



BOARD OF DIRECTORS 2011

KARYL MATSUMOTO, CHAIR  
JERRY DEAL, VICE CHAIR  
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SHIRLEY HARRIS  
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MICHAEL J. SCANLON  
GENERAL MANAGER/CEO

## A G E N D A

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

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

**WEDNESDAY, NOVEMBER 9, 2011 – 2:00 p.m.**

1. Pledge of Allegiance

#### **ACTION**

2. Approval of Minutes of Community Relations Committee Meeting of October 12, 2011

#### **INFORMATIONAL**

3. Accessibility Update - Tina DuBost
4. Paratransit Coordinating Council (PCC) Update - Nancy Keegan
5. Citizens Advisory Committee Liaison Report - Peter Ratto
6. Mobility Management Report – Shuttles
7. Multimodal Ridership Report - September 2011

Committee Members: Rose Guilbault, Carole Groom, Shirley Harris

#### 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  
OCTOBER 12, 2011**

Committee Members Present: R. Guilbault (Committee Chair), S. Harris

Committee Members Absent: C. Groom

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

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

Committee Chair Rose Guilbault called the meeting to order at 2:06 p.m.

**Approval of Minutes of Community Relations Committee (CRC) Meeting of  
September 14, 2011**

The committee approved the minutes (Lloyd/Deal); Harris abstained.

**Designation of October as Disabilities Awareness Month**

Committee Chair Guilbault said staff is asking the Committee to recommend the Board designate October as “Disabilities Awareness Month”. The proclamation was presented to Helen Lo, a member of San Mateo County Commission on Disabilities.

Ms. Lo thanked the Board for the proclamation. She said there will be an art show at the Foster City Recreation Center on Tuesday, October 18 at 5:30 p.m. and she has an entry in the show.

A motion (Harris/Lloyd) to accept the recommendation was approved by all.

**Accessibility Update**

Accessibility Coordinator Tina DuBost reported:

- Redi-Wheels productivity in September was 1.86 passengers per hour.
- Staff continues to educate passengers on the late cancel policy.
- Thanked the Paratransit Coordinating Council (PCC) for the driver appreciation dinner last night.

**PCC Update**

PCC Chair Nancy Keegan reported:

- The high level of productivity is a result of MV Transportation’s efficiency.

- The committee is considering making October driver appreciation month. As previously reported the PCC thanked the MV drivers last night with the annual staff appreciation party.
- Distributed the fall PCC newsletter.

### **CAC Liaison Report**

Chair Peter Ratto said six members of the CAC participated in its annual field trip to North Base. He thanked North Base Superintendent Karambir Cheema, Manager Training Operations Jeff Johnson and all the other employees who stayed late to answer the CAC's questions.

### **Mobility Management Report – End-of-the-Year Performance**

Deputy CEO Chuck Harvey reported:

- **SamTrans**
  - Average weekday ridership was down 3.5 percent for Fiscal Year (FY) 2011.
  - On-time performance remains strong above the 85 percent goal.
  - There were just 61 missed schedules out of over 464,000 trips.
  - Fleet reliability is above the 19,000 mile goal.
  - Miles between preventable accidents is above the average of 100,000-125,000 miles.
  - Complaints are very low.
  - A new fare collection system was installed this fiscal year.
  - Participated in the Metropolitan Transportation Commission Sustainability project by providing fixed-route operating and cost data.
  - Completed negotiations for new labor agreements with the Amalgamated Transit Union and the Teamsters.
  - December will be the last month for paper passes.
  - Began a Federally mandated Bus Radio Narrow Banding Project.
  - Fifteen new bus ad shelters will be installed in FY2012.
- **Paratransit**
  - Average weekday ridership is around 1,100.
  - On-time performance is extremely good with pick-ups within 20 minutes of scheduled time.
  - Average telephone hold time is below than the standard of 1.5 minutes.
  - Total paratransit registrants are around 7,000.
  - Fleet reliability remains very strong, above the 20,000-mile goal.
  - FY2011 highlights include zero denial record maintained and implementation of an agency group flat fare rate on October 1, 2010.
  - FY2012 highlights include Phase II of a paratransit fare increase on July 1, 2011; continue discussions with the contractor on cost containment strategies for paratransit services; replacement of 10 minivans and two expansion buses; and completion of the Interactive Voice Response System implementation.
- **Caltrain**
  - Average weekday ridership is almost 45,000.
  - On-time performance is below the 95 percent goal.
  - FY2011 highlights include weekday trains reduced from 90 to 86 trains; implemented weekend Baby Bullet service; fare increase on January 1, 2011;

increased bike capacity; award of a new contract for Caltrain rail operations; continued development work and procurement of Federal Railroad Administration mandated Positive Train Control System; installation of 11,000 feet of right of way fencing; improvements at the South San Francisco parking lot, Santa Clara and San Jose Diridon stations; visual messaging system improvements at stations; development of an FY2013 budget balancing plan at existing levels and a framework for FY2014 budget discussions with the Peninsula Corridor Joint Powers Board member agencies.

- FY2012 highlights include a fare and parking increase on July 1; replacement of a 100-year old bridge at Jerrold Street in San Francisco; continued progress on the San Bruno grade separation; foundation retrofit of San Mateo bridges; South Terminal improvements; and continued work on the Caltrain Modernization Program.
- Shuttles
  - Average weekday ridership is at 9,000.
  - Negotiated a shuttle operator contract extension with Parking Company of America.
  - Collaborated with the City/County Association of Governments and the Peninsula Traffic Congestion Relief Alliance on a Shuttle Business Practices Study.
  - FY2011 highlights include assisting the San Mateo County Transportation Authority with preparation of the next Shuttle/Community Bus Call for Projects; development of an RFP and completion of the procurement cycle for renewal of the shuttle operations contract.
- Human Capital
  - During the past year there have been more than 17,833 hours of operations training, including Department of Motor Vehicles required certification, maintenance and retraining.
  - The Leadership Program has graduated 22 employees during FY2011.
- Total trips, by all modes, for FY2011 was 28,415,420.

Director Jerry Deal asked why maintenance is done in-house on all vehicles except for the small passenger cars. Mr. Harvey said the maintenance on the District's non-revenue vehicles can be done more cheaply by outsourcing the work.

Director Deal said shuttles are up and asked if that implies the importance of the shuttles doing the last mile. Mr. Harvey said the shuttles are critical for the last mile and that these shuttles are matched up to rail stations to take employees directly to their employer.

#### Public Comment

Jerry Grace, San Leandro, asked if there was an increase in ridership with Fleet Week. Mr. Harvey said there was higher ridership on Routes 292 and KX and Caltrain had increased ridership.

**Multimodal Ridership Report – August 2011**

- Bus ridership was 39,760, a decrease of 4.4 percent.
- Paratransit ridership was 1,072, a decrease of 3.6 percent.
- Caltrain ridership was 45,200, an increase of 10.4 percent.
- Caltrain shuttle ridership was 7,055, an increase of 33.6 percent.
- BART shuttle ridership was 1,671, a decrease of 15.8 percent.
- Overall ridership was 94,758, an increase of 4.2 percent.

Mr. Harvey said the mainline Route 390 for August was down 4 percent; Routes KX was down 5.3 percent; 292 was up 2.4 percent and 120 was down 1.1 percent.

Adjourned: 2:51 p.m.

**CRC ITEM # 3  
NOVEMBER 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: 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 October 4 Al-Com meeting, the October 11 PCC meeting and the most recent SAAC meeting are not yet available.

Prepared by: Bill Welch, Manager, Accessible Transit Services  
Tina Dubost, Accessibility Coordinator

650-508-6475  
650-508-6247

**CRC ITEM# 6  
NOVEMBER 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: **MOBILITY MANAGEMENT REPORT - SHUTTLES**

**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 Shuttles service.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

Staff will report on the business partners, program size, funding partnerships, and ridership.

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 - SEPTEMBER 2011**

**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) 2010 vs. FY2011 and year-to-date comparisons of FY2011 vs. FY2012.

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

**MONTHLY RIDERSHIP HIGHLIGHTS—SEPTEMBER 2011 COMPARED TO  
SEPTEMBER 2010**

**All Modes** – AWR of 102,535, an increase of 3.0 percent.

**Bus** – AWR of 47,300, a decrease of 4.5 percent.

**Paratransit** - AWR of 1,099, a decrease of 2.7 percent.

**Caltrain** - AWR of 45,370, an increase of 9.8 percent.

**Caltrain Shuttles** - AWR of 6,799, an increase of 22.2 percent.

**BART Shuttles** - AWR of 1,967, a decrease of 1.1 percent.



## **SamTrans Promotions – September 2011**

**Labor Day** – SamTrans once again partnered with Amalgamated Transit Union 1574 to run a “Happy Labor Day” ad in the San Mateo County Labor newspaper.

**Clipper**<sup>®</sup> – With the transition from paper Monthly passes to Clipper just a few months away, SamTrans staff increased its efforts to get the word out to customers. One sure way that SamTrans used to get the information into the hands of the customer was to literally put it into their hands. The artwork on the September Monthly Pass said that it’s “Time to do the Switch” and included the Clipper logo and website. In addition to putting brochures and take ones on buses, staff also participated in 17 outreach events.

Prepared by: Rita P. Haskin, Executive Officer, Customer Service and Marketing 650-508-6248  
Ted Yurek, Senior Planner 650-508-6471

**Table A**  
**Average Weekday Ridership**

<b>September 2011</b>				<b>FY2011/FY2012</b>
<b>Mode</b>	<b>FY2010<sup>^</sup></b>	<b>FY2011</b>	<b>FY2012</b>	<b>%Change</b>
Bus +	54,470	49,550	47,300	-4.5%
Paratransit	1,151	1,130	1,099	-2.7%
Caltrain # +	39,800	41,310	45,370	9.8%
Caltrain Shuttle #	6,043	5,562	6,799	22.2%
BART Shuttle	1,918	1,989	1,967	-1.1%
<b>Total</b>	<b>103,382</b>	<b>99,541</b>	<b>102,535</b>	<b>3.0%</b>
BART (Extension Only)*	37,594	39,508	43,405	9.9%
<b>Grand Total</b>	<b>140,976</b>	<b>139,049</b>	<b>145,940</b>	<b>5.0%</b>

<b>Year to Date</b>				<b>FY2011/FY2012</b>
<b>Mode</b>	<b>FY2010<sup>^</sup></b>	<b>FY2011</b>	<b>FY2012</b>	<b>%Change</b>
Bus +	47,200	42,900	41,440	-3.4%
Paratransit	1,142	1,124	1,090	-3.0%
Caltrain # +	40,270	40,980	44,900	9.6%
Caltrain Shuttle # **	5,630	5,304	6,768	27.6%
BART Shuttle	1,924	1,974	1,745	-11.6%
<b>Total</b>	<b>96,166</b>	<b>92,282</b>	<b>95,943</b>	<b>4.0%</b>
BART (Extension Only)*	36,957	38,669	42,663	10.3%
<b>Grand Total</b>	<b>133,123</b>	<b>130,952</b>	<b>138,606</b>	<b>5.8%</b>

# System

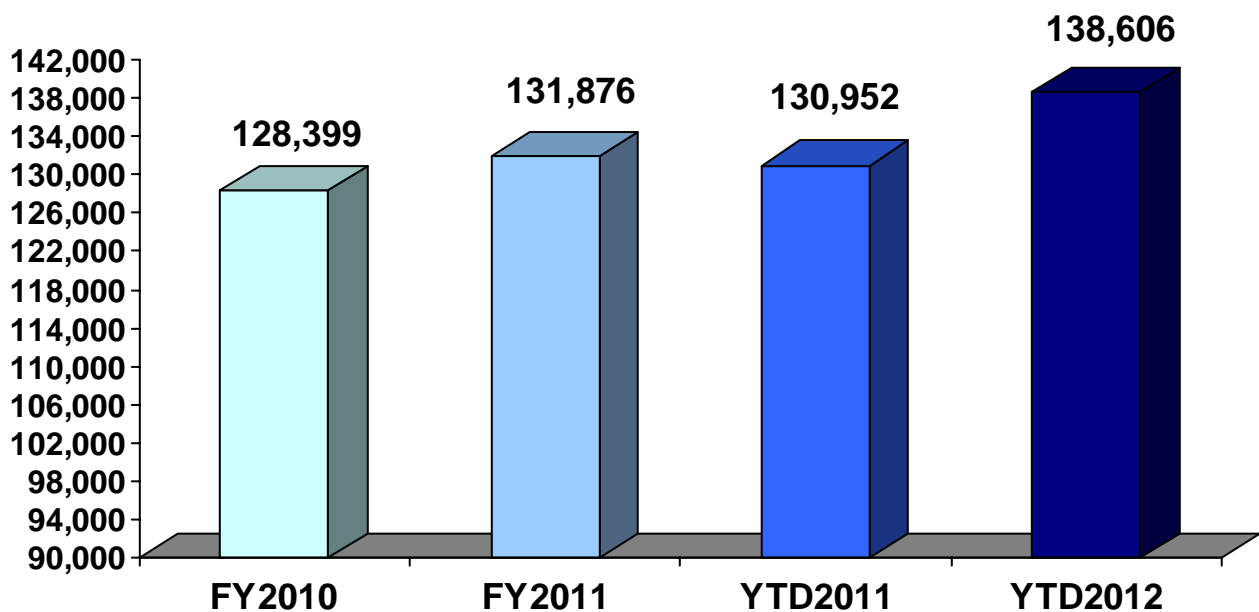
\* Extension Only (No Daly City)

+ Rounded to nearest tens

<sup>^</sup> 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**





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

BOARD OF DIRECTORS 2011

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

MICHAEL J. SCANLON  
GENERAL MANAGER/CEO

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

**WEDNESDAY, NOVEMBER 9, 2011 – 2:20 p.m.**

or immediately following previous Committee meeting

### **ACTION**

1. Approval of Minutes of Finance Committee Meeting of October 12, 2011
2. Acceptance of Statement of Revenues and Expenses for June 2011 (unaudited)
3. Acceptance of Statement of Revenues and Expenses for September 2011
4. Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended September 30, 2011
5. Authorize Execution of Clipper Memorandum of Understanding Amendment Number 1
6. Authorize Reduction of Employer Paid Member Contributions to the Public Employees Retirement System by 2 Percent Effective January 1, 2012
7. Authorize Continued Participation in the Public Employees Retirement System Medical for Former Administrative Employees Now Represented by the Amalgamated Transit Union and the International Brotherhood of Teamsters
8. Authorize Amending the Funding Agreement with the San Mateo City/County Association of Governments for Community Based Transportation Planning Services and Increasing the Fiscal Year 2012 Operating Budget by \$30,000
9. Authorize the Disposal of 10 Surplus Buses

### **CONTRACTS**

10. Authorize Award of Contract to United Performance Corporation for Automotive Repair Services for a Three-year Base Term for a Total Estimated Cost of \$389,752
11. Authorize Award of Contract to Chandler Enterprises, Inc. for Furnishing Overhead and Mechanical Door Services for a Three-year Base Term for a Total Cost of \$200,937
12. Authorize Award of Contract to World Courier Ground for a Providing Mail Courier Services for a Five-year Term for an Estimated Cost of \$182,700

Committee Members: Shirley Harris, Jeff Gee, Adrienne Tissier

#### NOTE:

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

**MINUTES OF FINANCE COMMITTEE MEETING  
COMMITTEE OF THE WHOLE  
OCTOBER 12, 2011**

Committee Members Present: S. Harris (Committee Chair), J. Gee, A. Tissier

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

Other Board Members Absent, Constituting Committee of the Whole: C. Groom

Staff Present: J. Cassman, G. Harrington, C. Harvey, R. Haskin, A. Hughes, M. Martinez, N. McKenna, D. Miller, J. Nogales-DeGuzman, M. Simon, D. Triolo

Committee Chair Shirley Harris called the meeting to order at 2:51 p.m.

**Approval of Minutes of Finance Committee Meeting of September 14, 2011**

The Committee approved the minutes (Guilbault/Deal); Harris abstained

**Approval of Revenues and Expenses for August 2011**

Deputy CEO Gigi Harrington said revenues are slightly under budget by about \$200,000 and there are savings of about \$1.9 million on the expense side in motor bus, salaries and benefits. Last week fuel was \$2.99 per gallon and through September \$24,000 has been received from the fuel hedge.

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

**Authorize Approval of Annex of the 2010 Association of Bay Area Government's (ABAG) Local Hazard Mitigation Plan as the District's Local Hazard Mitigation Plan**

Chief of Protective Services and Acting Director of Risk Management Dave Triolo said the agency participated in a process with ABAG in which the District agreed to look at infrastructure and for funding as it becomes available. In the event of a disaster the District would be eligible for funding from the Federal Emergency Management Agency for reimbursement. There is no cost to the District associated with this. This plan needs to be looked at every five years.

Committee Chair Harris asked if other cities and agencies participate. Mr. Triolo said this item went before the San Mateo County Transportation Authority and the Peninsula Corridor Joint Powers Board for approval too.

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

**Authorize Renewing the Contract with Delta Dental of California for the Next Three Calendar Years for an Annual Cost of \$1.135 Million**

Manager Personnel Operations Juliet Nogales-DeGuzman said staff is asking the Committee recommend the Board renew the contract with Delta Dental Plan of California for the next three calendar years. There are no changes in the dental benefits anticipated over the next three years.

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

**Authorize Award of Contract to Vision Service Plan (VSP) for Vision Insurance Coverage for a Four Year Period Beginning November 1, 2011 for a Total Estimated Cost of \$424,000**

Ms. Nogales said staff proposes the Committee recommend the Board award a contract to VSP for vision insurance for four years beginning November 1, 2011. The cost to the District is estimated to be \$424,000 for the full contract term or \$106,000 annually. There are no changes in the vision benefits anticipated during the next four years.

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

**Adjourned:** 2:56 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 JUNE 30, 2011 - UNAUDITED**

**ACTION**

Staff proposes the Committee recommend that the Board accept and enter into the record the Statement of Revenues and Expenses for the year ended June 2011.

**SIGNIFICANCE**

**Year End Revenues – Unaudited:** *Total Revenues* (page 1, line 13) for Fiscal Year (FY) 2011 are **better** than revised budget by \$1.1 million or 0.8 percent. Within total revenue, *Passenger Fares* (page 1, line 1) are **better** than revised budget by \$0.2 million or 1.3 percent. *Measure A Contribution and AB434 Funds* (page 1, line 4) are **better** than revised budget by \$0.4 million or 5.0 percent. *District ½ Cent Sales Tax* (page 1, line 7) is **better** than revised budget by \$3.5 million or 5.9 percent. *Investment Interest* (page 1, line 8) is **better** than revised budget by \$0.2 million or 6.3 percent. *Other Interest, Rent and Other Income* (page 1, line 10) is **better** than revised budget by \$0.4 million or 7.8 percent. These positive variances are offset by *Operating Grants* (page 1, line 3) which are **worse** than revised budget by \$3.6 million or 31.5 percent.

Compared to FY2010, *Total Revenues* (page 1, line 13) are \$3.1 million or 2.3 percent **better**. The principal components of this change includes an **increase** in *Passenger Fares* (page 1, line 1) of \$0.2 million or 1.3 percent, an **increase** in *Local TDA and STA funds* (page 1, line 2) of \$2.7 million or 9.8 percent, an **increase** in *Measure A Contribution and AB434 Funds* (page 1, line 4) of \$0.6 million or 7.0 percent and an **increase** in *District ½ Cent Sales Tax* (page 1, line 7) of \$5.0 million or 8.6 percent which are offset by a **decrease** in *Operating Grants* (page 1, line 3) of \$2.6 million or 24.6 percent, a **decrease** in *Investment Interest* (page 1, line 8) of \$1.5 million or 29.1 percent and a **decrease** in *Other Interest, Rent and Other Income* (page 1, line 10) of \$0.5 million or 8.1 percent.

**Year End Expenditures - Unaudited:** *Total Expenses* (page 4, line 74) for FY2011 are **better** than the annual revised budget by \$7.5 million or 5.7 percent. Within total expenses, *Total Motor Bus* (page 3, line 47) is **better** than revised budget by \$6.7 million or 6.7 percent. *Total ADA Programs* (page 4, line 56) are **better** than revised budget by \$1.1 million or 8.0 percent. *Total Multi-Modal Programs* (page 4, line 72) are **worse** than revised budget by \$0.3 million or 1.7 percent. Compared to Fiscal Year 2010, *Total Expenses* (page 4, line 74) are \$0.4 million or 0.3 percent **better**. The principal components of this change include an **increase** in *Total Motor Bus* (page 3, line 47) of \$1.6 million or 1.8 percent, a **decrease** in *Total ADA Programs* (page 4, line 56) of \$0.2 million or 1.8 percent and an **decrease** in *Total Multi-Modal Programs* (page 4, line 72) of \$1.8 million or 8.5 percent.

**Budget Revision:** The annual revised budget for *Capital Program* line items (page 1, lines 14, 15 and 31) have been adjusted to reflect actual capital spending during FY2011. The remaining Capital Budget has been rolled over to FY2012.

**Fiscal Year End Results:** Staff will update this report and distribute it in conjunction with the FY2011 Comprehensive Annual Financial Report, which will include the results of the annual external audit.

Prepared by: Sheila Tioyao, Manager, Financial Services  
Jeannie Chen, Senior Accountant

650-508-7752  
650-508-6259

**UNAUDITED**

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

% OF YEAR ELAPSED: **100.0%**

	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET*	REVISED BUDGET**	% REV BUDGET
<b>SOURCES OF FUNDS</b>								
<b>Operating Revenues</b>								
1 Passenger Fares	1,603,142	17,149,122	17,373,064	17,157,400	101.3	17,157,400	17,157,400	101.3
2 TDA and STA Funds	(9,235)	27,173,376	29,825,940	29,835,175	100.0	30,860,639	29,835,175	100.0
3 Operating Grants	5,030,476	10,353,902	7,801,782	11,388,870	68.5	10,577,283	11,388,870	68.5
4 Measure A Contribution and AB434 Funds	1,309,599	8,670,897	9,279,213	8,834,888	105.0	8,834,888	8,834,888	105.0
5 <b>Subtotal - Operating Revenues</b>	<b>7,933,983</b>	<b>63,347,297</b>	<b>64,279,999</b>	<b>67,216,333</b>	<b>95.6</b>	<b>67,430,210</b>	<b>67,216,333</b>	<b>95.6</b>
<b>Other Revenue Sources</b>								
7 District 1/2 Cent Sales Tax	7,102,409	58,487,550	63,513,748	60,000,000	105.9	60,000,000	60,000,000	105.9
8 Investment Interest	238,191	5,202,605	3,691,089	3,471,758	106.3	4,170,010	3,471,758	106.3
9 Pass through to Other Agencies	229,357	1,939,661	1,123,376	1,250,896	89.8	975,293	1,250,896	89.8
10 Other Interest, Rent & Other Income	649,356	6,094,774	5,598,588	5,193,677	107.8	5,082,780	5,193,677	107.8
11 Reserves	0	0	0	0	-	2,811,073	2,811,073	0.0
12 <b>Subtotal - Other Revenues</b>	<b>8,219,313</b>	<b>71,724,590</b>	<b>73,926,801</b>	<b>69,916,331</b>	<b>105.7</b>	<b>73,039,156</b>	<b>72,727,404</b>	<b>101.6</b>
13 <b>Total Revenues</b>	<b>16,153,296</b>	<b>135,071,887</b>	<b>138,206,800</b>	<b>137,132,664</b>	<b>100.8</b>	<b>140,469,366</b>	<b>139,943,737</b>	<b>98.8</b>
14 <b>Capital Assistance</b>	<b>3,905,600</b>	<b>55,111,134</b>	<b>8,382,855</b>	<b>8,382,855</b>	<b>100.0</b>	<b>4,447,354</b>	<b>8,382,855 A</b>	<b>100.0</b>
15 <b>Reserves Programmed for Capital</b>	<b>1,378,519</b>	<b>5,627,293</b>	<b>5,132,030</b>	<b>5,132,030</b>	<b>100.0</b>	<b>0</b>	<b>5,132,030 A</b>	<b>100.0</b>
16 <b>Total Revenues - All Sources</b>	<b>21,437,415</b>	<b>195,810,314</b>	<b>151,721,685</b>	<b>150,647,549</b>	<b>100.7</b>	<b>144,916,720</b>	<b>153,458,622</b>	<b>98.9</b>
<b>USES OF FUNDS</b>								
<b>Operations</b>								
20 District Motor Bus	9,026,291	90,687,065	92,310,154	98,990,997	93.3	98,189,247	98,990,997	93.3
21 A. D. A. Programs	1,137,702	12,908,024	12,677,004	13,773,430	92.0	13,773,430	13,773,430	92.0
22 Caltrain	1,055,553	16,521,290	14,707,875	14,707,875	100.0	14,707,875	14,707,875	100.0
23 Other Multimodal Programs	451,442	4,502,064	4,528,529	4,205,354	107.7	4,084,620	4,205,354	107.7
24 <b>Subtotal - Operating Costs</b>	<b>11,670,988</b>	<b>124,618,443</b>	<b>124,223,562</b>	<b>131,677,656</b>	<b>94.3</b>	<b>130,755,172</b>	<b>131,677,656</b>	<b>94.3</b>
<b>Other Uses of Funds</b>								
26 Pass through to Other Agencies	229,357	1,939,661	1,123,376	1,250,896	89.8	975,293	1,250,896	89.8
27 Transfer Out to Debt Service	2,037,505	24,449,862	24,451,963	24,451,963	100.0	24,451,963	24,451,963	100.0
28 Fiscal Agent Fees	6,838	21,520	22,180	27,400	80.9	27,400	27,400	80.9
29 Land Transfer Interest Expense	77,370	142,288	81,248	80,000	101.6	80,000	80,000	101.6
30 <b>Subtotal - Other Uses</b>	<b>2,351,070</b>	<b>26,553,331</b>	<b>25,678,767</b>	<b>25,810,259</b>	<b>99.5</b>	<b>25,534,656</b>	<b>25,810,259</b>	<b>99.5</b>
31 <b>Capital Programs</b>	<b>5,428,765</b>	<b>62,340,929</b>	<b>14,472,016</b>	<b>14,472,016</b>	<b>100.0</b>	<b>8,624,325</b>	<b>14,472,016 A</b>	<b>100.0</b>
32 <b>Total Uses of Funds</b>	<b>19,450,823</b>	<b>213,512,703</b>	<b>164,374,345</b>	<b>171,959,931</b>	<b>95.6</b>	<b>164,914,153</b>	<b>171,959,931</b>	<b>95.6</b>
34 <b>SURPLUS/(DEFICIT) FOR PERIOD</b>	<b>1,986,592</b>	<b>(17,702,389)</b>	<b>(12,652,660)</b>	<b>(21,312,382)</b>	<b>59.4</b>	<b>(19,997,433)</b>	<b>(18,501,309)</b>	<b>68.4</b>

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Note A - The Revised Budget reflects the actual FY2011 capital expenditures. The remaining budget rolls over to FY2012.



<b>UNAUDITED</b>									
<b>SAN MATEO COUNTY TRANSIT DISTRICT STATEMENT OF REVENUES FISCAL YEAR 2011 JUNE 2011</b>									
% OF YEAR ELAPSED: 100.0%									
	MONTH	YEAR-TO-DATE				ANNUAL			
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET*	REVISED BUDGET**	% REV BUDGET	
<b>OPERATING REVENUES - MOTOR BUS</b>									
1	TOTAL MOTOR BUS FARES	1,537,950	16,469,617	16,615,996	16,358,000	101.6	16,358,000	16,358,000	101.6
2	LOCAL (TDA) TRANSIT FUND:								
3	General Operating Assistance	0	25,426,608	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	(9,235)	266,510	4,473,896	4,483,131	99.8	5,511,071	4,483,131	99.8
6	OPERATING GRANTS								
7	Planning Assistance Grant	4,105,395	8,642,142	5,978,948	8,917,786	67.0	9,382,536	8,917,786	67.0
8	DISTRICT 1/2 CENT SALES TAX:								
9	General Operating Asst.	2,860,077	34,796,587	37,132,610	41,532,697	89.4	39,275,037	41,532,697	89.4
10	Accessibility Fixed Route	99,818	1,005,305	1,063,922	684,635	155.4	684,635	684,635	155.4
11	Use of Reserves	0	0	0	0	0.0	0	0	0.0
12	TOTAL 1/2 CENT SALES TAX	2,959,895	35,801,892	38,196,532	42,217,332	90.5	39,959,672	42,217,332	90.5
13	INVESTMENT INTEREST INCOME:								
14	Investment Interest Income	3,486	111,438	141,846	123,610	114.8	86,830	123,610	114.8
15	OTHER REVENUE SOURCES:								
16	Overnight Deposits Interest Income	188	2,265	1,633	2,640	61.9	2,640	2,640	61.9
17	Rental Income	87,163	1,033,682	1,042,073	1,047,940	99.4	1,047,940	1,047,940	99.4
18	Advertising Income	78,363	1,541,432	1,082,189	1,420,000	76.2	1,420,000	1,420,000	76.2
19	Other Income	263,086	1,391,479	1,273,162	916,678	138.9	916,678	916,678	138.9
20	TOTAL OTHER REVENUES	428,801	3,968,858	3,399,057	3,387,258	100.3	3,387,258	3,387,258	100.3
21									
22	TOTAL MOTOR BUS	9,026,291	90,687,065	92,310,154	98,990,997	93.3	98,189,247	98,990,997	93.3
23									
24	AMERICAN DISABILITIES ACT:								
25	Passenger Fares Redi-Wheels	65,193	679,505	757,068	799,400	94.7	799,400	799,400	94.7
26	Local TDA 4.5 Redi-Wheels	0	1,268,943	1,237,046	1,237,046	100.0	1,237,046	1,237,046	100.0
27	Local STA - Paratransit	0	211,315	611,118	611,118	100.0	608,642	611,118	100.0
28	Operating Grants	925,081	1,563,052	1,712,997	2,361,247	72.5	1,094,747	2,361,247	72.5
29	Sales Tax - District ADA Programs	(344,597)	5,312,241	4,285,785	4,630,382	92.6	5,855,529	4,630,382	92.6
30	Sales Tax - Paratransit Suppl. Coastside	82,438	1,121,409	1,112,705	1,300,726	85.5	1,300,726	1,300,726	85.5
31	Interest Income - Paratransit Fund	32,518	412,158	419,645	433,511	96.8	477,340	433,511	96.8
32	Measure A Redi-Wheels	377,069	2,339,401	2,540,640	2,400,000	105.9	2,400,000	2,400,000	105.9
33									
34	TOTAL ADA PROGRAMS	1,137,701	12,908,024	12,677,004	13,773,430	92.0	13,773,430	13,773,430	92.0
35	MULTIMODAL TRANSIT PROGRAMS:								
36	Sales Tax - Caltrain	301,415	11,842,488	9,626,595	9,907,875	97.2	9,907,875	9,907,875	97.2
37	Transfer from TA for Caltrain	754,138	4,678,802	5,081,280	4,800,000	105.9	4,800,000	4,800,000	105.9
38	TA Funded SM/Caltrain Shuttles	133,726	1,105,124	1,121,294	1,098,888	102.0	1,098,888	1,098,888	102.0
39	Employer Share SM/Caltrain Shuttles	27,197	517,752	436,380	427,019	102.2	316,122	427,019	102.2
40	AB434 Funds - SamTrans Shuttles	44,667	547,570	536,000	536,000	100.0	536,000	536,000	100.0
41	Employer Share SamTrans Shuttles	193,358	1,608,164	1,763,151	1,379,400	127.8	1,379,400	1,379,400	127.8
42	Sales Tax - SamTrans Shuttle Program	22,899	307,152	307,995	335,960	91.7	335,960	335,960	91.7
43	Operating Grants	0	148,708	109,837	109,837	100.0	100,000	109,837	100.0
44	Sales Tax - Gen. Operating Asst.	29,595	267,594	253,872	318,250	79.8	318,250	318,250	79.8
45									
46	TOTAL MULTIMODAL	1,506,995	21,023,354	19,236,404	18,913,229	101.7	18,792,495	18,913,229	101.7
47									
48	TOTAL REVENUES	11,670,988	124,618,443	124,223,562	131,677,656	94.3	130,755,172	131,677,656	94.3

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<b>UNAUDITED</b>								
<b>SAN MATEO COUNTY TRANSIT DISTRICT OPERATING EXPENSES FISCAL YEAR 2011 JUNE 2011</b>								
<b>% OF YEAR ELAPSED: 100.0%</b>								
<b>EXPENSES</b>	<b>MONTH</b>	<b>YEAR-TO-DATE</b>				<b>ANNUAL</b>		
	<b>CURRENT ACTUAL</b>	<b>PRIOR ACTUAL</b>	<b>CURRENT ACTUAL</b>	<b>REVISED BUDGET</b>	<b>% REV BUDGET</b>	<b>APPROVED BUDGET*</b>	<b>REVISED BUDGET**</b>	<b>% REV BUDGET</b>
<b>DISTRICT OPERATED BUSES</b>								
1 Wages & Benefits	3,991,742	50,832,635	50,869,759	54,380,750	93.5	54,414,983	54,380,750	93.5
2								
3 Services:								
4 Board of Directors	3,446	52,638	49,891	53,100	94.0	53,100	53,100	94.0
5 Contracted Vehicle Maintenance	126,949	568,345	786,912	930,600	84.6	930,600	930,600	84.6
6 Property Maintenance	291,488	1,073,561	1,279,164	1,282,500	99.7	1,282,500	1,282,500	99.7
7 Professional Services	749,180	2,359,105	2,702,795	3,630,733	74.4	2,955,181	3,630,733	74.4
8 Technical Services	772,954	3,654,782	4,080,324	4,091,775	99.7	3,907,744	4,091,775	99.7
9 Other Services	48,853	325,307	312,565	362,924	86.1	362,924	362,924	86.1
10								
11 Materials & Supply:								
12 Fuel & Lubricants	456,616	4,074,175	4,408,209	5,582,214	79.0	5,582,214	5,582,214	79.0
13 Bus Parts & Materials	122,283	1,806,647	1,451,095	1,738,972	83.4	1,750,972	1,738,972	83.4
14 Uniforms & Driver Expense	35,616	290,733	304,733	375,694	81.1	379,098	375,694	81.1
15 Timetables & Tickets	27,788	186,762	183,196	212,200	86.3	213,800	212,200	86.3
16 Office Supplies / Printing	55,076	283,971	283,831	349,036	81.3	332,130	349,036	81.3
17 Other Materials & Supply	11,624	146,260	123,961	175,000	70.8	175,000	175,000	70.8
18								
19 Utilities:								
20 Telephone	36,262	328,628	334,420	480,500	69.6	480,500	480,500	69.6
21 Other Utilities	105,196	990,403	934,819	962,000	97.2	1,001,000	962,000	97.2
22 Insurance Costs	249,154	2,291,963	2,491,900	2,492,000	100.0	2,492,000	2,492,000	100.0
23 Workers' Compensation	278,052	3,144,752	3,186,093	3,222,060	98.9	3,222,060	3,222,060	98.9
24 Taxes & License Fees	39,595	396,262	459,880	489,039	94.0	489,039	489,039	94.0
25 Fixed Route Accessibility	99,819	1,005,305	1,063,922	684,635	155.4	684,635	684,635	155.4
26 Leases & Rental	8,565	104,354	103,858	111,718	93.0	111,718	111,718	93.0
27 Promotional & Legal Advertising	18,086	247,239	135,234	259,840	52.0	279,840	259,840	52.0
28 Training & Business Travel	14,378	152,548	113,030	191,710	59.0	195,710	191,710	59.0
29 Dues & Membership	5,763	82,479	79,167	84,543	93.6	84,045	84,543	93.6
30 Postage & Other	20,632	70,673	101,395	313,564	32.3	313,564	313,564	32.3
31								
32 <b>Total District Operated Buses</b>	<b>7,569,119</b>	<b>74,469,527</b>	<b>75,840,152</b>	<b>82,457,107</b>	<b>92.0</b>	<b>81,694,357</b>	<b>82,457,107</b>	<b>92.0</b>
33								
34								
35 <b>CONTRACTED BUS SERVICES</b>								
36 Contracted Urban Bus Service	1,240,281	14,200,400	14,419,061	14,433,202	99.9	14,488,202	14,433,202	99.9
37 Other Related Costs	45,478	348,014	358,963	349,800	102.6	310,800	349,800	102.6
38 Insurance Costs	82,418	654,913	653,953	655,000	99.8	655,000	655,000	99.8
39 Coastside Services	51,486	611,578	606,583	614,256	98.8	568,256	614,256	98.8
40 Redi Coast Non-ADA	18,313	198,169	221,579	231,860	95.6	222,860	231,860	95.6
41 Other Related Costs	1,256	17,684	10,540	41,660	25.3	41,660	41,660	25.3
42 La Honda - Pescadero	4,463	52,500	50,138	52,500	95.5	52,500	52,500	95.5
43 SamCoast - Pescadero	12,246	128,539	140,116	141,662	98.9	141,662	141,662	98.9
44 Other Related Cost - SamCoast	1,233	5,741	9,070	13,950	65.0	13,950	13,950	65.0
45 <b>Total Contracted Bus Service</b>	<b>1,457,172</b>	<b>16,217,538</b>	<b>16,470,003</b>	<b>16,533,890</b>	<b>99.6</b>	<b>16,494,890</b>	<b>16,533,890</b>	<b>99.6</b>
46								
47 <b>TOTAL MOTOR BUS</b>	<b>9,026,291</b>	<b>90,687,065</b>	<b>92,310,154</b>	<b>98,990,997</b>	<b>93.3</b>	<b>98,189,247</b>	<b>98,990,997</b>	<b>93.3</b>

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<b>UNAUDITED</b>								
<b>SAN MATEO COUNTY TRANSIT DISTRICT OPERATING EXPENSES FISCAL YEAR 2011 JUNE 2011</b>								
<b>% OF YEAR ELAPSED: 100.0%</b>								
<b>EXPENSES</b>	<b>MONTH</b>	<b>YEAR-TO-DATE</b>				<b>ANNUAL</b>		
	<b>CURRENT ACTUAL</b>	<b>PRIOR ACTUAL</b>	<b>CURRENT ACTUAL</b>	<b>REVISED BUDGET</b>	<b>% REV BUDGET</b>	<b>APPROVED BUDGET*</b>	<b>REVISED BUDGET**</b>	<b>% REV BUDGET</b>
48 <b>AMERICAN DISABILITY ACT PROGRAMS</b>								
49 Elderly & Disabled/Redi-Wheels	450,618	5,676,413	5,491,285	5,862,180	93.7	6,769,180	5,862,180	93.7
50 Other Related Costs	206,055	2,091,162	2,106,981	2,527,380	83.4	2,527,380	2,527,380	83.4
51 ADA Sedan Service	220,792	2,730,742	2,646,251	2,688,024	98.4	1,781,024	2,688,024	98.4
52 ADA Accessibility Support	78,029	773,396	752,061	880,120	85.4	880,120	880,120	85.4
53 Coastside ADA Support	82,438	1,121,409	1,112,705	1,300,726	85.5	1,300,726	1,300,726	85.5
54 Insurance Costs	99,770	514,902	567,723	515,000	110.2	515,000	515,000	110.2
55 <b>TOTAL ADA PROGRAMS</b>	<b>1,137,702</b>	<b>12,908,024</b>	<b>12,677,004</b>	<b>13,773,430</b>	<b>92.0</b>	<b>13,773,430</b>	<b>13,773,430</b>	<b>92.0</b>
56								
57								
58 <b>MULTIMODAL TRANSIT PROGRAMS</b>								
59								
60 <b>CALTRAIN SERVICE</b>								
61 Peninsula Rail Service	1,055,553	16,521,290	14,707,875	14,707,875	100.0	14,707,875	14,707,875	100.0
62 <b>Total Caltrain Service</b>	<b>1,055,553</b>	<b>16,521,290</b>	<b>14,707,875</b>	<b>14,707,875</b>	<b>100.0</b>	<b>14,707,875</b>	<b>14,707,875</b>	<b>100.0</b>
63								
64 <b>OTHER SUPPORT</b>								
65 Dumbarton Express Service	9,533	119,036	120,381	126,150	95.4	126,150	126,150	95.4
66 SamTrans Shuttle Service	260,925	2,462,886	2,607,146	2,251,360	115.8	2,251,360	2,251,360	115.8
67 SM/Caltrain Shuttles	160,923	1,771,585	1,667,511	1,635,744	101.9	1,515,010	1,635,744	101.9
68 Maintenance Multimodal Facilities	20,061	148,557	133,490	192,100	69.5	192,100	192,100	69.5
69 <b>Total Other Support</b>	<b>451,442</b>	<b>4,502,064</b>	<b>4,528,529</b>	<b>4,205,354</b>	<b>107.7</b>	<b>4,084,620</b>	<b>4,205,354</b>	<b>107.7</b>
70								
71 <b>TOTAL MULTI-MODAL PROGRAM</b>	<b>1,506,995</b>	<b>21,023,354</b>	<b>19,236,404</b>	<b>18,913,229</b>	<b>101.7</b>	<b>18,792,495</b>	<b>18,913,229</b>	<b>101.7</b>
72								
73 <b>TOTAL EXPENSES</b>	<b>11,670,988</b>	<b>124,618,443</b>	<b>124,223,562</b>	<b>131,677,656</b>	<b>94.3</b>	<b>130,755,172</b>	<b>131,677,656</b>	<b>94.3</b>
74								

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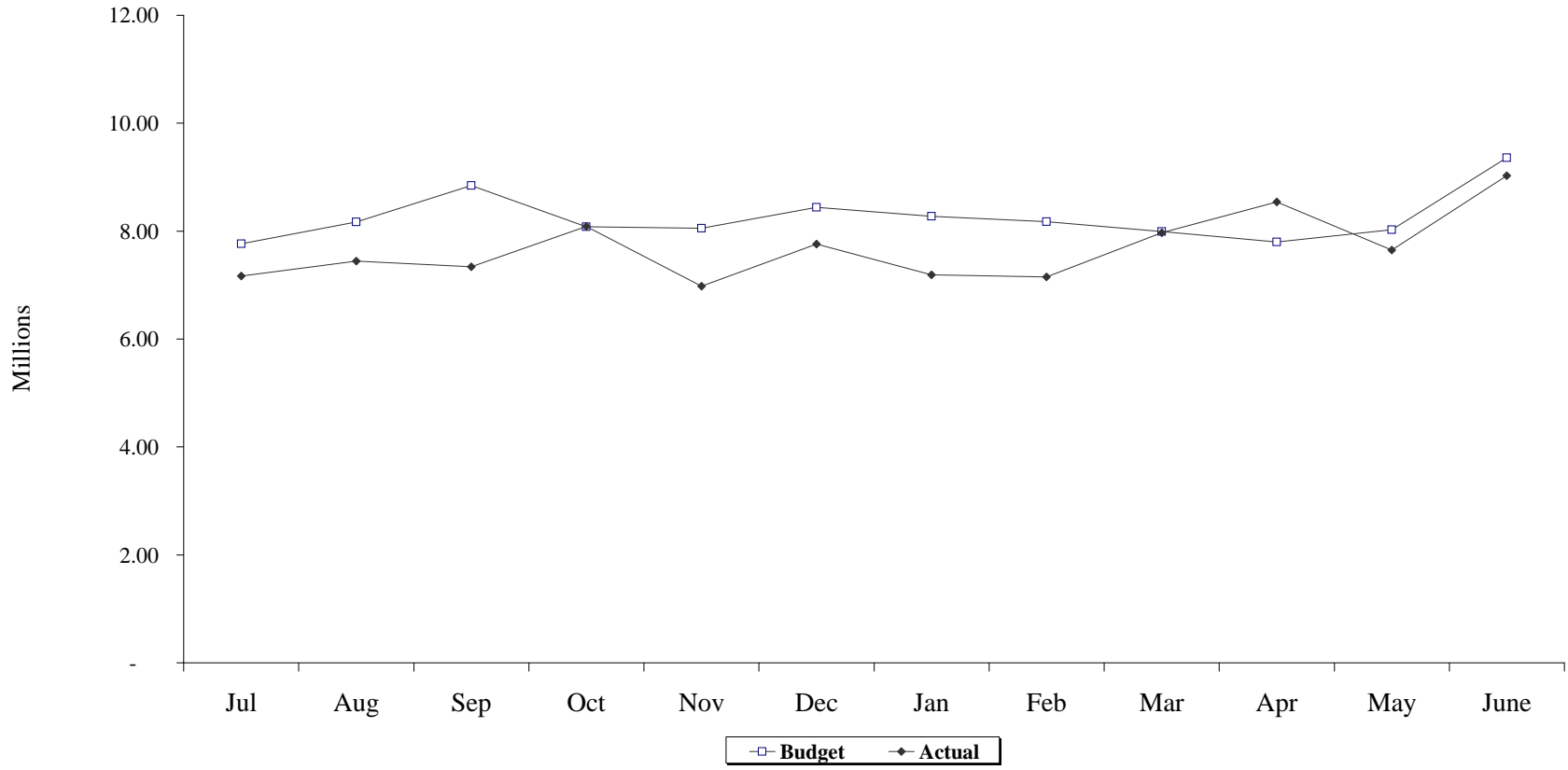
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## SAN MATEO COUNTY TRANSIT DISTRICT

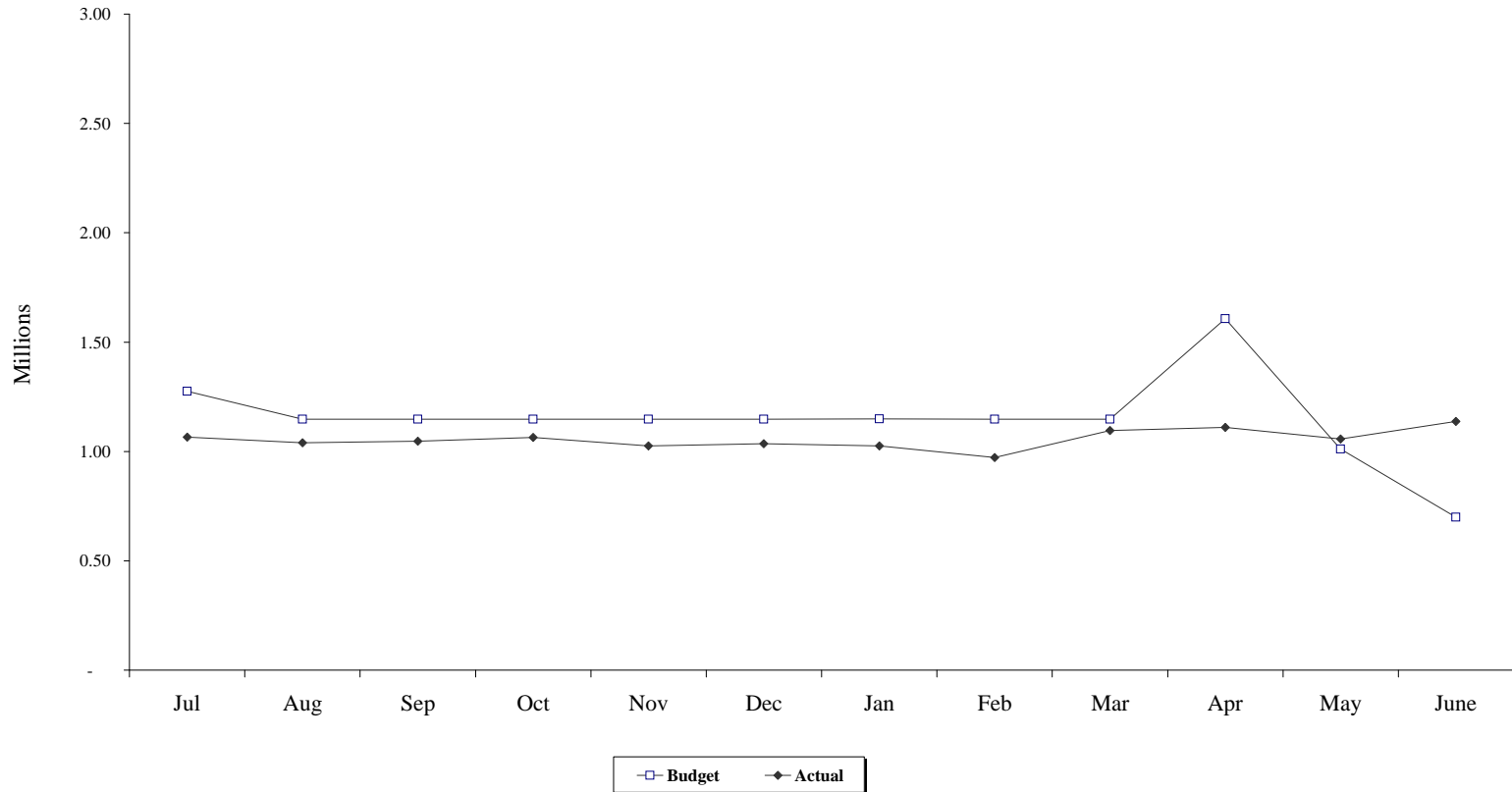
### MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

#### FISCAL YEAR 2011



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
<b>MONTHLY EXPENSES</b>													
<b>Budget</b>	7,766,610	8,170,634	8,842,573	8,082,252	8,055,171	8,440,075	8,275,876	8,177,492	7,990,412	7,800,429	8,027,573	9,361,901	
<b>Actual</b>	7,166,097	7,443,503	7,340,348	8,083,999	6,981,605	7,761,065	7,192,138	7,154,007	7,971,095	8,537,869	7,652,137	9,026,291	
<b>CUMULATIVE EXPENSES</b>													
<b>Budget</b>	7,766,610	15,937,243	24,779,816	32,862,068	40,917,239	49,357,314	57,633,190	65,810,683	73,801,095	81,601,523	89,629,096	98,990,997	
<b>Actual</b>	7,166,097	14,609,599	21,949,948	30,033,947	37,015,552	44,776,617	51,968,755	59,122,762	67,093,857	75,631,726	83,283,863	92,310,154	
<b>Variance - F(U)</b>	600,513	1,327,644	2,829,869	2,828,121	3,901,687	4,580,697	5,664,436	6,687,921	6,707,238	5,969,797	6,345,233	6,680,843	
<b>Variance %</b>	7.73%	8.33%	11.42%	8.61%	9.54%	9.28%	9.83%	10.16%	9.09%	7.32%	7.08%	6.75%	

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

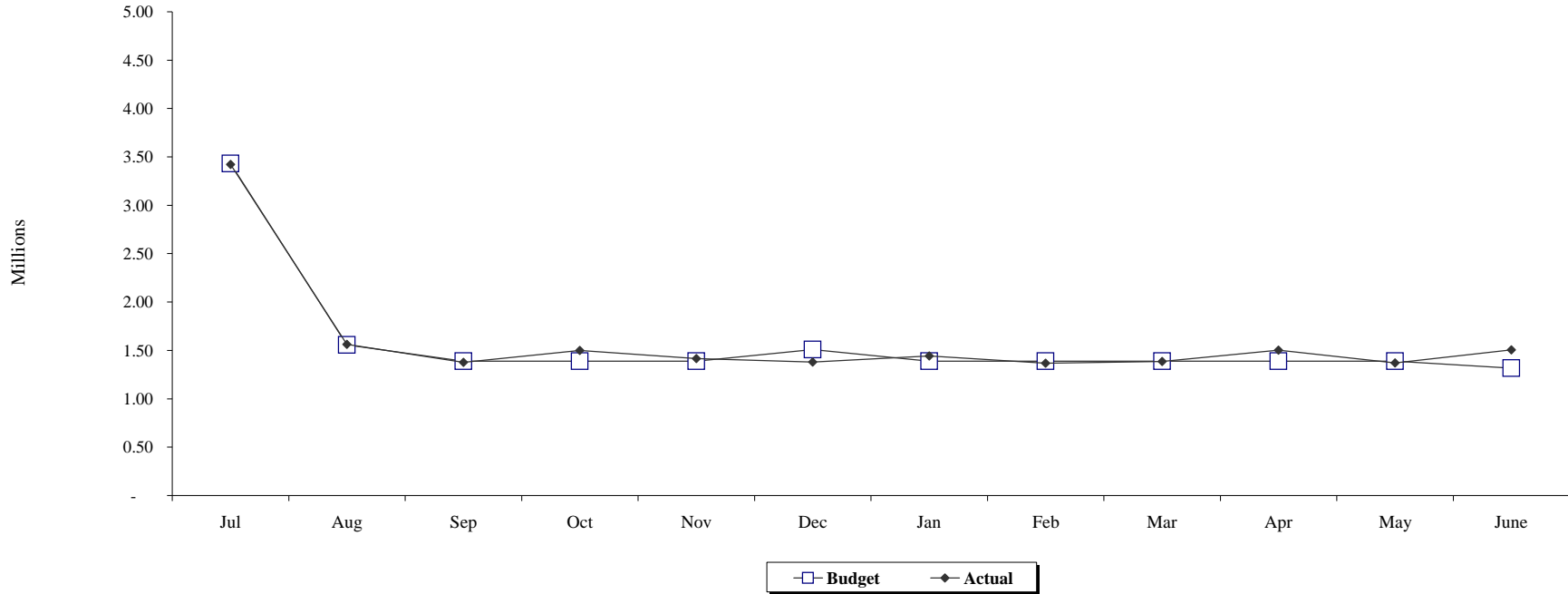


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
<b>Budget</b>	1,274,897	1,147,355	1,147,355	1,147,355	1,147,355	1,147,355	1,149,355	1,147,355	1,147,355	1,606,688	1,011,608	699,397
<b>Actual</b>	1,065,703	1,039,441	1,047,366	1,064,705	1,025,377	1,035,058	1,025,650	972,264	1,096,437	1,109,662	1,057,640	1,137,702
<b>CUMULATIVE EXPENSES</b>												
<b>Budget</b>	1,274,897	2,422,252	3,569,607	4,716,962	5,864,317	7,011,672	8,161,027	9,308,382	10,455,737	12,062,425	13,074,033	13,773,430
<b>Actual</b>	1,065,703	2,105,144	3,152,510	4,217,215	5,242,592	6,277,650	7,303,300	8,275,564	9,372,001	10,481,662	11,539,302	12,677,004
<b>Variance - F(U)</b>	209,194	317,108	417,097	499,747	621,725	734,022	857,727	1,032,818	1,083,736	1,580,763	1,534,732	1,096,426
<b>Variance %</b>	16.41%	13.09%	11.68%	10.59%	10.60%	10.47%	10.51%	11.10%	10.36%	13.10%	11.74%	7.96%

## 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
<b>MONTHLY EXPENSES</b>												
<b>Budget</b>	3,431,492	1,556,014	1,387,439	1,387,438	1,387,438	1,508,172	1,387,438	1,387,438	1,387,438	1,387,638	1,387,438	1,317,846
<b>Actual</b>	3,421,682	1,563,465	1,377,708	1,499,612	1,416,979	1,379,609	1,442,408	1,368,319	1,385,811	1,504,001	1,369,816	1,506,995
<b>CUMULATIVE EXPENSES</b>												
<b>Budget</b>	3,431,492	4,987,506	6,374,945	7,762,383	9,149,821	10,657,993	12,045,431	13,432,868	14,820,307	16,207,945	17,595,383	18,913,229
<b>Actual</b>	3,421,682	4,985,147	6,362,855	7,862,467	9,279,445	10,659,054	12,101,462	13,469,781	14,855,592	16,359,593	17,729,409	19,236,404
<b>Variance - F(U)</b>	9,810	2,359	12,089	(100,085)	(129,625)	(1,062)	(56,032)	(36,913)	(35,286)	(151,649)	(134,026)	(323,175)
<b>Variance %</b>	0.29%	0.05%	0.19%	-1.29%	-1.42%	-0.01%	-0.47%	-0.27%	-0.24%	-0.94%	-0.76%	-1.71%

SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF BUDGET ACTIVITY FOR JUNE 2011

BUDGET AMENDMENTS

Amount	Line Item	Description
Jun-11		No Budget Amendments in June 2011.
<u>\$ -</u> Total		<u>\$ -</u> Total

BUDGET REVISIONS

Amount	Line Item	Description
Jun-11		No Budget Revisions in June 2011.
<u>\$ -</u> Total		<u>\$ -</u> Total

SAN MATEO COUNTY TRANSIT DISTRICT  
1/2 CENT SALES TAX RECEIPTS AND PROJECTIONS  
FY2010 & FY2011  
SEPTEMBER 2011

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Approved Budget		Receipts		Over/(Under) Budget/Projection	Current Projection
Date	Amount	Date	Amount		
<b>FY2010:</b>					
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
<b>FY2010 Total</b>	<b>60,000,000</b>	<b>FY2010 Total</b>	<b>58,487,550</b>	<b>(1,512,450)</b>	<b>58,487,550</b>
<b>FY2011</b>					
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	4,722,500	426,600	4,722,500
Dec. 10	5,727,900	Feb. 11	5,964,700	236,800	5,964,700
2nd Qtr. Adjustment	1,591,100	Mar. 11	1,757,279	166,179	1,757,279
6 Months Total	31,135,200		32,283,977	1,148,777	32,283,977
Jan. 11	3,741,000	Mar. 11	3,691,700	(49,300)	3,691,700
Feb. 11	3,741,000	Apr. 11	3,940,700	199,700	3,940,700
Mar. 11	4,987,900	May 11	5,414,500	426,600	5,414,500
3rd Qtr. Adjustment	1,385,500	Jun. 11	1,690,396	304,896	1,690,396
9 Months Total	44,990,600		47,021,273	2,030,673	47,021,273
Apr. 11	4,052,500	Jun. 11	4,336,900	284,400	4,336,900
May 11	4,052,500	Jul. 11	4,616,200	563,700	4,616,200
Jun. 11	5,403,400	Aug. 11	5,782,500	379,100	5,782,500
4th Qtr. Adjustment	1,501,000	Sep. 11	1,756,875	255,875	1,756,875
<b>FY2011 Total</b>	<b>60,000,000</b>	<b>FY2011 Total</b>	<b>63,513,748</b>	<b>3,513,748</b>	<b>63,513,748</b>
15,365,997 1st Quarter					
16,917,979 2nd Quarter					
14,737,296 3rd Quarter					
16,492,475 4th Quarter					
<u>63,513,748</u> YTD Actual Per Statement of Revenues & Expenses					



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 SEPTEMBER 30, 2011 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 September 2011 and supplemental information.

**SIGNIFICANCE**

**Revenues:** *Total Revenues* (page 1, line 13) are \$220,475 or 0.6 percent **worse** than revised budget. *Passenger Fares* (page 1, line 1) are **worse** than budget by \$127,284 or 2.9 percent, *Investment Interest* (page 1, line 9) is **worse** than budget by \$30,402 or 4.3 percent and *Other Interest, Rent & Other Income* (page 1, line 10) are **worse** than budget by \$62,744 or 5.4 percent.

**Expenses:** *Total Expenses* (page 4, line 73) are \$2,757,306 or 8.1 percent **better** than revised budget. Within *Total Expenses*, *Total Motor Bus* (page 3, line 46) is **better** than budget by \$2,397,923 or 9.4 percent, *Total ADA Programs* (page 4, line 55) are **better** than budget by \$332,342 or 9.4 percent and *Total Multimodal* (page 4, line 71) is **better** than budget by \$27,041 or 0.5 percent.

**Budget Amendments:** There are no budget amendments for the month of September 2011.

Prepared by: Sheila Tioyao, Manager, Financial Services  
Jeannie Chen, Senior Accountant

650-508-7752  
650-508-6259

**SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF REVENUES AND EXPENSES  
FISCAL YEAR 2012  
SEPTEMBER 2011**

% OF YEAR ELAPSED: 25.0%

	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
<b>SOURCES OF FUNDS</b>								
<b>Operating Revenues</b>								
1 Passenger Fares	1,502,394	4,170,705	4,233,541	4,360,825	97.1	17,443,300	17,443,300	24.3
2 Local TDA and STA Funds	4,667,271	15,353,726	14,001,813	14,001,813	100.0	33,000,814	33,000,814	42.4
3 Pass through to Other Agencies	0	243,823	181,790	181,790	100.0	281,790	281,790	64.5
4 State/Federal Operating Grants	10,676	118,813	13,991	13,991	100.0	10,202,857	10,202,857	0.1
5 Measure A and AB434 Funds	873,447	2,235,613	2,285,647	2,285,691	100.0	8,996,335	8,996,335	25.4
6 <b>Subtotal - Operating Revenues</b>	<b>7,053,788</b>	<b>22,122,679</b>	<b>20,716,782</b>	<b>20,844,110</b>	<b>99.4</b>	<b>69,925,096</b>	<b>69,925,096</b>	<b>29.6</b>
<b>Other Revenue Sources</b>								
8 District 1/2 Cent Sales Tax	6,165,733	15,224,400	15,680,000	15,680,000	100.0	61,500,000	61,500,000	25.5
9 Investment Interest	199,259	901,653	683,093	713,495	95.7	2,150,620	2,150,620	31.8
10 Other Interest, Rent & Other Income	353,287	1,642,813	1,089,883	1,152,627	94.6	5,972,275	5,972,275	18.2
11 Other Sources	0	0	0	0	0.0	5,700,000	5,700,000	0.0
12 <b>Subtotal - Other Revenues</b>	<b>6,718,279</b>	<b>17,768,866</b>	<b>17,452,975</b>	<b>17,546,122</b>	<b>99.5</b>	<b>75,322,895</b>	<b>75,322,895</b>	<b>23.2</b>
13 <b>Total Revenues</b>	<b>13,772,067</b>	<b>39,891,545</b>	<b>38,169,757</b>	<b>38,390,232</b>	<b>99.4</b>	<b>145,247,991</b>	<b>145,247,991</b>	<b>26.3</b>
14 <b>Capital Assistance</b>	<b>6,514</b>	<b>979,554</b>	<b>91,626</b>	<b>91,626</b>	<b>100.0</b>	<b>14,194,614</b>	<b>25,982,954 A</b>	<b>0.4</b>
15 <b>Reserves Programmed for Capital</b>	<b>272,342</b>	<b>797,420</b>	<b>902,757</b>	<b>902,757</b>	<b>100.0</b>	<b>0</b>	<b>13,559,868 A</b>	<b>0.0</b>
16 <b>Total Revenues - All Sources</b>	<b>14,050,923</b>	<b>41,668,520</b>	<b>39,164,140</b>	<b>39,384,615</b>	<b>99.4</b>	<b>159,442,605</b>	<b>184,790,813</b>	<b>21.2</b>
<b>USES OF FUNDS</b>								
<b>Operations</b>								
20 Motor Bus	7,451,351	21,949,948	22,997,848	25,395,771	90.6	99,414,897	99,414,897	23.1
21 A. D. A. Programs	1,091,019	3,152,510	3,184,981	3,517,323	90.6	14,069,346	14,069,346	22.6
22 Caltrain	714,897	5,207,898	4,185,929	4,185,929	100.0	10,620,000	10,620,000	39.4
23 Other Multimodal Programs	320,620	1,154,957	965,040	992,081	97.3	3,967,226	3,967,226	24.3
24 <b>Subtotal - Operating Costs</b>	<b>9,577,887</b>	<b>31,465,312</b>	<b>31,333,798</b>	<b>34,091,104</b>	<b>91.9</b>	<b>128,071,469</b>	<b>128,071,469</b>	<b>24.5</b>
<b>Other Uses of Funds</b>								
26 Pass through to Other Agencies	0	243,823	181,790	181,790	100.0	281,790	281,790	64.5
27 Transfer Out to Debt Service	1,096,622	6,113,034	5,171,620	5,171,620	100.0	24,477,279	24,477,279	21.1
28 Fiscal Agent Fees	0	0	2,800	7,430	37.7	25,080	25,080	11.2
29 Land Transfer Interest Expense	0	0	0	0	0.0	70,000	70,000	0.0
30 <b>Subtotal - Other Uses</b>	<b>1,096,622</b>	<b>6,356,857</b>	<b>5,356,210</b>	<b>5,360,840</b>	<b>99.9</b>	<b>24,854,149</b>	<b>24,854,149</b>	<b>21.6</b>
31 <b>Capital Programs</b>	<b>276,899</b>	<b>1,882,377</b>	<b>1,134,525</b>	<b>1,134,525</b>	<b>100.0</b>	<b>19,180,994</b>	<b>44,529,202 A</b>	<b>2.5</b>
32 <b>Total Uses of Funds</b>	<b>10,951,408</b>	<b>39,704,546</b>	<b>37,824,533</b>	<b>40,586,469</b>	<b>93.2</b>	<b>172,106,612</b>	<b>197,454,820</b>	<b>19.2</b>
34 <b>NET SURPLUS / (DEFICIT)</b>	<b>3,099,515</b>	<b>1,963,974</b>	<b>1,339,607</b>	<b>(1,201,855)</b>	<b>(111.5)</b>	<b>(12,664,007)</b>	<b>(12,664,007)</b>	<b>(10.6)</b>

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

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

**SAN MATEO COUNTY TRANSIT DISTRICT  
STATEMENT OF REVENUES  
FISCAL YEAR 2012  
SEPTEMBER 2011**

% OF YEAR ELAPSED: 25.0%

	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
<b>OPERATING REVENUES - MOTOR BUS</b>								
1 TOTAL MOTOR BUS FARES	1,432,275	3,969,547	4,035,661	4,152,250	97.2	16,609,000	16,609,000	24.3
2 LOCAL (TDA) TRANSIT FUND:								
3 General Operating Assistance	3,806,948	11,751,939	11,420,844	11,420,844	100.0	26,648,636	26,648,636	42.9
4 STATE TRANSIT ASSISTANCE:								
5 Local STA Operating Assistance	587,865	2,678,945	1,763,595	1,763,595	100.0	4,444,973	4,444,973	39.7
6 OPERATING GRANTS								
7 TOTAL OPERATING GRANTS	10,676	31,999	13,991	13,991	100.0	8,813,584	8,813,584	0.2
8 DISTRICT 1/2 CENT SALES TAX:								
9 General Operating Asst.	1,307,447	2,096,560	4,810,061	7,118,904	67.6	39,193,611	39,193,611	12.3
10 Accessibility Fixed Route	87,423	260,565	268,880	164,978	163.0	659,919	659,919	40.7
11 TOTAL 1/2 CENT SALES TAX	1,394,870	2,357,125	5,078,941	7,283,882	69.7	39,853,530	39,853,530	12.7
12 INVESTMENT INTEREST INCOME:								
13 Investment Interest Income	6,008	29,075	17,599	31,250	56.3	163,570	163,570	10.8
14 OTHER REVENUE SOURCES:								
15 Overnight Deposits Interest Income	31	359	117	390	30.0	1,580	1,580	7.4
16 Rental Income	87,897	260,089	262,992	266,055	98.8	1,064,230	1,064,230	24.7
17 Advertising Income	39,627	350,000	145,329	225,000	64.6	900,000	900,000	16.1
18 Other Income	85,154	520,870	258,779	238,514	108.5	915,794	915,794	28.3
19 TOTAL OTHER REVENUES	212,709	1,131,319	667,217	729,959	91.4	2,881,604	2,881,604	23.2
20								
21 TOTAL MOTOR BUS	7,451,351	21,949,948	22,997,848	25,395,771	90.6	99,414,897	99,414,897	23.1
22								
23 AMERICAN DISABILITIES ACT:								
24 Passenger Fares Redi-Wheels	70,119	201,158	197,880	208,575	94.9	834,300	834,300	23.7
25 Local TDA 4.5 Redi-Wheels	200,366	618,522	601,098	601,098	100.0	1,402,560	1,402,560	42.9
26 Local STA - Paratransit	72,092	304,320	216,276	216,276	100.0	504,645	504,645	42.9
27 Operating Grants	0	0	0	0	0.0	1,389,273	1,389,273	0.0
28 Sales Tax - District ADA Programs	354,780	1,013,808	1,105,806	1,471,888	75.1	4,786,142	4,786,142	23.1
29 Sales Tax - Paratransit Suppl. Coastsides	113,850	291,949	333,596	289,157	115.4	1,156,636	1,156,636	28.8
30 Interest Income - Paratransit Fund	33,183	113,776	103,125	103,125	100.0	135,790	135,790	75.9
31 Measure A Redi-Wheels	246,629	608,976	627,200	627,204	100.0	2,460,000	2,460,000	25.5
32 Measure M Paratransit	0	0	0	0	0.0	1,400,000	1,400,000	0.0
33 TOTAL ADA PROGRAMS	1,091,019	3,152,510	3,184,981	3,517,323	90.6	14,069,346	14,069,346	22.6
34								
35 MULTIMODAL TRANSIT PROGRAMS:								
36 Sales Tax - Caltrain	0	3,989,946	0	0	0.0	0	0	0.0
37 Other Sources - Caltrain	221,638	0	2,931,529	2,931,526	100.0	5,700,000	5,700,000	51.4
38 Transfer from TA for Caltrain	493,259	1,217,952	1,254,400	1,254,403	100.0	4,920,000	4,920,000	25.5
39 TA Funded SM/Caltrain Shuttles	88,975	274,685	270,297	270,334	100.0	1,081,335	1,081,335	25.0
40 Employer Share SM/Caltrain Shuttles	25,628	166,644	77,815	77,818	100.0	311,271	311,271	25.0
41 AB434 Funds - SamTrans Shuttle	44,583	134,000	133,750	133,750	100.0	535,000	535,000	25.0
42 Employer SamTrans Shuttle Funds	114,950	344,850	344,850	344,850	100.0	1,379,400	1,379,400	25.0
43 Sales Tax - SamTrans Shuttle Program	25,651	82,170	76,536	85,773	89.2	341,990	341,990	22.4
44 Operating Grants	0	86,814	0	0	0.0	0	0	0.0
45 Sales Tax - Gen. Operating Asst.	20,833	65,794	61,792	79,557	77.7	318,230	318,230	19.4
46								
47 TOTAL MULTIMODAL	1,035,518	6,362,855	5,150,969	5,178,010	99.5	14,587,226	14,587,226	35.3
48								
49 TOTAL REVENUES	9,577,888	31,465,312	31,333,798	34,091,104	91.9	128,071,469	128,071,469	24.5

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

**SAN MATEO COUNTY TRANSIT DISTRICT  
OPERATING EXPENSES  
FISCAL YEAR 2012  
SEPTEMBER 2011**

% OF YEAR ELAPSED: 25.0%

EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
<b>DISTRICT OPERATED BUSES</b>								
1 Wages & Benefits	3,821,303	12,290,497	12,611,796	13,887,794	90.8	53,344,734	53,227,132	23.7
2								
3 Services:								
4 Board of Directors	3,885	8,569	10,525	16,425	64.1	53,100	53,100	19.8
5 Contracted Vehicle Maintenance	49,817	252,963	137,246	219,885	62.4	785,250	785,250	17.5
6 Property Maintenance	105,714	221,702	266,565	319,500	83.4	1,278,500	1,278,500	20.8
7 Professional Services	326,476	526,742	680,768	1,015,501	67.0	4,299,827	4,395,098	15.5
8 Technical Services	335,218	850,225	953,227	1,032,436	92.3	4,008,902	4,031,233	23.6
9 Other Services	22,927	68,554	70,665	142,297	49.7	490,500	490,500	14.4
10								
11 Materials & Supply:								
12 Fuel & Lubricants	457,826	1,020,985	1,406,225	1,409,089	99.8	5,636,357	5,636,357	24.9
13 Bus Parts & Materials	128,300	261,775	383,048	473,025	81.0	1,765,700	1,765,700	21.7
14 Uniforms & Driver Expense	4,423	17,873	16,249	63,032	25.8	391,130	391,130	4.2
15 Timetables & Tickets	569	26,692	1,542	38,275	4.0	153,100	153,100	1.0
16 Office Supplies / Printing	18,958	42,240	43,265	84,144	51.4	334,874	334,874	12.9
17 Other Materials & Supply	10,539	22,943	29,160	42,500	68.6	166,250	166,250	17.5
18								
19 Utilities:								
20 Telephone	28,467	88,177	81,523	120,125	67.9	480,500	480,500	17.0
21 Other Utilities	86,650	229,641	256,304	245,400	104.4	981,600	981,600	26.1
22 Insurance Costs	218,931	622,151	621,003	624,492	99.4	2,493,500	2,493,500	24.9
23 Workers' Compensation	255,137	778,950	763,475	764,349	99.9	3,183,888	3,183,888	24.0
24 Taxes & License Fees	45,362	100,580	118,666	124,075	95.6	496,300	496,300	23.9
25 Fixed Route Accessibility	87,423	260,565	268,880	164,978	163.0	659,919	659,919	40.7
26 Leases & Rentals	9,223	25,394	26,766	29,057	92.1	116,229	116,229	23.0
27 Promotional & Legal Advertising	9,701	42,431	24,688	58,175	42.4	230,700	230,700	10.7
28 Training & Business Travel	18,677	28,555	36,790	50,382	73.0	181,085	181,085	20.3
29 Dues & Membership	16,838	27,624	28,165	30,250	93.1	83,785	83,785	33.6
30 Postage & Other	10,123	8,007	16,304	77,487	21.0	346,646	346,646	4.7
31								
32 <b>Total District Operated Buses</b>	<b>6,072,489</b>	<b>17,823,835</b>	<b>18,852,844</b>	<b>21,032,674</b>	<b>89.6</b>	<b>81,962,376</b>	<b>81,962,376</b>	<b>23.0</b>
33								
34 <b>CONTRACTED BUS SERVICES</b>								
35 Contracted Urban Bus Service	1,205,468	3,568,377	3,637,774	3,840,222	94.7	15,360,895	15,360,895	23.7
36 Other Related Costs	30,882	89,932	86,080	84,933	101.3	339,820	339,820	25.3
37 Insurance Costs	49,183	206,174	157,748	163,743	96.3	655,000	655,000	24.1
38 Coastside Services	53,692	146,145	159,381	157,656	101.1	630,630	630,630	25.3
39 Redi Coast Non-ADA	16,771	58,067	48,762	59,553	81.9	238,216	238,216	20.5
40 Other Related Costs	998	2,336	3,325	10,380	32.0	41,520	41,520	8.0
41 La Honda - Pescadero	8,400	13,125	13,650	13,125	104.0	52,500	52,500	26.0
42 SamCoast - Pescadero	12,421	38,838	34,775	30,000	115.9	120,000	120,000	29.0
43 Other Related Cost - SamCoast	1,047	3,118	3,510	3,485	100.7	13,940	13,940	25.2
44 <b>Total Contracted Bus Service</b>	<b>1,378,862</b>	<b>4,126,112</b>	<b>4,145,003</b>	<b>4,363,097</b>	<b>95.0</b>	<b>17,452,521</b>	<b>17,452,521</b>	<b>23.8</b>
45								
46 <b>TOTAL MOTOR BUS</b>	<b>7,451,351</b>	<b>21,949,948</b>	<b>22,997,848</b>	<b>25,395,771</b>	<b>90.6</b>	<b>99,414,897</b>	<b>99,414,897</b>	<b>23.1</b>

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

**SAN MATEO COUNTY TRANSIT DISTRICT  
OPERATING EXPENSES  
FISCAL YEAR 2012  
SEPTEMBER 2011**

% OF YEAR ELAPSED: 25.0%

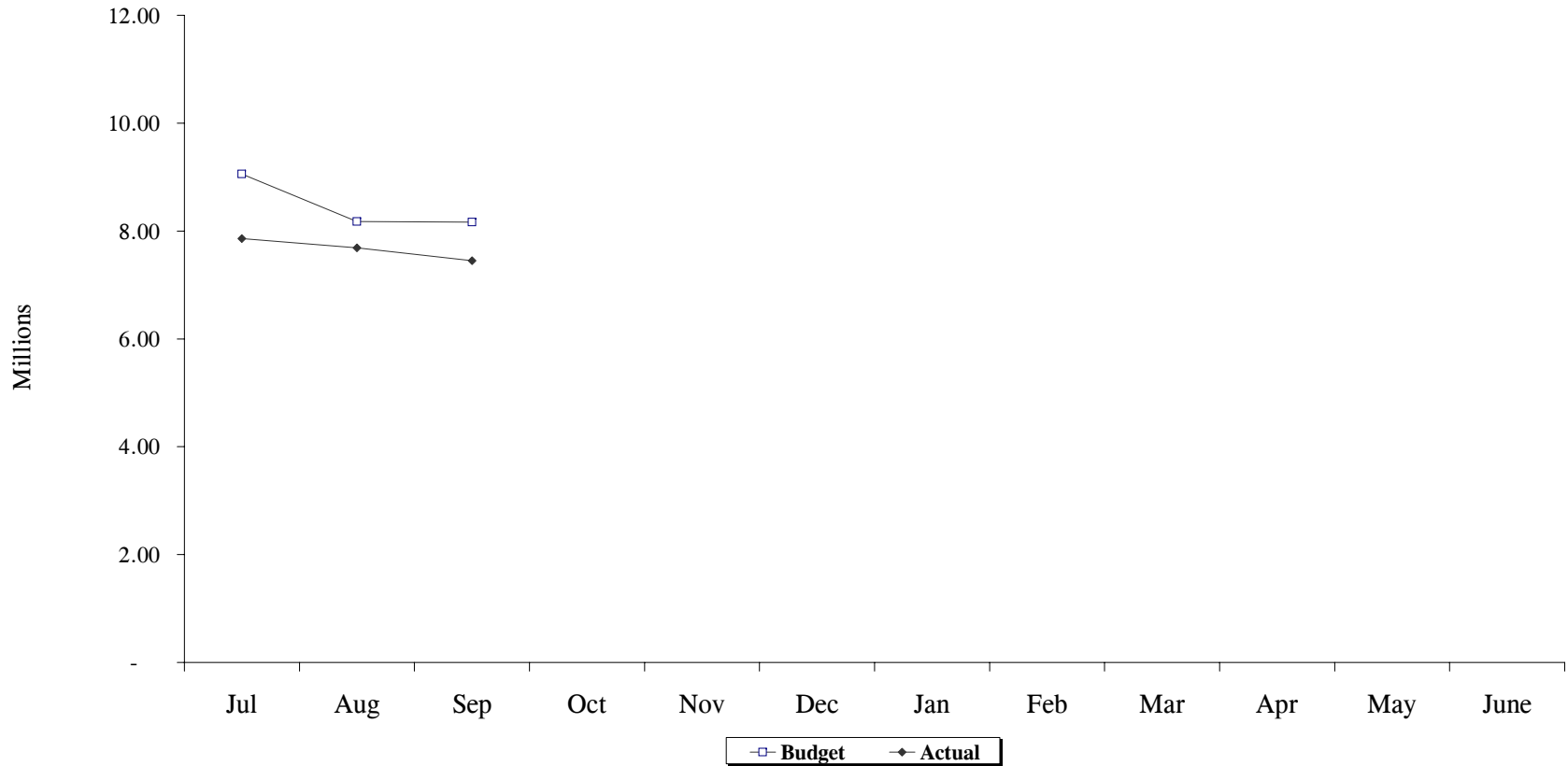
EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
<b>AMERICAN DISABILITY ACT PROGRAMS</b>								
Elderly & Disabled/Redi-Wheels	432,315	1,367,402	1,291,018	1,729,146	74.7	6,916,605	6,916,605	18.7
Other Related Costs	172,604	499,932	499,527	680,250	73.4	2,721,005	2,721,005	18.4
Sedan Service	264,322	707,045	735,689	435,999	168.7	1,744,010	1,744,010	42.2
ADA Accessibility Support	63,774	162,249	200,041	254,023	78.7	1,016,090	1,016,090	19.7
Coastside ADA Support	113,850	291,949	333,596	289,157	115.4	1,156,636	1,156,636	28.8
Insurance Costs	44,155	123,934	125,110	128,748	97.2	515,000	515,000	24.3
<b>TOTAL ADA PROGRAMS</b>	<b>1,091,019</b>	<b>3,152,510</b>	<b>3,184,981</b>	<b>3,517,323</b>	<b>90.6</b>	<b>14,069,346</b>	<b>14,069,346</b>	<b>22.6</b>
<b>MULTIMODAL TRANSIT PROGRAMS</b>								
<b>CALTRAIN SERVICE</b>								
Peninsula Rail Service	714,897	5,207,898	4,185,929	4,185,929	100.0	10,620,000	10,620,000	39.4
<b>Total Caltrain Service</b>	<b>714,897</b>	<b>5,207,898</b>	<b>4,185,929</b>	<b>4,185,929</b>	<b>100.0</b>	<b>10,620,000</b>	<b>10,620,000</b>	<b>39.4</b>
<b>OTHER SUPPORT</b>								
Dumbarton Express Service	10,000	31,537	30,000	31,532	95.1	126,130	126,130	23.8
SamTrans Shuttle Service	185,185	561,020	555,136	564,373	98.4	2,256,390	2,256,390	24.6
SM/Caltrain Shuttles	114,603	528,143	348,113	348,152	100.0	1,392,606	1,392,606	25.0
Maintenance Multimodal Facilities	10,832	34,257	31,792	48,025	66.2	192,100	192,100	16.5
<b>Total Other Support</b>	<b>320,620</b>	<b>1,154,957</b>	<b>965,040</b>	<b>992,081</b>	<b>97.3</b>	<b>3,967,226</b>	<b>3,967,226</b>	<b>24.3</b>
<b>TOTAL MULTI-MODAL PROGRAMS</b>	<b>1,035,517</b>	<b>6,362,855</b>	<b>5,150,969</b>	<b>5,178,010</b>	<b>99.5</b>	<b>14,587,226</b>	<b>14,587,226</b>	<b>35.3</b>
<b>TOTAL EXPENSES</b>	<b>9,577,887</b>	<b>31,465,312</b>	<b>31,333,798</b>	<b>34,091,104</b>	<b>91.9</b>	<b>128,071,469</b>	<b>128,071,469</b>	<b>24.5</b>

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

## SAN MATEO COUNTY TRANSIT DISTRICT

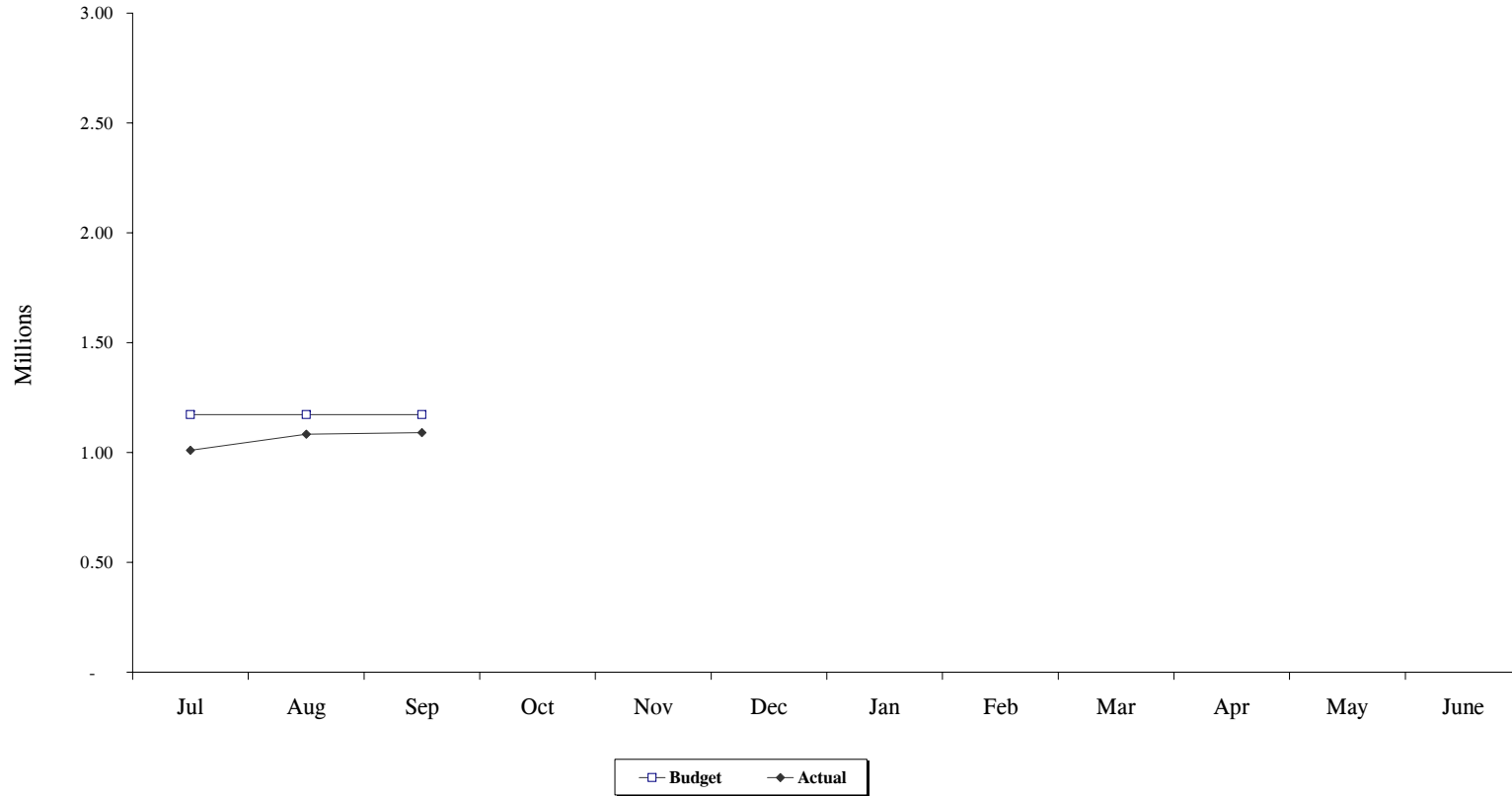
### MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

### FISCAL YEAR 2012



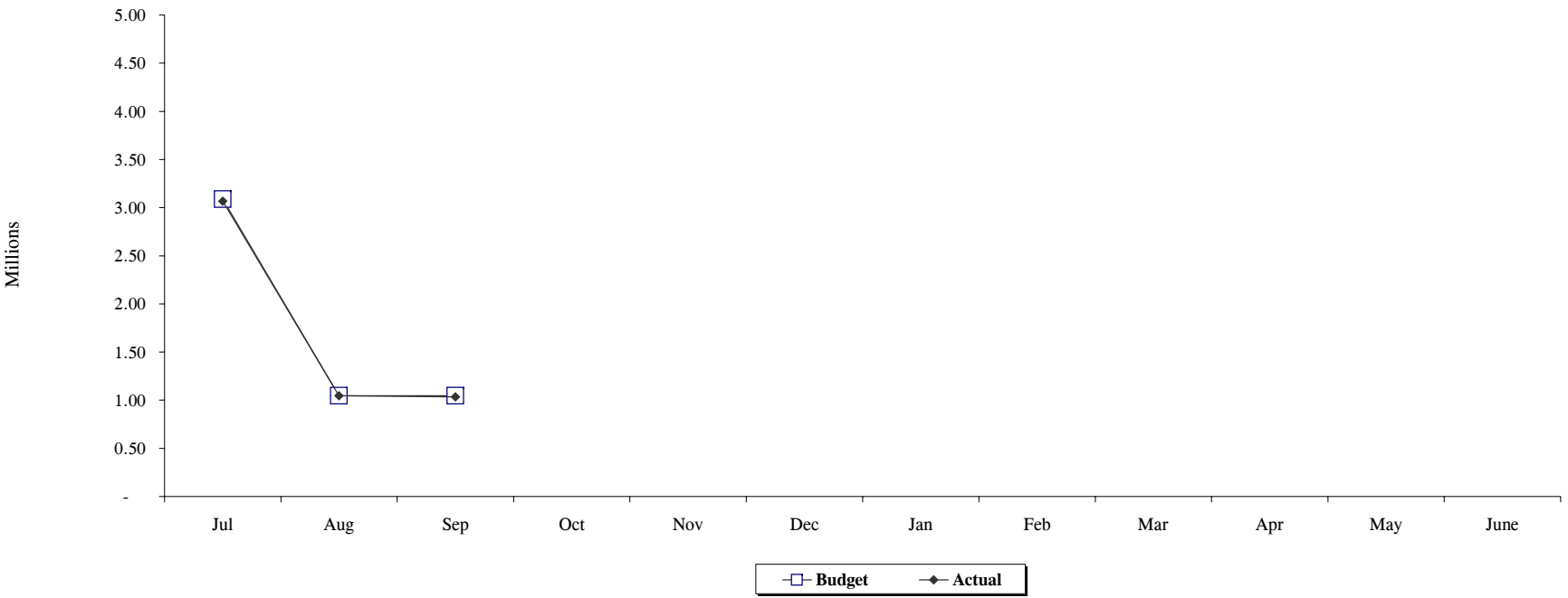
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
<b>MONTHLY EXPENSES</b>													
Budget	9,056,867	8,173,381	8,165,523										
Actual	7,861,175	7,685,322	7,451,351										
<b>CUMULATIVE EXPENSES</b>													
Budget	9,056,867	17,230,248	25,395,771										
Actual	7,861,175	15,546,497	22,997,848										
Variance - F(U)	1,195,692	1,683,751	2,397,923										
Variance %	13.20%	9.77%	9.44%										

**SAN MATEO COUNTY TRANSIT DISTRICT**  
**ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL**  
**FISCAL YEAR 2012**



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
Budget	1,172,441	1,172,441	1,172,441									
Actual	1,009,971	1,083,991	1,091,019									
<b>CUMULATIVE EXPENSES</b>												
Budget	1,172,441	2,344,882	3,517,323									
Actual	1,009,971	2,093,962	3,184,981									
Variance - F(U)	162,470	250,920	332,342									
Variance %	13.86%	10.70%	9.45%									

**SAN MATEO COUNTY TRANSIT DISTRICT**  
**MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL**  
**FISCAL YEAR 2012**



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
Budget	3,086,529	1,045,291	1,046,191									
Actual	3,068,088	1,047,363	1,035,517									
<b>CUMULATIVE EXPENSES</b>												
Budget	3,086,529	4,131,820	5,178,010									
Actual	3,068,088	4,115,451	5,150,969									
Variance - F(U)	18,441	16,368	27,042									
Variance %	0.60%	0.40%	0.52%									



SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF BUDGET ACTIVITY FOR SEPTEMBER 2011

BUDGET AMENDMENTS

	Amount	Line Item		Description
Sep-11				No Budget Amendments in September 2011
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

BUDGET REVISIONS

	Amount	Line Item		Description
Sep-11				No Budget Revisions in September 2011
	<u>\$ -</u>	Total	<u>\$ -</u>	Total

SAN MATEO COUNTY TRANSIT DISTRICT  
 1/2 CENT SALES TAX RECEIPTS AND PROJECTIONS  
 FY2011 & FY2012  
 SEPTEMBER 2011

10/28/11 10:56 AM

Approved Budget		Receipts		Over/(Under)	Current
Date	Amount	Date	Amount	Budget/Projection	Projection
<b>FY2011:</b>					
1st Quarter	15,224,400	1st Quarter	15,365,997	141,597	15,365,997
2nd Quarter	15,910,800	2nd Quarter	16,917,979	1,007,179	16,917,979
3rd Quarter	13,855,400	3rd Quarter	14,737,296	881,896	14,737,296
4th Quarter	15,009,400	4th Quarter	16,492,475	1,227,200	16,492,475 (1)
<b>FY2011 Total</b>	<b>60,000,000</b>	<b>FY2011 Total</b>	<b>63,513,748</b>	<b>3,257,873</b>	<b>63,513,748</b>
<b>FY2012</b>					
Jul. 11	4,225,700	Sep. 11	4,224,900	(800)	4,224,900
Aug. 11	4,225,700	Oct. 11		0	4,225,700 (1)
Sep. 11	5,634,300	Nov. 11		0	5,634,300 (1)
1st Qtr. Adjustment	1,594,300	Dec. 11		800	1,595,100 (1)
3 Months Total	15,680,000		4,224,900	0	15,680,000
Oct. 11	4,368,400	Dec. 11		0	4,368,400
Nov. 11	4,368,400	Jan. 12		0	4,368,400
Dec. 11	5,903,400	Feb. 12		0	5,903,400
2nd Qtr. Adjustment	1,618,000	Mar. 12		0	1,618,000
6 Months Total	31,938,200		4,224,900	0	31,938,200
Jan. 12	3,813,400	Mar. 12		0	3,813,400
Feb. 12	3,813,400	Apr. 12		0	3,813,400
Mar. 12	5,197,600	May 12		0	5,197,600
3rd Qtr. Adjustment	1,412,300	Jun. 12		0	1,412,300
9 Months Total	46,174,900		4,224,900	0	46,174,900
Apr. 12	4,137,800	Jun. 12		0	4,137,800
May 12	4,137,800	Jul. 12		0	4,137,800
Jun. 12	5,517,000	Aug. 12		0	5,517,000
4th Qtr. Adjustment	1,532,500	Sep. 12		0	1,532,500
<b>FY2012 Total</b>	<b>61,500,000</b>	<b>FY2012 Total</b>	<b>4,224,900</b>	<b>0</b>	<b>61,500,000</b>
15,680,000		1st Quarter			
		2nd Quarter			
		3rd Quarter			
		4th Quarter			
<u>15,680,000</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 September 30, 2011.

**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 October 26, 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 5 and 6. The schedule separates the investments into three groups: The Investment Portfolio which is managed by SunTrust Banks, doing business as CSI Capital a SunTrust Group ("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.

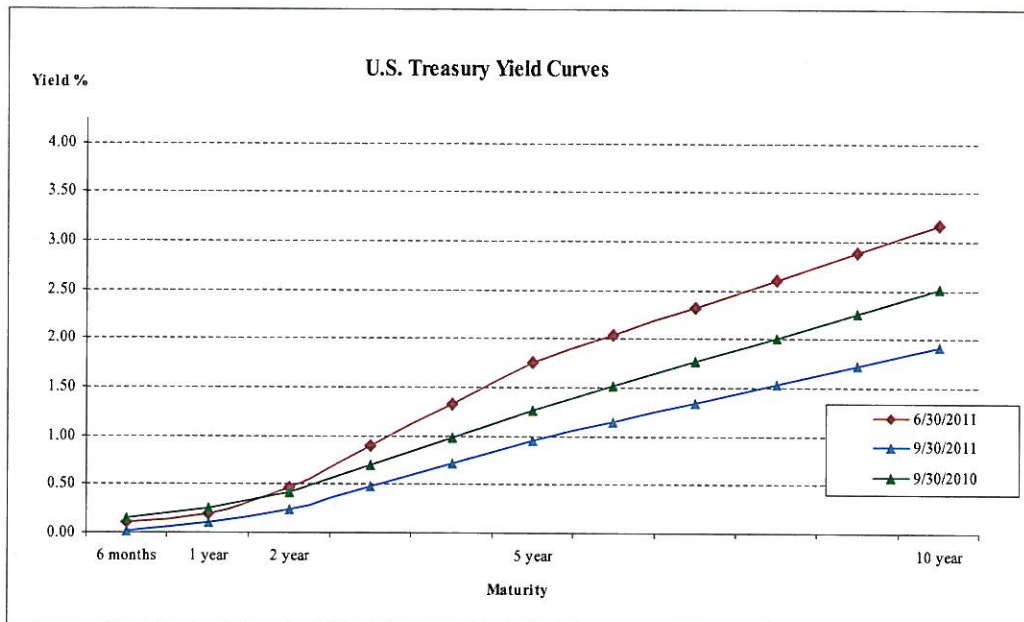
Due to the nature of securities which are bought and sold in a principal market, such as fixed income securities, multiple market values may exist for a given security at any given time. CSI has chosen IDC as an unbiased estimator of these prices based on their leading role as a provider of end of the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

Interest rates fell during the third quarter of the year as a series of events including the sovereign debt crisis in Europe, further stimulus measures by the Federal Reserve of the United States (the Fed), and a downgrade by Standard and Poor's Corporation (S&P) of the sovereign debt of the United States, dominated the headlines. Taken together, these events lowered expectations for global growth and raised the possibility for renewed recessions in both Europe and the United States. By the end of the quarter, interest rates had fallen to record lows and the equity markets stood 17.5 percent off their recent highs.

Most commentators believe the most serious challenge currently facing the global economic market is the debt problems in the Euro Zone. It is now widely expected that Greece will default on its debt. While it is unclear how such a default will impact the remainder of the Euro Zone, it is clear that a default will come as a serious blow to the many European banks that hold the sovereign debt. The fear is that such a default could lead to a broader financial crisis that could in turn lead to a more serious economic downturn across the continent of Europe and further.

In the United States, slow economic growth, persistently high levels of unemployment and weaker financial markets led the Fed to announce "Operation Twist" as their latest attempt to stimulate economic growth. Operation Twist's stated goal is to stimulate economic activity through the sale of short-term bonds and the purchase of long-term bonds. However, investors are not convinced that the Fed's actions have had, or will have much of an impact on growth. Until banks start lending again, the argument goes, the additional liquidity provided by the Fed will do the economy little good.

An unprecedented event that took place during the quarter was the downgrade by S&P of the sovereign debt of the United States. The immediate market reaction was an increase in the price of U.S. Government securities indicating that the downgrade was not taken as a reflection of the

credit quality of U.S. Government debt. Rather, the downgrade signaled concern for weaker global growth as fiscal policies across the world are tightened.

In another unprecedented event during the quarter, the Fed announced their intention to maintain an extremely low level of interest rates through mid 2013. It was the Fed's hope that this statement would reduce uncertainty and allow companies to plan for future investments. The move was not universally supported. Unfortunately, by the Fed's own words, this is a strategy they intend to pursue for some time and investors need to set their expectations accordingly.

The decline in rates is not what we had been expecting. Even though we believe the U.S. economy can continue to grow in spite of its current challenges, the message from the market is that it will be well over a year before the Fed starts to raise interest rates.

Despite the litany of negative news there are still several bright spots. Corporate profits reached record levels, balance sheets remain strong, and production schedules appear more or less in line with reduced levels of demand. What's more, the global economy seems poised to grow at a faster than normal pace, there are expectations for the global middle class to quadruple in size over the next twenty years with the resulting increase in global GDP providing ample opportunities for multinational corporations to continue to grow profits, which is a good sign for increasing levels of employment over time.

### **Strategy**

Over the foreseeable future CSI expect interest rates to move gradually higher. They continue to caution that the current low rates leave no room for a sudden rise in interest rates, which would result in negative returns. Given CSI's outlook and the current level of uncertainty in the markets, we are comfortable keeping the portfolio's exposure to a change in interest rates below that of the benchmark.

As of the end of the quarter, the District's consolidated portfolios consisted of approximately 1.8 percent Corporate Bonds, 86.4 percent Agency Securities, 10.4 percent US Treasury Securities and 1.2 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 September 30, the General Fund portfolio returned 0.15 percent. This compares to the benchmark return of 1.29 percent. Over this same time period, the Paratransit Fund portfolio returned 0.34 percent. This compares to the benchmark return of 5.05 percent.

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

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

30, the portfolio's yield to maturity or call was 0.59 percent. The General Fund benchmark's yield to maturity was 0.83 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 2.37 percent.

Prepared by: Lori Snow, Manager, Finance Treasury

650-508-6425

**SAN MATEO COUNTY TRANSIT DISTRICT  
REPORT OF INVESTMENTS  
FOR QUARTER ENDED SEPTEMBER 30, 2011**

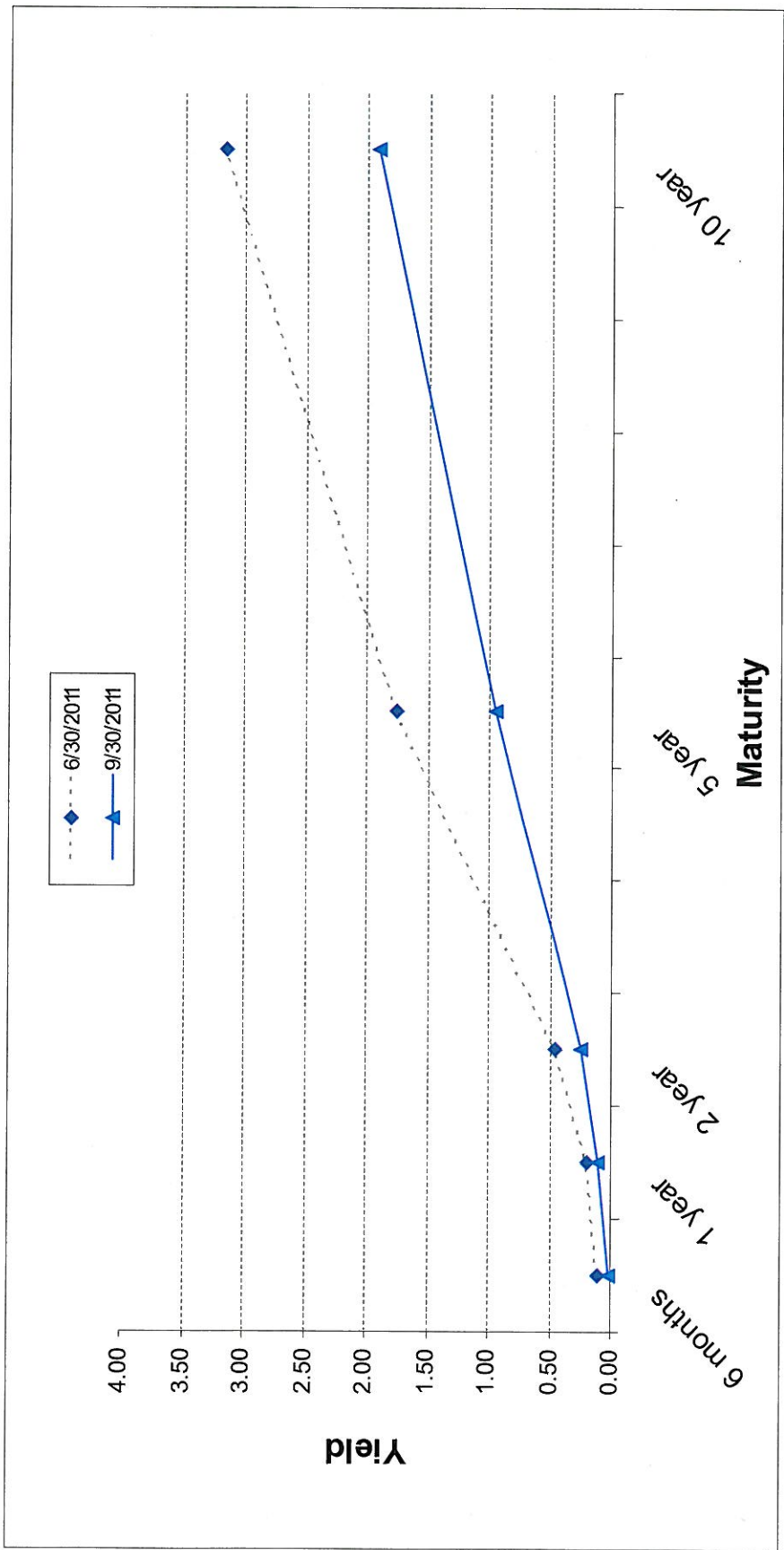
<u>TYPE</u>	<u>DATE OF MATURITY</u>	<u>PAR VALUE</u>	<u>CARRYING AMOUNT</u>	<u>MARKET VALUE</u>	<u>ACCRUED INTEREST</u>	<u>MARKET VALUE +ACCR.INT.</u>
<b><u>FUNDS MANAGED BY SUNTRUST BANK/CSI GROUP</u></b>						
<b><u>INVESTMENT PORTFOLIO:</u></b>						
<b>CORPORATE BONDS</b>						
Bank of America	04-30-12	2,000,000	2,038,460	2,021,690	17,500	2,039,190
<b>GOVERNMENT BONDS</b>						
FNMA	02-16-12	10,000,000	10,551,600	10,179,050	61,111	10,240,161
FNMA	03-15-12	3,500,000	3,771,635	3,593,247	8,932	3,602,179
FHLM	03-23-12	5,000,000	4,993,300	5,045,290	2,066	5,047,356
FHLB	03-08-13	13,500,000	13,209,399	14,394,726	41,250	14,435,976
FHLM - Step Up	11-04-13	7,750,000	7,735,275	7,750,884	15,715	7,766,599
FHLMC	03-14-14	8,000,000	7,997,200	7,983,280	2,222	7,985,502
FNMA	04-18-14	11,000,000	10,993,400	11,066,550	74,250	11,140,800
FNMA - Step Up	04-18-14	4,500,000	4,499,100	4,508,253	20,250	4,528,503
FHLM - Step Up	10-15-15	5,000,000	5,009,800	5,001,650	28,646	5,030,296
Fed. Farm Credit Bank	12-29-15	950,000	1,020,405	1,147,337	14,709	1,162,045
Housing Urban Devel	08-01-17	800,000	829,768	804,406	10,368	814,774
<b>TREASURY INFLATION PROTECTED SECURITIES</b>						
Treasury Inflation Indexed Note	04-15-14	3,736,215	3,737,187	3,913,685	21,437	3,935,123
<b>COLLATERALIZED MORTGAGE OBLIGATIONS</b>						
FHLB SERIES 4S-2012 CLASS I	01-25-12	951,570	968,520	964,017	640	964,657
FHLB SERIES 00-0606 CLASS Y	12-28-12	368,426	375,795	385,834	108	385,942
<b>TOTAL INVESTMENT FUNDS PORTFOLIO</b>						
<b>MANAGED BY SUNTRUST BANK/CSI GROUP</b>						
		<b>77,056,211</b>	<b>77,730,843</b>	<b>78,759,898</b>	<b>319,204</b>	<b>79,079,103</b>



**SAN MATEO COUNTY TRANSIT DISTRICT  
REPORT OF INVESTMENTS (Con't)  
FOR QUARTER ENDED SEPTEMBER 30, 2011**

<u>PARATRANSIT TRUST FUND PORTFOLIO:</u>	<u>DATE OF</u>	<u>CARRYING</u>	<u>MARKET</u>	<u>ACCRUED</u>	<u>MARKET</u>
					<u>VALUE</u>
<b>GOVERNMENT BONDS</b>					
FNMA	01-09-12	5,000,000	5,025,185	22,500	5,047,685
U.S. Treasury Note	02-15-12	4,000,000	4,019,220	6,875	4,026,095
FHLM	01-07-14	5,000,000	5,229,690	28,819	5,258,509
FHLM	04-23-14	2,500,000	2,624,598	27,257	2,651,854
FNMA Step Up	01-27-16	5,000,000	4,999,175	8,750	5,007,925
<b>TREASURY INFLATION PROTECTED SECURITIES</b>					
Treasury Inflation Indexed Note	04-15-14	2,668,725	2,795,490	15,312	2,810,802
<b>TOTAL PARATRANSIT PORTFOLIO MANAGED BY SUNTRUST BANK/CSI GROUP</b>		<b>24,168,725</b>	<b>24,693,357</b>	<b>109,514</b>	<b>24,802,871</b>
<b>TOTAL DISTRICT PORTFOLIO MANAGED BY SUNTRUST BANK/CSI GROUP</b>		<b>101,224,936</b>	<b>103,453,255</b>	<b>428,718</b>	<b>103,881,973</b>
<b><u>LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF:</u></b>					
BANK OF AMERICA CHECKING		1,236,402	1,236,402	0	1,236,402
LAIF		8,962,887	8,962,887	4,097	8,966,984
<b>TOTAL FUNDS MANAGED BY DISTRICT STAFF</b>		<b>10,199,289</b>	<b>10,199,289</b>	<b>4,097</b>	<b>10,203,386</b>
<b><u>TRUST FUNDS MANAGED BY THIRD PARTY TRUSTEE:</u></b>					
First American Gov't. Oblig. Cl D		2,852,312	2,852,312	0	2,852,312
Banco Balbao Vizcaya CP		5,504,000	5,504,000	0	5,504,000
Federal Home Loan Mortgage Corp	03-23-2012	2,273,412	2,282,582	1,199	2,283,781
<b>TOTAL FUNDS MANAGED BY THIRD PARTY TRUSTEE</b>		<b>10,629,724</b>	<b>10,638,894</b>	<b>1,199</b>	<b>10,640,093</b>
<b>TOTAL AS OF SEPTEMBER 30, 2011</b>		<b>111,854,660</b>	<b>124,291,438</b>	<b>434,014</b>	<b>124,725,452</b>

SamTrans  
Historical Yield Curve



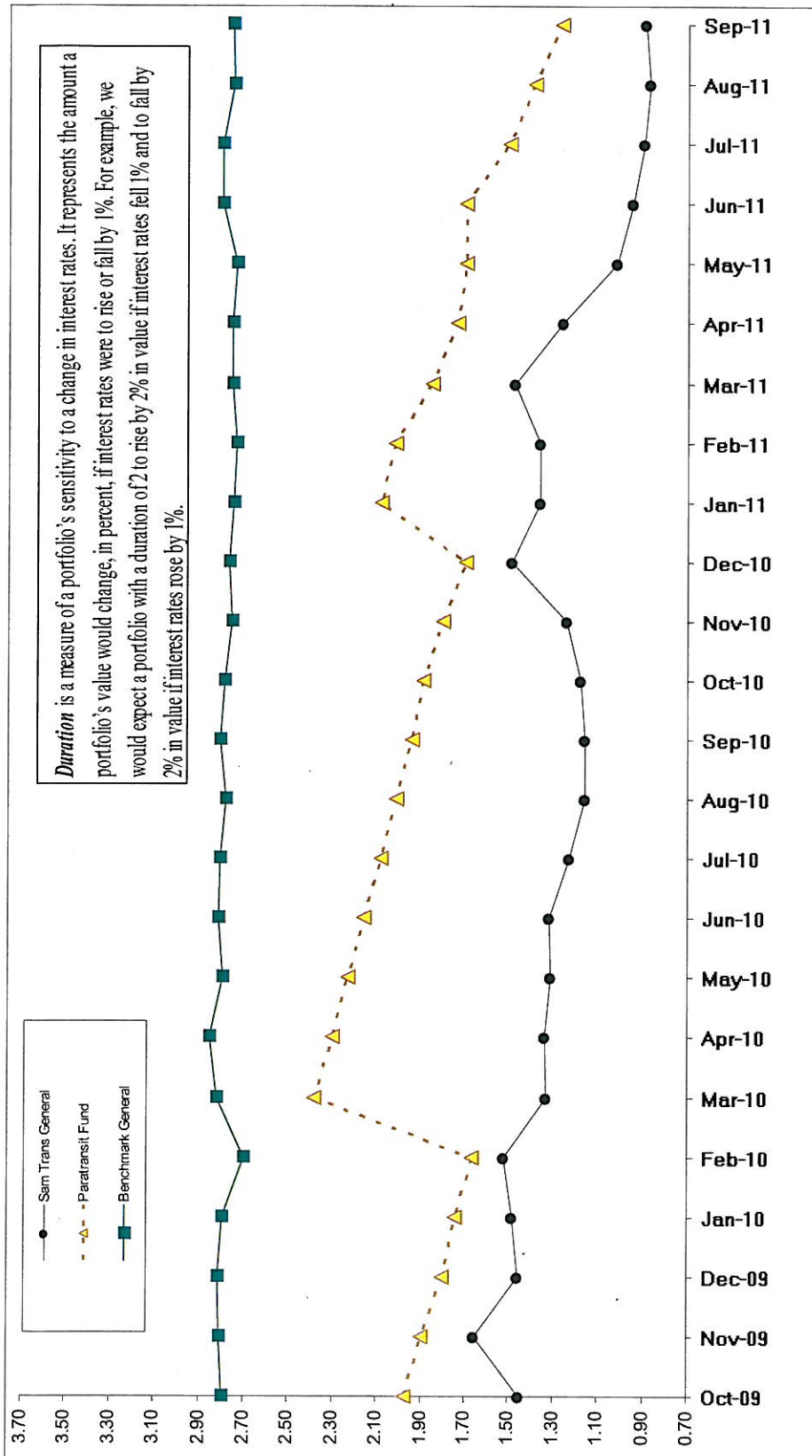
Data Source: Bloomberg

CSI Capital Management, Inc.

**EXHIBIT 2**

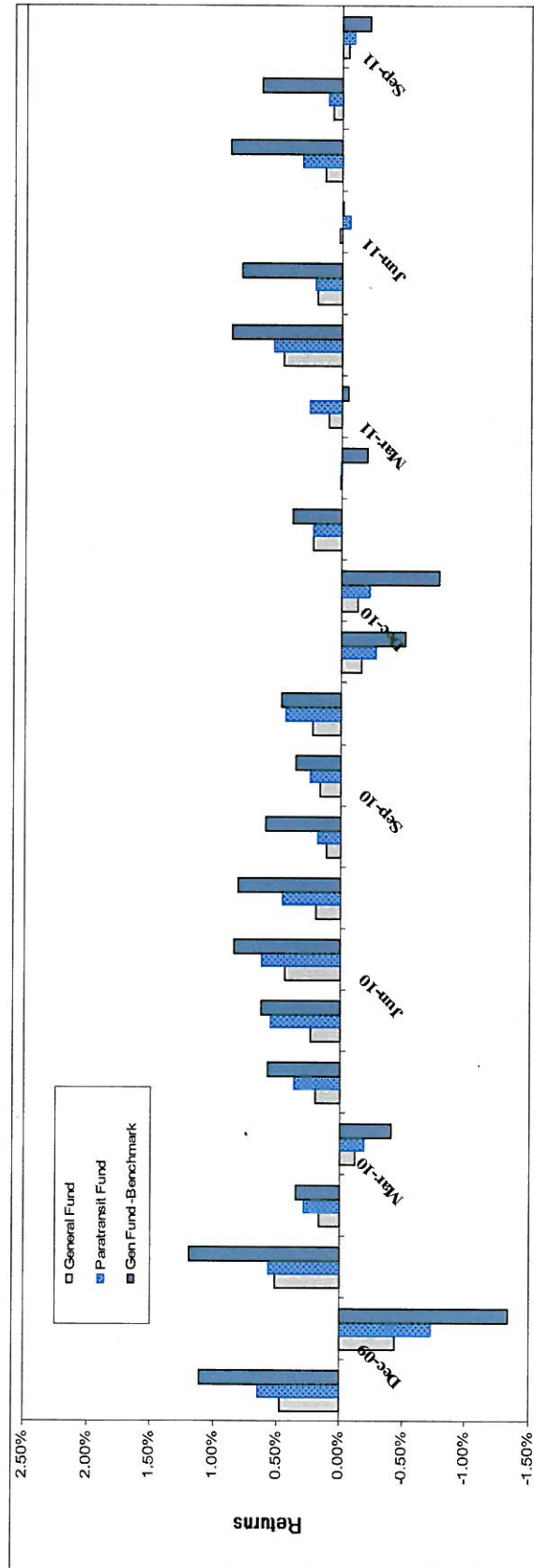
*CSI Capital Management, Inc.*

**SamTrans  
Duration vs. Benchmark**



**EXHIBIT 3**

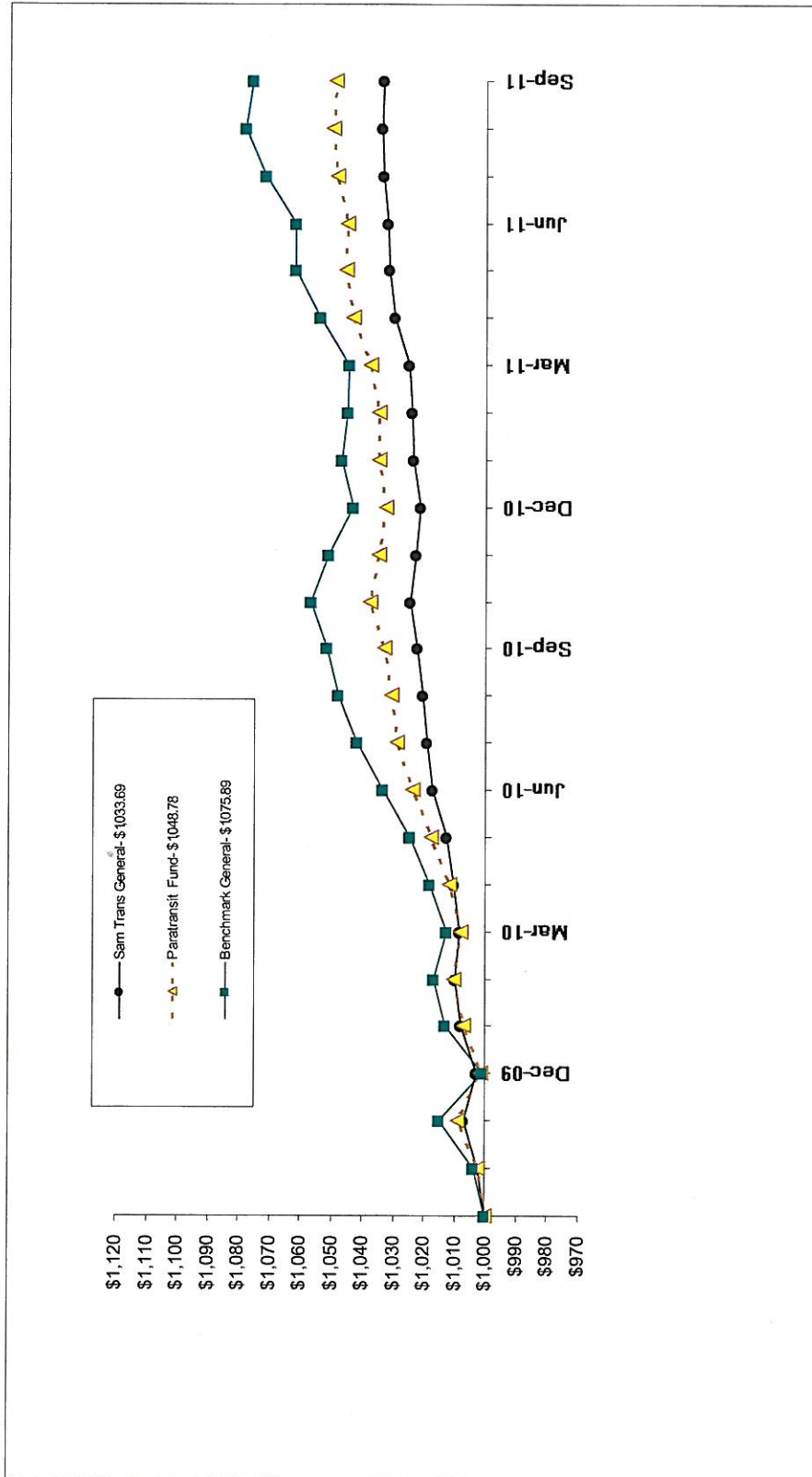
**SamTrans**  
**Monthly Review – Account vs. Benchmark**  
*Rolling 24 Months*



Trailing 12 Months	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Trailing 12
<b>MONTHLY PERFORMANCE DATA</b>													
SamTrans - Gen Funds	0.23%	-0.16%	-0.13%	0.23%	0.01%	0.10%	0.46%	0.20%	0.02%	0.13%	0.07%	-0.05%	1.12%
SamTrans - Paratran	0.44%	-0.28%	-0.22%	0.23%	0.01%	0.26%	0.55%	0.22%	-0.06%	0.32%	0.11%	-0.09%	1.50%
Benchmark - Gen Fund	0.47%	-0.51%	-0.78%	0.39%	-0.20%	-0.05%	0.88%	0.79%	-0.01%	0.89%	0.64%	-0.23%	2.29%
Benchmark - Paratran	0.46%	-0.84%	-2.22%	0.48%	-0.41%	-0.08%	1.40%	1.77%	-0.09%	2.07%	2.50%	0.40%	5.48%

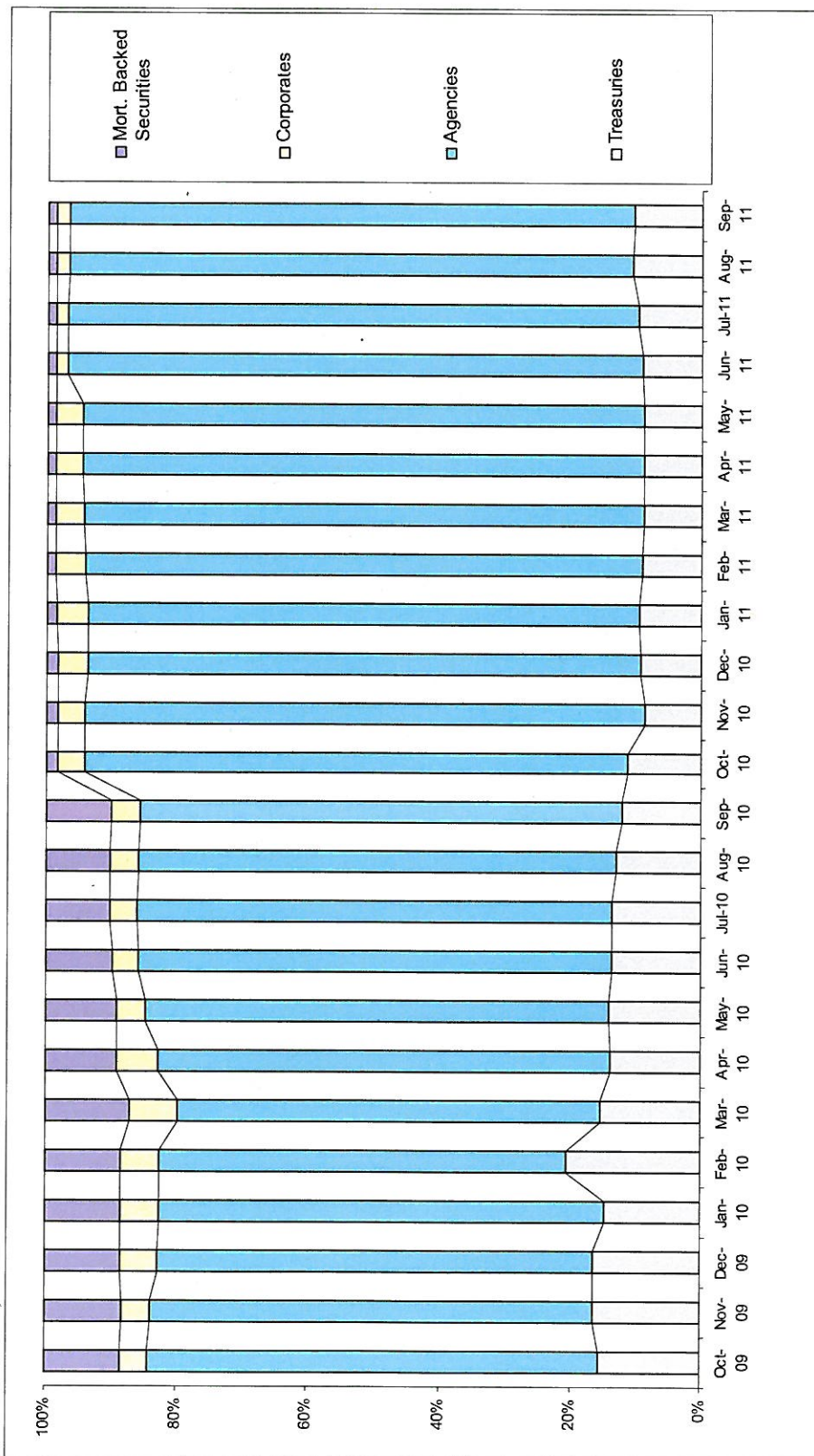
*CSI Capital Management, Inc.*

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

**SUBJECT: CLIPPER MEMORANDUM OF UNDERSTANDING AMENDMENT No. 1**

**ACTION**

Staff proposes that the Committee recommend that the Board authorize the General Manager/CEO, or his designee, to execute Clipper® Memorandum of Understanding (MOU) Amendment Number 1 regarding responsibility for commissions for sales handled through third-party transit benefit programs. The MOU goes into effect upon signature by all parties and will expire June 2013 unless extended by approval of all parties.

**SIGNIFICANCE**

Amendment No. 1 states that the participating transit agencies are financially responsible for a new 1 percent sales commission associated with sales of Clipper value through third-party transit benefit programs. The sales commission will apply to automated monthly Clipper add value transactions initiated through the transit benefit programs' website interfaces.

**BUDGET IMPACT**

The net impact of the sales commission is anticipated to be cost neutral.

**BACKGROUND**

In June 2010, the Board approved entering into the Clipper Memorandum of Understanding (Resolution 2010-46) along with the Alameda-Contra Costa Transit District, Bay Area Rapid Transit District, Golden Gate Bridge, Highway and Transportation District, Peninsula Corridor Joint Powers Board, San Francisco Municipal Transportation Agency, Santa Clara Valley Transportation Authority and Metropolitan Transportation Commission. The Clipper MOU succeeds the previously executed TransLink Interagency Participation Agreement in defining the agreements among MTC and transit operators with respect to operation of the Clipper fare payment system. Under the Clipper MOU, transit agencies are financially responsible for sales commissions for Clipper add value transactions at retailers and credit/debit processing fees.

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

**RESOLUTION NO. 2011 –**

**SAN MATEO COUNTY TRANSIT DISTRICT  
STATE OF CALIFORNIA**

\* \* \*

**AUTHORIZE THE EXECUTION OF THE MEMORANDUM OF UNDERSTANDING  
AMENDMENT NO. 1 REGARDING COMMISSIONS FOR SALES HANDLED  
THROUGH THIRD-PARTY TRANSIT BENEFIT PROGRAMS FOR THE  
CLIPPER® FARE COLLECTION SYSTEM**

**WHEREAS**, the Metropolitan Transportation Commission (MTC), under authority granted to it under SB1474 (Statutes 1996, Chapter 256), included Clipper in its regional transit coordination program; and

**WHEREAS**, Clipper is an automated fare payment system for intra- and inter-operator transit trips in the San Francisco Bay Area; and

**WHEREAS**, the San Mateo County Transit District approved the Clipper Memorandum of Understanding (MOU) in June 2010 (Resolution 2010-46) that set forth a new governance structure for the participating agencies in the operation and maintenance of Clipper; and

**WHEREAS**, the seven signatories to the MOU are the Metropolitan Transportation Commission, Alameda-Contra Costa Transit District, the City and County of San Francisco, acting by and through its Municipal Transportation Agency, the Golden Gate Bridge, Highway and Transportation District, the Peninsula Corridor Joint Powers Board, the San Mateo County Transit District, the San Francisco Bay Area Transit District and the Santa Clara Valley Transportation Authority; and

**WHEREAS**, Amendment No. 1 is provided in Attachment A, which outlines responsibility for commissions for Clipper sales handled through third-party transit benefit programs; and



**WHEREAS**, Amendment No. 1 goes into effect upon signature by all parties and expires June 30, 2013, but may be extended by approval of all parties.

**NOW, THEREFORE, BE IT RESOLVED** that the San Mateo County Transit District authorizes the General Manager/CEO, or his designee, to execute Amendment No. 1 to the Clipper Memorandum of Understanding with the Metropolitan Transportation Commission regarding commissions for Clipper sales handled through third-party transit benefit programs to take effect upon execution by all seven agencies.

Regularly passed and adopted this 9<sup>th</sup> day of November 2011, by the following vote:

AYES:

NOES:

ABSENT:

---

Chair, San Mateo County Transit District

ATTEST:

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District Secretary

**AMENDMENT NO. 1**  
**TO**  
**CLIPPER® MEMORANDUM OF UNDERSTANDING**

This Amendment No. 1 to the Clipper® Memorandum of Understanding dated \_\_\_\_\_, 2011, (the “MOU”) is entered into as of the \_\_\_day of \_\_\_\_\_, 2011 by and among the Metropolitan Transportation Commission (“MTC”) and the following transit operators participating in the Clipper® program (referred to herein as “Operator” or “Operators”):

Alameda-Contra Costa Transit District (“AC Transit”); Golden Gate Bridge Highway and Transportation District (“GGBHTD”); the San Francisco Bay Area Rapid Transit District (“BART”); the City and County of San Francisco, acting by and through its Municipal Transportation Agency (“MTA”); the San Mateo County Transit District (“SamTrans”); the Santa Clara Valley Transportation Authority (“VTA”); the Peninsula Corridor Joint Powers Board (“Caltrain”); and any other transit operators that implement Clipper and execute this MOU after the Effective Date.

MTC and the Operators are referred to herein as “the Parties” or individually, as a “Party”.

The Parties agree to amend the MOU as follows:

Appendix B, Clipper® Cost and Revenue Allocation, is deleted and the revised Appendix B is substituted, as attached hereto and incorporated herein by this reference.

IN WITNESS WHEREOF, this MOU has been duly authorized and executed by the Parties hereto on the dates specified below.

**Metropolitan Transportation Commission**

Approved as to Form:

\_\_\_\_\_  
Steve Heminger, Executive Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Adrienne D. Weil  
General Counsel

**Alameda Contra Costa Transit District**

Approved as to Form:

\_\_\_\_\_  
Mary King, Interim General Manager  
Date: \_\_\_\_\_

\_\_\_\_\_  
Carol Babbington, Acting General  
Counsel

**Golden Gate Bridge Highway and  
Transportation District**

Approved as to Form:

\_\_\_\_\_  
Denis Mulligan, General Manager  
Date: \_\_\_\_\_

\_\_\_\_\_  
David J. Miller  
General Counsel

**San Francisco Bay Area Rapid Transit  
District**

Approved as to Form:

\_\_\_\_\_  
Grace Crunican, General Manager  
Date: \_\_\_\_\_

\_\_\_\_\_  
Matt Burrows, General Counsel

**City and County of San Francisco  
Municipal Transportation Agency**

Approved as to Form:  
Dennis J. Herrera, City Attorney

\_\_\_\_\_  
Edward Reiskin, CEO/Executive Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Robin M. Reitzes  
Deputy City Attorney

Municipal Transportation Agency Board of  
Directors  
Resolution No. \_\_\_\_\_  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Secretary, MTAB

**San Mateo County Transit District**

Approved as to Form:

\_\_\_\_\_  
Michael Scanlon, General Manager/CEO  
Date:

\_\_\_\_\_  
David J. Miller  
General Counsel

**Santa Clara Valley Transportation  
Authority**

Approved as to Form:

\_\_\_\_\_  
Michael T. Burns, General Manager  
Date:

\_\_\_\_\_  
Kevin Allmand  
General Counsel

**Peninsula Corridor Joint Powers Board**

Approved as to Form:

\_\_\_\_\_  
Michael Scanlon, Executive Director  
Date:

\_\_\_\_\_  
David J. Miller  
General Counsel

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draft3.doc

## Appendix B

### Clipper<sup>SM</sup> Cost and Revenue Allocation

#### 1. Cost Allocation Among Operators

The allocation of Clipper<sup>®</sup> operating costs to each Operator shall be based on a combination of revenue collected and the number of fee payment transactions processed. “Revenue collected” shall mean the fee collected on behalf of each Operator by the Clipper<sup>®</sup> clearinghouse (*e.g.*, the price charged to ride on the Operator’s transit system, the value of pass sales, the amount of parking fees paid). A “fee payment transaction” shall mean any activity in which a Clipper<sup>SM</sup> card is used to receive service on or from an Operator’s system (*e.g.*, to ride on the Operator’s transit system, to park on the Operator’s property). A fee payment transaction shall be attributed to the Operator on whose system the service was provided, except that a transaction in which a patron uses a Muni Fast Pass to ride BART will be attributed to MTA. All fee payment transactions are included for purposes of allocating Clipper<sup>®</sup> operating costs, regardless of whether the transaction results in a reduction of the amount of stored value or stored rides on a Clipper<sup>®</sup> card (*e.g.*, use of a monthly pass on a transit system, intra-operator transfers, entry and exit transactions for a single ride where both transactions are required to compute the appropriate fare payment).

One-third (1/3) of Clipper<sup>®</sup> operating costs shall be allocated to Operators based on each Operator’s share of total revenue collected by the Clipper<sup>®</sup> clearinghouse, as defined above. Two-thirds (2/3) of Clipper<sup>®</sup> operating costs shall be allocated to Operators based on each Operator’s share of total fee payment transactions processed by the Clipper<sup>®</sup> clearinghouse, as defined above.

In addition to the Clipper<sup>®</sup> operating costs allocated in accordance with Appendix B.2.B(i) herein, each Operator shall be responsible for payment of:

- a. Clipper<sup>®</sup> Data Server (CDS) Store operating costs specified below for any TDS Store implemented on such Operator’s site; and
- b. Credit/debit interchange fees charged through an Operator-specific credit/debit gateway associated with Clipper<sup>®</sup> sales through add value machines, ticket office terminal devices and ticket vending machines. This responsibility is subject to review pursuant to Article I.F to ensure that no single Operator is unfairly burdened by such fees.
- c. Incremental Clipper<sup>®</sup> operating costs established by and/or resulting from Clipper<sup>®</sup> Contract change orders requested and funded by an Operator for such Operator’s use and benefit shall be the responsibility of such Operator. This applies to costs or portions of costs that would otherwise be MTC’s responsibility as described below.

#### 2. Clipper<sup>®</sup> Costs

- A. MTC Operating and Maintenance Costs. MTC shall pay the following Clipper<sup>®</sup> operating costs:

- i. All fixed operating costs of the Clipper<sup>®</sup> clearinghouse and equipment maintenance services costs as specified in the Clipper<sup>®</sup> Contract's Price Schedule (Attachment 2 to the Clipper<sup>®</sup> Contract) (the "Price Schedule"), including:
    - a. Item 3.20 Program Management – Operations and Maintenance
    - b. Item 3.30 Clipper<sup>®</sup> Testbed Operations & Maintenance
    - c. Item 5.31 Operator Help Desk
    - d. Item 5.32 Reporting
    - e. Item 5.33 Asset Management
    - f. Item 6.0 Equipment Maintenance Services
    - g. Item 10.21(a) Location Acquisition
    - h. Item 10.22 Location Servicing and Support
    - i. Item 10.23 (a) Acquisition Payment for Third Party Location
    - j. Item 12.0 Network Management
    - k. Item 13.22 Basic Monthly Operations and Admin
  - ii. Variable Clipper<sup>®</sup> operating costs as specified in the Price Schedule (Attachment 2 to the Clipper<sup>®</sup> Contract), specifically:
    - a. Item 8.0 Card Distribution Services
    - b. Item 9.41 Fixed and Incremental Fees Per Active Card Account (50% of the invoiced amount)
  - iii. All other lump sum and capital expense items specified in the Price Schedule not enumerated above or covered by Section 2.B; and
  - iv. \$7,120,000 in incentives to be allocated to Operators to pay operating costs, as shown in Section 4, Incentive Payments, below.
- B. Operator Operating Costs.
- i. Operators shall pay the following listed Clipper<sup>®</sup> operating costs in accordance with the cost sharing formula in Appendix B.1, reduced by any amounts payable by MTC pursuant to 2.A(iv) above. References to Item numbers refer to the corresponding prices payable to the Clipper<sup>®</sup> Contractor under the Clipper<sup>®</sup> Contract Price Schedule, which are subject to annual price adjustment as specified in Article 13.6 of the Clipper<sup>®</sup> Contract:
    - a. Item 9.24 Balance Protection Services Registration
    - b. Item 9.25 Lock/unlock Clipper<sup>®</sup> Application
    - c. Item 9.41 Fixed and Incremental Fees Per Active Card Account (50% of the invoiced amount)
    - d. Item 10.11 Clipper<sup>®</sup> E-purse Load
    - e. Item 10.12 Pass/Stored Ride Load
    - f. Item 10.30 Employer Program Commission [see Note below]**
    - g. Item 11.0 Autoload Services
    - h. Item 12.22.89 Fixed Monthly Service Fee to Support Clipper<sup>SM</sup> Data Server Store

- i. Item 13.22.45 Supplemental Monthly Operations and Admin (except as reduced by MTC in accordance with Section 4.1, Incentive Payments)
- j. Item 13.31 Clipper<sup>®</sup> Transaction Fee
- k. Item 13.60 Incremental Gateway Fees
- l. Item 13.70 Incremental Debit Card Interchange Fees
- m. Item 13.80 Incremental Credit Card Interchange Fees
- n. Item 13.90 Pass Through Website Credit Card Processing Fees
- o. Reimbursement of MTC bank fees and direct bank charges in connection with the Clipper<sup>®</sup> bank account(s) in excess of the amounts reimbursed under Section 3.A below
- p. Direct payment or reimbursement of MTC costs for network communication.

The period in which Item 10.30 shall be a Clipper<sup>®</sup> Operating Cost under this Section shall be from the Effective Date of Amendment No. 1 to June 30, 2013, unless all Operators notify MTC in writing of their agreement to continue to pay Item 10.30, in which case its applicability shall continue through the Term of the MOU.

- ii. Changes or Additions to Operator Operating Costs Items. Substantive changes or additions to the Operator-paid operating cost items set forth in B(i)(a-o) require an amendment to this Appendix B and approval of all Parties to the MOU as of the date of the change or addition.
- C. MTC shall invoice each Operator on a monthly basis for its share of the operating costs. The Operators shall pay MTC within fifteen (15) calendar days of receipt of such invoice.

### **3. Revenue Allocation**

Revenues generated by Clipper<sup>®</sup> during any period of time, including interest earnings on funds held by the clearinghouse and excluding fare revenues or parking fees collected on behalf of and distributed to Operators, shall be utilized as follows:

- A. To offset MTC's bank fees and direct bank charges related to the managing of the Clipper<sup>®</sup> accounts;
- B. After deduction of MTC's bank fees and charges under 3.A above, to reduce the Operators' Clipper<sup>®</sup> operating costs listed in 2.B(i) above; and
- C. After payment of Operators' Clipper<sup>®</sup> operating costs listed in 2.B(i) above, to be allocated to Operators using the formula specified in Section 1 herein.

Notwithstanding the above, fees charged cardholders for card acquisition, card replacement, balance restoration, failed Autoload funding recovery, card refund processing, and other card-related activities shall be reserved to pay for future card procurements; provided, however, that surcharges on limited use cards or other fare media imposed by an Operator to pay for the acquisition, implementation, administration and replacement of such fare media shall be

distributed to and retained by such Operator. (For clarity, any surcharge imposed by an Operator as part of its fare structure shall be considered “fare revenue” and shall be distributed to and retained by such Operator.)

#### **4. Incentive Payments**

MTC’s \$10,000,000 in incentive funds shall be allocated to pay operating costs associated with Phase II as follows:

- (1) \$2,880,000 contingency to Contractor (for payment of Clipper<sup>®</sup> Contract Price Schedule Item No. 13.22.45) for transaction assurances in the event minimum transaction volumes (20,000,000 transactions/month) are not achieved. If the minimum transaction volumes are met and these funds are not needed, MTC may reallocate the remaining funds to other purposes; and
- (2) \$7,120,000 to individual Operators, to be applied as a credit against Phase II variable operating costs, a portion of which has already been credited to certain individual Operators:

AC Transit	\$862,227
BART	2,128,016
Caltrain/SamTrans	484,744
Golden Gate Transit	634,239
MTA	2,327,503
SCVTA	683,271



**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon  
General Manager/CEO

FROM: Gigi Harrington  
Deputy CEO

SUBJECT: **AUTHORIZE REDUCTION OF EMPLOYER PAID MEMBER  
CONTRIBUTIONS TO THE PUBLIC EMPLOYEES' RETIREMENT  
SYSTEM**

**ACTION**

Staff proposes that the Committee recommend approval to decrease the Employer Paid Member Contribution (EMPC) made by the District to the Public Employees' Retirement System (PERS) on behalf of represented and administrative (nonrepresented) employees by 2 percent for a total EMPC of 5 percent, effective January 1, 2012.

**SIGNIFICANCE**

This 2 percent reduction of the Employer Paid Member Contribution is the first installment in a series of EMPC reductions designed to enhance the District's fiscal sustainability. The District will withhold the 2 percent contribution from the wages of all represented and administrative (full-time and part-time) employees. A separate resolution effecting the change for each employee group is required by PERS.

**BUDGET IMPACT**

Anticipated savings are included in the FY12 budget. No adjustment to the budget is required.

**BACKGROUND**

As part of the District's continuing efforts to reduce spending, obtain budget efficiencies and enhance its fiscal sustainability, the District sought and obtained reductions in the EMPC through collective bargaining with the employee groups represented by the Amalgamated Transit Union and the International Brotherhood of Teamsters. The same 2 percent reduction in the EMPC will be applied to the administrative employees.

**RESOLUTION 2011 – 60**

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

\* \* \*

**RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS  
FOR ADMINISTRATIVE EMPLOYEES**

**WHEREAS**, the governing body of the San Mateo County Transit District has authority to implement Government Code Section 20691;

**WHEREAS**, the governing body of the San Mateo County Transit District has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

**WHEREAS**, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the San Mateo County Transit District of a Resolution to commence said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the San Mateo County Transit District has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all Administrative Employees.
- This benefit shall consist of paying five percent (5%) of the normal member contributions as EPMC.
- The effective date of this Resolution shall be January 1, 2012.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the San Mateo County Transit District elects to pay EPMC, as set forth above.

BY

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Chair, Board of Directors  
San Mateo County Transit District

November 9, 2011  
Date Adopted and Approved

**RESOLUTION 2011 – 61**

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

\* \* \*

**RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS  
FOR AMALGAMATED TRANSIT UNION LOCAL 1574 – GROUP 1  
(BUS OPERATORS AN MAINTENANCE EMPLOYEES)  
– REGULAR (ATU1 – REGULAR)**

**WHEREAS**, the governing body of the San Mateo County Transit District has authority to implement Government Code Section 20691;

**WHEREAS**, the governing body of the San Mateo County Transit District has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

**WHEREAS**, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the San Mateo County Transit District of a Resolution to commence said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the San Mateo County Transit District has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all employees of the Amalgamated Transit Union Local 1574 – Group 1 (Bus Operators and Maintenance employees) – Regular or ATU1 – Regular.
- This benefit shall consist of paying five percent (5%) of the normal member contributions as EPMC.
- The effective date of this Resolution shall be January 1, 2012.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the San Mateo County Transit District elects to pay EPMC, as set forth above.

BY

---

Chair, Board of Directors  
San Mateo County Transit District

November 9, 2011  
Date Adopted and Approved

**RESOLUTION 2011 – 62**

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

\* \* \*

**RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS  
FOR AMALGAMATED TRANSIT UNION LOCAL 1574 – GROUP 1  
(BUS OPERATORS, MECHANICS, STORESKEEPERS,  
AND UTILITY WORKERS) – SPECIAL (ATU1 – SPECIAL)**

**WHEREAS**, the governing body of the San Mateo County Transit District has authority to implement Government Code Section 20691;

**WHEREAS**, the governing body of the San Mateo County Transit District has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

**WHEREAS**, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the San Mateo County Transit District of a Resolution to commence said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the San Mateo County Transit District has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all employees of the Amalgamated Transit Union Local 1574 – Group 1 (Bus Operators, Mechanics, Storeskeepers, and Utility Workers) – Special or ATU1 – Special.
- This benefit shall consist of paying five percent (5%) of the normal member contributions as EPMC.
- The effective date of this Resolution shall be January 1, 2012.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the San Mateo County Transit District elects to pay EPMC, as set forth above.

BY

---

Chair, Board of Directors  
San Mateo County Transit District

November 9, 2011  
Date Adopted and Approved

**RESOLUTION 2011 – 63**

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

\* \* \*

**RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS  
FOR INTERNATIONAL BROTHERHOOD OF TEAMSTERS – GROUP 1  
(BUS TRANSPORTATION SUPERVISORS, DISPATCHERS, AND RADIO  
CONTROLLERS) or IBT1**

**WHEREAS**, the governing body of the San Mateo County Transit District has authority to implement Government Code Section 20691;

**WHEREAS**, the governing body of the San Mateo County Transit District has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

**WHEREAS**, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the San Mateo County Transit District of a Resolution to commence said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the San Mateo County Transit District has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all members of the International Brotherhood of Teamsters – Group 1 (Bus Transportation Supervisors, Dispatchers, and Radio Controllers) or IBT1.
- This benefit shall consist of paying five percent (5%) of the normal member contributions as EPMC.
- The effective date of this Resolution shall be January 1, 2012.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the San Mateo County Transit District elects to pay EPMC, as set forth above.

BY

---

Chair, Board of Directors  
San Mateo County Transit District

November 9, 2011  
Date Adopted and Approved

**RESOLUTION 2011 – 64**

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

\* \* \*

**RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS  
FOR AMALGAMATED TRANSIT UNION LOCAL 1574 – GROUP 2  
(CUSTOMER SERVICE REPRESENTATIVES) – REGULAR  
(ATU2 – REGULAR)**

**WHEREAS**, the governing body of the San Mateo County Transit District has authority to implement Government Code Section 20691;

**WHEREAS**, the governing body of the San Mateo County Transit District has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

**WHEREAS**, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the San Mateo County Transit District of a Resolution to commence said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the San Mateo County Transit District has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all employees of the Amalgamated Transit Union Local 1574 – Group 2 (Customer Service Representatives) – Regular or ATU2 – Regular.
- This benefit shall consist of paying five percent (5%) of the normal member contributions as EPMC.
- The effective date of this Resolution shall be January 1, 2012.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the San Mateo County Transit District elects to pay EPMC, as set forth above.

BY

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Chair, Board of Directors  
San Mateo County Transit District

November 9, 2011  
Date Adopted and Approved

**RESOLUTION 2011 – 65**

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

\* \* \*

**RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS  
FOR AMALGAMATED TRANSIT UNION LOCAL 1574 – GROUP 2  
(CUSTOMER SERVICE REPRESENTATIVES) – SPECIAL (ATU2 – SPECIAL)**

**WHEREAS**, the governing body of the San Mateo County Transit District has authority to implement Government Code Section 20691;

**WHEREAS**, the governing body of the San Mateo County Transit District has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

**WHEREAS**, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the San Mateo County Transit District of a Resolution to commence said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the San Mateo County Transit District has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all employees of the Amalgamated Transit Union Local 1574 – Group 2 (Customer Service Representatives) – Special or ATU2 – Special.
- This benefit shall consist of paying five percent (5%) of the normal member contributions as EPMC.
- The effective date of this Resolution shall be January 1, 2012.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the San Mateo County Transit District elects to pay EPMC, as set forth above.

BY

---

Chair, Board of Directors  
San Mateo County Transit District

November 9, 2011  
Date Adopted and Approved

**RESOLUTION 2011 – 66**

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

\* \* \*

**RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS  
FOR INTERNATIONAL BROTHERHOOD OF TEAMSTERS – GROUP 2  
(BUS CONTRACTS INSPECTORS) or IBT2**

**WHEREAS**, the governing body of the San Mateo County Transit District has authority to implement Government Code Section 20691;

**WHEREAS**, the governing body of the San Mateo County Transit District has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

**WHEREAS**, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the San Mateo County Transit District of a Resolution to commence said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the San Mateo County Transit District has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all members of the International Brotherhood of Teamsters – Group 2 (Bus Contracts Inspectors) or IBT2.
- This benefit shall consist of paying five percent (5%) of the normal member contributions as EPMC.
- The effective date of this Resolution shall be January 1, 2012.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the San Mateo County Transit District elects to pay EPMC, as set forth above.

BY

---

Chair, Board of Directors  
San Mateo County Transit District

November 9, 2011  
Date Adopted and Approved



**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon  
General Manager/CEO

FROM: Gigi Harrington  
Deputy CEO

SUBJECT: **AUTHORIZE CONTINUED PARTICIPATION IN PERS MEDICAL FOR  
FORMER ADMINISTRATIVE EMPLOYEES NOW REPRESENTED BY  
THE AMALGAMATED TRANSIT UNION (ATU) AND THE  
INTERNATIONAL BROTHERHOOD OF TEAMSTERS**

**ACTION**

Staff proposes that the Committee recommend Board approval to enact resolutions required by the Public Employees Retirement System (PERS) to shift former administrative employees into their appropriate new group (ATU, Teamsters and Customer Service Unit) for the purpose of participating in the Public Employees' Medical and Hospital Care Act (PERS Medical) effective January 1, 2012.

**SIGNIFICANCE**

The new members of the Amalgamated Transit Union and the International Brotherhood of Teamsters were previously included in the Administrative group of employees and covered by PERS Medical. Now that they are represented by the ATU and the Teamsters a separate resolution effecting the change for each employee group is required by PERS. The employer contribution remains the same fixed amount as stated in the attached resolutions. There is a new classification in the Customer Service Unit of Customer Service Representative 1 (CSR1) Part-time. PERS requires a separate group with a separate resolution to cover this new group.

**BUDGET IMPACT**

Anticipated savings were included in the FY2012 budget. No adjustment to the budget is required.

**BACKGROUND**

In 2008 in an effort to reduce the District's costs related to the provision of medical coverage to retired employees and their family members, the District discontinued the annual increase in the amount it contributed to medical premiums for employees. This resulted in a fixed employer contribution applicable to employees and retirees.

**RESOLUTION 2011 – 67**

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

\* \* \*

**RESOLUTION ELECTING TO BE SUBJECT TO  
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
ONLY WITH RESPECT TO MEMBERS OF THE AMALGAMATED TRANSIT UNION  
LOCAL 1574 GROUP 2 REGULAR – CUSTOMER SERVICE UNIT (ATU2 – REGULAR)  
AND  
FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT AT OR GREATER  
THAN THAT PRESCRIBED BY SECTION 22892(b) OF THE GOVERNMENT CODE**

WHEREAS, (1) Government Code Section 22922(b) provides that a contracting agency may elect upon proper application to participate under the Public Employees' Medical and Hospital Care Act with respect to a recognized employee organization only; and

WHEREAS, (2) San Mateo County Transit District, hereinafter referred to as Public Agency is a local agency contracting with the Public Employees' Retirement System; and

WHEREAS, (3) The Public Agency desires to obtain for the members of Amalgamated Transit Union Local 1574 Group 2 – Customer Service Representatives – Regular (ATU2 – Regular) who are employees and annuitants of the agency, the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations; now, therefore, be it

RESOLVED, (a) That the Public Agency elect, and it does hereby elect, to be subject to the provisions of the Act; and be it further

RESOLVED, (b) That the employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan or plans up to a maximum of the amounts listed in the chart below per month plus administrative fees and Contingency Reserve Fund assessments;

<b>Provider</b>	<b>“Employer” Monthly Premium Contribution</b>
Blue Shield (All regions and plan codes) Employee Only	\$476.48
Blue Shield (All regions and plan codes) Employee +1 Dependent	\$952.97
Blue Shield (All regions and plan codes) Employee +2 or more Dependents	\$1,238.86
Kaiser (All regions and plan codes) Employee Only	\$432.06
Kaiser (All regions and plan codes) Employee +1 Dependent	\$864.11
Kaiser (All regions and plan codes) Employee +2 or more Dependents	\$1,123.34
Blue Shield Net Value (All regions and plan codes) Employee Only	\$421.18
Blue Shield Net Value (All regions and plan codes) Employee +1 Dependent	\$842.35
Blue Shield Net Value (All regions and plan codes) Employee +2 or more Dependents	\$1,095.06
PERS Choice PPO (All regions and plan codes) Employee Only	\$476.48
PERS Choice PPO (All regions and plan codes) Employee +1 Dependents	\$952.97
PERS Choice PPO (All regions and plan codes) Employee +2 Dependents	\$1,238.86
PERS Care PPO (All regions and plan codes) Employee Only	\$476.48
PERS Care PPO (All regions and plan codes) Employee +1 Dependent	\$952.97
PERS Care PPO (All regions and plan codes ) Employee +2 Dependents	\$1,238.86
PERS Select PPO (All regions and plan codes) Employee Only	\$476.48
PERS Select PPO (All regions and plan codes) Employee +1 Dependent	\$952.97
PERS Select PPO (All regions and plan codes) Employee +2 Dependents	\$1,238.86

BE IT FURTHER RESOLVED, (c) That San Mateo County Transit District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, San Mateo County Transit District to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Public Agency all functions required of it under the Act and Regulations of the Board of Administration; and be it further

RESOLVED, (e) That coverage under the Act be effective on January 1, 2012.

Regularly passed and adopted at a regular meeting of the San Mateo County Transit District Board of Directors at San Carlos, California this ninth day of November 2011, by the following vote:

AYES:

NOES:

ABSENT:

---

Chair, Board of Directors

Attest:

---

District Secretary

## INSTRUCTIONS

### RESOLUTION ELECTING EQUAL CONTRIBUTIONS

This resolution form is the approved form designated by the Public Employees' Retirement System. It should be used by a Public Agency to assure proper filing with the Public Employees' Retirement System for the combined purpose of:

1. Contracting for coverage under the Public Employees' Medical and Hospital Care Act, for one employee organization, and
2. Fixing the employer's contribution at an amount at or greater than that prescribed in GC 22892(b)

WHEREAS (2) should be completed with full name of the contracting agency.

WHEREAS (3) should be completed with the employee organization name. Annuitant refers to retired employees and their survivors who receive a retirement allowance, as defined in Section 22760.

RESOLVED (b) should be completed to specify the amount of the employer's (agency's) contribution toward the cost of its employees' or annuitants' enrollments. The amount specified by this Resolution would be an amount equal to or greater than that specified in Section 22892(b) as authorized by Section 22892(a) of the Government Code. Minimum employer contributions as prescribed in Section 22892(b) are as follows:

2003	\$16.00
2004	\$32.20
2005	\$48.40
2006	\$64.60
2007	\$80.80
2008	\$97.00
2009	Beginning January 1, 2009, the employer contribution shall be adjusted annually by the Board to reflect any change in the medical component of the Consumer Price Index, and shall be rounded to the nearest dollar. The 2009 amount is \$101.

Section 22892(a) of PEMHCA provides that a local contracting agency may fix the amount of the employer's contribution from time to time by resolution. The amount shall not be less than the amount required under Section 22892(b). The resolution will be effective on the first day of the second month following the month in which the resolution is received.

RESOLVED (c) should be completed with full name of the contracting agency.

RESOLVED (d) requests the position title of the individual who handles the Public Employees' Medical and Hospital Care Act contract for the Public Agency.

RESOLVED (e) provides that if a Resolution is filed in the office of the Board **on or before the tenth day of any month**, the coverage is to become effective on the first of the following month.

**Because resolutions serve as our legal contract, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.**

**For resolution processing, deliver to the following:**

**Overnight Mail Service**

California Public Employees' Retirement System  
Office of Employer & Member Health Services  
400 Q Street  
Sacramento, CA 95811-6210

**Regular Mail**

California Public Employees' Retirement System  
Office of Employer & Member Health Services PO  
BOX 942714  
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the Public Agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

**RESOLUTION 2011 – 68**

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

\* \* \*

**RESOLUTION ELECTING TO BE SUBJECT TO  
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
ONLY WITH RESPECT TO MEMBERS OF AMALGAMATED TRANSIT UNION LOCAL  
1574 GROUP 2 SPECIAL – CUSTOMER SERVICE UNIT (ATU2 – SPECIAL)  
AND  
FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT AT OR GREATER  
THAN THAT PRESCRIBED BY SECTION 22892(b) OF THE GOVERNMENT CODE**

WHEREAS, (1) Government Code Section 22922(b) provides that a contracting agency may elect upon proper application to participate under the Public Employees' Medical and Hospital Care Act with respect to a recognized employee organization only; and

WHEREAS, (2) San Mateo County Transit District, hereinafter referred to as Public Agency is a local agency contracting with the Public Employees' Retirement System; and

WHEREAS, (3) The Public Agency desires to obtain for the members of Amalgamated Transit Union Local 1574 Group 2 Special – Customer Service Unit or ATU2 Special who are employees and annuitants of the agency, the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations; now, therefore, be it

RESOLVED, (a) That the Public Agency elect, and it does hereby elect, to be subject to the provisions of the Act; and be it further

RESOLVED, (b) That the employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan or plans up to a maximum of the amounts listed in the chart below per month plus administrative fees and Contingency Reserve Fund assessments;

<b>Provider</b>	<b>“Employer” Monthly Premium Contribution</b>
Blue Shield (All regions and plan codes) Employee Only	\$238.24
Blue Shield (All regions and plan codes) Employee +1 Dependent	\$476.49
Blue Shield (All regions and plan codes) Employee +2 or more Dependents	\$619.43
Kaiser (All regions and plan codes) Employee Only	\$216.03
Kaiser (All regions and plan codes) Employee +1 Dependent	\$432.06
Kaiser (All regions and plan codes) Employee +2 or more Dependents	\$561.67
Blue Shield Net Value (All regions and plan codes) Employee Only	\$210.59
Blue Shield Net Value (All regions and plan codes) Employee +1 Dependent	\$421.18
Blue Shield Net Value (All regions and plan codes) Employee +2 or more Dependents	\$547.53
PERS Choice PPO (All regions and plan codes) Employee Only	\$238.24
PERS Choice PPO (All regions and plan codes) Employee +1 Dependents	\$476.49
PERS Choice PPO (All regions and plan codes) Employee +2 Dependents	\$619.43
PERS Care PPO (All regions and plan codes) Employee Only	\$238.24
PERS Care PPO (All regions and plan codes) Employee +1 Dependent	\$476.49
PERS Care PPO (All regions and plan codes ) Employee +2 Dependents	\$619.43
PERS Select PPO (All regions and plan codes) Employee Only	\$238.24
PERS Select PPO (All regions and plan codes) Employee +1 Dependent	\$476.49
PERS Select PPO (All regions and plan codes) Employee +2 Dependents	\$619.43

BE IT FURTHER RESOLVED, (c) That San Mateo County Transit District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further



RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, San Mateo County Transit District to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Public Agency all functions required of it under the Act and Regulations of the Board of Administration; and be it further

RESOLVED, (e) That coverage under the Act be effective on January 1, 2012.

Regularly passed and adopted at a regular meeting of the San Mateo County Transit District Board of Directors at San Carlos, California this ninth day of November 2011, by the following vote:

AYES:

NOES:

ABSENT:

---

Chair, Board of Directors

Attest:

---

District Secretary

## INSTRUCTIONS

### RESOLUTION ELECTING EQUAL CONTRIBUTIONS

This resolution form is the approved form designated by the Public Employees' Retirement System. It should be used by a Public Agency to assure proper filing with the Public Employees' Retirement System for the combined purpose of:

1. Contracting for coverage under the Public Employees' Medical and Hospital Care Act, for one employee organization, and
2. Fixing the employer's contribution at an amount at or greater than that prescribed in GC 22892(b)

WHEREAS (2) should be completed with full name of the contracting agency.

WHEREAS (3) should be completed with the employee organization name. Annuitant refers to retired employees and their survivors who receive a retirement allowance, as defined in Section 22760.

RESOLVED (b) should be completed to specify the amount of the employer's (agency's) contribution toward the cost of its employees' or annuitants' enrollments. The amount specified by this Resolution would be an amount equal to or greater than that specified in Section 22892(b) as authorized by Section 22892(a) of the Government Code. Minimum employer contributions as prescribed in Section 22892(b) are as follows:

2003	\$16.00
2004	\$32.20
2005	\$48.40
2006	\$64.60
2007	\$80.80
2008	\$97.00
2009	Beginning January 1, 2009, the employer contribution shall be adjusted annually by the Board to reflect any change in the medical component of the Consumer Price Index, and shall be rounded to the nearest dollar. The 2009 amount is \$101.

Section 22892(a) of PEMHCA provides that a local contracting agency may fix the amount of the employer's contribution from time to time by resolution. The amount shall not be less than the amount required under Section 22892(b). The resolution will be effective on the first day of the second month following the month in which the resolution is received.

RESOLVED (c) should be completed with full name of the contracting agency.

RESOLVED (d) requests the position title of the individual who handles the Public Employees' Medical and Hospital Care Act contract for the Public Agency.

RESOLVED (e) provides that if a Resolution is filed in the office of the Board **on or before the tenth day of any month**, the coverage is to become effective on the first of the following month.

**Because resolutions serve as our legal contract, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.**

**For resolution processing, deliver to the following:**

**Overnight Mail Service**

California Public Employees' Retirement System  
Office of Employer & Member Health Services  
400 Q Street  
Sacramento, CA 95811-6210

**Regular Mail**

California Public Employees' Retirement System  
Office of Employer & Member Health Services PO  
BOX 942714  
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the Public Agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

**RESOLUTION 2011 – 69**

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

\* \* \*

**RESOLUTION ELECTING TO BE SUBJECT TO  
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
ONLY WITH RESPECT TO MEMBERS OF THE INTERNATIONAL BROTHERHOOD OF  
TEAMSTERS GROUP 1 – BUS TRANSPORTATION SUPERVISORS, DISPATCHERS,  
AND RADIO CONTROLLERS (IBT1)  
AND  
FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT AT OR GREATER  
THAN THAT PRESCRIBED BY SECTION 22892(b) OF THE GOVERNMENT CODE**

- WHEREAS, (1) Government Code Section 22922(b) provides that a contracting agency may elect upon proper application to participate under the Public Employees' Medical and Hospital Care Act with respect to a recognized employee organization only; and
- WHEREAS, (2) San Mateo County Transit District, hereinafter referred to as Public Agency is a local agency contracting with the Public Employees' Retirement System; and
- WHEREAS, (3) The Public Agency desires to obtain for the members of International Brotherhood of Teamsters – Bus Transportation Supervisors, Dispatchers, and Radio Controllers – (IBT1) who are employees and annuitants of the agency, the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations; now, therefore, be it
- RESOLVED, (a) That the Public Agency elect, and it does hereby elect, to be subject to the provisions of the Act; and be it further
- RESOLVED, (b) That the employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan or plans up to a maximum of the amounts listed in the chart below per month plus administrative fees and

Contingency Reserve Fund assessments;

<b>Provider</b>	<b>“Employer” Monthly Premium Contribution</b>
Blue Shield (All regions and plan codes) Employee Only	\$476.48
Blue Shield (All regions and plan codes) Employee +1 Dependent	\$952.97
Blue Shield (All regions and plan codes) Employee +2 or more Dependents	\$1,238.86
Kaiser (All regions and plan codes) Employee Only	\$432.06
Kaiser (All regions and plan codes) Employee +1 Dependent	\$864.11
Kaiser (All regions and plan codes) Employee +2 or more Dependents	\$1,123.34
Blue Shield Net Value (All regions and plan codes) Employee Only	\$421.18
Blue Shield Net Value (All regions and plan codes) Employee +1 Dependent	\$842.35
Blue Shield Net Value (All regions and plan codes) Employee +2 or more Dependents	\$1,095.06
PERS Choice PPO (All regions and plan codes) Employee Only	\$476.48
PERS Choice PPO (All regions and plan codes) Employee +1 Dependents	\$952.97
PERS Choice PPO (All regions and plan codes) Employee +2 Dependents	\$1,238.86
PERS Care PPO (All regions and plan codes) Employee Only	\$476.48
PERS Care PPO (All regions and plan codes) Employee +1 Dependent	\$952.97
PERS Care PPO (All regions and plan codes ) Employee +2 Dependents	\$1,238.86
PERS Select PPO (All regions and plan codes) Employee Only	\$476.48
PERS Select PPO (All regions and plan codes) Employee +1 Dependent	\$952.97
PERS Select PPO (All regions and plan codes) Employee +2 Dependents	\$1,238.86

BE IT FURTHER RESOLVED, (c) That San Mateo County Transit District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing

the benefits set forth above; and be it further

RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, San Mateo County Transit District to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Public Agency all functions required of it under the Act and Regulations of the Board of Administration; and be it further

RESOLVED, (e) That coverage under the Act be effective on January 1, 2012.

Regularly passed and adopted at a regular meeting of the San Mateo County Transit District Board of Directors at San Carlos, California this ninth day of November 2011, by the following vote:

AYES:

NOES:

ABSENT:

---

Chair, Board of Directors

Attest:

---

District Secretary

## **INSTRUCTIONS**

### **RESOLUTION ELECTING EQUAL CONTRIBUTIONS**

This resolution form is the approved form designated by the Public Employees' Retirement System. It should be used by a Public Agency to assure proper filing with the Public Employees' Retirement System for the combined purpose of:

1. Contracting for coverage under the Public Employees' Medical and Hospital Care Act, for one employee organization, and
2. Fixing the employer's contribution at an amount at or greater than that prescribed in GC 22892(b)

WHEREAS (2) should be completed with full name of the contracting agency.

WHEREAS (3) should be completed with the employee organization name. Annuitant refers to retired employees and their survivors who receive a retirement allowance, as defined in Section 22760.

RESOLVED (b) should be completed to specify the amount of the employer's (agency's) contribution toward the cost of its employees' or annuitants' enrollments. The amount specified by this Resolution would be an amount equal to or greater than that specified in Section 22892(b) as authorized by Section 22892(a) of the Government Code. Minimum employer contributions as prescribed in Section 22892(b) are as follows:

2003	\$16.00
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2009	Beginning January 1, 2009, the employer contribution shall be adjusted annually by the Board to reflect any change in the medical component of the Consumer Price Index, and shall be rounded to the nearest dollar. The 2009 amount is \$101.

Section 22892(a) of PEMHCA provides that a local contracting agency may fix the amount of the employer's contribution from time to time by resolution. The amount shall not be less than the amount required under Section 22892(b). The resolution will be effective on the first day of the second month following the month in which the resolution is received.

RESOLVED (c) should be completed with full name of the contracting agency.

RESOLVED (d) requests the position title of the individual who handles the Public Employees' Medical and Hospital Care Act contract for the Public Agency.

RESOLVED (e) provides that if a Resolution is filed in the office of the Board **on or before the tenth day of any month**, the coverage is to become effective on the first of the following month.

**Because resolutions serve as our legal contract, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.**

**For resolution processing, deliver to the following:**

**Overnight Mail Service**

California Public Employees' Retirement System  
Office of Employer & Member Health Services  
400 Q Street  
Sacramento, CA 95811-6210

**Regular Mail**

California Public Employees' Retirement System  
Office of Employer & Member Health Services PO  
BOX 942714  
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the Public Agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.



**RESOLUTION 2011 – 70**

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

\* \* \*

**RESOLUTION ELECTING TO BE SUBJECT TO  
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
ONLY WITH RESPECT TO MEMBERS OF THE INTERNATIONAL BROTHERHOOD OF  
TEAMSTERS GROUP 2 – BUS CONTRACTS INSPECTORS (IBT2)  
AND  
FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT AT OR GREATER  
THAN THAT PRESCRIBED BY SECTION 22892(b) OF THE GOVERNMENT CODE**

WHEREAS, (1) Government Code Section 22922(b) provides that a contracting agency may elect upon proper application to participate under the Public Employees' Medical and Hospital Care Act with respect to a recognized employee organization only; and

WHEREAS, (2) San Mateo County Transit District, hereinafter referred to as Public Agency is a local agency contracting with the Public Employees' Retirement System; and

WHEREAS, (3) The Public Agency desires to obtain for the members of International Brotherhood of Teamsters – Bus Contracts Inspectors – (IBT Group 2) who are employees and annuitants of the agency, the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations; now, therefore, be it

RESOLVED, (a) That the Public Agency elect, and it does hereby elect, to be subject to the provisions of the Act; and be it further

RESOLVED, (b) That the employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan or plans up to a maximum of the amounts listed in the chart below per month plus administrative fees and Contingency Reserve Fund assessments;

<b>Provider</b>	<b>“Employer” Monthly Premium Contribution</b>
Blue Shield (All regions and plan codes) Employee Only	\$476.48
Blue Shield (All regions and plan codes) Employee +1 Dependent	\$952.97
Blue Shield (All regions and plan codes) Employee +2 or more Dependents	\$1,238.86
Kaiser (All regions and plan codes) Employee Only	\$432.06
Kaiser (All regions and plan codes) Employee +1 Dependent	\$864.11
Kaiser (All regions and plan codes) Employee +2 or more Dependents	\$1,123.34
Blue Shield Net Value (All regions and plan codes) Employee Only	\$421.18
Blue Shield Net Value (All regions and plan codes) Employee +1 Dependent	\$842.35
Blue Shield Net Value (All regions and plan codes) Employee +2 or more Dependents	\$1,095.06
PERS Choice PPO (All regions and plan codes) Employee Only	\$476.48
PERS Choice PPO (All regions and plan codes) Employee +1 Dependents	\$952.97
PERS Choice PPO (All regions and plan codes) Employee +2 Dependents	\$1,238.86
PERS Care PPO (All regions and plan codes) Employee Only	\$476.48
PERS Care PPO (All regions and plan codes) Employee +1 Dependent	\$952.97
PERS Care PPO (All regions and plan codes ) Employee +2 Dependents	\$1,238.86
PERS Select PPO (All regions and plan codes) Employee Only	\$476.48
PERS Select PPO (All regions and plan codes) Employee +1 Dependent	\$952.97
PERS Select PPO (All regions and plan codes) Employee +2 Dependents	\$1,238.86

BE IT FURTHER RESOLVED, (c) That San Mateo County Transit District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, San Mateo County Transit District to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Public Agency all functions required of it under the Act and Regulations of the Board of Administration; and be it further

RESOLVED, (e) That coverage under the Act be effective on January 1, 2012.

Regularly passed and adopted at a regular meeting of the San Mateo County Transit District Board of Directors at San Carlos, California this ninth day of November 2011, by the following vote:

AYES:

NOES:

ABSENT:

---

Chair, Board of Directors

Attest:

---

District Secretary

## **INSTRUCTIONS**

### **RESOLUTION ELECTING EQUAL CONTRIBUTIONS**

This resolution form is the approved form designated by the Public Employees' Retirement System. It should be used by a Public Agency to assure proper filing with the Public Employees' Retirement System for the combined purpose of:

1. Contracting for coverage under the Public Employees' Medical and Hospital Care Act, for one employee organization, and
2. Fixing the employer's contribution at an amount at or greater than that prescribed in GC 22892(b)

WHEREAS (2) should be completed with full name of the contracting agency.

WHEREAS (3) should be completed with the employee organization name. Annuitant refers to retired employees and their survivors who receive a retirement allowance, as defined in Section 22760.

RESOLVED (b) should be completed to specify the amount of the employer's (agency's) contribution toward the cost of its employees' or annuitants' enrollments. The amount specified by this Resolution would be an amount equal to or greater than that specified in Section 22892(b) as authorized by Section 22892(a) of the Government Code. Minimum employer contributions as prescribed in Section 22892(b) are as follows:

2003	\$16.00
2004	\$32.20
2005	\$48.40
2006	\$64.60
2007	\$80.80
2008	\$97.00
2009	Beginning January 1, 2009, the employer contribution shall be adjusted annually by the Board to reflect any change in the medical component of the Consumer Price Index, and shall be rounded to the nearest dollar. The 2009 amount is \$101.

Section 22892(a) of PEMHCA provides that a local contracting agency may fix the amount of the employer's contribution from time to time by resolution. The amount shall not be less than the amount required under Section 22892(b). The resolution will be effective on the first day of the second month following the month in which the resolution is received.

RESOLVED (c) should be completed with full name of the contracting agency.

RESOLVED (d) requests the position title of the individual who handles the Public Employees' Medical and Hospital Care Act contract for the Public Agency.

RESOLVED (e) provides that if a Resolution is filed in the office of the Board **on or before the tenth day of any month**, the coverage is to become effective on the first of the following month.

**Because resolutions serve as our legal contract, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.**

**For resolution processing, deliver to the following:**

**Overnight Mail Service**

California Public Employees' Retirement System  
Office of Employer & Member Health Services  
400 Q Street  
Sacramento, CA 95811-6210

**Regular Mail**

California Public Employees' Retirement System  
Office of Employer & Member Health Services PO  
BOX 942714  
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the Public Agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon  
General Manager/CEO

FROM: Gigi Harrington                      Aidan Hughes  
Deputy CEO                                      Interim Executive Officer, Planning &  
Development

SUBJECT: **AUTHORIZATION TO AMEND A FUNDING AGREEMENT WITH  
THE SAN MATEO CITY/COUNTY ASSOCIATION OF  
GOVERNMENTS FOR \$30,000**

**ACTION**

Staff proposes that the Committee recommend the Board:

1. Authorize the General Manager/CEO, or his designee, to amend the Funding Agreement executed on June 10, 2010 with the City/County Association of Governments of San Mateo County (C/CAG) for Community Based Transportation Planning Services to receive \$30,000 in additional funds from C/CAG for a total project cost of \$195,991 and amend the time of completion to February 29, 2012.
2. Amend the Fiscal Year (FY) 2012 Operating Budget to add \$30,000 in budget authority for Community Based Transportation Planning Services.

**SIGNIFICANCE**

C/CAG executed a funding agreement on June 20, 2010 with the District to provide community based transportation planning services to include: a Community Based Transportation Plan for South San Francisco and San Bruno, and a Countywide Plan for Low Income Populations. The project budget included \$165,991 in Caltrans Transportation Planning Environment Justice grant funds, Metropolitan Transportation Commission (MTC) Community Based Transportation Planning grant funds, and C/CAG funds, in addition to \$9,590 in District in-kind services. The additional time and funds proposed for approval will allow the project to include expanded outreach and will allow the District to recover new costs associated with managing and staffing the project.

**BUDGET IMPACT**

Funding for the \$30,000 increase to the FY2012 operating budget to support the Community Based Transportation Planning Services described above will be provided by C/CAG. No District funds are required for this action.

**BACKGROUND**

C/CAG, as the congestion management agency (CMA) for San Mateo County, is charged with developing community based transportation plans as part of MTC's Lifeline Transportation Program. These plans are based on a collaborative planning process that involves residents in low-income Bay Area communities, community- and faith-based organizations that serve them, transit operators, county CMAs and MTC. C/CAG has designated the District as the appropriate entity to conduct these plans in San Mateo County.

C/CAG desires to amend the Funding Agreement to reflect additional scope and changes to the project schedule and to increase the funds available to the District in recognition of additional associated costs of coordinating the work.

Project Manager: Corinne Goodrich, Manager, Strategic Development

650-508-6369

**RESOLUTION NO. 2011-**

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

**\*\*\***

**AUTHORIZATION TO AMEND A FUNDING AGREEMENT WITH THE  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY  
FOR DEVELOPMENT OF A COUNTYWIDE TRANSPORTATION PLAN FOR LOW-  
INCOME POPULATIONS AND A COMMUNITY BASED TRANSPORTATION PLAN  
FOR THE CITIES OF SOUTH SAN FRANCISCO AND SAN BRUNO**

**WHEREAS**, the California Department of Transportation (Caltrans) has awarded the City/County Association of Governments of San Mateo County (C/CAG) with \$96,507 in Environmental Justice: Context Sensitive Design grant funds to develop a Countywide Transportation Plan for Low Income Communities and to augment a Community Based Transportation Plan for the cities of South San Francisco and San Bruno; and

**WHEREAS**, the San Mateo County Transit District (District) is the sub-recipient of the Caltrans Environmental Justice planning grant; and

**WHEREAS**, the Metropolitan Transportation Commission (MTC) has established the Lifeline Transportation Planning Program, has designated the Congestion Management Agencies (CMA) in each county to conduct Community Based Transportation Plans (CBTP) based on collaborative planning that addresses the transportation needs of low-income communities, and has committed \$60,000 for the South San Francisco/San Bruno CBTP; and

**WHEREAS**, C/CAG, as San Mateo County's CMA, has designated the District as the most appropriate entity to conduct Community Based Transportation Plans in the County and has committed \$9,484 in local matching funds for the South San Francisco/San Bruno CBTP; and



**WHEREAS**, pursuant to a funding agreement between the District and C/CAG (Funding Agreement), the District is performing the Countywide Transportation Plan for Low Income Population and the South San Francisco/San Bruno CBTP; and

**WHEREAS**, the cost to complete the plans has increased by \$30,000 due to staffing and scope changes, and the project schedule has been extended accordingly; and

**WHEREAS**, staff recommends that the Board (1) authorize the General Manager/CEO, or his designee, to amend the Funding Agreement with C/CAG for the Countywide Transportation Plan and South San Francisco/San Bruno CBTP to expand the budget by \$30,000 and extend the schedule to February 29, 2012; (2) authorize the General Manager/CEO, or his designee, to submit any other documentation required to receive an additional \$30,000 in funds from C/CAG for the expanded work; and (3) amend the Fiscal Year 2012 Operating Budget by \$30,000 for Community Based Transportation Planning Services.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District hereby:

1. Authorizes the General Manager/CEO, or his designee, to amend the Funding Agreement with C/CAG for the Countywide Transportation Plan and South San Francisco/San Bruno CBTP to expand the budget by \$30,000 and extend the schedule to February 29, 2012;
2. Authorizes the General Manager/CEO, or his designee, to submit any other documentation required for the receipt of an additional \$30,000 in funds for the Countywide Transportation Plan for Low-Income Populations and the South San Francisco/San Bruno CBTP ;

3. Amends the Fiscal Year 2012 Operating Budget by \$30,000 for Community Based Transportation Planning Services; and
4. Authorizes the General Manager/CEO, or his designee, to take such other actions as may be necessary to give effect to the Resolution.

Regularly passed and adopted this 9<sup>th</sup> day of November, 2011, by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary



**RESOLUTION NO. 2011-**

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

\* \* \*

**AUTHORIZING DISPOSITION OF 10 SURPLUS BUSES**

**WHEREAS**, the San Mateo County Transit District (District) has a policy to routinely dispose of used, surplus rolling stock; and

**WHEREAS**, District staff has identified for disposition the following 10 buses which have reached the end of their useful life:

- Two 1977 AMG thirty-foot buses
- One 1984 Gillig forty-foot bus
- Seven 1998 Gillig forty-foot buses; and

**WHEREAS**, the District's procurement policy provides for disposition of surplus assets by various means, including through sealed bid procedure, public auction, sale or transfer to another public agency, negotiation, or by discarding items as scrap; and

**WHEREAS**, the net proceeds from the disposition of these buses will be deposited in the District's General Fund, less auctioneer's fees and any proceeds due to the Federal Transit Administration, if applicable.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District hereby authorizes the disposition of 10 surplus buses identified above by public auction, in accordance with the District's procurement policy; and

**BE IT FURTHER RESOLVED** that the Board authorizes the General Manager/CEO or his designee to dispose of these surplus buses as specified.

Regularly passed and adopted this 9th day of November 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

C.H. (Chuck) Harvey  
Deputy CEO

**SUBJECT: AWARD OF CONTRACT FOR AUTOMOTIVE REPAIR SERVICES**

**ACTION**

Staff proposes that the Committee recommend that the Board:

1. Award a contract to United Performance Corporation (United Performance) for Automotive Repair for Service-support Vehicles at a total estimated cost of \$389,752 for a three-year base term.
2. Authorize the General Manager/CEO to execute a contract with United Performance in full conformity with the terms and conditions of the bid specification documents.
3. Authorize the General Manager/CEO to exercise up to two, additional one-year option terms, if deemed in the best interest of the District.

**SIGNIFICANCE**

Approval of the above actions will provide the District with a fully-qualified automotive repair facility to support vehicle repair, servicing and maintenance needs for the fleet of District service-support vehicles.

**BUDGET IMPACT**

Funds to support the award of this contract are included in the adopted Fiscal Year 2012 District Operating Budget.

**BACKGROUND**

Staff advertised the solicitation via the District's website and a newspaper of general circulation. Standard language setting forth the District's policy regarding disadvantaged business enterprises (DBEs) was included in the solicitation documents. Solicitation notices also were sent to interested bidders, small business enterprises (SBEs) and DBEs. The District received four bids, one of which was from a small business enterprise:

<i>Project Manager's Estimate</i>	\$421,245
United Performance Corporation, South San Francisco (SBE)	\$389,752
Auto Experts Sales & Service, San Mateo	\$390,989
Redwood General Tire Service Co., Inc, Redwood City	\$420,667
City of Burlingame, Burlingame	\$569,469

District staff and legal counsel reviewed the bids received and determined that United Performance is the lowest responsive and responsible bidder. Staff also conducted reference checks, and found United Performance is in good standing with its customers and is sufficiently qualified and capable of providing the services required under this contract.

United Performance previously held this contract from October 1, 2005 to September 30, 2010, and its performance under that contract was deemed to be acceptable.

The contract to be awarded to United Performance replaces the contract that was awarded October 13, 2010 to Spiteri's Complete Auto Service and Repair, Inc. of Belmont, CA for \$390,748, and which, pursuant to Board approval, was cancelled June 8, 2011, because the contractual relationship was not yielding satisfactory results.

Since July 1, 2011, United Performance has been providing automotive repair services to the District on an interim basis. United Performance submitted the lowest, responsive and responsible offer in response to the District's Request for Quotes for provision of interim automotive repair services which it issued June 1, 2011. The interim contract expires November 30, 2011.

Contract Officer: Luis F. Velásquez 650-622-8099  
Project Manager: Detra Dillon, Bus Maintenance, Contract Administrator 650-508-6418

**RESOLUTION NO. 2011 -**

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

\* \* \*

**AUTHORIZING AWARD OF A CONTRACT TO  
UNITED PERFORMANCE CORPORATION FOR  
AUTOMOTIVE REPAIR SERVICES  
FOR A TOTAL ESTIMATED COST OF \$389,752 FOR A  
THREE-YEAR BASE TERM**

**WHEREAS**, the San Mateo County Transit District (District) solicited competitive bids for Automotive Repair for Non-Revenue and Service Vehicles for a three-year term; and

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

**WHEREAS**, staff and legal counsel have reviewed the bid results and determined that United Performance Corporation (United Performance) of South San Francisco, California is the lowest responsive and responsible bidder; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District awards a contract to United Performance Corporation of South San Francisco, California for Automotive Repair for Non-Revenue and Service Vehicles for a three-year base term at an estimated cost of \$389,752 based upon the estimated requirements of the District during this term and at the unit prices submitted, with an option to extend the contract at the District's sole discretion, for up to two additional, one-year option terms; and

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

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

Regularly passed and adopted this day 9<sup>th</sup> of November 2011 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary





Five firms attended the Pre-Bid Conference. Three bids were received (none from DBE firms):

	<i>Firm Name</i>	<i>Bid Amount</i>
1	Chandler Garage Door Service, Fremont	\$ 200,937
2	R&S Erection North Peninsula, Inc., South San Francisco	\$ 213,450
3	Bullzeye Installation, Redwood City	\$ 278,255

Chandler Garage Door Service submitted a bid of \$199,376. Upon reviewing Chandler Garage Door Service's bid, staff discovered a mathematical error. As allowed under the IFB, staff corrected Chandler Garage Door Service's bid using the controlling unit price and correctly extended prices. The corrected total bid price was \$200,937, which did not affect Chandler Garage Door Service's position as the apparent low bidder.

The Project Manager has determined that Chandler Garage Door Service possesses the requisite depth of experience and has the required qualifications to successfully perform the scope of services defined in the solicitation documents. Based upon a price analysis and fair and open competition, the prices from Chandler Garage Door Service are found to be fair and reasonable.

Currently the District issues small purchase orders to various vendors for overhead and mechanical door services on an as-needed basis.

Contract Officer: Evelyn Marcal

650-508-7958

Project Manager: Jeff Thomas, Contract Administrator, Facilities

650-508-6309

**RESOLUTION NO. 2011-**

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

\* \* \*

**AUTHORIZING CONTRACT AWARD TO CHANDLER ENTERPRISES, INC. dba  
CHANDLER GARAGE DOOR SERVICE FOR FURNISHING OVERHEAD AND  
MECHANICAL DOOR SERVICES  
AT A TOTAL ESTIMATED COST OF \$200,936.86 FOR A THREE-YEAR BASE TERM**

**WHEREAS**, the San Mateo County Transit District (District) solicited competitive bids for overhead and mechanical door services; and

**WHEREAS**, in response to the District's Invitation for Bids (IFB), three firms submitted bids; and

**WHEREAS**, staff and General Counsel have reviewed the bid submitted by Chandler Enterprises, Inc. dba Chandler Garage Door Service of Fremont, CA and have determined that it meets the requirements of the solicitation documents; and

**WHEREAS**, staff has further conducted a price analysis and finds Chandler Garage Door Service's prices to be fair and reasonable; and

**WHEREAS**, the General Manager/CEO recommends, and staff concurs, that a contract be awarded to the lowest responsive, responsible bidder, Chandler Garage Door Service, whose bid meets the requirements of the solicitation documents.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District awards a contract to Chandler Garage Door Service for furnishing overhead and mechanical door services for a three-year base term for a total not-to-exceed cost of \$200,936.86; and

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

**BE IT FURTHER RESOLVED** that the General Manager/CEO or designee is authorized to execute up to two additional one-year option terms, at a total, not-to-exceed cost of \$66,978.95 for each option year, provided that such options are in the best interest of the District.

Regularly passed and adopted this 9th day of November, 2011, by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon  
General Manager/CEO

FROM: Gigi Harrington  
Deputy CEO

Rita Haskin  
Executive Officer  
Customer Service and Marketing

SUBJECT: **AWARD OF CONTRACT FOR PROVIDING MAIL COURIER  
SERVICES**

**ACTION**

Staff proposes that the Committee recommend that the Board:

1. Award a contract to World Courier Ground for providing mail courier services for a five-year term at an estimated cost of \$182,700.
2. Authorize the General Manager/CEO to execute a contract with World Courier Ground, the highest consensus-ranked firm.

**SIGNIFICANCE**

Award of this contract will ensure the continuance of a dedicated contractor for providing daily courier service for pick-up, distribution, and delivery of postal and interoffice mail between the various District sites and legal offices.

**BUDGET IMPACT**

Funds to support this service are available under the approved and projected operating budgets.

**BACKGROUND**

A Request for Proposals (RFP) was issued detailing the District's scope of services to solicit proposals from firms interested in providing mail courier services for the District. The solicitation information was advertised in a local newspaper and solicitation notices were sent to small and disadvantaged firms. Staff received three proposals (none of which were from small or disadvantaged firms).

The Evaluation Committee consisting of District staff reviewed and ranked proposals according to the following weighted criteria:

- Firm’s experience 0 – 25 points
- Staffing & key personnel qualifications 0 – 20 points
- Understanding of RFP and submission requirements 0 – 15 points
- Size, structure, and location of firm 0 – 15 points
- Cost Proposal 0 – 25 points

Upon completion of final scoring by the evaluation committee, World Courier Ground received the highest consensus ranking based on the criteria above. World Courier Ground proposal met all of the requirements of the RFP. The firms listed below are in order of their consensus ranking:

1. World Courier Ground, Burlingame
2. Western Messenger Service, San Francisco
3. NCM Direct Delivery, Hayward

The District’s current contractor is World Courier Ground who has a three-year contract with two one-year option terms at an estimated cost of \$182,700 for five years.

Contract Officer: Brian Geiger 650-508-7973  
 Project Manager: Marty Ruiz, Supervisor, Distribution 650-508-6445

**RESOLUTION NO. 2011-**

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

\* \* \*

**AUTHORIZING CONTRACT AWARD TO WORLD COURIER GROUND FOR  
PROVIDING MAIL COURIER SERVICE  
AT A TOTAL ESTIMATED COST OF \$182,700 FOR A FIVE-YEAR PERIOD**

**WHEREAS**, the San Mateo County Transit District (District) has solicited competitive proposals to provide mail courier services for various District sites and legal offices; and

**WHEREAS**, in response to the District's Request for Proposals (RFP), three firms submitted proposals; and

**WHEREAS**, an Evaluation Committee has reviewed and scored the proposals in accordance with the criteria set forth in the RFP; and

**WHEREAS**, the General Manager/CEO recommends, and the Committee concurs, that a contract be awarded to World Courier Ground of Burlingame, CA, the highest-ranked proposer.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District awards a contract to World Courier Ground for providing mail courier services for a five-year term at a total estimated cost of \$182,700, inclusive of all costs and expenses, based on the estimated requirements of the District and the daily rate submitted by World Courier Ground for these services; and

**BE IT FURTHER RESOLVED** that the General Manager/CEO or designee is authorized to execute a contract on behalf of the District with World Courier Ground in full conformity with the terms and conditions of the solicitation documents.

Regularly passed and adopted this 9th day of November 2011, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, San Mateo County Transit District

ATTEST:

\_\_\_\_\_  
District Secretary



BOARD OF DIRECTORS 2011

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

MICHAEL J. SCANLON  
GENERAL MANAGER/CEO

**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, NOVEMBER 9, 2011 – 2:40 p.m.**  
or immediately following previous Committee meeting

**ACTION**

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

**INFORMATIONAL**

2. State and Federal Legislative Update

Committee Members: Zoe Kersteen-Tucker, Jeff Gee, Rose Guilbault

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  
OCTOBER 12, 2011**

Committee Members Present: Z. Kersteen-Tucker (Committee Chair), J. Gee, R. Guilbault

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

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

Committee Chair Zoe Kersteen-Tucker called the meeting to order at 2:56 p.m.

**Approval of Minutes of Legislative Committee Meeting of September 14, 2011**

The committee approved the minutes (Gee/Deal); Harris abstained.

**Update on the State Legislative Program**

Government Affairs Manager Seamus Murphy reported that October 9 was the deadline for the governor to sign bills passed by the Legislature. Of the eight bills that staff supported, four bills passed, two were made two-year bills, one was vetoed and one was killed in Committee.

**Update on the Federal Legislative Program**

Mr. Murphy reported:

- Last week the president signed a continuing resolution to maintain funding through November 18 while the House and Senate try to work through the differences in their long-term spending respective bills. The Senate version maintains existing spending and preserves the formula programs for transit. It also maintains discretionary programs, including the High Speed Rail (HSR) and TIGER II. The House version is very different and cuts formula funding by almost 40 percent and eliminates the discretionary programs. Like last year, staff believes there will be a series of extensions until additional revenue is authorized to support the Highway Trust Fund or until the Highway Trust Fund runs out of funding.
- The current authorization was also extended until March 31, 2012. The Senate is focused on identifying an additional \$12 billion that would maintain current funding levels for another two years. The House has passed, at the subcommittee level, a six-year measure that would reduce funding by 30 percent.
- Members of this Board participated in a nationwide effort that was organized by the American Public Transportation Association to ask Congress to not approve the cuts that are being proposed in the House, both on the appropriations side and on the authorization side. Directors Adrienne Tissier and Zoe Kersteen-Tucker were thanked for participating. After this coordinated nationwide effort the House leadership directed the

Transportation and Infrastructure Committee to identify monies that would help maintain current funding levels for these programs.

Director Carole Groom arrived at 3:05 p.m.

- The American Jobs Act was rolled out by the Administration last month. This is another Act to help create jobs and promote economic recovery. It is a \$447 billion program, \$50 billion is for infrastructure funding, \$4 billion would support HSR and \$10 billion would go towards a National Infrastructure Bank that would finance projects of regional and national significance that are over \$100 million. The measure was defeated after the Senate was unable to muster 60 votes to block a filibuster. The Administration is talking about breaking components of this package up into smaller bills that could achieve bi-partisan support.
- Mr. Murphy participated in a trip with the Bay Area Council to Washington D.C. to meet with the local congressional delegation and key members of the Administration. The group met with Secretary of Transportation Ray LaHood to brief him and his staff on both the award of the Caltrain signaling system contract, which is a Federal mandate, and to discuss the blended system alternative being studied for HSR.
- Jayme Ackemann was introduced as the new Government Affairs Officer.

Public Comment

Jerry Grace, San Leandro, said Washington D.C. is not doing a good job.

**Adjourned:** 3:07 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**

**Bond Sale**

On October 19, the State began offering the sale of \$1.8 billion in bonds to help create jobs by funding major infrastructure projects.

Since the Governor decided to forego a bond sale last spring due to unfavorable economic conditions, staff has been working with the California Transit Association and other statewide entities to push for a bond sale in the fall.

The level of funding generated through the bond sale that would be invested in transportation or public transit projects has yet to be determined, but the Governor stated that projects with cash flow needs or requiring reimbursement from the State would be given priority.

**FEDERAL ISSUES**

**Appropriations**

After passing a Continuing Resolution that preserves current spending levels through November 18, Congress renewed work on the Fiscal Year 2012 appropriations process.

The Senate is planning a November 1 vote on a “minibus”, which would include funding for Agriculture, Commerce-Science-Justice and Transportation, housing and Urban Development programs. The Senate legislation preserves existing funding levels for critical transportation programs, while legislation proposed in the House would reduce funding for transportation and public transit by 30-40 percent.

### American Jobs Act

On October 11, the Senate failed to advance the American Jobs Act with the 60 votes necessary to avoid a filibuster. Instead, proponents of the legislation, which would provide nearly \$50 billion for transportation infrastructure improvements, embraced a strategy to divide the bill into smaller components that could be passed separately by Congress.

The first two components of this strategy also failed to secure enough votes in the Senate last week, but the component that includes transportation funding, the Rebuild America Jobs Act, is planned to receive a vote during the week of October 31. The bill calls for the investment of \$50 billion in transportation infrastructure and includes \$27 billion for highways, \$9 billion for transit, \$4 billion for high-speed rail, \$3 billion for airports and \$5 billion for multimodal discretionary grants. The bill also includes \$10 billion to create a new National Infrastructure Bank.

The bill is funded through a new income tax on those earning more than \$1 million per year, which will make it difficult to secure votes from Senate Republicans.

Prepared By: Seamus Murphy, Government Affairs Manager

650.508.6388

**San Mateo County Transit District  
State Legislative Matrix 10/28/2011**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 147</a> <a href="#">Dickinson D</a></p> <p>Subdivisions.</p>	<p>ASSEMBLY CHAPTERED 9/6/2011 - Chaptered by the Secretary of State, Chapter Number 228, Statutes of 2011</p>	<p>The Subdivision Map Act authorizes a local agency to require the payment of fees, to be used for various purposes, as a condition of approval of a final map or as a condition of issuing a building permit, including, among others, for purposes of defraying the actual or estimated cost of constructing bridges or major thoroughfares if specified conditions are met. The Mitigation Fee Act authorizes a local agency to charge a variety of fees, dedications, reservations, or other exactions in connection with the approval of a development project, as defined.</p> <p>This bill would authorize a local ordinance to require payment of a fee subject to the Mitigation Fee Act, as a condition of approval of a final map or as a condition of issuing a building permit for purposes of defraying the actual or estimated cost of constructing transportation facilities, as defined. <b>Last Amended on 5/31/2011</b></p>	<p>Support</p>
<p><a href="#">AB 320</a> <a href="#">Hill D</a></p> <p>Environmental quality: California Environmental Quality Act (CEQA): determination: dispute.</p>	<p>ASSEMBLY ENROLLED 9/14/2011 - Enrolled and presented to the Governor at 3 p.m.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, which includes a local agency, to prepare, or cause to be prepared by contract, and certify the completion of, an environmental impact report on a project, as defined, that may have a significant effect on the environment, or to adopt a negative declaration if it finds that the project will not have that effect. CEQA requires a lead agency to file a notice of approval or a notice of determination containing specified information with the Office of Planning Research or the county clerk of each county in which the project is located, as appropriate. CEQA provides a procedure by which a party may attack, review, set aside, void, or annul the determination, finding, or decision of a public agency on specified grounds and requires that a petitioner or plaintiff name, as a real party in interest, a recipient of an approval that is the subject of an action or proceeding challenging the determination, finding, or decision of a public agency pursuant to CEQA.</p> <p>This bill would require a notice of approval or notice of determination to identify the person undertaking an activity that receives financial assistance from a public agency or the person receiving a lease, permit, license, certificate, or other entitlement of use from a public agency. Because a lead agency would be required to include additional information in the notice of approval or notice of determination, this bill would impose a state-mandated local program. <b>Last Amended on 6/14/2011</b></p>	
<p><a href="#">AB 348</a> <a href="#">Buchanan D</a></p> <p>Highways: Safety Enhancement-Double Fine Zone.</p>	<p>ASSEMBLY CHAPTERED 9/21/2011 - Chaptered by the Secretary of State, Chapter Number 290, Statutes of 2011</p>	<p>Existing law requires the Department of Transportation to designate a state highway segment as a Safety Enhancement-Double Fine Zone if specified conditions are met, including that the governing board of the city or county in which the segment is located has by resolution indicated that it supports the designation.</p> <p>This bill would, notwithstanding these requirements and until January 1, 2017, provide for the designation of the segment of county highway known as Vasco Road, between the State Highway Route 580 junction in Alameda County and the Walnut Boulevard intersection in Contra Costa County, as a Safety Enhancement-Double Fine Zone upon the approval of the boards of supervisors of Alameda County and Contra Costa County. The bill would also impose specified duties on the local governing bodies regarding that double fine zone, including to prepare, in consultation with the department, a report to be submitted to the Legislature on the effectiveness of the zone. <b>Last Amended on 7/7/2011</b></p>	

**San Mateo County Transit District  
State Legislative Matrix 10/28/2011**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 426</a> <a href="#">Lowenthal, Bonnie D</a></p> <p>Transit fare evasion.</p>	<p>ASSEMBLY CHAPTERED 7/25/2011 - Chaptered by the Secretary of State, Chapter Number 100, Statutes of 2011</p>	<p>Existing law authorizes certain transit operators to adopt and enforce an ordinance to impose and enforce civil administrative penalties for fare evasion or passenger misconduct, other than by minors, on or in a transit facility or vehicle in lieu of the criminal penalties otherwise applicable, with specified administrative adjudication procedures for the imposition and enforcement of the administrative penalties, including an initial review and opportunity for a subsequent administrative hearing.</p> <p>This bill would authorize the Southern California Regional Rail Authority and the North County Transit District to adopt and enforce such an ordinance. The bill would provide that a person cited under these ordinances adopted by transit operators shall be afforded an opportunity to complete the administrative process under the circumstances set forth in the ordinance. The bill would require an entity that adopts such an ordinance to submit a report to specified committees of the Legislature both 2 and 5 years after the adoption of the ordinance, as specified. <b>Last Amended on 6/10/2011</b></p>	
<p><a href="#">AB 427</a> <a href="#">John A. Pérez D</a></p> <p>Transportation bond funds: transit system safety.</p>	<p>ASSEMBLY ENROLLED 9/7/2011 - Enrolled and presented to the Governor at 3:30 p.m.</p>	<p>Existing law, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, authorizes the issuance of \$19.925 billion of general obligation bonds for specified purposes. Existing law requires the deposit of \$1 billion of the bond proceeds in the Transit System Safety, Security, and Disaster Response Account to be used, upon appropriation, for capital projects that provide increased protection against a security and safety threat, and for capital expenditures to increase the capacity of transit operators to develop disaster response transportation systems that can move people, goods, and emergency personnel and equipment in the aftermath of a disaster impairing that movement. Existing law designates the California Emergency Management Agency as the administrative agency for this account and requires the allocation of 60% of the funds in the account for capital expenditures to transit operators and other transportation agencies using the allocation formulas applicable to the State Transit Assistance Program, and 15% of the funds for capital expenditures to specified intercity passenger rail systems and commuter rail systems. Existing law requires allocation of the 60% share of funds based on 2 different formulas also used for the State Transit Assistance Program, with 50% of available funds allocated based on population and the remaining 50% based on operator revenue. Existing law provides that entities that receive bond funds from the 15% share for intercity passenger rail systems and commuter rail systems are not eligible for the 60% share of funds.</p> <p>This bill would provide that commuter rail operators eligible to receive State Transit Assistance funds are also eligible to receive funds from the 60% share of Transit System Safety, Security, and Disaster Response Account funds. The bill would require funds that otherwise would be allocated based on operator revenue for the Southern California Regional Rail Authority (SCRRA) to be allocated to the applicable county transportation commission. The bill would authorize the applicable commission to allocate those funds to eligible purposes, including eligible projects of the SCRRA, or to suballocate those funds to the SCRRA. This bill would delete the provision making intercity and commuter rail entities receiving bond funds from the 15% share of funds ineligible for the 60% share of funds. <b>Last Amended on 8/15/2011</b></p>	

**San Mateo County Transit District  
State Legislative Matrix 10/28/2011**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 485</a> <a href="#">Ma D</a></p> <p>Infrastructure financing.</p>	<p>SENATE INACTIVE FILE 9/7/2011 - Ordered to inactive file at the request of Senator Wolk.</p>	<p>The Transit Village Development Planning Act of 1994 authorizes a city or county to create a transit village plan for a transit village development district that addresses specified characteristics. Existing law authorizes the legislative body of the city or county to adopt an infrastructure financing plan, create an infrastructure financing district, and issue bonds for which only the district is liable, to finance specified public facilities, upon voter approval.</p> <p>This bill would eliminate the requirement of voter approval for the adoption of an infrastructure financing plan, the creation of an infrastructure financing district, and the issuance of bonds with respect to a transit village development district. The bill would require a city or county that uses infrastructure financing district bonds to finance its transit village development district to use at least 20% of the revenue from those bonds for the purposes of increasing, improving, and preserving the supply of lower and moderate-income housing; to require that those housing units remain available and occupied by moderate-, low-, very low, and extremely low income households for at least 55 years for rental units and 45 years for owner-occupied units; and to rehabilitate, develop, or construct for rental or sale to persons and families of low or moderate income an equal number of replacement dwellings to those removed or destroyed from the low- and moderate-income segment of the housing market as a result of the development of the district, as specified. The bill would set forth the findings and declarations of the Legislature, and the intent of the Legislature that the development of transit village development districts be environmentally conscious and sustainable, and that related construction meet or exceed the requirements of the California Green Building Standards Code. <b>Last Amended on 6/29/2011</b></p>	<p>Support</p>
<p><a href="#">AB 516</a> <a href="#">V. Manuel Pérez D</a></p> <p>Safe routes to school.</p>	<p>ASSEMBLY CHAPTERED 9/7/2011 - Chaptered by the Secretary of State, Chapter Number 277, Statutes of 2011</p>	<p>Existing law requires the Department of Transportation, in consultation with the California Highway Patrol, to establish and administer a "Safe Routes to School" program for construction of bicycle and pedestrian safety and traffic calming projects, and to award grants to local agencies in that regard from available federal and state funds, based on the results of a statewide competition. Existing law requires the department to rate proposals submitted by applicants using specified factors. One of the factors relates to consultation and support for projects by school-based organizations, local traffic engineers, local elected officials, law enforcement agencies, school officials, and other relevant community stakeholders.</p> <p>This bill would delete that factor and instead substitute a factor relating to use of a specified public participation process, with involvement by the public, schools, parents, teachers, local agencies, the business community, key professionals, and others, which process identifies community priorities, ensures those priorities are reflected in the proposal, and secures support for the proposal by relevant community stakeholders. The bill would add another factor relating to benefit of a proposal to a low-income school, as defined, and would make other related changes. <b>Last Amended on 7/14/2011</b></p>	

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Bill ID/Topic	Location	Summary	Position
<p><a href="#"><u>AB 551</u></a> <a href="#"><u>Campos D</u></a></p> <p>Public contracts: prevailing wage requirements: violations.</p>	<p>ASSEMBLY ENROLLED 9/19/2011 - Enrolled and presented to the Governor at 1:30 p.m.</p>	<p>Existing law generally requires that not less than the general prevailing rate of per diem wages, as specified, be paid to workers employed on a public work, as defined. Existing law requires a contractor or subcontractor to submit, to the state or political subdivision on whose behalf a public work is being performed, a penalty of not more than \$50 per calendar day, and not less than \$10 per calendar day except in certain cases of a good faith mistake, as provided and determined by the Labor Commissioner, for violations of these prevailing wage provisions.</p> <p>This bill would increase that maximum penalty to \$200 for each calendar day and would increase the minimum penalty except in certain cases of a good faith mistake to no less than \$40 for each calendar day. The bill would also increase the penalty assessed to contractors and subcontractors with prior violations from \$20 to \$80, and from \$30 to \$120 for willful violations. <b>Last Amended on 8/24/2011</b></p>	
<p><a href="#"><u>AB 615</u></a> <a href="#"><u>Lowenthal, Bonnie D</u></a></p> <p>High-speed rail.</p>	<p>ASSEMBLY ENROLLED 9/22/2011 - Enrolled and presented to the Governor at 12:30 p.m.</p>	<p>Existing law creates the High-Speed Rail Authority with specified powers and duties relative to development and implementation of a high-speed train system. 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 for high-speed train capital projects and other associated purposes.</p> <p>This bill would supplement these Budget Act appropriations by appropriating \$4,000,000 from the High-Speed Passenger Train Bond Fund to the authority for the Los Angeles to San Diego segment, subject to similar conditions and provisions. <b>Last Amended on 9/2/2011</b></p>	
<p><a href="#"><u>AB 650</u></a> <a href="#"><u>Blumenfield D</u></a></p> <p>Blue Ribbon Task Force on Public Transportation for the 21st Century.</p>	<p>ASSEMBLY VETOED 9/26/2011 - Vetoed by the Governor</p>	<p>This bill would establish, until March 30, 2013, the Blue Ribbon Task Force on Public Transportation for the 21st Century. The bill would require the task force to be comprised of 12 members and would require the Senate Committee on Rules and the Speaker of the Assembly to each appoint 6 specified members, by January 31, 2012. The bill would require the task force to elect one of its nonlegislative members as chair. The bill would require the task force to issue a written report that contains specified findings and recommendations relating to, among other things, the current state of California's transit system, the estimated cost of creating the needed system over various terms, and potential sources of funding to sustain the transit system's needs, and to submit the report by September 30, 2012, to the Governor, the Legislature, the Joint Legislative Budget Committee, the Senate Committee on Rules, the Speaker of the Assembly, and the transportation committees of the Legislature. The bill would require the task force, for purposes of collecting information for the written report, to consult with appropriate state agencies and departments and would require the task force to contract with consultants for preparation of the report. The bill would require the Department of Transportation to provide administrative staffing to the task force. The bill would appropriate \$750,000 from the Public Transportation Account to the department, as specified, to accomplish the purposes of these provisions. <b>Last Amended on 8/15/2011</b></p>	<p>Support</p>



## San Mateo County Transit District State Legislative Matrix 10/28/2011

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 892</a> <a href="#">Carter D</a></p> <p>Department of Transportation: environmental review process: federal pilot program.</p>	<p>ASSEMBLY ENROLLED 8/31/2011 - Enrolled and presented to the Governor at 1:30 p.m.</p>	<p>Existing law gives the Department of Transportation full possession and control of the state highway system. Existing federal law requires the United States Secretary of Transportation to carry out a surface transportation project delivery pilot program, under which the participating states assume certain responsibilities for environmental review and clearance of transportation projects that would otherwise be the responsibility of the federal government. Existing law requires the department to submit a report to the Legislature regarding state and federal environmental review. Existing law requires the report to be submitted no later than January 1, 2009, and again, no later than January 1, 2011.</p> <p>This bill would, instead, require the report to be submitted no later than January 1, 2016. <b>Last Amended on 7/13/2011</b></p>	<p>Support</p>
<p><a href="#">AB 912</a> <a href="#">Gordon D</a></p> <p>Local government: organization.</p>	<p>ASSEMBLY CHAPTERED 7/25/2011 - Chaptered by the Secretary of State, Chapter Number 109, Statutes of 2011</p>	<p>The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 requires a local agency formation commission, where the commission is considering a change of organization that consists of a dissolution, disincorporation, incorporation, establishment of a subsidiary district, consolidation, or merger, to either order a change of organization subject to confirmation of the voters, as specified, or order the change of organization without an election if the change of organization meets certain requirements.</p> <p>This bill would authorize the commission, where the commission is considering a change of organization that consists of the dissolution of a district that is consistent with a prior action of the commission, to immediately order the dissolution if the dissolution was initiated by the district board, or if the dissolution was initiated by an affected local agency, by the commission, or by petition, hold at least one noticed public hearing on the proposal, and order the dissolution without an election, unless a majority protest exists, as specified. <b>Last Amended on 5/27/2011</b></p>	
<p><a href="#">AB 952</a> <a href="#">Jones R</a></p> <p>High-speed rail.</p>	<p>ASSEMBLY ENROLLED 9/19/2011 - Enrolled and presented to the Governor at 1:30 p.m.</p>	<p>The High-Speed Rail Authority is composed of 9 members, including 5 members appointed by the Governor. Members of the authority are subject to the Political Reform Act of 1974. This bill would prohibit a member, employee, or consultant of the authority from being the recipient of any gift, as defined, in a specified provision of the act. The bill would prohibit a construction company, engineering firm, consultant, legal firm, or any other company, vendor, or business entity with a contract or seeking a contract with the authority, or subcontractor of any of the foregoing, or owner, employee, or any member of their immediate families of any of these companies, firms, vendors, entities, or subcontractors, from making any gift to a member, employee, or consultant of the authority, or to any member of their immediate families.</p> <p>The bill would authorize the authority itself to receive gifts, and to transfer those gifts as specified, with the written approval of the Department of Finance. <b>Last Amended on 8/16/2011</b></p>	

## San Mateo County Transit District State Legislative Matrix 10/28/2011

Bill ID/Topic	Location	Summary	Position
<p><a href="#"><u>AB 957</u></a> <b>Committee on Transportation</b></p> <p>Transportation omnibus bill.</p>	<p>ASSEMBLY ENROLLED 9/22/2011 - Enrolled and presented to the Governor at 12:30 p.m.</p>	<p>Existing law, the Sacramento Regional Transit District Act, creates the Sacramento Regional Transit District, with specified powers and duties relative to providing transit services in the Sacramento region. Existing law provides that the district is comprised of specified cities and unincorporated territories in the Counties of Sacramento and Yolo. Existing law sets forth provisions for transition from the Sacramento Transit Authority to the district and also sets forth provisions applicable to the establishment of the first board of the district.</p> <p>This bill would provide that the district includes the Cities of Citrus Heights, Elk Grove, Rancho Cordova, and West Sacramento. The bill would delete obsolete provisions relating to the transition from the authority to the district and establishment of the district's first board. <b>Last Amended on 8/31/2011</b></p>	
<p><a href="#"><u>AB 1097</u></a> <b>Skinner D</b></p> <p>Transit projects: domestic content.</p>	<p>ASSEMBLY ENROLLED 9/16/2011 - Enrolled and presented to the Governor at 11:30 a.m.</p>	<p>Existing law provides various sources of funding for transit projects.</p> <p>This bill would specifically authorize the state or a local agency, relative to the use of federal funds for transit purposes, to provide a bidding preference to a bidder if the bidder exceeds Buy America requirements applicable to federally funded transit projects, as specified. <b>Last Amended on 8/29/2011</b></p>	Support
<p><a href="#"><u>AB 1105</u></a> <b>Gordon D</b></p> <p>High-occupancy toll lanes: roadway markings.</p>	<p>ASSEMBLY CHAPTERED 7/25/2011 - Chaptered by the Secretary of State, Chapter Number 114, Statutes of 2011</p>	<p>Existing law authorizes the Santa Clara Valley Transportation Authority (VTA) to conduct, administer, and operate a value pricing high-occupancy toll (HOT) lane program on 2 corridors included in the high-occupancy vehicle lane system in Santa Clara County.</p> <p>This bill would provide that such a HOT lane established on State Highway Route 101 may extend into San Mateo County as far as the high-occupancy vehicle lane in that county existed as of January 1, 2011, subject to agreement of the City/County Association of Governments of San Mateo County. <b>Last Amended on 4/13/2011</b></p>	Support
<p><a href="#"><u>AB 1164</u></a> <b>Gordon D</b></p> <p>Federal transportation funds.</p>	<p>ASSEMBLY ENROLLED 9/22/2011 - Enrolled and presented to the Governor at 12:30 p.m.</p>	<p>Existing law generally provides for programming and allocation of state and federal transportation capital improvement program funds pursuant to the state transportation improvement program process administered by the California Transportation Commission.</p> <p>This bill would enact similar provisions authorizing the department, until September 30, 2015, to make loans from the State Highway Account of other specified federal transportation funds to fund bond-funded projects pursuant to the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, if the department has determined the loans will not impact the funding of other programs or projects, as specified, and only under circumstances in which federal funds might otherwise be lost, as specified. The bill would appropriate those federal transportation funds in the State Highway Account for these purposes and would require those funds to be obligated to fund the bond-funded projects, as specified. The bill would require the loans to be repaid to the State Highway Account within 3 years from the proceeds of bonds sold pursuant to the bond act and would provide for the appropriation of those repaid funds to the department for use on projects in the state highway operation and protection program or the local assistance program, as specified. The bill would require the department to report to the Joint Legislative Budget Committee each year that federal transportation funds are loaned pursuant to these</p>	

**San Mateo County Transit District  
State Legislative Matrix 10/28/2011**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1229</a> <a href="#">Feuer D</a></p> <p>Transportation: financing: federal highway grant anticipation notes.</p>	<p>SENATE 2 YEAR 8/26/2011 - Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/16/2011)</p>	<p>provisions. <b>Last Amended on 9/1/2011</b></p> <p>Existing law continuously appropriates the amounts specified in the annual Budget Act as having been deposited in the State Highway Account from federal transportation funds, and pledged by the California Transportation Commission, to the Treasurer for the purposes of issuing federal highway grant anticipation notes, commonly known as GARVEE bonds, to fund transportation projects selected by the commission. Existing law defines an "eligible project" for these purposes as the federally funded portion of a highway or other transportation project that has been designated for accelerated construction by the commission, and increases the capacity, reduces the travel time, or provides long-life rehabilitation of the key bridges and roadways of a corridor or gateway for interregional travel and movement of goods. Existing law prohibits the Treasurer from authorizing the issuance of the notes if the annual repayment obligations of all outstanding notes in any fiscal year would exceed 15% of the total amount of federal transportation funds deposited in the account for any consecutive 12-month period within the preceding 24 months.</p> <p>This bill would provide that an "eligible project" may include projects programmed by a regional transportation planning agency using its share of apportionments of federal regional surface transportation program funds or congestion mitigation and air quality funds, as specified. The bill would authorize no more than 50% of bonding capacity of GARVEE bonds from being made available for these projects and would require the commission to require a regional transportation planning agency to commit to repaying the state for debt service if that agency's share of federal regional surface transportation program funds or federal congestion mitigation and air quality funds is insufficient to repay the GARVEE bonds or if a portion of the project costs is ineligible for federal funding. The bill would, for such a repayment by a regional transportation planning agency, authorize the commission to amend into the State Transportation Improvement Program some or all of the funds necessary for the repayment to be counted against the county share of State Transportation Improvement Program funds for the county in which the project is located. By expanding the types of projects for which GARVEE bonds may be used, the bill would make an appropriation. <b>Last Amended on 6/21/2011</b></p>	
<p><a href="#">AB 1298</a> <a href="#">Blumenfield D</a></p> <p>Vehicles: parking: mobile billboard advertising displays.</p>	<p>ASSEMBLY ENROLLED 9/16/2011 - Enrolled and presented to the Governor at 11:30 a.m.</p>	<p>Existing law authorizes a local authority to regulate mobile billboard advertising displays. Existing law defines "mobile billboard advertising display" to mean an advertising display attached to nonmotorized vehicles for the primary purpose of advertising.</p> <p>This bill would revise the definition of "mobile billboard advertising display." The bill would additionally authorize a local authority, subject to specified exceptions, to regulate advertising signs on motor vehicles parked or left standing upon a public street. <b>Last Amended on 7/12/2011</b></p>	

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Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1388</a> <a href="#">Wieckowski D</a></p> <p>Earnings withholding orders.</p>	<p>ASSEMBLY ENROLLED 9/19/2011 - Enrolled and presented to the Governor at 1:30 p.m.</p>	<p>Existing law requires an employer to withhold the amounts required by an earnings withholding order from all earnings of the employee payable for any pay period of the employee that ends during the withholding period. Under existing law, the portion of the judgment debtor's earnings that the judgment debtor proves is necessary for the support of the judgment debtor or the judgment debtor's family supported in whole or in part by the judgment debtor is exempt from the levy of an earnings withholding order. This exemption is not available if the debt was incurred for the common necessities of life furnished to the judgment debtor or the family of the judgment debtor. This bill would delete that exception for the common necessities of life.</p> <p>This bill would, instead, provide an exception for a debt incurred pursuant to an order or award for the payment of attorney's fees in connection with certain family law proceedings. The bill would also make a conforming change. <b>Last Amended on 6/10/2011</b></p>	
<p><a href="#">AJR 5</a> <a href="#">Lowenthal, Bonnie D</a></p> <p>Transportation revenues.</p>	<p>ASSEMBLY CHAPTERED 6/8/2011 - Chaptered by the Secretary of State, Chapter Number 29, Statutes of 2011</p>	<p>This measure would request the President and the Congress of the United States to consider and enact legislation to conduct a study regarding the feasibility of the collection process for a transportation revenue source based on vehicle miles traveled, in order to facilitate the creation of a reliable and steady transportation funding mechanism for the maintenance and improvement of surface transportation infrastructure. <b>Last Amended on 3/29/2011</b></p>	
<p><a href="#">SB 310</a> <a href="#">Hancock D</a></p> <p>Local development.</p>	<p>SENATE ENROLLED 9/16/2011 - Enrolled and presented to the Governor at 10:30 a.m.</p>	<p>Existing law authorizes the legislative body of a city or county to adopt an infrastructure financing plan, which is required to contain specified information, for the purpose of financing certain infrastructure facilities, if specified procedural requirements are met, and requires the legislative body, if it adopts the plan, to submit the proposal to the voters. Existing law authorizes the legislative body to create an infrastructure financing district, by ordinance, if 2/3 of the qualified electors of the proposed district vote in favor of adoption of the plan, and also authorizes the legislative body to initiate proceedings to issue bonds to finance the infrastructure facilities if 2/3 of those electors vote in favor of the issuance. Existing law authorizes infrastructure finance districts to finance specified projects, including financing certain infrastructure facilities.</p> <p>This bill would authorize a district to reimburse a developer that meets specified requirements for permit expenses or expenses related to the construction of affordable housing units pursuant to the Transit Priority Project Program described below. This bill would also require that an infrastructure financing plan also include a plan to finance any potential costs for reimbursing a developer that meets specified requirements for permit and affordable housing expenses related to a project of the Transit Priority Project Program. <b>Last Amended on 8/29/2011</b></p>	

**San Mateo County Transit District  
State Legislative Matrix 10/28/2011**

Bill ID/Topic	Location	Summary	Position
<a href="#">SB 565</a> <a href="#">DeSaulnier D</a>  Transportation.	SENATE CHAPTERED 9/26/2011 - Chaptered by the Secretary of State, Chapter Number 341, Statutes of 2011	<p>Existing law prescribes certain standards for a transit bus operated by a motor carrier, whether the motor carrier is a private company or a public agency, that provides public transportation services. A violation of these provisions is a crime.</p> <p>This bill would additionally require that the transit bus be equipped with a speedometer that is maintained in good working order. By creating a new crime, the bill would impose a state-mandated local program.</p> <p><b>Last Amended on 8/22/2011</b></p>	
<a href="#">SB 582</a> <a href="#">Yee D</a>  Commute benefit policies.	SENATE VETOED 8/1/2011 - Vetoed by the Governor	<p>This bill, beginning on January 1, 2013, subject to certain exceptions, would authorize a metropolitan planning organization jointly with the local air quality management district or air pollution control district to adopt a commute benefit ordinance that requires covered employers operating within the common area of the organization and district with a specified number of covered employees to offer those employees certain commute benefits. The bill would require that the ordinance specify certain matters, including any consequences for noncompliance, and would impose a specified reporting requirement. The bill would provide for the 8 metropolitan planning organizations within the region served by a specified air district to adopt the ordinance only after the district first acts to adopt the ordinance. The bill would exclude from its provisions an air district with a trip reduction regulation initially adopted prior to the federal Clean Air Act Amendments of 1990 as long as it continues to have a regulation that allows trip reduction as a method of compliance. The bill would make its provisions inoperative on January 1, 2017. <b>Last Amended on 7/7/2011</b></p>	
<a href="#">SB 867</a> <a href="#">Padilla D</a>  Build California Bonds.	SENATE 2 YEAR 5/10/2011 - Failed Deadline pursuant to Rule 61(a)(2). (Last location was T. & H. on 4/7/2011)	<p>Existing law creates the California Transportation Financing Authority with specified powers and duties relative to the issuance of bonds to fund transportation projects to be backed, in whole or in part, by various revenue streams of transportation funds and toll revenues in order to increase the construction of new capacity or improvements for the state transportation system.</p> <p>This bill would, in addition, provide for the authority to issue Build California Bonds, the proceeds of which would be used for specified transportation capital improvements. Bondholders would be entitled to nonrefundable tax credits against their personal income tax or corporate tax liability. The bonds would not be a debt or liability of the state or a political subdivision of the state, except for the authority. The bill would provide for the authority to enter into financing agreements with participating local transportation authorities for the purpose of financing or refinancing transportation projects. Each series of bonds issued by the authority would be secured by a financing agreement between the authority and the local transportation authority. The bill would limit the principal amount of bonds to be issued by the authority under these provisions to \$5 billion over a 5-year period commencing January 1, 2012.</p>	Support



KARYL MATSUMOTO, CHAIR  
JERRY DEAL, VICE CHAIR  
JEFF GEE  
CAROLE GROOM  
ROSE GUILBAULT  
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, NOVEMBER 9, 2011 – 3:00 p.m.**  
or immediately following Committee meetings

- 1. CALL TO ORDER/ROLL CALL**
- 2. CONSENT CALENDAR**  
MOTION
  - a. Approval of Minutes of Board of Directors Meeting of October 12, 2011
  - b. Acceptance of Statement of Revenues and Expenses for June 2011 (unaudited)
  - c. Acceptance of Statement of Revenues and Expenses for September 2011
  - d. Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended September 30, 2011
  - e. Approval of the 2012 Board of Directors Meeting Calendar
- 3. PUBLIC COMMENT**  
Public comment by each individual speaker shall be limited to one minute
- 4. REPORT OF THE CHAIR**
- 5. REPORT OF THE GENERAL MANAGER/CEO**
- 6. 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. Mobility Management – Shuttles
  - e. Multimodal Ridership Report – September 2011

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

**7. FINANCE COMMITTEE  
RESOLUTIONS**

- a. Authorize Execution of Clipper Memorandum of Understanding Amendment Number 1
- b. Authorize Reduction of Employer Paid Member Contributions to the Public Employees Retirement System by 2 Percent Effective January 1, 2012
- c. Authorize Continued Participation in the Public Employees Retirement System Medical for Former Administrative Employees Now Represented by the Amalgamated Transit Union and the International Brotherhood of Teamsters
- d. Authorize Amending the Funding Agreement with the San Mateo City/County Association of Governments for Community Based Transportation Planning Services and Increasing the Fiscal Year 2012 Operating Budget by \$30,000
- e. Authorize Disposal of 10 Surplus Buses
- f. Authorize Award of Contract to United Performance Corporation for Automotive Repair Services for a Three-year Base term for a Total Estimated Cost of \$389,752
- g. Authorize Award of Contract to Chandler Enterprises, Inc. for Furnishing Overhead and Mechanical Door Services for a Three-year Base Term for a Total Cost of \$200,937
- h. Authorize Award of Contract to World Courier Ground for Providing Mail Courier Services for a Five-year Term for an Estimated Cost of \$182,700

**8. LEGISLATIVE COMMITTEE  
SUBJECTS DISCUSSED**

- a. State and Federal Legislative Update

**9. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

**10. BOARD MEMBER REQUESTS/COMMENTS**

**11. DATE, TIME AND PLACE OF NEXT MEETING** – December 7, 2011 at 2 p.m.,  
San Mateo County Transit District, Administrative Building, Bacciocco Auditorium,  
2<sup>nd</sup> Floor, 1250 Carlos Ave., San Carlos 94070

**12. GENERAL COUNSEL PROPOSAL**

- a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Teamsters Union, Local 856 (Bus Contracts Inspectors)
- b. Closed Session: Conference with Legal Counsel Pursuant to Government Code Section 54956.9(a) to Discuss Pending Litigation: Edgardo Galvez v San Mateo County Transit District (Workers Compensation)
- c. Closed Session: Public Employee Performance Evaluation and Associated Negotiations – Pursuant to Government Code Sections 54957 and 54957.6: General Manager/CEO

**13. ADJOURNMENT**

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

## **INFORMATION TO THE PUBLIC**

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans Website at [www.samtrans.com](http://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](mailto: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.



Draft

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
OCTOBER 12, 2011, 2011**

Board Members Present: J. Deal, J. Gee, C. Groom, G. Guilbault, S. Harris, Z. Kersteen-Tucker, A. Lloyd, K. Matsumoto (Chair), A. Tissier

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

Chair Karyl Matsumoto called the meeting to order at 3:11 p.m.

**CONSENT CALENDAR**

The Board approved the consent calendar (Deal/Harris).

- a. Approval of Minutes of Board of Directors Meeting of September 14, 2011
- b. Acceptance of Statement of Revenues and Expenses for August 2011

**PUBLIC COMMENT**

Jerry Grace, San Leandro, asked if San Mateo County has a list where a Clipper card can be purchased. Executive Officer Customer Service and Marketing Rita Haskin said the Clipper card can be purchased at the District offices and the Clipper website has a list of all the retailers in San Mateo County.

**REPORT OF THE CHAIR**

Chair Matsumoto reported:

- Director Zoe Kersteen-Tucker was appointed to the Grand Boulevard Task Force.
- Thanked staff and Board for a very productive workshop on the SamTrans Service Plan (SSP).
- Directors Shirley Harris, Kersteen-Tucker and herself attended the American Public Transportation Association (APTA) Annual Conference. Thanked Deputy CEO Chuck Harvey for taking them around the EXPO.
- Request that today's meeting be adjourned in memory of General Manager/CEO Michael Scanlon's brother, Thomas, who passed away.
- Appointed Directors Jeff Gee, Carole Groom, Kersteen-Tucker and herself to the SSP Advisory Committee.

**AUTHORIZE ADOPTION OF REVISED CODIFIED TARIFF**

Ms. Haskin said staff proposes the Board adopt a revised Codified Tariff that:

- Establishes a local Day Pass priced at three times the one-way cash fare; revises language regarding Clipper that includes elimination of paper monthly passes, the Muni sticker add-on, interagency transfer agreements as well as a potential fee for the card.
- Establishes an expiration date for Change Cards.
- Eliminates the transit pass benefit for spouses of members of the Citizens Advisory Committee.

- Changes the name of the Needy Family Pass to the Discount Youth Pass.

Chair Matsumoto asked if the Clipper card can be used for parking and if Day passes will be paper media. Ms. Haskin said Clipper cannot be used to pay for parking and that the Day passes will be paper for now and may be added to the Clipper card in the future.

Director Jeff Gee asked who has interagency agreements with SamTrans when using the Clipper card. Ms. Haskin said the Santa Clara Valley Transportation Authority is the prime one.

Director Gee asked if there are any agencies that are not allowing the interagency agreement with SamTrans. Ms. Haskin said AC Transit doesn't now but it's being worked on.

#### Public Comment

Jerry Grace, San Leandro, said the Clipper card can be used for parking at BART.

A motion (Gee/Deal) to adopt the revised Codified Tariff was approved unanimously by roll call.

#### **REPORT OF THE GENERAL MANAGER/CEO**

##### **Resolution of Appreciation to Outgoing American Public Transportation Association President William Millar**

Deputy CEO Gigi Harrington said staff is asking the Board to approve a resolution of appreciation for William Millar, outgoing president of 15 years at APTA.

A motion (Lloyd/Gee) to approve the resolution was approved unanimously by roll call.

Ms. Harrington reported:

- The marketing department is doing a direct mail campaign along El Camino Real between Daly City and Redwood City. To assist customers a joint Route 390/391 schedule was developed for this promotion.
- SamTrans was awarded the APTA AdWheel Grand Award for the holiday video card created by Marketing Specialist James Namba.
- The Reading File contains the latest edition of the *Fall Fun Guide*.
- Older driver training was conducted in South San Francisco with the California Highway Patrol.
- A new bus operator training class started with 13 employees.
- SamTrans averaged 22,417 miles between service calls in September.

#### **COMMUNITY RELATIONS COMMITTEE**

##### **MOTION**

- a. Designation of October as Disabilities Awareness Month

A motion (Harris/Lloyd) to designate October as "Disabilities Awareness Month" was approved unanimously.

**SUBJECTS DISCUSSED**

- b. Accessibility Update
- c. Paratransit Coordinating Council (PCC) Update
- d. Citizens Advisory Committee Liaison Report
- e. Mobility Management Report – End-of-the-Year Performance
- f. Multimodal Ridership Report – August 2011

**FINANCE COMMITTEE**

**RESOLUTIONS**

- a. Approval of Annex of the 2010 Association of Bay Area Government’s Local Hazard Mitigation Plan as the District’s Local Hazard Mitigation Plan
- b. Authorize Renewing the Contract with Delta Dental of California for the Next Three Calendar Years for an Annual Cost of \$1.135 Million
- c. Authorize Award of Contract to Vision Service Plan for Vision Insurance Coverage for a Four Year Period Beginning November 1, 2011 for a Total Estimated Cost of \$424,000

Director Adrienne Tissier left at 3:31 p.m.

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

**LEGISLATIVE COMMITTEE**

**SUBJECTS DISCUSSED**

- a. State and Federal Legislative Update

**PLANNING, DEVELOPMENT AND SUSTAINABILITY**

**RESOLUTION**

- a. Adoption of SamTrans Service Plan Criteria and Endorse the Use of Performance Metrics

A motion (Lloyd/Deal) to approve the resolution was approved unanimously by roll call.

**WRITTEN COMMUNICATIONS**

In reading file

**BOARD MEMBER COMMENTS**

None

**DATE AND TIME OF NEXT MEETING** – November 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 Legal Counsel Pursuant to Government Code Section 54956.9(a) to Discuss Pending Litigation: Antonio Santiago III v San Mateo County Transit District, Peninsula Corridor Joint Powers Board and County of San Mateo et al
- b. Closed Session: Conference with Legal Counsel Pursuant to Government Code Section 54956.9(a) to Discuss Pending Litigation: Musaravakkam Krishnan, Mohan Krishnan, Sangeetha Krishnan and Prema Krishnan v San Mateo County Transit District

Mr. Miller said the Board will meet in closed session to discuss two matters of pending litigation. There will be no public action taken following the closed session and will be reporting to the Board on a status report basis.

Adjourned to closed session at 3:33 p.m.

Reconvened to open session at 4:08 p.m.

Mr. Miller said the Board met in closed session and there is no action to be taken. When action is required it will be reported publicly.

The meeting adjourned at 4:09 p.m. in memory of Thomas Scanlon, brother of Mr. Scanlon.

**BOARD ITEM # 2 (e)  
NOVEMBER 9, 2011**

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Board of Directors

THOROUGH: Michael J. Scanlon  
General Manager/CEO

FROM: Martha Martinez  
District Secretary

SUBJECT: **2012 BOARD OF DIRECTORS MEETING CALENDAR**

**ACTION:**

Staff recommends that the Board approve the Meeting Calendar for 2012 (attached).

**SIGNIFICANCE:**

The Board of Directors monthly meeting is scheduled for the second Wednesday of each month at 2:00 p.m.

**BUDGET IMPACT:**

There is no impact on the budget.

Prepared by: Martha Martinez, District Secretary

650-508-6242



## Board/Committee Meeting Calendar for 2012

Wednesday – 2:00 PM
January 11
February 8
March 14
April 11
May 9
June 13
July 11
August 8
September 12
October 10
November 14
December 12

All meetings are held in the Bacciocco Auditorium – Second Floor, 1250 San Carlos Ave., San Carlos.