



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, DECEMBER 4, 2019 – 2:00 pm

Amended 12-03-2019

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

MOTION

- a. Approval of Minutes of the Board of Directors Special Meeting of November 6, 2019
- b. Approval of Minutes of the Board of Directors Regular Meeting of November 6, 2019
- c. Acceptance of Statement of Revenues and Expenses for October 2019
- d. Acceptance of Capital Projects Quarterly Status Report 1st Quarter FY 2020
- e. Approval of Continuation of the Safe Harbor Transit Ticket Program

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

- a. Appointment of Nominating Committee for 2020 Chair and Vice Chair
- b. Appointment of Ad Hoc Committee for Citizens Advisory Committee Interviews

6. REPORT OF THE GENERAL MANAGER/CEO

7. BOARD MEMBER REQUESTS/COMMENTS

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

8. RECESS TO COMMITTEE MEETINGS

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

1. Call to Order

MOTION

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

INFORMATIONAL

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Quarterly Dashboard Report – July-September 2019
7. Multimodal Ridership Report – October 2019
8. Adjourn

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

1. Call to Order

MOTION

2. Approval of Minutes of Finance Committee Meeting of November 6, 2019
3. Acceptance of Fiscal Year 2019 Comprehensive Annual Financial Report
4. [Amendment of Contract with MV Transportation for Contracted Urban Bus Services](#)
5. Amendment of Agreement with First Transit for Redi-Wheels Paratransit Services and Amendment to Increase the FY 2020 Operating Budget
6. Adjourn

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

1. Call to Order

MOTION

2. Approval of Minutes of Strategic Planning, Development, and Sustainability Committee Meeting of November 6, 2019
3. Adoption of the SamTrans 2019 Title VI Program

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
November 6, 2019

INFORMATIONAL

3. State and Federal Legislative Update
4. 2020 Draft Legislative Program
5. Adjourn

9. RECONVENE BOARD OF DIRECTORS MEETING

10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

SUBJECTS DISCUSSED

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

11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

MOTION

- a. Acceptance of Fiscal Year 2019 Comprehensive Annual Financial Report

RESOLUTIONS

- a. Approving the Fourth Amendment to the Contract with MV Transportation for Contracted Urban Bus Services [at a Cost Not to Exceed \\$42,142,000](#)
- b. Authorizing an Amendment to the Redi-Wheels Agreement with First Transit, Inc., Increasing the Maximum Compensation for the Option Terms by \$807,750 for the Provision of These Services and Amending the Fiscal Year 2020 Operating Budget by \$807,750 from \$216,927,882 to \$217,735,632

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

RESOLUTION

- a. Adopting the San Mateo County Transit District's 2019 Title VI Program

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

SUBJECTS DISCUSSED

- a. State and Federal Legislative Update
- b. 2020 Draft Legislative Program

14. GENERAL COUNSEL REPORT

- a. Closed Session: Conference with Legal Counsel – Anticipated Litigation
Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4):
One Potential Case
- b. 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

15. COMMUNICATIONS TO THE BOARD OF DIRECTORS

- 16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING** – Wednesday, January 8, 2020
at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor,
1250 San Carlos Avenue, San Carlos, CA

17. ADJOURN

INFORMATION FOR THE PUBLIC

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans website at www.samtrans.com. Communications to the Board of Directors can be emailed to board@samtrans.com.

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

Date and Time of Board and Advisory Committee Meetings

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

Location of Meeting

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

Public Comment

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

Accessible Public Meetings/Translation

Written materials in appropriate alternative formats, disability-related modification/accommodation, as well as sign language and foreign language interpreters are available upon request; all requests must be made at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records

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

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA
MINUTES OF SPECIAL BOARD OF DIRECTORS MEETING
NOVEMBER 6, 2019**

MEMBERS PRESENT: R. Collins, M. Fraser, C. Groom (Chair), K. Matsumoto (Vice Chair), J. Powell, P. Ratto, C. Stone (arrived at 1:30 pm)

MEMBERS ABSENT: R. Guilbault, D. Pine

STAFF PRESENT: J. Hartnett, C. Mau, D. Olmeda, D. Hansel, A. Chan, D. Seamans

CALL TO ORDER

Chair Carole Groom called the meeting to order at 1:11 pm.

ROLL CALL

District Secretary Dora Seamans noted that a quorum was present.

The Board meeting recessed to closed session at 1:11 pm.

CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

Director Charles Stone arrived at 1:30 pm.

The Board meeting reconvened into open session at 1:54 pm.

Jim Hartnett, General Manager/CEO, reported that no action was taken during the closed session.

ADJOURN

The meeting adjourned at 1:56 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 (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

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

MEMBERS PRESENT: R. Collins, M. Fraser, C. Groom (Chair), K. Matsumoto (Vice Chair), J. Powell, P. Ratto, C. Stone

MEMBERS ABSENT: R. Guilbault, D. Pine

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Carole Groom called the meeting to order at 2:06 pm and led the Pledge of Allegiance.

ROLL CALL

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

CONSENT CALENDAR

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

Motion/Second: Stone/Ratto

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

Absent: Guilbault, Pine

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

None.

REPORT OF THE CHAIR

Chair Groom said that she had no report.

REPORT OF THE GENERAL MANAGER/CEO

Jim Hartnett, General Manager/CEO, said that the written report was in the packet. He revisited the issue of bus DNOs (Do Not Operates), both by the District and MV Transit, and reported that the DNO numbers are starting to improve. He said that beginning January 2020, efforts will be made to align the service and the number of operators. Mr. Hartnett did a special call-out to the SamTrans dispatchers for doing a tremendous job noting the dynamic operation, which includes substantial voluntary overtime by the operators. He added that the Family Medical Leave Act numbers, which are monitored every day, have decreased.

BOARD MEMBER REQUESTS/COMMENTS

Report on the October 16 Reimagine SamTrans Ad Hoc Committee Meeting

Director Josh Powell provided a report-out on the ad hoc committee's most recent meeting. He said there was a status update on the market research effort, which includes a county-wide survey and rider/non-rider focus groups. He added that the Reimagine website <https://www.reimaginesamtrans.com> is now live and the next committee meeting is scheduled for January 5, 2020.

Director Charles Stone praised the newly live Reimagine SamTrans website.

RECESS TO COMMITTEE MEETINGS

The Board meeting recessed at 2:12 pm.

RECONVENE BOARD OF DIRECTORS MEETING

Chair Groom reconvened the Board meeting at 3:31pm.

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

Director Marina Fraser led the Board on voting on the following item:

MOTION:

- Appointment of Kai Forsley to the Citizens Advisory Committee

Motion/Second: Fraser/Stone

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

Absent: Guilbault, Pine

Director Fraser reported on the following items:

SUBJECTS DISCUSSED:

- Accessibility Update
- Paratransit Coordinating Council Update
- Citizens Advisory Committee Update
- Multimodal Ridership Report – September 2019

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

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

RESOLUTIONS:

- Awarding a Contract to Creative Bus Sales, Inc., for the Purchase and Delivery of 13 El Dorado Paratransit Vehicles for a Not to Exceed Amount of \$1,732,640 and Authorizing the Disposition of 13 Surplus 2013 El Dorado Paratransit Vehicles – Approved by Resolution No. 2019-39
- Awarding a Contract to ADVNC Air Technologies for Heating, Ventilation and Air Conditioning Inspection and Maintenance Services for a Not-to-exceed Amount of \$455,000 for a Five-Year Term – Approved by Resolution No. 2019-40
- Awarding a Contract to Staples, Inc. for Office Supplies and Related Products for a Not-to-exceed Amount of \$340,000 – Approved by Resolution No. 2019-41

Motion/Second: Ratto/Collins

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

Absent: Guilbault, Pine

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

Director Charles Stone reported on the following items:

SUBJECTS DISCUSSED:

- Community College Pilot Update
- OnDemand Microtransit Update

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

Director Powell reported on the following item:

SUBJECT DISCUSSED:

- State and Federal Legislative Update

GENERAL COUNSEL REPORT

Joan Cassman, Legal Counsel, said that she had nothing to report.

WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

DATE, TIME AND PLACE OF NEXT REGULAR MEETING

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

ADJOURN

The meeting adjourned at 3:34 pm.

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

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

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

ACTION

Staff proposes that the Board accept and enter into the record the Statement of Revenues and Expenses for the month of October 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 October 31, 2019. The statement has been designed to follow the Agency wide line item rollup as included in the adopted budget. The columns have been designed to provide easy comparison of year to date prior to current actuals for the current fiscal year including dollar and percentage variances. In addition, the current forecast of Revenues and Expenses is compared to the Adopted Budget for Fiscal Year 2020.

SIGNIFICANCE

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

Year to Date Revenues: As of October year-to-date actual, the Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 17) are \$21.0 million higher than the prior year. This is primarily driven by the Local TDA and STA Funds (page 1, line 2), SMCTA Measure A (page 1, line 5), Measure W Sales Tax (page 1, line 11), and Due from PCJPB, SMCTA & SAMTR (Capital) Wages & Benefits (page 1, line 14).

Year to Date Expenses: As of October year-to-date actual, the Total Uses of Funds (page 1, line 37) are \$6.9 million higher than the prior year-to-date actual. This is primarily due to increases in PCJPB, SMCTA & SAMTR (Capital) Wages & Benefits (pages 1, line 20),

increases in Wages and Benefits for Motor Bus (page 1, line 21), and increases in Peninsula Rail Service (page 1, line 23) for Caltrain Service.

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

BUDGET IMPACT

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

STRATEGIC INITIATIVE

This item does not achieve a strategic initiative.

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

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

% OF YEAR ELAPSED: 33.3%

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
SOURCES OF FUNDS								
Operating Revenues								
1 Passenger Fares	5,326,291	5,512,897	186,606	3.5%	15,264,000	15,264,000	-	0.0%
2 Local TDA and STA Funds	15,828,563	19,915,425	4,086,862	25.8%	59,746,274	59,746,274	-	0.0%
3 Pass through to Other Agencies	139,423	105,333	(34,090)	(24.5%)	316,000	316,000	-	0.0%
4 Operating Grants	173,436	143,851	(29,585)	(17.1%)	2,810,717	2,810,717	-	0.0%
5 SMCTA Measure A	3,696,176	4,822,075	1,125,899	30.5%	12,796,123	12,796,123	-	0.0%
6 SM County Measure K & Other	833,333	-	(833,333)	(100.0%)	-	-	-	0.0%
7 AB434 Funds, TA Funded Shuttle & Other	138,000	138,000	-	0.0%	417,100	417,100	-	0.0%
8 Subtotal - Operating Revenues	26,135,221	30,637,581	4,502,360	17.2%	91,350,214	91,350,214	-	0.0%
Other Revenue Sources								
10 District Sales Tax	31,588,017	32,504,509	916,492	2.9%	91,000,000	91,000,000	-	0.0%
11 Measure W Sales Tax	-	14,346,161	14,346,161	100.0%	45,500,000	45,500,000	-	0.0%
12 Investment Income	1,182,522	1,323,304	140,782	11.9%	3,600,000	3,600,000	-	0.0%
13 Other Interest, Rent & Other Income	2,710,961	2,577,152	(133,809)	(4.9%)	6,968,323	6,968,323	-	0.0%
14 Due from PCJPB, SMCTA & SAMTR Capital W&B	12,554,316	13,807,595	1,253,278	10.0%	41,573,346	41,573,346	-	0.0%
15 Subtotal - Other Revenues	48,035,817	64,558,720	16,522,903	34.4%	188,641,669	188,641,669	-	0.0%
16 Total Revenues	74,171,038	95,196,302	21,025,263	28.3%	279,991,882	279,991,882	-	0.0%
17 Total Sources of Funds	74,171,038	95,196,302	21,025,263	28.3%	279,991,882	279,991,882	-	0.0%
USES OF FUNDS								
20 PCJPB, SMCTA & SAMTR Capital W&B	12,554,316	13,807,595	1,253,278	10.0%	41,573,346	41,573,346	-	0.0%
21 Motor Bus	43,409,330	46,743,201	3,333,871	7.7%	143,492,401	143,492,401	-	0.0%
22 A. D. A. Programs	5,673,264	5,500,450	(172,814)	(3.0%)	19,665,385	19,665,385	-	0.0%
23 Caltrain	2,544,800	3,608,742	1,063,942	41.8%	9,156,123	9,156,123	-	0.0%
24 Other Multi-modal Programs	830,312	811,879	(18,433)	(2.2%)	2,678,911	2,678,911	-	0.0%
25 Pass through to Other Agencies	139,423	105,333	(34,090)	(24.5%)	316,000	316,000	-	0.0%
26 Land Transfer Interest Expense	-	-	-	0.0%	45,716	45,716	-	0.0%
27 Total Operating Expense	65,151,445	70,577,200	5,425,754	8.3%	216,927,882	216,927,882	-	0.0%
28 Total Operating Surplus/ (Deficit)	9,019,593	24,619,102	15,599,509	173%	63,064,000	63,064,000	-	0.0%
31 District Sales Tax Capital	2,005,190	2,831,373	826,183	41.2%	8,494,119	8,494,119	-	0.0%
32 Measure W Sales Tax Capital	-	811,667	811,667	100.0%	2,435,000	2,435,000	-	0.0%
33 Sales Tax Allocation - Capital Program	2,005,190	3,643,040	1,637,850	81.7%	10,929,119	10,929,119	-	0.0%
34 Total Debt Service	3,237,905	3,114,659	(123,246)	(3.8%)	19,358,210	19,358,210	-	0.0%
37 Total Uses of Funds	70,394,540	77,334,898	6,940,358	9.9%	247,215,211	247,215,211	-	0.0%
38 NET SURPLUS/ (DEFICIT)	3,776,498	17,861,404	14,084,906	373.0%	32,776,671	32,776,671	-	0.0%

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

% OF YEAR ELAPSED: 33.3%

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
OPERATING REVENUES - MOTOR BUS								
1 PASSENGER FARES	4,936,509	5,241,143	304,634	6.2%	14,355,000	14,355,000	-	0.0%
2								
3 LOCAL (TDA) TRANSIT FUND	13,241,891	15,203,078	1,961,187	14.8%	45,609,233	45,609,233	-	0.0%
4								
5 STATE TRANSIT ASSISTANCE	1,889,730	3,335,607	1,445,877	76.5%	10,006,821	10,006,821	-	0.0%
6								
7 OPERATING GRANTS	164,421	54,604	(109,817)	(66.8%)	735,193	735,193	-	0.0%
8								
9 DISTRICT SALES TAX REVENUE	20,445,242	20,099,749	(345,494)	(1.7%)	66,093,848	66,093,848	-	0.0%
10								
11 INVESTMENT INTEREST INCOME	992,808	1,131,220	138,412	13.9%	3,005,000	3,005,000	-	0.0%
12								
13 OTHER REVENUE SOURCES:								
14 Rental Income	458,488	700,915	242,427	52.9%	1,672,487	1,672,487	-	0.0%
15 Advertising Income	366,572	252,994	(113,578)	(31.0%)	1,233,331	1,233,331	-	0.0%
16 Other Income	913,668	723,893	(189,775)	(20.8%)	781,488	781,488	-	0.0%
17 TOTAL OTHER REVENUES	1,738,728	1,677,801	(60,927)	(3.5%)	3,687,307	3,687,307	-	0.0%
18								
19 TOTAL MOTOR BUS	43,409,330	46,743,201	3,333,871	7.7%	143,492,401	143,492,401	-	0.0%
20								
21 AMERICAN DISABILITIES ACT:								
22 Passenger Fares Redi-Wheels	389,782	271,754	(118,028)	(30.3%)	909,000	909,000	-	0.0%
23 Local TDA 4.5 Redi-Wheels	696,942	823,915	126,973	18.2%	2,471,745	2,471,745	-	0.0%
24 Local STA - Paratransit	-	552,825	552,825	100.0%	1,658,475	1,658,475.00	-	0.0%
25 Operating Grants	9,015	89,248	80,233	890.0%	2,075,524	2,075,524	-	0.0%
26 Sales Tax Revenue - ADA	1,966,348	1,955,699	(10,649)	(0.5%)	6,915,641	6,915,641	-	0.0%
27 Interest Income - Paratransit Fund	189,715	192,084	2,369	1.2%	595,000	595,000	-	0.0%
28 SMCTA Measure A Redi-Wheels	1,151,376	1,213,333	61,957	5.4%	3,640,000	3,640,000	-	0.0%
29 SM County Measure K	833,333	-	(833,333)	(100.0%)	-	-	-	0.0%
30 Measure M Paratransit	436,754	401,592	(35,162)	(8.1%)	1,400,000	1,400,000	-	0.0%
31 TOTAL ADA PROGRAMS	5,673,264	5,500,450	(172,813)	(3.0%)	19,665,385	19,665,385	-	0.0%
32								
33 MULTI-MODAL TRANSIT PROGRAMS:								
34								
35 Transfer from SMCTA for Caltrain	2,544,800	3,608,742	1,063,942	41.8%	9,156,123	9,156,123	-	0.0%
36 AB434 Funds-SamTrans Shuttle	138,000	138,000	-	0.0%	417,100	417,100	-	0.0%
37 Employer SamTrans Shuttle Funds	535,479	497,759	(37,721)	(7.0%)	1,594,700	1,594,700	-	0.0%
38 Dumbarton Rental Income	-	-	-	0.0%	286,316	286,316	-	0.0%
39 Sales Tax Revenue - Gen. Operating Asst.	156,833	176,121	19,288	12.3%	380,795	380,795	-	0.0%
40								
41 TOTAL MULTIMODAL	3,375,112	4,420,621	1,045,509	31.0%	11,835,034	11,835,034	-	0.0%
42								
43 TOTAL REVENUES	52,457,706	56,664,272	4,206,566	8.0%	174,992,820	174,992,820	-	0.0%

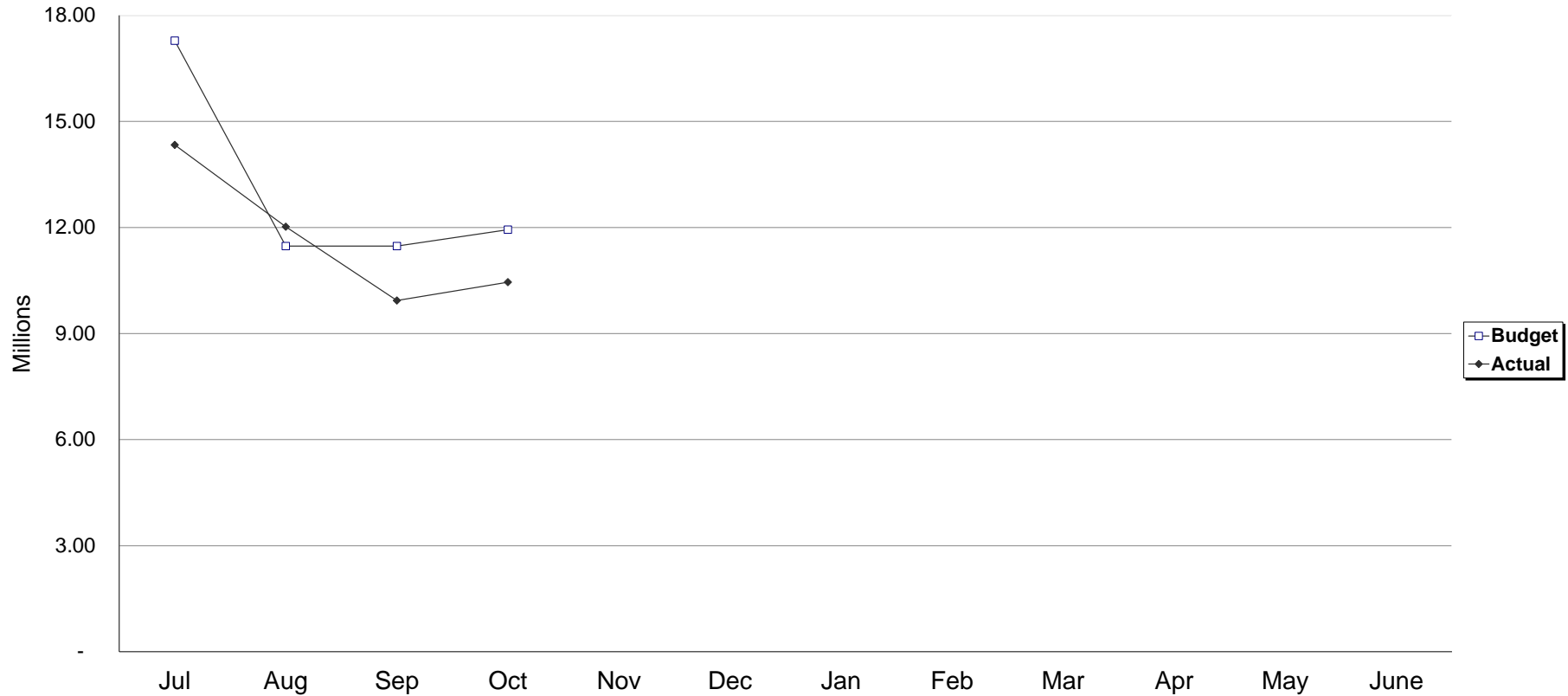
SAN MATEO COUNTY TRANSIT DISTRICT OPERATING EXPENSES FISCAL YEAR 2020 OCTOBER 2019									
% OF YEAR ELAPSED: 33.3%									
EXPENSES	YEAR-TO-DATE				ANNUAL				
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE	
DISTRICT OPERATED BUSES									
1 Motor Bus Wages & Benefits	26,432,527	29,386,651	2,954,124	11.2%	76,088,212	76,088,212	-	0.0%	
2									
3 Services:									
4 Board of Directors	13,301	35,869	22,568	169.7%	132,116	132,116	-	0.0%	
5 Contracted Vehicle Maintenance	337,085	422,262	85,177	25.3%	1,295,519	1,295,519	-	0.0%	
6 Property Maintenance	434,362	390,438	(43,924)	(10.1%)	1,730,144	1,730,144	-	0.0%	
7 Professional Services	1,064,208	480,019	(584,189)	(54.9%)	5,757,143	5,757,143	-	0.0%	
8 Technical Services	2,114,711	2,518,993	404,282	19.1%	9,420,379	9,420,379	-	0.0%	
9 Other Services	807,755	498,777	(308,978)	(38.3%)	3,675,419	3,675,419	-	0.0%	
10 Materials & Supply:									
11 Fuel and Lubricants	1,229,436	1,094,294	(135,142)	(11.0%)	3,916,141	3,916,141	-	0.0%	
12 Bus Parts and Materials	541,547	547,731	6,184	1.1%	2,044,369	2,044,369	-	0.0%	
13 Uniforms and Driver Expense	114,859	45,914	(68,945)	(60.0%)	656,813	656,813	-	0.0%	
14 Timetables and Tickets	33,211	21,471	(11,740)	(35.3%)	283,500	283,500	-	0.0%	
15 Office Supplies / Printing	117,613	156,370	38,757	33.0%	615,716	615,716	-	0.0%	
16 Other Materials and Supply	37,780	39,513	1,733	4.6%	143,600	143,600	-	0.0%	
17									
18 Utilities:									
19 Telephone	153,422	123,096	(30,326)	(19.8%)	712,500	712,500	-	0.0%	
20 Other Utilities	371,633	298,845	(72,788)	(19.6%)	1,323,530	1,323,530	-	0.0%	
21 Insurance	493,474	459,481	(33,993)	(6.9%)	1,524,531	1,524,531	-	0.0%	
22 Claims Reserves and Payments	-	125,925	125,925	0.0%	1,455,563	1,455,563	-	0.0%	
23 Workers' Compensation	1,038,896	1,010,731	(28,165)	(2.7%)	3,732,568	3,732,568	-	0.0%	
24 Taxes and License Fees	255,300	288,071	32,771	12.8%	919,556	919,556	-	0.0%	
25 Leases and Rentals	60,763	58,812	(1,951)	(3.2%)	191,926	191,926	-	0.0%	
26 Promotional and Legal Advertising	193,606	174,203	(19,403)	(10.0%)	1,460,750	1,460,750	-	0.0%	
27 Training and Business Travel	106,812	80,140	(26,672)	(25.0%)	869,793	869,793	-	0.0%	
28 Dues and Membership	37,220	37,100	(120)	(0.3%)	172,143	172,143	-	0.0%	
29 Postage and Other	9,434	15,655	6,221	65.9%	184,780	184,780	-	0.0%	
30									
31 Total District Operated Buses	35,998,956	38,310,360	2,311,404	6.4%	118,306,710	118,306,710	-	0.0%	
32									
33 CONTRACTED BUS SERVICES									
34 Contracted Urban Bus Service	6,581,812	7,470,168	888,356	13.5%	21,551,200	21,551,200	-	0.0%	
35 Coastside Services	552,401	532,068	(20,333)	(3.7%)	1,738,200	1,738,200	-	0.0%	
36 Redi Coast Non-ADA	75,754	75,994	240	0.3%	263,700	263,700	-	0.0%	
37 La Honda - Pescadero	17,325	13,650	(3,675)	(21.2%)	55,130	55,130	-	0.0%	
38 SamCoast - Pescadero	44,313	34,416	(9,897)	(22.3%)	143,700	143,700	-	0.0%	
39 CUB Related Wages & Benefits	106,838	109,557	2,719	2.5%	499,764	499,764	-	0.0%	
40 CUB Related Other Support	27,307	18,330	(8,977)	(32.9%)	118,500	118,500	-	0.0%	
41 CUB Insurance	146,556	153,973	7,417	5.1%	597,097	597,097	-	0.0%	
42 CUB Claims Reserves & Payments	(141,933)	24,685	166,618	(117.4%)	218,400	218,400	-	0.0%	
43 Total Contracted Bus Service	7,410,374	8,432,840	1,022,466	13.8%	25,185,691	25,185,691	-	0.0%	
44									
45 TOTAL MOTOR BUS	43,409,330	46,743,201	3,333,870	7.7%	143,492,401	143,492,401	-	0.0%	

SAN MATEO COUNTY TRANSIT DISTRICT OPERATING EXPENSES FISCAL YEAR 2020 OCTOBER 2019									
% OF YEAR ELAPSED: 33.3%									
EXPENSES	YEAR-TO-DATE				ANNUAL				
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE	
46	AMERICAN DISABILITY ACT PROGRAMS								
47									
48	Elderly & Disabled/Redi-Wheels	1,740,118	1,646,737	(93,381)	(5.4%)	8,024,300	8,024,300	-	0.0%
49	ADA Sedans/ Taxi Service	1,810,511	1,954,220	143,709	7.9%	3,834,100	3,834,100	-	0.0%
50	Coastside ADA	607,763	624,539	16,776	2.8%	1,921,400	1,921,400	-	0.0%
51	ADA Related Wages & Benefits	821,163	828,366	7,203	0.9%	2,619,507	2,619,507	-	0.0%
52	ADA Related Other Support	550,641	379,774	(170,867)	(31.0%)	2,620,814	2,620,814	-	0.0%
53	ADA Insurance	125,041	129,093	4,052	3.2%	426,864	426,864	-	0.0%
54	ADA Claims Reserves & Payments	18,027	(62,279)	(80,306)	(445.5%)	218,400	218,400	-	0.0%
55									
56	TOTAL ADA PROGRAMS	5,673,264	5,500,450	(172,814)	(3.0%)	19,665,385	19,665,385	-	0.0%
57									
58									
59	MULTI-MODAL TRANSIT PROGRAMS								
60									
61	CALTRAIN SERVICE								
62	Peninsula Rail Service	2,544,800	3,608,742	1,063,942	41.8%	9,156,123	9,156,123	-	0.0%
63	Total Caltrain Service	2,544,800	3,608,742	1,063,942	41.8%	9,156,123	9,156,123	-	0.0%
64									
65	OTHER SUPPORT								
66	SamTrans Shuttle Service	719,135	706,773	(12,362)	(1.7%)	2,128,700	2,128,700	-	0.0%
67	Shuttle Related Wages & Benefits	23,338	21,136	(2,202)	(9.4%)	89,095	89,095	-	0.0%
68	Dumbarton M.O.W.	32,115	30,826	(1,288)	(4.0%)	286,316	286,316	-	0.0%
69	Maintenance Multimodal Facilities	55,725	53,144	(2,581)	(4.6%)	174,800	174,800	-	0.0%
70	Total Other Support	830,312	811,879	(18,433)	(2.2%)	2,678,911	2,678,911	-	0.0%
71									
72									
73	TOTAL MULTI-MODAL PROGRAMS	3,375,112	4,420,621	1,045,509	31.0%	11,835,034	11,835,034	-	0.0%
74									
75									
76	TOTAL OPERATING EXPENSES	52,457,706	56,664,272	4,206,565	8.0%	174,992,820	174,992,820	-	0.0%

SAN MATEO COUNTY TRANSIT DISTRICT

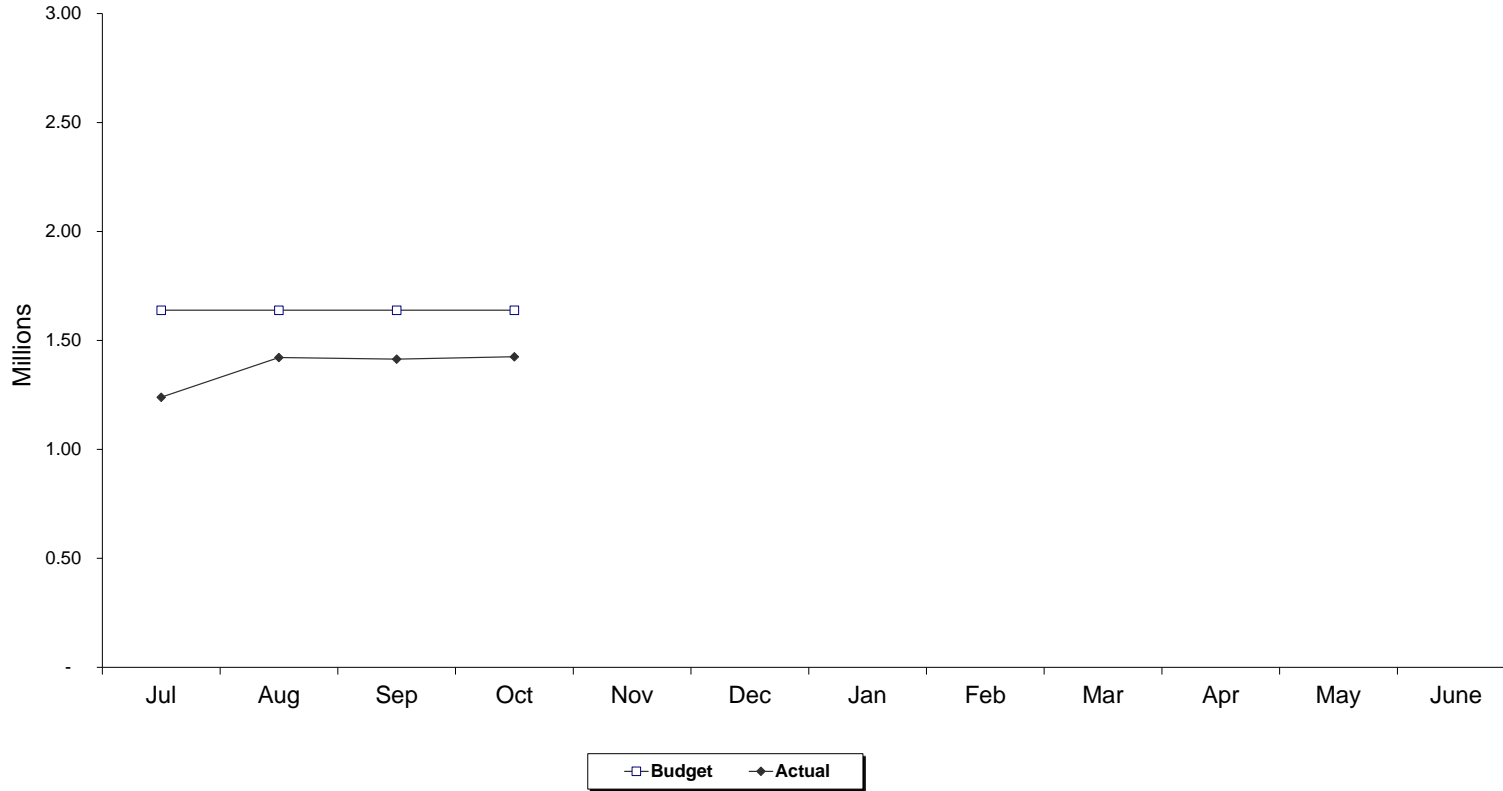
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2020



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	17,281,484	11,473,720	11,473,720	11,938,461								
Actual	14,335,970	12,020,594	9,934,437	10,452,200								
CUMULATIVE EXPENSES												
Budget	17,281,484	28,755,205	40,228,924	52,167,385								
Actual	14,335,970	26,356,563	36,291,001	46,743,201								
Variance - F(U)	2,945,514	2,398,641	3,937,924	5,424,185								
Variance %	17.04%	8.34%	9.79%	10.40%								

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

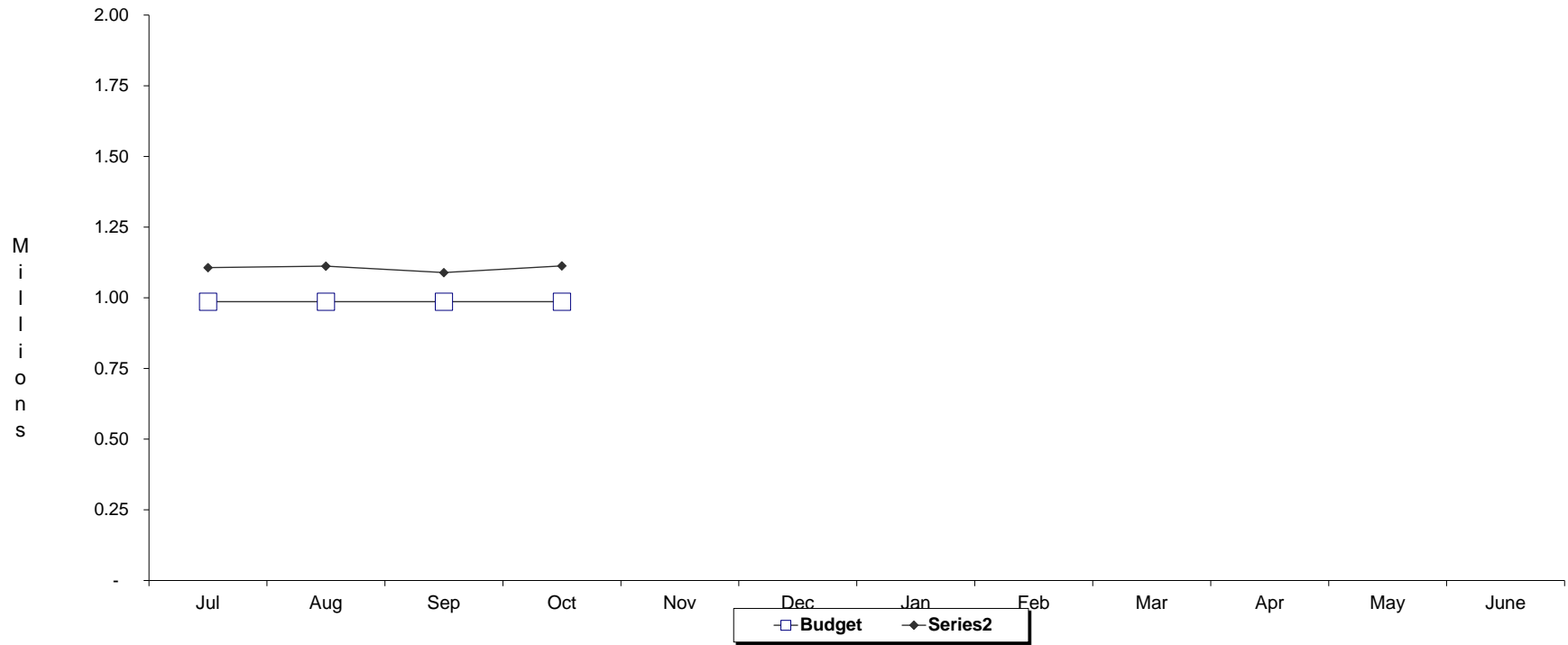


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	1,638,782	1,638,782	1,638,782	1,638,782								
Actual	1,239,506	1,421,472	1,414,210	1,425,262								
CUMULATIVE EXPENSES												
Budget	1,638,782	3,277,564	4,916,346	6,555,128								
Actual	1,239,506	2,660,978	4,075,188	5,500,450								
Variance - F(U)	399,276	616,586	841,158	1,054,678								
Variance %	24.36%	18.81%	17.11%	16.09%								

SAN MATEO COUNTY TRANSIT DISTRICT

MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2020



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	986,253	986,253	986,253	986,253								
Actual	1,106,649	1,111,913	1,089,259	1,112,801								
CUMULATIVE EXPENSES												
Budget	986,253	1,972,506	2,958,758	3,945,011								
Actual	1,106,649	2,218,561	3,307,820	4,420,621								
Variance - F(U)	(120,396)	(246,056)	(349,062)	(475,610)								
Variance %	(12.2%)	(12.5%)	(11.8%)	(12.1%)								

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

	10/31/2019
<u>LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF</u>	
Bank of America Checking	\$ 31,110,510.84
Bank of America Checking (Restricted)	\$ 12,968,562.91
Wells Fargo	-
LAIF	41,883,128.68
 <u>INVESTMENT FUNDS</u>	
Investment Portfolio (Market Values+ Accrued interest)*	120,528,193.09
MMF - US Bank Custodian Account	10,057,255.87
 Debt Service Reserves Held By Trustee	 8,099,207.40
 TOTAL	 <u><u>\$ 224,646,858.79</u></u>

* Fund Managed by PFM Investment Advisor



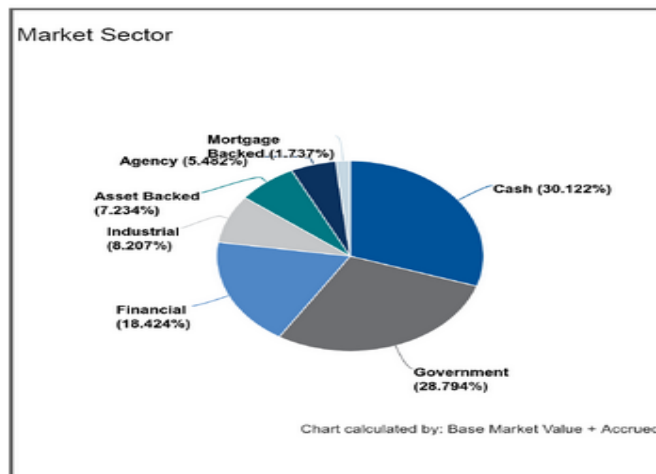
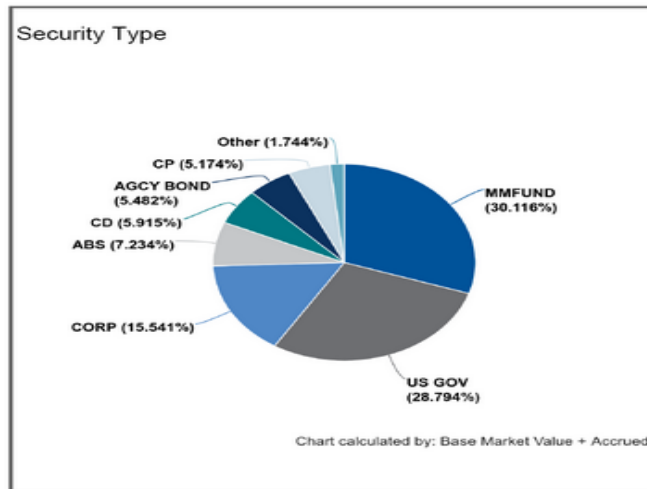
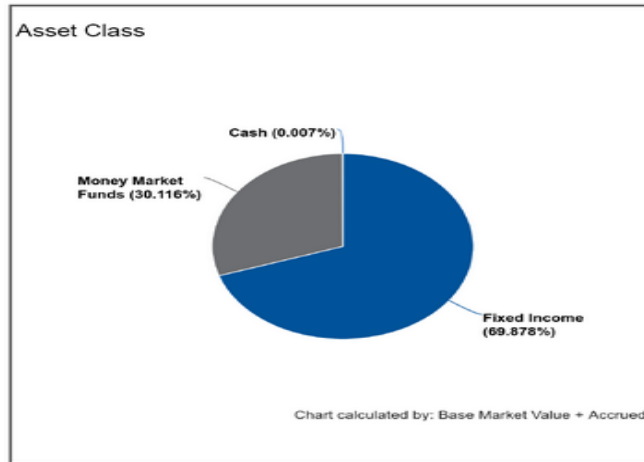
Cash and Fixed Income Summary	
Risk Metric	Value
Cash	11,248.81
MMFund (incl LAIF)	51,940,384.55
Fixed Income	120,516,944.28
Duration	1.873
Convexity	0.062
WAL	1.474
Years to Final Maturity	1.615
Years to Effective Maturity	1.472
Yield	1.798
Book Yield	1.859
Avg Credit Rating	AA-/Aa3/AA-

Issuer Concentration	
Issuer Concentration	% of Base Market Value + Accrued
Other	31.046%
United States	28.794%
(SM - LAIF) State of California	24.284%
U.S. Bancorp	5.831%
Federal National Mortgage Association	3.799%
Federal Home Loan Banks	2.163%
SAS Rue La Boétie	2.066%
Citigroup Inc.	2.016%
---	100.000%

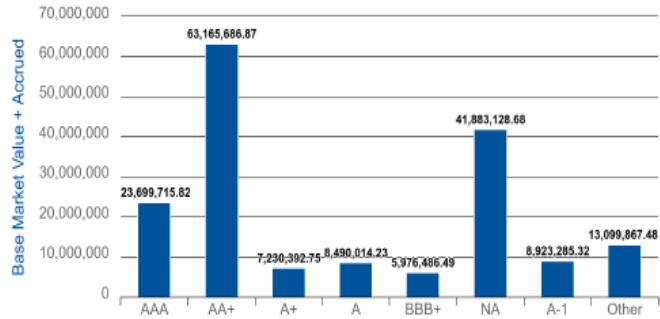
Footnotes: 1,2

Footnotes:

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



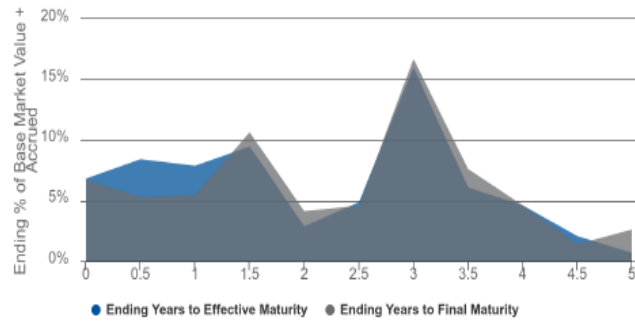
Credit Rating



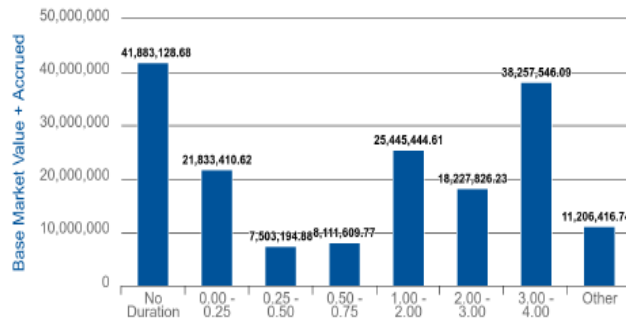
Credit Duration Heat Map

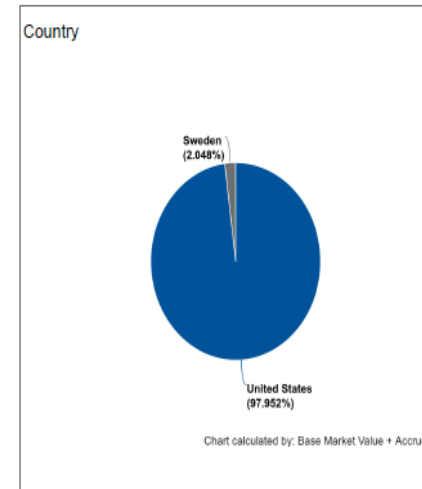
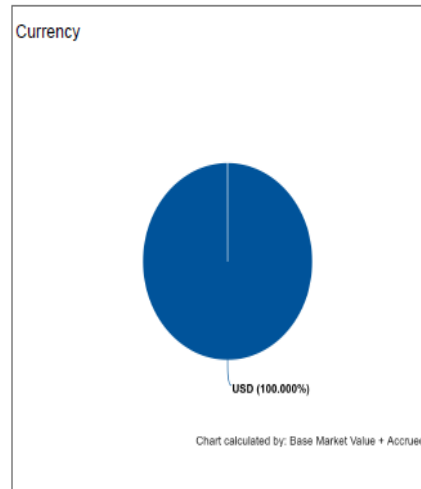
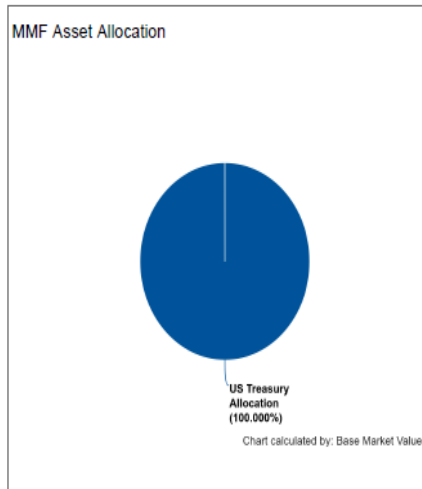
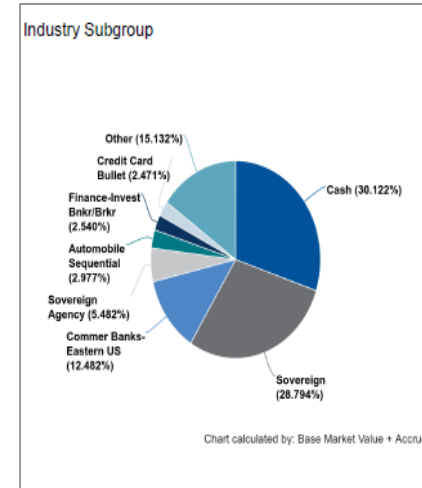
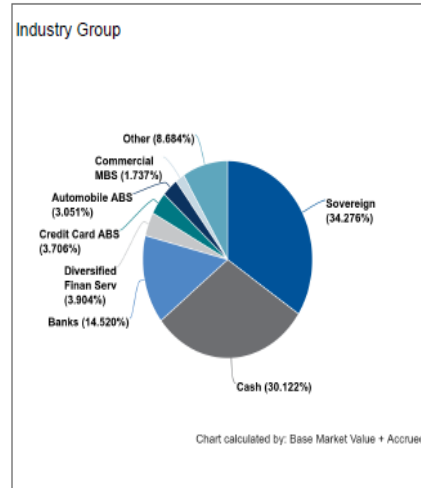
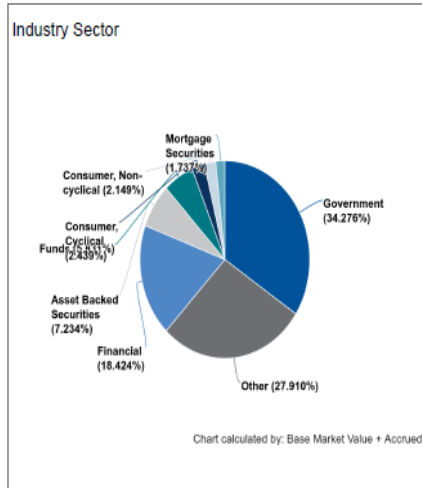
Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	11.211%	1.295%	1.948%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
AA	3.525%	9.445%	5.823%	21.471%	0.000%	0.000%	0.000%	0.000%	0.000%
A	8.636%	3.323%	2.798%	0.711%	2.065%	0.000%	0.000%	0.000%	0.000%
BBB	2.060%	0.691%	0.000%	0.000%	0.714%	0.000%	0.000%	0.000%	0.000%
BB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
B	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CCC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
C	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
NA	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%

Time To Maturity



Duration







Report: Master BS by lot - group by Security type
 Account: SAM TR Reimbursement Fund (136225)
 As of: 10/31/2019
 Base Currency: USD

CASH

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CASH	CCYUSD	Receivable	10,184.77	---	10/31/2019	10,184.77	0.00	10,184.77	10,184.77
CASH	CCYUSD	Receivable	10,184.77	---	10/31/2019	10,184.77	0.00	10,184.77	10,184.77

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	8,393,002.73	---	10/31/2019	8,393,002.73	0.00	8,393,002.73	8,393,002.73
MMFUND	31846V534	FIRST AMER:US TRS MM Y	8,393,002.73	---	10/31/2019	8,393,002.73	0.00	8,393,002.73	8,393,002.73

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	8,403,187.50	---	10/31/2019	8,403,187.50	0.00	8,403,187.50	8,403,187.50

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



Report: Master BS by lot - group by Security type
 Account: SAM TR Reserve Fund (136226)
 As of: 10/31/2019
 Base Currency: USD

ABS (ASSET-BACKED SECURITY)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
ABS	0200HVAC7	ALLYA 182 A3	650,000.00	04/30/2018	11/15/2022	649,881.96	843.56	654,718.67	655,562.23
ABS	02007HAC5	ALLYA 172 A3	457,460.89	03/29/2017	08/16/2021	457,406.96	361.90	457,084.02	457,445.92
ABS	02007PAC7	ALLYA 171 A3	99,333.16	01/31/2017	06/15/2021	99,324.47	75.05	99,262.39	99,337.44
ABS	02582JHQ6	AMXCA 181 A	1,510,000.00	03/21/2018	10/17/2022	1,509,824.69	1,791.87	1,514,349.93	1,516,141.80
ABS	14041NFU0	COMET 192 A	1,660,000.00	09/05/2019	09/15/2024	1,659,582.01	1,268.98	1,655,340.75	1,656,609.73
ABS	14313FAD1	CARMX 183 A3	420,000.00	07/25/2018	06/15/2023	419,942.75	584.27	426,150.48	426,734.74
ABS	17305EGB5	CCCT 17A3 A3	900,000.00	05/22/2017	04/07/2020	902,403.00	1,152.00	900,183.76	901,335.76
ABS	17305EGK5	CCCT 18A1 A1	900,000.00	01/31/2018	01/20/2021	899,875.44	6,287.25	906,669.27	912,956.52
ABS	34531EAD8	FORDO 17A A3	384,802.35	01/25/2017	06/15/2021	384,800.93	285.61	384,548.98	384,834.59
ABS	36255JAD6	GMCAR 183 A3	400,000.00	07/18/2018	05/16/2023	399,906.72	503.33	405,785.61	406,288.94
ABS	43814PAC4	HAROT 173 A3	206,945.68	09/29/2017	09/18/2021	206,923.27	133.77	206,842.59	206,976.36
ABS	47788BAD6	JDOT 17B A3	354,842.30	07/18/2017	10/15/2021	354,816.33	287.03	354,578.25	354,665.28
ABS	47788CAC6	JDOT 2018 A3	285,000.00	02/28/2018	04/18/2022	284,979.51	336.93	286,182.54	286,519.47
ABS	89190BAD0	TAOT 17B A3	892,003.26	05/17/2017	07/15/2021	891,934.84	697.74	890,920.41	891,618.16
ABS	89238BAD4	TAOT 18A A3	450,000.00	01/31/2018	05/16/2022	449,994.83	470.00	451,334.61	451,804.61
ABS	89238MAD0	TAOT 17A A3	123,439.18	03/15/2017	02/16/2021	123,424.65	94.91	123,366.14	123,361.05
ABS			9,693,826.83			9,695,022.37	15,174.20	9,717,318.42	9,732,492.62

AGCY BOND (FEDERAL AGENCY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
AGCY BOND	3130AQS5	FEDERAL HOME LOAN BANKS	2,700,000.00	07/15/2016	07/14/2021	2,683,581.30	9,028.13	2,679,250.50	2,688,278.63
AGCY BOND	3130ACE26	FEDERAL HOME LOAN BANKS	440,000.00	09/08/2017	09/28/2020	438,587.60	554.58	438,890.32	439,444.90
AGCY BOND	3135G0N82	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,525,000.00	08/19/2016	08/17/2021	1,518,823.75	3,918.40	1,516,016.23	1,519,934.63
AGCY BOND	3135G0N82	FEDERAL NATIONAL MORTGAGE ASSOCIATION	475,000.00	08/19/2016	08/17/2021	473,375.03	1,220.49	472,201.29	473,422.26
AGCY BOND	3135G0T60	FEDERAL NATIONAL MORTGAGE ASSOCIATION	600,000.00	08/01/2017	07/30/2020	598,182.00	2,275.00	599,305.80	601,580.80
AGCY BOND	3135G0U92	FEDERAL NATIONAL MORTGAGE ASSOCIATION	900,000.00	01/11/2019	01/11/2022	899,352.00	7,218.75	920,272.50	921,491.25
AGCY BOND	3137EAEF2	FREDDIE MAC	300,000.00	04/20/2017	04/20/2020	298,974.00	126.04	299,675.70	299,801.74
AGCY BOND	3137EAEJ4	FREDDIE MAC	580,000.00	09/29/2017	09/29/2020	578,950.20	837.78	579,838.76	580,676.54
AGCY BOND			7,520,000.00			7,489,825.88	25,179.17	7,505,451.58	7,530,630.75

CASH

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
CASH	CCYUSD	RECEIVABLE	821.37	---	10/31/2019	821.37	0.00	821.37	821.37
CASH			821.37			821.37	0.00	821.37	821.37

CD (CERTIFICATE OF DEPOSIT)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
CD	06417GU22	BANK OF NOVA SCOTIA, HOUSTON BRANCH	900,000.00	06/07/2018	06/05/2020	899,658.00	11,242.00	901,537.47	912,779.47
CD	22535CDV0	CREDIT AGRICOLE CORPORATE AND INVESTMEN	900,000.00	04/04/2019	04/01/2022	900,000.00	12,805.75	900,000.00	912,805.75
CD	65558TL17	NORDEA BANK ABP, NEW YORK BRANCH	950,000.00	08/29/2017	08/26/2022	950,000.00	3,124.44	950,000.00	953,124.44
CD	78012UEE1	ROYAL BANK OF CANADA NEW YORK BRANCH	1,500,000.00	06/08/2018	06/07/2021	1,500,000.00	19,440.00	1,505,752.84	1,525,192.84
CD	83050PDR7	SKANDINAVISKA ENSKILDA BANKEN AB (PUBL.)	950,000.00	09/03/2019	08/26/2022	950,000.00	2,895.92	950,000.00	952,895.92
CD	86565BPC9	SUMITOMO MITSUI BANKING CORPORATION, NEV	900,000.00	10/18/2018	10/16/2020	898,776.00	1,356.00	899,412.35	900,768.35
CD	87019UD6	SWEDBANK AB (PUBL.)	1,800,000.00	11/17/2017	11/16/2020	1,800,000.00	19,181.50	1,783,521.86	1,802,703.36
CD			7,900,000.00			7,898,434.00	70,045.61	7,890,224.51	7,960,270.12

CORP (CORPORATE NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
CORP	025816BU2	AMERICAN EXPRESS CO	900,000.00	05/17/2018	05/17/2021	899,847.00	13,837.50	919,103.40	932,940.90
CORP	02665WCC2	AMERICAN HONDA FINANCE CORP	900,000.00	06/28/2019	06/27/2024	898,776.00	7,440.00	911,885.40	919,325.40
CORP	037833CS7	APPLE INC	820,000.00	05/11/2017	05/11/2020	819,163.60	6,970.00	820,109.06	827,079.06
CORP	05531FBH5	BBAT CORP	900,000.00	08/05/2019	08/01/2024	901,494.00	5,750.00	911,911.50	917,661.50
CORP	06051GFW4	BANK OF AMERICA CORP	100,000.00	11/03/2017	04/19/2021	100,776.00	87.50	101,064.00	101,151.50
CORP	06051IGS2	BANK OF AMERICA CORP	550,000.00	09/18/2017	10/01/2021	550,000.00	1,067.00	551,353.00	552,420.00
CORP	06051GHH5	BANK OF AMERICA CORP	250,000.00	05/17/2018	05/17/2022	250,000.00	3,984.97	255,534.50	259,534.47
CORP	14913Q2A6	CATERPILLAR FINANCIAL SERVICES CORP	650,000.00	09/07/2017	09/04/2020	649,454.00	1,903.96	649,264.85	651,168.81
CORP	172967LF6	CITIGROUP INC	900,000.00	01/10/2017	01/10/2020	899,640.00	6,798.75	900,434.70	907,233.45
CORP	24422ETL3	JOHN DEERE CAPITAL CORP	450,000.00	03/15/2017	01/06/2022	448,015.50	3,809.38	457,416.90	461,226.28
CORP	24422EUQ0	JOHN DEERE CAPITAL CORP	175,000.00	01/10/2019	01/10/2022	174,832.00	1,726.67	179,974.90	181,701.57
CORP	254687FK7	WALT DISNEY CORP	950,000.00	09/06/2019	08/30/2024	946,124.00	2,539.93	942,569.60	944,909.53
CORP	38141EC23	GOLDMAN SACHS & CO	900,000.00	07/11/2019	07/08/2024	941,922.00	10,876.25	953,462.70	964,338.95
CORP	427866BA5	HERSHEY CO	360,000.00	05/10/2018	05/15/2021	359,751.60	5,146.00	366,309.72	371,455.72
CORP	437076BQ4	HOME DEPOT INC	450,000.00	06/05/2017	06/05/2020	449,739.00	3,285.00	450,102.15	453,387.15
CORP	44932HAG8	IBM CREDIT LLC	900,000.00	02/06/2018	02/05/2021	899,559.00	5,697.50	908,850.60	914,548.10
CORP	46647PBB1	JPMORGAN CHASE & CO	900,000.00	03/22/2019	04/01/2023	900,000.00	2,405.25	922,365.00	924,770.25
CORP	594918BV5	MICROSOFT CORP	900,000.00	02/06/2017	02/06/2020	899,397.00	3,931.25	900,387.00	904,318.25
CORP	6174467P8	MORGAN STANLEY	1,800,000.00	11/10/2016	07/24/2020	2,009,250.00	26,675.00	1,846,062.00	1,872,737.00
CORP	63743HER9	NATIONAL RURAL UTILITIES COOPERATIVE FINAN	375,000.00	02/26/2018	03/15/2021	374,583.75	1,389.58	380,049.38	381,438.96
CORP	63743HER9	NATIONAL RURAL UTILITIES COOPERATIVE FINAN	115,000.00	04/19/2018	03/15/2021	512,821.55	1,908.36	521,934.48	523,842.84
CORP	693475AV7	PNC FINANCIAL SERVICES GROUP INC	900,000.00	02/15/2019	01/23/2024	906,408.00	8,575.00	951,417.00	959,992.00
CORP	69371RP75	PACCAR FINANCIAL CORP	325,000.00	03/01/2019	03/01/2022	324,714.00	1,543.75	332,228.98	333,772.73
CORP	713448DX3	PEPSICO INC	600,000.00	10/10/2017	04/15/2021	599,880.00	533.33	602,126.40	602,659.73
CORP	717081EB5	PFIZER INC	1,185,000.00	11/21/2016	12/15/2019	1,184,146.80	7,610.33	1,184,915.87	1,192,526.20
CORP	808513AW5	CHARLES SCHWAB CORP	570,000.00	05/22/2018	05/21/2021	569,982.90	8,233.33	582,095.40	590,328.73
CORP	89236TEU5	TOYOTA MOTOR CREDIT CORP	660,000.00	04/13/2018	04/13/2021	659,736.00	973.50	670,345.50	671,319.00
CORP	904764AZ0	UNILEVER CAPITAL CORP	725,000.00	03/22/2018	03/22/2021	721,295.25	2,159.90	734,190.10	736,350.00
CORP	931142EA7	WAL-MART STORES INC	900,000.00	10/20/2017	12/15/2020	898,695.00	6,460.00	902,388.60	908,848.60
CORP			20,510,000.00			20,750,003.95	153,318.99	20,809,672.67	20,962,991.66

CP (COMMERCIAL PAPER)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
CP	22533UYR8	CREDIT AGRICOLE CORPORATE AND INVESTMEN	1,900,000.00	03/29/2019	11/25/2019	1,868,201.39	0.00	1,896,833.33	1,896,833.33
CP	62479LAD7	MUFG Bank Ltd. (New York Branch)	1,000,000.00	04/18/2019	01/13/2020	980,350.00	0.00	994,687.22	994,687.22
CP	62479MZ63	MUFG Bank Ltd. (New York Branch)	1,700,000.00	03/11/2019	12/06/2019	1,665,702.50	0.00	1,695,554.03	1,695,554.03
CP	63873JA34	Natixis, New York Branch	2,500,000.00	08/16/2019	01/03/2020	2,480,458.33	0.00	2,491,206.25	2,491,206.25
CP			7,100,000.00			6,994,712.22	0.00	7,078,280.83	7,078,280.83

FHLMC (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
FHLMC	3137BM6P6	FHMS K721 A2	450,000.00	04/09/2018	08/25/2022	453,832.03	1,588.75	459,805.50	460,964.25
FHLMC	3137FKK39	FHMS KP05 A</							



FNMA			1,562,825.34			1,594,307.64	3,788.92	1,583,109.95	1,586,898.87
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MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	1,283,049.77	---	10/31/2019	1,283,049.77	0.00	1,283,049.77	1,283,049.77
MMFUND			1,283,049.77			1,283,049.77	0.00	1,283,049.77	1,283,049.77

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

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
US GOV	912828L32	UNITED STATES TREASURY	410,000.00	07/12/2016	08/31/2020	417,840.49	960.23	409,231.25	410,191.48
US GOV	912828N30	UNITED STATES TREASURY	1,600,000.00	08/03/2018	12/31/2022	1,551,875.00	11,456.52	1,629,750.00	1,641,206.52
US GOV	912828N30	UNITED STATES TREASURY	1,575,000.00	11/06/2018	12/31/2022	1,521,290.04	11,277.51	1,604,285.16	1,615,562.67
US GOV	912828N30	UNITED STATES TREASURY	3,000,000.00	12/13/2018	12/31/2022	2,925,703.13	21,480.98	3,055,781.25	3,077,262.23
US GOV	912828N30	UNITED STATES TREASURY	5,900,000.00	01/10/2019	12/31/2022	5,814,957.03	42,245.92	6,009,703.13	6,051,949.05
US GOV	912828N30	UNITED STATES TREASURY	3,000,000.00	01/31/2019	12/31/2022	2,952,421.87	21,480.98	3,055,781.25	3,077,262.23
US GOV	912828Q78	UNITED STATES TREASURY	1,640,000.00	01/05/2017	04/30/2021	1,607,456.25	61.95	1,634,875.00	1,634,936.95
US GOV	912828R69	UNITED STATES TREASURY	5,400,000.00	03/06/2019	05/31/2023	5,204,039.06	36,922.13	5,418,562.50	5,455,484.63
US GOV	912828R69	UNITED STATES TREASURY	950,000.00	04/05/2019	05/31/2023	924,134.77	6,495.56	953,265.63	959,761.19
US GOV	912828R69	UNITED STATES TREASURY	1,700,000.00	05/03/2019	05/31/2023	1,659,093.75	11,623.63	1,705,843.75	1,717,467.38
US GOV	912828R77	UNITED STATES TREASURY	350,000.00	03/17/2017	05/31/2021	340,908.21	2,024.93	348,851.56	350,876.49
US GOV	912828T91	UNITED STATES TREASURY	2,950,000.00	07/08/2019	10/31/2023	2,924,417.97	131.70	2,961,984.38	2,962,116.07
US GOV	912828T91	UNITED STATES TREASURY	2,300,000.00	10/04/2019	10/31/2023	2,313,207.03	102.68	2,309,343.75	2,309,446.43
US GOV	912828T99	UNITED STATES TREASURY	2,500,000.00	09/07/2018	08/15/2022	2,395,117.19	8,610.73	2,507,421.88	2,516,032.61
US GOV	912828VF4	UNITED STATES TREASURY	255,000.00	12/07/2015	05/31/2020	251,702.93	1,475.31	254,641.41	256,116.71
US GOV	912828VP2	UNITED STATES TREASURY	575,000.00	05/18/2016	07/31/2020	593,785.56	2,906.25	576,617.19	579,523.44
US GOV	912828X47	UNITED STATES TREASURY	3,700,000.00	05/07/2018	04/30/2022	3,581,773.44	190.59	3,731,218.75	3,731,409.34
US GOV			37,805,000.00		12/12/2022	36,979,723.71	179,447.61	38,167,157.81	38,346,605.43

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
---	---	---	94,112,473.46	---	02/10/2022	93,426,682.23	448,879.17	94,788,956.06	95,237,835.23

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

Report: Master BS by lot - group by Security type
 Account: SAM Paratransit Fund (136227)
 As of: 10/31/2019
 Base Currency: USD

ABS (ASSET-BACKED SECURITY)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
ABS	02004VAC7	ALLYA 182 A3	185,000.00	04/30/2018	11/15/2022	184,966.40	240.09	186,343.01	186,583.10
ABS	02007HAC5	ALLYA 172 A3	126,632.77	03/29/2017	08/16/2021	126,617.84	100.18	126,528.45	126,628.63
ABS	02007PAC7	ALLYA 171 A3	28,205.71	01/31/2017	06/15/2021	28,203.25	21.31	28,185.62	28,206.93
ABS	02582JHQ6	AMXCA 181 A	425,000.00	03/21/2018	10/17/2022	424,950.66	504.33	426,224.32	426,728.65
ABS	14041NFU0	COMET 192 A	475,000.00	09/05/2019	09/15/2024	474,880.40	363.11	473,666.78	474,029.89
ABS	14313PAD1	CARMX 183 A3	110,000.00	07/25/2018	06/15/2023	109,985.01	153.02	111,610.84	111,763.86
ABS	17305EGB5	CCCTC 17A3 A3	250,000.00	05/22/2017	04/07/2020	250,667.50	320.00	250,051.05	250,371.05
ABS	17305EGK5	CCCTC 18A1 A1	250,000.00	01/31/2018	01/20/2021	249,965.40	1,746.46	251,852.58	253,599.03
ABS	34531EAD8	FORDO 17A A3	112,234.02	01/25/2017	06/15/2021	112,233.61	83.30	112,160.12	112,243.42
ABS	362551AD6	GMCAK 183 A3	120,000.00	07/18/2018	05/16/2023	119,972.02	151.00	121,735.68	121,886.68
ABS	43814PAC4	HAROT 173 A3	62,710.81	09/29/2017	09/18/2021	62,704.02	40.54	62,679.57	62,720.11
ABS	47788BAD6	JDOT 17B A3	100,538.65	07/18/2017	10/15/2021	100,531.30	81.32	100,463.84	100,545.16
ABS	47788CAC6	JDOT 2018 A3	80,000.00	02/28/2018	04/18/2022	79,994.25	94.58	80,331.94	80,426.52
ABS	89190BAD0	TAOT 17B A3	247,778.68	05/17/2017	07/15/2021	247,759.68	193.82	247,477.89	247,671.71
ABS	89238BAD4	TAOT 18A A3	125,000.00	01/31/2018	05/16/2022	124,998.56	130.56	125,370.73	125,501.28
ABS	89238MAD0	TAOT 17A A3	34,288.66	03/15/2017	02/16/2021	34,284.63	26.36	34,268.37	34,294.74
ABS			2,732,889.31			2,732,714.52	4,249.98	2,738,950.78	2,743,200.76

AGCY BOND (FEDERAL AGENCY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
AGCY BOND	3130ARQS5	FEDERAL HOME LOAN BANKS	520,000.00	07/15/2016	07/14/2021	516,837.88	1,738.75	516,003.80	517,742.55
AGCY BOND	3130ACE26	FEDERAL HOME LOAN BANKS	85,000.00	09/08/2017	09/28/2021	84,727.15	107.14	84,785.63	84,892.77
AGCY BOND	3135G0N82	FEDERAL NATIONAL MORTGAGE ASSOCIATION	140,000.00	08/19/2016	08/17/2021	139,521.06	359.72	139,175.26	139,534.98
AGCY BOND	3135G0N82	FEDERAL NATIONAL MORTGAGE ASSOCIATION	460,000.00	08/19/2016	08/17/2021	458,137.00	1,181.94	457,290.14	458,472.08
AGCY BOND	3135G0T60	FEDERAL NATIONAL MORTGAGE ASSOCIATION	150,000.00	08/01/2017	07/30/2020	149,545.50	568.75	149,826.45	150,395.20
AGCY BOND	3135G0U92	FEDERAL NATIONAL MORTGAGE ASSOCIATION	250,000.00	01/11/2019	01/11/2022	249,820.00	2,005.21	255,631.25	257,636.46
AGCY BOND	3137EAEF2	FREDDIE MAC	150,000.00	04/20/2017	04/20/2020	149,487.00	63.02	149,837.85	149,900.87
AGCY BOND	3137EAEJ4	FREDDIE MAC	165,000.00	09/29/2017	09/29/2020	164,701.35	238.33	164,954.13	165,192.46
AGCY BOND			1,920,000.00			1,912,776.94	6,262.86	1,917,504.51	1,923,767.37

CASH

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CASH	CCVUSD	RECEIVABLE	242.67	--	10/31/2019	242.67	0.00	242.67	242.67
CASH			242.67			242.67	0.00	242.67	242.67

CD (CERTIFICATE OF DEPOSIT)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CD	06417GQ22	BANK OF NOVA SCOTIA - HOUSTON BRANCH	250,000.00	06/07/2018	06/05/2020	249,905.00	3,122.78	250,427.07	253,549.85
CD	22533CDV0	CREDIT AGRICOLE CORPORATE AND INVESTMENT BA	250,000.00	04/04/2019	04/01/2022	250,000.00	3,557.15	250,000.00	253,557.15
CD	65558TLL7	NORDEA BANK ABP, NEW YORK BRANCH	275,000.00	08/29/2019	08/26/2022	275,000.00	904.44	275,000.00	275,904.44
CD	78012UEE1	ROYAL BANK OF CANADA NEW YORK BRANCH	425,000.00	06/08/2018	06/07/2021	425,000.00	5,508.00	426,629.97	432,137.97
CD	83050PDR7	SKANDINAVISKA ENSKILDA BANKEN AB (PUBL.)	275,000.00	09/03/2019	08/26/2022	275,000.00	838.29	275,000.00	275,838.29
CD	86565BPC9	SUMITOMO MITSUI BANKING CORPORATION, NEW YC	250,000.00	10/18/2018	10/16/2020	249,660.00	376.67	249,836.76	250,213.43
CD	87019UD66	SWEDBANK AB (PUBL)	500,000.00	11/17/2017	11/16/2020	500,000.00	5,328.19	495,422.74	500,750.93
CD			2,225,000.00			2,224,565.00	19,635.53	2,222,316.55	2,241,952.07

CORP (CORPORATE NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CORP	025816BU2	AMERICAN EXPRESS CO	250,000.00	05/17/2018	05/17/2021	249,957.50	3,843.75	255,306.50	259,150.25
CORP	02665WC22	AMERICAN HONDA FINANCE CORP	250,000.00	06/28/2019	06/27/2024	249,660.00	2,066.67	253,301.50	255,368.17
CORP	037833CS7	APPLE INC	225,000.00	05/11/2017	05/11/2020	224,770.50	1,912.50	225,029.93	226,942.43
CORP	05531FBH5	BB&T CORP	250,000.00	08/05/2019	08/01/2024	250,415.00	1,597.22	253,308.75	254,905.97
CORP	06051GFW4	BANK OF AMERICA CORP	25,000.00	11/03/2017	04/19/2021	25,194.00	21.88	25,266.00	25,287.88
CORP	06051GGS2	BANK OF AMERICA CORP	160,000.00	09/18/2017	10/01/2021	160,000.00	310.40	160,393.60	160,704.00
CORP	06051GHH5	BANK OF AMERICA CORP	75,000.00	05/17/2018	05/17/2022	75,000.00	1,195.49	76,666.35	77,861.84
CORP	14913Q2A6	CATERPILLAR FINANCIAL SERVICES CORP	185,000.00	09/07/2017	09/04/2020	184,844.60	541.90	184,790.77	185,332.66
CORP	172967LF6	CITIGROUP INC	250,000.00	01/10/2017	01/10/2020	249,900.00	1,888.54	250,120.75	252,009.29
CORP	24422ETL3	JOHN DEERE CAPITAL CORP	115,000.00	03/15/2017	01/06/2022	114,492.85	973.51	116,895.43	117,868.94
CORP	24422EUQ0	JOHN DEERE CAPITAL CORP	50,000.00	01/10/2019	01/10/2022	49,952.00	493.33	51,421.40	51,914.73
CORP	254687FK7	WALT DISNEY CO	270,000.00	09/06/2019	08/30/2024	268,898.40	721.88	267,831.36	268,552.24
CORP	38141EC23	GOLDMAN SACHS & CO	250,000.00	07/11/2019	07/08/2024	261,645.00	3,021.18	264,850.75	267,871.93
CORP	42786BA5	HERSHEY CO	100,000.00	05/10/2018	05/15/2021	99,931.00	1,429.44	101,752.70	103,182.14
CORP	437076BQ4	HOME DEPOT INC	125,000.00	06/05/2017	06/05/2020	124,927.50	912.50	125,028.38	125,940.88
CORP	44932HAG8	IBM CREDIT LLC	250,000.00	02/06/2018	02/05/2021	249,877.50	1,582.64	252,458.50	254,041.14
CORP	46647BB1	JPMORGAN CHASE & CO	250,000.00	03/22/2019	04/01/2023	250,000.00	668.13	256,212.50	256,880.63
CORP	594918BV5	MICROSOFT CORP	250,000.00	02/06/2017	02/06/2020	249,832.50	1,092.01	250,107.50	251,199.51
CORP	6174467P8	MORGAN STANLEY	500,000.00	11/10/2016	07/24/2020	558,125.00	7,409.72	512,795.00	520,204.72
CORP	63743HER9	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE	150,000.00	04/19/2018	03/15/2021	149,365.50	555.83	152,019.75	152,575.58
CORP	63743HER9	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE	100,000.00	02/26/2018	03/15/2021	99,889.00	370.56	101,346.50	101,717.06
CORP	693475AV7	PNC FINANCIAL SERVICES GROUP INC	250,000.00	02/15/2019	01/23/2024	251,780.00	2,381.94	264,282.50	266,664.44
CORP	69371RP75	PACCAR FINANCIAL CORP	100,000.00	03/01/2019	03/01/2022	99,912.00	475.00	102,224.30	102,699.30
CORP	713448DX3	PEPSICO INC	165,000.00	10/10/2017	04/15/2021	164,967.00	146.67	165,584.76	165,731.43
CORP	717081EB5	PFIZER INC	330,000.00	11/21/2016	12/15/2019	329,762.40	2,119.33	329,976.57	332,095.90
CORP	808513AW5	CHARLES SCHWAB CORP	160,000.00	05/22/2018	05/21/2021	159,995.20	2,311.11	163,395.20	165,706.31
CORP	89238TEU5	TOYOTA MOTOR CREDIT CORP	180,000.00	04/13/2018	04/13/2021	179,928.00	265.00	182,821.50	183,087.00
CORP	90476AAZ0	UNILEVER CAPITAL CORP	200,000.00	03/22/2018	03/22/2021	198,978.00	595.83	202,535.20	203,131.03
CORP	931142EA7	WAL-MART STORES INC	250,000.00	10/20/2017	12/15/2020	249,637.50	1,794.44	250,663.50	252,457.94
CORP			5,715,000.00			5,781,637.95	42,698.91	5,798,387.44	5,841,086.34

CP (COMMERCIAL PAPER)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CP	22533UVB8	CREDIT AGRICOLE CORPORATE AND INVESTMENT BA	500,000.00	03/29/2019	11/25/2019	491,631.94	0.00	499,166.67	499,166.67
CP	62479MZ63	MUFJ BANK LTD. (NEW YORK BRANCH)	650,000.00	03/11/2019	12/06/2019	636,886.25	0.00	648,300.07	648,300.07
CP	63873JA34	NATIXIS, NEW YORK BRANCH	700,000.00	08/16/2019	01/03/2020	694,528.33	0.00	697,537.75	697,537.75
CP			1,850,000.00			1,823,046.52	0.00	1,845,004.48	1,845,004.48

FHLMC (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FHLMC	3137BM6P6	FHMS K721 A2	130,000.00	04/09/2018	08/25/2022	131,107.03	334.75	132,832.70	133,167.45
FHLMC	3137FKK39	FHMS KP05 A	81,519.93	12/17/2018	07/25/2023	81,519.69	217.59	83,540.81	83,758.40
FHLMC			211,519.93			212,626.72	552.34	216,373.51	216,925.85

FNMA (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FNMA	3136A7G5	FNA 14M06B A2	317,260.00	12/15/2016	05/25/2021	323,679.55	708.15	320,730.82	321,438.98
FNMA	3136B1XP4	FNA 18M5 A2	112,516.97	04/30/2018	09/25/2021	114,755.05	333.80	114,624.41	114,958.21
FNMA			429,776.97			438,434.60	1,041.95	435,355.24	436,397.19

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER-US TRS MM Y	381,203.37	---	10/31/2019	381,203.37	0.00	381,203.37	381,203.37
MMFUND			381,203.37			381,203.37	0.00	381,203.37	381,203.37

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

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
US GOV	912828B90	UNITED STATES TREASURY	175,000.00	10/05/2016	02/28/2021	181,323.24	596.15	175,957.03	176,553.19
US GOV	912828L32	UNITED STATES TREASURY	80,000.00	07/12/2016	08/31/2020	81,532.14	187.36	79,850.00	80,037.36
US GOV	912828N30	UNITED STATES TREASURY	450,000.00	08/03/2018	12/31/2022	436,464.84	3,222.15	458,367.19	461,589.33
US GOV	912828N30	UNITED STATES TREASURY	550,000.00	11/06/2018	12/31/2022	531,244.14	3,938.18	560,226.56	564,164.74
US GOV	912828N30	UNITED STATES TREASURY	750,000.00	12/13/2018	12/31/2022	731,425.78	5,370.24	763,945.31	769,315.56
US GOV	912828N30	UNITED STATES TREASURY	1,600,000.00	01/10/2019	12/31/2022	1,576,937.50	11,456.52	1,629,750.00	1,641,206.52
US GOV	912828N30	UNITED STATES TREASURY	850,000.00	01/31/2019	12/31/2022	836,519.53	6,086.28	865,804.69	871,890.96
US GOV	912828Q78	UNITED STATES TREASURY	185,000.00	01/05/2017	04/30/2021	181,328.91	6.99	184,421.88	184,428.86
US GOV	912828R69	UNITED STATES TREASURY	1,600,000.00	03/06/2019	05/31/2023	1,541,937.50	10,939.89	1,605,500.00	1,616,439.89
US GOV	912828R69	UNITED STATES TREASURY	200,000.00	04/05/2019	05/31/2023	194,554.69	1,367.49	200,687.50	202,054.99
US GOV	912828R69	UNITED STATES TREASURY	550,000.00	05/03/2019	05/31/2023	536,765.62	3,760.59	551,890.63	555,651.21
US GOV	912828T91	UNITED STATES TREASURY	825,000.00	07/08/2019	10/31/2023	842,628.91	37.95	853,453.13	853,491.07
US GOV	912828T91	UNITED STATES TREASURY	650,000.00	10/04/2019	10/31/2023	628,588.87	27.90	627,539.06	627,566.96
US GOV	912828T99	UNITED STATES TREASURY	700,000.00	09/07/2018	08/15/2022	670,632.81	2,411.01	702,078.13	704,489.13
US GOV	912828VF4	UNITED STATES TREASURY	200,000.00	12/07/2015	05/31/2020	197,414.06	1,157.10	199,718.75	200,875.85
US GOV	912828VP2	UNITED STATES TREASURY	490,000.00	05/18/2016	07/31/2020	505,996.90	2,476.63	491,378.13	493,854.76
US GOV	912828X47	UNITED STATES TREASURY	1,300,000.00	05/07/2018	04/30/2022	1,258,460.94	66.96	1,310,968.75	1,311,035.71
US GOV			11,155,000.00			10,933,756.38	53,109.39	11,261,536.72	11,314,646.11

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	26,620,132.25	---	02/10/2022	26,441,004.66	127,550.97	26,816,875.26	26,944,426.22

* Grouped by: Security Type

* Groups Sorted by: Security Type

* Weighted by: Base Market Value + Accrued

* Holdings Displayed by: Lot

Report: Trade Activity
 Account: SAM Transit District Agg (136232)
 Date: 10/01/2019 - 10/31/2019
 Base Currency: USD

* Does not Lock Down

Identifier	Description	Base Current Units	Coupon Rate	Transaction Type	Trade Date	Settle Date	Final Maturity	Base Principal	Base Accrued Interest	Base Amount
31846V534	FIRST AMER:US TRS MM Y	11,024.87	1.330	Buy	10/02/2019	10/02/2019	10/31/2019	11,024.87	0.00	(11,024.87)
31846V534	FIRST AMER:US TRS MM Y	1,283,602.49	1.330	Buy	---	---	10/31/2019	1,283,602.49	0.00	(1,283,602.49)
31846V534	FIRST AMER:US TRS MM Y	(1,283,532.59)	1.330	Sell	---	---	10/31/2019	(1,283,532.59)	0.00	1,283,532.59
31846V534	FIRST AMER:US TRS MM Y	374,197.89	1.330	Buy	---	---	10/31/2019	374,197.89	0.00	(374,197.89)
31846V534	FIRST AMER:US TRS MM Y	(333,761.61)	1.330	Sell	---	---	10/31/2019	(333,761.61)	0.00	333,761.61
912828R77	UNITED STATES TREASURY	(1,050,000.00)	1.375	Sell	10/02/2019	10/04/2019	05/31/2021	(1,046,103.52)	(4,970.29)	1,051,073.81
912828Q78	UNITED STATES TREASURY	(300,000.00)	1.375	Sell	10/02/2019	10/04/2019	04/30/2021	(298,910.16)	(1,759.85)	300,670.01
89236TDH5	TOYOTA MOTOR CREDIT CORP	(670,000.00)	1.550	Maturity	10/18/2019	10/18/2019	10/18/2019	(670,000.00)	0.00	670,000.00
89236TDH5	TOYOTA MOTOR CREDIT CORP	(200,000.00)	1.550	Maturity	10/18/2019	10/18/2019	10/18/2019	(200,000.00)	0.00	200,000.00
912828T91	UNITED STATES TREASURY	2,300,000.00	1.625	Buy	10/02/2019	10/04/2019	10/31/2023	2,313,207.03	15,945.31	(2,329,152.34)
912828T91	UNITED STATES TREASURY	625,000.00	1.625	Buy	10/02/2019	10/04/2019	10/31/2023	628,588.87	4,332.97	(632,921.84)
34531EAD8	FORDO 17A A3	(61,688.03)	1.670	Principal Paydown	10/15/2019	10/15/2019	06/15/2021	(61,688.03)	0.00	61,688.03
34531EAD8	FORDO 17A A3	(17,992.34)	1.670	Principal Paydown	10/15/2019	10/15/2019	06/15/2021	(17,992.34)	0.00	17,992.34
02007PAC7	ALLYA 171 A3	(18,318.78)	1.700	Principal Paydown	10/15/2019	10/15/2019	06/15/2021	(18,318.78)	0.00	18,318.78
02007PAC7	ALLYA 171 A3	(5,201.63)	1.700	Principal Paydown	10/15/2019	10/15/2019	06/15/2021	(5,201.63)	0.00	5,201.63
89238MAD0	TAOT 17A A3	(23,049.04)	1.730	Principal Paydown	10/15/2019	10/15/2019	02/16/2021	(23,049.04)	0.00	23,049.04
89238MAD0	TAOT 17A A3	(6,402.51)	1.730	Principal Paydown	10/15/2019	10/15/2019	02/16/2021	(6,402.51)	0.00	6,402.51
89190BAD0	TAOT 17B A3	(97,934.01)	1.760	Principal Paydown	10/15/2019	10/15/2019	07/15/2021	(97,934.00)	0.00	97,934.00
89190BAD0	TAOT 17B A3	(27,203.89)	1.760	Principal Paydown	10/15/2019	10/15/2019	07/15/2021	(27,203.89)	0.00	27,203.89
02007HAC5	ALLYA 172 A3	(67,171.93)	1.780	Principal Paydown	10/15/2019	10/15/2019	08/16/2021	(67,171.92)	0.00	67,171.92
02007HAC5	ALLYA 172 A3	(18,594.30)	1.780	Principal Paydown	10/15/2019	10/15/2019	08/16/2021	(18,594.30)	0.00	18,594.30
43814PAC4	HAROT 173 A3	(18,952.20)	1.790	Principal Paydown	10/18/2019	10/18/2019	09/18/2021	(18,952.20)	0.00	18,952.20
43814PAC4	HAROT 173 A3	(5,743.09)	1.790	Principal Paydown	10/18/2019	10/18/2019	09/18/2021	(5,743.09)	0.00	5,743.09
47788BAD6	JDOT 17B A3	(37,507.72)	1.820	Principal Paydown	10/15/2019	10/15/2019	10/15/2021	(37,507.72)	0.00	37,507.72
47788BAD6	JDOT 17B A3	(10,627.19)	1.820	Principal Paydown	10/15/2019	10/15/2019	10/15/2021	(10,627.19)	0.00	10,627.19
3136AJ7G5	FNA 14M06B A2	(1,811.22)	2.679	Principal Paydown	10/01/2019	10/01/2019	05/25/2021	(1,811.22)	0.00	1,811.22
3136AJ7G5	FNA 14M06B A2	(498.09)	2.679	Principal Paydown	10/01/2019	10/01/2019	05/25/2021	(498.09)	0.00	498.09
3137FKK39	FHMS KP05 A	(86,100.81)	3.203	Principal Paydown	10/01/2019	10/01/2019	07/25/2023	(86,100.81)	0.00	86,100.81
3137FKK39	FHMS KP05 A	(24,460.46)	3.203	Principal Paydown	10/01/2019	10/01/2019	07/25/2023	(24,460.46)	0.00	24,460.46
3136B1XP4	FNA 18M5 A2	(14,287.02)	3.560	Principal Paydown	10/01/2019	10/01/2019	09/25/2021	(14,287.02)	0.00	14,287.02
3136B1XP4	FNA 18M5 A2	(3,928.93)	3.560	Principal Paydown	10/01/2019	10/01/2019	09/25/2021	(3,928.93)	0.00	3,928.93
---	---	209,057.86	---	---	---	---	---	230,840.10	13,548.14	(244,388.24)

Glossary of Terms

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

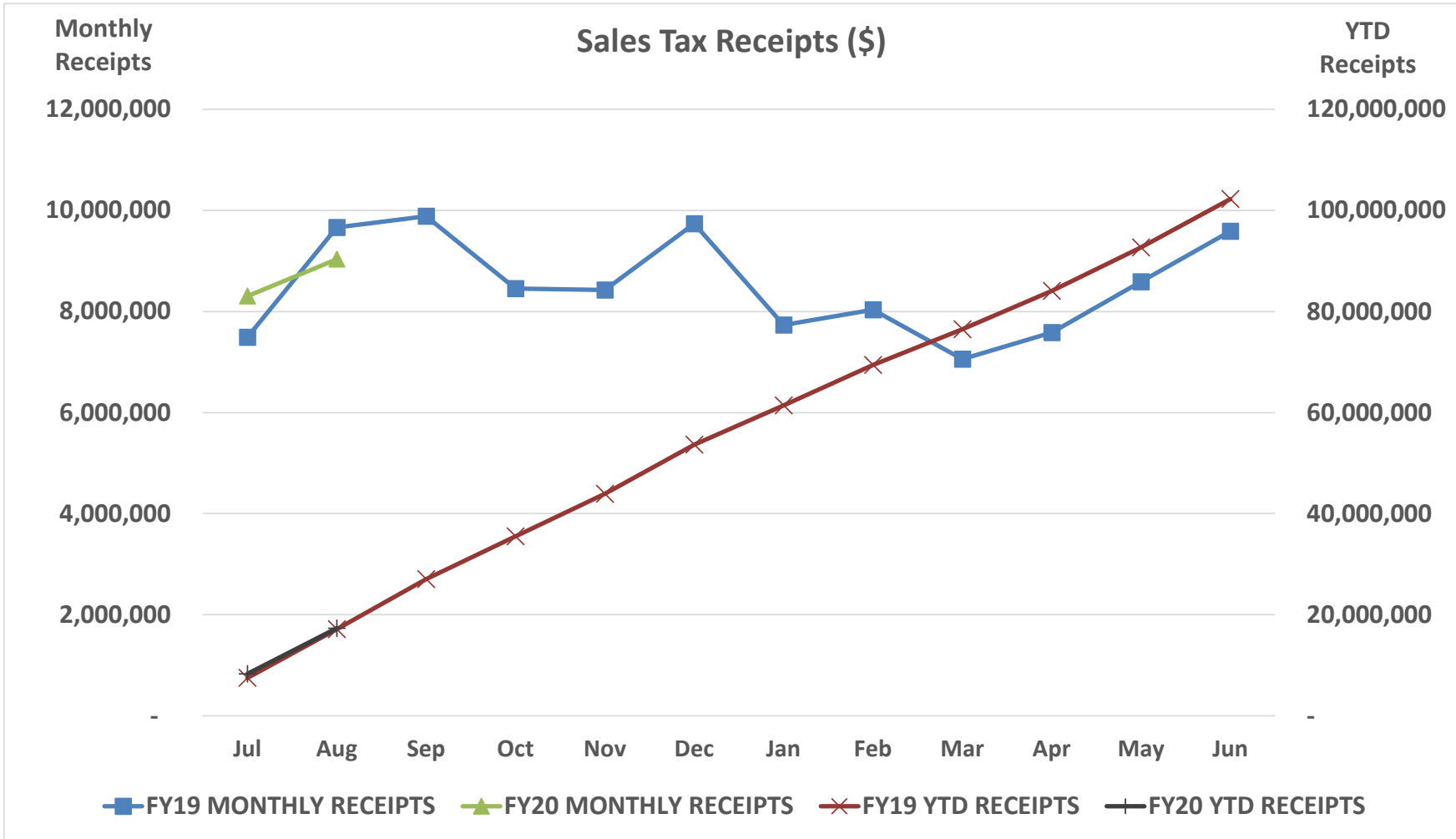
BUDGET AMENDMENTS

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

BUDGET REVISIONS

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

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



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

	FY19 MONTHLY RECEIPTS	FY20 MONTHLY RECEIPTS	Monthly % Change	FY19 YTD RECEIPTS	FY20 YTD RECEIPTS	YTD % Change
Jul	\$7,491,211	8,304,089	10.85%	\$7,491,211	8,304,089	10.85%
Aug	9,665,751	9,033,736	(6.5%)	17,156,962	17,337,826	1.05%
Sep	9,885,148			27,042,110		
Oct	8,456,110			35,498,220		
Nov	8,425,556			43,923,776		
Dec	9,739,351			53,663,127		
Jan	7,734,915			61,398,042		
Feb	8,037,354			69,435,396		
Mar	7,057,158			76,492,553		
Apr	7,585,772			84,078,325		
May	8,590,022			92,668,347		
Jun	9,588,742			102,257,089		
	<u>\$102,257,089</u>	<u>\$17,337,826</u>				

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
Executive Director

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **CAPITAL PROJECTS QUARTERLY STATUS REPORT – 1ST QUARTER
FISCAL YEAR 2020**

ACTION

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

SIGNIFICANCE

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

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

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

Prepared by: Gordon Hail, Cost Engineer

650.508.7795



Capital Projects

Quarterly Status Report

1st Quarter FY2020: July 01 – September 30, 2019

Prepared for the December 04, 2019 SamTrans Board Meeting



San Mateo County Transit District



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SamTrans - Capital Program - Budget Status Summary

1st Quarter FY2019 - July 01, 2019 to September 30, 2019

All Costs in \$1,000's

Programs					
	FY2016	FY2017	FY2018	FY2019	FY2020
1. Revenue Vehicles Replacement	\$35,312	\$7,725	\$0	\$0	\$0
2. Revenue & Non Revenue Vehicle Support	\$1,421	\$1,451	\$5,321	\$1,895	\$3,546
3. Information Technology	\$5,775	\$2,627	\$2,878	\$3,100	\$500
4. Development	\$2,350	\$1,942	\$1,552	\$750	\$250
5. Facilities/Construction	\$1,190	\$2,835	\$7,282	\$1,730	\$9,542
6. Safety and Security	\$1,830	\$1,451	\$0	\$0	\$150
7. Contingency	\$250	\$250	\$250	\$200	\$250
Total Board Approved Budget by FY ⁽¹⁾	\$48,128	\$18,281	\$17,283	\$7,675	\$14,238

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

Active Projects

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

Projects Completed Within the Last Three Years

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

Note:

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

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**SamTrans Quarterly Report
TRAFFIC LIGHT REPORT**

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

	SCOPE		BUDGET		SCHEDULE		FUNDING		Page	
	Q4 FY19	Q1 FY20	Q4 FY19	Q1 FY20	Q4 FY19	Q1 FY20	Q4 FY19	Q1 FY20		
<u>Vehicle Replacement Projects:</u>										
021501 - Replacement of 55 - 2002 NABI Buses Project										5
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100014 - Bike Rack Project										7
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100460 - FY2020 Purchase 14 Revenue Para Transit Vehicles (Vans)										15
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= Project On-Hold



= No Issues



= Notable Issues



= Significant Issues

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(a) Project No.	(b) Project Name	(c) Scope / Issues / Key Activities	(d) Approved Funding	(e) Original Budget	(f) Approved Changes	(g) = (e) ± (f) Current Budget	(h) Expended + Accrual To Date	(i) = (h) - (g) Estimate to Complete	(j) Estimate at Completion	(k) = (g) - (j) Variance at Completion	(l) = (h) / (j) % Expended of EAC	(m) Est. Physical % Complete	(n) Current Baseline / Current Start	(o) Current Baseline / Current Finish
021501	Replacement of 55 - 2002 NABI Buses Project PM - David Harbour	<p>Scope: Procure (55) replacement buses for the 2002 NABI articulated buses that have reached the end of their useful life. The new buses will meet the recommendations for vehicle type to complement the Samtrans Strategic Plan (SSP). The project also purchases major bus components, in accordance with the current contract with the current supplier. The project will be purchased per the Fixed Assets Transportation (FAST) Act which allows grantees to purchase rolling stock and related equipment from a State's cooperative procurement contract. This allows the District to purchase vehicles that meet proven design and construction standards, as well as configure them to the District's specifications, at highly competitive prices.</p> <p>Issues: None.</p> <p>Key Activities</p> <p>This Quarter:</p> <ol style="list-style-type: none"> (1) Continued receiving buses (28 out of 55 buses have been received). (2) Continued coordinating Resident Inspection for In-Plant Inspection Services. (3) Completed pre bus training. (4) Accepted nine buses (17 buses have been accepted to date). (5) Began putting buses in service (nine buses are in service). <p>Next Quarter:</p> <ol style="list-style-type: none"> (1) Continue coordinating Resident Inspection for In-Plant Inspection Services. (2) Continue receiving buses. (3) Continue acceptance testing of buses. (4) Continue placing buses in service. 	\$48,972,000	\$-48,972,000	\$0	\$48,972,000	\$27,165,084	\$21,806,916	\$48,972,000	\$0	55.47%	71.0%	02/04/17 / 02/04/17A	05/31/20 / 05/31/20

VEHICLE REPLACEMENT/MAINTENANCE PROJECTS:

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(a) Project No.	(b) Project Name	(c) Scope / Issues / Key Activities	(d) Approved Funding	(e) Original Budget	(f) Approved Changes	(g) = (e) ± (f) Current Budget	(h) Expended + Accrual To Date	(i) = (h) - (g) Estimate to Complete	(j) = (i) - (h) Estimate at Completion	(k) = (g) - (j) Variance at Completion	(l) = (h) / (j) % Expended of EAC	(m) Est. Physical % Complete	(n) Current Baseline / Current Start	(o) Current Baseline / Current Finish
021502	Major Bus Components PM - David Harbour	<p>Scope: The objective of this project is to maintain a state of good repair for bus transit. Well maintained capital bus components are essential to keep our revenue equipment in service, reliable, and safe for bus patrons.</p> <p>This project provides funding for new parts, rebuilt parts, and major bus components, not accounted for in the operating budget, that exceed \$1,000 in accordance and compliance with FTA guidelines. Parts and major components include: engines, transmissions, differentials, ECUs (computer), HVAC, suspension, steering, ventilation and air conditioning) radiator, muffler, air compressor, Digital Video Recorders (DVRs), Automatic Mobile Data Terminals (AMDTs), etc.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Purchased major bus components and replacement parts.</p> <p>Next Quarter: (1) Continue to purchase major bus components and replacement parts, as needed.</p>	\$6,606,636	\$6,606,636	\$0	\$6,606,636	\$4,863,845	\$1,722,791	\$6,606,636	\$0	73.9%	73.9%	07/01/15 / 07/01/15A	06/30/20 / 06/30/20
100014	Bike Rack PM - David Harbour	<p>Scope: Purchase new 3-bike bus racks. Remove and replace existing 2-bike racks and install the new 3-bike racks on (237) SamTrans fixed route fleet buses.</p> <p>Issues: Contract will be issued as a sole-source contract.</p> <p>Key Activities:</p> <p>This Quarter: (1) Completed installing the new bike racks. (2) Completed project close out.</p> <p>Next Quarter: (1) The project has completed.</p> <p>Note: This will be the last report for the project.</p>	\$422,600	\$422,600	\$0	\$422,600	\$343,892	\$78,708	\$422,600	\$0	81.4%	81.4%	07/01/15 / 03/01/17A	09/30/19 / 09/30/19A

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(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) ± (f)	(h)	(i) = (i) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100113	Procurement of 10 Electric Buses PM - David Harbour	<p>Scope: Procure 10 battery-electric Zero Emissions Buses (ZEBs) to replace 10 of the 2003 Gillig diesel buses and install six charging stations in support of the electric buses. This project will support California Air Resources Board (CARB)'s goal of 100% ZEB transit fleet by 2040. These electric buses will be placed in a pilot service program at North Base.</p> <p>Issues: None.</p> <p>Key Activities</p> <p>This Quarter:</p> <ol style="list-style-type: none"> (1) Completed testing of two buses and placed them in service. (2) Established final production schedule with Proterra. (3) Continued weekly meeting with Proterra's engineering team regarding bus defects of remaining eight buses. (4) Continued to review bus configuration of remaining eight buses. <p>Next Quarter:</p> <ol style="list-style-type: none"> (1) Continue weekly meeting with Proterra's engineering team regarding bus defects of remaining eight buses. (2) Continue to review bus configuration of remaining eight buses. <p>Note: Production for the remaining eight buses will begin in early 2020.</p>	\$10,926,668	\$10,926,668	\$0	\$10,926,668	\$2,256,520	\$8,670,148	\$10,926,668	\$0	20.7%	42.0%	02/01/18 02/01/18A	11/30/20 11/30/20
100354	MB-2000 Bus Simulator System PM - TBD	<p>Scope: The replacement of the outdated MB-2000 Bus Simulator acquired in 2005. SamTrans has benefited in training awareness from the MB-2000 Bus Simulator technology but is at the end of its life span and can no longer be upgraded. The older Simulator lacks the ability to adapt to the changing advances as a multi functioning training tool. A new simulator gives us the flexibility to manage larger classes in the training room environment and frees up buses in service. Also a primary reason for the simulator is to reduce preventable collisions and incidents. Reducing Risk in a hazards environments. The Simulator has shown positive results in the preventing preventable and at fault collisions.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter:</p> <ol style="list-style-type: none"> (1) TBD. <p>Next Quarter:</p> <ol style="list-style-type: none"> (1) TBD. <p>Note: Activities and schedule information will be included in the next report.</p>	\$310,000	\$310,000	\$0	\$310,000	\$0	\$310,000	\$310,000	\$0	0.0%	0.0%	TBD TBD	TBD TBD

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100360	Purchase Four Non-Revenue Service Support Vehicles FY2019 PM - David Parsons	<p>Scope: To procure four Non-Revenue Service Support Vehicles. This procurement will replace two 2009 Toyota Priuses, one 2009 Ford E250 van and one 2010 Ford Focus. All replacement vehicles have either exceeded their warranty, are in a diminishing state of repair, or have gone beyond their useful life expectancy.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This quarter:</p> <p>(1) All four vehicles have been received.</p> <p>(2) Began project close out.</p> <p>Next quarter:</p> <p>(1) Complete project close out.</p> <p>Note: This will be the last report for the project.</p>	\$118,000	\$118,000	\$0	\$118,000	\$104,830	\$13,170	\$118,000	\$0	88.8%	88.8%	07/01/18 / 07/01/18A	12/31/19 / 12/31/19

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INFORMATION TECHNOLOGY PROJECTS:														
021505	Replace & Upgrade Servers & Out of Warranty Equipment PM - Ed Kelly	<p>Scope: This project will replace District's servers and data storage copiers/printers, routers and switches, AC, UPS and other appliances that are at the end of their expected service life and soon to be out of warranty. The project will procure new equipment to replace the existing equipment at Central Data Center, North Base, and South Base, as well as professional services for setup and configuration.</p> <p>Issues: None.</p> <p>Key Activities This Quarter: (1) Procured additional servers, network routers and switches to replace the out of warranty equipment.</p> <p>Next Quarter: (1) Procure additional servers, network routers and switches to replace the out of warranty equipment.</p>	\$7,079,000	\$995,000	\$6,084,000	\$7,079,000	\$4,055,174	\$3,023,826	\$7,079,000	\$0	57.3%	60.0%	07/01/14 07/01/14A	12/31/19 12/31/19
100016	WiFi at Bases for Video Review PM - Karambir Cheema	<p>Scope: The project scope will primarily be as follows: 1. Install and test WiFi equipment at North Base and South Base. 2. Specify software configuration based on stakeholder consensus 3. Install, configure, and test servers, including: a. Application server, which serves as the back end for client computers allowing users to request video, initiates communication with buses when they enter the yard, and uploads Digital Video Recorders (DVRs) health data as well as any requested video. b. Database server, which runs Microsoft SQL server and houses data for the server application. 4. Install and configure client application on specified computers. 5. Configure all new WiFi equipped DVRs to communicate with the application server.</p> <p>Issues: (1) PM is requesting a single source option for the software portion of the contract. (2) Schedule will be updated after a vendor is selected.</p> <p>Key Activities: This Quarter: (1) Continued the process of gathering requirements for the WiFi infrastructure, backend servers and storage. (2) Continued to meet with project stakeholders. (3) Continued review of the available WiFi systems to decide on the system to be implemented.</p> <p>Next Six Weeks: (1) Continue the process of gathering requirements for the WiFi infrastructure, backend servers and storage. (2) Continue to meet with project stakeholders. (3) Continue review of the available WiFi systems.</p>	\$690,499	\$690,499	\$0	\$690,499	\$2,609	\$687,890	\$690,499	\$0	0.4%	TBD	03/26/18 / 03/26/18A	TBD

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100251	FY18 Transit Asset Management Plan PM - Jeff Thomas	<p>Scope: To implement a Transit Asset Management (TAM) Plan which will include a recognized database platform established within the IT profession. The project will guide the District's efforts to manage the condition of transit assets and to manage the condition of transit assets based on the condition of assets. The project will also coordinate the reporting of transit resources across a broad range of assets. Organizations receiving federal funding must gather and report categorized data (finances, operations, service levels, safety, facilities, etc.) in a manner fully consistent with stated National Transit Database (NTD) parameters. A District-wide asset database meeting the NTD parameters does not currently exist within the agency, the District will seek a turnkey database/training solution from an experienced firm. Existing District resources (prior data, IT equipment, etc.) will be utilized to the maximum extent possible.</p> <p>Issues: None.</p> <p>This Quarter: (1) Draft "past year" narrative update for 2019 FTA National Transit Database (NTD) Report. (2) District recruited for new TAM Analyst applicants.</p> <p>Next Quarter: (1) Conducts interviews for new TAM Analyst position. (2) Coordinate with contracted TAM consultant 2019 NTD Report update.</p>	\$975,000	\$975,000	\$0	\$975,000	\$169,580	\$805,420	\$975,000	\$0	17.4%	17.4%	02/01/18 02/01/18A	05/31/20 05/31/20

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FACILITIES / CONSTRUCTION PROJECTS:														
021407	Samtrans Business Plan PM - TBD	<p>Scope: To provide a comprehensive strategy to define a business plan that averts financial failure, reinvents our vision for delivering public transit, and tackling our internal and external organizational challenges. The project will evaluate financial, service delivery, and organization options for the agency and recommend an action plan that phases in specific operational projects over the next 20 years. The goal is to have a proactive new vision for how to deliver transit services to the county that will generate public support for new revenue sources.</p> <p>Issues: None.</p> <p>Key Activities (1) TBD.</p> <p>Next Quarter: (1) TBD.</p> <p>Note: Activities and schedule information will be included in the next report.</p>	\$1,138,000	\$1,138,000	\$0	\$1,138,000	\$426,962	\$711,038	\$1,138,000	\$0	37.5%	37.5%	TBD / TBD	TBD / TBD
021507	Facility Smaller Projects PM - Greg Moyer	<p>Scope: This project will maintain a state of good repair (SOGR) for the District's infrastructure, shops and facilities. This project will maintain continuity of services and sustainability of a pleasant work environment, inclusive of routine maintenance or replacement, e.g. carpets.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Performed maintenance and repairs work.</p> <p>Next Quarter: (1) Continue with maintenance and repairs work, as needed.</p>	\$1,265,264	\$1,265,264	\$0	\$1,265,264	\$1,216,711	\$48,553	\$1,265,264	\$0	96.2%	96.2%	07/01/15 / 07/01/15A	06/30/20 / 06/30/20

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100247	FY2018 Tech Refresh PM - Ed Kelly	<p>Scope: To facilitate the adoption of new technology to meet changing needs and mitigate the risk of obsolescence of existing technology. Included is the periodic replacement of District system's servers and storage, copiers/printers, network equipment such as routers and switches, AC, UPS and other appliances that are at the end of its expected service life and will be out of warranty. This proposal will cover procurement as well as professional services for installation, setup and configuration.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) TBD.</p> <p>Next Quarter: (1) TBD.</p> <p>Note: Activities and schedule information will be included in the next report.</p>	\$1,303,476	\$1,303,476	\$0	\$1,303,476	\$2,500	\$1,300,976	\$1,303,476	\$0	0.2%	0.2%	TBD / TBD	TBD / TBD
100248	EPM Replacement PM - Ed Kelly	<p>Scope: To be updated</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) TBD.</p> <p>Next Quarter: (1) TBD.</p> <p>Note: Activities and schedule information will be included in the next report.</p>	\$500,000	\$500,000	\$0	\$500,000	\$0	\$500,000	\$500,000	\$0	0.0%	0.0%	TBD / TBD	TBD / TBD

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100252	Central Roof Replacement PM - Greg Moyer	<p>Scope: Involves the rehabilitation of the Central office roof, from the east end of the tennis courts to the east side of the building. The roof is a 20+ years old "foam roof", which needs extensive rehabilitating. The current roof allows leaks into the 4th floor of the building, which are contained by garbage cans in heavy rains. The most cost effective approach to rehab the roof will be determined during the design phase. The cost estimate for this project is based on the assumption that this part of the roof will be replaced with a new foam roof. It is also assumed that walkways for foot traffic will also be added to extend the life of the new roof. This proposal does not include rehab of the tennis courts nor the facilities west of the tennis courts. This project would promote the District's goal of a reliable system in a state of good repair.</p> <p>Issues: None.</p> <p>This Quarter: (1) Began to identify project resources to develop specifications and drawings. (2) Prepared draft work directive request (WDPR) Proposal.</p> <p>Next Quarter: (1) Continue to identify project resources to develop specification and drawings. (2) Prepare WDPR cost estimate.</p>	\$1,275,000	\$1,275,000	\$0	\$1,275,000	\$1,253	\$1,273,747	\$1,275,000	\$0	0.1%	0.1%	09/01/19A / 12/31/20	09/01/19 / 12/31/20
100255	Traffic Signal Priority Project PM - Robert Tam	<p>Scope: This project will implement Traffic Signal Priority (TSP) technology for SamTrans buses traveling on El Camino Real in San Mateo County (State Highway 82). This will improve transit speed along the corridor by either giving buses early green lights or extending green lights at traffic intersections. SamTrans will build on the existing El Camino Real Smart Corridor Project, implemented by Caltrans and the City/County Association of Governments of San Mateo County (CCAG), and deploy wayside antennas at intersections and transponders aboard buses as the primary TSP detection technology to provide maximum communication precision.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Worked on obtaining the permit from Caltrans. (2) Reviewed the training plan and detail installation plan and provided comments to the contractor. (3) Received project master schedule. (4) Contractor ordered material and equipment for the pilot installation.</p> <p>Next Quarter: (1) Receive a revised training plan and installation plan. (2) Continue to work on obtaining the permit from Caltrans. (3) Perform the pilot bus installations.</p>	\$3,907,000	\$3,907,000	\$0	\$3,907,000	\$398,721	\$3,508,279	\$3,907,000	\$0	10.2%	34.0%	01/01/18 / 01/01/18A	09/30/21 / 09/30/21

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Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100348	Upgrade Current District Website PM - J.Llipsis	<p>Scope: To complete a website re-design and development that include, design and development; hosting maintenance and support. The District intends to enter into a Professional Services Agreement with the most qualified Consultant, to be the service provider.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) TBD.</p> <p>Next Quarter: (1) TBD.</p> <p>Note: Activities and schedule will be included in the next report.</p>	\$600,000	\$600,000	\$0	\$600,000	\$1,065	\$598,935	\$600,000	\$0	0.2%	0.2%	TBD / TBD	TBD / TBD
100349	FY2019 Facilities Eng Smaller Projects PM - G.Moyer	<p>Scope: To maintain a state of good repair for the District's buildings, shops, infrastructure and facilities, with the objective of maintaining continuity of services, inclusive of routine maintenance or replacement. This project adds Engineering and Project Management services to these "smaller projects" in order to expedite their delivery. This year's funding request contains specific projects as follows:</p> <ul style="list-style-type: none"> - North Base Fire Hydrant Repair - Central Office Parking Structure Wall Rehab - North Base Maintenance Building Hydraulic Line Rehab - Other Projects <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) TBD.</p> <p>Next Quarter: (1) TBD.</p> <p>Note: Activities and schedule will be included in the next report.</p>	\$530,000	\$530,000	\$0	\$530,000	\$138,039	\$391,961	\$530,000	\$0	26.0%	26.0%	07/01/18A / 09/30/20	07/01/18A / 09/30/20

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Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100350	Central Office Sanitary Sewer Pump Replacement PM - Hubert Chan	<p>Scope: To replace two sewer pumps located in the basement of Central. Original pumps were installed in 1979.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter:</p> <ol style="list-style-type: none"> Issued award of construction contract. Approved pre-award, initial submittals. <p>Next Quarter:</p> <ol style="list-style-type: none"> Conduct kickoff meeting for construction contract. Approve "approved equal" design submittal. Complete replacing sewer pumps. 	\$350,000	\$350,000	\$0	\$350,000	\$79,819	\$270,181	\$350,000	\$0	22.8%	22.8%	07/01/17 07/01/17A	12/31/19 12/31/19
100460	FY2020 - Purchase 14 Revenue Para Transit Vehicles (Vans) PM - David Harbour	<p>Scope: The project scope is to procure and replace fourteen revenue Para Transit vans which have exceeded their useful service life. This procurement will also continue to insure the reliability, dependability and cost-effectiveness of the District's revenue vehicle fleets and will improve customer service and will help minimize repair and maintenance costs. A three year 36,000 mile warranty will be included, and the year-over-year cost savings will be factored into the overall project costs. In 2016 the EPA and NHTSA initiated phase 2 of the emission regulation standards to improve overall carbon footprint and better fuel economy standards. The new replacement vehicles will be part of the phase 2 standards and will lessen the overall carbon footprint and day to day fuel cost in the replacement sub-fleet.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter:</p> <ol style="list-style-type: none"> TBD. <p>Next Quarter:</p> <ol style="list-style-type: none"> TBD. <p>Note: Activities and schedule information will be included in the next report.</p>	\$956,480	\$956,480	\$0	\$956,480	\$0	\$956,480	\$956,480	\$0	0.0%	0.0%	TBD TBD	TBD TBD

SamTrans - Major Capital Project - Quarterly Report - Q1 FY2020 July 01, 2019 to September 30, 2019

(a) Project No.	(b) Project Name	(c) Scope / Issues / Key Activities	(d) Approved Funding	(e) Original Budget	(f) Approved Changes	(g) = (e) ± (f) Current Budget	(h) Expended + Accrual To Date	(i) = (h) - (g) Estimate to Complete	(j) = (g) - (i) Variance at Completion	(k) = (h) / (j) % Expended of EAC	(m) Est. Physical % Complete	(n) Current Baseline / Current Start	(o) Current Baseline / Current Finish
100461	FY2020 - 13 Para Transit (Cutaway) Revenue Vehicles PM - David Harbour	<p>Scope: The project scope is to procure and replace 13 Para Transit (cutaway) revenue vehicles that have exceeded useful service life. This will continue to insure the reliability, dependability and cost-effectiveness of the District's revenue vehicle fleets which in turn will improve customer service, and will help to minimize the overall maintenance costs. After year 36, operating economy or repair costs may increase significantly for the revenue fleet. The project also will mitigate overall repair costs for that period. In 2016 the EPA and NHTSA initiated phase 2 of the emission regulation standards to improve overall carbon footprint and better fuel economy standards. These new replacement vehicles will be part of the phase 2 standards and help to decrease the overall carbon footprint and day to day fuel costs associated with this sub-fleet.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) TBD.</p> <p>Next Quarter: (1) TBD.</p> <p>Note: Activities and schedule information will be included in the next report.</p>	\$1,732,640	\$1,732,640	\$0	\$1,732,640	\$0	\$1,732,640	\$0	0.0%	0.0%	TBD / TBD	TBD / TBD

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San Mateo County Transit District

Fiscal Year 2018 Capital Budget

Budget Item	Project No.	Description	Current Years		Previous Years		Total Project	
			Budget	Budget	Budget	Budget	Budget	Budget
<u>Revenue Vehicle Support</u>								
1.1	100113/100389	Purchase 10 electric buses	3,676,668		7,250,000		10,926,668	
1.2	100246	50 flip seats & modesty panels	144,613		-		144,613	
1.3	021502	Major bus components (FY18)	1,500,000		3,341,436		4,841,436	
		S/T	5,321,281		10,591,436		15,912,717	
<u>Information Technology</u>								
2.1	100247	Tech Refresh (FY 18)	2,377,800		(1,074,324)		1,303,476	
2.2	100248	EPM replacement	500,000		-		500,000	
		S/T	2,877,800		(1,074,324)		1,803,476	
<u>Planning/Development</u>								
3.1	100249	Ridership reporting software	222,000		-		222,000	
3.2	021407	Samtrans business plan	780,000		358,000		1,138,000	
3.3	090037	Capital program & project development	250,000		118,123		368,123	
3.4	099024	Capital program management	250,000		-		250,000	
3.5	100085	Express bus feasibility study - COMPLETE	50,000		634,000		684,000	
		S/T	1,552,000		1,110,123		2,662,123	
<u>Facilities/Construction</u>								
4.1	100255	Traffic signal priority	3,907,000		-		3,907,000	
4.2	021507	Facilities smaller projects (FY17 & FY18)	265,000		282,000		547,000	
4.3	100250	Timeclock replacement	100,000				100,000	
4.4	100251	Transit asset management plan	975,000				975,000	
4.5	100252	Roof replacement	475,000				475,000	
4.6	100253	Linda Mar park-n-ride repaving - COMPLETE	700,000				700,000	
4.7	021237	San Carlos transit center - COMPLETE	860,000		6,230,214		7,090,214	
		S/T	7,282,000		6,512,214		13,794,214	
<u>Other</u>								
6.1		Contingency	250,000		-		250,000	
		S/T	250,000		-		250,000	
Total FY2018 Budget			17,283,081		17,139,449		34,422,530	

Fiscal Year 2019 Capital Budget - Amendment 2

Budget Item	Project No.	Description	Current Years Budget	Previous Budget	Total Project Budget
<u>Revenue Vehicle Support</u>					
1.1	021502	Major bus components (FY18 & FY19)	1,173,200	4,841,436	6,014,636
1.2	100354	MB-2000 bus simulator system	310,000	-	310,000
1.3	100352	ADA self evaluation plan	200,000		200,000
1.4	100353	Maintenance support equipment	94,185		94,185
		S/T	1,777,385	4,841,436	6,618,821
<u>Non-Revenue Vehicle Support</u>					
2.1	100360	Purchase 4 non-revenue support vehicles	847,311		847,311
		S/T	847,311	-	847,311
<u>Information Technology</u>					
3.1	021505	Tech Refresh (FY 15, 16, 17, 19)	2,500,000	4,579,000	7,079,000
3.2	100348	Upgrade current District website	600,000	-	600,000
		S/T	3,100,000	4,579,000	7,679,000
<u>Planning/Development</u>					
4.1		Capital program & project development	250,000	234,430	484,430
4.2		Capital program management	250,000	75,000	325,000
4.3		US 101 mobility action plan	250,000		250,000
		S/T	750,000	309,430	1,059,430
<u>Facilities/Construction</u>					
5.1	021507	Facilities smaller projects (FY17, FY18 & FY19)	570,000	695,264	1,265,264
5.2	100349	Facilities engineering smaller projects	530,000	-	530,000
5.3	100350	Central Office Sanitary Sewer Pumps Replacement	350,000		350,000
5.4	100351	Central Boiler Replacement	80,000		80,000
5.5	100253	Linda park-n-ride repaving - COMPLETE	200,000	700,000	900,000
		S/T	1,730,000	1,395,264	3,125,264
<u>Other</u>					
6.1		Contingency	200,000	-	200,000
		S/T	200,000	-	200,000
		Total FY2019 Budget	8,404,696	11,125,130	19,529,826

Fiscal Year 2020 Capital Budget

Budget Item	Project No.	Description	Current Years Budget	Previous Budget	Total Project Budget
<u>Revenue Vehicle Support</u>					
1.1	021502	Major Bus Components (FY18, FY19 & FY20)	592,000	6,014,636	6,606,636
1.2	100460	Replacement of (14) Revenue Paratransit Vans	956,480		956,480
1.3	100461	Replacement of (13) Revenue Paratransit Cutaway	1,732,640		1,732,640
1.4	100353	Maintenance support equipment	100,835	94,185	195,020
		S/T	3,381,955	6,108,821	9,490,776
<u>Non-Revenue Vehicle Support</u>					
2.1	100462	Replacement Non-Rev Service Support Vehicles	164,000	-	164,000
		S/T	164,000	-	164,000
<u>Information Technology</u>					
3.1	100463	Spear System Improvements	150,000	-	150,000
3.2	100477	Intranet Solution Replacement	350,000	-	350,000
		S/T	500,000	-	500,000
<u>Planning/Development</u>					
4.1	100464	Capital Program and Project Development	250,000	-	250,000
		S/T	250,000	-	250,000
<u>Safety and Security</u>					
5.1	100465	CCTV Network Improvement	150,000	-	150,000
		S/T	150,000	-	150,000

Fiscal Year 2020 Capital Budget (Cont)

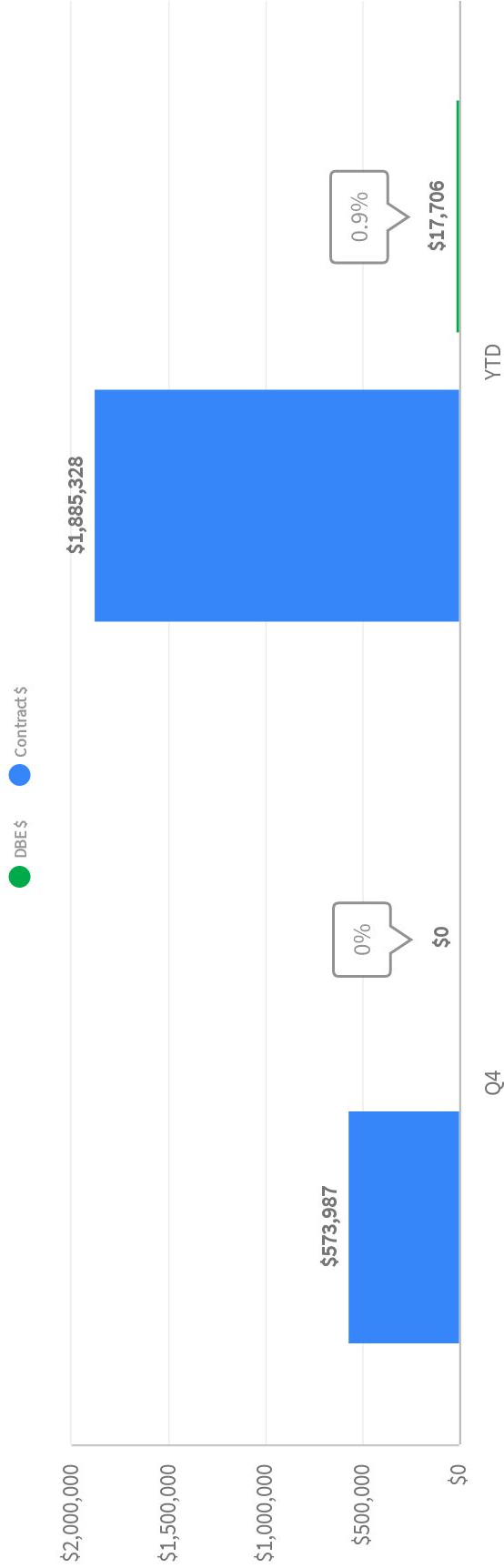
Budget Item	Project No.	Description	Current Years Budget	Previous Budget	Total Project Budget
<u>Facilities/Construction</u>					
6.1	100058	Facilities Smaller Projects	1,110,000		1,110,000
6.2	100252	Central Building Roof Replacement (FY18 & FY20)	800,000	475,000	1,275,000
6.3	100466	North and South Base Employee Areas	520,000		520,000
6.4	100467	North and South Base Bus Parking Area Restriping	258,000		258,000
6.5	100468	North and South Base Vacuum Replacement Design	150,000		150,000
6.6	100469	North Base Bus Washer Replacement	540,000		540,000
6.7	100470	North & South Base IW Line to Brake Pit Replacement	780,000		780,000
6.8	100474	South Base Bus Washer Walls Rehab	350,000		350,000
6.9	100471	60' Aerial Lift Apparatus	70,000		70,000
6.10	100475	ADA Study & Phase 1 Retrofits	1,225,000		1,225,000
6.11	100476	North and South Base Exterior Painting	1,140,000		1,140,000
6.12	100472	Central Building	750,000		750,000
6.13	100473	Central Building Refresh	1,849,200		1,849,200
			S/T	475,000	10,017,200
<u>Other</u>					
7.1	021214	Contingency	250,000	-	250,000
			S/T	-	250,000
Total FY2020 Budget			14,238,155	6,583,821	20,821,976

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SamTrans : Disadvantaged Business Enterprise (DBE)

Quarterly Status Report:

- The SamTrans overall DBE goal is 0%.
- Overall DBE participation for the federal fiscal year-to-date was 0.9%.
- DBE participation was mainly attributed to traffic signaling.



Definition of Terms

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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Performance Status (Traffic Light) Criteria

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

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

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Carter Mau Derek Hansel
Deputy General Manager/CEO Chief Financial Officer

SUBJECT: **CONTINUATION OF THE SAFE HARBOR TRANSIT TICKET PROGRAM**

ACTION

Staff proposes that the Board authorize the continuation of the Safe Harbor Transit Ticket Program (Program) through December 2020.

SIGNIFICANCE

Continuation of the Program will permit the San Mateo County Transit District (District) to provide a valuable service to Safe Harbor Shelter clients, allowing them safe, no-cost travel to jobs and resource centers throughout San Mateo County (County). Safe Harbor is located adjacent to the District's North Base Maintenance and Operations Facility along North Access Road. The current Program is scheduled to conclude at the end of December 2019.

The Board of Directors' (Board) last action on the Program was approval of a one-year continuation. Staff has reviewed the ticket distribution procedure and evaluated the usage by the beneficiaries. Staff is recommending to continue the ticket distribution for another year, during which period Safe Harbor case managers shall collect used Day Passes from the beneficiaries before reissuing new tickets. Staff will continue to evaluate the Program and its administration.

BUDGET IMPACT

There is only a minimal impact on the District's budget because many of the participants do not have the means to purchase bus tickets, and would therefore likely not buy tickets if this program did not exist. The value of the complimentary bus tickets is approximately \$84,000 annually. This approximate value assumes no increase in fares. There is an approximately 25 percent decrease in the cost from last year due to the decrease in the Day Pass multiplier approved by the Board in August 2019.

BACKGROUND

Public transportation is a vital link in helping the homeless reach the resources they need to raise their level of self-sufficiency and transition to a stable housing situation. The District has partnered with County organizations for nearly 25 years to fill that need.

Safe Harbor Shelter clients are provided a Day Pass that allows them unlimited rides on SamTrans local buses.

Safe Harbor Shelter is a 90-bed emergency homeless shelter operated by Samaritan House. The shelter was created to help fill the gap in short-term emergency housing options available in the County. Homeless County residents aged 18 years and older are permitted to enter the shelter on a first-come, first-served basis. The shelter is operated in collaboration with the County's Human Services Agency.

STRATEGIC INITIATIVE

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

Prepared By: Christiane Kwok, Manager, Fare Programs
Operations

650-508-7926



MEMORANDUM

BOARD OF DIRECTORS 2019

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

JIM HARTNETT
GENERAL MANAGER/CEO

BOD ITEM # 6
DECEMBER 4, 2019

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

4-Month Summary Ending October 31, 2019

Fixed-route Bus Service/Ridership

For the first 4 months of FY 2020, fixed-route bus service provided 3,826,300 trips, which is an increase of 1.9 percent compared to the 4 months of FY 2019. The YTD FY 2020 AWR has increased 1.8 percent compared to FY 2019. The YTD FY 2020 On-Time Performance (OTP) is 79.6 percent, which is an improvement over the 78.6 percent for the same period in FY 2019.

Table with 4 columns: Ridership, Oct. 2019, YTD FY 2020, YTD FY 2019. Rows include AWR, Total Trips, On-time Performance goal (85.0%), and Trips that Did Not Operate (DNO).

October 2019 experienced 275 DNOs, which is down from 438 DNOs in September. DNOs are the result of Bus Operator shortages and expanded services. Bus operator shortage is a national phenomenon affecting public transit agencies and trucking companies. Short-term and long-term mitigation of DNOs remains a top priority and focus of SamTrans staff.

Fare Changes

Following is a summary of the fare changes approved on August 7, 2019 by the Board of Directors under Resolution No. 2019-29. The changes are effective January 1, 2020, except as noted.

	<u>Current</u>	<u>Effective January 1, 2020</u>
Cash		
- Adult	\$2.25	No change
- Youth & ED	\$1.10	No change
Day Pass		
- Adult	\$5.50	\$4.50
- Youth & ED	\$2.75	\$2.00
Change Cards		Starting April 1, 2020, change cards will no longer be issued. Change cards issued prior to April 2020 will be accepted through March 31, 2021.
Tokens (pack of 10)		
- Adult	\$18.00	\$22.50 replaced with paper tickets
- Youth & ED	\$10.00	\$11.00 replaced with paper tickets
Transfers		Free transfer within 2 hours of single ride purchase, there is an upgrade charge for local trips to Express Bus Service.
Express Fares		
- Adult	\$2.25	\$4.50
- Youth & ED	\$1.10	\$2.25

Clipper discounts will remain in place and the new Express Fares with the Clipper discount will be \$4.00 Adult and \$2.00 Youth & ED.

Runbook 131 Effective January 19, 2020

The January 2020 Run Book makes service changes and adjustments to improve service reliability (minimize DNOs) and re-align service levels with available personnel, including the restoration of ten Bus Operators to the extra board. Some of the changes are as follows:

- Suspension of route ECR Rapid
- Adjustments to school schedules to align bell times
- Elimination of the first inbound morning trip from San Francisco to Foster City on route FCX
- Add one morning trip from Foster City to San Francisco and two evening trips from San Francisco to Foster City on route FCX.

SamTrans ADA Paratransit Service/Ridership

For the first 4 months of FY 2020, SamTrans provided 115,630 Paratransit trips, which is a decrease of 3.0 percent compared to the first 4 months of FY 2019. There were 171,658 free Paratransit trips on fixed-route buses during the first 4 months of FY 2020, a decrease of 8,384 free trips compared to FY 2019. There were 8,225 registrants as of October 2019, which is 194 fewer registrants compared to October 2018.

	<u>Oct. 2019</u>	<u>YTD FY 2020</u>	<u>YTD FY 2019</u>
Paratransit On-time Performance goal is 90.0%			
• Redi-Wheels	91.5%	91.8%	90.5%
• RediCoast	95.0%	96.6%	97.0%
Complaints per 1,000 trips			
• Redi-Wheels	0.96	0.75	0.80
• RediCoast	1.32	1.36	0.16
Ridership			
• Paratransit AWR	1,150	1,150	1,210
• Paratransit Total Trips	29,910	115,630	119,210
• Free Paratransit trips on fixed-route buses	45,132	171,658	180,042

Human Capital Investment

	<u>Oct. 2019</u>		<u>YTD FY 2020</u>		<u>YTD FY 2019</u>	
	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>
New Bus Operator Trainees	336	42	6,536	817	5,792	724
Part to Full-time Bus Operator	0	0	0	0	180	23
New fleet/route orientation	85	11	247	31	144	18
DMV mandated training	232	29	866	108	652	81
Bus Operator retraining	214	27	800	100	412	51
Maintenance training	432	54	2,461	308	2,214	277
CPR/AED/First Aid	0	0	244	31	144	18
Total Hours	1,299	163	11,154	1,394	9,538	1,192

Class 161 has 18 Bus Operator Trainees. It started on November 15, 2019 and graduation is scheduled for January 24, 2020.

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>October 2019</u>			<u>YTD FY 2020</u>			<u>YTD FY 2019</u>		
	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>
Motor Bus	575,378	17	33,846	2,179,831	69	31,592	2,056,068	76	27,054
Paratransit	106,493	0	106,493	438,812	10	43,881	501,848	12	41,821

SamTrans Digital Communications (Social & Web)

	<u>October 2019</u>	<u>YTD FY 2020</u>	<u>YTD FY 2019</u>
Impressions*	1,499,621 [^]	3,668,187	2,254,090
Interactions**	9,894	49,358	145,258
Website Sessions***	151,072	630,320	718,821

* Facebook, Twitter, Instagram, LinkedIn

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

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

[^] Record single-month for Impressions, behind paid campaigns for FCX, college promo.

There were 9,847 total followers as of October 2019, up from 8,412 in October 2018.



AGENDA

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

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

WEDNESDAY, DECEMBER 4, 2019 – 2:30 pm

or immediately following Board meeting recess

1. Call to Order

MOTION

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

INFORMATIONAL

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Quarterly Dashboard Report – July-September 2019
7. Multimodal Ridership Report – October 2019
8. Adjourn

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

NOTE:

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

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

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

Committee Members Present: R. Collins, M. Fraser

Committee Members Absent: R. Guilbault (Committee Chair)

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

Other Board Members Absent: D. Pine

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

CALL TO ORDER

Acting Committee Chair Marina Fraser called the meeting to order at 2:12 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF OCTOBER 2, 2019

Motion/Second: Stone/Ratto

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

Absent: Guilbault, Pine

APPOINTMENT TO THE CITIZENS ADVISORY COMMITTEE

The Board approved the appointment of Kai Forsley, representing Multimodal Riders, to the CAC for a partial three-year term expiring April 2020.

Motion/Second: Stone/Ratto

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

Absent: Guilbault, Pine

ACCESSIBILITY UPDATE

Tina Dubost, Manager, Accessible Services, gave an update on recent outreach activities. She noted a Seniors on the Move event featuring Congresswoman Jackie Speier on November 22 at the San Mateo County Event Center.

PARATRANSIT COORDINATING COUNCIL UPDATE

Ben McMullan, PCC Chair, noted various upcoming tabling events in the community. He reported that the PCC was present at the "Transition to Independence Faire" and would also be attending the "Seniors On The Move" event on November 22.

CITIZENS ADVISORY COMMITTEE UPDATE

John Baker, CAC member, gave an update on the CAC's October 30 meeting and pre-meeting workshop with planning staff on the Reimagine SamTrans Comprehensive Operating Analysis.

MULTIMODAL RIDERSHIP REPORT – SEPTEMBER 2019

Mr. Olmeda reported on the monthly statistics.

Director Karyl Matsumoto asked how schools were selected to be part of the SamTrans service outreach efforts. Seamus Murphy, Chief Communications Officer, said that Marketing Outreach staff would coordinate with her on contacting local schools.

ADJOURN

The meeting adjourned at 2:21 pm.

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

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **ACCESSIBILITY REPORT**

ACTION

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

SIGNIFICANCE

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

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

Minutes from the October 2019 PAL and PCC meetings are attached to this report.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

No Additional Information.

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

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

Meeting Minutes
October 8th, 2019

ATTENDANCE:

Members:

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

Guests:

Richard Weiner, Nelson\Nygaard; Jane Stahl, Staff Assistant; David Scarbor, SamTrans; Lynn Spicer, First Transit/Redi-Wheels; Henry Silvas, SamTrans

Absent:

Alex Madrid, Consumer, CID
Marie Violet, Dignity Health & Wellness Center

WELCOME

Chair Mike Levinson called the meeting to order at 11:37am. Everyone introduced themselves.

SEPTEMBER PAL MINUTES

Dinae Cruise moved to approve the minutes from the September 10, 2019 meeting; Sammi Riley seconded; Scott McMullin abstained. The minutes were approved.

LEGISLATIVE UPDATE

Chairman Mike Levinson mentioned the upcoming deadline of October 13 for legislation to be signed or vetoed. Tina Dubost reported that there were no paratransit updates; Sandra Lang encouraged all to continue to be involved and advocate.

Ben McMullan reported that he had received a request for comment at a CPUC meeting in Los Angeles from Disability Rights Education & Defense Fund (DREDF) regarding implementation and fee structure under SB1376 for TNCs. He will forward both the request and his comments to the PAL committee members and encouraged them also to comment.

Tina wondered if there was consideration of different benchmarks for different geographical areas as TNC service levels vary greatly. Given that Uber and Lyft are private companies, how can they be required to service certain areas? What is considered comparable service? Mike pointed out that Coastside is one such area. He also brought up the recent passage of legislation regarding categorizing drivers as employees rather than contractors and saw a link between these two bills.

LOCAL ADVOCACY

Scott McMullin reported that the Transportation Committee of CoA wrote a letter to the Pacifica City Council advocating for a new Rides program to support seniors in Pacifica. It was approved and will be launched by November. Called "Connect a Ride" the service is for seniors aged 65+, provides 8 rides per month at a cost of \$5/ride, and covers all locations within the City of Pacifica, to/from Colma BART Station and rides to/from hospitals located between Daly City and Burlingame.

POLICY ISSUES – OPEN DISCUSSION

In response to a prior request, Tina gave an orientation to Redi-Wheels to the group. Sandra asked if Redi-Wheels eligibility needed a doctor's recommendation. Tina responded that it is not needed but can inform the eligibility determination. The determination is based on whether the person has a disability that prevents them from riding regular SamTrans buses some or all of the time. Sandra further asked what happens in the case of urgent care or dialysis. Tina said that the person can make an appointment, explain their situation and can use the service on a short-term basis while waiting for a determination. This is only for dialysis, chemotherapy, or radiation treatment.

Mike mentioned that he has met people who are going to the eligibility center and neither they nor the driver know that the ride is free. Tina reported that trips to the eligibility hearing are handled by the Eligibility Office and they tell the rider that there is no cost. Sandra asked if it would be possible for the committee to take a trip on SamTrans or Redi-Wheels. Tina thought it might be possible to arrange it at the end of the next PCC meeting.

Tina will set up a time to give an orientation to Kathi Minden and Alex Madrid. Mike reported that he had sent a copy of a Go Go Grandparent receipt showing a 10 cent charge which had been sent to the Executive Committee. Jane will resend to the PAL committee.

OTHER BUSINESS:

None.

Mike advised that the next meeting of the PAL committee is on November 12th at 11:30am.

The meeting adjourned at 12:15pm.

SAN MATEO COUNTY
PARATRANSIT COORDINATING COUNCIL (PCC)
Minutes of October 8th, 2019 Meeting

ATTENDANCE:

Members: Valerie Campos, Vista Center; Dinae Cruise, Vice Chair; Tina Dubost, SamTrans; Nancy Keegan, Sutter Health/Senior Focus; Sandra Lang, Community Member; Mike Levinson, Consumer, PAL Chair; Benjamin McMullan, Chair, CID; Sammi (Wilhelmina) Riley, Consumer; Marie Violet, Dignity Health
(Member attendance = 9/16, Quorum = Yes)

Guests: Nicole Adler, Consumer; Talib Salamin, Serra Cab; David Scarbor, SamTrans; Henry Silvas, SamTrans; Patty Smith, Consumer; Lynn Spicer, First Transit/Redi-Wheels; Jane Stahl, PCC Staff; Larissa Vaserman, Consumer; Richard Weiner, Nelson\Nygaard

Absentees: Susan Capeloto, Dept. of Rehabilitation; Patty Clement, Catholic Charities; Monica Colondres, Community Advocate; Judy Garcia, Consumer; Alex Madrid, Education Chair, CID; Scott McMullin, CoA; Kathi Minden, Rosener House; Patty Talbott, First Transit/Redi-Wheels

WELCOME/INTRODUCTIONS:

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

APPROVAL OF SEPTEMBER MINUTES:

A motion to approve the September 2019 PCC minutes was made by Dinae Cruise and seconded by Mike Levinson. There were no abstentions. The minutes were approved.

UPDATE ON ADA REGULATIONS AND PRACTICES – Richard Weiner

Richard reported on the following:

- In Memphis, TN, a woman in a wheelchair with a combined weight of over 900 lbs. was denied a ride and asked for reasonable modification. Her case was rejected as the weight exceeded the design of the wheelchair lift. However, MARTA should have allowed the rider to board separately, or with an attendant to operate the empty chair, and they should have been more specific in the reasons for rejection.
- In New Jersey, a man moved to a location that was beyond the ADA service area. He thought that he should be able to use paratransit because the paratransit vehicle ran just one block from his home. The Federal Transit Administration came out in favor of the transit agency saying that individual paratransit routes are not taken into account when establishing the service area. Even though he lives not far from the route taken by the paratransit vehicle, because he lives more than $\frac{3}{4}$ mile away from the fixed route the transit agency is not required to make an exception.
- Two fixed route drivers (in New Jersey and in New York City) were disciplined when they refused to deploy the ramp for a pediatric wheelchair. Although they resemble strollers, they are mobility devices and SamTrans treats them as such. In NYC, the MTA allows anyone to request use of the lift whether they have a disability or not. SamTrans policy is that Bus Operators should deploy the ramp when customers request it unless there is a safety reason not to do so.

- BART's new fare gates are causing concerns that they may cause injuries. BART says there's no reason to worry and described the safety precautions that have been put into place.
- Intermediate stops are not allowed on paratransit; riders need to schedule each individual stop and a specified amount of time needs to elapse between each stop. The FTA's interpretation of the ADA was that requesting an intermediate stop was not a reasonable modification.

COMMITTEE REPORTS:

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

The committee met at 11:30am on October 8th. They discussed TNCs and the implementation of SB1376. Mike had a receipt that showed a 10 cent access fee. There are still no answers on how Uber and Lyft are applying the fee as well as how they will acquire more accessible vehicles.

Ben had received an email from DREDF asking for feedback and comments to the fee for the accessibility fund as well as the response time when comparing a rider with a disability vs. a rider without a disability. He will send the email and his response to everyone on the PAL committee.

Tina Dubost gave a summary of Redi-Wheels rules and procedures including many of the policies that people often have questions about. The Rider's Guide is currently under revision.

The next meeting is on November 12th, at 11:30am.

Grant/Budget Review – Nancy Keegan, Chair

Tina gave a report on the budget projection for 2019 and the proposed budget for 2020 (see Attachments A and B). Operating costs, including wages, have gone up. Measure W funds will be used to update the scheduling software. Mike mentioned that a purchase of 13 new buses was postponed pending a review of electric buses.

Education – Sammi Riley, Committee Member

The committee didn't meet in September. There are two events coming up where the PCC will have a presence:

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

Executive – Benjamin McMullan, Chair

The committee met on October 1st, 2019 and discussed the need to be involved with the RFP process for the new scheduling software as the PCC was involved in the prior RFP process. Ben had discussed this with Tina and an ERC meeting will not be called at this time.

They discussed the upcoming meeting with Supervisor Carole Groom on October 10th at 1:30 pm.

They are working on growing PCC membership and will incorporate the Membership Committee proposed in the work plan into the Nominating Committee. Nancy will be recruiting members for the committee. If anyone is interested in joining the committee, please let her know. Jane has sent a membership application to Sandi Winters of Senior Coastsiders. They are contacting Nicole Fernandez to do a presentation on Elder Abuse at an upcoming meeting.

CONSUMER COMMENTS

Nicole Adler, a councilwoman on the State Council for Developmental Disabilities, and Redi-Wheels rider expressed her concerns on the service and presented the following examples.

1. She described two recent trips where she was picked up late. She has suffered extreme anxiety from these and other late pickups.
2. She has been using the service for many years and will need to do so for many more. She stated that without change, she felt it would hinder her ability to function as a normal human being.
3. Other users she has spoken to have similar issues or worse. She states that this is a huge problem for the disabled population and needs to be fixed, possibly through legislation.

Larisa Vaserman reported that she has had similar problems. A recent pickup was one hour late. The driver said he didn't receive the order until 30 minutes after the pickup time. She was late for her doctor's appointment at Stanford and this makes her feel powerless. Tina apologized and requested the dates of these instances from both Nicole and Larisa so that she can investigate.

Mike said that each transit agency is part of the County system, so working at the local level rather than at the state level might be more effective. He suggested these issues be discussed at an upcoming PAL meeting. Ben agreed that they would be able to discuss in depth at the PAL meetings. Sandra felt that the issues were of great concern and that upon hearing these and similar stories, the PCC should advocate for change, provide solutions and develop a strategy.

Patti Smith commented that the dispatchers are much calmer and more professional than in the recent past.

OPERATIONAL REPORTS

Tina provided the group with a quarterly report on Paratransit Eligibility

Paratransit Eligibility - Time to Become Certified									
	Standard	January-19	February-19	March-19	April-19	May-19	June-19	July-19	August-19
Days to make appointment	N/A	11	11	9	10	7	12	10	12
Days from interview to letter	21	8	7	6	7	6	9	8	7

PERFORMANCE SUMMARY

Late cancels are 1.6% and no-shows are also at a low level. Total ridership was down about 7% and average weekday ridership was down approximately 6% spread across agency, demand and subscription trips. Taxis are 39.7% of the service and the number of individuals using the service dropped from 2,277 in August 2018 to 2,119 in August 2019. On time performance was 92%. Tina added that 100% of trips are included in on time performance calculations. Productivity was good at 1.97 passengers/hour; number of complaints remains low; average phone wait time was also good.

COMMENT STATISTICS REPORT

In August 18 compliments and 42 service complaints were received, with late trips being the largest complaint. There had also been a slight increase in complaints about dispatch, which they take very seriously. Response time is within 7 days.

SAFETY REPORT

Lynn Spicer reported that there was only one preventable incident in September. Larisa reported that the seat belt across the chest in the Redi-Wheels vehicle is too high and chokes her. Tina will ask Maintenance to look at it. Nancy wondered if this is something that the Bus Review Committee could recommend and Tina agreed.

LIAISON REPORTS

Agency – Nancy Keegan

Nancy is scheduling a meeting with Tina in October.

ERC – Mike Levinson

Mike reported that there was no meeting scheduled.

Commission on Disabilities (CoD) – Ben McMullan

Ben reported that CoD is conducting a survey on fixed route service and that he met that morning with the Board of Supervisors for Disability Awareness Month.

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

They will be at the Transition to Independence Fair on Saturday.

Commission on Aging (COA) – Scott McMullin

Sandra reported that the next COA general meeting is on Monday, October 21st, from 9-11am (Room 100, 225 37th Avenue, San Mateo). It will include a presentation on Census 2020 and a presentation on race-relations awareness on commissions.

The COA Transportation Committee will meet on Thursday, October 10th, from 3-4:30pm (Room 100, 225 37th Avenue, San Mateo).

The “Connect a Ride” program has been approved by the Pacifica City Council. It is a subsidized rides program for seniors, modeled after the San Mateo and Daly City programs. The “Help at Home” booklet has been updated and will go to press soon. Patty asked about having the booklet printed in several languages. It is currently already in several languages.

Coastside Transportation Committee (CTC) – Tina Dubost

Tina reported that the committee met in September and reviewed statistics and existing services. There were suggestions about making people in more rural areas aware of the program. Ben said they were looking at a new day/time for that meeting so that more people from the PCC could attend.

Stakeholder Advisory Group – Sandra Lang

Sandra reported that the group is in the final phases of reviewing how Measure W funds will ultimately be spent. At the last meeting, all the data collected was reviewed and weighted criteria assigned for housing, highways, bicycle/pedestrian programs, and grade separations. She mentioned that criterion #2 is to "invest in financially stable public transportation systems that particularly provides quality, affordable transit options for youth, people with disabilities and people of lower income." A draft plan will be presented on October 22nd, at 9:30am, which will be the concluding discussion. A draft proposal will go before the Transportation Authority in November.

She also reported that she made a public comment at the SamTrans Board of Directors meeting hoping that the decision makers on the Transportation Authority will take vulnerable populations into consideration in their decision making.

OTHER BUSINESS

Consumer Corps Report

Jane gave the Consumer Corps report for the months of July - September 2019. Fewer reports (196) were submitted this quarter (237 in 2Q2019) by 11 riders (4 less than 2Q2019).

On-Time Performance:

- 75% of ride evaluations submitted by Consumer Corps members reported their pickup time was within 20 minutes of their scheduled ride time (82% in 2Q2019).
- The longest ride wait time reported was 80 minutes in September.

Telephone Reservations:

When making ride reservations, about 61% of Consumer Corps members reported that their calls were taken without being put on hold (70% in 2Q2019). The longest time on hold was 12 minutes in September. There were 47 subscription rides with no reservation time reported.

Night Before Calls:

58% received night before calls (84% in 2Q2019).

Same Day Reminder Calls:

59% received same day calls (76% in 2Q2019).

Driver Assistance: Driver assistance that "met needs" or was "above needs" occurred in 92% of reports submitted (86% in 2Q2019).

Vehicle Information:

- 60% of the rides reported were on Redi-Wheels vehicles.
- 30% of the rides reported were on Taxicabs.
- 10% of the rides reported were on Redi Coast vehicles.

Comment Cards: Approximately 21% of riders noted comment cards on display in Redi-Wheels vehicles (down from 30% in 2Q2019). 16% didn't look for the cards.

Nancy mentioned receiving an alert from PG&E for a public safety power shutoff and that everyone should check to see if their area would be affected.

Next meeting is on Tuesday, November 12th at 1:30pm.

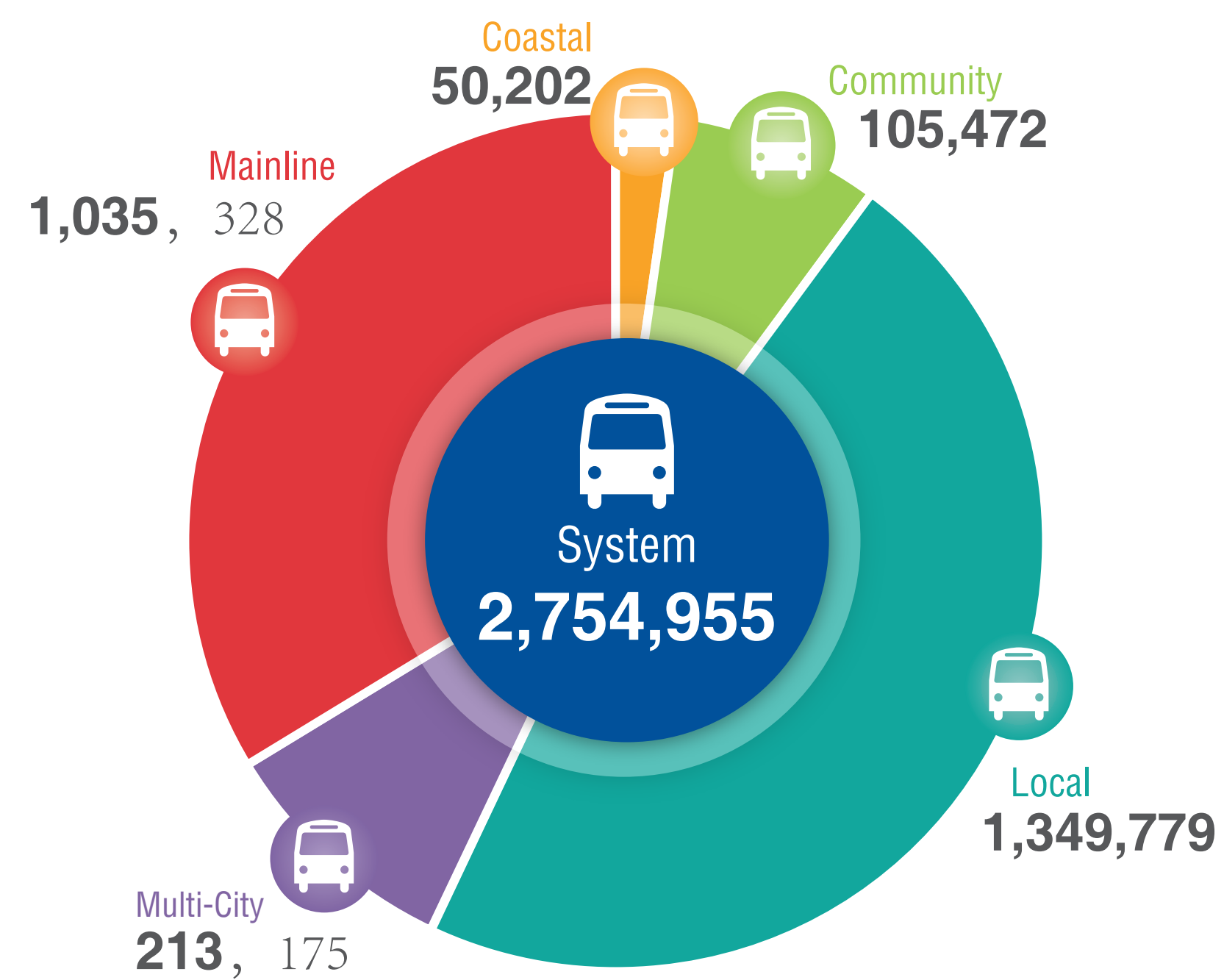
Meeting adjourned at 3:10pm.



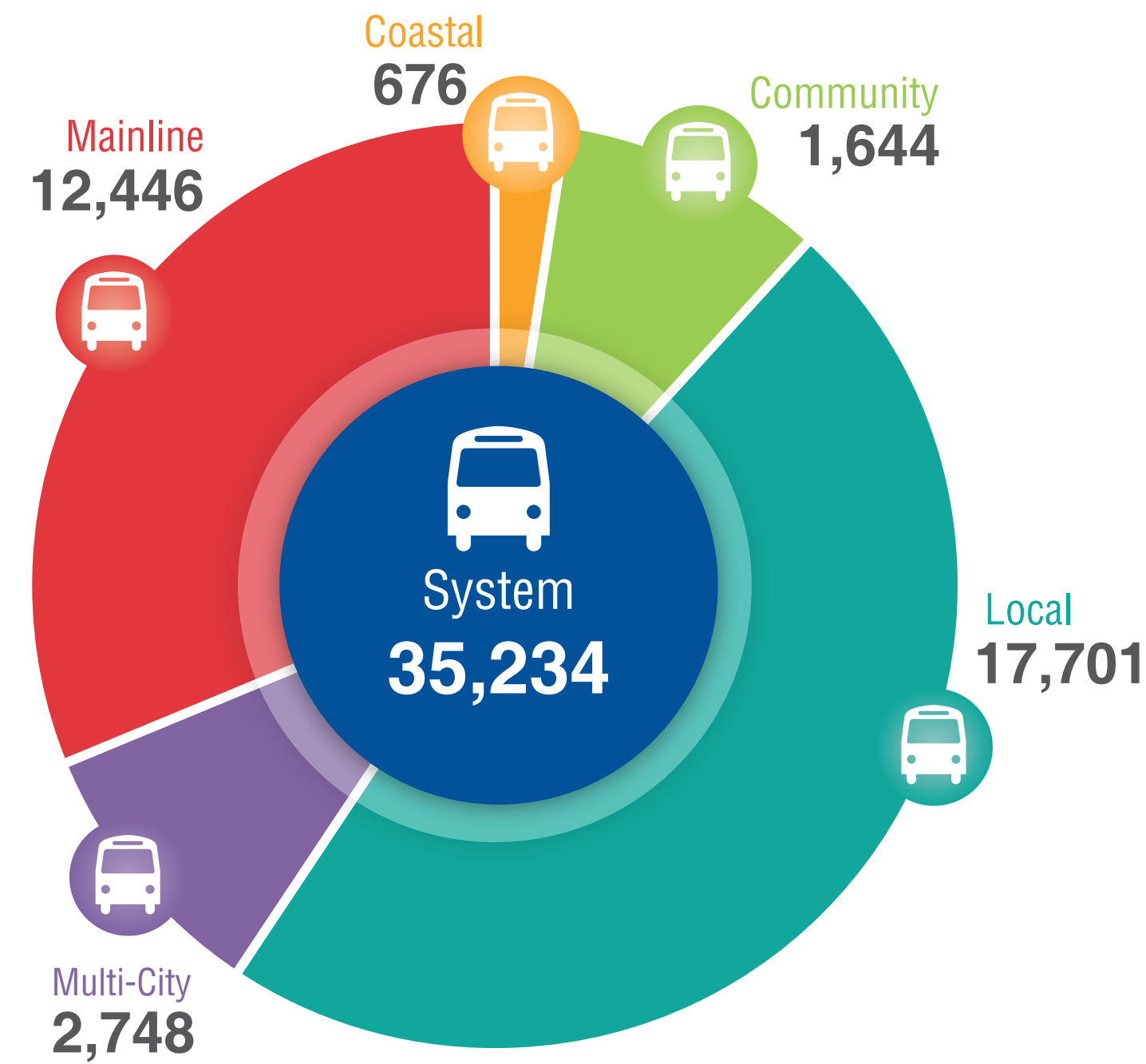
FY20 SamTrans Service Statistics

Quarterly Report (July - Sept)

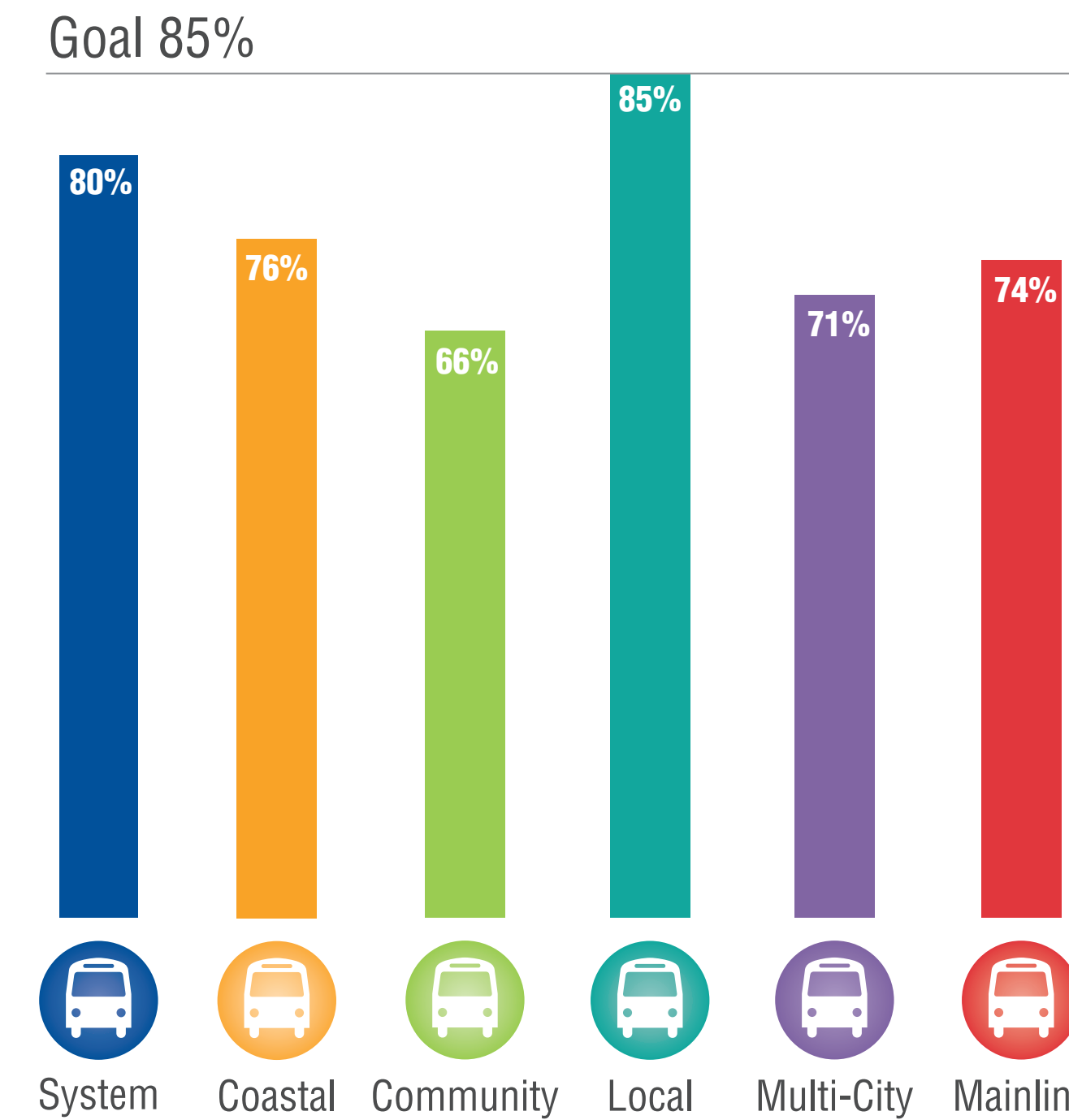
TOTAL PASSENGERS



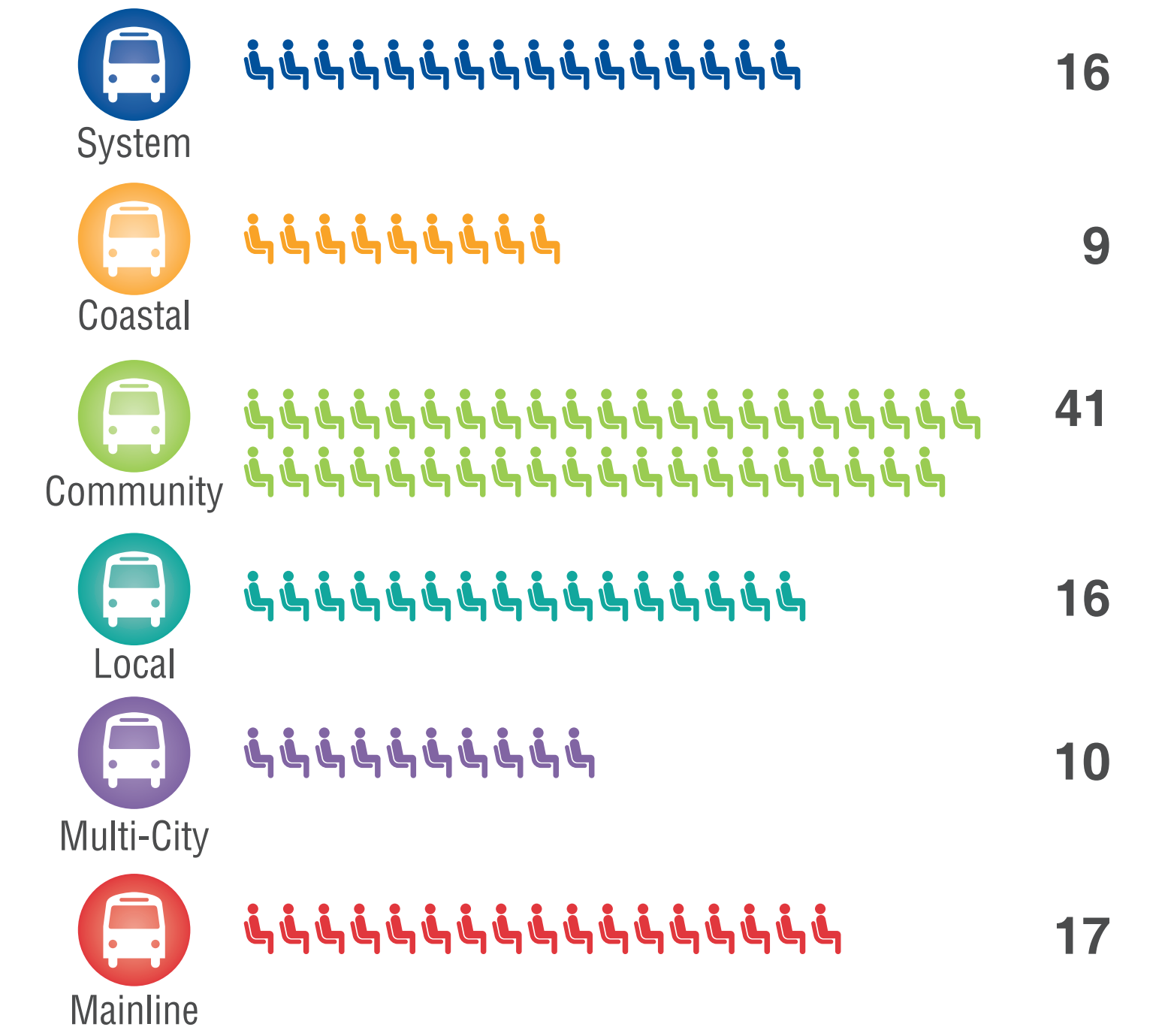
AVERAGE WEEKDAY RIDERSHIP



WEEKDAY ON-TIME PERFORMANCE



WEEKDAY PASSENGERS/VEHICLE REVENUE HOUR



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

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

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

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

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

TOTAL MILES TRAVELED



PREVENTABLE ACCIDENTS



*Preventable accident numbers for September 2019 are still in process

MILES BETWEEN PREVENTABLE ACCIDENTS



*Number shown reflects months of July & August only

SERVICE CALLS



MILES BETWEEN SERVICE CALLS



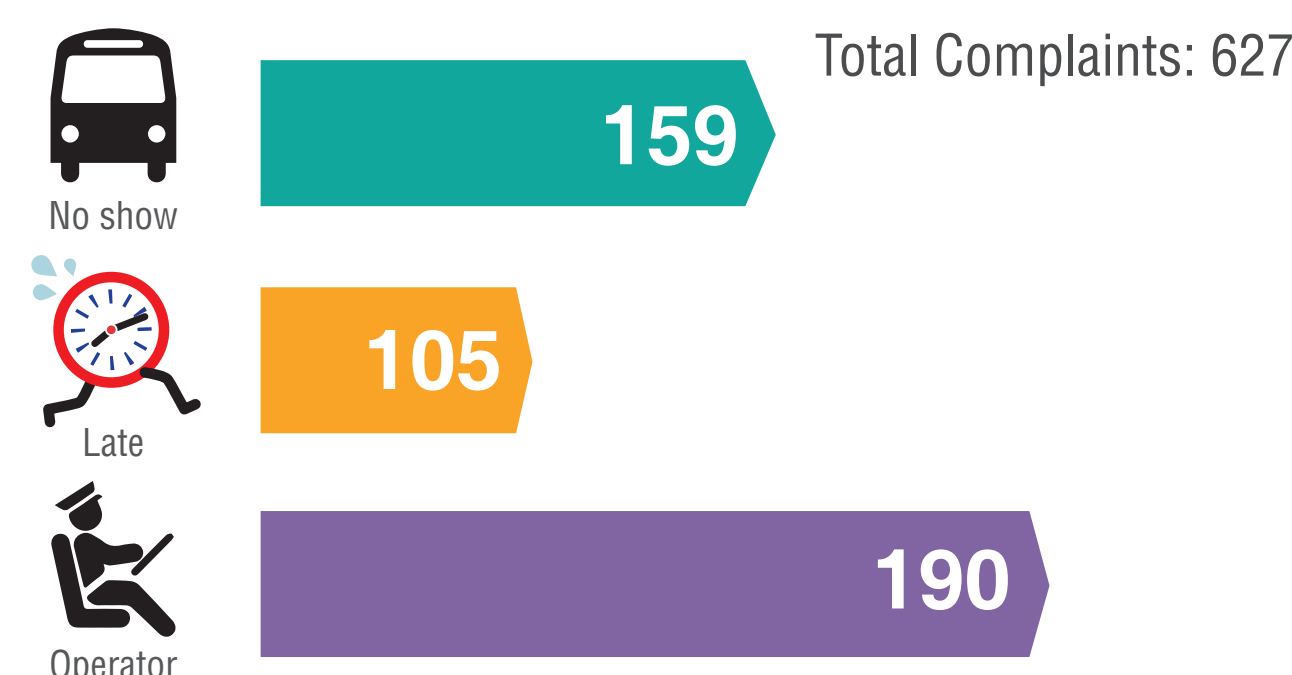
DID NOT OPERATE



DID NOT OPERATE/100,000 Trips



TOP 3 COMPLAINTS



COMPLAINTS/100,000 Boardings



FAREBOX RECOVERY RATIO



**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **MULTIMODAL RIDERSHIP REPORT – OCTOBER 2019**

ACTION

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

SIGNIFICANCE

The average weekday ridership across all modes increased by 2.2 percent in the month of October 2019 compared to October 2018. The performance of the specific modes is as follows: average weekday ridership for Bus (+1.6%), Paratransit (-5.0%), Shuttles (+3.5%), Caltrain (+6.0%), and BART (-2.7%).

The month of October 2019 had 23 weekdays, the same as October 2018. The total ridership across all modes for the month of October increased by 1.8 percent compared to last year, October 2018. The performance of the specific modes is as follows: monthly ridership for Bus (+1.7%), Paratransit (-5.2%), Shuttles (+3.2%), Caltrain (+6.2%), and BART (-4.1%).

Average weekday ridership increased 0.4 percent for the month of October 2019 excluding the FCX Route implemented in August 2019. Runbook 131 scheduled for January 2020, will provide service changes and adjustments to improve service reliability. Staff is re-aligning service levels with available personnel; consequently, Route ECR-Rapid will be suspended.

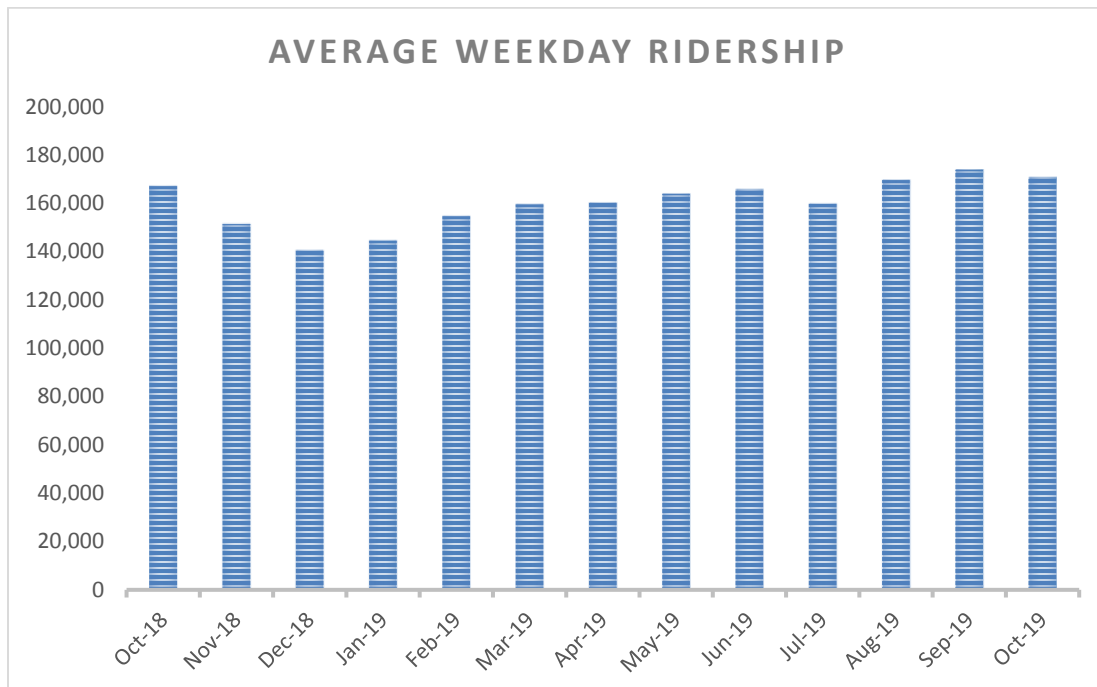
AVERAGE WEEKDAY RIDERSHIP (AWR): October 2019 compared to October 2018

**Table A
Average Weekday Ridership**

October 2019 Average Weekday Ridership				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	40,670	39,120	39,740	1.6%
Paratransit	1,250	1,210	1,150	-5.0%
Shuttles	12,670	12,340	12,770	3.5%
Caltrain	61,830	66,350	70,360	6.0%
Total	116,420	119,010	124,010	4.2%
BART Extension (No Daly City)	48,610	48,100	46,810	-2.7%
Grand Total	165,020	167,110	170,820	2.2%
Weekdays	22	23	23	

October 2019 Year-to-date				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	37,820	36,520	37,190	1.8%
Paratransit	1,250	1,210	1,150	-5.0%
Shuttles	12,090	11,510	12,080	5.0%
Caltrain	62,050	69,900	71,200	1.9%
Total	113,210	119,130	121,610	2.1%
BART Extension (No Daly City)	49,220	48,020	46,900	-2.3%
Grand Total	162,430	167,160	168,510	0.8%

**Chart A
Grand Total Average Weekday Ridership**



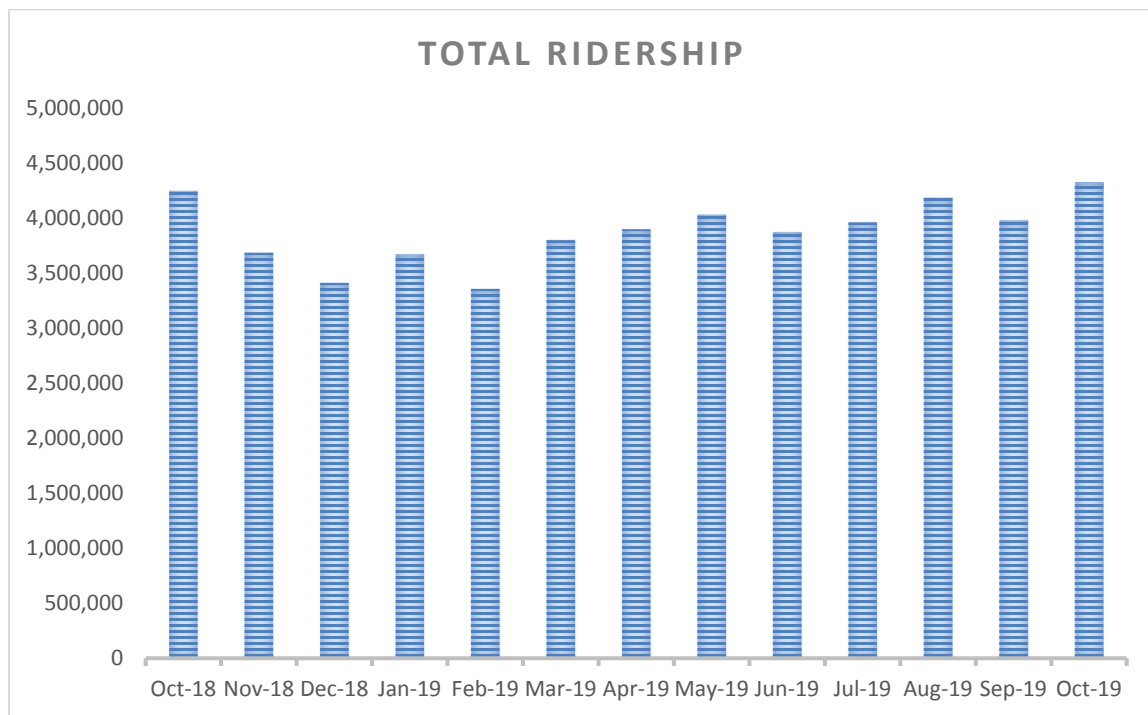
MONTHLY TOTAL RIDERSHIP: October 2019 compared to October 2018

Table B
Total Monthly Ridership

October 2019 Total Monthly Ridership				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	1,056,520	1,039,590	1,057,470	1.7%
Paratransit	31,510	31,560	29,910	-5.2%
Shuttles	278,410	283,810	292,880	3.2%
Caltrain	1,653,630	1,625,050	1,726,440	6.2%
Total	3,020,080	2,980,010	3,106,700	4.3%
BART Extension (No Daly City)	1,250,550	1,270,000	1,218,010	-4.1%
Grand Total	4,270,620	4,250,000	4,324,720	1.8%
Weekdays	22	23	23	

October 2019 Year-to-date				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	3,897,240	3,755,310	3,826,300	1.9%
Paratransit	123,010	119,210	115,630	-3.0%
Shuttles	1,033,930	1,003,330	1,062,790	5.9%
Caltrain	6,498,930	6,498,110	6,713,970	3.3%
Total	11,553,110	11,375,960	11,718,690	3.0%
BART Extension (No Daly City)	4,965,200	4,850,960	4,739,580	-2.3%
Grand Total	16,518,300	16,226,910	16,458,280	1.4%

Chart B
Grand Total Ridership



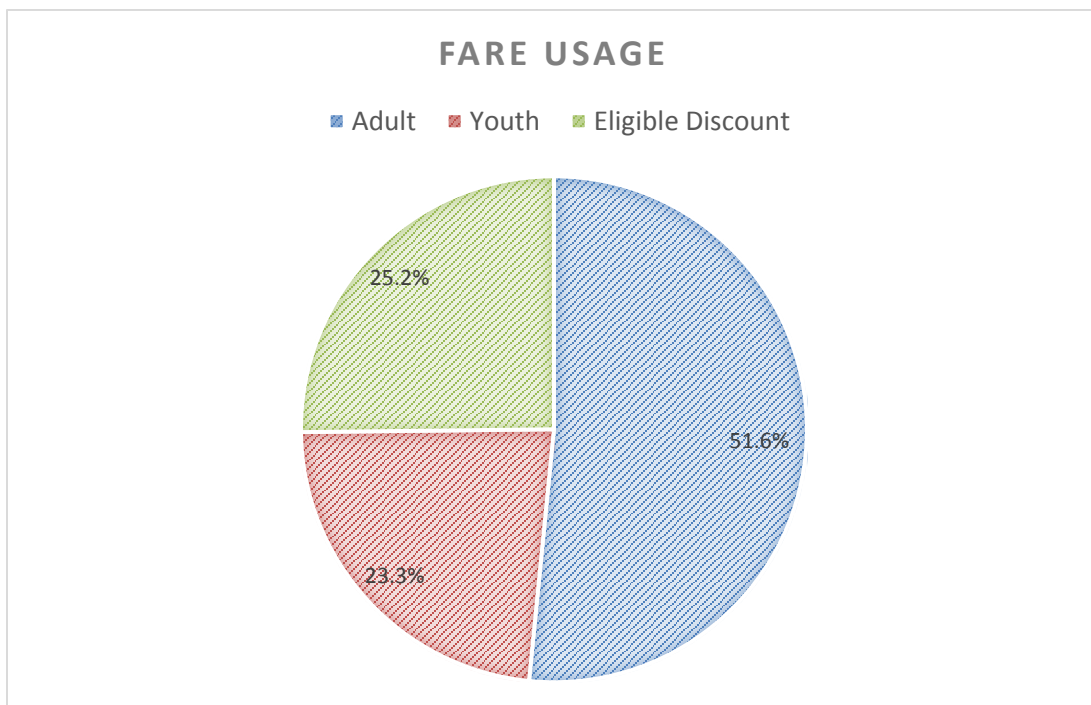
SAMTRANS BUS FARE USAGE: October 2019

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

Table C
Bus Riders by Fare Category

Fare Category	October 2017	October 2018	October 2019
Adult	524,309	510,681	544,817
Youth	271,714	260,075	245,634
Eligible Discount	256,817	265,188	265,986
Total	1,052,840	1,035,944	1,056,437

Chart C
Fare Usage by Category

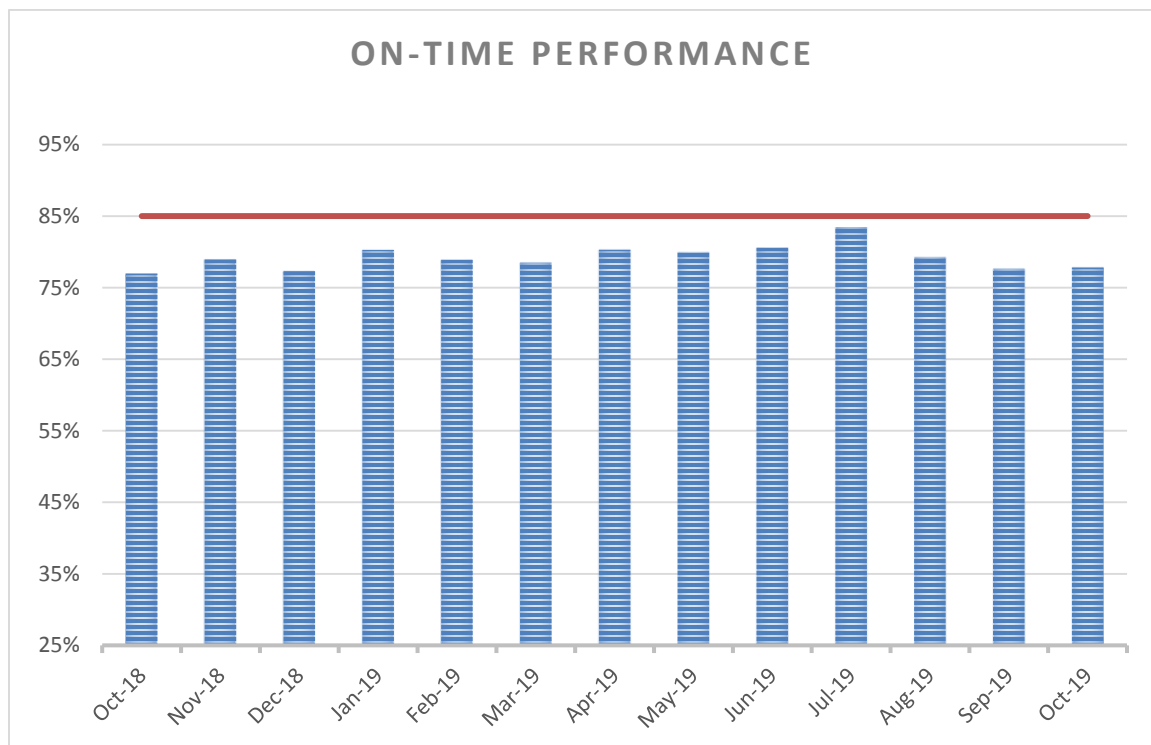


ON-TIME PERFORMANCE: October 2019

On-Time Performance (**OTP**) – SamTrans' OTP goal is 85.0 percent, it is calculated by evaluating all the time points within the route's schedules across the system for late, early, and on-time arrival and departure. A route is late if it exceeds 5 minutes. A route is considered early if it departs 30 seconds ahead of schedule.

The On-Time Performance for the month of October 2019 is **77.8 percent**.

Chart D
On-Time Performance Statistics



Youth Marketing Outreach Highlights

10-2-19 – SamTrans’ 2019 Youth Ambassador held their introductory meeting. Ambassadors selected are between the ages of 14-21 and reside in Belmont, Daly City, Redwood City, San Bruno, San Mateo and South San Francisco. The group met to discuss program goals, future outreach and volunteer opportunities.

10-26-2019 – SamTrans outreach staff participated in a Back to School Health Fair in Redwood City, hosted by Assemblymembers Marc Berman and Kevin Mullin. Staff tallied roughly 50 attendees and 38 interactions, wherein representatives addressed questions about fares, trip planning and other services.

SamTrans Digital Metrics - OCT 2019



New Followers

+128

Oct 19 - 9,847

Sept 19 - 9,719

Oct 18 - 8,412

SamTrans.com Sessions

Oct 19 - 151,072

Sept 19 - 156,826

Oct 18 - 159,036

SamTrans Mobile - Sept

Downloads - n/a (Sept: 1612)

Accounts - n/a (Sept: 1441)

Orders - n/a (Sept: 13,546)

Apple Rting - 2.7 - 15 reviews

Top Tagged Issues

1. Compliment (4)

2. No Show (4)

3. Complaint (3)

4. Delays (3)

Social Engagement

Video Views

7,148 (Sept: 1,969)

Content Impressions

1,499,621 (Sept: 1.1M)

Interactions

9,894 (Sept: 8,883)

Yelp & FB Rating

5.0 (of 5 stars)

(1 Oct review)



@SamTrans

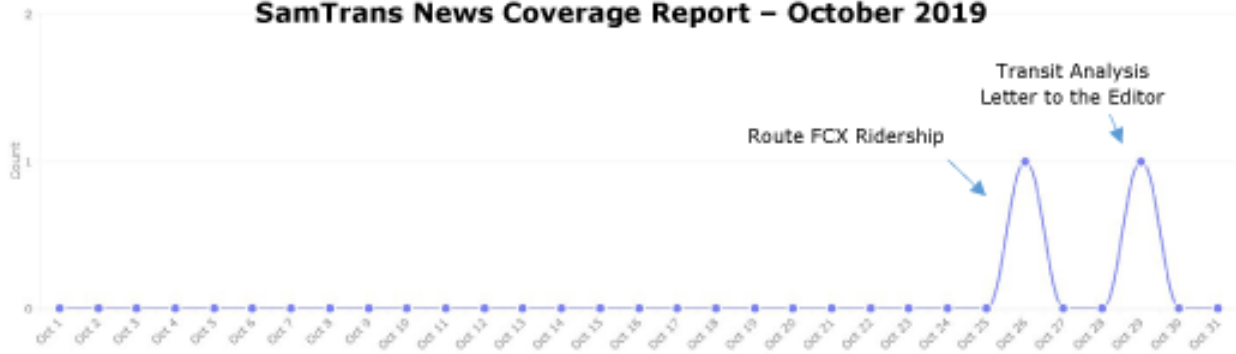


@gosamtrans



@samtrans

SamTrans News Coverage Report – October 2019



Total # of articles: 2 (compared to 11 in September)

Prepared by: Alex Lam, Senior Planner
 Christina Valiente, Marketing Outreach Manager
 James Namba, Marketing Specialist
 Jeremy Lipps, Social Media Officer
 Alex Eisenhart, Public Affairs Specialist

650-508-6227
 650-508-7763
 650-508-7924
 650-508-7845
 650-622-7850



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, DECEMBER 4, 2019 – 2:45 pm

or immediately following Community Relations Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Finance Committee Meeting of November 6, 2019
3. Acceptance of Fiscal Year 2019 Comprehensive Annual Financial Report
4. Amendment of Contract with MV Transportation for Contracted Urban Bus Services
5. Amendment of Agreement with First Transit for Redi-Wheels Paratransit Services and Amendment to Increase the FY 2020 Operating Budget
6. Adjourn

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

NOTE:

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

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

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

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

Committee Members Absent: None

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

Other Board Members Absent: R. Guillbault, D. Pine

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

CALL TO ORDER

Committee Chair Peter Ratto called the meeting to order at 2:21 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF OCTOBER 2, 2019

Motion/Second: Collins/Fraser

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

Absent: Guillbault, Pine

CONTINUED FROM OCTOBER 2, 2019 MEETING: APPROVAL OF PURCHASE OF 13 REVENUE PARATRANSIT CUTAWAY VEHICLES AND DISPOSITION OF SURPLUS VEHICLES

Jim Hartnett, General Manager/CEO, said that the staff report from October has added clarification about what is in the marketplace and what equipment is available to SamTrans. He said that no electric vehicles are available for paratransit buses and that there are currently no working electric buses that perform to SamTrans's paratransit standards. He concluded that the staff recommendation to purchase the 13 cutaway vehicles remains the same.

Director Charles Stone thanked staff for their diligence in following up on the Board's questions.

Committee Member Josh Powell asked about the life of the vehicles. Mr. Hartnett said seven years.

Committee Chair Ratto explained that a cutaway is a bus body on a truck chassis. He added that it will probably be a few more years before electric vehicles that are adequate for this purpose will be available.

AWARD OF CONTRACT FOR HVAC INSPECTION AND MAINTENANCE SERVICES

Ms. Taylor presented a staff report.

AWARD OF CONTRACT FOR OFFICE SUPPLIES AND RELATED PRODUCTS

Ms. Taylor presented a staff report.

The Committee made a motion on the three resolutions:

Motion/Second: Ratto/Stone

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

Absent: Guilbault, Pine

ADJOURN

The meeting adjourned at 2:31 pm.

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

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE FISCAL YEAR ENDING
JUNE 30, 2019**

ACTION

Staff proposes the Board accept the San Mateo County Transit District's (District) Fiscal Year (FY) 2019 Comprehensive Annual Financial Report (CAFR).

The Fiscal Year 2019 Comprehensive Annual Financial Report is available online at http://www.samtrans.com/about/Finance/Comprehensive_Annual_Financial_Reports.html

SIGNIFICANCE

The CAFR is prepared in accordance with the guidelines set forth by the Government Accounting Standards Board and is organized into four sections – Introductory, Financial, Statistical and Single Audit.

- The **Introductory** Section includes a Transmittal Letter and provides general information on the District's structure, personnel, economic outlook and finances.
- The **Financial** Section includes audited financial statements which provide detailed financial information as well as comparative financial data. The Management Discussion & Analysis (MD&A) is also found in the Financial Section. Along with the Transmittal Letter, the MD&A is of most interest to those looking for a narrative annual review of the District's finances.
- The **Statistical** Section provides a broad range of data covering key financial trends including revenue and debt capacity, economic and demographic data and operating information.
- The **Single Audit** Section provides the Independent Auditor's Report on Internal controls and compliance, and the Schedule of Expenditures of Federal Awards and Findings and Recommendations from the Auditors.

Together, all sections of the CAFR provide the detail as well as the perspective with which to assess the District's financial condition.

BUDGET IMPACT

There is no impact on the Budget.

BACKGROUND

The District contracts with an independent auditor, Eide Bailly LLP to conduct yearly audits of the Financial Statements in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America. The introductory section and the statistical section presented in the CAFR are not required by California Government Code to be reported as part of the audited financial statements of the District. These sections are required when producing a CAFR which the District chooses to do in order to provide detailed information about the financial condition of the District in a form that is understandable to our customers and constituents.

The CAFR is prepared and presented to the Government Finance Officers Association (GFOA) for their review, evaluation and to apply for the certificate of Achievement for Excellence in Financial Reporting. The District has received an award for every year that the report was submitted.

Prepared by: Jennifer Ye, Manager, Financial Reporting & General Ledger

650-622-7890

SamTrans Fiscal Year 2018-2019 Comprehensive Annual Financial Report Single Audit Report

SamTrans Board of Directors
December 4, 2019

Agenda

- Highlights from the CAFR for FY 2018-19
 - Auditor's Communication
 - Timing of the CAFR
 - Assessment of SamTrans Long-Term Fiscal Health
 - Internal Control over Financial Reporting and on Compliance
- Single Audit Report

Auditor's Communication

- Eide Bailly issued an unmodified “clean” opinion on the financial statements and compliance with federal grants
- No adjustments were proposed to the financial statements
- No difficulties were encountered in the performance of the audit

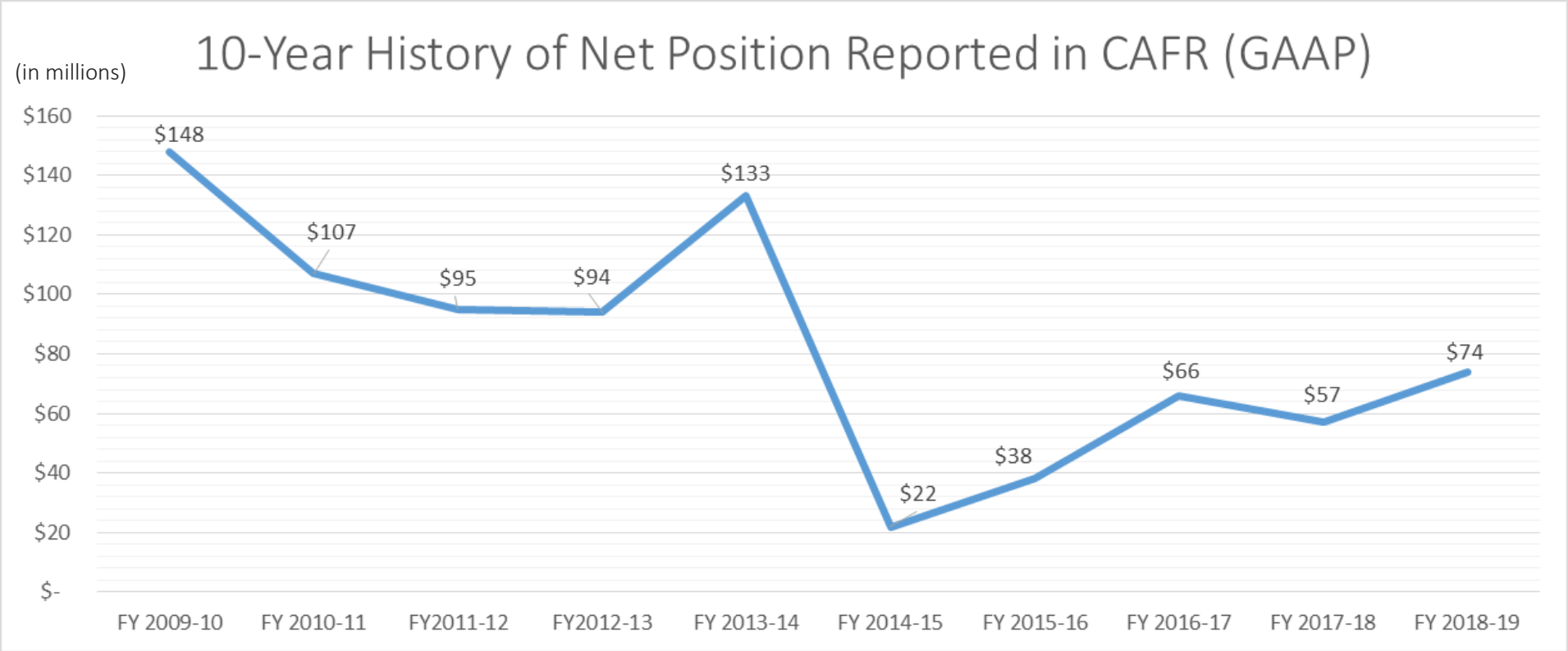
Timing of the CAFR

- The FY 2018-19 CAFR was published on October 31
- 49 days early compared to 2017
- 71 days early compared to 2016
- 76 days early compared to 2015

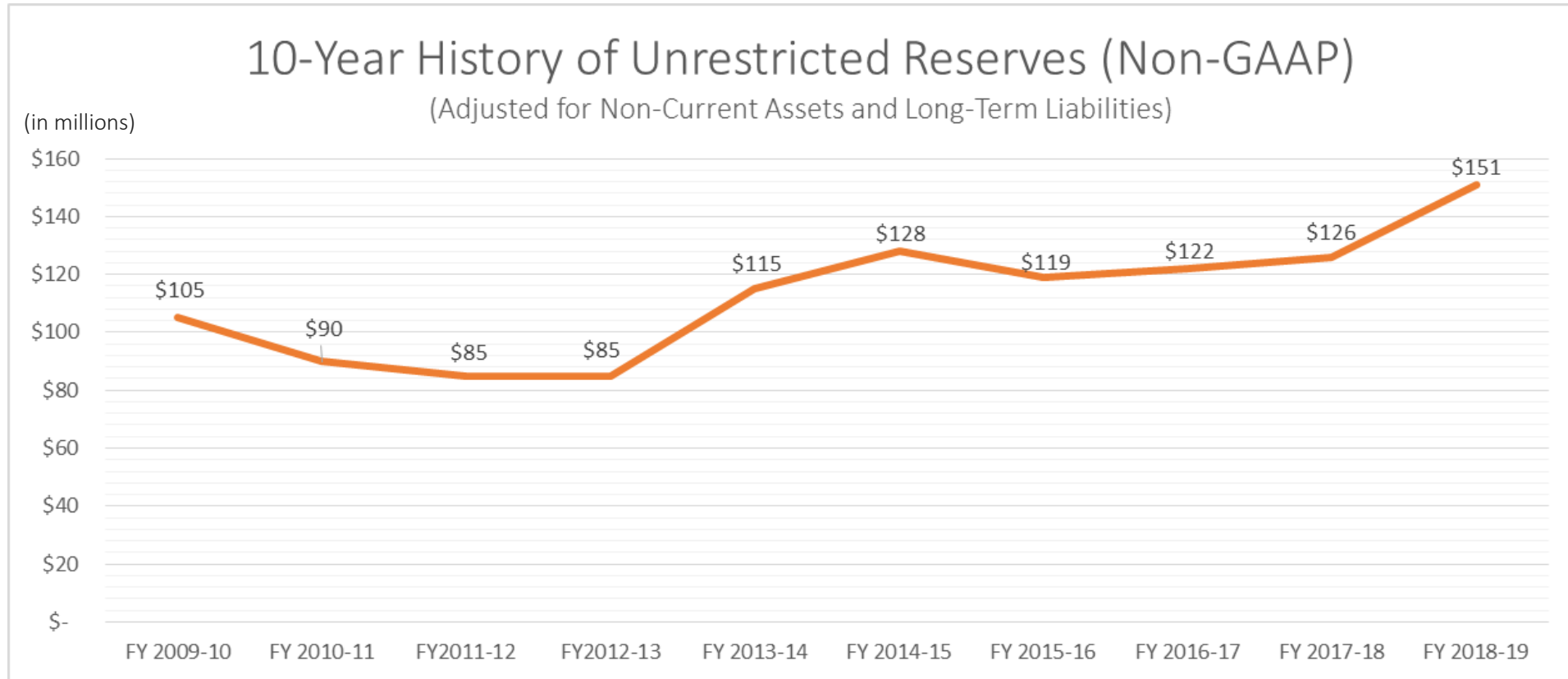
Benefits of timely reporting:

- Provides more timely information to investors, management, and community
- Allows time to focus on other projects

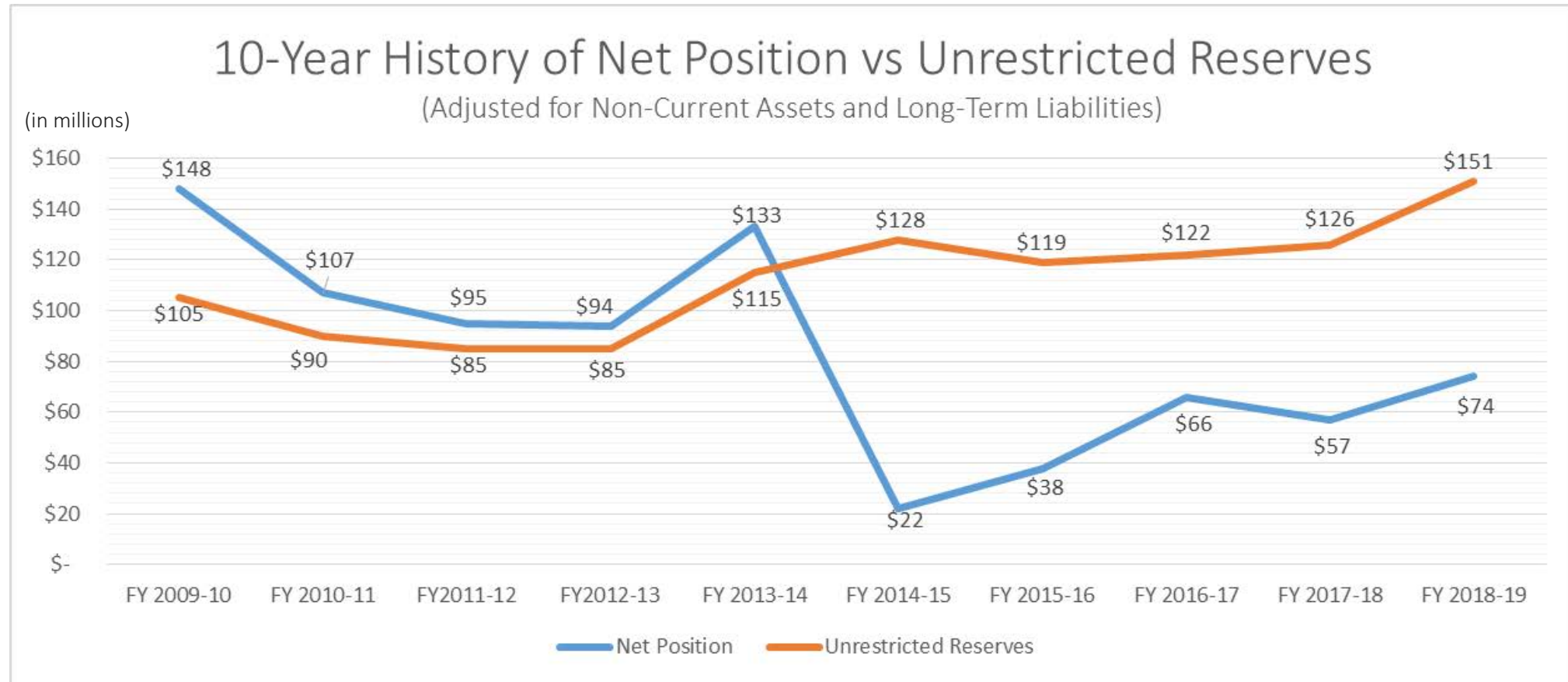
Assessment of SamTrans Long-Term Fiscal Health



Assessment of SamTrans Long-Term Fiscal Health (continued)



Assessment of SamTrans Long-Term Fiscal Health (continued)



Assessment of SamTrans Long-Term Fiscal Health (continued)

What Does This Mean?

GAAP

- GAAP accounting provides a partial view of the District's financial condition
- GAAP accounting can hide trends

Non-GAAP

- Focuses on short-term needs
- Ability to maintain services

What Should We Do?

- Focus on preventing or limiting “Financial Impairment” through cost-effective financial management in both short and long term.
- Continue to develop metrics to help the Board identify and address potential financial impairment issues.
- Address challenges associated with large unfunded liabilities.
- Develop appropriate reserve policies.

Internal Control Over Financial Reporting and Compliance

No audit findings reported

Single Audit Report

- **Expenditures of Federal Award:**
\$6.7 million
- **Internal Control over Major Programs:**
No finding reported

SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT

TO: Finance Committee

THROUGH: Jim Harnett
General Manager/CEO

FROM: David A. Olmeda Derek Hansel
Chief Operating Officer Chief Financial Officer

SUBJECT: **AMENDMENT OF CONTRACT WITH MV TRANSPORTATION FOR
CONTRACTED URBAN BUS SERVICES AT A COST NOT TO EXCEED
\$42,142,000**

ACTION

Staff proposes the Committee recommend the Board:

1. Approve an amendment (Fourth Amendment) to the agreement between the San Mateo County Transit District (District) and MV Transportation (MV) for Contracted Urban Bus (CUB) Services (Agreement) at a cost not to exceed \$42,142,000, for a new total contract value of \$156,916,060; and
2. Authorize the General Manager/CEO, or his designee, to execute the Fourth Amendment in a form approved by legal counsel.

SIGNIFICANCE

Amendment of the Agreement continues to align MV's compensation with its performance on the Agreement and provides MV with the financial stability necessary to continue its operations for the District until January 2022. The proposed increases in MV compensation are reasonable, constrained, and consistent with expected increases in labor costs faced by MV in its provision of the CUB Services. District staff will develop a plan to provide the existing MV services, or recommend an alternative service delivery method, to be effective subsequent to the January 2022 run book, taking into consideration the District's ongoing work on its Comprehensive Operational Analysis (Reimagine SamTrans).

BUDGET IMPACT

The proposed action has no budget impact. Funds required for the Amendment will be available in current and future operating budgets.

BACKGROUND

The District and MV entered into the Agreement on January 1, 2013. With the strength of the local economy, the increase in State and local minimum wages, and the tremendous growth in private bus services in the region, MV has had continuing difficulty

in recruiting and retaining staff for its contracted bus operations. As a result of these changed conditions, and in accordance with the procedures set forth in the Agreement, MV requested that the District reconsider the pricing terms of the Agreement.

District and MV staff engaged in a series of negotiations to develop a set of amendments to the Agreement that accomplished the following objectives: (1) provide a set of incentives and assessments that better align the performance and quality of services, and (2) provide an equitable and justifiable adjustment to the vehicle mileage rate paid for revenue service miles.

The Fourth Amendment will allow for the mutual exercise of the previously established (and Board authorized) options for 2020 and 2021. There are modest increases in compensation and some adjustments to the incentives and assessments that have been designed to reward MV for service accomplishments that lead to better and more cost-effective service for the District and its customers while penalizing it for undesired outcomes. This contracted service represents approximately 30% of the District's Urban Bus Services (non-Coastside service).

Prepared By: Derek Hansel
David A. Olmeda

650-508-6466
650-508-6252

RESOLUTION NO. 2019 –

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

* * *

**APPROVING THE FOURTH AMENDMENT TO THE CONTRACT WITH MV TRANSPORTATION
FOR CONTRACTED URBAN BUS SERVICES AT A COST NOT TO EXCEED \$42,142,000**

WHEREAS, the San Mateo County Transit District (District) and MV Transportation (MV) entered into an agreement for Contracted Urban Bus (CUB) Services (Agreement) on January 1, 2013; and

WHEREAS, the District desires to extend the Agreement term through the implementation of the January 2022 run book, no later than January 31, 2022; and

WHEREAS, as part of the District's process in determining whether to extend the Agreement, the parties engaged in negotiations and arrived at terms, which are to be memorialized in an amendment (Fourth Amendment) to the Agreement, and which are intended to accomplish the following objectives: (1) provide a set of incentives and assessments that better align the performance and quality of services; and (2) provide an equitable and justifiable adjustment to the vehicle mileage rate paid for revenue service miles; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board approve and authorize the General Manager/CEO, or his designee, to execute the Fourth Amendment to the Agreement with MV Transportation at a cost not to exceed \$42,142,000, for a new total contract value of \$156,916,060.

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

1. Approves the Fourth Amendment to the Agreement between the San Mateo County Transit District and MV Transportation for Contracted Urban Bus Services at a cost not to exceed \$42,142,000; and
2. Authorizes the General Manager/CEO, or his designee, to execute the Fourth Amendment in a form approved by legal counsel.

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

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Harnett
General Manager/CEO

FROM: David A. Olmeda Derek Hansel
Chief Operating Officer, Bus Chief Financial Officer

SUBJECT: **AMENDMENT OF AGREEMENT WITH FIRST TRANSIT, INC. FOR REDI-WHEELS
PARATRANSIT SERVICES AND AMENDMENT TO INCREASE THE FISCAL YEAR
2020 OPERATING BUDGET BY \$807,750 FROM \$216,927,882 TO \$217,735,632**

ACTION

Staff proposes the Committee recommend the Board:

1. Approve an amendment (Third Amendment) to the agreement between the San Mateo County Transit District (District) and First Transit, Inc. (First Transit) for Redi-Wheels Paratransit Services (Agreement);
2. Authorize the General Manager/CEO, or his designee, to execute the Third Amendment; and
3. Approve to increase the Fiscal Year (FY) 2020 Operating budget by \$807,750, from \$216,927,882 to \$217,735,632, to reflect the increased Agreement amount.

SIGNIFICANCE

Amendment of the Agreement provides for improved compensation for the First Transit drivers and better aligns First Transit's compensation with the mix of services provided. Additionally, the Third Amendment shifts most responsibility for claims management and legal responsibility for the first \$5 million per claim from the District to First Transit. The proposed increases in First Transit compensation are reasonable, constrained, and consistent with expected increases in labor costs faced by First Transit in its provision of the Redi-Wheels Paratransit Services.

BUDGET IMPACT

The execution of the Third Amendment will increase the FY2020 Operating Budget by \$807,750, from \$216,927,882 to \$217,735,632, as reflected in Attachment A. This increase will be funded from sales tax revenues.

BACKGROUND

The District and First Transit entered into the Agreement to provide Redi-Wheels Paratransit Services from 2015 through 2019, with additional options. With the strength of the local economy, the increase in State and local minimum wages, and the tremendous growth in private bus services in the region, First Transit has had continuing difficulty in recruiting and retaining qualified staff for its operations. As a result of these changed conditions and the need for Redi-Wheels to be a “zero-denial” service, First Transit has had to dramatically increase its use of taxi services in order to meet our customers’ needs.

District and First Transit MV staff engaged in a series of negotiations to develop a set of amendments to the Agreement that accomplished the following objectives: (1) provide increased compensation, which would in turn be used to better support recruitment and retention of drivers, (2) change the risk sharing associated with liability of Redi-Wheels operations, and (3) change the risk sharing associated with greater-than-planned usage of taxi services.

Prepared By:	Derek Hansel	Chief Financial Officer	650-508-6466
	David A. Olmeda	Chief Operating Officer, Bus	650-508-6252

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2020 REVISED OPERATING BUDGET**

Attachment A

	FY2018 ACTUAL	FY2019 BUDGET	FY2019 FORECAST	FY2020 ADOPTED BUDGET	FY2020 REVISED BUDGET	FY20 ADOPTED BUDGET vs FY20 REVISED BUDGET	Percent Change
	A	B	C	D	E	F = E-D	G = F/D
SOURCES OF FUNDS:							
Operating Revenues							
1 Passenger Fares	15,742,071	16,457,750	15,400,000	15,264,000	15,264,000	-	0.0%
2 Local TDA and STA Funds	42,013,481	47,485,688	47,485,688	59,746,274	59,746,274	-	0.0%
3 Pass through to Other Agencies	824,536	743,268	743,268	316,000	316,000	-	0.0%
4 Operating Grants	5,907,965	3,533,624	3,533,624	2,810,717	2,810,717	-	0.0%
5 SMCTA Measure A	9,623,433	11,088,532	11,088,532	12,796,123	12,796,123	-	0.0%
6 SM County Measure K & Other	3,750,000	2,500,000	2,500,000	0	0	-	0.0%
7 AB434, TA Funded Shuttles & Other	322,950	414,000	414,000	417,100	417,100	-	0.0%
8 Subtotal - Operating Revenues	78,184,435	82,222,862	81,165,112	91,350,214	91,350,214	-	0.0%
Other Revenue Sources							
9 District Sales Tax	87,796,916	86,353,200	90,000,000	91,000,000	91,000,000	-	0.0%
11 Measure W Sales Tax	-	-	-	45,500,000	45,500,000	-	n/a
12 Investment Income	1,984,837	2,030,000	3,300,000	3,600,000	3,600,000	-	0.0%
13 Other Interest, Rent & Other Income	7,963,956	7,890,875	7,540,531	6,968,323	6,968,323	-	0.0%
14 Due from PCJPB, SMCTA & SAMTR Capital W&B	20,634,149	31,179,608	31,179,608	41,573,346	41,573,346	-	0.0%
15							
16 Subtotal - Other Revenues	118,379,858	127,453,684	132,020,139	188,641,669	188,641,669	-	0.0%
17							
18 Total Sources of Funds	196,564,293	209,676,546	213,185,251	279,991,882	279,991,882	-	0.0%
19							
USES OF FUNDS:							
20 PCJPB, SMCTA & SAMTR Capital Wage & Benefits	20,634,149	31,179,608	31,179,608	41,573,346	41,573,346	-	0.0%
22 Motor Bus	114,350,328	132,453,297	129,095,907	143,492,401	143,492,401	-	0.0%
23 A.D.A. Programs	16,835,809	18,998,212	17,493,003	19,665,385	20,473,135	807,750	4.1%
24 Caltrain	6,169,761	7,634,404	7,634,404	9,156,123	9,156,123	-	0.0%
25 Multi-Modal Programs	2,019,028	2,589,406	2,290,000	2,678,911	2,678,911	-	0.0%
26 Pass through to Other Agencies	824,536	734,268	734,268	316,000	316,000	-	0.0%
27 Land Transfer Interest Expense	56,057	45,716	45,716	45,716	45,716	-	0.0%
28 Total Operating Expenses	160,889,668	193,634,911	188,472,906	216,927,882	217,735,632	807,750	0.4%
29							
30 Total Operating Surplus/(Deficit)	35,674,625	16,041,635	24,712,345	63,064,001	62,256,251	(807,750)	-1.3%
31							
32 District Sales Tax Capital	8,789,413	6,015,570	6,015,570	8,494,119	8,494,119	-	0.0%
33 Measure W Sales Tax Capital				2,435,000	2,435,000	-	n/a
34 Sales Tax Allocation - Capital Programs	8,789,413	6,015,570	6,015,570	10,929,119	10,929,119	-	0.0%
35							
36 Total Debt Service	21,631,424	21,612,357	21,612,357	19,358,210	19,358,210	-	0.0%
37							
38 Total Uses of Funds	191,310,505	221,262,838	216,100,833	247,215,211	248,022,961	807,750	0.3%
39							
40 PROJECTED SURPLUS/(DEFICIT)	5,253,788	(11,586,292)	(2,915,582)	32,776,671	31,968,921	(807,750)	-2.5%

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2020 REVISED OPERATING BUDGET**

Attachment A

	FY2018 ACTUAL	FY2019 BUDGET	FY2019 FORECAST	FY2020 ADOPTED BUDGET	FY2020 REVISED BUDGET	FY20 ADOPTED BUDGET vs FY20 REVISED BUDGET Increase (Decrease)	Percent Change
	A	B	C	D	E	F = E-D	G = F/D
SOURCES OF FUNDS:							
OPERATING REVENUES - MOTOR BUS:							
1 PASSENGER FARES	14,854,688	15,501,882	14,500,000	14,355,000	14,355,000	-	0.0%
2							
3 LOCAL (TDA) TRANSIT FUND:	36,440,750	39,725,672	39,725,672	45,609,233	45,609,233	-	0.0%
4							
5 STATE TRANSIT ASSISTANCE:	3,310,138	5,669,191	5,669,191	10,006,821	10,006,821	-	0.0%
6							
7 OPERATING GRANTS:	2,146,197	1,448,667	1,448,667	735,192.50	735,192.50	-	0.0%
8							
9 DISTRICT SALES TAX REVENUE:	51,224,347	63,900,090	60,470,320	66,093,848	66,093,848	-	0.0%
10							
11 INVESTMENT INTEREST INCOME	1,624,191	1,630,000	2,900,000	3,005,000	3,005,000	-	0.0%
12							
OTHER REVENUE SOURCES:							
14 Rental Income	2,474,607	2,600,000	2,404,262	1,672,488	1,672,488	-	0.0%
15 Advertising Income	1,183,691	1,205,307	1,205,307	1,233,331	1,233,331	-	0.0%
16 Other Income	1,091,719	772,488	772,488	781,488	781,488	-	0.0%
17 TOTAL OTHER REVENUES	4,750,017	4,577,795	4,382,057	3,687,307	3,687,307	-	0.0%
18							
19 TOTAL MOTOR BUS	114,350,328	132,453,297	129,095,907	143,492,401	143,492,401	-	0.0%
20							
AMERICAN DISABILITIES ACT:							
22 Passenger Fares-Redi Wheels	887,383	955,868	900,000	909,000	909,000	-	0.0%
23 Local TDA 4.5 Redi Wheels	1,917,934	2,090,825	2,090,825	2,471,745	2,471,745	-	0.0%
24 Local STA - Paratransit	344,659	-	-	1,658,475	1,658,475	-	n/a
25 Operating Grants	3,761,768	2,084,957	2,084,957	2,075,524	2,075,524	-	0.0%
26 Sales Tax Revenue - ADA	-	4,281,834	2,832,493	6,915,641	7,723,391	807,750	11.7%
29 Interest Income-Paratransit Fund	360,646	400,000	400,000	595,000	595,000	-	0.0%
30 SMCTA Measure A Redi-Wheels	3,453,672	3,454,128	3,454,128	3,640,000	3,640,000	-	0.0%
31 SM County Measure K & Other	3,750,000	2,500,000	2,500,000	-	-	-	0.0%
32 Measure M Paratransit	1,833,875	1,400,000	1,400,000	1,400,000	1,400,000	-	0.0%
33 TOTAL ADA PROGRAMS	16,835,809	18,998,212	17,493,003	19,665,385	20,473,135	807,750	4.1%
34							
MULTI-MODAL TRANSIT PROGRAMS:							
36 Transfer from SMCTA for Caltrain	6,169,761	6,908,256	6,908,256	7,839,419	7,839,419	-	0.0%
37 Other Sources - Caltrain	-	726,148	726,148	1,316,704	1,316,704	-	0.0%
38 AB434, TA Funded Shuttles & Other	322,950	414,000	414,000	417,100	417,100	-	0.0%
39 Employer SamTrans Shuttle Funds	1,380,064	1,487,200	1,332,594	1,594,700	1,594,700	-	0.0%
40 Dumbarton Rental Income	-	425,880	425,880	286,316	286,316	-	0.0%
41 Sales Tax Revenue - Gen. Operating Asst.	316,014	262,326	117,526	380,795	380,795	-	0.0%
42 TOTAL MULTI-MODAL	8,188,789	10,223,810	9,924,404	11,835,034	11,835,034	-	0.0%
43 TOTAL REVENUES	139,374,926	161,675,319	156,513,313	174,992,820	175,800,570	807,750	0.5%

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2020 REVISED OPERATING BUDGET**

Attachment A

	FY2018 ACTUAL	FY2019 BUDGET	FY2019 FORECAST	FY2020 ADOPTED BUDGET	FY2020 REVISED BUDGET	FY20 ADOPTED BUDGET vs FY20 REVISED BUDGET Increase (Decrease)	Percent Change
	A	B	C	D	E	F = E-D	G = F/D
SOURCES OF FUNDS:							
DISTRICT OPERATING EXPENSE							
1	Motor Bus Wages and Benefits	64,934,239	69,119,448	69,503,588	76,128,611	76,128,611	- 0.0%
2	Services						
3	Board of Directors	89,273	132,116	132,116	132,116	132,116	- 0.0%
4	Contracted Vehicle Maintenance	997,186	1,302,319	1,302,319	1,295,519	1,295,519	- 0.0%
5	Property Maintenance	1,426,043	1,589,000	1,589,000	1,710,144	1,710,144	- 0.0%
6	Professional Services	4,862,855	4,885,750	4,758,867	5,788,143	5,788,143	- 0.0%
7	Technical Services	6,898,902	8,750,264	7,548,546	9,348,980	9,348,980	- 0.0%
8	Other Services	2,883,432	3,661,480	3,044,720	3,675,419	3,675,419	- 0.0%
9							
10	Materials & Supply						
11	Fuel and Lubricants	3,116,764	3,950,821	3,866,916	3,936,141	3,936,141	- 0.0%
12	Bus Parts and Materials	1,859,297	2,036,780	1,996,929	2,044,369	2,044,369	- 0.0%
13	Uniform and Drivers Expense	371,510	564,226	524,414	656,813	656,813	- 0.0%
14	Timetables and Tickets	103,053	283,500	111,101	283,500	283,500	- 0.0%
15	Office Supplies/Printing	465,984	454,234	605,814	615,716	615,716	- 0.0%
16	Other Materials and Supply	148,476	150,300	150,300	143,600	143,600	- 0.0%
17							
18	Utilities						
19	Telecommunications	529,342	712,296	607,299	712,500	712,500	- 0.0%
20	Other Utilities	1,216,108	1,058,000	1,058,000	1,323,530	1,323,530	- 0.0%
21	Insurance	1,268,445	1,501,669	1,501,669	1,524,531	1,524,531	- 0.0%
22	Claims Reserves and Payments	239,996	1,455,563	1,455,563	1,455,563	1,455,563	- 0.0%
23	Workers Compensation	1,089,452	3,666,068	3,666,068	3,732,568	3,732,568	- 0.0%
24	Taxes and License Fees	666,176	795,415	794,398	919,556	919,556	- 0.0%
25	Leases and Rentals	178,527	185,292	185,292	191,926	191,926	- 0.0%
26	Promotional and Legal Advertising	427,672	1,292,750	757,646	1,460,750	1,460,750	- 0.0%
27	Training & Business Travel	324,547	770,855	427,995	869,793	869,793	- 0.0%
28	Dues & Membership	103,779	150,483	124,688	172,143	172,143	- 0.0%
29	Postage and Other	60,050	237,780	110,221	184,780	184,780	- 0.0%
30							
31	Total District Operated Buses	94,261,109	108,706,409	105,823,467	118,306,711	118,306,711	- 0.0%
32							
33	CONTRACTED BUS SERVICES						
34	Contracted Urban Bus Service	16,885,226	20,153,372	19,718,734	21,551,200	21,551,200	- 0.0%
35	Coastside Services	1,733,232	1,742,000	1,700,000	1,738,200	1,738,200	- 0.0%
36	Redi Coast Non-ADA	212,782	266,200	240,000	263,700	263,700	- 0.0%
37	La Honda - Pescadero	54,863	55,130	55,130	55,130	55,130	- 0.0%
38	SamCoast - Pescadero	132,243	140,800	140,800	143,700	143,700	- 0.0%
39	CUB Related Wages & Benefits	463,254	479,296	479,296	499,764	499,764	- 0.0%
40	CUB Related Other Support	113,423	124,100	152,489	118,500	118,500	- 0.0%
41	CUB Insurance	444,729	567,590	567,590	597,097	597,097	- 0.0%
42	CUB Claims Reserves & Payments	49,469	218,400	218,400	218,400	218,400	- 0.0%
43	Total Contracted Bus Service	20,089,219	23,746,888	23,272,439	25,185,691	25,185,691	- 0.0%
44							
45	TOTAL MOTOR BUS	114,350,328	132,453,297	129,095,907	143,492,401	143,492,401	- 0.0%

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2020 REVISED OPERATING BUDGET**

Attachment A

	FY2018 ACTUAL	FY2019 BUDGET	FY2019 FORECAST	FY2020 ADOPTED BUDGET	FY2020 REVISED BUDGET	FY20 ADOPTED BUDGET vs FY20 REVISED BUDGET Increase (Decrease)	Percent Change
	A	B	C	D	E	F = E-D	G = F/D
SOURCES OF FUNDS:							
AMERICAN DISABILITY ACT PROGRAMS							
46	Elderly & Disabled/Redi-Wheels	5,409,856	8,012,000	5,230,000	8,024,300	8,832,050	807,750 10.1%
47	ADA Sedan/Taxi Service	4,915,697	3,810,900	5,450,000	3,834,100	3,834,100	- 0.0%
48	Coastside ADA	1,739,406	1,830,600	1,830,600	1,921,400	1,921,400	- 0.0%
49	ADA Related Wages & Benefits	2,989,196	3,199,257	2,838,759	3,113,135	3,113,135	- 0.0%
50	ADA Related Other Support	1,272,026	1,525,758	1,523,947	2,127,186	2,127,186	- 0.0%
51	ADA Insurance	376,371	401,297	401,297	426,864	426,864	- 0.0%
52	ADA Claims Reserves & Payments	133,257	218,400	218,400	218,400	218,400	- 0.0%
53	Total ADA Programs	16,835,809	18,998,212	17,493,003	19,665,385	20,473,135	807,750 4.1%
54							
55	MULTI-MODAL TRANSIT PROGRAMS						
56							
57	CALTRAIN SERVICE						
58	Peninsula Rail Service	6,169,761	7,634,404	7,634,404	9,156,123	9,156,123	- 0.0%
59	Total Caltrain Service	6,169,761	7,634,404	7,634,404	9,156,123	9,156,123	- 0.0%
60							
61	OTHER SUPPORT						
62	SamTrans Shuttle Service	1,740,156	2,053,999	1,740,000	2,128,700	2,128,700	- 0.0%
63	Shuttle Related Wages & Benefits	100,607	100,607	100,607	89,095	89,095	- 0.0%
64	Dumbarton M.O.W.	-	260,000	260,000	286,316	286,316	- 0.0%
65	Maintenance multimodal Facilities	178,265	174,800	189,393	174,800	174,800	- 0.0%
66	Total Other Support	2,019,028	2,589,406	2,290,000	2,678,911	2,678,911	- 0.0%
67							
68	TOTAL MULTI-MODAL PROGRAMS	8,188,789	10,223,810	9,924,404	11,835,034	11,835,034	- 0.0%
69							
70	TOTAL OPERATING EXPENSES	139,374,926	161,675,319	156,513,313	174,992,820	175,800,570	807,750 0.5%

RESOLUTION NO. 2019 –

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

* * *

**AUTHORIZING AN AMENDMENT TO THE REDI-WHEELS
AGREEMENT WITH FIRST TRANSIT, INC., INCREASING THE MAXIMUM COMPENSATION FOR THE
OPTION TERMS BY \$807,750 FOR THE PROVISION OF THESE SERVICES AND AMENDING THE
FISCAL YEAR 2020 OPERATING BUDGET BY \$807,750 FROM \$216,927,882 TO \$217,735,632**

WHEREAS, pursuant to Resolution No. 2014-14, the San Mateo County Transit District (District) awarded a contract to First Transit, Inc. (First Transit) for the provision of the Redi-Wheels paratransit services for a five-year base term and five one-year option terms (Agreement); and

WHEREAS, the District desires to exercise option years one and two; and

WHEREAS, as part of the District's process in determining whether to extend the Agreement, the parties engaged in negotiations and arrived at terms concerning revisions to the Agreement's compensation, risk-sharing, and assessment provisions, which are to be memorialized in an amendment (Third Amendment) to the Agreement, and which are intended to accomplish the following objectives: (1) provide increased compensation, which would in turn be used to better support recruitment and retention of drivers, (2) change the risk sharing associated with liability of Redi-Wheels operations, and (3) change the risk sharing associated with usage of taxi services; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board approve and authorize the General Manager/CEO, or his designee, to execute the Third Amendment to the Agreement with First Transit, and that the Board amend the Fiscal Year 2020 Operating Budget to provide capacity for resulting costs by increasing expenditures by \$807,750.

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

1. Approves the Third Amendment to the Agreement between the San Mateo County Transit District and First Transit for Redi-Wheels paratransit services as described above; and
2. Authorizes the General Manager/CEO, or his designee, to execute the Third Amendment in a form approved by legal counsel; and

3. Increases the Fiscal Year 2020 Operating budget by \$807,750 from \$216,927,882 to \$217,735,632.

Regularly passed and adopted this 4th day of December, 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, DECEMBER 4, 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 November 6, 2019
3. Adoption of the SamTrans 2019 Title VI Program
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
NOVEMBER 6, 2019**

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

Committee Members Absent: D. Pine

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

Other Board Members Absent: R. Guilbault

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

CALL TO ORDER

Committee Chair Charles Stone called the meeting to order at 2:31 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF OCTOBER 2, 2019

Motion/Second: Collins/Ratto

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

Absent: Guilbault, Pine

COMMUNITY COLLEGE PILOT UPDATE

Millie Tolleson, Principal Planner, and Christina Contreras, Manager of Marketing Outreach, provided a presentation.

Director Ron Collins noted a student comment about wanting to find out information about a late bus. Jim Hartnett, General Manager/CEO, said that staff is upgrading the SamTrans mobile app to be able to connect with the buses in real time.

Chair Carole Groom asked what the timetable is to implement change so that kids do not forget about transit. She said that increasing ridership is a priority, as is getting people out of their cars.

Director Marina Fraser suggesting integrating transit into the registration process at local colleges.

Director Peter Ratto suggested offering a free bus pass for two weeks at the start of every semester.

Director Josh Powell said that he was supportive of the program.

Director Ron Collins said that he sees the program as a long-term investment with great potential.

Committee Chair Stone said that he was supportive of the program and also recommended it for high schools and middle schools.

Jim Hartnett, General Manager/CEO, said he would keep the Board up to date on the program's progress.

ONDEMAND MICROTRANSIT UPDATE

Christy Wegener, Director of Planning, provided a presentation.

Director Collins asked about the fare. Ms. Wegener said that it was the same as for fixed route service. He asked what account conversion meant. Ms. Wegener said that indicates how many people downloaded the SamTrans OnDemand app. He asked about the bus capacity, and Ms. Wegener said 18 seats.

Director Collins asked about driver breaks. David Olmeda, Chief Operating Officer, Bus, said that breaks are required by the union. Ms. Wegener said that the call center apprises customers of the one-half hour nonavailability of the service during the morning break time.

Director Collins asked if the service works in hilly areas. Mr. Hartnett said that multiple projects involved scaling up and learning what the effects will be.

Ms. Wegener said that the City of Cupertino recently launched a project with Via, the OnDemand service provider.

Director Ratto said that Marin OnDemand has more vehicles. He asked if credit cards can be used on the app. Ms. Wegener said yes.

Director Collins said that he was impressed by the innovation demonstrated to create new ridership.

Director Ratto noted that the SamTrans Twitter feed indicates the buses that are running late.

Director Powell asked if Via were updating their app. Ms. Wegener said yes, in collaboration with SamTrans. Director Powell said that microtransit is not a good fit for large groups of riders, which he said seems like a bug. Ms. Wegener said that Via has been responsive. Director Powell asked if the ETA (estimated time of arrival) can be programmed as longer during operator breaks, and Ms. Wegener said yes.

Committee Chair Stone said he was looking forward to seeing the full program update in February and hearing about ROI (return on investment).

ADJOURN

The meeting adjourned at 3:27 pm.

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

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Planning, Development, and Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Carter Mau
Deputy General Manager/CEO

Joan Cassman
Legal Counsel

SUBJECT: **ADOPTION OF THE SAN MATEO COUNTY TRANSIT DISTRICT'S 2019 TITLE VI PROGRAM**

ACTION

Staff requests the Committee recommend the Board adopt the San Mateo County Transit District's (District) Title VI Program as presented by staff, which demonstrates the District's compliance with Title VI of the Civil Rights Act of 1964.

SIGNIFICANCE

Under guidelines issued in October 2012, the Federal Transit Administration (FTA) requires the governing board of Federal funding recipients to adopt a Title VI Program every three years. The District's first program under the new guidelines was submitted to the FTA on October 1, 2013. The second program was submitted in November 2016. The 2019 Title VI Program received a three-month extension and is due January 7, 2020.

The District's 2019 Title VI Program is available via link and includes the following major components evidencing the District's compliance with Title VI over the past three years:

- Contents and placement of public notices regarding the public's rights under Title VI of the Civil Rights Act of 1964
- Title VI complaint form and procedures
- List of transit-related Title VI investigations, complaints, and lawsuits pending within the last three years
- Public Participation Plan (PPP) and summary of public engagement processes undertaken in past three years
- Language Assistance Plan (LAP)
- Demographic information on membership of non-elected committees, such as the Citizens Advisory Committee, and discussion of encouragement of minority involvement
- Sub-recipient monitoring plan
- Results of equity analyses for any facilities constructed over the last three years
- Service area description and demographic profile, including ridership survey results

- Adopted service standards and policies, as well as results of service monitoring under these standards and policies
- Results of equity analyses for fare and service changes made in past three years, based upon the District's Major Service Change, Disparate Impact and Disproportionate Burden policies
- Record of Board consideration and adoption of Title VI Program

Staff recommends that the Board adopt the 2019 Title VI Program (submitted via electronic link) and that it may be submitted to the FTA for review and acceptance by the FTA within the extension period. The FTA's guidelines require that agencies submit the Title VI program by 60 days before the existing Program's expiration date. Staff has contacted the FTA Region 9 Civil Rights Officer to notify the FTA that the District anticipates it will submit the 2019 Title VI Program immediately following Board approval and within the extension timeframe.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance. Recognizing that low-income neighborhoods and communities of color disproportionately bear environmental burdens, Executive Order 12898, issued in 1994, mandates a commitment to address Environmental Justice in minority and low income populations. Executive Order 13166, signed in 2000, requires recipients of Federal financial assistance to provide meaningful access to persons with limited proficiency in English.

Prepared by: Wendy Lau, Title VI Administrator
Shayna van Hoften, Legal Counsel

650-622-7864
415-995-5880

RESOLUTION NO. 2019 –

BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT

STATE OF CALIFORNIA

* * *

ADOPTING THE SAN MATEO COUNTY TRANSIT DISTRICT'S 2019 TITLE VI PROGRAM

WHEREAS, Title VI of the Civil Rights Act of 1964, 42 USC 2000d *et seq.*, (Title VI) prohibits recipients of federal financial assistance from subjecting any person to discrimination based on, race, color or national origin under any program or activity receiving federal financial assistance; and

WHEREAS, the San Mateo County Transit District (District) receives a variety of grants and other forms of federal financial assistance from the Federal Transit Administration (FTA); and

WHEREAS, the FTA issued Circular FTA C 4702.1B, effective October 1, 2012 (Circular), setting forth requirements and guidelines for Title VI compliance; and

WHEREAS, the Circular details required elements of a Title VI Program, which each recipient of FTA financial assistance must submit to the FTA every three years to evidence compliance with Title VI; and

WHEREAS, the District last submitted its Title VI Program to the FTA for approval in November 2016; and

WHEREAS, the District's current Title VI Program expired on November 30, 2019; and

WHEREAS, the District received an extension from the FTA Region IX Title VI Officer to submit the District's 2019 Title VI Program by January 7, 2020; and

WHEREAS, the District's Title VI Program must include numerous elements, including but not limited to:

1. Information on numerous agency policies, procedures and activities undertaken over the last three years;
2. A public participation plan;
3. Information on public outreach undertaken by the District over the past three years;
4. A plan for engaging persons with limited English proficiency;

5. Major Service Change, Disparate Impact, and Disproportionate Burden policies, and System-wide service standards and policies, which this Board adopted pursuant to Resolution 2013-09;
6. Results of service monitoring analysis; and
7. Results of fare and service change equity analyses conducted over the past three years; and

WHEREAS, staff has developed a proposed Title VI Program (provided to the Board via electronic link), including the above-referenced items and evidencing the District's compliance with Title VI, for Board consideration and approval.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the San Mateo County Transit District hereby adopts the District's 2019 Title VI Program; and

BE IT FURTHER RESOLVED the Board of Directors authorizes the General Manager/CEO, or his designee, to:

1. Include evidence of the Board's consideration and approval of the District Title VI Program in the Program, itself; and
2. Submit the final District Title VI Program to the FTA; and
3. Take any other steps necessary to give effect to this Resolution, including responding to any follow-up inquiries from the FTA.

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

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

SamTrans Title VI Program Update

December 4, 2019
Strategic Planning, Development, and
Sustainability Committee
Item #3

Overview

- Title VI States:
 - “No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”
- Federal Transit Administration (FTA) Requirements
 - Monitors transit providers for Title VI Compliance as recipients of federal funds
- SamTrans Title VI Program Update is due every three years to FTA; next submission is January 7, 2020.

Review Process

1. Each section reviewed by appropriate staff to address updates, changes, or unimplemented goals.
2. Review of other Title VI Programs from AC Transit and SFMTA for key missing components.
3. Feedback and information edited by Title VI Administrator.
4. Reviewed by appropriate staff one more time.

2019 Updates

- Title VI Notices: Remain on fixed route buses, website, paratransit rider guides and in public places.
- Procedure to request interpreters and translations for public hearings/ public meeting through Title VI Administrator
- Included more online strategies for public participation
- Used updated ACS data to define minority and low income routes
- Route Categories: Coastside, Community, Local, and Multi-City, removed Mainline designation.

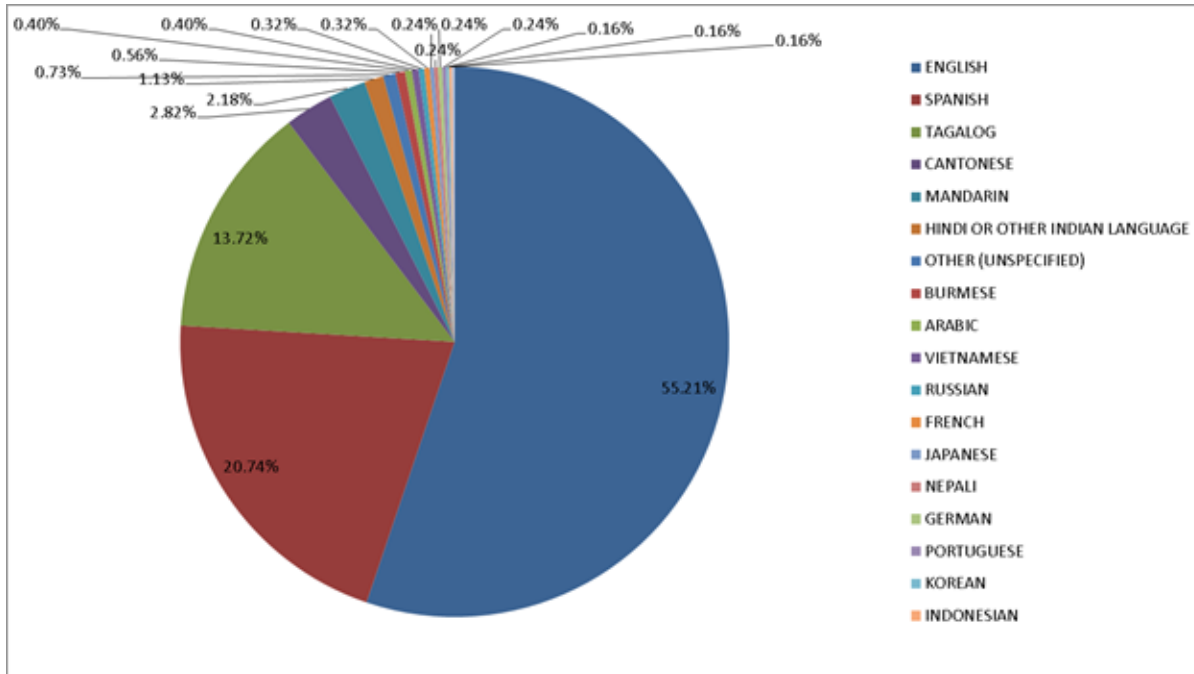
Transit Provider Reporting Requirements

- Service Standards and Policies (headways, amenities, bus assignment, route designation, etc.)
- Demographic and Ridership Service Profile
- Major Service Change Policies
- Fare and Equity Analyses between 2017-2019
- Service Performance Monitoring

Title VI Complaints

- 7 Complaints: Complainants filed a Title VI Complaint Form.
 - Non-discriminatory reasons
 - Corrective Action
 - Video does not show incident
 - Not supported by evidence
 - Complainant no longer wishes to pursue complaint

Language Usage



2018 Triennial Survey

Language	Total SM Area	Speak English "Very Well"	Speak English less than "Very Well"	% of total speaking English less than "Very Well"
Spanish:	136434	77559	58875	8.1%
Chinese (incl. Mandarin, Cantonese)	62244	33631	28613	3.9%
Tagalog (incl. Filipino):	49957	30822	19135	2.6%
Hindi:	14071	10607	3464	0.5%
Russian:	6771	4180	2591	0.4%
Korean:	6729	4513	2216	0.3%
Japanese:	4416	2463	1953	0.3%
Other languages of Asia:	3832	2236	1596	0.2%
Persian (incl. Farsi, Dari):	3577	2309	1268	0.2%
Vietnamese:	3302	2084	1218	0.2%
Arabic:	3398	2189	1209	0.2%
Portuguese:	3306	2170	1136	0.2%
Nepali, Marathi, or other Indic langu	2484	1450	1034	0.1%

San Mateo County 5 year ACS

Document	Languages	Examples	Vital Document?
Title VI Notices	All Safe Harbor Languages	Fixed Route Bus Ad Card	Yes
Safety and Security Information	All Safe Harbor Languages/ Icons and Symbols to reach as many LEP riders as possible, regardless of language spoken and literary levels.	Emergency Re Route	Depends on subject matter
Notice of Free Language Assistance	All Safe Harbor Languages		Yes
Legal Notices	All Safe Harbor Languages		Yes
Title VI Complaint Form and Procedures	All Safe Harbor Languages		Yes
Instructional or informational ridership brochures	Primary Secondary when requested	Take ones, Traveling Tips, Rider Guides	Yes
Applications to Participate in Programs, Benefits, and Services	Primary Secondary when requested	Paratransit Services, RTC Applications	Yes
Fare and Major Service Changes Notices	Primary Secondary when requested		Yes
Fare and Major Service Change Documentation/Analysis	Primary and Secondary as requested		No
Project Fact Sheets	Primary and Secondary as determined by location and/or as requested	Translated Fact Sheets/Summaries may be created in lieu of large document translations depending on the subject matter and cost.	Depends on Subject Matter
Public Hearings	Primary (Meeting Notices) and Secondary as requested	Formal Notices, protocols to submit comments, presentation materials	Yes
Public Outreach	Primary (Meeting Notices) Secondary languages as determined by location and as funding permits	Formal Notices, Documents that require public input, fact sheets, informational brochures with key information	Depends on Subject Matter
General Promotional Materials/ Promotional Events	Primary and Secondary languages as determined by location and as funding permits	Fliers, brochures,	No
Construction and Other Courtesy Notices	Primary and Secondary languages determined by location and as funding permits.	Service Disruptions, Retrofits, Reroutes due to Events	No
Surveys	Primary as determined by location and as funding permits. Oral interpretation by request.		No

How does SamTrans Define...

- **Minority Transit Line**

- Population: Census block group with minority population over city wide population
- Route: at least half of the revenue miles are located in a Census block where the minority population percentage is greater than the minority population in the service area (50%).
- 21 Routes

- **Low Income***

- Population: Census block group with a low income population over city wide population
- Route: at least half of the revenue miles are located in a Census block where the low income population percentage is greater than the minority population in the service area (10%).
- 29 Routes

* 200% of the federal poverty guideline (1 person under \$24,999 is considered below the poverty line).

Service Policies

Standard Type	Service Standard
Vehicle Load	All SamTrans route categories and respective routes far from maximum vehicle load standard - .83 on Community Routes as the highest vs 1.50 Standard
On Time Performance	Goal = 85% <ul style="list-style-type: none">- Did not meet goal on all route categories or route status- But the lack of on time performance is equitable distributed
Headways	All standards met – average of 60 minutes for Coastside and 25 minutes for multi-city
Service Coverage	Within .5 mile and .25 mile for minority and low income populations

Service Policies

Policy Type	Policy Standard
Vehicle Assignment	Assigns vehicles in a manner that does not discriminate against low-income and minority populations. Uses technical information such vehicle load and route geography
Amenities	Bus Shelters, Benches, Trash Cans: Stops with 200 or more daily boardings. <ul style="list-style-type: none">- Inclusive of all funds, not just federal- Distributed throughout minority tracts Next Bus Display: 1) Multi modal transit center, 2) Multiple SamTrans Routes; 3) High ridership, 4) Funding available and 5) Coordinated with other agencies

Questions?



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

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, DECEMBER 4, 2019 – 3:15 pm

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

1. Call to Order

MOTION

2. Approval of Minutes of Legislative Committee Meeting of
November 6, 2019

INFORMATIONAL

3. State and Federal Legislative Update
4. 2020 Draft Legislative Program
5. 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
NOVEMBER 6, 2019**

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

Committee Members Absent: R. Guilbault

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

Other Board Members Absent: D. Pine

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

CALL TO ORDER

Committee Chair Josh Powell called the meeting to order at 3:27 pm.

APPROVAL OF MINUTES OF COMMITTEE MEETING OF OCTOBER 2, 2019

Motion/Second: Stone/Fraser

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

Absent: Guilbault, Pine

STATE AND FEDERAL LEGISLATIVE UPDATE

Brent Tietjen, Government and Community Affairs Officer, briefly summarized highlights of recent federal and state legislation.

Director Charles Stone thanked Assembly Speaker Pro Tem Kevin Mullin for getting AB 784 signed and passed.

ADJOURN

The meeting adjourned at 3:31 pm.

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

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Transit District

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE**

ACTION

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

SIGNIFICANCE

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

Prepared By: Casey Fromson, Government and
Community Affairs Director

650-508-6493

SamTrans Federal Report as of November 13, 2019

FY 2020 Appropriations Update

The Senate passed its first four-bill appropriations minibuss on October 31, 2019 by a vote of [84-9](#). The measure, [H.R. 3055](#), included Agriculture-Food and Drug Administration (FDA), Commerce-Justice-Science, Interior-Environment and Transportation-Housing and Urban Development (HUD) appropriations bills.

Senators also voted 82-11 to adopt an amendment by Senators Doug Jones (D-Ala.) and Martha McSally (R-Ariz.) that would block an automatic 12 percent cut to public transit funding under a formula funding test called the Rostenkowski Test, effectively preventing a reduction of \$1.2 billion. According to the American Public Transportation Association (APTA), this massive cut would impact transit agencies' ability to maintain and replace buses, or move forward on capital and planning projects. If the language isn't signed into law, the cut will occur on November 21, 2019.

Additionally, over 40 other amendments were adopted by unanimous consent, including five related to transportation:

- An amendment submitted by Senator Jeanne Shaheen (D-N.H.) would require the FAA to ensure the inclusion of opioid antagonists in emergency medical kits carried on board aircraft.
- An amendment submitted by Senator Tim Kaine (D-Va.) would set aside \$9.5 million of the appropriation for FAA Operations for the remote tower pilot program.
- An amendment submitted by Senator Catherine Cortez Masto (D-Nev.) would require a report on engagement with local interests relating to intelligent transportation systems technologies and smart cities solutions.
- Another amendment submitted by Senator Cortez Masto would prohibit the Department of Transportation (DOT) from terminating the ITS program advisory committee.
- An amendment submitted by Senator John Hoeven (R-N.D.) would aside \$5 million of the FAA Operations appropriation for a veterans pilot training competitive grant program.

Both the House and Senate must agree on the set of funding allocations for all 12 spending bills before work on final versions of any bills can move forward. The CR runs out on November 21, 2019. During the week of November 11, the Senate and House Appropriations Committee

leadership announced that Congress will consider a CR until December 20. The White House has said the president will sign the CR as long as it does not interfere on border wall spending.

National Highway Traffic Safety Administration (NHTSA) Releases Highway Crash Fatality Data

On October 22, 2019, the National Highway Traffic Safety Administration (NHTSA) released its [highway crash fatality data for 2018](#), that revealed a 2.4 percent decline in fatalities, 913 fewer than in 2017. The report showed that there was a decrease in fatalities among children, alcohol impaired driving, speeding related accidents, and motorcyclist accidents. NHTSA Acting Administrator James Owens credited the decrease in fatalities to the collaboration of work between the federal, state, and local governments, along with public safety officials and advocates. Additionally, vehicles are continuing to include more safety features and technologies to prevent or reduce the severity of crashes. However, NHTSA is shifting its focus to reducing fatalities among pedestrians and cyclists since that number increased by 3.4 percent—the highest since 1990 (6,482 fatalities). And, pedalcyclist fatalities increased by 51, a 6.3-percent increase.

Analysis of Nationwide Truck Vehicle Miles Traveled (VMT) Issued by Congressional Budget Office (CBO)

The CBO on October 17, 2019 released a [report](#) titled, “Issues and Options for a Tax on Vehicle Miles Traveled by Commercial Trucks.” The biggest takeaway from the study was that a nationwide VMT tax in 2017 would have raised \$2.6 billion for each cent-per-mile of the tax rate if applied to all commercial trucks. About \$1.6 billion in revenue would have been generated that year if the VMT fee was only applied to trucks with one or more trailers

The report presents VMT as a viable revenue option for the Highway Trust Fund to assist states with paying for highway projects. The CBO listed various technologies to track VMT that would incur minimal costs for enforcement and lawmakers have voiced support of a VMT tax as an alternative to raising the gas tax. The report cautioned, however, that costs associated with implementing a VMT fee would likely would be higher for the federal government and trucking companies than raising the gas tax. House Transportation & Infrastructure Committee Chairman Peter DeFazio (D-Ore.), has indicated he intends to propose a nationwide VMT pilot program as part of the House’s highway reauthorization measure.

July 2020 State-by-State Cuts Released by Federal Highway Administration (FHWA)

On November 4, 2019, the FHWA sent state DOT’s their estimated portions of the pending \$7.6 billion cut in highway funding that will take place July 1, 2020 unless repealed by law. The rescission is under section 1438 of the FAST Act and without reversal, will be a 19.2 percent reduction in non-safety highway funding. Safety-related funding and Surface Transportation Block Grant Program funding are exempt from the rescission. This week, FHWA will send states a formal notice of how the amount of the rescission announced must be applied program-by-program.

Subcommittee on Highways and Transit Hearing on “Examining the Future of Transportation Network Companies (TNC): Challenges and Opportunities”

The House Transportation & Infrastructure’s Subcommittee on Highways and Transit held a [hearing](#) on October 16, 2019 to examine the state of TNC’s in American cities. The witnesses were:

Members

- The Honorable Christopher H. Smith (R-NJ-4) ([Testimony](#))
- The Honorable Thomas R. Suozzi (D-NY-3) ([Testimony](#))

Panel I

- The Honorable Karen Freeman-Wilson: Mayor, City of Gary, Indiana; President, National League of Cities ([Testimony](#))
- Mr. Jon W. Martz: Director of Government and Public Affairs, Commute with Enterprise ([Testimony](#))
- Mr. Paul Miller: Legislative Counsel, The Transportation Alliance ([Testimony](#))
- Mr. Larry Willis: President, Transportation Trades Department, AFL-CIO ([Testimony](#))

This panel was established to discuss safety and labor practices by TNC’s, specifically Uber and Lyft who represent 98% of the market. While the two companies did not show up for the hearing, members and panelists discussed traffic congestion, sexual assault, additional safety regulations, and minimum wage among other issues related to a regulatory framework for TNC’s.

Grants

DOT Announces BUILD Grant Awards: On November 12, the DOT [announced](#) that 55 projects in 35 states will be receiving BUILD grants. Grants awarded totaled \$883.5 million. 68% of the funding went to road/bridge projects, 14.6% to port/maritime, 9.6% went to transit projects, 5.5% to rail projects, 2.1% to aviation, and zero to bike-ped projects. The average grant size was \$16.06 million. There were two awards in California: \$8,683,480 for Growing Regional Opportunity With Leveraged-Infrastructure Fleet Expansion Project in Lancaster and \$10,540,582 for Veterans Boulevard Interchange, Extension, and Grade Separation Project in Fresno.

INFRA NOFO Soon: The DOT will issue a notice of funding opportunity (NOFO) before the end of the year. No major changes to the criteria but there will be some additional guidance for large projects (\$100 million project cost). There will be 75 days to apply.

\$396 Million Made Available for Federal-State Partnership for State of Good Repair: On October 7, 2019, the Federal Railroad Administration (FRA) issued a Notice of Funding Opportunity (NOFO) for the Federal-State Partnership for State of Good Repair Program. The \$396 million in federal funding will go towards projects to repair, replace, or rehabilitate eligible railroad assets to reduce backlog and create a more efficient passenger rail service. All

applications are due by December 9, 2019. More information can be found in the [Funding Opportunity Announcement via Grants.gov](#).

FRA Issues NOFO for Railroad Trespassing Enforcement Grant Program: On October 22, 2019, the FRA issued a NOFO for the Railroad Trespassing Enforcement Program. This program was created by the FRA as part of its National Strategy to Prevent Trespassing on Railroad Property, to address trespassing – the leading cause of rail-related deaths in the United States. The objective of this program is to reduce trespassing along the rail right of ways (ROWs), thereby reducing trespassing safety related incidents. Funding will assist law enforcement to better investigate trespass incidents as well as issue warnings and citations to trespassers. FRA said it would give preference to law enforcement agencies in one of the 10 states with the highest incidence of rail trespass related casualties, which include California, Texas, Illinois, Florida, New York, Pennsylvania, Ohio, New Jersey, North Carolina and Georgia. All applications are due by December 23, 2019. More information can be found in the [Funding Opportunity Announcement via Grants.gov](#).

November 18, 2019

TO: Board of Directors, San Mateo County Transit District

FM: Joshua W. Shaw, Matt Robinson & Michael Pimentel, Shaw / Yoder / Antwih, Inc.
Mike Robson & Trent Smith, Edelstein Gilbert Robson & Smith LLC

RE: **STATE LEGISLATIVE UPDATE – December 2019**

Legislative Update

The Legislature is currently on recess and will reconvene for the second year of the 2019-20 Legislative Session on January 6.

FASTER Bay Area

In early January, Senator Jim Beall is likely to amend SB 278 (Beall) to include the funding authorization, voter-approval requirements, local process for ballot placement, and the specific programs and projects that will receive funding for the FASTER Bay Area nine-county ballot measure. Work continues locally and with committee staff on the latter in preparation for the amended version to come in to print. The current plan is to hear the bill in the Senate Transportation Committee in mid-January to meet the 2-year bill deadline (January 24). If the bill is to authorize the measure for the November 2020 ballot, it will also need to contain an urgency clause, which requires a two-thirds floor vote of both houses of the Legislature.

Statewide Competitive Grant Programs

At the request of SamTrans Staff, we have included in this report a list of major competitive grant programs administered by the State from which transit and rail projects are eligible/can be funded.

Transit and Intercity Rail Capital Program (TIRCP)

The TIRCP was created to fund capital improvements to modernize California's intercity rail, bus, ferry, and rail transit systems to reduce emissions, expand and improve transit service and ridership, integrate rail services and improve transit safety. Funds available are estimated at \$450-500 million for Cycle 4 but could change on auction proceeds and changing cash flow requirements of already awarded projects.

Important Dates:

January 2020 – Applications Due

April 2020 – CalSTA Award Announcement

Solutions for Congested Corridors Program (SCCP)

The SCCP provides funding to achieve a balanced set of transportation, environmental, and community access improvements to reduce congestion throughout the state. The program makes \$250 million available annually (programmed in 2-year increments) for projects that implement specific transportation performance improvements.

Important Dates:

October 2019 – Guidelines Adopted
January 2020 – Applications Due
June 2020 – Program Adoption

Local Partnership Program (LPP)

The LPP is intended to provide local and regional transportation agencies that have passed sales tax measures, developer fees, or other imposed transportation fees with a continuous appropriation of \$200 million annually from the Road Maintenance and Rehabilitation Account to fund road maintenance and rehabilitation, sound walls, and other transportation improvement projects. The Competitive program is funded at \$100 million annually.

Important Dates:

October 2019 – Guidelines Adopted
January 2020 – Applications Due
June 2020 – Program Adoption

Trade Corridor Enhancement Program (TCEP)

The TCEP provides funding for infrastructure improvements on federally designated Trade Corridors of National and Regional Significance, on the Primary Freight Network as identified in California Freight Mobility Plan, and along other corridors that have a high volume of freight movement. There is approximately \$300 million provided per year (programmed in 2-year increments) for the competitive program.

Important Dates:

January 2020 – Guidelines Adopted
March 2020 – Applications Due
June 2020 – Program Adoption

Additional Funding Opportunities for Clean Vehicles

In 2019, the State introduced several incentive programs, designed to offset the incremental cost of ZEBs over conventionally-fueled equivalent buses. The most relevant are highlighted below:

Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) – \$142 million

Historically, HVIP has provided point-of-sale vouchers to offset the incremental cost of zero- and near-zero emission buses and trucks as well as charging infrastructure. Due to growing demand on HVIP, ARB narrowed the eligible uses in Fiscal Year 2019-20 to zero-emission buses and trucks *only* and eliminated the voucher enhancement for charging infrastructure.

The voucher amounts that transit agencies can claim for zero-emission buses are as follows: \$150,000 for 40-foot battery-electric buses (\$165,000, if in DAC); \$175,000 for 60-foot articulated battery-electric buses (\$190,000, if in DAC); and, \$300,000 for 40-foot hydrogen fuel cell buses (\$315,000, if in DAC).

Funding for HVIP is subject to an annual appropriation by the Legislature and is administered by CALSTART, though overseen by ARB, on a *first-come/first-serve* basis to fleet owners. *As of the drafting of this report, all funding for FY 2019-20 has been exhausted and the voucher waitlist has been suspended. Funding for this program will not be reupped until FY 2020-2021.*

ARB's Volkswagen Mitigation Trust – \$65 million

The VW mitigation trust allows transit agencies to claim vouchers to offset the incremental cost of zero-

emission buses and supporting infrastructure.

The voucher amounts are as follows: up to \$180,000 for new battery electric buses; and, up to \$400,000 for a new fuel cell electric transit bus.

The VW mitigation trust is a one-time funding opportunity resulting from a consent decree between US EPA, ARB and VW. Funding in the VW Mitigation Trust is being administered in two phases by the San Joaquin Valley Air Pollution Control District on a first-come/first-serve basis. The \$65 million available to fleet owners in FY 2019-20 through a solicitation open now will be followed by another \$65 million, likely in FY 2020-2021.

CEC's Medium- and Heavy-Duty Trucks and Bus Funding – \$47.5 million

In October 2019, the California Energy Commission released a strawman proposal for funding medium- and heavy-duty infrastructure for zero-emission buses and trucks. Comments on the proposal were due to CEC on November 5 and the CEC is now planning a workshop for late-2019 to review the comments received and to discuss its proposed changes to the proposal.

As introduced, the proposal would fund:

- New installations of, or upgrades to fueling infrastructure for battery electric and hydrogen fuel cell transit vehicles (sometimes referred to as “make-ready” infrastructure).
- Engineering assessments that analyze existing site capacity and costs associated with fueling infrastructure deployment necessary for zero-emission transit and truck vehicles.
- Grid integration, integrated storage solutions, and charging management projects that support zero-emission transit and truck vehicles.

We will continue to monitor the development of this proposal and will report on major developments. Funding from this proposal is expected to come online in Q1 2020.

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
STAFF REPORT**

TO: Legislative Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **2020 DRAFT LEGISLATIVE PROGRAM**

ACTION

This report is for information only. No Board action is required. At the January 8, 2020 Board meeting, staff will present the final 2020 Legislative Program for Committee review and Board adoption.

SIGNIFICANCE

The 2020 Legislative Program (Program) establishes the principles that will guide the San Mateo County Transit District's (District) legislative and regulatory advocacy efforts through the 2020 calendar year, including the second half of the 2019-2020 State legislative session and second session of the 116th US Congress. The program is intended to be broad enough to cover the wide variety of issues that are likely to be considered during that time and flexible enough to allow the District to respond swiftly and effectively to unanticipated developments. Adoption of the Program provides our legislative delegation and our transportation partners with a clear statement of the District's priorities.

Objectives

The 2020 Program is organized to guide the District's actions and positions in support of three primary objectives:

1. Maintain and enhance funding opportunities to support the District's programs, projects, and services.
2. Seek a regulatory environment that streamlines project delivery and maximizes the District's ability to meet public transportation service demands.
3. Reinforce and expand programs that build and incentivize public transportation ridership and improve quality transportation choices.

The Program is structured to apply these core objectives to a series of issues detailed in the 2020 Legislative Program.

Should other issues surface that require the District's attention, actions will be guided by the three policy objectives listed above. If needed, potential action on issues that are unrelated to these policy goals will be brought to the District's Board of Directors for consideration.

Advocacy Process

Staff will indicate on each monthly legislative update recommended positions for pending bills. Once the board has an opportunity to review the recommended position, staff will communicate the position to the relevant entity (such as the bill author, agency, or coalition). In rare circumstances, should a position on a bill be needed in advance of a board meeting, staff will confer with the Board Chair. If legislation falls outside of the scope of the Board's adopted Legislative Program, Board approval will be required prior to the agency taking a position.

The District and its legislative consultants will employ a variety of engagement tools to support the 2020 Legislative Program, including:

1. Direct Engagement
Engage policymakers directly and sponsor legislation, submit correspondence and provide public testimony that communicates and advances the District's legislative priorities and positions.
2. Coalition-based Engagement
Engage local and regional stakeholders to build awareness about specific issues and participate in local, regional, statewide and national coalitions organized to advance positions that are consistent with the 2020 Program.
3. Media Engagement
Build public awareness and communicate legislative priorities by issuing press releases, organizing media events, and through the use of social media and other electronic media.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Staff actively monitors legislative and regulatory activity and will seek Board positions on selected bills as appropriate to further the District's legislative objectives and to provide support for our advocacy efforts. Staff will supply updated reports summarizing relevant legislative and regulatory activities, allowing the Board to track legislative developments and providing opportunities to take appropriate action on pending legislation.

Prepared By: Casey Fromson, Director Government and Community Affairs 650-508-6493

San Mateo County Transit District

2020 Legislative Program

Purpose

Legislative and regulatory actions have the potential to significantly benefit San Mateo County Transit District (Agency) programs and services. They also have the potential to present serious challenges that threaten the Agency's ability to meet the county's most critical transportation demands.

The 2020 Legislative Program establishes the principles that will guide the Agency's legislative and regulatory advocacy efforts through the 2020 calendar year, including the second half of the 2019-20 State legislative session and second session of the 116th Congress. The program is intended to be broad enough to cover the wide variety of issues that are likely to be considered during that time and flexible enough to allow the Agency to respond swiftly and effectively to unanticipated developments.

Objectives

The 2020 Legislative Program is organized to guide the Agency's actions and positions in support of three primary objectives:

- Maintain and enhance funding opportunities to support the Agency's programs and services;
- Seek a regulatory environment that streamlines project delivery and maximizes the Agency's ability to meet transportation service demands; and
- Reinforce and expand programs that build and incentivize public transportation ridership and improve quality transportation choices.

Issues

The Legislative Program is structured to apply these core objectives to a series of State and Federal issues falling in these categories:

- Budget and Transportation Funding Opportunities
- Transportation Projects Funding Requests and Needs
- Regulatory and Administrative Issues

Within these categories are a detailed list of specific legislative initiatives and corresponding set of policy strategies.

Should other issues surface that require the Board's attention, actions will be guided by the three policy objectives listed above. If needed, potential action on issues that are unrelated to these policy goals will be brought to the Board for consideration.

Advocacy Process

Staff will indicate on each monthly legislative update recommended positions for pending bills. Once the board has an opportunity to review the recommended position, staff will communicate the position to the relevant entity (such as the bill author, agency, or coalition). In rare circumstances, should a position on a bill be needed in advance of a board meeting, staff will confer with the Board Chair. If legislation falls outside of the scope of the Board's adopted Legislative Program, Board approval will be required prior to the agency taking a position.

Public Engagement Strategies

Staff, led by the Communications Division and its legislative consultants, will employ a variety of public engagement strategies to support the 2020 Legislative Program, including:

- Direct Engagement
Engage policymakers directly and sponsor legislation, submit correspondence and provide public testimony that communicates and advances the Agency's legislative priorities and positions.
- Coalition-based Engagement
Engage local and regional stakeholders to build awareness about specific issues and participate in local, regional, statewide and national coalitions organized to advance positions that are consistent with the 2020 Legislative Program.
- Media Engagement
Build public awareness and communicate the Agency's legislative priorities by issuing press releases, organizing media events, and through the use of social media.

The adopted legislative program will guide the agency's legislative advocacy efforts until approval of the next program.

State and Regional

Funding Opportunities and Challenges

<i>Issue / Background</i>	<i>Strategy</i>
<p>General Funding In 2017, the State enacted SB 1, which provides \$5.2 billion to maintain local streets and roads and highways, ease traffic congestion, and provide mobility options through investments in public transportation and bicycle and pedestrian programs.</p> <p>In 2014, the Legislature called for, via SB 1077, a pilot program to study a road charge model as an alternative to the gas tax. The nine-month pilot began in July 2016, with over 5,000 participating vehicles statewide. The California State Transportation Agency (CalSTA) reported its findings from the Legislature to the CTC and the Legislature in 2018.</p>	<ul style="list-style-type: none"> ● Protect against the elimination or diversion of any State or regional funds that support the agency’s transportation needs. ● Support State funding allocation requests for investments that benefit the agency’s transportation programs and services. ● Work with statewide transit coalitions to identify and advance opportunities for funding that would support the agency’s transportation priorities. ● Support efforts to provide funding for the deployment of zero emission transit vehicles and infrastructure. ● Monitor recommendations of the Road Usage Charge (RUC) Technical advisory Committee and implementation of a RUC program by the California State Transportation Agency (CalSTA). ● Monitor efforts to implement a mileage-based user fee as a potential revenue source.
<p>Formula Funding After years of diversion to support the State’s General Fund, funding for the State Transit Assistance (STA) program has remained stable over the last few budget cycles thanks to successful legal, legislative and political efforts on behalf of the transportation community. Still, more revenue is needed in order to meet the demand of increased ridership, reduce highway congestion and adhere to the State’s mandate of reducing greenhouse gas emissions, and creating livable communities.</p>	<ul style="list-style-type: none"> ● Support the full funding of the STA program at levels called for in the 2011 reenactment of the 2010 gas-tax swap legislation. ● Advocate for the regularly scheduled issuance of State infrastructure bonds that support the Agency’s services and programs. ● Support full and timely allocation of the Agency’s STIP share. ● Participate in the California Transit Association’s TDA taskforce and support CTA efforts to engage the Legislature on TDA reform and the review of performance measures for transit.

<p>In 2019, the California Transit Association convened a working group, at the request of the Senate and Assembly Transportation Committees to review and provide potential changes to the Transportation Development Act (TDA). The Agency is part of the working group.</p>	
<p>Cap-and-Trade Revenues In 2012, the State began implementing the cap-and-trade market-based compliance system approved as a part of the California Global Warming Solutions Act of 2006 (AB 32). Since the program began selling allowances, the program has generated billions of dollars. In 2014, legislation was enacted creating a long-term funding plan for cap-and-trade which dedicates 60 percent of cap-and-trade revenues to transportation. The remaining 40 percent is subject to annual appropriation through the state budget process. In 2017, the legislature extended the program from 2020 to 2030.</p> <p>The programs require a certain percentage of funds be expended in state defined “disadvantaged communities” (as defined by CalEnviroScreen). This can prove difficult in jurisdictions with a small number of disadvantaged communities.</p>	<ul style="list-style-type: none"> • Work with the Administration and like-minded coalitions to secure the appropriation of additional cap-and-trade revenues to support the Agency’s transportation needs. • Support legislation and regional action that makes a broad array of the Agency’s emissions-reducing transportation projects, programs and services eligible for investment. • Protect existing cap-and-trade appropriations for transit operations, capital projects and sustainable communities strategy implementation. • Work to direct additional revenues to transit-eligible programs, including efforts to secure funding from the remaining discretionary funds and revenues dedicated to the high-speed-rail project. • Support efforts to revise the State’s definition on “disadvantaged communities” to encompass a larger proportion of disadvantaged communities on the Peninsula.
<p>Voter Threshold Legislation has been considered in recent years that provide a framework for lowering the thresholds for the State or a city, county, special JPB or regional public agency to impose a special tax.</p>	<ul style="list-style-type: none"> • Support efforts to amend the State Constitution to reduce the voter threshold required for the State or a city, county, special district or regional transportation agency to impose a special tax for transportation projects or programs.

<p>Other State or Local Funding Options Local and regional governments continue to seek methods for funding new infrastructure, facility needs, sustainability initiatives, and projects that will support ridership growth through a variety of methods such as managed lanes and local ballot measures.</p> <p>In 2017, SB797 gave Caltrain the authority to place a three county, 1/8 sales tax measure on the ballot. There is no sunset date for the measure to be enacted.</p> <p>A potential regional transportation measure (called FASTER) is being led by the Bay Area Council, Silicon Valley Leadership Group and SPUR. They are working towards a November 2020 ballot and many details about the expenditure plan are still being discussed.</p>	<ul style="list-style-type: none"> • Advocate for legislation that would create new local funding tools to support transportation infrastructure and services. • Support innovative local and regional funding options that will provide financial support for the agency. • Support legislation that works to ensure revenues generated through express lane projects remain in the County of origin. • Advocate for funding sources that would assist transit agencies in obtaining funds for sustainability initiatives including water conservation, waste reduction, long-term resource efficiency of facilities and equipment, and greenhouse gas reductions. • Support funding for workforce development, retention and housing to attract and retain quality personnel. • Support efforts to implement SB797 • Support efforts that allow for public private partnerships that benefit the implementation of capital projects, efficient operation of transit services, or enhanced access to a broad range of mobility options that reduce traffic congestion. • Work to ensure the agency is at the table and appropriately funded as part of any “FASTER” regional funding measure.
<p>Transportation & Housing Connection Given the housing shortage crisis, there have been efforts at the State and regional level to link housing and zoning with transportation funding</p>	<ul style="list-style-type: none"> • Evaluate state or regional efforts that directly link transportation funding to housing • Advocate for solutions that appropriately match decision making authority with funding (i.e – An agency shouldn’t be financially penalized for decisions that are outside the authority of the agency)
<p>Transportation Projects</p>	
<p>General As the Bay Area’s population continues to grow, the region’s transportation infrastructure is being negatively impacted. Highways, local streets and roads are becoming heavily congested, Caltrain is nearing its capacity limits, and the demand for housing with easy access to public transit is increasing.</p>	<ul style="list-style-type: none"> • Work with partners in the region to bring business, community, and transportation stakeholders together to enhance, support and advocate for transportation and mobility in the Bay Area.

<p>Dumbarton Corridor In 2018, the San Mateo County Transit District entered into an Exclusive Negotiating Agreement (ENA) with Cross Bay Transit Partners, a joint venture between Facebook and Plenary Group. The ENA kicks off a process to evaluate the technical and financial feasibility of a transit project along the currently inactive Dumbarton rail bridge. FTA is the led federal agency and environmental scoping is anticipated to kick-off in early 2020. MTC is leading an effort related to the Dumbarton Highway called Dumbarton Forward.</p> <p>These efforts are building on the 2017 San Mateo County Transit District “Dumbarton Transportation Corridor Study” that looked at short- and long-term strategies that reduce traffic congestion and improve mobility between Alameda, San Mateo and Santa Clara counties.</p>	<ul style="list-style-type: none"> • Support funding opportunities that will help the project move through the different stages of planning, environmental, and construction phases. • Support policies that will allow for effective public private partnerships. • Support policies that will promote long-term transit use and access in the Dumbarton Corridor.
<p>The Grand Boulevard Initiative (GBI) The GBI is a collaboration of 19 cities, counties, local and regional agencies united to improve the performance, safety and aesthetics of El Camino Real. Starting at Daly City and ending near the Diridon Caltrain Station in central San Jose, the initiative brings together for the first time all of the agencies having responsibility for the condition, use and performance of the street.</p>	<ul style="list-style-type: none"> • Support funding for GBI projects such as complete streets, bike and pedestrian projects, parking improvements, signal improvements, sustainability features like storm water capture, and transportation demand management features.
<p>101 Express Lanes The project includes the connection of existing auxiliary lanes between interchanges; reconstructing ramp connections to US 101; and installing electronic toll collection</p>	<ul style="list-style-type: none"> • Support funding opportunities that will help the project move through the different stages of planning, environmental, and construction phases. • Support policies that will allow for effective public private partnerships.

<p>infrastructure on US 101 between Whipple Road to the I-380 interchange in San Mateo County. Phase II of the project, that could extend the managed lane into San Francisco will be ramping up planning and environmental efforts in 2020.</p>	
<p>Transit Oriented Development / First and Last Mile First and last mile projects, as well as transit oriented development projects are an important part of the broad transit ecosystem that will help support robust ridership in the corridor.</p>	<ul style="list-style-type: none"> • Support efforts to provide commuters with easy and convenient options to travel to and from major transit centers to their final destination. • Support the development of new and innovative first and last mile options. • Support increased funding opportunities for first and last mile projects. • Advocate for policies that promote transit-oriented developments in ways that with compliment transit services. • Support the State’s GHG reduction goals by supporting transit oriented developments. • Support state funding incentives and streamlining processes for transit oriented development.
<p>Transportation Demand Management (TDM) TDM is the application of strategies and policies to reduce travel demand of single-occupancy vehicles or to redistribute this demand in space or time.</p>	<ul style="list-style-type: none"> • Support efforts that provide more TDM tools and funding opportunities. • Support policies that encourage use of TDM.
<p>Caltrain Modernization (CalMod) Program In 2012, the State Legislature appropriated \$705m in Prop 1A high-speed rail funds to modernize the Caltrain corridor and lay the foundation for future high-speed rail service. Under a multi-party regional funding agreement, this investment was matched with a variety of local, regional, state and federal funding sources to electrify the corridor, install an advanced signaling system and replace Caltrain’s aging diesel trains with electric trains that will dramatically improve service between San Francisco and San Jose. The CalMod</p>	<ul style="list-style-type: none"> • Advocate for the sale and allocation of Proposition 1A bonds to meet the commitments specified in SB 1029 with respect to the Caltrain corridor and work to include funding for Caltrain in any future Proposition 1A appropriations. • Support the allocation of cap-and-trade funding to advance implementation of the CalMod Program. • Work with state, local and regional partners to advance policies and actions that will help secure funding needed to fulfill local, regional and state commitments to the CalMod Program. • Work to address regulatory challenges that limit the implementation of solutions that will maximize Caltrain capacity and service benefits. • Support the allocation of cap-and-trade or other state / regional funding to advance implementation of Caltrain projects.

program is a transformational first step in the realization of a larger future for Caltrain that will be guided by the Caltrain 2040 Business Plan efforts.

Caltrain 2040 Business Plan In October 2019, the Caltrain Board adopted a long-term 2040 Service Vision, defining an ambitious plan for growing service over the next 20-plus years. The service vision outlines the capital and operating needs to achieve this vision and includes projects such as longer EMU fleet, longer platforms, level boarding, passing tracks, grade separations and station upgrades. It also identified needs to prepare the railroad to expand and integrate into a regional rail network. The plan is expected to be complete in 2020.

High-Speed Rail Blended System In 2016, a new round of HSR Blended System planning, outreach and environmental clearance work kicked-off in the corridor. HSR anticipates releasing a Draft EIR in 2020. While this project is not being led by the JPB, the agency owns the right-of-way and has a significant interest in the process and success of the project that will “blended” with Caltrain service. HSR may ask for another Prop 1A allocation in 2020. HSR will also release a 2020 Business Plan.

- Work to address regulatory actions or policies that negatively impact Caltrain future capacity or service improvements.
- Support the implementation of the Caltrain Business Plan associated projects and policies. Continue to educate the Caltrain legislative delegation and key members of the Administration on the Plan.
- Ensure relevant state and regional agencies incorporate relevant elements of the Caltrain business plan in their long-term plans.
- Consistent with existing agreements between JPB and CHSRA, support efforts to plan, engage stakeholders, and implement the Blended System project on the Caltrain corridor.
- Ensure Caltrain is positioned to receive funding if there is an appropriation of Cap and Trade funds and/or bond funds in support of the state’s rail modernization efforts.

Regulatory and Administrative Issues	
<p>General Every year a variety of legislation or regulatory action is pursued that would affect regulations governing transportation-related service operations, administration, planning and project delivery. In addition, opportunities exist to reform or update existing regulations that are outdated, or can be improved to address potential burdens on transportation agencies without affecting regulatory goals.</p>	<ul style="list-style-type: none"> • Support opportunities to remove barriers to, and improve the ability to conduct, safe, efficient transportation operations, administration, planning and project delivery efforts, including alternative project delivery methods that provide flexibility to the agency. • Oppose efforts to impose unjustified and burdensome regulations or restrictions on the Agency’s ability to conduct efficient transportation operations, administration, planning and project delivery efforts.
<p>California Environmental Quality Act (CEQA) Several regional and statewide transportation organizations continue working to modernize CEQA and minimize unnecessary delays during the environmental review process.</p>	<ul style="list-style-type: none"> • Closely monitor efforts to modernize CEQA. Without compromising CEQA’s effectiveness as an environmental protection policy, support proposals that advantage transportation projects, including bicycle, pedestrian and transit-oriented development projects.
<p>Sustainable Communities Strategies Implementation In conjunction with AB 32 and SB 32 implementation, the Sustainable Communities and Climate Protection Act (SB 375) requires regions to develop Sustainable Communities Strategies (SCS) with integrated housing, land-use and transportation policies that will accommodate population growth and reduce regional greenhouse gas emissions by specific amounts. In 2017, regional authorities in the Bay Area approved the update to Plan Bay Area. MTC and ABAG are in the process of updating the Plan. The final Plan Bay Area 2050 is expected to be adopted in 2021.</p>	<ul style="list-style-type: none"> • Advocate for policies that provide adequate and equitable funding to support increased demand and dependence on the Agency’s transportation services associated with the implementation of SB 375 and Plan Bay Area. • Ensure any planning, development, or policy proposals are consistent with the Agency’s policies and planning, especially the Caltrain Business Plan.
<p>Transit Bus Electrification December 2018, the California Air Resources Board adopted the Innovative Clean Transit regulation. This regulation, which aims to transition all transit</p>	<ul style="list-style-type: none"> • Advocate for priority funding and investment from ARB, CEC and CPUC for meeting compliance with the ICT regulation. • Continue to monitor implementation of Pacific Gas & Electric’s Commercial Electric Vehicle Rate.

buses operating in California to zero-emission bus technologies by 2040, presents transit agencies with new funding and operational challenges. Addressing these challenges requires ongoing engagement with regulatory bodies, including ARB, the California Energy Commission and the California Public Utilities Commission, to unlock new funding and to design programs supportive of compliance with the regulation.

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Federal

Funding Opportunities and Challenges

<i>Issue / Background</i>	<i>Strategy</i>
<p>Federal Appropriations Every year, Congress adopts several appropriations bills that cover 12 major issue areas, including the Transportation, Housing and Urban Development bill. These measures provide the authority for federal agencies to spend money during the upcoming fiscal year for the programs they administer.</p> <p>In September 2019, Congress passed a continuing resolution (CR) to keep federal agencies funded at the same level as the previous fiscal year, through November 21, 2019. Congress is expected to pass a CR or omnibus appropriations bill to fund the government for the fiscal year 2020.</p> <p>The President and the Department of Transportation (DOT) have proposed phasing out the Capital Investment Grant program (New Starts/Small Starts/Core Capacity) in the annual budget request. However, Congress continues to provide funding for the program and has include language in the annual Transportation/HUD Appropriations bills requiring the Federal Transit Administration (FTA) to allocate funding for projects and to continue to sign full funding grant agreements.</p>	<ul style="list-style-type: none"> • Partner with local, regional, State and national coalitions to advocate appropriation of the maximum authorized amount for programs that benefit the agency’s transportation services and needs. • Work with local and regional coalitions to support requests for funding from discretionary programs, including the Capital Investment Grant program and BUILD. • Communicate frequently with the agency’s federal delegation and key appropriators on the needs or concerns of pending appropriation bills.
<p>Tax and Finance Congress considers legislation that governs tax and finance issues that impact</p>	<ul style="list-style-type: none"> • Support efforts to ensure tax provisions that benefit the agency’s priorities are included in any tax or finance proposal.

transit agencies.	<ul style="list-style-type: none"> • Protect against the elimination or diversion of any tax policies that support the agency’s transportation needs.
Transportation Projects	
<p>General Support the efforts of partnering agencies to obtain federal funding for the Agency’s related transit projects.</p>	<ul style="list-style-type: none"> • Work with federal delegation members, as well as local, regional, and state coalitions to support the federal funding requests for our partner transit agencies on projects that provide complimentary services for the agency.
<p>Caltrain Modernization (CalMod) Program The current Caltrain Electrification Project funding plan includes funding from several federal funding sources including the FTA Core Capacity Program.</p> <p>Positive Train Control (PTC) is a federal mandate. The current Caltrain Positive Train Control (PTC) project includes funding from the Federal Railroad Administration (FRA).</p> <p>The CalMod program is a transformational first step in the realization of a larger future for Caltrain that will be guided by the Caltrain 2040 Business Plan efforts.</p> <p>Caltrain 2040 Business Plan In October 2019, the Caltrain Board adopted a long-term 2040 Service Vision, defining an ambitious plan for growing service over the next 20-plus years. The service vision outlines the capital and operating needs to achieve the this vision and includes projects such as longer EMU fleet, longer platforms, level boarding, passing tracks, grade separations and station upgrades. It also identified needs to prepare the railroad to expand and integrate into a regional rail network.</p>	<ul style="list-style-type: none"> • Advocate for the Caltrain Electrification Project FTA Core Capacity funding to be included in the President’s budget request and in the annual THUD Appropriations bills. • Work with federal delegation members, as well as local, regional, and state coalitions to support the Caltrain requests for funding. • Advocate for additional PTC funding for capital and operating expenses. • Support efforts to streamline regulatory administrative hurdles to supporting full PTC operations. • Support the allocation of federal funding to advance implementation of Caltrain-related projects. • Work to address regulatory actions or policies that negatively impact future capacity or service improvements. • Support the implementation of the Caltrain Business Plan associated projects and policies. Continue to educate the Caltrain legislative delegation and key members of the Administration on the Plan. • Consistent with existing agreements between JPB and CHSRA, support efforts to plan, engage stakeholders, and implement the Blended System project on the Caltrain corridor.

<p>High-Speed Rail Blended System In 2016, a new round of HSR Blended System planning, outreach and environmental clearance work kicked-off in the corridor. HSR anticipates releasing a Draft EIR in 2020. While this project is not being led by the JPB, the agency owns the right-of-way and has a significant interest in the process and success of the project that will “blended” with Caltrain service. HSR may ask for another Prop 1A allocation in 2020. HSR will also release a 2020 Business Plan.</p>	
<p>101 Express Lanes The project includes the connection of existing auxiliary lanes between interchanges; reconstructing ramp connections to US 101; and installing electronic toll collection infrastructure on US 101 between Whipple Road to the I-380 interchange in San Mateo County. Phase II of the project, that could extend the managed lane into San Francisco will be ramping up planning and environmental efforts in 2020.</p>	<ul style="list-style-type: none"> • Support funding opportunities that will help the project move through the different stages of planning, environmental, and construction phases. • Support policies that will allow for effective public private partnerships.
<p>Regulatory and Administrative Issues</p>	
<p>General Every year a variety of legislation or regulatory action is pursued that would affect regulations governing transportation-related service operations, administration, planning and project delivery. In addition, opportunities exist to reform or update existing regulations that are outdated, or can be improved to address potential burdens on transportation agencies without affecting regulatory goals.</p>	<ul style="list-style-type: none"> • Support opportunities to remove barriers to, and improve the ability to conduct, safe, efficient transportation operations, administration, planning and project delivery efforts, including alternative project delivery methods that provide flexibility to the agency. • Oppose efforts to impose unjustified and burdensome regulations or restrictions on the Agency’s ability to conduct efficient transportation operations, administration, planning and project delivery efforts.

<p>FAA Rule In 2014, the Federal Aviation Administration’s (FAA) issued a rule called the “Policy and Procedures Concerning the Use of Airport Revenue, proceeds from Taxes on Aviation Fuel.” The rule would require that local taxes on aviation fuels must be spent on airports is contrary to states’ rights to control their general application sales tax measures.</p>	<ul style="list-style-type: none"> • Support efforts to protect the ability of local and state governments to determine how general sales tax measures are allocated. • Support the State of California in its efforts to respond and address FAA’s requests
<p>FAST Act Reauthorization and other Regulations The FAST Act expires in September 2020. Congressional authorization committees have been holding hearings throughout 2019. The Senate Environment and Public Works Committee passed its bill, America’s Transportation Infrastructure Act of 2019 (S. 2302), on July 30, 2019. The bill authorizes \$287 billion over five years, including \$259 billion for highway formula programs. The total represents an increase of over 27 percent from FAST Act funding. The legislation maintains the existing rail-highway grade crossing set-aside at the current \$245 million per year but increases the federal cost share for the grants from 90 percent to 100 percent. The bill also allows states to use these funds for projects to reduce pedestrian injuries and fatalities from trespassing on railroad right-of-way.</p> <p>Funding has still not been identified to pay for the bill. The other authorization committees in the Senate and House still need to draft and pass their bills. During Congress’ consideration of the reauthorization bill, there will be an opportunity to change, increase funding, and implement new</p>	<ul style="list-style-type: none"> • Collaborate with local, regional, state and national transportation advocacy groups to coordinate comments and advocacy efforts that support regulations that maximize benefits for transportation programs, services and users. • Collaborate with local, regional, state and national transportation advocacy groups to coordinate proposals and advocacy efforts for FAST Act reauthorization. • Monitor and review guidance and rulemaking proposals affecting FAST Act implementation and other transportation issues.

<p>policy for highway, transit, and rail programs.</p> <p>USDOT will also issue guidance, new rulemaking, and take action in response to Executive Orders on a variety of issues outside the scope of the FAST Act.</p>	
<p>Infrastructure Proposals Congress could consider an infrastructure package in 2020 that would include increased funding for highways, transit, aviation, and water programs. Funding for these programs has yet to be identified.</p>	<ul style="list-style-type: none"> • Monitor closely and take action as needed on new Administration or Congressional policies that may have a significant impact on transit / transportation projects and programs. • Advocate for funding for the Agency's projects and needs in a broad infrastructure proposal.

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