



BOARD OF DIRECTORS 2010

ROSE GUILBAULT, CHAIR
KARYL MATSUMOTO, VICE CHAIR
OMAR AHMAD
MARK CHURCH
JERRY DEAL
SHIRLEY HARRIS
ZOE KERSTEEN-TUCKER
ARTHUR L. LLOYD
ADRIENNE TISSIER

MICHAEL J. SCANLON
GENERAL MANAGER/CEO

A G E N D A

BOARD OF DIRECTORS

**San Mateo County Transit District Administrative Building
Bacciocco Auditorium - Second Floor
1250 San Carlos Ave., San Carlos, CA**

WEDNESDAY, SEPTEMBER 8, 2010 – 2:00 p.m.

- 1. PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER/ROLL CALL**
- 3. PUBLIC HEARING FOR THE CONSIDRATION OF PARATRANSIT AGENCY GROUP FARE INCREASES AND MINOR CODIFIED TARIFF LANGUAGE CHANGES**
 - a. AUTHORIZE APPROVAL OF PARATRANSIT AGENCY GROUP FARE INCREASES AND MINOR CODIFIED TARIFF LANGUAGE CHANGES**
- 4. ADJOURN TO COMMITTEE MEETINGS**

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

INFORMATION TO 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.

The San Mateo County Transit District Board and Citizens Advisory Committee (CAC) meeting schedules are available on the Web site.

Date and Time of Board and Advisory Committee Meetings

San Mateo County Transit District Committees and Board: Second Wednesday of the month, 2 p.m.; SamTrans Citizens Advisory Committee: First Wednesday of the month, 6:30 p.m. Date, time and location of meetings may be change as necessary.

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 and accessible by SamTrans bus Routes 260, 295, 390, 391, KX. [Map link](#) Additional transit information can be obtained by calling 1-800-660-4287 or 511.

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 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.
- Members of the public may address the Board on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to one minute and items raised that require a response will be deferred for staff reply.

Accessibility for Individuals with Disabilities

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

Availability of Public Records

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.

Note: 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
STAFF REPORT**

TO: Board of Directors

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: C. H. (Chuck) Harvey
Deputy CEO

**SUBJECT: PUBLIC HEARING FOR PARATRANSIT AGENCY GROUP FARE
INCREASES AND MINOR CODIFIED TARIFF LANGUAGE CHANGES**

ACTION

On July 14, 2010 the Board approved a public hearing to be held September 8, 2010 for the consideration of Paratransit Agency Group fare increases (Attachment A), and minor Codified Tariff language changes. Staff recommends that the Board approve the new fares reflected in Attachment A, re-classify "Senior Coastsiders" as "5311 Coastside On-demand Non-ADA Paratransit" service in the Codified Tariff, and provide that Redi-Wheels and RediCoast ADA customers ride free on all regular fixed-routes, effective on October 1, 2010.

SIGNIFICANCE

Agency Group Fare Increases – The District provides customized transportation service to seven adult day care agencies and one senior center, each with a different fare rate. The Board approved Resolution No. 2009-51, on September 9, 2009, increased the Paratransit fares, including fares applicable to Paratransit Group Agencies, effective July 1, 2010 and July 1, 2011, with the understanding that staff would "...work with the agencies to try to establish a flat fare rate."

Staff has developed a flat rate fare proposal applicable to all Paratransit Group Agencies. While most fares and total payments by the agencies would decline under the proposal, two of the fares would modestly increase, thus requiring a Public Hearing prior to Board action and implementation.

Codified Tariff Language Changes – The "Senior Coastsiders" service is a rural, non-exclusive, shared-ride recreational service for seniors, assumed by the District in July 2008. Because participants are not required to be Paratransit certified, the service is more appropriately classified as "5311 Coastside On-demand Non-ADA Paratransit" service in the Codified Tariff and thus staff recommends such reclassification.

Finally, under the current tariff, Redi-Wheels and RediCoast ADA customers ride free on all regular fixed-routes in Zone A and trips beginning or ending in San Francisco on Routes 292, 391 and 397. With the elimination of the express routes on December 20, 2009, the KX is now the only regular fixed-route on which Redi-Wheels and RediCoast ADA customers pay a fare. Under the recommendation, eligible paratransit riders would no longer pay for trips on the KX.

BUDGET IMPACT

There is no impact on the budget. The revenue loss would be minimal and any recommended changes to the budget would be made with the overall farebox revenue review during the fiscal year.

BACKGROUND

Agency Group Fare Increases – Customized, agency-sponsored group service provides critical transportation to some of the District’s most vulnerable riders at a premium above regular paratransit service fares. SamTrans assumed the customized agency-sponsored group service in the 1980s and hired a consultant to calculate and establish the fares based on criteria that were applicable at that time. Subsequent fare increases have been calculated based on percentage increases in Paratransit service fares.

The customized service includes: limiting agency-sponsored routes to agency customers; providing a full-time designated Redi-Wheels staff person to schedule the rides; providing alighting and boarding supervision at the three largest agencies; more specific pick-up and drop-off windows; and shorter ride times. While all the agency passengers are Paratransit certified, the customized service is beyond the ADA requirements and the fares are not limited by ADA regulations.

The “Senior Coastsiders” service is a rural, non-exclusive, shared-ride recreational service for seniors, assumed by the District in July 2008 when the former provider could no longer meet expenses. Participants are not required to be Paratransit certified, and the service is more appropriately classified as “5311 Coastside On-demand Non-ADA Paratransit” service in the Codified Tariff.

Prepared by: Donald G. Esse, Senior Operations Financial Analyst

650-508-6329

**SAN MATEO COUNTY TRANSIT DISTRICT
PARATRANSIT FARES**

FARE CATEGORY	Fares Adopted September 9, 2009		Recommended Fares	
	July 1, 2010	July 1, 2011	October 1, 2010	July 1, 2011
Paratransit Service:				
One-way	\$3.50	\$3.75	\$3.50	\$3.75
Lifeline	\$1.75	\$1.75	\$1.75	\$1.75
5311 Coastside On-demand Non-ADA Paratransit Service:				
One-way	\$3.50	\$3.75	\$3.50	\$3.75
Lifeline	\$1.75	\$1.75	\$1.75	\$1.75
Senior Coastsiders - One-way			\$3.50	\$3.75
Senior Coastsiders - Lifeline			\$1.75	\$1.75
Agency-sponsored Trips - Regular:				
Poplar Recare	\$5.81	\$6.22	\$4.25	\$4.50
Rosener House	\$4.26	\$4.56	\$4.25	\$4.50
San Carlos Adult Day Care	\$4.67	\$5.00	\$4.25	\$4.50
Senior Focus	\$5.59	\$5.98	\$4.25	\$4.50
Senior Day Care	\$4.95	\$5.30	\$4.25	\$4.50
South San Francisco Adult Day Care	\$4.19	\$4.48	\$4.25	\$4.50
Coastside Adult Day Health Care	\$4.20	\$4.50	\$4.25	\$4.50
Senior Coastsiders	\$3.50	\$3.75		
Agency-sponsored Trips - Lifeline:				
Poplar Recare	\$4.06	\$4.35	\$2.25	\$2.25
Rosener House	\$2.51	\$2.68	\$2.25	\$2.25
San Carlos Adult Day Care	\$2.92	\$3.12	\$2.25	\$2.25
Senior Focus	\$3.84	\$4.11	\$2.25	\$2.25
Senior Day Care	\$3.20	\$3.42	\$2.25	\$2.25
South San Francisco Adult Day Care	\$2.44	\$2.61	\$2.25	\$2.25
Coastside Adult Day Health Care	\$2.45	\$2.62	\$2.25	\$2.25

RESOLUTION NO. 2010 -

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

* * *

**ADOPTING A PARATRANSIT AGENCY GROUP FLAT FARE STRUCTURE,
CLASSIFYING SENIOR COASTSIDERS AS A 5311 COASTSIDE ON-DEMAND NON-
ADA PARATRANSIT SERVICE, AND PROVIDING THAT REDI-WHEELS AND
REDICOAST ADA CUSTOMERS MAY RIDE ALL SAMTRANS REGULAR FIXED-
ROUTE SERVICE WITHOUT PAYING A FARE**

WHEREAS, pursuant to Resolution No. 2009-51, dated September 9, 2009, the Board of Directors of the San Mateo County Transit District adopted a fare increase and provided for an increase in the fares applicable to Paratransit Agency Groups effective July 1, 2010 and July 1, 2011; and

WHEREAS, the Board approved the fare increases with the understanding that staff would "...work with the agencies to try to establish a flat fare rate"; and

WHEREAS, staff has reported back to the Board and recommends the Board adopt the flat fares reflected in Attachment A; and

WHEREAS, the "Senior Coastsiders" service is a rural, non-exclusive, shared-ride recreational service for seniors, which is more appropriately classified as "5311 Coastside On-demand Non-ADA Paratransit" service and thus staff recommends such reclassification; and

WHEREAS, with the elimination of the express routes on December 20, 2009, the KX route is now the only regular fixed-route on which Redi-Wheels and RediCoast ADA customers pay a fare; and

WHEREAS, staff recommends that the Board authorize that Redi-Wheels and RediCoast ADA customers ride free on all of the District's regular fixed-routes.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby adopts the Agency Group flat fare structure, as reflected in Attachment A; and

BE IT FURTHER RESOLVED that the “Senior Coastsiders” service be re-classified as “5311 Coastside On-demand Non-ADA Paratransit” service; and

BE IT FURTHER RESOLVED that Redi-Wheels and RediCoast ADA customers may ride all SamTrans regular fixed-route service without paying a fare; and

BE IT FURTHER RESOLVED that the Agency Group fare changes go into effect on October 1, 2010 and July 1, 2011 and the other changes authorized in this resolution shall go into effect on October 1, 2010.

Regularly passed and adopted this 8th day of September 2010 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary



BOARD OF DIRECTORS 2010

ROSE GUILBAULT, CHAIR
KARYL MATSUMOTO, VICE CHAIR
OMAR AHMAD
MARK CHURCH
JERRY DEAL
SHIRLEY HARRIS
ZOE KERSTEEN-TUCKER
ARTHUR L. LLOYD
ADRIENNE TISSIER

MICHAEL J. SCANLON
GENERAL MANAGER/CEO

A G E N D A

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

**San Mateo County Transit District Administrative Building
Bacciocco Auditorium - Second Floor
1250 San Carlos Ave., San Carlos, CA**

WEDNESDAY, SEPTEMBER 8, 2010 – 2:30 p.m.

ACTION

1. Approval of Minutes of Community Relations Committee Meeting of July 14, 2010

INFORMATIONAL

2. Accessibility Update – Bill Welch
3. Paratransit Coordinating Council (PCC) Update – Nancy Keegan
4. Citizens Advisory Committee Liaison Report – John Baker
5. Performance Report – End-of-the-Year Performance Report
6. Multimodal Ridership Report – June 2010
7. Multimodal Ridership Report – July 2010

Committee Members: Shirley Harris, Omar Ahmad, Jerry Deal

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.

Draft

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

**MINUTES OF COMMUNITY RELATIONS COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JULY 14, 2010**

Committee Members Present: S. Harris (Committee Chair), O. Ahmad, J. Deal

Other Board Members Present: M. Church, R. Guilbault (Chair), Z. Kersteen-Tucker, A. Lloyd, K. Matsumoto, A. Tissier

Staff Present: J. Cassman, G. Harrington, C. Harvey, R. Haskin, R. Lake, M. Lee, M. Martinez, N. McKenna, D. Miller, C. Patton, M. Scanlon, M. Simon, B. Welch

Committee Chair Shirley Harris called the meeting to order at 2:03 p.m.

Approval of Minutes of Community Relations Committee (CRC) Meeting of June 9, 2010

The committee approved the minutes (Ahmad/Deal).

Proclamation in Honor of the 20th Anniversary of the Americans with Disabilities Act

A motion (Harris/Church) to pass the proclamation was approved by all.

Committee Chair Harris and Board Chair Rose Guilbault presented the proclamation to Paratransit Coordinating Council (PCC) Chair Nancy Keegan.

Ms. Keegan thanked the Board for recognizing the 20th Anniversary of the ADA.

Accessibility Update

Accessible Transit Services Manager Bill Welch said there will be an event in honor of the 20th Anniversary of the ADA on July 26 at the Redwood City County Center. Mr. Welch said SamTrans will have a bus at the event showing off the accessible features.

PCC Update

Ms. Keegan reported:

- The quarterly PCC newsletter was distributed.
- The change in the two-hour late cancellation policy has contributed to improved on-time performance and productivity.
- The PCC is very pleased to hear the Interactive Voice Response System may be implemented as soon as December.
- The PCC Quarterly Consumer Core Report was presented at yesterday's meeting. This report is compiled from a group of anonymous riders that complete a list of questions about their ride experience. A total of 222 reports were received and the results are in line with the performance results.

Committee Chair Harris and Board Chair Guilbault presented a certificate of recognition to former PCC Chair Kent Mickelson.

Mr. Mickelson thanked the Board for honoring him and said it has been a pleasure to work with SamTrans.

Citizens Advisory Committee Liaison Report

CAC Chair John Baker said there was no meeting in July. He reported on the June meeting:

- Matey Matev will be leaving the committee to attend college.
- Marketing Manager Pat Boland provided an update on the bus shelters.
- The CAC is in favor of merging Routes 294 and 17 on the weekend.

Performance Report – Mobility Management Fixed-route Bus Service

Director of Bus Transportation Chester Patton provided the following information:

- Average weekday ridership is 47,000, a decrease of 3.5 percent from last year.
- Tokens continue to be a popular fare media.
- On-time performance is tracking above the 85 percent goal.
- The Supervisor Academy has had 144 graduates to-date with a new class scheduled to begin in the fall.
- A pilot leadership program was started with 12 administrative employees who will complete the program this month.
- The new buses have arrived and 89 are in service.
- The Predictive Arrival System will be installed and tested at Daly City, Colma, Millbrae and Redwood City transit centers in August.
- Clipper will soft launch in October 2010.
- The farebox revenue collection system will arrive in the fall and be implemented in early 2011.
- The first of two option years for the Route 17 begins this month at a favorable rate. Staff is looking at weekend service changes to consolidate Routes 17 and 294.
- The final option year for the SamCoast service expires in October and staff is negotiating a new agreement to preserve the service.
- Route 17 ridership was up 17 percent in May versus May 2009.
- Sustainability efforts include:
 - The consolidation of non-revenue fleet vehicles at Central.
 - A sustainability policy for the District.
 - Reminders in conference rooms and lunch rooms to turn lights off.
 - A Greenhouse Gas Emissions Inventory and Sustainable Return on Investment Report is being prepared.

Director Omar Ahmad asked what factors contributed to the increased ridership on Route 17. Mr. Patton said the new buses can accommodate additional passengers.

Multimodal Ridership Report – May 2010

Deputy CEO Chuck Harvey said average weekday ridership for the month of May 2010 compared to May 2009 was as follows:

- Ridership for all modes was 95,094, a decrease of 2.7 percent.
- Bus ridership was 46,830, a decrease of 3.5 percent.
- Paratransit ridership was 1,117, a decrease of 5.7 percent.
- Caltrain ridership was 40,020, a decrease of 1.3 percent.
- Caltrain shuttle ridership was 5,323, a decrease of 3.6 percent.
- BART shuttle ridership was 1,804, a decrease of 5.7 percent.

Director Karyl Matsumoto noted the numbers on the chart for FY2008 and FY2009 don't match.

Adjourned: 2:27 p.m.

**CRC ITEM # 2
SEPTEMBER 8, 2010**

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: C. H. (Chuck) Harvey
Deputy CEO

SUBJECT: **ACCESSIBILITY REPORT**

ACTION

This report is for information only. No policy 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 Advocacy and Legislative Committee (AL-Com) is the advocacy arm of the PCC. The SamTrans Accessibility Advisory Committee (formerly the Americans with Disabilities Act Technical Advisory Committee or ATAC) is a SamTrans committee that advises on accessibility issues, particularly related to fixed-route service. Each group has requested that the Board be informed of the issues discussed at meetings.

The PCC meets monthly (except for August). The SamTrans Accessibility Advisory Committee (SAAC) meets every two months. The PCC Advocacy meetings are now being held on a quarterly basis.

The minutes from the June 8 PCC meeting, the July 6 AL-Com meeting and the July 13 PCC meeting are attached. The minutes from the most recent SAAC meeting are not yet available.

Prepared by: Tina Dubost, Accessibility Coordinator 650-508-6247
Project Manager: Bill Welch, Manager, Accessible Transit Services 650-508-6475

**SAN MATEO COUNTY
PARATRANSIT COORDINATING COUNCIL
June 8, 2010
MEETING MINUTES**

ATTENDANCE

Members Present: Nancy Keegan, Chair; Dale Edwards, AL-Com Chair; Barbara Kalt, Rosener House; Maureen Dunn, Senior Focus; Diane Griffith & Joey, Consumer; Stephanie Hill, Consumer; Mike Levinson, Consumer; Craig McCulloh, Aging & Adult Services; Benjamin McMullan, CID; Dan Mensing, Consumer; Bill Welch, SamTrans.

Absentees: Aki Eejima, Consumer; Pat Dixon, COD, CAD; Myria Barnes-Jackson, DOR; May Nichols, COA; Sammi Riley, Consumer; Michal Settles, Coastside; Judy Garcia, Consumer; Joe Monsor, Caregiver.

Guests: Elly Colwell, SamTrans; Tina Dubost, SamTrans; Maxine Eastman, Consumer; Paul Lee, SamTrans; John Murphy, MV Transportation; Rose Berta, PCC Staff.
(Total Attendance: 18) Quorum--Yes

WELCOME/INTRODUCTION

Nancy Keegan, Chair, welcomed all to the June PCC meeting.

APPROVAL OF MAY PCC MINUTES

Nancy asked for a vote of approval for the May minutes. Barbara moved the minutes be approved and Mike seconded the motion. The minutes were approved by all, with Craig abstaining because of his absence from the May meeting.

COMMITTEE REPORTS

A. AL-COM REPORT

Dale Edwards, Chair, announced that the Advocacy/Legislative Committee will meet on July 6, 2010 with the new Chair presiding. The details of the April meeting can be found in the minutes included in the May packet.

B. GRANT/BUDGET REVIEW

Barbara explained that the process to procure the 5310 vehicles is being developed and should work the same way as in the past. Bill explained that SamTrans wrote their own specifications and has agreed to let other transit agencies use their agreement to purchase additional vehicles.

C. EDUCATION COMMITTEE

Nancy announced that the meeting is scheduled for this afternoon at 3:45 pm. The Senior Day at the San Mateo County Fair will be discussed at the meeting.

D. NOMINATIONS COMMITTEE

Barbara and May presented nominees Nancy as Chair and Dale as Vice Chair for FY 2010-2011. Barbara entertained other nominations. Since there were no other nominations, Barbara recommended vote by acclamation to accept Nancy as Chair and Dale as Vice Chair. Craig moved to vote Nancy as Chair and Dale as Vice Chair; Bill seconded the motion. All approved

and congratulated Nancy and Dale as the newly elected officers for FY 2010-2011. Nancy and Dale thanked everyone and said they felt honored and appreciative, and both are looking forward to working as a team and to continue the excellent work of past chairs.

E. EXECUTIVE COMMITTEE

Nancy and the Executive Committee made the recommendations to vote Pat Dixon as a PCC member. Barbara moved to approve Pat's membership, Mike seconded the motion. Pat Dixon's membership was unanimously approved!

SAM TRANS/REDI-WHEELS REPORT

A. Operational Report

Bill announced that a fare increase of \$3.50 and the lifeline fare of \$1.75 are set for July 1st. Agency fares will initially increase by 17% until a uniform fare increase is approved by the Board following a public hearing on the proposal.

B. Performance Summary

Bill Welch explained that the SamTrans Board gets detailed reports on each transit mode several times during the year. In April the SamTrans Board received a detailed presentation on paratransit. Tina Dubost presented the information to the PCC.

The presentation was very complete. It included background on Redi-Wheels, information on how Redi-Wheels operates and on how Redi-Wheels relates to the SamTrans Strategic Plan. She discussed cost, operating statistics and eligibility statistics. There were approximately 283,000 total rides per year, an average weekday ridership of 987, and approximately 6,800 eligible Redi-Wheels riders. Paratransit is the most expensive service that the District operates with an average cost of approximately \$41 per ride. It is also one of the most important. She discussed some of the ways that SamTrans is working to make Redi-Wheels more cost effective and efficient. She gave examples of the importance SamTrans places on high quality service to customers. Tina also discussed the Senior Mobility Action Plan and Senior Mobility Ambassadors.

Nancy thanked Tina for giving a great report. It was suggested that Tina write an article in the fall newsletter to share the highlights of her report.

In Tina's monthly operations report, she reported the number of rides in April 2010 is similar to April 2009; on-time performance is better than in 2009; productivity is better, thanks to John and his staff; compliments have increased; there was an increase in late cancels due to the new definition and the 2-hour cancellation policy. The new cancellation policy had a smooth transition with the customers. Nancy and Stephanie commented that the policy change was well-communicated through mail, phone messages, and a clear explanation of the change.

C. Customer Comments

Elly reported that the overall total comments have increased by over half; there were many more comment cards for this month. All categories have gone up, especially compliments. The average response time by provider and to the customer has decreased and continues to stay in the 7-day turn-around limit due to the hard work of Sophie and Lynn. In the comments by type, compliments are up as well as late vehicles and customer errors.

D. Safety Report

John reported that there were no accidents for RediCoast. Redi-Wheels had one non-chargeable and three minor chargeable accidents, possibly due to drivers being very accommodating in apartment complex tight quarters. Paul emphasized that John and MV have a great safety record.

John shared that at the Safety meeting this month, Diane gave a brief explanation about guide dogs and answered questions relating to service animals as a passenger. John thanked Diane for her efforts in helping bridge the gap between drivers and riders with guide dogs. There was a discussion on whether or not there was a policy in place pertaining to animals riding in vehicles. The ADA has new guidelines, and there was a suggestion on having a brief article in the next newsletter on this topic.

LIAISON REPORTS

A. MTC REPORT

No report without Marshall.

B. AGENCY

Barbara reported no recent meeting and referred to Bill's report on the fare increase in July.

C. COASTSIDE TRANSPORTATION COMMITTEE (CTC)

Dale announced the next meeting is July 14th.

D. EFFICIENCY REVIEW COMMITTEE (ERC)

Mike Levinson said that the Committee discussed the Interactive Voice Response (IVR) system, traveling training, and the late cancel policy. The same day service was discussed and strongly discouraged due to the extra cost.

E. COMMISSION ON AGING (COA) REPORT

Craig announced that there are four new commissioners. The meeting focused on two areas—healthcare reform issues and the “Silver Alert” program. The Silver Alert program will be implemented locally through the Office of Emergency Services (OES) and the Sheriff Department, broadcasting information about missing seniors with cognitive disabilities. Barbara mentioned that she hopes Redi-Wheels can be part of the program. Alerts could go through cell phones or email. Everyone liked Stephanie's idea of going through the dispatcher for reporting missing persons.

COMMISSION ON DISABILITY (COD) REPORT

Craig reported for Pat stating the Commission also has four new commissioners. Craig announced the American Disability Act (ADA) 20th Anniversary of the Civil Rights legislation will be on July 26th. The Disability Wellness Fair will take place on Monday, July 26th, from 11 am to 2 pm at the County Center in Redwood City. SamTrans will be providing a bus showing the accessibility features; there will be an obstacle course as well.

Craig encouraged everyone to promote accessible voting. The website is www.eac.gov to register, view three videos on voting, and find assistance with accessible voting. Help America Vote Act requires all counties to provide accessible voting machines.

Craig will forward a link of a survey for anyone to complete on these issues in the city of San Mateo.

OTHER BUSINESS

Maxine Eastman, consumer, gave her appreciation to John, Bill, and the PCC for listening and resolving the SFO issue she presented at one of the meetings. She presented the members with her baked “goodies”. Thank you Maxine!

John will look into Diane’s subscription issue of late pickups.

New coupon books will be out in July.

MEETING ADJOURNED: 3:30 pm

**SAN MATEO COUNTY
PARATRANSIT COORDINATING COUNCIL
Advocate /Legislative (AL-Com) Committee Meeting
July 6, 2010**

MEETING MINUTES

ATTENDANCE

Members Present: Dale Edwards, Out-going AL-Com Chair; Mike Levinson, AL-Com Chair FY 2010/11; Bill Welch, SamTrans; Dr. Aki Eejima, Consumer; Stephanie Hill, Consumer.

Guests: John Murphy, MV Transportation; Enrique Henry Silvas, SamTrans; Linda Rhine, PCC Consultant, Nelson\Nygaard; Tina Dubost, SamTrans; Elly Colwell, SamTrans; Claire Hutar, MTC Intern; Rose Berta, PCC Staff.

(Total Attendance: 12)

WELCOME/INTRODUCTION

Dale Edwards introduced Mike Levinson as the AL-Com Chair for FY 2010/11. Members applauded and congratulated Mike. Mike thanked Dale and members.

LEGISLATIVE UPDATE

The State of California does not yet have a budget. The State government is trying to reduce State workers to minimum wage.

LOCAL ADVOCACY ISSUES—OPEN DISCUSSION

There was a discussion on issues relating to Serra cabs. Consumers have asked if the cab drivers could wear name tags and if Serra cabs operate under the same rules as Redi-Wheels. John will check into providing name tags for the drivers. John mentioned that vehicles are inspected annually for safety and cleanliness. He will also check on a Serra minivan's seatbelt on the floor causing a potential tripping hazard as well as vehicle cleanliness. Dale commented that he uses Serra cabs quite a bit and know that drivers take pride in their cab and in the service they provide, and he has always had good service.

Aki asked if the cab drivers could provide the same assistance as MV drivers. John said they should be providing assistance and encourages consumers to call in and give feedback to John or call in to SamTrans 800 telephone number or send a comment card if they have comments about a trip. Consumers need to ask for the comment cards if they are not visible in the cabs. There was only one negative taxi comment this past month. Rose, via email, will give John comments from consumers so he can follow up on a timely basis. John reminded everyone that Serra Cab is not devoted exclusively to Redi-Wheels and that their contract is to provide an alternate service when Redi-Wheels is at capacity. Music is also allowed on cabs. Elly says all taxi-related comments she received last month were compliments and were mainly praising two specific drivers.

At Aki's request, Tina will have a supervisor check out the actual entrance to the medical facility at 66 Bovet in San Mateo for the drop off and pickup location.

Mike shared his experience in San Francisco with Redi-Wheels and Mobility Plus. The rule is that designated locations in San Francisco are served by Redi-Wheels. Trips can be made to and from these designated locations but not between them. A rider must use another service for their San Francisco to San Francisco part of the trip. John reminded everyone that SamTrans is a “closed door” operation between San Mateo County to San Francisco; and the same for return trips. Mike suggested possibly mentioning this rule in the newsletter.

COMPLAINT REVIEW COMMITTEE—OPEN DISCUSSION

Tina presented the quarterly report. Complaints per 1,000 rides are much better than the standard of 2.5 complaints per 1,000 rides. The average 0.54 per 1,000 rides is the best in the previous four quarters. Compliments are high at 99 for the quarter. Customer error complaints are similar to the previous quarter. The number of missed trips is very low; 72,000 trips were provided during the time period; safety-related complaints are near zero. The biggest category of complaints is late vehicles, and MV is working on on-time performance. Service requests and general policies complaints have no pattern. The biggest category is customer error. All complaints are investigated, evaluated, and are taken seriously.

Mike asked about the productivity statistic. John shared that 1.7 passengers per hour includes cabs; 1.62 is for Redi-Wheels; RediCoast is 1.47. John said that each one hundredth of a point has the potential to save about \$10,000 per month. Cost savings from increased productivity is due in part from the 2-hour late cancellation policy and Trapeze software.

OTHER BUSINESS

Dale thanked everyone involved in making the PCC booth successful at the San Mateo County Fair—John for providing transportation; Rose and Linda for setting up logistics; May, Diane, Stephanie, Dan, and Scott Pitera, Nelson\Nygaard intern for volunteering at the booth. They had a great day and met a lot of seniors, including the SFO volunteer coordinator. There is an advantage of PCC having outreach at the San Mateo fair— making contacts and networking. People appreciated the tote bags.

Dale asked about the status of the SFO meeting. Bill said the update is still indefinite and he will check on the progress of the proposal on better signing, more stop locations, and better guidance from airport personnel. The good news is that there will be two stop locations.

Linda announced that the summer newsletter is available and will be sent out to 250 riders from the mailing list.

Mike explained the purpose of the MV Appreciation Party, which is to show our appreciation of the MV drivers and staff. Tuesday, October 12, is the MV Appreciation Party.

Mike included a reminder that there will be no August PCC meeting. September will be the next PCC meeting followed by the Education Committee meeting. The next AL-Com meeting will be on October 5th.

MEETING ADJOURNED: 2:30 PM

**SAN MATEO COUNTY
PARATRANSIT COORDINATING COUNCIL
July 13, 2010
MEETING MINUTES**

ATTENDANCE

Members Present: Nancy Keegan, Chair; Dale Edwards, Vice Chair; Mike Levinson, AL-Com Chair; Barbara Kalt, Rosener House; Aki Eejima, Consumer; Pat Dixon, COD; Judy Garcia, Consumer; Stephanie Hill, Consumer; May Nichols, COA; Benjamin McMullan, CID; Sammi Riley, Consumer; Michal Settles, Coastside; Bill Welch, SamTrans; Maureen Dunn, Senior Focus.

Absentees: Diane Griffith & Joey, Consumer; Myria Barnes-Jackson, DOR; Dan Mensing, Consumer; Craig McCulloh, Aging & Adult Services; Joe Monsor, Caregiver.

Guests: Elly Colwell, SamTrans; Tina Dubost, SamTrans; John Murphy, MV Transportation; Linda Rhine, Nelson/Nygaard; Marie Violet, Sequoia Hospital; Maxine Eastman, Consumer; Maria Kozak, Consumer; Claire Hutar, MTC Intern; Rose Berta, PCC Staff.

(Total Attendance: 23) Quorum--Yes

WELCOME/INTRODUCTION

Nancy Keegan, Chair, welcomed all to the July PCC meeting.

APPROVAL OF JUNE PCC MINUTES

Nancy asked for a vote of approval for the June minutes. Barbara moved the minutes be approved and Mike seconded the motion. The minutes were approved by all, with May and Pat abstaining because they were absent from the June meeting.

COMMITTEE REPORTS

A. AL-COM REPORT

Nancy announced Mike Levinson as the new Advocacy/Legislative Committee Chair for FY 2010/11. Everyone congratulated Mike and welcomed Mike as the new chair.

Mike reported on the July 6th meeting. There was a discussion on a few Serra cab issues including name tags, comment cards, equipment, and Serra cab drivers' guidelines. Details of the meeting and discussions can be found in the AL-Com minutes included in the September 2010 packet. The increased one-way fare of \$3.50 was implemented as of July 1st. New coupon books are now available; lifeline fare is \$1.75.

Nancy commented that Mike did an excellent job as chair in his first AL-Com meeting, and thanked him for accepting the position.

B. GRANT/BUDGET REVIEW

Barbara said there was nothing new to report on the 5310 vehicle procurement process. Barbara asked Bill and Linda if they could prepare an end of year summary of budget and expenses for the September PCC meeting.

EDUCATION COMMITTEE

Nancy announced that Maureen Dunn has been appointed as the new Education Committee Chair and thanked Maureen for accepting the appointment. Everyone applauded Maureen on her new position. Her first meeting to chair will be on Tuesday, September 14th following the PCC meeting at 3:45-4:45 pm.

Nancy thanked Senior Day volunteers Diane & Joey, May, Stephanie, Scott Pitera of Nelson\Nygaard, Dale & Sue Edwards, and Bob Martinson, MV Road Supervisor. Dale said they had a good day, and people enjoyed the tote bags.

At the next Education Committee they will discuss targeting outreach fairs that will reach the “right” people and be beneficial to the PCC. The summer newsletters are available for distribution and mailings, and for the next outreach event.

D. EXECUTIVE COMMITTEE

Nancy announced that Michal Settles, representing the Coastside, is the new Executive Committee member along with Maureen and Mike. The next meeting will take place this month and there will be an oral report at the September PCC meeting.

Consumer Corps Report

Linda distributed the Consumer Corps report for the quarter and explained the purpose of the report is a sampling of random ride experiences of Consumer Corps Redi-Wheels riders, who volunteer to participate and remain anonymous. The report is based on the average experience of riders and represents a good comparison with the data from SamTrans’ report. Consumer Corps comments are submitted and results tabulated on a quarterly basis to gain an understanding of a “typical ride” experience. There were 222 reports submitted for the March-June quarter. There were no trip denials; comment cards were observed 93% of time. The on-time performance of 82% is lower than the goal of 90%. Ride times are within the standard 45 minutes for trips fewer than 5 miles; telephone call hold time is an average of 2.5 minutes. Almost 100% of the riders were provided the assistance they needed by the drivers. The vehicle type used by consumers included 49% for Redi-Wheels bus or large van, 25% by Redi-Wheels & Serra minivans, 17% by Redi-Wheels sedan, and 9% by Serra cabs.

There was a discussion on the definition of “hold/wait time”. Linda clarified that it is the time before the caller actually speaks to a person while making a reservation, or the queue time. Mike suggested that knowing the number of callers placed on hold and the number of minutes on hold would be more beneficial to know than the average minutes callers are placed on hold. Linda said the data requested can be included in the next quarterly report. Linda will have the Executive Committee discuss the wording of the “on hold” question to determine if a revision of the question is needed.

On the question as to the standard wait time, Tina said the standard is 1.5 minutes in the queue and “on hold” has been averaging 58 seconds. Maxine shared that her experience has been very good with her reservations. Nancy thanked everyone for their comments and Linda for preparing her report.

SAM TRANS/REDI-WHEELS REPORT

A. Operational Report

Bill introduced Claire Hutar, working with Accessible Services Unit and an Intern of MTC. Claire is from St. Francis High School and is doing a good job in her internship.

Bill announced the increased fare of \$3.50 and the lifeline fare of \$1.75 are in place as of July 1st. Customers of agency programs will pay a little more than regular riders, but will have a uniform fare increase once the proposed \$4.25 fare is approved by the Board following a public hearing on the proposal in September.

San Mateo County is holding the ADA 20th Anniversary event in the County Government Center on July 26th. Bill, Tina, and Ashish will be providing the County employees a bus to demonstrate services offered by SamTrans for people with disabilities.

The Interactive Voice Response (IVR) software that will provide an automated phone call the night before for Redi-Wheels pickup, and announce “the ride is on its way, so please be ready” is scheduled to be operational by the end of the year. Bill would like to involve the Efficiency Review Committee as a sounding board on some technical issues.

The SFO issue is moving forward; the airport representative reported that they will provide a southern pickup point (Courtyard G), as well as a northern pickup point, (Courtyard A), as long as SamTrans vehicles are properly identified.

B. Performance Summary

Tina reported that the number of late cancels for May of 2010 is almost identical to April 2010, and is higher than May 2009 because of the change from one hour to two hour cancellation policy. The number of no shows is better than in April; total trips are down from May 2009; the number of individuals riding is the same; inter-county transfer trips are a little lower than in April. Productivity is fabulous at 1.75 passengers per hour. Thank you John! Average wait time is better than the standard of 1.5 minutes. Barbara asked what the cause for the increase in productivity was. John attributed the increase to the changes made with the Trapeze software and the 2-hour late cancellation policy. The increase in productivity resulted in more shared rides and a considerable cost savings.

C. Customer Comments

Elly reported that the overall total comments have increased by 2. The average response time by provider and to the customer continues to stay within the 7-day turn-around limit due to the hard work of Sophie and Lynn. In the comments by type, compliments are up as well as late vehicles down by half, and customer errors have decreased.

D. Safety Report

John reported they had a fabulous June; no chargeable accidents on the Coast or for Redi-Wheels, and no major safety issue. There were 209,000 miles driven with no chargeable accidents. The year was a good year with only 9 chargeable accidents for the year with 169,000 miles.

LIAISON REPORTS

A. MTC REPORT

No report without Marshall.

B. AGENCY

Barbara reported no agency meeting but suggests that there will be a meeting prior to the public hearing in September.

C. COASTSIDE TRANSPORTATION COMMITTEE (CTC)

Michal said there will be a meeting tomorrow; John and Bill will be there along with Dale. One issue to be discussed will be the new fare structure for agencies. There will be updates on the Interactive Voice Response (IVR) system, SFO pickup location issue, and the Disability Awareness Fair.

October 13th will be the last meeting for the quarter. Michal will also discuss Consumer Corps membership recruitment and distribute the summer newsletters. Everyone is invited to the meeting, which is open to the public.

D. EFFICIENCY REVIEW COMMITTEE (ERC)

Mike Levinson said the Committee discussed the Interactive Voice Response (IVR) system, travel training, SFO airport service, and the significant productivity increase report for Redi-Wheels and RediCoast. John said that each one hundredth of a point has the potential to save about \$10,000 per month. Mike also shared that SamTrans provides free rides on fixed routes buses for eligible Redi-Wheels and RediCoast riders. Tina said the free rides information is included in the new fare mailings.

E. COMMISSION ON AGING (COA) REPORT

May shared on a sad note that Ming, Commissioner, Chinese translator, and a “very giving person” has passed away on July 4th. A “Senior on the Move Conference” will be held on December 3rd in his honor, presented by Jackie Spears.

The Commission on Aging is developing a relationship with the Senior Centers, which are now called Community Centers and has developed a template on how to approach and engage people in need for volunteerism.

COMMISSION ON DISABILITY (COD) REPORT

Pat shared handouts on the 20th Anniversary celebration of the American Disabilities Act event.

OTHER BUSINESS

Nancy officially welcomed and congratulated Pat as a new PCC member.

Linda announced the Alameda workshop for MTC on Friday, July 30th, 10:00 am-2:00 pm, at the MTC building.

Aki asked if Redi-Wheels sedan and taxi signage could be more visible. John said that different signage is in discussion due to the SFO issue.

Maria Kozak asked about subscription service. John explained that riders who travel to the same location at the same time at least once a week may request a subscription.

John addressed the issues involving Serra cabs. John met with the owner of Serra Cab. He will have drivers with identification tags; he has sent out a memo concerning the belts on the floor; and he is giving John the schedule of vehicle cleaning. There were 60 compliment cards this month, and only one taxi comments was negative.

MEETING ADJOURNED: 3:30 pm

**CRC ITEM # 5
SEPTEMBER 8, 2010**

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: C. H. (Chuck) Harvey
Deputy CEO

SUBJECT: END-OF-THE-YEAR PERFORMANCE REPORT

ACTION

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

SIGNIFICANCE

This presentation is a year-end performance report on the District's four transportation modes: SamTrans, ADA Paratransit, Caltrain and Shuttles. The modes have been featured individually on a rolling monthly basis during the past fiscal year. This month features a report that summarizes the annual performance of all the modes.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

This annual performance report will focus on overall trends as well as highlights for each of the transportation modes. Ridership, fare collection, on-time adherence, project updates, and other elements will be discussed. Trends and projected improvements will be discussed.

This month's presentation will be presented via PowerPoint. A handout will be provided at the meeting.

Prepared by: Donald G. Esse, Senior Operations Financial Analyst

650-508-6329

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: C.H. (Chuck) Harvey
Deputy CEO

SUBJECT: MULTIMODAL RIDERSHIP REPORT - JUNE 2010

ACTION

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

SIGNIFICANCE

Table “A” summarizes the average weekday ridership (AWR) statistics for all modes of transportation for which SamTrans is responsible. Chart “A” compares AWR for Fiscal Year 2008, FY2009, FY2010 and year-to-date comparisons of FY2009 vs. FY2010.

Table “A” also provides the average weekday ridership of the BART SFO Extension as a separate line.

MONTHLY RIDERSHIP HIGHLIGHTS - JUNE 2010 COMPARED TO JUNE 2009

All Modes – AWR of 89,298, a decrease of 3.7 percent.

Bus – AWR of 41,290, a decrease of 7.9 percent.

Paratransit - AWR of 1,069, a decrease of 3.2 percent.

Caltrain - AWR of 39,840, an increase of 2.2 percent.

Caltrain Shuttles - AWR of 5,255, a decrease of 9.5 percent. Non-Stanford Marguerite shuttles are down approximately 11 percent.

BART Shuttles - AWR of 1,844, a decrease of 8.8 percent.

SamTrans Activities and Promotions:

The SamTrans Marketing Department continues to implement a number of programs and activities to attract customers. The activities for the month included:

- **San Mateo County Fair** – In addition to pig races and Tower of Power, a SamTrans appearance has become a staple of the San Mateo County Fair. This year, the visit occurred on June 17 – National Dump the Pump Day. SamTrans staff hosted a booth with a game, as well as a computer set up with SamTrans’ website to allow guests to learn what the system has to offer. A system map with dozens and dozens of fun destinations was on display along with customer testimonial ads. A new bus was open for show and tell. The fair visit was promoted through ads (*Ride SamTrans to the Fair and Help Sustain San Mateo County for a Greener Tomorrow*), news release, mention in the spring issues of *Weekend Edition* and *Transit Fun Guide*, through a web button on the SamTrans site, ad cards inside of buses, display graphic in the fair’s program and a link from the fair’s website.
- **Fun Destinations** – Summer is the time of year to get out and enjoy the good weather and all the exciting activities and destinations available to San Mateo County residents. SamTrans is helping to get people started by offering five locations that are guaranteed to fit the bill. These “fun destinations” are even more exciting as SamTrans staff is on site with giveaways, games and a new bus. The promotion includes print ads, radio announcements and web banners, posters, five separate news releases and mention in the summer issue of the SamTrans *Transit Fun Guide*. The Fun Destinations campaign kicked off at the county fair and will go on a countywide tour in July and August with visits to the Onetta Harris Community Center (Menlo Park), the Coastside Farmer’s Market (Half Moon Bay), Kahuna Kupuna Surf Contest (Pacifica) and the Serramonte Shopping Center (Daly City).
- **Dump the Pump** – The American Public Transportation Association sponsors an annual day to help Americans and Canadians realize that they can forego gassing up by taking public transit. This year SamTrans did its part to educate county visitors and residents with ads and a countdown clock on its website.
- **Summer Youth Pass** – SamTrans promoted the freedom and economic value of its three-month Summer Youth Pass through bilingual flyers to schools and recreation centers throughout the county, as well as with newspaper ads and posters. Marketing staff also created a Facebook account (SamTrans Youth) to provide information to its “friends” and encourage them to exchange ideas and recommendations with other teens.

Prepared by: Rita P. Haskin, Executive Officer, Customer Service and Marketing 650-508-6248
James De Hart, Senior Planner 650-508-6227

Table A
Average Weekday Ridership

June 2010		FY2009/FY2010			
<u>Mode</u>		<u>FY2008</u>	<u>FY2009</u>	<u>FY2010[^]</u>	<u>%Change</u>
Bus +		48,710	44,850	41,290	-7.9%
Paratransit		1,116	1,104	1,069	-3.2%
Caltrain # +		44,140	38,980	39,840	2.2%
Caltrain Shuttle #		6,537	5,807	5,255	-9.5%
BART Shuttle		2,250	2,023	1,844	-8.8%
Total		102,753	92,764	89,298	-3.7%
BART (Extension Only)*		39,127	37,395	36,663	-2.0%
Grand Total		141,880	130,159	125,961	-3.2%

Year to Date		FY2009/FY2010			
<u>Mode</u>		<u>FY2008</u>	<u>FY2009</u>	<u>FY2010[^]</u>	<u>%Change</u>
Bus +		48,410	49,950	46,320	-7.3%
Paratransit		1,120	1,145	1,104	-3.6%
Caltrain # +		37,850	40,030	37,750	-5.7%
Caltrain Shuttle #		5,457	6,116	5,534	-9.5%
BART Shuttle		2,034	2,042	1,871	-8.4%
Total		94,871	99,283	92,579	-6.8%
BART (Extension Only)*		34,398	37,470	35,781	-4.5%
Grand Total		129,269	136,753	128,360	-6.1%

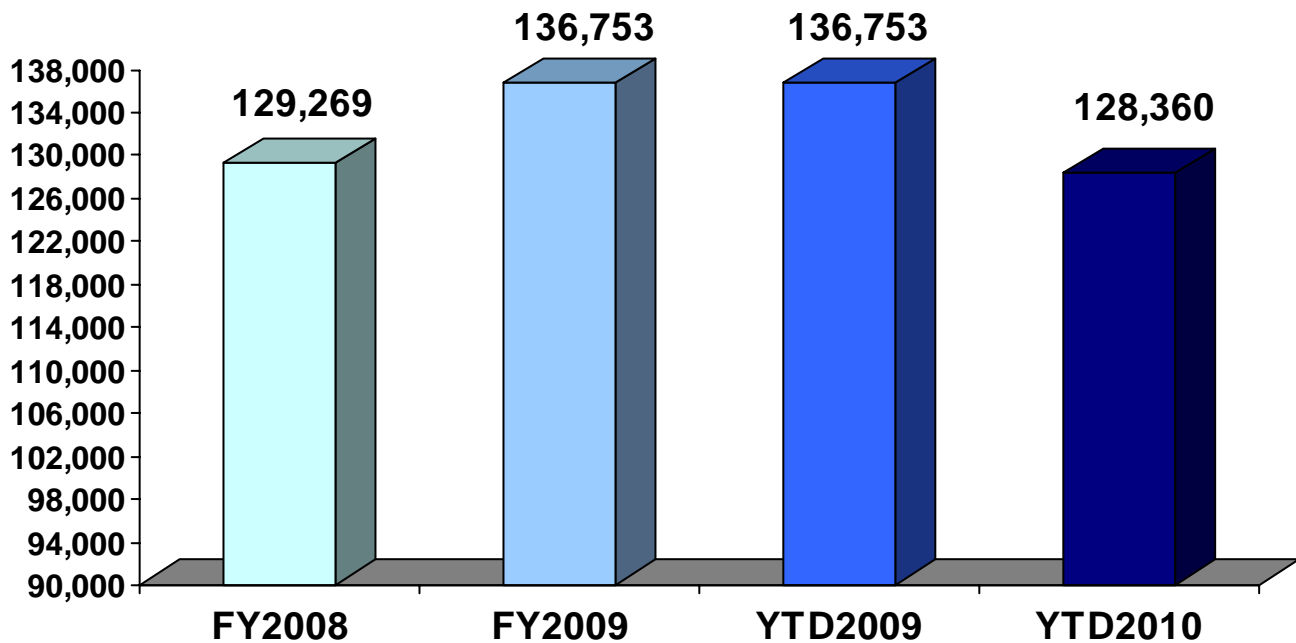
System

* Extension Only (No Daly City)

+ Rounded to nearest tens

[^] Service cuts/reduced (12/09)

Chart A
Average Weekday Ridership



**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: C.H. (Chuck) Harvey
Deputy CEO

SUBJECT: MULTIMODAL RIDERSHIP REPORT - JULY 2010

ACTION

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

SIGNIFICANCE

Table "A" summarizes the average weekday ridership (AWR) statistics for all modes of transportation for which SamTrans is responsible. Chart "A" compares AWR for Fiscal Year 2009, FY2010, FY2011 and year-to-date comparisons of FY2010 vs. FY2011.

Table "A" also provides the average weekday ridership of the BART SFO Extension as a separate line.

MONTHLY RIDERSHIP HIGHLIGHTS - JULY 2010 COMPARED TO JULY 2009

All Modes – AWR of 86,411, a decrease of 5.1 percent.

Bus – AWR of 37,550, a decrease of 9.9 percent.

Paratransit - AWR of 1,130, a decrease of 4.5 percent.

Caltrain - AWR of 40,700, a decrease of 0.4 percent.

Caltrain Shuttles - AWR of 5,080, a decrease of 6.7 percent. Non-Stanford Marguerite shuttles are down approximately 5 percent.

BART Shuttles - AWR of 1,951, an increase of 0.8 percent.

SamTrans Activities and Promotions:

The SamTrans Marketing Department continues to implement a number of programs and activities to attract customers. The activities for the month included:

- **Fun Destinations** – The Fun Destinations campaign continued with two destinations in July. First up was “Summer Camp Fun” with a visit to the Onetta Harris Community Center in Menlo Park. SamTrans staff was joined by KMEL 106.1 radio station. The second destination was the Coastside Farmer’s Market in Half Moon Bay. Visitors at both locations were treated to information, a game and a tour of a new bus. The promotion included print ads, radio announcements and web banners, posters, news releases and mention in the summer issue of the SamTrans *Transit Fun Guide*. Two more destinations will be visited in August.
- **Summer Youth Pass** – SamTrans continued to promote its answer to freedom and a bargain: its Summer Youth Pass. Promotional elements included bilingual ads, posters and status updates on the SamTrans Youth Facebook page.
- **Transit Fun Guide** – The summer edition of the SamTrans *Transit Fun Guide* hit the racks. It provides a listing of events and fun locations up and down the Peninsula and Coastside and instruction on how to get their using the bus. Destinations include special events, festivals, farmers’ markets and shopping centers. The guide is available on buses, online and at various locations throughout the community.
- **Telling Our Story** – As part of the American Public Transportation Association’s initiative to help people understand the importance of public transportation, it has launched “Telling Our Story”. Public transit agencies across America are telling their stories through testimonial ads and videos. SamTrans and Caltrain teamed up to produce a short video focusing on one of their key customer segments: commuters. The vignette opens with some wise words from Rep. Anna Eshoo (D-Palo Alto) that were captured when she spoke at a SamTrans bus ribbon-cutting event earlier this year. The video has been posted to YouTube and APTA’s website.

Prepared by: Rita P. Haskin, Executive Officer, Customer Service and Marketing 650-508-6248
James De Hart, Senior Planner 650-508-6227

Table A
Average Weekday Ridership

<u>Mode</u>	July 2010			<u>FY2010/FY2011</u>
	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011^</u>	<u>%Change</u>
Bus +	46,720	41,660	37,550	-9.9%
Paratransit	1,172	1,183	1,130	-4.5%
Caltrain # +	46,170	40,850	40,700	-0.4%
Caltrain Shuttle #	6,118	5,443	5,080	-6.7%
BART Shuttle	2,189	1,935	1,951	0.8%
Total	102,369	91,071	86,411	-5.1%
BART (Extension Only)*	40,837	36,593	37,738	3.1%
Grand Total	143,206	127,664	124,149	-2.8%

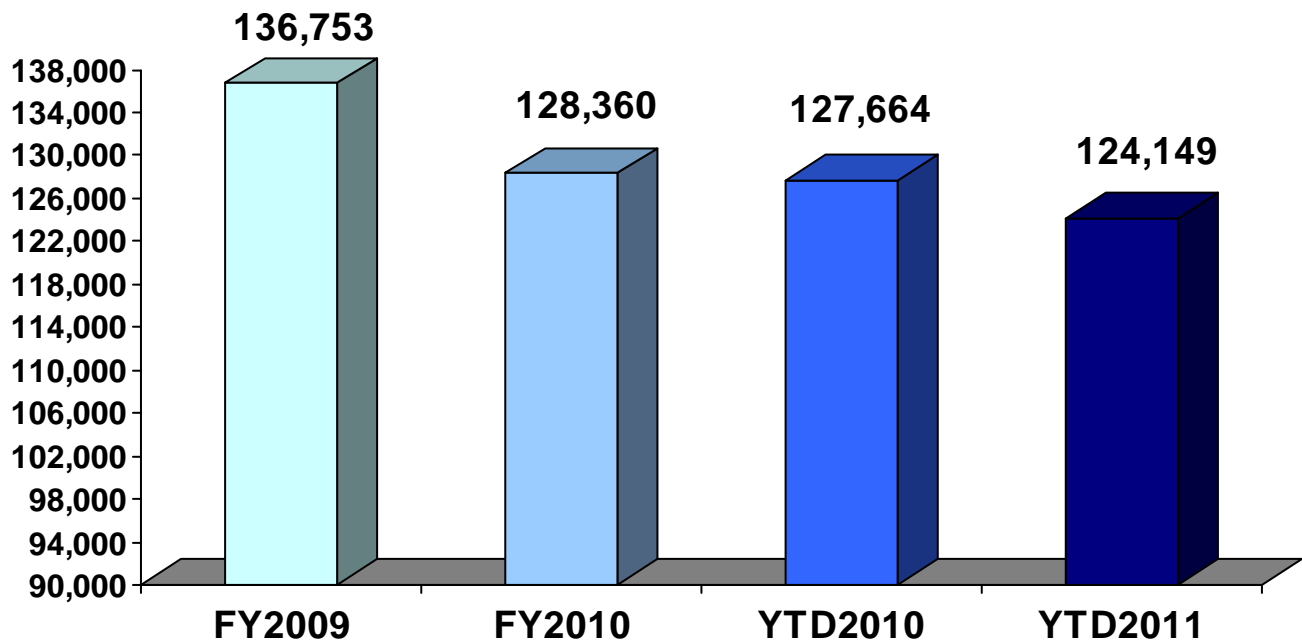
<u>Mode</u>	Year to Date			<u>FY2010/FY2011</u>
	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011^</u>	<u>%Change</u>
Bus +	46,720	41,660	37,550	-9.9%
Paratransit	1,172	1,183	1,130	-4.5%
Caltrain # +	46,170	40,850	40,700	-0.4%
Caltrain Shuttle #	6,118	5,443	5,080	-6.7%
BART Shuttle	2,189	1,935	1,951	0.8%
Total	102,369	91,071	86,411	-5.1%
BART (Extension Only)*	40,837	36,593	37,738	3.1%
Grand Total	143,206	127,664	124,149	-2.8%

System

* Extension Only (No Daly City)

+ Rounded to nearest tens

Chart A
Average Weekday Ridership





BOARD OF DIRECTORS 2010

ROSE GUILBAULT, CHAIR
KARYL MATSUMOTO, VICE CHAIR
OMAR AHMAD
MARK CHURCH
JERRY DEAL
SHIRLEY HARRIS
ZOE KERSTEEN-TUCKER
ARTHUR L. LLOYD
ADRIENNE TISSIER

MICHAEL J. SCANLON
GENERAL MANAGER/CEO

A G E N D A
FINANCE COMMITTEE
COMMITTEE OF THE WHOLE

San Mateo County Transit District Administrative Building
Bacciocco Auditorium - Second Floor
1250 San Carlos Ave., San Carlos, CA

WEDNESDAY, SEPTEMBER 8, 2010 – 2:50 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Finance Committee Meeting of July 14, 2010
2. Approval of Revenues and Expenses for July 2010
3. Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended June 30, 2010
4. Authorize Filing an Annual Claim with the Metropolitan Transportation Commission for Transportation Development Act, State Transit Assistance and Regional Measure 2 Funds for Fiscal Year 2011 in the Amount of \$36,095,882
5. Authorize the Continuation of the Safe Harbor Transit Ticket Program
6. Authorize Voting in Favor of an Assessment District for Levee System Improvements in San Mateo County

CONTRACTS

7. Authorize Award of Contract to Reliance Standard Insurance Company for Long-term Disability Insurance for an Estimated Cost of \$132,000 for a Three-year Period
8. Authorize Award of Contract to Kimball Midwest for Furnishing and Servicing Shop Supplies and Related Items for a Total Estimated Cost of \$334,495 for a Five-year Term
9. Authorize Award of Contract to Scintech Associates for Physical Inventory Services for a Total Not-to-Exceed Cost of \$171,400 for a Three-year Base Term
10. Authorize Award of Contract to National Transit Interiors for Automotive and Bus Upholstery Repair Services for a Total Estimated Cost of \$180,222 for a Three-year Base Term

INFORMATIONAL

11. Information on Revenues and Expenses for June 2010
12. Update on the Execution of the Fuel Hedging Program

Committee Members: Mark Church, Shirley Harris, Art Lloyd

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
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF FINANCE COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JULY 14, 2010**

Committee Members Present: M. Church (Committee Chair), S. Harris, A. Lloyd

Other Board Members Present, Constituting Committee of the Whole: O. Ahmad, J. Deal, R. Guilbault, Z. Kersteen-Tucker, K. Matsumoto, A. Tissier

Staff Present: J. Cassman, C. Cavitt, A. Chan, G. Harrington, C. Harvey, R. Haskin, R. Lake, M. Lee, M. Martinez, N. McKenna, D. Miller, M. Scanlon, M. Simon

Committee Chair Mark Church called the meeting to order at 2:27 p.m.

Approval of Minutes of Finance Committee Meeting of June 9, 2010

The Committee approved the minutes (Harris/Deal).

Approval of Revenues and Expenses for May 2010

Deputy CEO Gigi Harrington said May revenue is under budget by \$2.5 million and expenses are under budget by \$3.1 million. She said fuel was \$2.13 per gallon last week. Ms. Harrington said the fuel hedge was completed and half the fuel portfolio for Fiscal Year (FY) 2011 was locked in at \$2.20 per gallon.

The Committee (Deal/Harris) unanimously recommended Board acceptance of the report.

Approval and Ratification of the Fiscal Year 2011 District Insurance Program

Ms. Harrington said staff is asking the Committee recommend the Board approve the FY2011 District insurance program. Staff is carrying the same program as in previous years, which includes \$100 million in total insurance with \$1 million deductible.

The Committee (Tissier/Ahmad) unanimously recommended Board acceptance of the motion.

Authorize the Execution of Memorandum of Understanding (MOU) and File Claims to Pass Through Funds to Lifeline Transportation Project Sponsors in San Mateo County for a Total Amount of \$537,088

Director of Budgets & Grants April Chan said staff is asking the Committee to recommend the Board authorize the General Manager/CEO or his designee to enter into a MOU with two jurisdictions in San Mateo County to receive State Transit Assistance funds for Lifeline Transportation Projects. Ms. Chan said the Board previously approved this item in December 2009 and March 2010. The initial amounts have been changed by the City/County Association of Governments of San Mateo County and staff is asking for the Board to approve the amendments so the MOUs can be executed.

The Committee (Harris/Ahmad) unanimously recommended Board acceptance of the motion.

Authorize the Disposition of 16 Surplus Service Support Vehicles

No discussion on item.

The Committee (Tissier/Kersteen-Tucker) unanimously recommended Board acceptance of the motion.

Authorize Award of Contracts to The Louis Berger Group, Inc. and Jones & Stokes Associates, Inc. to Provide On-call Environmental Planning Consulting Services for up to \$500,000 for a Three-year Base Period

Director of Contracts & Procurement Cheryl Cavitt said staff is asking the Committee to authorize the Board to award two contracts for on-call environmental planning services for up to \$500,000 over a three-year period. Staff came to the Board in December and asked that the proposals be rejected and resolicited.

Director Zoe Kersteen-Tucker asked why staff is contracting with two separate entities and not just one firm. Ms. Cavitt said it offers staff flexibility to go to different contractors for their various areas of expertise.

Ms. Cavitt said the Disadvantaged Business Enterprise (DBE) participation obtained by these two firms was excellent.

The Committee (Tissier/Ahmad) unanimously recommended Board acceptance of the motion.

Authorize Award of Contracts to Essence Printing, Fong Brothers Printing, Inc. and Spectrum Lithographics to Provide Printing Services for Newsletters, Timetables and Take Ones for a Total Estimated Amount of \$455,400 for a Three-year Term

Ms. Cavitt said staff is requesting the Committee recommend the Board award three on-call printing contracts. These printers will be used to produce newsletters, route schedules and system maps for SamTrans. Ms. Cavitt said this is the first time staff has tried on-call services for printing. This will enable staff to compare and select the best price and fastest turnaround time among the contractors

Director Karyl Matsumoto congratulated staff on the DBE participation.

The Committee (Tissier/Harris) unanimously recommended Board acceptance of the motion.

Adjourned: 2:35 p.m.

SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

SUBJECT: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD
ENDING JULY 31, 2010 AND SUPPLEMENTAL INFORMATION**

ACTION

Staff proposes the Committee recommend that the Board accept and enter into the record the Statement of Revenues and Expenses for the month of July 2010 and supplemental information.

SIGNIFICANCE

Revenues: *Total Revenues* (page 1, line 13) are \$132,318 or 1.0 percent **worse** than revised budget. *Passenger Fares* (page 1, line 1) are **worse** than budget by \$38,041 or 2.7 percent, *Operating Grants* (page 1, line 4) are **worse** than budget by \$93,148 or 74.4 percent, *Measure A contribution and AB434 funds* (page 1, line 5) are **worse** than budget by \$22,850 or 3.2 percent, *Investment Interest* (page 1, line 9) is **worse** than budget by \$18,534 or 5.3 percent offset by *Other Interest, Rent & Other Income* (page 1, line 10) which are **better** than budget by \$40,256 or 9.5 percent.

Expenses: *Total Expenses* (page 4, line 74) are \$819,517 or 6.6 percent **better** than budget. Within *Total Expenses*, *Total Motor Bus* (page 3, line 47) is **better** than budget by \$600,513 or 7.7 percent, *Total ADA Programs* (page 4, line 56) are **better** than budget by \$209,194 or 16.4 percent and *Total Multimodal* (page 4, line 72) is **better** than budget by \$9,810 or 0.3 percent.

Budget Amendments: There are no budget amendments for the month of July 2010.

Prepared by: Rima Lobo, Manager, Financial Services
Jeannie Chen, Senior Accountant

650-508-6274
650-508-6259

**SAN MATEO COUNTY TRANSIT DISTRICT
SUMMARY OF REVENUES AND EXPENSES
FISCAL YEAR 2011
JULY 2010**

% OF YEAR ELAPSED: **8.3%**

	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
SOURCES OF FUNDS								
Operating Revenues								
1 Passenger Fares	1,391,742	1,407,771	1,391,742	1,429,783	97.3	17,157,400	17,157,400	8.1
2 TDA and STA Funds	5,117,909	2,497,992	5,117,909	5,117,909	100.0	30,860,639	30,860,639	16.6
3 Pass through to Other Agencies	81,274	8,111	81,274	81,274	100.0	975,293	975,293	8.3
4 Operating Grants	31,999	281,369	31,999	125,147	25.6	10,577,283	10,577,283	0.3
5 Measure A Contribution and AB434 Funds	689,250	759,136	689,250	712,100	96.8	8,834,888	8,834,888	7.8
6 Subtotal - Operating Revenues	7,312,173	4,954,379	7,312,173	7,466,213	97.9	68,405,503	68,405,503	10.7
Other Revenue Sources								
7 District 1/2 Cent Sales Tax	4,618,067	4,698,000	4,618,067	4,618,067	100.0	60,000,000	60,000,000	7.7
9 Investment Interest	328,996	482,578	328,996	347,530	94.7	4,170,010	4,170,010	7.9
10 Other Interest, Rent & Other Income	463,197	453,938	463,197	422,941	109.5	5,082,780	5,082,780	9.1
11 Reserves	0	0	0	0	-	2,811,073	2,811,073	0.0
12 Subtotal - Other Revenues	5,410,260	5,634,516	5,410,260	5,388,538	100.4	72,063,863	72,063,863	7.5
13 Total Revenues	12,722,433	10,588,895	12,722,433	12,854,751	99.0	140,469,366	140,469,366	9.1
Capital Assistance								
14	267,796	59,541	267,796	267,796	100.0	4,447,354	25,343,726 A	1.1
15 Reserves Programmed for Capital	251,831	157,301	251,831	251,831	100.0	0	10,418,528 A	0.0
16 Total Revenues - All Sources	13,242,060	10,805,738	13,242,060	13,374,378	99.0	144,916,720	176,231,620	7.5
USES OF FUNDS								
Operations								
19 District Motor Bus	7,166,097	7,995,341	7,166,097	7,766,610	92.3	98,189,247	98,189,247	7.3
20 A. D. A. Programs	1,065,703	1,103,689	1,065,703	1,274,897	83.6	13,773,430	13,773,430	7.7
22 Caltrain	3,096,792	2,884,557	3,096,792	3,096,792	100.0	14,707,875	14,707,875	21.1
23 Other Multimodal Programs	324,890	298,462	324,890	334,700	97.1	4,084,620	4,084,620	8.0
24 Subtotal - Operating Costs	11,653,481	12,282,048	11,653,481	12,472,998	93.4	130,755,172	130,755,172	8.9
Other Uses of Funds								
25 Pass through to Other Agencies	81,274	8,111	81,274	81,274	100.0	975,293	975,293	8.3
27 Transfer Out to Debt Service	2,037,678	2,037,529	2,037,678	2,037,678	100.0	24,451,963	24,451,963	8.3
28 Fiscal Agent Fees	0	5,025	0	0	-	27,400	27,400	0.0
29 Land Transfer Interest Expense	0	0	0	0	-	80,000	80,000	0.0
30 Subtotal - Other Uses	2,118,952	2,050,665	2,118,952	2,118,952	100.0	25,534,656	25,534,656	8.3
31 Capital Programs	526,469	261,921	526,469	526,469	100.0	8,624,325	39,939,226 A	1.3
32 Total Uses of Funds	14,298,902	14,594,634	14,298,902	15,118,420	94.6	164,914,153	196,229,054	7.3
33 SURPLUS/(DEFICIT) FOR PERIOD	(1,056,842)	(3,788,896)	(1,056,842)	(1,744,042)	60.6	(19,997,433)	(19,997,434)	5.3

"% OF YEAR ELAPSED" provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year.

Note A - The Revised Budget includes the year end rollover of existing capital projects (unaudited).

**SAN MATEO COUNTY TRANSIT DISTRICT
STATEMENT OF REVENUES
FISCAL YEAR 2011
JULY 2010**

% OF YEAR ELAPSED: 8.3%

	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
OPERATING REVENUES - MOTOR BUS								
1 TOTAL MOTOR BUS FARES	1,323,066	1,345,106	1,323,066	1,363,167	97.1	16,358,000	16,358,000	8.1
2 LOCAL (TDA) TRANSIT FUND:								
3 General Operating Assistance	3,917,313	2,373,092	3,917,313	3,917,313	100.0	23,503,880	23,503,880	16.7
4 STATE TRANSIT ASSISTANCE:								
5 Local STA Operating Assistance	892,982	0	892,982	892,982	100.0	5,511,071	5,511,071	16.2
6 OPERATING GRANTS								
7 Planning Assistance Grant	31,999	281,369	31,999	31,999	100.0	9,382,536	9,382,536	0.3
8 DISTRICT 1/2 CENT SALES TAX:								
9 General Operating Asst.	581,292	3,539,348	581,292	1,185,357	49.0	39,275,037	39,275,037	1.5
10 Accessibility Fixed Route	86,865	83,815	86,865	86,865	100.0	684,635	684,635	12.7
11 TOTAL 1/2 CENT SALES TAX	668,157	3,623,163	668,157	1,272,222	52.5	39,959,672	39,959,672	1.7
12 INVESTMENT INTEREST INCOME:								
13 Investment Interest Income	10,360	31,129	10,360	7,280	142.3	86,830	86,830	11.9
14 OTHER REVENUE SOURCES:								
15 Overnight Deposits Interest Income	146	351	146	220	66.5	2,640	2,640	5.5
16 Rental Income	86,475	86,023	86,475	87,330	99.0	1,047,940	1,047,940	8.3
17 Advertising Income	150,000	137,499	150,000	118,333	126.8	1,420,000	1,420,000	10.6
18 Other Income	85,600	117,608	85,600	75,764	113.0	916,678	916,678	9.3
19 TOTAL OTHER REVENUES	322,221	341,481	322,221	281,647	114.4	3,387,258	3,387,258	9.5
20								
21 TOTAL MOTOR BUS	7,166,097	7,995,341	7,166,097	7,766,610	92.3	98,189,247	98,189,247	7.3
22								
23 AMERICAN DISABILITIES ACT:								
24 Passenger Fares Redi-Wheels	68,676	62,665	68,676	66,617	103.1	799,400	799,400	8.6
25 Local TDA 4.5 Redi-Wheels	206,174	124,900	206,174	206,174	100.0	1,237,046	1,237,046	16.7
26 Local STA - Paratransit	101,440	0	101,440	101,440	100.0	608,642	608,642	0.0
27 Operating Grants	0	0	0	91,229	0.0	1,094,747	1,094,747	0.0
28 Sales Tax - District ADA Programs	374,601	603,354	374,601	477,688	78.4	5,855,529	5,855,529	6.4
29 Sales Tax - Paratransit Suppl. Coastside	91,980	102,575	91,980	91,980	100.0	1,300,726	1,300,726	0.0
30 Interest Income - Paratransit Fund	38,110	29,795	38,110	39,770	95.8	477,340	477,340	8.0
31 Measure A Redi-Wheels	184,723	180,400	184,723	200,000	92.4	2,400,000	2,400,000	7.7
32								
33 TOTAL ADA PROGRAMS	1,065,703	1,103,689	1,065,703	1,274,897	83.6	13,773,430	13,773,430	7.7
34 MULTIMODAL TRANSIT PROGRAMS:								
35 Sales Tax - Caltrain	2,727,347	2,453,115	2,727,347	2,727,347	100.0	9,907,875	9,907,875	27.5
36 Transfer from TA for Caltrain	369,445	431,442	369,445	369,445	100.0	4,800,000	4,800,000	7.7
37 TA Funded SM/Caltrain Shuttles	90,415	97,294	90,415	97,988	92.3	1,098,888	1,098,888	8.2
38 Employer Share SM/Caltrain Shuttles	26,026	27,927	26,026	26,344	98.8	316,122	316,122	8.2
39 AB434 Funds - SamTrans Shuttles	44,667	50,000	44,667	44,667	100.0	536,000	536,000	8.3
40 Employer Share SamTrans Shuttles	114,950	84,530	114,950	114,950	100.0	1,379,400	1,379,400	8.3
41 Sales Tax - SamTrans Shuttle Program	28,130	21,974	28,130	28,130	100.0	335,960	335,960	8.4
42 Operating Grants	0	0	0	1,919	0.0	100,000	100,000	0.0
43 Sales Tax - Gen. Operating Asst.	20,702	16,736	20,702	20,702	100.0	318,250	318,250	6.5
44								
45 TOTAL MULTIMODAL	3,421,682	3,183,019	3,421,682	3,431,492	99.7	18,792,495	18,792,495	18.2
46								
47 TOTAL REVENUES	11,653,482	12,282,048	11,653,482	12,472,999	93.4	130,755,172	130,755,172	8.9

% OF YEAR ELAPSED" provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year.

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2011
JULY 2010**

% OF YEAR ELAPSED: 8.3%

EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
DISTRICT OPERATED BUSES								
1 Wages & Benefits	4,033,253	4,799,272	4,033,253	4,283,070	94.2	54,414,983	54,414,983	7.4
2								
3 Services:								
4 Board of Directors	4,099	3,292	4,099	4,408	93.0	53,100	53,100	7.7
5 Contracted Vehicle Maintenance	45,847	28,333	45,847	65,050	70.5	930,600	930,600	4.9
6 Property Maintenance	58,282	90,885	58,282	107,417	54.3	1,282,500	1,282,500	4.5
7 Professional Services	165,844	170,765	165,844	208,876	79.4	2,955,181	2,955,181	5.6
8 Technical Services	213,280	241,085	213,280	218,924	97.4	3,907,744	3,907,744	5.5
9 Other Services	25,781	20,602	25,781	31,030	83.1	362,924	362,924	7.1
10								
11 Materials & Supply:								
12 Fuel & Lubricants	368,421	348,610	368,421	465,185	79.2	5,582,214	5,582,214	6.6
13 Bus Parts & Materials	99,589	149,915	99,589	104,031	95.7	1,750,972	1,750,972	5.7
14 Uniforms & Driver Expense	3,025	10,911	3,025	20,271	14.9	379,098	379,098	0.8
15 Timetables & Tickets	311	385	311	17,812	1.7	213,800	213,800	0.1
16 Office Supplies / Printing	9,884	17,846	9,884	35,671	27.7	332,130	332,130	3.0
17 Other Materials & Supply	10,621	11,156	10,621	15,500	68.5	175,000	175,000	6.1
18								
19 Utilities:								
20 Telephone	28,527	34,757	28,527	40,170	71.0	480,500	480,500	5.9
21 Other Utilities	58,769	59,125	58,769	83,417	70.5	1,001,000	1,001,000	5.9
22 Insurance Costs	205,541	184,995	205,541	207,664	99.0	2,492,000	2,492,000	8.2
23 Workers' Compensation	257,215	255,634	257,215	268,505	95.8	3,222,060	3,222,060	8.0
24 Taxes & License Fees	38,293	31,629	38,293	40,753	94.0	489,039	489,039	7.8
25 Fixed Route Accessibility	86,865	83,815	86,865	86,865	100.0	684,635	684,635	12.7
26 Leases & Rental	8,343	8,709	8,343	9,130	91.4	111,718	111,718	7.5
27 Promotional & Legal Advertising	6,497	13,436	6,497	24,237	26.8	279,840	279,840	2.3
28 Training & Business Travel	7,511	5,483	7,511	15,770	47.6	195,710	195,710	3.8
29 Dues & Membership	17,426	9,167	17,426	17,720	98.3	84,045	84,045	20.7
30 Postage & Other	3,642	3,301	3,642	23,318	15.6	313,564	313,564	1.2
31								
32 Total District Operated Buses	5,756,865	6,583,110	5,756,865	6,394,793	90.0	81,694,357	81,694,357	7.0
33								
34								
35 CONTRACTED BUS SERVICES								
36 Contracted Urban Bus Service	1,213,864	1,275,832	1,213,864	1,207,350	100.5	14,488,202	14,488,202	8.4
37 Other Related Costs	29,954	17,557	29,954	23,145	129.4	310,800	310,800	9.6
38 Insurance Costs	79,539	45,446	79,539	54,581	145.7	655,000	655,000	12.1
39 Coastside Services	46,800	48,043	46,800	47,355	98.8	568,256	568,256	8.2
40 Redi Coast Non-ADA	20,549	15,273	20,549	18,572	110.6	222,860	222,860	9.2
41 Other Related Costs	526	38	526	3,472	15.2	41,660	41,660	1.3
42 La Honda - Pescadero	4,375	0	4,375	4,375	100.0	52,500	52,500	8.3
43 SamCoast - Pescadero	13,000	9,600	13,000	11,805	110.1	141,662	141,662	9.2
44 Other Related Cost - SamCoast	625	442	625	1,163	53.8	13,950	13,950	4.5
45 Total Contracted Bus Service	1,409,232	1,412,231	1,409,232	1,371,817	102.7	16,494,890	16,494,890	8.5
46								
47 TOTAL MOTOR BUS	7,166,097	7,995,341	7,166,097	7,766,610	92.3	98,189,247	98,189,247	7.3

"% OF YEAR ELAPSED" provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2011
JULY 2010**

% OF YEAR ELAPSED: **8.3%**

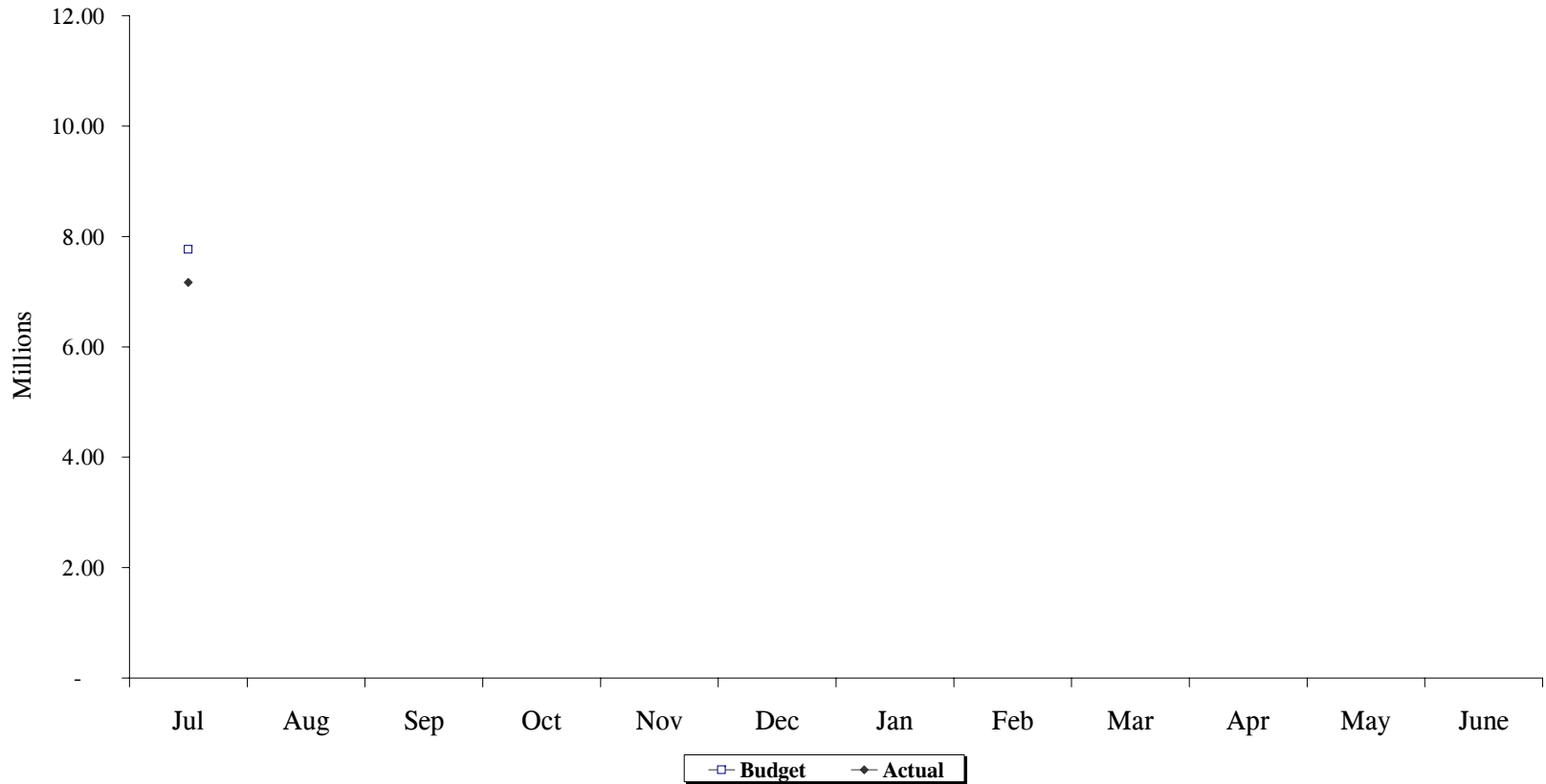
EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
AMERICAN DISABILITY ACT PROGRAMS								
Elderly & Disabled/Redi-Wheels	446,094	483,027	446,094	704,888	63.3	6,769,180	6,769,180	6.6
Other Related Costs	184,400	187,323	184,400	213,198	86.5	2,527,380	2,527,380	7.3
ADA Sedan Service	238,944	230,494	238,944	148,419	161.0	1,781,024	1,781,024	13.4
ADA Accessibility Support	62,772	61,037	62,772	73,496	85.4	880,120	880,120	7.1
Coastside ADA Support	91,980	102,575	91,980	91,980	100.0	1,300,726	1,300,726	7.1
Insurance Costs	41,512	39,233	41,512	42,916	96.7	515,000	515,000	8.1
TOTAL ADA PROGRAMS	1,065,703	1,103,689	1,065,703	1,274,897	83.6	13,773,430	13,773,430	7.7
MULTIMODAL TRANSIT PROGRAMS								
CALTRAIN SERVICE								
Peninsula Rail Service	3,096,792	2,884,557	3,096,792	3,096,792	100.0	14,707,875	14,707,875	21.1
Total Caltrain Service	3,096,792	2,884,557	3,096,792	3,096,792	100.0	14,707,875	14,707,875	21.1
OTHER SUPPORT								
Dumbarton Express Service	10,505	606	10,505	10,513	99.9	126,150	126,150	8.3
SamTrans Shuttle Service	187,747	156,504	187,747	187,747	100.0	2,251,360	2,251,360	8.3
SM/Caltrain Shuttles	116,441	125,222	116,441	126,251	92.2	1,515,010	1,515,010	7.7
Maintenance Multimodal Facilities	10,197	16,130	10,197	10,189	100.1	192,100	192,100	5.3
Total Other Support	324,890	298,462	324,890	334,700	97.1	4,084,620	4,084,620	8.0
TOTAL MULTI-MODAL PROGRAMS	3,421,682	3,183,019	3,421,682	3,431,492	99.7	18,792,495	18,792,495	18.2
TOTAL EXPENSES	11,653,481	12,282,048	11,653,481	12,472,998	93.4	130,755,172	130,755,172	8.9

% OF YEAR ELAPSED" provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year

SAN MATEO COUNTY TRANSIT DISTRICT

MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2011

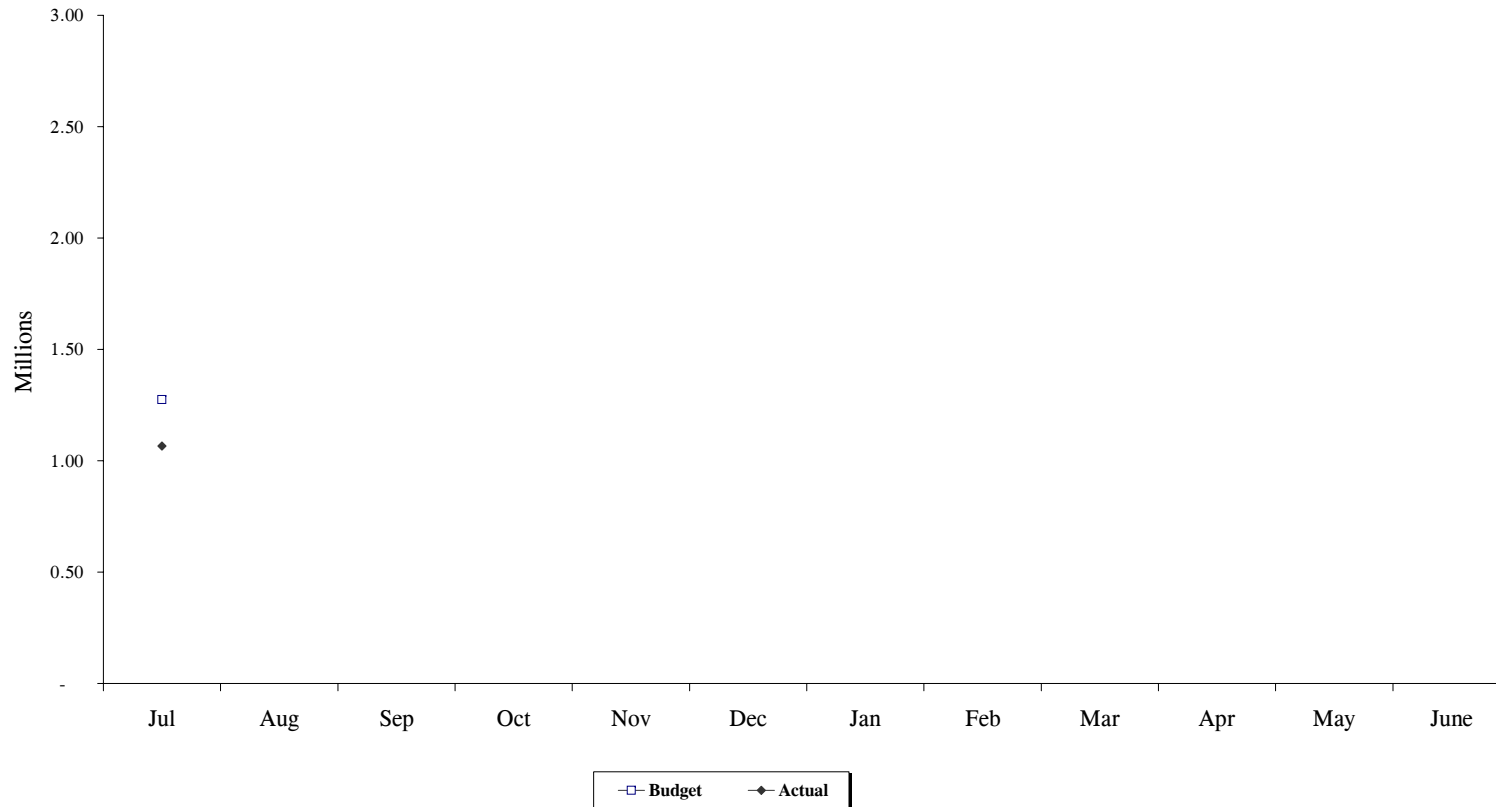


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
MONTHLY EXPENSES													
Budget	7,766,610												
Actual	7,166,097												
CUMULATIVE EXPENSES													
Budget	7,766,610												
Actual	7,166,097												
Variance - F(U)	600,513												
Variance %	7.73%												

SAN MATEO COUNTY TRANSIT DISTRICT

ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2011

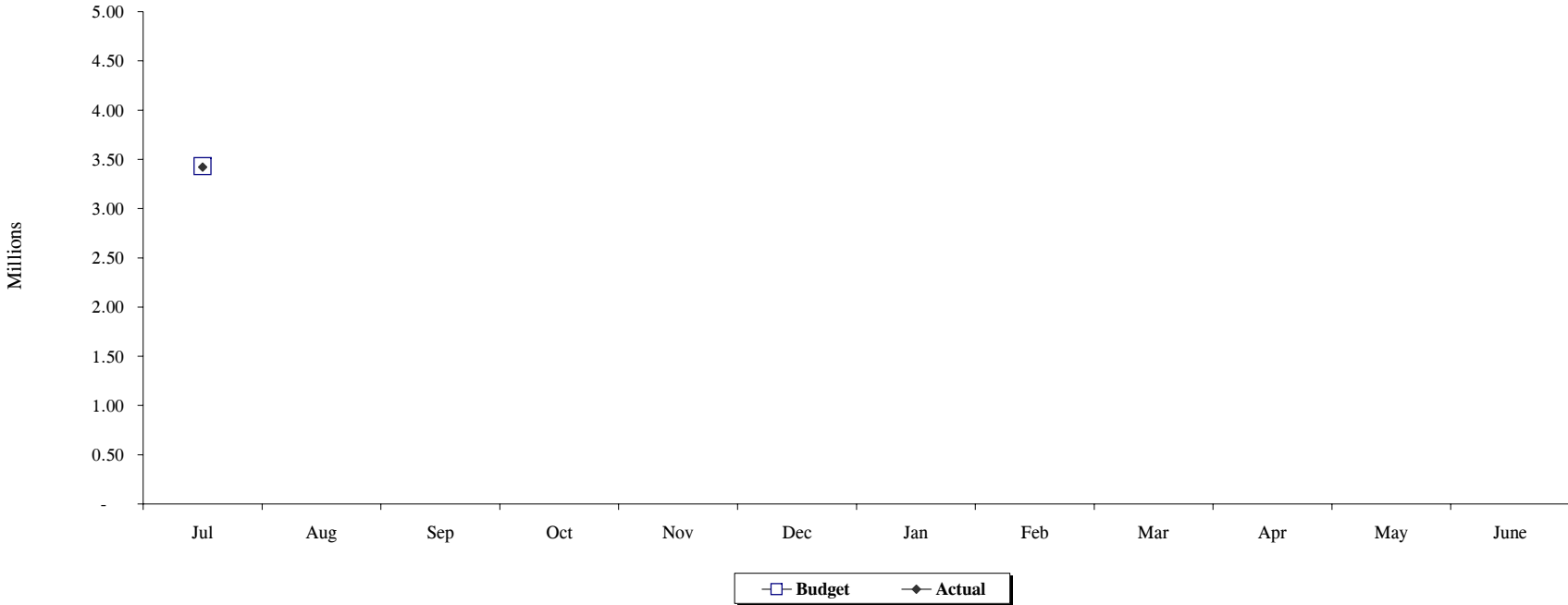


	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	1,274,897											
Actual	1,065,703											
CUMULATIVE EXPENSES												
Budget	1,274,897											
Actual	1,065,703											
Variance - F(U)	209,194											
Variance %	16.41%											

SAN MATEO COUNTY TRANSIT DISTRICT

MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2011



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	3,431,492											
Actual	3,421,682											
CUMULATIVE EXPENSES												
Budget	3,431,492											
Actual	3,421,682											
Variance - F(U)	9,810											
Variance %	0.29%											

**SAN MATEO COUNTY TRANSIT DISTRICT
SUMMARY OF BUDGET ACTIVITY FOR JULY 2010**

BUDGET AMENDMENT

	Amount	Line Item		Description
Jul-10				No Budget Amendment in July 2010.
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

BUDGET REVISIONS

	Amount	Line Item		Description
Jul-10				No Budget Revisions in July 2010.
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

BUDGET TRANSFERS

	Amount	From	Amount	To	Justification
Jul-10					No Budget Transfers in July 2010.
	<u>\$ -</u>	Total	<u>\$ -</u>	Total	

SAN MATEO COUNTY TRANSIT DISTRICT
1/2 CENT SALES TAX RECEIPTS AND PROJECTIONS
FY2010 & FY2011
JULY 2010

8/30/10 9:53 AM

Approved Budget		Receipts		Over/(Under) Budget/Projection	Current Projection
Date	Amount	Date	Amount		
FY2010:					
1st Quarter	15,555,000	1st Quarter	14,554,695	(1,000,305)	14,554,695
2nd Quarter	16,492,000	2nd Quarter	15,240,785	(1,251,215)	15,240,785
3rd Quarter	12,306,440	3rd Quarter	13,646,042	1,339,602	13,646,042
4th Quarter	15,646,560	4th Quarter	16,558,478	911,918	16,558,478
FY2010 Total	60,000,000	FY2010 Total	60,000,000	(0)	60,000,000
FY2011					
Jul. 10	4,110,600	Sep. 10		0	4,110,600 (1)
Aug. 10	4,110,600	Oct. 10		0	4,110,600
Sep. 10	5,480,800	Nov. 10		0	5,480,800
1st Qtr. Adjustment	1,522,400	Dec. 10		0	1,522,400 (1) Jul
3 Months Total	15,224,400		0	0	15,224,400 Portion
Oct. 10	4,295,900	Dec. 10		0	4,295,900
Nov. 10	4,295,900	Jan. 11		0	4,295,900
Dec. 10	5,727,900	Feb. 11		0	5,727,900
2nd Qtr. Adjustment	1,591,100	Mar. 11		0	1,591,100
6 Months Total	31,135,200		0	0	31,135,200
Jan. 11	3,741,000	Mar. 11		0	3,741,000
Feb. 11	3,741,000	Apr. 11		0	3,741,000
Mar. 11	4,987,900	May 11		0	4,987,900
3rd Qtr. Adjustment	1,385,500	Jun. 11		0	1,385,500
9 Months Total	44,990,600		0	0	44,990,600
Apr. 11	4,052,500	Jun. 11		0	4,052,500
May 11	4,052,500	Jul. 11		0	4,052,500
Jun. 11	5,403,400	Aug. 11		0	5,403,400
4th Qtr. Adjustment	1,501,000	Sep. 11		0	1,501,000
FY2011 Total	60,000,000	FY2011 Total	0	0	60,000,000
	4,618,067	1st Quarter			
		2nd Quarter			
		3rd Quarter			
		4th Quarter			
	<u>4,618,067</u>	YTD Actual Per Statement of Revenues & Expenses			

(1) Accrued

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

SUBJECT: **QUARTERLY INVESTMENT REPORT AND
FIXED INCOME MARKET REVIEW AND OUTLOOK**

ACTION

Staff proposes that the Finance Committee recommend that the Board accept and enter into the record the Quarterly Investment Report and Fixed Income Market Review and Outlook for the quarter ended June 30, 2010.

SIGNIFICANCE

The District Investment Policy contains a requirement for a quarterly report to be transmitted to the Board within 30 days of the end of the quarter. This staff report was forwarded to the Board of Directors under separate cover on July 23, 2010 in order to meet the 30-day requirement.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

The San Mateo County Transit District ("District") is required by state law to submit quarterly reports within 30 days of the end of the quarter covered by the report. The report is required to include the following information:

1. Type of investment, issuer, date of maturity, par and dollar amount invested in all securities, investments and money held by the local agency;
2. Description of any of the local agency's funds, investments or programs that are under the management of contracted parties, including lending programs;
3. For all securities held by the local agency or under management by any outside party that is not a local agency or the State of California Local Agency Investment Fund (LAIF), a current market value as of the date of the report and the source of this information;
4. Statement that the portfolio complies with the Investment Policy or the manner in which the portfolio is not in compliance; and,

5. Statement that the local agency has the ability to meet its pool's expenditure requirements (cash flow) for the next six months or provide an explanation as to why sufficient money shall or may not be available.

A schedule, which addresses the requirements of 1, 2, and 3 above, is included in this report on pages 6 and 7. The schedule separates the investments into three groups: The Investment Portfolio which is managed by CSI Capital Management, Inc. ("CSI"); Liquidity funds which are managed by District staff; and Trust funds which are managed by a third party trustee. The Investment Policy governs the management and reporting of the Investment Portfolio and Liquidity funds while the bond covenants govern the management and reporting of the Trust funds.

CSI provides the District a current market valuation of all the assets under its management for each quarter. The valuation is provided by FT Interactive Data, the major operating division of Interactive Data Corporation, ("IDC"). IDC is a leading provider of global securities data. They offer one of the largest information databases with current and historical prices on securities traded in all major markets including daily evaluations for more than 2.5 million fixed income securities.

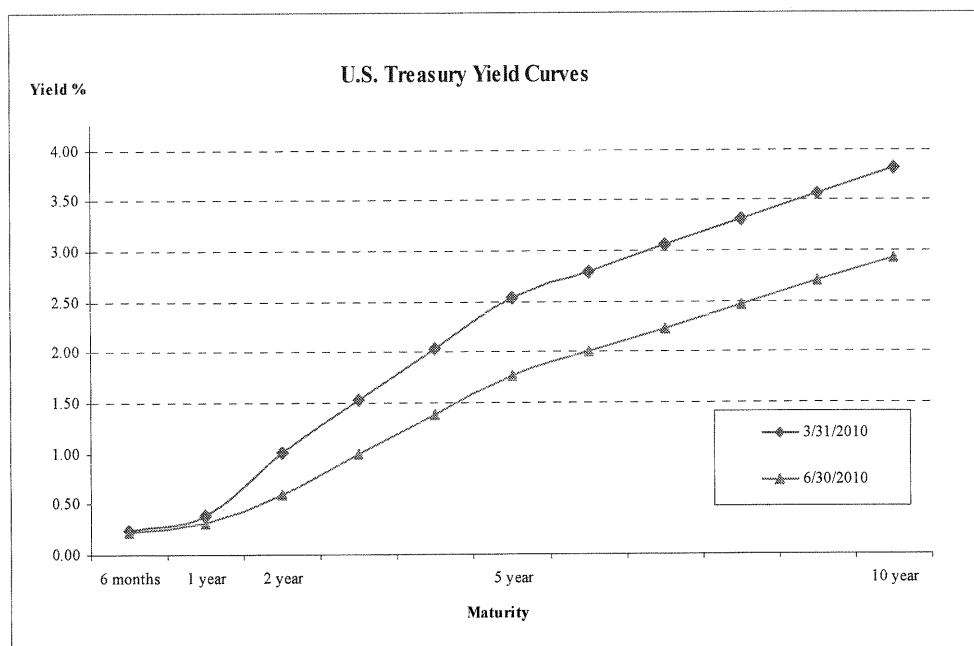
Due to the nature of securities which are bought and sold in a principal market, such as fixed income securities, multiple market values may exist for a given security at any given time. CSI has chosen IDC as an unbiased estimator of these prices based on their leading role as a provider of end of the day pricing, an evaluation of their methodology and the experience of their evaluation staff. Unfortunately, given the recent volatility in the markets, not every security is currently supported or accurately reflected by IDC. Therefore at the end of the quarter, CSI surveyed a number of Wall Street firms to get an accurate market value of the securities held in the District's portfolio. These surveys reflect the levels at which someone is actually willing to purchase the securities held by the District. In the case of money market instruments, which are not supported by IDC, CSI used adjusted cost.

The Liquidity funds managed by District staff are considered to be cash equivalents and therefore market value is considered to be equal to book value, (i.e. cost). The shares of beneficial interest generally establish a nominal value per share. Because the Net Asset Value is fixed at a nominal value per share, book and market value are equal and rate of income is recalculated on a daily basis.

The portfolio and this Quarterly Investment Report comply with the Investment Policy and the provisions of SB 564 (1995). The District has the ability to meet its expenditure requirements for the next six months.

DISCUSSION

Market Review and Outlook



Data Source: Bloomberg

Fears of a slowdown in global growth and instability in the Euro zone pushed domestic interest rates to near or in some cases record lows during the second quarter of the year. For the quarter as a whole, rates fell between 40-90 basis points with longer-term interest rates experiencing the greatest declines.

The decline in interest rates began early in the quarter, as the depths of the fiscal problems in Greece came to light. Fears that other members of the European Monetary Union such as Portugal, Ireland and Spain would soon face similar problems quickly spread through the market. Austerity measures, subsequently announced by policymakers to calm panicky bond markets, lowered growth expectations and raised deflationary concerns across the developed economies.

The fiscal problems of Greece evolved into a wakeup call for governments large and small that financial markets will no longer tolerate irresponsible fiscal policy. The story of a government that doles out extensive services and lavish benefits, while pushing the resulting financial burden into the future by issuing massive amounts of debt, falls a little too close to home for most of the developed world. The result has been a call for fiscal restraint at a time when the global economy is struggling to regain its momentum.

Unfortunately, there is no easy way out of these fiscal problems. Exchanging current consumption for future work, the essence of borrow-and-spend policies, works only so long as there are investors willing to provide financing. Those investors have reached a point where mere promises of future fiscal responsibility are insufficient motivation to provide continued funding. As a result, country after country has begun to enact fiscal belt-tightening measures to accommodate their bond markets. Left unchecked, these restrictive measures will produce an

environment of meager growth, high unemployment and low returns on investments.

What makes the current environment so difficult is that the sovereign debt markets are offering developed nations, including the U.S., no alternative other than to meaningfully reduce their deficits. This leaves policymakers with two choices - either accept the ensuing economic malaise or try and offset it through monetary stimulus. This latter path is no solution. The required monetary policies, known alternatively as quantitative easing or debt monetization, will inevitably lead to inflation, which at its very core is a tax on wealth.

The dilemma we are currently facing, the choice between years of uninspired growth or possible inflation, is a difficult one. Policymakers will invariably try to find a middle ground, but such a course is likely to fail. The razor's edge of this middle ground presents too fine a point and the policy tools we have to work with are not nearly precise enough.

For now, the important point is that the period of time when developed nations could run large trade and budget deficits and hope to make up the difference with debt is rapidly coming to a close. The coming fiscal discipline imposed by these circumstances leads us to the following conclusions.

1. The chances of a significant negative external financial event have risen noticeably and are likely to remain elevated for some time.
2. Global growth will suffer as developed nations strive for some semblance of fiscal responsibility.
3. Inflation has become less likely in the near-term, but more likely down the road.
4. The demand for safe, risk-free investments has pushed the future return on these instruments well below what the fundamentals might otherwise dictate.

CSI did not foresee the recent declines in interest rates, as they focused on more fundamental drivers like domestic economic growth. Although the portfolio has performed in line with CSI's expectations, it has also lagged its benchmark. Ultimately, CSI believes the fundamentals will prevail and interest rates will rise. At that time, it is their belief that the portfolio's lower sensitivity to changes in interest rates will prove adequate in preserving value.

Strategy

Over the foreseeable future CSI expects interest rates to move gradually higher. Currently the portfolio's sensitivity to a change in interest rates is below that of the benchmark. The current low rate environment leaves the bond market without much of a yield cushion to avoid negative rates of returns should interest rates begin to rise more than already anticipated by the market.

Given their outlook and the current level of uncertainty in the markets, CSI is comfortable keeping the portfolio's exposure to a change in interest rates below that of the benchmark.

As of the end of the quarter, the District's consolidated portfolios consisted of approximately 4.1 percent Corporate Bonds, 72.1 percent Agency Securities, 13.7 percent US Treasury Securities and 10.1 percent Mortgage Backed Securities; see Exhibit 5.

Budget Impact

The portfolio's performance is reported on a total economic return basis. This method includes the coupon interest, amortization of discounts and premiums, capital gains and losses and price changes (i.e., unrealized gains and losses). For the quarter ending June 30, the *General Fund portfolio* returned **0.88** percent. This compares to the benchmark return of **2.06** percent. Over this same time period, the *Paratransit Fund portfolio* returned **1.57** percent. This compares to the benchmark return of **4.92** percent.

The Performance graph in Exhibit 3 shows the relative performance of each fund for the trailing 24-month period (or since inception). The Growth of a Thousand Dollars graph in Exhibit 4 shows the cumulative performance over this same time frame for each portfolio.

The consolidated portfolio's yield to maturity, the return the portfolio will earn in the future if all securities are held to maturity is also reported. This calculation is based on the current market value of the portfolio including unrealized gains and losses. For the quarter ending June 30, the portfolio's yield to maturity was 0.91 percent. The benchmark's yield to maturity was 1.29 percent.

Another method of measuring the consolidated portfolio's yield to maturity is the yield of the portfolio at cost. This calculation is based on the value of the portfolio at cost and does not include any unrealized gains or losses as part of its computation. As of the end of the quarter the consolidated portfolio's rate of return on investments, at cost, was 3.06 percent.

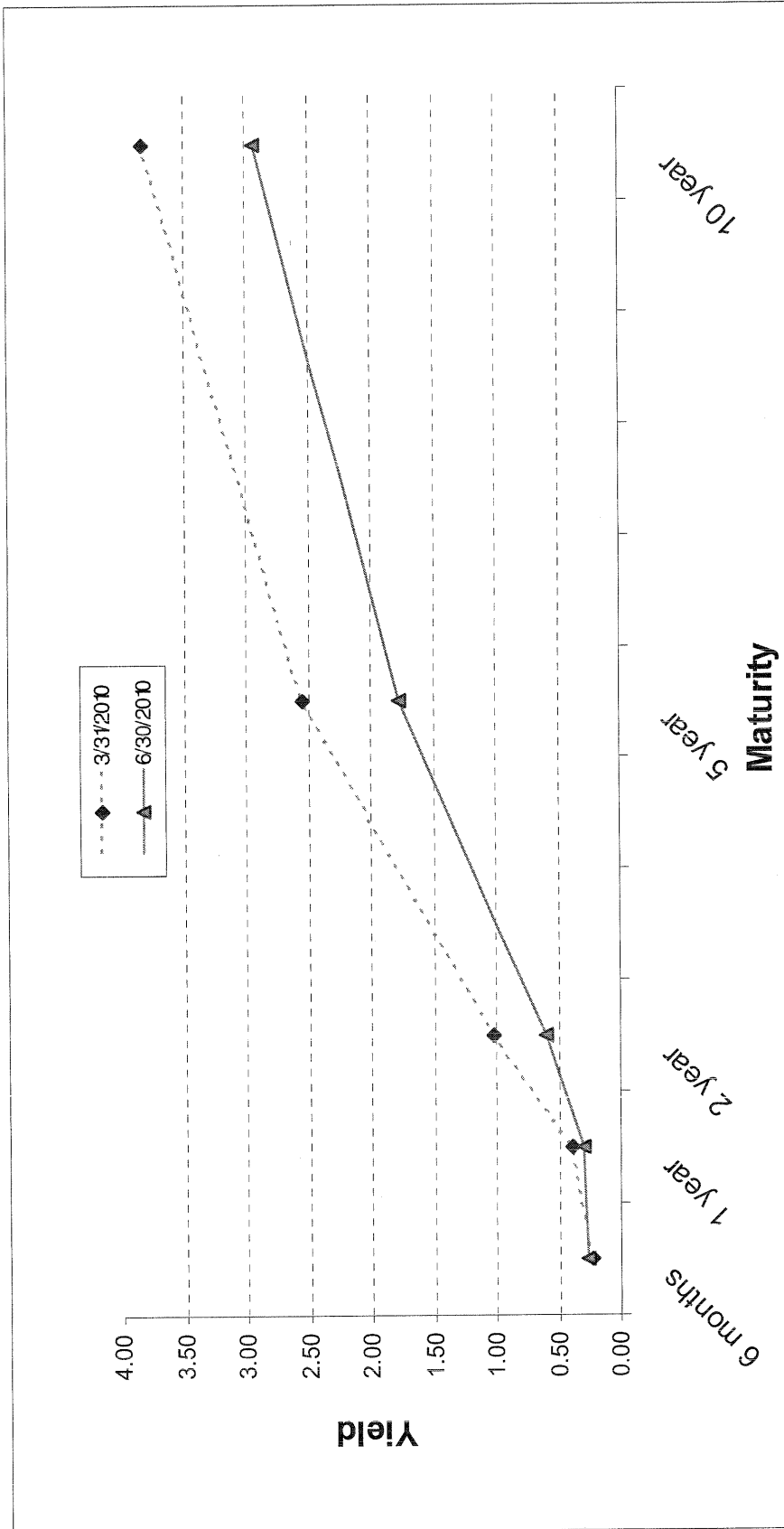
**SAN MATEO COUNTY TRANSIT DISTRICT
REPORT OF INVESTMENTS
FOR QUARTER ENDED JUNE 30, 2010**

TYPE	DATE OF MATURITY	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE	
						VALUE	+ACCR. INT.
<u>FUNDS MANAGED BY CSI CAPITAL MANAGEMENT, INC.</u>							
<u>INVESTMENT PORTFOLIO:</u>							
CORPORATE BONDS							
JP Morgan Chase & Co. Bank of America	06-16-11 04-30-12	3,000,000 2,000,000	3,112,707 2,048,120	3,112,707 2,048,120	6,062 7,117	3,118,769 2,055,237	
GOVERNMENT BONDS							
U.S. Treasury Note	08-31-10	3,000,000	3,010,899	3,010,899	23,815	3,034,714	
U.S. Treasury Note	11-30-10	3,500,000	3,515,040	3,515,040	3,706	3,518,746	
FNMA	12-15-10	10,000,000	10,212,500	10,212,500	21,111	10,233,611	
Fed. Farm Credit Bank	08-25-11	10,000,000	10,387,500	10,387,500	135,625	10,523,125	
FHLB	09-23-11	3,000,000	3,004,687	3,004,687	9,392	3,014,079	
FNMA	02-16-12	10,000,000	10,696,875	10,696,875	187,500	10,884,375	
FNMA	03-15-12	3,500,000	3,820,469	3,820,469	63,121	3,883,590	
FHLM	03-23-12	5,000,000	5,123,437	5,123,437	28,924	5,152,361	
FHLM	01-15-13	4,500,000	4,540,653	4,540,653	16,625	4,557,278	
FHLB	03-08-13	13,500,000	14,904,844	14,904,844	211,875	15,116,719	
FHLM - Step Up	03-28-13	6,000,000	6,005,064	6,005,064	375	6,005,439	
Fed. Farm Credit Bank	12-29-15	950,000	1,139,406	1,139,406	323	1,139,730	
Housing Urban Devel	08-01-17	1,790,000	1,800,628	1,800,628	58,980	1,859,609	
TREASURY INFLATION PROTECTED SECURITIES							
Treasury Inflation Indexed Note	04-15-14	3,500,000	3,763,819	3,763,819	9,482	3,773,301	
MORTGAGE BACKED SECURITIES							
FHLB-SERIES 00-0582H	10-25-10	9,461,160	9,579,425	9,579,425	7,490	9,586,915	
COLLATERALIZED MORTGAGE OBLIGATIONS							
FHLB SERIES 4S-2012 CLASS I	01-25-12	1,335,757	1,407,607	1,407,607	1,078	1,408,685	
FHLB SERIES 00-0606 CLASS Y	12-28-12	558,899	598,403	598,403	245	598,648	
FHLM Ref FHRR R015 AN	02-15-13	624,098	629,409	629,409	1,950	631,359	
TOTAL INVESTMENT FUNDS PORTFOLIO							
MANAGED BY CSI CAPITAL MANAGEMENT, INC.		95,219,914	99,301,492	99,301,492	794,796	100,096,288	

**SAN MATEO COUNTY TRANSIT DISTRICT
REPORT OF INVESTMENTS (Continued)
FOR QUARTER ENDED JUNE 30, 2010**

TYPE	DATE OF MATURITY	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE +ACCR. INT.
<u>PARATRANSIT TRUST FUND PORTFOLIO:</u>						
GOVERNMENT BONDS						
FHLB	01-21-11	5,000,000	5,035,938	5,035,938	36,111	5,072,049
FNMA	01-09-12	5,000,000	5,101,563	5,101,563	47,778	5,149,341
U.S. Treasury Note	02-15-12	4,000,000	4,054,689	4,054,689	20,663	4,075,352
FHLM	01-07-14	5,000,000	5,184,360	5,184,360	60,417	5,244,777
FHLM	04-23-14	2,500,000	2,588,415	2,588,415	11,806	2,600,221
TREASURY INFLATION PROTECTED SECURITIES						
Treasury Inflation Indexed Note	04-15-14	2,500,000	2,688,442	2,688,442	6,773	2,695,215
MORTGAGE BACKED SECURITIES						
FHLB-SERIES 00-0582 CLASS H	10-25-10	370,428	375,058	375,058	293	375,351
TOTAL PARATRANSIT TRUST FUND PORTFOLIO MANAGED BY CSI CAPITAL MANAGEMENT, INC.						
		24,370,428	25,028,464	25,028,464	183,840	25,212,304
TOTAL SAN MATEO COUNTY TRANSIT DISTRICT PORTFOLIO MANAGED BY CSI CAPITAL MANAGEMENT, INC.						
		119,590,342	124,329,955	124,329,956	978,636	125,308,592
<u>LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF:</u>						
BANK OF AMERICA CHECKING						
LAIF			1,115,039	1,115,039	149	1,115,188
			11,353,785	11,353,785	17,486	11,371,271
TOTAL FUNDS MANAGED BY DISTRICT STAFF						
			12,468,824	12,468,824	17,635	12,486,459
<u>TRUST FUNDS MANAGED BY THIRD PARTY TRUSTEE:</u>						
First American Treas/Gov't. Oblig. Fund Cl D						
Federal Home Loan Mortgage Corp	03-23-2012	2,253,000	2,172,657	2,172,657	0	2,172,657
			2,308,627	2,308,627	13,166	2,321,793
TOTAL FUNDS MANAGED BY THIRD PARTY TRUSTEE						
			4,481,283	4,481,283	13,166	4,494,449
TOTAL AS OF JUNE 30, 2010						
			121,843,342	141,280,063	1,009,437	142,289,501

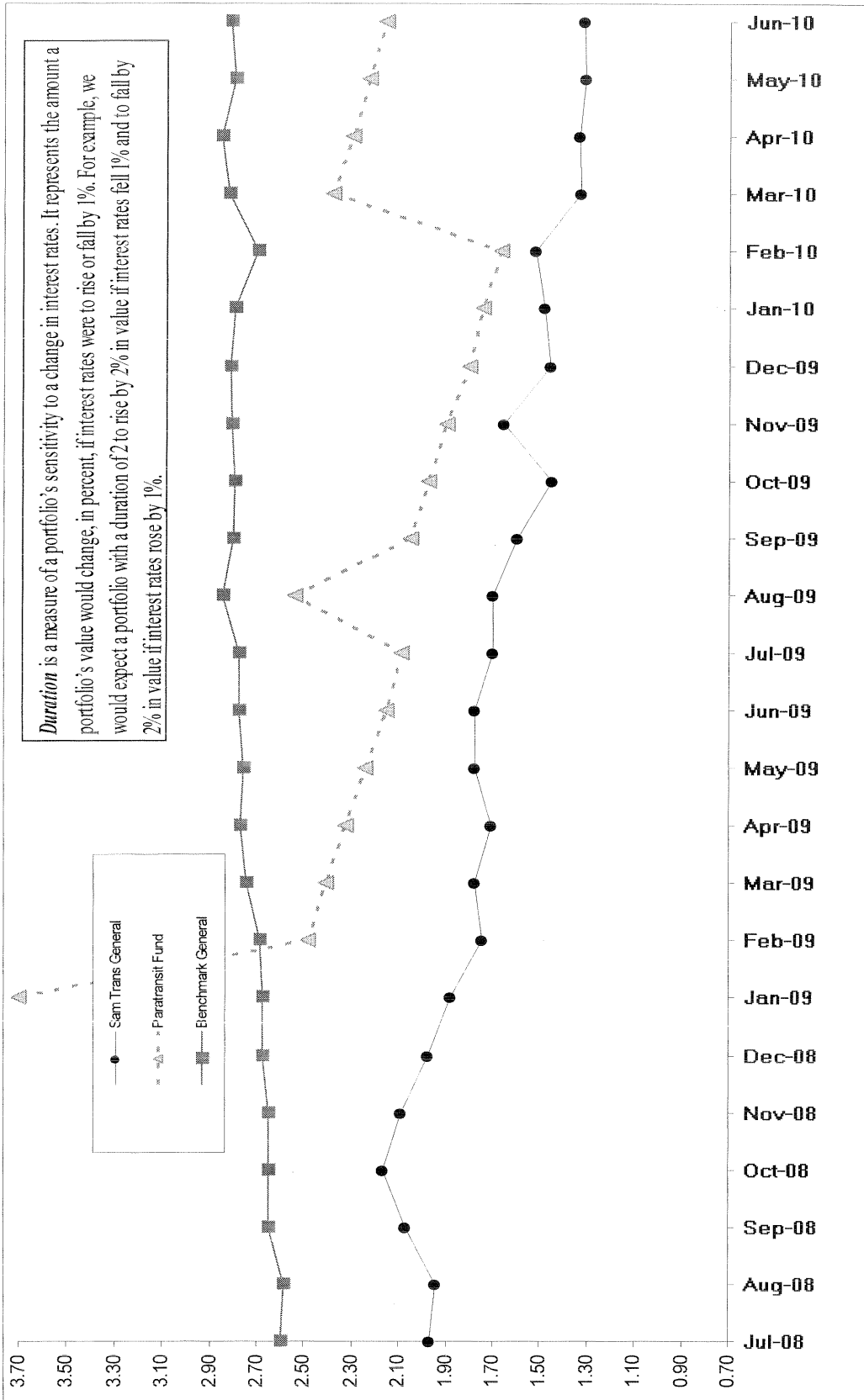
SamTrans Historical Yield Curve



Data Source: Bloomberg

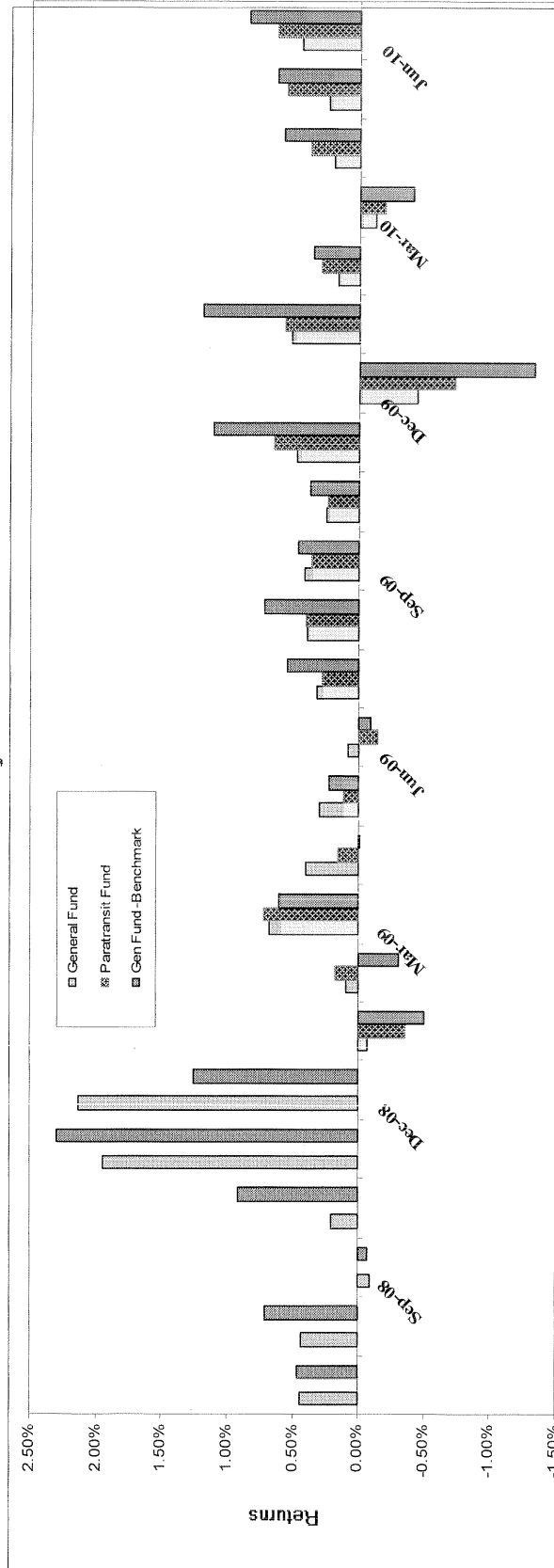
CSI Capital Management, Inc.

SamTrans Duration vs. Benchmark



CSI Capital Management, Inc.

SamTrans
 Monthly Review – Account vs. Benchmark
Rolling 24 Months



Trailing 12 Months	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Trailing 12
MONTHLY PERFORMANCE DATA													
SamTrans - Gen Funds	0.32%	0.39%	0.41%	0.25%	0.47%	-0.44%	0.52%	0.17%	-0.12%	0.20%	0.24%	0.44%	2.90%
SamTrans - Paratran	0.28%	0.40%	0.36%	0.24%	0.65%	-0.73%	0.57%	0.29%	-0.19%	0.37%	0.56%	0.63%	3.48%
Benchmark - Gen Fund	0.55%	0.73%	0.46%	0.38%	1.11%	-1.34%	1.19%	0.35%	-0.41%	0.58%	0.63%	0.84%	5.15%
Benchmark - Paratran	0.52%	0.95%	0.76%	0.21%	1.82%	-2.86%	1.83%	0.57%	-0.95%	1.07%	1.80%	1.97%	7.87%

CSI Capital Management, Inc.

EXHIBIT 4

CSI Capital Management, Inc.

SamTrans
Growth of a Thousand Dollars
Rolling 24 Months

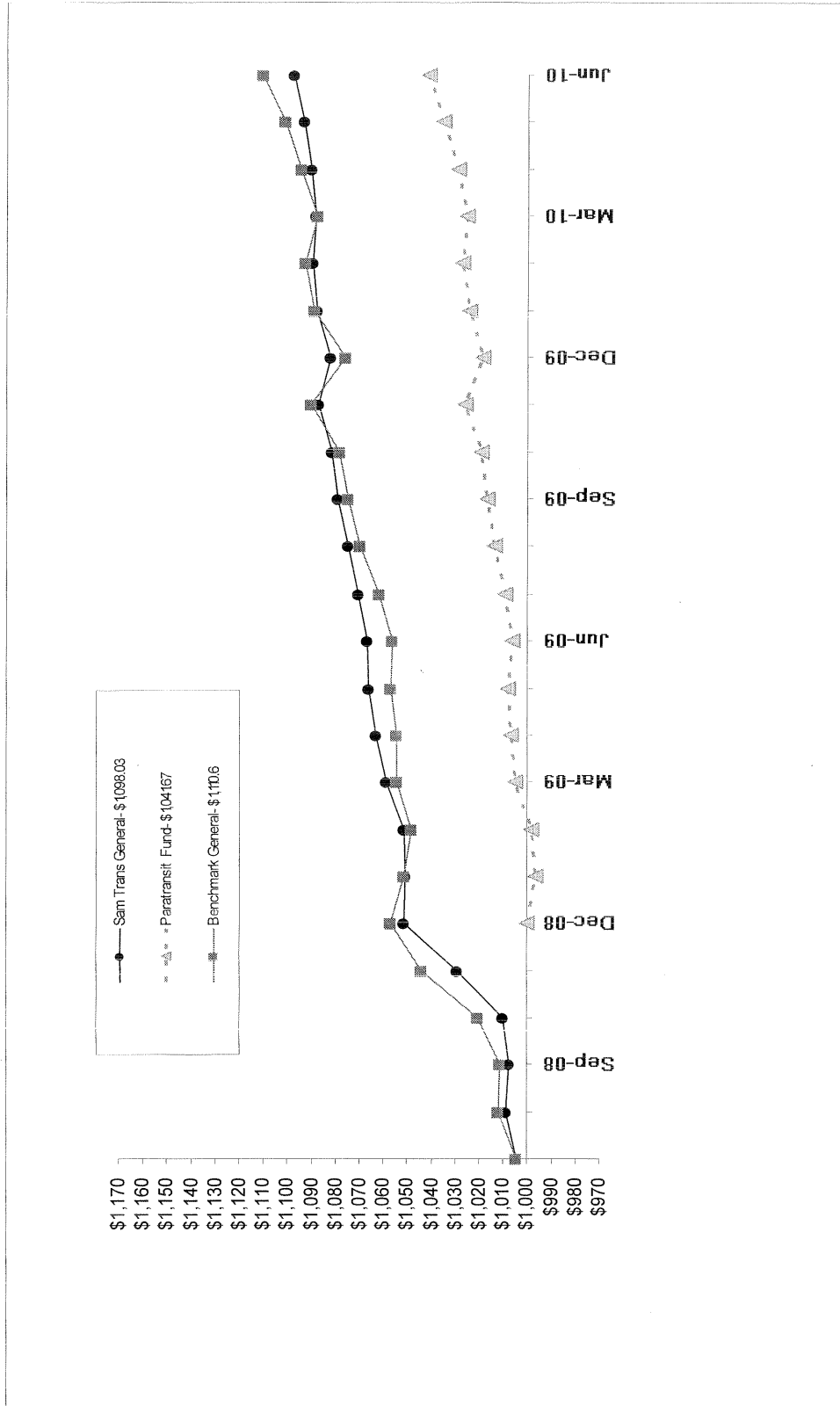
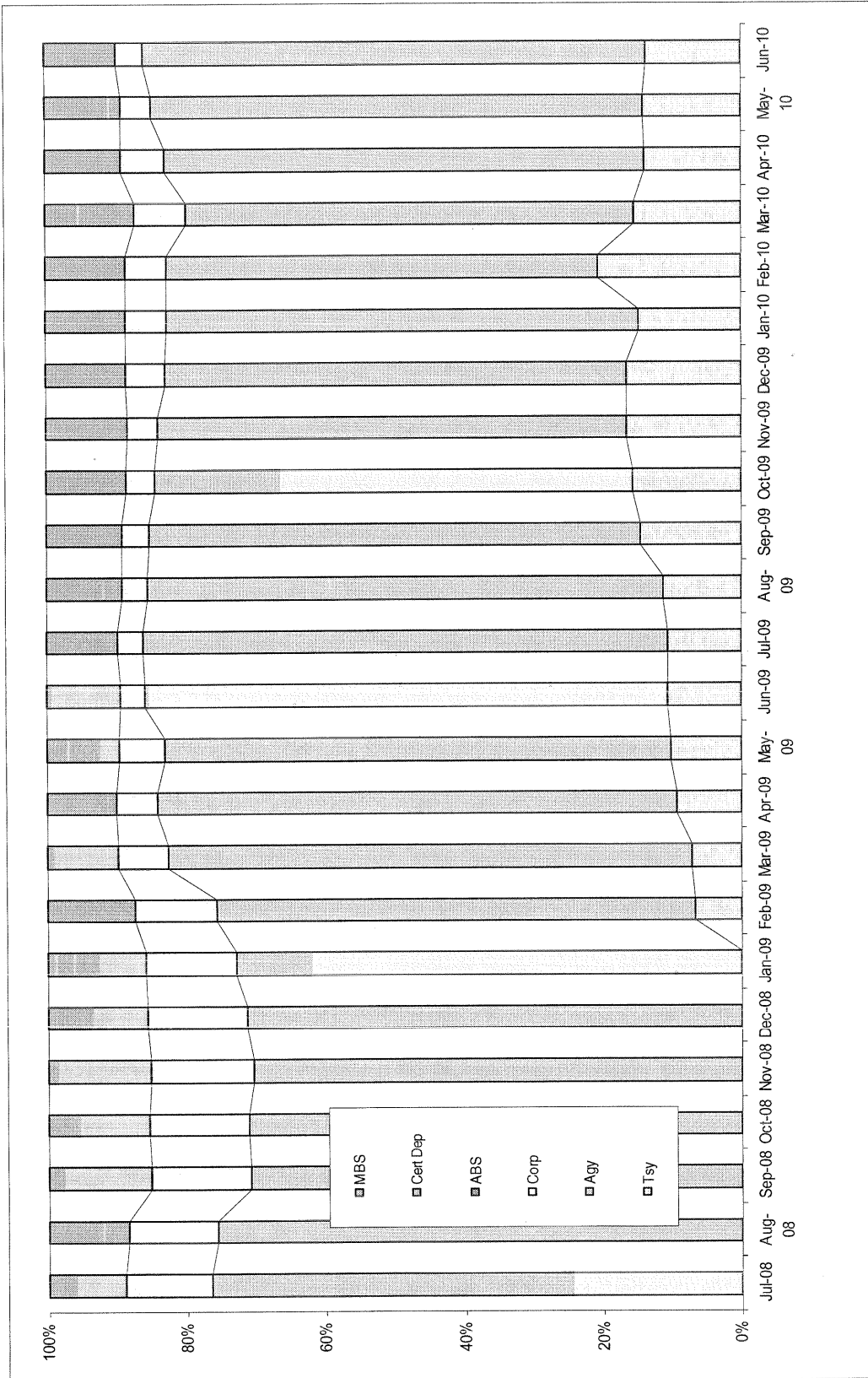


EXHIBIT 5

**SamTrans
Percent of Assets Held by Type**



CSI Capital Management, Inc.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

SUBJECT: **AUTHORIZATION TO FILE ANNUAL CLAIM WITH MTC FOR
TRANSPORTATION DEVELOPMENT ACT, STATE TRANSIT
ASSISTANCE AND REGIONAL MEASURE 2 FUNDS**

ACTION

Staff proposes that the Committee recommend Board authorization to file a Transportation Development Act (TDA), State Transit Assistance (STA), and Regional Measure 2 (RM2) claim for Fiscal Year 2011. Based on the Metropolitan Transportation Commission’s (MTC) latest revised estimates, the District is allowed to claim the following amounts for FY2011:

<u>Funding Source</u>	<u>FY2011 Approved Budget</u>	<u>FY2011 MTC Revised Estimate</u>	<u>Increase/ (Decrease)</u>
TRANSPORTATION DEVELOPMENT ACT FUND			
TDA Article 4.0 (SamTrans)	\$23,503,880	\$23,503,880	\$ 0
TDA Article 4.5 (SamTrans)	<u>1,237,046</u>	<u>1,237,046</u>	<u>0</u>
TDA Total	\$24,740,926	\$24,740,926	0
STATE TRANSIT ASSISTANCE			
Revenue Based:			
Route 17	\$ 142,646	\$ 142,646	\$ 0
Route 280	139,733	139,733	0
STA fund from AB X8 9	4,421,402	3,390,227	(1,031,175)
Population Based:			
Regional Paratransit	\$ 608,642	\$ 611,118	\$ 2,476
Lifeline	795,290	798,525	3,235

Funding Source	FY2011 Approved Budget	FY2011 MTC Revised Estimate	Increase/ (Decrease)
STATE TRANSIT ASSISTANCE (CONT'D)			
Passthrough to Other Agencies			
Family Services Agency	0	24,000	24,000
San Mateo Human Services Agency	103,520	273,333	169,813
Bayshore Shuttle	0	337,917	337,917
East Palo Alto	0	207,454	207,454
Caltrain	<u>5,131,112</u>	<u>5,124,127</u>	<u>(6,985)</u>
STA Total	\$ 11,342,345	\$ 11,049,080	\$ (293,265)
RM2 (SamTrans Owl Service)	\$ 305,876	\$ 305,876	\$ 0
TOTAL	<u>\$36,389,147</u>	<u>\$36,095,882</u>	<u>\$ (293,265)</u>

SIGNIFICANCE

TDA and STA funding supports fixed-route bus and paratransit service provided to San Mateo County residents. It also provides support for administration of the Paratransit Coordinating Council which monitors paratransit activities. The District also claims an STA apportionment on behalf of the Peninsula Corridor Joint Powers Board (JPB) and Lifeline Transportation Program (LTP) claimants in San Mateo County, which will be used towards the JPB operating budget and to pass through to LTP claimants in the County, respectively. The LTP was established by the MTC to fund projects that result in improved mobility for low income residents in the San Francisco Bay Area. In addition, the Regional Measure 2 funding included in the above claim will offset operating costs for Route 397, which provides late night Owl service from the Palo Alto Caltrain Station to San Francisco Airport (SFO) and then to the Transbay Terminal in San Francisco.

Three year's worth of the LTP funds are proposed in the annual claim. Only the funds for the current fiscal year are budgeted and will be passed through to the LTP claimants.

BUDGET IMPACT

TDA, STA, and RM2 funding included in the adopted budget was approximately \$24 million, \$11 million and \$306,000, respectively. A revised budget will be presented to the Board for approval in the winter to reflect revised MTC estimates, including decreased STA revenue-based funding.

BACKGROUND

TDA funding provides a significant share of the District's operating revenues. TDA and STA dollar amounts cited are estimates from the MTC and are subject to adjustment if actual receipts differ from projections over the course of the fiscal year.

Prepared By: Ladi Bhuller, Manager, Budgets
Chris Petak, Sr. Budget Analyst

650-508-7755
650-508-7754

RESOLUTION NO. 2010-

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

**AUTHORIZATION TO FILE AN APPLICATION WITH THE METROPOLITAN
TRANSPORTATION COMMISSION FOR TRANSPORTATION DEVELOPMENT
ACT, STATE TRANSIT ASSISTANCE AND REGIONAL MEASURE 2 FUNDS
FOR FISCAL YEAR 2011**

WHEREAS, the Mills-Alquist-Deddeh Act, commonly known as the Transportation Development Act of 1971 (“TDA” or the “Act”) (Public Utilities Code Section 99200 et seq.), provides for the disbursement of funds from the Local Transportation Fund of the County of San Mateo for use by qualified operators to support public transportation systems and to aid public transportation research and demonstration projects; and

WHEREAS, pursuant to the Rules and Regulations that have been adopted by the Secretary of the Business and Transportation Agency of the State of California in accordance with the provisions of this legislation, an operator wishing to receive an allocation for any or all Local Transportation Funds is to file its application with the appropriate transportation planning agency; and

WHEREAS, the Act, as amended, further provides that up to five percent (5%) of the San Mateo County monies remaining after apportionments for administering the Act for TDA planning and for pedestrian and bicycle facilities shall be made available to cities, counties, and transit districts for “community transit services” as defined in Public Utilities Code Section 99275, namely, transportation services that link intracommunity origins and destinations, including services for customers, such as individuals with disabilities who cannot use

conventional transit services, unless the Metropolitan Transportation Commission (“MTC”) makes a specified finding regarding the use of these public mass transportation funds; and

WHEREAS, the San Mateo County Transit District (“District”) is the mass transportation carrier in San Mateo County charged with the responsibility for providing regional and local transit services, and this agency is reposed with the necessary authority, and has exercised this authority, to provide community transit services; and

WHEREAS, funds from the Local Transportation Fund will be required to operate, administer and plan the regional and local transportation system, including community transit services and special services for the mobility impaired during Fiscal Year 2011; and

WHEREAS, the District is an eligible claimant for TDA funds pursuant to Public Utilities Code Sections 99260(a), 99260.2, 99260.6, and 99275, as attested by the District’s Opinion of Counsel dated July 14th, 2010; and

WHEREAS, the State Transit Assistance (“STA”) Fund that was created pursuant to the Public Utilities Code Sections 99310, et seq., makes funds available to support approved transit projects for allocation to eligible claimants; and

WHEREAS, eligible claimants for STA funds are those entities eligible for TDA funds; and

WHEREAS, pursuant to Resolution No. 2007-15, dated March 15, 2007, the District is authorized to claim STA funds and pass through these funds to Lifeline Transportation Program Sponsors in San Mateo County; and

WHEREAS, the District is eligible for Regional Measure 2 (“RM2”) funds, which will be used to operate its Route 397 Owl Service; and

WHEREAS, the Route 397 Owl Service is eligible for consideration in the Regional Traffic Relief Plan of RM2, as identified in the California Streets Highways Code Section 30914(c) or (d).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District as follows:

1. The General Manager/CEO or his designee hereby is authorized and directed to file appropriate claims pursuant to the terms of the TDA of 1971, Article 4.0 and Article 4.5, as amended, and applicable rules and regulations, together with all necessary supporting documents, with the MTC for Fiscal Year 2011 TDA monies for San Mateo County, including funds for regional, local and community transit services, to be used for the costs of operating, administering and planning the District transportation system during Fiscal Year 2011, more particularly described as follows: Article 4.0 funding for fixed route operating assistance and Article 4.5 funding for paratransit service.

2. The General Manager/CEO or his designee is authorized and directed to file appropriate amendments to these claims pursuant to the terms of the Act of 1971, as amended, and applicable rules and regulations, together with all necessary supporting documents, with the MTC to carry out the policies of the Board of Directors and attendant funding requirements, during Fiscal Year 2011 as may be adopted from time to time by the Board of Directors.

3. The General Manager/CEO or his designee is authorized and directed to file a claim and required documentation with the MTC for an allocation of STA funds for the District.

4. The General Manager/CEO or his designee is authorized and directed to file a claim and required documentation with the MTC for an allocation of RM2 funds for Route 397 Owl Service for Fiscal Year 2011.

5. The District indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of the District, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages.

6. A copy of this Resolution shall be transmitted to the MTC in conjunction with the filing of the claims authorized pursuant to this Resolution, and the MTC shall be requested to concur in these findings and to grant the allocation of funds as specified.

Regularly passed and adopted this 8th day of September, 2010, 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: Michael J. Scanlon
General Manager/CEO

FROM: Rita P. Haskin
Executive Officer, Customer Service and Marketing

SUBJECT: **SAFE HARBOR TRANSIT TICKET PROGRAM**

ACTION

Staff proposes that the Committee recommend that the Board authorize the continuation of the Safe Harbor Transit Ticket Program through December 2012.

SIGNIFICANCE

Continuation of the program will allow SamTrans to provide a valuable service to Safe Harbor Shelter clients, allowing them to safely travel to jobs and resource centers throughout the community. Safe Harbor is located adjacent to the SamTrans North Base Maintenance and Operations Facility along North Access Road, which lacks a sidewalk.

BUDGET IMPACT

Value of the complimentary bus tickets is approximately \$240,000 annually. However, because many of the participants don't have the means to purchase bus tickets, there is a minimal impact on the SamTrans budget.

BACKGROUND

Because public transportation is vital in helping the homeless reach the resources they need to raise their level of self-sufficiency and transition to a more stable housing situation, SamTrans has partnered with county organizations for more than 20 years to fill that need.

Shelter clients are provided four one-way tickets per day to allow for round-trip transportation and bus connections.

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 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 of San Mateo Human Services Agency.

Prepared by: Rita P. Haskin, Executive Officer, Customer Service and Marketing 650-508-6248

RESOLUTION NO. 2010-

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

* * *

**AUTHORIZING EXTENSION OF SAFE HARBOR SHELTER
TRANSIT TICKET PROGRAM**

WHEREAS, Samaritan House, in collaboration with the County of San Mateo Human Services Agency, operates the Safe Harbor Shelter (“Safe Harbor”) adjacent to the District’s North Base Maintenance and Operations Facility, pursuant to a lease with the District through March 2024; and

WHEREAS, in 2003 the District authorized the extension of the Transit Ticket Program for clients of Safe Harbor, begun in 2001, in order to provide complimentary transportation to and from the shelter, continuing a program initiated in 1988 with the Shelter Network of San Mateo County; and

WHEREAS, public transportation is vital in helping the homeless reach the resources they need to raise their level of self-sufficiency and transition to a more stable housing situation.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District authorizes the extension of the Transit Ticket Program for Safe Harbor clients through December 2012.

Regularly passed and adopted this 8th day of September 2010, 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: Michael Scanlon
General Manager/CEO

FROM: Marian Lee
Executive Officer, Planning and Development

**SUBJECT: ASSESSMENT DISTRICT FOR LEVEE SYSTEM IMPROVEMENT IN
SAN MATEO COUNTY**

ACTION

Staff proposes the Committee recommend the Board authorize the General Manager/CEO to vote in favor of an assessment district that will fund the City of San Carlos' participation in a joint project with Redwood City and San Mateo County. The collected funds will be used to improve the levee system adjacent to the District's South Base maintenance and operations facility.

SIGNIFICANCE

During a recent inspection, the Federal Emergency Management Agency (FEMA) found deficiencies in the levee system that protects South Base and surrounding properties. The assessment district, if approved by vote of the impacted property owners, would generate funds to cover the cost of improving the levee to meet the FEMA standards and maintenance of the improved levee system.

If the assessment district is not formed, the property would be placed into a Special Flood Hazard Area (SFHA) designation, which would increase the flood insurance rates by approximately \$3,000 per year. This designation also could possibly restrict potential development in the affected areas.

BUDGET IMPACT

There is no impact on the Fiscal Year 2011 budget. The City of San Carlos estimates that the assessment for the SamTrans parcel would be approximately \$3,000 per year for the first 10 years and approximately \$500 per year thereafter to cover maintenance. The necessary amounts will be included in future fiscal year operating budgets.

BACKGROUND

The assessment district will collect approximately \$172,000 and covers the portion of San Carlos city limits east of Highway 101, with the exception of the San Carlos Airport, which will separately fund levee improvements on its property. South Base is within the assessment area.

Under the California Government Code, property owners are entitled to vote on the formation of an assessment district. As required by the Government Code, the ballots are weighted by the amount of the proposed assessment. If the assessment is approved by impacted property owners, the City of San Carlos would finance the capital improvements over 10 years at a nominal interest rate.

Prepared by: Brian W. Fitzpatrick, Manager, Real Estate and Property Development
650-508-7781

RESOLUTION NO. 2010 -

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

* * *

**APPROVE FORMATION OF AN ASSESSMENT DISTRICT FOR LEVEE SYSTEM
IMPROVEMENT IN SAN MATEO COUNTY**

WHEREAS, During a recent inspection, the Federal Emergency Management Agency, (FEMA) found deficiencies in the levee system adjacent to the District's South Base maintenance and operations facility; and

WHEREAS, The City of San Carlos is participating in a joint project with Redwood City and San Mateo County to improve the levee system to meet the FEMA standards, and the City of San Carlos is asking all property owners who will benefit from the levee improvements to form an assessment district to cover the cost of the improvements and maintenance; and

WHEREAS, Under the California Government Code, property owners are entitled to vote on the formation of an assessment district, with ballots weighted by the amount of the proposed assessment;

WHEREAS, It is anticipated that, if approved, the assessment for the District's parcel would be approximately \$3,000 per year for the first 10 years and approximately \$500 per year thereafter to cover maintenance, with the exact amount of the assessment to be included in future operating budgets commencing in the upcoming fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby authorizes the General Manager/CEO, or his designee, to vote on behalf of the District in favor of the above described assessment district.

Regularly passed and adopted this 8th day of September 2010 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: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

SUBJECT: **AWARD OF CONTRACT FOR LONG-TERM DISABILITY
INSURANCE TO RELIANCE STANDARD INSURANCE COMPANY**

ACTION

Staff proposes that the Committee recommend Board approval to contract with Reliance Standard Insurance Company for the continued provision of Long-Term Disability (LTD) insurance for a three-year period beginning November 1, 2010. The cost to the District for this coverage is estimated to be \$132,000.

SIGNIFICANCE

When an administrative employee has been disabled for more than 90 days, this long-term disability insurance ensures that the employee can continue to receive up to 60 percent of his or her regular earnings after accounting for workers' compensation, state disability, and other benefit payments. The plan also includes a survivor benefit and incentives for returning to work.

BUDGET IMPACT

The cost to the District has decreased from \$0.19 to \$0.185 per \$100 of administrative payroll. Changing from Standard Life Insurance Company, our current carrier, to Reliance Standard Insurance Company results in an annual savings of \$330. Reliance Standard's annual savings also reflects an increase in the maximum covered payroll from \$10,000 to \$12,500 and the maximum monthly benefit from \$6,000 to \$7,500. The estimated annual cost is \$43,000, incorporated in present and projected budgets. Since this will represent a decrease in the rate for this year, no adjustment to the budget is required.

BACKGROUND

The District has provided long-term disability coverage for full-time administrative employees for the past 24 years. Seven carriers were approached to provide quotes. A survey of the market has determined that Reliance Standard Insurance Company provides a higher maximum monthly benefit (\$7500) at a lower rate than the other respondents for this coverage, including Standard Insurance Company, our current carrier. The rate quoted by Reliance Standard Insurance Company amounts to a 0.7 percent reduction in premiums over last year. The lower rate is guaranteed for three years effective November 1, 2010.

Prepared by: Monica Colondres, Director, Human Resources

650-508-6233

RESOLUTION NO. 2010 -

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

* * *

**AUTHORIZING AWARD OF CONTRACT FOR LONG-TERM
DISABILITY INSURANCE TO
RELIANCE STANDARD INSURANCE COMPANY
FOR A TOTAL ESTIMATED COST OF \$132,000**

WHEREAS, the San Mateo County Transit District (District) has provided long-term disability coverage for full-time administrative employees for the last 24 years; and

WHEREAS, the District approached seven insurance carriers to provide quotes for long-term disability insurance; and

WHEREAS, a survey of the market has determined that Reliance Standard Insurance Company (Reliance) provides a higher maximum monthly benefit (\$7500) at a lower rate than the other respondents for this coverage, including Standard Insurance Company (Standard), the District's current carrier; and

WHEREAS, the rate quoted by Reliance amounts to a 0.7 percent reduction in premiums over last year; and

WHEREAS, the lower rate is guaranteed by three years effective November 1, 2010.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District awards a contract to Reliance for long-term disability insurance for a three-year period, beginning November 1, 2010, at a total estimated cost of \$132,000.

BE IT FURTHER RESOLVED that the General Manager/CEO is authorized to execute a contract on behalf of the District with Reliance in order to effect this resolution.

Regularly passed and adopted this day 8th of September 2010 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: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

C. H. (Chuck) Harvey
Deputy CEO

SUBJECT: **AWARD OF CONTRACT FOR FURNISHING AND SERVICING SHOP
SUPPLIES AND RELATED ITEMS**

ACTION

Staff proposes that the Committee recommend that the Board:

1. Award a contract to the lowest responsive and responsible bidder, Kimball Midwest, to furnish shop supplies and related items for a total estimated cost of \$334,495 for a five-year term
2. Authorize the General Manager/CEO or his designee to execute a contract with Kimball Midwest in full conformity with the terms and conditions of the bid specification documents.

SIGNIFICANCE

Approval of the above action will provide the District with a continued supplier of commonly used shop supply items to the District's Bus Maintenance Department. Such items include primary electrical wire, wire ties, drill bits and bench lubricants used to support the repair and maintenance requirements for transit buses. The scope of the contract also will include stocking and inventory services for the contracted supplies. Although Kimball Midwest's headquarters is located in Columbus, OH, they will service this contract out of their Reno, NV distribution warehouse.

BUDGET IMPACT

Funds to support the award of this contract have already been included in the adopted Fiscal Year 2011 District Operating Budget. No additional funding is required for the contract award.

BACKGROUND

An Invitation for Bids (IFB) was issued to obtain bids for furnishing and servicing shop supplies and related items over a five-year term. Staff advertised the requirements on the District website and in local newspapers. Solicitation notification went out to interested bidders including disadvantaged business enterprises (DBEs) that were registered in the vendor database. One bid was received, as follows:

1. Kimball Midwest, Columbus, OH

\$334,495

As there was only one bid received, staff conducted a price analysis of the bid prices submitted by Kimball Midwest. Staff determined that the bid prices quoted by Kimball are comparable to shop supply industry catalog pricing, responsive to the District's bid request, and are therefore fair and reasonable.

Staff contacted other potential bidders, including a DBE firm, to determine why they did not submit a bid. One indicated they could not provide all the shop supply items required by the District. Another stated they took exception to the indemnification and the liquidated damages provisions, and therefore, declined to bid.

The District's current contractor is the incumbent, Kimball Midwest, at a five-year estimated cost of \$164,126. The significant increase in cost is due to a reallocation of items from another contract to consolidate all shop supplies under a single contract. The inclusion of items from other one-time purchases also has increased the number of items and quantities under this contract.

Contract Officer: Brian Geiger

650-508-7973

Project Manager: Detra Dillon, Contract Administrator, Bus Maintenance

650-508-6418

RESOLUTION NO. 2010-

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

* * *

**AUTHORIZING CONTRACT AWARD TO KIMBALL MIDWEST FOR FURNISHING
AND SHOP SUPPLIES AND RELATED ITEMS
AT A TOTAL ESTIMATED COST OF \$334,495**

WHEREAS, the San Mateo County Transit District (District) has solicited competitive bids for furnishing and servicing shop supplies and related items; and

WHEREAS, in response to the District's Invitation for Bids (IFB), one firm submitted a bid; and

WHEREAS, staff and General Counsel have reviewed the bid submitted by Kimball Midwest and determined that it meets the requirements of the solicitation documents, and staff has further conducted a price analysis and finds the prices to be fair and reasonable; and

WHEREAS, the General Manager/CEO recommends, and the Committee concurs, that a contract be awarded to the lowest responsible, responsive bidder, Kimball Midwest (Kimball) of Columbus, OH, whose bid meets the requirements of the solicitation documents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District awards a contract to Kimball for furnishing and servicing shop supplies and related items for a five-year term at a total estimated cost of \$334,495 inclusive of delivery cost, stocking and maintaining inventory; and

BE IT FURTHER RESOLVED that the General Manager/CEO or designee is authorized to execute a contract on behalf of the District with Kimball in full conformity with the terms and conditions of the bid specification documents.

Regularly passed and adopted this 8th day of September, 2010, 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: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

C.H. (Chuck) Harvey
Deputy CEO

SUBJECT: AWARD OF CONTRACT FOR PHYSICAL INVENTORY SERVICES

ACTION

Staff proposes that the Committee recommend that the Board:

1. Award a contract to Scintech Associates, Inc. (Scintech), Livermore, CA for Physical Inventory Services at a total not-to-exceed cost of \$171,400 for a three-year base term
2. Authorize the General Manger/CEO to execute a contract with Scintech in full conformity with the terms and conditions of the bid specification documents
3. Authorize the General Manger/CEO to exercise up to two, successive one-year option terms, at a not-to-exceed cost of \$64,600 for Option Year One and \$68,500 for Option Year Two, if deemed in the best interest of the District.

SIGNIFICANCE

Approval of the above actions will provide the District with a dedicated contractor to perform required annual physical inventory counting and reporting services for both the District's bus parts inventory and fixed assets.

BUDGET IMPACT

Funds to support the award of this contract have already been included in the adopted Fiscal Year 2011 Operating Budget. No additional funding is required for this contract award.

BACKGROUND

Staff advertised the solicitation on the District's Procurement website. Solicitation notices were also sent to interested bidders, small business enterprises (SBEs) and disadvantaged business enterprises (DBEs). The District received two proposals (both from non-DBE firms) as follows:

1. Scintech Associates, Inc., Livermore, CA
2. AT-SCINC, San Carlos, CA

An Evaluation Committee comprised of District staff reviewed the proposals and ranked them according to the following criteria as stated in the RFP:

- Responsiveness of Proposal 20%
- Approach to Scope of Services 45%
- Qualifications of Key Personnel 25%
- Project Cost 10%

After completion of its initial review, evaluation, and ranking of proposals, the Evaluation Committee interviewed both proposers; deliberated, then reached a consensus that Scintech was the highest ranked proposer.

At the request of the Evaluation Committee, Staff entered into negotiations with Scintech. These efforts resulted in a Best and Final Offer of \$304,500 for the five-year term (including option terms). Scintech's original proposal was \$415,028.

Professional Inventory Management, San Jose, CA provided inventory services to the District under the previous contract which expired April 29, 2008. The value of the prior contract was \$177,900 for the five-year term. The Fiscal Year 2009 and 2010 physical inventories were conducted by District staff; however, the District has determined it is in its best interest to use a third-party to conduct these services.

Contract Officer: Luis F. Velásquez 650-622-8099
Project Manager: Jeannie Chen, Senior Accountant 650-508-6259

RESOLUTION NO. 2010 -

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

* * *

**AUTHORIZING AWARD OF A CONTRACT TO
SCINTECH ASSOCIATES FOR
PHYSICAL INVENTORY SERVICES
FOR A THREE-YEAR NOT-TO-EXCEED COST OF \$171,400**

WHEREAS, the San Mateo County Transit District (District), issued a Request for Proposals (RFP) for Physical Inventory Services for a three-year base term; and

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

WHEREAS, an Evaluation Committee has reviewed and evaluated the proposals in accordance with the criteria set forth in the RFP, and conducted interviews with both proposers; and

WHEREAS, the Evaluation Committee determined Scintech Associates, Inc. of Livermore, California to be the highest ranked proposer and requested a best and final offer from that firm; and

WHEREAS, staff and Legal Counsel have reviewed the Scintech Associates proposal record and found them to be in compliance with the requirements of the solicitation documents; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that a contract be awarded to the highest ranked proposer, Scintech Associates;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District awards a contract to Scintech Associates, Inc. of Livermore, California for Physical Inventory Services for a three-year base term at a not-to-exceed cost of

\$171,400, with options to extend the contract for up to two, successive, one-year option terms at a not-to-exceed cost of \$64,600 for Option Year One and \$68,500 for Option Year Two, if deemed in the best interest of the District; and

BE IT FURTHER RESOLVED that the General Manager/CEO is authorized to execute a contract on behalf of the District with Scintech Associates in conformity with the terms and conditions of the solicitation documents and negotiated agreements; and

BE IT FURTHER RESOLVED that the General Manager/CEO is authorized to exercise up to two additional, one-year option terms with Scintech Associates in the amounts set forth above, provided that it is in the best interest of the District.

Regularly passed and adopted this day 8th of September 2010 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: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

C.H. (Chuck) Harvey
Deputy CEO

**SUBJECT: AWARD OF CONTRACT FOR AUTOMOTIVE AND BUS UPHOLSTERY
REPAIR SERVICES**

ACTION

Staff proposes that the Committee recommend that the Board:

1. Award a contract to National Transit Interiors (NTI), San Carlos, CA for Automotive and Bus Upholstery Repair Services at a total estimated cost of \$180,222 for a three-year base term.
2. Authorize the General Manger/CEO to execute a contract with NTI in full conformity with the terms and conditions of the bid specification documents.
3. Authorize the General Manger/CEO to exercise up to two, additional one-year option terms, if deemed in the best interest of the District.

SIGNIFICANCE

Approval of the above actions will provide the District with a dedicated supplier of Automotive and Bus Upholstery Repair Services in order to ensure the continued, uninterrupted support of SamTrans bus operations.

BUDGET IMPACT

Funds to support the award of this contract have already been included in the adopted Fiscal Year 2011 District Operating Budget. No additional funding is required for this contract award.

BACKGROUND

Staff advertised the solicitation via the District's website. Solicitation notices were also sent to interested bidders, small business enterprises (SBEs) and disadvantaged business enterprises (DBEs). The District received two bids as follows:

National Transit Interiors, Inc., San Carlos, CA	\$180,222
Supreme Interiors, Inc., Oakland, CA	\$229,776

District staff and legal counsel have reviewed NTI's bid and determined that NTI is the lowest responsive and responsible bidder.

NTI is the District's incumbent upholstery repair contractor with an existing contract value of \$494,434. This contract was extended on October 28, 2009 for an additional one-year term without increasing the current contract value. At the time of extension there existed sufficient unused contract capacity to meet the needs of the District for an additional one-year term. The project manager is satisfied with the incumbent's performance to date. NTI is a former DBE participant, but no longer qualifies as such, due to the successful growth of its business.

The estimated number of units to be repaired in the proposed contract are lower than in the current contract because the District has received new buses and elected not to include any repairs of the upholstery and seats for those buses in the proposed contract.

Contract Officer: Luis F. Velásquez

650-622-8099

Project Manager: Detra Dillon, Bus Maintenance, Contract Administrator

650-508-6418

RESOLUTION NO. 2010 -

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

* * *

**AUTHORIZING AWARD OF A CONTRACT TO
NATIONAL TRANSIT INTERIORS FOR FURNISHING
AUTOMOTIVE AND BUS UPHOLSTERY REPAIR SERVICES
FOR A THREE-YEAR ESTIMATED COST OF \$180,222**

WHEREAS, the San Mateo County Transit District (District) solicited competitive bids for Furnishing Automotive and Bus Upholstery Repair Services for a three-year term; and

WHEREAS, in response to the District's advertisement two firms submitted bids; and

WHEREAS, staff and legal counsel have reviewed National Transit Interiors, Inc. (NTI) of San Carlos, California's bid and determined that NTI is the lowest responsive and responsible bidder; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the contract be awarded to NTI whose bid meets all requirements of the solicitation documents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District awards a contract to National Transit Interiors, Inc. of San Carlos, California for Furnishing Automotive and Bus Upholstery Repair Services for a three-year base term at a total estimated cost of \$180,222 based upon the estimated requirements of the District and the unit prices submitted, with an option to extend the contract for up to two additional, one-year option terms; and

BE IT FURTHER RESOLVED that the General Manager/CEO is authorized to execute a contract on behalf of the District with NTI in full conformity with all of the terms and conditions of the solicitation documents; and

BE IT FURTHER RESOLVED that the General Manager/CEO is authorized to exercise up to two additional, one-year option terms with NTI, provided that it is in the best interest of the District.

Regularly passed and adopted this day 8th of September 2010 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**FINANCE ITEM # 11
SEPTEMBER 8, 2010**

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

**SUBJECT: INFORMATION ON STATEMENT OF REVENUES AND EXPENSES
FOR THE PERIOD ENDING JUNE 30, 2010**

The Finance Division engages in many activities following the end of the June 30 fiscal year both to close out the old fiscal year and set up the new fiscal year. The demands of these activities require a longer time to produce a complete Statement of Revenues and Expenses than allowed by the normal board meeting cycle. Consequently, staff will present a Statement of Revenues and Expenses for June at the October 13 meeting of the Board of Directors.

Prepared by: Patricia Reavey, Director of Finance

650-508-6434

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO, Finance and Administration

SUBJECT: UPDATE ON THE EXECUTION OF THE FUEL HEDGING PROGRAM

ACTION

This item is presented for informational purposes only.

SIGNIFICANCE

On June 9, 2010, the Board approved substantially final diesel fuel price cap purchase agreement documents and authorized the Deputy CEO, Finance and Administration to execute those documents with the winning financial institution. On June 14, the District's financial advisors requested bids from the two firms, Deutsche Bank and Barclays Capital, with which we had developed mutually agreed upon bid documents for a diesel fuel price cap. Based on the bid prices, the District selected Barclays Capital as the winning bidder, with a cap of \$2.25 per gallon and a cap cost of \$0.1824 per gallon. The District hedged a total of 0.9 million gallons which represents approximately 50 percent of the District's expected fuel usage for Fiscal Year 2011. The average price per gallon of diesel fuel for the week ending June 10 was \$2.13. The substantially final documents, on file for the Board on June 9, were executed subsequent to the bid. Staff was comfortable with the documents as executed and the price offered by Barclays Capital.

Staff worked together with the District's financial advisors and legal counsel to develop the bid package for financial institutions interested in bidding on the diesel fuel price cap. Included in that package were a Request for Commodity Price Caps, an ISDA Master Agreement (Master Agreement), a Schedule to the Master Agreement (Schedule) and a Credit Support Annex (CSA). The documents had been reviewed by Orrick, Herrington & Sutcliffe, LLP, special counsel to the District. In addition to the documents listed above, a Confirmation setting forth the pricing terms was executed.

The Master Agreement provides the terms and conditions governing the District's relationship with the winning bidder. The Master Agreement is a form document created by International Swaps and Derivatives Association, Inc., and applies to numerous types of hedging transactions, including fuel caps, interest rate swaps and currency transactions. The Master Agreement documents the relationship between contracting parties and provides for greater legal certainty in the dealings of the parties. The Master Agreement contains provisions relating to the obligations

of each party, representations, events of default and termination, early termination procedures and other matters. The Schedule modifies the Master Agreement to reflect the commercial understanding of the parties with respect to the contemplated transactions between them.

The CSA accompanies the Master Agreement and Schedule. The CSA provides protection to the District while the diesel fuel price cap remains in effect in the event that the rating of Barclays Capital falls to or below A3/A-/A- by Moody's, Standard and Poor's or Fitch, as the case may be. In the event of such a downgrade and if diesel fuel prices rise above the cap price, then Barclays Capital must post collateral to secure its performance under the diesel fuel price cap. Barclays Capital is currently rated A1/A+/AA- by Moody's, Standard and Poor's and Fitch, respectively.

The goal for the fuel hedging program is to reduce volatility and uncertainty in the fuel budget for FY2011. The District has hedged 0.9 million gallons, which represents approximately 50 percent of its expected fuel consumption for FY2011. In order to maximize the fuel hedging program's potential for economic efficiency, the District partnered with the Peninsula Corridor Joint Powers Board (JPB), which hedged 2.1 million gallons, also representing approximately 50 percent of the JPB's expected fuel consumption for FY2011.

Staff expects to return to the Board next spring with an assessment of the FY2011 fuel hedging program.

BUDGET IMPACT

The District's FY2011 adopted budget for fuel expenses is \$5.6 million which is only a minimal increase, about \$460K or 8.9 percent, over the revised FY2010 budget. This increase is mostly due to the increase in the budgeted price per gallon of diesel fuel since the last fuel hedge was executed. The purchase of the price cap from Barclays Capital, which caps the District's fuel price for half of its fuel at \$2.25 per gallon, helps to keep the increase in the fuel budget to a minimal level even as fuel prices rise. The fuel hedging program also gives the District a measure of budgetary certainty and allows for more effective utilization of budget resources. The FY2011 fuel budget allows for hedging program fees including \$7,535 for financial advisor, \$31,875 for outside legal counsel and \$164,160 which is the premium for price cap.

BACKGROUND

The District currently purchases fuel based on the weekly spot price for ultra-low sulfur diesel (ULSD). This method leaves the District vulnerable to fluctuation in the market for diesel fuel. During the past twelve month period from June 23, 2009 to June 24, 2010, the price of ULSD has ranged from a high of \$2.36 per gallon in the last week of April 2010 to a low of \$1.65 in the second week of July 2009.

In order to meet the goal of the fuel hedging program of reducing volatility and uncertainty in the fuel budget for FY2011, staff purchased a price cap consistent with the District's adopted Fuel Hedging Policy. This price cap does not include taxes on the fuel price, however the price commonly reported to the Board of Directors includes taxes. A price cap allows the District to limit its exposure if fuel prices rise, while continuing to receive the benefit if prices fall.

Prepared by: Trish Reavey, Director of Finance

650-508-6434



BOARD OF DIRECTORS 2010

ROSE GUILBAULT, CHAIR
KARYL MATSUMOTO, VICE CHAIR
OMAR AHMAD
MARK CHURCH
JERRY DEAL
SHIRLEY HARRIS
ZOE KERSTEEN-TUCKER
ARTHUR L. LLOYD
ADRIENNE TISSIER

MICHAEL J. SCANLON
GENERAL MANAGER/GEO

A G E N D A
LEGISLATIVE COMMITTEE
COMMITTEE OF THE WHOLE

San Mateo County Transit District Administrative Building
Bacciocco Auditorium - Second Floor
1250 San Carlos Ave., San Carlos, CA

WEDNESDAY, SEPTEMBER 8, 2010 – 3:10 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Legislative Committee Meeting of July 14, 2010

INFORMATIONAL

2. State and Federal Legislative Update

Committee Members: Zoe Kersteen-Tucker, Omar Ahmad, Adrienne Tissier

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.

Draft

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

**MINUTES OF LEGISLATIVE COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JULY 14, 2010**

Committee Members Present: Z. Kersteen-Tucker (Committee Chair), O. Ahmad, A. Tissier

Other Board Members Present, Constituting Committee of the Whole: M. Church, J. Deal, R. Guilbault, S. Harris, A. Lloyd, K. Matsumoto

Staff Present: J. Cassman, G. Harrington, C. Harvey, R. Haskin, R. Lake, M. Lee, M. Martinez, N. McKenna, D. Miller, S. Murphy, M. Scanlon, M. Simon

Committee Chair Zoe Kersteen-Tucker called the meeting to order at 2:35 p.m.

Approval of Minutes of Legislative Committee Meeting of June 9, 2010

The committee approved the minutes (Lloyd/Ahmad).

Update on the State Legislative Program

Government Affairs Manager Seamus Murphy reported:

- The House Appropriations Subcommittee on Transportation approved spending levels for Fiscal Year 2011. Funding for Federal Transit Assistance programs increased by \$575 million, and the subcommittee included \$75 million for Positive Train Control nationwide, which is \$25 million more than the previous year. Funding for the High Speed Rail program was \$1.4 billion, which is more than the president recommended in his budget, but less than the \$2.5 billion the House approved last year. One of the most dramatic changes in the bill was the sharp reduction in member requested appropriations. The sub-committee included 180 fewer requests compared to last year's bill even though congressional representatives worked with staff to identify projects that are eligible and good candidates for appropriations. The San Mateo County delegation received only one request, a \$500,000 amount for Great Highway long-term planning. The Senate's version is scheduled to be marked up next week. Passage of a final bill before the end of the fiscal year is unlikely. Staff expects another continuing resolution like last year.

Adjourned: 2:38 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: San Mateo County Transit District

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Mark Simon
Executive Officer, Public Affairs

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE**

ACTION

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

SIGNIFICANCE

Staff will provide regular updates to the Board consistent with the approved Legislative Program.

STATE ISSUES

Proposition 22:

The Sacramento Superior Court ordered changes to the Proposition 22 fiscal impact summary which appears in the official Title & Summary and Ballot Label. Judge Kenny agreed with the underlying argument made by the plaintiffs, the League of California Cities, that the fiscal impact statement was misleading and inconsistent with the requirements of the Election Code and that the condensed Fiscal Impact portion of the Ballot Label should contain some express reference to local government.

The court-ordered changes still do not include any explicit mention of the phrase “local government,” and the summary still fails to summarize the fiscal impact on cities, counties and special districts.

The court ordered the second bullet of the Fiscal Impact statement be changed to read:

- Comparable increases in funding for state and local transportation programs and local redevelopment

The previous second bullet of the Fiscal Impact statement read:

- Comparable increases in transportation and redevelopment resources

SB 1371:

This bill authorizes the California Transportation Commission (CTC) to allow an eligible recipient of the Proposition 1A High Speed Rail Bond Act connectivity funds to allocate programmed funding for projects in advance of CTC award and be reimbursed by Proposition 1A funds through the letter of no prejudice process.

\$41 million is programmed through Proposition 1A for the Caltrain electrification project. Staff is working to support the legislation.

Local Transportation Improvements in San Mateo County, Vehicle Registration Fee (VRF):

SB 83, which was passed by the Legislature and signed by the Governor last year, authorizes county Congestion Management Agencies (CMA) to seek voter approval of a \$10 increase in the VRF for local transportation improvements.

San Mateo county's CMA, the City/County Association of Governments of San Mateo County voted to place a measure, requiring approval from a majority of voters, on the November 2, 2010 ballot increasing the VRF for a period of 25 years and provide funding to help maintain neighborhood streets, fix potholes, provide transit options including senior and disabled services, provide safe routes to schools, reduce congestion, and reduce water pollution from oil and gas runoff.

The measure's expenditure plan allocates 50 percent of the net revenue to local government for street and road improvements and 50 percent for countywide transportation programs, which includes potential capital and operating funding for the District.

C/CAG has requested that the District approve a resolution of support for the measure at its next Board meeting.

FEDERAL ISSUES

Fiscal Year 2011 Transportation, Housing and Urban Development Appropriations (THUD):

Both House and Senate Appropriations Committees have approved next year's spending levels for transportation and transit programs. The full House subsequently approved their version on the floor with few changes and the Senate is expected to consider their version after the August recess.

Key components of each bill include:

House

- Increases funding for Federal Transit Administration Programs, but the increase would require future authorizing legislation to provide contract authority beyond 2010 levels and to allow spending after December 31, 2010 when the extension of current transportation programs expires
- Limits the Transportation Investments for Greenhouse Gas and Energy Reduction (TIGGER) program unallocated Bus and Bus Facilities Account funds
- Provides \$1.4 billion for the high speed and intercity passenger rail program

- Reduces the Department of Transportation's National Infrastructure Investments Program (TIGER) to \$400 million
- Makes \$250 million in formula grants available for general operating expenses

Senate

- Provides \$100 million in TIGER grants
- Provides \$1 billion for the high speed and intercity passenger rail program
- Increases TIGER program grants to \$800 million

Livable Communities Act – S. 1619:

The Livable Communities Act passed the Senate Banking, Housing and Urban Affairs Committee. The bill statutorily authorizes the Office of Sustainable Communities within the Department of Housing and Urban Development (HUD) and authorizes the existing Interagency Partnership between HUD, the Department of Transportation (DOT), and the Environmental Protection Agency (EPA).

The bill authorizes two competitive grant programs:

- \$475 million in planning grants that address comprehensive transportation, housing, economic development and environmental concerns
- \$2.2 billion to implement projects identified as priorities in comprehensive regional plans

The Buses, Rail Cars, Ferryboats: Make it in America Act of 2010 – H.R. 5791:

This bill is authored by Congressman John Garamendi and would eliminate certain waivers included in the Buy America policy that allow transit agencies to purchase equipment necessary for operations where the domestic supply chain is either non-existent or insufficient.

Staff has worked with the California Transit Association to communicate our concerns about the bill as written. Congressman Garamendi has indicated his willingness to engage the public transportation community in a dialogue that will resolve those concerns.

Prepared By: Seamus Murphy, Manager, Government Affairs

650.508.6388

**San Mateo County Transit District
State Legislative Bill Matrix as of 8/12/2010**

Bill ID/Topic	Location	Summary	Position
<p>AB 153 Ma D Land use and planning: environmental quality.</p>	<p>SENATE RLS. 6/30/2010 - From committee: Do pass, and re-refer to Com. on RLS. Re-referred. (Ayes 6. Noes 3.) (June 29).</p>	<p>The Planning and Zoning Law establishes the Planning Advisory and Assistance Council in the Office of Planning and Research, and prescribes the membership and duties of the council.</p> <p>This bill would modify the membership of the council, establish new processes for selecting specified members of the council, and prescribe new duties on the council relating to the reduction of greenhouse gas emissions. This bill contains other related provisions and other existing laws. Last Amended on 6/21/2010</p>	
<p>AB 231 Huber D Environment: California Environmental Quality Act: overriding consideration.</p>	<p>SENATE APPR. 8/9/2010 - Read second time and amended. Re-referred to Com. on APPR. Held in committee.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. The CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. For projects whose environmental impacts can not be mitigated to less than significance, existing law authorizes a lead agency to find that specified overriding economic, legal, social, technological, or other benefits of the project outweigh the significant effects on the environment. If an EIR has been prepared and certified for a program, plan, policy, or ordinance, a lead agency is required to use a tiered EIR for a later project if the lead agency determines that the later project is consistent with the program, plan, policy, or ordinance, and satisfies other criteria.</p> <p>This bill would authorize a lead agency, until January 1, 2016, to rely on a finding of overriding consideration made in a prior EIR for a later project if specified conditions are met, including that the lead agency determines that the later project's significant impacts on the environment are not greater than or different from those identified in the prior EIR. This bill contains other related provisions. Last Amended on 8/9/2010</p>	
<p>AB 289 Galgiani D High-speed rail.</p>	<p>SENATE APPR. SUSPENSE FILE 8/2/2010 - In committee: Set, first hearing. Referred to APPR suspense file. From committee chair, with author's amendments: Do pass.</p>	<p>Existing law, the California High-Speed Rail Act, creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes. The federal Passenger Rail Investment and Improvement Act of 2008 (PRIIA) and the federal American Recovery and Reinvestment Act of 2009 (ARRA) provide funding for allocation nationally to high-speed rail projects.</p> <p>This bill would appropriate \$221,571,000 from the High-Speed Passenger Train Bond Fund and federal ARRA funds to the authority for support of the authority and capital outlay for high-speed rail purposes. The bill would require federal high-speed rail funds received on a reimbursement basis from ARRA to be deposited in the federal trust fund. This bill contains other related provisions and other existing laws. Last Amended on 8/2/2010</p>	

**San Mateo County Transit District
State Legislative Bill Matrix as of 8/12/2010**

Bill ID/Topic	Location	Summary	Position
<p>AB 569 Emmerson R</p> <p>Meal periods: exemptions.</p>	<p>SENATE THIRD READING 8/3/2010 - Read second time. To third reading.</p> <p>8/12/2010 #138 SENATE ASSEMBLY BILLS- THIRD READING FILE</p>	<p>Existing law prohibits, subject to certain exceptions, an employer from requiring an employee to work more than 5 hours per day without providing a meal period and, notwithstanding that provision, authorizes the Industrial Welfare Commission to adopt a working condition order permitting a meal period to commence after 6 hours of work if the order is consistent with the health and welfare of affected employees.</p> <p>This bill would exempt from these provisions employees in a construction occupation, commercial drivers in the transportation industry, employees in the security services industry employed as security officers , and employees of electrical and gas corporations or local publicly owned electric utilities, as defined, if those employees are covered by a valid collective bargaining agreement containing specified terms, including meal period provisions. It would specify that its provisions do not affect the requirements for meal periods for certain other employees or employers. Last Amended on 6/16/2010</p>	
<p>AB 619 Blumenfield D</p> <p>Transportation projects: high-speed rail.</p>	<p>ASSEMBLY CONCURRENCE 8/12/2010 - Action From THIRD READING: Read third time. Passed Senate to CONCURRENCE.</p> <p>8/12/2010 #204 SENATE ASSEMBLY BILLS- THIRD READING FILE</p>	<p>Existing law, the California High-Speed Rail Act, creates the High-Speed Rail Authority to develop and implement a high-speed train system in the state, with specified powers and duties. Existing law gives the authority the power to, among other things; enter into contracts with private or public entities for the design, construction, and operation of high-speed trains. Existing law, the Safe, Reliable, High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes.</p> <p>This bill would establish procedures to be followed by entities that intend to bid or submit a proposal to contract with the authority for goods or services related to the high-speed train network, as specified. Among other provisions, the bill would require any entity applying for a contract with the authority to affirmatively certify whether it had any direct involvement in the deportation of any individuals to extermination camps, work camps, concentration camps, prisoner of war camps, or any similar camps between specified dates during World War II. The bill would also require the authority to acknowledge and note the importance of complying with this certification, as provided. Last Amended on 7/15/2010</p>	

**San Mateo County Transit District
State Legislative Bill Matrix as of 8/12/2010**

Bill ID/Topic	Location	Summary	Position
<p>AB 744 Torrico D</p> <p>Transportation: toll lanes: Express Lane Network.</p>	<p>SENATE APPR. SUSPENSE FILE 12/10/2009 - (Corrected December 10.) In committee: Held under submission.</p>	<p>Existing law specifies the respective powers and duties of the Bay Area Toll Authority and the Department of Transportation relative to the operation of the state-owned Bay Area toll bridges and the allocation of toll bridge revenues. Existing law provides for the department to designate certain lanes for the exclusive use of buses and high-occupancy vehicles (HOVs). Existing law provides for various agencies, including the Sunol Smart Carpool Lane Joint Powers Authority, the Alameda County Congestion Management Agency, and the Santa Clara Valley Transportation Authority, to implement high-occupancy toll (HOT) lanes on state highways, which are high-occupancy vehicle lanes that may also be used by vehicles without the requisite number of occupants upon payment of a toll.</p> <p>This bill would authorize the Bay Area Toll Authority to develop, administer, operate, and maintain a Bay Area Express Lane Network on state highways within the 9 Bay Area counties pursuant to a development plan recommended by the Bay Area Express Lane Network Project Oversight Committee, which the authority would be required to establish. The bill would authorize the authority to establish the fee structure for use of the express lanes and would require a public hearing in that regard. The bill would authorize the authority to determine the types of vehicles that may use the lanes. The bill would prohibit the authority from converting existing non-tolled general purpose lanes to express lanes. The bill would provide for agreements between the authority and the Department of Transportation and the Department of the California Highway Patrol. The bill would require revenues from the express lanes to be deposited in the Bay Area Express Lane Network Account, which the authority would be required to create. The bill would authorize the authority to issue revenue bonds for the express lane program. The bill would specify the use of revenues in the account, including the net revenues remaining after expenses and obligations, including revenue bond obligations, for the express lane program are satisfied. The bill would provide for certain payments by the authority to the Department of Transportation and the Department of the California Highway Patrol relative to their responsibilities with regard to the express lane program, and would continuously appropriate the amount of those payments to those agencies for those purposes. The bill would require the Sunol Smart Carpool Lane Joint Powers Authority, the Alameda County Congestion Management Agency, and the Santa Clara Valley Transportation Authority to enter into agreements with the Bay Area Toll Authority by January 1, 2011, to provide for the transfer of their rights and obligations relative to HOT lane projects to the Bay Area Toll Authority. The bill would enact other related provisions. This bill contains other related provisions and other existing laws. Last Amended on 7/15/2009</p>	
<p>AB 987 Ma D</p> <p>Transit village development districts.</p>	<p>SENATE THIRD READING 6/17/2010 - Read second time. To third reading.</p> <p>8/12/2010 #59 SENATE ASSEMBLY BILLS-THIRD READING FILE</p>	<p>Existing law, the Transit Village Development Planning Act of 1994, authorizes a city or county to create a transit village plan for a transit village development district. A transit village development district is required to include all land within not less than 1/4 mile of the exterior boundary of the parcel on which is located a transit station, as defined.</p> <p>This bill would recast the area included in a transit village development district to include all land within not more than 1/2 mile of the main entrance of a transit station and make additional legislative findings. The bill also would make technical, non-substantive changes. Last Amended on 5/20/2010</p>	Support

**San Mateo County Transit District
State Legislative Bill Matrix as of 8/12/2010**

Bill ID/Topic	Location	Summary	Position
<p><u>AB 1747</u> <u>Galgiani D</u></p> <p>High-Speed Rail Authority.</p>	<p>SENATE RLS. 6/3/2010 - Referred to Com. on RLS.</p>	<p>Existing law creates the High-Speed Rail Authority with specified powers and duties relating to the development and implementation of an intercity high-speed rail system. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, authorizes \$9.95 billion in general obligation bonds for high-speed rail development and other related purposes.</p> <p>This bill would authorize the authority to consider, to the extent permitted by federal and state law, the creation of jobs in California when awarding major contracts including purchasing high-speed trains, as specified. Last Amended on 4/14/2010</p>	
<p><u>AB 1955</u> <u>De La Torre D</u></p> <p>Local government: compensation.</p>	<p>SENATE L. GOV 8/11/2010 - Senate Rule 21.5(k)(2) suspended. Joint Rule 62(a), file notice suspended.</p> <p>8/12/2010 9 a.m. - Room 3191 SENATE LOCAL GOVERNMENT, KEHOE, Chair</p>	<p>Existing law charges the Attorney General with various duties, including, among others, attending the Supreme Court and prosecuting or defending all causes to which the state, or any state officer is a party in his or her official capacity.</p> <p>This bill would require the Attorney General to determine whether a city is an excess compensation city, as defined. The bill would require the Attorney General to notify the Franchise Tax Board and the redevelopment agency in the city of the city's status as an excess compensation city. This bill contains other related provisions and other existing laws.</p> <p>Last Amended on 8/10/2010</p>	
<p><u>AB 2098</u> <u>Miller R</u></p> <p>Riverside County Transportation Commission: transportation projects: contracts.</p>	<p>ASSEMBLY THIRD READING 6/30/2010 - Read second time. To third reading.</p> <p>8/12/2010 #85 ASSEMBLY ASSEMBLY THIRD READING FILE</p>	<p>Existing law authorizes the Riverside County Transportation Commission to impose tolls for 50 years on transportation facilities on its portion of State Highway Route 91, subject to extension beyond that time if reauthorized by the Legislature, and authorizes toll revenues to be used for capital and operating expenses of the facilities, including debt service, and for related transportation purposes in the Route 91 corridor. Existing law authorizes the commission to issue bonds for a transportation project, as defined, on State Highway Route 91 and requires reversion of the transportation facilities to the Department of Transportation after the bonds are repaid unless tolls have been reauthorized by the Legislature.</p> <p>This bill would authorize the commission to procure services and award and enter into agreements, including agreements for design and construction for the transportation project utilizing the best value design-build method of procurement, as defined. This bill contains other related provisions. Last Amended on 6/23/2010</p>	

San Mateo County Transit District State Legislative Bill Matrix as of 8/12/2010

Bill ID/Topic	Location	Summary	Position
<p>AB 2121 Harkey R</p> <p>High-speed rail.</p>	<p>SENATE RLS. 6/10/2010 - Referred to Com. on RLS.</p>	<p>Existing law, the California High-Speed Rail Act, creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes.</p> <p>This bill would require the authority to annually adopt a 6-year high-speed train program, as specified, for submission to the chairs of the appropriate policy and budget committees of the Legislature. The bill would also require the authority to annually prepare and submit to the chairs of those committees of the Legislature a report including, among other things, a description of the progress made on the program and a detailed financial plan to pay for construction of the high-speed train network.</p> <p>Last Amended on 5/28/2010</p>	
<p>AB 2147 V. Manuel Perez D</p> <p>Safe Routes to School construction program.</p>	<p>SENATE THIRD READING 8/3/2010 - Read second time. To third reading.</p> <p>8/12/2010 #173 SENATE ASSEMBLY BILLS- THIRD READING FILE</p>	<p>Existing law requires the Department of Transportation, in consultation with the Department of the California Highway Patrol, to establish and administer a "Safe Routes to School" construction program pursuant to authority granted under specified federal law and to use federal transportation funds for construction of bicycle and pedestrian safety and traffic calming projects. Existing law requires the department to make grants available to local agencies under the program through a competitive grant process that considers various factors in rating the proposals.</p> <p>This bill would additionally authorized grants to be made to schools in cooperation with a local transportation agency and would require, in rating a proposal, the consideration of the proposal's benefit to a low-income school, as defined, and the use of a public participation process, including a public meeting, as specified. Last Amended on 7/15/2010</p>	
<p>AB 2324 John A. Perez D</p> <p>Transit: public transit facilities.</p>	<p>SENATE THIRD READING 8/3/2010 - Read second time. To third reading.</p> <p>8/12/2010 #149 SENATE ASSEMBLY BILLS- THIRD READING FILE</p>	<p>Existing law prohibits a person from knowingly possessing specified weapons and other items within any sterile area, as defined, of an airport or passenger vessel terminal, except as specified.</p> <p>This bill would make it a misdemeanor, punishable as specified, for any person to knowingly possess at a public transit vehicle facility, as defined, specified weapons, if a notice is posted at the facility, as specified. By creating a new crime, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. Last Amended on 6/10/2010</p>	
<p>AB 2620 Eng D</p> <p>Department of Transportation: reimbursement for capital outlay support services.</p>	<p>SENATE APPR. 8/2/2010 - In committee: Set, first hearing. Hearing canceled at the request of author.</p>	<p>Existing law provides that the Department of Transportation shall have full possession and control of the state highway system and associated property. Existing law provides for cooperative agreements between the department and public entities for the performance of work by the department and those entities and apportionment of associated expenses.</p> <p>This bill would require the reimbursement of the department when it performs capital outlay support services, as defined, for a public agency or private entity. Last Amended on 6/22/2010</p>	Oppose

San Mateo County Transit District State Legislative Bill Matrix as of 8/12/2010

Bill ID/Topic	Location	Summary	Position
<p>SB 82 Hancock D</p> <p>Community colleges: parking and transportation fees.</p>	<p>ASSEMBLY THIRD READING 6/24/2010 - Read second time. To third reading.</p> <p>8/12/2010 #130 ASSEMBLY SENATE THIRD READING FILE</p>	<p>Existing law establishes the California Community Colleges, administered by the Board of Governors of the California Community Colleges, as one of the segments of public postsecondary education in the state. Existing law establishes community college districts under the administration of community college governing boards , and authorizes these districts to provide instruction at community college campuses throughout the state.</p> <p>This bill would increase the limits on the parking services fee to \$50 per semester and \$25 per intersession, and \$35 per semester and \$15 per intersession for students who rideshare or carpool. The bill would authorize the governing board of a community college district to increase these fees based on a specified calculation. This bill contains other related provisions and other existing laws. Last Amended on 6/14/2010</p>	
<p>SB 165 Lowenthal D</p> <p>Vehicles: specially constructed vehicles.</p>	<p>ASSEMBLY THIRD READING 8/9/2010 - From Consent Calendar to third reading.</p> <p>8/12/2010 #236 ASSEMBLY SENATE THIRD READING FILE</p>	<p>Existing law defines a specially constructed vehicle as a vehicle that is built for private use, not for resale, and is not constructed by a licensed manufacturer or remanufacturer. Existing law requires all specially constructed vehicles to be subject to the emission control system testing and certification requirements established by the Department of Consumer Affairs. Existing law requires a passenger vehicle or pickup truck that is a specially constructed vehicle to be inspected by stations authorized to perform referee functions, and requires the Department of Motor Vehicles, with regard to no more than the first 500 specially constructed vehicles that are presented to the department each year for registration, to provide a registration under which the owner may elect to have an inspection based on the engine model year used in the vehicle or the vehicle model-year.</p> <p>This bill would recast these provisions, and in addition would provide that the registered owner of a specially constructed vehicle that is currently registered may apply to register the vehicle using a different model year in accordance with these provisions. Last Amended on 6/22/2010</p>	
<p>SB 409 Ducheny D</p> <p>Passenger rail programs: strategic planning.</p>	<p>ASSEMBLY APPR. SUSPENSE FILE 8/5/2010 - Set, first hearing. Referred to APPR. suspense file. Held in committee.</p> <p>8/12/2010 Upon adjournment of Session - State Capitol, Room 4202 ASSEMBLY APPROPRIATIONS SUSPENSE, FUENTES, Chair</p>	<p>Existing law creates the Department of Transportation in the Business, Transportation and Housing Agency, with various powers and duties relative to the intercity passenger rail program, among other transportation programs. Existing law creates in state government the High-Speed Rail Authority, with various powers and duties relative to development and implementation of a high-speed passenger train system. The authority has 9 members, 5 appointed by the Governor and 4 appointed by the Legislature. Existing law also creates in state government the California Transportation Commission, with various powers and duties relative to programming of transportation capital projects and assisting the Secretary of Business, Transportation and Housing in formulating state transportation policies.</p> <p>This bill would require the 5 members of the authority appointed by the Governor to be appointed with the advice and consent of the Senate. The bill would require the authority to annually adopt and submit a 5-year high-speed rail passenger train program to the Governor and Legislature, as specified. This bill contains other related provisions. Last Amended on 8/2/2010</p>	

San Mateo County Transit District State Legislative Bill Matrix as of 8/12/2010

Bill ID/Topic	Location	Summary	Position
<p>SB 454 Lowenthal D</p> <p>Land use: zoning regulations.</p>	<p>ASSEMBLY THIRD READING 8/9/2010 - Read second time. To third reading.</p> <p>8/12/2010 #187 ASSEMBLY SENATE THIRD READING FILE</p>	<p>The Planning and Zoning Law authorizes the legislative body of a city or county to adopt zoning ordinances regulating, among other things, the use of buildings, structures, and land as between industry, business, residences, open space, and other uses.</p> <p>This bill would delete the repeal of these provisions, thereby extending their operation indefinitely, and modify the information required to be included in the initial notice of a bona fide opportunity to submit an offer to purchase . This bill contains other existing laws. Last Amended on 5/27/2010</p>	
<p>SB 455 Lowenthal D</p> <p>High-speed rail.</p>	<p>ASSEMBLY THIRD READING 7/29/2010 - From inactive file to third reading file.</p> <p>8/12/2010 #135 ASSEMBLY SENATE THIRD READING FILE</p>	<p>Existing law creates the High-Speed Rail Authority with specified powers and duties relative to development and implementation of a high-speed train system. The authority is composed of 9 members, including 5 members appointed by the Governor.</p> <p>This bill would provide that the members of the authority appointed by the Governor are subject to appointment with the advice and consent of the Senate. The bill would require the members of the authority, at a scheduled board meeting, to cause to be prepared an overall project schedule with project delivery milestones on a quarterly basis, and to approve a quarterly contract status report, beginning at the first board meeting after March 1, 2010. The bill would also require the members of the authority to approve all contract amendments at a scheduled board meeting. This bill contains other related provisions and other existing laws. Last Amended on 4/16/2009</p>	
<p>SB 535 Yee D</p> <p>Vehicles: high-occupancy vehicle lanes.</p>	<p>SENATE ENROLLMENT 8/11/2010 - Senate concurs in Assembly amendments. (Ayes 28. Noes 3.) To enrollment.</p>	<p>Existing law authorizes the Department of Transportation to designate certain lanes for the exclusive use of high-occupancy vehicles (HOVs), which lanes may also be used, until January 1, 2011, or until the Secretary of State receives a specified notice, by certain low-emission, hybrid, or alternative fuel vehicles not carrying the requisite number of passengers otherwise required for the use of an HOV lane, if the vehicle displays a valid identifier. A violation of provisions relating to HOV lane use by vehicles with those identifiers is a crime.</p> <p>This bill would revise that provision to provide that it shall remain in effect only until January 1, 2015, or until the Secretary of State receives that specified notice, with respect to a vehicle that meets California's super ultra-low exhaust emission standard and the federal inherently low-emission evaporative emission (ILEV) standard and a vehicle produced during the 2004 model-year or earlier that meets the California ultra-low emission vehicle standard and the ILEV standard. With respect to all other vehicles described above, this provision shall be operative only until July 1, 2011, or only until the Secretary of State receives that specified notice, whichever occurs first. This bill contains other related provisions and other existing laws. Last Amended on 6/24/2010</p>	

**San Mateo County Transit District
State Legislative Bill Matrix as of 8/12/2010**

Bill ID/Topic	Location	Summary	Position
<p><u>SB 1006</u> <u>Pavley D</u></p> <p>Natural resources: climate change: Strategic Growth Council.</p>	<p>ASSEMBLY APPR. SUSPENSE FILE 8/5/2010 - Set, first hearing. Referred to APPR. suspense file. Do pass.</p>	<p>Existing law requires the Strategic Growth Council to take certain actions with regard to coordinating programs of member state agencies to improve air and water quality, improve natural resource protection, increase the availability of affordable housing, improve transportation, meet the goals of the California Global Warming Solutions Act of 2006, encourage sustainable land use planning, and revitalize urban and community centers in a sustainable manner. Existing law defines certain terms for the purposes of the Strategic Growth Council.</p> <p>This bill would require the council to take certain actions with regard to coordinating programs to address climate change impacts. The bill would require the council additionally to provide, fund, and distribute information to local governments and regional agencies regarding climate change adaptation strategies, projects, or activities, as described. The bill would also define "financial assistance" for purposes of the council. This bill contains other related provisions and other existing laws. Last Amended on 6/21/2010</p>	
<p><u>SB 1268</u> <u>Simitian D</u></p> <p>Toll bridges, lanes, and highways: electronic toll collection mechanisms: disclosure of personal information.</p>	<p>ASSEMBLY THIRD READING 8/9/2010 - Read second time. To third reading. 8/12/2010 #213 ASSEMBLY SENATE THIRD READING FILE</p>	<p>Existing law authorizes development and implementation of various electronic bridge and highway toll collection mechanisms.</p> <p>This bill would prohibit a transportation agency, as defined, from selling or providing personally identifiable information of a person obtained pursuant to the person's participation in an electronic toll collection system or use of a toll facility, subject to specified exceptions. The bill would require a transportation agency to establish a privacy policy regarding personally identifiable information in that regard and to provide the policy to subscribers and post the policy on its Internet Web site. The bill would allow a transportation agency to store certain personally identifiable information of a person and would, on and after July 1, 2011, require it to discard other information within a designated time period. The bill would authorize a person whose personally identifiable information has been sold or provided in violation of the bill to bring specified actions for recovery of damages, costs, and attorney' s fees. The bill would authorize a transportation agency to impose an administrative fee to implement these provisions, as specified. By imposing new duties on local transportation agencies, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. Last Amended on 8/2/2010</p>	

San Mateo County Transit District State Legislative Bill Matrix as of 8/12/2010

Bill ID/Topic	Location	Summary	Position
<p>SB 1320 Hancock D</p> <p>Transit fare evasion and passenger misconduct: administrative adjudication.</p>	<p>ASSEMBLY THIRD READING 8/9/2010 - Read third time. Amended. To third reading.</p> <p>8/12/2010 #123 ASSEMBLY SENATE THIRD READING FILE</p>	<p>Existing law provides that it is an infraction, punishable by a fine not to exceed \$250 and by specified community service, to evade the payment of any fare of, or to engage in passenger misconduct on or in a facility or vehicle of, a public transportation system. Existing law authorizes the City and County of San Francisco and the Los Angeles County Metropolitan Transportation Authority to adopt and enforce an ordinance to impose and enforce civil administrative penalties for fare evasion or passenger misconduct, other than by minors, on or in a transit facility or vehicle in lieu of the criminal penalties, with specified administrative adjudication procedures for the imposition and enforcement of the administrative penalties, including an initial review and opportunity for a subsequent administrative hearing. Fare evasion and passenger misconduct violation penalties are deposited in the general fund of the City and County of San Francisco or the County of Los Angeles, as applicable.</p> <p>This bill would authorize the Santa Clara Valley Transportation Authority, the Sacramento Regional Transit District, Long Beach Transit, Foothill Transit, and the Alameda-Contra Costa Transit District to adopt and enforce a similar administrative adjudication ordinance. Fare evasion and passenger misconduct violation penalties would be deposited in the general fund of the county in which the citation is administered. This bill contains other related provisions. Last Amended on 8/9/2010</p>	
<p>SB 1371 Correa D</p> <p>Transportation: bond funded projects: letter of no prejudice.</p>	<p>ASSEMBLY RLS. 8/9/2010 - Re-referred to Com. on RULES.</p>	<p>Existing law, the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes, including \$950 million to be allocated by the California Transportation Commission to eligible recipients for capital improvements to intercity and commuter rail lines and urban rail transit systems in connection with or otherwise related to the high-speed train system.</p> <p>This bill would allow an eligible recipient for funding for capital improvements to intercity and commuter rail lines and urban rail transit systems in connection with or otherwise related to the high-speed train system under the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century to apply to the California Transportation Commission and the Department of Transportation for a letter of no prejudice relating to those projects. The bill would authorize the commission and the department to develop guidelines to implement these provisions. This bill contains other related provisions and other existing laws. Last Amended on 8/9/2010</p>	
<p>SCA 3 Wyland R</p> <p>Transportation Investment Fund.</p>	<p>SENATE REV. & TAX 4/23/2009 - Set, first hearing. Hearing canceled at the request of author.</p>	<p>Article XIX B of the California Constitution requires, commencing with the 2003-04 fiscal year, that sales taxes on motor vehicle fuel that are deposited into the General Fund be transferred to the Transportation Investment Fund (TIF) for allocation to various transportation purposes. Article XIX B authorizes this transfer to be suspended in whole or in part for a fiscal year during a fiscal emergency pursuant to a proclamation by the Governor and the enactment of a statute by a 2/3 vote in each house of the Legislature, subject to various restrictions.</p> <p>This measure would delete the provisions authorizing the transfer of revenues to the TIF to be suspended during a fiscal emergency. The measure would also prohibit a loan of TIF revenues under any circumstances, and would prohibit any statute that would reduce the extent to which these tax revenues are deposited into the General Fund for transfer to the TIF for transportation purposes.</p>	

**San Mateo County Transit District
State Legislative Bill Matrix as of 8/12/2010**

Bill ID/Topic	Location	Summary	Position
<p>SCA 5 Hancock D</p> <p>State budget.</p>	<p>SENATE THIRD READING 9/1/2009 - Read second time. To third reading.</p> <p>8/12/2010 #27 SENATE SENATE BILLS- THIRD READING FILE</p>	<p>The California Constitution requires the Governor to submit to the Legislature by January 10 of each year a budget for the ensuing fiscal year, accompanied by a Budget Bill itemizing recommended expenditures. The Constitution requires specified bills, including a bill making a change in state taxes for the purpose of raising revenue, a bill containing an urgency clause, and a bill, including the Budget Bill, that makes certain appropriations from the General Fund, to be passed in each house of the Legislature by a 2/3 vote.</p> <p>This measure would exempt General Fund appropriations in the Budget Bill from the 2/3 vote requirement. This bill contains other related provisions and other existing laws.</p>	
<p>SCA 9 Ducheny D</p> <p>Finance: state budget: taxes.</p>	<p>SENATE B. & F.R. 4/22/2010 - Hearing postponed by committee. (Refers to 4/22/2010 hearing)</p>	<p>Existing constitutional provisions require each house of the Legislature to pass a bill appropriating money from the General Fund, except appropriations for the public schools, by a 2/3 vote.</p> <p>This measure would also exempt from this 2/3-vote requirement appropriations made in a Budget Bill, and appropriations made in a bill identified in the Budget Bill as containing only changes in law necessary to implement the Budget Bill. Instead, this measure would require that a Budget Bill, and any bill identified in the Budget Bill as containing only changes in law necessary to implement the Budget Bill, be passed by a 55% vote in each house. This bill contains other related provisions and other existing laws.</p>	
<p>SCA 10 Ducheny D</p> <p>Statewide initiative measures: legislative amendment.</p>	<p>SENATE THIRD READING 1/12/2010 - Read second time. To third reading.</p> <p>8/12/2010 #29 SENATE SENATE BILLS- THIRD READING FILE</p>	<p>Existing provisions of the California Constitution provide that the initiative is the power of the electors to propose statutes and amendments to the Constitution and to adopt or reject those proposals. Those provisions require the Secretary of State to submit the measure at the next general election held at least 131 days after it qualifies or at any special statewide election held prior to that general election. The Governor may also call a special statewide election on the measure.</p> <p>This measure would require the Secretary of State to transmit a copy of an initiative measure certified for the ballot to each house of the Legislature no later than 176 days prior to the election at which the measure is to be voted upon. Within 30 days, the Legislature may propose an amended form of the initiative measure by adopting a concurrent resolution. If the Legislature proposes an amended form of the initiative measure, the measure would provide that if the proponent, or a majority of the proponents if there is more than one proponent, of the initiative measure accepts the proposed amendments, the Legislature's proposal would appear on the ballot in place of the certified initiative measure. The measure would require that, if the amended form proposed by the Legislature is not accepted, information regarding the proposed amended form be included in the ballot materials relating to the initiative measure, as prescribed by statute. Last Amended on 8/17/2009</p>	

**San Mateo County Transit District
State Legislative Bill Matrix as of 8/12/2010**

Bill ID/Topic	Location	Summary	Position
<p>SCA 14 Ducheny D</p> <p>Initiative measures: funding source.</p>	<p>SENATE THIRD READING 1/12/2010 - Read second time. To third reading.</p> <p>8/12/2010 #30 SENATE SENATE BILLS- THIRD READING FILE</p>	<p>The California Constitution provides that the electors may propose statutes or amendments to the state constitution through the initiative process by presenting to the Secretary of State a petition that sets forth the text of the proposed statute or amendment to the Constitution and is certified to have been signed by a certain number of electors.</p> <p>This measure would prohibit an initiative measure that would result in a net increase in state or local government costs other than costs attributable to the issuance, sale, or repayment of bonds, from being submitted to the electors or having any effect unless and until the Legislative Analyst and the Director of Finance jointly determine that the initiative measure provides for additional revenues in an amount that meets or exceeds the net increase in costs. Last Amended on 8/17/2009</p>	
<p>SCA 15 Calderon D</p> <p>State budget.</p>	<p>SENATE B. & F.R. 4/28/2010 - Hearing postponed by committee. (Refers to 4/22/2010 hearing)</p>	<p>The California Constitution requires the Governor to submit to the Legislature by January 10 of each year a budget for the ensuing fiscal year, accompanied by a Budget Bill itemizing recommended expenditures. The Constitution requires specified bills, including a bill making a change in state taxes for the purpose of raising revenue, a bill containing an urgency clause, and a bill, including the Budget Bill, that makes certain appropriations from the General Fund, to be passed in each house of the Legislature by a 2/3 vote.</p> <p>This measure would exempt General Fund appropriations in the Budget Bill for the ensuing fiscal year from the 2/3 -vote requirement if the total amount of General Fund revenues estimated by the Legislative Analyst, on or after May 15, for the current fiscal year is at least 5% below the estimate of General Fund revenues set forth in the Budget Bill enacted for the current fiscal year. This bill contains other related provisions and other existing laws. Last Amended on 4/13/2009</p>	
<p>SCA 16 DeSaulnier D</p> <p>Initiatives: indirect initiatives.</p>	<p>SENATE THIRD READING 9/1/2009 - Read second time. To third reading.</p> <p>8/12/2010 #28 SENATE SENATE BILLS- THIRD READING FILE</p>	<p>The measure would alternatively authorize the electors to propose, and to adopt or reject, statutes and amendments to the Constitution pursuant to a process of initial review by the Legislature. The measure would require that the petition presented to the Secretary of State be certified as signed by electors equal in number to 3% in the case of a statute, or 6% in the case of an amendment to the Constitution, of the votes for all candidates for Governor at the last gubernatorial election. The measure would require the Secretary of State to transmit that petition to the Legislature within 10 days. This bill contains other existing laws.</p>	



A G E N D A

BOARD OF DIRECTORS

San Mateo County Transit District Administrative Building
Bacciocco Auditorium - Second Floor
1250 San Carlos Ave., San Carlos, CA

WEDNESDAY, SEPTEMBER 8, 2010 – 3:30 p.m.
or immediately following Committee meetings

BOARD OF DIRECTORS 2010

ROSE GUILBAULT, CHAIR
KARYL MATSUMOTO, VICE CHAIR
OMAR AHMAD
MARK CHURCH
JERRY DEAL
SHIRLEY HARRIS
ZOE KERSTEEN-TUCKER
ARTHUR L. LLOYD
ADRIENNE TISSIER

MICHAEL J. SCANLON
GENERAL MANAGER/CEO

5. RECONVENE AFTER COMMITTEE MEETINGS

6. CONSENT CALENDAR

MOTION

- a. Approval of Minutes of Board of Directors Meeting of July 14, 2010
- b. Acceptance of Statement of Revenues and Expenses for July 2010
- c. Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended June 30, 2010

7. PUBLIC COMMENT

Public comment by each individual speaker shall be limited to one minute

8. CALL FOR A PUBLIC HEARING ON OCTOBER 13, 2010 TO ADDRESS ADOPTION OF AN UPDATED PROPERTY CONVEYANCE POLICY AND FEE SCHEDULE

9. REPORT OF THE CHAIR

10. REPORT OF THE GENERAL MANAGER/CEO

- a. Twenty Year Safe Driver - Rene Ebro
- b. Twenty-five Year Safe Driver - Jeffrey Ella

11. COMMUNITY RELATIONS COMMITTEE

(Accessibility, Senior Services, and Community Issues)

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council (PCC) Update
- c. Citizens Advisory Committee Liaison Report
- d. Performance Report – End-of-the-Year Performance Report
- e. Multimodal Ridership Report – June 2010
- f. Multimodal Ridership Report – July 2010

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

12. FINANCE COMMITTEE

RESOLUTIONS

- a. Authorize Filing an Annual Claim with the Metropolitan Transportation Commission for Transportation Development Act, State Transit Assistance and Regional Measure 2 Funds for Fiscal Year 2011 in the Amount of \$36,095,882
- b. Authorize the Continuation of the Safe Harbor Transit Ticket Program
- c. Authorize Voting in Favor of an Assessment District for Levee System Improvements in San Mateo County
- d. Authorize Award of Contract to Reliance Standard Insurance Company for Long-term Disability Insurance for an Estimated Cost of \$132,000 for a Three-year Period
- e. Authorize Award of Contract to Kimball Midwest for Furnishing and Servicing Shop Supplies and Related Items for a Total Estimated Cost of \$335,495 for a Five-year Term
- f. Authorize Award of Contract to Scintech Associates for Physical Inventory Services for a Total Not-to-Exceed Cost of \$171,400 for a Three-year Base Term
- g. Authorize Award of Contract to National Transit Interiors for Automotive and Bus Upholstery Repair Services for a Total Estimated Cost of \$180,222 for a Three-year Base Term

INFORMATIONAL

- h. Information on Revenues and Expenses for June 2010
- i. Update on the Execution of the Fuel Hedging Program

13. LEGISLATIVE COMMITTEE

SUBJECTS DISCUSSED

- a. Verbal Update on State Legislative Program
- b. Verbal Update on the Federal Legislative Program

14. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

15. BOARD MEMBER REQUESTS/COMMENTS

16. DATE, TIME AND PLACE OF NEXT MEETING – October 13, 2010 at 2 p.m., San Mateo County Transit District, Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 Carlos Ave., San Carlos 94070

17. GENERAL COUNSEL PROPOSAL

- a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Teamsters Union, Local 856 (Bus Transportation Supervisors, Dispatchers and Radio Controllers)
- b. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Amalgamated Transit Union, Local 1574 (Customer Service Center Employees)

18. ADJOURNMENT

INFORMATION TO 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.

The San Mateo County Transit District Board and Citizens Advisory Committee (CAC) meeting schedules are available on the Web site.

Date and Time of Board and Advisory Committee Meetings

San Mateo County Transit District Committees and Board: Second Wednesday of the month, 2 p.m.; SamTrans Citizens Advisory Committee: First Wednesday of the month, 6:30 p.m. Date, time and location of meetings may be change as necessary.

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 and accessible by SamTrans bus Routes 260, 295, 390, 391, KX. [Map link](#) Additional transit information can be obtained by calling 1-800-660-4287 or 511.

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 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.
- Members of the public may address the Board on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to one minute and items raised that require a response will be deferred for staff reply.

Accessibility for Individuals with Disabilities

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

Availability of Public Records

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.

Note: 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
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF BOARD OF DIRECTORS MEETING
JULY 14, 2010**

Members Present: O. Ahmad, M. Church, J. Deal, R. Guilbault (Chair), S. Harris, Z. Kersteen-Tucker, A. Lloyd, K. Matsumoto, A. Tissier

Staff Present: J. Cassman, G. Harrington, C. Harvey, R. Haskin, R. Lake, M. Lee, M. Martinez, N. McKenna, D. Miller, M. Scanlon, M. Simon

Chair Rose Guilbault called the meeting to order at 2:58 p.m.

CONSENT CALENDAR

The Board unanimously approved the consent calendar (Tissier/Lloyd):

- a. Approval of Minutes of Board of Directors Meeting of June 9, 2010
- b. Acceptance of Statement of Revenues and Expenses for May 2010

PUBLIC COMMENT

None.

CALL FOR A PUBLIC HEARING ON SEPTEMBER 8, 2010 TO CONSIDER PARATRANSIT AGENCY GROUP FARE INCREASES AND MINOR CODIFIED TARIFF LANGUAGE CHANGES

A motion (Lloyd/Church) to call for a public hearing on September 8, 2010 was approved unanimously.

REPORT OF CHAIR

No report.

REPORT OF THE GENERAL MANAGER/CEO

General Manager/CEO Michael Scanlon reported:

- Recognized 25-year safe worker Rudy Chavez.
- Congratulated Chair Guilbault on her appointment to the Board of Trustees of the Mineta Transportation Institute at San Jose State University.
- The new officers for the Amalgamated Transit Union Local 1574 are President/Business Agent Ron Smith, Vice President Gene Rimando and Secretary/Treasurer Ernie Solero.
- Staff was acknowledged for their work on the Grand Boulevard Initiative.

Executive Officer, Customer Service and Marketing Rita Haskin showed pictures from the recent Fun Destinations event at Onetta Harris Community Center in Menlo Park on July 7. The next event will be in Half Moon Bay at the Coastside Farmers Market on July 24.

COMMUNITY RELATIONS COMMITTEE

(Accessibility, Senior Services, and Community Issues)

MOTION

- a. Proclamation in Honor of the 20th Anniversary of the Americans with Disabilities Act

The motion (Harris/Lloyd) to approve the resolutions was approved unanimously by roll call.

SUBJECTS DISCUSSED

- b. Accessibility Update
- c. Paratransit Coordinating Council (PCC) Update
- d. Certificate of Appreciation Presented to Outgoing PCC Chair Kent Mickelson
- e. Citizens Advisory Committee Liaison Report
- f. Performance Report – Mobility Management Fixed-route Bus Service
- g. Multimodal Ridership Report-May 2010

FINANCE COMMITTEE

RESOLUTIONS

- a. Approval and Ratification of the Fiscal Year 2011 District Insurance Program
- b. Authorize the Execution of Memorandum of Understanding and File Claims to Pass Through Funds to Lifeline Transportation Project Sponsors in San Mateo County for a Total Amount of \$537,088
- c. Authorize the Disposition of 16 Surplus Service Support Vehicles
- d. Authorize Award of Contracts to The Louis Berger Group, Inc. and Jones & Stokes Associates, Inc. to Provide On-call Environmental Planning Consulting Services for up to \$500,000 for a Three-year Base Period
- e. Authorize Award of Contracts to Essence Printing, Fong Brothers Printing, Inc. and Spectrum Lithographics to Provide Printing Services for Newsletters, Timetables and Take Ones for a Total Estimated Amount of \$455,400 for a Three-year Term

The motion (Church/Tissier) to approve the resolutions was approved unanimously by roll call.

LEGISLATIVE COMMITTEE

SUBJECTS DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE

SUBJECTS DISCUSSED

- a. Multimodal Transportation Corridor Plan/Comprehensive Operational Analysis

WRITTEN COMMUNICATIONS

In reading file.

BOARD MEMBER COMMENTS

Director Karyl Matsumoto said at the July City/County Association of Governments meeting a ballot initiative will be presented requesting \$10 from registered vehicles in San Mateo County. If passed in November, 50 percent of the money will go to local streets and roads and the other 50 percent for countywide transportation.

Director Matsumoto said there was an incident on the bus in South San Francisco and the South San Francisco police asked for the video of the incident, but were advised there was a malfunction with the tape. Mr. Scanlon said this incident was an anomaly because the video works very well on the buses. Staff will look into this.

Director Omar Ahmad said, as one of the newest members he often has a lot of questions, and thanked staff for keeping him informed and being so responsive.

Chair Guilbault said she has had to step down from the Grand Boulevard committee and if any Directors are interested to please let her know.

DATE AND TIME OF NEXT MEETING – September 8, 2010, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

Mr. Scanlon said staff feels there is no need to convene in August and recommended cancelling the meeting.

A motion (Lloyd/Kersteen-Tucker) to cancel the August meeting was approved unanimously.

GENERAL COUNSEL PROPOSAL

- a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Teamsters Union, Local 856 (Bus Transportation Supervisors, Dispatchers and Radio Controllers)
- b. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Amalgamated Transit Union, Local 1574 (Customer Service Center Employees)

Board adjourned to closed session at 3:20 p.m.

Board convened to open session at 3:30 p.m.

Legal Counsel David Miller said the Board of Directors convened in closed session to hear a report on pending labor negotiations with the Teamsters Local 856, representing the bus transportation supervisors, dispatchers and radio controllers as well as pending negotiations with the Amalgamated Transit Union, Local 1574 on behalf of the customer service center employees. This item will be calendared for the September 8 Board meeting.

Adjourned at 3:32 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael Scanlon
General Manager/CEO

FROM: Marian Lee
Executive Officer, Planning and Development

**SUBJECT: CALL FOR PUBLIC HEARING ON PROPERTY CONVEYANCE POLICY
AND FEE SCHEDULE UPDATE**

ACTION

Staff proposes the Board call for a public hearing to address adoption of an updated *Policy Regarding Conveyance of Property Interests Involving Property Owned by the District and Fee Schedule*, and possibly take action on such items, at its October 13, 2010 meeting.

SIGNIFICANCE

The proposed policy would provide administrative guidance for processing requests by third parties involving encroachment requests or grants of property rights.

The proposed fee schedule would set forth charges to third parties to enter District property. These fees would cover administrative expenses associated with the review and approval of property entry requests and oversight of projects on District property. The current fee schedule is outdated by 10 years.

BUDGET IMPACT

The proposed changes are anticipated to promote administrative efficiencies and higher fee collection. Additional revenues realized will be reflected in future budget approvals.

BACKGROUND

The Board originally issued a policy for access to District property in July 1994. It was revised in February 1995 and May 2000.

Prepared by: Brian W. Fitzpatrick, Manager, Real Estate and Property Development
(650) 508-7781