



BOARD OF DIRECTORS 2019

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

JIM HARTNETT
GENERAL MANAGER/CEO

AGENDA

BOARD OF DIRECTORS MEETING

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

WEDNESDAY, APRIL 3, 2019 – 2:00 pm

1. CALL TO ORDER/ PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. CONSENT CALENDAR

MOTION

- a. Approval of Minutes of the Board of Directors Meeting of March 6, 2019
- b. Approval of Minutes of Board of Directors Special Meeting/Study Session of March 19, 2019
- c. Acceptance of Statement of Revenues and Expenses for February 2019
- d. Approval of Revisions to the District Procurement Policy
- e. Award of Contract for State Legislative Advocacy Services
- f. Award of Contract for Federal Legislative Advocacy Services
- g. Award of Contract for Bicycle Racks for Transit Buses

4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Comments by each individual speaker shall be limited to two (2) minutes. Items raised that require a response will be deferred for staff reply.

5. REPORT OF THE CHAIR

6. REPORT OF THE GENERAL MANAGER/CEO

7. BOARD MEMBER REQUESTS/COMMENTS

8. RECESS TO COMMITTEE MEETINGS

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

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

1. Call to Order

MOTION

2. Approval of Minutes of Community Relations Committee Meeting of March 6, 2019

INFORMATIONAL

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

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

1. Call to Order

MOTION

2. Approval of Minutes of Finance Committee Meeting of March 6, 2019
3. Authorize Agreements with California Department of Tax and Fee Administration for Collection of Measure W Transactions and Use Tax and Examination of all District Transactions and Use Taxes
4. Adjourn

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

1. Call to Order

MOTION

2. Approval of Minutes of Strategic Planning, Development, and Sustainability Committee Meeting of February 6, 2019

INFORMATIONAL

3. Board Feedback on Proposed SamTrans Fare Changes
4. Adjourn

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

1. Call to Order

MOTION

2. Approval of Minutes of Legislative Committee Meeting of March 6, 2019
3. State and Federal Legislative Update and Approval of Legislative Proposals
4. Adjourn

9. RECONVENE BOARD OF DIRECTORS MEETING

10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

SUBJECTS DISCUSSED

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

11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

MOTION

- a. Authorize Agreements with California Department of Tax and Fee Administration for Collection of Measure W Transactions and Use Tax and Examination of all District Transactions and Use Taxes

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

SUBJECT DISCUSSED

- a. Board Feedback on Proposed SamTrans Fare Changes

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

MOTION

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

14. GENERAL COUNSEL REPORT

- a. Closed Session: Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b)(1), Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
Agency designated representative: Board Chair
Title/Unrepresented Employee: General Manager/CEO Jim Hartnett

Following the Closed Session, the Board may consider potential actions to amend the Employment Agreement of the GM/CEO.

15. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING – Wednesday, May 1, 2019 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA

17. ADJOURN

INFORMATION FOR THE PUBLIC

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans Website at www.samtrans.com.

Date and Time of Board and Advisory Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm; SamTrans Citizens Advisory Committee: Last Wednesday of the month, 6:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the Website.

Location of Meeting

The San Mateo County Transit District Administrative Building is located at 1250 San Carlos Avenue, San Carlos, one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus Routes ECR, FLX, 260, 295 and 398 ([view map](#)). Additional transit information can be obtained by calling 1-800-660-4287 or 511, or by visiting 511.org.

Public Comment

If you wish to address the Board, please fill out a speaker's card located on the agenda table. If you have anything that you wish to be distributed to the Board and included for the official record, please hand it to the District Secretary, who will distribute the information to the Board members and staff.

Accessibility for Individuals with Disabilities

Upon request, the Transit District will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number, a brief description of the requested materials, and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to the District Secretary at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or emailed to board@samtrans.com; or made by phone at 650-508-6242 or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.

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

**MINUTES OF BOARD OF DIRECTORS MEETING
MARCH 6, 2019**

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

MEMBERS ABSENT: None

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

ROLL CALL

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

CONSENT CALENDAR

- Approval of Minutes of the Board of Directors Meeting of February 6, 2019
- Acceptance of Statement of Revenues and Expenses for January 2019
- Acceptance of Capital Projects Quarterly Status Report 2nd Quarter FY 2019

Motion/Second: Stone/Fraser

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

Absent: Matsumoto

Vice Chair Karyl Matsumoto arrived at 2:06 pm.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

None.

REPORT OF THE CHAIR

Chair Groom reported out on the two most recent Dumbarton Corridor Ad Hoc Committee community meetings in Redwood City and Menlo Park. She said the meetings were very well attended and a great success.

She presented a resolution of appreciation to outgoing chair, Director Charles Stone, on behalf of the Board.

Motion/Second: Pine/Powell

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

Absent: None

REPORT OF THE GENERAL MANAGER/CEO

Jim Hartnett, General Manager/CEO presented the 2018 Employee of the Year awards bus operator Steven Chang and lead mechanic Rudy Chavez. He presented a 20-year Safe Operator award to Ronald Smith.

Mr. Hartnett noted that he had recently attended two Dumbarton Rail Corridor public meetings in the East Bay, each with standing-room-only attendance.

He announced the upcoming SamTrans Board Retreat scheduled for March 19 in Half Moon Bay. Vice Chair Matsumoto said she anticipated discussing bus service at the retreat.

Director Rose Guilbault asked about the concerns that were raised at the Dumbarton Rail meetings. Mr. Hartnett said that common themes were the proximity of rail lines to homes, concerns about the potential noise, and a concern about congestion from Peninsula residents. He said there was a general assumption that the project would represent the latest in rail technology.

Chair Groom said an issue she heard at the meetings was neighborhood preservation. She also said there was a desire for light rail, which is not the case for a Dumbarton rail line. Mr. Hartnett said that light rail seems to represent green, quiet, and frequency to the public. He said that the Board would be the ultimate decision-maker about the Corridor's future.

Director Ron Collins asked if the Dumbarton rail line would join with Caltrain. Mr. Hartnett said that in the first phase, the trains would use the Caltrain line to complete a trip but would not connect with Caltrain service directly.

Director Dave Pine asked about bus transit in the Corridor. Mr. Hartnett said that he could not yet provide an answer until MTC (Metropolitan Transportation Commission) completes its study on the car bridge.

Director Charles Stone suggested that the Dumbarton Ad Hoc Committee report out at each future Board meeting.

BOARD MEMBER REQUESTS/COMMENTS

Vice Chair Matsumoto invited the Board to a tour of the South San Francisco biotech corridor.

RECESS TO COMMITTEE MEETINGS

The Board meeting recessed at 2:43 pm.

RECONVENE BOARD OF DIRECTORS MEETING

Chair Groom reconvened the Board meeting at 3:36 pm.

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

Director Guilbault reported on the following items:

SUBJECTS DISCUSSED:

- Accessibility Update
- Paratransit Coordinating Council Update
- Citizens Advisory Committee Update
- Multimodal Ridership Report – January 2019
- Quarterly Dashboard Report – October-December 2018

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

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

RESOLUTIONS:

- Authorize Application for and Receipt of Funding for the US 101 Express Bus Pilot Project – Approved by Resolution No. 2019-7
- Award of Contract for Landscape and Grounds Maintenance Services – Approved by Resolution No. 2019-8
- Award of Contract to Furnish Petroleum Products and Related Products – Approved by Resolution No. 2019-9

Motion/Second: Ratto/Stone

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

Absent: None

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

Director Powell reported the following item:

SUBJECT DISCUSSED:

- State and Federal Legislative Update

GENERAL COUNSEL REPORT

The Board meeting recessed to closed session at 3:39 pm.

- **Closed Session: Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8**

Property: Private Roadway Area Near Airport Boulevard, Redwood City, CA, APN 095-222-340

Agency Negotiator: Joan Cassman, Brian Fitzpatrick, and Gary Cardona

Negotiating Parties: Keech Properties LLC

Under Negotiation: Price and Terms of Payment

- **Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Serenity Woods, et al. v. San Mateo County Transit District, et al.; San Mateo County Superior Court Case No. CGC-18-564924**

The Board meeting reconvened to open session at 4:07 pm.

Joan Cassman, Legal Counsel, reported that the Board gave appropriate instruction to staff regarding the Pico Boulevard roadway adjacent to the SamTrans maintenance base. She said that the Board gave appropriate instruction to the District's defense counsel in the Serenity Woods case.

WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Board communications were provided in the reading file.

DATE, TIME AND PLACE OF NEXT REGULAR MEETING

The time and location of the next meeting as Wednesday, April 3, 2019 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

ADJOURN

The meeting adjourned at 4:09 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.

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

**MINUTES OF SPECIAL BOARD OF DIRECTORS MEETING
Mavericks Event Center
107 Broadway Avenue, Half Moon Bay**

MARCH 19, 2019

Board Members Present: C. Groom, Chair; R. Collins, M. Fraser, R. Guilbault, K. Matsumoto, D. Pine (arrived at 9:26 am), J. Powell, P. Ratto, C. Stone

Staff Present: J. Hartnett, C. Mau, M. Bouchard, J. Cassman, R. Casumbal, A. Chan, J. Chen, D. Esse, B. Fitzpatrick, C. Fromson, J. Funghi, D. Hansel, D. Harbour, P. Ledezma, G. Martinez, L. Millard-Olmeda, G. Moyer, S. Murphy, D. Olmeda, D. Pape, R. Rios, M. Ross, D. Shockley, D. Seamans, M. Tolleson, S. van Hoften, C. Wegener

CALL TO ORDER / ROLL CALL

Chair Groom called the meeting to order at 8:52 am. District Secretary Seamans called the roll. A quorum was present.

PUBLIC COMMENT

None.

Jim Hartnett, General Manager/CEO, expressed appreciation to the current and past Board of Directors, and those present, for their guidance and work on what became Measure W. He acknowledged everyone's devotion to the agency's mission and the importance of the Board's direction to staff over the years.

ICEBREAKER

The Board Members and some staff members participated in an icebreaker exercise for approximately 15 minutes.

MULTI-YEAR FINANCIAL OUTLOOK (POST-MEASURE W)

Derek Hansel, Chief Financial Officer, provided an overview of his discussion regarding SamTrans financial outlook and its fiscal capacity, the fiscal challenges that existed prior to Measure W and the overall organizational capacity. He noted that expenses would continue to outpace revenue growth as they relate to sales tax, pension and benefit costs increases and the volatility of sales tax revenue. He reviewed multi-year operating projections and the expenses related to express buses. Mr. Hansel discussed opportunities related to Measure W, such as express buses and other Business Plan related items.

Mr. Hansel introduced David Olmeda, Chief Operating Officer, Bus, who provided an extensive overview of the entire District service operations for fixed route, paratransit and shuttle service, using a comparison of FY17 to FY18. He reviewed service statistics for each of the segments. Farebox recovery and sales tax revenue were reviewed.

A question and answer session ensued between Board members and staff regarding the shuttle market growth and interaction with the entire system, vehicle size, partnerships and business opportunities, labor challenges, and competition with the private sector for drivers, guaranteed paratransit service and supplemental taxi services. The partnership with Peninsula Congestion Relief Alliance (“Commute.org”) for shuttle services in and outside of the County was discussed.

At 9:26 am, Director Pine arrived.

Further, discussion ensued regarding paratransit services. Staff responded to Board member questions subsidies, cost to provide the service, determining partnerships with agencies to subsidize SamTrans services, reviewing on-demand paratransit scheduling software to enable better efficiencies in providing dynamic service to customers, investigating insurance-paid trips, subsidies, determining new routes through outreach with intended parties and researching outside funding for better coordination of services.

Mr. Olmeda responded to questions regarding how shuttle services are requested and put into place. April Chan, Chief Officer, Planning, Grants, and Transportation Authority, was introduced and she discussed how the agency works with Commute.org and Peninsula cities to provide shuttle services for employer shuttle routes as well as community shuttle routes to connect the senior centers to the shopping centers. Further to the discussion, staff discussed subsidies for shuttles and noted that annual surveys are conducted to obtain information on shuttle riders. A request was made to arrange for a presentation by Commute.org at a future meeting.

Mr. Hansel continued with his presentation with an in-depth discussion operating expenses and farebox recovery for motorbus/fixed route and paratransit services. He reviewed sales tax trends from 2001 – 2020 and the fluctuation associated with the taxes. He noted that the Bay Area inflation is outpacing sales taxes, from FY01-FY18. Historically, sales tax revenue has provided 39%-53% of operating funding. Mr. Hansel cautioned about a possible correction to the business cycle in the future.

Further discussion included fuel costs, electrified fleet, ridership density, poor routes and effect of cuts on transit-dependent, density in the North County vs. South County and Coastsides, and the challenge of serving schools at peak hours.

Mr. Hansel then reviewed in depth the sources of funds (sales tax, farebox, operating grants, Measure A, TDA/STA taxes) and the uses of funds (Motor Bus, Paratransit, Capital projects, debt and other). Looking to the future, Mr. Hansel reviewed a “status quo” revenue projection chart, assuming no recession, with several assumptions included. Corresponding expenditure projections were reviewed. He noted that both charts did not include or address Measure W expenses or special projects. He stated there are financial issues that must be addressed.

Key forecast drivers were reviewed, including an annual increase in salaries and wages, benefits costs, growth in Contracted Urban Bus (contract) costs, paratransit cost increases, pension costs and other post-employment benefit costs, unfunded pension liabilities, and debt burden.

Mr. Hansel discussed revenue projections for FY20, which included Measure W revenue for special projects and associated expenditure projections assuming the new sales tax. He discussed the additions to the FY20 forecast, including express bus costs, Measure W operating budget requests, deferred maintenance/investment and significant capital improvements.

Mr. Hansel reviewed long-range strategic priorities of:

- Addressing organization capacity and results of the Comprehensive Organizational Analysis (COA);
- Expense growth outpacing revenue growth;
- Funding of pension/Other post-employment benefits (OPEB) liabilities;
- Central administration building
- Volatility of sales tax revenue;
- Existing debt retirement in FY34.

Mr. Hansel and Mr. Hartnett discussed the additional contribution from the SamTrans budget needed last year to cover the operating shortfall from Caltrain's operating budget. However, there is a proposal for a one-eighth sales tax for an upcoming ballot to generate sufficient funds for Caltrain, which would replace the funds from Caltrain's three partner agencies.

Concluding, Mr. Hansel stated that staff would be preparing an operating reserve policy, revenue stabilization fund, an agency-specific investment strategy, development of a pension funding strategy and development of a long-term forecast (10-30 years).

Recess

The meeting recessed at 10:37 am and reconvened at 10:52 am.

SAMTRANS BUSINESS PLAN UPDATE AND UPCOMING COMPREHENSIVE OPERATIONAL ANALYSIS

Mr. Hartnett encouraged continued Board comments and feedback as the discussion continued on both the Business Plan and Comprehensive Operational Analysis.

He introduced Christie Wegener, Director of Planning, who provided comprehensive presentations on the Business Plan and the Comprehensive Operational Analysis ("COA"). She provided details on sustaining and enhancing services for the transit-dependent, including the Youth Mobility Plan, Senior Mobility Plan and working with the San Mateo Community College. In the area of innovating mobility services, Ms. Wegener discussed the micro-transit pilot, fleet electrification and the U.C. Davis paratransit study.

Ms. Wegener responded to Board members' questions and comments in the following areas: sustaining and enhancing services for the transit-dependent, youth and senior mobility plans, vouchers, improvements for San Mateo Community College, expense related to the micro transit pilot.

In response to Board members questions, Mr. Olmeda discussed the new electrified fleet and challenges associated with installing the infrastructure to power the buses, training and timeline associated with the new fleet.

Continuing, Ms. Wegener discussed relieving traffic congestion on the El Camino Corridor, utilizing the tools such as installing the “Rapid” service and coordinating green-light signals on El Camino in San Mateo County. Further, she stated an initiative of a Shuttle Study is underway to examine current shuttle network and to evaluate the service delivery and management models in 2019-20.

Rob Casumbal, Manager, Marketing and Creative Services, stated a marketing team working with Ms. Wegener on the planning and marketing for the Foster City – San Francisco route. In response to a Board Member’s concerns about appropriate branding of the service and have an impressive look that will capture people’s attention.

Ms. Wegener noted that the Comprehensive Operational Analysis (COA) would be an overall roadmap for SamTrans from fiscal year 2019-2021 that would comprehensively tie all the business plans together. It would identify in-depth areas of strengths and areas of improvement and she presented information how public transit is being disrupted in many ways due to declining ridership. She said there is a need to change and “reimagine” SamTrans in order to become more effective and to identify and understand who and where the riders are. Ms. Wegener then reviewed topics and questions for discussion going forward.

The Board’s comments and requests included the following: provide more illustrative data, make bus stops more attractive with more amenities, and to have more cost effective and business-like processes. Suggestions included considering what they can do with regional, county, and other transit partners to mitigate congestion as a high priority; consider creating of a sub-regional group with members from Belmont, Redwood Shores, and San Carlos to deal with congestion; work with businesses to make driving cars and parking less convenient than riding buses; increase the frequency of bus service. There was an observation that seniors may be more dependent on these services. Marketing ideas included attracting potential riders who are “well-heeled” with great bus service with all the bells and whistles, appealing to people’s altruism and interest in the environment and reducing congestion by riding buses. There was a request to have the COA done faster than the estimated two and a half years given its value in making future decisions as well as the need to continue monitoring all the routes to increase ridership and to save money wherever possible.

Recess

The meeting recessed at approximately 11:53 am and reconvened at 12:16 pm.

CENTRAL ADMINISTRATION BUILDING ASSESSMENT

Brian Fitzpatrick, Director, Real Estate and Property Development, discussed the obsolete condition of the District’s administration building, which included the inefficient floor plan, inefficient windows and an unreliable Heating, Ventilation and Air Conditioning system.

In response to Board Member questions and comments, staff clarified that new, modern buildings are much more energy and water efficient, the current site has a lot of redevelopment potential, the need for input and guidance Board, and public engagement. They may consider a public and private format that may include housing and retail in addition to the administrative offices. In response to a Board Member's comment on needing more office space, Mr. Fitzpatrick emphasized the need for public outreach on what it should appropriately look like in future.

In response to a Board Member's question on the hypothetical scenario of selling to a developer and finding an alternative location, Mr. Hartnett related how an earlier opportunity to buy and move into the new San Mateo County building it did not make economic sense to do so.

Discussion between the Board with staff ensued, which included the following: extra community outreach takes extra time; some seismic work would be necessary for the current building; Measure W funding should not be used for any potential real estate development; a private and public partnership would be important and would require balancing competing interests; this should be revenue neutral. More housing is needed, such as building employee housing without FHA (Federal Housing Administration) requirements, and there was a request to request to poll District staff to determine the level of interest of living onsite. There was general agreement that this site could have mixed use of office, housing, and retail on the bottom, the building should not be sold, and provide public parking for residents and visitors to downtown.

In response to Board Member Collins' question, Ms. Cassman, Legal Counsel, confirmed that since he does not have a financial interest here nor lives within 500 feet of it, he does not need to recuse himself in this matter.

Mr. Harnett said they will move forward as quickly as possible on this process and thanked the Board for their time and work. He noted that doing work is not dependent upon the completion of the comprehensive analysis, but they will look at speeding up what they can and providing progress updates. He noted that everyone recognizes the need to be cautious and transparent on how they expend Measure W funds.

Chair Groom thanked everyone, opined that it was one of the best retreats here, and that the future is clear and bright with many decisions to be made down the road.

ADJOURN

The meeting adjourned at 12:53 pm.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDING
FEBRUARY 28, 2019**

ACTION

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

This staff report provides a brief discussion of significant items and trends on the attached Statement of Revenues and Expenses through February 28, 2019. The statement has been designed to follow the Agency wide line item rollup as included in the adopted budget. The columns have been designed to provide easy comparison of year to date prior to current actuals for the current fiscal year including dollar and percentage variances. In addition, the current forecast of Revenues and Expenses is compared to the Adopted Budget for Fiscal Year 2019.

SIGNIFICANCE

Annual Forecast: The annual forecast was updated for the February board meeting based on actual revenue and expense trends through December 2018. The forecast will be updated again for the April board meeting.

Forecast Revenues: Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 15) are forecast \$3.5 million higher than budget primarily due to higher District ½ Cent Sales Tax (page 1, line 10). The increase in sales tax is based on the current estimate from the San Mateo County Auditor. Sales tax revenue has been high in Fiscal Year 2019 due to a strong local economy. The increase in sales tax is partially offset by lower Passenger Fares (page 1, line 1) which is driven by lower ridership trends.

Forecast Expenses: Total Uses of Funds (page 1, line 33) are forecast \$5.2 million lower than budget. Motor Bus (page 1, line 19) expense is lower than budget due primarily to lower Professional Services (page 3, line 7), Technical Services (page 3, line 8), and Other Services (page 3, line 9). A.D.A. Programs (page 1, line 20) is lower than budget primarily due to lower ridership trends in paratransit.

Year to Date Revenues: As of February year-to-date actual, the Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 15) are \$17.0 million higher than the prior year. This is primarily driven by the Local TDA and STA Funds (page 1, line 2), and District ½ Cent Sales Tax (page 1, line 10).

Year to Date Expenses: As of February year-to-date actual, the Total Uses of Funds (page 1, line 33) are \$5.8 million higher than the prior year-to-date actual with no significant new variance compared to prior months.

BUDGET IMPACT

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

STRATEGIC INITIATIVE

This item does not achieve a strategic initiative.

Prepared By: Melanie Hartanto, Accountant
 Jennifer Ye, Manager, General Ledger

650-508-6478
650-622-7890

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

% OF YEAR ELAPSED: 66.7%

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
SOURCES OF FUNDS								
Operating Revenues								
1 Passenger Fares	10,671,685	10,186,828	(484,857)	(4.5%)	16,457,750	15,400,000	(1,057,750)	(6.4%)
2 Local TDA and STA Funds	28,008,979	31,657,125	3,648,146	13.0%	47,485,688	47,485,688	0	0.0%
3 Pass through to Other Agencies	555,353	490,112	(65,241)	(11.7%)	743,268	743,268	0	0.0%
4 Operating Grants	1,738,166	1,266,441	(471,725)	(27.1%)	3,533,624	3,533,624	0	0.0%
5 SMCTA Measure A	6,468,920	7,392,352	923,432	14.3%	11,088,532	11,088,532	0	0.0%
6 SM County Measure A & Other	2,500,000	1,666,667	(833,333)	(33.3%)	2,500,000	2,500,000	0	0.0%
7 AB434 Funds, TA Funded Shuttle & Other	207,317	276,000	68,683	33.1%	414,000	414,000	0	0.0%
8 Subtotal - Operating Revenues	50,150,419	52,935,525	2,785,106	5.6%	82,222,862	81,165,112	(1,057,750)	(1.3%)
Other Revenue Sources								
9 District 1/2 Cent Sales Tax	54,524,337	67,274,034	12,749,697	23.4%	86,353,200	90,000,000	3,646,800	4.2%
10 Investment Interest	1,326,329	1,771,000	444,670	33.5%	2,030,312	3,300,000	1,269,688	62.5%
11 Other Interest, Rent & Other Income	5,241,567	6,284,369	1,042,803	19.9%	7,890,875	7,540,531	(350,344)	(4.4%)
12 Subtotal - Other Revenues	61,092,233	75,329,403	14,237,170	23.3%	96,274,387	100,840,531	4,566,144	4.7%
13 Total Sources of Funds	111,242,653	128,264,928	17,022,276	15.3%	178,497,249	182,005,643	3,508,394	2.0%
USES OF FUNDS								
Operating Expenses								
18 Motor Bus	73,158,666	80,683,189	7,524,523	10.3%	132,713,297	129,095,907	(3,617,390)	(2.7%)
19 A. D. A. Programs	12,311,355	11,243,236	(1,068,118)	(8.7%)	18,998,212	17,493,002	(1,505,210)	(7.9%)
20 Caltrain	4,113,176	5,089,600	976,424	23.7%	7,634,404	7,634,404	0	0.0%
21 Other Multi-modal Programs	1,292,230	1,674,769	382,540	29.6%	2,329,406	2,290,000	(39,406)	(1.7%)
22 Pass through to Other Agencies	555,353	490,112	(65,241)	(11.7%)	734,268	734,268	0	0.0%
23 Land Transfer Interest Expense	0	0	0	0.0%	45,716	45,716	0	0.0%
24 Total Operating Expense	91,430,780	99,180,906	7,750,126	8.5%	162,455,303	157,293,297	(5,162,007)	(3.2%)
25 Total Operating Surplus / (Deficit)	19,811,873	29,084,022	9,272,150	46.8%	16,041,946	16,041,946	0	0.0%
26 Sales Tax Allocation - Capital Program	5,859,609	4,010,380	(1,849,229)	(31.6%)	6,015,570	6,015,570	0	0.0%
27 Total Debt Service	6,586,871	6,475,809	(111,062)	(1.7%)	21,612,357	21,612,357	0	0.0%
28 Total Uses of Funds	103,877,260	109,667,095	5,789,836	5.6%	190,083,230	184,921,224	(5,162,007)	(2.7%)
29 PROJECTED SURPLUS / (DEFICIT)	7,365,393	18,597,833	11,232,440	152.5%	(11,585,981)	(2,915,581)	8,670,401	(74.8%)

This report represents actuals and budgets on budgetary basis.

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

% OF YEAR ELAPSED: **66.7%**

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
OPERATING REVENUES - MOTOR BUS								
TOTAL MOTOR BUS FARES	10,082,666	9,531,478	(551,188)	(5.5%)	15,501,882	14,500,000	(1,001,882)	(6.5%)
LOCAL (TDA) TRANSIT FUND:								
General Operating Assistance	24,293,833	26,483,781	2,189,948	9.0%	39,725,672	39,725,672	0	0.0%
STATE TRANSIT ASSISTANCE:								
Local STA Operating Assistance	2,206,757	3,779,461	1,572,703	71.3%	5,669,191	5,669,191	0	0.0%
OPERATING GRANTS								
TOTAL OPERATING GRANTS	555,926	732,492	176,565	31.8%	1,448,667	1,448,667	0	0.0%
DISTRICT 1/2 CENT SALES TAX:								
General Operating Assistance	30,899,161	33,651,895	2,752,734	8.9%	62,514,163	59,044,440	(3,469,723)	(5.6%)
Accessibility Fixed Route	573,338	612,376	39,039	6.8%	1,220,047	1,000,000	(220,047)	(18.0%)
TOTAL 1/2 CENT SALES TAX	31,472,499	34,264,271	2,791,773	8.9%	63,734,210	60,044,440	(3,689,770)	(5.8%)
INVESTMENT INTEREST INCOME:								
Investment Interest Income	1,050,767	1,481,264	430,497	41.0%	1,630,000	2,900,000	1,270,000	77.9%
OTHER REVENUE SOURCES:								
Rental Income	1,002,618	870,783	(131,835)	(13.1%)	1,600,000	1,404,262	(195,738)	(12.2%)
Advertising Income	1,173,659	989,916	(183,743)	(15.7%)	1,205,307	1,205,307	0	0.0%
Other Income	1,319,942	2,549,743	1,229,801	93.2%	2,198,368	2,198,368	0	0.0%
TOTAL OTHER REVENUES	3,496,219	4,410,442	914,223	26.1%	5,003,675	4,807,937	(195,738)	(3.9%)
TOTAL MOTOR BUS	73,158,666	80,683,189	7,524,523	10.3%	132,713,297	129,095,907	(3,617,391)	(2.7%)
AMERICAN DISABILITIES ACT:								
Passenger Fares Redi-Wheels	589,019	655,351	66,332	11.3%	955,868	900,000	(55,868)	(5.8%)
Local TDA 4.5 Redi-Wheels	1,278,623	1,393,883	115,261	9.0%	2,090,825	2,090,825	0	0.0%
Local STA - Paratransit	229,766	0	(229,766)	(100.0%)	0	0	0	0.0%
Operating Grants	1,182,240	533,950	(648,290)	(54.8%)	2,084,957	2,084,957	0	0.0%
Sales Tax - District ADA Programs	1,885,773	2,276,083	390,310	20.7%	4,281,834	2,832,492	(1,449,342)	(33.8%)
Sales Tax - Paratransit Suppl. Coastside	1,147,612	1,233,178	85,567	7.5%	1,830,600	1,830,600	0	0.0%
Interest Income - Paratransit Fund	275,563	289,736	14,174	5.1%	400,000	400,000	0	0.0%
SMCTA Measure A Redi-Wheels	2,355,744	2,302,752	(52,992)	(2.2%)	3,454,128	3,454,128	0	0.0%
SM County Measure A & Other	2,500,000	1,666,667	(833,333)	(33.3%)	2,500,000	2,500,000	0	0.0%
Measure M Paratransit	867,016	891,637	24,622	2.8%	1,400,000	1,400,000	0	0.0%
TOTAL ADA PROGRAMS	12,311,355	11,243,236	(1,068,118)	(8.7%)	18,998,212	17,493,002	(1,505,210)	(7.9%)
MULTI-MODAL TRANSIT PROGRAMS:								
Transfer from SMCTA for Caltrain	4,113,176	4,605,504	492,328	12.0%	6,908,256	6,908,256	0	0.0%
Other Sources - Caltrain	0	484,096	484,096	0.0%	726,148	726,148	0	0.0%
AB434 Funds, TA Funded Shuttle & Other	207,317	276,000	68,683	33.1%	414,000	414,000	0	0.0%
Employer SamTrans Shuttle Funds	878,332	982,290	103,958	11.8%	1,487,200	1,332,594	(154,606)	(10.4%)
Sales Tax - SamTrans Shuttle Program	90,651	212,879	122,228	134.8%	253,406	253,406	0	0.0%
Sales Tax - Gen. Operating Asst.	115,930	203,601	87,671	75.6%	174,800	290,000	115,200	65.9%
TOTAL MULTIMODAL	5,405,406	6,764,369	1,358,964	25.1%	9,963,810	9,924,404	(39,406)	(0.4%)
TOTAL REVENUES	90,875,427	98,690,794	7,815,367	8.6%	161,675,319	156,513,313	(5,162,006)	(3.2%)

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2019
FEBRUARY 2019**

% OF YEAR ELAPSED: 66.7%

EXPENSES	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
DISTRICT OPERATED BUSES								
1 Wages & Benefits	39,814,169	44,725,145	4,910,976	12.3%	68,147,051	68,531,191	384,140	0.6%
2								
3 Services:								
4 Board of Directors	35,561	24,695	(10,866)	(30.6%)	86,000	86,000	0	0.0%
5 Contracted Vehicle Maintenance	790,118	764,404	(25,714)	(3.3%)	1,302,319	1,302,319	0	0.0%
6 Property Maintenance	798,449	815,093	16,644	2.1%	1,589,000	1,589,000	0	0.0%
7 Professional Services	2,304,722	2,105,418	(199,304)	(8.6%)	4,690,020	4,290,020	(400,000)	(8.5%)
8 Technical Services	3,863,379	4,124,633	261,254	6.8%	8,961,854	8,000,000	(961,854)	(10.7%)
9 Other Services	1,676,259	1,629,648	(46,610)	(2.8%)	3,821,376	3,000,000	(821,376)	(21.5%)
10								
11 Materials & Supply:								
12 Fuel and Lubricants	1,927,445	2,297,692	370,247	19.2%	3,950,821	3,950,821	0	0.0%
13 Bus Parts and Materials	1,247,384	1,412,597	165,214	13.2%	2,036,780	2,036,780	0	0.0%
14 Uniforms and Driver Expense	191,113	243,416	52,303	27.4%	564,226	475,000	(89,226)	(15.8%)
15 Timetables and Tickets	99,398	53,036	(46,361)	(46.6%)	283,500	150,000	(133,500)	(47.1%)
16 Office Supplies / Printing	200,351	375,234	174,883	87.3%	467,534	454,234	(13,300)	(2.8%)
17 Other Materials and Supply	102,188	135,448	33,260	32.5%	150,300	150,300	0	0.0%
18								
19 Utilities:								
20 Telecommunications	380,297	275,711	(104,586)	(27.5%)	712,296	600,000	(112,296)	(15.8%)
21 Other Utilities	826,896	670,823	(156,073)	(18.9%)	1,058,000	1,058,000	0	0.0%
22 Insurance Costs	2,001,320	1,145,143	(856,176)	(42.8%)	3,057,336	3,057,336	0	0.0%
23 Workers' Compensation	2,067,602	2,059,355	(8,247)	(0.4%)	3,666,068	3,666,068	0	0.0%
24 Taxes and License Fees	427,211	461,018	33,807	7.9%	795,415	795,415	0	0.0%
25 Fixed Route Accessibility	573,338	612,376	39,038	6.8%	1,220,047	1,000,000	(220,047)	(18.0%)
26 Leases and Rentals	119,320	118,505	(815)	(0.7%)	185,292	185,292	0	0.0%
27 Promotional and Legal Advertising	162,314	454,483	292,169	180.0%	1,292,750	1,000,000	(292,750)	(22.6%)
28 Training and Business Travel	168,719	202,806	34,087	20.2%	741,695	400,000	(341,695)	(46.1%)
29 Dues and Membership	61,855	94,830	32,975	53.3%	150,483	150,483	0	0.0%
30 Postage and Other	20,492	24,019	3,527	17.2%	237,780	35,000	(202,780)	(85.3%)
31								
32 Total District Operated Buses	59,859,898	64,825,529	4,965,631	8.3%	109,167,943	105,963,259	(3,204,684)	(2.9%)
33								
34 CONTRACTED BUS SERVICES								
35 Contracted Urban Bus Service	11,007,366	13,703,682	2,696,316	24.5%	19,951,838	19,951,838	0	0.0%
36 Other Related Costs	299,686	195,883	(103,804)	(34.6%)	464,647	302,233	(162,413)	(35.0%)
37 Insurance Costs	500,268	570,748	70,479	14.1%	785,990	785,990	0	0.0%
38 Coastside Services	1,139,180	1,089,317	(49,864)	(4.4%)	1,742,000	1,650,000	(92,000)	(5.3%)
39 Redi Coast Non-ADA	148,435	154,687	6,251	4.2%	266,200	225,000	(41,200)	(15.5%)
40 Other Related Costs	71,602	35,083	(36,519)	(51.0%)	131,293	55,000	(76,293)	(58.1%)
41 La Honda - Pescadero	35,700	29,925	(5,775)	(16.2%)	55,130	55,130	0	0.0%
42 SamCoast - Pescadero	91,659	72,909	(18,750)	(20.5%)	140,800	100,000	(40,800)	(29.0%)
43 Other Related Cost - SamCoast	4,872	5,427	555	11.4%	7,456	7,456	0	0.0%
44 Total Contracted Bus Service	13,298,768	15,857,660	2,558,892	19.2%	23,545,354	23,132,648	(412,706)	(1.8%)
45								
46 TOTAL MOTOR BUS	73,158,666	80,683,189	7,524,523	10.3%	132,713,297	129,095,907	(3,617,391)	(2.7%)

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2019
FEBRUARY 2019**

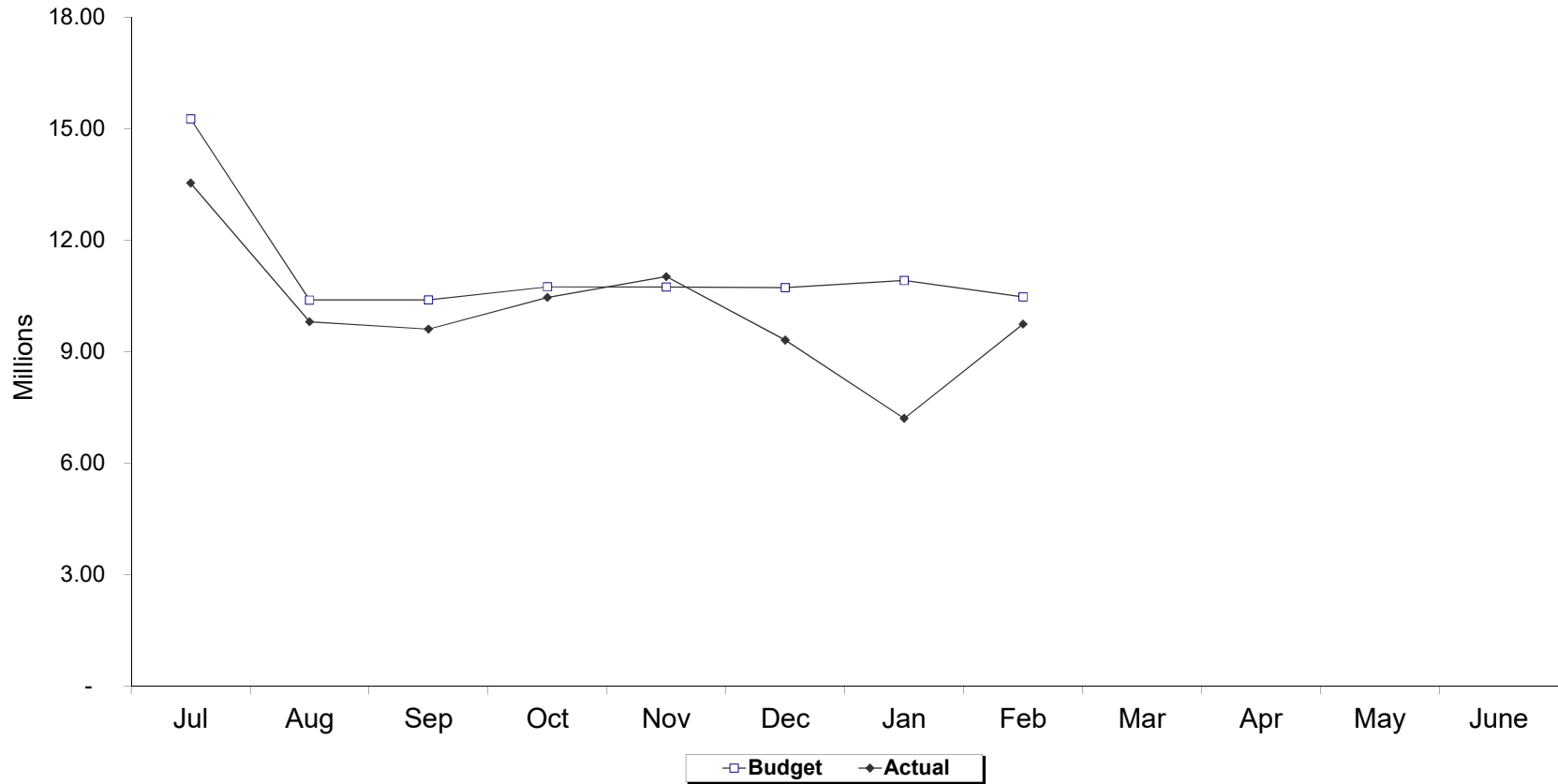
% OF YEAR ELAPSED: 66.7%

EXPENSES	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
AMERICAN DISABILITY ACT PROGRAMS								
Elderly & Disabled/Redi-Wheels	3,548,824	3,424,103	(124,721)	(3.5%)	8,012,000	5,250,000	(2,762,000)	(34.5%)
Other Related Costs	1,842,664	1,831,130	(11,534)	(0.6%)	3,042,705	3,042,705	0	0.0%
ADA Sedans / Taxi Service	3,279,963	3,597,508	317,545	9.7%	3,848,426	5,400,000	1,551,574	40.3%
ADA Accessibility Support	912,132	828,297	(83,835)	(9.2%)	1,644,784	1,350,000	(294,784)	(17.9%)
Coastside ADA Support	1,147,612	1,233,178	85,567	7.5%	1,830,600	1,830,600	0	0.0%
Insurance Costs	1,580,161	329,022	(1,251,139)	(79.2%)	619,697	619,697	0	0.0%
TOTAL ADA PROGRAMS	12,311,355	11,243,236	(1,068,118)	(8.7%)	18,998,212	17,493,002	(1,505,210)	(7.9%)
MULTI-MODAL TRANSIT PROGRAMS								
CALTRAIN SERVICE								
Peninsula Rail Service	4,113,176	5,089,600	976,424	23.7%	7,634,404	7,634,404	0	0.0%
Total Caltrain Service	4,113,176	5,089,600	976,424	23.7%	7,634,404	7,634,404	0	0.0%
OTHER SUPPORT								
SamTrans Shuttle Service	1,176,299	1,471,169	294,869	25.1%	2,154,606	2,000,000	(154,606)	(7.2%)
Maintenance Multimodal Facilities	115,930	203,601	87,671	75.6%	174,800	290,000	115,200	65.9%
Total Other Support	1,292,230	1,674,769	382,540	29.6%	2,329,406	2,290,000	(39,406)	(1.7%)
TOTAL MULTI-MODAL PROGRAMS	5,405,406	6,764,369	1,358,964	25.1%	9,963,810	9,924,404	(39,406)	(0.4%)
TOTAL OPERATING EXPENSES	90,875,427	98,690,794	7,815,367	8.6%	161,675,319	156,513,313	(5,162,006)	(3.2%)

SAN MATEO COUNTY TRANSIT DISTRICT

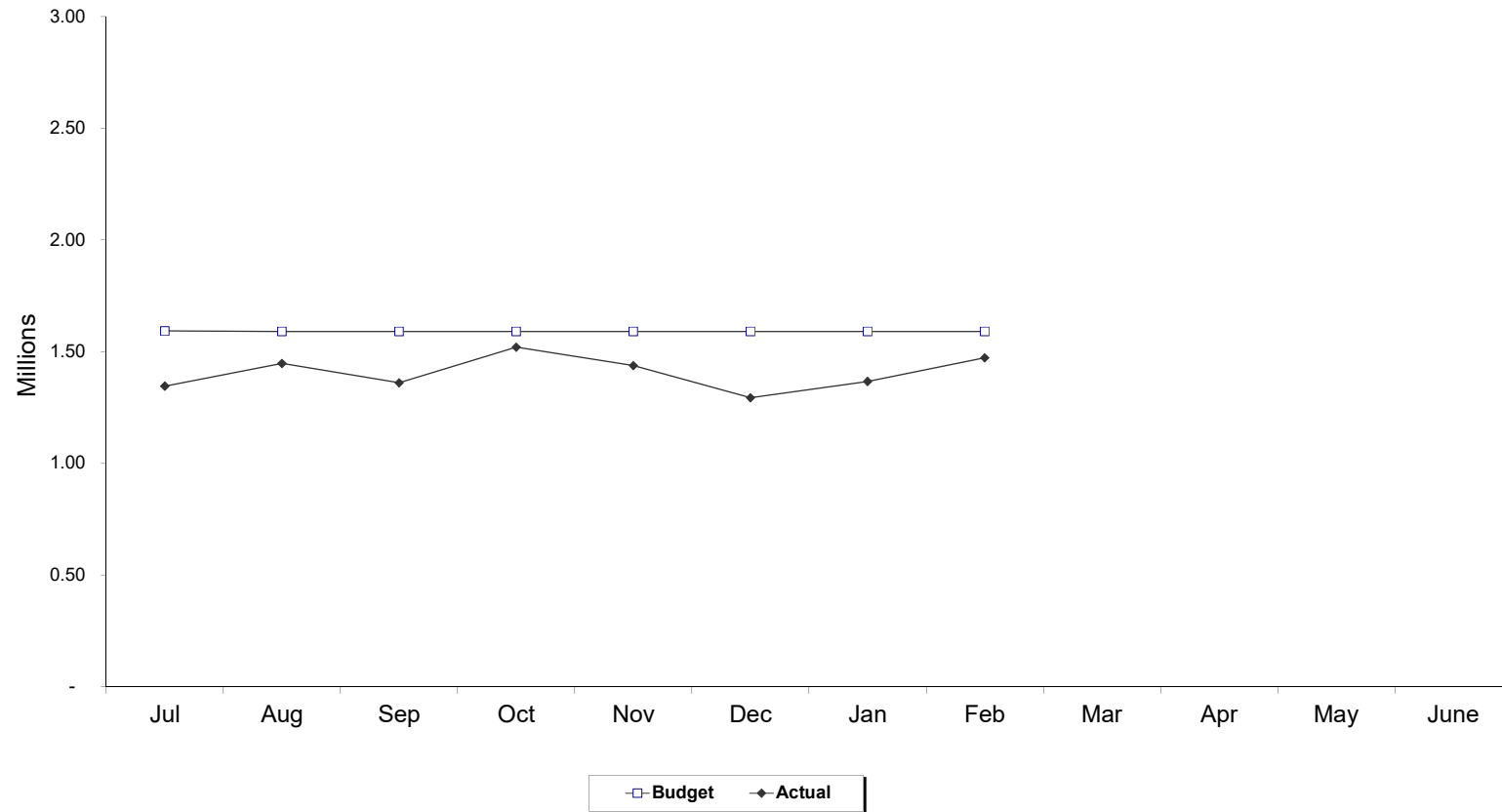
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2019



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	15,262,726	10,388,766	10,389,066	10,743,024	10,740,995	10,722,918	10,913,768	10,473,387				
Actual	13,537,081	9,807,233	9,605,414	10,459,602	11,018,609	9,309,391	7,203,509	9,742,350				
CUMULATIVE EXPENSES												
Budget	15,262,726	25,651,492	36,040,558	46,783,582	57,524,577	68,247,494	79,161,262	89,634,650				
Actual	13,537,081	23,344,314	32,949,728	43,409,330	54,427,939	63,737,330	70,940,839	80,683,189				
Variance - F(U)	1,725,645	2,307,178	3,090,830	3,374,252	3,096,638	4,510,165	8,220,424	8,951,461				
Variance %	11.31%	8.99%	8.58%	7.21%	5.38%	6.61%	10.38%	9.99%				

SAN MATEO COUNTY TRANSIT DISTRICT
ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL
FISCAL YEAR 2019

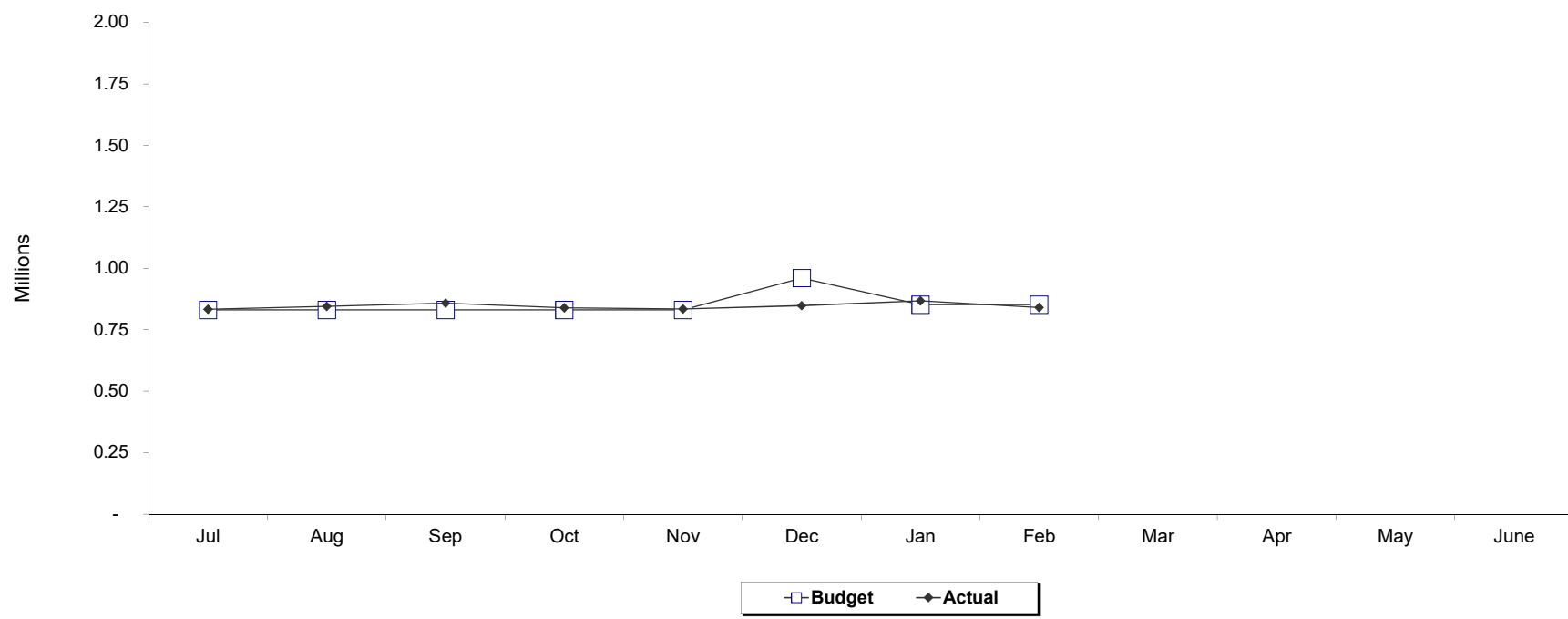


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
MONTHLY EXPENSES													
Budget	1,592,580	1,590,330	1,590,330	1,590,330	1,590,330	1,590,330	1,590,330	1,590,330					
Actual	1,345,590	1,447,129	1,360,741	1,519,804	1,437,744	1,293,371	1,366,824	1,472,033					
CUMULATIVE EXPENSES													
Budget	1,592,580	3,182,910	4,773,240	6,363,570	7,953,899	9,544,229	11,134,559	12,724,889					
Actual	1,345,590	2,792,719	4,153,460	5,673,264	7,111,008	8,404,379	9,771,203	11,243,236					
Variance - F(U)	246,990	390,191	619,780	690,306	842,891	1,139,850	1,363,356	1,481,653					
Variance %	15.51%	12.26%	12.98%	10.85%	10.60%	11.94%	12.24%	11.64%					

SAN MATEO COUNTY TRANSIT DISTRICT

MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2019



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	830,318	830,318	830,318	830,318	830,318	960,318	851,984	851,984				
Actual	833,082	844,739	858,042	839,250	833,507	847,903	867,554	840,293				
CUMULATIVE EXPENSES												
Budget	830,318	1,660,635	2,490,953	3,321,270	4,151,588	5,111,905	5,963,889	6,815,873				
Actual	833,082	1,677,820	2,535,862	3,375,112	4,208,619	5,056,522	5,924,076	6,764,369				
Variance - F(U)	(2,764)	(17,185)	(44,910)	(53,842)	(57,031)	55,383	39,813	51,504				
Variance %	-0.33%	-1.03%	-1.80%	-1.62%	-1.37%	1.08%	0.67%	0.76%				

SAN MATEO COUNTY TRANSIT DISTRICT

INTEREST ON INVESTMENTS

February 28, 2019

DESCRIPTION	TOTAL INVESTMENT 2-28-19	INTEREST RECEIVABLE 1-31-19	PREPAID INT RECEIVABLE 2-28-19	INTEREST EARNED 2-28-19	INTEREST RECEIVED 2-28-19	ADJ.	INTEREST RECEIVABLE 2-28-19
REIMBURSEMENT SECURITIES FUNC	0.00	(0.00)	0.00	0.00	0.00	0.00	(0.00)
LAIF -- REIMBURSEMENT FUNDS	79,855.69	601.02	0.00	146.53	610.00	168.11	305.66
RESERVE SECURITIES FUNDS	91,259,982.53	305,200.89	1,925.00	152,816.18	104,938.50	(699.83)	354,303.74
LAIF -- RESERVE FUNDS	10,121,551.47	199,465.19	0.00	26,207.37	173,002.35	12,034.83	64,705.04
PARATRANSIT FUNDS	25,816,855.46	87,745.78	534.72	43,481.97	31,079.23	(206.18)	100,477.06
LAIF -- PARATRANSIT	1,069,733.03	8,051.25	0.00	1,962.92	8,180.97	2,262.42	4,095.62
BANK OF AMERICA	23,663,092.09	0.00	0.00	9,906.46	9,906.46	0.00	0.00
WELLS FARGO	8,378.75	0.00	0.00	0.00	0.00	0.00	0.00
US BANK - CUSTODIAN ACCOUNT	9,408,218.75	19,349.74	0.00	14,764.50	19,349.74	0.00	14,764.50
DEBT SERVICE RESERVES HELD BY TRUSTEE:	11,398,460.28	0.00	0.00	0.00	0.00	0.00	0.00
	<u>172,826,128.05</u>	<u>620,413.86</u>	<u>2,459.72</u>	<u>249,285.93</u>	<u>347,067.25</u>	<u>13,559.35</u>	<u>538,651.61</u>

FEBRUARY 2019 -- SUMMARY OF INTEREST & CAPITAL GAIN

Interest Earned 2/28/19	262,845.28
Add:	
CEO Interest	0.00
Less:	
Trust Fees	(828.67)
Capital Gain(Loss)	0.00
Amortized Premium/Discount	-
Total Interest & Capital Gain(Loss)	<u>262,016.61</u>

YEAR TO DATE -- SUMMARY

Interest Earned	2,316,138.55
Add:	
CEO Interest	
Less:	
Trust Fees	(5,430.21)
Capital Gain(Loss)	(100,881.23)
Amortized Premium/Discount	110,744.96
Total Interest & Capital Gain(Loss)	<u>2,320,572.07</u>

Balance Per Ledger as of 2/28/19

Deferred Int Acct. 210852/3	97,114.22
Interest Acct. 409101	2,219,024.33
Less Trust Fees 530045	(5,430.21)
Gain(Loss) Acct. 405210	(100,881.23)
Amortized Premium/Discount	110,744.96
	<u>2,320,572.07</u>

Note: Total may not foot due to rounding.

**SAN MATEO COUNTY TRANSIT DISTRICT
RESERVE SECURITIES FUNDS -- INTEREST ON SECURITIES
February 28, 2019**

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	MARKET VALUE 2-28-19	MATURITY/CALL DATE	INT RATE	RATE/DAY	INTEREST REC'VBLE 1-31-19	PREPAID INT REC'VBLE 2-28-19	INTEREST EARNED 2-28-19	INTEREST RECEIVED 2-28-19	PP INTEREST RECEIVED DATE	ADI.	INTEREST REC'VBLE 2-28-19	INT REC'VBLE LESS PREPAID 2-28-19	PAR VALUE
U.S. TREASURY NOTES AND BONDS																
US TREASURY NOTE	912828T58	03-25-15	64,987.30	64,860.38	04-30-19	1.250%	2.2569	208.74		63.19			(0.35)	271.58	271.58	65,000.00
US TREASURY NOTE	912828VF4	12-07-15	251,702.93	251,304.54	05-31-20	1.375%	9.7396	606.85		272.71			(3.00)	876.56	876.56	255,000.00
US TREASURY NOTE	912828VP2	05-18-16	594,383.79	570,552.95	07-31-20	2.000%	31.9444	31.77		894.44			(4.94)	921.27	921.27	575,000.00
US TREASURY NOTE	912828L32	06-29-16	417,495.32	402,952.92	08-31-20	1.375%	15.6597	2,402.87		438.47	2,818.75		(7.10)	15.49	15.49	410,000.00
US TREASURY NOTE	912828Q78	01-05-17	1,607,456.25	1,600,666.24	04-30-21	1.375%	62.6389	5,793.23		1,753.89			(9.69)	7,537.43	7,537.43	1,640,000.00
US TREASURY NOTE	912828R77	03-17-17	1,363,632.81	1,365,327.60	05-31-21	1.375%	53.4722	3,331.73		1,497.22			(16.45)	4,812.50	4,812.50	1,400,000.00
US TREASURY NOTE	912828T67	10-10-17	1,074,519.53	1,064,680.10	10-31-21	1.250%	38.1944	3,543.35		1,069.44			(16.80)	4,595.99	4,595.99	1,100,000.00
US TREASURY NOTE	912828T67	08-03-17	637,533.20	629,129.15	10-31-21	1.250%	22.5694	2,083.82		631.94			0.05	2,715.81	2,715.81	650,000.00
US TREASURY NOTE	912828T67	08-31-17	3,051,078.13	3,000,462.10	10-31-21	1.250%	107.6389	10,028.74		3,013.89			(35.06)	13,007.57	13,007.57	3,100,000.00
US TREASURY NOTE	912828X47	12-06-17	1,256,803.91	1,246,385.62	04-30-22	1.875%	66.1458	6,085.24		1,852.08			22.11	7,959.43	7,959.43	1,270,000.00
US TREASURY NOTE	912828X47	01-04-18	1,777,148.44	1,766,530.80	04-30-22	1.875%	93.7500	8,622.46		2,625.00			33.62	11,281.08	11,281.08	1,800,000.00
US TREASURY NOTE	912828X47	05-07-18	3,726,980.47	3,778,413.10	04-30-22	1.875%	200.5208	18,625.86		5,614.58			(111.47)	24,128.97	24,128.97	3,850,000.00
US TREASURY NOTE	912828TJ9	09-07-18	2,395,117.19	2,427,442.50	08-15-22	1.625%	112.8472	18,766.99		3,159.72	20,312.50		(43.08)	1,571.13	1,571.13	2,500,000.00
US TREASURY NOTE	912828N30	11-06-18	1,521,290.04	1,552,852.35	12-31-22	1.250%	92.9688	2,958.56		2,603.13			(14.38)	5,547.31	5,547.31	1,575,000.00
US TREASURY NOTE	912828N30	08-03-18	1,551,875.00	1,577,500.80	12-31-22	1.250%	94.4444	3,005.52		2,644.44			(14.60)	5,635.36	5,635.36	1,600,000.00
US TREASURY NOTE	912828N30	12-13-18	2,925,703.13	2,957,814.00	12-31-22	1.250%	177.0833	5,635.36		4,958.33			(27.39)	10,566.30	10,566.30	3,000,000.00
US TREASURY NOTE	912828N30	01-31-19	2,952,421.88	2,957,814.00	12-31-22	1.250%	177.0833	5,635.36		4,958.33			(27.39)	10,566.30	10,566.30	3,000,000.00
US TREASURY NOTE	912828N30	01-10-19	5,814,957.03	5,817,034.20	12-31-22	1.250%	348.2639	11,082.88		9,751.39			(53.88)	20,780.39	20,780.39	5,900,000.00
FEDERAL AGENCY BONDS/NOTE																
FHLMC AGENCY	3137AEAF2	04-20-17	298,974.00	296,104.50	04-20-20	1.375%	11.4583	1,157.29		343.75				1,501.04	1,501.04	300,000.00
FHMA NOTES	3135G0T60	08-01-17	598,182.00	591,398.40	07-30-20	1.500%	25.0000	25.00		750.00				775.00	775.00	600,000.00
FHBL NOTES	3130ACE26	09-07-17	438,587.60	432,041.72	09-28-20	1.375%	16.8056	2,067.08		504.17				2,571.25	2,571.25	440,000.00
FHBL NOTES	3137AEAF4	09-29-17	578,950.20	571,679.32	09-29-20	1.625%	26.1806	3,194.03		785.42			(0.01)	3,979.44	3,979.44	580,000.00
FHBL GLOBAL NOTE	3130A8O55	07-15-16	2,683,581.30	2,614,912.20	07-14-21	1.125%	84.3750	1,434.38		2,531.25				3,965.63	3,965.63	2,700,000.00
FNMA NOTES	3135G0N82	08-19-16	473,375.03	460,733.38	08-17-21	1.250%	16.4931	2,704.86		494.79	2,968.75			230.90	230.90	475,000.00
FNMA NOTES	3135G0N82	08-19-16	1,518,823.75	1,479,196.63	08-17-21	1.250%	52.9514	8,684.03		1,588.54	9,531.25			741.32	741.32	1,525,000.00
FANNIE MAE NOTES	3135G0U92	01-11-19	899,352.00	901,383.30	01-11-22	2.625%	65.6250	1,312.50		1,968.75				3,281.25	3,281.25	900,000.00
CORPORATE NOTE																
BERKSHIRE HATHWAY GLOBAL NOTE	084670B11	12-23-16	1,810,188.00	1,795,168.80	08-14-19	2.100%	105.0000	17,535.00		3,150.00	18,900.00			1,785.00	1,785.00	1,800,000.00
TOYOTA MOTOR CORP NOTES	89236TDH5	10-18-16	669,665.00	665,232.28	10-18-19	1.550%	28.8472	2,971.26		865.42				3,836.68	3,836.68	670,000.00
PEIZER INC CORP NOTE	717081EB5	11-21-16	1,184,146.80	1,176,027.18	12-15-19	1.700%	55.9583	2,574.08		1,678.75				4,252.83	4,252.83	1,185,000.00
CITIGROUP INC	172967LF6	01-10-17	899,640.00	896,293.80	01-10-20	2.450%	61.2500	1,286.25		1,837.50				3,123.75	3,123.75	900,000.00
MICROSOFT CORP	594918BV5	02-06-17	899,397.00	893,410.20	02-06-20	1.850%	46.2500	8,093.75		1,387.50	8,325.00			1,156.25	1,156.25	900,000.00
WALT DISNEY CO CORP NOTES	25468PDP8	03-06-17	379,901.20	377,309.98	03-04-20	1.950%	20.5833	3,025.75		617.50				3,643.25	3,643.25	380,000.00
APPLE INC BONDS	037833CS7	05-11-17	819,163.60	812,114.88	05-11-20	1.800%	41.0000	3,280.00		1,230.00				4,510.00	4,510.00	820,000.00
HOME DEPOT INC CORP NOTES	437076BQ4	06-05-17	449,739.00	445,207.95	06-05-20	1.800%	22.5000	1,260.00		675.00				1,935.00	1,935.00	450,000.00
MORGAN STANLEY CORP NOTE	6174467P8	11-10-16	2,009,250.00	1,858,213.80	07-24-20	5.500%	275.0000	1,925.00		8,250.00				10,175.00	10,175.00	1,800,000.00
CATERPILLAR FINL SERVICE NOTE	14913Q2AE	09-07-17	649,454.00	640,543.15	09-04-20	1.850%	33.4028	4,910.21		1,002.08				5,912.29	5,912.29	650,000.00
WAL-MART STORES INC CORP NOTE	931142EA7	10-20-17	898,695.00	888,480.90	12-15-20	1.900%	47.5000	2,185.00		1,425.00				3,610.00	3,610.00	900,000.00
BRANCH MANKING & TRUST CORP NOTES	05531FAZ6	10-26-17	449,793.00	443,446.65	02-01-21	2.150%	26.8750	4,837.50		806.25	4,837.50			806.25	806.25	450,000.00
IBM CORP CORP NOTES	44932HAG8	02-06-18	899,559.00	895,231.80	02-05-21	2.650%	66.2500	11,660.00		1,987.50	11,925.00			1,722.50	1,722.50	900,000.00
NATIONAL RURAL UTIL COOP	63743HER9	02-26-18	374,583.75	374,422.88	03-15-21	2.900%	30.2083	4,108.33		906.25				5,014.58	5,014.58	375,000.00
NATIONAL RURAL UTIL COOP	63743HER9	04-19-18	512,821.55	514,207.42	03-15-21	2.900%	41.4861	5,642.11		1,244.58				6,886.69	6,886.69	515,000.00
UNILEVER CAPITAL CORP NOTES	904764A20	03-22-18	721,295.25	724,180.03	03-22-21	2.750%	55.3819	7,144.27		1,661.46				8,805.73	8,805.73	725,000.00
TOYOTA MOTOR CREDIT CORP	89236TEU5	04-13-18	659,736.00	661,716.66	04-13-21	2.950%	54.0833	5,841.00		1,622.50				7,463.50	7,463.50	660,000.00
PEPSICO INC CORP NOTE	71344DX3	10-10-17	599,880.00	592,496.40	04-15-21	2.000%	33.3333	3,533.33		1,000.00				4,533.33	4,533.33	600,000.00
BANK OF AMERICA CORP	06051GFW4	11-03-17	1,000,776.00	99,348.00	04-19-21	2.625%	7.2917	743.75		218.75				962.50	962.50	100,000.00
HERSHEY COMPANY CORP NOTES	427866BA5	05-10-18	359,751.60	362,396.16	05-15-21	3.100%	31.0000	2,356.00		3,286.00				3,286.00	3,286.00	360,000.00
AMERICAN EXPRESS CO.	025816BU2	05-17-18	899,847.00	907,126.20	05-17-21	3.375%	84.3750	6,243.75		2,531.25				8,775.00	8,775.00	900,000.00
CHARLES SCHWAB CORP CORP NOTES	808513AAW5	05-22-18	569,982.90	575,942.82	05-21-21	3.250%	51.4583	3,602.08		1,543.75				5,145.83	5,145.83	570,000.00
GOLDMAN SACHS GROUP CORP	3814GQ01	11-28-16	1,765,872.00	1,672,956.80	07-27-21	5.250%	233.3333	933.33		7,000.00				7,933.33	7,933.33	1,600,000.00
BANK OF AMERICA CORP	06051GG52	09-18-17	550,000.00	544,046.25	10-01-21	3.288%	35.5667	4,268.00		1,067.00				5,335.00	5,335.00	550,000.00
AMERICAN HONDA FINANCE CORP NOTES	02665WCP4	10-10-18	899,568.00	910,792.80	12-10-21	3.375%	84.3750	4,303.13		2,531.25				6,834.38	6,834.38	900,000.00
JOHN DEERE CAPITAL CORP	2442ETL3	03-15-17	448,015.50	446,613.75	01-06-22	2.650%	33.1250	828.13		993.75				1,821.88	1,821.88	450,000.00
JOHN DEERE CAPITAL CORP	2442ZEUQ0	01-10-19	174,832.00	176,860.43	01-10-22	3.200%	15.5556	326.67		466.67			(0.01)	793.33	793.33	175,000.00
JPMORGAN CHASE & CO CORP NOTES	46625HD3	05-26-17	973,638.00	936,504.00	01-24-22	4.500%	112.5000	787.50		3,375.00				4,162.50	4,162.50	900,000.00
PPCCAR FINANCIAL CORP NOTE	69371RP75	03-01-19	324,714.00	324,783.55	03-01-22	2.850%	25.7292			0.00				0.00	0.00	325,000.00
BANK OF AMERICA CORP	06051GHH5	05-17-18	250,000.00	251,702.75	05-17-22	3.499%	24.2986	1,798.10		728.96				2,527.06		

**SAN MATEO COUNTY TRANSIT DISTRICT
RESERVE SECURITIES FUNDS -- INTEREST ON SECURITIES
February 28, 2019**

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	MARKET VALUE 2-28-19	MATURITY/CALL DATE	INT RATE	RATE/DAY	INTEREST REC'VBLE 1-31-19	PREPAID INT REC'VBLE 2-28-19	INTEREST EARNED 2-28-19	INTEREST RECEIVED 2-28-19	PP INTEREST RECEIVED DATE	ADI.	INTEREST REC'VBLE 2-28-19	INT REC'VBLE LESS PREPAID 2-28-19	PAR VALUE
CERTIFICATION OF DEPOSIT																
BANK OF NOVA SCOTIA HOUSTON LT CD	06417GUE6	04-06-17	900,000.00	899,365.50	04-05-19	1.910%	47.7500	5,682.25		1,432.50			(95.50)	7,019.25	7,019.25	900,000.00
BANK OF NOVA SCOTIA HOUSTON CD	06417GU22	06-07-18	899,658.00	905,726.70	06-05-20	3.080%	77.0000	4,312.00		2,310.00				6,622.00	6,622.00	900,000.00
SUMITOMO MITSUI BANK NY CERT DEPOSIT	86565BPC9	10-18-18	898,776.00	910,797.30	10-16-20	3.390%	84.7500	8,983.50		2,542.50			(169.50)	11,356.50	11,356.50	900,000.00
SWEDBANK (NEW YORK) CERT DEPOS	87019U6D6	11-17-17	1,800,000.00	1,779,719.40	11-16-20	2.270%	113.5000	8,739.50		3,405.00			(227.00)	11,917.50	11,917.50	1,800,000.00
ROYAL BANK OF CANADA NY CD	78012UEE1	06-08-18	1,500,000.00	1,512,760.50	06-07-21	3.240%	135.0000	7,290.00		4,050.00				11,340.00	11,340.00	1,500,000.00
ASSET-BACKED SECURITY/COLLATERALIZED MORTGAGE OBLIGATION																
TOYOTA ABS 2017-A A3	89238MAD0	03-15-17	341,608.79	339,990.94	02-15-21	1.730%	16.4181	287.05		492.54	538.22		21.32	262.69	262.69	341,649.00
TOYOTA ABS 2017-A A3	89238MAD0	03-15-17	31,680.03	31,683.76	02-15-19	1.730%	1.5226	0.00		0.00				0.00	0.00	31,683.76
ALLY ABS 2017-1 A3	0200PAC7	01-31-17	263,487.79	262,246.86	06-15-21	1.700%	12.4436	217.12		373.31	407.08		15.76	199.11	199.11	263,510.82
ALLY ABS 2017-1 A3	0200PAC7	01-31-17	23,835.46	23,837.54	02-15-19	1.700%	1.1257	0.00		0.00	0.00		-	0.00	0.00	23,837.54
FORD ABS 2017-A A3	34531EAD8	01-25-17	947,616.82	942,508.57	06-25-21	1.670%	43.9591	762.62		1,318.77	1,429.92		51.87	703.34	703.34	947,620.32
FORD ABS 2017-A A3	34531EAD8	01-25-17	79,867.01	79,867.31	02-15-19	1.670%	3.7050	0.00		0.00	0.00			0.00	0.00	79,867.31
TOYOTA ABS 2017-B A3	89190BAD0	05-17-17	1,786,094.42	1,775,583.52	07-15-21	1.760%	87.3269	1,408.00		2,619.81	2,640.00		9.42	1,397.23	1,397.23	1,786,231.42
TOYOTA ABS 2017-B A3	89190BAD0	05-17-17	13,767.52	13,768.58	02-15-19	1.760%	0.6731	0.00		0.00	0.00			0.00	0.00	13,768.58
ALLY ABS 2017-2 A3	02007HAC5	03-29-17	1,082,848.19	1,077,676.99	08-15-21	1.780%	53.5471	927.90		1,606.41	1,739.82		62.26	856.75	856.75	1,082,975.88
ALLY ABS 2017-2 A3	02007HAC5	03-29-17	89,874.36	89,934.96	02-15-19	1.780%	4.4468	0.00		0.00	0.00			0.00	0.00	89,934.96
HONDA AUTO 2017-2 A3	43814PAC4	09-29-17	329,964.26	327,285.92	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	595,256.22	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 A	02582JHG8	05-30-17	679,891.06	678,727.92	12-15-21	1.640%	30.9778	495.64		929.33	929.33			495.64	495.64	680,000.00
CITIBAANK ABS 2017-A3 A3	17305EGB5	05-22-17	902,403.00	891,707.85	04-07-22	1.920%	48.0000	5,472.00		1,440.00				6,912.00	6,912.00	900,000.00
JOHN DEERE OWNER	47788CAC6	02-28-18	284,979.51	284,683.59	04-15-22	2.660%	21.0583	336.93		631.75	631.75			336.93	336.93	285,000.00
TAOT 2018-A A-3	89238BAD4	01-31-18	449,994.83	447,822.90	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	1,509,449.30	10-17-22	2.670%	111.9917	1,791.87		3,359.75	3,359.75			1,791.87	1,791.87	1,510,000.00
ALLYA 2018-2-A3	02004VAC7	04-30-18	649,881.96	651,603.88	11-15-22	2.920%	52.7222	843.56		1,581.67	1,581.67			843.56	843.56	650,000.00
CCIC 2018-A1 A1	17305EGK5	01-31-18	899,875.44	895,579.20	01-20-23	2.490%	62.2500	684.75		1,867.50				2,552.25	2,552.25	900,000.00
GMCCAR 2018-3 A3	3625JAD6	07-18-18	399,906.72	401,834.12	05-16-23	3.020%	33.5556	503.33		1,006.67	1,006.67			503.33	503.33	400,000.00
CARMAX AUTO OWNER TRUST	14313FAD1	07-25-18	419,942.75	422,800.14	06-15-23	3.350%	39.0833	625.33		1,172.50	1,095.50		(77.00)	625.33	625.33	420,000.00
FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION																
FANNIE MEA	3136AQDQ0	10-30-15	42,259.03	41,679.23	09-01-19	1.646%	1.9130	73.33		57.39	73.33			57.39	57.39	41,840.05
FANNIE MEA	3136AQDQ0	10-30-15	11,733.88	11,617.54	02-25-19	1.646%	0.5312	0.00		0.00				0.00	0.00	11,617.54
FNA 2014-M6 A2	3136AJ7G5	12-15-16	1,695,361.76	1,652,390.43	05-25-21	2.679%	123.6610	3,815.09		3,709.83	3,829.25		12.77	3,708.44	3,708.44	1,661,737.54
FNA 2014-M6 A2	3136AJ7G5	12-15-16	48,423.12	47,462.74	02-25-19	2.679%	3.5320	0.00		0.00				0.00	-	47,462.74
FNA 2018-MS A2	3136B1XP4	04-30-18	479,069.54	475,066.81	09-25-21	3.560%	46.4507	1,417.07		1,393.52	1,442.66		25.59	1,393.52	1,393.52	469,726.21
FNA 2018-MS A2	3136B1XP4	04-30-18	8,095.36	7,937.48	02-25-19	3.560%	0.7849	0.00		0.00	0.00			0.00	-	7,937.48
FHLMC MULTIFAMILY STRUCTURED P POOL	3137BM6P6	04-09-18	453,832.03	453,354.75	08-25-22	3.090%	38.6250	1,158.75		1,158.75	1,158.75			1,158.75	1,158.75	450,000.00
FHMS KP05A	3137FKK39	12-17-18	438,582.07	441,546.42	07-01-23	3.203%	39.0217	1,172.55		1,170.65	1,172.55			1,170.65	1,170.65	438,583.39
FHMS KP05A	3137FKK39	12-17-18	710.12	710.12	02-25-19	3.203%	0.0632	0.00						0.00	-	710.12
CASH AND CASH EQUIVALENTS																
MONEY MARKET FUND	31846V534		865,433.22	865,433.22				4,288.49		1,664.60	4,288.49			1,664.60	1,664.60	865,433
LAIF			10,121,551.47	10,121,551.47				199,465.19		26,207.37	173,002.35		12,034.83	64,705.04	64,705.04	10,121,551.47
MATURED/CALLED																
TOYOTA ABS 2017-A A3	89238MAD0	03-15-17	(31,680.03)	(31,683.76)	02-15-19											(31,683.76)
ALLY ABS 2017-1 A3	0200PAC7	01-31-17	(23,835.46)	(23,837.54)	02-15-19											(23,837.54)
FORD ABS 2017-A A3	34531EAD8	01-25-17	(79,867.01)	(79,867.31)	02-15-19											(79,867.31)
TOYOTA ABS 2017-B A3	89190BAD0	05-17-17	(13,767.52)	(13,768.58)	02-15-19											(13,768.58)
ALLY ABS 2017-2 A3	02007HAC5	03-29-17	(89,874.36)	(89,934.96)	02-15-19											(89,934.96)
FANNIE MEA	3136AQDQ0	10-30-15	(11,733.88)	(11,617.54)	02-25-19											(11,617.54)
FNA 2014-M6 A2	3136AJ7G5	12-15-16	(48,423.12)	(47,462.74)	02-25-19											(47,462.74)
FNA 2018-MS A2	3136B1XP4	04-30-18	(8,095.36)	(7,937.48)	02-25-19											(7,937.48)
FHMS KP05A	3137FKK39	12-17-18	(710.12)	(710.12)	02-25-19											(710.12)
TOTAL LAIF			10,121,551.47	10,121,551.47												
TOTAL A/C 121100 & 112100			91,655,696.04	91,259,982.53												92,028,874.63
TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)			91,655,696.04	91,259,982.53				305,200.55	1,925.00	152,816.18	104,938.50		(699.83)	354,303.40	352,378.40	92,028,874.63

SAN MATEO COUNTY TRANSIT DISTRICT
REIMBURSEMENT -- INTEREST ON SECURITIES
February 28, 2019

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	MARKET VALUE 2-28-19	MATURITY/CALL DATE	INT RATE	RATE/DAY	APPL. DAYS	INTEREST REC'VBLE 1-31-19	PREPAID INT REC'VBLE 2-28-19	INTEREST EARNED 2-28-19	INTEREST RECEIVED 2-28-19	ADJ.	INTEREST REC'VBLE 2-28-19	INT REC'VBLE LESS PREPAID 2-28-19	PAR VALUE
<u>CASH AND CASH EQUIVALENTS</u>																
FIRST AMER US TREASURY MM	31846V534		8,289,952.22	8,289,952.22					13,820.47		12,622.35	13,820.47		12,622.35	12,622.35	
LAIF			79,855.69	79,855.69					601.02		146.53	610.00	168.11	305.66	305.66	79,856
<u>MATURED/CALLED</u>																
TOTAL LAIF			79,855.69	79,855.69												
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
February 28, 2019

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL	MARKET	MATURITY/CALL DATE	INT RATE	RATE/ DAY	INTEREST REC'VBLE 1-31-19	PP INTEREST REC'VBLE 2-28-19	INTEREST EARNED 2-28-19	INTEREST RECEIVED 2-28-19	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'VBLE 2-28-19	INT REC'VBLE 2-28-19	PAR VALUE
			PURCHASE PRICE	VALUE 2-28-19												
U.S. TREASURY NOTES AND BONDS																
US TREASURY NOTE	912828VF4	12-07-15	197,414.06	197,101.60	05-31-20	1.375%	7.6389	475.96		213.89			(2.35)	687.50	687.50	200,000.00
US TREASURY NOTE	912828VP2	05-18-16	506,518.36	486,210.34	07-31-20	2.000%	27.2222	27.07		762.22			(4.21)	785.08	785.08	490,000.00
US TREASURY NOTE	912828L32	06-29-16	81,462.50	78,624.96	8-31-20	1.375%	3.0556	468.85		85.56	550.00		(1.42)	2.99	2.99	80,000.00
US TREASURY NOTE	912828B90	10-05-16	181,323.24	173,195.40	02-28-21	2.000%	9.7222	1,488.95		272.22	1,750.00		(1.67)	9.51	9.51	175,000.00
US TREASURY NOTE	912828Q78	01-05-17	475,375.78	473,367.76	04-30-21	1.375%	18.5243	1,713.24		518.68			(2.86)	2,229.06	2,229.06	485,000.00
US TREASURY NOTE	912828T67	10-10-17	488,417.97	483,945.50	10-31-21	1.250%	17.3611	1,604.22		486.11			(1.24)	2,089.09	2,089.09	500,000.00
US TREASURY NOTE	912828T67	08-03-17	269,725.58	266,170.03	10-31-21	1.250%	9.5486	878.19		267.36			3.45	1,149.00	1,149.00	275,000.00
US TREASURY NOTE	912828T67	08-31-17	688,953.13	677,523.70	10-31-21	1.250%	24.3056	2,278.93		680.56			(34.77)	2,924.72	2,924.72	700,000.00
US TREASURY NOTE	912828X47	12-06-17	296,882.81	294,421.80	04-30-22	1.875%	15.6250	1,415.76		437.50			26.92	1,880.18	1,880.18	300,000.00
US TREASURY NOTE	912828X47	01-04-18	543,017.58	539,773.30	04-30-22	1.875%	28.6458	2,609.24		802.08			35.68	3,447.00	3,447.00	550,000.00
US TREASURY NOTE	912828X47	05-07-18	1,306,863.28	1,324,898.10	04-30-22	1.875%	70.3125	6,572.38		1,968.75			(80.32)	8,460.81	8,460.81	1,350,000.00
US TREASURY NOTE	912828T19	09-07-18	670,632.81	679,683.90	08-15-22	1.625%	31.5972	5,254.76		884.72	5,687.50		(12.06)	439.92	439.92	700,000.00
US TREASURY NOTE	912828N30	08-03-18	436,464.84	443,672.10	12-31-22	2.125%	26.5625	845.30		743.75			(4.11)	1,584.94	1,584.94	450,000.00
US TREASURY NOTE	912828N30	11-06-18	531,244.14	542,265.90	12-31-22	2.125%	32.4653	1,033.15		909.03			(5.03)	1,937.15	1,937.15	550,000.00
US TREASURY NOTE	912828N30	12-13-18	731,425.78	739,453.50	12-31-22	2.125%	44.2708	1,408.64		1,239.58			(6.65)	2,641.57	2,641.57	750,000.00
US TREASURY NOTE	912828N30	01-31-18	836,519.53	838,047.30	12-31-22	2.125%	50.1736	1,596.69		1,404.86			(7.77)	2,993.78	2,993.78	850,000.00
US TREASURY NOTE	912828N30	01-10-19	1,576,937.50	1,577,500.80	12-31-22	2.125%	94.4444	3,005.72		2,644.44			(14.80)	5,635.36	5,635.36	1,600,000.00
FEDERAL AGENCY COLLEATERIALIZED MORTGAGE OBLIGATION																
FANIE MAE	3136AQDQ0	10-30-15	12,149.47	11,982.77	09-01-19	1.646%	0.5500	21.08		16.50	21.08			16.50	16.50	12,029.01
FANIE MAE	3136AQDQ0	10-30-15	3,373.50	3,340.05	02-25-19	1.646%	0.1527	0.00		0.00				0.00	0.00	3,340.05
FNA 2014-M6 A2	3136AJ7G5	12-15-16	466,224.48	454,407.37	05-25-21	2.679%	34.0068	1,049.72		1,020.20	1,053.04		3.14	1,020.02	1,020.02	456,977.82
FNA 2014-M6 A2	3136AJ7G5	12-15-16	13,316.36	13,052.26	02-25-19	2.679%	0.9713	0.00		0.00	0.00			0.00	0.00	13,052.26
FN 2018-M5 A2	3136B1XP4	04-30-18	131,744.11	130,643.37	09-25-21	3.560%	12.7739	389.69		383.22	396.73		7.04	383.22	383.22	129,174.71
FN 2018-M5 A2	3136B1XP4	04-30-18	2,226.22	7,965.07	02-25-19	3.560%	0.2159	0.00		0.00	0.00			0.00	0.00	2,182.80
FHLMC MULTIFAMILY STRUCTURED P POOL	3137BMP6P	04-09-18	131,107.03	130,969.15	08-25-22	3.090%	11.1583	334.75		334.75	334.75			334.75	334.75	130,000.00
FHMS KPOA	3137FKK39	12-17-18	124,597.19	125,439.33	07-31-23	3.203%	11.0857	333.11		332.57	333.11			332.57	332.57	124,597.56
FHMS KPOA	3137FKK39	12-17-18	201.73	201.73	02-25-19	3.203%	0.0179	0.00		0.00				0.00	-	201.73
CORPORATE NOTE																
BERKSHIRE HATHAWY INC.	084670B11	12-23-16	502,830.00	498,658.00	08-14-19	2.100%	29.1667	4,870.83		875.00	5,250.00			495.83	495.83	500,000.00
TOYOTA MOTOR CORP NOTES	89236TDH5	10-18-16	199,900.00	198,576.80	10-18-19	1.550%	8.6111	886.94		258.33				1,145.27	1,145.27	200,000.00
PEIZER INC CORP NOTE	717081EB5	11-21-16	329,762.40	327,501.24	12-15-19	1.700%	15.5833	716.83		467.50				1,184.33	1,184.33	330,000.00
CITIGROUP INC	172967LF6	01-10-17	249,900.00	248,970.50	01-10-20	2.450%	17.0139	357.29		510.42				867.71	867.71	250,000.00
MICROSOFT CORP	594918BV5	02-06-17	249,832.50	248,169.50	02-06-20	1.850%	12.8472	2,248.26		385.42	2,312.50			321.18	321.18	250,000.00
WALT DISNEY CO CORP NOTES	25468DP8	03-06-17	99,974.00	99,292.10	03-04-20	1.950%	5.4167	796.25		162.50				958.75	958.75	100,000.00
APPLE INC BONDS	037833CS7	05-11-17	224,770.50	222,836.40	05-11-20	1.800%	11.2500	900.00		337.50				1,237.50	1,237.50	225,000.00
HOME DEPOT INC CORP NOTES	43707BQ4	06-05-17	124,927.50	123,668.88	06-05-20	1.800%	6.2500	350.00		187.50				537.50	537.50	125,000.00
MORGAN STANLEY CORP NOTE	6174467P8	11-10-16	558,125.00	516,170.50	07-24-20	5.500%	76.3889	534.72		2,291.67				2,826.39	2,826.39	500,000.00
CATERPILLAR FINL SERIVE NOTE	1491302A6	09-07-17	184,844.60	182,308.44	09-04-20	1.850%	9.5069	1,397.52		285.21				1,682.73	1,682.73	185,000.00
WAL-MART STORES INC CORP NOTE	931142EA7	10-20-17	249,637.50	246,800.25	12-15-20	1.900%	13.1944	606.94		395.83			0.01	1,002.78	1,002.78	250,000.00
BRANCH MANKING & TRUST CORP NOTES	05531FA26	10-26-17	124,942.50	123,179.63	02-01-21	2.150%	7.4653	1,343.75		223.96				1,343.75	1,343.75	125,000.00
IBM CORP CORP NOTES	44932HAG8	02-06-18	249,877.50	248,675.50	02-05-21	2.650%	18.4028	3,238.89		552.08				478.47	478.47	250,000.00
NATIONAL RURAL UTIL COOP	63743HER9	02-26-18	99,889.00	99,846.10	03-15-21	2.900%	8.0556	1,095.56		241.67			(0.01)	1,337.22	1,337.22	100,000.00
NATIONAL RURAL UTIL COOP	63743HER9	04-19-18	149,365.50	149,769.15	03-15-21	2.900%	12.0833	1,643.33		362.50				2,005.83	2,005.83	150,000.00
UNILEVER CAPITAL CORP NOTES	904764A20	03-22-18	198,978.00	199,773.80	03-22-21	2.750%	15.2778	1,970.83		458.33			0.01	2,429.17	2,429.17	200,000.00
TOYOTA MOTOR CREDIT CORP NOTES	89236TEU5	04-13-18	179,928.00	180,468.18	04-13-21	2.950%	14.7500	1,593.00		442.50				2,035.50	2,035.50	180,000.00
PEPSICO INC CORP NOTE	71344DX3	10-10-17	164,967.00	162,936.51	04-15-21	2.000%	9.1667	971.67		275.00				1,246.67	1,246.67	165,000.00
BANK OF AMERICA CORP	06051GPW4	11-03-17	25,194.00	24,837.00	04-19-21	2.625%	1.8229	185.94		54.69				240.63	240.63	25,000.00
HERSHEY COMPANY CORP NOTES	427866BA5	05-10-18	99,931.00	100,665.60	05-15-21	3.100%	8.6111	654.44		258.33			0.01	912.78	912.78	100,000.00
AMERICAN EXPRESS CO.	025816BU2	05-17-18	249,957.50	251,979.50	05-17-21	3.375%	23.4375	1,734.38		703.13			(0.01)	2,437.50	2,437.50	250,000.00
CHARLES SCHWAB CORP CORP NOTES	808513AW5	05-22-18	159,995.20	161,668.16	05-21-21	3.250%	14.4444	1,011.11		433.33				1,444.44	1,444.44	150,000.00
GOLDMAN SACHS GROUP CORP	3814GGQ1	11-28-16	496,651.50	470,519.10	07-27-21	5.250%	65.6250	262.50		1,968.75				2,231.25	2,231.25	450,000.00
BANK OF AMERICA CORP	06051GGS2	09-18-17	160,000.00	158,268.00	10-01-21	2.328%	10.3467	1,241.60		310.40				1,552.00	1,552.00	160,000.00
AMERICAN HONDA FINANCE CORP NOTES	02665WCP4	10-10-18	249,880.00	252,998.00	12-10-21	3.375%	23.4375	1,195.31		703.13				1,898.44	1,898.44	250,000.00
JOHN DEERE CAPITAL CORP	24422ETL3	03-15-17	114,492.85	114,134.63	01-06-22	2.650%	8.4653	211.63		253.96				465.59	465.59	115,000.00
JOHN DEERE CAPITAL CORP	24422EUQ0	01-10-19	49,952.00	50,531.55	01-10-22	3.200%	4.4444	93.33		133.33				226.66	226.66	50,000.00
JPMORGAN CHASE & CO CORP NOTES	46625HJD3	05-26-17	270,455.00	260,140.00	01-24-22	4.500%	31.2500	218.75		937.50				1,156.25	1,156.25	250,000.00
PACCAR FINANCIAL CORP NOTE	69371RP75	03-01-19	99,912.00	99,933.40	03-01-22	2.850%	7.9167	0.00		0.00				0.00	0.00	100,000.00
BANK OF AMERICA CORP	06051GHH5	05-17-18	75,000.00	75,510.83	05-17-22	3.499%	7.2896	539.43		218.69				758.12	758.12	75,000.00
PNC BANK NA CORP NOTES	693475AV7	02-15-19	251,780.00	252,443.25	01-23-24	3.500%	24.3056		534.72	388.89				923.61	388.89	250,000.00
COMMERCIAL P																

SAN MATEO COUNTY TRANSIT DISTRICT
PARATRANSIT FUNDS -- INTEREST ON SECURITIES
February 28, 2019

TYPE OF SECURITY	CUSIP #	SETTLE DATE	ORIGINAL PURCHASE PRICE	MARKET VALUE 2-28-19	MATURITY/CALL DATE	INT RATE	RATE/DAY	INTEREST REC'VBLE 1-31-19	PP INTEREST REC'VBLE 2-28-19	INTEREST EARNED 2-28-19	INTEREST RECEIVED 2-28-19	PP INTEREST RECEIVED DATE	ADJ.	INTEREST REC'VBLE 2-28-19	INT REC'VBLE LESS PREPAID 2-28-19	PAR VALUE
DEXIA CREDIT LOCAL SA NY COMM PAPER	25214PJ80	06-26-18	490,798.61	499,402.50	03-18-19	0.000%		0.00		0.00				0.00	0.00	500,000.00
BNP PARIBAS NY BRANCH COMM PAPER	09659CRH3	10-19-18	246,625.00	249,183.25	04-17-19	0.000%		0.00		0.00				0.00	0.00	250,000.00
DEXIA CREDIT LOCAL SA NY COMM PAPER	25214PM26	10-12-18	245,013.96	247,827.50	07-02-19	0.000%		0.00		0.00				0.00	0.00	250,000.00
CERTIFICATE OF DEPOSIT																
BANK OF NOVA SCOTIA HOUSTON	06417GUE6	04-06-17	250,000.00	249,823.75	04-05-19	1.9100%	13.2639	1,578.40		397.92			(26.53)	1,949.79	1,949.79	250,000.00
BANK OF NOVA SCOTIA HOUSTON CD	06417GU22	06-07-18	249,905.00	251,590.75	06-05-20	3.0800%	21.3889	1,197.78		641.67			(0.01)	1,839.44	1,839.44	250,000.00
SUMITOMO MITSUI BANK NY CD	86565BPC9	10-18-18	249,660.00	252,999.25	10-16-20	3.3900%	23.5417	2,495.42		706.25			(47.09)	3,154.58	3,154.58	250,000.00
SWEDBANK (NEW YORK) CERT DEPOS	87019U6D6	11-17-17	500,000.00	494,366.50	11-16-20	2.2700%	31.5278	2,427.64		945.83			(63.05)	3,310.42	3,310.42	500,000.00
ROYAL BANK OF CANANDA NY CD	78012UEE1	06-08-18	425,000.00	428,615.48	06-07-21	3.2400%	38.2500	2,065.50		1,147.50				3,213.00	3,213.00	425,000.00
FEDERAL AGENCY BOND/NOTE																
FHLMC AGENCY	3137EAEF2	04-20-17	149,487.00	148,052.25	04-20-20	1.3750%	5.7292	578.65		171.88			(0.01)	750.52	750.52	150,000.00
FNMA NOTES	3135GOT60	08-01-17	149,545.50	147,849.60	04-20-20	1.5000%	6.2500	6.25		187.50				193.75	193.75	150,000.00
FHLB NOTES	3130ACE26	09-08-17	84,727.15	83,462.61	09-28-20	1.5000%	3.5417	399.32		106.25			(8.85)	496.72	496.72	85,000.00
FHLMC NOTES	3137EAEJ4	09-29-17	164,701.35	162,632.91	09-29-20	1.5000%	6.8750	908.65		206.25			17.18	1,132.08	1,132.08	165,000.00
FHLB GLOBAL NOTE	3130A8Q55	7-15-16	516,837.88	503,612.72	07-14-21	1.1250%	16.2500	276.25		487.50				763.75	763.75	520,000.00
FNMA NOTES	3135GON82	8-19-16	597,658.06	581,979.00	08-17-21	1.2500%	20.8333	3,416.67		625.00	3,750.00			291.67	291.67	600,000.00
FANNIE MEA NOTES	3135GOU92	01-09-19	249,820.00	250,384.25	01-11-22	2.6250%	18.2292	364.58		546.88				911.46	911.46	250,000.00
ASSET BACKED SECURITY/COLLATERALIZED MORTGAGE OBLIGATION																
TOYOTA ABS 2017-A A3	89238MADO	03-15-17	94,891.33	94,441.93	02-15-21	1.7300%	4.5606	79.74		136.82	149.51		5.92	72.97	72.97	94,902.50
TOYOTA ABS 2017-A A3	89238MADO	03-15-17	8,800.01	8,801.05	02-15-19	1.7300%	0.4229	0.00		0.00	0.00			0.00	0.00	8,801.05
ALLY ABS 2017-1 A3	02007PAC7	01-31-17	74,817.51	74,465.16	06-15-21	1.7000%	3.5334	61.65		106.00	115.59		4.47	56.53	56.53	74,824.06
ALLY ABS 2017-1 A3	02007PAC7	01-31-17	6,768.10	6,768.68	02-15-19	1.7000%	0.3196	0.00		0.00	0.00			0.00	0.00	6,768.68
FORD ABS 2017-A A3	34531EAD8	01-25-17	276,388.25	274,898.33	06-25-21	1.6700%	12.8214	222.44		384.64	417.06		15.12	205.14	205.14	276,389.26
FORD ABS 2017-A A3	34531EAD8	01-25-17	23,294.54	23,294.63	02-15-19	1.6700%	1.0806	0.00		0.00	0.00			0.00	0.00	23,294.63
TOYOTA ABS 2017-B A3	89190BADO	05-17-17	496,137.34	493,217.65	07-15-21	1.7600%	24.2575	391.11		727.73	733.33		2.61	388.12	388.12	496,175.40
TOYOTA ABS 2017-B A3	89190BADO	05-17-17	3,824.31	3,824.60	02-15-19	1.7600%	1.0870	0.00		0.00	0.00			0.00	0.00	3,824.60
ALLY ABS 2017-2 A3	02007HAC5	03-29-17	299,750.37	298,318.89	08-15-21	1.7800%	14.8227	256.86		444.68	481.61		17.23	237.16	237.16	299,785.71
ALLY ABS 2017-2 A3	02007HAC5	03-29-17	24,892.55	25,076.54	01-15-19	1.7800%	1.2309	0.00		0.00	0.00			0.00	0.00	24,895.49
HAROT 2017-3 A3	43814PAC4	09-29-17	99,989.17	99,177.55	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	168,655.93	10-15-21	1.8200%	8.5944	137.51		257.83	257.83			137.51	137.51	170,000.00
AMERICAN EXPRESS ABS 2017-4 A	02582JHG8	05-30-17	199,967.96	199,625.86	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	17305EG85	05-22-17	250,667.50	247,696.63	04-07-22	1.9200%	13.3333	1,520.00		1,920.00	1,920.00			1,920.00	1,920.00	250,000.00
JOHN DEERE OWNER	47788CAC6	02-28-18	79,994.25	79,911.18	04-15-22	2.6600%	5.9111	94.58		177.33	177.33			94.58	94.58	80,000.00
TAOT 2018-A A-3	89238BAD4	01-31-18	124,998.56	124,395.25	05-16-22	2.3500%	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	424,845.00	10-17-22	2.6700%	31.5208	504.33		945.62	945.63		0.01	504.33	504.33	425,000.00
ALLYA 2018-2 A3	02004VAC7	04-30-18	184,966.40	185,456.49	11-15-22	2.9200%	15.0056	240.09		450.17	450.17			240.09	240.09	185,000.00
CCCT 2018-A1 A1	17305EGK5	01-31-18	249,965.40	248,772.00	01-20-23	2.4900%	17.2917	190.21		518.75	518.75			708.96	708.96	250,000.00
GMCAR 2018-3 A3	36255JAD6	07-18-18	119,972.02	120,550.24	05-16-23	3.0200%	10.0667	151.00		302.00	302.00			151.00	151.00	120,000.00
CARMAX AUTO OWNER TRUST	14313FAD1	07-25-18	109,985.01	110,733.37	06-15-23	3.3500%	10.2361	163.78		307.08	286.92		(20.16)	163.78	163.78	110,000.00
CASH AND CASH EQUIVALENTS																
MONEY MARKET FUND	31846V534		252,833.31	252,833.31				1,240.78		477.55	1,240.78			477.55	477.55	252,833.31
LAIF			1,069,733.03	1,069,733.03				8,050.24		1,962.92	8,180.97		2,262.42	4,094.61	4,094.61	1,069,733
MATURED/CALLED																
FANIE MAE	3136AQDQ0	10-30-15	(3,373.50)	(3,340.05)	02-25-19											(3,340.05)
FNA 2014-M6 A2	3136AJ7G5	12-15-16	(13,316.36)	(13,052.26)	02-25-19											(13,052.26)
FN 2018-M5 A2	3136B1XP4	04-30-18	(2,226.22)	(7,965.07)	02-25-19											(2,182.80)
TOYOTA ABS 2017-A A3	89238MADO	03-15-17	(8,800.01)	(8,801.05)	02-15-19											(8,801.05)
ALLY ABS 2017-1 A3	02007PAC7	01-31-17	(6,768.10)	(6,768.68)	02-15-19											(6,768.68)
FORD ABS 2017-A A3	34531EAD8	01-25-17	(23,294.54)	(23,294.63)	02-15-19											(23,294.63)
TOYOTA ABS 2017-B A3	89190BADO	05-17-17	(3,824.31)	(3,824.60)	02-15-19											(3,824.60)
ALLY ABS 2017-2 A3	02007HAC5	03-29-17	(24,892.55)	(25,076.54)	01-15-19											(24,895.49)
TOTAL LAIF			1,069,733.03	1,069,733.03												26,029,856.03
TOTAL A/C 122010			25,939,734.69	25,816,855.46				87,745.87	534.72	43,481.97	31,079.23	0.00	(206.18)	100,477.16	99,942.44	26,029,856.03
TOTAL (EXCLUDE LAIF AND CASH/CASH EQUIVALENTS)																
			25,939,734.69	25,816,855.46				87,745.87	534.72	43,481.97	31,079.23	0.00	(206.18)	100,477.16	99,942.44	26,029,856.03

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

BUDGET AMENDMENTS

	Amount	Line Item		Description
Feb-19				No Budget Amendment for February 2019.
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

BUDGET REVISIONS

	Amount	Line Item		Description
Feb-19				No Budget Amendment for February 2019.
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

SAN MATEO COUNTY TRANSIT DISTRICT
 1/2 CENT SALES TAX RECEIPTS AND PROJECTIONS
 FY2019
 February 2019

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Approved Budget		Receipts		Over/(Under)	Current
Date	Amount	Date	Amount	Budget/Projection	Projection
FY2018:					
1st Quarter	21,495,463	1st Quarter	19,203,000	(2,292,463)	19,203,000
2nd Quarter	22,409,567	2nd Quarter	24,290,962	1,881,395	24,290,962
3rd Quarter	18,912,692	3rd Quarter	23,363,553	4,450,861	23,363,553
4th Quarter	21,842,278	4th Quarter	20,939,400	(902,878)	20,939,400
FY2018 Total	84,660,000	FY2018 Total	87,796,915	3,136,915	87,796,915
FY2019:					
Jul. 18	6,017,139	Sep. 18	7,491,211	1,474,072	6,017,139
Aug. 18	7,017,139	Oct. 18	9,665,751	2,648,612	7,017,139
Sep. 18	8,022,799	Nov. 18	9,885,148	1,862,349	8,022,799
3 Months Total	21,057,077		27,042,110	5,985,033	21,057,077
Oct. 18	6,408,256	Dec. 18	8,456,110	2,047,854	6,408,256
Nov. 18	6,408,256	Jan. 19	8,425,556	2,017,300	6,408,256
Dec. 18	8,648,652	Feb. 19	9,739,351	1,090,699	8,648,652
6 Months Total	42,522,241		53,663,128	11,140,887	42,522,241
Jan. 19	6,805,453	Mar. 19			6,805,453
Feb. 19	6,805,453	Apr. 19			6,805,453
Mar. 19	7,044,605	May 19			7,044,605
9 Months Total	63,177,752		53,663,128	11,140,887	63,177,752
Apr. 19	6,793,353	Jun. 19			6,793,353
May 19	6,793,353	Jul. 19			6,793,353
Jun. 19	9,588,742	Aug. 19			9,588,742
FY2019 Total	86,353,200	FY2019 Total	53,663,128	11,140,887	86,353,200
	22,531,149	1st Quarter			
	28,023,980	2nd Quarter			
	16,718,906	3rd Quarter			
		4th Quarter			
	<u>67,274,034</u>	YTD Actual Per Statement of Revenue & Expenses			

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **APPROVAL OF REVISIONS TO THE DISTRICT PROCUREMENT POLICY**

ACTION

Staff proposes that the Board:

1. Adopt a Resolution revising the San Mateo County Transit District's (District) Procurement Policy (Attachment "A") to reflect changes in the Uniform Public Construction Cost Accounting Act (Act), reflect updates to the processing of bid protests, and make other administrative revisions to accurately reflect the District's practices as follows:
 - Section C3: Update increased dollar thresholds for public works solicitations pursuant to changes in the Act as codified at Public Contract Code Section 22000 et seq.;
 - Section C5: Change the dollar threshold at which the agency conducts informal procurements from between \$5,000 and \$150,000 to between \$10,000 and \$150,000. Procurements estimated at less than \$10,000 will require a single quote whereas procurements greater than \$10,000 but less than \$150,000 will require three quotes;
 - Section C8: Clarify the instances under which the District may procure goods on the open market;
 - Section G: Update the bid protest procedures such that protests received for contracts within the General Manager/CEO's procurement authority will be reviewed and ruled upon by the General Manager/CEO, or designee, and protests received for contracts that are not within the General Manager/CEO's procurement authority will first be reviewed and ruled upon by the General Manager/CEO, or designee, with appeals of such determinations reviewed and acted upon by the Finance Committee and then by the Board;
 - Section H2: Clarify the General Manager/CEO's change order authority. A table demonstrating illustrative change order authority levels is attached;
 - Section K: Consolidate and clarify language pertaining to non-competitive procurement authority; and

- Section M1: Update the dollar thresholds related to disposition of surplus supplies, equipment and materials based on fair market value rather than the original acquisition cost.

2. Authorize the General Manager/CEO or his designee to update the Procurement Manual to implement the Procurement Policy revisions.

SIGNIFICANCE

Approval of this action will update the Procurement Policy to include the provisions of the Act, and provide changes to procurement methods that guide the District in optimally obtaining goods and services in its day-to-day operations.

BUDGET IMPACT

Approval of this action will have no impact on operating or capital budgets.

BACKGROUND

The Board of Directors established a Procurement Policy for the District in 2003, as a separate document apart from the more detailed Procurement Manual, to provide a broad overview of the standards and methods that guide the District in obtaining goods and services. The Procurement Policy authorized the General Manager to approve the Procurement Manual and subsequent revisions to it made in accordance with the Board-approved Policy. In 2010 and 2017, the Procurement Policy was amended to reflect statutory changes (AB 116 and AB 2030, respectively) that revised California Public Utilities Code Section 103222, which governs the District's purchase of supplies, equipment and materials. In July 2018, the Procurement Policy was further amended when the District opted into the Act, enabling the District to negotiate contracts or purchase orders for public works projects up to \$45,000 and to utilize informal bidding procedures for public works contracts between \$45,000 and \$175,000. Effective January 1, 2019, the Act was revised to allow negotiation of contracts or purchase orders for public works projects up to \$60,000 and to utilize informal bidding procedures for public works contracts between \$60,000 and \$200,000.

STRATEGIC INITIATIVE

- Priority 3: Become a More Effective Organization
Goal 1: Improve organizational performance

Prepared by: Julie Taylor, Director, Contracts and Procurement

650-622-7860

Procurement Policy Staff Report Exhibit

The change order authority/contingency level in standard contracts is established as 10% of total contract value or \$150,000, whichever is greater. Other Board approved percentages or a fixed amount can also be approved. Below are examples of how different percentages apply to various contract amounts.

Amount of Board Awarded Contract	Board Specific Change Order/Contingency	Amount of Change Order Authority/Contingency	Total Amount of Contract
\$500,000	10%	\$50,000	\$550,000
\$500,000	15%	\$75,000	\$575,000
\$500,000	None specified	\$150,000	\$650,000
\$500,000	Fixed Amount of \$200,000	\$200,000	\$700,000
\$1,000,000	10%	\$100,000	\$1,100,000
\$1,000,000	15%	\$150,000	\$1,150,000
\$1,000,000	None specified	\$150,000	\$1,500,000
\$1,000,000	Fixed Amount of \$450,000	Fixed Amount of \$450,000	\$1,450,000
\$2,000,000	10%	\$200,000	\$1,200,000
\$2,000,000	15%	\$300,000	\$2,300,000
\$2,000,000	None specified	\$200,000	\$2,200,000
\$2,000,000	Fixed Amount of \$500,000	\$500,000	\$2,500,000

ATTACHMENT A

PROCUREMENT POLICY
SAN MATEO COUNTY TRANSIT DISTRICT

The San Mateo County Transit District ("District") is organized and established pursuant to the San Mateo County Transit District Act, set forth in the Public Utilities Code Section 103000, et seq. (the "Act") which authorizes the District to acquire such property, facilities, equipment, materials and supplies as may be deemed necessary to carry out its duties.

The procedures governing procurements of the District derive from state law and federal law. By accepting state and federal funding, the District is also obligated to comply with certain regulations in its procurement of goods and services. More specifically, certain standards, regulations, and other requirements for grants to local governments issued by the United States Department of Transportation apply to the District in connection with contracts financed in whole or in part with federal funds. In the event of a conflict between the District's Procurement Policy and state or federal law, such state or federal law shall supersede this Procurement Policy.

This Procurement Policy provides a broad overview of the standards and methods which will guide the District in obtaining goods and services. Wherever in this Procurement Policy the General Manager/CEO is designated authority, such authority shall be understood to include the designee of the General Manager/CEO.

A. Fundamental Principles of Ethical Procurement

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The District's procurement practices reflect its commitment to fundamental principles of ethical procurement, which are as follows:

- 1. Foster maximum open and free competition for District Contracts;
2. Promote the greatest economy and efficiency in District procurements;
3. Ensure adherence to proper standards of conduct by District board members, officers and employees;
4. Maintain procurement policies and procedures that guarantee compliance with applicable state and federal laws and regulations;
5. Establish and maintain an arm's length relationship with all Contractors;
6. Treat all prospective Contractors, Consultants, and vendors, including Disadvantaged Business Enterprises ("DBEs") and small businesses, in an equal and equitable manner; and
7. Provide guidance for remedy and resolution of Contract claims or disputes.

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Based on these fundamental principles of ethical procurement and the general standards of public sector procurement, the following set of procurement and contracting policies have been developed.

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B. Conflicts of Interest

No director, officer, employee or agent of the District shall participate in any procedure, tasks, or decisions relative to initiation, evaluation, award, or administration of a contract if a conflict of interest, real or apparent, exists. Such a conflict of interest arises when (a) the director, officer, employee or agent, (b) any member of his or her immediate family, (c) his or her business associate, or (d) an organization which employs, or which is about to employ, any of the above described individuals has a financial or other interest in a firm that participates in a District procurement process or that is selected for an award. The standards governing the determination as to whether such an interest exists are set forth in the Political Reform Act (Section 81000 *et seq.* of the California Government Code) and in Sections 1090, 1091, and 1091.5 of the California Government Code.

C. Methods of Procurement

1. All purchases and contracts, whether by informal bidding, formal bidding or proposals, shall be made on a competitive basis to the greatest extent practicable.
2. The method of procurement, such as small purchases, informal bids or proposals, formal competitive bidding, requests for proposals, etc., shall be appropriate for the type of project or procurement and shall be in the best interest of the District.
3. Formal competitive bidding must be used for construction, repair, maintenance, alteration, and similar work whenever the estimated expenditure for such work exceeds \$~~175~~200,000 or the current threshold set forth in California Public Contract Code section 22032(c), whichever is greater. Alternative methods of procurement, such as a design build approach, may be utilized if authorized by state law and in full compliance with all applicable requirements.

Federally funded procurements will comply with all applicable federal requirements.

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Informal competitive procedures, as set ~~for~~forth in the District's Informal Bidding Ordinance, may be used for construction, repair, maintenance, alteration and similar work whenever the estimated expenditure is more than \$~~45~~60,000 (or the current threshold set forth in California Public Contract Code section 22032(a), whichever is greater) and up to \$~~175~~200,000 (or the current threshold set forth in California Public Contract Code section 22032(b), whichever is greater). Award will be made to the lowest responsible bidder. (Public Contract Code § 22038). For construction, repair, maintenance, alteration and similar work where the estimated expenditure is \$~~45~~60,000 (or the current threshold set forth in California Public Contract Code section 22032(a), whichever is greater) or less, the District may use a negotiated contract or a purchase order.

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4. Formal competitive bidding should be used when purchasing equipment, supplies, services or materials over \$150,000, but a "best value" approach may be used in circumstances where it is determined to be in the best interest of the District. "Best value" means a process in which the overall combination of quality, price,

and other elements such as reliability, standardization, vendor qualifications, warranty, life cycle costs, and sustainability issues are considered together to determine which proposal provides the greatest overall benefit to the District. On a case by case basis, and in particular when a procurement involves a combination of goods and services, the District Procurement Office, in consultation with the Project Manager or the department issuing the solicitation, shall make the determination of whether a “best value” approach is in the best interest of the District. In such circumstances, the determination will be documented in writing and a formal competitive proposal process will be utilized.

5. An informal procurement method may be utilized for the purchase of materials, equipment, services or supplies when the estimated expenditure is between ~~\$5~~\$10,000 and \$150,000. To the extent practicable, such a method shall involve obtaining a minimum of three quotations, either written or oral, that permit prices and other terms to be compared. The District will undertake adequate outreach to ensure open and free competition, and that small businesses, including Disadvantaged Business Enterprises are afforded opportunities to submit quotations. ~~To~~ To the extent practicable, the District will strive to obtain at least one of the minimum of three quotations from a small business. The District will utilize interested vendors based upon a review of trade sources, lists of certified DBEs and small businesses that have registered with the State, and vendors that have registered with the District to receive notice of contract opportunities. When appropriate to ensure satisfaction of the Fundamental Principles of Ethical Procurement set forth in Section A of this Policy, such solicitations shall be advertised by the District. The District’s informal bidding procedures, using a lowest responsible bidder standard for bid comparison, will serve as the typical standard on which to base the purchase of materials, equipment, services or supplies, unless it is determined in writing that it is in the District’s best interest to apply a “best value” approach, in which event, qualitative factors such as those set forth in paragraph C.4. above, in addition to price may be considered in making an award.
6. Formal competitive proposals, which consider and evaluate factors in addition to price, will be used to retain professional and non-professional services when the estimated expenditure exceeds \$150,000. Specialized State and federal laws will apply to the procurement of architectural and engineering services as defined by applicable laws and regulations, regardless of the estimated expenditure.
7. The use of appropriate intergovernmental and cooperative agreements is encouraged in order to reduce duplicative effort and to achieve cost economies.
8. The District may purchase items on the open market under the following conditions: (a)(i) if the District rejects bids received in connection with a procurement of materials, supplies, services and equipment requiring formal competitive bidding, and (ii) the Board of Directors determines and declares by a two-thirds vote of all its members that in its opinion the supplies, equipment, services, and materials may be purchased at a lower price in the open market; or (b) if the Board of Directors, or the General Manager/CEO, within the General

Manager/CEO's procurement authority, has exercised discretion to waive the competitive process when permissible under applicable law and consistent with the fundamental principles of procurement set forth in this Policy, [or \(c\) if no bids or proposals are received in response to a formal solicitation and market research indicates another procurement for the supplies, equipment, services and materials will not render a different outcome.](#) See Public Utilities Code §103223 and Section ~~L~~K "Discretion to Waive the Competitive Process" set forth below.

D. Procurement Documentation and Consideration of Bids and Proposals

1. Formal competitive bidding requires preparation of bid documents that clearly set forth all requirements which must be fulfilled in order for the bid to be responsive, advertisement in accordance with the law, and, once bids are received, an award, if made, to the lowest responsive and responsible bidder.
2. Formal competitive proposals, including the "best value" approach, require issuance of Requests for Proposals, which clearly set forth all the requirements, and state the qualitative factors, in addition to price, which will be used to evaluate and rank the Proposals. An award, if made, will be to the proposer receiving the highest consensus ranking, subject to successful negotiations with the District.
3. Any and all bids, quotes or proposals may be rejected by the District if it is in the District's best interest to do so.
4. The District may only contract with persons, firms or entities that are qualified and possess the ability to perform successfully under the terms and conditions of the proposed procurement.

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E. Execution of Contract Documents

1. All District contracts and amendments will be in writing and executed prior to beginning performance under the contract.
2. The General Manager/CEO may execute all contracts on behalf of the District that are duly approved within the General Manager/CEO's authority. The Chairperson of the Board of Directors will sign contracts and leases that require approval by the Board, unless otherwise delegated to the General Manager/CEO.

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F. Disadvantaged Business Enterprise Program

The District is committed to a Disadvantaged Business Enterprise ("DBE") Program for DBE participation in District contracting opportunities in accordance with 49 Code of Federal Regulations (CFR) Part 26, effective June 22, 2001, as may be amended. It is the policy of the District to ensure nondiscrimination on the basis of race, color, sex or national origin in the award and administration of U.S. Department of Transportation assisted and District contracts. It is the intention of the District to create a level playing field on which DBEs can compete fairly for contracts and subcontracts to provide the District's public works, supplies, equipment, materials and services.

G. Protest Procedures

Bidders may protest contracts that are let through informal bidding, formal competitive bidding or competitive negotiations. The General Manager/CEO, or designee, is authorized to review and rule upon protests concerning contracts awarded within the General Manager/CEO's procurement authority.

Protests for contracts not within the General Manager/CEO's procurement authority will first be reviewed and ruled upon by the General Manager/CEO, or designee. Appeals of such determinations will be reviewed and acted upon by the Board of Director's Finance Committee
~~Bid protests will be reviewed and determined by the Director of Procurement. Upon receipt of the Director's written response, any protester may elect to pursue its protest before the District Board of Directors' Finance Committee. Such bid protests will be reviewed and acted upon by the Finance Committee~~ and then the Board of Directors upon recommendation by the General Manager/CEO and the General Counsel. All protests will be processed in accordance with the written procedures set forth in the Procurement Manual.

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H. General Manager/CEO's Procurement Authority

1. The General Manager/CEO is authorized to purchase supplies, equipment, services and materials and to arrange for work in a manner consistent with this Procurement Policy and written procedures as may be developed from time to time. The General Manager/CEO is authorized to execute agreements and expend funds for procurements and activities included within the District's approved annual budget as follows: -(1) up to \$150,000 for equipment, supplies, materials, or services and (2) up to ~~\$175~~200,000 or the current threshold set forth in California Public Contract Code section 22032(b), whichever is greater for construction, repair, maintenance, alteration and similar work.

2. The General Manager/CEO is authorized to modify and otherwise administer all contracts on behalf of the District. For all contracts, the General Manager/CEO is authorized to issue contract change orders or amendments within any Board approved contingency. If the Board does not establish a contingency ~~or in the event the contingency is exhausted~~, the General Manager/CEO is authorized to issue contract change orders or amendments up to \$150,000 or up to 10% (cumulative) ~~of the Contract Amount~~, whichever is greater. ~~The "Contract Amount" is defined as the original contract amount, plus any Board exercised or approved options, plus any Board approved amendments.~~ Calculation of the change order/amendment contingency authority (whether 10% or other percentage established by the Board) shall be based on the sum of those amounts specifically approved by the Board as follows: (1) the original contract amount, plus (2) any Board-exercised or approved options, plus (3) any Board-approved amendments.

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~~2.3.~~ 3. The General Manager/CEO is authorized to designate staff to oversee and monitor procurements and may delegate its contracting authority set forth in the paragraph above. Such delegation(s) must be in writing, documented by the Director of Contracts and Procurement, and must specify defined monetary limits.

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~~3.4.~~ Only the Board may award (a) contracts for materials, supplies and equipment or services over \$150,000, ~~and~~ (b) contracts for construction, repair, maintenance, alteration and similar work over ~~\$175,000, or the current threshold set forth in California Public Contract Code section 22032(c), whichever is greater.~~ When the Board awards such contracts, it also delegates to the General Manager/CEO the authority to execute the resulting agreement.

I. Emergency Contracts

For procurements requiring competitive bidding and/or Board approval, in case of any 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, the Board hereby designates the General Manager/CEO to take all necessary and proper measures in emergency conditions to maintain the District's systems in operation. The Board also grants the General Manager/CEO the authority to determine that there is insufficient time for competitive bidding and that public interest and necessity demand the immediate expenditure of public money to safeguard life, health, or property. If the General Manager/CEO makes such a determination, the General Manager/CEO may expend or enter into a contract involving the expenditure of any sum needed in such emergency without observance of the provisions requiring contracts, bids or notice. ~~The General Manager/CEO shall promptly report on the reasons and necessity for proceeding without a competitive solicitation for construction, repair, maintenance, alteration and similar work which exceeds \$175,000, 200,000, or the current threshold set forth in California Public Contract Code section 22032(c), whichever is greater and for all other goods and services which exceed \$150,000, to the Board of Directors within 7 days of the action or at the next available meeting, provided that the General Manager/CEO reports to the Board no later than 14 days after~~ ~~the General Manager/CEO takes~~ taking such emergency action. Upon hearing the General Manager/CEO's report, the Board shall determine, by a four-fifths vote, whether or not there is a need to continue the emergency action. The Board shall continue to evaluate the emergency action, determining whether or not the emergency procurement is still required, at every regularly scheduled meeting thereafter until the action is terminated. See Public Contract Code §§ 20331 and 22050.

J. Sole Source

~~Regardless of the estimated cost of the procurement, the District is not required to engage in the competitive bidding process when procuring materials, equipment, supplies or services for which there exists only a sole source of supply. If more than one distributor of a product is available, the product is not exempt from competitive bidding as a sole source. A sole source decision is not permitted merely upon the grounds that the source demonstrates technical or administrative superiority, is the most convenient, or shows superior performance potential at lower costs. In all cases, the District must verify that the particular procurement meets the definition of a sole source and the District must perform a cost or price analysis to determine the fairness and reasonableness of the price of the sole source. The sole source determination will be reviewed by the Director of Contracts and Procurement in consultation with legal staff, as needed.~~

K.J. Cooperative Purchasing Agreements

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To foster greater economy and efficiency, the District may avail itself of federal, state and local intergovernmental agreements for procurement or use of common goods and services. Joint procurements, state cooperative purchasing programs, and assignment of existing contract rights (“piggyback” procurements) with other public agencies may be used when consistent with applicable state and federal statutory or grant requirements.

L.K. Discretion to Waive the Competitive Process

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The Board of Directors or the General Manager/CEO in the case of procurements within the General Manager/CEO’s procurement authority, may waive the requirements for formal competitive bidding or other procedures set forth in this Policy when (1) permissible under applicable law, ~~when~~(2) a determination is made that the best interests of the District are served thereby, and provided there is adequate documentation of the need for such material, supplies, equipment, public works or services; ~~and (3) a determination is made that following competitive procedures would be unavailing and not in furtherance of the purposes of the competitive bidding statutes and the District's Procurement Policy.~~ These circumstances shall be evaluated on a case-by-case basis, ~~in consultation with the legal staff,~~ keeping in mind the Fundamental Principles of Ethical Procurement set forth in this Policy. The findings justifying the waiver must be documented in the record.

Regardless of the estimated cost of the procurement, the District is not required to engage in the competitive bidding process when procuring materials, equipment, supplies or services for which there exists only a sole source of supply. If more than one distributor of a product or service is available, the product or service is not exempt from competitive bidding as a sole source, but may be exempt from competitive bidding as a single source with appropriate justification. A sole source decision is not permitted merely upon the grounds that the source demonstrates technical or administrative superiority, is the most convenient, or shows superior performance potential at lower costs. In all cases, staff must verify that the particular procurement meets the definition of a single or sole source, and a cost or price analysis must be performed to determine the fairness and reasonableness of the price. The single or sole source findings will be reviewed by the Director of Contracts in consultation with legal staff, as needed. A written determination of the findings will be provided to the requestor for inclusion in the contract record.

M.L. Contract Administration

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The District shall administer all contracts to ensure that contractors conform with the terms, conditions, and specifications of all contracts and to ensure all purchases are received in a timely manner. Contract administration files shall contain documentation concerning the solicitation, contract costs, modifications and final disposition. ~~—All significant formal and informal communications on all contracts must be committed to written memoranda and promptly included in the contract file.~~

N.M. Disposal of Surplus Property

1. The Director of Contracts and Procurement shall ~~determine~~approve the manner of disposition of surplus supplies, equipment and materials ~~whose original~~

~~acquisition cost does not exceed \$50,000. The General Manager/CEO shall determine the manner of disposition of surplus supplies, equipment and materials whose original acquisition cost exceeds \$50,000 but is less than \$150,000.~~ The Board of Directors shall approve the disposition of any item having ~~an original acquisition cost~~ a fair market value greater than \$150,000. In all cases, disposition or sale of rolling stock shall require approval of the Board. In the event the surplus item to be disposed of was purchased with federal funds, the District will comply with federal disposition requirements.

2. The method of sale or disposition of any surplus or scrap items shall depend upon the nature of the items. Such methods shall include: (1) transfer or sale to other public agencies, (2) trade-in as part of a new procurement, (3) sale by auction, advertisement for sealed bids, or negotiation, or (4) where appropriate, proper recycling, [donation to a non-profit agency](#), or disposal.

O.N. Revenue Generating Contracts/Concessions

To the extent they are not otherwise governed by District policies, concession agreements are contracts where the District grants permission to use District facilities or property to vendors to sell products or services, for which the District receives a percentage of the proceeds and/or a flat rate of compensation. Generally, these arrangements are at no direct cost to the District.

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Where it is determined that a number of potential vendors are available to provide similar products or services, a competitive negotiations procedure should be followed, and award made to the highest ranked proposer, taking into consideration the economic return to the District, quality of the product, service and experience of the vendor.

The Board of Directors shall approve revenue generating/concessions contracts that exceed \$150,000 in value.

P.O. Implementation

This Policy sets forth the standards and methods to be followed by the District in obtaining goods, [materials, equipment](#) and services. Since 2004, the District has had in place a Board-adopted Procurement Manual that sets forth implementing guidelines and procedures consistent with applicable law, best procurement practices, and the Procurement Policy. ~~The General Manager/CEO shall have the authority to maintain and update as necessary the Procurement Manual to give effect to this Policy and may make subsequent revisions if necessary to implement changes in applicable laws and regulations and best procurement practices such as FTA Best Practices Procurement Manual, Caltrans Local Assistance Procedures Manual, American Public Transit Association guidelines and standards, or other well accepted external references. Changes that represent a deviation from this Policy must be approved by the Board of Directors. All District staff with responsibility for procurement activities shall be trained in, and adhere to, this Policy and the Procurement Manual.~~

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Revised: Resolution No. [2019-XX; April 3, 2019](#)
[Revised: Resolution No. 2018-30; July 11, 2018](#)
Revised: Resolution No. 2017-14; March 1, 2017
Revised: Resolution No. 2010-04; January 13, 2010
Adopted: Resolution No. 2003-26; June 11, 2003

RESOLUTION NO. 2019 -

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

* * *

ADOPTING REVISED PROCUREMENT POLICY

WHEREAS, the California Public Contract Code sets forth various rules applicable to the San Mateo County Transit District's (District) procurements; and

WHEREAS, on June 6, 2018, by Resolution 2018-21, the District's Board of Directors (Board) elected for the District to become subject to the Uniform Public Construction Cost Accounting Act (Act); and

WHEREAS, on July 11, 2018, the Board enacted a new informal bidding ordinance, Ordinance No. 2018-104, to facilitate compliance with the Act; and

WHEREAS, the General Manager/CEO recommends and the Finance Committee concurs that the District revise its Procurement Policy to reflect the increased bidding thresholds for public works contracts pursuant to the Act and to make other administrative revisions.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby adopts the revised Procurement Policy attached to this Resolution as Attachment A, which gives effect to the revisions recommended by staff, with the understanding that the General Manager/CEO is authorized to take further actions as may be necessary to give effect to the restated Procurement Policy.

Regularly passed and adopted this 3rd day of April, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Chair, San Mateo County Transit District

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

Seamus Murphy
Chief Communications Officer

SUBJECT: **AWARD OF CONTRACT FOR STATE LEGISLATIVE ADVOCACY SERVICES**

ACTION

Staff proposes that the Board:

1. Award a contract to Shaw/Yoder/Antwih, Inc. (Shaw/Yoder), of Sacramento, California, for a not-to-exceed amount of \$415,000, at fixed monthly and hourly labor rates, to provide state legislative advocacy services for a five-year two-month term; and
2. Authorize the General Manager/CEO, or designee, to execute a contract in full conformity with the terms and conditions of the solicitation documents in a form approved by legal counsel.

SIGNIFICANCE

Award of a contract to Shaw/Yoder will provide the San Mateo County Transit District (District) with the services of a well-qualified, professional advocacy firm. Shaw/Yoder possesses complementary skills, in-depth knowledge and broad legislative networks to meet the District's complex state advocacy interests, goals, and priorities. This firm has a long-standing track record of strong advocacy on behalf of the District.

BUDGET IMPACT

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

BACKGROUND

Staff determined that a joint solicitation with the San Mateo County Transportation Authority (TA) and Peninsula Corridor Joint Powers Board (JPB) was a cost-effective approach to procuring such services. A Request for Proposals (RFP) was issued detailing the scope of services. The solicitation was advertised in an advocacy-focused print and online newspaper and on the agency's procurement website. Also, the solicitation was advertised to attract Disadvantaged and Small Business Enterprise (D/SBE) certified firms. Of the two firms that submitted proposals, one was a certified Small Business Enterprise and received the full five preference points available to be awarded during proposal evaluation.

An Evaluation Committee (Committee), comprised of qualified staff from Government & Community Affairs and Grants & Fund Programming and one outside expert with experience in community and legislative advocacy for public transit agencies, reviewed and ranked proposals according to the following weighted criteria set forth in the RFP:

- Qualifications and Experience of Firm 35 points
- Qualifications and Experience of Primary Lobbyist and Key Personnel 30 points
- Approach to Scope of Services 15 points
- Cost Proposal 20 points
- Small Business Enterprise (SBE) Preference 5 points

After review, evaluation, and initial scoring of proposals, both firms were found to be in the competitive range. The firms are qualified and established consultants that have extensive experience working for one or more of the three agencies. Therefore, the Committee determined oral interviews would not be necessary. As allowed under the RFP, the agencies have discretion to award contracts by agency and firm; the Committee recommends an award to Shaw/Yoder. Staff will separately recommend an award of contract to Khouri Consulting for the TA and Shaw/Yoder for the JPB. Staff successfully negotiated contract terms and conditions, including price, with each of the highest ranked firms and determined the prices to be fair, reasonable, and consistent with those currently paid by the agencies.

Shaw/Yoder has developed state legislative advocacy practices that would allow the firm's expertise and resources to be leveraged on multiple fronts on behalf of the District and its advocacy interests in Sacramento. Their successful advocacy revolves around accessing information and ensuring the flow of information between the District, State agencies and important decision-makers. The personnel assigned to the District's account have developed strong relationships with the State legislators representing the District's service area, key Senate and Assembly transportation committee leaders and staff members, and transportation policymakers in the executive branch. The overall team configuration and resource allocation strategy presented in the team's proposal would ensure an efficient and proactive response to the District's state legislative advocacy needs in ways that are more likely to achieve positive outcomes. Key personnel assigned to the District's account have a proven track record of delivering policy and funding priorities for the District.

The background of this firm demonstrates that it has the requisite depth of knowledge and experience in state policy and legislative advocacy services to effectively promote the District's transportation priorities.

Shaw/Yoder currently provides state legislative advocacy services to the District. The contract amount is \$293,178 for a five-year term and it expires end of March 2019.

Procurement Administrator III:	Jillian Ragia	650-508-7767
Project Manager:	Casey Fromson, Director, & Community Affairs	650-508-6493

RESOLUTION NO. 2019- ____

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

* * *

**AWARDING A CONTRACT TO SHAW/YODER/ANTWIH, INC.
TO PROVIDE STATE LEGISLATIVE ADVOCACY SERVICES
FOR A NOT-TO-EXCEED AMOUNT OF \$415,000 FOR A FIVE-YEAR TWO-MONTH TERM**

WHEREAS, the San Mateo County Transit District (District) issued a Request for Proposals (RFP) for state legislative advocacy services; and

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

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

WHEREAS, the Committee determined that Shaw/Yoder/Antwih, Inc. (Shaw/Yoder/Antwih), of Sacramento, California, possesses the necessary qualifications and requisite experience to successfully perform the scope of services defined in the solicitation documents, and has agreed to perform the specified services at fair and reasonable prices; and

WHEREAS, staff and legal counsel have reviewed Shaw/Yoder/Antwih's proposal and determined that it complies 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 a contract to

Shaw/Yoder/Antwih for state legislative advocacy services for a not-to-exceed amount of \$415,000, at fixed monthly and hourly labor rates, for a five-year two-month term.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby awards a contract for state legislative advocacy services to Shaw/Yoder/Antwih for a not-to-exceed amount of \$415,000, at fixed monthly and hourly labor rates, for a five-year two-month term; and

BE IT FURTHER RESOLVED that the General Manager/CEO, or his designee, is authorized to execute a contract on behalf of the District with Shaw/Yoder/Antwih in full conformity with all of the terms and conditions of the RFP, and in a form approved by legal counsel.

Regularly passed and adopted this 3rd day of April, 2019 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

Seamus Murphy
Chief Communications Officer

SUBJECT: **AWARD OF CONTRACT FOR FEDERAL LEGISLATIVE ADVOCACY SERVICES**

ACTION

Staff proposes that the Board:

1. Award a contract to Holland & Knight, LLP (Holland & Knight), of Washington, D.C., for a not-to-exceed amount of \$265,000, at fixed monthly and hourly labor rates, to provide federal legislative advocacy services, for a five-year term.
2. Authorize the General Manager/CEO, or designee, to execute a contract in full conformity with the terms and conditions of the solicitation documents in a form approved by legal counsel.

SIGNIFICANCE

Award of this contract will provide the San Mateo County Transit District (District) with the services of a well-qualified, professional advocacy firm that will ensure that the District's interests, goals, and priorities are advanced at the federal level. The firm has a dedicated public policy and regulation practice that has represented public transportation clients since 1982.

BUDGET IMPACT

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

BACKGROUND

Staff determined that a joint solicitation with the San Mateo County Transportation Authority (TA) and Peninsula Corridor Joint Powers Board (JPB) was a cost-effective approach to procuring such services. A Request for Proposals (RFP) was issued detailing the scope of services. The solicitation was advertised in an advocacy-focused print and online newspaper located in Washington, D.C. and on the agency's procurement website. Also, the solicitation was advertised to attract Disadvantaged and Small Business Enterprise (D/SBE) certified firms. Of the three firms that submitted proposals, one was a certified Small Business Enterprise and received the full five preference points available to be awarded during proposal evaluation.

An Evaluation Committee (Committee), comprised of qualified staff from Government & Community Affairs and Grants & Fund Programming and one outside expert with experience in community and legislative advocacy for public transit agencies, reviewed and ranked proposals according to the following weighted criteria set forth in the RFP:

- Qualifications and Experience of Firm 35 points
- Qualifications and Experience of Primary Lobbyist and Key Personnel 30 points
- Approach to Scope of Services 15 points
- Cost Proposal 20 points
- Small Business Enterprise (SBE) Preference 5 points

After review, evaluation, and initial scoring of proposals, two of the three firms were found to be in the competitive range. Both firms are qualified and established consultants that have extensive experience working for one or more of the three agencies. Therefore, the Committee determined oral interviews would not be necessary. As allowed under the RFP, the agencies have discretion to award contracts by agency and firm; the Committee recommends an award to Holland & Knight. Staff will separately recommend an award to Kadesh & Associates for the TA and Holland & Knight for the JPB. Staff successfully negotiated contract terms and conditions, including price, with each of the highest ranked firms and determined the prices to be fair, reasonable, and consistent with those currently paid by the District.

Holland & Knight has broad experience in the area of federal legislative advocacy services and has been recognized by peers as one of the best performing transportation practices in the nation; furthermore, it has a strong presence in the Washington, D.C. area. Key personnel assigned to the District's account have in-depth knowledge of relevant Federal agencies such as the Department of Transportation, and relationships with Members of Congress and key Committee staff. The firm has a proven track record with extensive experience in government relations and public transportation legislative advocacy services. The background of this firm demonstrates that it has the requisite depth of knowledge and experience in federal policy and legislative advocacy services to effectively promote the District's transportation priorities.

Holland & Knight currently provides federal legislative advocacy services for the District. The contract amount is \$240,000 for a six-year term and it expires in June 2019.

Procurement Administrator III:	Jillian Ragia	650-508-7767
Project Manager:	Casey Fromson, Director, Government & Community Affairs	650-508-6493

RESOLUTION NO. 2019- ____

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

* * *

**AWARDING A CONTRACT TO HOLLAND & KNIGHT, LLP
TO PROVIDE FEDERAL LEGISLATIVE ADVOCACY SERVICES
FOR A NOT-TO-EXCEED AMOUNT OF \$265,000 FOR A FIVE-YEAR TERM**

WHEREAS, the San Mateo County Transit District (District) issued a Request for Proposals (RFP) for federal legislative advocacy services; and

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

WHEREAS, an Evaluation Committee (Committee), scored and ranked all the proposals according to the qualifications-based evaluation criteria set forth in the RFP, and determined that two of the three firms were in the competitive range; and

WHEREAS, the Committee has determined that Holland & Knight, LLP (Holland & Knight), of Washington, D.C., possesses the necessary qualifications and requisite experience to successfully perform the scope of services defined in the solicitation documents, and has agreed to perform the specified services at fair and reasonable prices; and

WHEREAS, staff and legal counsel have reviewed Holland & Knight's proposal and determined that it complies 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 a contract to Holland & Knight for federal legislative advocacy services for a not-to-exceed amount of \$265,000 for a five-year term.

NOW, THEREFORE, BE IT RESOLVED that the of the San Mateo County Transit District hereby awards a contract for federal legislative advocacy services to Holland & Knight for a not-to-exceed amount of \$265,000, at fixed monthly and hourly labor rates, for a five-year term; and

BE IT FURTHER RESOLVED that the General Manager/CEO, or his designee, is authorized to execute a contract on behalf of the District with Holland & Knight in full conformity with all of the terms and conditions of the solicitation documents, and in a form approved by legal counsel.

Regularly passed and adopted this 3rd day of April, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Chair, San Mateo County Transit District

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

David Olmeda
Chief Operating Officer, Bus

SUBJECT: **AWARD OF CONTRACT FOR BUS BIKE RACKS**

ACTION

Staff recommends that the Board:

1. Award a sole source contract to Sportworks Northwest, Inc. (Sportworks) of Woodinville, Washington to furnish 229 Sportworks Trilogy 3-position bike racks for a total firm fixed amount of \$352,671.30, including taxes, fees, and delivery.
2. Authorize the General Manager/CEO, or his designee, to execute a contract in full conformity with the terms and conditions of the negotiated agreement and in a form approved by legal counsel.

SIGNIFICANCE

San Mateo County Transit District (District) bicycle riders have requested additional bike capacity on the fleet and upgrading from the current 2-position bike racks to new 3-position bike racks will allow up to three bicycles to be carried on each bus. It is anticipated that the additional bike capacity will encourage bicyclists to use buses as a transportation alternative, thereby potentially eliminating vehicles from the road. Award of this contract will allow the District to install 3-position bike racks on its bus fleet.

BUDGET IMPACT

The approved Fiscal Year 2017 Capital Budget included \$422,600 for the replacement of 2-position bike racks with racks that can accommodate three bikes per bus. Funding is from District sales tax and the Transportation Fund for Clean Air.

BACKGROUND

The District has successfully used 2-position Sportworks bike racks throughout the fleet for more than 25 years. This brand of bike rack has a unique single-weld design that provides superior durability, longevity, and ease of maintenance. The bike tire retention mechanism on the Sportworks Trilogy 3-position rack is easy and safe to use, and is the exact same type of tire retention system used on the 2-position bike racks currently in use. Due to fleet commonality and satisfactory product testing and performance, award of a sole source contract has been determined as the most effective

procurement option as the racks are only available from the original equipment manufacturer.

Installation of the bike racks will be performed in-house at North and South Bases as required. The 2-position bike racks will be disposed of in accordance with the District's procurement policy.

As is required for award of a sole source contract, District staff performed a price analysis and determined Sportworks' price to be fair and reasonable. The analysis established that the District will receive a price discount of approximately 33-43% based on the contract prices listed for bus options on the State of Washington Department of Enterprise Services cooperative bus procurement contract.

STRATEGIC INITIATIVE

Priority 1 – Expand Mobility Options

- Goal 1 – Increase weekday fixed-route ridership by 15 percent

Procurement Administrator II: Mario Giacobbe
Contract Administrator: Natalie Chi, Bus Maintenance

650-622-8077
650-508-6418

RESOLUTION NO. 2019 –

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

**AWARDING A CONTRACT TO SPORTWORKS NORTHWEST, INC.
FOR THE PURCHASE OF 229 TRILOGY 3-POSITION BIKE RACKS
FOR A TOTAL FIRM FIXED AMOUNT OF \$352,671.30**

WHEREAS, San Mateo County Transit District (District) staff has determined that the replacement of 2-position bike racks with 3-position bike racks on 229 buses will better serve bike-riding passengers and increase the bus fleet's operating efficiency; and

WHEREAS, the District has used Sportworks Northwest, Inc. (Sportworks) bike racks for more than 25 years and has found them to be durable and easy to use; and

WHEREAS, staff researched the marketplace and extensively tested alternative bike racks before determining that the Sportworks Trilogy model, which is only available from the original equipment manufacturer, best meets the District's needs due to its durability and strong performance; and

WHEREAS, staff determined that the price for the bike racks is fair and reasonable based on comparison with prices for the same racks under the State of Washington Department of Enterprise Services cooperative bus procurement contract; and

WHEREAS, award of a sole source contract to Sportworks of Woodinville, Washington without a competitive process is appropriate; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that a contract be awarded to Sportworks for a total firm fixed amount of \$352,671.30, including applicable charges for taxes, fees, and delivery.

NOW, THEREFORE, BE IT RESOLVED that the San Mateo County Transit District Board of Directors awards a sole source contract to Sportworks Northwest, Inc. to furnish 229 new Sportworks Trilogy 3-position bike racks for a total firm fixed amount of \$352,671.30; and

BE IT FURTHER RESOLVED that the Board authorizes the General Manager/CEO, or his designee, to execute a sole source contract on behalf of the District with Sportworks in accordance with the terms and conditions of the negotiated agreement and in a form approved by legal counsel.

Regularly passed and adopted this 3rd day of April, 2019 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary



MEMORANDUM

BOARD OF DIRECTORS 2019

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

JIM HARTNETT
GENERAL MANAGER/CEO

BOD ITEM # 6
APRIL 3, 2019

Date: March 27, 2019
To: SamTrans Board of Directors
From: Jim Hartnett, General Manager/CEO
Subject: General Manager/CEO Report

8-months Ended February 2019 Summary

Paratransit Service/Ridership

	<u>YTD FY 2018</u>	<u>YTD FY 2019</u>
On-time Performance goal is 90.0%		
• Redi-Wheels	89.8%	90.7%
• RediCoast	97.2%	97.1%
Complaints per thousand trips		
• Redi-Wheels	0.76	0.72
• RediCoast	0.63	0.35
Ridership		
• Paratransit AWR	1,210	1,160
• Paratransit Total Trips	236,400	225,510
• Free trips on fixed-route buses	342,322	327,390
• The number of registrants (year to date) is 8,246. In July 2015 there were 7,628 registrants; however, a peak of 8,831 registrants was achieved in January 2017. The number of registrants has leveled off in the range of 8,100-8,500 since July 2017.		

Fixed-route Bus Service/Ridership

	<u>YTD FY 2018</u>	<u>YTD FY 2019</u>
Trips that Did Not Operate (DNO)	549	561
Complaints per million trips	177	194
• There were 12 DNOs in February, a noticeable improvement from the 78 DNOs per month that the system averaged in the first seven months of FY 2019.		

On-time Performance goal is 85%:	<u>YTD FY 2018</u>	<u>YTD FY 2019</u>
• Directly operated service	81.3%	81.4%
• Contracted bus service	75.6%	70.8%
• Coastside service	78.9%	75.2%
• Combined service	79.9%	78.7%
Ridership	<u>YTD FY 2018</u>	<u>YTD FY 2019</u>
• AWR	36,820	35,250
• Total Trips	7,460,190	7,096,780

SamTrans OnDemand - Microtransit Pilot

The launch of SamTrans OnDemand is being planned for early May, 2019. Phase I outreach will commence approximately three weeks prior to the launch of the service and will focus on current riders' education and conversion. In March, staff conducted an in-person survey of current FLX riders to assess customer travel behaviors and perceptions of the existing FLX service. The implementation team is working with Via on backend operational parameters in the app, developing internal training materials, drafting procedures, marketing, and outreach materials.

BART Bus Bridge

The BART bus bridge service commenced February 11 and runs for approximately three years. SamTrans committed four buses and operators to assist BART with their temporary shutdown. Bus bridge service runs from Millbrae through SFO to the temporary Trans Bay Terminal between 4 am and 5 am. In February, SamTrans averaged 65 trips per day for the BART bus bridge.

Caltrain Bus Bridge

On October 6, 2018, Caltrain shutdown weekend train service from Bayshore to 4th and King to work on the tunnels in San Francisco as part of the Caltrain electrification project. SamTrans provides bus bridge services on Saturdays and Sundays from 7 a.m. to midnight. The Saturday bus bridge service requires 16 Bus Operators and 12 buses to serve 28 trains. Sunday service requires 14 Bus Operators and 12 buses to serve 24 trains. Through the end of February, SamTrans had provided 40 days of service totaling 82,014 trips. With the start-up of the Giants baseball season, Caltrain will reduce weekend service disruptions and will only shutdown weekend service when the Giants are out of town.

SamTrans Digital Communications (Social & Web)

	<u>YTD FY 2018</u>	<u>YTD FY 2019</u>
Impressions	4,277,597	4,520,499 (Facebook, Twitter, Instagram, LinkedIn, etc.)
Interactions	49,946	70,078
New Followers	786	1,021
Website Sessions	1,197,227	1,245,281

Impressions = Number of times a post is shown on Facebook, Twitter, etc.
 Interactions = An action taken by a person with SamTrans' social media, like commenting, liking a post or watching a video.
 New Followers = Net gain of people following the SamTrans social media channels.
 Web Sessions = When a person visits the SamTrans website it is counted as one session.

Maintenance Department

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

	<u>YTD FY 2018</u>			<u>YTD FY 2019</u>		
	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>
Motor Bus	3,873,015	147	26,347	4,112,366	146	28,167
Paratransit	1,065,146	24	44,381	958,695	19	50,458

Human Capital Investment

- Class 157 started on February 1, 2019, 11 trainees are expected to graduate on April 12.

	<u>YTD FY 2018</u>		<u>YTD FY 2019</u>	
	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>
New Bus Operator Trainees	5,710	714	15,624	1,953
Part to Full-time Bus Operator	1,832	229	372	47
Proterra training	0	0	162	20
DMV mandated training	1,344	168	1,580	198
Bus Operator retraining	670	84	1,131	141
Maintenance training	5,451	682	3,600	450
First Aid, CPR/AED	0	0	224	28
Professional Development	<u>608</u>	<u>76</u>	<u>396</u>	<u>49</u>
Total Hours	15,615	1,953	23,089	2,886

The February safety awareness campaign was continued from January which focused on the hazards and potential collisions Bus Operators may encounter on the right side. Below are sample slides used in the safety campaign.

Right Side Cushion
See The Big Picture



Bus Safety Project

- 135 buses (400, 500, and 2900 series buses) were retrofitted with left side cameras.
- Left side cameras cover the blind spot during accidents/incidents.
- Antennas were installed on the buses to provide GPS location and a more accurate time stamp for the digital video recording system (DVR).





AGENDA

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

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

WEDNESDAY, APRIL 3, 2019 – 2:30 pm

or immediately following Board meeting recess

1. Call to Order

MOTION

2. Approval of Minutes of Community Relations Committee Meeting of March 6, 2019

INFORMATIONAL

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

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

NOTE:

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

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

**MINUTES OF COMMUNITY RELATIONS COMMITTEE MEETING /
COMMITTEE OF THE WHOLE
MARCH 6, 2019**

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

Committee Members Absent: None

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

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

CALL TO ORDER

Committee Chair Rose Guilbault called the meeting to order at 2:43 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF FEBRUARY 6, 2019

Motion/Second: Stone/Fraser

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

Absent: None

ACCESSIBILITY UPDATE

Tina Dubost, Manager, Accessible Transit Services, said that the County was launching the Age-Friendly Cities initiative aimed at helping seniors achieve a better quality of life. She said the pilot cities included Pacifica, Daly City, and Redwood City.

PARATRANSIT COORDINATING COUNCIL UPDATE

Mike Levinson, former PCC Chair, spoke in Chair Ben McMullan's absence about outreach events. He said the PCC is increasing the number of outreach events.

CITIZENS ADVISORY COMMITTEE UPDATE

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

MULTIMODAL RIDERSHIP REPORT – JANUARY 2019

David Olmeda, Chief Operating Officer, Bus, noted that the report had been recently revised to reflect the updated average weekday ridership.

Vice Chair Karyl Matsumoto asked about social media followers, which was clarified by Jeremy Lipps, Digital Communications Manager. Committee Member Ron Collins asked about the popularity of the SamTrans mobile app.

Director Dave Pine asked about the declining trends in paratransit use. Mr. Olmeda discussed how the District arrived at the user numbers. Mr. Hartnett said that the District was continuing

to look at how they deliver paratransit service, with a growing emphasis on technology. Committee Chair Guilbault and Mr. Olmeda discussed customer surveys. Mr. Hartnett said the District needs to do a deeper dive into the data in the future. Director Peter Ratto and Director Josh Powell talked about lifeline service.

QUARTERLY DASHBOARD REPORT – OCTOBER-DECEMBER 2018

Mr. Olmeda provided report highlights. He noted that the trends showed improvement since the end of December.

Vice Chair Matsumoto and Director Peter Ratto discussed the interpretation of some of the statistics with Mr. Olmeda.

ADJOURN

The meeting adjourned at 3:16 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **ACCESSIBILITY REPORT**

ACTION

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

SIGNIFICANCE

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

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

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

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

No Additional Information.

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

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

MEETING MINUTES
February 12, 2019

ATTENDANCE:

Members:

Mike Levinson, Chair; Sammi (Wilhelmina) Riley, Consumer; Alex Madrid CID; Ben McMullan, CID; Sandra Lang ; Tina Dubost
(6/9 members/quorum)

Guests:

Richard Weiner, Nelson\Nygaard; Jane Stahl, PCC Staff; Patti Talbott, First Transit/Redi-Wheels; Scott McMullin, COA; David Scarbor, SamTrans

WELCOME

Mike Levinson called the meeting to order at 11:40am.

JANUARY PAL MINUTES:

Ben McMullan made a correction to the January minutes; he will be reporting on SB 1736, not Alex. Alex Madrid moved to approve the minutes as corrected; Sammi Riley seconded. The minutes were approved.

LEGISLATIVE UPDATE:

Ben reported that the SamTrans Board were updated on the new use numbers at their recent meeting.

Ben advised that a meeting with Supervisor Carole Groom regarding Measure W had been arranged for Friday, February 22nd. This will be a general conversation on how funds could be utilized by paratransit. He suggested that the committee have a planning meeting beforehand (this was arranged after the meeting for Tuesday, February 19th, at 10am). Tina Dubost advised that SamTrans intends to apply to Measure W to upgrade scheduling software.

Noting the problem of driver shortage, Scott McMullin and Sammi asked if the funds could be used to increase driver pay. Tina responded that driver pay is part of the negotiated contract with First Transit and therefore outside the purview of the committee. Patty Talbott reported that, despite the driver shortage, they are maintaining a minimum standard of 90% on-time performance and above.

LOCAL ADVOCACY

Sandra Lang remarked that as many cities are upgrading their recreation facilities. it's an opportune moment to ensure that accessibility issues are addressed. Tina agreed

and advised that there are many important items that can be requested e.g. access from a nearby bus stop, good access for paratransit, an indoor waiting area near the front door with a good line of sight, space for a charter bus, and space for a turning radius in the parking lot for vans.

Alex asked about SFO pickups and if SamTrans might be changing the locations as he felt the current pickup location was dangerous. Tina reported that they do have a permit to drop off anywhere that is safe. However pickups are a problem. She advised passengers to tell the airlines at the time of booking that you will need assistance getting to the van. They will have someone meet you at the gate but allow lots of time. It is also possible to get a wheelchair accessible taxi at the airport. There are pickup spots at each terminal. Mike suggested pickups should be curbside, not in the middle island.

Richard provided an update on the TNC meeting, which is on May 20th, at 1:30pm in Oakland. He will provide additional information as it becomes available.

POLICY ISSUES

None

OTHER BUSINESS

None.

The next meeting will be on Tuesday, March 12th, 2019 at 11:30am.

The meeting was adjourned at 12:20pm.

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

Minutes of February 12, 2019 Meeting

ATTENDANCE:

Members:

Valerie Campos, Vista Center for the Blind; Tina Dubost, SamTrans; Judy Garcia, Consumer; Barbara Kalt, Rosener House; Nancy Keegan, Sutter Health/Senior Focus; Sandra Lang, Community; Mike Levinson, Consumer, PAL Chair; Alex Madrid, CID/Education Chair; Benjamin McMullan, Chair, CID; Sammi (Wilhelmina) Riley, Consumer; Marie Violet, Dignity Health

(Member attendance = 11/15, Quorum = Yes)

Guests: Scott McMullin, Commission on Aging; Talib Salamin, Serra Cab; David Scarbor, SamTrans; Jane Stahl, PCC Staff; Patty Talbott, First Transit-Redi-Wheels; Richard Weiner, Nelson/Nygaard

Absentees:

Susan Capeloto, Dept. of Rehabilitation; Monica Colondres, Community Advocate; Dinae Cruise, Consumer; Patty Santoni, Catholic Charities

WELCOME/INTRODUCTIONS:

Ben McMullan called the meeting to order at 1:40pm. The meeting started with each attendee introducing themselves.

APPROVAL OF DECEMBER MINUTES:

A motion to approve the January minutes was made by Mike Levinson and seconded by Ben McMullan. Sandra Lang abstained. The minutes were approved.

Ben informed the council that long-time council member Aki Eejima had passed away on Friday, February 1st; and the meeting was held in his memory.

COMMITTEE REPORTS:

A. POLICY ADVOCACY & LEGISLATIVE COMMITTEE (PAL)

Mike reported that there was a meeting on February 12 at 11:30am. They discussed different ways to obtain additional support for paratransit and will be having a meeting with Supervisor Carole Groom on February 22 regarding Measure W funds allocation. Tina Dubost mentioned that SamTrans might apply for funds for scheduling software. There was discussion of the driver shortage that is impacting the service.

B. GRANT/BUDGET REVIEW

Barbara Kalt advised there were no updates.

C. EDUCATION COMMITTEE

In order to be represented at the Elder Care Resource Fair on February 16 in San Carlos, Ben will take PCC materials to display on the CID table.

Mike reported that the Senior Transportation Fair on January 30th in Half Moon Bay had about 75 attendees, with many visiting the PCC table. Richard reported that there is a new PCC flyer and a redesigned FAQ sheet. The next meeting is on Friday, March 1.

D. EXECUTIVE COMMITTEE

Ben reported that an agreement had been made on how to report complaints submitted by consumers. Going forward, these will be consolidated to show a total number without separating those deemed "valid."

The PCC retreat will be on Tuesday, May 14, 2019 from 10am-2:30pm. The next meeting will be on Tuesday, March 5, at 1pm, via conference call. Jane updated the council on possible locations for the retreat at both the Peninsula Mills Hospital and the Beresford Community Center. Mike requested Jane to check on breakout rooms.

Ben read highlights from Scott McMullin's membership application and requested that the council vote to approve it. Barbara Kalt moved to approve the application; Ben McMullan seconded the motion; the motion passed unanimously.

E. CONSUMER CORPS REPORT

Jane Stahl reviewed highlights from the report on Consumer Corps forms submitted for 4Q2018. In the future, reports will include trends. The form has been slightly redesigned and is also now available as an online form. Mike Levinson expressed concern at the low number of Consumer Corps members receiving reminder calls. Richard Weiner said that it was actually a small proportion of people reporting this, but that they were not consistently receiving calls, which could distort the proportion of overall consumers not receiving the calls. A suggestion was made that the calls might be perceived as "robo-calls" so might not be picked up. Tina Dubost also mentioned that subscription rides don't receive a reminder call. Jane will follow up to determine if the small number of individuals involved have complained to Redi-Wheels staff in order to fix the problem.

Alex wondered if it was possible to receive a reminder call for some trips but not others, but Tina responded that they weren't able to accommodate that request. Tina reminded Consumer Corps riders to fill out a comment card for a complaint or compliment. Comment cards on vehicles may not always be on display in the taxis, but riders can request one from the driver.

Alex asked if the consumer can ask dispatch to send another vehicle if a ride is late. Tina confirmed that riders should call dispatch for an ETA and that it may or may not involve sending another vehicle.

OPERATIONAL REPORTS PERFORMANCE SUMMARY

Ridership is down from 24,763 in December 2017 to 23,660 in December 2018, which is a 7% decline. Average weekly ridership is also down, probably due to the holidays as well as the wet weather. Taxi usage was 40% of total trips. On time performance was 91.1%. Productivity is high at 1.86 passengers per hour. Average telephone time met standard.

A consumer attending the meeting reported that her experience has been outstanding and commended the drivers and staff for this service.

STATISTICS REPORT

The most common complaint is late vehicles and they are continuing to work on improving on time performance. Service requests were customer specific so no pattern was apparent. The average response time for a compliment was about 8 days and 18 days for a complaint. The response times for February will be better.

SAFETY REPORT

Patty reported that there were six incidents in January; three were preventable and none were serious.

PRESENTATION

Tina introduced Bill Grizard, Director of Safety and Security for SamTrans. She reminded the council that SamTrans has an MOU with the Office of Emergency Services and doesn't maintain a registry of personal information. She encouraged everyone to make plans to be personally prepared. Members of the public can access www.ready.gov for information and can sign up for local alerts at smcready.gov.

Bill spoke to the group on SamTrans' role in emergency preparedness:

- SamTrans, Caltrain, and the TA have an obligation, called "Continuity of Service" which is the basis for maintaining service in the case of an emergency.
- National level for emergencies (NIMS) that includes preparation and training and operates with other agencies i.e. police, fire, and emergency responders.
- State level (SIMS) for emergencies is organized in a similar way but at the local level.
- SamTrans' role is to support first responders e.g. use buses as a temporary shelter, or to transport people to another location.
- There is an emergency operations center in the SamTrans building that is networked with other transit agencies.
- SamTrans has MOUs with the Metropolitan Transportation Commission (MTC) regionally and Office of Emergency Service (OES) in the County.
- They conduct a field exercise each year on Caltrain and replicate a disaster scenario. Another is scheduled in Menlo Park in July and they hope to have more people volunteer.
- Everyone should be prepared and have sufficient supplies on hand for at least 72 hours.

Alex asked if emergency exercises include taxis and First Transit and if paratransit could be involved. Although they've not been included in scenarios in the past, Bill felt that involving taxis and First Transit was a good suggestion. SamTrans is currently planning an exercise and could look to include paratransit.

Marie Violet asked if there are registries where people are notified of emergencies. Bill responded that all emergency drills are scenario based so it would be hard to do this.

A question was raised as to what SamTrans would do with paratransit riders in the case of an emergency. Tina said that they would do their best and the response would vary depending on the situation and timing. Mike Levinson asked if any of the MOUs include a database of individuals to be contacted and could that be incorporated into the planning process. Would OES be the logical place for such a registry? Tina responded that SamTrans does not have such registries and that they are complex. Based on his experience in Atlanta, David Scarborough said that they didn't work nor is there funding.

Nancy mentioned the case of a fire in Southern California and the paratransit drivers knew where their customers lived. In the event of an emergency, we should look at the tools currently available to help get people to safety. It may not be possible to immediately come up with a solution but we should start looking at the bigger picture.

Ben agreed that a collaborative strategy is needed and suggested a future discussion to explore what else could be done. Sandra mentioned that New Beginnings Coalition has a map that shows vulnerable areas and cities are using it exploring options in the case of a disaster.

The council thanked Bill Grizard for his presentation and offered to be involved with emergency planning discussions and drills going forward.

LIAISON REPORTS

A. Coastside

SamTrans had a table at the Coastside Transportation Fair on January 30. Attendees were very interested in the RTC card, how to get it, and how to use it.

B. Agency

Barbara Kalt said that nothing had been planned yet.

C. ERC

Mike reported no action.

D. Commission on Disability

COD is continuing to reach out to groups to collaborate. At the last general meeting they had a presentation from the Pride Center. In-Home Supportive Services (IHSS) focus groups will be preparing flyers.

E. Center for the Independence of Individuals with Disabilities (CID)

Alex reported that CID joined the San Mateo Chamber of Commerce in San Mateo and will host a member reception on March 27.

F. Commission on Aging

Sandra reported that they met on February 11 with a presentation by a representative of the district attorney's office on cases of elder abuse both financial and physical. Aging and Adult Services has a 24-hour line that provides advice and assistance – 1-800-675-TIES. Judy Garcia and Nancy Keegan mentioned that Nicole Fernandez with San Mateo County Health is available to give a presentation on fraud at a future meeting.

Other Business

None

Next meeting will be on Tuesday, March 12, 2019 at 1:30pm.

The meeting was adjourned at 3:00pm.

**SamTrans Citizens Advisory Committee
Update
February 27, 2019**

The schedule presentation on the Brown Act was postponed until the April 24 meeting.

Margo Ross, Director of Bus Transportation, said that SamTrans is trying to eliminate DNOs with the new runbook. The members discussed the new electric fleet and the pilot microtransit service.

During the CAC member comments/requests session, various members provided valuable input and comments, and had questions concerning the everyday running of the bus services. Topics discussed included: homeless sleeping on buses, possibility of additional rapid routes, enforcing food and noise prohibitions on buses, commendation on improved on-time performance of various routes, concerns about a poorly lit bus shelter, distributing the schedules to the schools, and how to alert operators that someone is waiting at a stop.

**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 – FEBRUARY 2019**

ACTION

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

SIGNIFICANCE

The average weekday ridership across all modes decreased by 4.2 percent in the month of February 2019 as compared to February 2018. The performance of the specific modes is as follow: average weekday ridership for Bus (-9.0%), Paratransit (-3.4%), Shuttles (0.3%), Caltrain (-3.6%), and BART (-2.4%).

The total ridership, year-to-date, across modes managed by SamTrans (excludes BART) increased by 0.7 percent from July 2019 through February 2019.

A new Caltrain ridership model was applied beginning February 2019 to improve accuracy in the ridership report. The old methodology produced approximately 5 to 10 percent underreporting prior to February 2019. The ridership numbers from previous years have been updated with the evaluation new model.

SamTrans implemented service changes on January 20, 2019 with Runbook 128 intending to improve frequency, reliability and ridership of mainline routes such as the ECR and ECR Rapid. Despite the adjustments to service delivery, ridership continued to decline. The unexpected nine percent decline in motor bus, equivalent to 3,282 AWR, for the month of February is of great concern; staff will continue to seek answers. Weather influences human behavior, and according to the National Oceanic and Atmospheric Administration (NOAA), the Bay Area received unprecedented rainfall in the month of February.

The routes that experienced the highest ridership declined are as follows: Routes ECR and ECR Rapid, Routes 120, 121, and 122, and Routes 296 and 274, which account for 76.6 percent of the ridership decline in February. ECR and ECR Rapid combined had an AWR decline of 1,496 rides or 45.6 percent of the total 3,282 ridership decline. Routes 120, 121, and 122 combined had an AWR decline of 542 rides or 16.5 percent of the total.

Route 274 and 296 combined ridership declined 477 AWR or 14.5 percent of the total due to a new Shuttle program sponsored by Cañada College in January 2019. The Shuttle is free running from Menlo Park through Redwood City to the college campus from 7 a.m. to 10:35 p.m.

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

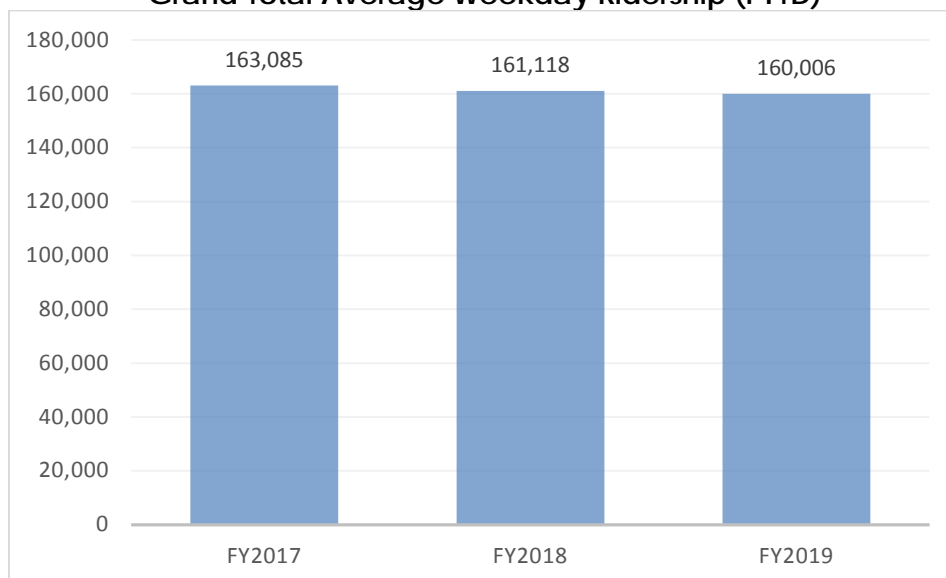
**Table A
Average Weekday Ridership**

February Average Weekday Ridership				Percent Change FY2018/2019
Mode	FY2017	FY2018	FY2019	
Bus	37,191	36,411	33,129	-9.0%
Paratransit	1,215	1,160	1,120	-3.4%
Shuttles	12,897	12,217	12,249	0.3%
Caltrain	64,144	66,414	64,041	-3.6%
Total	115,447	116,202	110,539	-4.9%
BART Extension (No Daly City)	46,414	45,212	44,131	-2.4%
Grand Total	161,861	161,414	154,670	-4.2%
Weekdays	20	20	20	

Note: Caltrain operates special schedule on President's Day, so only 19 weekdays are counted for Caltrain. In addition, 41 out of 47 shuttle routes operated 19 weekdays or fewer in February 2019 compared to 27 out of 49 in February 2018.

February Year-to-date				Percent Change FY2018/2019
Mode	FY2017	FY2018	FY2019	
Bus	38,958	37,000	35,251	-4.7%
Paratransit	1,214	1,211	1,155	-4.6%
Shuttles	12,163	11,622	11,218	-3.5%
Caltrain	61,714	63,941	66,465	3.9%
Total	114,049	113,773	114,089	0.3%
BART Extension (No Daly City)	49,036	47,344	45,916	-3.0%
Grand Total	163,085	161,118	160,006	-0.7%

**Chart A
Grand Total Average Weekday Ridership (FYTD)**



MONTHLY TOTAL RIDERSHIP: February 2019 compared to February 2018

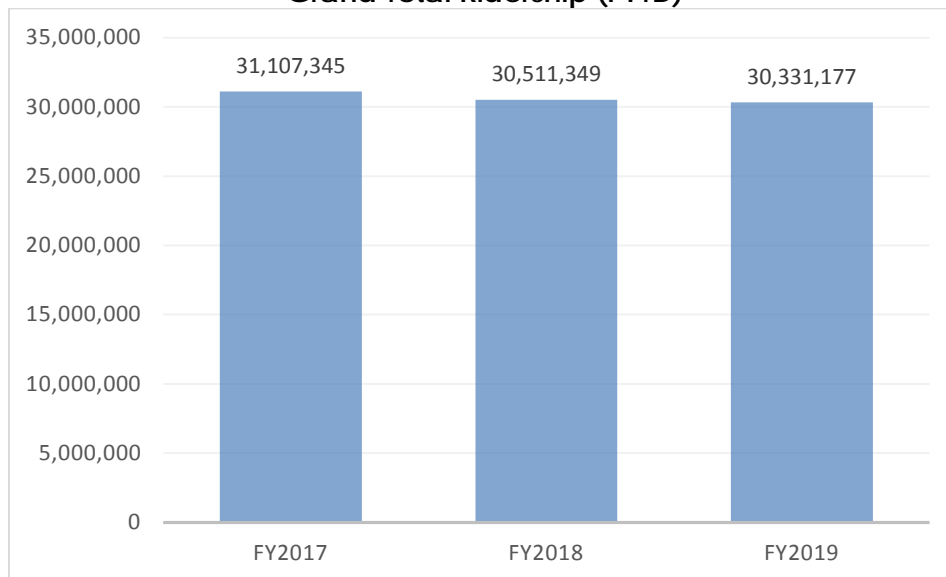
Table B
Total Monthly Ridership

February Total Monthly Ridership				Percent Change FY2018/2019
Mode	FY2017	FY2018	FY2019	
Bus	883,136	857,547	778,747	-9.2%
Paratransit	27,706	26,823	25,476	-5.0%
Shuttles	257,060	243,219	240,774	-1.0%
Caltrain	1,349,835	1,371,485	1,323,427	-3.5%
Total	2,517,737	2,499,074	2,368,424	-5.2%
BART Extension (No Daly City)	1,055,081	1,020,935	989,260	-3.1%
Grand Total	3,572,818	3,520,009	3,357,684	-4.6%
Weekdays	20	20	20	

Note: Caltrain operates special schedule on President's Day, so only 19 weekdays are counted for Caltrain. In addition, 41 out of 47 shuttle routes operated 19 weekdays or fewer in February 2019 compared to 27 out of 49 in February 2018.

February Year-to-date				Percent Change FY2018/2019
Mode	FY2017	FY2018	FY2019	
Bus	7,859,835	7,460,194	7,097,846	-4.9%
Paratransit	236,611	236,401	225,507	-4.6%
Shuttles	2,044,788	1,963,955	1,911,043	-2.7%
Caltrain	11,331,593	11,523,037	12,107,817	5.1%
Total	21,472,827	21,183,587	21,342,213	0.7%
BART Extension (No Daly City)	9,634,518	9,327,762	8,988,964	-3.6%
Grand Total	31,107,345	30,511,349	30,331,177	-0.6%

Chart B
Grand Total Ridership (FYTD)



ADDITIONAL RIDERSHIP INFORMATION: February 2019

The following summaries illustrate the number of riders by fare category and by day type for the month of February 2019. These numbers do not include Dumbarton Express ridership and rural on-demand service.

Table C
Bus Riders by Fare Category

Fare Category	February 2017	February 2018	February 2019	2019 Calendar Year-to-Date
Adult	466,916	433,796	395,426	827,873
Youth	207,234	204,775	180,195	377,024
Eligible Discount	205,632	218,553	200,273	428,270
Total	879,782	857,124	775,894	1,633,167

Table D
SamTrans Bus Ridership Summary

By day type:	Total Riders	Average Daily Riders
Weekdays	656,449	32,987
Saturdays	66,166	16,541
Sundays	53,279	13,320
Holiday(s)	-	-
Total	775,894	27,711

Bus Average Weekday Ridership (AWR) and On-Time Performance (OTP) Descriptions:

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

Table E
Bus AWR and OTP Statistics

		AWR	OTP
February	2018	36,263	78.69%
March	2018	35,985	79.55%
April	2018	35,513	80.57%
May	2018	37,829	78.47%
June	2018	33,156	78.58%
July	2018	30,493	80.80%
August	2018	35,620	78.94%
September	2018	40,348	77.76%
October	2018	38,960	76.97%
November	2018	34,043	78.93%
December	2018	33,596	77.31%
January	2019	33,782	80.28%
February	2019	32,987	78.89%

Note- Table E statistics do not include Dumbarton Express and Coastside On-Demand service

SAMTRANS PROMOTIONS: February 2019

SamTrans Mobile – In February, the SamTrans Mobile App saw a 20 percent increase in passes purchased, a 9 percent increase in total users and a 37 percent increase in app sessions. This indicates more customers are choosing to pay with the app instead of cash. SamTrans continues to actively promote the Mobile App with paid Google search ads, monthly e-mail blasts, geo-targeted Facebook/online display and print ads.

Youth Marketing Outreach Highlights

Youth Ambassador Meeting– (February 6) The Youth Ambassadors met to discuss program goals, future outreach and volunteer opportunities.

The Youth Ambassadors established @SamTransYouth on Instagram.

Michelle Louie, Planning Analyst 2, discussed her role in Operations Planning and starting as an intern in the Agency.

Jeremy Lipps, Social Media Officer, discussed his role in Digital Marketing and best social media practices.

SamTrans Digital Metrics - FEB 2019



New Followers

+84

Feb 19 - 10,472

Jan 19 - 10,388

Feb 18 - 8,532

Top Tagged Issues

1. Dumbarton

2. Delay

3. Agency Complaint

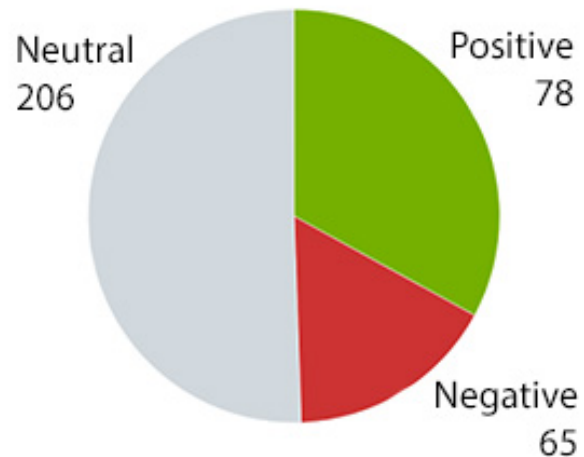
SamTrans.com Sessions

Feb 19 - 118,868

Jan 19 - 136,544

Feb 18 - 130,330

Social Sentiment



Yelp & FB Rating

(No Feb reviews)

SamTrans Mobile - FEB

Downloads: 1,314 (Jan: 1,625)

Accounts : 873 (Jan: 1,106)

Orders : 3,953 (Jan: 3,152)

Apple Rting: 3.6 - 9 reviews (0 new)

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

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



AGENDA

FINANCE COMMITTEE
COMMITTEE OF THE WHOLE

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

WEDNESDAY, APRIL 3, 2019 – 2:45 pm

or immediately following Community Relations Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Finance Committee Meeting of March 6, 2019
3. Authorize Agreements with California Department of Tax and Fee Administration for Collection of Measure W Transactions and Use Tax and Examination of all District Transactions and Use Taxes
4. Adjourn

Committee Members: Peter Ratto (Chair), Josh Powell, Marina Fraser

NOTE:

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

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

**MINUTES OF FINANCE COMMITTEE MEETING /
COMMITTEE OF THE WHOLE
MARCH 6, 2019**

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

Committee Members Absent: None

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

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

CALL TO ORDER

Committee Chair Peter Ratto called the meeting to order at 3:16 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF FEBRUARY 6, 2019

Motion/Second: Guilbault/Powell

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

Absent: None

**AUTHORIZE APPLICATION FOR AND RECEIPT OF FUNDING FOR THE US 101 EXPRESS
BUS PILOT PROJECT**

Peter Skinner, Manager, Grants and Fund Programming, summarized the staff report.

Director Charles Stone expressed thanks for the passage of Measure W and approval of the 101 Express Lanes project.

Motion/Second: Guilbault/Stone

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

Absent: None

AWARD OF CONTRACT FOR LANDSCAPE AND GROUNDS MAINTENANCE SERVICES

Concepcion Gayotin, Manager of Contracts and Procurement, summarized the staff report.

AWARD OF CONTRACT TO FURNISH PETROLEUM PRODUCTS AND RELATED PRODUCTS

Ms. Gayotin summarized the staff report.

Director Ron Collins asked why one of the previously rejected bids was accepted. Derek Hansen, Chief Financial Officer, said that it was due to a technical issue in the prior invitation for bid and had nothing to do with the pricing.

Committee Chair Ratto called for a motion to approve both contracts.

Motion/Second: Ratto/Collins

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

Absent: None

ADJOURN

The meeting adjourned at 3:23 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: San Mateo County Transit District

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Joan Cassman
Legal Counsel

Derek Hansel
Chief Financial Officer

SUBJECT: **AUTHORIZING THE GENERAL MANAGER/CEO TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION FOR IMPLEMENTATION OF MEASURE W TRANSACTIONS AND USE TAX AND AUTHORIZING EXAMINATION OF ALL DISTRICT TRANSACTIONS AND USE TAX RECORDS**

ACTION

Staff proposes that the Committee recommend the Board:

1. Approve and authorize the General Manager/CEO to execute agreements with the California Department of Tax and Fee Administration (CDTFA) (formerly known as the Board of Equalization) for: (a) preparation to administer and operate the Ordinance of the San Mateo County Transit District (District) imposing the one-half percent transactions and use tax which was approved by the voters as Measure W and (b) State administration of the tax.
2. Authorize certain designees of the District to examine transactions and use tax records pertaining to all transactions and use taxes collected for the District by the CDTFA.

SIGNIFICANCE

The agreements for the preparation and State administration of the District's transactions and use tax will allow the CDTFA to collect and transmit to the District the tax approved by the voters on November 6, 2018 as Measure W.

The authorization for certain District designees to examine the CDTFA's transactions and use tax records pertaining to all transactions and use taxes collected for the District by the CDTFA is required by the State and will allow the District to ascertain information about the taxes collected on its behalf by the CDTFA.

The resolution concerning examination of records designates the Chief Financial Officer, Director of Treasury, and Treasury Manager as the District's representatives. This

designation will apply to both the Measure W tax and the sales tax implemented by the District pursuant to Ordinance 1981-20. The new resolution will supersede a similar action by the District's Board in Resolution No. 1994-51, which only addressed the 1981 tax.

The proposed agreements must be signed before Measure W can take effect on the planned date of July 1, 2019.

BUDGET IMPACT

The Measure W tax is expected to generate approximately \$80 million each year, half of which will be available to the District and the other half of which will be administered by the San Mateo County Transportation Authority.

Under the Preparation Agreement, the District will pay the CDTFA's costs to prepare to administer the transactions and use tax in an amount not to exceed \$175,000.

Under the Administration Agreement, the District will pay the CDTFA's ongoing costs to collect and administer all Measure W taxes in amounts established by State law, as well as the CDTFA's costs related to the District's examination of CDTFA records pertaining to the tax. These costs will be retained by the CDTFA when it transmits tax receipts to the District. As with the District's 1981 sales tax, the net amount of tax receipts will be reflected in the District's annual operating and capital budgets.

BACKGROUND

On November 6, 2018, the voters of San Mateo County approved Measure W, imposing a one-half percent retail transactions and use tax to implement the San Mateo County Congestion Relief Plan, which is designed to:

- Reduce traffic congestion on highways including 101, 280, and other highways and their related interchanges, potentially including bicycle and pedestrian components and facilities;
- Repair potholes, maintain streets and reduce local traffic;
- Plan and construct grade separations that eliminate hazards and bottle-necks where the Caltrain tracks intersect with local streets;
- Improve bicycle and pedestrian facilities;
- Provide new and better regional transit connections;
- Maintain and enhance transit services for seniors, youth, residents with lower incomes and people with disabilities; and
- Improve and expand transit services to reduce travel times and car trips.

Prior to the operative date of a tax ordinance such as Measure W, State law requires the District to contract with the CDTFA "to perform all functions incident to the administration and operation of the [tax] ordinance." The statute contemplates that taxing entities will enter into a contract with the CDTFA for its services in preparing for the collection and administration of the tax.

The Administration Agreement allows the District to examine the records of the CDTFA pertaining to registered businesses in the District in order to ascertain the transactions and use taxes collected by the CDTFA. In order to exercise this right, the Board of

Directors must adopt a resolution authorizing one or more designees to examine such records. As required by law, the District's designee may not examine the records of any taxpayer and may only use the information obtained for purposes related to collection of the District's transactions and use tax.

In 1994, the Board of Directors adopted Resolution No. 1994-51, delegating authority to the Director of Finance to examine the transactions and use tax records related to the District's 1981 transactions and use tax. The proposed resolution would supersede this delegation.

Legal Counsel is completing negotiations with CDTFA on administrative terms and conditions to ensure that they are up-to-date and acceptable from a legal standpoint.

STRATEGIC INITIATIVE

Priority 1: Expand Mobility Options

Priority 2: Strengthen Fiscal Health

Prepared By: Shayna van Hoften, Legal Counsel
Connie Mobley-Ritter, Director of Treasury

415-995-5880
650-508-7765

RESOLUTION NO. 2019 -

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

* * *

**AUTHORIZING THE GENERAL MANAGER/CEO TO EXECUTE
AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION
FOR IMPLEMENTATION OF A LOCAL TRANSACTIONS AND USE TAX**

WHEREAS, on August 1, 2018, the Board of Directors of the San Mateo County Transit District (District) approved, and on November 6, 2018, the voters of San Mateo County authorized adoption of, Ordinance No. 105 providing for a local transactions and use tax; and

WHEREAS, the California Department of Tax and Fee Administration (CDTFA) administers and collects the transactions and use taxes for all applicable jurisdictions within the state; and

WHEREAS, the CDTFA will be responsible to administer and collect the transactions and use tax for the District; and

WHEREAS, the CDTFA requires that the District enter into a "Preparatory Agreement" and an "Administration Agreement" prior to implementation of said taxes; and

WHEREAS, the CDTFA requires that the District's Board of Directors authorize the agreements.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the San Mateo County Transit District that the "Preparatory Agreement" and "Administrative Agreement," described herein, are hereby approved and the General Manager/CEO is hereby authorized to execute each agreement.

Regularly passed and adopted this 3rd day of April, 2019, by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

RESOLUTION NO. 2019 -

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

* * *

AUTHORIZING THE EXAMINATION OF TRANSACTIONS (SALES) AND USE TAX RECORDS

WHEREAS, pursuant to Ordinance No. 1981-20 and Ordinance No. 105 (District's Transactions and Use Taxes) of the San Mateo County Transit District (District) and Section 7270 of the Revenue and Taxation Code, the District Board of Directors authorized the General Manager/CEO to enter into contracts with the California Department of Tax and Fee Administration (CDTFA) (formerly the Board of Equalization) to perform all functions incident to the administration and operation of the District's Transactions and Use Taxes; and

WHEREAS, the District deems it desirable and necessary for authorized representatives of the District to examine confidential transactions and use tax records of the CDTFA pertaining to the District's Transactions and Use Taxes collected by the CDTFA for the District pursuant to its contracts; and

WHEREAS, Section 7056 of the Revenue and Taxation Code sets forth certain requirements and conditions for the disclosure of CDTFA records and establishes criminal penalties for the unlawful disclosure of information contained in or derived from, the transactions and use tax records of the CDTFA; and

WHEREAS, pursuant to Resolution No. 1994-51, the District previously designated its Director of Finance to represent the District with authority to examine transactions and use tax records of the CDTFA pertaining to a District transactions and use tax enacted in 1981; and

WHEREAS, the General Manager/CEO recommends, and the Committee

concurr, that the Board of Directors designate the Chief Financial Officer, the Director of Treasury, and the Treasury Manager to represent the District with authority to examine transactions and use tax records of the CDTFA pertaining to the District's Transactions and Use Taxes collected for the District by the CDTFA pursuant to the contracts between the District and the CDTFA.

NOW, THEREFORE BE IT RESOLVED that the Chief Financial Officer, the Director of Treasury, the Treasury Manager or another officer or employee of the District designated in writing by the General Manager/CEO to the California Department of Tax and Fee Administration are hereby appointed to represent the District with authority to examine transactions and use tax records of the CDTFA pertaining to the District's Transactions and Use Taxes collected for the District by the CDTFA pursuant to the contracts between the District and the CDTFA.

BE IT FURTHER RESOLVED that the information obtained by examination of CDTFA records shall be used only for purposes related to the collection of the District's Transactions and Use Taxes by the CDTFA pursuant to the contracts between the District and CDTFA.

BE IT FURTHER RESOLVED that this resolution supersedes Resolution No.1994-51 and any and all other prior such designations of District representatives to examine transactions and use tax records of the CDTFA pertaining to the District's Transactions and Use Taxes collected for the District by the CDTFA pursuant to the contracts between the District and the CDTFA.

Regularly passed and adopted this 3rd day of April, 2019, by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary



BOARD OF DIRECTORS 2019

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

JIM HARTNETT
GENERAL MANAGER/CEO

AGENDA

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

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

WEDNESDAY, APRIL 3, 2019 – 3:00 pm

or immediately following the Finance Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Strategic Planning, Development, and Sustainability Committee Meeting of February 6, 2019

INFORMATIONAL

3. Board Feedback on Proposed SamTrans Fare Changes
4. Adjourn

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

NOTE:

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

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

**MINUTES OF STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE /
COMMITTEE OF THE WHOLE
FEBRUARY 6, 2019**

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

Committee Members Absent: None

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

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

CALL TO ORDER

Committee Chair Charles Stone called the meeting to order at 3:33 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF JANUARY 9, 2019

Motion/Second: Ratto/Powell

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

Abstentions: Fraser

Absent: Groom

MICROTRANSIT PILOT: FLX ON-DEMAND

Christy Wegener, Director of Planning, said that microtransit is similar to using a TNC (transportation network company), where users order rides through an app. She said that Alameda-Contra Costa Transit District (AC Transit), Santa Clara Valley Transportation Authority (VTA), and Marin Transit all currently have similar pilots. She said that the existing FLX Pacifica service will convert to the microtransit platform. She said that a "street team" of ambassadors will engage with riders on transitioning towards using the new service. Ms. Wegener announced Via as the new technology partner, who is also partnering with Marin Transit, Los Angeles County Metropolitan Transportation Authority (LA Metro), and the City of West Sacramento.

Director Rose Guilbault asked if monthly service reports will come from Via. Ms. Wegener said they would be reported monthly to Jim Hartnett, General Manager/CEO.

Director Josh Powell asked about there being only one vehicle at service kickoff. David Olmeda, Chief Operating Officer/Bus, said they would contract with MV Transportation to provide a second vehicle.

Committee Member Karyl Matsumoto asked about costs. Mr. Olmeda said the service is cost-neutral and that each vehicle has a capacity of 20 passengers.

Director Ron Collins asked about payment options. Ms. Wegener said the microtransit service accepts the same modes of payment as on fixed-route buses.

Director Peter Ratto noted that he has ridden Marin Transit's microtransit off-peak and it operated very much like a TNC.

Director Marina Fraser asked if scheduling would come from requests by people who call in the prior day. Ms. Wegener said the trips are dynamically routed based on demand and riders are given an estimated time of arrival.

Committee Member Matsumoto requested that the South San Francisco industrial area get on the waitlist for microtransit, saying that she thought microtransit would be a perfect fit for this sector.

CALTRAIN BUSINESS PLAN UPDATE

Carter Mau, Deputy General Manager/CEO, explained Caltrain's relationship with SamTrans, beginning with SamTrans purchasing the right of way from Southern Pacific. He noted that as the managing agency, SamTrans has always put managing Caltrain first without favoring San Mateo County. He said that fares amount to approximately 70 to 75 percent of operating costs.

Sebastian Petty, Principal Planner, Caltrain, gave a presentation on the updated business plan.

Casey Fromson, Director of Government and Community Affairs, discussed community interface work and outreach on Caltrain.

Director Guilbault asked about high-speed rail leadership. Mr. Hartnett said that Governor Newsom likely would maintain the appointments made by Governor Brown.

Committee Member Matsumoto asked if Coastside riders take Caltrain to go north and south in addition to using Highway 280. Mr. Petty said he would investigate and report back.

Director Charles Stone made the suggestion of having staff provide the Caltrain business plan updates to the various cities throughout the County as a way of combatting misinformation.

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 650-508-6242 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Strategic Planning, Development & Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: April Chan
Executive Officer, Planning & Development

SUBJECT: **BOARD FEEDBACK ON PROPOSED SAMTRANS FARE CHANGES**

ACTION

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

SIGNIFICANCE

The SamTrans Board of Directors (Board) approved the SamTrans Fare Policy at its January 9, 2019 meeting. The policy is composed of five general topic areas, with each supported by a series of policy statements that will help the District balance competing priorities when considering fare changes in the future. The topic areas are ridership, cost recovery, customer experience, administration & overhead, and strategic adjustments. For reference, the official SamTrans Fare Policy is included as Attachment 1 to this memo.

Following the January 9th meeting, SamTrans staff evaluated the existing codified fare tariff (fare tariff) to see what changes were necessary to align it with the new fare policy. Additionally, staff has received both internal and external feedback over time that the existing SamTrans fare structure was confusing and difficult to administer. Accordingly, Staff has developed a fare tariff proposal that makes the SamTrans fare structure simpler to understand, administer, and justify.

In summary, the proposed fare tariff changes are responsive to the ridership patterns of current SamTrans riders and will make it easier and more affordable to take SamTrans if passengers are taking more than one bus to reach a final destination. The proposed changes will reduce overhead by consolidating and removing certain fare products that are expensive to administer. Finally, a number of administrative changes to the codified tariff are necessary to implement express bus fares, microtransit service, and the on-demand taxi voucher program. These changes will provide SamTrans with the legal structure to charge fares for these services.

The proposed fare tariff changes are summarized in Attachment 2. A detailed matrix about the potential ridership and revenue implications, and implementation timelines associated with each proposed change is included in Attachment 3.

BUDGET IMPACT

Based on the ridership elasticity model generated from the 2018 fare survey results, the aggregate annualized impact of all the proposed fare changes would be a 2% increase in ridership and a 4% decrease in fare revenue. Assuming all else is held constant, staff anticipate ridership to increase to approximately 234,000 trips (2%) and fare revenue to decrease to approximately \$629,680(4%). The decrease in revenue would be offset by a reduction of approximately \$300,000 in administrative costs associated with the removal and consolidation of certain fare products.

There is a cost of approximately \$100,000 for reprogramming associated with adding transfers onto Clipper. There is no additional cost to add transfers onto the mobile app. An additional cost of approximately \$100,000 may be required to introduce the new Express Bus fares on Clipper.

BACKGROUND

The 2015–2019 SamTrans Strategic Plan called for a comprehensive fare analysis subsequent to a fare increase in 2016. District staff initiated the SamTrans Fare Policy Study in late 2017.

In April 2018, staff conducted an intercept survey onboard 11 routes to solicit passenger feedback about District fare products and passengers' sensitivity to price changes. The survey used a "stated preference" method where respondents are asked how their trip-making on SamTrans would fluctuate given a change in fares.

This approach reveals an individual's sensitivity to price (also known as elasticity of demand) and facilitates the creation of a model that can predict the ridership and revenue implications of fare changes. The survey provides staff with an overview of respondents' travel behavior, travel preferences, and demographics. Based on the study results, staff estimated the overall ridership elasticity to be -0.13, meaning that for every 10% increase in cost, ridership may decrease by 1.3%. Elasticity is not uniform across demographic groups, meaning that fare changes may have a greater impact on ridership of some groups of riders than others.

Concurrently, the Fare Study project management team convened a staff working group composed of a broader set of District staff stakeholders. The group discussed opportunities to simplify and improve the existing fare structure and provided feedback on the draft Fare Policy.

STRATEGIC INITIATIVE

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

Prepared By: Daniel Shockley
Project Manager: Daniel Shockley

650-508-6382
650-508-6382

SamTrans Fare Policy

Preamble & Definitions

In public transit, fares are the fees paid by riders for use of the system. Transit agencies use fare revenues to offset a portion of their daily operational costs. A fare policy is a collection of principles that orient fare-related decisions to a set of strategic goals, which are typically outlined in a guiding document, such as a strategic plan. A fare structure is the collection of various fare products for sale and their prices. Transit agencies seek to align their fare structures with their established fare policies.

The SamTrans Fare Policy is intended to assist the San Mateo County Transit District (District) in balancing several competing priorities when considering changes to the existing fare structure, in a way that is consistent with the SamTrans Strategic Plan.

Fare Policy Structure

The policy is composed of five general topic areas that are influenced by fares. Each topic is supported with a series of policy statements that should guide District decisions when considering fare changes.

Key Performance Indicators (KPIs) are listed for each topic in order to measure the effectiveness of fare policy and structure decisions. A holistic assessment of fare policy KPIs should provide the District with valuable insight when assessing the impact of various fare choices.

Fare products and/or prices are formalized in the SamTrans Codified Tariff and must be compliant with applicable state and federal regulations. Any future fare changes to the Codified Tariff should be consistent with this policy. Changes to the Codified Tariff and/or policy will be brought to the Board of Directors for approval.

This Fare Policy applies to all SamTrans services as defined in the Codified Tariff.

1. Ridership

Policy 1.1: Fares should encourage ridership growth by keeping SamTrans affordable and simple to use.

Policy 1.2: Fares should preserve or grow ridership among core ridership groups (such as low-income passengers) or strategic markets (such as youth).

Fare policy is not the sole determinant of ridership, but it is one that the District has direct control over. Therefore, the District should analyze potential effects on ridership, partially based on passenger demographics, when making fare policy choices to determine whether or not fares

Attachment 1

create or exacerbate a disproportionate financial impact on any one or more groups of SamTrans riders.

Ridership: Key Performance Indicators

Metric	Description	Goal	Interval	Data Source
Ridership	Quarterly monitoring of daily ridership.	Stable or increase	Quarterly	Bus Operations Division
Passenger Demographics	As part of the triennial ridership survey, monitor ridership and demographic trends.	Balanced demographic mix	Triennial	Market Research Department

2. Cost Recovery

Policy 2.1: In order to support current and future services, fare revenue will offset a portion of annual operating costs.

Policy 2.2: Specific farebox revenue targets may be set for individual routes pursuant to service type and District strategic policy goals, and/or when required by discretionary grant funding, among others.

In Fiscal Year (FY) 2018, SamTrans recovered approximately 13% of operating costs with fares.¹ Sales tax, other governmental sources, and grant revenues fund the remaining operating budget. Given this context, fares should not be expected to completely offset operations. At the same time, the District should consider the revenue implications of fare decisions in order to avoid unnecessarily increasing costs or reducing revenue. The District should also consider the revenue and ridership tradeoffs of fare choices.

Cost Recovery: Key Performance Indicators

Performance Metric	Description	Goal	Interval	Data Source
Farebox Revenue	Total revenue collected from fare sales.	Stable or increase	Quarterly	Treasury & Finance Division
Farebox Recovery Ratio	Ratio of fare sales to operating cost.	Stable or increase	Quarterly	Treasury & Finance Division
Cost per Passenger	Operating cost per passenger served.	Stable or decrease	Quarterly	Treasury & Finance and Bus Operations Divisions

3. Customer Experience

Policy 3.1: Fares should be easily understood by customers.

Policy 3.2: Fare changes should be transparently and rationally justified.

Policy 3.3: When feasible, the District should support ongoing regional efforts to streamline fare payment processes.

¹ According to the National Transit Database (NTD), the average farebox recovery nationwide for bus transit agencies was approximately 12% in 2017.

Attachment 1

Policy 3.4: Fares should encourage use of multi-ride passes over single-ride tickets, tokens, or other media.

Policy 3.5: Fares should support use of Clipper and the SamTrans mobile ticketing app.

When considering new fare products or prices, the District should consider the use of multi-ride passes, such as the day pass or 31-day pass, instead of specialized one-way fare categories. This will help to keep the base fare structure as simple as possible and reduce the marginal (per-trip) costs of using SamTrans services.

Customer Experience: Key Performance Indicators

Performance Metric	Description	Goal	Interval	Data Source
Customer Feedback on Fare Products	Solicit customer feedback via the triennial survey or other market research opportunities, when available. Customer ratings on ease of use. Higher ratings preferred.	Positive feedback regarding ease of use.	Triennial; sooner when feasible	Market Research Department
Fare Payment Mix	Monitor use of fare payment media among ridership, in particular the use of Clipper, mobile app, and passes.	Increase rates of Clipper, pass, and app use.	Quarterly	Farebox Data

4. Administration & Overhead

Policy 4.1: Fares should be straightforward and cost-effective to administer.

Policy 4.2: Fares should facilitate efficient operations, such as reduced dwell time.

Policy 4.3: Fares should embrace technological innovation.

Transit operating costs typically encompass administrative overhead, meaning that staff time spent managing and collecting fares has a direct impact on the District's overall cost effectiveness. Additionally, fare payment onboard a transit vehicle can impact dwell time and on-time performance, which also has cost and service implications. Therefore the administration of fares should require an appropriate level of staff effort and should facilitate efficient daily operations.

Administration & Overhead: Key Performance Indicators

Performance Metric	Description	Goal	Interval	Data Source
SamTrans Staff Feedback	Assess the staff resources required to administer SamTrans fare policy.	Reduced administrative costs; positive feedback	Monthly	Internal working groups
Bus Dwell Time at Stops	Time spent at stops loading and unloading passengers.	Stable or decrease	Quarterly	Bus Operations Division
Fare Payment Mix	Monitor use of fare payment media among ridership, in particular the use of Clipper, mobile app, and passes.	Increase rates of Clipper, pass, and app use.	Quarterly	Farebox Data

Attachment 1

5. Strategic Adjustments

Policy 5.1: Fare changes must be evaluated for consistency with the SamTrans Fare Policy.

Policy 5.2: Time and budget permitting, the fare elasticity model should be updated and used to evaluate ridership and revenue implications of fare changes.

Policy 5.3: Fare discounts should be used to incentivize certain markets to take SamTrans.

Policy 5.4: Fare discounts should have specific and well-documented goals. Outcomes will be measured on a regular basis and modified or removed as necessary.

SamTrans will sometimes prioritize increasing ridership among a specific market, such as youth, and offer incentives, such as a discounted or promotional fare. When considering such promotions, staff should document the intended goal of the discount and closely monitor its effect. To the extent possible given time and budget, the fare elasticity model should also be regularly updated and used as a tool to predict the ridership and revenue implications of a proposed discount or other adjustment.

Strategic Adjustments: Key Performance Indicators

Performance Metric	Description and Desired Outcome	Goal	Interval	Data Source
Ridership of Strategic Market	Staff should monitor the ridership among strategic markets, such as youth, in order to gauge the effectiveness of relevant discounts or other promotions.	Ridership increase of strategic market.	Triennial; sooner, when feasible	Market Research Department
Fare Model Outputs	Staff should update and run the fare elasticity model when proposing discounts or other adjustments.	Forecasted change in ridership or revenue within a tolerable limit.	As needed	Market Research and/or Planning Departments

Attachment 2: Summary of Proposed SamTrans Fare Changes

1. Keep adult base fare at \$2.25.
 - a. Indefinitely postpone the adult base fare increase to \$2.50
 - b. Most SamTrans riders make lower income comparing to per capita median income in San Mateo County
2. Replace adult and youth coin tokens with paper tokens; remove bundle token discount.
 - a. Tokens are sold at an approximately 20% discount from the base fare in bundles of 10.
 - b. Approximately \$300,000 in annual savings from token processing/handling.
 - c. Potential impact to low-income populations via social service institution sales.
3. Introduce free 2-hour transfers on SamTrans Mobile App and Clipper
 - a. Approximately 30-40%* of passengers make at least one transfer per trip.
4. Reduce cost of day pass to twice the base fare
 - a. Currently, the day pass is 2.5x the fare
 - b. Option for cash paying customers; also available on Mobile App
5. Introduce Express Service fares
 - a. See fare matrix for table of proposed Express fares
6. Remove out-of-SF fare
 - a. Currently, \$4 for trips originating in San Francisco and ending in San Mateo County. This does not apply to Youth or ED customers.
 - b. Out of SF fare category is confusing for passengers, complicates the fare structure/business rules, and is difficult to enforce.
 - c. This change provides room in the fare structure for implementation of the Express Bus fare.
 - d. Fare reduction for riders of 292, 397, 398
7. Remove change cards
 - a. Although it is not advertised, passengers can receive a change card when they overpay their fare.
 - b. Issuing change cards can create unreasonably long dwell time at stops and create distracting customer service situations for operators.
8. Remove 50-ticket ride book product
 - a. This change would eliminate the fifty-ticket ride book in favor of a simple bulk order of tokens.
9. Remove group sales practice
 - a. A 20% discount on tickets is afforded to groups of 25+ that pre-order.
 - b. This change would eliminate the practice of group sales in favor of simply purchasing a bulk order of tokens.
10. Add "microtransit" service definition
 - a. Administrative change necessary to charge fares on the pilot microtransit service launching in Pacifica.
11. Add "on-demand taxi voucher" service definition
 - a. Necessary to charge a fare for the on-demand taxi subsidy pilot program. This program will offer same-day, curb to curb taxi and accessible taxi service at a reduced rate in the program area. Available to older adults (age 65+) and people with disabilities.

Name	Description	Issue Addressed	Trade-Off	Impact	Context	Implementation
1. Keep adult base fare at \$2.25.	Indefinitely postpone the planned \$0.25 adult base fare increase.	Most SamTrans riders make very little money relative to area median income in San Mateo County. Change supported by Fare Policy 1.1, 1.2, and 3.2.	SamTrans will be less competitive for some kinds of grant funding. Forgo a potential 6% revenue increase.	<u>Impact:</u> <ul style="list-style-type: none"> 1% ridership decrease 6% revenue increase 		Immediate upon Board adoption.
2. Replace adult and youth tokens with paper tickets. Sell at regular fare.	SamTrans tokens are sold at a 20% discount from the adult, youth, and ED base fare. The stated goal of the discount, from Board Resolution 1998-06, is to "encourage infrequent riders." This change would replace the coin token with a paper token available for the cost of a full adult or youth fare; a package of 10 adult paper tokens would cost \$22.50.	Youth and ED tokens have stacked discounts (youth/ed discount + token discount). The discount's goal is not clearly defined; discount not evaluated for effectiveness at stated goal. Processing and handling of coin tokens increases overhead related to fare processing. Change supported by Fare Policy 4.1, 4.3, 5.1, 5.3, and 5.4.	Indirect negative impact for low income or other needy populations via social service institution sales. Paper tickets require special handling in order to prevent damage or demagnetization. Existing farebox technology can malfunction when processing paper tickets. <i>Note: this is expected to improve as SamTrans updates its equipment with future bus procurements.</i>	Ridership: <1% decrease Revenue: <1% increase Approximately \$300,000 in annual savings from token processing/handling.	Approximately 2-5% of passengers use tokens to pay for their trip. Adult and youth token use has decreased 19% from 2012 to 2017. Amount spent on ticket stock: <ul style="list-style-type: none"> 2017: \$31,200 2018: \$35,500 Current vendor contract: \$400k for 5 years, \$80k per year.	6 to 12 months. Tasks include procurement, encoding, testing, production, and storage of tickets; coordination vendor network.
3. Add free 2-hour transfers when using SamTrans App or Clipper.	This change would allow for free transfers within a two-hour window when using a Clipper card or the SamTrans Mobile App. Those who choose not to use Clipper may also make use of the reduced cost day pass (see below).	Passengers who transfer tend to have lower income. Need for strong incentives to increase Clipper and App use. Most passengers use SamTrans for commuting. A 2-hour transfer is flexible enough for other types of trips, such as errands, without needing to pay two fares or buy a day pass. Change supported by Fare Policy 1.1, 1.2, 3.1, 3.5, 4.1, 4.2, and 4.3.	Revenue loss. Title VI implications for Clipper or App exclusivity. <i>Potential mitigation: distribute Clipper cards, robust marketing plan for reduced cost day pass (below).</i> Transfers to Express Bus may require a printed paper transfer.	Ridership: 2% increase Revenue: 4% decrease	Approximately 30-40% (source: 2018 fare survey and 2019 triennial survey) of passengers make at least one transfer per trip. % of Passengers making <\$50k (source: 2015 triennial survey): <ul style="list-style-type: none"> 1 transfer: 65% 2 transfers: 76% 3 transfers: 84% 4+ transfers: 85% 	9 to 12 months. Clipper change order required.
4. Reduce cost of day pass to \$4.50	Currently, the Day Pass is 2.5 times the base fare. The cost of the adult Day Pass is \$5.50. This change would reduce that multiplier to 2; a day pass would cost \$4.50.	Offering a Clipper-only free transfer is not equitable towards those who do not have access to Clipper. Separate benefit for cash-paying customers will make a Clipper/App-only transfer more acceptable from a Title VI perspective. Change supported by Fare Policy 1.2.	Revenue loss.	Ridership: <1% increase Revenue: <1% decrease	The day pass is mostly used by those transferring three or more times per trip. Those making one 1-2 transfers tend to pay with cash or Clipper cash value. 2018 Day Pass Revenue (approx.): <ul style="list-style-type: none"> Adult: \$545,000 Youth: \$61,000 ED: \$258,000 	9 to 12 months Tasks include reprogramming of GFI and Mobile App.

Name	Description	Issue Addressed	Trade-Off	Impact	Context	Implementation
5. Remove out of SF Fare.	<p>SamTrans charges \$4 for trips originating in San Francisco and ending in San Mateo County. This does not apply to Youth or ED customers.</p> <p>This change would remove the "Out of SF" fare category. All trips out of San Francisco will use the standard fare structure.</p> <p>Applies to routes 292, 398, and 397.</p>	<p>Out of SF fare category is confusing for passengers and it complicates the fare structure/business rules.</p> <p>Express Bus service to San Francisco will require a new fare category. This change provides room in the fare structure for implementation of the Express Bus fare.</p> <p>Change supported by Fare Policy 1.2, 3.1, 3.2, and 4.2.</p>	Revenue loss from Out-of-SF trips.	<p>Ridership: < 1% increase Revenue: 1% decrease</p> <p><i>Note: the model does not assume implementation of Express Bus service.</i></p>	<p>The Fare Study survey (2018) asked riders on the KX, 292, and 397 if they paid the Out-of-SF fare.</p> <ul style="list-style-type: none"> • Yes: 34% • No: 48% • Don't know: 18% 	<p>3 months</p> <p>Tasks include re-programming GFI and Mobile App.</p> <p>Clipper change order required.</p>
6. Remove change cards.	<p>Although it is not advertised, passengers can receive a change card when they overpay.</p> <p>Change cards are printed automatically by the farebox when an overpayment is detected. They expire one year from date of issue.</p>	<p>Existing signage on vehicle states exact change is required.</p> <p>Issuing change cards can create unreasonably long dwell time per passenger and create distracting customer service situation for bus operators.</p> <p>Change supported by Fare Policy 3.1, 4.1, and 4.2.</p>	Potential increase in complaints from customers used to change cards. <i>Potential mitigation: robust marketing and outreach campaign or create new policy of issuing change cards for certain kinds of customer service situations (passenger inserted wrong bill, etc).</i>	Ridership and revenue implications of this change cannot be modeled.	<p>In FY 2018:</p> <ul style="list-style-type: none"> • Value of issued change cards: \$865,910.59 • Value of change cards redeemed: \$947,723.18 • Net activity: \$91,324.18 <p>Approximately \$105,000 in revenue was collected from expired change cards.</p> <p>The average change card value in FY 2018 was \$1.64.</p> <p>In the APTA Fare Policy Survey (2017), 16% of respondents said they did offer change, 7% said no, 81% did not answer the question.</p>	<p>3 to 6 months.</p> <p>Tasks include GFI reprogramming and coordinating with customer service department.</p>
7. Modify existing "Express Service" service classification in codified tariff.	<p>Modify the existing definition of Express Service in the codified tariff to read:</p> <p><i>Express service includes specialized routes of an inter-community nature that operate a significant portion of the route length along freeways without intermediate stops. Express service also includes those routes that operate on arterial streets and serve a limited number of bus stops.</i></p>	<p>The current definition of Express service could be construed to include routes such as the ECR Rapid due to mention of arterial streets and limited stops.</p> <p>New language clarifies the definition of express service and which routes will charge an express fare.</p>		Ridership and revenue implications of this change cannot be modeled.		Immediate upon Board adoption.

Name	Description	Issue Addressed	Trade-Off	Impact	Context	Implementation
8. Add "Express Service" fare product to codified tariff Section B.	<p>There is currently no express route fare product in the tariff. This is necessary to launch upcoming express routes.</p> <p>This new fare would not be applied to existing route 398 which operates on US-101 but makes multiple intermediate stops on the freeway. A version of the 398 without intermediate stops at SFO, San Bruno BART, and 3rd Ave bus pad could be re-introduced at express fare.</p> <p><i>See Appendix A for a table of proposed Express bus fares.</i></p>	<p>Fare structure for forthcoming express service needs to be defined.</p>	<p>Proposed fare products may be prohibitively expensive for some low-income customers. SamTrans does not currently offer any income-based fare programs.</p> <p><i>Potential mitigation: SamTrans could join the MTC Means-Based Fare Program.</i></p>	<p>Ridership and revenue implications of this change cannot be modeled.</p>		<p>3-12 months.</p> <p>Will require Clipper change order.</p>
9. Eliminate sales of 50-ticket ride book.	<p>SamTrans currently sells a pack of fifty tickets through the first-floor window and at participating vendors in the county. Vendors are given 3% on top of their sales.</p> <p>This change would eliminate the practice of selling a fifty-ticket ride book in favor of a simple bulk order of tokens at a specified amount.</p> <p><i>Note: As an administrative practice, this does not require a codified tariff revision to take effect.</i></p>	<p>Processing sales of this product require significant staff time relative to generated revenue.</p> <p>Simplifies available products; customers may place large order of paper tokens instead.</p> <p>Change supported by Fare Policy 2.1, 3.1, and 4.1.</p>	<p>Potential revenue loss from 50 ticket book sales.</p>	<p>Ridership and revenue implications of this change cannot be modeled.</p>	<p>FY 2018: \$562.50 in revenue</p> <p>FY 2019 YTD: \$3,600 in revenue</p>	<p>3 to 6 months.</p> <p>Depends on any existing contracts with vendors and transition period.</p> <p>Does <u>not</u> require codified tariff revision.</p>
10. Eliminate group sales practice.	<p>A 20 percent discount on tickets is afforded to groups of 25 or more that pre-purchase through the SamTrans Group Travel program.</p> <p>Bus Operations is notified of group sales, though it is not possible to make special accommodations for these groups (e.g., larger vehicles on routes at a specified time). Regardless, some customers have this expectation.</p> <p>This change would eliminate the practice of group sales in favor of simply purchasing a bulk order of tokens.</p>	<p>Processing sales of this product require significant staff time relative to generated revenue.</p> <p>Simplifies available products; customers may place large order of paper tokens instead.</p> <p>Customers who purchase this sometimes believe that special operational accommodations can be made for their purchase.</p> <p>Change supported by Fare Policy 2.1, 3.1, and 4.1.</p>	<p>Potential revenue loss from group sales, if those who currently order them are not interested in bulk order of tickets.</p> <p>No incentive to order bulk tickets in advance. Groups may now purchase all fares on board, which takes time.</p> <p>Currently, groups are given a notice to give to the bus operator that says how many are in the group so that the operator can save time by tallying all fares at once. This has time savings benefits.</p>	<p>Ridership and revenue implications of this change cannot be modeled.</p>	<p>2018: \$136 in revenue from 2 orders.</p> <p>2019 YTD: \$315 in revenue from 3 orders.</p>	<p>3 – 6 months.</p> <p>Transition period.</p>

Name	Description	Issue Addressed	Trade-Off	Impact	Context	Implementation
11. Add "Microtransit" service definition.	<p>SamTrans is planning to launch a pilot microtransit service in Pacifica. This change would add a new service definition for Microtransit to read:</p> <p><i>"Microtransit is a demand-responsive service model offering flexible routing of transit vehicles to serve one or multiple trip requests within a defined service area. Passengers wishing to use microtransit may request a ride using a mobile app or by phone. The service is driven by a cloud-based platform that receives trip requests and dynamically routes the transit vehicle to serve them."</i></p> <p>Passengers will pay the current adult base fare to use the microtransit service.</p>	<p>Microtransit service needs to be defined in the codified tariff prior to launch.</p>		<p>Ridership and revenue implications of this change cannot be modeled.</p>		<p>Effective upon Board adoption.</p>
12. Add "On-Demand Taxi Voucher" service definition.	<p>Add a service definition for the On-Demand Taxi Voucher program to read:</p> <p><i>The on-demand taxi subsidy pilot program offers same-day, curb to curb taxi and accessible taxi service at a reduced rate in the program area. The service is provided for older adults (age 65 or older) and people with disabilities.</i></p>	<p>On-Demand Taxi Voucher program needs to be defined in the codified tariff prior to launch.</p> <p>The program will offer a new same-day service that will expand mobility options for older adults and people with disabilities within the service area. Taxi discounts would help address the lack of same-day paratransit, allow for spontaneous travel, and offer direct origin-to destination trips</p>		<p>Ridership and revenue implications of this change cannot be modeled.</p>		<p>Effective upon Board adoption.</p>

Appendix A

Express Fares - Clipper* -	Base Fare	Local + Express Month Pass	Local Base Fare & Month Pass to Express Upgrade Charge	Express to Local	Outside Agency**
<i>Adult</i>	\$4.00	\$130.00	\$1.75	Free	\$1.75
<i>Youth</i>	\$2.05	n/a	\$1.05		\$1.05
<i>Eligible Discount</i>	\$2.05	n/a	\$1.05		\$1.05

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

** AC Transit & VTA month passes only

Express Fares - Cash/Mobile -	Base Fare	Local Day Pass to Express Upgrade Charge	Express to Local*
<i>Adult</i>	\$4.50	\$2.25	Free
<i>Youth</i>	\$2.25	\$1.15	
<i>Eligible Discount</i>	\$2.25	\$1.15	

** AC Transit & VTA month passes only

Modification to the SamTrans Codified Tariff

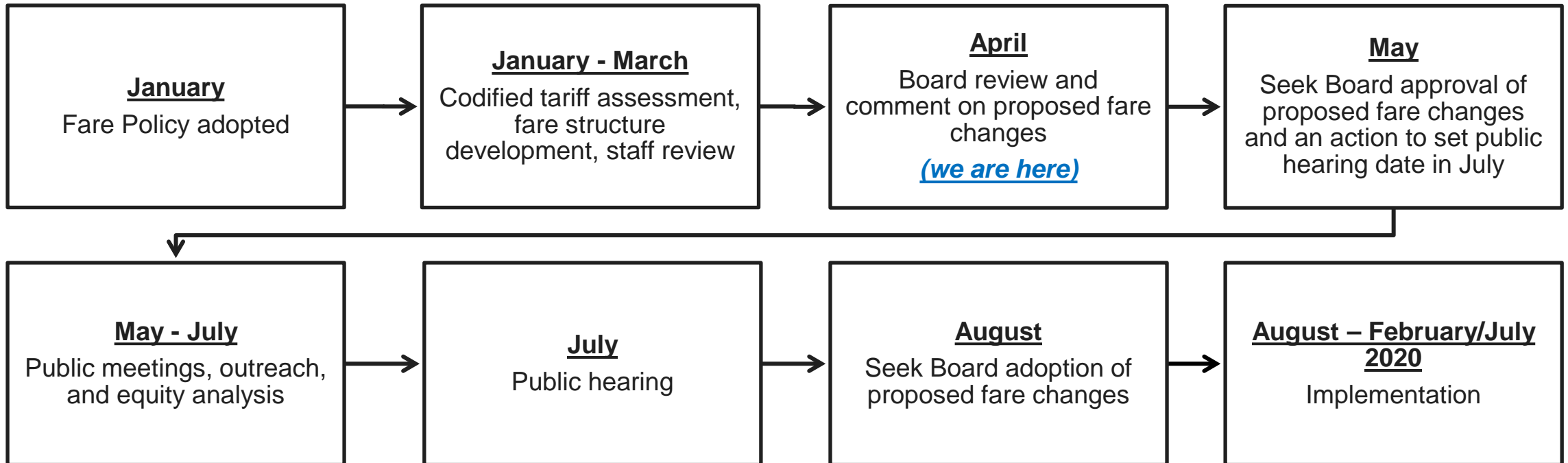
Draft Proposal

SamTrans Board of Directors Meeting
April 3, 2019

Objective

- Align Codified Tariff with Board-adopted Fare Policy
- Outline current proposed fare changes and collect any feedback
- Understand impact of proposed fare changes to both ridership and revenues

Status



Fare Change Overview

- Responsive to changing ridership patterns of current SamTrans riders.
- Makes SamTrans easier and more affordable to ride if making transfers in a journey are needed.
- Reduce administrative overhead by consolidating and removing certain fare products that are expensive to administer.
- Administrative changes to codified tariff which are necessary to implement express bus, microtransit, and the pilot taxi voucher program.

Proposed Fare Changes- Base Fare

Keep adult base fare at \$2.25

- Indefinitely postpone the adult base fare increase to \$2.50
- Most SamTrans riders make lower income compared to per capita median income in San Mateo County

Proposed Fare Changes – Transfers and Day Pass

Introduce free 2-hour transfers on SamTrans Mobile App and Clipper

- Approximately 30-40%* of passengers make at least one transfer per trip.
 - 25% of passengers making at least one transfer pay with Clipper cash
 - 32% with cash
 - 24% with month pass (Clipper)

Reduce cost of day pass to twice the base fare

- Currently, the day pass is 2.5x the fare
- Option for cash paying customers; also available on Mobile App

Proposed Fare Changes - Tokens

Replace adult and youth coin tokens with paper tokens

- Approximately \$300,000 in annual savings from token processing/handling.

Remove bundle token discount.

- Tokens are sold at an approximately 20% discount from the base fare in bundles of 10.
- Potential impact to special populations via social service institution sales.

Proposed Fare Changes – Change Cards

Remove change cards

- Although it is not advertised, passengers can receive a change card when they overpay their fare.
- Issuing change cards can create unreasonably long dwell time at stops and create distracting customer service situations for operators.

Proposed Fare Changes – Out of SF Fare

Remove out-of-SF Fare

- Currently, \$4 for trips originating in San Francisco and ending in San Mateo County. This does not apply to Youth or ED customers.
- Out-of-SF fare category is confusing for passengers, complicates the fare structure/business rules, and is difficult to enforce.
- Fare reduction for out-of-SF passengers on 292, 397, 398
- This change provides room in the fare structure for implementation of the Express Bus fare.

Proposed Fare Changes – Express Fare

Express Service fares

- Premium fare price point in order to align with premium service level
- 10% Clipper discount pursuant to codified tariff and agreements with MTC to promote Clipper
- Base fare
 - Cash: \$4.50
 - Clipper: \$4.00

Proposed Fare Changes – Group Sales

Remove 50-ticket ride book product

- This change would eliminate the fifty-ticket ride book in favor of a simple bulk order of tokens.

Remove group sales practice

- A 20% discount on tickets is afforded to groups of 25+ that pre-order.
- This change would eliminate the practice of group sales in favor of simply purchasing a bulk order of tokens.

Proposed Fare Changes

Add “Microtransit” service definition

Pilot microtransit service launching in Pacifica.

Add “On-Demand Taxi Voucher” service definition The on-demand taxi subsidy pilot program offers same-day, curb to curb taxi and accessible taxi service at a reduced rate in the program area. Available to older adults (age 65+) and people with disabilities.

Budget impact, cost, and implementation

- Aggregate annualized impact of all changes
 - Ridership: 2% increase, or 234,000 more trips per year
 - Revenue 4% decrease, or \$629,640 less revenue per year
 - Cost per new rider: \$2.69/person (system average: \$7.34/person)
- One-time cost to implement (Clipper): Approx. \$200,000
 - Transfers, express bus fare configurations
- Costs may be offset by potential administrative savings from removing coin tokens – approx. \$300,000 per year
- Time to implement: 6-12 months
 - Mostly driven by Clipper, though some changes will be shorter or immediate upon Board approval.

Next Steps

- Receive Board feedback
 - Revise recommendations, if necessary
- Return to the Board in May
 - Review final proposed changes
 - Action to set the public hearing in July
- Public comment process begins
- Hold public hearing in July; seek approval in August



AGENDA

LEGISLATIVE COMMITTEE COMMITTEE OF THE WHOLE

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

WEDNESDAY, APRIL 3, 2019 – 3:15 pm

or immediately following the Strategic Planning, Development, and Sustainability
Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Legislative Committee Meeting of March 6, 2019
3. State and Federal Legislative Update and Approval of Legislative Proposals
4. Adjourn

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

NOTE:

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

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

**MINUTES OF LEGISLATIVE COMMITTEE /
COMMITTEE OF THE WHOLE
MARCH 6, 2019**

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

Committee Members Absent: None

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

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

CALL TO ORDER

Committee Chair Josh Powell called the meeting to order at 3:24 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF FEBRUARY 6, 2019

Motion/Second: Ratto/Stone

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

Absent: None

STATE AND FEDERAL LEGISLATIVE UPDATE

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

She noted that the government shutdown had ended and the Fiscal Year 2019 budget had passed in February. She said that Congress is continuing to support funding of the Capital Investment Grants Program (CIP), which had funded the Caltrain electrification project. She said that FAA (Federal Aviation Administration)-related language has been clarified in regards to use of local sales tax revenue.

Jim Hartnett, General Manager/CEO, commended the state and federal legislators for their support of funding programs for Caltrain and SamTrans.

Committee Member Ron Collins asked how funding amounts were determined. Ms. Fromson said that each program had its own funding parameters.

Committee Chair Powell asked how staff wanted to receive feedback from the Board on staff legislative recommendations. Joan Cassman, Legal Counsel, said that going forward, any recommendations for support of bills should be included as items on the Board meeting agenda.

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 650-508-6242 or by email to board@samtrans.com.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Legislative Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE AND APPROVAL OF LEGISLATIVE PROPOSALS**

ACTION

Staff proposes the Committee recommend that the Board:

1. Receive the attached Federal and State Legislative Updates
2. Approve the recommended San Mateo County Transit District (District) positions on those pieces of legislation designated for action on the attached State Legislative Matrix.

SIGNIFICANCE

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

Prepared By: Casey Fromson, Government and
Community Affairs Director

650-508-6493

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SamTrans Federal Update February 2019

CONGRESS

FY 2019 Appropriations Completed: The President signed a [bipartisan package](#) funding seven government agencies through FY 2019 on February 15. The funding deal provides \$1.375 billion for border fencing, significantly less than the \$5.7 billion in border wall funding the President requested. On the same day that he signed the bill, the President also declared a national emergency to secure funding for a border wall. White House Acting Chief of Staff Mick Mulvaney said the President would be diverting money from the Treasury Forfeiture Fund, the Department of Defense's counter-drug activity funds, and military construction dollars. The move was immediately met with legal challenges, notably a lawsuit filed by sixteen states, led by California. Further, a House resolution was introduced by Democrats that would block the national emergency declaration on February 22. The resolution passed in the House on February 26; its chances of passage in the Senate are less clear, as many Senate Republicans have supported the President's declaration.

The appropriations measure provided funding for the [Department of Transportation](#), a total of \$86.5 billion including:

- \$900 million for **BUILD grants**, with funding available through September 30, 2021. The FY 2018 omnibus provided \$1.5 billion for the program.
- \$45.3 billion for **federal-aid highways** (FAST Act authorized level), plus \$3.25 billion from the Treasury's general fund (versus the Highway Trust Fund)
- \$17.5 billion for the **Federal Aviation Administration (FAA)**, and of that, \$56 million is made available for **drone integration**, and \$24 million for **drone research**. The FY 2018 measure provided \$18.115 billion.
- \$13.4 billion for the **Federal Transit Administration (FTA)**, a \$1 billion increase from FY 2018, and within this amount:
 - \$2.55 billion for **Capital Investment Grants**, equal to the FY 2018 level, and directs that FTA may allocate funding for projects without a Full Funding Grant Agreement (FFGA)
 - \$1.265 billion for **New Starts** projects
 - \$635 million for **Core Capacity** projects
 - \$526.5 million for **Small Starts** projects
 - \$320 million for **Bus and Bus Facilities Grants**, of which \$160 million is provided for formula grants
 - \$30 million for **Low or No Emission** Grants
 - \$263 million available for **State of Good Repair** grants

- \$2.87 billion for the **Federal Railroad Administration (FRA)**, a \$22 million decrease from FY 2018.
 - \$255 million for **Consolidated Rail Infrastructure and Safety Improvements (CRISI)** grants.
- \$966.3 million for the **National Highway Traffic Safety Administration (NHTSA)**.

The package also increases the operational budget for the Transportation Security Administration (TSA). Transportation security grants through FEMA are funded at levels equal to FY 2018, and the agreement maintains the \$10 million surface transportation grant set aside for Amtrak security and the \$2 million surface transportation grant set aside for over-the-road bus security.

- The measure provides \$100 million for **Public Transit and Rail Security Grants**, level with FY 2018 funding.
- \$100 million is also provided for **Port Security Grants**, level with FY 2018 funding.
- The **TSA** is funded at \$49.3 billion, an approximately \$2 billion increase from FY 2018. This includes \$77 million to maintain existing TSA staffing at airport exit lanes and \$44.6 million for additional transportation security officers and associated training and support costs.

Excluding emergency spending, total appropriations for FY 2019 total \$1.336 trillion; this is a \$36 billion increase from FY 2018.

Infrastructure Discussions Ramp Up: Vice President Mike Pence promised a group of governors on February 22 that the Trump Administration would pass a "historic" infrastructure package this legislative session. To-date, no legislation or draft discussion bills have been introduced, beyond former House Transportation and Infrastructure Committee Chairman Bill Shuster's (R-PA) draft introduced last Congress. Staff have noted that House Transportation and Infrastructure Committee Chairman Peter DeFazio (D-OR) plans to introduce a bill in April or May with markup in June. The Senate Environment and Public Works (EPW) Committee is not planning to consider infrastructure legislation. The EPW Committee will instead focus on drafting the FAST Act authorization bill with a committee markup in June. The committee would like the bill to pass this year, ahead of the 2020 presidential election year.

Separately, congressional committees have devoted several hearings to discussion on various elements of investment in infrastructure, including financing a package, climate considerations, and stakeholder input.

- **Federal Investment in Infrastructure**

House Transportation & Infrastructure Committee

On February 7, the House Transportation & Infrastructure Committee held a [hearing](#) to discuss federal investment in infrastructure. Members of Congress focused their questioning on identifying pay-fors, and how the federal government could aid in developing resilient infrastructure, the need for which has been underscored by recent natural disasters. Chairman Peter DeFazio (D-OR) also addressed the economic impacts if infrastructure assets fail, such as the Northeast Corridor (NEC), and the Hudson Tunnel

project. Identifying ways to pay for infrastructure investment has long plagued Congress, despite bipartisan calls for an infrastructure package, especially with the Highway Trust Fund running out of money in 2020.

Testimony from witnesses during the hearing focused on the gap in infrastructure investment, which they fear will rise. Witnesses, including Los Angeles Mayor Eric Garcetti and former Transportation Secretary Ray LaHood, suggested raising the gas tax as one solution. They noted that it was risky, but could be effective. Some members expressed support for raising the gas tax, but others shared concerns over potential political fallout for adopting such a reform.

Witnesses also noted that the President's infrastructure plan released last year ignited enthusiasm, though it did not gain momentum. Mayor Garcetti and Mayor Stephen Benjamin of Columbia, South Carolina both encouraged Congress to fund projects that would bring in money from a variety of sources, including local governments and private investors. Mayor Garcetti said federal lawmakers should consider paying part of the cost of maintenance for existing infrastructure, to prevent it from decaying further. Another witness, Amtrak CEO Richard Anderson, called on Congress to take action to address the Hudson River Tunnel project by passing an infrastructure bill that increases federal funding into existing programs that support intercity passenger rail. He also suggested establishing new federal policies and grant programs through reauthorizing the FAST Act, which expires in 2020.

Senate Commerce Committee

The Senate Commerce Committee held a [hearing](#) on February 13 to discuss what provisions and pay-fors could be included in an infrastructure bill. Senators expressed concern over the existing Highway Trust Fund, but did not focus much discussion around funding sources for a package. Chairman Roger Wicker (R-MS) and Ranking Member Maria Cantwell (D-WA) both recognized that improving infrastructure is a bipartisan issue. Cantwell referenced the partial government shutdown as a "wakeup call" for the importance of investing in critical aspects of infrastructure.

Witnesses represented ports, railroad, cable, trucking, and trade, and all of these stakeholders supported an increase in the gas tax as a pay-for. William Friedman, with the American Association of Port Authorities (AAPA), noted that a major issue for ports are last- and first-mile connectivity, as well as a lack of funding for port-related projects. He noted that federal grant programs and lifting the 10 percent funding cap for non-highway projects in the INFRA program could be remedies to those problems. However, Chris Spear, President and CEO of the American Trucking Association (ATA), opposed lifting the cap on non-highway projects, citing that more efficient ports would benefit trucking, but with the interconnected nature of the system, the only solution is a robust infrastructure bill that would increase efficiency across the board. Spear did advocate for the Build America Fund, which would include a modest increase on the cost of the fuel that would generate \$340 billion over the course of 10 years.

- **Climate Change**

House Transportation & Infrastructure Committee

The committee held its first [hearing on climate change](#) on February 26, a major priority for Chairman Peter DeFazio (D-OR) and House Democrats in crafting an infrastructure package. Nine witnesses testified on a broad range of expertise across climate and the environment. Democrats focused their statements and questioning on how policy can be crafted to reduce emissions, make infrastructure more resilient, and mitigate effects of climate change. Republican members opposed the premise of the hearing, arguing that a market approach, rather than government action, would be the economic incentive to improve climate change effects. Several Republican members further stated that the tax incentives for purchasing electric vehicles (EV) should be eliminated, since most EV buyers are already affluent, and the cost of owning one eventually evens out with that of owning a gas-powered car.

Return of Earmarks?: Chairman DeFazio said on February 27 that he intends to bring back earmarks, rebranding them as “Article I projects,” to build support for an increase in user fees that would help aid passage of a surface transportation bill. DeFazio said it would be key to completing a surface transportation bill; since Democrats won the House majority in the midterm elections, DeFazio has discussed bringing back earmarks, but clarified that the ultimate decision remains with congressional leadership. However, House Appropriations Chair Nita Lowey (D-NY) [said](#) there is currently no bipartisan, bicameral agreement to allow the Appropriations Committee to earmark. She does not expect FY 2020 House appropriations bills to include earmarks. DeFazio will still move forward to include earmark projects in Transportation & Infrastructure Committee bills.

ADMINISTRATION

FRA Issues National Trespass Prevention Strategy: The Federal Railroad Administration (FRA) released the first “[National Strategy to Prevent Trespassing on Railroad Property](#)” on February 19. The report was issued in response to a House Appropriations Committee request, and examines the causal factors that contribute to trespassing incidents on railroad property. FRA Administrator Ron Batory said the agency examined current data on factors of the problem, and is seeking to “energize” state and local partners to implement solutions. The report analyzes trespasser casualties over a four-year period from November 2013 and October 2017. Findings showed that 4,242 pedestrians were killed or injured while trespassing on railroad property nationwide during this time period. The FRA’s national strategy to prevent trespassing includes four strategic focus areas: data gathering and analysis, community site visits, funding, and partnerships with stakeholders. Short term targets include stakeholder engagement and implementation of strategies that save lives at trespassing “hot spots.”

FHWA Announces Awards to Seven States for New Ways to Fund Highways: The Federal Highways Administration (FHWA) [announced](#) \$10.2 million in Surface Transportation System Funding Alternatives (STSFA) grants to seven states to test new ways to finance highway and bridge projects. The goal of the program, established under the FAST Act, is to allow states to test user-based alternatives to support the Highway Trust Fund. The grants fund projects to test the design, implementation, and acceptance of user-based alternative revenue tools. The projects will investigate and analyze various mileage-based and road-user charges, including for trucks and automated vehicles, as well as the implementation and operation of technologies at a regional level. States selected were: California, Delaware, Minnesota, Missouri, New Hampshire, Oregon, and Utah.

DOT Deputy Secretary Moves to DOJ: Deputy Transportation Secretary Jeff Rosen will move to the Department of Justice (DOJ), to serve as Deputy Attorney General. Rosen will replace outgoing Deputy Attorney General Rod Rosenstein. At DOT, Rosen was in charge of day-to-day operations, including deregulatory efforts and grant decisions. A replacement for Rosen has not yet been announced.

March 8, 2019

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 – April 2019**

Legislative Update

The Legislature had until February 22 to introduce bills for consideration in the first year of the 2019-20 Legislative Session. Approximately 2700 bills were introduced by the deadline. Policy committees and budget subcommittees have begun to meet and hear bills and budget proposals. The last day for policy committees to meet and hear bills introduced in the same house is May 10. We are tracking several bills for SamTrans, some of which we are recommending SamTrans take a position on, identified under ***Bills of Interest*** below.

State of the State

On February 12, Governor Gavin Newsom delivered his first State of the State address. The nearly hour-long address touched on issues of statewide importance including high-speed rail, water, housing/homelessness, healthcare, inequality and education. The Governor did not announce any new policies or initiatives related to public transit. However, as noted above, he did set the stage for a change in the state's approach to constructing the high-speed rail project. The Governor stated:

"...we do have the capacity to complete a high-speed rail link between Merced and Bakersfield.

I know that some critics will say this is a "train to nowhere." But that's wrong and offensive. The people of the Central Valley endure the worst air pollution in America as well as some of the longest commutes. And they have suffered too many years of neglect from policymakers here in Sacramento. They deserve better.

High-Speed Rail is much more than a train project. It's about economic transformation and unlocking the enormous potential of the Valley.

We can align our economic and workforce development strategies, anchored by High-Speed Rail, and pair them with tools like opportunity zones, to form the backbone of a reinvigorated Central Valley economy.

Merced, Fresno, Bakersfield, and communities in between are more dynamic than many realize.

The Valley may be known around the world for agriculture, but there is another story ready to be told. A story of a region hungry for investment, a workforce eager for more training and good jobs, Californians who deserve a fair share of our state's prosperity.

Look, we will continue our regional projects north and south. We'll finish Phase 1 environmental work. We'll connect the revitalized Central Valley to other parts of the state, and continue to push for more federal funding and private dollars. But let's just get something done."

The full text of the Governor's address can be found on his website, [here](#).

Tightening the Nexus Between Affordable Housing and Transportation Funding

On March 11, Governor Newsom announced a major legislative proposal as part of his \$1.75 billion package to confront the housing cost crisis. The new proposal sets higher short-term goals for housing that cities and counties must meet, and provides \$750 million in support and incentives to help jurisdictions plan and zone for these higher, ambitious housing targets.

The proposal would also update and modernize the state's long-term housing goals, known as Regional Housing Needs Allocations (RHNA), to better reflect regional housing and transportation needs. Specifically it asks that the California State Transportation Agency and the Office of Planning and Research (OPR), work with the California Department of Housing and Community Development (HCD) to engage stakeholders and propose opportunities to link transportation and other non-housing funds with housing goals by the end of 2022. As part of this effort beginning July 1, 2023, SB 1 Local Streets and Roads funds may be withheld from any jurisdiction that does not have a compliant housing element and has not zoned and entitled for its updated annual housing goals. This does not include transit funding.

Bills of Interest

SB 128 (Beall) Removal of Voter-Threshold for Enhanced Infrastructure Finance Districts

This bill would eliminate the voter-approval requirement for bonds issued to fund projects within an Enhanced Infrastructure Financing District (EIFD). Existing law authorizes a local agency or agencies, that formed an EIFD, to issue bonds upon approval by 55% of the voters voting within an EIFD to fund certain project types, including transportation improvements. This bill would instead authorize the local agency to issue bonds for the allowable projects without submitting a proposal to the voters. ***We recommend SamTrans SUPPORT this measure.***

AB 252 (Daly) State NEPA Delegation for Transportation Projects

Federal law requires the United States Secretary of Transportation to carry out a surface transportation project delivery program, under which California may assume certain responsibilities for environmental review and clearance of transportation projects that would otherwise be the responsibility of the federal government, but only until January 1, 2020. This bill would extend the operation of this delegation indefinitely. ***We recommend SamTrans SUPPORT this measure.***

AB 784 (Mullin) California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project

This bill would exempt zero-emission transit buses from the state portion of the sales tax until January 1, 2024. ***We recommend SamTrans SUPPORT this measure.***

ACA 1 (Aguilar-Curry) Lower Vote Threshold for Local Funding

This constitutional amendment would lower the necessary voter threshold from a two-thirds supermajority to 55 percent to approve local general obligation bonds and special taxes for affordable housing and public infrastructure projects. Last year the SamTrans Board supported SCA 6 which would have lowered the threshold for sales taxes for transportation projects. This constitutional amendment is broader in scope in that it applies to affordable housing and transportation and includes both general obligations bonds and special taxes. ***We recommend SamTrans SUPPORT this measure.***

Grade Separation Funding

At the December 5 SamTrans Board meeting, we were asked to include in the SamTrans Board Report a list of state funding options for rail grade separations. Below is a list of the funding sources that we are aware of and/or that have been used to fund grade separations in the recent years. The funding sources below are managed across various state agencies and departments, including the Public Utilities Commission (PUC), the California State Transportation Agency (CalSTA), the California Transportation Commission (CTC), and Caltrans.

PUC Section 190 Grade Separation Program – The Program is a [state funding program](#) to grade separate crossings between roadways and railroad tracks and provides approximately \$15 million annually, transferred from Caltrans. Agencies apply to the PUC for project funding.

State Transportation Improvement Program – The STIP, managed by Caltrans and programmed by the CTC, is primarily used to fund highway expansion projects throughout the state, but also supports grade separations. The STIP is programmed every two years (currently the 2018 STIP added \$2.2 billion in new funding). Local agencies receive a share of STIP funding, as does the State. The STIP is funded with gasoline excise tax revenues.

Transit and Intercity Rail Capital Program – The TIRCP is managed by CalSTA and is available to fund rail and transit projects that reduce greenhouse gas emissions. The program receives funding from Cap and Trade and the recently created Transportation Improvement Fee to the tune of approximately \$500 million per year. The TIRCP is programmed over 5 years, with the most recent cycle beginning in May 2018. Caltrain received \$160 million for the CalMod project.

Proposition 1A – This \$9.9 billion Bond Act is the primary funding source for the high-speed rail project and has been used to fund a very limited number of grade separation projects in the past, including in the City of San Mateo.

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
AB 5 Gonzalez D Worker status: independent contractors.	Introduced in the Assembly	Existing law, as established in the case of Dynamex Operations West, Inc. v. Superior Court of Los Angeles (2018) 4 Cal.5th 903 (Dynamex), creates a presumption that a worker who performs services for a hirer is an employee. Existing law requires a 3-part test, commonly known as the “ABC” test, to establish that a worker is independent contractor. This bill would state the intent of the Legislature to include provisions within this bill would codify the decision in the Dynamex case and clarify its application.	Watch

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 11 Chiu D</p> <p>Community Redevelopment Law of 2019.</p>	<p>In the Assembly Housing and Community Development Committee, Hearing Pending</p>	<p>The California Constitution, with respect to any taxes levied on taxable property in a redevelopment project established under the Community Redevelopment Law, as it then read or may be amended, authorizes the Legislature to provide for the division of those taxes under a redevelopment plan between the taxing agencies and the redevelopment agency, as provided. This bill, the Community Redevelopment Law of 2019, would authorize a city or county, or two or more cities acting jointly, to propose the formation of an affordable housing and infrastructure agency by adoption of a resolution of intention that meets specified requirements, including that the resolution of intention include a passthrough provision and an override passthrough provision, as defined. The bill would require the city or county to submit that resolution to each affected taxing entity and would authorize an entity that receives that resolution to elect to not receive a passthrough payment, as provided. The bill would require the city or county that adopted that resolution to hold a public hearing on the proposal to consider all written and oral objections to the formation, as well as any recommendations of the affected taxing entities, and would authorize that city or county to adopt a resolution of formation at the conclusion of that hearing. The bill would then require that city or county to submit the resolution of intention to the Strategic Growth Council for a determination as to whether the agency would promote statewide greenhouse gas reduction goals. The bill would require the council to approve formation of the agency if it determines that formation of the agency both (1) would not result in a state fiscal impact, determined as specified by the Controller, that exceeds a specified amount and (2) would promote statewide greenhouse gas reduction goals. The bill would deem an agency to be in existence as of the date of the council's approval. The bill would require the council to establish a program to provide technical assistance to a city or county desiring to form an agency pursuant to these provisions. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 40 Ting D</p> <p>Zero-emission vehicles: comprehensive strategy.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<p>Existing law imposes various limitations on emissions of air contaminants for the control of air pollution from vehicular and nonvehicular sources. Existing law generally designates the State Air Resources Board as the state agency with the primary responsibility for the control of vehicular air pollution. Existing law required the state board to develop and adopt regulations that achieve the maximum feasible reduction of greenhouse gases emitted by passenger vehicles, light-duty trucks, and any other vehicles determined by the state board to be vehicles whose primary use is noncommercial personal transportation in the state. This bill, no later than January 1, 2021, would require the state board to develop a comprehensive strategy to ensure that the sales of new motor vehicles and new light-duty trucks in the state have transitioned fully to zero-emission vehicles, as defined, by 2040, as specified.</p>	<p>Watch</p>
<p>AB 47 Daly D</p> <p>Driver records: points: distracted driving.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<p>Existing law prohibits a person from driving a motor vehicle while using a wireless telephone unless that telephone is specifically designed and configured to allow hands-free listening and talking, and is used in that manner while driving. Existing law also prohibits a person from driving while holding and operating a handheld wireless telephone or an electronic wireless communications device unless the telephone or device is specifically designed and configured to allow voice-operated and hands-free operation, and is used in that manner while driving. A person who is 18 years of age or younger is prohibited from driving while using a wireless telephone or an electronic wireless communications device, even if equipped with a hands-free device. This bill would abolish that exemption for violations occurring on or after January 1, 2021, and would expressly make those electronic device violations subject to a violation point against the driver's record. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 145 Frazier D</p> <p>High-Speed Rail Authority: Senate confirmation.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<p>Existing law creates the High-Speed Rail Authority with specified powers and duties relative to development and implementation of a high-speed train system. The authority is composed of 11 members, including 5 voting members appointed by the Governor, 4 voting members appointed by the Legislature, and 2 nonvoting legislative members. This bill would provide that the members of the authority appointed by the Governor are subject to appointment with the advice and consent of the Senate.</p>	<p>Watch</p>
<p>AB 148 Quirk-Silva D</p> <p>Regional transportation plans: sustainable communities strategies.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<p>This bill would require each sustainable communities strategy to also identify areas within the region sufficient to house an 8-year projection of the emergency shelter needs for the region, as specified. For the 5th and each subsequent update to the sustainable communities strategy, the bill would require the metropolitan planning organization to, among other things, (1) identify the region's progress in the development of housing and emergency shelters in the areas within the region that were identified, in the prior sustainable communities strategy, as sufficient to house the 8-year projection of the region's regional housing and emergency shelter needs, and (2) determine whether the development will successfully meet the 8-year projection. By imposing new requirements on local agencies, the bill would impose a state-mandated local program. The bill would require the state board's report, as described above, to include data-supported metrics that identify housing and emergency shelter developments related to the 8-year projection of the regional housing and emergency shelter needs that was assumed in the prior sustainable communities strategy, and the physical location of housing and emergency shelters identified in the most recently submitted sustainable communities strategy update.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 3/8/19

Bill ID/Topic	Location	Summary	Position
<p>AB 185 Grayson D</p> <p>California Transportation Commission: transportation policies: joint meetings.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<p>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. Existing law requires the commission and the State Air Resources Board to hold at least 2 joint meetings per calendar year to coordinate their implementation of transportation policies. This bill would require the Department of Housing and Community Development to participate in those joint meetings.</p>	<p>Watch</p>
<p>AB 226 Mathis R</p> <p>Transportation funds: transit operators: fare revenues.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<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, revenues from a 1/4% sales tax in each county 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 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 farebox ratio of fare revenues to operating costs. Existing law generally establishes the required farebox ratio as 20% in urbanized areas and 10% in nonurbanized areas. Existing law provides various exceptions to the definition of "operating cost" for these purposes. This bill would require a fare paid pursuant to a reduced fare transit program to be counted as a full adult fare for purposes of calculating any required ratios of fare revenues to operating costs specified in the act, except for purposes of providing information in a specified annual report to the Controller or providing information to the entity conducting a fiscal or performance audit pursuant to specified provisions.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 249 Choi R</p> <p>Public employers: employee organizations.</p>	<p>In the Assembly Public Employment and Retirement Committee, Hearing Pending</p>	<p>Existing law prohibits the state and specified local public employers from deterring or discouraging public employees and applicants to be public employees from becoming or remaining members of an employee organization, authorizing representation by an employee organization, or authorizing dues or fee deductions to an employee organization. Existing law grants the Public Employment Relations Board jurisdiction over violations of these provisions, except as specified. This bill would prohibit a public employer from deterring or discouraging a public employee or an applicant to be a public employee from opting out of becoming or remaining a member of an employee organization. The bill would prohibit a public employer from taking adverse action against a public employee or applicant to be a public employee who opts out of becoming or remaining a member of an employee organization and would specify that adverse action includes reducing a public employee's current level of pay or benefits.</p>	<p>Watch</p>
<p>AB 252 Daly D</p> <p>Department of Transportation: environmental review process: federal program.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<p>Existing law gives the Department of Transportation full possession and control of the state highway system. Existing federal law requires the United States Secretary of Transportation to carry out a surface transportation project delivery program, under which the participating states may assume certain responsibilities for environmental review and clearance of transportation projects that would otherwise be the responsibility of the federal government. Existing law, until January 1, 2020, provides that the State of California consents to the jurisdiction of the federal courts with regard to the compliance, discharge, or enforcement of the responsibilities it assumed as a participant in the program. This bill would extend the operation of these provisions indefinitely.</p>	<p>Recommend Support</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
AB 285 Friedman D California Transportation Plan.	In the Assembly Transportation Committee, Hearing Pending	<p>This bill would require the California Department of Transportation to address in the California Transportation Plan how the state will achieve maximum feasible emissions reductions in order to attain a statewide reduction of greenhouse gas emissions of 40% below 1990 levels by the end of 2030 and carbon neutrality by 2045. Commencing with the 3rd update to the plan to be completed by December 31, 2025, the bill would require the department to include specified information in the plan, including, among other things, a review, conducted in consultation with the Strategic Growth Council, of the potential impacts and opportunities for coordination of specified grant programs and recommendations for the improvement of the grant programs to better align them to meet long-term common goals. The bill would require the department to complete an interim report by January 31, 2022, that contains the new information required to be included in the 3rd and subsequent updates to the plan. The bill would add environmental justice to the subject areas that the plan is required to consider for the movement of people and freight. The bill would require the California Transportation Commission to discuss its recommendations for transportation system improvements at a specified joint meeting with the State Air Resources Board before submitting those recommendations in the required report to the Legislature and the Governor.</p>	Watch

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 352 Garcia, Eduardo D</p> <p>California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Fund: investment plan: Transformative Climate Communities Program.</p>	<p>In the Assembly Natural Resources Committee</p>	<p>This bill, beginning July 1, 2020, would require state agencies administering competitive grant programs that allocate moneys from the Greenhouse Gas Reduction Fund to give specified communities preferential points during grant application scoring for programs intended to improve air quality, to include a specified application timeline, to allow applicants from the Counties of Imperial and San Diego to include daytime population numbers in grant applications, and to require grant eligibility and scoring criteria to define disadvantaged community consistent with specified allocation requirements of the Greenhouse Gas Reduction Fund so as not to preclude low-income communities, as defined, from applying for or being awarded a grant. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 380 Frazier D Office of the Transportation Inspector General.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<p>Existing law creates the Department of Transportation within the Transportation Agency and creates the Independent Office of Audits and Investigations within the department, with specified powers and duties. Existing law requires the Governor to appoint the director of the office for a 6-year term, subject to confirmation by the Senate, and provides that the director, known as the Inspector General, may not be removed from office during the term except for good cause. Existing law specifies the duties and responsibilities of the Inspector General with respect to the department and local agencies receiving state and federal transportation funds through the department, and requires an annual report to the Legislature and Governor. This bill would eliminate the Independent Office of Audits and Investigations and would instead create the Independent Office of the Transportation Inspector General in state government, as an independent office that would not be a subdivision of any other government entity, to ensure that specified state agencies and all external entities that receive state and federal transportation funds are operating efficiently, effectively, and in compliance with federal and state laws. The bill would require the Governor to appoint the Transportation Inspector General for a 6-year term, subject to confirmation by the Senate, and would prohibit the Transportation Inspector General from being removed from office during the term except for good cause. The bill would specify the duties and responsibilities of the Transportation Inspector General and set the salary of the Transportation Inspector General. The bill would require the Transportation Inspector General to submit an annual report to the Governor, the Legislature, and the California Transportation Commission.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 418 Kalra D</p> <p>Evidentiary privileges: union agent-represented worker privilege.</p>	<p>In the Assembly Judiciary Committee, Hearing Pending</p>	<p>Existing law governs the admissibility of evidence in court proceedings and generally provides a privilege as to communications made in the course of certain relations, including the attorney-client, physician-patient, and psychotherapist-patient relationship, as specified. Under existing law, the right of any person to claim those evidentiary privileges is waived with respect to a communication protected by the privilege if any holder of the privilege, without coercion, has disclosed a significant part of the communication or has consented to a disclosure. This bill would establish a privilege between a union agent, as defined, and a represented employee or represented former employee to refuse to disclose any confidential communication between the employee or former employee and the union agent made while the union agent was acting in the union agent's representative capacity, except as specified. The bill would permit a represented employee or represented former employee to prevent another person from disclosing a privileged communication, except as specified. The bill would further provide that this privilege may be waived in accordance with existing law and does not apply in criminal proceedings.</p>	<p>Watch</p>
<p>AB 422 Frazier D</p> <p>High-speed rail: performance measurement dashboards.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<p>The California High-Speed Rail Act creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties. Existing law requires the authority to establish an independent peer review group for purposes of reviewing the planning, engineering, financing, and other elements of the authority's plans and issuing an analysis of the appropriateness and accuracy of the authority's assumptions and an analysis of the viability of the authority's funding plan, including the funding plan for each corridor. This bill would require the authority, in consultation with the peer review group, to develop and update quarterly a set of summary performance measurement dashboards that show ongoing performance of the project and post on its internet website full sets of the summary performance measurement dashboards.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 477 Cervantes D</p> <p>Emergency preparedness: vulnerable populations.</p>	<p>Introduced in the Assembly</p>	<p>The California Emergency Services Act creates, within the office of the Governor, the Office of Emergency Services, which is responsible for natural, technological, or manmade disasters and emergencies, including responsibility for activities necessary to prevent, respond to, recover from, and mitigate the effects of emergencies and disasters to people and property. Existing law authorizes cities, cities and counties, and counties to create disaster councils, by ordinance, to develop plans for meeting any condition constituting a local emergency or state of emergency, including, but not limited to, earthquakes, natural or manmade disasters specific to that jurisdiction, or state of war emergency. This bill would state the intent of the Legislature to enact legislation that would ensure that state and local emergency management preparedness efforts, specifically for transportation, include people with disabilities, people with mental illness, and seniors.</p>	<p>Watch</p>
<p>AB 510 Cooley D</p> <p>Local government records: destruction of records.</p>	<p>In the Assembly Local Government Committee, Hearing Pending</p>	<p>Existing law authorizes the head of a department of a county or city, or the head of a special district to destroy recordings of routine video monitoring maintained by that county, city, or special district after one year if that person receives approval from the legislative body and the written consent of the agency attorney. Existing law authorizes the head of a department of a county or city, or the head of a special district to destroy recordings of telephone and radio communications maintained by that county, city, or special district after 100 days if that person receives approval from the legislative body and the written consent of the agency attorney. This bill would exempt the head of a department of a county or city, or the head of a special district from these recording retention requirements if the county, city, or special district adopts a records retention policy governing recordings of routine video monitoring and recordings of telephone and radio communications.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 520 Kalra D</p> <p>Public works: public subsidy.</p>	<p>In the Assembly Labor and Employment Committee, Hearing Pending</p>	<p>Existing law requires that, except as specified, not less than the general prevailing rate of per diem wages, determined by the Director of Industrial Relations, be paid to workers employed on public works projects. Existing law defines “public works” to include, among other things, construction, alteration, demolition, installation, or repair work done under contract and paid for, in whole or in part, out of public funds, but exempts from that definition, among other projects, an otherwise private development project if the state or political subdivision provides, directly or indirectly, a public subsidy to the private development project that is de minimis in the context of the project. This bill would provide that a public subsidy is de minimis if it is both less than \$275,000 and less than 2% of the total project cost. The bill would specify that those provisions do not apply to a project that was advertised for bid, or a contract that was awarded before July 1, 2020.</p>	<p>Watch</p>
<p>AB 578 Mullin D</p> <p>Electronic toll and transit fare collection systems: personally identifiable information of subscribers.</p>	<p>Introduced in the Assembly</p>	<p>Existing law prohibits a transportation agency from selling or providing personally identifiable information of a person obtained through the person’s subscription to an electronic toll collection system or electronic transit fare collection system, or through the person’s use of a toll facility that employs an electronic toll collection system. Existing law exempts certain activities from this prohibition, including the use of certain personally identifiable information for purposes of a communication from a transportation agency or a contracted third-party vendor to subscribers of those systems about certain products and services, if the transportation agency has received the subscriber’s express written consent to receive the communications. This bill would make nonsubstantive changes to these provisions.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 628 Bonta D</p> <p>Employment: victims of sexual harassment: protections.</p>	<p>In the Assembly Labor and Employment Committee, Hearing Pending</p>	<p>(1)Existing law prohibits an employer from discharging, or discriminating or retaliating against, an employee who is a victim of domestic violence, sexual assault, or stalking and who takes time off from work to obtain, or attempt to obtain, any relief to help ensure the health, safety, or welfare of the victim or his or her child. Existing law also prohibits an employer from discriminating or retaliating against an employee who is a victim of domestic violence, sexual assault, or stalking because of the employee’s status as a victim, if the employer has notice or knowledge of that status. Existing law additionally prohibits an employer with 25 or more employees from discharging, or discriminating or retaliating against an employee who is a victim, in this regard, who takes time off to obtain specified services or counseling. Existing law makes it a misdemeanor for an employer to refuse to rehire, promote, or restore an employee who has been determined to be so eligible by a grievance procedure or legal hearing.This bill would extend these employment protections to victims of sexual harassment, as defined. The bill would also extend these employment protections to family members, as defined, of the victims for taking time off from work to provide assistance to the victims when seeking relief or obtaining those services and counseling, as described above. The bill would apply these protections to state and local public employers and to the Legislature. By expanding the definition of a crime, this bill would impose a state-mandated local program. The bill would extend confidentiality protections provided to victims in this context, which existing law applies only to people employed by employers with 25 or more employees, to employers generally. The bill would make conforming changes.This bill contains other related provisions and other existing laws.</p>	

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 659 Mullin D</p> <p>Transportation: emerging transportation technologies: California Smart City Challenge Grant Program.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<p>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, 2020, to guide the commission on program matters, as specified. The bill would require the commission, in consultation with the workgroup, to develop guidelines on or before March 1, 2021, for the program, which would not be subject to the Administrative Procedure Act, and would authorize the commission to revise them as necessary. The bill would make the implementation of the program contingent upon an appropriation in the annual budget act.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 672 Cervantes D</p> <p>Public employees' retirement: disability retirement: reinstatement.</p>	<p>In the Assembly Public Employment and Retirement Committee, Hearing Pending</p>	<p>The Public Employees' Retirement Law (PERL) creates the Public Employees' Retirement System, which provides pension and other benefits to members of the system and prescribes conditions for service after retirement. PERL and the California Public Employees' Pension Reform Act of 2013 establish various limits on retirement benefits generally applicable to a public employee retirement system, and prescribes, among other things, limits on service after retirement without reinstatement into the applicable retirement system. This bill would prohibit a person who has retired for disability from being employed by any employer without reinstatement from retirement if the position is the position from which the person retired or if the position includes duties or activities that the person was previously restricted from performing at the time of retirement, unless an exception applies. The bill would require, if a person retired for disability is employed by an employer without reinstatement, an employer to provide to the board the nature of the employment and the duties and activities the person will perform. This bill contains other existing laws.</p>	<p>Watch</p>
<p>AB 676 Frazier D</p> <p>California Transportation Commission: annual report.</p>	<p>In the Assembly Transportation Committee</p>	<p>Existing law establishes in state government the California Transportation Commission with specified powers and duties relative to the programming of transportation capital improvement projects and other related matters. Existing law requires the commission to adopt and submit to the Legislature, by December 15 of each year, an annual report summarizing the commission's prior-year decisions in allocating transportation capital outlay appropriations and identifying timely and relevant transportation issues facing the state. This bill would instead require the commission to adopt and submit the annual report by December 31 of each year.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 752 Gabriel D</p> <p>Public transit: transit centers: lactation rooms.</p>	<p>Introduced in the Assembly</p>	<p>Existing law imposes various requirements on transit operators.This bill would state the intent of the Legislature to enact future legislation to expand access to lactation rooms in transit centers.</p>	<p>Watch</p>
<p>AB 784 Mullin D</p> <p>Sales and use taxes: exemption: California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project.</p>	<p>In the Assembly Revenue and Taxation Committee</p>	<p>Existing state sales and use tax laws impose a tax on retailers measured by the gross receipts from the sale of tangible personal property sold at retail in this state of, or on the storage, use, or other consumption in this state of, tangible personal property purchased from a retailer for storage, use, or other consumption in this state. The Sales and Use Tax Law provides various exemptions from those taxes.This bill would, until January 1, 2024, provide an exemption from those taxes with respect to the sale of specified zero-emission technology medium- and heavy-duty transit bus vehicles. The bill would provide that this exemption does not apply to specified state sales and use taxes from which the proceeds are deposited into the Local Revenue Fund, the Local Revenue Fund 2011, or the Local Public Safety Fund.This bill would take effect immediately as a tax levy.This bill contains other existing laws.</p>	<p>Recommend Support</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 847 Grayson D</p> <p>Transportation finance: priorities: housing.</p>	<p>Introduced in the Assembly</p>	<p>(1)The Planning and Zoning Law requires a city or county to adopt a general plan for land use development within its boundaries that includes, among other things, a housing element. The Planning and Zoning Law requires a planning agency, after a legislative body has adopted all or part of a general plan, to provide an annual report to the legislative body, the Office of Planning and Research, and the Department of Housing and Community Development on the status of the general plan and progress in meeting the community’s share of regional housing needs. Existing law requires a planning agency to include in its annual report specified information, known as a production report, regarding units of net new housing, including rental housing and for-sale housing that have been issued a completed entitlement, building permit, or certificate of occupancy. This bill would require the Department of Housing and Community Development, on or before June 30, 2020, and on or before June 30 every year thereafter, to review each production report submitted by a city or county in accordance with the provisions described above to determine if that city or county has met its very low, low-, and moderate-income housing goals, as defined, for that reporting period. The bill would require the department, if it determines that a city or county has met one of those housing goals, to submit a certification of that result to the Controller by no later than June 30 of that year. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 880 Obernolte R</p> <p>Transportation network companies: participating drivers: criminal background checks.</p>	<p>In the Assembly Communications and Conveyance Committee, Hearing Pending</p>	<p>(1)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 a personal vehicle. Existing law requires a transportation network company to conduct, or have a third party conduct, a local and national criminal background check for each participating driver, as specified, and prohibits a transportation network company from contracting with, employing, or retaining a driver if the driver, among other things, is currently registered on the United States Department of Justice National Sex Offender Public website, has been convicted of any of certain terrorism-related felonies or a violent felony or, within the previous 7 years, has been convicted of any misdemeanor assault or battery, any domestic violence offense, driving under the influence of alcohol or drugs, or any of a specified list of felonies. A violation of the act is a misdemeanor punishable by a fine, imprisonment, or both a fine and imprisonment. This bill would correct erroneous cross-references to code sections and instead add a felony conviction of securities fraud as a separate crime for which a transportation network company is prohibited from contracting with, employing, or retaining a driver if that driver was convicted of that offense within the previous 7 years. By expanding the crimes for which a transportation network company is prohibited from contracting with, employing, or retaining a driver who is convicted of those crimes, the bill would create a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 931 Boerner Horvath D</p> <p>State and local boards and commissions: representation: appointments.</p>	<p>In the Assembly Local Government Committee, Hearing Pending</p>	<p>Existing law establishes various boards and commissions within state government. Under existing law, it is the policy of the State of California that the composition of these state boards and commissions broadly reflect the general public, including ethnic minorities and women. Under existing law, the Governor and other appointing authorities are responsible for nominating to these boards and commissions persons of different backgrounds, abilities, interests, and opinions. This bill, on and after January 1, 2025, would require the composition of each state and local board and commission with appointed members to have a specified minimum number of women board members or commissioners based on the total number of board members or commissioners on that board. The bill would also require the office of the Governor, with respect to those boards and commissions, to collect and release, annually, at a minimum, aggregated demographic data provided by state and local board and commission applicants, nominees, and appointees. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>AB 945 McCarty D</p> <p>Local government: financial affairs: surplus funds.</p>	<p>In</p>	<p>Existing law prescribes the instruments and criteria by which a local agency, as defined, may invest and deposit its funds, including its surplus funds. Existing law, until January 1, 2021, authorizes a local agency, under certain conditions, to invest up to 30% of the agency's surplus funds in deposits at specified types of financial institutions that use a private sector entity to assist in the placement of deposits, as specified. Existing law, on and after January 1, 2021, authorizes a local agency, under certain conditions, to invest up to 30% of the agency's surplus funds in certificates of deposit at specified types of financial institutions. This bill would instead, commencing January 1, 2020, authorize a local agency to invest and deposit the agency's surplus funds in deposits at specified types of financial institutions whether those investments are certificates of deposit or another form, and would increase the percentage of the local agency's funds that can be invested to 50%. The bill would make additional conforming changes.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 970 Salas D</p> <p>California Department of Aging: grants: transportation.</p>	<p>In the Assembly Aging and Long-Term Care Committee</p>	<p>Existing law, 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 for appropriation. This bill would require the department to administer a grant program to receive applications from area agencies on aging to fund transportation to and from nonemergency medical services for older individuals with disabilities who reside in rural, desert, or mountain areas within a planning and service area, for the purpose of reducing greenhouse gas emissions. The bill would require that transportation be made available using the purchase, lease, or maintenance of zero-emission or near-zero-emission vehicles with a capacity for 7, 12, or 15 passengers. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 1142 Friedman D</p> <p>Strategic Growth Council: transportation pilot projects: regional transportation plans.</p>	<p>In the Assembly Transportation Committee, Hearing Pending</p>	<p>(1)The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, an initiative measure approved by the voters as Proposition 84 at the November 7, 2006, statewide general election, makes \$5,388,000,000 in bond funds available for safe drinking water, water quality and supply, flood control, natural resource protection, and park improvements. Existing law establishes the Strategic Growth Council and appropriated \$500,000 from the funding provided by the bond act to the Natural Resources Agency to support the council and its activities. The council is required to manage and award grants and loans to specified local entities for the purpose of developing, adopting, or implementing a regional plan or other planning instrument with specified elements to support the planning and development of sustainable communities. This bill would require the Strategic Growth Council, in consultation with the State Air Resources Board, to manage and award financial assistance to specified local entities for the purpose of funding pilot projects that reduce vehicle miles traveled to support the planning and development of sustainable communities. The bill would require a local entity that receives funding for a pilot project to provide data regarding the reduction of vehicle miles traveled by the project to the board for use in a specified report. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 1286 Muratsuchi D</p> <p>Shared mobility devices: agreements</p>	<p>Introduced in the Assembly</p>	<p>Existing law regulates contracts for particular transactions, including those in which one person agrees to give to another person the temporary possession and use of personal property, other than money for reward, and the latter agrees to return the property to the former at a future time. This bill would require a shared mobility service provider, as defined, to enter into an agreement with the city or county with jurisdiction over the area of use that requires the provider to maintain a specified amount of general liability insurance and prohibits the provider from including specified provisions in a user agreement before distributing a shared mobility device within that jurisdiction. The bill would define shared mobility device to mean a motorized scooter, bike, skateboard, or other device. The bill would require a city or county to adopt safety rules regarding the use of the shared mobility devices in its jurisdiction before the shared mobility service provider may offer shared mobility devices for rent or use.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 1351 Lackey R</p> <p>Transit operators: paratransit and dial-a-ride services.</p>	<p>Introduced in the Assembly</p>	<p>Under the Mills-Alquist-Deddeh Act, also known as the Transportation Development Act, revenues from a 1/4% sales tax in each county are, among other things, available for allocation by the transportation planning agency to transit operators and for community transit services. Existing law requires a for-profit or nonprofit transit operator that receives funds through the Mills-Alquist-Deddeh Act and that provides dial-a-ride or paratransit service to provide those services consistent with certain requirements. Before approving a claim for funds available for community transit services, existing law requires a transportation planning agency to make findings that the transit operator is in compliance with the requirements applicable to providing dial-a-ride or paratransit service. Existing law prohibits a transportation planning agency from allocating any funds to a transit operator not in compliance with these provisions. This bill would also require a for-profit or nonprofit transit operator that receives funds through the Mills-Alquist-Deddeh Act and that provides dial-a-ride or paratransit service to (1) determine the eligibility of an applicant for those services within 7 days following the submission of a complete application, as specified, (2) provide service to an eligible person at any requested time on a particular day in response to a request for service made the previous day, and (3) allow a person who has been determined eligible by another transit operator to submit any proof of that eligibility electronically and, upon receipt of that information, to provide service to that person. By requiring a transportation planning agency to make findings that a transit operator is in compliance with these new requirements when reviewing a claim, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 1413 Gloria D</p> <p>Transportation: local transportation authorities: transactions and use taxes.</p>	<p>Introduced in the Assembly</p>	<p>Existing law authorizes the establishment of a local transportation authority in any county and authorizes the authority, with a 2/3 vote of the authority and upon approval of 2/3 of the voters, to impose a retail transactions and use tax for specified transportation purposes if a county transportation expenditure plan is adopted. This bill would authorize a local transportation authority to impose a tax applicable to only a portion of its county if 2/3 of the voters voting on the measure within the portion of the county to which the tax would apply vote to approve the tax, as specified, and other requirements are met, including that the revenues derived from the tax be spent within, or for the benefit of, the portion of the county to which the tax would apply. The bill would prohibit an authority from entering into a construction contract over \$1,000,000 that would be in part or wholly financed through a tax applicable to only a portion of the county with any entity unless the entity provides to each agency an enforceable commitment that the entity and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or a contract that falls within an apprenticeship occupation in the building and construction trades, except as specified. The bill would also make conforming changes. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 1486 Ting D</p> <p>Local agencies: surplus land.</p>	<p>Introduced in the Assembly</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>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 1515 Friedman D</p> <p>California Environmental Quality Act: transit priority areas.</p>	<p>Introduced in the Assembly</p>	<p>The California Environmental Quality Act (CEQA) 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. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. This bill would define transit priority area to mean an area within 1/2 mile of a major transit stop that is existing or planned if the planned stop is scheduled to be completed within the planning horizon included in a transportation improvement program or an applicable regional transportation plan. This bill contains other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 1543 Holden D</p> <p>Transportation funds: transit operators: fare revenues.</p>	<p>Introduced in the Assembly</p>	<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, revenues from a 1/4% sales tax in each county 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 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 farebox ratio of fare revenues to operating costs. Existing law generally establishes the required farebox ratio as 20% in urbanized areas and 10% in nonurbanized areas. Existing law provides various exceptions to the definition of “operating cost” for these purposes. This bill would require a fare paid pursuant to a reduced fare transit program to be counted as a full adult fare for purposes of calculating any required ratios of fare revenues to operating costs specified in the act, except for purposes of providing information in a specified annual report to the Controller or providing information to the entity conducting a fiscal or performance audit pursuant to specified provisions.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 1560 Friedman D</p> <p>California Environmental Quality Act: transportation: major transit stop.</p>	<p>Introduced in the Assembly</p>	<p>The California Environmental Quality Act (CEQA) 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. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA exempts from its requirements residential projects on infill sites that meet certain requirements, including a requirement that the projects are located within 1/2 mile of a major transit stop. CEQA defines “major transit stop” to include, among other things, the intersection of 2 or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods. This bill would revise the definition of “major transit stop” to include a bus rapid transit station, as defined, that is served by a local circulator or a local serving on-demand transit program. The bill would increase the frequency of service interval to 20 minutes. This bill contains other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>AB 1568 McCarty D</p> <p>General plans: housing element: production report: withholding of transportation funds.</p>	<p>Introduced in the Assembly</p>	<p>The Planning and Zoning Law requires a city or county to adopt a general plan for land use development within its boundaries that includes, among other things, a housing element. The Planning and Zoning Law requires a planning agency, after a legislative body has adopted all or part of a general plan, to provide an annual report to the legislative body, the Office of Planning and Research, and the Department of Housing and Community Development on the status of the general plan and progress in meeting the community’s share of regional housing needs. Existing law requires a planning agency to include in its annual report specified information, known as a production report, regarding units of net new housing, including rental housing and for-sale housing that have been issued a completed entitlement, building permit, or certificate of occupancy. This bill would require the department, on or before June 30, 2022, and on or before June 30 every year thereafter and until June 30, 2051, to review each production report submitted by a city or county in accordance with the provisions described above to determine if that city or county has met the applicable minimum housing production goal for that reporting period. The bill would provide that, if the department determines that a city or county has met its applicable minimum housing production goal for that reporting period, the department shall, no later than June 30 of that year, submit a certification of that result to the Controller. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>ACA 1 Aguiar-Curry D</p> <p>Local government financing: affordable housing and public infrastructure: voter approval.</p>	<p>Introduced in the Assembly</p>	<p>The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, or city and county to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure or affordable housing, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements. This bill contains other related provisions and other existing laws.</p>	<p>Recommend Support</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>SB 4 McGuire D Housing.</p>	<p>In the Senate Housing Committee, Hearing Pending</p>	<p>This bill would authorize a development proponent of a neighborhood multifamily project or eligible TOD project located on an eligible parcel to submit an application for a streamlined, ministerial approval process that is not subject to a conditional use permit. The bill would define a “neighborhood multifamily project” to mean a project to construct a multifamily unit of up to 2 residential dwelling units in a nonurban community, as defined, or up to 4 residential dwelling units in an urban community, as defined, that meets local height, setback, and lot coverage zoning requirements as they existed on July 1, 2019. The bill would define an “eligible TOD project” as a project located in an urban community, as defined, that meets specified height requirements, is located within 1/2 mile of an existing or planned transit station parcel or entrance, and meets other floor area ratio, density, parking, and zoning requirements. The bill also requires an eligible TOD project development proponent to develop a plan that ensures transit accessibility to the residents of the development in coordination with the applicable local transit agency. The bill would require specified TOD projects to comply with specified affordability, prevailing wage, and skilled and trained workforce requirements. The bill would also define “eligible parcel” to mean a parcel located within a city or county that has unmet regional housing needs and has produced fewer housing units than jobs over a specified period; is zoned to allow residential use and qualifies as an infill site; is not located within a historic district, coastal zone, very high fire hazard severity zone, or a flood plain; the development would not require the demolition of specified types of affordable housing; the parcel is not eligible for development under existing specified transit-oriented development authorizations; and the parcel in question has been fully reassessed on or after January 1, 2021, to reflect its full cash value. This bill contains other related provisions.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>SB 5 Beall D</p> <p>Local-State Sustainable Investment Incentive Program.</p>	<p>In the Senate Governance and Financing Committee, Hearing Pending</p>	<p>Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue to local jurisdictions in accordance with specified formulas and procedures, subject to certain modifications. Existing law requires an annual reallocation of property tax revenue from local agencies in each county to the Educational Revenue Augmentation Fund (ERAF) in that county for allocation to specified educational entities. This bill would establish in state government the Local-State Sustainable Investment Incentive Program, which would be administered by the Sustainable Investment Incentive Committee. The bill would authorize a city, county, city and county, joint powers agency, enhanced infrastructure financing district, affordable housing authority, community revitalization and investment authority or transit village development district to apply to the Sustainable Investment Incentive Committee to participate in the program and would authorize the committee to approve or deny applications for projects meeting specific criteria. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>SB 43 Allen D</p> <p>Carbon taxes.</p>	<p>In the Senate Environmental Quality Committee, Hearing Pending</p>	<p>This bill would require the Air Resources Board, in consultation with the California Department of Tax and Fee Administration, to conduct a study and submit a report to the Legislature by January 2021 on the feasibility and practicality of a system to replace the tax imposed pursuant to the Sales and Use Tax Law with an assessment on retail products sold or used in the state based on the carbon intensity of the product to encourage the use of less carbon-intensive products. The Board would then update its Scoping Plan to reflect the results of the study.</p>	<p>Watch</p>

San Mateo County Transit District State Legislative Matrix 3/8/19

Bill ID/Topic	Location	Summary	Position
<p>SB 50 Wiener D</p> <p>Planning and zoning: housing development: equitable communities incentive.</p>	<p>In the Senate Housing Committee, Hearing Pending</p>	<p>Existing law, known as the Density Bonus Law, requires, when an applicant proposes a housing development within the jurisdiction of a local government, that the city, county, or city and county provide the developer with a density bonus and other incentives or concessions for the production of lower income housing units or for the donation of land within the development if the developer, among other things, agrees to construct a specified percentage of units for very low, low-, or moderate-income households or qualifying residents. This bill would require a city, county, or city and county to grant upon request an equitable communities incentive when a development proponent seeks and agrees to construct a residential development, as defined, that satisfies specified criteria, including, among other things, that the residential development is either a job-rich housing project or a transit-rich housing project, as those terms are defined; the site does not contain, or has not contained, housing occupied by tenants or accommodations withdrawn from rent or lease in accordance with specified law within specified time periods; and the residential development complies with specified additional requirements under existing law. The bill would require that a residential development eligible for an equitable communities incentive receive waivers from maximum controls on density and automobile parking requirements greater than 0.5 parking spots per unit, up to 3 additional incentives or concessions under the Density Bonus Law, and specified additional waivers if the residential development is located within a 1/2-mile or 1/4-mile radius of a major transit stop, as defined. The bill would authorize a local government to modify or expand the terms of an equitable communities incentive, provided that the equitable communities incentive is consistent with these provisions. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>SB 59 Allen D Automated vehicle technology: Statewide policy.</p>	<p>In the Senate Transportation Committee, Hearing Pending</p>	<p>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 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. This bill would establish the policy of the state relating to automated vehicles in order to ensure that these vehicles support the state’s efforts to, among other things, reduce greenhouse gas emissions and encourage efficient land use. The bill would require the Office of Planning and Research in the Governor’s office, in coordination with the State Air Resources Board, to convene an automated vehicle interagency working group of specified state agencies, including, among others, the California Environmental Protection Agency, the Transportation Agency, and the Department of Motor Vehicles, to guide policy development for automated vehicle technology consistent with the statewide policies described above. The bill would also make related findings and declarations.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>SB 127 Wiener D</p> <p>Transportation funding: active transportation: complete streets.</p>	<p>In the Senate Transportation Committee, Hearing Pending</p>	<p>Existing law establishes the Active Transportation Program in the Department of Transportation for the purpose of encouraging increased use of active modes of transportation, such as biking and walking, and declares the intent of the Legislature that the program achieve specific goals, including, among other things, increasing the proportion of trips accomplished by biking and walking and the safety and mobility for nonmotorized users. This bill would establish a Division of Active Transportation within the department and require that an undersecretary of the Transportation Agency be assigned to give attention to active transportation program matters to guide progress toward meeting the department's active transportation program goals and objectives. The bill would require the California Transportation Commission to give high priority to increasing safety for pedestrians and bicyclists and to the implementation of bicycle and pedestrian facilities. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>SB 128 Beall D</p> <p>Enhanced infrastructure financing districts: bonds: issuance.</p>	<p>In the Senate Governance and Finance Committee, Hearing Pending</p>	<p>Existing law authorizes the legislative body of a city or a county to establish an enhanced infrastructure financing district, with a governing body referred to as a public financing authority, to finance public capital facilities or other specified projects of communitywide significance. Existing law authorizes the public financing authority to issue bonds for these purposes upon approval by 55% of the voters voting on a proposal to issue the bonds. Existing law requires the proposal submitted to the voters by the public financing authority and the resolution for the issuance of bonds following approval by the voters to include specified information regarding the bond issuance. This bill would instead authorize the public financing authority to issue bonds for these purposes without submitting a proposal to the voters. The bill would require the resolution to issue bonds to contain specified information related to the issuance of the bonds. The bill would also make conforming changes.</p>	<p>Recommend Support</p>

San Mateo County Transit District State Legislative Matrix 3/8/19

Bill ID/Topic	Location	Summary	Position
<p>SB 142 Wiener D</p> <p>Employees: lactation accommodation.</p>	<p>In the Senate Judiciary Committee, Hearing Pending</p>	<p>(1)The California Building Standards Law provides for the adoption of building standards by state agencies by requiring all state agencies that adopt or propose adoption of any building standard to submit the building standard to the California Building Standards Commission for approval and adoption. The commission is required to adopt specific building standards, including standards for graywater systems and electric vehicle charging infrastructure. Existing law requires the commission to publish, or cause to be published, editions of the California Building Standards Code in its entirety once every 3 years.This bill would require the commission to adopt prescribed mandatory building standards for the installation of lactation space for employees in nonresidential buildings newly constructed or remodeled for workplace occupancy, as specified, when there is a tenant improvement project to the building and certain criteria are met.This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>SB 146 Beall D</p> <p>Peninsula Rail Transit District.</p>	<p>In the Senate Transportation Committee, Hearing Pending</p>	<p>Existing law, operative under certain conditions, redesignates the Peninsula Corridor Study Joint Powers Board as the Peninsula Rail Transit District, comprised of 9 members appointed from various governing bodies situated in the City and County of San Francisco and the Counties of San Mateo and Santa Clara, with specified powers.This bill would repeal the provisions relating to the Peninsula Rail Transit District.</p>	<p>Watch</p>
<p>SB 336 Dodd D</p> <p>Transportation: fully-automated transit vehicles.</p>	<p>In the Senate Transportation Committee, Hearing Pending</p>	<p>Existing law establishes regulations for the operation of an autonomous vehicle on public roads for testing purposes by a driver who possesses the proper class of license for the type of vehicle being operated if the manufacturer meets prescribed requirements. Existing law imposes various requirements on transit operators.This bill would require a transit operator, as defined, to ensure each of its fully-automated transit vehicles, as defined, is staffed by at least one of its employees, who has had specified training, while the vehicle is in service.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
<p>SB 397 Glazer D</p> <p>Public transit operators: passengers with pets: evacuation orders.</p>	<p>In the Senate Transportation Committee, Hearing Pending</p>	<p>Existing law imposes various requirements on transit operators. Existing law prohibits a person from doing any of specified acts with respect to the property, facilities, or vehicles of a transit district, including, among other things, interfering with the operator or operation of a transit vehicle, or impeding the safe boarding or alighting of passengers. This bill would require each public transit operator to develop best practices for allowing pets on public transit vehicles serving areas subject to an evacuation order. If an evacuation order is issued that covers all or a portion of a public transit operator's service area, the bill would require the operator to authorize passengers to board public transit vehicles with their pets in the area covered by the evacuation order, consistent with those best practices. By creating new duties for public transit operators, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>SB 526 Allen D</p> <p>Regional transportation plans: greenhouse gas emissions: State Mobility Action Plan for Healthy Communities.</p>	<p>In the Senate Environmental Quality Committee, Hearing Pending</p>	<p>This bill would require the state board to adopt a regulation that requires a metropolitan planning organization to provide any data that the state board determines is necessary to fulfill the requirements of the above-described report and to determine if the metropolitan planning organization is on track to meet its 2035 greenhouse gas emission reduction target. After completing each report, the bill would require the state board to determine if each metropolitan planning organization is on track to meet its 2035 target and to notify the California Transportation Commission of these determinations. The bill would require the action element prepared by a metropolitan planning organization to identify near and long-term steps to be taken to implement a sustainable communities strategy and achieve the greenhouse gas emission reduction targets established by the state board. The bill would require the metropolitan planning organization to monitor progress toward implementing these steps and to report that progress to the state board for purposes of the above-described report. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District
State Legislative Matrix 3/8/19**

Bill ID/Topic	Location	Summary	Position
SCA 1 Allen D Public housing projects.	In the Senate Rules Committee, Pending Referral to Policy Committee	The California Constitution prohibits the development, construction, or acquisition of a low-rent housing project, as defined, in any manner by any state public body until a majority of the qualified electors of the city, town, or county in which the development, construction, or acquisition of the low-rent housing project is proposed approve the project by voting in favor at an election, as specified. This measure would repeal these provisions.	Watch