

**Liaison Report (Karyl Matsumoto)
Summary of San Mateo County Transit District's (District)
Meeting of March 2, 2016**

**AGENDA ITEM # 7
MARCH 3, 2016**

The Community Relations Committee and Board

Tina Dubost, Manager, Accessible Transit Services, said Redi-Wheels ridership continues to increase and preliminary February ridership is up 12 percent from last year.

Mike Levinson, Chair, Paratransit Coordinating Council (PCC), said the PCC is going to expand their education presentations by taking a table approach. They will have a table at San Bruno and Belmont senior centers in the coming weeks. The MV Transportation driver appreciation party is April 12 at 6 p.m. in the 4th floor dining room of this building.

Bill Lock, Chair, Citizens Advisory Committee (CAC), said at the February 24 meeting the CAC received a presentation on the Last Mile Program.

David Olmeda, Chief Operating Officer, Bus, presented the Mobility Management Report – Paratransit (attached).

Average Weekday Ridership – January 2016 Compared to January 2015

Bus: 40,050, a decrease of 4.7 percent

All modes: 157,810, an increase of 1.8 percent

The Finance Committee and Board

Accepted the Statement of Revenues and Expenses for January 2016.

Authorized Amendment to the Fiscal Year 2016 Operating and Capital Budgets. Increased operating revenues by \$2,551,792 for a new total of \$166,934,299, decreased operating expenses by \$794,400 for a new total of \$138,297,588, and increased the sales tax allocation to capital programs by \$3,950,000 for a new total of \$9,446,160.

Authorized Execution of Contract Amendment with Wipro, LLC to Provide PeopleSoft Systems Integration Services and Execution of Release of Claims Agreement in the Amount of \$2.176 Million.

Authorized Delegation of Authority to the General Manager/CEO to Execute Contracts with Values of Up to \$100,000.

Authorized Supporting an Application and Executing a Funding Agreement with the San Mateo County Transportation Authority and San Mateo City/County Association of Governments for San Mateo County Shuttle Program Funds and Commit Up to \$883,360 in Matching Funds. These funds will help support three commuter shuttles and two community shuttles. The three commuter shuttles include the Seton Shuttle, Sierra Point Shuttle (Balboa Park) and the Bayhill San Bruno Shuttle. The two community shuttles include the San Carlos and San Mateo shuttles. Both community shuttles will offer fixed-route community service between their respective downtown areas and residential neighborhoods. The San Mateo shuttle will also provide on-demand service.

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Authorized Approving and Adopting the San Mateo County Transit District Money Purchase Plan and Trust in the Form of the ICMA Retirement Corporation Governmental Money Purchase Plan and Trust, and the San Mateo County Transit District Nonqualified Supplemental Defined Contribution Plan, Delegating Authority to the Chief Financial Officer to Take All Necessary Actions to Effectuate and Amend the Plans. The District Board of Directors approved an Employment Agreement with Jim Hartnett appointing him as the District's General Manager/CEO. The agreement provides for deferred compensation under both a tax-qualified and a nonqualified defined contribution plans. Both forms of deferred compensation require the District to approve and adopt a written plan to comply with Federal tax requirements.

Authorized Award of Contract to Group 4 Architecture, Research + Planning, Inc. to Provide On-Call General Engineering Consultant Design Services for a Not-to-Exceed Amount of \$3 Million.

Authorized Award of Contract to BECI Electric, Inc. to Provide 14 Cameras and Ancillary Equipment for the San Mateo County Transit District's Central Office for a Total Amount of \$159,000 and Delegate Authority to the General Manager/CEO to Approve New Camera Design and Camera Locations.

Authorized Rejection of All Bids for Bus Stop Benches and Trash Receptacles.

Planning, Development and Sustainability Committee

Received the Capital Projects Quarterly Status Report – 2nd Quarter Fiscal Year 2016.

The Board of Directors

Received an Introduction of Proposed Action to Amend the Rules of Procedure of the Board of Directors to Include an Audit Committee. It was requested the committee be comprised of a Board member from the Council of Cities, a Board member from the County Board of Supervisors, the Board chair and a member of the Board. This item will be brought back to the April meeting for action.

Received an update by Committee Chair Karyl Matsumoto on the Board Retreat Ad Hoc Committee meeting. The committee members are Directors Adrienne Tissier, Charles Stone and Chair Zoe Kersteen-Tucker. To ensure the Strategic Plan is kept current the Board will hold a half-day retreat on even years and a full-day retreat on odd years. The committee thought it was important to receive updates from the Peninsula Corridor Joint Powers Board (JPB) and the San Mateo County Transportation Authority (TA) on their Board meetings. The committee would like to provide input on some of the budget priorities prior to the Fiscal Year 2017 budget being presented to the Board for approval. Mr. Hartnett responded by stating staff will provide a summary of the JPB and TA meetings via e-mail and a hardcopy in the following months reading file. A Strategic Priorities line will be added under as an agenda item under the General

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Manager's Report on the agenda. He said staff reports will now include a reference to strategic priorities.

Jim Hartnett, General Manager/CEO, reported:

- Recognized Elizabeth Dabu as Bus Transportation Employee of the Year.
- Recognized Bernardo Turingan as Maintenance Employee of the Year.
- North Base bus operators received the Operations Base Safety Award for averaging more than 72,935 miles between accidents.
- South Base maintenance employees received the Maintenance Base Safety Award for working 60,104 hours with only one lost time injury.
- Update on two emergency procurements. The first is the oil water separator at North Base. A tank was installed and the monitoring system is expected to be completed by the end of March. The other item is an industrial waste line at North Base. A temporary line was installed to allow for the use of a steam rack. A capital project will be requested in the Fiscal Year 2017 Capital Budget to replace the entire line.
- The Center for Independence of Individuals and Disabilities filed a lawsuit against Serra Cab, which alleges they are charging more for wheelchair passengers. Serra Cab is a sub-contractor to First Transit, which provides the District's Redi-Wheels services, however the fares in question are not those in the District's Redi-Wheels program.
- The District has a support vehicle fleet of 76 vehicles classified as automobile type vehicles and specialty vehicles. The specialty vehicles include heavy-duty trucks, flatbeds and cargo vans. The District owns 52 cars and 24 specialty vehicles. Of the 52 cars more than 50 percent are hybrids. The District is buying four additional hybrid cars so it will bring the number up to about 60 percent of the fleet being hybrid. The specialty vehicles do not have a hybrid option available at this time. In the procurement staff takes advantage of the State bid system for the non-revenue support vehicles. This allows the District to have very competitive pricing opportunities, provides efficiency, and reduces internal administrative costs. Using the State bid a 2016 Ford Fusion hybrid costs the District \$28,000 compared to \$40,000 if purchased directly from a dealer.
- Fixed-route service averaged over 26,000 miles between service calls in January and paratransit had only one call for 133,000 miles.
- Over 2,000 of hours of training was conducted in January.
- Operations Planning is finalizing changes to the June 11 runbook. One issue staff is reviewing and trying to mitigate is frequent delays on University Avenue due to traffic and construction.

The Board gave the authority to legal counsel for settlement on the existing litigation of Gardner v. San Mateo County.

The next regular meeting of the Board is scheduled for Wednesday, April 6, 2016 at 2 p.m.

The logo for samTrans, featuring the text "samTrans" in a bold, sans-serif font. The "a" and "m" are lowercase, while "T" and "r" are uppercase. Below the text are two horizontal bars: a red one on top and a blue one on the bottom.

Mobility Management: Paratransit Service

Community Relations Committee
March 2, 2016
Agenda Item 5

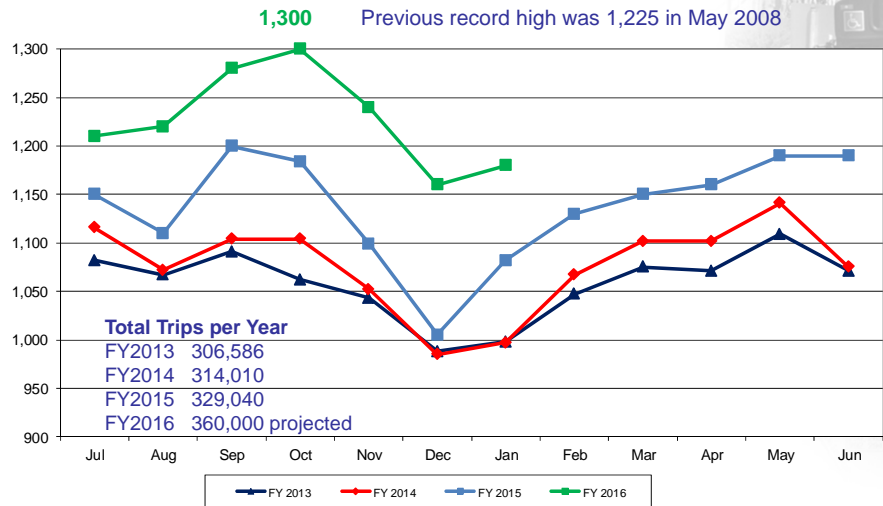
ADA Paratransit Service

The logo for samTrans, featuring the text "samTrans" in a bold, sans-serif font. The "a" and "m" are lowercase, while "T" and "r" are uppercase. Below the text are two horizontal bars: a red one on top and a blue one on the bottom.

- Operating Statistics
- Ridership Demographics
- Paratransit Service - 1988
- Paratransit Service - 2016
- FY 2016 Revenue Sources
- Summary



Paratransit – AWR

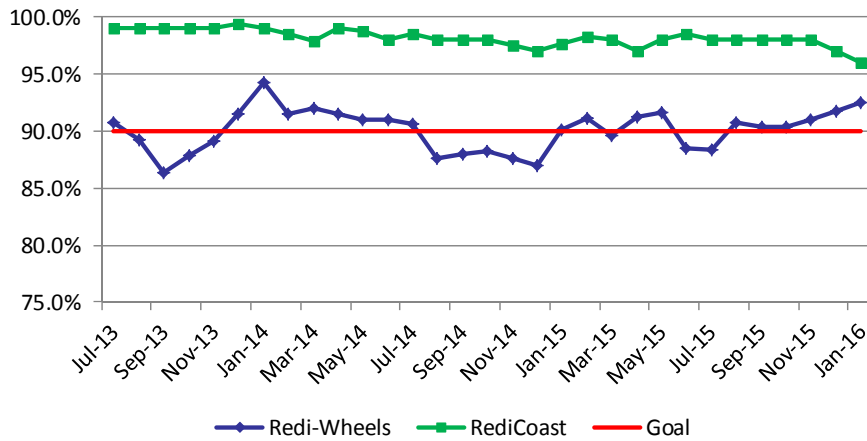


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On-time Performance

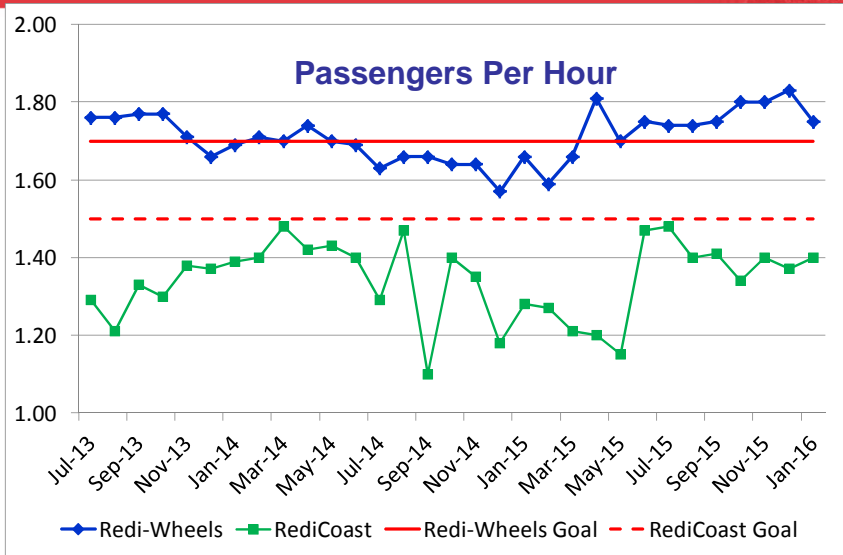


Pick up within 20 minutes of scheduled time



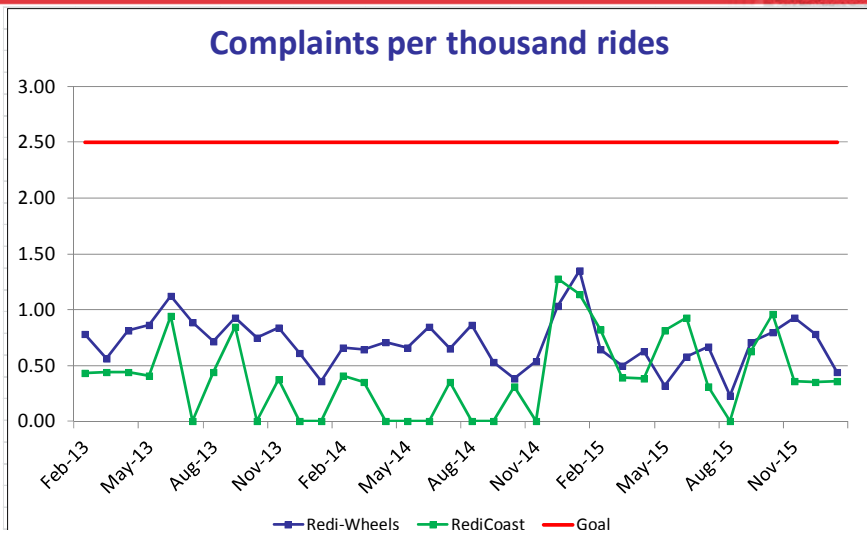
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Productivity



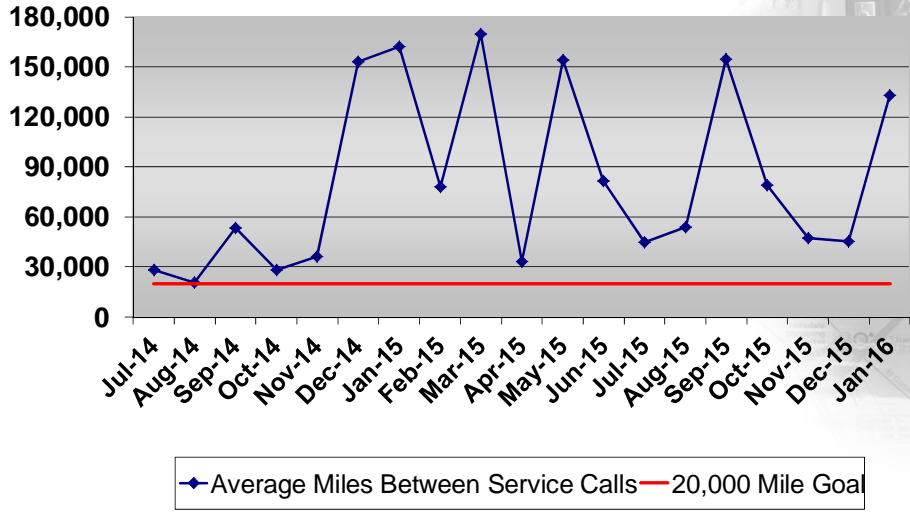
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Service Complaints



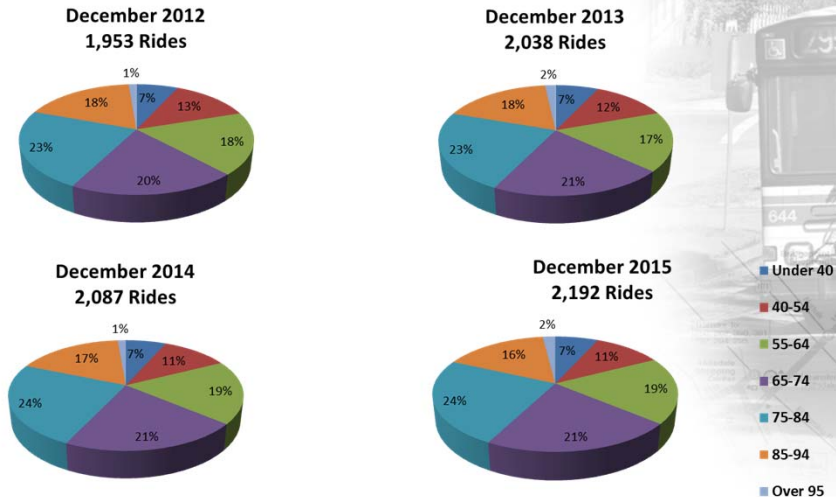
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Fleet Reliability



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Ridership Demographics



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Paratransit Service - 1988

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FY 1988 Budget - Paratransit Service

- 74,000 trips
- \$865,000 expense
- \$45,000 farebox revenue
- \$280,000 sales tax supplement
- \$540,000 grants

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Paratransit Service - 2016

samTrans

Paratransit

| | |
|-----------------|----------------|
| Farebox Revenue | \$815,000 |
| Expense | \$16.7 million |

Motor Bus

| | |
|-----------------|-----------------|
| Farebox Revenue | \$18.1 million |
| Expense | \$112.3 million |

| | |
|-------------|--------------------|
| Paratransit | 335,000 trips |
| Bus | 13.4 million trips |

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FY 2016 Revenue Sources

samTrans

| | <u>Paratransit</u> |
|-------------|--------------------|
| Farebox | \$0.8 million |
| TDA & STA | \$2.2 |
| Sales Tax | \$3.9 |
| SMCTA | \$3.1 |
| SMC Meas. A | \$5.0 |
| Measure M | \$1.4 |
| Other Rev. | <u>\$0.3</u> |
| Total | \$16.7 million |

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Summary

samTrans

- **Ridership increase surpasses forecast**
- **Customer satisfaction**
 - Satisfaction very high, complaint rate is very low
 - Service quality is excellent (OTP, vehicle reliability)
- **Monitor costs and service demand**
- **Limited state and federal assistance requires multiple local funding sources to balance annual ADA expenses**

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