



BOARD OF DIRECTORS 2011

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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, FEBRUARY 9, 2011 – 2:00 p.m.

1. Pledge of Allegiance
2. Swearing in of:
 - a. Jerry Deal (Representing City Selection Committee – Central County)
 - b. Carole Groom (Representing San Mateo County Board of Supervisors)
 - c. Karyl Matsumoto (Representing City Selection Committee – North County)

ACTION

3. Approval of Minutes of Community Relations Committee Meeting of January 12, 2011

INFORMATIONAL

4. Accessibility Update – Tina DuBost
5. Paratransit Coordinating Council (PCC) Update – Nancy Keegan
6. Citizens Advisory Committee Liaison Report – Peter Ratto
7. Performance Report – Paratransit/Senior Mobility Initiatives
8. Multimodal Ridership Report – December 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.

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

**MINUTES OF COMMUNITY RELATIONS COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JANUARY 12, 2011**

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

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

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

Swearing in of Zoe Kersteen-Tucker (Public Member) – Coastside

District Secretary Martha Martinez administered the oath to Director Zoe Kersteen-Tucker.

Committee Chair Shirley Harris called the meeting to order at 2:10 p.m.

**Approval of Minutes of Community Relations Committee (CRC) Meeting of
December 8, 2010**

The committee approved the minutes (Deal/Ahmad).

Accessibility Update

Accessibility Coordinator Tina DuBost said the reading files contain the latest Paratransit Coordinating Council (PCC) newsletter and a note from the PCC wishing the Board a Happy New Year. She said last month the Redi-Wheels singers performed at five facilities throughout the County.

PCC Update

PCC Chair Nancy Keegan said the PCC is pleased to welcome new member Jim Ash of the County of San Mateo Office of Emergency Services. Mr. Ash is a coastside resident.

CAC Liaison Report

CAC Chair Peter Ratto reported on the January meeting:

- Manager, Operations Planning Eric Harris gave a presentation on the relocation of the bus stops at Hillsdale Shopping Center by the former Mervyns store.
- In April two members will be termed out, including the only member from North County, and he hopes the committee will be able to recruit some members from that area.

Performance Report – Fixed-route Bus Service

Director of Bus Transportation Chester Patton provided the following information:

- Average weekday ridership for Fiscal Year (FY) 2011 is down 7.9 percent, below FY2009 and FY2010 ridership.
- Tokens remain a popular fare media among passengers.
- Missed schedules spiked a bit due to weather.

Director Adrienne Tissier arrived at 2:16 p.m.

- On-time performance has suffered slightly in recent months and is around 84 percent. This is attributable to poor weather and staffing.
- Fleet reliability remains high at 32,400 miles between road calls in November.
- Customer complaints are trending lower.
- There is continued investment in human capital. The next Leadership Program will begin in spring 2011. The San Joaquin Regional Transit District has interest in this program and they hope to replicate it.
- There was over 18,000 hours of training in 2010.
- All new buses are in service.
- Sixty-one new bus shelters have been installed with 20 more installations scheduled for this year.
- Installation of the Predicative Arrival System was completed at the Millbrae Intermodal Station in December and installations at Daly City, Colma and Redwood City will be completed in January. Final acceptance of the system will be in February.
- The Clipper soft launch was in December and the hard launch will be in February.
- The new fareboxes have been received and currently are being tested. Implementation is scheduled for second quarter of 2011.
- A Request for Proposal is in development on behalf of a consortium for Dumbarton Express Service.
- Contracted bus service is in the fifth and final option year of the agreement. Staff is evaluating the contract renewal options beyond September 2011.
- Route 17 Coastside service is in the first of two option years.
- Staff is working on renewal of the Memorandum of Understanding agreement for the SamCoast service. SamCoast is a small life-line service for remote areas of the Pescadero area.
- Route 17 ridership was up 12.3 percent in November.
- Staff has submitted a request for an American Public Transportation Association Bronze Level Recognition for the District's Sustainability Program.

Chair Guilbault asked about the percentage of Clipper usage. Mr. Patton said there have been 100 hits a day during the soft launch.

Multimodal Ridership Report – November 2010

- Bus ridership was 46,470, a decrease of 7.9 percent.
- Paratransit ridership was 1,071, a decrease of 4.6 percent
- Caltrain ridership was 39,040, an increase of 4.4 percent.
- Caltrain shuttle ridership was 5,714, an increase of 13.6 percent.
- BART shuttle ridership was 2,007, an increase of 2.6 percent.
- Overall ridership was 94,302, a decrease of 1.7 percent.

Year-to-date

- Bus ridership was 44,740, a decrease of 8.4 percent.
- Paratransit ridership was 1,113, a decrease of 2.3 percent
- Caltrain ridership was 40,880, an increase of 4.1 percent.

- Caltrain shuttle ridership was 5,485, a decrease of 1.5 percent.
- BART shuttle ridership was 2,003, an increase of 1.6 percent.
- Overall ridership was 94,231, a decrease of 2.6 percent.

Adjourned: 2:28 p.m.

**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 held on a quarterly basis.

The minutes from the December PCC meeting and the November SAAC meeting are attached.

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
December 14, 2010
MEETING MINUTES**

ATTENDANCE

Members Present: Nancy Keegan, Chair; Dale Edwards, Vice Chair; Mike Levinson, AL-Com Chair; Pat Dixon, COD; Aki Eejima, Consumer; Barbara Kalt, Rosener House; Judy Garcia, Consumer; Dan Mensing, Consumer; Sammi Riley, Consumer; Michal Settles, Coastside; Marie Violet, Sequoia Hospital; Bill Welch, SamTrans.

Absentees: Diane Griffith & Joey, Consumer; Myria Barnes-Jackson, DOR; Maureen Dunn, Senior Focus; Stephanie Hill, Consumer; Craig McCulloh, Aging & Adult Services; Benjamin McMullan, CID; May Nichols, COA; Joe Monsor, Caregiver.

Guests: James Asche, OES; Elly Colwell, SamTrans; Tina Dubost, SamTrans; Paul Lee, SamTrans; John Murphy, MV Transportation; Linda Rhine, Nelson\Nygaard; Henry Silvas, SamTrans; Maxine Eastman, Consumer; Rose Berta, PCC Staff.

(Total Attendance: 21) Quorum--Yes

WELCOME/INTRODUCTION

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

APPROVAL OF NOVEMBER PCC MINUTES

Nancy asked for a vote of approval for the November minutes. Barbara moved to accept the minutes and Pat seconded the motion. The minutes were unanimously approved.

COMMITTEE REPORTS

A. AL-COM REPORT

Mike announced the next AL-Com meeting is on January 4, 2011. He reported that San Francisco is considering a congestion pricing fee. Marshall said it is an attempt to reduce congestion traffic during high peak hours. This was followed by a discussion on how the fee might impact Redi-Wheels. Details still need to be worked out and Bill Welch will report on the progress of this fee proposal at the next meeting.

B. GRANT/BUDGET REVIEW

Barbara reported on an update from Kristen Mazur of MTC. SamTrans will receive the two expansion vehicles from the Fiscal Year 2009, 5310 program. SamTrans is working with Caltrans now on the bid specifications and procurement. The status of the 5310 program schedule for Fiscal Year 2010 is not finalized. There may be a call for projects in January 2011.

Mike mentioned that the ERC brought up the fact that the additional vehicles will allow SamTrans to cut back on taxi services.

C. EDUCATION COMMITTEE

Linda reported for Maureen that the next meeting will be on February 8, 2011 following the PCC meeting at 3:45-4:45 pm.

D. EXECUTIVE COMMITTEE

Nancy shared her report at the Board of Directors meeting. Nancy explained that productivity has increased as a result of policy changes in the “No Show” and “Late Cancellations.” This is an excellent example of the collaboration efforts of the PCC and SamTrans working to improve efficiency of the service provided to the riders. Nancy thanked the Efficiency Review Committee (ERC) and Tina for their efforts.

The PCC retreat day is being considered for May 10 from 10:00 am-3:00 pm, instead of June 14 due to Senior Day at the San Mateo County Fair held on the same day. Save the date. The PCC members and invited guests are the recipients of this retreat day at no cost.

June’s meeting will be the regular meeting as planned.

Nancy announced that the Executive Committee endorsed Jim Asche’s PCC membership and asked for the members’ approval of his membership. Jim introduced himself and shared that he works for the Office of Emergency Services doing emergency planning especially with vulnerable populations. He believes close communication with the PCC is important. He is a 24-year resident of San Mateo County and is retired from fire service—Cal Fire and Fire Chief in Half Moon Bay for six years.

Michal moved to approve his membership and Pat seconded the motion. The motion was unanimously approved. Everyone applauded and welcomed Jim as a new PCC member.

SAM TRANS/REDI-WHEELS REPORT

A. Operational Report

Bill was happy to share that Judy Garcia’s photo is on the SamTrans electronic holiday card. The card can be seen at SamTrans’ website.

He also announced that Mike Scanlon, CEO, is now the Chair of the American Public Transportation Association (APTA). This position puts SamTrans in higher visibility and gives SamTrans a leadership role throughout the country. Mike commented that inclusion and relationships will be the focus as APTA Chair. The highest priority is the authorization of a new congressional bill to fund public transit—all stakeholders involved— forming new partnerships that are respectful of each and every person and of how they see the world.

Bill proudly presented the paratransit sign for the airport which shows the international accessibility symbol and lists both Redi-Wheels and RediCoast. A meeting is planned with the SFO personnel in the near future to finalize stop locations at the north end and the south terminals, and to make sure the path to the bus stop is accessible and that adequate signs and directions are provided to get to the bus stop.

Paul Lee gave much kudos to Bill for his aggressive follow-through in working with the airport, and to Dale and Maxine for bringing attention to the situation. Bill thanked John and Lynn Spicer for their efforts as well.

Bill announced that the East Bay Paratransit will increase their fare in January 2011. Transbay trips will increase from \$8 to \$10 per trip; 8-12 miles and less are at \$4.00 with variable distance rates.

- Clipper card will not include paratransit at this time.
- John said that VTA (Outreach) is planning to increase fares in 2011.
- Linda will put together a table of paratransit fares for all Bay Area operators.

Marie asked the criteria for lifeline Fare Assistance. One of the following will qualify an individual for Fare Assistance with required renewal application every year:

- General Assistance from San Mateo County
- SSI
- Medi-Cal

B. Performance Summary

Tina reported that total ridership for October is lower than October last year; late cancels make up 1.4 % of trips scheduled; on-time performance is above the standard at 93.2%; and productivity is also very good at 1.72.

C. Customer Comments

Elly reported that total comments have increased by over a half from September to October; by category both policy-related and service-related have increased as well as the compliments; average response time continues to be well over the 7-day turn around limit due to the good work of Lynn and Sophie. In Comments by Type, most are basically the same; compliments are up as well as customer errors.

Nancy asked for a definition of terms to be added to the report for further clarification such as “By Provider” and “To Customer”. Elly will add definitions to the monthly comment statistics for further clarification in next month’s report.

There was a discussion about comment cards and how they are distributed by taxi companies. Sammi Riley explained how one driver helped her and gave her a card to fill out. In response to Dan’s question, Elly said she receives very few complaints on taxi services. About 75-80% of all comment cards come from Serra taxicabs. Consumer reports are from phone calls and website. Aki mentioned that MV provides good service. Nancy thanked Elly for her work.

D. Safety Report

John reported no accidents on RediCoast. Redi-Wheels had four accidents with three being chargeable. The last situation was somewhat complicated in which the customer complaining actually received a citation from the police officer for jaywalking. Dan commented that he noticed drivers are more diligent in bringing out cones. John said this approach is successful and is being modeled elsewhere in the country because it has resulted in a reduction of accidents.

LIAISON REPORTS

A. MTC REPORT

Marshall spoke on how MTC is working hard on bills (AB 32 & SB 375) to reduce greenhouse gases through the reduction in Vehicle Miles Traveled (VMT). They are working with other agencies developing strategies to achieve this goal by 15% by 2020.

Marshall will bring in analysis of the legislation committee's report on the impact of Measures 22 & 26 at the next meeting.

B. AGENCY

Barbara said they will schedule a meeting after the first of the year.

C. COASTSIDE TRANSPORTATION COMMITTEE (CTC)

Michal announced that there will be a change in their meeting day of their quarter meeting. Committee members will check their schedules as to the best day for everyone. Jim Asche has been invited to attend and give an informational presentation.

Michal commented on her wonderful experience with RediCoast at SFO. She said the scheduling was superb even though her flight was delayed for 40 minutes.

The Access Exchange International newsletter was shared by Michal.

D. EFFICIENCY REVIEW COMMITTEE (ERC)

Mike Levinson reported that eligibility denials went back down again.

A sample letter explaining how Interactive Voice Response (IVR) works was reviewed by ERC. The letter will be distributed to clients prior to IVR start-up. The issue SamTrans is exploring now is how to reach clients on their return ride. The ERC will be guinea pigs for the system, by testing it out before it is rolled out.

Next ERC meeting is on January 4, 2011 at 11:00 am.

E. COMMISSION ON AGING (COA) REPORT

No COA meeting in December.

COMMISSION ON DISABILITY (COD) REPORT

Pat spoke about the Art Showcase held on November 12. Paul attended the Showcase and shared his experience. He said it was a wonderful presentation and beautiful pictures/artwork was displayed. The showcase featured artists with disabilities, including Helen Lo, a speech-disabled artist whose work is pictured in the brochure. The event was well-attended and Redi-Wheels supported the event. Paul highly recommends this event for everyone to attend next year.

There is no meeting this month.

OTHER BUSINESS

Bill mentioned that Redi-Wheels singers/carolers (John's staff, Dale, Bill and others) will perform their annual Sing at many agencies next week. Nancy said she was moved by the performance in past years.

Dale, Aki, and Mike who ran into Kent Mickelson for dinner at a restaurant last month donated to "Meals on Wheels." Maxine also donated to the program. Barbara said well over \$6,000 was raised from that one day.

The new Senior Mobility Guide is available and was distributed by Tina.

Diane Griffith thanks everyone for their support and good wishes while hospitalized and under medical care.

Nancy thanked everyone and wished everyone happy holidays!

MEETING ADJOURNED: 3:25 pm

SAMTRANS ACCESSIBILITY ADVISORY COMMITTEE

MEETING SUMMARY – November 18, 2010

SAMTRANS HEADQUARTERS BUILDING
1250 SAN CARLOS AVENUE, SAN CARLOS
GALLAGHER CONFERENCE ROOM, 3RD FLOOR
11:00 AM – 12:30 PM

PRESENT: Tom Collette, Pat Dixon, Jim Engvall, Doris Maez, Alice McGrath

ABSENT: Alec Karp (Chair), Ben McMullan, Jim Stinehoff

GUEST: Helen Governale

SAMTRANS STAFF: Tina Dubost

I. Approval of Minutes

Tina Dubost made a correction. On July 1, 2011, the standard paratransit fare will increase to \$3.75. The committee approved the revised minutes.

Tom Collette asked if Roberts Rules of Order require the committee to vote on the approval of minutes or if the minutes can be approved by consensus. Staff will check on this suggestion.

II. Fixed Route Bus and Caltrain

A. Update of SAAC (formerly ATAC) By-Laws

Tina Dubost reviewed the proposed changes, which have been discussed at previous meetings.

Doris Maez noted that people miss meetings for valid reasons that are not necessarily related to their disability. Tina Dubost said that participation is important. If members miss more than 3 meetings per year, they have missed over half of the meetings.

Jim Engvall asked about telephone attendance. Alice McGrath said that it is not ideal, but could allow additional participation. Staff agreed to try it. Committee members who are not able to attend in person must notify staff at least 1 day in advance that they will attend by telephone. It is not necessary to include this information in the by-laws.

The committee approved the changes to the minutes.

B. Election of SAAC Vice-Chair

Tina Dubost discussed the role of the Vice-Chair. After a brief discussion, this item was carried over to the next meeting.

C. SAAC Membership, New Members

Pat Dixon suggested taking information about the SAAC to other groups, such as the SamTrans Citizens' Advisory Committee (CAC), the Transportation Authority Citizens' Advisory

Committee (TA CAC), and the Paratransit Coordinating Council. She suggested making a presentation at the Commission on Disabilities (COD).

Alice McGrath said that Alec Karp put information about the SAAC in their newsletter and encouraged people to attend. Helen Governale said she saw the newsletter article. Alice McGrath said that it is important to communicate what the committee does and how people's participation can affect service. She suggested listing what the committee has accomplished and its future plans.

Doris Maez suggested making presentations at Senior Centers. Pat Dixon suggested including information at Senior Driver Safety events.

There was a discussion of disability issues related to Caltrain. Staff will set up a Caltrain Accessibility Advisory Committee meeting soon.

Doris Maez said that a wheelchair user said he was unable to board Caltrain because there were no available wheelchair securement spaces. Tina Dubost said that Richard Lesser is working to increase the available spaces.

Tina Dubost discussed the process that SamTrans operators follow if both wheelchair spaces on the SamTrans buses are full. The operator will stop at the bus stop and tell the wheelchair user that both wheelchair spaces are full. The operator will tell the customer when the next bus is scheduled. If the next bus is more than 30 minutes away, the operator will notify the dispatcher, who will arrange for a Redi-Wheels pick up for the customer. Jim Engvall said that sometimes the operator simply gestures to indicate that the bus is full. Tina Dubost said to call the Customer Service Center, so that the operator can be reminded of the correct procedure.

Jim Engvall asked if they are moving the blue squares which mark the boarding assistance area. He said that the location can vary somewhat depending on the station and the train. The engineers might be problems with cab spotting. Tom Collette suggested having volunteers at the larger Caltrain stations to assist people, similar to the Travelers Aid at San Francisco Airport.

Helen Governale suggested investigating bicycle lending programs, which could potentially reduce the demand for bicycle space. Doris Maez said that Portland tried something similar, but users did not return the bicycles. Amsterdam and Davis have similar programs.

Alice McGrath asked if the predictive arrival signs at bus stops have an audible feature. This project was discussed at previous SAAC meetings. Staff will follow up.

The group suggested including a Caltrain update, in addition to the updates from the other groups.

III. Paratransit Update

Tina Dubost gave the paratransit update. There is a delay in the interactive voice response project because of a complication in implementing a required cancellation feature. The vendor is

working to address the issue. Alice McGrath said that she has Comcast digital voice, which sometimes does not recognize when she pushes a button. Staff will include this in testing.

Tina Dubost said that SamTrans is in the process of hiring a new staff person who will manage the paratransit no-show process.

Doris Maez asked if a person could apply for paratransit in preparation for an expected need. For example, if a person was scheduled for surgery and did not have a family member to take him/her home, could s/he apply for paratransit before the surgery? Tina Dubost explained that the eligibility contractor evaluates people based on their current condition, rather than on their expected condition. She agreed that there is a need for this type of specialized transportation.

In response to a question from Jim Engvall, Tina Dubost said that Redi-Wheels does not provide same day service because of the cost.

In response to a question from Helen Governale Tina Dubost explained the process to challenge the validity of a no-show. Doris Maez said that doctor's offices sometimes change appointments at the last minute and do not understand how this affects the transportation process.

IV. Commission on Disabilities Report

No report was given.

V. CAC update

Tom Collette gave the update for the SamTrans Citizens' Advisory Committee (CAC). They toured the South Base Maintenance facility. A new CAC President will be elected at the next meeting, which is in December.

VI. TA update

Pat Dixon gave the update on the Transportation Authority Citizens' Advisory Committee (TA CAC). The next meeting is on November 30. At 3:00 pm on November 18, there will be a celebration of the start of the San Bruno grade separation project.

VII. Announcements and Other Business

Tina Dubost discussed the Clipper card. SamTrans testers are being sought. Jim Engvall and Tom Collette expressed interest. Pat Dixon said that she might know of an interested person. She will contact Tina Dubost with the name.

VIII. Set Date for Next Meeting

The next meeting was scheduled for Thursday, January 20, 2011.

**CRC ITEM # 7
FEBRUARY 9, 2011**

**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: SAMTRANS PERFORMANCE REPORT – PARATRANSIT/
SENIOR MOBILITY INITIATIVES**

ACTION

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

SIGNIFICANCE

This presentation is part of this fiscal year's series of detailed performance reports presented to the Board. Each of the District's four transportation modes – SamTrans motor bus, ADA Paratransit, Caltrain and Shuttles – are featured individually each month. This month features a report on the SamTrans ADA Paratransit service.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Staff will report on Redi-Wheels and RediCoast operating statistics as well as several senior mobility initiatives funded by New Freedom grants.

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—DECEMBER 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 (FY) 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—DECEMBER 2010 COMPARED TO
DECEMBER 2009**

All Modes – AWR of 81,242, a decrease of 1.8 percent.

Bus – AWR of 39,380, a decrease of 8.8 percent.

Heavy rain impacts ridership. December 2010 was very wet with 6.00 inches, 3.11 inches above normal. December 2009 had 3.07 inches of rain, 0.18 inches above normal.

Paratransit - AWR of 939, a decrease of 7.3 percent.

Caltrain - AWR of 34,860, an increase of 6.9 percent.

Caltrain Shuttles - AWR of 4,188, a decrease of 1.6 percent.

BART Shuttles - AWR of 1,879, an increase of 10.7 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:

- **Holiday card** – In the spirit of the season and sustainability, SamTrans developed an electronic holiday card that it posted to its website. *The Examiner* posted it to its online community page.
- **Holiday Transit Toy Drive** – With the suspension of the annual Holiday Train because of fiscal issues, Caltrain partnered with SamTrans to provide a downscaled holiday celebration to generate toy donations for the Marine Corps Reserves and Salvation Army's Toys for Tots programs. Nearly 500 toys were collected for children in need.
- **ClipperSM** – SamTrans customers began using Clipper, the regional fare payment system, onboard buses Dec. 22. Customers are able to load cash and Monthly passes on Clipper. Clipper also can be used on AC Transit, BART, Caltrain, Golden Gate Transit & Ferry, and Muni. Information on the system was provided to customers via a presentation to the Citizens Advisory Committee, news release, on the SamTrans website and through the Customer Service Center. Paper monthly passes will be eliminated by the end of 2011.
- **Serramonte Center Holiday Shopping** – Extra service was provided on Route 120, sponsored by the Serramonte Center, to assist holiday shoppers and shopping center employees enjoying the expanded shopping hours. The extra service began at the end of November and ran until just before Christmas.
- **New Year's Eve** – In an effort to discourage drinking and driving and customers welcomed the New Year, SamTrans treated customers to a complimentary ride on New Year's Eve between 11 p.m. and 2 a.m. The service was promoted with a news release, web posting, *Rider's Digest* newsletter and onboard electronic announcement.
- **Rider's Digest** – SamTrans alters its service three times a year in response to customer requests, traffic patterns and other variables that may affected on-time performance. To make customers aware of the upcoming changes, SamTrans issues a newsletter, *Rider's Digest*. The December issue summarized the changes to 14 routes and also provided general information on the soon-to-be unveiled new fareboxes, mobility ambassador program and online customer survey.

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

December 2010				<u>FY2010/FY2011</u>
<u>Mode</u>	<u>FY2009</u>	<u>FY2010[^]</u>	<u>FY2011</u>	<u>%Change</u>
Bus +	47,620	43,160	39,380	-8.8%
Paratransit	1,085	1,013	939	-7.3%
Caltrain # +	35,670	32,600	34,860	6.9%
Caltrain Shuttle # **	5,466	4,258	4,188	-1.6%
BART Shuttle**	1,658	1,698	1,879	10.7%
Total	91,499	82,729	81,246	-1.8%
BART (Extension Only)*	37,355	34,764	36,775	5.8%
Grand Total	128,854	117,493	118,021	0.4%

Year to Date				<u>FY2010/FY2011</u>
<u>Mode</u>	<u>FY2009</u>	<u>FY2010[^]</u>	<u>FY2011</u>	<u>%Change</u>
Bus +	48,250	47,900	43,860	-8.4%
Paratransit	1,115	1,118	1,084	-3.0%
Caltrain # +	37,100	38,160	39,880	4.5%
Caltrain Shuttle # **	5,094	5,352	4,509	-15.8%
BART Shuttle**	1,961	1,926	1,982	2.9%
Total	93,520	94,456	91,315	-3.3%
BART (Extension Only)*	33,594	36,549	38,641	5.7%
Grand Total	127,114	131,005	129,956	-0.8%

System

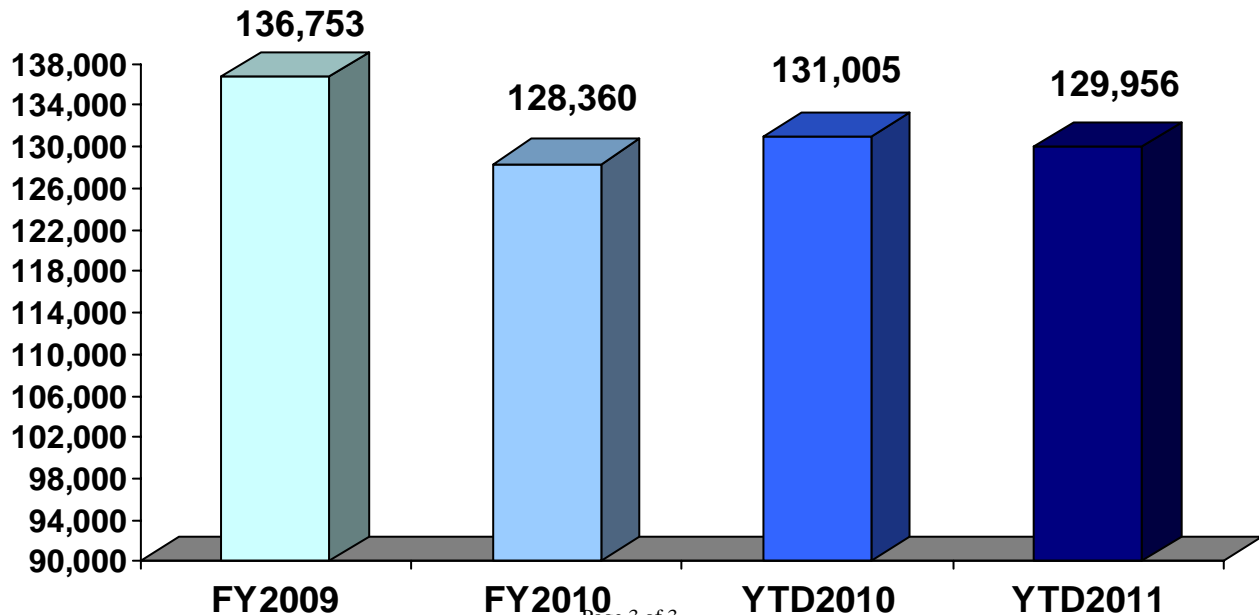
* Extension Only (No Daly City)

+ Rounded to nearest tens

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

** FY10 shuttle figures have been adjusted to reflect corrected number of days operated per month

Chart A
Average Weekday Ridership





BOARD OF DIRECTORS 2011

ROSE GUILBAULT, CHAIR
KARYL MATSUMOTO, VICE CHAIR
OMAR AHMAD
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SHIRLEY HARRIS
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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, FEBRUARY 9, 2011 – 2:20p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Finance Committee Meeting of January 12, 2011
2. Approval of Statement of Revenues and Expenses for December 2010
3. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended December 30, 2010
4. Authorize Execution of the Proposition 1B Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) Certifications and Assurances

INFORMATIONAL

5. Fiscal Year 2010 Comprehensive Annual Financial Report

Committee Members: 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
JANUARY 12, 2011**

Committee Members Present: 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, M. Colondres, G. Harrington, C. Harvey, R. Haskin, R. Lake, M. Lee, M. Martinez, N. McKenna, D. Miller, M. Simon, J. Slavit

Director Art Lloyd called the meeting to order at 2:28 p.m.

Approval of Minutes of Finance Committee Meeting of December 8, 2010

The Committee approved the minutes (Deal/Harris).

Approval of Revenues and Expenses for November 2010

Deputy CEO Gigi Harrington said fare revenue is down slightly. There are savings of \$4.3 million on the expense side in the motor bus area and this is due to bus operator vacancies. Last week fuel was \$2.57 per gallon and year-to-date fuel is \$2.33 per gallon. The fuel hedge was tripped in December and a check for \$16,500 was received from the bank.

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

Approval of Salary Ordinance No. 93

Director of Human Resources Monica Colondres said staff is proposing the Committee recommend the Board approve Salary Ordinance 93. The Ordinance reflects only a few changes to positions that occurred over the past year and includes adjustment to the salary ranges consistent with the Hay Group study previously approved by the Board. Ms. Colondres said since this is the second year of a wage freeze, there are only about 12 employees who will be affected by adjustment of the salary ranges.

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

Authorize Submittal of Grant Applications to the California Department of Transportation (Caltrans) to Receive Federal Transit Administration Section 5311 Non Urbanized Formula Program Funds and Execute the Standard Agreements with Caltrans to Receive Funds

Manager of Grants and Fund Programming Joel Slavit said staff is proposing the Committee recommend the Board authorize staff to submit applications for financial assistance to Caltrans to receive Federal Section 5311 funds for a period up to three years. Mr. Slavit said there is no impact on the budget. He said the Section 5311 program helps to support mobility needs of rural transit users and can be used for capital or operating assistance. Mr. Slavit said SamTrans has

historically received funding from this source to support its demand-response service on the Coastside.

The Committee (Kersteen-Tucker/Ahmad) unanimously recommended Board acceptance of the report.

Authorize Award of Contract to Wipro, Inc. for PeopleSoft System Integration Services for a Base Cost of \$5,629,370

Ms. Harrington said staff is proposing the Committee recommend the Board award a contract to Wipro, Inc. for the PeopleSoft integration services. She said the total contract is \$9.5 million, but it consists of three phases. The base contract is worth \$5.6 million plus two options for additional work to be authorized. Ms. Harrington said staff is proposing to upgrade the PeopleSoft system and streamline business processes to take full advantage of the system features. Ms. Harrington said this project supports the Business Practices section of the District's Strategic Plan.

Director Omar Ahmad requested a project overview at a future Board meeting. He would also like to receive regular project status reports.

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

Authorize Rejection of Sole Bid from SimplexGrinnell LP to Provide Inspection, Repair and Maintenance Services of Fire Suppression Equipment and System and to Research the Marketplace for the Purpose of Negotiating an Acceptable Contract

Director of Contracts and Procurement Cheryl Cavitt said staff is proposing the Committee recommend the Board reject the sole bid as non-responsive and solicit the open market. Ms. Cavitt said SimplexGrinnell took many exceptions to the bid.

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

Adjourned: 2:39 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 DECEMBER 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 December 2010 and supplemental information.

SIGNIFICANCE

Revenues: *Total Revenues* (page 1, line 12) are **on target** compared to revised budget. *Passenger Fares* (page 1, line 1) are **worse** than budget by \$54,395 or 0.6 percent, *Operating Grants* (page 1, line 3) are **worse** than budget by \$426,676 or 63.5 percent offset by *Investment Interest* (page 1, line 8) which is **better** than budget by \$194,331 or 9.8 percent and *Other Interest, Rent & Other Income* (page 1, line 10) is **better** than budget by \$320,739 or 12.1 percent.

Expenses: *Total Expenses* (page 4, line 74) are \$5,313,657 or 7.9 percent **better** than revised budget. Within *Total Expenses*, *Total Motor Bus* (page 3, line 47) is **better** than budget by \$4,580,697 or 9.3 percent, *Total ADA Programs* (page 4, line 56) are **better** than budget by \$734,022 or 10.5 percent.

Budget Amendments: Budget amendments were adopted at the December 8th board meeting are reflected in the Revised Budget to primarily account for a reduction in State Transportation Act fund allocations from the Metropolitan Transportation Commission and revised interest income projections.

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

% OF YEAR ELAPSED: **50.0%**

	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	1,358,132	8,575,671	8,524,305	8,578,700	99.4	17,157,400	17,157,400	49.7
2 TDA and STA Funds	4,104,443	14,987,952	29,693,985	29,693,985	100.0	30,860,639	29,835,175	99.5
3 Operating Grants	103,401	281,369	245,237	671,913	36.5	10,577,283	11,388,870	2.2
4 Measure A Contribution and AB434 Funds	944,068	4,429,070	4,602,257	4,619,328	99.6	8,834,888	8,834,888	52.1
5 Subtotal - Operating Revenues	6,510,043	28,274,062	43,065,785	43,563,926	98.9	67,430,210	67,216,333	64.1
Other Revenue Sources								
7 District 1/2 Cent Sales Tax	6,747,267	29,931,595	31,624,200	31,624,200	100.0	60,000,000	60,000,000	52.7
8 Investment Interest	527,894	3,272,021	2,179,772	1,985,441	109.8	4,170,010	3,471,758	62.8
9 Pass through to Other Agencies	81,275	48,667	487,647	487,647	100.0	975,293	1,250,896	39.0
10 Other Interest, Rent & Other Income	534,094	2,769,172	2,980,415	2,659,676	112.1	5,082,780	5,193,677	57.4
11 Other Sources	0	0	0	0	-	2,811,073	2,811,073	0.0
12 Subtotal - Other Revenues	7,890,530	36,021,455	37,272,033	36,756,964	101.4	73,039,156	72,727,404	51.2
13 Total Revenues	14,400,573	64,295,517	80,337,818	80,320,890	100.0	140,469,366	139,943,737	57.4
Capital Assistance								
14 Reserves Programmed for Capital	332,796	3,844,747	1,678,672	1,678,672	100.0	0	15,472,058 A	0.0
15 Total Revenues - All Sources	15,516,130	83,836,890	84,417,807	84,400,879	100.0	144,916,720	175,586,990	48.1
USES OF FUNDS								
Operations								
19 District Motor Bus	7,761,065	46,673,009	44,776,617	49,357,314	90.7	98,189,247	98,990,997	45.2
20 A. D. A. Programs	1,035,058	6,572,764	6,277,650	7,011,672	89.5	13,773,430	13,773,430	45.6
21 Caltrain	1,055,553	9,083,072	8,374,557	8,374,557	100.0	14,707,875	14,707,875	56.9
22 Other Multimodal Programs	324,056	1,920,126	2,284,497	2,283,436	100.0	4,084,620	4,205,354	54.3
23 Subtotal - Operating Costs	10,175,731	64,248,971	61,713,321	67,026,978	92.1	130,755,172	131,677,656	46.9
Other Uses of Funds								
25 Pass through to Other Agencies	81,275	48,667	487,647	487,647	100.0	975,293	1,250,896	39.0
26 Transfer Out to Debt Service	2,037,678	12,225,173	12,226,068	12,226,068	100.0	24,451,963	24,451,963	50.0
27 Fiscal Agent Fees	0	6,625	5,055	14,225	35.5	27,400	27,400	18.4
28 Land Transfer Interest Expense	0	0	0	0	-	80,000	80,000	0.0
29 Subtotal - Other Uses	2,118,953	12,280,465	12,718,770	12,727,940	99.9	25,534,656	25,810,259	49.3
30 Capital Programs	1,167,249	20,049,396	4,352,643	4,352,643	100.0	8,624,325	39,820,224 A	10.9
31 Total Uses of Funds	13,461,933	96,578,832	78,784,734	84,107,561	93.7	164,914,153	197,308,139	39.9
32 SURPLUS/(DEFICIT) FOR PERIOD	2,054,197	(12,741,942)	5,633,073	293,318	1920.5	(19,997,433)	(21,721,149)	(25.9)

% 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.

*The Approved Budget is the Board adopted budget effective July 1, 2010

**The Revised Budget is the Board approved amended budget passed December 8, 2010, including year to date budget transfers

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
DECEMBER 2010**

% OF YEAR ELAPSED: 50.0%

	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	1,300,705	8,230,413	8,141,609	8,179,000	99.5	16,358,000	16,358,000	49.8
2 LOCAL (TDA) TRANSIT FUND:								
3 General Operating Assistance	3,917,315	14,238,552	23,503,880	23,503,880	100.0	23,503,880	23,503,880	100.0
4 STATE TRANSIT ASSISTANCE:								
5 Local STA Operating Assistance	(122,966)	0	4,341,941	4,341,941	100.0	5,511,071	4,483,131	96.9
6 OPERATING GRANTS								
7 Planning Assistance Grant	103,401	281,369	135,400	105,931	127.8	9,382,536	10,184,286	1.3
8 DISTRICT 1/2 CENT SALES TAX:								
9 General Operating Asst.	2,066,468	21,254,600	6,156,789	11,115,694	55.4	39,275,037	40,266,197	15.3
10 Accessibility Fixed Route	96,495	487,500	535,102	372,130	143.8	684,635	684,635	78.2
11 TOTAL 1/2 CENT SALES TAX	2,162,963	21,742,100	6,691,891	11,487,823	58.3	39,959,672	40,950,832	16.3
12 INVESTMENT INTEREST INCOME:								
13 Investment Interest Income	10,646	209,445	62,771	48,874	128.4	86,830	123,610	50.8
14 OTHER REVENUE SOURCES:								
15 Overnight Deposits Interest Income	194	1,292	783	1,320	59.4	2,640	2,640	29.7
16 Rental Income	86,808	516,441	520,513	523,970	99.3	1,047,940	1,047,940	49.7
17 Advertising Income	89,284	740,276	710,549	710,000	100.1	1,420,000	1,420,000	50.0
18 Other Income	212,715	713,121	667,279	454,574	146.8	916,678	916,678	72.8
19 TOTAL OTHER REVENUES	389,002	1,971,130	1,899,124	1,689,864	112.4	3,387,258	3,387,258	56.1
20								
21 TOTAL MOTOR BUS	7,761,065	46,673,009	44,776,617	49,357,314	90.7	98,189,247	98,990,997	45.2
22								
23 AMERICAN DISABILITIES ACT:								
24 Passenger Fares Redi-Wheels	57,428	345,258	382,696	399,700	95.7	799,400	799,400	47.9
25 Local TDA 4.5 Redi-Wheels	206,176	749,400	1,237,046	1,237,046	100.0	1,237,046	1,237,046	100.0
26 Local STA - Paratransit	103,918	0	611,118	611,118	100.0	608,642	611,118	0.0
27 Operating Grants	0	0	0	456,145	0.0	1,094,747	1,094,747	0.0
28 Sales Tax - District ADA Programs	272,066	3,492,249	2,002,264	2,195,916	91.2	5,855,529	5,896,882	34.0
29 Sales Tax - Paratransit Suppl. Coastside	88,940	585,190	562,619	633,949	88.7	1,300,726	1,300,726	0.0
30 Interest Income - Paratransit Fund	36,628	203,354	216,927	232,390	93.3	477,340	433,511	50.0
31 Measure A Redi-Wheels	269,902	1,197,313	1,264,979	1,245,408	101.6	2,400,000	2,400,000	52.7
32								
33 TOTAL ADA PROGRAMS	1,035,058	6,572,764	6,277,650	7,011,672	89.5	13,773,430	13,773,430	45.6
34 MULTIMODAL TRANSIT PROGRAMS:								
35 Sales Tax - Caltrain	515,750	6,688,447	5,844,599	5,883,741	99.3	9,907,875	9,907,875	59.0
36 Transfer from TA for Caltrain	539,804	2,394,625	2,529,958	2,490,816	101.6	4,800,000	4,800,000	52.7
37 TA Funded SM/Caltrain Shuttles	89,695	552,132	539,320	615,104	87.7	1,098,888	1,098,888	49.1
38 Employer Share SM/Caltrain Shuttles	26,348	158,781	280,112	280,112	100.0	316,122	427,019	65.6
39 AB434 Funds - SamTrans Shuttles	44,667	285,000	268,000	268,000	100.0	536,000	536,000	50.0
40 Employer Share SamTrans Shuttles	118,744	639,261	801,178	689,700	116.2	1,379,400	1,379,400	58.1
41 Sales Tax - SamTrans Shuttle Program	24,883	145,115	158,831	167,377	94.9	335,960	335,960	47.3
42 Operating Grants	0	0	109,837	109,837	100.0	100,000	109,837	0.0
43 Sales Tax - Gen. Operating Asst.	19,718	139,837	127,219	153,305	83.0	318,250	318,250	40.0
44								
45 TOTAL MULTIMODAL	1,379,609	11,003,198	10,659,054	10,657,993	100.0	18,792,495	18,913,229	56.4
46								
47 TOTAL REVENUES	10,175,731	64,248,971	61,713,321	67,026,978	92.1	130,755,172	131,677,656	46.9

% 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.

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**The Revised Budget is the Board approved amended budget passed December 8, 2010, including year to date budget transfers

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

% OF YEAR ELAPSED: **50.0%**

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	4,426,766	27,087,583	25,358,789	27,393,975	92.6	54,414,983	54,380,750	46.6
2								
3 Services:								
4 Board of Directors	4,150	30,641	22,867	26,650	85.8	53,100	53,100	43.1
5 Contracted Vehicle Maintenance	64,114	193,669	383,873	540,300	71.0	930,600	930,600	41.3
6 Property Maintenance	82,929	448,899	492,747	637,000	77.4	1,282,500	1,282,500	38.4
7 Professional Services	121,659	838,768	1,064,964	1,518,357	70.1	2,955,181	3,630,733	29.3
8 Technical Services	415,034	1,861,584	1,757,737	1,976,578	88.9	3,907,744	4,077,775	43.1
9 Other Services	21,208	171,217	137,673	181,462	75.9	362,924	362,924	37.9
10								
11 Materials & Supply:								
12 Fuel & Lubricants	342,120	2,145,835	2,040,719	2,791,107	73.1	5,582,214	5,582,214	36.6
13 Bus Parts & Materials	71,933	958,596	521,558	847,186	61.6	1,750,972	1,738,972	30.0
14 Uniforms & Driver Expense	19,425	70,829	59,611	114,569	52.0	379,098	376,694	15.8
15 Timetables & Tickets	18,868	73,438	89,292	105,300	84.8	213,800	212,200	42.1
16 Office Supplies / Printing	35,423	94,029	130,259	179,557	72.5	332,130	346,036	37.6
17 Other Materials & Supply	12,472	68,393	56,379	88,000	64.1	175,000	175,000	32.2
18								
19 Utilities:								
20 Telephone	29,720	200,512	170,993	240,320	71.2	480,500	480,500	35.6
21 Other Utilities	88,029	495,893	475,650	481,000	98.9	1,001,000	962,000	49.4
22 Insurance Costs	198,101	1,131,677	1,232,824	1,245,986	98.9	2,492,000	2,492,000	49.5
23 Workers' Compensation	274,939	1,585,233	1,580,937	1,611,030	98.1	3,222,060	3,222,060	49.1
24 Taxes & License Fees	33,436	204,095	204,759	244,520	83.7	489,039	489,039	41.9
25 Fixed Route Accessibility	96,495	487,500	535,102	372,130	143.8	684,635	684,635	78.2
26 Leases & Rental	9,753	53,305	52,338	54,579	95.9	111,718	111,718	46.8
27 Promotional & Legal Advertising	2,654	115,815	61,365	140,420	43.7	279,840	259,840	23.6
28 Training & Business Travel	3,218	48,161	51,510	113,932	45.2	195,710	207,710	24.8
29 Dues & Membership	4,598	20,040	42,841	48,515	88.3	84,045	84,543	50.7
30 Postage & Other	8,799	22,831	37,457	137,916	27.2	313,564	313,564	11.9
31								
32 Total District Operated Buses	6,385,843	38,408,543	36,562,244	41,090,388	89.0	81,694,357	82,457,107	44.3
33								
34								
35 CONTRACTED BUS SERVICES								
36 Contracted Urban Bus Service	1,225,444	7,320,708	7,161,965	7,244,101	98.9	14,488,202	14,488,202	49.4
37 Other Related Costs	36,799	166,714	178,132	174,895	101.9	310,800	349,800	50.9
38 Insurance Costs	26,255	290,814	355,260	327,486	108.5	655,000	655,000	54.2
39 Coastside Services	50,493	295,419	300,089	284,128	105.6	568,256	568,256	52.8
40 Redi Coast Non-ADA	19,946	93,750	115,915	111,430	104.0	222,860	222,860	52.0
41 Other Related Costs	746	3,874	4,720	20,830	22.7	41,660	41,660	11.3
42 La Honda - Pescadero	3,413	25,738	21,000	26,250	80.0	52,500	52,500	40.0
43 SamCoast - Pescadero	11,380	65,831	72,810	70,831	102.8	141,662	141,662	51.4
44 Other Related Cost - SamCoast	746	1,618	4,480	6,975	64.2	13,950	13,950	32.1
45 Total Contracted Bus Service	1,375,222	8,264,466	8,214,372	8,266,926	99.4	16,494,890	16,533,890	49.7
46								
47 TOTAL MOTOR BUS	7,761,065	46,673,009	44,776,617	49,357,314	90.7	98,189,247	98,990,997	45.2

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

% OF YEAR ELAPSED: **50.0%**

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	466,589	2,878,082	2,775,627	3,525,380	78.7	6,769,180	6,769,180	41.0
Other Related Costs	161,446	1,157,662	984,757	1,264,190	77.9	2,527,380	2,527,380	39.0
ADA Sedan Service	202,569	1,321,680	1,357,217	890,512	152.4	1,781,024	1,781,024	76.2
ADA Accessibility Support	73,945	375,366	341,709	440,143	77.6	880,120	880,120	38.8
Coastside ADA Support	88,940	585,190	562,619	633,949	88.7	1,300,726	1,300,726	43.3
Insurance Costs	41,568	254,784	255,721	257,498	99.3	515,000	515,000	49.7
TOTAL ADA PROGRAMS	1,035,058	6,572,764	6,277,650	7,011,672	89.5	13,773,430	13,773,430	45.6
MULTIMODAL TRANSIT PROGRAMS								
CALTRAIN SERVICE								
Peninsula Rail Service	1,055,553	9,083,072	8,374,557	8,374,557	100.0	14,707,875	14,707,875	56.9
Total Caltrain Service	1,055,553	9,083,072	8,374,557	8,374,557	100.0	14,707,875	14,707,875	56.9
OTHER SUPPORT								
Dumbarton Express Service	10,803	63,036	62,540	63,075	99.2	126,150	126,150	49.6
SamTrans Shuttle Service	188,294	1,069,376	1,228,009	1,125,077	109.1	2,251,360	2,251,360	54.5
SM/Caltrain Shuttles	116,043	710,914	929,269	1,005,053	92.5	1,515,010	1,635,744	56.8
Maintenance Multimodal Facilities	8,916	76,800	64,680	90,231	71.7	192,100	192,100	33.7
Total Other Support	324,056	1,920,126	2,284,497	2,283,436	100.0	4,084,620	4,205,354	54.3
TOTAL MULTI-MODAL PROGRAMS	1,379,609	11,003,198	10,659,054	10,657,993	100.0	18,792,495	18,913,229	56.4
TOTAL EXPENSES	10,175,731	64,248,971	61,713,321	67,026,978	92.1	130,755,172	131,677,656	46.9

% 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

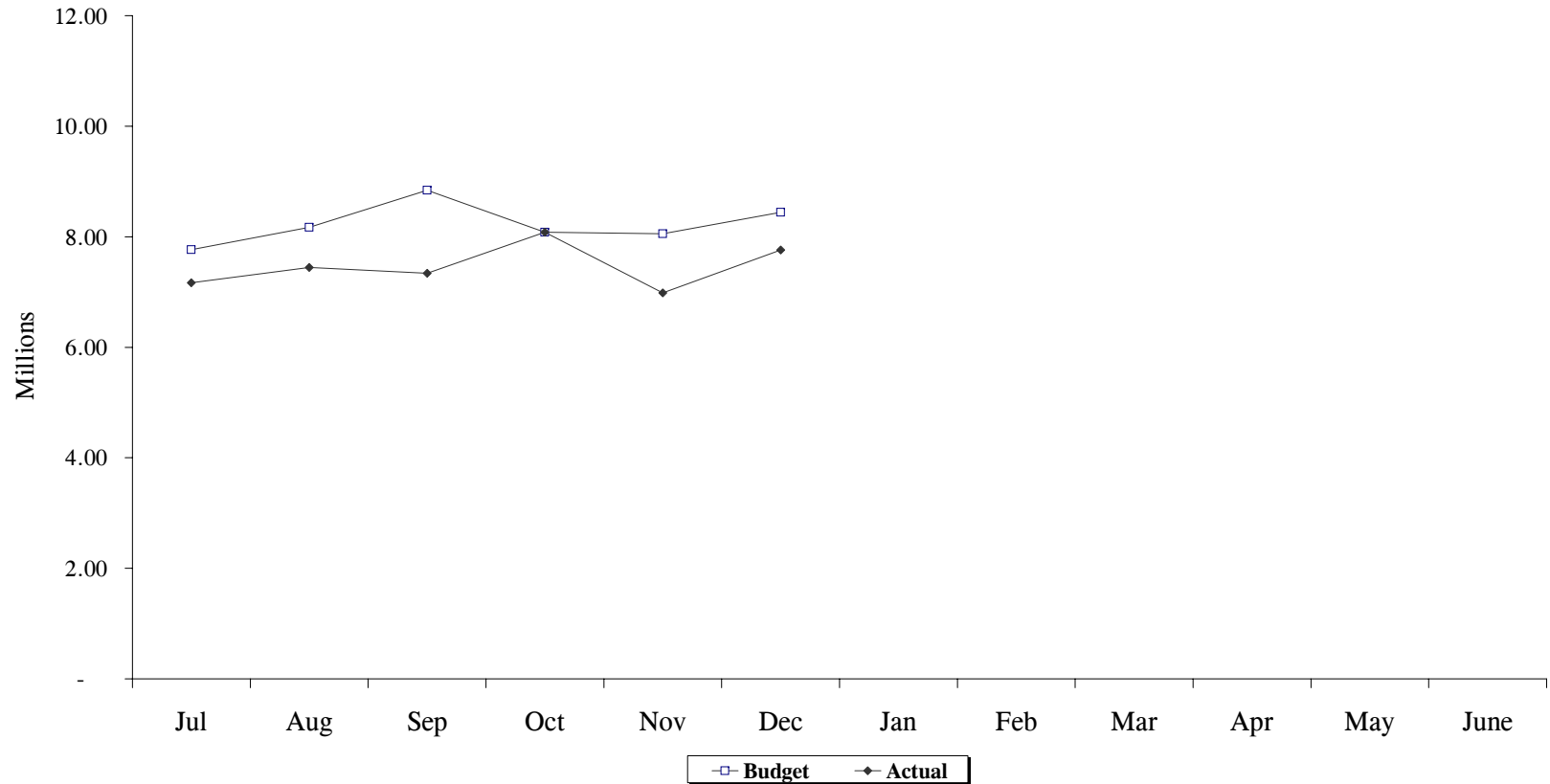
*The Approved Budget is the Board adopted budget effective July 1, 2010

**The Revised Budget is the Board approved amended budget passed December 8, 2010, including year to date budget transfer:

SAN MATEO COUNTY TRANSIT DISTRICT

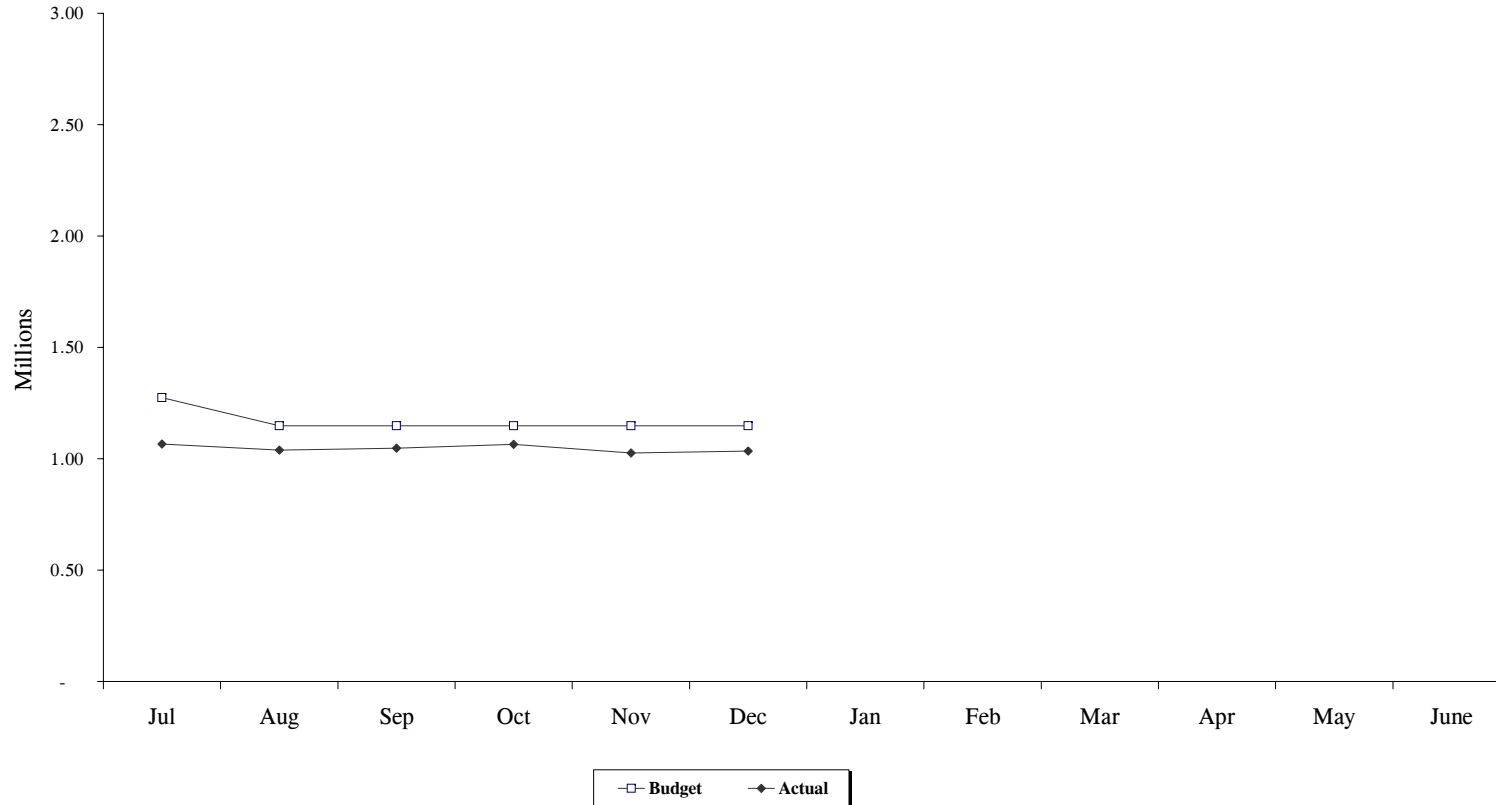
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2011



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
MONTHLY EXPENSES													
Budget	7,766,610	8,170,634	8,842,573	8,082,252	8,055,171	8,440,075							
Actual	7,166,097	7,443,503	7,340,348	8,083,999	6,981,605	7,761,065							
CUMULATIVE EXPENSES													
Budget	7,766,610	15,937,243	24,779,816	32,862,068	40,917,239	49,357,314							
Actual	7,166,097	14,609,599	21,949,948	30,033,947	37,015,552	44,776,617							
Variance - F(U)	600,513	1,327,644	2,829,869	2,828,121	3,901,687	4,580,697							
Variance %	7.73%	8.33%	11.42%	8.61%	9.54%	9.28%							

SAN MATEO COUNTY TRANSIT DISTRICT
ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL
FISCAL YEAR 2011

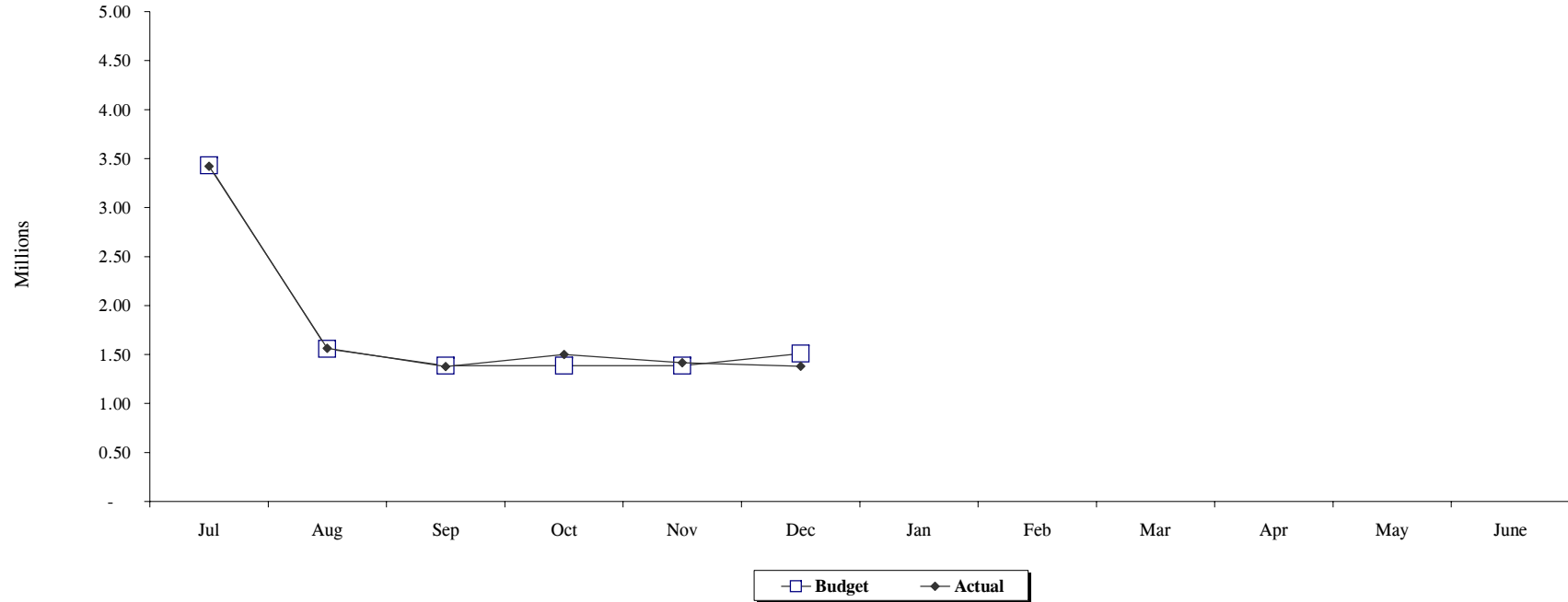


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	1,274,897	1,147,355	1,147,355	1,147,355	1,147,355	1,147,355						
Actual	1,065,703	1,039,441	1,047,366	1,064,705	1,025,377	1,035,058						
CUMULATIVE EXPENSES												
Budget	1,274,897	2,422,252	3,569,607	4,716,962	5,864,317	7,011,672						
Actual	1,065,703	2,105,144	3,152,510	4,217,215	5,242,592	6,277,650						
Variance - F(U)	209,194	317,108	417,097	499,747	621,725	734,022						
Variance %	16.41%	13.09%	11.68%	10.59%	10.60%	10.47%						

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	1,556,014	1,387,439	1,387,438	1,387,438	1,508,172						
Actual	3,421,682	1,563,465	1,377,708	1,499,612	1,416,979	1,379,609						
CUMULATIVE EXPENSES												
Budget	3,431,492	4,987,506	6,374,945	7,762,383	9,149,821	10,657,993						
Actual	3,421,682	4,985,147	6,362,855	7,862,467	9,279,445	10,659,054						
Variance - F(U)	9,810	2,359	12,089	(100,085)	(129,625)	(1,062)						
Variance %	0.29%	0.05%	0.19%	-1.29%	-1.42%	-0.01%						

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

BUDGET AMENDMENT

Amount	Line Item	Description
SOURCES OF FUNDS		
\$ (1,025,464)	Local TDA and STA Funds	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ 922,484	Operating Grants	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ 275,603	Pass through to Other Agencies	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ (7,049)	Other Interest, Rent, & Other Income	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
<u>\$ 165,574</u>		
USES OF FUNDS		
\$ 801,750	District Motor Bus	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ 120,734	Other Multi-modal Programs	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ 275,603	Pass through to Other Agencies	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
<u>\$ 1,198,087</u>		
OPERATING REVENUES-MOTOR BUS		
\$ (1,027,940)	Local STA Operating Assistance	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ 801,750	Planning Assistance Grants	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ 991,160	Total 1/2 Cent Sales Tax	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ 36,780	Investment Interest Income	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
<u>\$ 801,750</u>		
OPERATING REVENUES-ADA		
\$ 2,476	Local STA-Paratransit	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ 41,353	Sales Tax-District ADA Programs	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ (43,829)	Interest Income-Paratransit Fund	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
<u>\$ -</u>		
OPERATING REVENUES-MULTI-MODAL TRANSIT PROGRAMS		
\$ 120,734	Operating Grants	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
<u>\$ 120,734</u>		
\$ 922,484	TOTAL REVENUES	
OPERATING EXPENSES-DISTRICT OPERATED BUSES		
\$ 664,750	Professional Services	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
\$ 137,000	Technical Services	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
<u>\$ 801,750</u>		
OPERATING EXPENSES-MULTI-MODAL TRANSIT PROGRAMS		
\$ 120,734	SM/Caltrain Shuttles	Board Resolution No. 2010-72 Authorizing to adjust the FY2011 Operating Budget.
<u>\$ 120,734</u>		
\$ 922,484	TOTAL EXPENSES	

BUDGET REVISIONS

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

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

1/31/11 3:17 PM

Approved Budget		Receipts		Over/(Under)	Current																														
Date	Amount	Date	Amount	Budget/Projection	Projection																														
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	15,046,028	(600,532)	15,046,028																														
FY2010 Total	60,000,000	FY2010 Total	58,487,550	(1,512,450)	58,487,550																														
FY2011																																			
Jul. 10	4,110,600	Sep. 10	4,008,500	(102,100)	4,008,500																														
Aug. 10	4,110,600	Oct. 10	4,233,000	122,400	4,233,000																														
Sep. 10	5,480,800	Nov. 10	5,344,700	(136,100)	5,344,700																														
1st Qtr. Adjustment	1,522,400	Dec. 10	1,779,797	257,397	1,779,797																														
3 Months Total	15,224,400		15,365,997	141,597	15,365,997																														
Oct. 10	4,295,900	Dec. 10	4,473,500	177,600	4,473,500																														
Nov. 10	4,295,900	Jan. 11		177,600	4,473,500 (1)																														
Dec. 10	5,727,900	Feb. 11		236,700	5,964,600 (1)																														
2nd Qtr. Adjustment	1,591,100	Mar. 11		(244,497)	1,346,603 (1)																														
6 Months Total	31,135,200		19,839,497	489,000	31,624,200																														
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		(244,500)	1,141,000																														
9 Months Total	44,990,600		19,839,497	244,500	45,235,100																														
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		(244,500)	1,256,500																														
FY2011 Total	60,000,000	FY2011 Total	19,839,497	0	60,000,000																														
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"></td> <td style="width: 15%;">15,365,997</td> <td style="width: 15%;">1st Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td>16,258,203</td> <td>2nd Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td></td> <td>3rd Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td></td> <td>4th Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td><u>31,624,200</u></td> <td>YTD Actual Per Statement of Revenues & Expenses</td> <td colspan="3"></td> </tr> </table>							15,365,997	1st Quarter					16,258,203	2nd Quarter						3rd Quarter						4th Quarter					<u>31,624,200</u>	YTD Actual Per Statement of Revenues & Expenses			
	15,365,997	1st Quarter																																	
	16,258,203	2nd Quarter																																	
		3rd Quarter																																	
		4th Quarter																																	
	<u>31,624,200</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 December 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 January 21, 2011 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.

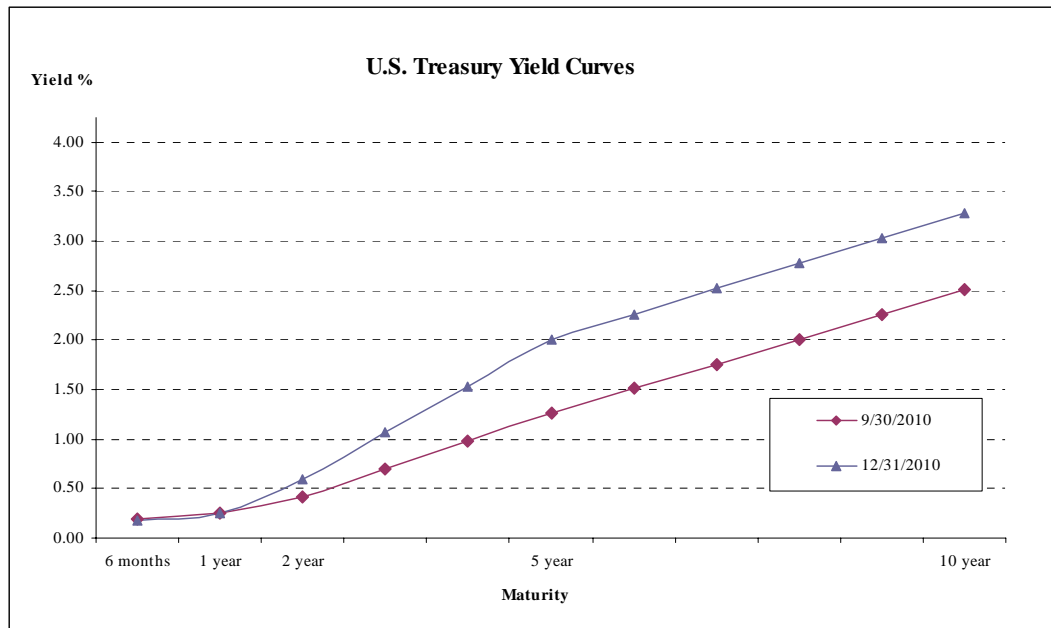
Due to the nature of securities which are bought and sold in a principal market, such as fixed income securities, multiple market values may exist for a given security at any given time. CSI has chosen IDC as an unbiased estimator of these prices based on their leading role as a provider of end of the 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

A steady stream of improving news on the economy, in combination with renewed efforts to provide both monetary and fiscal stimulus, resulted in rising interest rates during the last quarter of the year. The increase in interest rates was most pronounced in longer maturity bonds where rates rose as much as 0.8 percent. This was in stark contrast to shorter termed securities where the rate increases were quite modest. This pattern, known as a steepening yield curve, is consistent with the prevailing notion that although the economy may be improving, it will be quite some time before the Fed begins to raise the level of short-term interest rates.

As we look forward to 2011, investors have reason to be both optimistic and apprehensive. Perhaps the biggest reason for optimism is the level of corporate profits. Operating profits for the companies that constitute the S&P 500, for example, are widely expected to reach all time record levels in 2011. Profits are critical because they are one of the best leading indicators we have for both employment and investment. As employment and investment pick up, we can expect to see a host of other economic variables, such as confidence and consumption, follow suit.

As comforting as the observations above may be, there are still many reasons to remain cautious. For starters, as a country we have actually done remarkably little to address the important structural problems we are currently facing. Since the early 1980's, our economy's main engine of growth has been the increase in debt. Recent reductions in the level of individual and corporate debt have been more than offset by increases in government debt. In fact, some would argue, our recent efforts to stimulate the economy have accomplished nothing more than to borrow from future growth. As a country, we still face the burden of finding a way to grow while simultaneously reducing our over-reliance on debt.

Global concerns remain as well. Chief among these are the sovereign debt problems in Europe. As we entered the New Year, concerns of a default among the most problematic countries, namely Greece, Ireland, Portugal and Spain (as measured by the cost to insure against an incident of default) reached record levels. An escalation in these anxieties could lead to sharply rising interest rates and potentially result in a significant negative shock to the global economy.

Beyond the more tangible threat of a sovereign debt default, there are also growing imbalances in global markets as countries compete for their share of global growth. While a discussion in and of itself, these imbalances are growing and are more likely to resolve themselves with a bang than a whimper.

As we move forward, we must weigh the good with the bad and consider both the obvious and the unexpected. We must also consider how we will respond as a country to the challenges we face, either because we are forced to by the markets, or because our policymakers have the insight and leadership to create a more favorable path. As much as we may wish to just embrace the positives, the way forward remains a challenge and will not be smooth. In such an environment, prudence still requires an eye towards safety first.

Strategy

Over the foreseeable future we expect interest rates to move gradually higher. The current low rates leave no room for a sudden rise in interest rates, which would result in negative returns. For this reason, we are comfortable keeping the District's portfolio invested in securities that are more conservative, but lower yielding than the benchmark.

As of the end of the quarter, the District's consolidated portfolios consisted of 4.6 percent Corporate Bonds, 84.3 percent Agency Securities, 9.4 percent US Treasury Securities and 1.7 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 December 31, the General Fund portfolio returned -0.06 percent. This compares to the benchmark return of -0.83 percent. Over this same time period, the Paratransit Fund portfolio returned -0.07 percent. This compares to the benchmark return of -2.60 percent.

The Performance graph in Exhibit 3 shows the relative performance of each fund for the trailing 24-month period. 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 December 31, the portfolio's yield to maturity or call was 0.85 percent. The General Fund benchmark's yield to maturity was 1.25 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 2.49 percent.

Prepared by: Lori Snow, Manager, Finance Treasury

650-508-6425

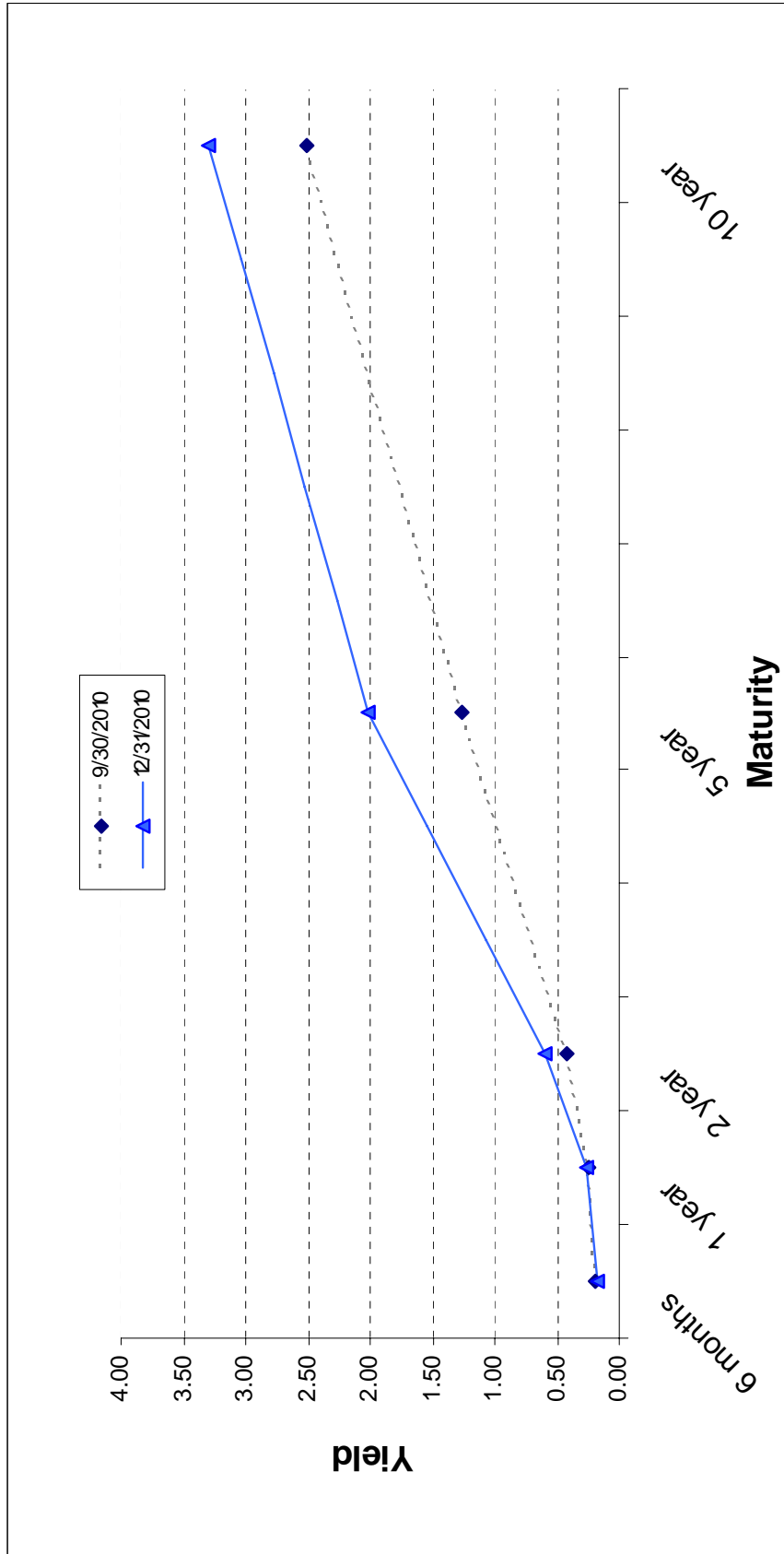
**SAN MATEO COUNTY TRANSIT DISTRICT
REPORT OF INVESTMENTS
FOR QUARTER ENDED DECEMBER 31, 2010**

	TYPE	DATE OF MATURITY	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE +ACCR. INT.
<u>FUNDS MANAGED BY CSI CAPITAL MANAGEMENT, INC.</u>							
<u>INVESTMENT PORTFOLIO:</u>							
CORPORATE BONDS							
	JP Morgan Chase & Co.	06-16-11	3,000,000	3,112,707	3,060,042	6,063	3,066,105
	Bank of America	04-30-12	2,000,000	2,048,120	2,041,528	7,117	2,048,645
GOVERNMENT BONDS							
	Fed. Farm Credit Bank	08-25-11	10,000,000	10,387,500	10,225,000	135,625	10,360,625
	FNMA	02-16-12	10,000,000	10,696,875	10,503,125	187,500	10,690,625
	FNMA	03-15-12	3,500,000	3,820,469	3,735,156	63,122	3,798,278
	FHLM	03-23-12	5,000,000	5,123,437	5,100,000	28,924	5,128,924
	FHLM	01-15-13	4,500,000	4,540,653	4,517,006	36,313	4,553,318
	FHLB	03-08-13	13,500,000	14,904,844	14,727,656	211,875	14,939,531
	FHLM - Step Up	03-28-13	6,000,000	6,005,064	6,003,300	11,625	6,014,925
	FHLM	10-21-13	4,000,000	4,008,320	3,973,724	8,000	3,981,724
	FHLM - Step Up	11-04-13	7,750,000	7,735,275	7,701,942	6,135	7,708,078
	FNMA- Step Up	07-28-15	2,250,000	2,252,115	2,252,109	5,625	2,257,734
	FHLM - Step Up	10-15-15	5,000,000	5,009,800	4,932,000	10,417	4,942,417
	Fed. Farm Credit Bank	12-29-15	950,000	1,139,406	1,124,859	323	1,125,183
	Housing Urban Devel	08-01-17	829,768	773,790	804,250	26,360	830,610
TREASURY INFLATION PROTECTED SECURITIES							
	Treasury Inflation Indexed Note	04-15-14	3,616,900	3,763,819	3,803,681	9,375	3,813,056
COLLATERALIZED MORTGAGE OBLIGATIONS							
	FHLB SERIES 4S-2012 CLASS I	01-25-12	1,138,559	1,206,896	1,177,429	918	1,178,347
	FHLB SERIES 00-0606 CLASS Y	12-28-12	466,427	504,081	493,526	205	493,731
	FHLM Ref FHRR R015 AN	02-15-13	222,335	230,094	223,240	695	223,935
TOTAL INVESTMENT FUNDS PORTFOLIO							
MANAGED BY CSI CAPITAL MANAGEMENT, INC.							
			83,723,989	87,263,265	86,399,574	756,215	87,155,789

**SAN MATEO COUNTY TRANSIT DISTRICT
REPORT OF INVESTMENTS (CONT)
FOR QUARTER ENDED DECEMBER 31, 2010**

<u>TYPE</u>	<u>DATE OF MATURITY</u>	<u>PAR VALUE</u>	<u>CARRYING AMOUNT</u>	<u>MARKET VALUE</u>	<u>ACCRUED INTEREST</u>	<u>MARKET VALUE +ACCR. INT.</u>
<u>PARATRANSIT TRUST FUND PORTFOLIO:</u>						
GOVERNMENT BONDS						
FHLB	01-21-11	5,000,000	5,035,938	5,003,125	36,111	5,039,236
FNMA	01-09-12	5,000,000	5,101,563	5,081,250	47,778	5,129,028
U.S. Treasury Note	02-15-12	4,000,000	4,054,689	4,045,001	20,774	4,065,775
FHLM	01-07-14	5,000,000	5,184,360	5,200,125	60,417	5,260,542
FHLM	04-23-14	2,500,000	2,588,415	2,590,200	11,806	2,602,006
TREASURY INFLATION PROTECTED SECURITIES						
Treasury Inflation Indexed Note	04-15-14	2,583,500	2,688,442	2,716,915	6,700	2,723,615
TOTAL PARATRANSIT TRUST FUND PORTFOLIO MANAGED BY CSI CAPITAL MANAGEMENT, INC. 24,083,500 24,653,406 24,636,615 183,585 24,820,201						
TOTAL SAN MATEO COUNTY TRANSIT DISTRICT PORTFOLIO MANAGED BY CSI CAPITAL MANAGEMENT, INC. 107,807,489 111,916,671 111,036,189 939,801 111,975,990						
<u>LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF:</u>						
BANK OF AMERICA CHECKING						
LAIF			7,339,669	7,339,669	0	7,339,669
			25,585,988	25,585,988	19,122	25,605,110
TOTAL FUNDS MANAGED BY DISTRICT STAFF 32,925,656 32,925,656 19,122 32,944,779						
<u>TRUST FUNDS MANAGED BY THIRD PARTY TRUSTEE:</u>						
First American Treas/Gov't. Oblig. Fund CI D		3,014,789	3,014,789	3,014,789	0	3,014,789
Allied Irish Banks NA		4,397,877	4,397,877	4,397,877		
Ebbets Plc Ebbets LI CP (GIC)		3,367,000	3,367,000	3,367,000	0	3,367,000
Federal Home Loan Mortgage Corp	03-23-2012	2,253,000	2,308,627	2,297,902	13,166	2,311,068
TOTAL FUNDS MANAGED BY THIRD PARTY TRUSTEE 13,032,666 13,088,292 13,077,568 13,166 8,692,857						
TOTAL AS OF DECEMBER 31, 2010 120,840,155 157,930,619 157,039,414 972,089 153,613,626						

SamTrans Historical Yield Curve

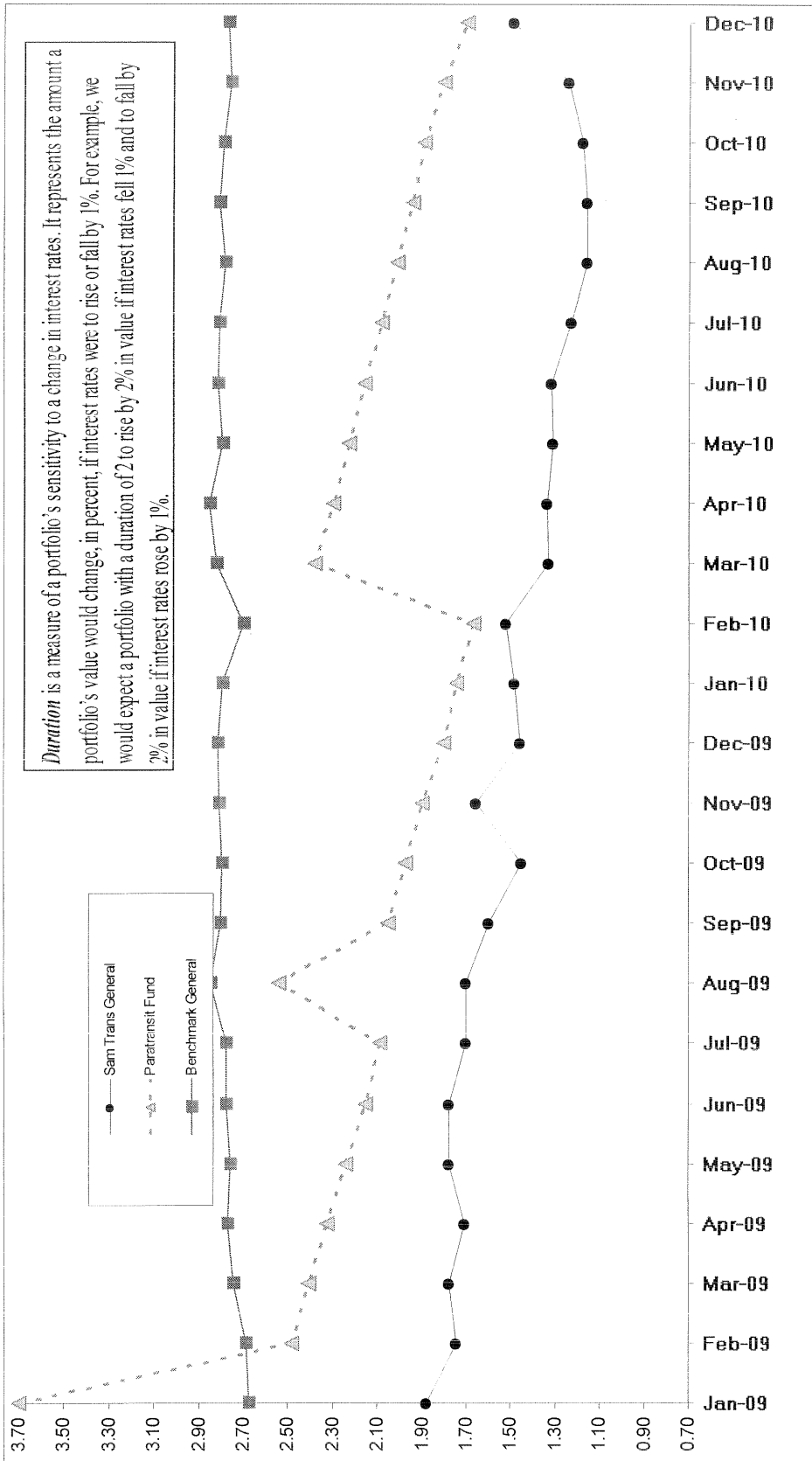


Data Source: Bloomberg

CSI Capital Management, Inc.

EXHIBIT 2

**SamTrans
Duration vs. Benchmark**

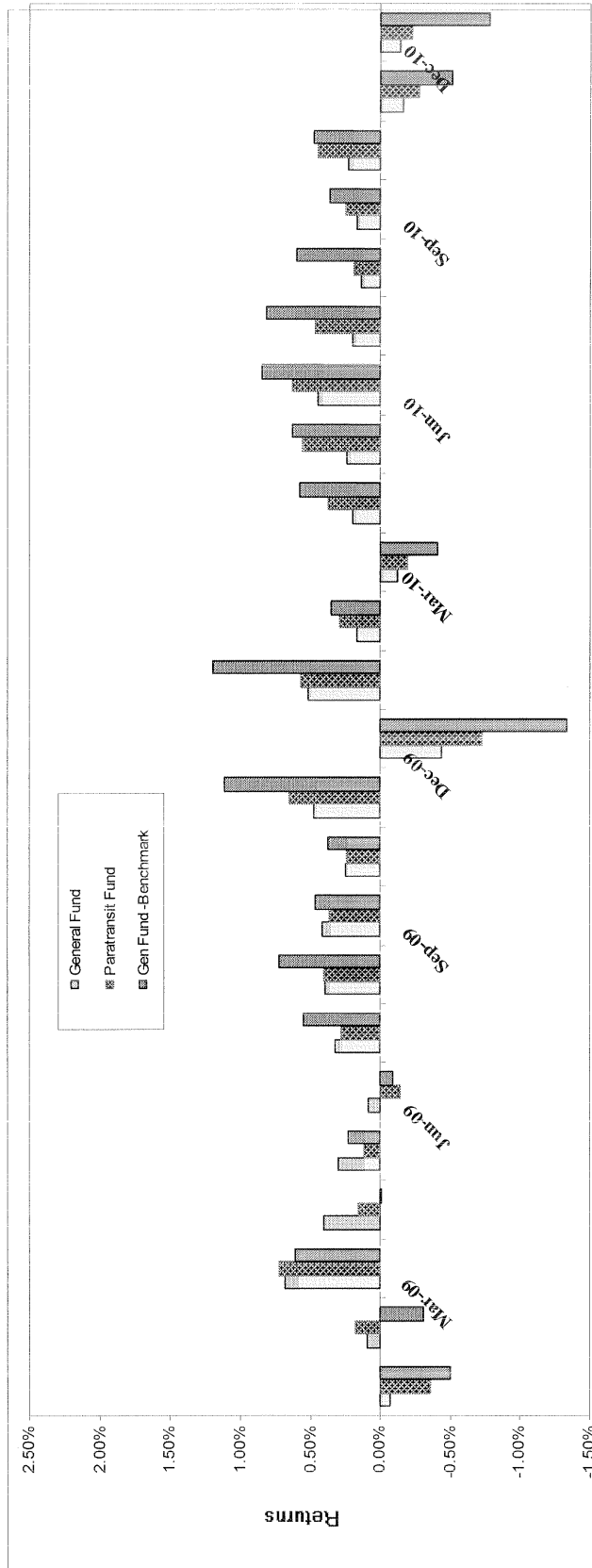


CSI Capital Management, Inc.

SamTrans

Monthly Review – Account vs. Benchmark

Rolling 24 Months



Trailing 12 Months	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Trailing 12
MONTHLY PERFORMANCE DATA													
SamTrans - Gen Funds	0.52%	0.17%	-0.12%	0.20%	0.24%	0.44%	0.20%	0.13%	0.17%	0.23%	-0.16%	-0.14%	1.89%
SamTrans - Paratran	0.57%	0.29%	-0.19%	0.37%	0.56%	0.63%	0.46%	0.19%	0.25%	0.44%	-0.28%	-0.22%	3.11%
Benchmark - Gen Fund	1.19%	0.35%	-0.41%	0.58%	0.63%	0.84%	0.81%	0.60%	0.36%	0.47%	-0.51%	-0.78%	4.18%
Benchmark - Paratran	1.83%	0.57%	-0.95%	1.07%	1.80%	1.97%	1.13%	1.76%	0.37%	0.46%	-0.84%	-2.22%	7.08%

CSI Capital Management, Inc.

SamTrans Growth of a Thousand Dollars *Rolling 24 Months*

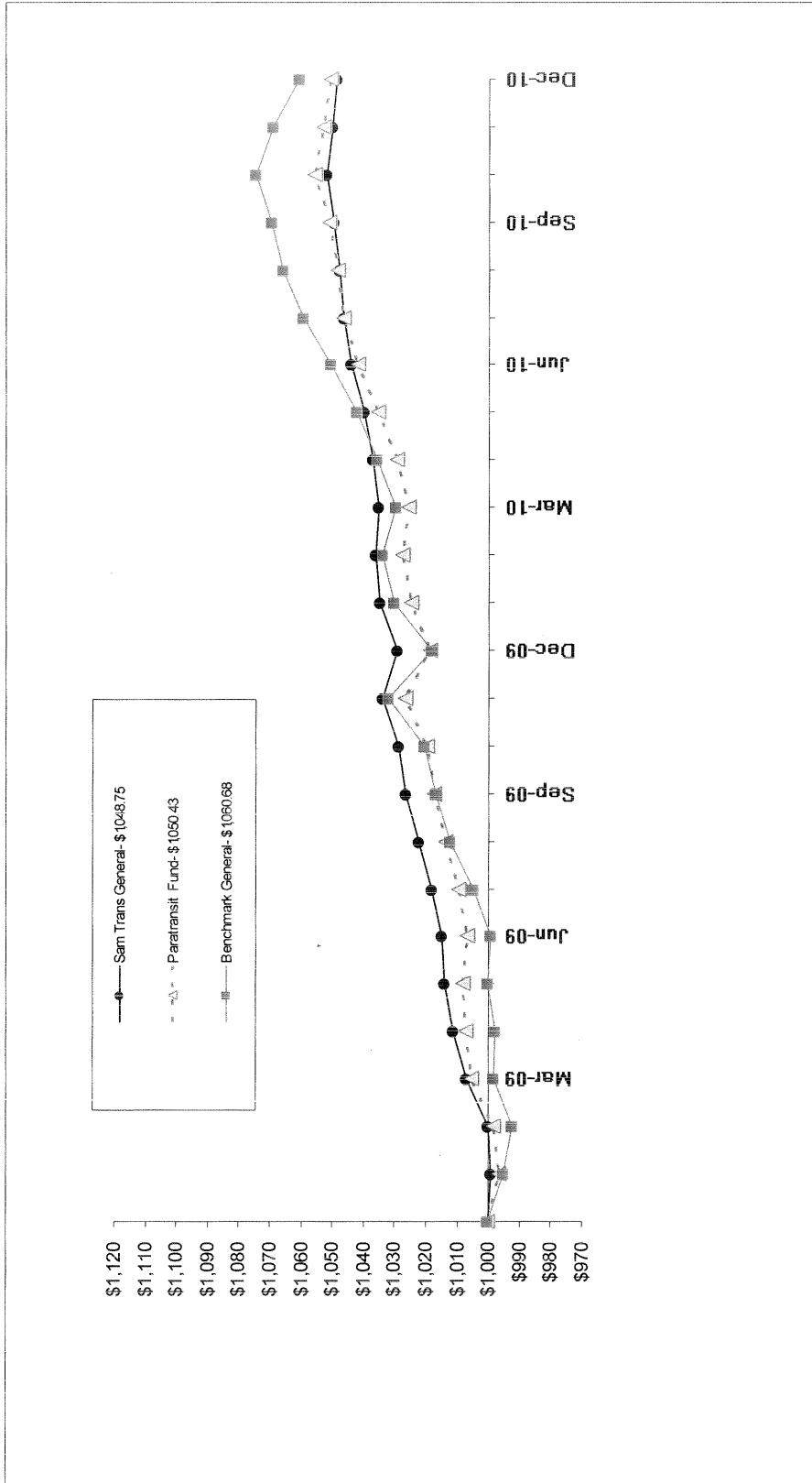
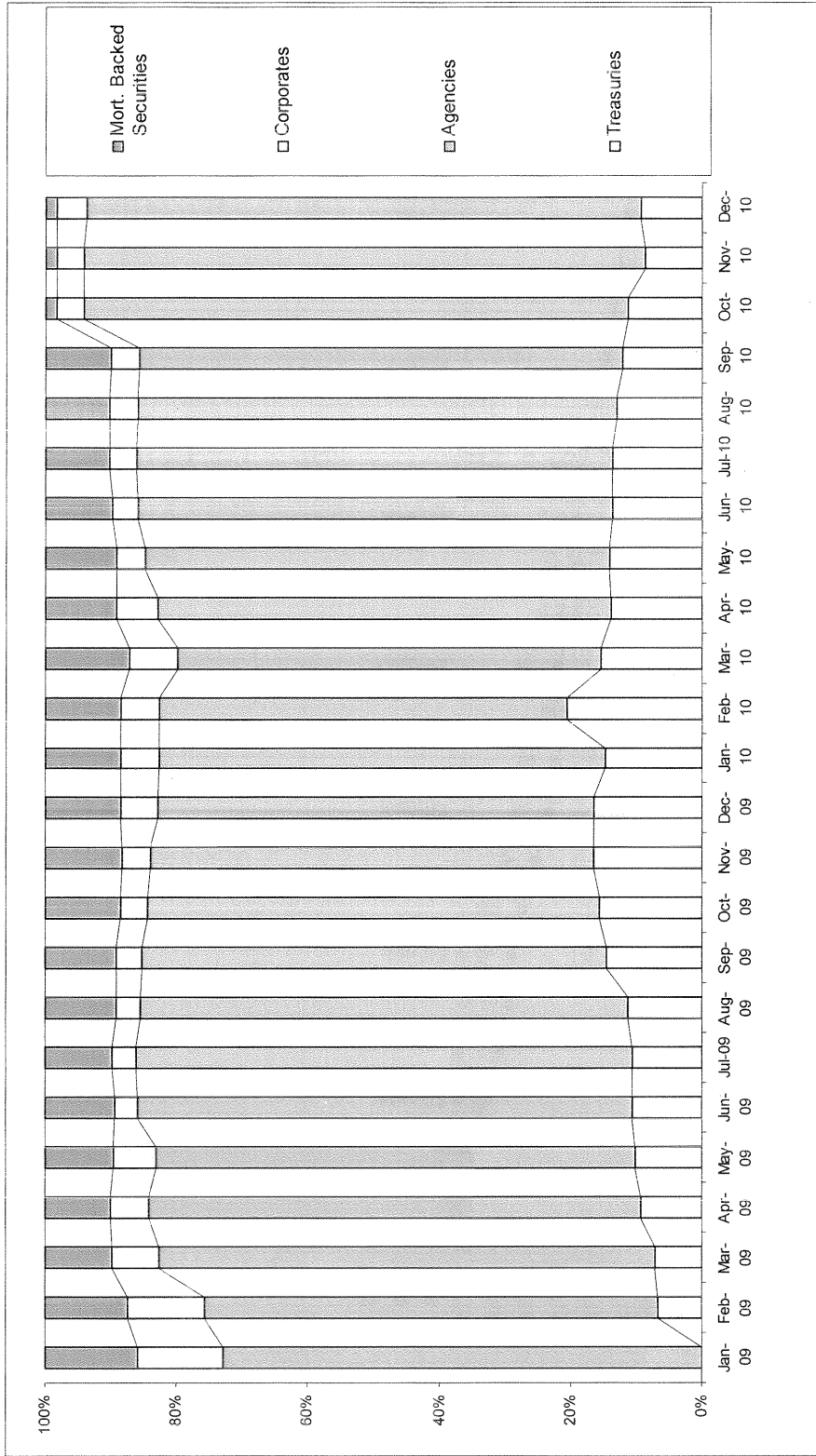


EXHIBIT 5

**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: **AUTHORIZE EXECUTION OF THE PROP 1B PUBLIC
TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND
SERVICE ENHANCEMENT ACCOUNT (PTMISEA) CERTIFICATIONS
AND ASSURANCES**

ACTION

Staff proposes that the Committee recommend that the Board authorize the General Manager/CEO, or his designee, to execute certifications and assurances in order to be eligible to receive Prop 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA).

SIGNIFICANCE

The California Department of Transportation (Caltrans) requires that recipient agencies of PTMISEA funds execute Certifications and Assurances prior to receiving an allocation of PTMISEA funds appropriated in Fiscal Year 2010/11 or later. The Certifications and Assurances contain general conditions of the PTMISEA program, as well as some additional cost principles and record retention requirements that are standard for other State-funded projects. The Certifications and Assurances need to be submitted only once, and will be valid for the remainder of the PTMISEA program.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, otherwise known as Proposition 1B, was approved by California voters on November 7, 2006. Proposition 1B includes a program of funding specifically for capital transit projects, known as the PTMISEA. PTMISEA funds have been used to help fund the replacement of SamTrans' fare collection system, and the replacement of the 1993 Gillig bus fleet.

RESOLUTION NO. 2011 –

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

**AUTHORIZE EXECUTION OF THE PROP 1B PUBLIC TRANSPORTATION
MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT ACCOUNT
(PTMISEA) CERTIFICATIONS AND ASSURANCES**

WHEREAS, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, otherwise known as Proposition 1B, was approved by California voters on November 7, 2006; and

WHEREAS, Proposition 1B includes a program of funding specifically for capital transit projects, known as the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA); and

WHEREAS, Senate Bill 88 (2007) named the California Department of Transportation (Caltrans) as the administrative agency for PTMISEA funds; and

WHEREAS, Caltrans has developed guidelines for the purpose of administering and distributing PTMISEA funds to eligible project sponsors; and

WHEREAS, beginning with funds appropriated in Fiscal Year 2010-2011, these guidelines require the San Mateo County Transit District (District) to execute certifications and assurances in order to maintain eligibility to be a recipient of PTMISEA funds; and

WHEREAS, the District wishes to delegate the authorization to execute these documents and any amendments thereto to the General Manager/CEO.

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

1. Affirms that the District agrees to comply with all conditions and requirements of all PTMISEA funded transit projects, as set forth in the certification and assurances and applicable statutes, regulations and guidelines;

2. Authorizes the General Manager/CEO, or his designee, to execute and file the certifications and assurances, as well as any amendments, or furnish any additional information as Caltrans may require of recipients of PTMISEA funds.

Regularly passed and adopted this 9th day of February 2011, 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: COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE FISCAL
YEAR ENDING JUNE 30, 2010**

ACTION

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

SIGNIFICANCE

Maze and Associates conducted the annual audit of the financial statements for the year ended June 30, 2010 and determined that the financial statements fairly represent the financial position of the District for the period of July 1, 2009 to June 30, 2010.

The Comprehensive Annual Financial Report has four sections, the introductory, financial, statistical and single audit section. The financial section includes:

- 1) Independent Auditor's Report – this report was prepared by the independent auditors, who rendered an unqualified opinion, which is the most favorable opinion an agency can receive in an audit. An unqualified opinion means that the financial statements are presented fairly and in accordance with generally accepted accounting principals in the United States.
- 2) Management's Discussion and Analysis – this section provides management's overview of the financial activities.
- 3) Basic Financial Statements – the basic financial statements include a statement of net assets, statement of revenues, expenses and changes in net assets, statement of cash flow, and notes to the financial statements which are essential to a full understanding of the data provided.
- 4) Required Supplementary Information – this includes the budgetary basis comparison for the Revenue and Expenses and the notes to the supplementary schedule which are essential to a full understanding of the data provided.

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

BUDGET IMPACT

There is no impact on the Budget.

BACKGROUND

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

The CAFR is prepared and presented to the Government Finance Officers Association (GFOA) for their review, evaluation and to apply for the certificate of Achievement for Excellence in Financial Reporting which the District has received consistently over the last twenty years.

Prepared by: Jeannie Chen, Senior Accountant

650-508-6259

The Comprehensive Annual Financial Report can be viewed at the following link:

http://www.samtrans.com/pdf/CAFR/SAMTR_CAFR2010.pdf



BOARD OF DIRECTORS 2011

ROSE GUILBAULT, CHAIR
KARYL MATSUMOTO, VICE CHAIR
OMAR AHMAD
JERRY DEAL
CAROLE GROOM
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, FEBRUARY 9, 2011 – 2:40 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Legislative Committee Meeting of January 12, 2011

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.

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

**MINUTES OF LEGISLATIVE COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JANUARY 12, 2011**

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

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

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

Committee Chair Zoe Kersteen-Tucker called the meeting to order at 2:39 p.m.

Approval of Minutes of Legislative Committee Meeting of December 8, 2010

The committee approved the minutes (Ahmad/Lloyd).

Adoption of 2011 State and Federal Legislative Program

Government Affairs Manager Seamus Murphy said every year the Board adopts a State and Federal legislative program to guide the advocacy activities for the calendar year. He said the program is written broadly to allow staff and legislative advocates in Sacramento and Washington D.C. to respond quickly to any issues that may arise. Engagement in any issue outside the scope of the program will come before the Board for action. He said many of the objectives listed are carried over from 2010, but there are a few new issues. Any issues related to transit oriented development and the Grand Boulevard Initiative are encompassed within the Sustainability and Greenhouse Gas Reduction Section of the program. The State program reflects new efforts to protect transit funding following voter approval of Proposition 26 and includes a focus on preserving the flexibility of Proposition 1A High Speed Rail Connectivity funding allocated to transit agencies. New transit safety regulations proposed through the Federal Railroad Administration and the Federal Transit Administration are being considered at the Department of Transportation. It is possible these proposals will impact how commuter rail and bus safety are regulated and staff will be working with the American Public Transportation Association as the details emerge.

Director Omar Ahmad asked where the District fell within the governor's new budget. Mr. Murphy said the budget was confusing especially on the transit side. The budget acknowledges that there are some impacts on the gas tax swap following passage of Propositions 22 and 26. Mr. Murphy said the governor is proposing to reenact the gas tax swap with a two-thirds vote to overcome the threshold requirements imposed by Proposition 26. He said the approach is a little bit different. The increase in the sales tax on diesel and the increase in the excise tax on gasoline would still be imposed but where those funds are directed has changed slightly resulting in approximately \$330 million provided to the State Transit Assistance program.

Director Karyl Matsumoto asked if there is any pushback from cities as it relates to transit. Mr. Murphy said this is about as good as it gets for transportation.

A motion (Ahmad/Lloyd) to adopt the 2011 State and Federal legislative program was approved unanimously.

Update on the Federal Legislative Program

Mr. Murphy made the following points:

- The tax extenders package was signed and passed by the president and included the full pre-tax transit commuter benefit from the alternative fuel tax credit, as advocated by staff.
- Congress approved an extension of SAFETEA-LU and a continuing resolution for 2010 appropriations. These are both extended through March 4 and additional action will have to be taken prior to this date in order for Federal spending to continue.
- The new majority in the House approved new rules that encompass a number of different issues. Before these rules were enacted transportation appropriations were guaranteed on a year-to-year basis. The new rule states that transportation programs will be subject to the year-to-year appropriations. This is an attempt by the House Republicans to reduce Federal spending. Staff will be working with the delegation to take corrective action following the imposition of these rules, if the House majority chooses to pursue any reduction in transportation spending.

Committee Chair Kersteen-Tucker thanked Mr. Murphy for sending the legislative updates to the Board.

Adjourned: 2:48 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Legislative Committee

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 in accordance with the approved Legislative Program.

STATE ISSUES

Legislation

January 21 was the deadline for submitting bill requests to the Office of the Legislative Counsel and the deadline for introducing legislation is February 18. A number of transportation or transit-related bills have already been introduced and are included in the attached matrix. Staff will monitor legislation throughout the 2011-2012 Legislative Session and take action pursuant to the Board's adopted 2011 Legislative Program.

FEDERAL ISSUES

2011 Appropriations

It is likely that Congress will approve another Continuing Resolution (CR), extending Fiscal Year 2010 funding levels before the current CR expires on March 4.

On January 25, the House approved H.R. 38, which would cut funding for domestic programs back to their 2008 levels. The bill is not specific as to where cuts would occur, but transportation programs would most likely be affected under newly adopted House rules that allow Congress to appropriate less funding than is available through the Highway Trust Fund. The bill is not expected to be approved in the Senate.

Surface Transportation Authorization

House Transportation and Infrastructure Committee Chairman, Representative John Mica (R-Fla), plans to introduce legislation that authorizes spending levels close to those specified in the last authorization bill in 2005, which authorized \$286.5 billion. In contrast, the authorization

proposal introduced by Mica's predecessor included more than \$500 billion. Mica plans to conduct a nationwide listening tour to help shape the legislation. Meetings are tentatively scheduled in California in late February.

The Senate Environment and Public Works Committee, Chaired by Senator Barbara Boxer (D-Ca), will conducted hearings this week to discuss the economic benefits of long-term surface transportation authorization. In the hearing, Senator James Inhofe (R-Okla) pressed the committee to craft a bill that would cut 3 percent from current authorized spending levels by focusing exclusively on traditional highway, transit and rail programs.

The White House is expected to release its own authorization blueprint this year. Some details for the proposal will be included in the president's budget, due to be released in mid February. U.S. Department of Transportation officials have indicated that the proposal could include a shift toward more multi-modal competitive grant programs. The President's focus on the need for the establishment of a robust nationwide high-speed rail network is a good indication that the High Speed Intercity Passenger Rail Program will remain a priority.

Prepared By: Seamus Murphy, Government Affairs Manager

650-508-6388

San Mateo County Transit District State Legislative Matrix 1/28/2011

Bill ID/Topic	Location	Summary	Position
<p>AB 16 Perea D</p> <p>High-Speed Rail Authority.</p>	<p>ASSEMBLY PRINT 12/7/2010 - From printer. May be heard in committee January 6.</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. The federal American Recovery and Reinvestment Act of 2009 (ARRA) provides funding for allocation nationally to high-speed rail projects.</p> <p>This bill would require the authority to make every effort to purchase high-speed train rolling stock and related equipment that are manufactured in California, consistent with federal and state laws.</p>	
<p>AB 31 Beall D</p> <p>Land use: high-speed rail: local master plan.</p>	<p>ASSEMBLY PRINT 12/7/2010 - From printer. May be heard in committee January 6.</p>	<p>The California High-Speed Rail Act establishes the High-Speed Rail Authority to develop and implement an intercity high-speed rail system in the state, exclusively grants to the authority the responsibility for planning, construction, and operation of that system, and confers upon the authority specified powers and duties relating to that system.</p> <p>This bill would establish the High-Speed Rail Local Master Plan Pilot Program, applicable to specified cities and counties, and would require each of those jurisdictions to prepare and adopt, by ordinance, a master plan for development in the areas surrounding the high-speed rail system in each jurisdiction. The bill would require the master plan to include incentives for encouraging investment and coherent growth in the areas surrounding the high-speed rail system in each participating jurisdiction. The bill would also require the participating jurisdictions to collaborate with the State Air Resources Board to develop incentives to encourage development while concurrently reducing greenhouse gas emissions, consistent with or pursuant to the California Global Warming Solutions Act of 2006. The bill would require the master plan to be consistent with the jurisdiction's general plan and the regional sustainable communities strategy. By adding to the duties of local government officials, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	
<p>AB 41 Hill D</p> <p>Conflicts of interest: disqualification.</p>	<p>ASSEMBLY PRINT 12/7/2010 - From printer. May be heard in committee January 6.</p>	<p>Existing provisions of the Political Reform Act of 1974 prohibit a public official at any level of state or local government from making, participating in making, or attempting to use his or her official position to influence a governmental decision in which he or she knows or has reason to know that he or she has a financial interest, as defined. Existing law also requires specified elected and appointed officers at the state and local level of government to disclose specified financial interests by filing periodic statements of economic interests. Existing law further requires public officials who hold specified offices and who have a financial interest in a decision within the meaning of the Political Reform Act of 1974 to publicly identify the financial interest giving rise to the conflict of interest or potential conflict of interest, recuse themselves from discussing and voting on the matter, and leave the room until after the discussion, vote, and other disposition of the matter is concluded, except as specified.</p> <p>This bill would add members of the High-Speed Rail Authority to those specified offices who must publicly identify a financial interest giving rise to a conflict of interest or potential conflict of interest, and recuse themselves accordingly. This bill contains other related provisions and other existing laws.</p>	

San Mateo County Transit District State Legislative Matrix 1/28/2011

Bill ID/Topic	Location	Summary	Position
AB 57 Beall D Transportation planning.	ASSEMBLY PRINT 12/7/2010 - From printer. May be heard in committee January 6.	<p>Existing law requires the Department of Transportation to engage in various transportation planning activities, including long-term state highway system planning to identify future highway improvements in consultation with transportation planning agencies, county transportation commissions, counties, and cities.</p> <p>This bill would also require those activities to be done in consultation with metropolitan planning organizations.</p>	
AB 58 Galgiani D High-speed rail.	ASSEMBLY PRINT 12/7/2010 - From printer. May be heard in committee January 6.	<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. Existing law provides for appointment of an executive director by the authority, who is exempt from civil service and serves at the pleasure of the authority.</p> <p>This bill would authorize the Governor to appoint up to 5 deputy directors exempt from civil service who would serve at the pleasure of the executive director. This bill contains other related provisions and other existing laws.</p>	
AB 76 Harkey R High-speed rail.	ASSEMBLY PRINT 1/3/2011 - Read first time.	<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. Article XVI of the California Constitution authorizes the Legislature, at any time after the approval of a general obligation bond act by the people, to reduce the amount of the indebtedness authorized by the act to an amount not less than the amount contracted at the time of the reduction or to repeal the act if no debt has been contracted.</p> <p>This bill would reduce the amount of general obligation debt authorized pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century to the amount contracted as of January 1, 2012.</p>	
SB 22 La Malfa R High-speed rail.	SENATE PRINT 12/7/2010 - From printer. May be acted upon on or after January 6.	<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, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes.</p> <p>This bill would state the intent of the Legislature to reexamine the bond funding mechanism of the authority relative to the authority's high-speed rail project.</p>	

**San Mateo County Transit District
State Legislative Matrix 1/28/2011**

Bill ID/Topic	Location	Summary	Position
SB 46 Correa (D)	SENATE PRINT 12/10/10-From printer. May be acted upon on or after January 9.	<p>Existing law provides for the compensation of local government officers and employees, as specified.</p> <p>This bill would require filers, as defined, to annually file a compensation disclosure form, as specified. This bill would require the Secretary of State to develop the form, which would provide for the disclosure of, among other things, salaries and stipends, automobile and equipment allowances, and incentive and bonus payments. This bill would also require a county, city, city and county, school district, special district, or joint powers agency that maintains an Internet Web site to post the information contained on the filed form on that Internet Web site, as specified. The bill would authorize a district attorney or any interested person to commence an action by mandamus to enforce the provisions of the bill, as specified. The duties imposed on local departmental agencies by the bill would create a state-mandated local program. The bill would express a legislative finding and declaration that, to ensure the statewide integrity of local government, disclosure of compensation paid filers is an issue of statewide concern and not a municipal affair and that, therefore, all cities, including charter cities, would be subject to the provisions of the bill. The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement. This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to these statutory provisions.</p>	

**San Mateo County Transit District
State Legislative Matrix 1/28/2011**

Bill ID/Topic	Location	Summary	Position
SB 50 Correa (D)	SENATE PRINT 12/16/10- From printer. May be acted upon on or after January 15.	<p>Existing provisions of the Political Reform Act of 1974 prohibit a public official at any level of state or local government from making, participating in making, or attempting to use his or her official position to influence a governmental decision in which he or she knows or has reason to know that he or she has a financial interest, as defined. Existing law also requires specified elected and appointed officers at the state and local level of government to disclose specified financial interests by filing periodic statements of economic interests. Existing law further requires public officials who hold specified offices and who have a financial interest in a decision within the meaning of the Political Reform Act of 1974 to publicly identify the financial interest giving rise to the conflict of interest or potential conflict of interest, recuse themselves from discussing and voting on the matter, and leave the room until after the discussion, vote, and other disposition of the matter is concluded, except as specified.</p> <p>This bill would add members of the High-Speed Rail Authority to those specified offices who must publicly identify a financial interest giving rise to a conflict of interest or potential conflict of interest, and recuse themselves accordingly. Existing law makes a violation of the Political Reform Act of 1974 subject to administrative, civil, and criminal penalties. This bill would impose a state-mandated local program by exposing these members to potential criminal penalties for failing to make the disclosures and recuse themselves where required by this bill. The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement. This bill would provide that no reimbursement is required by this act for a specified reason. The Political Reform Act of 1974, an initiative measure, provides that the Legislature may amend the act to further the act's purposes upon a 2/3 vote of each house and compliance with specified procedural requirements. This bill would declare that it furthers the purposes of the act</p>	
SB 125 Emmerson (R)	SENATE PRINT 1/27/11-From printer. May be acted upon on or after February 26.	<p>Existing law makes it unlawful for a person to evade or attempt to evade the payment of tolls or other charges on any vehicular crossing or toll highway and imposes a civil penalty for violation of this law.</p> <p>This bill would authorize a local authority, by ordinance or resolution, to implement a specified program under which the local authority may attach a wheel boot to, and in some cases impound, a vehicle registered to a "chronic evader of toll payments," as defined.</p>	

**San Mateo County Transit District
State Legislative Matrix 1/28/2011**

Bill ID/Topic	Location	Summary	Position
SB 126 Steinberg (D)	SENATE PRINT 1/28/11-From printer. May be acted upon on or after February 27.	<p>Existing law generally provides for programming and allocation of state and federal funds available for transportation capital improvement projects by the California Transportation Commission (CTC), pursuant to various requirements. Existing law authorizes the CTC, in certain cases, to adopt guidelines relative to its programming and allocation policies and procedures. Existing law, the Administrative Procedure Act, generally governs the procedure for the adoption, amendment, or repeal of regulations by state agencies and for the review of those regulatory actions by the Office of Administrative Law. Existing law, in certain instances, exempts state agencies from these requirements.</p> <p>This bill would establish specified procedures that the CTC would be required to utilize when it adopts guidelines, except as specified, and would exempt the adoption of those guidelines from the requirements of the Administrative Procedure Act.</p>	



BOARD OF DIRECTORS 2011

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

MICHAEL J. SCANLON
GENERAL MANAGER/CEO

A G E N D A

PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE COMMITTEE OF THE WHOLE

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

WEDNESDAY, FEBRUARY 9, 2011– 2:50 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Planning, Development and Sustainability Committee Meeting of January 12, 2011

INFORMATIONAL

2. Update on Grand Boulevard Economic and Housing Opportunities Assessment Phase 1

Committee Members: Adrienne Tissier, Jerry Deal, 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 PLANNING, DEVELOPMENT AND SUSTAINABILITY
COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JANUARY 12, 2011**

Committee Members Present: A. Tissier (Committee Chair), J. Deal, A. Lloyd

Other Board Members Present, Constituting Committee of the Whole: O. Ahmad, R. Guilbault, S. Harris, Z. Kersteen-Tucker, K. Matsumoto

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

Committee Chair Adrienne Tissier called the meeting to order at 2:48 p.m.

Approval of Minutes of Planning, Development and Sustainability Committee Meeting of December 8, 2010

The Committee approved the minutes (Lloyd/Ahmad).

Update on Grand Boulevard Economic and Housing Opportunities Assessment Phase 1
Committee Chair Tissier said this item will be discussed at the February meeting.

Update on SamTrans' Greenhouse Gas Emissions Inventory

Deputy Director Operations and Sustainability Program Manager Anne-Louise Rice reported:

- The purpose of the Greenhouse Gas (GHG) Inventory is to fulfill a part of the American Public Transportation Association's (APTA) Sustainability Commitment; inform District personnel about internal GHG emissions efforts; communicate transit's role in reducing GHGs; and position the District for new funding opportunities.
- The six big greenhouse gases are carbon dioxide, nitrous oxide, methane, hydrofluorocarbons, perfluorocarbons, sulfur hexafluoride.
- In 2009 SamTrans' GHG emissions were 33,000 metric tons, equivalent to the amount produced annually by 6,000 automobiles.
- The majority of SamTrans' emissions come from fixed-route buses.
- Transit is a net reducer of GHG.
- Staff is doing a Pacific Gas & Electric energy audit of the central office and the two bus facilities.
- Staff is applying for a bronze level recognition from APTA reflecting our efforts at GHG reductions. Only 60 entities have applied for this level.

Director Karyl Matsumoto asked if Caltrain was included in this report. Ms. Rice said this report is just for SamTrans.

Public Comment

Jerry Grace, San Lorenzo, said this is a good report and we need to get people out of their cars.

Director Zoe Kersteen-Tucker commended Ms. Rice for her hard work and efforts.

Deputy CEO Chuck Harvey said every department has employees participating in the sustainability program.

Adjourned: 3:04 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Planning & Development Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Marian Lee
Executive Officer, Planning & Development

**SUBJECT: GRAND BOULEVARD ECONOMIC & HOUSING OPPORTUNITIES
ASSESSMENT PHASE I**

ACTION

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

SIGNIFICANCE

The Economic & Housing Opportunities Assessment (ECHO) was prepared as part of the Grand Boulevard Initiative (GBI). The project was funded by the City/County Association of Governments of San Mateo County (C/CAG), the Silicon Valley Community Foundation and the Metropolitan Transportation Commission (MTC), with project management services contributed by the District. .

The goal of ECHO is to define the overall development potential for the El Camino Real corridor from Daly City to San Jose and make the case for why new development, done right, will benefit individual communities as well as the region. The plan has been informed by GBI members comprised of representatives from 19 cities, the counties of San Mateo and Santa Clara, local and regional agencies, private business, and labor and environmental organizations. The plan provides land use, transportation, urban design and governance strategies that support the GBI vision of transforming El Camino Real into a livable corridor. At the board meeting, staff will provide a presentation of the final plan.

Phase II of ECHO will be funded under a TIGER II grant from the federal Department of Transportation as part of a larger planning effort, Removing Barriers to Livable Communities. This second phase, beginning in spring of 2011, will consist of four case studies that address development scenarios and potential barriers, assess urban design strategies to achieve revitalization and redevelopment, and analyze multi-modal access and circulation. The case studies will help to create a common basis for understanding the effects of corridor-wide development patterns and streetscape enhancements and to develop corridor guidance to cities that addresses the “how to” of implementation.

BACKGROUND

The vision of the GBI is *“El Camino Real will achieve its full potential as a place for residents to work, live, shop and play, creating links between communities that promote walking and transit and an improved and meaningful quality of life.”*

The Grand Boulevard Initiative encompasses 43 miles of El Camino Real, from its northern end beginning in Daly City, where it is known as “Mission Street,” and ending in San Jose near the Diridon station, where it is known as “The Alameda.” The study area boundaries also include approximately one-quarter mile on both sides of the roadway, forming the “El Camino Real Corridor.”

Prepared By: Corinne Goodrich, Manager, Strategic Development 650-508-6369



ROSE GUILBAULT, CHAIR
KARYL MATSUMOTO, VICE CHAIR
OMAR AHMAD
JERRY DEAL
CAROLE GROOM
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, FEBRUARY 9, 2011 – 3:00 p.m.
or immediately following Committee meetings

- 1. CALL TO ORDER/ROLL CALL**
- 2. REPORT OF THE NOMINATING COMMITTEE – ELECTION OF 2011 OFFICERS**
- 3. CONSENT CALENDAR**
MOTION
 - a. Approval of Minutes of Board of Directors Meeting of January 12, 2011
 - b. Acceptance of Statement of Revenues and Expenses for December 2010
 - c. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended December 30, 2010
- 4. PUBLIC COMMENT**
Public comment by each individual speaker shall be limited to one minute
- 5. REPORT OF THE CHAIR**
MOTION
 - a. Appointment of Karyl Matsumoto as the Representative to the San Mateo County Transportation Authority
- 6. REPORT OF THE GENERAL MANAGER/CEO**
- 7. 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 – Paratransit/Senior Mobility Initiatives
 - e. Multimodal Ridership Report – December 2010

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

8. FINANCE COMMITTEE

RESOLUTION

- a. Authorize Execution of the Proposition 1B Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) Certifications and Assurances

INFORMATIONAL

- b. Fiscal Year 2010 Comprehensive Annual Financial Report

8. LEGISLATIVE COMMITTEE

SUBJECTS DISCUSSED

- a. State and Federal Legislative Update

9. PLANNING, DEVELOPMENT AND SUSTAINABILITY

SUBJECTS DISCUSSED

- a. Update Grand Boulevard Economic and Housing Opportunities Assessment Phase 1

10. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

11. BOARD MEMBER REQUESTS/COMMENTS

12. DATE, TIME AND PLACE OF NEXT MEETING – March 9, 2011 at 2 p.m., San Mateo County Transit District, Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 Carlos Ave., San Carlos 94070

13. 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)
- c. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Amalgamated Transit Union, Local 1574 (Bus Operators, Mechanics, Utility Workers and Storeskeeper Employees)

14. 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
JANUARY 12, 2011**

Members Present: O. Ahmad, 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. Simon

Chair Rose Guilbault called the meeting to order at 3:05 p.m.

District Secretary Martha Martinez administered the oath to Director Adrienne Tissier.

CONSENT CALENDAR

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

- a. Approval of Minutes of Board of Directors Meeting of December 8, 2010
- b. Acceptance of Statement of Revenues and Expenses for November 2010

PUBLIC COMMENT

Jerry Grace, San Lorenzo, wished the Board a Happy New Year and said it is going to be a tough year.

REPORT OF CHAIR

Chair Guilbault congratulated Directors Tissier and Zoe Kersteen-Tucker on their reappointments. She said Supervisor Carole Groom will be joining the Board next month.

REPORT OF THE GENERAL MANAGER/CEO

Deputy CEO Chuck Harvey reported:

- There was a fatal bus accident on December 30 on Route 281. The incident is under investigation. Fatal accidents are very rare and the last one was in 2007.
- The “Art Takes a Bus Ride” bus was on display at the San Mateo County Office of Education.
- A bus was sent to transport fire victims in Belmont on January 11, 2011.
- Ten bus operators laid off last December were recently recalled back to work and another 10 operators will be recalled in April.
- A revised runbook was implemented on December 19 and includes some changes to Routes 260 and 250.
- Staff is working on bus stop changes near the Menlo-Atherton High School to address overcrowding and concerns from the community.
- Fixed-route averaged nearly 27,000 between road calls in December. The impact of the new Gillig buses is starting to be reflected with these numbers. Redi-Wheels averaged over 22,000 miles between service calls.
- Clipper was activated on December 22 and staff is working to resolve issues.

- There are two organizations that will be holding summit meetings to address Caltrain's current financial situation. The Silicon Valley Leadership Group (SVLG) will hold a "Save Caltrain Summit" on January 21 at Stanford University and Friends of Caltrain, a grassroots group formed by former Palo Alto Mayor Yoriko Kishimoto will be holding a summit on January 29 at the SamTrans/Caltrain offices in San Carlos. Staff is participating in and providing support to both efforts. Caltrain is projected to have a \$30 million deficit for Fiscal Year 2012, In recent years, SamTrans has had to cut service and lay off employees. Rather than continue to sacrifice the core business, staff has proposed to cut the contribution to Caltrain. The accompanying decline in partner shares results in a \$30 million deficit if no service changes are made.
- Staff is working with our partners to educate the public and the SVLG about the issues and to explore solutions to preserve as much service as possible.
- There will be a call for a public hearing at the February Peninsula Corridor Joint Powers Board (JPB) meeting to consider reductions in Caltrain service.
- Director of Peninsula Rail Program Bob Doty is leaving the agency to work at HNTB to lead their national high speed rail service.

Director Karyl Matsumoto asked about the possible cuts in Caltrain service. Mr. Harvey said a call for a public hearing will take place at next month's JPB meeting for the Board to consider a reduction of services. Staff is creating bookend scenarios with a maximum and a minimum level of service operations with the contributions received from the partners.

Public Comment

Jerry Grace, San Lorenzo, asked about operators coming back. Mr. Harvey said 40 bus operators were laid off in December 2009 and there is a need to recall 10 of them two weeks ago and 10 in April.

COMMUNITY RELATIONS COMMITTEE

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council (PCC) Update
- c. Citizens Advisory Committee Liaison Report
- d. Performance Report – Fixed-route Bus Service
- e. Multimodal Ridership Report – November 2010

FINANCE COMMITTEE

ORDINANCE

- a. Approval of Salary Ordinance No. 93

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

RESOLUTIONS

- b. Authorize Submittal of Grant Applications to the California Department of Transportation (Caltrans) to Receive Federal Transit Administration Section 5311 Non Urbanized Formula Program Funds and Execute the Standard Agreements with Caltrans to Receive the Funds

- c. Authorize Award of Contract to Wipro, Inc. for PeopleSoft System Integration Services for a Base Cost of \$5,629,370
- d. Authorize Rejection of Sole Bid from SimplexGrinnell LP to Provide Inspection, Repair and Maintenance Services of Fire Suppression Equipment and System and to Research the Marketplace for the Purpose of Negotiating an Acceptable Contract

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

LEGISLATIVE COMMITTEE

MOTION

- a. Adoption of 2011 State and Federal Legislative Program

The motion (Kersteen-Tucker/Lloyd) to adopt the 2011 legislative program was approved unanimously.

SUBJECTS DISCUSSED

- b. State and Federal Legislative Update

PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE

SUBJECTS DISCUSSED

- a. Update on SamTrans' Greenhouse Gas Emissions Inventory

WRITTEN COMMUNICATIONS

In reading file

BOARD MEMBER COMMENTS

Director Matsumoto said at the January San Mateo County Transportation Authority (TA) Board meeting there was discussion and a vote regarding funding for the Regional Bicycle Sharing Demonstration Program. She had some reservations about voting for this item, but because she is the SamTrans representative on the TA she supported the project.

Director Omar Ahmad said last night the San Carlos City Council meeting was closed in memory of the victims of the Tucson tragedy and would request this meeting be closed in their memory too.

DATE AND TIME OF NEXT MEETING – February 9, 2011 at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

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)

Legal Counsel David Miller said there will be a closed session today for an update on pending labor negotiations.

The meeting adjourned to closed session at 3:23 p.m.

Meeting reconvened to open session at 3:30 p.m.

Mr. Miller said the Board met in closed session to hear a report on pending labor negotiations with the units listed on the agenda. These discussions continue and staff will keep the Board apprised of developments as they take place. Mr. Miller said there is no action required today.

Adjourned at 3:31 p.m. in memory of the victims in the Tucson tragedy and their families.