelstein Gilbert Robson & Smith LLC

RE: **STATE LEGISLATIVE UPDATE – June 2018**

Legislative Update

The Legislature reconvened from Spring Recess on April 2 and began a series of policy committee hearings on hundreds of bills available for consideration. The committees had until April 27 to send fiscal bills to the Appropriations Committees. The Appropriations Committees have until May 25 to move bills to the floor in each house. We highlight the most relevant bills this year affecting SamTrans below and in the attached bill matrix.

May Revise

Governor Brown released his updated Fiscal Year 2018-19 budget, known as the “May Revise,” on Friday, May 11. The revenue forecasts bring good news for transit systems across California, with the State Transit Assistance program (STA) projected to grow in the coming fiscal year by approximately \$109 million over what was estimated in January. SamTrans and Caltrain both receive formula funding from the STA program. The Governor made very little changes to his projections for Cap and Trade.

SB 1 Repeal Update

The [Coalition to Protect Local Transportation Improvements](#) – the committee formed to oppose the repeal effort and promote the benefits of SB 1 throughout California – continues to gear up to oppose the SB 1 repeal effort, and has begun a significant fundraising effort. At the urging of Governor Brown and anticipating the difficulties of running a “pro-tax” campaign, the Coalition, led by the California Alliance for Jobs, the California State Association of Counties, and the League of California Cities, has set an ambitious fundraising target of \$50 million.

In addition to organizing the anti-repeal efforts, the Coalition is also spearheading the passage of [Proposition 69 \[ACA 5 \(Frazier and Newman\)\]](#), the constitutional amendment passed by the legislature to protect new SB 1 revenues (and, transit revenues that have been unprotected since the Gas Tax Swap of 2010-11), which goes before the voters June 5. SamTrans supports Proposition 69.

On April 30, proponents of the SB 1 [repeal](#) campaign [submitted](#) approximately 950,000 signatures to the Secretary of State’s Office for validation. The Secretary of State has until May 21 to validate the initiative and clear it for the November ballot. The proponents need 585,000 valid signatures to secure a place on the November ballot.

CalSTA and CTC Make Grant Awards

On April 26, CalSTA announced [project awards for its Transit and Intercity Rail Capital Program](#). Included in the awards was funding for various transportation entities within San Mateo County, including: \$15 million for SamTrans express bus service; and, \$123.2 million for the CalMod project. Additionally, on April 25, the California Transportation Commission announced its funding recommendations for the Solutions for Congested Corridors Program. These recommendations included \$232,200,000 for the US 101 Managed Lanes projects. The CTC will review and approve all awards at its May Commission meeting in San Diego.

Position Recommendations

SB 1376 (Hill) Transportation Network Companies: Disability Access

This bill requires the California Public Utilities Commission (CPUC) to develop regulations, by July 1, 2019, for transportation network companies (TNCs) related to accessibility for persons with disabilities. ***We recommend the SamTrans Board SUPPORT this bill.***

AB 2034 (Kalra) Human Trafficking Awareness Training.

This bill aims to curb the incidence of human trafficking in California by requiring transit agencies to train employees, who are likely to interact or come into contact with victims of human trafficking, in recognizing the signs of human trafficking and how to report those signs to law enforcement. ***We recommend the SamTrans Board SUPPORT this bill.***

Other Bills of Note

AB 2065 (Ting) Surplus Lands

This bill expands the definition of “local agency” under the Surplus Lands Act joint powers authorities (the Act already includes special districts, like SamTrans) and amends the definition of “surplus land” to mean land owned by any local agency that is not necessary for the agency’s governmental operations, except property being held by the agency expressly for the purpose of exchange for another property necessary for its governmental operations. Land would be presumed to be “surplus land” when a local agency initiates an action to dispose of it and defines “dispose of” to mean sell, lease, transfer, or otherwise convey any interest in real property owned by a local agency. ***We recommend the SamTrans Board WATCH this bill and work with the author to address concerns with the bill’s impacts on leases initiated by the district.***

SB 961 (Allen) Second Neighborhood Infill Finance and Transit Improvements Act

This bill would enact the Second Neighborhood Infill Finance and Transit Improvements Act and would authorize a city or county to use tax increment financing through (as part of an enhanced infrastructure financing district) to issue bonds for housing, as well as station development for transit, urban forestry, decoupled parking, access to transit, and other infrastructure for residential communities, including water infrastructure or waste water infrastructure that captures rainwater or urban runoff. The bonds would not require voter approval, but the area to be financed must be within one-half mile of a rail transit station or within 300 feet of a transit rich boulevard served by bus rapid transit or high-frequency bus service. The bonds are financed with property and local sales tax increment.

SCA 20 (Glazer) Local Sales Taxes: Online Sales.

This bill would amend how point-of-sale for online retailers is defined, and therefore, impact how revenue from the Bradley-Burns Uniform Sales and Use Tax, particularly Local Transportation Funds, is distributed to counties and transit agencies.

**San Mateo County Transit District
State Legislative Matrix 5/11/18**

Bill ID/Topic	Location	Summary	Position
<p>AB 87 Ting D</p> <p>Autonomous vehicles.</p>	<p>4/19/2018-S. T. & H. 4/19/2018-Referred to Coms. on T. & H. and PUB. S.</p>	<p>Existing law authorizes the operation of an autonomous vehicle on public roads for testing purposes by a driver who possesses the proper class of license for the type of vehicle being operated, if specified requirements are satisfied. Existing law prohibits an autonomous vehicle from being operated on public roads until the manufacturer submits an application to the Department of Motor Vehicles, as specified, and that application is approved. Existing law requires the Department of Motor Vehicles to adopt regulations no later than January 1, 2015, setting forth requirements for the submission of evidence of insurance, surety bond, or self-insurance for a manufacturer performing testing, and for the submission and approval of an application to operate an autonomous vehicle. Existing law further requires those regulations to include any testing, equipment, and performance standards that the department concludes are necessary to ensure the safe operation of autonomous vehicles on public roads, with or without the presence of a driver inside the vehicle. This bill would require the department to include in regulations it adopts relating to application requirements for the testing of autonomous vehicles on public roads without the presence of a driver inside the vehicle, a requirement that the manufacturer certify that the local authorities within the jurisdiction where the autonomous vehicle will be tested have been provided with a written notification, as specified, and a requirement that the manufacturer provide certain law enforcement agencies with a copy of a law enforcement interaction plan. The bill would require the law enforcement interaction plan, which instructs the law enforcement agencies on how to interact with the autonomous vehicle in emergency and traffic enforcement situations, to include, at a minimum, information on how to communicate with a remote operator of the vehicle, where in the vehicle to obtain owner information, vehicle registration, and proof of insurance, and how to recognize whether the vehicle is operating in autonomous mode.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 5/11/18

Bill ID/Topic	Location	Summary	Position
<p>AB 1041 Levine D</p> <p>Bay Area Toll Authority and oversight committee: conflict of interest.</p>	<p>4/19/2018-S. T. & H. 4/19/2018-Referred to Com. on T. & H.</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 provides for a proposed toll increase on the state-owned toll bridges to be submitted to voters of the 9 bay area counties, to be known as Regional Measure 3. Existing law requires the BATA to, among other things, establish an independent oversight committee within 6 months of the effective date of the Regional Measure 3 toll increase with a specified membership, to ensure the toll revenues generated by the toll increase are expended consistent with a specified expenditure plan and requires the BATA to submit an annual report to the Legislature on the status of the projects and programs funded by the toll increase. This bill would prohibit a representative appointed to the oversight committee from being a member, former member, staff, or former staff of the commission or the authority, a current employee of any organization or person that has received or is receiving funding from the commission or the authority, or a former employee or person who has contracted with any organization or person that has received or is receiving funding from the commission or the authority within one year of having worked for or contracted with that organization or person.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 5/11/18**

Bill ID/Topic	Location	Summary	Position
AB 1160 Bonta D Autonomous vehicles.	7/21/2017-S. 2 YEAR 7/21/2017-Failed Deadline pursuant to Rule 61(a)(11). (Last location was T. & H. on 6/8/2017)(May be acted upon Jan 2018)	Existing law authorizes the operation of an autonomous vehicle on public roads for testing purposes by a driver who possesses the proper class of license for the type of vehicle being operated if specified requirements are met. Existing law defines an autonomous vehicle as any vehicle equipped with autonomous technology that has been integrated into that vehicle. This bill would change the definition of autonomous vehicle to mean any vehicle equipped with autonomous technology that has been integrated into that vehicle or a vehicle that meets specified levels of driving automation, as defined.	Watch
AB 1405 Mullin D Advanced Digital Network Act.	2/14/2018-S. T. & H. 2/26/2018-From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re- referred to Com. on T. & H.	Existing law, the Outdoor Advertising Act, provides for the regulation by the Department of Transportation of advertising displays, as defined, within view of public highways. This bill would enact the Advanced Digital Network Act. The bill would authorize the department, subject to federal approval, to enter into a specified comprehensive development lease agreement pursuant to a best value competitive procurement process for a project with a public or private entity, or a consortia thereof, to install and operate a network of new digital signs within the rights-of-way of the state highway system that would display commercial advertising and public service messages. The bill would authorize the use of the digital signs for emergency messages, as needed, and require dedicated time to be provided to the department to use the advanced digital network for traveler information and motorist safety and awareness campaigns and any other public messaging desired by the state, without providing additional compensation to the contracting entity. This bill contains other related provisions.	Watch

**San Mateo County Transit District
State Legislative Matrix 5/11/18**

Bill ID/Topic	Location	Summary	Position
AB 1756 Brough R Transportation funding.	1/16/2018-A. TRANS. 1/16/2018-Referred to Com. on TRANS.	<p>Existing law, the Road Repair and Accountability Act of 2017, establishes a comprehensive transportation funding program by increasing the motor vehicle fuel (gasoline) tax by \$0.12 per gallon with an inflation adjustment, increasing the diesel excise tax by \$0.20 per gallon with an inflation adjustment, creating 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, creating a new \$100 annual vehicle registration fee applicable only to zero-emission vehicles model year 2020 and later and with an inflation adjustment, and increasing the additional sales and use tax rate on diesel fuel by an additional 4%. The act provides that the fuel excise tax increases take effect on November 1, 2017, the transportation improvement fee takes effect on January 1, 2018, the zero-emission vehicle registration fee takes effect on July 1, 2020, and the additional sales and use tax rate increases take effect on November 1, 2017. The act provides for the expenditure of the revenues generated from these charges pursuant to specified to programs and other requirements. This bill would repeal the Road Repair and Accountability Act of 2017. This bill contains other related provisions.</p>	Opposed April 2018

**San Mateo County Transit District
State Legislative Matrix 5/11/18**

Bill ID/Topic	Location	Summary	Position
AB 1866 Fong R Transportation funding.	1/29/2018-A. TRANS. 1/29/2018-Referred to Com. on TRANS.	(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. 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.	Opposed April 2018

**San Mateo County Transit District
State Legislative Matrix 5/11/18**

Bill ID/Topic	Location	Summary	Position
AB 1905 Grayson D Environmental quality: judicial review: transportation projects.	2/5/2018-A. NAT. RES. 4/16/2018-In committee: Hearing for testimony only.	The California Environmental Quality Act requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. The act establishes a procedure by which a person may seek judicial review of the decision of the lead agency made pursuant to the act. This bill would, in an action or proceeding seeking judicial review under the California Environmental Quality Act, prohibit a court from staying or enjoining a transportation project that would reduce total vehicle miles traveled, that is included in a sustainable communities strategy, and for which an environmental impact report has been certified, unless the court makes specified findings.	Watch

San Mateo County Transit District State Legislative Matrix 5/11/18

Bill ID/Topic	Location	Summary	Position
AB 1969 Salas D Transportation funds: transit operators: fare revenues.	3/19/2018-A. TRANS. 4/23/2018-In committee: Set, first hearing. Hearing canceled at the request of author.	<p>Existing law provides various sources of funding to public transit operators. Under the Mills-Alquist-Deddeh Act, also known as the Transportation Development Act, certain revenues are available, among other things, for allocation by the transportation planning agency to transit operators, subject to certain financial requirements for an operator to meet in order to be eligible to receive the moneys. Existing law sets forth alternative ways an operator may qualify for funding, including a standard under which the allocated moneys do not exceed 50% of the operator's total operating costs, as specified, or the maintenance by the operator of a specified ratio of fare revenues to operating costs. Existing law generally establishes the required fare revenues to operating cost ratio as 20% in urbanized areas and 10% in nonurbanized areas. This bill would authorize an operator that fails to maintain the generally established ratio described above to request an exemption from the California Transportation Commission, and would require the operator to be granted a temporary exemption while the commission reviews the request. The bill would authorize the commission to grant the operator's request and allow the operator to instead maintain a lower ratio, which would be set by the commission. The bill would require the commission to consider specified factors in determining whether to grant the exemption request. The bill would authorize an operator granted a temporary exemption, or an exemption from the commission, to receive the revenues it would have qualified for had it maintained the ratio described above. This bill contains other existing laws.</p>	Watch

**San Mateo County Transit District
State Legislative Matrix 5/11/18**

Bill ID/Topic	Location	Summary	Position
<p>AB 2034 Kalra D</p> <p>Human trafficking: notice.</p>	<p>4/4/2018-A. APPR. SUSPENSE FILE 4/4/2018-In committee: Set, first hearing. Referred to APPR. suspense file.</p>	<p>Existing law requires specified businesses and other establishments, including, among others, airports, intercity passenger rail or light rail stations, bus stations, and truck stops, to post a notice, as developed by the Department of Justice, that contains information relating to slavery and human trafficking, including information regarding specified nonprofit organizations that a person can call for services or support in the elimination of slavery and human trafficking. Existing law makes a business or establishment that fails to comply with the requirements of these provisions liable for a civil penalty of \$500 for a first offense, and \$1,000 for each subsequent offense. This bill would require a business or other establishment that operates an intercity passenger rail, light rail, or bus station, on or before January 1, 2020, to train its new and existing employees who are likely to interact with, or to come into contact with, a victim of human trafficking or who are likely to receive a report from another employee about suspected human trafficking, in recognizing the signs of human trafficking and how to report those signs to the appropriate law enforcement agency, as specified. The bill would require the Department of Justice, on or before July 1, 2019, in consultation with community-based anti-human trafficking organizations, to develop guidelines to assist employers in providing the employee training. The bill would also require the department to make the guidelines publicly available on its Internet Web site and to distribute copies of the guidelines to the employers described above upon request.</p>	<p>Recommend Support</p>

San Mateo County Transit District State Legislative Matrix 5/11/18

Bill ID/Topic	Location	Summary	Position
<p>AB 2065 Ting D</p> <p>Local agencies: surplus land.</p>	<p>5/2/2018-A. APPR. SUSPENSE FILE 5/2/2018-In committee: Set, first hearing. Referred to APPR. suspense file.</p>	<p>(1)Existing law prescribes requirements for the disposal of surplus land by a local agency. Existing law defines “local agency” for these purposes as every city, county, city and county, and district, including school districts of any kind or class, empowered to acquire and hold real property. Existing law defines “surplus land” for these purposes as land owned by any local agency that is determined to be no longer necessary for the agency’s use, except property being held by the agency for the purpose of exchange. This bill would expand the definition of “local agency” to include sewer, water, utility, and local and regional park districts, joint powers authorities, successor agencies to former redevelopment agencies, housing authorities, and other political subdivisions of this state and any instrumentality thereof that is empowered to acquire and hold real property, thereby requiring these entities to comply with these requirements for the disposal of surplus land. The bill would revise the definition of “surplus land” to mean land owned by any local agency that is not necessary for the agency’s governmental operations, except property being held by the agency expressly for the purpose of exchange for another property necessary for its governmental operations and would provide that land is presumed to be surplus land when a local agency initiates an action to dispose of it. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p> <p>Work with Author on Amendments</p>

**San Mateo County Transit District
State Legislative Matrix 5/11/18**

Bill ID/Topic	Location	Summary	Position
AB 2127 Ting D Electric vehicle infrastructure: assessment and roadmap.	5/9/2018-A. APPR. SUSPENSE FILE 5/9/2018-In committee: Set, first hearing. Referred to APPR. suspense file.	Existing law requires the State Energy Resources Conservation and Development Commission (Energy Commission), on a biennial basis, to adopt an integrated energy policy report containing an overview of major energy trends and issues facing the state. Existing requires the Energy Commission, as a part of the report, to conduct transportation forecasting and assessment activities that include, among other things, an assessment of trends in transportation fuels, technologies, and infrastructure supply and demand. This bill would require the Energy Commission, working with the State Air Resources Board and the PUC, to prepare and biennially update a statewide assessment of the electric vehicle charging infrastructure needed to support the levels of electric vehicle adoption required for the state to meet its goals of putting at least 5 million zero-emission vehicles on California roads by 2030 and of reducing emissions of greenhouse gases to 40% below 1990 levels by 2030. The bill would require the Energy Commission to regularly seek data and input from stakeholders relating to electric vehicle charging infrastructure. This bill contains other existing laws.	Watch

San Mateo County Transit District State Legislative Matrix 5/11/18

Bill ID/Topic	Location	Summary	Position
<p>AB 2249 Cooley D</p> <p>Public contracts: local agencies: alternative procedure.</p>	<p>5/3/2018-S. GOV. & F. 5/3/2018-Referred to Com. on GOV. & F.</p>	<p>The Uniform Public Construction Cost Accounting Act authorizes a public agency, whose governing board has by resolution elected, to become subject to uniform construction cost accounting procedures. Existing law declares that these procedures promote statewide uniformity of the cost accounting standards and bidding procedures on construction work performed or contracted by public entities. The act defines “public agency” as a city, county, city and county, including chartered cities and chartered counties, any special district, and any other agency of the state for the local performance of governmental or proprietary functions within limited boundaries, and also includes a nonprofit transit corporation wholly owned by a public agency and formed to carry out the purposes of the public agency. The act authorizes public projects of \$45,000 or less to be performed by the employees of a public agency, authorizes public projects of \$175,000 or less to be let to contract by informal procedures, and requires public projects of more than \$175,000 to be let to contract by formal bidding procedures. This bill would instead authorize public projects of \$60,000 or less to be performed by the employees of a public agency, authorize public projects of \$200,000 or less to be let to contract by informal procedures, and require public projects of more than \$200,000 to be let to contract by formal bidding procedures.</p>	<p>Supported April 2018</p>
<p>AB 2304 Holden D</p> <p>Transit pass programs: status report.</p>	<p>4/18/2018-A. APPR. SUSPENSE FILE 4/18/2018-In committee: Set, first hearing. Referred to APPR. suspense file.</p>	<p>The California Constitution provides that the University of California constitutes a public trust administered by the Regents of the University of California, a corporation in the form of a board, with full powers of organization and government, subject to legislative control only for specified purposes. This bill would request the University of California Institute of Transportation Studies to prepare and submit a report to the Governor and specified committees of the Legislature on or before January 1, 2020, that details the reduced fare transit pass programs in California that are administered by a public transit operator, California college or university, or any other entity, as specified. This bill contains other existing laws.</p>	<p>Watch</p>

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Bill ID/Topic	Location	Summary	Position
AB 2418 Mullin D Transportation: emerging transportation technologies: California Smart Cities Challenge Grant Program.	5/2/2018-A. APPR. SUSPENSE FILE 5/2/2018-In committee: Set, first hearing. Referred to APPR. suspense file.	Existing law creates the California Transportation Commission, with various powers and duties relative to the programming of transportation capital projects and allocation of funds to those projects pursuant to the state transportation improvement program and various other transportation funding programs. This bill would establish the California Smart City Challenge Grant Program to enable municipalities to compete for grant funding for emerging transportation technologies to serve their transportation system needs, and would specify certain program goals. The bill would require the commission to form the California Smart City Challenge Workgroup on or before July 1, 2019, to provide the commission with guidance on program matters, as specified. The bill would require the commission, in consultation with the workgroup, to develop guidelines on or before March 1, 2020, for the program, which would not be subject to the Administrative Procedure Act, and to revise them as necessary. The bill would make the implementation of the program contingent upon an appropriation in the annual budget act.	Supported May 2018
AB 2650 Lackey R Public transit buses: illuminated signs.	3/8/2018-A. TRANS. 4/23/2018-In committee: Set, first hearing. Hearing canceled at the request of author.	Existing law authorizes buses operated by a publicly owned transit system, on regularly scheduled service, to be equipped with certain illuminated signs, as specified. Existing law requires the illuminated signs to adhere to certain specifications, including, among others, being limited in size to a display of not greater than 720 square inches, and requiring the illuminated signs to display information directly related to public transit service, including, but not limited to, route number, destination description, run number, and public service announcements. This bill would revise those conditions, to increase the maximum display area of an illuminated sign to 4,320 inches and to allow paid advertising to be displayed on the illuminated sign.	Watch

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Bill ID/Topic	Location	Summary	Position
<p>AB 3124 Bloom D</p> <p>Vehicles: length limitations: buses: bicycle transportation devices.</p>	<p>4/25/2018-S. T. & H. 4/25/2018-Referred to Com. on T. & H.</p>	<p>Existing law imposes a 40-foot limitation on the length of vehicles that may be operated on the highways, with specified exemptions. Existing law exempts from this limitation an articulated bus or articulated trolley coach that does not exceed a length of 60 feet, and authorizes the bus or trolley to be equipped with a folding device attached to the front of the bus or trolley if the device is designed and used exclusively for transporting bicycles. Existing law prohibits the above-described device from extending more than 36 inches from the front body of the bus when fully deployed, and prohibits a bicycle that is transported on that device from having the bicycle handlebars extend more than 42 inches from the front of the bus. This bill would additionally authorize an articulated bus or articulated trolley coach that does not exceed a length of 60 feet to be equipped with a folding device attached to the front of the bus or trolley if the device is designed and used exclusively for transporting bicycles as long as the device does not extend more than 40 inches from the front body of the bus when fully deployed. The bill would require a public agency operating transit services to establish a route review committee, as specified, in order to operate that articulated bus or articulated trolley coach, and would require the committee, by a majority vote, to make a determination of which routes are suitable for the safe operation of that articulated bus or articulated trolley coach. The bill would also make technical, nonsubstantive changes and a conforming change in a related provision.</p>	<p>Supported April 2018</p>

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Bill ID/Topic	Location	Summary	Position
<p>AB 3201 Daly D</p> <p>California Clean Truck, Bus, and Off-Road Vehicle and Equipment Technology Program.</p>	<p>5/1/2018-A. APPR. 5/2/2018-Re-referred to Com. on APPR.</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. Existing law requires all moneys, except for fines and penalties, collected by the state board as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation by the Legislature. This bill would add large-scale deployments of transit buses to the program's list of eligible projects, delete the reference to the annual framework and plan for the program and instead just refer to a framework and plan, and revise the definition of zero- and near-zero-emission to include infrastructure that reduces greenhouse gas emissions and improves air quality when compared with conventional or fully commercialized alternatives. This bill contains other existing laws.</p>	<p>Supported May 2018</p>
<p>ACA 4 Aguiar-Curry D</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>Watch</p>

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Bill ID/Topic	Location	Summary	Position
SB 936 Allen D Office of Planning and Research: Autonomous Vehicles Smart Planning Task Force.	4/26/2018-S. APPR. 5/4/2018-Set for hearing May 14.	Existing law establishes the Office of Planning and Research in the Governor’s office, which serves the Governor and his or her cabinet for long-range planning and research and constitutes the comprehensive state planning agency. Existing law permits the operation of an automated vehicle on public roads for testing purposes by a driver who possesses the proper class of license for the type of vehicle being operated if specified requirements are met. This bill would require the Office of Planning and Research in the Governor’s office to convene an Automated Vehicles Smart Planning Task Force, consisting of representatives from the University of California, local government, and specified others, and would require the task force, on or before January 1, 2021, to submit to relevant policy committees of the Legislature recommendations to ensure that deployment of automated light-duty vehicles promotes and does not hinder specified state policies and objectives. The bill would state various findings and declarations of the Legislature relating to automated vehicles.	Watch

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Bill ID/Topic	Location	Summary	Position
<p>SB 961 Allen D</p> <p>Enhanced infrastructure financing districts.</p>	<p>5/8/2018-S. APPR. 5/8/2018-Re-referred to Com. on APPR. pursuant to Joint Rule 10.5.</p>	<p>(1)Existing law establishes procedures for the formation of infrastructure financing districts, enhanced infrastructure financing districts, infrastructure and revitalization financing districts, and community revitalization and investment authorities, as specified, to undertake various economic development projects, including financing public facilities and infrastructure, affordable housing, and economic revitalization. Existing law authorizes the issuance of bonds for the funding of these purposes, and, in the case of an enhanced infrastructure financing district, requires voter approval, as specified, for the issuance of those bonds. Existing law, the Neighborhood Infill Finance and Transit Improvements Act, authorizes a city, county, or city and county to adopt a resolution, at any time before or after the adoption of the infrastructure financing plan for an enhanced infrastructure financing district, to allocate, under specified circumstances, tax revenues of that entity to the district, including revenues derived from local sales and use taxes imposed pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or transactions and use taxes imposed in accordance with the Transactions and Use Tax Law. This bill would enact the Second Neighborhood Infill Finance and Transit Improvements Act, which would similarly authorize a city, county, or city and county to adopt a resolution, at any time before or after the adoption of the infrastructure financing plan for an enhanced infrastructure financing district, to allocate tax revenues of that entity to the district, including revenues derived from local sales and use taxes imposed pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or transactions and use taxes imposed in accordance with the Transactions and Use Tax Law, if the area to be financed is within one-half mile of a major transit stop, as specified, and, among other things, certain conditions relating to housing and the infrastructure financing plan are or will be met. The bill would authorize bonds to be issued for the purposes of the Second Neighborhood Infill Finance and Transit Improvements Act without voter approval. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

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Bill ID/Topic	Location	Summary	Position
SB 1000 Lara D Transportation electrification: electric vehicle charging infrastructure.	4/26/2018-S. APPR. 4/26/2018-Read second time and amended. Re-referred to Com. on APPR.	(1)Existing law requires the State Energy Resources Conservation and Development Commission (Energy Commission), on a biennial basis, to adopt an integrated energy policy report containing an overview of major energy trends and issues facing the state. Existing law requires the Energy Commission, as a part of the report, to conduct transportation forecasting and assessment activities that include, among other things, an assessment of trends in transportation fuels, technologies, and infrastructure supply and demand. This bill would require the Energy Commission, in consultation with the State Air Resources Board (state board), to develop and biennially reassess, minimum charging speed standards for direct current fast charging stations and for electric vehicle batteries, and to assess whether charging station infrastructure is disproportionately deployed, as specified, and, upon finding disproportionate deployment, to use state moneys, as well as other mechanisms, including incentives, to more proportionately deploy new charging station infrastructure. This bill contains other related provisions and other existing laws.	Watch

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Bill ID/Topic	Location	Summary	Position
<p>SB 1014 Skinner D</p> <p>Zero-emission vehicles.</p>	<p>2/14/2018-S. E. U., & C. 3/12/2018-Set for hearing April 3.</p>	<p>Existing law, the Passenger Charter-party Carriers' Act, provides for the regulation of charter-party carriers of passengers by the Public Utilities Commission, and makes it unlawful for a charter-party carrier to operate without first obtaining a permit or certificate from the commission, except as specified. The act includes specified requirements for liability insurance coverage for transportation network companies, as defined, and their participating drivers. Under existing law, a violation of the act or an order or direction of the commission pursuant to the act is a crime. This bill would require the commission, in consultation with the State Air Resources Board (state board), to establish the California Clean Miles Standard and Incentive Program for zero-emission vehicles, as defined, used by participating drivers to provide prearranged transportation services for compensation for a transportation network company with the goal to increase the percentage of passenger miles provided by zero-emission vehicles used on behalf of transportation network companies so that 100% of the passenger miles are provided by zero-emission vehicles by December 31, 2028. The bill would require the commission, in consultation with the state board, to establish quarterly targets for the portion of vehicle miles traveled by zero-emission vehicles on behalf of a transportation network company. Because the violation of a commission order or direction implementing the bill's provisions would be a crime, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

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Bill ID/Topic	Location	Summary	Position
SB 1119 Newman D Low Carbon Transit Operations Program.	5/10/2018-A. DESK 5/10/2018-Read third time. Passed. (Ayes 38. Noes 0.) Ordered to the Assembly. In Assembly. Read first time. Held at Desk.	Existing law requires all moneys, except for fines and penalties, collected by the State Air Resources Board as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation. Existing law continuously appropriates specified portions of the annual proceeds in the fund to various programs, including 5% for the Low Carbon Transit Operations Program, administered by the Department of Transportation, which provides operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility. This bill would authorize a recipient transit agency to satisfy the above-stated requirement by expending at least 50% of program funds received on transit fare subsidies, specified transit connections, or technology improvements that reduce emissions of greenhouse gases. This bill contains other existing laws.	Supported April 2018
SB 1328 Beall D Mileage-based road usage fee.	5/3/2018-A. TRANS. 5/3/2018-Referred to Com. on TRANS.	Existing law requires the Chair of the California Transportation Commission to create a Road Usage Charge (RUC) Technical Advisory Committee in consultation with the Secretary of the Transportation Agency. Under existing law, the purpose of the technical advisory committee is to guide the development and evaluation of a pilot program to assess the potential for mileage-based revenue collection as an alternative to the gas tax system. Existing law requires the technical advisory committee to study RUC alternatives to the gas tax and to make recommendations to the Secretary of the Transportation Agency on the design of a pilot program, as specified. Existing law repeals these provisions on January 1, 2019. This bill would extend the operation of these provisions until January 1, 2023. The bill would, in addition, require the technical advisory committee to assess the potential for mileage-based revenue collection for California's roads and highways as an alternative to the gas tax system.	Watch

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Bill ID/Topic	Location	Summary	Position
<p>SB 1376 Hill D</p> <p>Transportation network companies: accessibility for persons with disabilities.</p>	<p>4/25/2018-S. APPR. 5/10/2018-May 14 hearing postponed by committee.</p>	<p>The Passenger Charter-party Carriers' Act defines a transportation network company as an organization, whether a corporation, partnership, sole proprietor, or other form, operating in California that provides prearranged transportation services for compensation using an online-enabled platform to connect passengers with drivers using their personal vehicles. The act also defines a participating driver or driver as any person who uses a vehicle in connection with a transportation network company's online-enabled application or platform to connect with passengers. This bill would express the intent of the Legislature that every transportation network company ensure that it provides full and equal access to all persons with disabilities. The bill would require the commission, by July 1, 2019, to (1) develop regulations relating to accessibility for persons with disabilities, including wheelchair users who need an accessible vehicle, who utilize transportation network company transportation services, (2) consider assessing a fee on transportation network companies to fund on-demand accessible transportation services for persons with disabilities to ensure full and equal access to transportation network company services, and (3) conduct workshops with stakeholders, including all interested California cities and counties and persons with disabilities, in order to determine community need and develop programs for on-demand services, service alternatives, and partnerships. This bill contains other existing laws.</p>	<p>Recommend Support</p>

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Bill ID/Topic	Location	Summary	Position
<p>SB 1403 Lara D</p> <p>California Clean Truck, Bus, and Off-Road Vehicle and Equipment Technology Program.</p>	<p>4/30/2018-S. APPR. SUSPENSE FILE 4/30/2018-April 30 hearing: Placed on APPR. suspense 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 act authorizes the state board to include the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation by the Legislature. The California Clean Truck, Bus, and Off-Road Vehicle and Equipment Technology Program, upon appropriation from the Greenhouse Gas Reduction Fund, funds zero- and near-zero-emission truck, bus, and off-road vehicle and equipment technologies and related projects, including, among others, projects that support greater commercial motor vehicle and equipment freight efficiency and greenhouse gas emissions reductions. Existing law requires the state board, when funding a specified class of projects, to allocate, until January 1, 2020, no less than 20% of that available funding to support the early commercial deployment of existing zero- and near-zero-emission heavy-duty truck technology. This bill instead would require the state board, when funding a specified class of projects, to allocate, until December 31, 2030, no less than 20% of that available funding to support the early commercial deployment of existing zero- and near-zero-emission heavy-duty truck technology. The bill would additionally include demonstration projects for integrated storage and charging management and efficient zero- and near-zero emission fueling and charging strategies as projects eligible for funding under the program.</p>	<p>Watch</p>

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Bill ID/Topic	Location	Summary	Position
<p>SB 1434 Leyva D</p> <p>Transportation electrification: electricity rate design.</p>	<p>5/2/2018-S. APPR. 5/4/2018-Set for hearing May 14.</p>	<p>Under existing law, the Public Utilities Commission (PUC) has regulatory authority over public utilities, including electrical corporations Existing law, enacted as part of the Clean Energy and Pollution Reduction Act of 2015, requires the PUC, in consultation with the State Energy Resources Conservation and Development Commission and State Air Resources Board, to direct electrical corporations to file applications for programs and investments to accelerate widespread transportation electrification to reduce dependence on petroleum, meet air quality standards, achieve the goals set forth in the Charge Ahead California Initiative, and reduce emissions of greenhouse gases to 40% below 1990 levels by 2030 and to 80% below 1990 levels by 2050. That law requires that the programs proposed by electrical corporations seek to minimize overall costs and maximize overall benefits. The PUC is required to approve, or modify and approve, programs and investments in transportation electrification, including those that deploy charging infrastructure, through a reasonable cost recovery mechanism, if they are consistent with the above-described purposes, do not unfairly compete with nonutility enterprises, include performance accountability measures, and are in the interests of ratepayers. This bill would require the PUC to direct electrical corporations with more than 100,000 service connections in California to file rate design applications, specific to transit agencies as commercial customers, that support and accelerate the deployment of zero-emission transit buses to reduce dependence on petroleum, meet air quality standards, and reduce emissions of greenhouse gases to 40% below 1990 levels by 2030 and to 80% below 1990 levels by 2050. The bill would authorize an electrical corporation with 100,000 or fewer service connections in California to file rate design applications for those purposes. The bill would require that a rate design proposed by an electrical corporation seek to minimize overall costs and maximize overall benefits to ratepayers and transit agencies and would require the commission to approve, or modify and approve, rate design applications, but only if they are consistent with this requirement and are in the interests of ratepayers. This bill contains other related provisions and other existing laws.</p>	<p>Supported May 2018</p>

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Bill ID/Topic	Location	Summary	Position
<p>SCA 6 Wiener D</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. 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>Supported May 2017</p>

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Bill ID/Topic	Location	Summary	Position
SCA 20 Glazer D Local sales taxes: online sales.	4/25/2018-S. E. & C.A. 5/2/2018-Set for hearing May 15.	<p>The Bradley-Burns Uniform Local Sales and Use Tax Law authorizes counties and cities to impose a local sales and use tax in accordance with that law for tangible personal property sold at retail in the county or city, or purchased for storage, use, or other consumption in the county or city. Existing law requires the city tax rate to be credited against the county rate so that the combined rate does not exceed 1.25%. Existing law requires the county or city to contract with the California Department of Tax and Fee Administration for the administration of the taxes and requires the department to transmit those taxes to the city or county. This measure would provide that, on and after January 1, 2020, for the purpose of distributing the revenues derived under a sales tax imposed pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law, the retail sale of tangible personal property by a qualified retailer, as defined, that is transacted online is instead consummated at the point of the delivery of that tangible personal property to the purchaser's address or to any other delivery address designated by the purchaser. This bill contains other existing laws.</p>	Watch

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Ballot Measure	Location	Summary	Position
<p>Proposition 69 Transportation Taxes & Fees Lockbox</p>	<p>Placed on June 5, 2018 statewide ballot by the State Legislature through the enactment of ACA 5 (Frazier), Chapter 30, Statutes of 2017</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. Existing law requires all moneys, except for fines and penalties, collected by the state board as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation. This measure would create the Greenhouse Gas Reduction Reserve Fund, in which all moneys collected by the state board as part of a market-based compliance mechanism beginning January 1, 2024, and until the effective date of specified legislation would be deposited. The measure would require all moneys in the fund to be available upon appropriation for specified purposes and would require a bill making those appropriations to be passed by a 2/3 vote of the membership of each house of the Legislature. The measure would require all new moneys collected as part of a market-based compliance mechanism after the effective date of that specified legislation to be deposited in the Greenhouse Gas Reduction Fund. The measure would prohibit a specified sales tax exemption from being applied until the effective date of that specified legislation. This bill contains other existing laws.</p>	<p>Prop 69 Supported April 2018</p> <p>ACA 5 Supported October 2017</p>