

**Liaison Report (Karyl Matsumoto)  
Summary of San Mateo County Transit District's (District)  
Meeting of August 5, 2015**

**AGENDA ITEM # 8  
AUGUST 6, 2015**

The Community Relations Committee and Board

Recognized the 25<sup>th</sup> Anniversary of the Americans with Disabilities Act.

Tina Dubost, Manager, Accessible Transit Services, said as of July 1 the mobility management staff has moved from Planning and Development to Accessible Transit Services.

Mike Levinson, Chair, Paratransit Coordinating Council (PCC), said he did an education presentation at the Doelger Center in June. The PCC held their bi-annual retreat on June 9 and developed a two-year work plan, which includes forming a paratransit policy committee to develop policies and efficiencies.

Margaret Pye, Chair, Citizens Advisory Committee (CAC), said in June the CAC received a presentation on the District's advertising shelter contract and old bus shelter maintenance and standards. At the July meeting the CAC received a presentation on the mid-coast bus stop analysis. The CAC is very focused on shelters on the Coastside. Ms. Pye said there are few riders on the Coast, but improved amenities may increase ridership. The CAC thought this project could be included in the FY2017 Capital Budget process. CAC member Nada Ballator has resigned due to personal reasons.

Average Weekday Ridership – May 2015 Compared to May 2014

Bus: 45,210, an increase of 1.5 percent

All modes: 167,930, an increase of 2.6 percent

Average Weekday Ridership – June 2015 Compared to June 2014

Bus: 39,050, an increase of 0.4 percent

All modes: 166,810, an increase of 3.2 percent

The Finance Committee and Board

Accepted the Statement of Revenues and Expenses for May 2015.

Accepted the Quarterly Investment Review and Fixed Income Report for the Quarter Ended June 30, 2015.

Approved Salary Ordinance No. 98 Amending Table of Position Classifications. Traditionally, the position of General Manager/CEO, whose salary is established by a separate agreement, has not been included in the District's Salary Ordinance. The District has been advised by the California Public Employees Retirement System that, pursuant to Government Code §570.5, the base salary of all employees (including those under contract), must be included in a "publicly available pay schedule" approved by the Board. The Salary Ordinance serves as the "publicly available pay schedule." Accordingly, the purpose of this amendment is to include the position of General Manager/CEO in the District's Salary Ordinance.

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Approved and Ratified the Fiscal Year (FY) 2016 District Insurance Program with Wells Fargo Insurance Services for a Total Premium Cost of \$1,845,146.

Authorized Entering into a Memorandum of Understanding with Greenbelt Alliance for Fiscal Year 2016 Staffing Support for the Grand Boulevard Initiative Community Leaders Roundtable in the Amount of \$7,656.

Authorized Filing Annual Claim with the Metropolitan Transportation Commission (MTC) for Transportation Development Act, State Transit Assistance and Regional Measure 2 Funds in the Amount of \$38.8 Million.

Authorized the Disposition and Transfer of Fleet Radio Communications Equipment and First Generation Automatic Vehicle Location Electronics.

Authorized Award of Contract to United Site Services of California to Furnish, Service and Maintain Portable Toilets for a Total Estimated Cost of \$250,800 for a Five-Year Term.

Received Information on the Statement of Revenues and Expenses for June 2015. A June Statement of Revenues and Expenses will be presented at the November 4 meeting.

Received an Update on the Execution of the FY2016 Fuel Hedging Program. Consistent with the Fuel Hedging Policy, the District hedged 1.2 million gallons, approximately 70 percent of the District's expected annual fuel consumption at \$2.00 per gallon and a cap price of \$0.12 per gallon.

The Legislative Committee and Board

Assembly Bill 464 (Mullin) would increase the Statewide cap on sales tax at the local level from 2 percent to 3 percent. Currently, the Statewide sales tax may not exceed 9.5 percent when combined with any local sales tax. The Legislature returns from recess on August 17 and will focus on a special transportation session. Senate Bill Extraordinary Session 18 (Hill) would increase the amount of funding continuously appropriated to two Cap and Trade programs dedicated to transit – 20 percent of the annual proceeds to the Transit and Intercity Rail Capital Program and 10 percent of the annual proceeds to the Low Carbon Transit Operations Program.

Congress passed a three-month extension for Surface Transportation. Staff has applied for Core Capacity Program funds for the Caltrain Electrification Project and the project has been accepted in the development phase. Staff met with key legislators and Department of Transportation (DOT) officials in Washington D.C. last week and was joined by major Bay Area employers who helped staff advocate that \$220 million be included in the president's FY2017 budget request. Legislators and the DOT were very receptive and the project could be the first in the nation to receive Federal Transportation Administration Core Capacity funds.

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The Planning, Development and Sustainability Committee and Board

Received an update on Connect, Redwood City! Pilot Program findings. The pilot program implemented Transportation Demand Management (TDM) strategies in Redwood City, which sought to provide a variety of last-mile travel options that reduce vehicle use and greenhouse gas emissions. The TDM strategies included car-share, short-distance vanpool, telework and flex-schedules, and bike share. The pilot program was a partnership between the District, Peninsula Congestion Relief Alliance (Alliance), San Mateo County and city of Redwood City under a Climate Initiatives grant from the MTC.

Received an update on the MTC Transit Sustainability Project (TSP). As part of the TSP final recommendations and pursuant to the District's Strategic Plan adopted by the Board on February 13, 2013, the District is required to achieve a 5 percent real reduction by FY2017 for one of the following three performance measures: 1) cost per service hour, 2) cost per passenger, or 3) cost per passenger hour. The benchmarks for the 5 percent reductions are the highest reported costs for each measure between FY2008 and FY2011. MTC will analyze the District's progress in meeting these targets in FY2018. By FY2019, MTC will link existing and new operating and capital funds administered by MTC to the progress that operators have made towards achieving the targets in their strategic plans. For FY2014 TSP targets for fixed-route were met in cost per service hour, cost per passenger, and cost per passenger mile. For paratransit the goal was met in cost per passenger mile.

The Board of Directors

Called for a public hearing at the October 7, 2015 meeting to consider changes to Codified Tariff related to fixed-route and paratransit fares and fare polices. Proposed changes to be considered include expanding the youth age from 17 years to 18 years, simplifying the fare structure by consolidating two zones into one and charging a local fare on all buses, adding "Youth" to the "Eligible Discount" category, increasing fares in 2016 and 2109, and establishing a discount for using Clipper e-cash.

The Board Retreat Ad-Hoc Committee reported that interviews were conducted. Three proposals were received, one pulled out. Legal Counsel will work with the Board Committee to enter into an agreement with the selected facilitator.

Jim Hartnett, General Manager/CEO, reported:

- The following employees were recognized:
  - Renato Tuazon with a 25-year safe driver award.
  - Danilo Gemanil with a 20-year safe driver award.
- San Mateo County Transit Police Deputies Lance Whitted and Erik Rueppel risked their own safety to pull a person out of their car that was on the tracks in Sunnyvale seconds before a train came through the area and hit the car. The

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deputies will be formally recognized at a later date at a Peninsula Corridor Joint Powers Board meeting.

- MV Transportation has purchased new shuttle buses and they are operating on 39 shuttle routes.
- In June the average daily Caltrain rider's trip was 20 miles a day, which equates to 1,284,040 road miles not driven through the county for the month or 360 million road miles not driven through the county in a year.
- Thanked Director Carole Groom in her role on the Bay Area Air Quality Management District for securing funding of a \$20 million funding grant for Caltrain electrification.
- He was recently recognized at the Women in Transportation event and thanked Chair Shirley Harris for her kind words during his introduction.
- A new employee hotline was rolled out on August 3.
- He will be announcing a reorganization of the District sometime in August.
- He continues to meet with employees during Coffee with Jim, special director only meetings, has visited the bases, attended numerous staff meetings and has issued seven "Message from Jim" since joining the District in March.
- He has met with a number of city managers throughout the county and has been speaking to various community groups.
- He is a member of the General Manager/Executive Committee for Clipper to establish Clipper policies, he is Co-Chair of the Grand Boulevard Initiative, Executive Member of the San Francisco Rail Alternatives Study and has joined several American Public Transportation Association (APTA) committees.
- The District assisted with the recent Bay Area Rapid Transit Transbay shutdown by providing buses and operators.
- June fixed-route service averaged 26,424 miles between service calls and Redi-Wheels was 81,548 between service calls. Both of these are above the standard of 20,000 miles between service calls.
- Investment in human capital continues with 3,000 training hours in June.
- A new runbook starts on August 9 adjusting 11 regular routes to improve on-time performance and connections and increase evening service on Route 122.
- The District just completed an APTA Safety Audit and there were no compliance issues.
- He said the community depends on what the District does and commends the employees for what they do and the pride they take in their work.

The next meeting of the Board is scheduled for Wednesday, September 2, 2015 at 2 p.m.