



BOARD OF DIRECTORS 2012

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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, JUNE 13, 2012 – 2:00 p.m.**

1. Pledge of Allegiance

#### **ACTION**

2. Approval of Minutes of Community Relations Committee Meeting of May 9, 2012
3. Proclamation Designating June 21, 2012 as “National Dump the Pump Day”

#### **INFORMATIONAL**

4. Accessibility Update - Tina DuBost
5. Paratransit Coordinating Council (PCC) Update - Nancy Keegan
6. Citizens Advisory Committee Liaison Report - Peter Ratto
7. Multimodal Ridership Report – April 2012

Committee Members: Rose Guilbault, Shirley Harris, Art Lloyd

#### NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

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

**MINUTES OF COMMUNITY RELATIONS COMMITTEE MEETING  
COMMITTEE OF THE WHOLE  
MAY 9, 2012**

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

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

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

Committee Chair Rose Guilbault called the meeting to order at 2:02 p.m.

**Approval of Minutes of Community Relations Committee (CRC) Meeting of  
April 11, 2012**

The committee approved the minutes (Lloyd/Gee).

**Recommend Appointment of Citizen Advisory Committee (CAC) Member**

Committee Chair Guilbault said due to the resignation of Kim Nobles from the CAC the committee would like to recommend Tryn Miller, representing multimodal riders, be appointed to the CAC. Interviews were conducted this past March by Directors Shirley Harris, Art Lloyd and herself and Ms. Miller's application was kept on file from those interviews.

A motion (Gee/Lloyd) to appoint Tryn Miller to the CAC was approved by all.

Director Adrienne Tissier arrived at 2:04 p.m.

**Designation of May as "Older Americans Month"**

Committee Chair Guilbault said staff is asking the Committee to recommend that the Board adopt a proclamation designating May as "Older Americans Month." This is the time to focus on the benefits and services of older Americans, what they bring to the community and the importance of transportation in allowing them to access community resources. The District has been a leader in serving the seniors of San Mateo County.

Nancy Keegan, Program Director of Catholic Charities San Carlos Adult Day Center accepted the proclamation. Ms. Keegan thanked the Board and all those who do the work and services for older Americans.

A motion (Harris/Lloyd) to designate May as "Older Americans Month" was approved by all.

### **Student “Art Takes a Bus Ride” Contest**

General Manager/CEO Michael Scanlon said more than 300 entries from 30 schools were received. The six winning entries were judged to have best illustrated the theme “Getting Out and Ride.” The winning entries will be featured on ad cards inside the buses and a bus will be wrapped with the art work.

Executive Officer Customer Service and Marketing Rita Haskin announced the winners:

- Olivia Pon, 1<sup>st</sup> Grade, Central Elementary, Belmont
- Nikaella Mariano, 2<sup>nd</sup> Grade, Ponderosa Elementary, South San Francisco
- Isiaah Crump, 3<sup>rd</sup> Grade, Sandpiper Elementary, Redwood City
- Sara Ababseh, 4<sup>th</sup> Grade, Cabrillo Elementary, Pacifica
- Sakina Bambot, 5<sup>th</sup> Grade, Tierra Linda Middle School, San Carlos
- Meiling Lin, 6<sup>th</sup> Grade, Tierra Linda Middle School, San Carlos

Committee recessed to view the wrapped Art Takes a Bus Ride bus at 2:15 p.m.

Committee reconvened at 2:30 p.m.

Committee Chair Guilbault congratulated the artists and staff for the great job on the bus wrap.

### **Accessibility Update**

Manager, Accessible Transit Services Bill Welch said Segways are considered personal mobility devices and the Department of Transportation has determined they should be allowed on public transportation. Staff has been working on how to secure them safely and properly. He said another change in the Federal law is requiring the accommodation of wheelchairs no matter the size, as long as they can safely be secured.

Mr. Scanlon said the new proposed Federal regulations require transit agencies to accommodate the larger wheelchairs if there is capacity.

### **PCC Update**

PCC Chair Ms. Keegan reported:

- Ms. Haskin presented to the PCC the proposed new look and feel of the Redi-Wheel tickets and the new design for the vehicles.
- In recent months there has been an increase in taxi rides for paratransit and the PCC has been monitoring this more closely.

### **Citizens Advisory Committee (CAC) Liaison Report**

CAC Chair Peter Ratto reported on their May 2 meeting:

- Welcomed two new members, Kris Adler and Margaret Pye.
- Certificates of Appreciation were presented to outgoing members Kim Nobles and David Wilcox.
- Ms. Haskin made a presentation on the collaboration between schools and SamTrans.
- The Route 295 bus stop at 37<sup>th</sup> Avenue in San Mateo, across from the medical center is adjacent to a crosswalk that did not have a curb cut. The operations staff contacted the City of San Mateo and the crosswalk now has a curb cut.

**Multimodal Ridership Report – March 2012**

- Bus ridership was 43,170, a decrease of 5.7 percent.
- Paratransit ridership was 1,037, a decrease of 4.9 percent.
- Caltrain ridership was 42,910, an increase of 14.4 percent.
- Caltrain shuttle ridership was 7,130, an increase of 24.2 percent.
- BART shuttle ridership was 1,935, a decrease of 7.3 percent.
- Total ridership was 96,182, an increase of 4.3 percent increase.

Year-to-date – March 2012

- Bus ridership was 42,250, a decrease of 1.2 percent.
- Paratransit ridership was 1,052, a decrease of 2.2 percent.
- Caltrain ridership was 42,800, an increase of 9.7 percent.
- Caltrain shuttle ridership was 7,016, an increase of 31.7 percent.
- BART shuttle ridership was 1,812, a decrease of 9.3 percent.
- Total ridership was 94,930, an increase of 5.3 percent.

Director Karyl Matsumoto asked if the decrease in paratransit is seasonal. Mr. Patton said it did rain quite a bit in March and staff is looking carefully at the ridership data.

Adjourned: 2:43 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

**TO:** Community Relations Committee

**THROUGH:** Michael J. Scanlon  
General Manager/CEO

**FROM:** Mark Simon  
Executive Officer for Public Affairs

**SUBJECT: PROCLAMATION DECLARING JUNE 21, 2012 AS “NATIONAL DUMP THE PUMP DAY”**

**ACTION**

Staff proposes the Committee recommend the Board adopt the proclamation designating June 21, 2012 as “National Dump the Pump Day.”

**SIGNIFICANCE**

The proclamation for “National Dump the Pump Day” is a reaffirmation of the SamTrans Board’s commitment to provide quality public transit service to all bus riders in San Mateo County. In partnership with the American Public Transportation Association, Dump the Pump Day also is an opportunity to encourage people to give up driving and use public transportation, steps that would reduce the carbon footprint, ease congestion and pollution and save money.

“National Dump the Pump Day” began in June 2006 when gas prices were \$3 per gallon. With gas prices at more than \$4 per gallon, using transit options such as SamTrans is one of the most effective ways to beat high gas prices. Bus riders can use the Commute Calculator on the SamTrans website to compare the cost of taking SamTrans instead of driving a car.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

SamTrans will participate in Dump the Pump Day by conducting several activities to call attention to the important role that public transportation plays in the community:

- Tweets about the benefits of taking public transportation
- Series of ads in local newspapers
- News Release
- Take-One on board buses

# Proclamation

## **IN HONOR OF NATIONAL DUMP THE PUMP DAY**

**WHEREAS**, June 21, 2012, marks the American Public Transportation Association's 7<sup>th</sup> Annual National Dump the Pump Day; and

**WHEREAS**, SamTrans supports National Dump the Pump Day as a day that encourages people to ride public transportation to save money, protect the environment, reduce our dependence on foreign oil and improve the quality of life for all Americans; and

**WHEREAS**, U.S. public transportation use reduces the country's carbon footprint by 37 million metric tons -- the equivalent of 4.9 million households using electricity in a year; and

**WHEREAS**, U.S. public transportation use saves 4.2 billion gallons of gasoline per year -- the equivalent of 900,000 cars filling up every day; and

**WHEREAS**, public transportation use in 439 urban areas in the United States saved 796 million hours in travel time and 303 million gallons of fuel; and without public transportation, congestion costs would have risen by nearly \$17 billion, from \$101 to \$118 billion.

**NOW, THEREFORE BE IT RESOLVED** that on this 13<sup>th</sup> day of June 2012, the Board of Directors of the San Mateo County Transit District encourage citizens to get out of their vehicles and onto public transportation, and do hereby proclaim Thursday, June 21, 2012 as *NATIONAL DUMP THE PUMP DAY*.



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Chair, San Mateo County Transit District

**CRC ITEM # 4  
JUNE 13, 2012**

**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 April 3 AL-Com meeting and the April 10 PCC meeting are attached. The minutes from the most recent SAAC meeting are not yet available.

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

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

**MEETING MINUTES**

**April 3, 2012**

**ATTENDANCE**

Members Present: Mike Levinson, AL-Com Chair; Bill Welch, SamTrans; Aki Eejima, Consumer; Diane Griffith, Consumer; Dan Mensing, Consumer; Benjamin McMullan, CID; Allan Newlands, COD.

Guests: Talib Salamin, Serra Cab; Elly Colwell, SamTrans; Tina Dubost, SamTrans; Maria Kozak, Consumer; Paul Lee, SamTrans; John Murphy, MV Transit; Linda Rhine, Nelson\Nygaard; Rose Berta, PCC Staff.

(Total Attendance: 15)

**WELCOME/INTRODUCTION**

Mike welcomed everyone at 1:00 p.m. to the April AL-Com meeting.

**LEGISLATIVE UPDATE**

Mike had no updates on advocacy and legislative issues. He said the BART extension to San Jose is going forward. Diane said she will be going to Sacramento with the American Council of the Blind to advocate for High Speed Rail.

**LOCAL ADVOCACY ISSUES—OPEN DISCUSSION**

Dan Mensing mentioned that he is “rocked around” when riding on the bus. Dan suggested that it would be a good idea for drivers to travel in a wheelchair to understand what it’s like from the riders’ perspective. John says that this is part of the sensitivity training. He explained that there are many long-term drivers and they may re-visit sensitivity training. Diane noted that Alec Karp does the training of drivers for taxi service. It was noted that he was a PCC member for many years and resigned about three years ago because of time constraints. Bill suggested that Diane ask Alec if he wants to consider re-applying to the PCC; he would be welcome.

Mike introduced Talib Salamin, General Manager of Serra Cab, as the guest speaker for the meeting. John invited Talib to attend today’s meeting to discuss taxi issues. Taxi service is providing between 15% and 20% of the overall services, and comment card submittals are relatively low given the number of trips served. John said he is receiving about one complaint per month for taxi compared to about 15 for Redi-Wheels; most are compliments.

When asked about the complaint process, Talib said that as soon as they receive complaints, they check on them immediately. They bring in the driver and listen to his/her side of the story. They identify the problem and may suspend the driver if it is a major issue; if the issue is small,



the driver is given re-training on occasion. This is the procedure for all complaints, and drivers are not allowed to go back to the passengers to discuss the complaints. Talib said he receives 1-2 complaints per month versus about 15 compliments per month. Talib mentioned that automatic suspension is the penalty for picking up family members while driving; vehicles are not allowed on the road without seatbelts; vehicle cleanliness complaints are handled as soon as possible.

Serra Cab drivers receive 10 hours of training from Redi-Wheels to learn to provide Redi-Wheels service. Talib said they are planning to do some re-training to make sure drivers are providing good service. He says about 25–30 drivers are dedicated to Redi-Wheels service. John said the on-time performance for taxi service is about 3-5 points less than Redi-Wheels service in part because when trips are sent to Serra they are frequently the “last minute” trips. Taxis also provide a large number of night trips. He says their average pick up time is 15 minutes. Talib said the environment for taxi service in San Mateo County is challenging because of different regulations in each city. John mentioned that taxis are also used for efficiency, and it has proven to be quite cost effective. Paul Lee expressed the importance of keeping in mind that taxi is an important part of overall Redi-Wheels service; some of the larger vehicles may not be able to get to all places, and smaller vehicles fill the need. If Redi-Wheels is at capacity, then taxi is a good alternative. No tipping is allowed on Redi-Wheels service including taxis. MV gives Serra Cab a bonus for on-time performance as an extra incentive.

Bill asked about the expectations for taxi drivers to attend the MV safety meeting. It was explained that drivers are encouraged to attend and are paid for their time at these meetings; drivers who attend these meetings are assigned more Redi-Wheels service.

There was a discussion about what constitutes a late trip. Several examples of specific trips and the criteria for late trips were given by Tina. The on-time performance window is the same for all services, which is 20 minutes after the scheduled time for all trips.

## **COMPLAINT REVIEW COMMITTEE—OPEN DISCUSSION**

Talib said if there is a complaint about a driver, then dispatch is instructed not to send the same driver “for a while.”

The location of comment cards on the taxis was discussed; the majority of the time, comment cards are kept near the driver. Maria says that her experience is that drivers solicit comment cards. This is being done because cards are not visibly on display.

Aki said he wants to encapsulate issues that have come up at several committee meetings, such as the signs not always being clear on the vehicles, rides are somewhat rushed, and some consumers feel intimidated after making a complaint.

John encourages riders to submit comment cards to give MV feedback.

Maria asked if a letter is always sent out about a no-show or late cancel; Tina replied yes, unless the ride is not provided within the 20-minute window.

Diane asked how drivers know if a person is visually-impaired. It was explained that the dispatcher should have this information because it is printed on the manifest.

Maria complimented the drivers who provide great service.

**OTHER BUSINESS**

Mike thanked Talib for taking the time to attend the meeting and giving his input on the taxi discussion.

Next AL-Com meeting is July 3, 2012 at 1:00 p.m.

**MEETING ADJOURNED: 2:40 P.M.**

**SAN MATEO COUNTY  
PARATRANSIT COORDINATING COUNCIL  
MEETING MINUTES  
April 10, 2012**

**ATTENDANCE**

Members Present: Nancy Keegan, Chair; Mike Levinson, AL-Com Chair; Myria Barnes-Jackson, DOR; Maureen Dunn, Senior Focus; Dale Edwards, Consumer; Aki Eejima, Consumer; Benjamin McMullan, CID; Allan Newlands, COD; Sammi Riley, Consumer; Marie Violet, Sequoia Hospital; Bill Welch, SamTrans.

Absentees: May Nichols, Vice Chair; Judy Garcia, Consumer; Diane Griffith, Consumer; Stephanie Hill, Consumer; Barbara Kalt, Rosener House; Dan Mensing, Consumer; Michal Settles, Coastsides.

Guests: Elly Colwell, SamTrans; Paul Lee, SamTrans; Marshall Loring, MTC; John Murphy, MV Transportation; Jeff Norris, OES; Linda Rhine, Nelson\Nygaard; Gladys Gurbindo, Consumer; Rose Berta, PCC Staff.

(Total Attendance: 19) Quorum--Yes

**WELCOME/INTRODUCTION**

Chair Nancy Keegan called the meeting to order at 1:35 p.m. and welcomed all to the April PCC meeting.

**APPROVAL OF MARCH PCC MINUTES**

Nancy asked for a vote of approval for the March minutes. Mike moved to approve the minutes and Allan seconded the motion. Minutes were approved with Marie abstaining.

**COMMITTEE REPORTS**

**A. ADVOCATE LEGISLATIVE COMMITTEE (AL-COM)**

Mike said the meeting had a lively discussion on taxi service with Talib Salamin, General Manager of Serra Cab, as the guest speaker. He explained procedures with comment cards and answered many questions. He has already addressed - or is in the process of addressing - some of the issues. Allan mentioned that having to ask for comment cards from the driver is a bit intimidating.

Ways of making comments were reviewed: filling out comment cards by mail; calling the 800 number; going to SamTrans, and now filling out the form through the PCC website which goes directly to Rose. Maureen articulated the importance of informing consumers on the process of providing feedback on services. Increasing the distribution of the newsletter and stating the ways comment cards may be submitted is something her Education Committee is working on.

Gladys Gurbindo gave an example of a taxi driver asking personal questions. John said there is a need for training the “dos and don’ts” of small talk and setting boundaries for conversation. John further explained that MV invites taxi drivers to their safety meetings, which supplements their initial 10 hours of training. They are also thinking of an 8-hour refresher course. Nancy thanked everyone for their discussion and said further discussion will be continued, comments addressed, and ways to find solutions determined.

Next AL-Com meeting will be on July 3, 2012.

## **B. GRANT/BUDGET REVIEW**

No report.

## **C. EDUCATION COMMITTEE**

Maureen thanked the committee for their fabulous ideas. The focus of the committee’s efforts has been on the newsletter in determining how to improve circulation and its contents. Maureen stated they are also looking into efforts devoted to outreach fairs and thinking what is the best use of the volunteers’ valuable time. The approach will be to reach out to groups and organizations that work with many of the Redi-Wheels clients as an alternative. The Education Committee agreed that Jackie Speier’s conference is worth the effort; the County Fair in June will not be part of the outreach this year. Next meeting will be on June 12 following the PCC meeting.

## **D. EXECUTIVE COMMITTEE**

Nancy said a meeting is scheduled later this month and will report in May.

## **SAM TRANS/REDI-WHEELS REPORT**

### **A. Operational Report**

Bill stated that the two new vehicles the Bus Review Committee checked out last meeting are the prototype for the next ten cut-away vehicles. They are still sorting through all the comments and there has been no unanimous agreement on the fabric of the seats.

#### **Interactive Voice Response (IVR)**

Bill reported there is still testing in progress and said the system is doing better with night before calls. The imminent arrival calls are achieving 71% accuracy; the goal is to achieve 95% for demand trips. Enghouse believes the estimated time of accuracy arrival problem is coming from Trapeze, which is now the focus and still a work in progress.

### **B. Performance Summary**

Bill reported that late cancels are down a bit from the previous February at 1.8% last year and now at 1.6% this year. No-shows are similar. Reducing late cancels and no-shows provides more capacity for consumers. Average weekday ridership is down at 4%. Productivity, thanks to John and his crew, has increased to 1.7 passengers per hour. On-time performance is not reported this month because staff is trying to understand the reason for the dramatic decline over the last few months.

### **C. Customer Comments**

Elly reported that total monthly comments are up from January to February. Comment cards have decreased but consumer reports have increased. Under Comments by Category, compliments and policy related are up; service related is down. The average response time is

still within the 7-day turnaround time limit. Under Comments by Type, compliments are up, customer error is up, and all others remain the same.

#### **D. Safety Report**

John reported March was much better than February with 4 accidents; 3 non chargeable and 1 chargeable. RediCoast has no chargeable accidents. April looks good so far.

### **LIAISON REPORTS**

#### **A. MTC REPORT**

Marshall said he is glad to be back at the PCC meetings. The MTC committee (Policy Advisory Council) he serves on has been concentrating on long-term housing and transportation issues, not relevant to the PCC.

#### **B. AGENCY**

No agency meeting to report.

#### **C. COASTSIDE TRANSPORTATION COMMITTEE (CTC)**

Next meeting is on April 18, 9:30 a.m.-11:00 a.m. at 625 Miramontes St., Suite 101 B, HOPE Services with Rob DeVournai.

#### **D. EFFICIENCY REVIEW COMMITTEE (ERC)**

Mike said most items have already been covered. New applicants for eligibility were highest in the last 12 months according to recent statistics. Taxi trips were discussed; there were approximately 4,200 in March, the highest number of trips in a long time, accounting for about 20% of total trips. Next meeting will be on Tuesday, May 1 at 11:00 a.m.

#### **E. COMMISSION ON AGING (COA) REPORT**

No report.

#### **F. COMMISSION ON DISABILITY (COD) REPORT**

Allan reported the ADA Compliance Committee is planning a program to educate small business on ADA requirements.

#### **G. CENTER FOR INDEPENDENCE OF THE DISABLED (CID)**

Ben reported CID's biggest item is the Disability Capital Action Day on Wednesday, May 30. He is encouraging the community to attend the Sacramento event and has all the registration and information. If anyone is interested, please contact Ben. He is also working on the transition team for Burlingame Long Term Care transition. The big issue is affordable housing in San Mateo County.

## **H. DEPARTMENT OF REHABILITATION**

Myria distributed literature last month and asked if there were any questions. There were no updates.

## **OFFICE OF EMERGENCY SERVICES**

Jeff Norris is replacing Jim Asche. OES is continuing to work on several projects. OES will have a demonstration at the County Fair and admission. Parking is free on Senior Day from 10:00-11:00 a.m. Jeff is looking forward to continuing the relationship between PCC and OES.

## **OTHER BUSINESS**

Aki noticed that some of the shocks on buses are “shot”. Bill asked him to identify the vehicle by number.

Newsletters were distributed.

**MEETING ADJOURNED: 3:24 PM.**

**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 – APRIL 2012**

**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” shows AWR year-to-date comparisons of FY2010, FY2011 and FY2012.

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

**MONTHLY RIDERSHIP HIGHLIGHTS—APRIL 2012 COMPARED TO APRIL 2011**

**All Modes** – AWR of 98,032, an increase of 3.7 percent.

**Bus** – AWR of 41,090, a decrease of 6 percent.

**Paratransit** – AWR of 1,041, a decrease of 5.2 percent.

**Caltrain** – AWR of 45,930, an increase of 12.7 percent.

**Caltrain Shuttles** – AWR of 8,022, an increase of 15.5 percent.

**BART Shuttles** – AWR of 1,949, a decrease of 4.2 percent.

## **SamTrans Promotions – April 2012**

**Day Pass** – The Day Pass promotion continued with advertisements on the bus exteriors and in bus shelters. The ads focused on key advantages of the pass: Unlimited Rides, New, Easy, All Day, Save and Fast. The pass also was promoted via onboard electronic messages in English and Spanish, and was included in brochures and on timetables. The promotion will continue through September.

**Employer Outreach** – Marketing staff participated in six transit fairs this month, including the city of Foster City, Oyster Point Marina Plaza, Facebook and San Mateo County Resource Team. Many were held near Earth Day and focused on the environmental benefits of using public transit. Information was provided on the services SamTrans offers, as well as information about Clipper.

**Partnerships** – SamTrans Marketing staff works with a number of event organizers to co-promote events that will generate bus ridership and also provide added value for current SamTrans customers. This month, SamTrans promoted Streets Alive! And let community residents know that the bus is a great way to get to the numerous events throughout the county.

**Transit Fun Guide** – The spring edition of the *Transit Fun Guide* was issued. The publication is a guide to fun events around the Peninsula and lets readers know how to get to them on SamTrans. The current issue listed festivals, events, theatre shows, and more than 18 farmers' markets all accessible by SamTrans.

Prepared by:

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

650-508-6248

Michael Eshleman, Planner

650-508-6227



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

<u>Mode</u>	<b>April 2012</b>			<u>FY2012/FY2011</u>
	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>%Change</u>
Bus *	44,950	43,690	41,090	-6.0%
Paratransit	1,109	1,098	1,041	-5.2%
Caltrain	38,060	40,760	45,930	12.7%
Caltrain Shuttle	5,895	6,947	8,022	15.5%
BART Shuttle	1,800	2,034	1,949	-4.2%
<b>Total</b>	91,814	94,529	98,032	3.7%
BART (Extension Only)	35,165	38,525	42,549	10.4%
<b>Grand Total</b>	126,979	133,054	140,581	5.7%

<u>Mode</u>	<b>Year to Date</b>			<u>FY2012/FY2011</u>
	<u>FY2010 ^</u>	<u>FY2011</u>	<u>FY2012</u>	<u>%Change</u>
Bus * #	46,770	42,850	42,130	-1.7%
Paratransit	1,106	1,078	1,051	-2.5%
Caltrain	37,370	39,200	43,110	10.0%
Caltrain Shuttle	5,503	5,491	7,117	29.6%
BART Shuttle	1,910	2,001	1,825	-8.8%
<b>Total</b>	92,659	90,619	95,233	5.1%
BART (Extension Only)	35,704	38,024	41,921	10.2%
<b>Grand Total</b>	128,363	128,644	137,154	6.6%

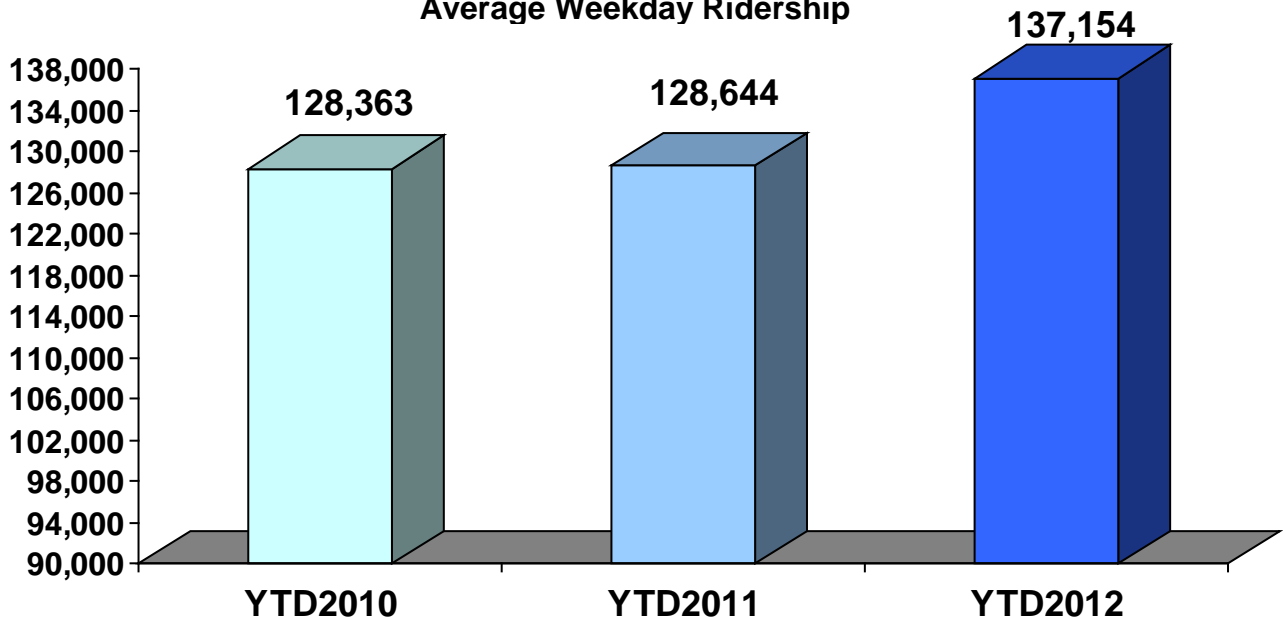
**Table A Footnotes:**

^ Bus service reductions December 20, 2009.

\* April and Year to Date FY2011 Bus AWR adjusted.

# Fare increase February 1, 2010

**Chart A**  
**Average Weekday Ridership**





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

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

**WEDNESDAY, JUNE 13, 2012 – 2:20 p.m.**  
or immediately following previous Committee meeting

**ACTION**

1. Approval of Minutes of Finance Committee Meeting of May 9, 2012
2. Acceptance of Statement of Revenues and Expenses for April 2012
3. Authorize Adoption of Proposed Fiscal Year 2013 Operating Budget in the Amount of \$131,767,917
4. Authorize Adoption of Proposed Fiscal Year 2013 Capital Budget in the Amount of \$41,172,847
5. Approval of Salary Ordinance No. 94 and a Three Percent Wage Increase for the Administrative (Non-Represented) Staff
6. Authorize Reduction of Employer Paid Member Contributions to the Public Employees' Retirement System from Five Percent to Three Percent
7. Authorize Filing Claims to Receive an Allocation of \$707,048 of State Transit Assistance Transit Funds Through the Lifeline Transportation Program to Fund the Continuation of Fixed-Route Service on Route 17 and SamCoast Demand Responsive Service
8. Authorize Entering into a Memorandum of Understanding, File Claims and Pass Through Funds to San Mateo County Human Service Agency, City of Menlo Park, City of Redwood City and City of South San Francisco Community Learning Center for Lifeline Transportation Projects in San Mateo County
9. Authorize Entering into a Memorandum of Understanding, File Claims and Pass Through Funds to the Center for Independence of Individuals with Disabilities of San Mateo County
10. Authorize Entering into a Funding Agreement with City/County Association of Governments of San Mateo County to Receive Measure M Funds to Support Paratransit Services
11. Authorize Amendment to Extend the Contract on a Month-to-Month Basis for up to One Year with Wells Fargo Insurance Services, USA, Inc. for Insurance Services for a Cost of up to \$71,480

## CONTRACTS

12. Authorize Contract Amendments with Wipro, Inc. in the Amount of \$1,318,950 for Option 1, Phase 2b of the PeopleSoft Integration Service to Test, Train and Deliver all Modules, Amend Contract to Include Hardware Support Services for the Business Optimization Project and Extend the Term for the Legacy Application Support and Data Cleansing Services for One Additional Year
13. Authorize the Execution of Contracts Over \$100,000 for Information Technology License Renewals, Maintenance Services and Professional Services for Fiscal Year 2013 for an Aggregate Not-to-Exceed Amount of \$850,000
14. Authorize Execution of Contracts for Technology Related Products and Services to Vendors Under Cooperative Purchasing Agreements for Fiscal Year 2013 for an Aggregate Not-to-Exceed Amount of \$900,000
15. Authorize Rejection of All Bids for Provision of Diesel Fuel

Committee Members: Jeff Gee, Zoe Kersteen-Tucker, Adrienne Tissier

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

Draft

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

**MINUTES OF FINANCE COMMITTEE MEETING  
COMMITTEE OF THE WHOLE  
MAY 9, 2012**

Committee Members Present: J. Gee (Committee Chair), Z. Kersteen-Tucker, A. Tissier

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

Staff Present: J. Cassman, C. Cavitt, E. Goode, G. Harrington, R. Haskin, M. Martinez, N. McKenna, D. Miller, J. Nogales-DeGuzman, M. Scanlon, J. Slavit

Committee Chair Jeff Gee called the meeting to order at 2:43 p.m.

**Approval of Minutes of Finance Committee Meeting of April 11, 2012**

The Committee approved the minutes (Lloyd/Guilbault).

**Approval of Revenues and Expenses for March 2012**

Deputy CEO Gigi Harrington said year-to-date revenues are slightly better than budget in fare revenue, but offset by a decline in interest income. There is about \$5.8 million in savings on the expense side. Last week fuel was \$3.37 per gallon and year-to-date fuel is averaging \$3.15 per gallon. Half of the fuel portfolio was hedged at \$2.90 per gallon and in April \$24,000 was received from the bank.

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

**Authorize Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended March 31, 2012**

Bill Osher, CSI Group of SunTrust, said the first quarter of the year things were good and the portfolio performed just as he hoped and with positive returns. The portfolio is designed to do well even if interest rates are rising. Unfortunately since the quarter ended some of the things that gave people comfort with the economy have started to change. People are worried, money is leaving Europe and coming to the United States and it looks like interest rates are going to stay low for quite a while. The portfolio is safe and will do okay in this kind of environment.

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

**Authorize Revision of the Fiscal Year 2013 Fuel Hedging Policy, Award of Contract to Orrick, Herrington & Sutcliffe LLP to Serve as Special Counsel for Not-to-Exceed Fee of \$125,000, Approve the Fiscal Year 2013 Fuel Hedging Program and Authorize Execution of Documents and Payment Premium for Commodity Price Cap for the Fiscal Year 2013 Fuel Hedging Program**

Ms. Harrington said this transaction is split, two-thirds Peninsula Corridor Joint Powers Board (JPB) and one-third San Mateo County Transit District (District).

- The program started in Fiscal Year (FY) 2010 to reduce volatility and uncertainty in the budget for fuel expenses.
- In FY2010 the fuel budget was reduced by \$1 million due to the hedging program.
- A price cap option is used for insurance and gives protection against price increases.
- Two different counterparties have been used in the past and special counsel negotiates with them.
- Next steps include soliciting bids from selected counterparties for the FY2013 transaction, review bids and then make a go or no-go decision.
- Staff will offer to present the Fuel Hedging Program to local cities and county financial officials.

Chair Jerry Deal said he had several questions on this program and wanted to thank staff for explaining the program and process to him.

Director Rose Guilbault said this program has worked very well in the past.

Committee Chair Gee said staff is going to hedge 50 percent of the fuel, but has there been any consideration to increasing this amount if we get a good price. Ms. Harrington said she will explore this.

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

**Authorize an Amendment to the Law Enforcement and Related Communications Services Agreement with the County of San Mateo for an Additional Three Years and Execution of a Financial Cost Sharing Agreement with the Peninsula Corridor Joint Powers Board**

Ms. Harrington said there has been a contract between SamTrans and the San Mateo County Sheriff's for provision of police services for both SamTrans and the JPB. SamTrans pays about 22 percent of the cost of the contract and the JPB will be asked to pay the remaining 78 percent. This arrangement is based upon calls for service and the need for the specialized assistance. On property are four canine deputies, three regular deputies, one detective, two sergeants, a parking enforcement officer, an office specialist and a lieutenant. We pay for the fully loaded costs of salaries and benefits, nine vehicles, a small fee to the county for them to administer the contract and dispatch services.

Director Karyl Matsumoto asked if the staff is rotational. Ms. Harrington said they are selected by our staff and the lieutenant reports to the Chief of Protective Services.

Director Zoe Kersteen-Tucker asked if there are any other options for this type of service. Ms. Harrington said staff likes the contracted service rather than dedicated staff. Staff will evaluate at the end of the three-year term and bring recommendations back at that time.

General Manager/CEO Michael Scanlon said in Pittsburgh, Pennsylvania, the law enforcement became employees. This is not the core competency of the District. Staff could get bids and there is nothing that prohibits the sheriff's offices from San Francisco or Santa Clara counties from bidding on this work. Some staff is augmented by Cypress Security, but this is a tough business and it requires professional police officers. The sheriffs have provided great service and he would strongly recommend we continue with them.

Public Comment

Jerry Grace, San Lorenzo, asked if there are going to be any sheriffs on the trains or walking around. Mr. Scanlon said they are our police force and they ride the trains, are in the stations, patrol the right of way and do the full range of police services. In recent years sheriffs have pulled several people from harm's way.

Mr. Grace asked if they wear uniforms or plain clothes. Mr. Scanlon said they may be in uniform or plain clothes.

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

**Authorize Amendment to the California Public Employees' Retirement System (CALPERS) Contract to Provide Two Percent at 60 Modified Formula to Future Employees**

Manager, Personnel Operations Juliet Nogales-DeGuzman said staff proposes the Committee recommend the Board approve an amendment to the CALPERS retirement contract to provide a second tier benefit of 2 percent at 60 modified formula for all future employees hired after the effective date of this amendment. The District had sought and obtained a second tier formula by collective bargaining with the employee groups represented by the Amalgamated Transit Union (ATU) and the International Brotherhood of Teamsters.

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

**Authorize Amendment of Life and Accidental Death and Dismemberment Contract with Standard Life Insurance Company for the Basic Life Rate from \$0.22 to \$0.23 per \$1,000 of Basic Life Coverage Through May 31, 2014**

Ms. Nogales-DeGuzman said staff proposes the Committee recommend Board approval of an amendment of the contract with Standard Life Insurance Company. The proposed increase will cover part-time employees in the ATU units.

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

**Authorize Award of Three No Guarantee Contracts to Provide On-Call Market Research and Survey Services for an Aggregate Not-to-Exceed Amount of \$610,000 for a five-year Term to Corey, Canapary & Galanis, Dikita Enterprises, Inc. and EMC Research, Inc.**

Director of Contracts and Procurement Cheryl Cavitt said staff is requesting the Committee recommend the Board award three no guarantee contracts for on-call market research services. The candidates were chosen through a Request for Proposals.

Chair Deal said from the last five years Corey, Canapary and Galanis rates increased from \$175,000 to \$610,000. Ms. Cavitt said other departments besides the marketing department are included in this new contract.

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

**Authorize Award of Contract to Technology, Engineering & Construction (d.b.a. TEC Accutite) to Provide Underground Storage Tank Inspection and Maintenance Services for an Estimated Amount of \$750,000 for a Five-year Term**

Ms. Cavitt said staff is requesting the Committee recommend the Board award a contract to TEC Accutite for performing underground storage tank inspections at both North and South Base for an on-call total of \$750,000 for a five-year period.

Chair Deal asked if the estimated amount of \$750,000 is the upper limit. Ms. Cavitt said yes.

Committee Chair Gee asked how many tanks there are. Director, Maintenance David Olmeda said there are four 20,000 gallon tanks at each base.

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

### **Authorize Rejection of all Bids for Painting and Related Services and Authorization to Resolicit Bids**

Ms. Cavitt said staff is requesting the Committee recommend the Board reject the two bids received for on-call painting services and other related services and authorize re-solicitation of these services. The hourly rate for the lowest bid received was non-conforming because it fell below prevailing wage rates as set forth by California Department of Industrial Relations.

Committee Chair Gee asked why only two bids. Ms. Cavitt said eight vendors attended the pre-bid conference, four protested the jobs were too small, one didn't have the money to secure required bonds, one said too much paperwork, one did not have time to prepare a bid and one was out of the country.

Director Adrienne Tissier said one bid was over the estimate and asked what the estimate was. Ms. Cavitt said it was over the budgeted amount. Since this will be a rebid staff does not publish the estimate.

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

### **Preliminary Fiscal Year 2013 Operating Budget**

Ms. Harrington reported:

- Total revenues are \$154 million an increase of \$6.8 million from FY2012.
- Preliminary operating expenses are \$131.7 million.
- The goals of the Strategic Plan are tied to Key Initiatives developed through an Implementation Plan and subject to annual review. The proposed budget includes appropriate resources to support the Key Initiatives.
- Staff will continue to work on the SamTrans Service Plan (SSP) to address short and long-term service needs within available financial resources, work with the Metropolitan Transportation Commission and others on the Transit Sustainability Project and secure a dedicated and sustainable funding source for the Bay Area's transit systems.

Committee Chair Gee asked about debt service. Mr. Scanlon said more than half of the debt service is for BART.

### **Preliminary Fiscal Year 2013 Capital Budget**

Manager of Budgets Evá Goode reported:

- The parameters and priorities of the Capital Budget are:

- Advance the most critical capital projects to protect the quality of service and sustain parameters and priorities used to develop the Capital Budget.
- Sustain District's existing service and infrastructure network, including the necessary replacement of revenue vehicles and other capital assets.
- Ensure operating and maintenance of facilities are maintained in a state of good repair.
- Invest in facility and equipment improvements to provide a safe and secure environment for patrons and employees.
- The Strategic Plan was incorporated into the budget.
- Proposed projects that support the Key Initiatives include:
  - PeopleSoft Upgrade
  - SSP
  - Daly City Transit Oriented Development (TOD)
  - District TOD Policy
  - Safety Improvements
- Revenue vehicles replacement is budgeted at \$31.4 million for of the 1998 Gillig buses and 2009 El Dorado Amerivans.
- Revenue vehicles support is budgeted at \$0.9 million for procurement of bus parts, engines, transmissions and replacement of support vehicles.
- Information Technology is budgeted at \$5 million to replace and upgrade information technology equipment, servers and software applications and funding for the PeopleSoft Systems Integration Project/Business Optimization Project (BOP).
- A total of \$1.2 million is budgeted for continuing work on the SSP, develop a Transit-Oriented Policy to guide the District's activities related to transit-oriented and joint development and develop, support and monitor the District's capital program.
- Facility improvements and rehabilitation of the District's maintenance and administrative facilities total \$400,000.
- Security improvements to maintain a safe and secure environment for transit operations and customers totals \$2 million.
- Approximately 57 percent of the Capital Budget will be from Federal funds.

Director Kersteen-Tucker said \$10 million is coming from reserves so where are we with the steep curve. Mr. Scanlon said we are getting close to the cliff, but have constrained the Capital Budget now for many years and done only what is necessary and actually using \$1 million less than last year. Ms. Harrington said the year-end FY2011 was in the \$70 million range and currently at \$89 million. She will update the model and bring back at a future meeting.

Ms. Harrington gave an update on BOP:

- The project is a re-implementation of PeopleSoft Applications with strong emphasis on cradle-to-grave business process re-engineering, upfront prototyping of key transactions, change management and professional training.
- The functional areas in the scope of the Project are:
  - Finance and Accounting
  - Contracts and Procurement
  - Project Costing, Grants and Capital Finance
  - Human Resources
  - Payroll and Time Reporting
  - Planning and Budgeting



- A contract was awarded to Wipro, Inc. on January 12, 2011 and Phase 1 was completed in December 2011.
- Phase 2a is in progress and includes design and build of the proposed solution, development of training course outlines and change impact assessment for all modules.
- Project schedule for Phase 2b is in development.
- Wipro is to provide hardware support services for the duration of the BOP Project for a total cost of \$535,000.
- A total contract of \$14.2 million was approved by the Board and the cost is spread over all three business units in operating and capital.
- The FY2013 Capital Budget has an item of \$4.1 million to finish off the program.
- Staff will be back in June to adjust the contract value by \$1.8 million to reflect the all in one approach and hardware support services.

Director Shirley Harris asked if there was a difference in cost by doing all in one approach. Ms. Harrington said it will cost a bit more, but it is going to save resources.

Committee Chair Gee said the City of Redwood City is doing the same thing and he hopes there is a contingency plan in place.

#### Public Comment

Jerry Grace, San Lorenzo, asked how many buses there are. Mr. Scanlon said SamTrans has more than 300 buses, but will be replacing 62 buses that were manufactured in 1998. Mr. Scanlon said buses are continually replaced depending on their average.

**Adjourned:** 3:40 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 APRIL 30, 2012 AND SUPPLEMENTAL INFORMATION**

**ACTION**

Staff proposes the Committee recommend the Board accept and enter into the record the Statement of Revenues and Expenses for the month of April 2012 and supplemental information.

**SIGNIFICANCE**

**Revenues:** *Total Revenues* (page 1, line 13) are \$709,425 or 0.6 percent *worse* than revised budget. *Investment Interest* (page 1, line 8) is *worse* than budget by \$893,030 or 44.6 percent due to an accounting adjustment for bonds that have matured, offset by *Other Interest, Rent & Other Income* (page 1, line 10) which are *better* than budget by \$178,529 or 4.7 percent.

**Expenses:** *Total Expenses* (page 4, line 73) are \$6,013,917 or 5.6 percent *better* than revised budget. Within *Total Expenses*, *Total Motor Bus* (page 3, line 46) is *better* than budget by \$5,446,159 or 6.5 percent, *Total ADA Programs* (page 4, line 55) are *better* than budget by \$591,964 or 5.0 percent and *Total Multimodal* (page 4, line 71) is *worse* than budget by \$24,206 or 0.2 percent.

**Budget Amendments:** There are no budget amendments for the month of April 2012.

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

650-508-7752  
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**SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF REVENUES AND EXPENSES  
FISCAL YEAR 2012  
APRIL 2012**

% OF YEAR ELAPSED: **83.3%**

	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	1,381,595	14,354,064	14,538,257	14,536,083	100.0	17,443,300	17,443,300	83.3
2 Local TDA and STA Funds	0	29,835,175	35,622,157	35,622,157	100.0	33,000,814	35,665,456	99.9
3 State/Federal Operating Grants	190,084	1,647,765	3,048,877	3,048,867	100.0	10,202,857	10,592,261	28.8
4 Measure A and AB434 Funds	655,034	7,304,466	7,726,753	7,723,861	100.0	8,996,335	9,109,335	84.8
5 <b>Subtotal - Operating Revenues</b>	<b>2,226,712</b>	<b>53,141,470</b>	<b>60,936,044</b>	<b>60,930,968</b>	<b>100.0</b>	<b>69,643,306</b>	<b>72,810,352</b>	<b>83.7</b>
<b>Other Revenue Sources</b>								
6 District 1/2 Cent Sales Tax	4,351,682	49,954,625	53,137,236	53,137,236	100.0	61,500,000	63,000,000	84.3
8 Investment Interest	106,665	3,194,277	1,110,803	2,003,833	55.4	2,150,620	2,162,219	51.4
9 Pass through to Other Agencies	0	812,744	181,790	181,790	100.0	281,790	281,790	64.5
10 Other Interest, Rent & Other Income	449,245	4,581,903	4,010,268	3,831,739	104.7	5,972,275	5,993,230	66.9
11 Other Sources	159,573	0	4,389,525	4,389,525	100.0	5,700,000	4,733,000	92.7
12 <b>Subtotal - Other Revenues</b>	<b>5,067,165</b>	<b>58,543,549</b>	<b>62,829,622</b>	<b>63,544,123</b>	<b>98.9</b>	<b>75,604,685</b>	<b>76,170,239</b>	<b>82.5</b>
13 <b>Total Revenues</b>	<b>7,293,877</b>	<b>111,685,019</b>	<b>123,765,666</b>	<b>124,475,091</b>	<b>99.4</b>	<b>145,247,991</b>	<b>148,980,591</b>	<b>83.1</b>
14 <b>Capital Assistance</b>	<b>524,889</b>	<b>4,217,959</b>	<b>2,187,870</b>	<b>2,187,870</b>	<b>100.0</b>	<b>14,194,614</b>	<b>25,982,954</b>	<b>A 8.4</b>
15 <b>Reserves Programmed for Capital</b>	<b>373,575</b>	<b>3,098,410</b>	<b>5,805,200</b>	<b>5,805,200</b>	<b>100.0</b>	<b>0</b>	<b>13,559,868</b>	<b>A 0.0</b>
16 <b>Total Revenues - All Sources</b>	<b>8,192,341</b>	<b>119,001,388</b>	<b>131,758,736</b>	<b>132,468,161</b>	<b>99.5</b>	<b>159,442,605</b>	<b>188,523,413</b>	<b>69.9</b>
<b>USES OF FUNDS</b>								
<b>Operations</b>								
20 Motor Bus	8,080,580	75,631,726	78,031,698	83,477,857	93.5	99,414,897	100,034,745	78.0
21 A. D. A. Programs	1,157,313	10,481,662	11,157,444	11,749,408	95.0	14,069,346	14,069,346	79.3
22 Caltrain	714,897	12,596,769	9,190,208	9,190,208	100.0	10,620,000	10,620,000	86.5
23 Other Multimodal Programs	300,751	3,762,824	3,346,644	3,322,438	100.7	3,967,226	3,967,226	84.4
24 <b>Subtotal - Operating Costs</b>	<b>10,253,541</b>	<b>102,472,982</b>	<b>101,725,994</b>	<b>107,739,911</b>	<b>94.4</b>	<b>128,071,469</b>	<b>128,691,317</b>	<b>79.0</b>
<b>Other Uses of Funds</b>								
26 Pass through to Other Agencies	0	812,744	181,790	181,790	100.0	281,790	281,790	64.5
27 Transfer Out to Debt Service	2,037,499	20,376,780	20,374,990	20,374,990	100.0	24,477,279	24,477,279	83.2
28 Fiscal Agent Fees	0	13,343	14,738	19,995	73.7	25,080	29,600	49.8
29 Land Transfer Interest Expense	0	3,878	0	0	0.0	70,000	70,000	0.0
30 <b>Subtotal - Other Uses</b>	<b>2,037,499</b>	<b>21,206,745</b>	<b>20,571,518</b>	<b>20,576,775</b>	<b>100.0</b>	<b>24,854,149</b>	<b>24,858,669</b>	<b>82.8</b>
31 <b>Capital Programs</b>	<b>1,063,365</b>	<b>8,057,372</b>	<b>9,187,952</b>	<b>9,187,952</b>	<b>100.0</b>	<b>19,180,994</b>	<b>46,424,202</b>	<b>A 19.8</b>
32 <b>Total Uses of Funds</b>	<b>13,354,405</b>	<b>131,737,099</b>	<b>131,485,464</b>	<b>137,504,638</b>	<b>95.6</b>	<b>172,106,612</b>	<b>199,974,188</b>	<b>65.8</b>
33 <b>NET SURPLUS / (DEFICIT)</b>	<b>(5,162,064)</b>	<b>(12,735,712)</b>	<b>273,273</b>	<b>(5,036,477)</b>	<b>(5.4)</b>	<b>(12,664,007)</b>	<b>(11,450,775)</b>	<b>(2.4)</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 (audited).

SAN MATEO COUNTY TRANSIT DISTRICT									
STATEMENT OF REVENUES									
FISCAL YEAR 2012									
APRIL 2012									
								% OF YEAR ELAPSED:	83.3%
	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	1,321,239	13,726,909	13,890,287	13,840,833	100.4	16,609,000	16,609,000	83.6
2	LOCAL (TDA) TRANSIT FUND:								
3	General Operating Assistance	0	23,503,880	30,569,366	30,569,366	100.0	26,648,636	30,569,366	100.0
4	STATE TRANSIT ASSISTANCE:								
5	Local STA Operating Assistance	0	4,483,131	2,939,325	2,939,325	100.0	4,444,973	2,982,624	98.5
6	OPERATING GRANTS								
7	TOTAL OPERATING GRANTS	190,084	1,537,928	2,728,706	2,728,697	100.0	8,813,584	9,202,988	29.7
8	DISTRICT 1/2 CENT SALES TAX:								
9	General Operating Asst.	6,145,637	28,635,737	24,456,266	30,023,588	81.5	39,193,611	36,671,275	66.7
10	Accessibility Fixed Route	90,173	871,812	921,827	906,485	101.7	659,919	1,012,759	91.0
11	TOTAL 1/2 CENT SALES TAX	6,235,810	29,507,549	25,378,093	30,930,073	82.0	39,853,530	37,684,034	67.3
12	INVESTMENT INTEREST INCOME:								
13	Investment Interest Income	2,712	128,825	40,558	71,090	57.1	163,570	84,174	48.2
14	OTHER REVENUE SOURCES:								
15	Overnight Deposits Interest Income	51	1,310	507	660	76.8	1,580	660	76.8
16	Rental Income	87,937	867,747	878,608	886,850	99.1	1,064,230	1,064,230	82.6
17	Advertising Income	105,482	948,363	678,760	750,000	90.5	900,000	900,000	75.4
18	Other Income	137,266	926,085	927,488	760,963	121.9	915,794	937,669	98.9
19	TOTAL OTHER REVENUES	330,736	2,743,505	2,485,363	2,398,473	103.6	2,881,604	2,902,559	85.6
20									
21	TOTAL MOTOR BUS	8,080,580	75,631,726	78,031,698	83,477,857	93.5	99,414,897	100,034,745	78.0
22									
23	AMERICAN DISABILITIES ACT:								
24	Passenger Fares Redi-Wheels	60,356	627,155	647,970	695,250	93.2	834,300	834,300	77.7
25	Local TDA 4.5 Redi-Wheels	0	1,237,046	1,608,821	1,608,821	100.0	1,402,560	1,608,821	100.0
26	Local STA - Paratransit	0	611,118	504,645	504,645	100.0	504,645	504,645	100.0
27	Operating Grants	0	0	320,170	320,170	100.0	1,389,273	1,389,273	23.0
28	Sales Tax - District ADA Programs	(55,589)	4,739,019	3,657,502	4,262,103	85.8	4,786,142	4,262,103	85.8
29	Sales Tax - Paratransit Suppl. Coastside	111,530	927,639	1,119,451	1,061,710	105.4	1,156,636	1,254,490	89.2
30	Interest Income - Paratransit Fund	31,885	353,284	336,279	334,103	100.7	135,790	355,714	94.5
31	Measure A Redi-Wheels	173,578	1,986,402	2,127,052	2,127,052	100.0	2,460,000	2,460,000	86.5
32	Measure M Paratransit	835,553	0	835,553	835,553	100.0	1,400,000	1,400,000	59.7
33	TOTAL ADA PROGRAMS	1,157,313	10,481,663	11,157,444	11,749,408	95.0	14,069,346	14,069,346	79.3
34									
35	MULTIMODAL TRANSIT PROGRAMS:								
36	Sales Tax - Caltrain	208,168	8,623,964	546,570	546,570	100.0	0	847,000	64.5
37	Other Sources - Caltrain	159,573	0	4,389,525	4,389,525	100.0	5,700,000	4,733,000	92.7
38	Transfer from TA for Caltrain	347,156	3,972,805	4,254,113	4,254,113	100.0	4,920,000	5,040,000	84.4
39	TA Funded SM/Caltrain Shuttles	90,384	898,592	906,421	902,113	100.5	1,081,335	1,081,335	83.8
40	Employer Share SM/Caltrain Shuttles	26,017	383,555	260,886	259,393	100.6	311,271	311,271	83.8
41	AB434 Funds - SamTrans Shuttle	43,917	446,667	439,167	440,583	99.7	535,000	528,000	83.2
42	Employer SamTrans Shuttle Funds	92,492	1,454,843	1,264,019	1,173,873	107.7	1,379,400	1,379,400	91.6
43	Sales Tax - SamTrans Shuttle Program	27,731	259,690	271,296	281,286	96.4	341,990	348,990	77.7
44	Operating Grants	0	109,837	0	0	0.0	0	0	0.0
45	Sales Tax - Gen. Operating Asst.	20,211	209,640	204,855	265,192	77.2	318,230	318,230	64.4
46									
47	TOTAL MULTIMODAL	1,015,648	16,359,593	12,536,852	12,512,647	100.2	14,587,226	14,587,226	85.9
48									
49	TOTAL REVENUES	10,253,540	102,472,982	101,725,994	107,739,912	94.4	128,071,469	128,691,317	79.0

% 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  
APRIL 2012**

% OF YEAR ELAPSED: 83.3%

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	4,232,633	42,652,484	41,999,150	44,201,492	95.0	53,344,734	52,796,587	79.5
2								
3 Services:								
4 Board of Directors	3,237	43,610	41,137	46,283	88.9	53,100	53,100	77.5
5 Contracted Vehicle Maintenance	12,191	582,953	568,761	710,806	80.0	785,250	785,250	72.4
6 Property Maintenance	91,314	902,454	981,589	1,066,500	92.0	1,278,500	1,278,500	76.8
7 Professional Services	424,491	1,730,853	2,863,701	3,855,548	74.3	4,299,827	4,816,231	59.5
8 Technical Services	347,002	3,036,282	3,291,652	3,423,827	96.1	4,008,902	4,252,232	77.4
9 Other Services	41,938	241,431	284,583	434,597	65.5	490,500	490,500	58.0
10								
11 Materials & Supply:								
12 Fuel & Lubricants	478,080	3,518,725	4,567,886	4,696,964	97.3	5,636,357	5,636,357	81.0
13 Bus Parts & Materials	216,909	1,177,816	1,284,818	1,483,283	86.6	1,765,700	1,765,700	72.8
14 Uniforms & Driver Expense	13,894	263,521	265,763	380,315	69.9	391,130	403,130	65.9
15 Timetables & Tickets	15,595	119,966	98,155	127,583	76.9	153,100	153,100	64.1
16 Office Supplies / Printing	24,968	206,825	192,614	307,225	62.7	334,874	366,474	52.6
17 Other Materials & Supply	6,727	96,635	109,759	138,750	79.1	166,250	166,250	66.0
18								
19 Utilities:								
20 Telephone	26,828	274,431	264,243	400,417	66.0	480,500	480,500	55.0
21 Other Utilities	70,313	754,801	805,153	818,000	98.4	981,600	981,600	82.0
22 Insurance Costs	207,621	2,075,158	2,077,621	2,078,140	100.0	2,493,500	2,493,500	83.3
23 Workers' Compensation	296,634	2,647,819	2,632,967	2,674,330	98.5	3,183,888	3,183,888	82.7
24 Taxes & License Fees	48,185	376,232	411,340	413,583	99.5	496,300	496,300	82.9
25 Fixed Route Accessibility	90,173	871,812	921,827	906,485	101.7	659,919	1,012,759	91.0
26 Leases & Rentals	8,990	86,712	89,857	96,858	92.8	116,229	116,229	77.3
27 Promotional & Legal Advertising	7,715	102,188	64,595	190,083	34.0	230,700	209,100	30.9
28 Training & Business Travel	8,941	94,893	108,040	155,684	69.4	181,085	181,085	59.7
29 Dues & Membership	5,464	68,468	68,366	71,726	95.3	83,785	83,785	81.6
30 Postage & Other	4,391	55,378	47,944	250,588	19.1	346,646	380,067	12.6
31								
32 <b>Total District Operated Buses</b>	<b>6,684,237</b>	<b>61,981,447</b>	<b>64,041,524</b>	<b>68,929,067</b>	<b>92.9</b>	<b>81,962,376</b>	<b>82,582,224</b>	<b>77.5</b>
33								
34 <b>CONTRACTED BUS SERVICES</b>								
35 Contracted Urban Bus Service	1,220,119	11,950,065	12,241,551	12,800,740	95.6	15,360,895	15,360,895	79.7
36 Other Related Costs	30,212	294,563	283,394	280,243	101.1	339,820	339,820	83.4
37 Insurance Costs	54,351	544,145	544,834	545,810	99.8	655,000	655,000	83.2
38 Coastside Services	52,515	503,042	534,592	533,520	100.2	630,630	630,630	84.8
39 Redi Coast Non-ADA	21,039	187,265	192,128	198,510	96.8	238,216	238,216	80.7
40 Other Related Costs	4,321	8,481	24,578	34,600	71.0	41,520	41,520	59.2
41 La Honda - Pescadero	2,000	39,900	43,738	43,750	100.0	52,500	52,500	83.3
42 SamCoast - Pescadero	10,894	115,785	113,020	100,000	113.0	120,000	120,000	94.2
43 Other Related Cost - SamCoast	892	7,033	12,341	11,617	106.2	13,940	13,940	88.5
44 <b>Total Contracted Bus Service</b>	<b>1,396,343</b>	<b>13,650,280</b>	<b>13,990,175</b>	<b>14,548,790</b>	<b>96.2</b>	<b>17,452,521</b>	<b>17,452,521</b>	<b>80.2</b>
45								
46 <b>TOTAL MOTOR BUS</b>	<b>8,080,580</b>	<b>75,631,726</b>	<b>78,031,698</b>	<b>83,477,857</b>	<b>93.5</b>	<b>99,414,897</b>	<b>100,034,745</b>	<b>78.0</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  
APRIL 2012**

% OF YEAR ELAPSED: **83.3%**

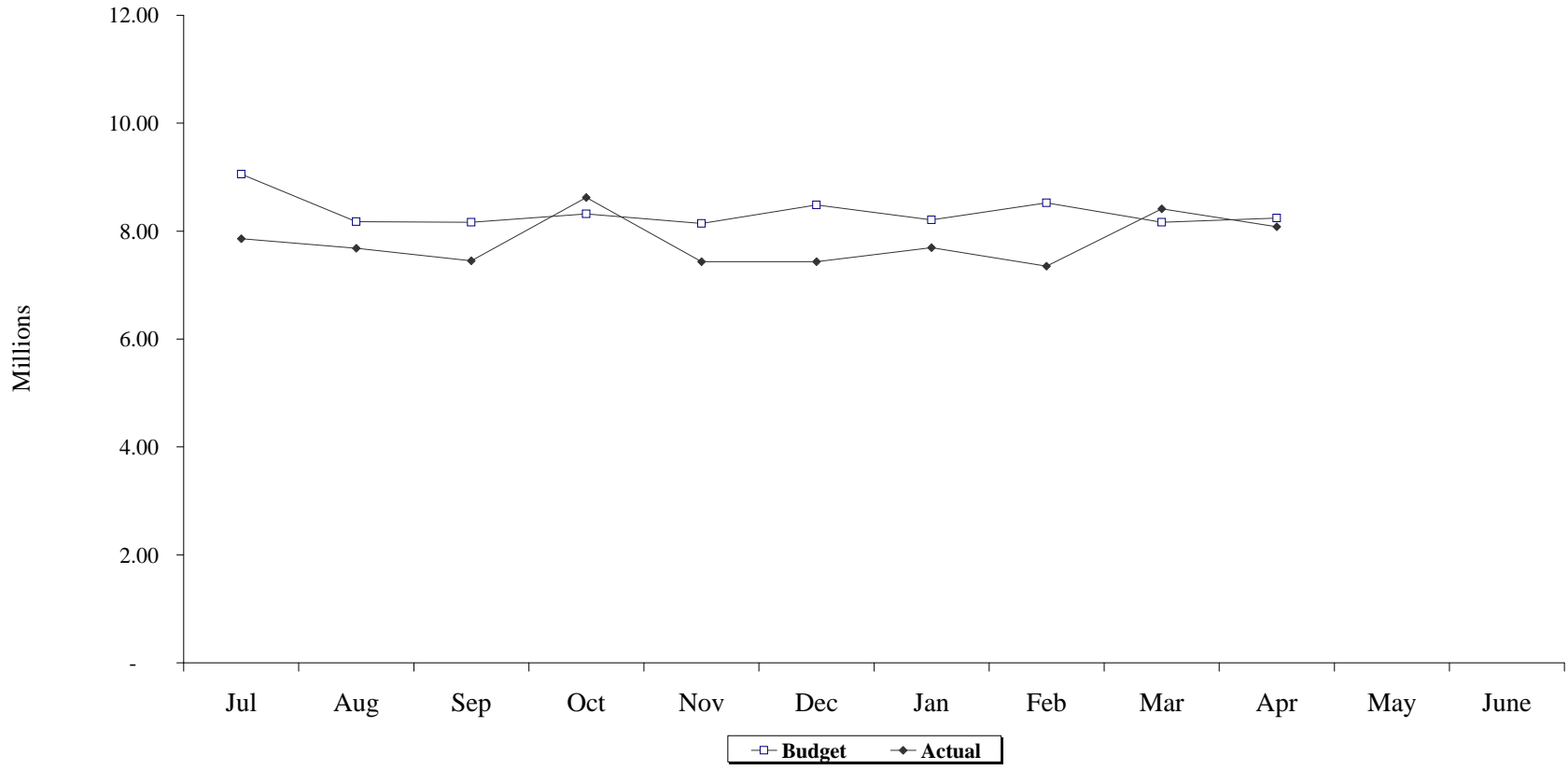
EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
<b>AMERICAN DISABILITY ACT PROGRAMS</b>								
Elderly & Disabled/Redi-Wheels	433,654	4,588,272	4,270,904	4,845,308	88.1	6,916,605	5,549,519	77.0
Other Related Costs	219,827	1,723,123	1,837,897	2,267,497	81.1	2,721,005	2,721,005	67.5
Sedan Service	217,859	2,209,203	2,425,215	2,298,991	105.5	1,744,010	3,013,242	80.5
ADA Accessibility Support	60,098	605,943	636,982	846,742	75.2	1,016,090	1,016,090	62.7
Coastside ADA Support	111,530	927,639	1,119,451	1,061,711	105.4	1,156,636	1,254,490	89.2
Insurance Costs	114,344	427,482	866,996	429,160	202.0	515,000	515,000	168.3
<b>TOTAL ADA PROGRAMS</b>	<b>1,157,313</b>	<b>10,481,662</b>	<b>11,157,444</b>	<b>11,749,408</b>	<b>95.0</b>	<b>14,069,346</b>	<b>14,069,346</b>	<b>79.3</b>
<b>MULTIMODAL TRANSIT PROGRAMS</b>								
<b>CALTRAIN SERVICE</b>								
Peninsula Rail Service	714,897	12,596,769	9,190,208	9,190,208	100.0	10,620,000	10,620,000	86.5
<b>Total Caltrain Service</b>	<b>714,897</b>	<b>12,596,769</b>	<b>9,190,208</b>	<b>9,190,208</b>	<b>100.0</b>	<b>10,620,000</b>	<b>10,620,000</b>	<b>86.5</b>
Dumbarton Express Service	10,630	105,017	104,219	105,108	99.2	126,130	126,130	82.6
SamTrans Shuttle Service	164,139	2,161,200	1,974,482	1,895,742	104.2	2,256,390	2,256,390	87.5
SM/Caltrain Shuttles	116,401	1,391,985	1,167,307	1,161,505	100.5	1,392,606	1,392,606	83.8
Maintenance Multimodal Facilities	9,581	104,623	100,636	160,083	62.9	192,100	192,100	52.4
<b>Total Other Support</b>	<b>300,751</b>	<b>3,762,824</b>	<b>3,346,644</b>	<b>3,322,438</b>	<b>100.7</b>	<b>3,967,226</b>	<b>3,967,226</b>	<b>84.4</b>
<b>TOTAL MULTI-MODAL PROGRAMS</b>	<b>1,015,648</b>	<b>16,359,593</b>	<b>12,536,852</b>	<b>12,512,646</b>	<b>100.2</b>	<b>14,587,226</b>	<b>14,587,226</b>	<b>85.9</b>
<b>TOTAL EXPENSES</b>	<b>10,253,541</b>	<b>102,472,982</b>	<b>101,725,994</b>	<b>107,739,911</b>	<b>94.4</b>	<b>128,071,469</b>	<b>128,691,317</b>	<b>79.0</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

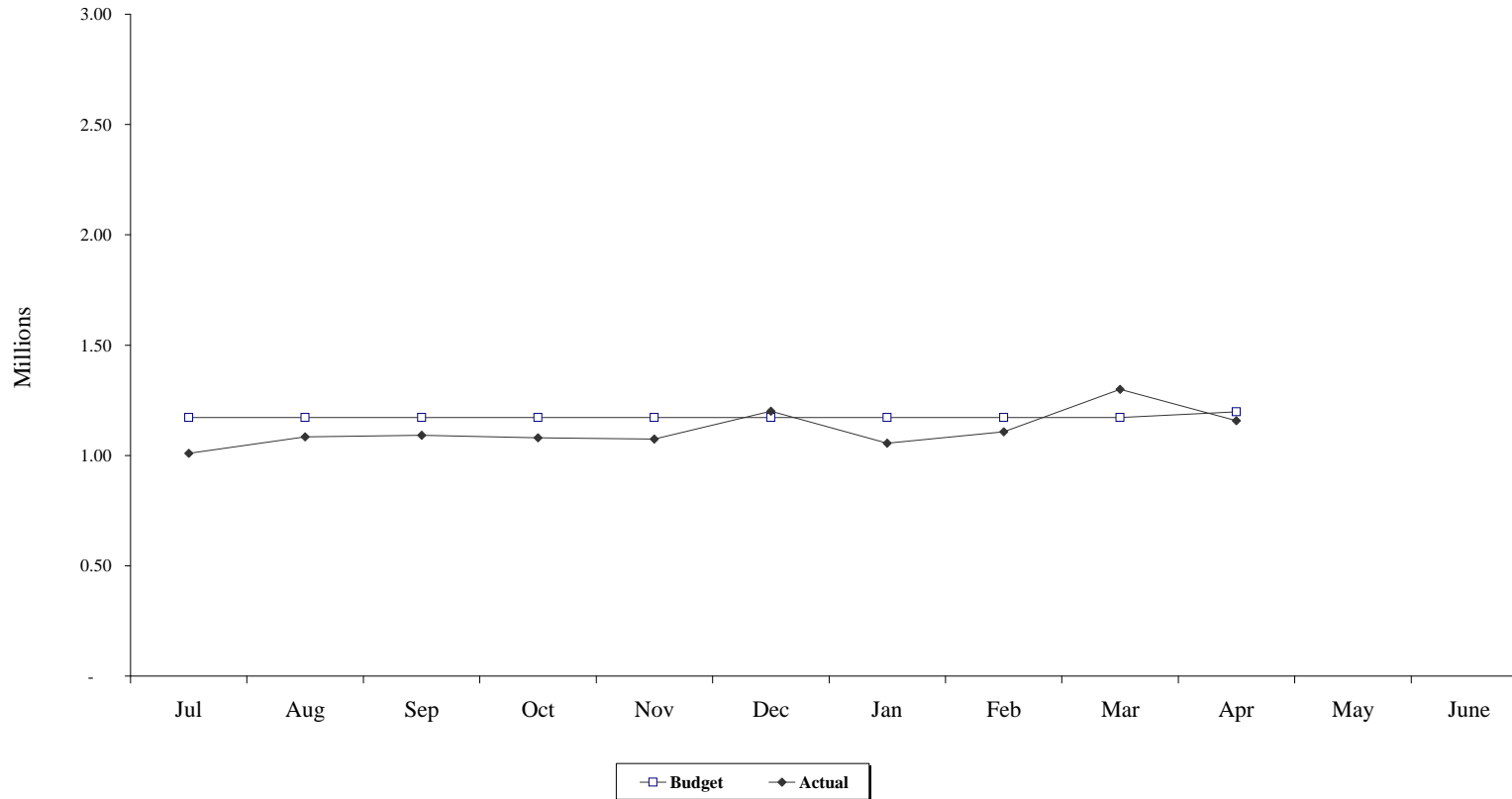
### MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

### FISCAL YEAR 2012



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
<b>MONTHLY EXPENSES</b>													
<b>Budget</b>	9,056,867	8,173,381	8,165,523	8,319,077	8,141,293	8,484,744	8,210,653	8,521,978	8,162,846	8,241,495			
<b>Actual</b>	7,861,175	7,685,322	7,451,351	8,624,165	7,435,134	7,434,679	7,694,778	7,352,769	8,411,745	8,080,580			
<b>CUMULATIVE EXPENSES</b>													
<b>Budget</b>	9,056,867	17,230,248	25,395,771	33,714,848	41,856,141	50,340,885	58,551,538	67,073,516	75,236,362	83,477,857			
<b>Actual</b>	7,861,175	15,546,497	22,997,848	31,622,012	39,057,146	46,491,826	54,186,604	61,539,373	69,951,118	78,031,698			
<b>Variance - F(U)</b>	1,195,692	1,683,751	2,397,923	2,092,836	2,798,995	3,849,059	4,364,934	5,534,143	5,285,244	5,446,159			
<b>Variance %</b>	13.20%	9.77%	9.44%	6.21%	6.69%	7.65%	7.45%	8.25%	7.02%	6.52%			

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



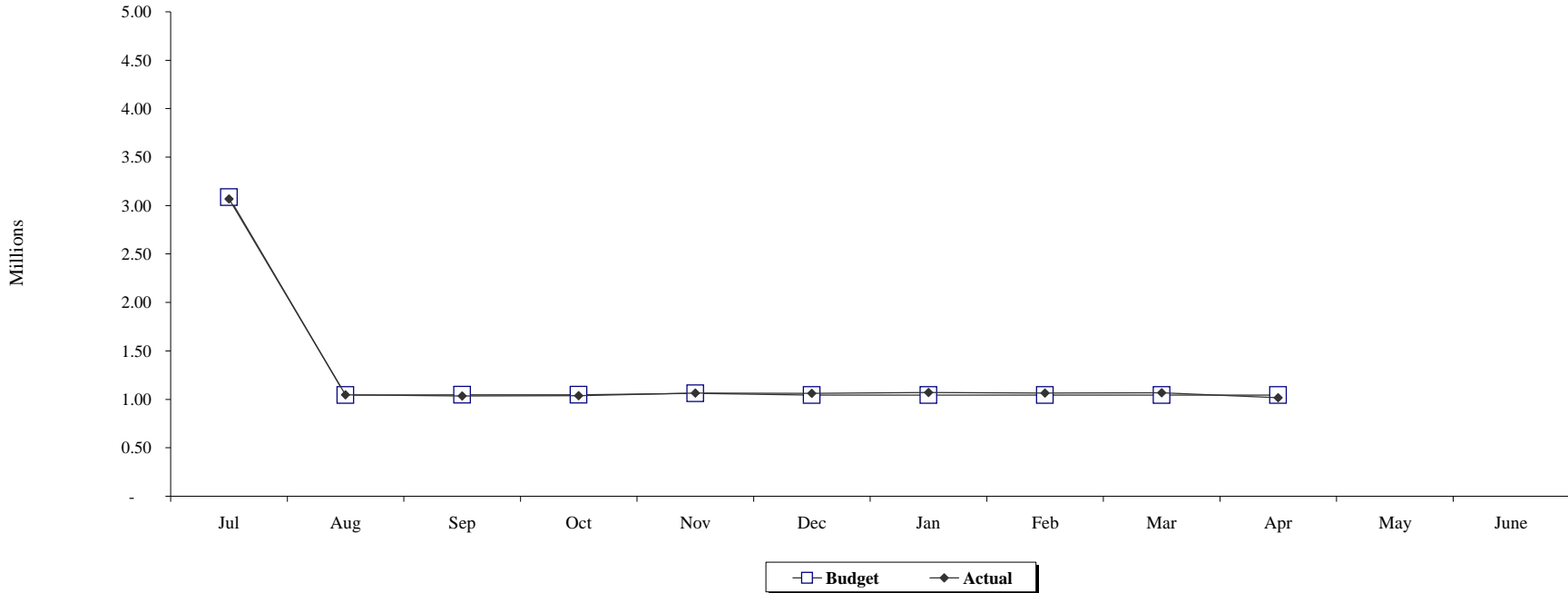
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
Budget	1,172,441	1,172,441	1,172,441	1,172,441	1,172,441	1,172,441	1,172,433	1,172,441	1,172,441	1,197,446		
Actual	1,009,971	1,083,991	1,091,019	1,080,128	1,073,695	1,200,466	1,055,090	1,106,575	1,299,197	1,157,313		
<b>CUMULATIVE EXPENSES</b>												
Budget	1,172,441	2,344,882	3,517,323	4,689,764	5,862,206	7,034,647	8,207,080	9,379,521	10,551,962	11,749,408		
Actual	1,009,971	2,093,962	3,184,981	4,265,110	5,338,805	6,539,271	7,594,360	8,700,935	10,000,131	11,157,444		
Variance - F(U)	162,470	250,920	332,342	424,655	523,401	495,376	612,720	678,586	551,831	591,964		
Variance %	13.86%	10.70%	9.45%	9.05%	8.93%	7.04%	7.47%	7.23%	5.23%	5.04%		



## 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	1,046,891	1,061,291	1,045,291	1,045,291	1,045,291	1,045,291	1,045,291		
Actual	3,068,088	1,047,363	1,035,517	1,038,003	1,065,369	1,062,822	1,071,853	1,064,815	1,067,374	1,015,648		
<b>CUMULATIVE EXPENSES</b>												
Budget	3,086,529	4,131,820	5,178,010	6,224,901	7,286,192	8,331,483	9,376,774	10,422,065	11,467,355	12,512,646		
Actual	3,068,088	4,115,451	5,150,969	6,188,972	7,254,341	8,317,162	9,389,015	10,453,830	11,521,204	12,536,852		
Variance - F(U)	18,441	16,368	27,042	35,929	31,851	14,320	(12,241)	(31,766)	(53,849)	(24,206)		
Variance %	0.60%	0.40%	0.52%	0.58%	0.44%	0.17%	-0.13%	-0.30%	-0.47%	-0.19%		

**SAN MATEO COUNTY TRANSIT DISTRICT**  
**INTEREST ON INVESTMENTS**  
**April 30, 2012**

DESCRIPTION	TOTAL INVESTMENT 04-30-12	INTEREST RECEIVABLE 03-31-12	INTEREST EARNED 04-30-12	INTEREST RECEIVED 04-30-12	ADJ.	INTEREST RECEIVABLE 04-30-12
RESERVE FOR CAPITAL PROJ	150,910.65	22,351.97	4,580.55	22,500.00	0.00	4,432.52
LAIF -- CAPITAL PROJ	7,936,975.90	3,030.71	1,621.42	3,041.17	10.46	1,621.42
REIMB SECURITIES -- L76R	60,841,618.34	204,296.25	101,175.45	128,336.83	(24.23)	177,110.64
LAIF -- REIMB FUNDS L76R	35,437,086.25	23,487.88	9,363.40	23,568.92	81.03	9,363.39
PARATRANSIT FUNDS	26,528,502.80	94,579.78	34,911.48	48,019.22	(4.21)	81,467.83
LAIF -- PARATRANSIT	306,030.21	8,127.68	85.37	8,155.72	28.04	85.37
BANK OF AMERICA	3,750,111.18	0.00	51.43	51.43	0.00	0.00
Debt Service Reserves						
Held by Trustee:	15,019,968.36	0.00	711.56	23,777.62	0.00	(23,066.06)
	<u>149,971,203.69</u>	<u>355,874.27</u> ok	<u>152,500.66</u>	<u>257,450.91</u>	<u>91.09</u>	<u>251,015.12</u>

**APRIL 2012 -- SUMMARY OF INTEREST & CAPITAL GAIN**

Interest Earned 4/30/12	152,591.75
<b>Add:</b>	
CEO Interest	2,000.00
Misc Interest	
<b>Less:</b>	
BNY Mellon Fees & Interest	(2,811.76)
Commissions	(8,026.75)
GASB 31 Gain/Loss	
Capital Gain(Loss)	(262,325.71)
Total Interest & Capital Gain(Loss)	<u>(118,572.47)</u>

**YEAR TO DATE -- SUMMARY**

Interest Earned	2,132,017.24
<b>Add:</b>	
CEO Interest	17,000.00
Misc. Income	
<b>Less:</b>	
BNY Mellon Fees & Interest	(8,212.74)
Commissions	(77,574.57)
GASB 31 Gain/Loss	
Capital Gain(Loss)	(880,234.92)
Total Interest & Capital Gain(Loss)	<u>1,182,995.01</u>
<b>Balance Per Ledger as of 1/31/12</b>	
Interest Acct. 409100	507.20
Interest Acct. 409102	36,457.31
Interest Acct. 409101	2,026,265.42
GASB 31 Gain/Loss 405220	
Gain(Loss) Acct. 405210	(880,234.92)
Adjustment	
	<u>1,182,995.01</u>

INVEST\FY01INV\MM INVESTA

SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF BUDGET ACTIVITY FOR MARCH 2012

BUDGET AMENDMENTS

	Amount	Line Item	Description
Mar-12			No Budget Amendments in March 2012
	\$ -	Total	\$ - Total

BUDGET REVISIONS

	Amount	Line Item	Description
Mar-12			No Budget Revisions in March 2012.
	\$ -	Total	\$ - Total

SAN MATEO COUNTY TRANSIT DISTRICT  
1/2 CENT SALES TAX RECEIPTS AND PROJECTIONS  
FY2011 & FY2012  
APRIL 2012

6/4/12 10:59 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	4,533,800	308,100	4,533,800																														
Sep. 11	5,634,300	Nov. 11	5,633,200	(1,100)	5,633,200																														
1st Qtr. Adjustment	1,594,300	Dec. 11	2,649,302	1,055,002	2,649,302																														
3 Months Total	15,680,000		17,041,202	1,361,202	17,041,202																														
Oct. 11	4,463,600	Dec. 11	4,855,100	391,500	4,855,100																														
Nov. 11	4,463,600	Jan. 12	5,108,800	645,200	5,108,800																														
Dec. 11	6,034,400	Feb. 12	6,473,400	439,000	6,473,400																														
2nd Qtr. Adjustment	1,653,700	Mar. 12	1,583,103	(70,597)	1,583,103																														
6 Months Total	32,295,300		35,061,604	2,766,304	35,061,604																														
Jan. 12	3,927,700	Mar. 12	4,186,500	258,800	4,186,500																														
Feb. 12	3,927,700	Apr. 12	4,477,700	550,000	4,477,700																														
Mar. 12	5,354,800	May 12		352,833	5,707,633 (1)																														
3rd Qtr. Adjustment	1,455,100	Jun. 12		(1,957,384)	(502,284) (1)																														
9 Months Total	46,960,600		43,725,804	1,970,553	48,931,153																														
Apr. 12	4,328,300	Jun. 12		0	4,328,300 (1)																														
May 12	4,328,300	Jul. 12		0	4,328,300																														
Jun. 12	5,778,900	Aug. 12		0	5,778,900																														
4th Qtr. Adjustment	1,603,900	Sep. 12		(1,970,553)	(366,653) (1/3) Apr port																														
<b>FY2012 Total</b>	<b>63,000,000</b>	<b>FY2012 Total</b>	<b>43,725,804</b>	<b>0</b>	<b>63,000,000</b>																														
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"></td> <td style="width: 15%;">17,041,202</td> <td style="width: 15%;">1st Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td>18,020,403</td> <td>2nd Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td>13,869,549</td> <td>3rd Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td>4,206,082</td> <td>4th Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td><u>53,137,236</u></td> <td>YTD Actual Per Statement of Revenues &amp; Expenses</td> <td colspan="3"></td> </tr> </table>							17,041,202	1st Quarter					18,020,403	2nd Quarter					13,869,549	3rd Quarter					4,206,082	4th Quarter					<u>53,137,236</u>	YTD Actual Per Statement of Revenues & Expenses			
	17,041,202	1st Quarter																																	
	18,020,403	2nd Quarter																																	
	13,869,549	3rd Quarter																																	
	4,206,082	4th Quarter																																	
	<u>53,137,236</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: **AUTHORIZE ADOPTION OF PROPOSED FISCAL YEAR 2013  
OPERATING BUDGET**

**ACTION**

Staff proposes that the Committee recommend Board adoption of the Fiscal Year (FY) 2013 Proposed Operating Budget.

**SIGNIFICANCE**

At the May 9 Board meeting, staff presented a preliminary FY2013 San Mateo County Transit District (District) Operating Budget. Since then, staff revised the District's cost allocation plan to include the Peoplesoft hosting fees. As a result, SamTrans's share of the administrative overhead costs has decreased by \$0.3 million. Additionally, diesel fuel has increased to \$3.40 per gallon from \$3.25 per gallon, resulting in an increase of \$0.3 million to the fuel budget. The proposed FY2013 Operating Budget of \$131.8 million is an *increase* of \$2.7 million, or 2.1 percent, over the FY2012 revised budget of \$129.0 million. See Attachment A, *Total Uses of Funds* (page 1, line 24).

**Sources of Funds**

Total sources of funds are projected to be \$154.0 million (page 1, line 15), for an *increase* of \$6.8 million or 4.6 percent as detailed below.

*Passenger Fares* (page 1, line 1), from both Motor Bus and ADA services, are projected at \$17.9 million in FY2013, an *increase* of \$0.5 million or 2.8 percent from the FY2012 revised budget.

- Motor Bus Fares are projected to *increase* by \$0.5 million or 3.2 percent due to a 2 percent increase in ridership over the amount projected for FY2012.
- Redi-Wheels Fares are projected to *decrease* by \$0.04 million, or 4.6 percent due to a 3.6 percent decrease in ridership under the amount estimated in the FY2012 budget.

*Local/State/Federal* (page 1, lines 2, 4, & 6) funds of \$46.8 million are projected to *decrease* \$0.03 million or 0.1 percent from the FY2012 revised budget.

*Measure A* (page 1, line 5) funds of \$7.8 million reflects a projected *decrease* of \$0.8 million or 9.1 percent due to the San Mateo County Transportation Authority (TA) funds of \$1 million for the San Mateo/Caltrain shuttles budgeted directly in the Peninsula Corridor Joint Powers Board

(JPB) Operating Budget starting in FY2013, offset by an increase in Measure A funding of \$0.1 million for Redi-Wheels and \$0.1 million for Caltrain because of a 3.2 percent increase estimated for sales tax receipts.

*Pass-through to Other Agencies* (page 1, line 3) is \$0.5 million, a projected **increase** of \$0.2 million or 66 percent from the FY2012 revised budget, reflecting an increase in the amount of funds SamTrans passes through to other agencies that cannot claim the funds directly. The corresponding pass-through expenditure can be found under *Uses of Funds* (page 1, line 22), and the amount has been increased accordingly.

*District Half-cent Sales Tax* (page 1, line 9) receipts is \$65 million, a projected **increase** of \$2 million or 3.2 percent from the FY2012 revised budget, based on current sales tax receipts.

*Investment Interest* (page 1, line 10) of \$1.2 million reflects a projected **increase** of \$0.8 million or 183 percent from the FY2012 revised budget of \$0.4 million. The increase is primarily due to allocating interest revenue to the appropriate line item for revenue bond debt that was refinanced in 2005. Previously, the interest was used to cover debt service (page 1, line 34) and is now being used to cover operations.

*Other Interest, Rent & Other Income* (page 1, line 11) of \$6 million reflects a projected **increase** of \$0.1 million or 0.9 percent compared to the FY2012 revised budget.

*Other Sources* (page 1, line 12) of \$8.8 million, an **increase** of \$4.1 million or 86 percent over FY2012 revised budget. The increase is the result of an increase of \$4.7 million in repayment of the right of way offset by a decrease in the fund swap over the FY2012 amount of \$0.6 million. The \$8.8 million in one-time sources include \$6.7 million in re-payment of the right of way, and \$2.1 million of fund swap of capital for operating funds.

### **Uses of Funds**

*Operating Costs* (page 1, line 24) of ~~\$131.7 million~~ **\$131.8 million** are projected to **increase** by \$2.7 million or 2.1 percent from the FY2012 revised budget of \$129 million. The increase is mostly due to an increase in the SamTrans contribution to Caltrain.

*Sales Tax Allocation - Capital Programs* (page 1, line 28) is projected to be \$8.35 million, a projected **increase** of \$1.5 million or 21.3 percent compared to the FY2012 revised budget.

### **Motor Bus Highlights**

*Total Motor Bus Expense* (page 1, line 18) of \$99.7 million, reflects a projected **decrease** of \$0.3 million or 0.3 percent over the FY2012 revised budget of \$100 million. Critical Motor Bus elements include:

- *Wages and Benefits* (page 3, line 1) are projected to **decrease** ~~\$2.8 million or 5.2 percent~~ **\$3.1 million or 5.8 percent**, due mainly to a reduction in District's share of managing agency overhead costs (\$2.1 million) and a reduction in fringe benefit costs (\$0.5 million).
- *Technical Services* (page 3, line 7) costs are projected to **increase** \$0.7 million or 15.7 percent due primarily to software maintenance and license costs and contracted increase for transit police service.
- *Other Services* (page 3, line 8) costs are projected to **increase** \$0.8 million or 160.4 percent due to estimated costs of \$0.5 million for Wipro break/fix support for the PeopleSoft system during the design and build phases of the Business Optimization

Program and \$0.3 million for the contracted services funding needs for planning grants and for triennial market research.

- *Fuel and Lubricants* (page 3, line 11) costs are projected to **increase** ~~\$0.7 million or 11.4 percent~~ **\$0.9 million or 16.2 percent** primarily due to increasing the estimated cost per gallon of diesel fuel and gasoline from \$3.00 per gallon to \$3.40 per gallon.
- *Telecommunications* (page 3, line 19) costs are projected to **increase** \$0.1 million or 20.8 percent for Wipro hosting costs for the PeopleSoft system communication line.
- *Insurance Costs* (page 3, line 21) are projected to **increase** \$0.2 million or 6.2 percent due to anticipated increases in insurance premiums.
- *Fixed-route Accessibility* (page 3, line 24) costs are projected to **increase** \$0.3 million or 50.6 percent to reflect the actual time maintenance employees work on fixed-route accessibility equipment.
- *Contracted Bus Service* (page 3, line 34) costs are projected to **decrease** \$0.3 million or 2.0 percent due primarily to lower contract costs resulting from a projected decrease in the Vehicle Revenue Mile rate.

### **Paratransit Highlights**

The FY2013 budget (page 1, line 19) of ~~\$14.4 million~~ **\$14.5 million** represents a projected **increase** of \$0.4 million or ~~2.7~~ **2.9** percent over the FY2012 revised budget mainly due to contract rate increases for Paratransit services.

### **Caltrain Service**

In FY2013, the proposed District member agency share for Caltrain Service (page 1, line 20), is \$14.0 million, an **increase** of \$3.4 million or 31.8 percent over the FY2012 revised budget. The increase is due to an increase of \$0.1 million in funding from the TA, \$4.7 million for the repayment of the right of way offset by a decrease in the swap of capital for operating funds of \$0.6 million and use of sales tax of \$0.8 million. For FY2013, the District contribution to the JPB is comprised of \$5.2 million provided by the TA, \$6.7 million reimbursement for the District's purchase of the Caltrain right of way, and \$2.1 million for the swap of capital for operating funds.

### **Other Multimodal Programs**

In FY2013, support costs for various shuttle programs (Dumbarton Express and SamTrans Shuttles) and the multimodal maintenance facility are projected to be \$3 million (page 1, line 21), a **decrease** of \$1 million or 24 percent from the FY2012 revised budget, primarily due to the Caltrain shuttles being funded directly by the TA starting in FY2013 offset by an increase of \$0.4 million in the employer share for SamTrans shuttle service as a result of increased costs for the program.

### **Land Transfer Interest Expense**

The FY2013 budget includes \$0.1 million (page 1, line 23) a **decrease** of 4.9 percent in interest expense from the FY2012 revised budget. This is mainly due to a decrease in the interest rate projected in FY2013. The expense represents an interest payment to the TA on a promissory note for four acres of property acquired from the TA which is located in San Carlos along the Caltrain right of way.

## **BACKGROUND**

The District preliminary FY2013 budget is consistent with the SamTrans Strategic Plan. The proposed budget lays out expenses consistent with the strategic plan vision and goals related to SamTrans' six focus areas: Financial Integrity, Multimodal Services, Transportation and Land Use, Customers, Business Practices, and Employees. The proposed budget provides for the continuation of safe, reliable and high-quality services to SamTrans customers, while promoting employee excellence in a very challenging economic environment.

**Changes from the staff report distributed on May 9<sup>th</sup> are presented in bold, blue font.**

Prepared by: Ladi Bhuller, Manager, Budgets  
Chris Petak, Senior Budget Analyst

650-508-7755

650-508-7754



**RESOLUTION NO. 2012 -**

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

\* \* \*

**ADOPTING FISCAL YEAR 2013 OPERATING BUDGET IN  
THE AMOUNT OF \$131,767,917**

**WHEREAS**, Section 103141(b) of the California Public Utilities Code requires the Board of Directors to adopt an annual budget for the San Mateo County Transit District (District); and

**WHEREAS**, the adoption of an operating budget is necessary for obtaining both Federal and State funds to support the District's transit improvement program; and

**WHEREAS**, the General Manager/CEO has prepared and presented to the Board of Directors a proposed final operating budget for Fiscal Year 2013 in the amount of \$131,767,917 that sets forth projected revenues and expenses associated with the District's operating and maintenance program.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District adopts the Fiscal Year 2013 Operating Budget, a copy of which is attached hereto and incorporated herein as Attachment "A"; and

**BE IT FURTHER RESOLVED** that the General Manager/CEO is directed to submit this budget to the Metropolitan Transportation Commission, together with a copy of this resolution at the earliest practical date; and

Regularly passed and adopted this 13<sup>th</sup> day of June 2012, 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  
FY2013 PROPOSED OPERATING BUDGET

Attachment A

	FY2011 <u>ACTUAL</u> A	FY2012 <u>ADOPTED</u> B	FY2012 <u>REVISED</u> C	FY2013 <u>PROPOSED</u> D	FY13 PROPOSED Compared to FY12 REVISED Increase (Decrease) E = D-C	BUDGET PERCENT CHANGE F = E/C	
<b><u>SOURCES OF FUNDS:</u></b>							
<b>Operating Revenues</b>							
1 Passenger Fares	17,373,064	17,443,300	17,443,300	17,932,800	489,500	2.8%	1
2 Local TDA and STA Funds	29,825,940	33,000,814	35,665,456	35,492,900	(172,556)	-0.5%	2
3 Pass through to Other Agencies	1,123,376	281,790	281,790	467,959	186,169	66.1%	3
4 Operating Grants	7,801,782	10,202,857	10,614,136	10,724,485	110,349	1.0%	4
5 Measure A	8,743,213	8,461,335	8,581,335	7,800,000	(781,335)	-9.1%	5
6 AB434 Funds	536,000	535,000	528,000	554,400	26,400	5.0%	6
7 <b>Subtotal - Operating Revenues</b>	<b>65,403,375</b>	<b>69,925,096</b>	<b>73,114,017</b>	<b>72,972,544</b>	<b>(141,473)</b>	<b>-0.2%</b>	7
<b>Other Revenue Sources</b>							
9 District 1/2 Cent Sales Tax	63,513,748	61,500,000	63,000,000	65,000,000	2,000,000	3.2%	9
10 Investment Interest	561,491	299,360	439,888	1,243,920	804,032	182.8%	10
11 Other Interest, Rent & Other Income	5,598,588	5,972,275	5,971,355	6,023,708	52,353	0.9%	11
12 Other Sources		5,700,000	4,733,000	8,800,000	4,067,000	85.9%	12
13 <b>Subtotal - Other Revenues</b>	<b>69,673,827</b>	<b>73,471,635</b>	<b>74,144,243</b>	<b>81,067,628</b>	<b>6,923,385.00</b>	<b>9.3%</b>	13
14							14
15 <b>Total Sources of Funds</b>	<b>135,077,202</b>	<b>143,396,731</b>	<b>147,258,260</b>	<b>154,040,172</b>	<b>6,781,912</b>	<b>4.6%</b>	15
16							16
<b><u>USES OF FUNDS:</u></b>							
17							17
18 Motor Bus	92,310,649	99,414,897	100,034,745	99,740,708	(294,037)	-0.3%	18
19 A.D.A. Programs	12,677,004	14,069,346	14,069,346	14,477,220	407,874	2.9%	19
20 Caltrain	14,707,875	10,620,000	10,620,000	14,000,000	3,380,000	31.8%	20
21 Other Multi-Modal Programs	4,528,529	3,967,226	3,967,226	3,015,460	(951,766)	-24.0%	21
22 Pass through to Other Agencies	1,123,376	281,790	281,790	467,959	186,169	66.1%	22
23 Land Transfer Interest Expense	81,248	70,000	70,000	66,570	(3,430)	-4.9%	23
24 <b>Total Uses of Funds</b>	<b>125,428,680</b>	<b>128,423,259</b>	<b>129,043,107</b>	<b>131,767,917</b>	<b>2,724,810</b>	<b>2.1%</b>	24
25							25
26 <b>TOTAL OPERATING SURPLUS/(DEFICIT)</b>	<b>9,648,522</b>	<b>14,973,472</b>	<b>18,215,153</b>	<b>22,272,255</b>	<b>4,057,102</b>	<b>22.3%</b>	26
27							27
28 <b>Sales Tax Allocation - Capital Programs</b>	<b>957,131</b>	<b>4,986,380</b>	<b>6,881,380</b>	<b>8,350,000</b>	<b>1,468,620</b>	<b>21.3%</b>	28
29							29
30 <b>SURPLUS/(DEFICIT)</b>	<b>8,691,391</b>	<b>9,987,092</b>	<b>11,333,773</b>	<b>13,922,255</b>	<b>2,588,482</b>	<b>22.8%</b>	30
31							31
<b><u>DEBT SERVICE</u></b>							
<b><u>SOURCES OF FUNDS:</u></b>							
33							33
34 Investment Interest	3,129,598	1,851,260	1,722,331	0	(1,722,331)	-100.0%	34
35 <b>Total Sources of Funds</b>	<b>3,129,598</b>	<b>1,851,260</b>	<b>1,722,331</b>	<b>0</b>	<b>(1,722,331)</b>	<b>-100.0%</b>	35
36							36
<b><u>USES OF FUNDS:</u></b>							
37							37
38 Debt Service	24,451,963	24,477,279	24,477,279	24,453,463	(23,816)	-0.1%	38
39 Fiscal Agent Fees	22,180	25,080	29,600	29,600	0	0.0%	39
40 <b>Total Uses of Funds</b>	<b>24,474,143</b>	<b>24,502,359</b>	<b>24,506,879</b>	<b>24,483,063</b>	<b>(23,816)</b>	<b>-0.1%</b>	40
41 * Debt Service - BART - \$12.7M							41
42							42
43 <b>USE OF RESERVES FOR DEBT SERVICE</b>	<b>(21,344,545)</b>	<b>(22,651,099)</b>	<b>(22,784,548)</b>	<b>(24,483,063)</b>	<b>(1,698,515)</b>	<b>7.5%</b>	43
44							44
45 <b>TOTAL USES OF RESERVES</b>	<b>(12,653,154)</b>	<b>(12,664,007)</b>	<b>(11,450,775)</b>	<b>(10,560,808)</b>	<b>889,967</b>	<b>-7.8%</b>	45

SAN MATEO COUNTY TRANSIT DISTRICT  
FY2013 PROPOSED OPERATING BUDGET

FY13 PROPOSED

Compared to  
FY12 REVISED

Increase  
(Decrease)

E = D-C

BUDGET

PERCENT  
CHANGE

F = E/C

FY2011  
ACTUAL

A

FY2012  
ADOPTED

B

FY2012  
REVISED

C

FY2013  
PROPOSED

D

OPERATING REVENUES - MOTOR BUS:

1	TOTAL MOTOR BUS FARES	16,615,996	16,609,000	16,609,000	17,137,000	528,000	3.2%	1
2								2
3	LOCAL (TDA) TRANSIT FUND:							3
4	General Operating Assistance	23,503,880	26,648,636	30,569,366	29,121,548	(1,447,818)	-4.7%	4
5								5
6	STATE TRANSIT ASSISTANCE:							6
7	STA Base	4,473,896	4,444,973	2,982,624	4,415,758	1,433,134	48.0%	7
8	STA TOTAL	4,473,896	4,444,973	2,982,624	4,415,758	1,433,134	48.0%	8
9								9
10	OPERATING GRANTS:							10
11	Operating Grants	5,978,948	8,813,584	9,224,863	9,725,142	500,279	5.4%	11
12								12
13	DISTRICT 1/2 CENT SALES TAX:							13
14	General Operating Assistance	37,132,610	39,193,611	37,024,115	34,646,868	(2,377,247)	-6.4%	14
15	Accessibility Fixed Route	1,063,922	659,919	659,919	994,064	334,145	50.6%	15
16	TOTAL 1/2 CENT SALES TAX	38,196,532	39,853,530	37,684,034	35,640,932	(2,043,102)	-5.4%	16
17								17
18	INVESTMENT INTEREST INCOME							18
19	Investment Interest Income	141,846	163,570	84,174	966,720	882,546	1048.5%	19
20								20
21	OTHER REVENUE SOURCES:							21
22	Overnight Deposit Interest Income	1,633	1,580	660	360	(300)	-45.5%	22
23	Rental Income	1,042,073	1,064,230	1,064,230	1,052,760	(11,470)	-1.1%	23
24	Advertising Income	1,082,189	900,000	900,000	665,000	(235,000)	-26.1%	24
25	Other Income	1,273,162	915,794	915,794	1,015,488	99,694	10.9%	25
26	TOTAL OTHER REVENUES	3,399,057	2,881,604	2,880,684	2,733,608	(147,076)	-5.1%	26
27								27
28	TOTAL MOTOR BUS	92,310,155	99,414,897	100,034,745	99,740,708	(294,037)	-0.3%	28
29								29
30	AMERICAN DISABILITIES ACT:							30
31	Passenger Fares-Redi Wheels	757,068	834,300	834,300	795,800	(38,500)	-4.6%	31
32	Local TDA 4.5 Redi Wheels	1,237,046	1,402,560	1,608,821	1,463,713	(145,108)	-9.0%	32
33	Local STA - Paratransit	611,118	504,645	504,645	491,881	(12,764)	-2.5%	33
34	Operating Grants	1,712,997	1,389,273	1,389,273	999,343	(389,930)	-28.1%	34
35	Sales Tax - Paratransit District	4,285,785	4,786,142	4,359,957	4,986,373	626,416	14.4%	35
36	Sales Tax - Paratransit Suppl. Coastside	1,112,705	1,156,636	1,156,636	1,362,910	206,274	17.8%	36
37	Interest Income-Paratransit Fund	419,645	135,790	355,714	277,200	(78,514)	-22.1%	37
38	Measure A Redi-Wheels	2,540,640	2,460,000	2,460,000	2,600,000	140,000	5.7%	38
39	Measure M Paratransit	0	1,400,000	1,400,000	1,500,000	100,000	7.1%	39
40	TOTAL ADA PROGRAMS	12,677,004	14,069,346	14,069,346	14,477,220	407,874	2.9%	40
41								41
42	MULTI-MODAL TRANSIT PROGRAMS:							42
43	Sales Tax - Caltrain	9,626,595	0	847,000	0	(847,000)	-100.0%	43
44	Other Sources - Caltrain	0	5,700,000	4,733,000	8,800,000	4,067,000	85.9%	44
45	Transfer from TA for Caltrain	5,081,280	4,920,000	5,040,000	5,200,000	160,000	3.2%	45
46	TA Funded SM/Caltrain Shuttles	1,121,294	1,081,335	1,081,335	0	(1,081,335)	-100.0%	46
47	Employer Share SM/Caltrain Shuttles	436,380	311,271	311,271	0	(311,271)	-100.0%	47
48	AB434 Funds - SamTrans Shuttle	536,000	535,000	528,000	554,400	26,400	5.0%	48
49	Employer SamTrans Shuttle Funds	1,763,151	1,379,400	1,379,400	1,790,100	410,700	29.8%	49
50	Sales Tax - SamTrans Shuttle Program	307,995	341,990	348,990	334,040	(14,950)	-4.3%	50
51	Operating Grants	109,838	0	0	0	0	0.0%	51
52	Sales Tax - Gen. Operating Asst.	253,872	318,230	318,230	336,920	18,690	5.9%	52
53	TOTAL MULTI-MODAL	19,236,405	14,587,226	14,587,226	17,015,460	2,428,234	16.6%	53
54								54
55	TOTAL REVENUES	124,223,563	128,071,469	128,691,317	131,233,388	2,542,071	2.0%	55

**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2013 PROPOSED OPERATING BUDGET**

**FY13 PROPOSED  
Compared to  
FY12 REVISED**

	<u>FY2011 ACTUAL</u>	<u>FY2012 ADOPTED</u>	<u>FY2012 REVISED</u>	<u>FY2013 PROPOSED</u>	<u>Increase (Decrease)</u>	<u>BUDGET PERCENT CHANGE</u>		
	A	B	C	D	E = D-C	F = E/C		
<b>DISTRICT OPERATED BUSES</b>								
1	Wages and Benefits	50,869,759	53,344,734	53,344,734	50,244,115	(3,100,619)	-5.8%	1
2	Services:							2
3	Board of Directors	49,891	53,100	53,100	52,900	(200)	-0.4%	3
4	Contracted Vehicle Maintenance	786,912	785,250	785,250	791,128	5,878	0.7%	4
5	Property Maintenance	1,279,164	1,278,500	1,278,500	1,258,500	(20,000)	-1.6%	5
6	Professional Services	2,702,795	4,299,827	4,709,254	4,777,013	67,759	1.4%	6
7	Technical Services	4,080,818	4,008,902	4,173,902	4,829,402	655,500	15.7%	7
8	Other Services	312,565	490,500	490,500	1,277,066	786,566	160.4%	8
9								9
10	Materials & Supply:							10
11	Fuel and Lubricants	4,408,209	5,636,357	5,636,357	6,551,477	915,120	16.2%	11
12	Bus Parts and Materials	1,451,095	1,765,700	1,765,700	1,758,740	(6,960)	-0.4%	12
13	Uniform and Drivers Expense	304,733	391,130	391,130	400,970	9,840	2.5%	13
14	Timetables and Tickets	183,196	153,100	153,100	171,800	18,700	12.2%	14
15	Office Supplies/Printing	283,831	334,874	334,874	342,137	7,263	2.2%	15
16	Other Materials and Supply	123,961	166,250	166,250	156,500	(9,750)	-5.9%	16
17								17
18	Utilities:							18
19	Telecommunications	334,420	480,500	480,500	580,500	100,000	20.8%	19
20	Other Utilities	934,819	981,600	981,600	981,600	0	0.0%	20
21	Insurance Costs	2,491,900	2,493,500	2,493,500	2,647,000	153,500	6.2%	21
22	Workers' Compensation	3,186,093	3,183,888	3,183,888	3,197,060	13,172	0.4%	22
23	Taxes and License Fees	459,880	496,300	496,300	573,823	77,523	15.6%	23
24	Fixed Route Accessibility	1,063,922	659,919	659,919	994,064	334,145	50.6%	24
25	Leases and Rentals	103,858	116,229	116,229	119,800	3,571	3.1%	25
26	Prmtnl and Legal Advertising	135,234	230,700	230,700	238,500	7,800	3.4%	26
27	Training & Business Travel	113,030	181,085	181,085	164,050	(17,035)	-9.4%	27
28	Dues and Membership	79,167	83,785	83,785	87,200	3,415	4.1%	28
29	Postage and other	101,395	346,646	392,067	349,003	(43,064)	-11.0%	29
30								30
31	<b>Total District Operated Buses</b>	<b>75,840,646</b>	<b>81,962,376</b>	<b>82,582,224</b>	<b>82,544,348</b>	<b>(37,876)</b>	<b>0.0%</b>	31
32								32
33	<b>CONTRACTED BUS SERVICES</b>							
34	Contracted Urban Bus Service	14,419,061	15,360,895	15,360,895	15,059,320	(301,575)	-2.0%	34
35	Other Related Costs	358,963	339,820	339,820	361,600	21,780	6.4%	35
36	Insurance Costs	653,953	655,000	655,000	655,000	0	0.0%	36
37	Coastside Services	606,583	630,630	630,630	647,020	16,390	2.6%	37
38	Redi Coast Non-ADA	221,579	238,216	238,216	219,700	(18,516)	-7.8%	38
39	Other Related Costs	10,540	41,520	41,520	47,040	5,520	13.3%	39
40	La Honda Pescadero	50,138	52,500	52,500	52,500	0	0.0%	40
41	Southcoast - Pescadero	140,116	120,000	120,000	140,000	20,000	16.7%	41
42	Other Related Costs-SamCoast	9,070	13,940	13,940	14,180	240	1.7%	42
43	<b>Total Contracted Bus Service</b>	<b>16,470,003</b>	<b>17,452,521</b>	<b>17,452,521</b>	<b>17,196,360</b>	<b>(256,161)</b>	<b>-1.5%</b>	43
44								44
45	<b>TOTAL MOTOR BUS</b>	<b>92,310,649</b>	<b>99,414,897</b>	<b>100,034,745</b>	<b>99,740,708</b>	<b>(294,037)</b>	<b>-0.3%</b>	45

SAN MATEO COUNTY TRANSIT DISTRICT  
FY2013 PROPOSED OPERATING BUDGET

FY13 PROPOSED  
Compared to  
FY12 REVISED

	FY2011 <u>ACTUAL</u> A	FY2012 <u>ADOPTED</u> B	FY2012 <u>REVISED</u> C	FY2013 <u>PROPOSED</u> D	Increase (Decrease) E = D-C	BUDGET PERCENT CHANGE F = E/C		
<b>AMERICAN DISABILITY ACT PROGRAMS</b>								
46	Elderly & Disabled/Redi-Wheels	5,491,285	6,916,605	6,916,605	6,964,200	47,595	0.7%	46
47	Other Related Costs	2,106,981	2,721,005	2,721,005	2,826,395	105,390	3.9%	47
48	ADA Sedan Service	2,646,251	1,744,010	1,744,010	1,779,190	35,180	2.0%	48
49	ADA Accessibility Support	752,061	1,016,090	1,016,090	1,029,525	13,435	1.3%	49
50	Coastside Support	1,112,705	1,156,636	1,156,636	1,362,910	206,274	17.8%	50
51	Insurance Costs	567,723	515,000	515,000	515,000	0	0.0%	51
52	<b>TOTAL ADA PROGRAMS</b>	<b>12,677,004</b>	<b>14,069,346</b>	<b>14,069,346</b>	<b>14,477,220</b>	<b>407,874</b>	<b>2.9%</b>	52
53								53
54	<b>MULTI-MODAL TRANSIT PROGRAMS</b>							54
55								55
56	<b>CALTRAIN SERVICE</b>							56
57	Peninsula Rail Service	14,707,875	10,620,000	10,620,000	14,000,000	3,380,000	31.8%	57
58	<b>Total Caltrain Service</b>	<b>14,707,875</b>	<b>10,620,000</b>	<b>10,620,000</b>	<b>14,000,000</b>	<b>3,380,000</b>	<b>31.8%</b>	58
59								59
60	<b>OTHER SUPPORT</b>							60
61	Dumbarton Express Service	120,381	126,130	126,130	157,820	31,690	25.1%	61
62	SamTrans Shuttle	2,607,146	2,256,390	2,256,390	2,678,540	422,150	18.7%	62
63	SM/Caltrain Shuttle	1,667,511	1,392,606	1,392,606	0	(1,392,606)	-100.0%	63
64	Maintenance Multimodal Fac	133,490	192,100	192,100	179,100	(13,000)	-6.8%	64
65	<b>Total Other Support</b>	<b>4,528,529</b>	<b>3,967,226</b>	<b>3,967,226</b>	<b>3,015,460</b>	<b>(951,766)</b>	<b>-24.0%</b>	65
66								66
67	Multi-Modal Promotion	0	0	0	0	0	0.0%	67
68								68
69	<b>TOTAL MULTI-MODAL PROGRAMS</b>	<b>19,236,404</b>	<b>14,587,226</b>	<b>14,587,226</b>	<b>17,015,460</b>	<b>2,428,234</b>	<b>16.6%</b>	69
70								70
71	<b>TOTAL OPERATING EXPENSES</b>	<b>124,224,057</b>	<b>128,071,469</b>	<b>128,691,317</b>	<b>131,233,388</b>	<b>2,542,071</b>	<b>2%</b>	71

SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT

TO: Finance Committee

THROUGH: Michael J. Scanlon  
General Manager/CEO

FROM: Gigi Harrington  
Deputy CEO

SUBJECT: **AUTHORIZE ADOPTION OF PROPOSED FISCAL YEAR 2013  
CAPITAL BUDGET**

**ACTION**

Staff proposes that the Committee recommend Board adoption of the Fiscal Year (FY) 2013 Capital Budget in the amount of \$41,172,847.

**SIGNIFICANCE**

At the May 9, 2012 Board meeting, staff presented the proposed FY2013 San Mateo County Transit District (District) Capital Budget as an informational item. No changes have been made, and the budget remains the same as presented at the May 9, 2012 meeting.

In light of the current fiscal climate, the FY2013 Capital Budget contains only those projects necessary and essential to sustain the District's existing service and infrastructure network, without compromising the District's plan for visions set forth in the District's adopted Strategic Plan. The FY2013 Capital Budget contains the following major elements:

- **Revenue Vehicles and Support Equipment Replacement** – Includes the replacement of 62 1998 – Gillig Phantom buses and 14 2009 – El Dorado Amerivans as these vehicles have reached the end of their useful lives. This category also includes the annual procurement of bus parts, engines and transmissions, replacement of maintenance support equipment and the replacement of service support vehicles. The amount budgeted for this category totals \$32,312,735.
- **Information Technology (IT) Software and Hardware Upgrade & Replacement** – Includes replacement and upgrade of Informational Technology equipment, networks, and software applications necessary to maintain the connectivity of various departments and external communications. Also included are funds to fully fund the PeopleSoft System Integration Project/Business Optimization Program and funding to support the customization of PeopleSoft software to continue to interface with Spear and Hastus. The total amount budgeted for this category totals \$5,010,112.
- **Planning / Development** – Includes funding for the continuation of the SamTrans Service Plan, as well as funding to develop the Colma Park and Ride Lot in Daly City into a Transit-Oriented Development (TOD) project and District TOD Policy to guide the District's

activities related to transit-oriented development and joint developments. This category also includes program planning and management. The amount budgeted for these projects totals \$1,165,000.

- **Facilities** – Includes rehabilitation and improvement projects to ensure that maintenance and administrative facilities are adequately maintained to support the District’s revenue service operations. Projects in this category include pavement rehabilitation at North Base and South Base and maintenance of existing heating, ventilation and air conditioning system at Central. The amount budgeted for these projects totals \$445,000.
- **Safety and Security** – Includes security improvement projects to continue the SamTrans safety and security program. Projects in this category include safety improvements to the receptionist area, Sequoia Station underground garage and the security office. The amount budgeted for these projects totals \$1,990,000.
- **Contingency** – Includes funding for any unforeseen and emergency capital expenditures during the fiscal year. The amount budgeted for this category is \$250,000.

### **BUDGET IMPACT**

Of the \$41,172,847 recommended for the FY2013 Capital Budget, the total amount of sales tax required is \$8,875,780, which includes \$525,000 of prior year savings. Federal, State and other fund sources make up the remaining amount of \$32,297,067 to fully fund the FY2013 Capital Budget.

### **BACKGROUND**

The District’s Capital Budget is developed on an annual basis. A comprehensive call for projects was issued District-wide. The capital projects submitted were reviewed and prioritized for consistency with District policy directives and key Strategic Plan Initiatives. Due to the need to constrain financial resources for capital improvements this year, the final recommendations reflect only the most essential projects that support existing District revenue service without compromising either safety or security. In addition, the program is developed to leverage as much external funding and grants as possible.

Among other factors, projects submitted this year were evaluated and prioritized based on maintenance and enhancement of existing transit operations relative to operational and legal requirements and mandates, along with opportunities for business process improvements.

Prepared by: Leslie Fong, Senior Budgets Analyst  
Éva Goode, Manager, Budgets

650-508-6332  
650-508-7914

**RESOLUTION NO. 2012 –**

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

**\*\*\***

**ADOPTING FISCAL YEAR 2013 CAPITAL BUDGET IN THE AMOUNT OF  
\$41,172,847**

**WHEREAS**, Section 103141(b) of the California Public Utilities Code requires the Board of Directors to adopt an annual budget for the San Mateo County Transit District (District); and

**WHEREAS**, the adoption of a Capital Budget is necessary for obtaining Federal, State and other grant funds to support the District's capital transit improvement program; and

**WHEREAS**, the annual Capital Budget is developed based upon the ten-year capital program previously adopted as part of the 2009 Short Range Transit Plan; and

**WHEREAS**, staff has prepared a proposed Capital Budget for Fiscal Year (FY) 2013 in the total amount of \$41,172,847; and

**WHEREAS**, the anticipated Federal and other grant programming anticipated for the proposed Capital Budget for FY2013 is \$32,297,067; and

**WHEREAS**, the local sales tax required for the proposed Capital budget for FY2013 is \$8,875,780.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the San Mateo County Transit District hereby adopts a Capital Budget in the amount of \$41,172,847 for Fiscal Year 2013, a copy of which is attached hereto and incorporated herein as Attachment A; and



**BE IT FURTHER RESOLVED** that the General Manager/CEO is directed to submit this budget to the Metropolitan Transportation Commission, together with a copy of this relation at the earliest practicable date.

Regularly passed and adopted this 13th day of June 2012, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

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Chair, San Mateo County Transit District

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District Secretary

San Mateo County Transit District  
Adopted Fiscal Year 2013 Capital Budget

#	PROJECT TITLE	PROJECT DESCRIPTION	Total Estimated Project Cost	Previously Budgeted	Recommended FY2013 Budget	Remaining	FUNDING SOURCES			
							FEDERAL	STATE	OTHER	DIS. SALES TAX
<b>1 REVENUE VEHICLES REPLACEMENT</b>										
1.1	Replacement Buses	Replace 62 1998 Gillig Phantom buses at the end of their useful lives.	\$ 30,569,993		\$ 30,569,993		\$ 22,769,993	\$ 5,000,000	\$ -	\$ 2,800,000
1.2	Replacement (14) Paratransit Minivans	Replace 14 2009 El Dorado Amerivans at the end of their useful lives.	\$ 793,300		\$ 793,300		\$ 634,640	\$ 79,330	\$ -	\$ 79,330
	<u>Subtotal</u>				\$ 31,363,293	\$ -	\$ 23,404,633	\$ 5,079,330	\$ -	\$ 2,879,330
<b>2 REVENUE VEHICLE SUPPORT</b>										
2.1	Major Bus Components	Annual funding for procurement of bus parts.	\$ 696,442		\$ 696,442	\$ -	\$ -	\$ -	\$ -	\$ 696,442
2.2	Maintenance Equipment	Replacement of maintenance support equipment at the end of their useful lives.	\$ 181,000		\$ 181,000	\$ -	\$ -	\$ -	\$ -	\$ 181,000
2.3	Non-Revenue Service Support Vehicles	Replace 2 non-revenue service support vehicles that have reached the end of their useful lives.	\$ 72,000		\$ 72,000	\$ -	\$ -	\$ -	\$ -	\$ 72,000
	<u>Subtotal</u>				\$ 949,442	\$ -	\$ -	\$ -	\$ -	\$ 949,442
<b>3 INFORMATION TECHNOLOGY</b>										
3.1	Technology Refresh Project	Replace and upgrade Dell servers and out of warranty printers, copiers, fax machines and scanners. Warranty is expiring in FY2013.	\$ 723,000		\$ 723,000	\$ -	\$ -	\$ -	\$ -	\$ 723,000
3.2	PeopleSoft Project Upgrade	Redesign and upgrade of PeopleSoft to better match the application to the business needs of the District.	\$ 18,337,112	\$ 14,200,000	\$ 4,137,112	\$ -	\$ -	\$ -	\$ 1,823,104	\$ 2,314,008
3.3	External Interface to PeopleSoft	PeopleSoft Interface for Spear and Hastus	\$ 150,000		\$ 150,000					\$ 150,000
	<u>Subtotal</u>				\$ 5,010,112	\$ -	\$ -	\$ -	\$ 1,823,104	\$ 3,187,008
<b>4 DEVELOPMENT</b>										
4.1	SamTrans Service Plan	Evaluate and restructure SamTrans services and operations to more efficiently and effectively serve the county's transit needs and meet regional transportation goals, within the constraints of the current financial and operating environment.	\$ 2,359,039	\$ 1,894,039	\$ 465,000	\$ -	\$ -	\$ -	\$ -	\$ 465,000
4.2	Daly City TOD	Project will develop the Daly City Park and Ride Lot into a transit oriented development project.	\$ 132,000	\$ 71,000	\$ 61,000	\$ -	\$ -	\$ -	\$ -	\$ 61,000
4.3	District TOD Policy	Project will provide the agency with a set of policies to guide its activities related to transit oriented development and joint development.	\$ 139,000		\$ 139,000	\$ -	\$ -	\$ -	\$ -	\$ 139,000
4.4	Capital Program and Project Development	Capitalized funds for annual program development including but not limited to plans, budgets, programs, funding strategies, and preliminary engineering.	\$ 250,000		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

San Mateo County Transit District  
Adopted Fiscal Year 2013 Capital Budget

#	PROJECT TITLE	PROJECT DESCRIPTION	Total Estimated Project Cost	Previously Budgeted	Recommended FY2013 Budget	Remaining	FUNDING SOURCES			
							FEDERAL	STATE	OTHER	DIS. SALES TAX
4.5	Capital Program Management	Capitalized funds for program and project controls support, including monitoring project performance and delivery.	\$ 250,000		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
	<u>Subtotal</u>				\$ 1,165,000	\$ -	\$ -	\$ -	\$ -	\$ 1,165,000
<b>5</b>	<b>FACILITIES/CONSTRUCTION</b>									
5.1	Facilities Smaller Projects	Facility maintenance/Improvement Account	\$ 175,000		\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
5.2	Maintenance & Operating Facility Pavement Rehab: NB & SB Concrete Rehab	Rehab pavement at North and South Bases to bring the pavement to a state of good repair.	\$ 170,000		\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ 170,000
5.3	Central Heating, Ventilation & Air Conditioning (HVAC) Maintenance at Central	Conduct basic repair and maintenance of existing HVAC system that has reached the end of its useful life.	\$ 100,000		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
	<u>Subtotal</u>				\$ 445,000	\$ -	\$ -	\$ -	\$ -	\$ 445,000
<b>6</b>	<b>SAFETY AND SECURITY</b>									
6.1	Sequoia Station Underground Garage Security Improvements	Project will put in cameras, alarms and communication systems to help reduce vandalism and crime at the Sequoia Station underground parking garage.	\$ 950,000	\$ 255,000	\$ 695,000	\$ -	\$ -	\$ 695,000	\$ -	\$ -
6.2	Receptionist Area Security Improvement	Project will provide improved security for the receptionist on the 2nd floor of Central who is involved in numerous interactions with the public.	\$ 300,000	\$ 55,000	\$ 245,000	\$ -	\$ -	\$ 245,000	\$ -	\$ -
6.3	Central Office Access Control Improvements	Project will improve the security at Central, North Base and South Base with significant upgrades to the card controlled door systems.	\$ 850,000		\$ 850,000	\$ -	\$ -	\$ 850,000	\$ -	\$ -
6.4	Central Security Office Upgrade	Project provides for technological integration and updates, room reconfiguration and upgrades for effective safety and security monitoring and response.	\$ 1,300,000	\$ 1,100,000	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ -	\$ -
	<u>Subtotal</u>				\$ 1,990,000	\$ -	\$ -	\$ 1,990,000	\$ -	\$ -
<b>7</b>	<b>OTHER</b>									
7.1	Contingency	Annual set-aside for unforeseen and emergency capital expenditures.	\$ 250,000		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
	<u>Subtotal</u>				\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
<b>GRAND TOTAL FOR SAMTRANS</b>					<b>\$ 41,172,847</b>	<b>\$ -</b>	<b>\$ 23,404,633</b>	<b>\$ 7,069,330</b>	<b>\$ 1,823,104</b>	<b>\$ 8,875,780</b>
NOTES:										
A) Funding will come from PCJPB and SMCTA for their share of the project.										

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon  
General Manager/CEO

FROM: Gigi Harrington  
Deputy CEO

SUBJECT: **SALARY ORDINANCE NO. 94 AND WAGE ADJUSTMENT FOR  
ADMINISTRATIVE (NON-REPRESENTED) EMPLOYEES**

**ACTION**

The General Manager/CEO proposes that the Committee recommend that the Board:

1. Approve Salary Ordinance 94.
2. Approve a three percent increase in wages for the administrative (non-represented) employees.

**SIGNIFICANCE**

Throughout the current fiscal year, the General Manager/CEO, utilizing authority previously delegated to him by the Board, authorized certain changes to the Table of Position Classifications (Exhibit A). Minor adjustments were required so that the District could effectively and efficiently carry out the missions of the District, the Peninsula Corridor Joint Powers Board (JPB) and the San Mateo County Transportation Authority (TA). The Table of Position Classifications has been amended to reflect the changes.

The General Manager/CEO is asking that the Board approve the addition of the position of Social Media Officer to the Table of Position Classifications, increasing the number of full-time and part-time employees from 723 to 724.

**BUDGET IMPACT**

Funds to underwrite all proposed changes and wage increases provided to the administrative (non-represented) employees and included in the collective bargaining agreements for employees represented by the Amalgamated Transit Union, Local 1574 and the International Brotherhood of Teamsters, Local 856 are included in FY2013 Operating and Capital Budgets. The JPB and the TA are required to reimburse the District for all expenses associated with positions required to carry out the missions of the JPB and the TA.

## **BACKGROUND**

The District must continue to attract and retain a highly skilled and motivated workforce to carry out critical programs of the District, the JPB and TA. Wage increases for the employees represented by the Amalgamated Transit Union, Local 1574 and the International Brotherhood of Teamsters, Local 856 are as agreed in the Collective Bargaining Agreements. If the three percent increase is authorized for the administrative (non-represented) employees, the Customer Service Unit in the Amalgamated Transit Union and the Bus Contracts Inspector Unit of the International Brotherhood of Teamsters will receive the same increase. The Supervisory Unit of the International Brotherhood of Teamsters will receive 1.75 percent increase (based on the increase given to the administrative group last year). The wages of the Bus Operator and Maintenance Employee Unit of the Amalgamated Transit Union remain frozen.

Prepared by: Monica Colondres, Director, Human Resources

650-508-6233

**ORDINANCE NO. 94  
BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT  
STATE OF CALIFORNIA**

\*\*\*\*

**AUTHORIZING RECLASSIFICATIONS,  
TITLE CHANGES, MODIFICATION OF POSITIONS AND AN INCREASE  
IN THE DISTRICT'S TABLE OF POSITION CLASSIFICATIONS**

**WHEREAS**, the General Manager/CEO, pursuant to the authority previously conferred by the Board of Directors, has implemented position reclassifications, changed titles and changed positions in the San Mateo County Transit District's (District) Table of Position Classifications, which he deemed necessary for the District to remain competitive as an employer in the Bay Area and in order to organize and manage effectively the transit needs of the public within the parameters of the District's Operating and Capital Budgets; and

**WHEREAS**, in order to efficiently and effectively implement the programs of the District, the San Mateo County Transportation Authority (TA) and the Peninsula Corridor Joint Powers Board (JPB), the General Manager/CEO has recommended that the Board of Directors authorize the addition of one Social Media Officer funded predominantly by the District and the JPB Operating Budgets, resulting in an increase in the District's Table of Position Classifications (Exhibit "A") from 723 to 724 full-time and part-time positions; and

**WHEREAS**, the JPB and the TA are obligated to reimburse the District for all expenses associated with positions required to carry out the missions of each agency; and

**WHEREAS**, the Board of Directors in June, 2000, granted the General Manager/CEO the power, authority and discretion to implement and administer the Ordinance and subsequent amendments thereto within the overall constraints of the annual Operating and Capital Budgets adopted by the Board of Directors and within the salary ranges approved by the Board of Directors; and

**WHEREAS**, the General Manager/CEO's actions are reflected in the revised District's Table of Position Classifications attached hereto and incorporated herein as Exhibit "A."

**NOW, THEREFORE, BE IT ORDAINED** that the revised Table of Position Classifications hereinabove identified is hereby approved and will become effective on July 1, 2012.

Regularly passed and adopted this June 13, 2012, by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

**Table of Position Classifications, (Ord 94 effective 7/1/12)**

Exhibit "A"

Job Title	Authorized Positions	FTE <sup>(a)</sup> Offloads	Class	Salary Range
Distribution Clerk	2		10	33,624 - 52,200
Revenue Collection Clerk	3		10	33,624 - 52,200
Accounting Assistant	3		11	38,993 - 60,536
Accounts Payable Specialist**	1		11	38,993 - 60,536
Information Coordinator	1		11	38,993 - 60,536
Management Intern	2	2	11	38,993 - 60,536
Office Technician	4		11	38,993 - 60,536
Pass Sales Assistant	1	1	11	38,993 - 60,536
Payroll Specialist	1		11	38,993 - 60,536
Scheduling Aide	1		11	38,993 - 60,536
Secretary	7	5	11	38,993 - 60,536
Accounting Specialist	2	2	12	45,621 - 70,827
Accounting Technician**	3	1	12	45,621 - 70,827
Customer Relations Specialist	2		12	45,621 - 70,827
Data Technician (Bus Transportation)	1		12	45,621 - 70,827
Data Technician (Maintenance)	1		12	45,621 - 70,827
Data Technician (Operations)	1		12	45,621 - 70,827
Data Technician (Rail Services)	1	1	12	45,621 - 70,827
Executive Assistant	5		12	45,621 - 70,827
Facilities Technician	4		12	45,621 - 70,827
Pass Sales Specialist	1	1	12	45,621 - 70,827
Personnel Specialist	4		12	45,621 - 70,827
Procurement Specialist	1		12	45,621 - 70,827
Risk Management Specialist	1		12	45,621 - 70,827
Accessibility Specialist	1		13	49,499 - 75,446
Graphic Designer	1		13	49,499 - 75,446
Senior Accounting Specialist	1	1	13	49,499 - 75,446
Senior Payroll Specialist	1		13	49,499 - 75,446
Supervisor, Distribution	1		13	49,499 - 75,446
Associate Contract Officer	1	1	14	53,377 - 80,065
Buyer	1		14	53,377 - 80,065
CAD Operator	1	1	14	53,377 - 80,065
Capital Program Specialist	1	1	14	53,377 - 80,065
Labor Compliance Specialist	1	1	14	53,377 - 80,065
Real Estate Specialist	1	1	14	53,377 - 80,065
Scheduler	1		14	53,377 - 80,065
Schedules Analyst	1		14	53,377 - 80,065
Senior Executive Assistant	1		14	53,377 - 80,065
Staffing Coordinator	1		14	53,377 - 80,065
Stores Coordinator	1		14	53,377 - 80,065
Supervisor, Revenue Collection	1		14	53,377 - 80,065
Utility Maintenance Supervisor	2		14	53,377 - 80,065
Warranty Administrator	1		14	53,377 - 80,065
Assistant District Secretary	2	2	15	57,915 - 86,871
Budgets and Grants Administrative Specialist	1	1	15	57,915 - 86,871



**Table of Position Classifications, (Ord 94 effective 7/1/12)**

Exhibit "A"

Job Title	Authorized Positions	FTE <sup>(a)</sup> Offloads	Class	Salary Range
Claims Administrator	1	1	15	57,915 - 86,871
Instructor	2		15	57,915 - 86,871
Market Research Specialist	1	1	15	57,915 - 86,871
Marketing Specialist	2	1	15	57,915 - 86,871
Public Information Specialist	1	1	15	57,915 - 86,871
Supervisor, Customer Service	1		15	57,915 - 86,871
Accessibility Coordinator	1		16	62,451 - 93,676
Accountant	7	4	16	62,451 - 93,676
Administrative Accountant	1		16	62,451 - 93,676
Associate Operations Contract Administrator	1	1	16	62,451 - 93,676
Associate Operations Contract Administrator (Bus)	1		16	62,451 - 93,676
Associate Operations Contract Administrator (Facilities)	1		16	62,451 - 93,676
Associate Operations Contract Administrator (Shuttles)	1	1	16	62,451 - 93,676
Facilities Contract Administrator	1		16	62,451 - 93,676
Information Technology Analyst	2		16	62,451 - 93,676
Maintenance Instructor**	2		16	62,451 - 93,676
Maintenance Supervisor	7		16	62,451 - 93,676
Planner	1		16	62,451 - 93,676
Senior Recruitment Officer	1		16	62,451 - 93,676
Supervisor, Facilities Maintenance	1		16	62,451 - 93,676
Systems and Business Analyst	1		16	62,451 - 93,676
Community Relations Officer	1		17	68,072 - 100,266
Construction Manager	1		17	68,072 - 100,266
Contract Officer	8	5	17	68,072 - 100,266
Engineering Contract Administrator	1	1	17	68,072 - 100,266
Rail Contracts Administrator	1	1	17	68,072 - 100,266
Rail Safety Officer, Construction and Engineering	1	1	17	68,072 - 100,266
Real Estate Officer	1	1	17	68,072 - 100,266
Senior Information Technology Analyst	2		17	68,072 - 100,266
Senior Instructor	1		17	68,072 - 100,266
Social Media Officer	1	1	17	68,072 - 100,266
Supervisor, Sales	1	1	17	68,072 - 100,266
Assistant Superintendent, Bus Maintenance	2		18	73,692 - 106,854
Assistant Superintendent, Bus Transportation	2		18	73,692 - 106,854
Associate Manager, Rail Equipment	1	1	18	73,692 - 106,854
Bus Maintenance Contract Administrator	1		18	73,692 - 106,854
Database Administrator	2		18	73,692 - 106,854
DBE Officer	1	1	18	73,692 - 106,854
Employee Relations Officer	2		18	73,692 - 106,854
Engineer	3	3	18	73,692 - 106,854
Government Affairs Officer	1	1	18	73,692 - 106,854
Labor Compliance Officer	1	1	18	73,692 - 106,854
Manager, Stations and Access	1	1	18	73,692 - 106,854
Network Administrator	3		18	73,692 - 106,854
Operations Technology Administrator	1		18	73,692 - 106,854

**Table of Position Classifications, (Ord 94 effective 7/1/12)**

Exhibit "A"

Job Title	Authorized Positions	FTE <sup>(a)</sup> Offloads	Class	Salary Range
Rail Contract Cost Administrator	1	1	18	73,692 - 106,854
Safety Officer	1		18	73,692 - 106,854
Safety Officer (Rail)	1	1	18	73,692 - 106,854
Senior Accountant	6	4	18	73,692 - 106,854
Senior Budget Analyst	4	4	18	73,692 - 106,854
Senior Financial Analyst	1		18	73,692 - 106,854
Senior Grants Analyst	2	2	18	73,692 - 106,854
Senior Planner	6	3	18	73,692 - 106,854
Senior Programmer Analyst	1	1	18	73,692 - 106,854
Senior Systems Accountant	1		18	73,692 - 106,854
Superintendent, Materials and Inventory Control	1	1	18	73,692 - 106,854
Manager, Accessible Transit Services	1		19	86,957 - 126,087
Manager, Bus Contracts	1		19	86,957 - 126,087
Manager, Customer Service	1		19	86,957 - 126,087
Manager, Operations Technology**	1		19	86,957 - 126,087
Manager, Personnel Operations	1		19	86,957 - 126,087
Manager, Quality Assurance and Management Analysis**	1		19	86,957 - 126,087
Manager, Rail Operations	1	1	19	86,957 - 126,087
Manager, Standards and Procedures	1	1	19	86,957 - 126,087
Manager, Transit Operations Training	1		19	86,957 - 126,087
Project Manager*,**	5	5	19	86,957 - 126,087
Public Information Officer	1	1	19	86,957 - 126,087
Senior Contract Officer	3	2	19	86,957 - 126,087
Senior Engineer**	4	2	19	86,957 - 126,087
Senior Operations Financial Analyst	1		19	86,957 - 126,087
Senior Project Controls Engineer	1	1	19	86,957 - 126,087
Senior Real Estate Officer	1	1	19	86,957 - 126,087
Senior Business Systems Analyst	1		19	86,957 - 126,087
Senior Systems Software Analyst*	2		19	86,957 - 126,087
Superintendent, Bus Maintenance	2		19	86,957 - 126,087
Superintendent, Bus Transportation	2		19	86,957 - 126,087
Superintendent, Maintenance Technical Services	1		19	86,957 - 126,087
Systems Engineering Contract Administrator	1		19	86,957 - 126,087
Chief Engineer, Track and Structures	1	1	20	94,783 - 137,435
Chief of Protective Services	1		20	94,783 - 137,435
District Secretary	1		20	94,783 - 137,435
Manager, Budgets	2	1	20	94,783 - 137,435
Manager, Capital Projects and Environmental Planning	1	1	20	94,783 - 137,435
Manager, Transportation Communications (Rail)*	1	1	20	94,783 - 137,435
Manager, Communications	1	1	20	94,783 - 137,435
Manager, Engineering	4	3	20	94,783 - 137,435
Manager, Finance Special Projects	1	1	20	94,783 - 137,435
Manager, Finance Treasury	1		20	94,783 - 137,435
Manager, General Ledger	1	1	20	94,783 - 137,435
Manager, Grant and Capital Accounting	1	1	20	94,783 - 137,435

**Table of Position Classifications, (Ord 94 effective 7/1/12)**

Exhibit "A"

Job Title	Authorized Positions	FTE <sup>(a)</sup> Offloads	Class	Salary Range
Manager, Grants and Fund Programming	1	1	20	94,783 - 137,435
Manager, Information Technology and Telecommunications	1		20	94,783 - 137,435
Manager, Maintenance of Way	1	1	20	94,783 - 137,435
Manager, Maintenance Rail Equipment	1	1	20	94,783 - 137,435
Manager, Marketing	1		20	94,783 - 137,435
Manager, Operations Planning	1		20	94,783 - 137,435
Manager, Payroll	1		20	94,783 - 137,435
Manager, Planning and Research	1	1	20	94,783 - 137,435
Manager, Programming and Monitoring	1	1	20	94,783 - 137,435
Manager, Project Controls	1	1	20	94,783 - 137,435
Manager, Real Estate and Property Development	1	1	20	94,783 - 137,435
Manager, Software Systems Development	1		20	94,783 - 137,435
Manager, Strategic Development	1		20	94,783 - 137,435
Manager, Technology Research and Development	1	1	20	94,783 - 137,435
Manager, TVM Program	1	1	20	94,783 - 137,435
Program Manager	1	1	20	94,783 - 137,435
Program Mgr, Engineering and Construction Administration	1	1	20	94,783 - 137,435
Senior Project Manager*	1		20	94,783 - 137,435
Deputy Director, Engineering Support	1	1	21	103,313 - 149,804
Deputy Director, Rail Contracts Administration	1	1	21	103,313 - 149,804
Deputy Director, Sustainability	1		21	103,313 - 149,804
Director, Contracts and Procurement	1		21	103,313 - 149,804
Director, Risk Management**	1		21	103,313 - 149,804
Manager, Employee Relations and Civil Rights	1		21	103,313 - 149,804
Program Manager, Construction Services	1	1	21	103,313 - 149,804
Director of Finance	1	1	22	113,645 - 164,785
Director, Budgets and Grants	1	1	22	113,645 - 164,785
Director, Bus Transportation	1		22	113,645 - 164,785
Director, Engineering and Construction*	1	1	22	113,645 - 164,785
Director, Government and Community Affairs	1	1	22	113,645 - 164,785
Director, Human Resources	1		22	113,645 - 164,785
Director, Information Technology and Telecommunications	1	1	22	113,645 - 164,785
Director, Maintenance	1	1	22	113,645 - 164,785
Director, Rail Transportation	1	1	22	113,645 - 164,785
Director, Transportation Authority Program	1	1	22	113,645 - 164,785
Executive Officer, Customer Service and Marketing	1		24	140,282 - 203,410
Executive Officer, Planning and Development	1		24	140,282 - 203,410
Executive Officer, Public Affairs	1		24	140,282 - 203,410
Caltrain Modernization Program Director	1	1	24	140,282 - 203,410
Deputy CEO	2		26	175,915 - 254,636

**Exhibit "B"**

Bus Operator (full-time/part-time)	271-309(b)		ATU1	(c)
Mechanic "A"	32	1	ATU1	(c)
Mechanic "B"	21	4	ATU1	(c)
Mechanic "C"	8		ATU1	(c)
Storeskeeper	7		ATU1	(c)
Utility Worker	29		ATU1	(c)
Bus Operator Trainee	as needed		ATU1	\$13.00 hour
Customer Service Representative 2	2	2	ATU2	(c)
Customer Service Representative 1 (extra-help)	8		ATU2	(c)
Customer Service Representative 1 (full-time)	11		ATU2	(c)
Customer Service Representative 1 (part-time)	4		ATU2	(c)
Receptionist	1		ATU2	(c)
Bus Transportation Supervisor	14		IBT1	(c)
Dispatcher	4		IBT1	(c)
Radio Controller	3		IBT1	(c)
Bus Contracts Inspector	2		IBT2	(c)

\*Market conditions require that certain positions be regarded as highly competitive to attract employees and must be provided a level of compensation reflective of the competitiveness of the marketplace (i.e. engineering, technical positions).

\*\*Position has been frozen for FY2013. Where there are multiple positions under one job title, one of the positions is frozen, except in the case of the Senior Engineer, in which case two positions are frozen.

- (a) The majority of expenses associated with 123 positions are 50% or more funded in the District's Capital Budget and/or JPB's and TA's Operating and Capital Budgets.
- (b) Part-time operators not to exceed 17 percent of the total number of operators, including part-time operators, in accordance with the current Collective Bargaining Agreement. Actual size of Operator workforce varies within range, limited by the amount of wages and benefits in the budget (271) approved by the Board.
- (c) Wages established in accordance with the Collective Bargaining Agreements with the Amalgamated Transit Union, Local 1574 (ATU1 - Bus Operators and Maintenance Employee Unit and ATU2 – Customer Service Unit) and the International Brotherhood of Teamsters, Local 856 (IBT1 – Bus Transportation Supervisory Unit and IBT2 – Bus Contracts Inspector Unit).

**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 the Committee recommend approval to decrease the Employer Paid Member Contribution (EPMC) made by the District to the California Public Employees' Retirement System (CalPERS) on behalf of represented and administrative (non-represented) employees from five percent to three percent, effective July 1, 2012.

**SIGNIFICANCE**

This additional two percent reduction of the Employer Paid Member Contribution is the second installment in a series of EPMC reductions designed to enhance the District's fiscal sustainability starting July 1. The District will withhold four percent from the wages of all represented and administrative (full-time and part-time) employees and will pay that amount to CalPERS.

**BUDGET IMPACT**

Anticipated savings are included in the Fiscal Year 2013 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 reduction in the EMPC will be applied to the administrative employees.

Prepared by: Juliet Nogales-DeGuzman, Manager, Personnel Operations

650-508-6236

**RESOLUTION FOR EPMC**

**RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS**

WHEREAS, the governing body of the San Mateo County Transit District has the 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 miscellaneous employees.
- This benefit shall consist of paying 3.0% as EPMC.
- The effective date of this Resolution shall be July 01, 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

\_\_\_\_\_  
(Name of Official)

\_\_\_\_\_  
(Title of Official)

\_\_\_\_\_  
(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 FILING CLAIMS TO RECEIVE AN ALLOCATION OF \$707,048 OF STATE TRANSIT ASSISTANCE FUNDS THROUGH THE LIFELINE TRANSPORTATION PROGRAM**

**ACTION**

Staff proposes the Committee recommend the Board authorize the General Manager/CEO, or his designee, to accept a recommended award of funding and file claims to receive State Transit Assistance (STA) funds, in a total amount of \$707,048, through the Lifeline Transportation Program (LTP) to help fund the continuation of expanded fixed-route service on Route 17 and for SamCoast demand responsive service for Fiscal Years (FY) 2013 - 2015.

**SIGNIFICANCE**

City/County Association of Governments (C/CAG) staff is recommending that STA funds from the LTP in San Mateo County be awarded for the continuation of expanded fixed route service on Route 17 and SamCoast demand responsive service. Both services operate on the coastside of San Mateo County, and LTP funds have been awarded because of the relatively high number of people with low incomes who use these services. The following is a listing of the District's LTP projects and the total amount of funding C/CAG is allocating from FY2013-15 to support them:

<b><u>Project</u></b>	<b><u>Awarded Funds</u></b>	<b><u>Project Cost</u></b>
Continuation of Expanded Route 17 Fixed-Route Service	\$407,048	\$768,380
SamCoast Demand -Responsive Service	\$300,000	\$747,220
	\$707,048	\$1,515,600

**BUDGET IMPACT**

The total cost for both services is projected to be \$1,515,600 over the next three fiscal years. The STA funds and local match in this action are included in the FY2013 Operating Budget, and will be included as part of the FY2014 and FY2015 Operating Budget deliberations.

## **BACKGROUND**

Expanded fixed-route transit service on Route 17, which operates on the coastside of San Mateo County, was initiated on July 1, 2008 as a result of receiving LTP funding. The route has received LTP funding every year since that time. SamCoast offers general public demand response service on the coastside, centered around the town of Pescadero. This will be the first allocation of LTP funding to SamCoast.

The LTP was established by the Metropolitan Transportation Commission to fund both operating and capital projects that result in improved mobility for low-income residents in the San Francisco Bay Area. The program is administered by the congestion management agencies in each county. In San Mateo County, the program is administered by C/CAG. Projects may be funded for a period of up to three years. The District has previously received LTP funding for expanded service on Route 17, Route 280, and for bus stop improvements in prior LTP funding cycles.

Prepared by: Rebecca Arthur, Senior Grants Analyst

650-508-6368



**RESOLUTION NO. 2012 –**

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

**\*\*\***

**AUTHORIZING THE FILING OF CLAIMS TO RECEIVE AN ALLOCATION OF  
\$707,048 OF STATE TRANSIT ASSISTANCE FUNDS THROUGH THE  
LIFELINE TRANSPORTATION PROGRAM**

**WHEREAS**, the Lifeline Transportation Program (LTP) was established by the Metropolitan Transportation Commission (MTC) to fund operating and capital projects that result in improved mobility for low-income residents in the San Francisco Bay Area; and

**WHEREAS**, the City/County Association of Governments (C/CAG) is responsible for the administration of the LTP in San Mateo County; and

**WHEREAS**, the MTC has programmed State Transit Assistance (STA) funds to the LTP, to improve mobility for people with lower incomes; and

**WHEREAS**, C/CAG has recommended award of STA funds, in a total amount of \$707,048, through the LTP to help fund the continuation of expanded coastside fixed-route service on Route 17 and for SamCoast demand responsive service for Fiscal Years (FY) 2013 – 2015.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the San Mateo County Transit District hereby authorizes the General Manager/CEO, or his designee, to take the following actions:

1. File a claim to receive a total of \$707,048 in STA funds to help fund the continuation of expanded fixed route service on Route 17 and for SamCoast demand responsive service for FY2013 – FY2015;
2. To take such further actions as may be necessary to give effect to this resolution.

Regularly passed and adopted this 13th day of June 2012, 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

SUBJECT: **AUTHORIZE ENTERING INTO MEMORANDA OF UNDERSTANDING,  
FILE CLAIMS AND PASS THROUGH FUNDS TO LIFELINE  
TRANSPORTATION PROJECT SPONSORS IN SAN MATEO COUNTY**

**ACTION**

Staff proposes the Committee recommend the Board authorize the General Manager/CEO, or his designee, to take the following actions:

- 1) Enter into Memoranda of Understanding (MOU) with four project sponsors to pass through funding to implement four Lifeline Transportation Program (LTP) projects in San Mateo County.
- 2) File claims to receive and disburse a total of \$918,506 in State Transit Assistance (STA) funds for the four LTP pass-through projects.

**SIGNIFICANCE**

The City/County Association of Governments (C/CAG) is requesting the District to file claims and pass through STA funds that have been programmed for the following LTP projects:

<b>Project Sponsor</b>	<b>Project</b>	<b>STA Amount</b>
San Mateo County Human Services Agency	Bus Pass/Ticket Program	\$300,000
City of Menlo Park	Menlo Park Mid-Day Shuttle	\$204,253
City of Redwood City	Climate Best Express On-Demand Shuttle	\$204,253
City of South San Francisco – Community Learning Center	Transit Training Program	\$210,000
<b>Total</b>		<b>\$918,506</b>

C/CAG has requested the San Mateo County Transit District (District) pass through STA funds to the LTP project sponsors, as the District is the only eligible recipient of these funds in San Mateo County. The execution of the MOUs with the LTP project sponsors listed above will allow for the pass through of the LTP funds. Compensation for District administrative costs, in the amount of \$6,000 for each project, is included in the LTP project budgets.

**BUDGET IMPACT**

The STA funds in this action are included in the Fiscal Year (FY) 2013 Operating Budget, and will be included as part of the FY2014 and FY2015 Operating Budget deliberations.

**BACKGROUND**

The LTP was established by the Metropolitan Transportation Commission to fund both operating and capital projects that result in improved mobility for low-income residents in the San Francisco Bay Area. The program is administered by the congestion management agencies in each county. In San Mateo County, the program is administered by C/CAG. The District has previously entered into MOUs and filed funding applications to disburse funding for San Mateo County LTP project sponsors in prior LTP funding cycles. The District will deduct \$6,000 from each project's STA funds (\$24,000 total) to cover the District's administrative costs.

Prepared by: Rebecca Arthur, Senior Grants Analyst

650-508-6368

**RESOLUTION NO. 2012 –**

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

**\*\*\***

**AUTHORIZING EXECUTION OF MEMORANDA OF UNDERSTANDING, FILING  
APPLICATIONS AND PASSING THROUGH FUNDS TO LIFELINE  
TRANSPORTATION PROJECT SPONSORS IN SAN MATEO COUNTY**

**WHEREAS**, the Lifeline Transportation Program (LTP) was established by the Metropolitan Transportation Commission to fund operating and capital projects that result in improved mobility for low-income residents in the San Francisco Bay Area; and

**WHEREAS**, the City/County Association of Governments (C/CAG) is responsible for the administration of the LTP in San Mateo County; and

**WHEREAS**, the MTC has programmed State Transit Assistance (STA) funds to the LTP to improve mobility for people with lower incomes; and

**WHEREAS**, the San Mateo County Human Services Agency, the City of Menlo Park, the City of Redwood City, and the City of South San Francisco's Community Learning Center applied to C/CAG for funding under the LTP in San Mateo county and were programmed STA funds; and

**WHEREAS**, C/CAG has requested that the San Mateo County Transit District (District), as the only eligible recipient of LTP funds in San Mateo County, file applications on behalf of the respective project sponsors and pass through \$918,506 in STA funds, less \$6,000 per project for District administrative costs, to facilitate the implementation of the LTP projects.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the San Mateo County Transit District hereby authorizes the General Manager/CEO, or his designee, to take the following actions:

1. Enter into Memoranda of Understanding with the above mentioned four project sponsors to pass through funding to implement four LTP projects in San Mateo County.
2. File claims to receive a total of \$918,506 in STA funds for the four LTP pass-through projects, disburse the funds and retain administrative costs.
3. To take such further actions as may be necessary to give effect to this resolution.

Regularly passed and adopted this 13th day of June 2012, 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

C.H. (Chuck) Harvey  
Deputy CEO

SUBJECT: **AUTHORIZE A MEMORANDUM OF UNDERSTANDING, FILE CLAIMS AND PASS THROUGH FUNDS TO THE CENTER FOR INDEPENDENCE OF INDIVIDUALS WITH DISABILITIES OF SAN MATEO COUNTY**

**ACTION**

Staff proposes the Committee recommend the Board authorize the General Manager/CEO, or his designee, to take the following actions:

- 1) Enter into a Memorandum of Understanding (MOU) and take any other steps necessary to provide funds of up to \$75,000 for the Center for Independence of Individuals with Disabilities of San Mateo County (CID) to provide administrative assistance to the Paratransit Coordinating Council of San Mateo County (PCC).
- 2) File claims to receive a total of \$69,000 in Transportation Development Act (TDA) funds each year for this purpose and disburse these funds to CID.

**SIGNIFICANCE**

The San Mateo County Transit District (District) requires the services of the non-profit agency, CID, to provide administrative services to the PCC.

**BUDGET IMPACT**

The funds for this action are included in the Fiscal Year (FY) 2013 Operating Budget.

**BACKGROUND**

The PCC was created in the late 1970s at the direction of the Metropolitan Transportation Commission to coordinate paratransit services, and distribution of funding therefor, in San Mateo County. Staff and consultants of the County of San Mateo's Aging and Adult Services historically have provided administrative services to the PCC using Transportation Development Act Local Transportation Funds passed through the District to cover consultant costs. The County recently declined to continue to administer the PCC after June 30, 2012. District and County Staff, along with the PCC Executive Committee, have identified CID as the entity best positioned to fill this role. The CID has agreed to take on responsibility for administering the

PCC, itself and/or through consultants, initially by assuming the County's agreement with its current PCC consultant, Nelson\Nygaard. The services involved include, but are not limited to: preparing and publishing/distributing monthly PCC meeting agenda packets; attending and providing technical assistance for meetings of the PCC and its committees and subcommittees; attending meetings of and with other PCCs in the Bay Area; making presentations to increase public awareness of the PCC; assisting with paratransit consumer complaints; maintaining the PCC website and publishing its newsletter; and assisting in the recruitment and retention of members of the PCC Consumer Corps Program, which is composed of selected paratransit riders who anonymously report on their experiences to the PCC.

Prepared by: Rebecca Arthur, Senior Grants Analyst 650-508-6368  
Project Manager: Bill Welch, Manager, Accessible Transit Services 650-508-6475

**RESOLUTION NO. 2012 –**

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

**\*\*\***

**AUTHORIZING A MEMORANDUM OF UNDERSTANDING, THE FILING OF  
CLAIMS AND THE PASSING THROUGH OF FUNDS TO THE CENTER FOR  
INDEPENDENCE OF INDIVIDUALS WITH DISABILITIES OF  
SAN MATEO COUNTY FOR ADMINISTRATION OF THE PARATRANSIT  
COORDINATING COUNCIL**

**WHEREAS**, as the provider of public transportation bus service in San Mateo County, the San Mateo County Transit District (District) is required by the Metropolitan Transportation Commission (MTC) to participate in a County-wide Paratransit Coordinating Council (PCC) in order to receive funds for paratransit services; and

**WHEREAS**, the County of San Mateo historically has administered the PCC, but has declined to continue to bear such responsibility after June 30, 2012; and

**WHEREAS**, the District, the Center for Independence of Individuals with Disabilities of San Mateo County (CID) and the PCC have agreed that the CID, using CID staff and/or consultant resources, will assume responsibility for such administration as of July 1, 2012; and

**WHEREAS**, the District is a qualified recipient of Local Transportation Funds made available in Article 4.5 of the Transportation Development Act (codified at Public Utilities Code section 99200 et seq.); and

**WHEREAS**, the District commits a portion of such funds each year to support the administration of the PCC; and

**WHEREAS**, the District desires to assist CID administration of the PCC by providing funding in the amount of up to \$75,000 per year; and



**WHEREAS**, the District and the CID desire to enter into a formal Memorandum of Understanding pursuant to which the aforementioned funds for administration of the PCC will be transferred from the District to the CID, and to clarify the roles and responsibilities of the District, the CID and the PCC.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the San Mateo County Transit District hereby authorizes the General Manager/CEO, or his designee, to take the following actions:

1. Enter into an MOU with the CID to provide funding of up to \$75,000 for administration of the PCC.
2. File claims to receive a total of \$69,000 in Transportation Development Act (TDA) funds each year for this purpose and to disburse these funds to CID.
3. Take such further actions as may be necessary to give effect to this resolution.

Regularly passed and adopted this 13th day of June 2012, 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

SUBJECT: **AUTHORIZE ENTERING INTO A FUNDING AGREEMENT WITH  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO  
COUNTY TO RECEIVE MEASURE M FUNDS**

**ACTION**

Staff proposes the Committee recommend the Board authorize the General Manager/CEO, or his designee, to enter into a funding agreement with the City/County Association of Governments of San Mateo County (C/CAG) to receive Measure M funds to help support paratransit services in Fiscal Years (FY) 2012 and 2013.

**SIGNIFICANCE**

San Mateo County Transit District (District) is the agency designated by C/CAG to receive Measure M funds to support countywide transit operations and senior transportation programs. Proceeds for the Measure M funds come from an additional \$10 Vehicle Registration Fee (VRF) approved by the voters in November 2010. Execution of the funding agreement with C/CAG will allow the District to accept and use these funds for SamTrans paratransit services, including costs associated with the Senior Mobility Program, which is consistent with the Measure M program.

**BUDGET IMPACT**

Each of the FY2012 and FY2013 Operating Budgets has included Measure M funds to cover costs related to paratransit services. The receipt of these funds is consistent with the budgets.

**BACKGROUND**

The San Mateo County voters approved Measure M on November 2, 2010, which imposed an additional \$10 VRF on each motor vehicle registered within the county, effective May 2011 and continuing for a period of 25 years. C/CAG is authorized to use the proceeds collected for transportation-related congestion and pollution mitigation programs and projects. In March 2011, C/CAG approved an implementation plan that would allocate 22 percent of the net revenues collected, or approximately \$1.4 million annually, for countywide transit operations and senior transportation programs, and the District is the designated agency to receive the funds for these purposes.

Prepared by: April Chan, Director, Budgets and Grants

650-508-6228

**RESOLUTION NO. 2012 –**

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

\* \* \*

**AUTHORIZING ENTERING INTO A FUNDING AGREEMENT WITH  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF  
SAN MATEO COUNTY TO RECEIVE MEASURE M FUNDS**

**WHEREAS**, the San Mateo County voters approved Measure M on November 2, 2010, which imposed an additional \$10 Vehicle Registration Fee (VRF) on each motor vehicle registered within the county, effective May 2011 and continuing for a period of 25 years; and

**WHEREAS**, the City/County Association of Governments of San Mateo County (C/CAG) is authorized to use the proceeds collected from Measure M for transportation-related congestion and pollution mitigation programs and projects; and

**WHEREAS**, on March 2011, C/CAG approved an implementation plan that would allocate 22 percent of the net revenues collected, or approximately \$1.4 million annually, for countywide transit operations and senior transportation programs and the San Mateo County Transit District (District) is the designated agency to receive the funds for these purposes; and

**WHEREAS**, the District proposes to use the Measure M funding to support its paratransit service program, which is consistent with the purpose of the Measure M program; and

**WHEREAS**, the General Manager/CEO recommends and the Finance Committee concurs that the District enter into a funding agreement with C/CAG to receive Measure M funds in Fiscal Years (FY) 2012 and 2013 to help support its paratransit services, including costs associated with the Senior Mobility Program.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District authorizes the General Manager/CEO, or his designee, to execute a funding agreement with C/CAG to receive and use Measure M funding for SamTrans paratransit services, including costs associated with the Senior Mobility Program in FY2012 and FY2013.

Regularly passed and adopted this 13<sup>th</sup> day of June 2012, 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

SUBJECT: **AUTHORIZE AMENDMENT TO EXTEND THE CONTRACT WITH  
WELLS FARGO INSURANCE SERVICES, USA, INC. FOR INSURANCE  
BROKER SERVICES**

**ACTION**

Staff proposes the Committee recommend the Board authorize the General Manager/CEO or his designee to execute the fourth amendment to the agreement with Wells Fargo Insurance Services, USA, Inc. (Wells Fargo Insurance) for insurance broker services, to extend the agreement on a month-to-month basis for up to one additional year at a cost of up to \$71,480, effective July 1, 2012.

**SIGNIFICANCE**

Approval of the above actions will provide staff time to conclude the Request for Proposals (RFP) process for procurement of insurance broker services with a new scope of work while Wells Fargo Insurance continues to provide the San Mateo County Transit District (District) with these services.

**BUDGET IMPACT**

Funds for these services will be available under the proposed Fiscal Year 2013 Operating Budget.

**BACKGROUND**

Pursuant to Resolution 2005-25, the Board awarded a five-year contract to Technology Insurance Services, Inc. (TIS) to provide insurance broker services to the District. The contract was amended to assign and transfer the agreement from TIS to ABD Insurance and Financial Services, Inc. (ABD) when ABD acquired TIS, and again to memorialize ABD's name change to Wells Fargo Insurance Services, USA, Inc. and to extend the contract term for one additional year so that the contract would terminate at the same time as the insurance broker services contract for the Peninsula Corridor Joint Powers Board. Pursuant to Resolution 2011-21, the Board authorized a third amendment to extend the contract for an additional one-year term due to staff reorganizations that caused delays in issuing a Request for Proposals (RFP).

The re-solicitation of insurance broker services was further delayed and additional time was required to develop the revised scope of services and issue the RFP. Staff advertised the RFP for these services and issued it on May 15, 2012.

Wells Fargo Insurance has agreed to hold the current rates for services, prorated on a month-to-month basis during the contract extension.

Contract Officer: Adwoa Oni

650-508-6411

Project Manager: Dave Triolo, Acting Director, Risk Management

650-508-6237

**RESOLUTION NO. 2012 -**

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

\* \* \*

**AUTHORIZING AMENDMENT TO THE CONTRACT WITH WELLS FARGO  
INSURANCE USA, INC. FOR INSURANCE BROKER SERVICES TO EXTEND THE  
AGREEMENT ON A MONTH-TO-MONTH BASIS FOR UP TO ONE YEAR AT A  
COST OF UP TO \$71,480**

**WHEREAS**, pursuant to Resolution 2005-25, the Board of Directors of the San Mateo County Transit District (District) awarded a contract to provide insurance broker services to Technology Insurance Services, Inc. (TIS) of Redwood City, California for a five-year term (Agreement); and

**WHEREAS**, the Agreement was amended to transfer and assign the Agreement to ABD Insurance and Financial Services, Inc. (ABD) when ABD acquired TIS; and

**WHEREAS**, the Agreement was further amended to memorialize ABD's name change to Wells Fargo Insurance Services, USA, Inc. (Wells Fargo Insurance) of San Carlos, California and to extend the Agreement for one-year so that it would be coterminous with the Peninsula Corridor Joint Powers Board's (JPB) Agreement for insurance broker services; and

**WHEREAS**, pursuant to Resolution 2011-21, the Board authorized extension of the Agreement for an additional one-year term; and

**WHEREAS**, staff proposes to further extend the Agreement for up to one additional year, on a month-to-month basis, to allow the District time to complete the Request for Proposals process currently underway for re-solicitation of insurance broker services with a new scope of services; and

**WHEREAS**, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board authorize the amendment to the Agreement with Wells Fargo Insurance to extend the contract term on a month-to-month basis up to June 30, 2013 at an estimated cost of up to \$71,480.

**NOW, THEREFORE, BET IT RESOLVED** that the Board of Directors of the San Mateo County Transit District authorizes the General Manager/CEO, or designee, to execute an amendment to the Agreement with Wells Fargo Insurance, in a form approved by Legal Counsel, to extend the contract term on a month-to-month basis for up to one year at a cost of up to \$71,480, effective July 1, 2012.

Regularly passed and adopted this 13<sup>th</sup> day of June, 2012, 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

C. H. (Chuck) Harvey  
Deputy CEO

SUBJECT: **AUTHORIZE CONTRACT AMENDMENTS TO THE AGREEMENT  
WITH WIPRO, INC. FOR PEOPLESFT SYSTEM INTEGRATION  
SERVICES**

**ACTION**

Staff proposes the Committee recommend the Board:

1. Authorize the General Manager/CEO or designee to exercise Option 1, Phase 2b of the contract for PeopleSoft System integration services with Wipro, Inc. (Wipro) to test, train and deliver all PeopleSoft modules, along with a 90-day warranty, which increases the total cost of the optional services by \$571,067 to \$4,293,081.
2. Authorize the General Manager/CEO or designee to amend the contract to include hardware support services for the Business Optimization Project (BOP) in the amount of \$535,364.
3. Authorize the General Manager/CEO or designee to amend the contract to extend the term for the legacy application support and data cleansing services for one additional year in the estimated amount of \$212,520, effective July 21, 2012.

**SIGNIFICANCE**

Pursuant to Resolution 2011-02, the San Mateo County Transit District (District) entered into an agreement with Wipro to bring the District's business processes up to date and to leverage the latest in information technology, thereby initiating the BOP. The goals of the BOP are to: (1) incorporate advancements in technology and expand the use of PeopleSoft applications; (2) increase efficiencies by re-engineering business processes to move to industry best practices; and (3) strengthen financial controls. The contract also contains an as-yet unpriced option for hosting and support for the PeopleSoft application.

To date, Wipro has completed Phase 1 of the base contract to demonstrate prototypes of key business transactions in the PeopleSoft 9.1 applications. Wipro is in the middle of Phase 2a, the detailed design of the proposed solution, and has initiated the build activity. Once the build has been completed, it will be necessary to exercise Option 1, which provides for Phase 2b of the project to test, train, and deliver all modules and provide a 90-day warranty. Phase 2b implementation is scheduled for the first quarter of Fiscal Year (FY) 2013.

During Phase 2b of the project there is a need for hardware support services. Wipro will provide a data center, servers, operating systems, databases, backup and recovery systems, monitoring systems and tools for the project. These services are a small part of the unpriced option identified in Resolution 2011-02, and are estimated at \$535,364. The remainder of the unpriced option will be priced and referred to the Board for approval in December 2012.

At this time, it is also necessary to extend, for one additional year, the legacy application support and data cleansing services that expire on July 20, 2012. These services provide day-to-day analytical and technical support for the current PeopleSoft 8.4 modules and will be supplied at the same price as the original year of legacy support services.

### **BUDGET IMPACT**

The FY2013 Capital Budget proposes to include an additional \$4.1 million in funding that will fully fund the project at \$18.3 million. The \$18.3 million includes \$14.2 million in funding that was previously approved in FY2012 and prior year Capital Budgets. In addition, the FY2013 Operating Budget proposes to include \$0.54 million to provide funds to support hardware services for the project. The combination of funds from the Capital and the Operating Budgets, for a total of \$18.84 million, will be sufficient to fund the contract amendments discussed above, but exclude the remainder of the as-yet un-priced option for hosting and application support.

### **BACKGROUND**

In July 2011, Amendment No. 1 was executed, which added new legacy application support and data cleansing services to the contract for the period of one year, which increased the cost of the contract by \$212,520.

In March 2012, Amendment No. 2 was executed to restructure the phased implementation of the project to an “all-in-one” approach. The base contract was revised to include design and build services (Phase 2a), which resulted in a cost increase of \$297,861. The amount of the legacy application support and Phase 2a scope of services amendments were both within the General Manager/CEO’s change order authority.

The scope of the restructured Option 1, Phase 2b provides for testing services, increased scope in training services, organizational change management services, and delivery of all modules along with a 90-day warranty. This option, when exercised, will increase the total cost of the optional services by \$571,067 to \$4,293,081.

In April 2012, Wipro presented its proposal for hardware support services for the BOP, which will increase the cost of the contract by \$535,364. These services were presented in a proposal to the District and negotiated by staff. The pricing proposed for this hardware support is in line with the Wipro contract rates and has been determined to be fair and reasonable.

In summary, Amendment No. 3 to the contract will accomplish the following: exercise Option 1, Phase 2b; add hardware support services for the BOP; and extend the term for the legacy application support and data cleansing services. The aggregate cost of Amendment No. 3 is \$1,318,951. Inclusive of Amendments 1, 2 and 3, the total contract amount has increased from \$9,351,384 by \$1,829,332 to \$11,180,716.

Contract Officer: Brian Geiger  
Project Director: Karen Antion

650-508-7973  
650-622-8013

**RESOLUTION NO. 2012-**

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

**\* \* \***

**AUTHORIZING AMENDMENTS TO THE AGREEMENT WITH WIPRO, INC.  
FOR PEOPLESFT SYSTEM INTEGRATION SERVICES FOR A  
TOTAL COST OF \$1,318,951**

**WHEREAS**, the San Mateo County Transit District (District) pursuant to Resolution 2011-02, entered into an agreement with Wipro, Inc. (Agreement) to provide PeopleSoft system integration services, referred to as the Business Optimization Project (BOP), for \$9,351,384, inclusive of an as-yet unpriced option for hosting and application support of the PeopleSoft system; and

**WHEREAS**, in July 2011, Amendment No. 1 was executed, which added new legacy application support and data cleansing services in order to provide day-to-day analytical and technical support for the current PeopleSoft 8.4 modules for one year, and increased the cost of the Agreement by \$212,520; and

**WHEREAS**, in March 2012, Amendment No. 2 was executed, which restructured the phased implementation of the BOP to an “all-in-one” approach that revised the base contract to include design and build services, at a cost increase of \$297,861; and

**WHEREAS**, it is now necessary for the District to exercise Option 1 (Phase 2b) of the Agreement, which includes testing services, increased scope in the areas of training and organizational change management, and delivery of all modules along with a 90-day warranty, resulting in an increased cost of the optional services in the amount of \$571,067 for a total of \$4,293,081; and

**WHEREAS**, there is a need for Wipro to provide hardware support services as a part of the unpriced option identified in Resolution 2011-02 consisting of a data center, servers, operating systems, databases, backup and recovery systems, monitoring systems and tools for the BOP, which will increase the cost of the Agreement by \$535,364; and

**WHEREAS**, it is also necessary to extend, for one additional year the legacy application support and data cleansing services in the amount of \$212,520, which is the same price as the first year of legacy support that expires on July 20, 2012; and

**WHEREAS**, staff recommends and the Finance Committee concurs that the Agreement be amended to incorporate the aforementioned changes, which will increase the compensation to Wipro in the aggregate amount of \$1,318,951.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the District authorizes the General Manager/CEO, or his designee, to take the following actions:

1. To exercise Option 1 (Phase 2b) of the Agreement, which includes testing, training, and delivery services for all PeopleSoft system modules along with a 90-day warranty, resulting in an increased cost of the optional services in the amount of \$571,067;

2. To amend the Agreement to include hardware support services for the BOP in the amount of \$535,364; and

3. To extend the term of the legacy application support and data cleansing services for one additional year in the amount of \$212,520, effective July 21, 2012.

Regularly passed and adopted this 13th day of June, 2012 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

SUBJECT: **AUTHORIZE EXECUTING CONTRACTS OVER \$100,000 FOR  
INFORMATION TECHNOLOGY LICENSE RENEWALS,  
MAINTENANCE SERVICES AND PROFESSIONAL SERVICES FOR  
FISCAL YEAR 2013 FOR AN AGGREGATE NOT-TO-EXCEED  
AMOUNT OF \$850,000**

**ACTION**

Staff proposes the Committee recommend the Board authorize the General Manager/CEO or his designee to enter into contracts for more than \$100,000 with original equipment manufacturers, product licensors and maintainers and their distributors or consultants, directly and without the utilization of cooperative purchasing agreements or competitive procurement, to procure recurring maintenance services and license renewals necessary to permit continued effective use and upkeep of the San Mateo County Transit District (District) owned computer and telecommunications hardware and software. Further, this authorization shall also include contracts for the provision of sole source professional services necessary to expand or modify previously competitively procured proprietary software when an original provider is the only source of such services. Expenditures with manufacturers, vendors and consultants under this authority will not exceed the budgeted amount of \$850,000 throughout Fiscal Year (FY) 2013.

**SIGNIFICANCE**

Delegation of this contract approval authority will allow the District to pay for recurring maintenance services, additional licenses, license renewal fees and professional services for proprietary software in excess of \$100,000 without bringing actions individually before the Board for approval. This delegation would not eliminate the requirement that all other procurement policies and procedures be followed with respect to these actions.

Recurring support and license agreements are, by their nature, repetitive and routine, and are required to ensure continued and effective operation of information technology assets owned by the District. The sole source purchase of additional modules to existing software or professional services to modify existing proprietary software will allow the District's changing business needs to be met in a timely manner.

Delegating this authority supports the District's ability to continue needed operations and services while reducing the time and resources otherwise required to obtain individual approval of recurring maintenance and license renewals.

### **BUDGET IMPACT**

Funds for these purchases are programmed in FY2013 Capital and Operating Budgets.

### **BACKGROUND**

Software and hardware are typically sold with licenses and maintenance agreements that require periodic renewal. Failing to renew maintenance support means loss of software updates, problems obtaining resolution assistance, and repair services typically needed to keep a product in good operating order. In some cases, the product may not be legally used if a maintenance and license renewal has not been made.

It is not always possible to find cooperative purchasing agreements with contracts for the necessary maintenance support and license renewals. This is particularly true for transit industry-specific information technology products. The types of licensing and maintenance agreements contemplated are generally unobtainable under any other method because they are proprietary in nature to the manufacturers of the software. Similarly, many manufacturers do not allow third parties access to source code or to provide services. As a result, professional services to upgrade, modify, or add to existing software must be performed by the original manufacturer.

District assets requiring payment of recurring annual or multi-year maintenance services support and license fees in excess of \$100,000 that may need to be accommodated in FY2013 outside of cooperative purchase agreements or other pre-existing contracts include, but are not necessarily limited to:

- Oracle PeopleSoft ERP (Finance, Budget, HR management system) and Database
- Xerox (formerly ACS OrbCAD) vehicle location and communication system
- Microsoft applications
- GFI – Farebox
- Hastus (scheduling and crew management software)

Issuance of contracts for maintenance and continued operation of assets like these will need to be brought individually before the Board for approval, unless authority is delegated to the General Manager/CEO or his designee.

Prepared by: David Verderosa, Director, Information Technology

650-508-7954

**RESOLUTION NO. 2012 -**

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

**\*\*\***

**AUTHORIZING EXECUTION OF CONTRACTS FOR INFORMATION  
TECHNOLOGY LICENSES, MAINTENANCE SERVICES AND PROFESSIONAL  
SERVICES FOR AN AGGREGATE NOT-TO-EXCEED AMOUNT OF \$850,000 FOR  
FISCAL YEAR 2013**

**WHEREAS**, the San Mateo County Transit District (District) will require continuing product support and licenses for computer and telecommunications hardware and software throughout Fiscal Year (FY) 2013, to permit the continued effective use and upkeep of information technology assets owned by the District; and

**WHEREAS**, maintenance support and software license agreements for the information technology assets in use are, by their nature, repetitive and routine; and

**WHEREAS**, the District will also require professional services necessary to expand or modify previously competitively procured proprietary software when an original provider is the only source of such services; and

**WHEREAS**, the General Manager/CEO recommends, and the Finance Committee concurs, that the General Manager/CEO or his designee be authorized to execute contracts that exceed \$100,000 with original equipment manufacturers, product licensors, and their authorized distributors and consultants pursuant to the District's statutory procurement authority and policy, up to an aggregate, not-to-exceed amount of \$850,000.

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

1. Authorizes the procurement of product support and annual or multi-year license renewal agreements for information technology assets owned by the District for FY2013,

pursuant to the District's statutory procurement authority and policy, in an aggregate not-to-exceed amount of \$850,000 for FY2013; and

2. Authorizes the General Manager/CEO or his designee to enter into contracts exceeding \$100,000 with original equipment manufacturers, product licensors, or their authorized distributors for recurring product support, additional licenses, and license renewals necessary to permit continued effective use and upkeep of District owned computer and telecommunications hardware and software; and

3. Authorizes the General Manager/CEO or his designee to enter into contracts orders exceeding \$100,000 with original equipment manufacturers, product licensors, or their authorized consultants for the provision of sole source professional services necessary to expand or modify previously competitively procured proprietary software when an original provider is the only source of such services; and

4. Authorizes the General Manager/CEO or his designee to execute all necessary purchase orders, contracts and other documents and to take such other actions as may be necessary to give effect to this resolution; and

5. Requests the General Manager/CEO to present a report to the Board of Directors on a quarterly basis advising of actions taken pursuant to the authority conferred by this resolution.

Regularly passed and adopted this 13<sup>th</sup> day of June, 2012 by the following vote:

AYES:

NOES:

ABSENT:

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

ATTEST:

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



**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

TO: Finance Committee

THROUGH Michael J. Scanlon  
General Manager/CEO

FROM: Gigi Harrington  
Deputy CEO

SUBJECT: **AUTHORIZE EXECUTING CONTRACTS FOR TECHNOLOGY  
RELATED PRODUCTS AND SERVICES TO VENDORS UNDER  
COOPERATIVE PURCHASING AGREEMENTS FOR FISCAL YEAR  
2013 FOR AN AGGREGATE NOT-TO-EXCEED AMOUNT OF \$900,000**

**ACTION**

Staff proposes the Committee recommend the Board authorize the General Manager/CEO or his designee to enter into contracts over \$100,000 with vendors under cooperative purchasing agreements as required, for the purchase, lease and/or rental of computer and telecommunications equipment and related services, digital reprographic equipment, hardware, software, licensing, installation and configuration of telecommunications equipment, maintenance agreements, and computer peripherals. Expenditures with vendors under these programs will not exceed the budgeted amount of \$900,000 throughout Fiscal Year (FY) 2013.

**SIGNIFICANCE**

Approval of this contracting authority will provide the San Mateo County Transit District (District) with a cost effective means to support its standardization policy and provide the latest technology and services through cooperative intergovernmental purchasing programs. Contracts issued under this authority will address the District's requirements for equipment, services, licensing, maintenance agreements, and programmed replacement of equipment that has reached the end of its useful life or has become unsuited for future needs.

**BUDGET IMPACT**

Funds for these purchases are programmed in FY2013 Capital and Operating Budgets.

## **BACKGROUND**

Given the rapidly changing technology of information system hardware, software and related services, the State of California, among other state agencies nationwide, has established agreements with vendors under various cooperative purchasing programs such as the California Multiple Award Schedule (CMAS), the State of California Strategic Sourcing Initiative (CSSI) and the Western States Contracting Alliance (WSCA), the California Integrated Information Network 2 (CALNET 2), the National Intergovernmental Purchasing Alliance Company (National IPA), the National Association of State Procurement Officials (NASPO), and the National Joint Powers Alliance (NJPA). Special Districts are given statutory permission to procure competitively priced goods and services arising out of these vendor agreements. The Federal Government's own General Services Administration (GSA) Schedules (also referred to as Multiple Award Schedules and Federal Supply Schedules) also will be utilized as allowable. By utilizing such cooperative purchasing programs, the District saves considerable time and expense associated with independent procurements which would be unlikely to yield more favorable pricing or service.

All vendors selected will hold valid agreements under the corresponding cooperative purchasing program. Contracts will be executed only with vendors whose contracts under a cooperative buying agreement were awarded under a cooperative buying agreement on a basis that complies with the District's statutory procurement authority and policy and will include the District's terms and conditions, as appropriate. Other cooperative purchasing consortia may be added to this program for acquisition of technology items during FY2013 but only to the extent each fully complies with the District's statutory procurement authority and policy.

Prepared by: David Verderosa, Director, Information Technology

650-508-7954

**RESOLUTION NO. 2012 -**

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

**\*\*\***

**AUTHORIZING EXECUTION OF CONTRACTS FOR TECHNOLOGY RELATED  
PRODUCTS AND SERVICES TO VENDORS UNDER COOPERATIVE PURCHASING  
PROGRAMS FOR AN AGGREGATE NOT-TO-EXCEED AMOUNT OF \$900,000 FOR  
FISCAL YEAR 2013**

**WHEREAS**, the San Mateo County Transit District (District) will require new personal computers, computer and telecommunications equipment and related services, digital reprographic equipment, software, hardware, licensing and maintenance agreements and computer peripherals throughout Fiscal Year (FY) 2013 to fulfill new technology requirements, to support the District's standardization policy and to replace technology equipment that has reached the end of its useful life; and

**WHEREAS**, in light of the need to standardize and purchase the latest technology in personal computers, telecommunications equipment, and other related equipment and services in the most cost-effective manner, the District has determined that a District-initiated sealed competitive bid process for the purchases described above is unlikely to be in the District's best interest; and

**WHEREAS**, the State of California and other cooperative purchasing consortiums including the California Multiple Award Schedule (CMAS), the State of California Strategic Source Initiative (CSSI), the National Intergovernmental Purchasing Alliance Company (National IPA), the National Joint Powers Alliance (NJPA), the National Association of State Procurement Officials (NASPO), the Western States Contracting Alliance (WSCA), the California Integrated Information Network 2 (CALNET 2) and the General Services Administration (GSA) have established programs in which the District can participate in order to procure favorably priced technology systems equipment and related services; and

**WHEREAS**, the General Manager/CEO recommends, and the Finance Committee (Committee) concurs, that the District can participate in the above mentioned programs, to the extent that such programs fully comply with the District's statutory procurement authority and policy, and that the District may add additional cooperative purchasing programs to this authorization for FY2013 to the extent that each additional individual program fully complies with the District's statutory procurement authority and policy; and

**WHEREAS**, the General Manager/CEO also recommends, and the Committee concurs, that the General Manager/CEO or his designee be authorized to enter into contracts that exceed \$100,000 with vendors under District-approved cooperative purchasing programs to meet its personal computer, telecommunications, and other related equipment and services requirements for FY2013, pursuant to the terms and conditions of each programs' vendor agreements, up to an aggregate, not-to-exceed amount of \$900,000.

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

1. Determines that a District-initiated competitive bidding process for each purchase, lease and/or rental of new personal computers, computer and telecommunications equipment and services, digital reprographic equipment, hardware, software, licensing and maintenance agreements, and computer peripherals is unlikely to be in the District's best interests; and

2. Authorizes the procurement of technology systems equipment and related services through District-approved cooperative purchasing programs, including CMAS, CSSI, WSCA, CALNET 2, National IPA, NJPA, NASPO, and GSA vendors to meet its technology equipment and services requirements for FY2013 pursuant to the terms and conditions of each vendor agreement and to the extent that each vendor agreement fully complies with the District's statutory procurement authority and policy; and

3. Authorizes the General Manager/CEO or his designee to utilize additional cooperative purchasing programs for FY2013 to the extent that each additional individual program fully complies with the District's statutory procurement authority and policy; and

4. Authorizes the General Manager/CEO or his designee to enter into contracts exceeding \$100,000 with vendors under the District-approved cooperative purchasing programs up to an aggregate, not-to-exceed, amount of \$900,000 for FY2013; and

5. Authorizes the General Manager/CEO or his designee to execute all necessary purchase orders and contracts to effectuate this resolution, including any agreements with the State of California or other agency program for administrative fees for processing these purchases; and

6. Requests the General Manager/CEO to present a report to the Board of Directors on a quarterly basis advising of actions taken pursuant to the authority conferred by this resolution.

Regularly passed and adopted this 13<sup>th</sup> day of June, 2012 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: AUTHORIZE REJECTION OF ALL BIDS FOR PROVISION OF DIESEL FUEL**

**ACTION**

Staff proposes the Committee recommend the Board reject all bids received pursuant to the Invitation for Bids (IFB) issued by the Contra Costa County Transit Authority (CCCTA) as lead agency for the Regional Transit Coordinating Council (RTCC) of which the District is a member.

**SIGNIFICANCE**

The services solicited would have provided the San Mateo County Transit District (District) with a new supplier for the provision of clear, ultra-low sulfur diesel (ULSD) fuel. However, upon review of the bids submitted, staff and Legal Counsel identified minor and major irregularities which rendered several bids non-responsive. As a result, staff has determined it is in the best interest of the District to reject all bids, which is permitted under the District's procurement policy and procedures, as well as applicable State law.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

In January 2012, CCCTA as lead agency for the RTCC issued an IFB for provision and delivery of ultra-low sulfur diesel fuel. As a member of the RTCC, the District participated in this solicitation, which would have provided an estimated three-year requirement of 5,064,000 gallons of clear, ULSD fuel for SamTrans. Participation in such intergovernmental purchasing programs offers the opportunity to save some of the time and expense associated with independent procurements while receiving competitive pricing that may benefit from economies of scale.

The District received seven bids:

<i>Project Manager's Estimate</i>	
1. SC Fuels, Orange, CA	\$15,583,447
2. Mansfield Oil Co., Gainesville, GA	\$17,174,050
3. Boyett Petroleum, Modesto, CA	\$17,189,748
4. Pinnacle Petroleum, Huntington Beach, CA	\$17,227,222
5. Hunt & Sons, Sacramento, CA	\$17,248,490
6. River City Petroleum, West Sacramento, CA	\$17,250,516
7. Golden Gate Petroleum, Martinez, CA	\$17,321,918
	\$17,417,628

The submitted bids contained irregularities including the use of incorrect OPIS indices, math errors, and exceptions to the IFB terms and conditions. Written exceptions submitted with bids are not allowed under sealed bid procedures and District procurement policy.

In order to satisfy the District's fuel requirements, the District will continue to use Pinnacle Petroleum, its incumbent contractor; the current pricing is comparable to the pricing offered by bidders in response to the IFB. The project manager is satisfied with Pinnacle's performance to date and staff anticipates that in December 2012 the District will exercise the first of two remaining one-year option terms.

Contract Officer: Luis F. Velásquez

650-622-8099

Project Manager: Detra Dillon, Bus Maintenance, Contract Administrator

650-508-6418



BOARD OF DIRECTORS 2012

JERRY DEAL, CHAIR  
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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, JUNE 13, 2012 – 2:40 p.m.**  
or immediately following previous Committee meeting

**ACTION**

1. Approval of Minutes of Legislative Committee Meeting of May 9, 2012

**INFORMATIONAL**

2. State and Federal Legislative Update

Committee Members: Shirley Harris, Karyl Matsumoto, Adrienne Tissier

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.



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

**MINUTES OF LEGISLATIVE COMMITTEE MEETING  
COMMITTEE OF THE WHOLE  
MAY 9, 2012**

Committee Members Present: S. Harris (Committee Chair), K. Matsumoto, A. Tissier

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

Staff Present: J. Ackemann, J. Cassman, G. Harrington, R. Haskin, M. Martinez, N. McKenna, D. Miller, M. Scanlon

Committee Chair Shirley Harris called the meeting to order at 3:40 p.m.

**Approval of Minutes of Legislative Committee Meeting of April 11, 2012**

The committee approved the minutes (Lloyd/Deal).

**Update on the State Legislative Program**

Director Government and Community Affairs Seamus Murphy said with the approval of the Memorandum of Understanding (MOU) for High Speed Rail (HSR) in the Bay Area and the new Business Plan, staff's focus has been on how much and for what purpose will HSR funding be appropriated in the budget. The most recent request from Governor Jerry Brown appropriates Proposition 1A HSR funds for the Central Valley only. One hundred percent of the separate Proposition 1A Connectivity Funding is appropriated to help fund some of the investments on the bookends that are identified in the MOU entered into by the Peninsula Corridor Joint Powers Board, regional agencies and the California High Speed Rail Authority (CHSRA). The connectivity funding is subject to California Transportation Commission (CTC) programming and the governor has said he would like to see a different project list programmed by the CTC. The previous list was vetoed a couple of times, first by Governor Arnold Schwarzenegger and last year by Governor Brown. Staff has submitted a request consistent with the MOU and substantially different from the previous list in that it directs more funding for Caltrain electrification and modernization. Staff is meeting with the CTC, Department of Finance and the CHSRA on May 10 to review the proposal. During various hearings on HSR appropriations some legislators have asked the governor to consider appropriating more Proposition 1A HSR funding for the bookends in addition to the funding for the Central Valley.

**Federal Update**

Mr. Murphy said the House passed a 90-day extension to allow them to meet in conference with the Senate to negotiate a final reauthorization bill. Staff is not optimistic we will have a reauthorization bill generated out of this process and more than likely will have another extension will be required until after the November election. The key issue is still the approval on the House side of the Keystone Oil Pipeline and also expanded oil drilling to finance some of the components of the transportation program. It is not likely they will have resolution on this

issue. The other complication is there is a bill on the Senate side that includes different policy provisions and a bill on the House side that has different provisions in different language on those same issues. In this case the House bill is a shell bill and there is not a corresponding House proposal from any of the proposals in the Senate version so it isn't clear how they can negotiate when only one side has taken a position on these issues.

**Adjourned:** 3:44 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**

State Budget

The Governor released his May Revision to the 2012-13 State Budget on May 14 and announced that the state's budget deficit has grown by \$6.5 billion due to lower than expected revenues and a federal court decision preventing the state from charging co-payments for Medi-Cal services.

The 2012-13 budget deficit now stands at \$15.7 billion. In addition to the income and sales tax measures that will appear on the November ballot, the Governor has proposed to address the additional shortfall through a combination of cuts to health and human services programs, loan repayment deferrals and increased fees. If voters do not pass the tax measures, an additional \$6.1 billion in cuts will be triggered that primarily affect public education funding.

The budget does not include any substantive impacts on public transportation programs or State Transit Assistance funding.

Caltrain Modernization/High-speed Rail

The Governor's budget request for the state's high-speed rail project includes nearly \$3.5 billion to match federal grant awards and begin construction of the project in the Central Valley. It also includes full appropriation of the remaining \$816 million in Proposition 1A connectivity funding. According to the Memorandum of Understanding (MOU) negotiated among Bay Area transportation agencies, \$106 million of these funds will be directed toward

Caltrain modernization to improve commuter rail service on the Peninsula and help prepare the Caltrain corridor to receive and accommodate high-speed rail.

The Governor's budget language requires the California Transportation Commission (CTC) to develop a new list of projects that will receive Proposition 1A connectivity funding and gives authority to the Department of Finance to oversee the appropriate distribution of these funds. It also requires that Proposition 1A funds requested for the Central Valley be allocated prior to the allocation of connectivity funds.

Caltrain staff worked with the Metropolitan Transportation Commission to submit requests to the CTC for the reprogramming of the Bay Area's connectivity funds in accordance with the MOU. Staff also met with CTC, Department of Finance and the California High Speed Rail Authority to ensure that the early investments called for in the Bay Area High Speed Rail MOU will be reflected in the CTC's new list of projects.

#### Legislation

Assembly Bill 1706, authored by Assemblymember Mike Eng (D-Monterey Park) would remedy outdated statutes regarding bus axle weight limits. The measure would temporarily exempt existing fleets from current state weight limits, set temporary weight limit provisions for procuring new buses and create a task force to prepare a study analyzing and making recommendations to the legislature on what state bus weight limits should be in the future. AB 1706 passed the Assembly by a vote of 64-8.

### **FEDERAL ISSUES**

#### Authorization

The Conference Committee charged with negotiating the reauthorization of surface transportation funding has been meeting consistently since mid-May and there are reports of progress. Both Democratic and Republican conferees have reported that it's possible they may agree to a longer-term bill than the two-year proposal passed by the Senate, although it remains unclear how a longer-term bill would be funded.

The inclusion of approval of the Keystone XL oil pipeline in the House reauthorization proposal continues to be a key point of disagreement. On May 16, U.S. Transportation Secretary Ray LaHood sent a letter to the Committee reiterating that the Administration would veto any bill that includes approval of the pipeline and outlining the Administration's priorities for transportation reauthorization generally.

Prepared By: Seamus Murphy, Government Affairs Manager

650.508.6388

**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<p><a href="#"><u>AB 41</u></a> <a href="#"><u>Hill D</u></a></p> <p>High-Speed Rail Authority: conflicts of interest: disqualification.</p>	<p>SENATE THIRD READING 5/1/2012 - Read second time. Ordered to third reading.</p>	<p>Existing provisions of the Political Reform Act of 1974 prohibit a public official at any level of state or local government from making, participating in making, or attempting to use his or her official position to influence a governmental decision in which he or she knows or has reason to know that he or she has a financial interest, as defined. Existing law also requires specified elected and appointed officers at the state and local levels of government to disclose specified financial interests by filing periodic statements of economic interests. Existing law further requires public officials who hold specified offices and who have a financial interest in a decision within the meaning of the Political Reform Act of 1974 to publicly identify the financial interest giving rise to the conflict of interest or potential conflict of interest, recuse themselves from discussing and voting on the matter, and leave the room until after the discussion, vote, and other disposition of the matter is concluded, except as specified.</p> <p>This bill would add members of the High-Speed Rail Authority to those specified officers who must publicly identify a financial interest giving rise to a conflict of interest or potential conflict of interest, and recuse themselves accordingly. <b>Last amended on 4/30/2012</b></p>	
<p><a href="#"><u>AB 57</u></a> <a href="#"><u>Beall D</u></a></p> <p>Metropolitan Transportation Commission.</p>	<p>SENATE T. &amp; H. 3/5/2012</p>	<p>The Metropolitan Transportation Commission Act creates the Metropolitan Transportation Commission as a regional agency in the 9-county San Francisco Bay Area with comprehensive regional transportation planning and other related responsibilities. Existing law requires the commission to consist of 19 members, including 2 members each from the Counties of Alameda and Santa Clara, and one member appointed by the San Francisco Bay Conservation and Development Commission, and establishes a 4-year term of office for members of the commission.</p> <p>This bill would, instead, require the commission to consist of 21 members, including one member appointed by the Mayor of the City of Oakland and one member appointed by the Mayor of the City of San Jose. The bill would require the initial term of those 2 members to end in February 2015. The bill would prohibit more than 3 members of the commission from being residents of the same county, as specified. The bill would require the member from the San Francisco Bay Conservation and Development Commission to be a member of that commission, a resident of San Francisco, and to be approved by the Mayor of San Francisco. By imposing new requirements on a local agency, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. <b>Last amended on 3/5/2012</b></p>	
<p><a href="#"><u>AB 441</u></a> <a href="#"><u>Monning D</u></a></p> <p>State planning.</p>	<p>SENATE T. &amp; H. 6/1/2012 - Author's amendments.</p>	<p>Existing law requires certain transportation planning activities by the Department of Transportation and by designated regional transportation planning agencies, including development of a regional transportation plan. Existing law authorizes the California Transportation Commission, in cooperation with regional agencies, to prescribe study areas for analysis and evaluation and guidelines for the preparation of a regional transportation plan.</p> <p>This bill would require that the commission, by no later than 2014, include voluntary health and health equity factors, strategies, goals, and objectives in the guidelines promulgated by the commission for the preparation of regional transportation plans. <b>Last amended on 1/23/2012</b></p>	

**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<a href="#">AB 492</a> <a href="#">Galgiani D</a>  High-Speed Rail Authority.	SENATE RLS. 6/27/2011	<p>Existing law creates the High-Speed Rail Authority with specified powers and duties relating to the development and implementation of an intercity high-speed rail system. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, authorizes \$9.95 billion in general obligation bonds for high-speed rail development and other related purposes.</p> <p>This bill would require the authority to consider, to the extent permitted by federal and state law, the creation of jobs and participation by small business enterprises in California when awarding major contracts or purchasing high-speed trains. The bill would require the authority to appoint a small business enterprise advisory committee. <b>Last amended on 6/27/2011</b></p>	
<a href="#">AB 819</a> <a href="#">Wieckowski D</a>  Bikeways.	SENATE T. & H. 6/1/2012 - In committee: Hearing postponed by committee.	<p>Existing law requires the Department of Transportation, in cooperation with county and city governments, to establish minimum safety design criteria for the planning and construction of bikeways, and authorizes cities, counties, and local agencies to establish bikeways. Existing law requires all city, county, regional, and other local agencies responsible for the development or operation of bikeways or roadways where bicycle travel is permitted to utilize all minimum safety design criteria and uniform specifications and symbols for signs, markers, and traffic control devices established pursuant to specified provisions of existing law.</p> <p>This bill would require the department to establish procedures for cities, counties, and local agencies to be granted exceptions from the requirement to use those criteria and specifications for purposes of research, experimentation, testing, evaluation, or verification. <b>Last amended on 5/8/2012</b></p>	
<a href="#">AB 890</a> <a href="#">Olsen R</a>  Environment: CEQA exemption: roadway improvement.	SENATE E.Q. 2/16/2012 - Referred to Com. on E.Q.	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment.</p> <p>This bill would, until January 1, 2026, exempt a project or an activity to repair, maintain, or make minor alterations to an existing roadway if the project or activity is initiated by a city or county to improve public safety, does not cross a waterway, and involves negligible or no expansion of existing use. <b>Last amended on 1/13/2012</b></p>	
<a href="#">AB 1126</a> <a href="#">Calderon,</a> <a href="#">Charles D</a>  Transaction and use tax: rate.	SENATE G. & F. 2/2/2012 - Referred to Com. on GOV. & F.	<p>The Transaction and Use Tax Law authorizes a district to impose a transactions tax for the privilege of selling tangible personal property at retail upon every retailer in the district at a rate of 1/4 of 1%, or a multiple thereof, of the gross receipts of the retailer from the sale of all tangible personal property sold by that person at retail in the district. That law also requires that a use tax portion of a transaction and use tax ordinance be adopted to impose a complementary tax upon the storage, use, or other consumption in the district of tangible personal property purchased from any retailer for storage, use, or other consumption in the district at a rate of 1/4 of 1%, or a multiple thereof, of the sales price of the property whose storage, use, or other consumption is subject to the tax, as prescribed.</p> <p>This bill would decrease those rates to 1/8 of 1%. <b>Last amended on 1/4/2012</b></p>	

**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1191</a> <a href="#">Huber D</a></p> <p>Local government finance.</p>	<p>SENATE G. &amp; F. 2/16/2012 - Referred to Com. on GOV. &amp; F.</p>	<p>Existing law requires the county auditor, in each fiscal year, to allocate property tax revenue to local jurisdictions in accordance with specified formulas and procedures, and generally requires that each jurisdiction be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined. Existing property tax law also reduces the amounts of ad valorem property tax revenue that would otherwise be annually allocated to the county, cities, and special districts pursuant to these general allocation requirements by requiring, for purposes of determining property tax revenue allocations in each county for the 1992-93 and 1993-94 fiscal years, that the amounts of property tax revenue deemed allocated in the prior fiscal year to the county, cities, and special districts be reduced in accordance with certain formulas. Existing law requires that the revenues not allocated to the county, cities, and special districts as a result of these reductions be transferred to the Educational Revenue Augmentation Fund in that county for allocation to school districts, community college districts, and the county office of education.</p> <p>This bill would, for the 2012-13 fiscal year and for each fiscal year thereafter, if there is not enough ad valorem property tax revenue that is otherwise required to be allocated to a county Educational Revenue Augmentation Fund for the county auditor to complete the decreases required during the fiscal adjustment period, require the county auditor to calculate an amount, as specified, and to submit a claim to the Controller for that amount. This bill would require the Controller, upon appropriation by the Legislature, to deposit the amount of the claim into the Sales and Use Tax Compensation Fund, and would require the county auditor to allocate that amount among the county and to each city in the county. This bill contains other related provisions and other existing laws. <b>Last amended on 1/23/2012</b></p>	

## San Mateo County Transit District State Legislative Matrix 6/4/2012

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1532</a> <a href="#">John A. Pérez D</a></p> <p>California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Account.</p>	<p>SENATE RLS. 5/29/2012 - In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020, and to adopt rules and regulations in an open public process to achieve the maximum, technologically feasible, and cost-effective greenhouse gas emissions reductions. The act authorizes the state board to include use of market-based compliance mechanisms. The act authorizes the state board to adopt a schedule of fees to be paid by the sources of greenhouse gas emissions regulated pursuant to the act, and requires the revenues collected pursuant to that fee schedule be deposited into the Air Pollution Control Fund and be available, upon appropriation by the Legislature, for the purposes of carrying out the act.</p> <p>This bill would create the Greenhouse Gas Reduction Account within the Air Pollution Control Fund. The bill would require moneys, as specified, collected pursuant to a market-based compliance mechanism be deposited in this account. The bill also would require those moneys, upon appropriation by the Legislature, be used for specified purposes. The bill would require administering agencies, including the state board and any other state agency identified by the Legislature, to allocate those moneys to measures and programs that meet specified criteria. The bill would require the state board to develop and adopt every 3 years, as specified, an investment plan that identifies the anticipated expenditures of moneys appropriated from the account to the budget committees of each house of the Legislature, as specified. The bill would require the state board to annually submit a report no later than December of each year to the appropriate committees of the Legislature on the status of projects and their outcomes and any changes the state board recommends need to be made to the investment plan. <b>Last amended on 5/1/2012</b></p>	
<p><a href="#">AB 1570</a> <a href="#">Perea D</a></p> <p>Environmental quality: California Environmental Quality Act: record of proceedings.</p>	<p>SENATE RLS. 5/31/2012 - In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA establishes a procedure for the preparation and certification of the record of proceedings upon the filing of an action or proceeding challenging a lead agency's action on the grounds of noncompliance with CEQA.</p> <p>This bill would require, until January 1, 2016, the lead agency, at the request of a project applicant, to, among other things, prepare a record of proceedings concurrently with the preparation of negative declarations, mitigated negative declarations, EIRs, or other environmental documents for specified projects . Because the bill would require a lead agency to prepare the record of proceedings as provided, this bill would impose a state-mandated local program. <b>Last amended on 4/10/2012</b></p>	



**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1572</a> <a href="#">Fletcher I</a></p> <p>Service authorities for freeway emergencies: San Diego County.</p>	<p>SENATE 5/31/2012 - Read third time. Urgency clause adopted. Passed. Ordered to the Senate.</p>	<p>Existing law authorizes a service authority for freeway emergencies to be established in any county for the purpose of funding the installation of call boxes along freeways and expressways to enable motorists in need of aid to obtain assistance. Existing law provides that a service authority may impose an annual fee of \$1 on vehicles registered in the county for this and other related purposes, which fee is collected by the Department of Motor Vehicles (DMV).</p> <p>This bill, with respect to the service authority created in the County of San Diego, would provide for the authority to be dissolved on January 1, 2013, and for the San Diego Association of Governments (SANDAG) to become the successor authority and to assume the remaining responsibility for maintaining call boxes as of that date. The bill would require the authority to develop a plan, as specified, for transitioning its responsibilities to SANDAG in the transition period between the effective date of this bill and January 1, 2013, and would require SANDAG's approval for the authority to expend funds or enter into contracts during that transition period. The bill would limit the reserves that SANDAG, as the successor to the authority, may hold at the time this bill becomes effective to \$4,000,000, and would require SANDAG to distribute, by January 1, 2013, any reserves in excess of that amount to cities in the County of San Diego, and to the county with respect to the unincorporated area of the county, in proportion to fees paid for purposes of the service authority in the 2010-11 fiscal year by residents of each city and the unincorporated area. The bill would require the recipient jurisdictions to use these revenues for the purposes for which the fees were collected. The bill would also require SANDAG to post its detailed budget relative to the revenues from the collection of the fee, and the expenditure of these funds, on its Internet Web site, as specified. <b>Last amended on 5/29/2012</b></p>	
<p><a href="#">AB 1606</a> <a href="#">Perea D</a></p> <p>Local public employee organizations: impasse procedures.</p>	<p>SENATE APPR. 5/17/2012</p>	<p>The Meyers-Milias-Brown Act contains various provisions that govern collective bargaining of local represented employees, and delegates jurisdiction to the Public Employment Relations Board to resolve disputes and enforce the statutory duties and rights of local public agency employers and employees. The act requires the governing body of a public agency to meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations.</p> <p>This bill would instead authorize the employee organization to request that the parties' differences be submitted to a fact-finding panel not sooner than 30 days or more than 45 days following the appointment or selection of a mediator pursuant to the parties' agreement to mediate or a mediation process required by a public agency's local rules. The bill would also authorize an employee organization, if the dispute was not submitted to mediation, to request that the parties' differences be submitted to a fact-finding panel not later than 30 days following the date that either party provided the other with a written notice of a declaration of impasse. The bill would specify that the procedural right of an employee organization to request a fact-finding panel cannot be expressly or voluntarily waived. The bill would also specify that its provisions are intended to be technical and clarifying of existing law. <b>Last amended on 5/17/2012</b></p>	

**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<a href="#">AB 1665</a> <a href="#">Galgiani D</a>  California Environmental Quality Act: exemption: railroad crossings.	SENATE E.Q. 5/31/2012 - Referred to Com. on E.Q.	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment.</p> <p>This bill would exempt from CEQA the closure of a railroad grade crossing by order of the PUC under the above authority if the PUC finds the crossing to present a threat to public safety. This bill contains other existing laws. <b>Last amended on 4/18/2012</b></p>	
<a href="#">AB 1671</a> <a href="#">Huffman D</a>  Department of Transportation: retention proceeds.	SENATE T. & H. 5/17/2012 - Referred to Com. on T. & H.	<p>Existing law prohibits the Department of Transportation, until January 1, 2014, from withholding retention proceeds when making progress payments for work performed by a contractor.</p> <p>This bill would make these provisions operative until January 1, 2020. The bill would also make a statement of legislative findings.</p>	
<a href="#">AB 1706</a> <a href="#">Eng D</a>  Vehicles: transit bus weight.	SENATE 5/31/2012 - Read third time. Passed. Ordered to the Senate.	<p>Under existing law, the gross weight imposed upon the highway by the wheels on any one axle of a vehicle is prohibited from exceeding 18,000 pounds, except the gross weight on any one axle of a bus is prohibited from exceeding 20,500 pounds. A violation of these requirements is a crime.</p> <p>This bill would instead exempt a transit bus from the limits on the weight that may be imposed upon the highway by the wheel of any one axle, until January 1, 2016, and as of that date, the bill would repeal that exemption for transit buses and reinstate the existing prohibition of 20,500 pounds for any one axle of a bus. The bill would, commencing January 1, 2013, and until January 1, 2016, prohibit a publicly owned or operated transit system or an operator of a transit system under contract with a publicly owned or operated transit system from procuring through a solicitation process pursuant to which a solicitation is issued on or after January 1, 2013, a new transit bus whose gross weight exceeds 22,400 pounds. The bill would impose a state-mandated local program by imposing new requirements upon transit buses. <b>Last amended on 5/25/2012</b></p>	
<a href="#">AB 1770</a> <a href="#">Lowenthal, Bonnie D</a>  California Transportation Financing Authority.	SENATE T. & H. 5/17/2012 - Referred to Coms. on T. & H. and GOV. & F.	<p>Existing law creates the California Transportation Financing Authority, with specified powers and duties relative to 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 under certain conditions, in order to increase the construction of new capacity or improvements for the state transportation system consistent with specified goals. Existing law defines "project" for these purposes to include, among other things, a rail project.</p> <p>This bill would provide that a rail project may consist of, or include, rolling stock.</p>	

**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1779</a> <a href="#">Galgiani D</a></p> <p>Intercity rail agreements.</p>	<p>SENATE RLS. 5/31/2012 - In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p>Existing law authorizes the Department of Transportation to contract with Amtrak for intercity rail passenger services and provides funding for these services from the Public Transportation Account. Existing law, until December 31, 1996, authorized the department, subject to approval of the Secretary of Business, Transportation and Housing, to enter into an interagency transfer agreement under which a joint powers board assumes responsibility for administering the state-funded intercity rail service in a particular corridor. Existing law, with respect to a transferred corridor, requires the board to demonstrate the ability to meet performance standards established by the secretary.</p> <p>This bill would authorize the department, with the approval of the secretary, to enter into an additional interagency transfer agreement with respect to the San Joaquin Corridor, as defined, if a joint powers authority and governing board are created and organized. In that regard, the bill would provide for the creation of the San Joaquin Corridor Joint Powers Authority, to be governed by a board of not more than 11 members. The bill would provide that the board shall be organized when at least 6 of the 11 agencies elect to appoint members. The bill would provide for the authority to be created when the member agencies enter into a joint powers agreement, as specified. The bill would provide for future appointments of additional members if the service boundaries of the San Joaquin Corridor are expanded. <b>Last amended on 5/25/2012</b></p>	
<p><a href="#">AB 1780</a> <a href="#">Bonilla D</a></p> <p>Department of Transportation: project studies reports.</p>	<p>SENATE RLS. 5/29/2012 - In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p>Existing law requires the Department of Transportation, in consultation with transportation planning agencies, county transportation commissions, counties, and cities, to carry out long-term state highway planning. Existing law authorizes the department, to the extent that it does not jeopardize the delivery of projects in the adopted state transportation improvement program, to prepare a project studies report for capacity-increasing state highway projects. Existing law requires the department to review and approve project studies reports performed by an entity other than the department. Existing law authorizes a local entity to request the department to prepare a project studies report for a capacity-increasing state highway project that is being proposed for inclusion in a future state transportation improvement program. If the department determines that it cannot complete the report in a timely fashion, existing law authorizes the requesting entity to prepare the report. Existing law makes specified guidelines adopted by the California Transportation Commission applicable to project studies reports commenced after October 1, 1991.</p> <p>This bill would revise these provisions to authorize the department to prepare project study reports or equivalent planning documents for any projects on the state highway system, limited by the resources available to the department. The bill would require the department to pay for the costs of its review and approval of project study reports or equivalent planning documents that are prepared by other entities for projects that are in an adopted regional transportation plan, a voter-approved county sales tax measure expenditure plan, or other voter-approved transportation program. In other cases, the bill would require the cost of the department's review and approval to be paid by the entity preparing the project study report or equivalent planning document. The bill would delete the provisions relating to the guidelines adopted by the California Transportation Commission and would instead require open and continuous communications between the parties during the development of project study reports or equivalent planning documents. <b>Last amended on 3/29/2012</b></p>	

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Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1783</a> <a href="#">Perea D</a></p> <p>Public contracts: small business preferences.</p>	<p>SENATE G.O. 5/17/2012 - Referred to Com. on G.O.</p>	<p>Existing law requires state agencies to give small businesses a 5% preference in contracts for construction, the procurement of goods, or the delivery of services, establishes a procedure by which a business can be certified as a small business by the Department of General Services for the purposes of these preferences , and specifies that a business that has been certified by, or on behalf of, another governmental entity may be eligible for certification as a small business if the certifying entity uses substantially the same or more stringent definitions as those set forth in existing law, as provided.</p> <p>This bill would revise the small business certification procedure to provide that the Department of General Services has the sole responsibility for certifying and determining eligibility of small businesses and would provide that local agencies have access to the department's list of certified small businesses. This bill contains other related provisions and other existing laws. <b>Last amended on 4/10/2012</b></p>	
<p><a href="#">AB 1890</a> <a href="#">Solorio D</a></p> <p>Vehicles: toll highways: motorcycles.</p>	<p>SENATE T. &amp; H. 5/3/2012</p>	<p>Existing law prohibits any person, except as specified, from driving any motor vehicle with any object or material placed, displayed, installed, affixed, or applied in or upon the vehicle that obstructs or reduces the driver's clear view through the windshield or side windows. Existing law makes it unlawful for any person to refuse to pay tolls or other charges on any vehicular crossing or toll highway and requires, among other things, that if a transponder or other electronic toll payment device is used to pay tolls or other charges due, the device be located in or on the vehicle in a location so as to be visible for the purpose of enforcement at all times when the vehicle is located on the vehicular crossing or toll highway. A violation of these provisions is an infraction.</p> <p>This bill would require a motorcyclist to instead use any one of 5 specified methods when using a transponder or other electronic toll payment device to pay tolls or other charges when entering a vehicle crossing or toll highway. <b>Last amended on 5/3/2012</b></p>	
<p><a href="#">AB 1915</a> <a href="#">Alejo D</a></p> <p>Safe routes to school.</p>	<p>SENATE T. &amp; H. 5/24/2012 - Referred to Com. on T. &amp; H.</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 sets forth various factors to be used to rate proposals submitted by applicants for these funds.</p> <p>This bill would provide that up to 10% of program funds may be used to assist eligible recipients in making infrastructure improvements, other than school bus shelters, that create safe routes to bus stops located outside of the vicinity of schools. <b>Last amended on 3/26/2012</b></p>	
<p><a href="#">AB 1916</a> <a href="#">Buchanan D</a></p> <p>State parks: operating agreements: Mount Diablo State Park.</p>	<p>SENATE RLS. 5/25/2012 - In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p>Existing law vests with the Department of Parks and Recreation control of the state park system. Existing law authorizes the department to enter into an agreement with an agency of the United States, including a city, county, district, or other public agency, or any combination thereof, for the care, maintenance, administration, and control of lands of the state park system.</p> <p>This bill would authorize the department to enter into a restoration agreement with Save Mount Diablo, a nonprofit organization, for the purpose of restoring the beacon on top of the Summit Building in Mount Diablo State Park, and would require that the agreement comply with specified requirements. This bill contains other related provisions. <b>Last amended on 5/3/2012</b></p>	

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Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1960</a> <a href="#">Dickinson D</a></p> <p>State contracts: reports: lesbian, gay, bisexual, and transgender businesses.</p>	<p>SENATE G.O. 5/17/2012 - Referred to Com. on G.O.</p>	<p>Existing law requires the Department of General Services to make available a report on contracting activity containing specified information, including the level of participation of business enterprises, by race, ethnicity, and gender of owner, in specified contracts.</p> <p>This bill would require the Department of General Services to include in the report on contracting activity information regarding the level of participation of lesbian, gay, bisexual, or transgender owned businesses in specified contracts, as provided.</p> <p><b>Last amended on 3/27/2012</b></p>	
<p><a href="#">AB 2053</a> <a href="#">Allen D</a></p> <p>Postemployment health benefits: the San Francisco Bay Area Rapid Transit District.</p>	<p>SENATE P.E. &amp; R. 5/24/2012 - Referred to Com. on P.E. &amp; R.</p>	<p>Existing law requires the Board of Administration of the Public Employees' Retirement System to administer the Public Employees' Medical and Hospital Care Act. Existing law permits a contracting agency to elect to be subject to the act for its employees and annuitants, provided that the contracting agency and each employee or annuitant contribute a portion of the cost of providing the benefit coverage afforded under the health benefit plan approved or maintained by the board in which the employee or annuitant may be enrolled.</p> <p>This bill would authorize the San Francisco Bay Area Rapid Transit District to make contributions for postretirement health benefits for members of the district board of directors, the districts' unrepresented employees, and for any unit of employees whose terms and conditions of employment are determined through collective bargaining, as specified.</p>	
<p><a href="#">AB 2200</a> <a href="#">Ma D</a></p> <p>Vehicles: high-occupancy vehicle lanes.</p>	<p>SENATE RLS. 5/29/2012 - In Senate. Read first time. To Com. on RLS.</p>	<p>Existing law authorizes the Department of Transportation and local agencies, with respect to highways under their respective jurisdictions, to designate certain lanes for preferential or exclusive use by high-occupancy vehicles.</p> <p>This bill would, until January 1, 2020, consistent with the state implementation plan for the San Francisco Bay area adopted pursuant to the federal Clean Air Act and other federal requirements, suspend the hours of operation for highway lanes designated for high-occupancy vehicles, in the Interstate 80 corridor within the Metropolitan Transportation Commission's jurisdiction, in the reverse commute direction. Because the commission would be required to post signage of the above requirements along the Interstate 80 corridor, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p> <p><b>Last amended on 5/1/2012</b></p>	

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Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 2245</a> <a href="#">Smyth R</a></p> <p>Environmental quality: California Environmental Quality Act: exemption: bikeways.</p>	<p>SENATE E.Q. 5/31/2012 - Referred to Com. on E.Q.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment.</p> <p>This bill would, until January 1, 2017, additionally exempt a Class II bikeway project, as defined for purposes of the Streets and Highways Code, undertaken by a city, county, or city and county within an existing road right-of-way. For a Class II bikeway project that is determined to be exempted from CEQA under this provision, the bill would require a city, county, or city and county to prepare an assessment of traffic and safety impacts and to hold a public hearing to review those impacts, and receive and respond to public comments. <b>Last amended on 5/15/2012</b></p>	
<p><a href="#">AB 2247</a> <a href="#">Lowenthal,</a> <a href="#">Bonnie D</a></p> <p>Public transportation: offenses.</p>	<p>SENATE T. &amp; H. 5/24/2012 - Referred to Com. on T. &amp; H.</p>	<p>Under existing law it is an infraction to sell or peddle any goods, merchandise, property, or services on any property, facility, or vehicle owned by the San Francisco Bay Area Rapid Transit District or the Southern California Rapid Transit District without the express written consent of the governing board of those respective entities.</p> <p>This bill would repeal those provisions. This bill contains other related provisions and other existing laws. <b>Last amended on 4/18/2012</b></p>	
<p><a href="#">AB 2298</a> <a href="#">Ma D</a></p> <p>Junk dealers and recyclers.</p>	<p>SENATE PUB. S. 5/17/2012 - Referred to Com. on PUB. S.</p>	<p>Existing law requires junk dealers and recyclers, as defined, to keep written records of all sales and purchases made in the course of their business. Existing law requires a junk dealer or recycler to allow for periodic inspection by specified persons, including persons authorized by the county sheriff or the head of a city police department, of any premises maintained for purposes of determining compliance with the recordkeeping requirements, and, upon inspection, requires the junk dealer or recycler to produce sales and purchase records.</p> <p>This bill would, in addition, authorize persons appointed by the head of a county agricultural commission to carry out the periodic inspection of the premises of junk dealers and recyclers. <b>Last amended on 3/29/2012</b></p>	

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<p><a href="#">AB 2375</a> <a href="#">Knight R</a></p> <p>Vehicles: public transit buses: illuminated signs.</p>	<p>SENATE T. &amp; H. 5/17/2012 - Referred to Com. on T. &amp; H.</p>	<p>Existing law authorizes a bus operated by a publicly owned transit system on regularly scheduled service to be equipped with illuminated signs that display information directly related to public service and include, among other things, destination signs, route-number signs, run-number signs, public service announcement signs, or a combination of those signs, visible from any direction of the vehicle, that emit any light color, other than the color red emitted from forward-facing signs, pursuant to specified conditions.</p> <p>This bill would authorize, until January 1, 2018, a pilot program that would allow up to 25 buses operated by the Antelope Valley Transit Authority's publicly owned transit system for the first 2 years of the pilot program, and up to 30 buses thereafter, to be equipped with illuminated signs that display advertising subject to certain conditions, including a display area of not greater than 4,464 square inches. The bill would require the authority to submit a specified report to the Legislature and the Department of the California Highway Patrol by July 1, 2017, on the incidence of adverse impacts, if any.</p>	
<p><a href="#">AB 2382</a> <a href="#">Gordon D</a></p> <p>Department of Transportation: Innovation District Demonstration Project.</p>	<p>SENATE T. &amp; H. 5/31/2012 - Referred to Com. on T. &amp; H.</p>	<p>Existing law provides that the Department of Transportation has full possession and control of the state highway system. Existing law creates the Santa Clara Valley Transportation Authority with various transportation responsibilities in the County of Santa Clara.</p> <p>This bill would, by July 1, 2014, require the department, working in partnership with the Santa Clara Valley Transportation Authority, to establish the Innovation District Demonstration Project, designed to provide a new and innovative business model delivering transportation projects and services in the County of Santa Clara in a more responsive, cost-effective, and efficient manner and to serve as a mechanism for trying out new approaches for project delivery, local assistance, and transportation operations through streamlined processes, improved management techniques, and advanced technologies, with the goal of expediting project delivery and increasing the efficiency of the department. The bill would require the department and the authority to evaluate the effectiveness of the demonstration project and to report to the Legislature by January 1, 2018, on specified matters. By requiring the authority to participate in this demonstration project, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. <b>Last amended on 5/15/2012</b></p>	
<p><a href="#">AB 2405</a> <a href="#">Blumenfield D</a></p> <p>Vehicles: high-occupancy toll lanes.</p>	<p>SENATE T. &amp; H. 6/1/2012 - Author's amendments.</p>	<p>Existing law authorizes the Department of Transportation to designate certain lanes for the exclusive use of high-occupancy vehicles (HOV), which lanes may also be used, until January 1, 2015, by certain eligible low-emission and hybrid vehicles not carrying the requisite number of passengers otherwise required for the use of an HOV lanes if the vehicle displays a valid identifier issued by the Department of Motor Vehicles. Existing law provides that a vehicle, eligible under these provisions to use HOV lanes, that meets the California's enhanced advanced technology partial zero-emission vehicle (enhanced AT PZEV) standard is not exempt from toll charges imposed on single-occupant vehicles in lanes designated for tolls pursuant to a federally supported value-pricing and transit development program involving high-occupancy toll lanes conducted by the Los Angeles County Metropolitan Transportation Authority.</p> <p>This bill would instead exempt, with specified exceptions, all of the low emission and hybrid vehicles eligible to use HOV lanes under these provisions, including vehicles that meet the enhanced AT PZEV standards, from toll charges imposed on single-occupant vehicles in lanes designated for tolls unless prohibited by federal law. The bill would exclude a toll imposed for passage on a toll road, toll highway, or toll bridge from this exemption. The bill would provide that these changes shall be known as the Choose Clean Cars Act of 2012. <b>Last amended on 4/23/2012</b></p>	

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<p><a href="#">AB 2488</a> <a href="#">Williams D</a></p> <p>Vehicles: buses: length limitations.</p>	<p>SENATE T. &amp; H. 5/17/2012 - Referred to Com. on T. &amp; H.</p>	<p>Existing law imposes a 40-foot limitation on the length of vehicles that may be operated on the highways, with specified exemptions. Existing law exempts from this limitation an articulated bus or trolley and a bus, except a school bus, that is operated by a public agency or passenger stage corporation that is used in a transit system if it is equipped with a folding device attached to the front of the vehicle that is designed and used exclusively for transporting bicycles, does not materially affect efficiency or visibility of vehicle safety equipment, and does not extend more than 36 inches from the front of the body of the bus or trolley when fully deployed. In addition, existing law prohibits a bicycle that is transported on the above-described device from having the bicycle handlebars extend more than 42 inches from the front of the vehicle.</p> <p>This bill would authorize Gold Coast Transit (GCT) to install folding devices attached to the front of its buses that are designed and used exclusively for transporting bicycles if the use of the device meets certain requirements, including, but not limited to, that the device does not extend more than 40 inches from the front of the bus when fully deployed, and that the handlebars of the bicycles being transported do not extend more than 46 inches from the front of the bus. The bill would require GCT, if it installs the bicycle racks, to report to the Assembly Committee on Transportation and the Senate Committee on Transportation and Housing on or before December 31, 2017, regarding safety issues and mobility improvements. <b>Last amended on 4/12/2012</b></p>	
<p><a href="#">AB 2498</a> <a href="#">Gordon D</a></p> <p>Department of Transportation: Construction Manager/General Contractor project method.</p>	<p>SENATE RLS. 5/25/2012 - In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p>Existing law sets forth the requirements for the solicitation and evaluation of bids and the awarding of contracts by state agencies for the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement.</p> <p>This bill would authorize the Department of Transportation to engage in a Construction Manager/General Contractor project delivery method, as specified, for projects for the construction of a highway, bridge, or tunnel. This bill contains other related provisions and other existing laws. <b>Last amended on 5/1/2012</b></p>	
<p><a href="#">AB 2669</a> <b>Committee on Natural Resources</b></p> <p>Environmental quality: CEQA</p>	<p>SENATE E.Q. 5/24/2012 - Referred to Com. on E.Q.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment.</p> <p>This bill would repeal obsolete and duplicative provisions from CEQA.</p>	



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<p><a href="#">AB 2679</a> <b>Committee on Transportation</b></p> <p>Transportation: omnibus bill.</p>	<p>SENATE T. &amp; H. 5/31/2012</p>	<p>Existing law authorizes the Department of Transportation (department) to pay claims or damages up to a maximum of \$5,000 without the approval of the California Victim Compensation and Government Claims Board.</p> <p>This bill would adjust the claim limit that may be paid by the department under these provisions to equal the maximum amount of a claim that can be brought in small claims court. This bill contains other related provisions and other existing laws. <b>Last amended on 5/31/2012</b></p>	
<p><a href="#">ACA 23</a> <b>Perea D</b></p> <p>Local transportation projects: special taxes: voter approval.</p>	<p>ASSEMBLY PRINT 2/24/2012 - From printer. May be heard in committee March 25.</p>	<p>The California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of 2/3 of the voters of the city, county, or special district voting on that tax, except that certain school entities may levy an ad valorem property tax for specified purposes with the approval of 55% of the voters within the jurisdiction of these entities.</p> <p>This measure would provide that the imposition, extension, or increase of a special tax by a local government for the purpose of providing funding for local transportation projects requires the approval of 55% of its voters voting on the proposition. The measure would also make conforming and technical, non-substantive changes.</p>	Support
<p><a href="#">SB 46</a> <b>Correa D</b></p> <p>Public officials: compensation disclosure.</p>	<p>ASSEMBLY DESK 8/22/2011 - In Assembly. Read first time. Held at Desk.</p>	<p>Existing provisions of the Political Reform Act of 1974 require certain persons employed by agencies to file annually a written statement of the economic interests they possess during specified periods. The act requires that state agencies promulgate a conflict of interest code that must contain, among other topics, provisions that require designated employees to file statements disclosing reportable investments, business positions, interests in real property, and income. The act requires that every report and statement filed pursuant to the act is a public record and is open to public inspection.</p> <p>This bill would, commencing on January 1, 2013, and continuing until January 1, 2019, require every designated employee and other person, except a candidate for public office, who is required to file a statement of economic interests to include, as a part of that filing, a compensation disclosure form that provides compensation information for the preceding calendar year, as specified. <b>Last amended on 6/2/2011</b></p>	
<p><a href="#">SB 52</a> <b>Steinberg D</b></p> <p>Environmental quality: jobs and economic improvement.</p>	<p>ASSEMBLY DESK 2/1/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment.</p> <p>This bill would require instead that a project result in a minimum investment of \$100,000,000 spent on planning, design, and construction of the project. The bill, in order to maximize public health, environmental, and employment benefits, would require a lead agency to place the highest priority on feasible measures that will reduce greenhouse gas emissions on the project site and in the neighboring communities of the project site. <b>Last amended on 1/31/2012</b></p>	

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<p><a href="#">SB 749</a> <a href="#">Steinberg D</a></p> <p>California Transportation Commission: guidelines.</p>	<p>ASSEMBLY TRANS. 4/24/2012 - Referred to Coms. on TRANS. and B., P. &amp; C.P.</p>	<p>Existing law generally provides for programming and allocation of state and federal funds available for transportation capital improvement projects by the California Transportation Commission, pursuant to various requirements. Existing law authorizes the commission, in certain cases, to adopt guidelines relative to its programming and allocation policies and procedures.</p> <p>This bill would establish specified procedures that the commission would be required to utilize when it adopts guidelines, except as specified, and would exempt the adoption of those guidelines from the requirements of the Administrative Procedure Act. This bill contains other existing laws. <b>Last amended on 1/4/2012</b></p>	
<p><a href="#">SB 829</a> <a href="#">Rubio D</a></p> <p>Public contracts: public entities: project labor agreements.</p>	<p>SENATE CHAPTERED 4/26/2012 - Chaptered by the Secretary of State, Chapter Number 11, Statutes of 2012</p>	<p>Existing law sets forth the requirements for the solicitation and evaluation of bids and the awarding of contracts by public entities and authorizes a public entity to use, enter into, or require contractors to enter into, a project labor agreement for a construction project if the agreement includes specified taxpayer protection provisions. Existing law also provides that if a charter provision, initiative, or ordinance of a charter city prohibits the governing board's consideration of a project labor agreement for a project to be awarded by the city, or prohibits the governing board from considering whether to allocate funds to a city-funded project covered by such an agreement, state funding or financial assistance may not be used to support that project, as specified.</p> <p>This bill would additionally provide that if a charter provision, initiative, or ordinance of a charter city prohibits, limits, or constrains in any way the governing board's authority or discretion to adopt, require, or utilize a project labor agreement that includes specified taxpayer protection provisions for some or all of the construction projects to be awarded by the city, state funding or financial assistance may not be used to support any construction projects awarded by the city, as specified. <b>Last amended on 4/9/2012</b></p>	
<p><a href="#">SB 878</a> <a href="#">DeSaulnier D</a></p> <p>Regional planning: Bay Area.</p>	<p>ASSEMBLY L. GOV. 4/26/2012 - Referred to Coms. on L. GOV. and NAT. RES.</p>	<p>The Metropolitan Transportation Commission Act creates the Metropolitan Transportation Commission as a regional agency in the 9-county Bay Area with comprehensive regional transportation planning and other related responsibilities, including development of a regional transportation plan with a sustainable communities strategy. Existing law requires a joint policy committee of the commission, the Association of Bay Area Governments, the Bay Area Air Quality Management District, and the San Francisco Bay Conservation and Development Commission to coordinate the development and drafting of major planning documents prepared by the 4 agencies.</p> <p>This bill would require the joint policy committee to submit a report to the Legislature by January 31, 2013, on, among other things, methods and strategies for developing and implementing a multiagency set of policies and guidelines relative to the Bay Area region's sustainable communities strategy, including recommendations on organizational reforms for the regional agencies. The bill would require preparation of a work plan for a regional economic development strategy to be submitted to the Legislature on that date. The bill would also require the member agencies to report on public outreach efforts that they individually or jointly perform. The bill would require public meetings in each of the region's 9 counties and creation of advisory committees, as specified. By imposing new duties on local agencies, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. <b>Last amended on 6/9/2011</b></p>	

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<p><a href="#"><u>SB 984</u></a> <a href="#"><u>Simitian D</u></a></p> <p>Environmental quality: California Environmental Quality Act: record of proceedings.</p>	<p>ASSEMBLY DESK 4/23/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA establishes a procedure for the preparation and certification of the record of proceedings upon the filing of an action or proceeding challenging a lead agency's action on the grounds of noncompliance with CEQA.</p> <p>This bill would require, until January 1, 2016, the lead agency, at the request of a project applicant, to, among other things, prepare a record of proceedings concurrently with the preparation of negative declarations, mitigated negative declarations, EIRs or other environmental documents for specified projects. Because the bill would require a lead agency to prepare the record of proceedings as provided, this bill would impose a state-mandated local program. <b>Last amended on 4/9/2012</b></p>	
<p><a href="#"><u>SB 1076</u></a> <a href="#"><u>Emmerson R</u></a></p> <p>California Global Warming Solutions Act of 2006: tire inflation regulation.</p>	<p>ASSEMBLY DESK 5/31/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020, and to adopt rules and regulations in an open public process to achieve the maximum technologically feasible and cost-effective greenhouse gas emission reductions. A violation of a regulation adopted by the state board pursuant to the act is subject to specified civil and criminal penalties. Pursuant to the act, the state board adopted a regulation requiring automobile service providers, by September 1, 2010, among other things, to check and inflate vehicle tires to the recommended pressure rating when performing automobile maintenance or repair services.</p> <p>This bill, until January 1, 2018, would require a tire pressure gauge used to meet the requirements of this regulation to be accurate within a range of plus or minus 2 pounds per square inch of pressure (2 psi). <b>Last amended on 5/29/2012</b></p>	
<p><a href="#"><u>SB 1102</u></a> <a href="#"><u>DeSaulnier D</u></a></p> <p>State transportation improvement program.</p>	<p>ASSEMBLY TRANS. 5/31/2012</p>	<p>Existing law establishes the state transportation improvement program process, pursuant to which the California Transportation Commission generally programs and allocates available funds for transportation capital improvement projects over a multiyear period. Existing law provides that the Department of Transportation is responsible for the state highway system. Existing law requires the department to annually prepare a project delivery report that identifies milestone dates for state highway projects costing \$1,000,000 or more for which the department is the responsible agency for project development work.</p> <p>This bill would require the department, beginning not later than November 15, 2014, as part of the annual project delivery report, to report on the difference between the original allocation made by the commission and the actual construction capital and support costs at project close for all state transportation improvement program projects completed during the previous fiscal year. This bill contains other related provisions and other existing laws. <b>Last amended on 5/31/2012</b></p>	

**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<p><a href="#"><u>SB 1117</u></a> <a href="#"><u>DeSaulnier</u></a> <b>D</b></p> <p>Statewide passenger rail transportation plan.</p>	<p>ASSEMBLY DESK 5/30/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>Existing law creates the California Transportation Commission, with various powers and duties relating to the programming and allocation of certain funds available for transportation capital improvement projects and various other transportation policy matters. Existing law creates the Department of Transportation with various powers and duties relating to the state highway system and other transportation modes, including the authority to contract for conventional rail passenger service. Existing law requires the department to prepare a 10-year State Rail Plan on a biennial basis. Existing law creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties, including preparation of a business plan on a biennial basis. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes.</p> <p>This bill would require the California Transportation Commission to prepare a statewide passenger rail transportation plan relative to conventional and high-speed intercity passenger rail, commuter rail, and urban rail transit containing various elements. The bill would require the Department of Transportation to assist the commission, as specified. The bill would require the commission to adopt the plan by September 2014, and update the plan every 4 years thereafter. The bill would require the plan to contain goals for integrated passenger rail services and facilities, and to adopt policies and guidelines to be used by the department, the authority, and regional transportation agencies in the development of their plans, and would prohibit those agencies from taking inconsistent actions. The bill would require regional transportation planning agencies to submit their plans for commuter rail and urban rail transit to the commission by December 31, 2013. <b>Last amended on 5/1/2012</b></p>	
<p><a href="#"><u>SB 1160</u></a> <a href="#"><u>Padilla</u></a> <b>D</b></p> <p>Communications : service interruptions.</p>	<p>ASSEMBLY DESK 5/25/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>Existing law provides that an agent, operator, or employee of a telegraph or telephone office who willfully refuses or neglects to send a message received by the office is guilty of a misdemeanor. Existing law provides that these requirements are not applicable when charges for transmittal or delivery of the message have not been paid or tendered, for messages counseling, aiding, abetting, or encouraging treason or resistance to lawful authority, to a message calculated to further any fraudulent plan or purpose, to a message instigating or encouraging the perpetration of any unlawful act, or to a message facilitating the escape of any criminal or person accused of crime.</p> <p>This bill would retain the provision that the above-described requirements are not applicable when payment for charges for transmittal or delivery of the message has not been paid or tendered, but would delete the other enumerated exceptions. This bill contains other related provisions and other existing laws. <b>Last amended on 5/15/2012</b></p>	

**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 1225</a> <a href="#">Padilla D</a></p> <p>Intercity rail agreements.</p>	<p>ASSEMBLY DESK 5/30/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>Existing law authorizes the Department of Transportation to contract with Amtrak for intercity passenger rail services and provides funding for these services from the Public Transportation Account. Existing law, until December 31, 1996, authorized the department, subject to approval of the Secretary of the Business, Transportation and Housing Agency, to enter into an interagency transfer agreement under which a joint powers board assumes responsibility for administering the state-funded intercity rail service in a particular corridor. Existing law, with respect to a transferred corridor, requires the board to demonstrate the ability to meet performance standards established by the secretary.</p> <p>This bill would authorize the department, with the approval of the secretary, to enter into an additional interagency transfer agreement with respect to the LOSSAN Corridor, defined to mean the intercity passenger rail corridor between San Diego, Los Angeles, and San Luis Obispo, if the LOSSAN Agency, an existing joint powers agency, is reconstituted through an amended joint powers agreement approved by the governing boards of its members to enable that agency to enter into an interagency transfer agreement with the secretary relative to the LOSSAN Corridor. This bill contains other related provisions and other existing laws. <b>Last amended on 5/29/2012</b></p>	
<p><a href="#">SB 1257</a> <a href="#">Hernandez D</a></p> <p>Utility user tax: exemption: public transit vehicles.</p>	<p>ASSEMBLY REV. &amp; TAX 5/17/2012 - Referred to Coms. on REV. &amp; TAX. and L. GOV.</p>	<p>Existing law generally provides that the legislative body of any city and any charter city may make and enforce all ordinances and regulations with respect to municipal affairs, as provided, including, but not limited to, a utility user tax on the consumption of gas and electricity. Existing law provides that the board of supervisors of any county may levy a utility user tax on the consumption of, among other things, gas and electricity, in the unincorporated area of the county.</p> <p>This bill would provide that a local jurisdiction, as defined, may not impose a utility user tax , as specified, upon either the consumption of compressed natural gas dispensed by a gas compressor, within a local jurisdiction, that is separately metered and is dedicated to providing compressed natural gas as a motor vehicle fuel for use by the local agency or public transit operator or the consumption of electricity used to charge electric bus propulsion batteries, within a local jurisdiction, that is separately metered and is dedicated to providing electricity as fuel for an electric public transit bus. <b>Last amended on 4/25/2012</b></p>	
<p><a href="#">SB 1269</a> <a href="#">Fuller R</a></p> <p>Income taxes: credit: highway maintenance and enhancement.</p>	<p>SENATE G. &amp; F. 5/8/2012 - Set, first hearing. Hearing canceled at the request of author.</p>	<p>Existing law authorizes the Department of Transportation to enter into an agreement to accept funds, materials, equipment, or services from any person for maintenance or roadside enhancement of a section of a state highway.</p> <p>This bill would authorize a credit against those taxes for each taxable year beginning on or after January 1, 2013, and before January 1, 2017, in an amount equal to 50% of the value of materials, equipment, or, in the case of individuals, services donated, as defined, by the taxpayer during the taxable year for maintenance or roadside enhancement of a section of a state highway pursuant to existing provisions of the Streets and Highways Code.</p>	

**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 1339</a> <a href="#">Yee D</a></p> <p>Commute benefit policies.</p>	<p>ASSEMBLY DESK 5/7/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>Existing law creates the Metropolitan Transportation Commission, with various transportation planning and programming responsibilities in the 9-county San Francisco Bay Area. Existing law creates the Bay Area Air Quality Management District, with various responsibilities relative to the reduction of air pollution in the area of its jurisdiction, which incorporates a specified portion of the jurisdiction of the Metropolitan Transportation Commission.</p> <p>This bill would authorize the Metropolitan Transportation Commission and the Bay Area Air Quality Management District to jointly adopt a commute benefit ordinance that requires covered employers operating within the common area of the 2 agencies 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 make its provisions inoperative on January 1, 2017.</p>	<p>Support</p>
<p><a href="#">SB 1380</a> <a href="#">Rubio D</a></p> <p>Environmental quality: CEQA: bicycle transportation plan.</p>	<p>ASSEMBLY DESK 5/30/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA requires the lead agencies to make specified findings in an EIR.</p> <p>This bill, until January 1, 2018, would exempt from CEQA a bicycle transportation plan for an urbanized area, as specified and would also require a local agency or person who determines that the bicycle transportation plan is exempt under this provision and approves or determines to carry out that project, to file notice of the determination with the OPR. <b>Last amended on 5/3/2012</b></p>	
<p><a href="#">SB 1396</a> <a href="#">Dutton R</a></p> <p>Sales and use taxes: excise taxes: fuel.</p>	<p>SENATE T. &amp; H. 5/3/2012 - Set, first hearing. Hearing canceled at the request of author.</p>	<p>The Sales and Use Tax Law imposes a tax on retailers measured by the gross receipts from the sale of tangible personal property sold at retail in this state, or a tax, measured by the sales price, on the storage, use, or other consumption of tangible personal property in this state." That law defines the terms "gross receipts" and "sales price."</p> <p>This bill would exclude from the terms "gross receipts" and "sales price" the amount charged at retail for gasoline and diesel fuels in excess of \$3.88 or \$3.52 per gallon, respectively, as provided. <b>Last amended on 4/11/2012</b></p>	<p>Oppose</p>

**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 1464</a> <a href="#">Lowenthal D</a></p> <p>Vehicles: bicycles: passing distance.</p>	<p>ASSEMBLY DESK 5/25/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>Under existing law, a driver of a vehicle overtaking another vehicle or a bicycle proceeding in the same direction is required to pass to the left at a safe distance without interfering with the safe operation of the overtaken vehicle or bicycle, subject to certain limitations and exceptions. A violation of this provision is an infraction punishable by a fine not exceeding \$100 for a first conviction, and up to a \$250 fine for a 3rd and subsequent conviction occurring within one year of 2 or more prior infractions.</p> <p>This bill would recast this provision as to overtaking and passing a bicycle by requiring, with specified exceptions, the driver of a motor vehicle overtaking and passing a bicycle that is proceeding in the same direction on a highway to pass in compliance with specified requirements applicable to overtaking and passing a vehicle, and to do so at a safe distance that does not interfere with the safe operation of the overtaken bicycle, having due regard for the size and speed of the motor vehicle and the bicycle, traffic conditions, weather, and the surface and width of the highway. The bill would prohibit, with specified exceptions, the driver of the motor vehicle that is overtaking or passing a bicycle proceeding in the same direction on a highway from passing at a distance of less than 3 feet between any part of the motor vehicle and any part of the bicycle or its operator. The bill would make a violation of these provisions an infraction punishable by a \$35 fine. The bill would also require the imposition of a \$220 fine on a driver if a collision occurs between a motor vehicle and a bicyclist causing bodily harm to the bicyclist, and the driver is found to be in violation of the above provisions. This bill contains other related provisions and other existing laws. <b>Last amended on 4/24/2012</b></p>	
<p><a href="#">SB 1533</a> <a href="#">Padilla D</a></p> <p>Electricity: energy crisis litigation.</p>	<p>ASSEMBLY DESK 5/25/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>Existing law, until January 1, 2013, requires the Attorney General to represent the Department of Finance and to succeed to all rights, claims, powers, and entitlements of the Electricity Oversight Board in any litigation or settlement to obtain ratepayer recovery for the effects of the 2000-02 energy crisis. Existing law additionally prohibits the Attorney General from expending the proceeds of any settlements of those claims, except as specified.</p> <p>This bill would repeal the above-described requirements on January 1, 2016. <b>Last amended on 5/1/2012</b></p>	
<p><a href="#">SB 1545</a> <a href="#">DeSaulnier D</a></p> <p>Bay Area toll bridges.</p>	<p>ASSEMBLY TRANS. 5/17/2012 - Referred to Com. on TRANS.</p>	<p>Existing law designates the Metropolitan Transportation Commission as the regional transportation planning agency for the 9-county San Francisco Bay Area. Existing law creates the Bay Area Toll Authority with specified powers and duties relative to administration of certain toll revenues from state-owned toll bridges within the geographic jurisdiction of the Metropolitan Transportation Commission.</p> <p>This bill would prohibit public money from being used on the development or improvement of an office building at 390 Main Street, San Francisco, until after the State Auditor has completed a specified audit relating to the move of the headquarters of the Metropolitan Transportation Commission. Upon completion of the audit, the bill would require the issues raised in the audit to be addressed and a report in that regard to be submitted to the Legislature prior to future expenditure of public money on the headquarters project. These provisions would apply to the Bay Area Toll Authority, the Metropolitan Transportation Commission, and the Bay Area Headquarters Authority. The bill would thereby impose a state-mandated local program.</p>	

**San Mateo County Transit District  
State Legislative Matrix 6/4/2012**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 1549</a> <a href="#">Vargas D</a></p> <p>Transportation projects: alternative project delivery methods.</p>	<p>ASSEMBLY DESK 5/31/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>Existing law sets forth the requirements for the solicitation and evaluation of bids and the awarding of contracts by state agencies for projects, as specified, and for local agencies for public works contracts, as specified.</p> <p>This bill would allow the San Diego Association of Governments to utilize alternative project delivery methods, as defined, for public transit projects within its jurisdiction. The bill would require the San Diego Association of Governments to pay fees related to prevailing wage monitoring and enforcement into the State Public Works Enforcement Fund, a continuously appropriated fund, except as specified, and, thus, would make an appropriation. The bill would also, upon completion of a project, require a progress report to be submitted by the San Diego Association of Governments to its governing board and would require the report to be made available on its Internet Web site. This bill would require specified information to be verified under oath, thus imposing a state-mandated local program by expanding the scope of an existing crime. The bill would provide that its provisions are severable. This bill would make legislative findings and declarations as to the necessity of a special statute for San Diego regional transportation entities. This bill contains other related provisions and other existing laws. <b>Last amended on 4/30/2012</b></p>	
<p><a href="#">SB 1572</a> <a href="#">Pavley D</a></p> <p>California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Account.</p>	<p>ASSEMBLY DESK 5/31/2012 - In Assembly. Read first time. Held at Desk.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020, and to adopt rules and regulations in an open public process to achieve the maximum, technologically feasible, and cost-effective greenhouse gas emission reductions. The act authorizes the state board to include use of market-based compliance mechanisms. The act authorizes the state board to adopt a schedule of fees to be paid by the sources of greenhouse gas emissions regulated pursuant to the act, and requires the revenues collected pursuant to that fee schedule be deposited into the Air Pollution Control Fund and be available, upon appropriation by the Legislature, for the purposes of carrying out the act.</p> <p>This bill would create the Greenhouse Gas Reduction Fund. The bill would require moneys, as specified, collected pursuant to a market-based compliance mechanism to be deposited in this fund. The bill also would require those moneys, upon appropriation by the Legislature, be used for purposes of carrying out the act. <b>Last amended on 5/29/2012</b></p>	
<p><a href="#">SCA 7</a> <a href="#">Yee D</a></p> <p>Public bodies: meetings.</p>	<p>ASSEMBLY APPR. SUSPENSE FILE 8/25/2011 - Set, second hearing. Held in committee and under submission.</p>	<p>The California Constitution requires meetings of public bodies to be open to public scrutiny.</p> <p>This measure would also include in the California Constitution the requirement that each public body provide public notice of its meetings and disclose any action taken. <b>Last Amended on 4/13/2011</b></p>	





BOARD OF DIRECTORS 2012

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

MICHAEL J. SCANLON  
GENERAL MANAGER/CEO

## **A G E N D A**

### **PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE COMMITTEE OF THE WHOLE**

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

**WEDNESDAY, JUNE 13, 2012– 3:00 p.m.**  
or immediately following previous Committee meeting

#### **ACTION**

1. Approval of Minutes of Planning, Development and Sustainability Committee Meeting of May 9, 2012

#### **INFORMATIONAL**

2. Proposed El Camino Real Weekend Service Consolidation
3. Capital Projects Quarterly Status Report – 3<sup>rd</sup> Quarter Fiscal Year 2012

Committee Members: Art Lloyd, Rose Guilbault, Carole Groom

#### NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

Draft

**SAN MATEO COUNTY TRANSIT DISTRICT  
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA  
MINUTES OF PLANNING, DEVELOPMENT AND SUSTAINABILITY  
COMMITTEE MEETING  
COMMITTEE OF THE WHOLE  
MAY 9, 2012**

Committee Members Present: A. Lloyd (Committee Chair), C. Groom, R. Guilbault

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

Staff Present: J. Cassman, C. Goodrich, G. Harrington, R. Haskin, M. Martinez, N. McKenna, D. Miller, M. Scanlon

Committee Chair Art Lloyd called the meeting to order at 3:44 p.m.

**Approval of Minutes of Planning, Development and Sustainability Committee Meeting of April 11, 2012**

The Committee approved the minutes (Deal/Gee).

**Authorize the General Manager/CEO to Undertake Property Exchanges with the City of San Bruno in Furtherance of the San Bruno Grade Separation Project**

Manager of Real Estate and Property Development Brian Fitzpatrick said this item authorizes the General Manager to make certain exchanges associated with the San Bruno Grade Separation Project. This is a Peninsula Corridor Joint Powers Board (JPB) project but the JPB does not have condemnation powers. In the past, the San Mateo County Transit District (District) has been asked to exercise its condemnation powers on behalf of the JPB. These grade separation projects are significant improvements to local roadways.

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

**Update on the Grand Boulevard Initiative**

Manager, Strategic Development, Corinne Goodrich shared a video on the Grand Boulevard Initiative. She urged the Board and public to go to the Grand Boulevard website at [www.grandboulevard.net](http://www.grandboulevard.net) to see the latest on the initiative. The City/County Association of Governments has dedicated up to \$2 million in construction funding for the Grand Boulevard. On Saturday, May 12, there will be a bus tour of Daly City and South San Francisco developments.

General Manager/CEO Michael Scanlon said the Grand Boulevard is a generational and transformational project.

Draft

Planning, Development and Sustainability Committee  
Minutes of May 9, 2012 Meeting

Public Comment

Jerry Grace, San Lorenzo, said he was very impressed with the video. He asked when this project will be done. Mr. Scanlon said it is a vision to transform the corridor and transit.

**Adjourned:** 4:01 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

**TO:** Planning, Development & Sustainability Committee

**THROUGH:** Michael J. Scanlon  
General Manager / CEO

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

**SUBJECT: WEEKEND SERVICE EL CAMINO REAL CONSOLIDATION**

**ACTION**

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

**SIGNIFICANCE**

Staff will provide information regarding the proposed consolidation of weekend service for Routes 390 and 391 into a single route. This effort is a pilot program aimed at improving the customer experience and increasing on-time performance, without increasing the budget.

The Board presentation will feature the background, benefits and impacts of the proposed consolidated service, as well as next steps leading toward implementation with Run Book 109 on August 26, 2012.

**BUDGET IMPACT**

There will be no impact on the budget.

**BACKGROUND**

On-time performance along El Camino Real on the weekend has been deteriorating over the past several years, prompting the need to craft a solution to reverse this trend. Several possible solutions were developed and evaluated and it became clear the most cost-effective approach would be to consolidate Routes 390 and 391 into a single alignment on weekends to improve the customer experience, streamline operations and increase on-time performance, all without necessitating a budget amendment.

Prepared by: Chester Patton, Director, Bus Transportation 650-508-6414

**P, D & S ITEM # 3  
JUNE 13, 2012**

**SAN MATEO COUNTY TRANSIT DISTRICT  
STAFF REPORT**

**TO:** Planning, Development & Sustainability Committee

**THROUGH:** Michael J. Scanlon  
General Manager/CEO

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

**SUBJECT:** **CAPITAL PROJECTS QUARTERLY STATUS REPORT –  
3<sup>rd</sup> QUARTER FISCAL YEAR 2012**

**ACTION**

No action required. The attached Capital Projects Quarterly Status Report is submitted to the Board for information only.

**SIGNIFICANCE**

The attached report will be submitted quarterly to keep the Committee advised as to the status of active capital projects.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

Staff will be preparing the Capital Projects Quarterly Status Report for the Committee on a quarterly basis. The report is a summary of the scope, budget and progress of capital projects. It is being presented to the Committee for informational purposes and is intended to better inform the Committee of the capital project status.

Prepared by: Kelvin Yu, Manager, Project Controls

650-622-7853

The Quarterly Capital Status Report can be viewed at the following link:

[http://www.samtrans.com/Assets/\\_Finance/Quarterly+Capital+Program+Status+Report/SamTrans+Quarterly+-+Q3+FY12.pdf](http://www.samtrans.com/Assets/_Finance/Quarterly+Capital+Program+Status+Report/SamTrans+Quarterly+-+Q3+FY12.pdf)



## 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, JUNE 13, 2012 – 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 May 9, 2012
- b. Acceptance of Statement of Revenues and Expenses for April 2012

**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)*

**MOTION**

- i) Proclamation Designating June 21, 2012 as “National Dump the Pump Day”

**SUBJECTS DISCUSSED**

- b. Accessibility Update
- c. Paratransit Coordinating Council (PCC) Update
- d. Citizens Advisory Committee Liaison Report
- e. Multimodal Ridership Report – April 2012

**7. FINANCE COMMITTEE**

**RESOLUTIONS**

- a. Authorize Adoption of Proposed Fiscal Year 2013 Operating Budget in the Amount of \$131,767,917

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

- b. Authorize Adoption of Proposed Fiscal Year 2013 Capital Budget in the Amount of \$41,172,847
- c. Approval of Salary Ordinance No. 94 and a Three Percent Wage Increase for the Administrative (Non-Represented) Staff
- d. Authorize Reduction of Employer Paid Member Contributions to the Public Employees' Retirement System from Five Percent to Three Percent
- e. Authorize Filing Claims to Receive an Allocation of \$707,048 of State Transit Assistance Transit Funds Through the Lifeline Transportation Program to Fund the Continuation of Fixed-Route Service on Route 17 and SamCoast Demand Responsive Service
- f. Authorize Entering into a Memorandum of Understanding, File Claims and Pass Through Funds to San Mateo County Human Service Agency, City of Menlo Park, City of Redwood City and City of South San Francisco Community Learning Center for Lifeline Transportation Projects in San Mateo County
- g. Authorize Entering into a Memorandum of Understanding, File Claims and Pass Through Funds to the Center for Independence of Individuals with Disabilities of San Mateo County
- h. Authorize Entering into a Funding Agreement with City/County Association of Governments of San Mateo County to Receive Measure M Funds to Support Paratransit Services
- i. Authorize Amendment to Extend the Contract on a Month-to-Month Basis for up to One Year with Wells Fargo Insurance Services, USA, Inc. for Insurance Services for a Cost of up to \$71,480
- j. Authorize Contract Amendments with Wipro, Inc. in the Amount of \$1,318,950 for Option 1, Phase 2B of the PeopleSoft Integration Service to Test, Train and Deliver all Modules, Amend Contract to Include Hardware Support Services for the Business Optimization Project and Extend the Term for the Legacy Application Support and Data Cleansing Services for One Additional Year
- k. Authorize the Execution of Contracts over \$100,000 for Information Technology License Renewals, Maintenance Services and Professional Services for Fiscal Year 2013 for an Aggregate Not-to-Exceed Amount of \$850,000
- l. Authorize Execution of Contracts for Technology Related Products and Services to Vendors Under Cooperative Purchasing Agreements for Fiscal Year 2013 for an Aggregate Not-to-Exceed Amount of \$900,000

**MOTION**

- m. Authorize Rejection of All Bids for Provision of Diesel Fuel

**8. LEGISLATIVE COMMITTEE**

**SUBJECTS DISCUSSED**

- a. State and Federal Legislative Update



**9. PLANNING, DEVELOPMENT & SUSTAINBILITY COMMITTEE  
SUBJECTS DISCUSSED**

- a. Proposed El Camino Real Weekend Service Consolidation
- b. Capital Projects Quarterly Status Report – 3<sup>rd</sup> Quarter Fiscal Year 2012

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

**11. BOARD MEMBER REQUESTS/COMMENTS**

**12. GENERAL COUNSEL PROPOSAL**

**13. DATE, TIME AND PLACE OF NEXT MEETING** – July 11, 2012 at 2 p.m, San Mateo County Transit District, Administrative Building, Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 Carlos Ave., San Carlos 94070

**14. ADJOURNMENT**

## **INFORMATION TO THE PUBLIC**

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

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
MAY 9, 2012**

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

Staff Present: J. Cassman, G. Harrington, R. Haskin, M. Martinez, N. McKenna, D. Miller, M. Scanlon

Chair Jerry Deal called the meeting to order at 4:01 p.m.

**CONSENT CALENDAR**

The Board approved the consent calendar (Tissier/Gee).

- a. Approval of Minutes of Board of Directors Meeting of April 11, 2012
- b. Acceptance of Statement of Revenues and Expenses for March 2012
- c. Authorize Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended March 31, 2012

**PUBLIC COMMENT**

Jerry Grace, San Lorenzo, said he was not at the meeting last month because he moved and will give everyone his new address.

**REPORT OF THE CHAIR**

Chair Deal said SamTrans was awarded a grant from the Metropolitan Transportation Commission (MTC) for a pilot car share program in Redwood City and Zipcar was selected to place nine cars at the Sequoia Station. He said that he and Director Adrienne Tissier participated in a Zipcar event on May 3 in Redwood City.

**REPORT OF THE GENERAL MANAGER/CEO**

General Manager/CEO Michael Scanlon reported:

- The Peninsula Corridor Joint Powers Board and the San Mateo County Transportation Authority (TA) approved the High Speed Rail Memorandum of Understanding at their May 3 meetings. This will provide for funding for electrification of Caltrain and the advanced signal system. He thanked Director Tissier for her leadership at MTC for securing the funding.
- Congratulated Director Carole Groom on her Streets Alive event.

**COMMUNITY RELATIONS COMMITTEE**

**MOTION**

- a. Appointment of Citizen Advisory Committee Member Tryn Miller, Representing Multimodal Riders
- b. Designation of May as “Older Americans Month”

A motion (Gee/Lloyd) to appoint Tryn Miller to the Citizens Advisory Committee and the designation of May as “Older Americans Month” was approved unanimously.

**SUBJECTS DISCUSSED**

- b. “Art Takes a Bus Ride” Contest
- c. Accessibility Update
- d. Paratransit Coordinating Council (PCC) Update
- e. Citizens Advisory Committee Liaison Report
- f. Multimodal Ridership Report – March 2012

**FINANCE COMMITTEE**

**RESOLUTIONS**

- a. Authorize Revision of the Fiscal Year 2013 Fuel Hedging Policy, Award of Contract to Orrick, Herrington & Sutcliffe LLP to Serve as Special Counsel for Not-to-Exceed Fee of \$125,000, Approve the Fiscal Year 2013 Fuel Hedging Program and Authorize Execution of Documents and Payment Premium for Commodity Price Cap for the Fiscal Year 2013 Fuel Hedging Documents
- b. Authorize an Amendment to the Law Enforcement and Related Communications Services Agreement with the County of San Mateo for an Additional Three Years and Execution of a Financial Cost Sharing Agreement with the Peninsula Corridor Joint Powers Board
- c. Authorize Amendment of the California Public Employees Retirement System Contract to Provide Two Percent at 60 Modified Formula to Future Employees
- d. Authorize Amendment of Life and Accidental Death and Dismemberment Contract with Standard Life Insurance Company for the Basic Life Rate from \$0.22 to \$0.23 Per \$1,000 of Basic Life Coverage Through May 31, 2014
- e. Authorize Award of Three No Guarantee Contracts to Provide On-Call Market Research and Survey Services for an Aggregate Not-to-Exceed Amount of \$610,000 for a Five-year Term to Corey, Canapary & Galanis, Dikita Enterprises, Inc. and EMC Research Inc.
- f. Authorize Award of Contract to Technology, Engineering & Construction (d.b.a. TEC Accutite) to Provide Underground Storage Tank Inspection and Maintenance Services for an Estimated Amount of \$750,000 for a Five-year Term

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

**MOTION**

- g. Authorize Rejection of all Bids for Painting and Related Services and Authorization to Resolicit Bids

A motion (Deal/Lloyd) to reject all bids for painting and related services and authorization to resolicit bids was approved unanimously.

**INFORMATIONAL**

- h. Preliminary Fiscal Year 2013 Operating Budget
- i. Preliminary Fiscal Year 2013 Capital Budget

**LEGISLATIVE COMMITTEE**

INFORMATIONAL

- a. State and Federal Legislative Update

**PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE**

RESOLUTION

- a. Authorize the General Manager/CEO to Undertake Property Exchanges with the City of San Bruno in Furtherance of the City of San Bruno Grade Separation Project

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

INFORMATIONAL

- b. Update on the Grand Boulevard Initiative

Director Tissier left at 4:10 p.m.

**WRITTEN COMMUNICATIONS**

None

**BOARD MEMBER REQUESTS**

Director Karyl Matsumoto thanked Director, Maintenance David Olmeda for giving her a tour of the Centralized Equipment Maintenance Operations Facility.

Director Matsumoto said the TA will have a public hearing on June 7 for the TA FY2013 budget. At the May 3 meeting the TA Board authorized an amendment to the Measure A Program.

Director Jeff Gee thanked Director of Government and Community Affairs Seamus Murphy and Government Affairs Officer Jayme Ackemann for presenting the SamTrans Service Plan to the Redwood City Council. He said it is great to see the staff getting this information before the city councils.

**DATE AND TIME OF NEXT MEETING** – June 13, 2012 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 – Existing Litigation Pursuant to Government Code Section 54956.9(a): San Mateo County Transit District v. City and County of San Francisco and Artichoke Joes, San Mateo County Superior Court Case No. CIV494013 County Transit District

Legal Counsel David Miller said this item is related to the San Bruno Grade Separation Project and serves to resolve one of the eminent domain matters.

Meeting adjourned to closed session at 4:12 p.m.

Reconvened to open session at: 4:18 p.m.

Mr. Miller said the Board met in closed session as permitted by the Brown Act to consider a matter involving Artichoke Joes, the City and County of San Francisco and the San Mateo County Transit District. The resolution before the Board would authorize the General Manager/CEO to execute transfers of real estate in conjunction with the settlement agreement previously approved by the Board.

A motion (Gee/Guilbault) to authorize the General Manager/CEO to execute transfers of real estate in conjunction with the San Bruno Grade Separation Project was approved unanimously by roll call.

Director Groom said John Lee gave a lifetime of service. He was a 22-year Marine who fought in two wars for the United States of America in Korea and Vietnam and retired as a Lieutenant Colonel. Mr. Lee worked on many civic activities in Redwood City and for the last 12 years he was a San Mateo City Council member. He never made a decision without thinking of the future of the city and the future of the people who lived there. Director Groom said she has known Mr. Lee for many years and it was an honor to serve with him for at least nine years on the San Mateo City Council. This city and county have lost one of its finest leaders ever.

Chair Deal asked for a moment of silence in memory of Mr. Lee who passed away last week.

The meeting was adjourned at 4:20 p.m. in memory of John Lee.