



SONJA C. STEWART, PMP, CQRM

Oakland, CA

<http://www.linkedin.com/in/sonjacstewart>

PMP#331806 since 2006

Project Management Professional (Waterfall and Agile)

Expertise in project success assurance, communications, cost / schedule control and change management/ risk / stakeholder management



Executive Summary

Proactive, results oriented project manager with diverse industry experience. Strong interpersonal, organizational, and analytical skills Extensive experience in project management (tactical and strategic), project portfolio management, logistics, implementation, execution, decision support, tracking, monitoring, compliance, change management and administration. Strengths include solid communication and problem-solving skills and ability to work independently and as a part of a team. Additional skills include:

- 10+ years Project / Program / Portfolio management, implementation, and execution experience
- Chevron Capital Stewardship Organizational Capability Certified (Chevron's Project Development & Execution Process)
- Strong math / financial background
- Excellent team building & leadership skills
- Certified Risk Management
- Change Management / Decision Analysis
- Agile – Scrum Master
- MS Office Suite skills in addition to Visio & MS Project Server 2013 and SharePoint
- Oracle Primavera
- Mac, Google Produces, Clarity, Adairo, Slack, Splunk, Tableau
- Collaborative tools: Dropbox, Asana, Azendoo, Podio, Box, Base Camp
- Entrepreneurial spirited; strong business systems knowledge and understanding
- Resource / Vendor Management
- Requirements Solicitation, Performance Monitoring, OKRs



Critical Skillset

- | | | |
|--|-------------------------|---|
| • Project Planning, Forecasting and Scheduling | • Salesforce | • HP-PPM |
| • SAP, BPC and Ariba | • Dashboard Reporting | • EBI /Business Analytics – Flexplore |
| • Risk Management / ADAIRO | • Performance Reporting | • QuickBooks |
| | • Maximo | • Advance Excel skills including Pivot tables, V Look ups and Power Queries |



Professional Experience

StarGazer Enterprise, Oakland, CA

January 2018 to Present

Principal_ Project/Product Management _ Self Employed

Work with small businesses and start-ups to supplement Project/Product Management services including Waterfall and Agile methodologies (scrum master). Provide Process Improvement Clients include:

Survey Monkey April – August 2019 Scrum Master for an Agile Tech project. Included financial reporting using Splunk and Tableau and creating artifacts for project. Second project: Email Audit Projects. Both projects included a lot of work around Stakeholder Management and Communications.

MacDonald-Bedford (Small Disabled Veteran-Owned Business/Engineering firm) – December 2018 – February 2019 Contract Analyst Assisted w/federal contracts and invoices. Helped my client to reconcile records and establish relationships w/various stakeholders/clients, understanding processes to expediate prompt payment, established and documented processes for my client.

Employera - June – September 2018 Assisted in creating Work Breakdown Structure and Schedule for a client project.

PJMan & The StarGazers, Oakland, CA

August 2016 - Present

Founder / Program Manager

Leading a group of global Project Management Professionals to teach and help with project management skills for Community Based Organizations, Non-Profits, and children **Pro Bono** on Saturdays.

Current efforts include a program to teach kids project management and leadership skills and expose them to career possibilities including STEM using speakers from ever walk of life who use project management. To further develop leadership skills we explore the beauty and benefits of understanding diversity by exploring differences based on countries, cultures, personalities and occupations.

Responsible for all aspects of program including developing curriculum, managing all stakeholder, strategic planning, developing projects for kids, website development, PowerPoint/Google Slides presentations, and social media marketing. For more information visit: www.PJMantheStarGazers.com

Outsource (Johnson Controls/Tyco Integrated Systems: Client: PG&E) November 2017 – January 2018

Program Manager _Corporate Security

Responsible for developing, managing and updating project and closeout documentation, in conjunction with the project managers and program management resources supplied by Johnson Controls for the portfolio of projects executed and managed by Johnson Controls for the PG&E facilities in California; provided regular project communications as assigned by the program manager, both internally and externally to the appropriate stakeholders. Actively participated in sequencing projects, adjusting timelines, improving processes, and modifying scope documents to achieve Program objectives; updated reports for C-level executives; Tools used: Smartsheets, MS Office, Dropbox, MS Project

Chevron Corporation, San Ramon, CA

Various roles as described below from 2005 – 2017

Harvest Technical Services, Inc. Walnut Creek, CA

April 2016 – May 31, 2017

Cost / Project Accountant _Construction - Client: Chevron Richmond Refinery

Responsible for generating weekly project performance reports for major shutdowns at the refinery. After shutdowns assisted with Cost/Schedule impact documents in addition to weekly project performance reports. Responsibilities included gathering data from several sources to produce a concise report for various levels of staff including C-level executives; Prepared weekly financial progress reports for multiple projects of varying complexity; Created financial and forecasting reports using pivot tables and vlook-ups with data from SAP and Maximo; Created and maintained change order logs for multiple projects; Maintained other logs as needed; Assisted with headcounts and curves of contractors working in the field daily; updated database with actuals for the number of resources by contractor and role/trade; ERPs: SAP, Ariba, Maximo Tools: MS Office, SharePoint

TD Thornton Group, Inc. Sunnyvale, CA

August 2015 - February 2016

Project Controls Analyst / Business Analyst _ Construction - Client: Pacific Gas & Electric Company Transmissions Substations

Responsible for support and organization of client sponsored projects which consists of managing cross-functional, multi-location project teams using plan-based and/or cutting edge project management methodologies creating and maintaining project plans, schedules, assessing & mitigating risks, facilitating teams, resource management, standard and custom Service Level Agreements and providing timely and accurate status reports and other communications to management and team members (Construction, Materials, Contract Management and contractors); Met quarterly with construction to plan resources for projects and used information to report schedule and financials forecast and actuals monthly; Monthly created reports using information from SAP and used pivot tables and vlook-ups to create charts and other visual tools to report KPIs. Tools: SAP, Ariba, Primavera, SharePoint, MS Office PG&E training: SAP: Cost Model & Tools for Project Management, Project Systems Integration (SPSI), Analysis for Office (AO) and Primavera P6 Client R8.2

StarGazer Enterprise, Oakland, CA

September 2013 to August 2015

Principal_ Project/Change Management, Event Management, Process Improvement, Personal and Company Organization

Provided small businesses and start-ups with various services from organizational services to event planning and business management assistance; Services included helping to project / program management and process improvement, quality assurance, stakeholder / vendor management, setting up filing systems, helping clients to go paperless and selecting appropriate apps and tools, QuickBooks / bookkeeping, strategic planning, and marketing.

Artech Information Systems Sunnyvale, CA

July – September, 2013

Project Manager / Process Analyst / Change Management _Customer Service Projects Client: NetApp

- Oversaw execution of a project projected to result in cost savings of \$7million / year with SMEs and teams in USA, China, Bangalore, and Amsterdam;

- Gathered technical requirements, developed, and created project control, process change management documents; updated SharePoint;
- Created and managed change management approach, documented and monitored business process usage, Service Level Agreements and created and distributed process document;
- Aligned efforts to business case and further fleshed out business case;
- Analyzed monthly data reports to determine financial, schedule and performance progress

Tools used: MS Project, SharePoint, Oracle Business Analytics, MS Office



Results:

- Started a month after planned project kick-off and met targeted new kick-off date
- Facilitated project framing process to reassess feasibility of project with more rigorous data analysis to determine alignment with business case.

SysMind, LLC. / Wipro

Feb. 2013 – May 2013

Project Controller _IT Project Client: Chevron Upstream Capacity IT – Database Project

Supported project manager with budget, schedule, risk management, requirements gathering, scope management, change management, vendor management and monthly status reports to ensure alignment with business case; Updated HP-PPM; Streamlined service order and contracting process moved smoothly; Provided input and offered best practice advice regarding master project plan; Monitored for Quality Assurance; Assisted project manager and two Chevron Program Management Offices to understand planning parameters and standards (UC (Upstream Capability) IT and (Chevron Energy Technology Company Program Management Office (ETC PMO) with monitoring project against business case objectives; Developed relationships with stakeholders, PMOs, finance and procurement and reached agreement regarding processes and expectations. Tools: MS Project, Office, HP-PPM, ADAIRO



Results:

- Identified and helped correct financial calculation errors in Program, Project Management reporting tool and obtained buy-in from stakeholders which includes 2 Program Management Offices;
- Created Project Change Management Trend Log and started process for managing changes;
- Created processes and tools to improve processes including the service order process and drawdown accounting of invoices against funding

AllTech Systems, Inc.

May - December 2011

Category Specialist _Technology Projects Client: Chevron Energy Technology Company-ETC

Subject Matter Expert for contracting / Supply Chain Management process for Reservoir and Production Engineering & Health, Environment and Safety business units acting as liaison between business units, legal and suppliers; responsible for execution of contracts deliverables through milestones until fully executed assurance of contract compliance per company, federal and state regulations: included working with multiple stakeholders to gather and communicate status information. Tools: MS Office, SharePoint, SAP, Ariba



Results: Ensured business continuity while employee was on maternity leave

Chevron Americas Logistics**June 2007 – November 2010****Project Controls Analyst _ Construction Projects**

Led project status reporting efforts for terminal projects in the United States and Canada including financials and schedule. Portfolio consisted of 165 capital projects and a budget of \$70,000,000 and 100 expense projects with a budget of \$6,000,000 team consisted of 20 project engineers located through the US and Canada.

Led implementation of Project Portfolio Management tool for department; Prepared Project Portfolio status reports; Assisted with all phases of project including initiation: Requirement Gathering, Framing, Business Case development, feasibility development, etc.... C-level reporting; Acted as a change agent to and used change management process and approach to implement and provide training for new tools and processes and to encouraged good project management practices in accordance with PMBOK & Chevron Project Development and Execution Process, Responsible for Quality Assurance; Coordinated and facilitated monthly status meetings Tools: MS Office, Project, SAP, Ariba, Project Controls, SharePoint



Results: Successful implementation of Project Portfolio Management Tool and streamline of Project Management Process to increased tool usage/adoption.

Staff Mark Staffing / Venturi Staffing**May 2005 – June 2007****Project / Contract Analyst / Event Manager _Major Capital Construction Projects Client: Chevron Project Resources & Products Companies**

Supported C level executives with administrative and project / portfolio management reporting and training activities which included compiling project status reports for Major Capital Project Summary report (Projects \$25 million and above) and published quarterly on intranet. Coordinated office moves, phone and LAN implementation, event coordination and logistics coordination for meetings and project management classes;

Successfully led contracting effort to renew all contract by end of year which included tracking compliance of critical dates such as contract expiration dates and supported category managers with contract renewals; Streamlined processes and procedures to improve efficiency of contracting process; Monitored safety and owner controls insurance requirements; Updated contract information in Vendor AutoLoad, SAP, Ariba, Passport and Access databases



Results: Implemented several process improvements by creating tools and documenting processes to ensure continuity and knowledge transfer as staff changed.

VP of Professional Development**Board of Directors Project Management Institute (PMI) San****Francisco-Bay Area Chapter****January 2007- September 2009**

Managed team of 6 in planning, developing and implementing professional development program for Certified Project Managers and those seeking to become certified as a Project Management Professional (PMP) Activities consisted of Organizing monthly dinner programs: Acting as Master of Ceremonies for dinner meetings; Managing staff of project managers who coordinated classes around PMI's Knowledge Areas (PMBOK) and other leadership skills, PMP, Program Management, Scheduling and Risk exam prep classes, webinars, seminars, forums and team building activities; Managed Vendors and logistics for dinner meetings and programs



Results: Ensured professional development options available for 2,500 members



Education, Accreditations, and Affiliations

B.S., Business Administration/Finance California State University East Bay

Chevron Capital Stewardship Organizational Capability Certified (Chevron's Project Development & Execution Process) - 2007

2014 Project Management Institute Educational Foundation Jerry King Memorial Scholarship for PM Excellence sponsored by Friends of Jerry King recipient

2012 Accepted into Stanford Advanced Project Management Program but program discontinued before could complete.

Leading & Implementing Change w/out Pain (Pervasive Learning Solutions w/ Dr. Eric Abrahamson of Columbia University)

Certified Project Management Professional - Project Management Institute – June 2006 – June 2022 PMP #331806 to verify: <https://www.pmi.org/certifications/registry>

Certified in Risk Management (CRM) - Real Options Valuation, Inc. - 2007

Certified in Project Management (2001) and Paralegal Studies (2000) – University of California at Berkeley Extension

Microsoft Project User Group member since 2011

Project Management Institute, past board member of San Francisco/Bay Area Chapter - member since 2006

Institute for Supply Management – since 2010

Women's Initiative for Self-Employment Graduate - 2004



San Francisco Bay Area Rapid Transit District (BART) Safety, Reliability and Traffic Relief Program

Application for Appointment to Bond Oversight Committee

Please complete this form and other requested documents and return to:

Linton Johnson, Strategic Programs Manager, 300 Lakeside Drive, 18th Floor, Oakland, CA 94612; *Application, resume and a signed Certification of Understanding for the Standing Rules, and Application and Appointment Procedures must be received no later than September 30, 2020.*

Applicant Name: Sonja C. Stewart

Home Address: [REDACTED] Oakland, CA [REDACTED]

County of Residence: Alameda

Home Phone: [REDACTED]

Work Phone: [REDACTED]

Fax: [REDACTED]

Email Address: [REDACTED]

Occupation: Project Management & Controls Consultant

Employer: StarGazer Enterprise (Business Owner)

Nominating Organization: Project Management Institute

Seat Applying for (Check One):
☐ Expertise in Electrical Engineering
☒ Expertise in Public Finance/Project Management
☐ Expertise in Accounting/Auditing
☐ Expertise in Civil Engineering
☐ Expertise in Budgeting/Financial Management
☐ Representing League of Women Voters

Willing to be Alternate? ☒ Yes ☐ No

Summary of Qualifications for Appointment: (Please attach resume including education and business and/or professional experience.)

I have 20 years' experience in both the construction and project management which includes performance monitoring and reporting mostly at Chevron.

Summary of Reasons for Applying:

As an Oakland native, I would love to be a part of your committee and team. I took my first BART ride in 1978 during the AC Transit Bus strike. If it had not been for BART, my sibling and I would not have been able to get to school.

During my time at the Port of Oakland, it was a pleasure to represent Social Responsibility and Oakland International Airport Expansion team and sit in on many of the Oakland Airport Connector (OAC), now called BART to OAK professional services panel interviews.

In 2007, I took part in the Bay Area Transportation workshops sponsored by Mayors Jerry Brown of Oakland, Gavin Newsom for San Francisco, and Ron Gonzales of San Jose and earlier this year MTC & ABAG's Horizon Workshops.

As you can see, I am extremely excited about being considered to join your team. In addition, I am even more appreciative that my friends and colleagues from PMI would consider me (not thoroughly knowing all of my background around the Bay Area Transportation efforts) and nominate me to represent PMI.

Ethnicity (Optional): African American

Gender (Optional): ☐ Male ☒ Female

Please note that the Bond Oversight Committee members shall be private citizens who are neither elected officials nor public employees from any agency that either oversees or benefits from the proceeds of Measure RR.

List any government agency of which you are an elected official:

None

Are you, your spouse, domestic partner or dependent child(ren) a BART employee or official, or an owner, employee or consultant to a BART contractor?

☐ Yes ☒ No

Will you refrain from participating in or interfering in the selection process of any vendor hired to execute bond funded projects?

☒ Yes ☐ No

Please note that you will be asked to file a Conflict of Interest disclosure statement if you are appointed to the Committee (California Government Code Section 81000 et seq.). Membership shall be restricted to individuals without financial interest in any Measure RR project. "Financial Interest" is defined by California Government Code Section 87103.

Date:

9/15/20

Signature:

George C. Stewart



**San Francisco Bay Area Rapid Transit District (BART)
Safety, Reliability and Traffic Relief Program**

**Bond Oversight Committee
Standing Rules & Application and Appointment Procedures**

Standing Rules

1. Individuals appointed to the BART Safety, Reliability and Traffic Relief Program Bond Oversight Committee shall be appointed for a two-year term without compensation. Members are eligible for three two-year terms. All terms shall commence on the day of appointment by the BART Board and shall terminate on the second anniversary date of such commencement date. Each committee member shall have a designated alternate selected by the BART Board. If a committee member is unable to complete his or her term, an alternate member will be appointed by the BART Board to fill the vacancy and complete the appointment term.
2. The initial meeting will be an orientation and overview of the project. The first meeting of the Committee will be scheduled in the Spring of 2017. New members appointed to the Committee after the initial orientation will receive an individual orientation.
3. Meetings shall be held semi-annually, and the Committee may elect to increase the frequency.
4. The meetings will be held at BART Headquarters in Oakland, CA.
5. The Committee will select a Chairperson. The Chair will function as the spokesperson for the Committee.
6. Staff will organize and assemble materials for review including construction schedules, scope of work, budget and information about the issuance of bonds. Technical staff will be present at each meeting to guide Committee members through the documents and answer questions.
7. Appointed members must attend 50% of the meetings annually to continue as a member of the Committee. If participation falls below 50%, the alternate will be appointed by the Board to take the place of the appointed member. If both the appointed member and the alternate are unable to continue, the vacancy will be noticed and applications sought. The seat will remain open until filled.
8. The Committee is subject to all provisions of the Ralph M. Brown Act, California Government Code Section 54950 et seq. (as amended), which mandates open meetings for local legislative bodies. The public will be invited to attend all committee meetings.

9. Staff will prepare minutes of each meeting.
10. The Committee will publish a public report once per year.
11. Once appointed, Committee members are required to comply with disclosure and conflict of interest requirements of the Political Reform Act of 1974, California Government Code Section 81000 et seq. (as amended), and must complete and file all necessary disclosure documents, including an annual conflict of interest statement. Committee members shall avoid impropriety and the appearance of impropriety, and shall not use their appointed position to further their own financial gain or for any other purpose not directly related to the governmental function they have been appointed to perform. Specifically, Committee membership shall be restricted to individuals without financial interest in any Measure RR program. Committee members are defined as "public officials" (California Government Code Section 82048), and no public official shall make, participate in making, or in any way attempt to use his or her official position to influence a governmental decision in which he or she knows, or has reason to know, he or she has a financial interest. Having a financial interest in a decision is defined by California Government Code Section 87103.
12. Neither the member of the Bond Oversight Committee nor the firm by which they are employed or have an ownership interest in will be eligible to bid on BART Safety, Reliability and Traffic Relief Program work.
13. Once appointed, Committee members are defined as "officers" and hence are governed by California Government Code Section 3201 et seq. (as amended), relating to political activities. Specifically, political activities, such as soliciting or receiving funds or contributions for a candidate or ballot measure during Committee meetings are prohibited.
14. Following orientation, Committee members shall be responsible for having a working knowledge of the establishing ordinance, by-laws, federal or state mandates or any other governing regulations that define and set forth the intent and purpose of their appointment and shall only represent and act on matters related thereto.
15. The BART Board shall retain the authority to rescind any Committee appointment(s), as deemed necessary.
16. The District shall maintain a public information list of members and designated alternates appointed to the Bond Oversight Committee. The list shall include the name of the appointee, the date the term expires, and affiliation and/or nominating organization. The list shall be updated annually.
17. Committee meeting announcements will be posted alongside BART Board meeting notices outside of the BART Board Room Facility.
18. A Bond Oversight Committee section will be included within the BART website. Information about the Bond Oversight Committee and the Committee's Reports shall be posted in this section.

Application and Appointment Procedures

1. Notice of application for appointment to the Bond Oversight Committee shall be posted on the BART website and provided to all BART Board Directors, qualified nominating professional organizations and main libraries of the cities within the three BART District counties.
2. Three qualified applications are expected to be submitted to BART by all 6 nominating organizations.
3. The BART Board will select 7 members and up to 7 alternates. Applicants recommended by the staff for appointment are expected to attend the selection meeting to answer any questions the Board may have.

Certification of Understanding

Please return with your completed application form and resume.

I certify that I have read and understand all the above information included in the Standing Rules, and Application and Appointment Procedures document.

Signature: _____

Dorja C. Stewart

Date: _____

9/15/20

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**BOARD OF DIRECTORS OF THE
SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT**

Resolution No. 5321

RESOLUTION CALLING A SPECIAL DISTRICT BOND ELECTION FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED VOTERS OF THE DISTRICT THE PROPOSITION OF INCURRING BONDED INDEBTEDNESS TO ACQUIRE AND IMPROVE AND REPLACE BART FACILITIES, FIXING THE DATE OF SAID ELECTION, THE MANNER OF HOLDING THE SAME, PROVIDING FOR NOTICE THEREOF, AND CONSOLIDATING SAID DISTRICT BOND ELECTION WITH THE STATE OF CALIFORNIA GENERAL ELECTION TO BE HELD ON NOVEMBER 8, 2016, AUTHORIZING PREPARATION AND FILING OF A TAX RATE STATEMENT TO BE PUBLISHED IN CONNECTION WITH SAID ELECTION, AND AUTHORIZING BOARD MEMBERS TO FILE A BALLOT ARGUMENT IN SUPPORT OF SUCH BOND MEASURE

WHEREAS, the Board of Directors (The "Board" of San Francisco Bay Area Rapid Transit District (the "District" or "BART") heretofore developed reports the ("Original Reports") pursuant to Section 29152 of the Public Utilities Code of the State of California (the "Public Utilities Code") which contained general plans, estimates and general specifications pertaining to the construction of the BART system; and

WHEREAS, the Boards of Supervisors of each of the County of Alameda, the County of Contra Costa, and the City and County of San Francisco approved by a resolution adopted by a majority vote the Original Reports; and

WHEREAS, the District heretofore called a special election and submitted to the qualified voters of the District a proposition to incur bonded indebtedness for the acquisition and construction of rapid transit facilities by the District as described in the Original Reports; and

WHEREAS, the District has heretofore issued all of its first authorized issue of bonds; and

WHEREAS, subsequent to its first authorized issue of bonds, the District found and determined that the bonded indebtedness then authorized and issued was insufficient to cover all costs of the acquisition and construction of its facilities, and, on November 2, 2004, voters in the District approved a bond measure (known as "Proposition AA") authorizing an additional \$980 million of bonds to improve seismic safety; and

WHEREAS, pursuant to Section 29157 of the Public Utilities Code, it appears to the board that the bonded indebtedness heretofore authorized and issued is insufficient to cover all costs of the acquisition and construction of its facilities, and the board now wishes to make an order determining the amount of bonds that should be issued in order to raise the additional funds necessary for the completion of such facilities; and

WHEREAS, the BART has heretofore developed the BART System Renewal Program (the "Safety, Reliability, and Traffic Relief Program") to invest in the renewal of the BART system by improving safety and access, repairing and replacing critical infrastructure, and increasing capacity, and the District has duly employed engineers, economists, fiscal experts and others deemed necessary to develop general plans, estimates and general specifications pertaining to the projects for which a bond issue is proposed, as hereinafter set forth, sufficient in the opinion of this Board to enable this Board to determine the feasibility of such projects;

WHEREAS, said engineers, economists, fiscal experts and others have made a report entitled "BART Safety, Reliability, and Traffic Relief Engineer's Report" (the "Engineer's Report") and a report entitled "BART System Renewal Program Plan 2016" (the "System Renewal Plan," and together with the Engineer's Report, the "Bond Program Report") to the District in time, form and manner required by law, and this Board hereby determines and declares that the proposed Safety, Reliability, and Traffic Relief Program as specified in the Bond Program Report is feasible and that the Safety, Reliability, and Traffic Relief Program as outlined in the Bond Program Report is necessary;

WHEREAS, this Board desires pursuant to Section 29157.1 of the Public Utilities Code to duly determine the amount of bonds which should be issued in order to raise the amount of money necessary for the Program specified in the Bond Program Report and as otherwise provided by law and pursuant to Section 29158 of the Public Utilities Code to call a special election and submit to the qualified voters of the District the proposition of incurring such bonded indebtedness;

WHEREAS, this Board desires that the special district election hereinafter provided for shall be consolidated with the State of California general election to be held in the State and in the District on November 8, 2016, and desires to take all steps necessary for the purpose of effecting such consolidation;

WHEREAS, Section 9400 et seq. of the Elections Code of the State of California (the "Elections Code") requires that a tax rate statement be contained in all official publications and ballot pamphlets prepared, sponsored or published by the District which relate to said election;

WHEREAS, this Board now desires to authorize the filing of a ballot argument in favor of the proposition to be submitted to the voters at said election;

WHEREAS, if the electors approve the bond proposition, this Board desires to establish an independent citizens' oversight committee to review and report to the public expenditures of the bond proceeds; and

WHEREAS, all acts, conditions and things required by law to exist, happen and be performed precedent to and in connection with the calling and holding of said special district bond election hereinafter provided for have existed, happened and been performed in due time, form and manner as required by law, and this Board is now duly empowered to call said special district bond election in all respects, as hereinafter set forth;

) **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT, AS FOLLOWS:**

Section 1. A special district bond election is hereby ordered and will be **held in** the District on Tuesday, November 8, 2016, at which election shall be submitted to the qualified electors of the District the question of incmTing a bonded indebtedness of the District for the objects and purposes set forth in the following measure:

Measure [J (*Measure Designation to be assigned by the County*) **BART Safety, Reliability and Traffic Relief.** To keep BART safe; prevent accidents/breakdowns/delays; relieve overcrowding; reduce traffic congestion/pollution; and improve earthquake safety and access for seniors/disabled by replacing and upgrading 90 miles of severely worn tracks; tunnels damaged by water intrusion; 44-year-old train control systems; and other deteriorating infrastructure, shall the Bay Area Rapid Transit District issue \$3.5 billion of bonds for the acquisition or improvement of real property subject to independent oversight and annual audits?

Said measure shall be set forth on the ballots to be used at said special bond election within the District in substantially the form hereinabove set forth. Pursuant to Section 29169 of the Public Utilities Code and Section 1 of Article XIII A of the Constitution of the State of California, the above proposition shall become effective only upon the affirmative vote of two- thirds of those electors voting on the measure.

) Section 2. The Board hereby determines and declares that the proposed plan of work for the Safety, Reliability, and Traffic Relief Program in the Bond Program Report is feasible and the Safety, Reliability, and Traffic Relief Program as set forth in the Bond Program Report is necessary. The estimated cost of the proposed Safety, Reliability, and Traffic Relief Program in the Bond Program Report is \$3.5 billion. Said estimate includes planning, design, engineering, acquisition, construction and improvement costs for the Safety, Reliability, and Traffic Relief Program, which includes improvements to train tracks, power systems, tunnels and structures, mechanical systems, train control systems, repair and maintenance facilities, and BART stations.

Section 3. The maximum amount of the principal of the bonds that the Board hereby orders should be issued to raise the amount of money necessary for said Program as set forth in the foregoing measure is \$3.5 billion, which amount is estimated to be required to finance the Safety, Reliability, and Traffic Relief Program in the Bond Program Report, including sufficient funds to cover the cost of inspection of works in course of construction and the costs of issuing the bonds.

Section 4. The maximum term that the bonds proposed to be issued shall run before maturity is forty years, providing that the bonds of said authorized issue may be divided into two or more series or divisions, and the last date of maturity of any such series of bonds may be fixed at any date or dates up to but not exceeding forty years after the date of the bonds of that series. The District may fix different dates for the bonds of each series, and the bonds of any series may be made to mature and become payable at different times from those of any other series, provided (i) that said maximum maturity above specified shall be calculated from the date

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on the face of each bond, separately, irrespective of the fact that different dates may be prescribed for the bonds of each separate series or division of said authorized issue and (ii) that the maturity dates of each separate series or division shall comply with the provisions of law.)

Section 5. The interest rate on each series of bonds will be determined upon the sale thereof and shall not exceed a maximum rate of interest of 12% per annum, the maximum rate permitted by law.

Section 6. Interest to be paid upon said bonds during the estimated period of construction of the works of the District (and for three years thereafter or less) shall be a capital charge and may be payable out of the principal sum realized from the sale of the bonds in an aggregate amount not to exceed \$100,000,000 exclusive of premium generated by the sale of the bonds and deposited in the debt service fund. Such interest not so paid from bond proceeds shall be paid by the levy and collection of taxes in the manner and to the extent provided by law.

Section 7. The proceeds of the bonds shall be deposited in a special account created by the District and applied to the specific purposes set forth in the Measure (as specified in Section I hereof), and the District shall prepare an annual report on the expenditure of the proceeds and the projects funded thereby all pursuant to Government Code Section 53411.

Section 8. The estimate of the taxes required to be levied for all District purposes for the fiscal years 2017-18 to 2065-66, the sources from which such taxes shall be obtained, and the portion or amount to be derived from each source are set forth in Exhibit A attached hereto.)

(a) The foregoing estimate of taxes is based upon the District's contemplated program of financing, which may be modified to conform to construction, marketing and financial conditions existing in the future. The actual tax levy in each year will vary, depending upon the then requirements for bond principal, interest, sinking fund payments, the then assessed values of taxable property in each county comprising the District, market interest rates at the time of each issuance, and the District's credit rating at the time of each issuance.

(b) The source from which such taxes shall be obtained is the net amount derived from the levy and collection of taxes upon all taxable property in the District based upon the equalized assessment roll of each county in which the District is situated. The District is not now authorized to levy income taxes or other similar types of taxes, other than transactions and use taxes, for the payment of its general obligation bonded indebtedness or administrative and general expenses.

(c) The proportion or amount of such taxes to be derived from the sources above stated are as follows:

(i) Annual tax levy for bond principal and interest and for sinking funds -- The law requires that the Board shall, at the time of fixing the general tax levy and in the manner provided for the general tax levy, levy and collect annually until the general obligation bonds of the District are paid, or until there is a sum in the treasury of the District set apart for that purpose to meet all sums coming due for principal and interest on the bonds as they become due and payable, a tax sufficient to pay the annual interest on the bonds and such part of the principal thereof, including any sinking fund ..)

) installments required by any of the District's agreements with its bondholders, as becomes due before the proceeds of a tax levied at the next general tax levy **will** be available for such purposes. The taxes required to be levied and collected on account of interest, principal, and sinking fund of general obligation bonds of the District shall be in addition to all other taxes levied for District purposes, and shall be collected at the time and in the same manner as other district property taxes are collected, and be used for no other purpose than the payment of the bonds and accruing interest. The District shall provide for the payment of the principal of and interest on the bonds by the levy and collection of taxes upon all property in the District subject to taxation by the District without limitation of rate or amount as provided by law, except that such taxes need not be levied to the extent that the District deposits in the treasury set apart for that purpose moneys derived from surplus revenues or any appropriations which may be made to it for that purpose or from any other funds howsoever derived.

(ii) Annual tax levy for . administrative and general expense -- Following the adoption of Proposition 13 by the voters and the passage of implementing legislation, the District receives a small portion of the constitutionally limited 1% county-wide general tax levy in each of the three BART Counties for administrative and general expense and has no authority to increase such amount. The amount of the District's portion of such 1% levy for the 2015-16 fiscal year was approximately \$37,400,000.

) (iii) The District levies a 1/2¢ transactions and use tax, 3;4ths of the revenues of which are allocated to the District and 114th of which is allocated to the Metropolitan Transportation Commission. Revenues from such tax are pledged to secure sales tax revenue bonds of the District and are used to pay general operating and capital costs of the District.

Section 9. This Board does hereby submit to the qualified electors of the District at said special district bond election the measure of incurring bonded indebtedness set forth in Section 1 hereof, and hereby designates and refers to said measure as that measure to be set forth on the ballots as herein prescribed for use at said election:

(a) Said special district bond election shall be held and conducted and the votes thereat canvassed and the returns thereof made and the result thereof ascertained and determined, as herein provided; and in all particulars not prescribed by this resolution said special district bond election shall be held as provided by law.

(b) All residents of the City and County of San Francisco, the County of Alameda and the County of Contra Costa, respectively, who are qualified electors possessing the qualifications prescribed by the general election laws of the State of California shall be entitled to vote at said special district bond election. Whether a resident of the District is a qualified elector within the District shall be conclusively determined by the register of voters of the City and County of San Francisco, the County of Alameda and the County of Contra Costa, respectively, in which said election is held.

) (c) Said special district bond election hereby called shall be consolidated and the Board of Supervisors of the City and County of San Francisco, the Board of Supervisors of the

County of Alameda and the Board of Supervisors of the County of Contra Costa are hereby each requested to order the consolidation of said special district bond election with the State of California general election to be held in said State and in said District on November 8, 2016, all as required by and pursuant to law, and the election precincts, polling places and officers of election within the District for said special district bond election shall be the same as those selected and designated by the Registrar of Voters or the Board of Supervisors, as appropriate, of the City and County of San Francisco, the County of Alameda and the County of Contra Costa, respectively, for said State of California general election, and reference is hereby made to said State of California general election for the designation of the precincts, polling places and election officers for said special district bond election hereby called.

(d) The hours during which the polls shall be kept open in the City and County of San Francisco, the County of Alameda and the County of Contra Costa (collectively, the "Counties" and each a "County"), respectively, shall be the same as those provided for the State of California general election to be held on November 8, 2016 in each of the Counties, respectively, being the election with which the election called pursuant to this resolution is consolidated, and the manner of voting for and against the incuring of such indebtedness shall be as provided for in the ballots in such general election. The Registrar of Voters or the Board of Supervisors, as appropriate, of the City and County of San Francisco, the County of Alameda and the County of Contra Costa, respectively, are and each of them is authorized to canvass, or cause to be canvassed as provided by law (including the provisions of Section 10411 of the Election Code), the returns of said special district bond election with respect to the votes cast in each of the Counties, respectively, and to certify the result to this Board in all respects as provided by law, and upon the certification of such results to this Board, this Board shall cause to be spread upon its minutes a statement of the results of said special district bond election as ascertained by such canvass.

(e) The acquisition or improvement of real property to be undertaken with the proceeds of the bonds is assumed to include the costs of the election and bond issuance and other construction-related costs, such as construction management, architectural, engineering, inspection and other planning costs, legal, accounting and similar fees, independent annual audits, and other incidental or necessary costs. The District shall reimburse itself for all costs incurred in connection with the calling and conduct of the special district bond election and any other costs permitted by law from proceeds of the bonds when issued.

Section 10. Notice of said special district bond election shall be given by publication of the text of this resolution calling such election together with, in each case, a form of notice of election substantially as set forth in Section 29163 of the Public Utilities Code. Such notice, together with the text of this resolution, shall be published once a week in each calendar week for two successive calendar weeks, at any time prior to said election (the first publication to be not less than twenty (20) or more than ninety (90) days prior to the date fixed for such special election), in the following newspapers of general circulation, hereby designated by this Board, which are printed and published in each County within the District, as follows:

Alameda County - East Bay Times

Contra Costa County - East Bay Times

!) City and County of San Francisco - San Francisco Chronicle

No other notice of the election hereby called need be given. The Secretary is hereby directed to cause such notice and the text of this resolution to be published as hereinabove provided.

Section 11. (a) Upon approval of the bond proposition by the voters, the Board shall establish a Bond Oversight Committee (the "Committee") who represent a diversity of expertise, geography and demographic characteristics. Committee members shall consist of seven members and be appointed for two year terms and be eligible to serve for up to 6 years in total and are appointed as follows:

(b) The BART Board of Directors (the "Board") shall appoint:

(i) One member nominated by the American Society of Civil Engineers, or its successor organization, who has expertise in civil engineering management and oversight;

(ii) One member nominated by the American Institute of Electrical Engineers, or its successor organization, who has expertise in electrical engineering management and oversight;

(iii) One member nominated by the American Institute of Certified Public Accountants, or its successor organization, who has expertise in audit or financial oversight;

(iv) One member nominated by the Association for Budgeting & Financial Management section of the American Society for Public Administration, or its successor section or organization, who has expertise in municipal finance;

(v) One member nominated by the Project Management Institute, or its successor organization, who has expertise in construction project management;

(vi) Two members nominated by the League of Women Voters, Bay Area, or its successor organization or chapter; provided that the Board may designate alternative professional organizations other than those set forth above from which to request nominations of members to serve on the Committee.

(c) Committee members shall:

(i) Not be a District employee or official, or be an owner, employee or consultant to a District contractor;

(ii) Not participate or interfere in the selection process of any vendor hired to execute bond funded projects;

(iii) Be required to sign a conflict of interest statement and to disclose any potential conflicts that may arise in the course of their service.

(d) The Committee shall provide diligent, independent and public oversight over the expenditure of funds from the sale of District general obligation bonds. ,)

(e) The Committee shall be staffed by the Controller/Treasurer's Office.

(f) The Committee shall report directly to the public. The Committee shall focus its oversight on:

(i) Assessing how bond proceeds are spent to ensure that all spending is authorized by the ballot measure;

(ii) Assessing whether projects funded by bond proceeds are completed in a timely, cost-effective and quality manner consistent with the best interests of BART riders and District residents.

(g) The Committee is also charged with the responsibility of communicating its findings and recommendations to the District and the public.

(h) If the projects funded by bond proceeds are not being completed in a timely, cost-effective, and quality manner, the Committee may identify the reasons why and make suggestions in writing to the Board and District Staff for improvements.

(i) The Committee shall publish an annual report, which shall include the following:)

(i) A detailed account of the Committee's activities, including its expenditures;

(ii) A detailed breakdown on the uses of bond funds in the previous year, and a confirmation that they were expended legally. The breakdown shall include an estimate of the impact to the BART system and to BART riders of the projects, including any consequences of construction;

(iii) A detailed breakdown of the anticipated use of bond funds already received by the District to be used in the following years to be provided by BART staff to the Committee. The breakdown provided by BART staff shall include an estimate of the impact to the BART system and to BART riders of the projects, including any consequences of construction;

(iv) A • detailed progress report on the projects funded by bond expenditures. The progress report shall include whether the projects are progressing on time, on budget, and in accordance with the District's quality and sustainability standards. The report shall lay out the original and current estimates for cost and completion, and explicitly highlight any significant variances or risk or significant future variances compared to estimates of the budget, timeliness or scope;

(v) A report on any suggestions made by the Committee in the previous year, and whether previous suggestions have been adopted;)

), (vi) A report on the results of any financial or performance audits, relevant to the Bond and the Committee's work, performed by the District during the previous year.

G) The Committee may be disbanded when all bond funds are spent.

Section 12. The Secretary of the District is hereby directed to deliver, no later than August 12, 2016 (which date is not fewer than 88 days prior to the date set for the election), a copy of this resolution and order to the Registrar of Voters of each County, and shall file a copy of this resolution and order with the Clerk of the Board of Supervisors of each County and the Registrar of Voters of each County.

Section 13. Pursuant to Resolution no. 5208 (the "Fare Increase Resolution") of this Board, adopted February 28, 2013, this Board extended the District's productivity-adjusted inflation-based fare increase program (the "Fare Increase Program") to raise fares in January of 2014, 2016, 2018, and 2020. The Fare Increase Program was then estimated to generate approximately \$325 million in additional fare revenue for capital renovation projects over the eight year period beginning in 2014 and ending in 2022. The District hereby reconfirms its intention to use such additional fare revenue generated in the period beginning in 2014 and ending in 2022 by the District's productivity-adjusted inflation-based fare increase program (as such program is set forth in Exhibit A to the Fare Increase Resolution) for capital renovation projects; provided that such revenue is not reduced by unforeseen economic circumstances or decreased ridership or is required to address costs in the event of a natural disaster.

Section 14. (a) The Controller/Treasurer of the District is hereby authorized to prepare a tax rate statement (the "Tax Rate Statement") conforming to the requirements of Section 9401 of the Elections Code, and to file said Tax Rate Statement with the Registrar of Voters of each County.

(b) The Registrar of Voters of each County is hereby requested to include the Tax Rate Statement in all official publications or postings pertaining to the Election, pursuant to the terms of Section 9402 of the Elections Code.

Section 15. The members of the Board are hereby authorized, but not directed, to prepare and file with the Registrar of Voters of each County a ballot argument in favor of the proposition contained in Section I hereof, within the time established by the Registrar of Voters of each County.

Section 16. This resolution, being a resolution relating to an election, shall take effect immediately upon adoption.)

PASSED AND ADOPTED this 9th day of June, 2016, by the following vote:

AYES: 9 - Directors Blalock, Josefowitz, Keller, Mallett, McPartland,
Murray, Raburn, Saltzman, and Radulovich

NOES: 0

ABSTAIN: 0

ABSENT: 0

ATTEST:

President

Secretary