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

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

Other Board Members Absent, Constituting Committee of the Whole: R. Guilbault


Committee Chair Shirley Harris called the meeting to order at 2:08 p.m.

Approval of Minutes of Community Relations Committee (CRC) Meeting of October 13, 2010
The committee approved the minutes (Ahmad/Church).

Accessibility Update
Accessibility Coordinator Tina DuBost said at yesterday’s Paratransit Coordinating Council (PCC) meeting, Dr. Michal Settles presented “A Day in the Life of a RediCoast Rider,” the same presentation given at last month’s SamTrans meeting.

PCC Update
PCC Chair Nancy Keegan reported:
- The PCC hosted the MV Transportation appreciation party for staff in October.
- The November PCC packet contains the quarterly Consumer Core Report. She said the statistics reflect a sample of the rides reported by an anonymous group of approximately 25 riders. Ms. Keegan said the trend matches closely with the monthly Redi-Wheels paratransit performance summary report.
- Members of the PCC Executive Committee serve on the eligibility appeals panel. She said there are three representatives on the panel and the PCC represents the community.

Citizens Advisory Committee (CAC) Liaison Report
CAC Chair John Baker reported on the November meeting:
- The committee took a tour of South Base and the members were very impressed with the facility from the cleanliness to the efficiency of the dispatch center.
- There were concerns about standing room only on Routes 390 and 391.
- Invited everyone to the holiday reception on December 1 at 6 p.m. prior to their meeting.

Committee Chair Harris encouraged all Board members to attend the holiday reception and see the CAC in action.
Performance Report – Caltrain

Deputy CEO Chuck Harvey provided the following information:

- Average weekday ridership is at 40,698.
- Performance and reliability is under the 95 percent goal and this is an area that needs some work.
- Service highlights include:
  - Giants baseball service
  - Clipper
  - Bay to Breakers
  - Independence Day Fireworks
  - Paul McCartney Concert
  - Giants Playoffs and World Series
  - Turkey Trot
  - Fare and service changes
- Over 21,000 extra passengers were carried for the World Series and an extra 30,000 passengers for the Giants’ parade.

Director Adrienne Tissier arrived at 2:17 p.m.

- The Fiscal Year (FY) 2011 budget started with a deficit of more than $12 million. The deficit was brought down to $2.4 million with savings in fuel, savings from the prior fiscal year and some money from the Metropolitan Transportation Commission. To close the $2.4 million deficit, staffed stations in San Francisco and San Jose were closed; the zone fares will be increased; GO Pass pricing was increased; and four midday trains will be eliminated.
- System safety projects and programs include:
  - Improvements at eight grade crossings in Santa Clara County
  - A number of right of way fencing projects to reduce trespassing
  - A pilot project to modify existing Caltrain “No Trespassing/Suicide Prevention” signs along 9.5 miles of right of way in Menlo Park, Palo Alto and Mountain View
  - Installation of high security bollards at the San Francisco, Millbrae and San Jose Diridon stations to provide physical barriers to prevent attacks by vehicular impact
  - Installation of closed-circuit cameras at the Central Equipment Maintenance and Operations Facility
  - Installation of digital cameras and recorders on Caltrain locomotives and cab cars
  - More than 18 Operation Lifesaver presentations to nearly 500 people
  - Transit Police High-Intensity Safety Enforcement Program.
- Grant funded capital projects include:
  - Santa Clara Station/South Terminal
  - San Bruno Grade Separation/Station
  - Jerrold and Quint Bridges in San Francisco
  - San Mateo Bridges
  - South San Francisco Parking Lot
- The Rail Operations Control System Project is scheduled to be completed in summer 2011.
- Caltrain’s Positive Train Control is a mandated system to prevent train collisions.
Staff completed an OnBoard Bike Capacity and Dwell Time Study and is recommending a continuum approach to alleviate onboard issues.

Work continues with the California High Speed Rail Authority, local communities, stakeholders, Federal, State and local officials and others to pursue high speed rail and Caltrain improvement projects that will enhance the quality of life and respect local concerns. Caltrain will continue to assert its ownership of the right of way in any future negotiations regarding use of the corridor.

The current operating contract with Amtrak expires next year and staff is currently evaluating proposals and anticipates awarding a new contract in spring 2011.

FY2012 will remain a challenging budget year with a projected deficit of $29.5 million. Member agency contributions are hampered by local sales tax revenue and the reduction in State and Federal funding.

The JPB has used one-time funds to bridge gaps in the past and these funds no longer exist. Staff is unsure if there is a service model that can operate at FY2012 revenue level. Without some type of additional funding the likely service scenario would be no weekend service, no service to Gilroy, no midday service, only a Monday through Friday peak hour service.

Director Zoe Kersteen-Tucker gave kudos to staff for the service provided by Caltrain for the Giants’ parade.

Director Tissier said she took BART to the parade and it took her over an hour to purchase a ticket.

Director Omar Ahmad said when the tragedy occurred in San Bruno, SamTrans stepped up and acted as a first responder. He said at some point he would like to see a debriefing on how to get large numbers of people in or out of San Francisco.

Mr. Harvey said every year staff participates in an emergency drill in coordination with the Metropolitan Transportation Commission, and scenarios are created involving all local transportation agencies.

Director Art Lloyd commended crews on Train 256 last Friday for their handling of the fatality in Belmont.

Public Comment
Jerry Grace, San Leandro, said BART had large crowds for the parade and after the event the Montgomery Station BART station was closed.

Multimodal Ridership Report – September 2010

- Bus ridership was 49,550, a decrease of 9 percent.
- Paratransit ridership was 1,130, a decrease of 1.8 percent.
- Caltrain ridership was 41,300, an increase of 3.8 percent.
- Caltrain shuttle ridership was 5,562, down 8 percent.
Factors impacting ridership include:
  - A 7.5 percent service reduction on December 20, 2009
  - Fare increases effective February 1, 2010
  - County unemployment for September was 9.1 percent

Average weekday ridership loss was broken down as follows:
  - San Francisco express routes had a loss of 1,000 riders because the service was canceled
  - Route KX has lost 950 riders due to reduced service frequency, fare increase and the economy
  - Local routes have lost 1,380 riders due to reduced service frequency, fare increase and the economy
  - El Camino Real service has lost 880 riders due to fare increase and the economy
  - The Bayshore service has lost 710 riders due to fare increase and the economy

Adjourned: 2:50 p.m.
TO: Community Relations Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

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

SUBJECT: ACCESSIBILITY REPORT

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

SIGNIFICANCE
Several groups advise SamTrans on accessible service issues. The Paratransit Coordinating Council (PCC) provides a forum for consumer input on paratransit issues. The Advocacy and Legislative Committee (AL-Com) is the advocacy arm of the PCC. The SamTrans Accessibility Advisory Committee (formerly the Americans with Disabilities Act Technical Advisory Committee or ATAC) is a SamTrans committee that advises on accessibility issues, particularly related to fixed-route service. Each group has requested that the Board be informed of the issues discussed at meetings.

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

The minutes from the October 5 Al-Com meeting, the October 12 PCC meeting and the September 16 SAAC meeting are attached.

Prepared by: Tina Dubost, Accessibility Coordinator 650-508-6247
Project Manager: Bill Welch, Manager, Accessible Transit Services 650-508-6475
ATTENDANCE
Members Present: Mike Levinson, AL-Com Chair; Dale Edwards, PCC Vice Chair; Aki Eejima, Consumer; Stephanie Hill, Consumer; Dan Mensing, Consumer.
Guests: Kim Rothschild, SamTrans Government Affairs; John Murphy, MV Transportation; Enrique Henry Silvas, SamTrans; Linda Rhine, PCC Consultant, Nelson\Nygaard; Tina Dubost, SamTrans; Elly Colwell, SamTrans; Rose Berta, PCC Staff.
(Total Attendance: 12)

WELCOME/INTRODUCTION
Mike welcomed everyone at the AL-Com meeting and introduced Kim Rothschild, SamTrans Government Affairs Officer as our guest speaker.

Kim Rothschild, SamTrans Government Affairs Officer
Kim spoke on two measures to be voted on November 2, 2010.
• Proposition 22, placed on the ballot by the California Transit Association in response to the elimination of State Transit Assistance (STA) funds. These funds were dedicated to transit and were eliminated earlier this year resulting in a significant loss in funding to SamTrans and all transit agencies throughout the state. Kim distributed a one-page summary of the measure to educate voters. If this measure passes, it will help SamTrans fund services. The SamTrans Board supports this measure.
• Measure M is a measure for San Mateo County voters only. It allows the County Congestion Management Agency (CMP) to add an additional $10 vehicle license fees each year for the next 25 years. If passed, 50% of the funds to be collected will be used for San Mateo County’s streets/roads and 50% for transit services.

Kim explained that a new funding bill is needed to provide federal transportation funding since the Federal Funding Program (SAFETEA-LU) will expire on December 31, 2010.

Kim announced that the new president of the American Public Transportation (APTA), the national transportation advocacy organization, is Mike Scanlon, SamTrans CEO. APTA has a website that includes stories about people who ride public transit and how important it is for them and why they support it. She encourages PCC members to enter their story to show support for paratransit service.

LEGISLATIVE UPDATE
Mike announced that the Senate and House passed the Twenty-First Century Communications and Video Accessibility Act aimed at providing those with disabilities greater access to new
This Act will require technology companies (cable, cell, phone, etc.) to have accessible equipment. This especially will be a great benefit for visually impaired hearing impaired people. It is expected to be signed by President Obama.

**LOCAL ADVOCACY ISSUES—OPEN DISCUSSION**

Maria Kozak brought up a discussion on all drivers having a name tag in large print so clients can know their names. Union policy is to have a patch with only the driver’s number sewn on their shirt and jacket. John will check on the cab driver’s ID tag, since Dan, Aki, and Stephanie all mentioned cab drivers do not have a patch. John emphasized, however, that cab drivers are not MV employees.

Aki asked if riders could get information on the length of time the ride will take when they board the vehicle. John said that all riders should assume a time frame of one hour and 15 minutes, and that all rides are shared; if the consumer gets to his/her destination sooner, that’s great. Shared rides maximize efficiency and minimize costs.

SFO pick-up locations and vehicle identifier were also discussed. John is seeking direction from SamTrans and SFO. Work is in progress and John hopes to have a decision within a couple of months to report at the January 2011 meeting.

Maria brought up the issue of having no dispatcher or recording to solve weekend problems. John will check into this issue and report back in January.

**COMPLAINT REVIEW COMMITTEE—OPEN DISCUSSION**

Tina presented the quarterly report. Complaints per 1,000 rides are much better than the standard of 2.5 complaints per 1,000 rides. The average 0.50 per 1,000 rides is the best in the previous four quarters. Compliments increased dramatically to 234 for the quarter. Customer error complaints are up from the previous quarter. On time performance is very good; the number of missed trips is very low; 70,000 trips were provided during the time period; safety-related complaints are near zero. The biggest category of complaints is late vehicles, yet on-time performance is good. Tina emphasized that due to financial constraints, increasing productivity is a priority; it increases cost effectiveness of service. The biggest category is customer error. All complaints are investigated, evaluated, and are taken seriously.

Mike introduced the handout on the On-Hold Time statistics. The average time consumers were placed on hold was less than 1.5 minutes. There was a discussion on the method of calculating the on-hold time between SamTrans and the Consumer Corps. Stats from the Consumer Corps show a total of 272 calls with 78% having their call answered within one minute; approximately 22% were on hold for more than 1.5 minutes. Agreement was reached to continue calculating statistics for the Consumer Corps with the same method because the goal is to improve customer service. Linda reminded the committee that the Consumer Corps data is not intended to represent all trips but is a representative sample of riders’ experiences and are used as a “cross check” with SamTrans official reports of all trips.
OTHER BUSINESS
Linda thanked everyone who contributed to the fall newsletter. The newsletter was distributed to all members.

Mike reminded the members that the ERC meeting will be held at 2:30 pm on October 12 before the PCC meeting, and the PCC meeting will take place at 4:00 pm followed by the MV Appreciation party at 6:00 pm.

MEETING ADJOURNED: 3:00 PM
ATTENDANCE
Members Present: Nancy Keegan, Chair; Dale Edwards, Vice Chair; Mike Levinson, AL-Com Chair; Maureen Dunn, Senior Focus; Barbara Kalt, Rosener House; Pat Dixon, COD; Aki Eejima, Consumer; Stephanie Hill, Consumer; Dan Mensing, Consumer; Bill Welch, SamTrans; Aurora Ring Cruz, COA, for May Nichols.

Absentees: Diane Griffith & Joey, Consumer; Myria Barnes-Jackson, DOR; Judy Garcia, Consumer; Craig McCulloh, Aging & Adult Services; Benjamin McMullan, CID; May Nichols, COA; Sammi Riley, Consumer; Michal Settles, Coastside; Marie Violet, Sequoia Hospital; Joe Monsor, Caregiver.

Guests: Tina Dubost, SamTrans; Elly Colwell, SamTrans; Paul Lee, SamTrans; Marshall Loring, MTC; John Murphy, MV Transportation; Linda Rhine, Nelson\Nygaard; Henry Silvas, SamTrans; Rose Berta, PCC Staff.

(Total Attendance: 19) Quorum--Yes

WELCOME/INTRODUCTION
Nancy Keegan, Chair, welcomed all to the October PCC meeting.

APPROVAL OF SEPTEMBER PCC MINUTES
Nancy asked for a vote of approval for the September minutes. Dan moved the minutes be approved and Maureen seconded the motion. The minutes were unanimously approved.

COMMITTEE REPORTS

A. AL-COM REPORT
Mike reviewed the report received from Kim Rothschild from SamTrans Government Affairs. There were two ballot initiatives—Proposition 22 protects transportation money from being taken from the local agencies by the State; and Measure M for San Mateo County, which proposes an addition of $10 vehicle registration fee. Details are found in the AL-Com minutes.

The Twenty-First Century Communications and Video Accessibility Act will mandate manufacturers of hand-held devices to include software in their equipment to provide accessibility to the hearing-impaired and sight-impaired population.

Mike mentioned that Mike Scanlon is the new president of American Public Transit Association (APTA). APTA has a website that encourages people to share their story on their experiences with paratransit service. The website: http://www.apta.com/Pages/default.aspx. The next AL-Com meeting is on January 4, 2011.
B. GRANT/BUDGET REVIEW
Barbara had nothing to report. The year-end budget reports was received last month and anticipates the next report in December. There are no updates on the FTA 5310 program.

C. EDUCATION COMMITTEE
Maureen Dunn reported they had a lively discussion at the last month’s meeting. Two major responsibilities of the committee were discussed: 1) staffing at fairs and 2) role and content of the newsletters. There is no resolution yet on increasing distribution of the newsletter, and costs of newsletters, rules, etc. are in review. There is a continuing discussion on the health fairs issue in relation to their frequency and the challenge of staffing the booths. Maureen thanked Mike, Dale and Sue, and Aki for their volunteer work at the Day in the Park. A photo of the members at the fair was circulated and appreciated.

D. EXECUTIVE COMMITTEE
Nancy reported the next meeting is on November 3, 2010. Nancy announced that she will defer her 5-minute presentation at the Board meeting tomorrow to Michal who will give a presentation titled “A Day in the Life of RediCoast Riders”. It will be shown at the November PCC meeting. The October Coastside meeting is postponed because members will be present at the Board meeting. Nancy thanked Linda and Nelson\Nygaard, Tina, and Michal for their work on the presentation.

SAM TRANS/REDI-WHEELS REPORT
A. Operational Report
Tina reported that SamTrans Human Resources has received many qualified applicants to replace Ashish John. She expects to have a new person (Customer Relations Specialist) in November; existing staff are covering his duties in the interim.

B. Performance Summary
Tina reported that August was a good month. Late cancels have been higher since February due to change in cancellation policy; productivity has gone way up—very positive. The average ridership is steady; on-time performance is at 93.8%. There were many compliments; overall the numbers are very good.

C. Customer Comments
Elly reported that compliments are down and there are more policy-related comments than service-related comments. The average response time continues to be under the 7-day turn around limit; thank you John and staff. In the comments by type—comments have decreased and so has customer errors.

There were several questions about the process and procedures for submitting complaints. Elly explained that when complaints are received by phone through the customer service center or email, she forwards them to MV to respond. The calculated turn-around time starts at this point. Responses to customers are either by phone or email. MV then contacts Elly informing her when the response was made. Henry noted that there are still follow ups even after the response to the clients have been made. Terminology in the SamTrans report was also clarified.
D. Safety Report
John reported there were 4 accidents; 3 non-chargeable, one chargeable. MV’s record is 300,000 miles between accidents.

LIAISON REPORTS
A. MTC REPORT
Marshall stated that the policy committee is working on items not related to paratransit. Their focus is on SB 375.

Bill shared that he attended the MTC workshop which focused on transit to health care facilities. There is a trend emerging that passengers are traveling to health facilities further away; longer trips have cost implications. He added that San Mateo County is fortunate to have several healthcare facilities available throughout the county.

Maureen mentioned the conference she attended this morning focused on how to create communities that are not so auto-centered; how to make them less dependent on autos and more walk-able friendly. This elevated awareness of how planners need to work together to make communities work together. There were about 150 conference attendees.

B. AGENCY
Barbara said there was nothing to report—no meeting.

C. COASTSIDE TRANSPORTATION COMMITTEE (CTC)
October meeting was cancelled due to Michal’s presentation to the Board.

D. EFFICIENCY REVIEW COMMITTEE (ERC)
Mike Levinson said the committee met earlier today and reviewed eligibility. Conditional eligibility has increased.

Late cancels have increased slightly since the new policy was implemented in February. The Interactive Voice Response system implementation may be delayed due to contractor technicalities. Early 2011 implementation is still scheduled with possible postponement.

The productivity report of all operators in the Bay Area was reviewed. The reasons for Redi-Wheels lower productivity compared to other operators are being explored to identify opportunities for increasing productivity. The criteria used to calculate data may be different for each operator; this discrepancy, therefore, should be addressed.

Next meeting is on November 2, 2010 at 11:00 am.

E. COMMISSION ON AGING (COA) REPORT
Aurora Ring Cruz reported for May. Aurora spoke of the project to Adopt a Senior Center and get connected and known with the centers. There are two main projects in the works: 1) strategies to make seniors more transparent 2) survey to help people on food, transportation, etc. “Seniors on the Move”, sponsored by Jackie Speier will take place in December 2011.
COMMISSION ON DISABILITY (COD) REPORT
Pat said there are several new members on the board and they are deciding whether to set new goals. The members are going to the Board of Supervisors on November 19, 2010.

OTHER BUSINESS
Barbara handed out flyers that Meals on Wheels is having a fundraiser on Tuesday, November 9, 2010. Participating restaurants will be donating a portion of their proceeds to Meals on Wheels. For more info, visit the website: www.dineoutnow.org

Linda reminded everyone of the orientation for new members on November 9, 2010 at 12:00 pm, 3rd floor Engineering Conference room.

MEETING ADJOURNED: 5:30 pm
SAMTRANS ACCESSIBILITY ADVISORY COMMITTEE

MEETING SUMMARY – September 16, 2010

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

PRESENT: Jim Engvall, Alec Karp (Chair), Ben McMullan

ABSENT: Tom Collette, Pat Dixon, Doris Maez, Alice McGrath, Jim Stinehoff

SAMTRANS STAFF: Roi Kingon, Richard Lesser, Bill Welch

I. Approval of Minutes

We did not have a quorum to approve the minutes.

II. Fixed Route Bus and Caltrain

A. New Bus Fareboxes

SamTrans’ Operations Technology Administrator, Roi Kingon, deals with all technology that is used on our vehicles, and is currently working on replacing the fare collection systems on the buses.

The current farebox on SamTrans buses does not register or validate money. It is 23 to 24 years old, and maintenance is increasingly difficult as parts become harder to find. There is a plan to replace the fareboxes, and Roi Kingon brought an example of the new one to this meeting for demonstration and evaluation.

The new farebox is an excellent product made by General Fare Industries, and is currently in use with Golden Gate Transit, VTA, and Monterey-Salinas Transit. The new farebox has additional capabilities. The final decisions have not been made as to how each potential function of the farebox will serve SamTrans or not, and this committee can help by giving its input.

Perhaps the most important new function will be that the farebox counts cash – coins and bills – and displays the totals to the operator. Subsequently, an immediate accurate accounting of the fares collected will be recorded, allowing for a quick daily tally without waiting for the time-consuming cash-counting which is presently used. The ACS system will automatically populate the farebox data for each individual bus run.

The farebox will either beep or respond verbally, at our choice, to indicate whether a fare card is valid or not. Roi prefers the verbal alert as more easy to understand.
Exact change would not be needed. If the District decides to use this feature, the farebox can issue a “change card”, which is then usable for future rides. To demonstrate, Roi Kingon put in a $20 bill and an $18 change card was issued. The ticket has a cut on the left side of the card to orient it for the visually impaired. The farebox prints the new value on the card. Alec Karp asked about an auditory announcement of the new fare card value, but that function is not available for the farebox, nor does it verbally announce the amount of counted change. The driver could read it for a visually impaired patron.

The farebox can issue a day-pass, which can be validated by either a dip (up and down movement) or a swipe (sideways movement). The swipe reader validates only, and needs less dwell time. The dipper works for all fare media. A period pass (i.e. day or month) can be either swiped or dipped.

The farebox can issue a day pass, which can save consumers money if they are taking multiple buses in a day.

The farebox would detect a “pass-back”, meaning that it will not allow the same pass to be used to board two passengers on the same bus.

Committee members asked whether someone could send in damaged fare media for replacement. They also asked if the new fareboxes will be placed on Redi-Wheels vehicles. Staff suggested that the Marketing department attend a future meeting to discuss these questions.

The Clippercard is a separate system, and has a separate unit from the farebox. The Clippercard reader is ten year old technology because of the time it has taken to roll it out. Pre-paid fare cards will move to Clipper before long, so paper monthly passes will no longer be used.

Roi speculates that this might be SamTrans’ last farebox, as smart cards such as Clipper, or other payment means including cell phones, will likely be used instead in the future.

The new fareboxes are currently expected to be rolled out in February or March of 2011.

B. Real-Time Bus Arrival/Departure Information

Screens for predictive arrival have been installed at Daly City, Millbrae, Redwood City, Palo Alto, and Top of the Hill Daly City. They are anticipated to have real-time next bus arrival information by November. There are technical issues still being resolved. This committee had an opportunity to look at and comment on the prototypes for these signs.

Long-term plans for predictive bus arrival information include making the information available on customers’ cell-phones. Each stop would have an ID number that could be called in. Alec Karp asked if the numbers would also be in Braille. The stop ID’s will not be necessary if the customer is using a smart phone with GPS, which will automatically determine the user’s location. A real-time feed can be incorporated into the District website. There should also be downloadable apps for the Droid and Iphone with this information in the near future. SamTrans,
Caltrain, and all other Bay Area transit agencies will provide arrival data to the MTC, which provides transit information to the public through 511 and 511.org.

III. Paratransit Update

Bill Welch reported that the Interactive Voice System (IVR), made by Ontira, is gearing up to be implemented at the end of the year. The Paratransit Coordinating Council (PCC) is reviewing it. The IVR will make automated calls to the user’s phone of the night before their ride, and will allow them to cancel a ride by pressing a button on their phone. A second call will be made shortly before the vehicle arrives. Testing will begin in the fall, probably with members of the Efficiency Review Committee, before being rolled out for all 7000 Redi-Wheels users.

The Codified Tariff was changed to reflect that the Paratransit fare for agency group trips will be at one standardized rate of $4.25 (.75¢ more than a standard fare), with the Lifeline fare set at $2.25. This amount will be less than most agencies paid before last year’s board action.

On July 1, 2011 the standard Paratransit fare will go up to $3.75.

IV. Commission on Disabilities Report

Ben McMullan reported that the last meeting was focused on how to inform the public about healthcare reform. Craig McCullough mentioned a possible event in February that would include a forum on the topic.

VII. Announcements and Other Business

Alec Karp asked if we can find a way to energize this group, get more people, more involvement. Only three committee members attended this meeting, and there is room for additional members to join.

CID (Center for Independence of the Disabled) has exposure to many people with disabilities, with some potential new members. Ben McMullan suggested the CID newsletter be used to recruit members.

Jim Engvall suggested information cards on Redi-Wheels and fixed route vehicles.

Bill Welch suggested that we look at the RTC card application process for potential candidates.

Alec Karp asked if there would be a CAAC (Caltrain Accessibility Advisory Committee) meeting, since there are many issues to be discussed, such as stations that still lack the directional tiles to ticket machines and boarding assistance areas. A CAAC meeting will be planned in the next couple of months.

VIII. Set Date for Next Meeting

The next meeting was scheduled for Thursday, November 18th.
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: SHUTTLES PERFORMANCE REPORT

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

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

BUDGET IMPACT
There is no impact on the budget.

BACKGROUND
This is the first Shuttles report to be presented this fiscal year. Staff will report on the business partners, program size, funding partnerships, and ridership.

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

Prepared by: Donald G. Esse, Senior Operations Financial Analyst 650-508-6329
TO: Community Relations Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

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

SUBJECT: MULTIMODAL RIDERSHIP REPORT - OCTOBER 2010

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

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

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

**MONTHLY RIDERSHIP HIGHLIGHTS - OCTOBER 2010 COMPARED TO OCTOBER 2009**

- **All Modes** – AWR of 100,024, an increase of 0.5 percent.
- **Bus** – AWR of 48,590, a decrease of 6.8 percent.
- **Paratransit** - AWR of 1,124, a decrease of 1.9 percent.
- **Caltrain** - AWR of 42,440, an increase of 11.2 percent.
- **Caltrain Shuttles** - AWR of 5,787, a decrease of 2.5 percent.
- **BART Shuttles** - AWR of 2,083, a decrease of 2.3 percent.
SamTrans Activities and Promotions:

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

- **ClipperSM testing** – Staff began extensively field testing the Clipper system on SamTrans buses. In mid-December, customers will be able to pay their SamTrans fare by tagging the regional fare payment Clipper card at the onboard card readers. Customers will be able to load cash and Monthly passes on Clipper. Staff, as well as members of the Citizens Advisory Committee, will continue to test the system through November. Clipper is currently used on AC Transit, BART, Caltrain, Golden Gate Transit & Ferry, and Muni.

- **Vision illustrated** – Sometimes it helps to convey a vision when it’s got a visual associated with it. SamTrans Marketing staff assembled employees from various departments for a photo session and created an exterior bus ad that conveys the agency’s vision. The ad, which will run on buses for six months, shows the group of employees next to a bus with the heading: Providing choices and a sustainable future for our diverse communities.

- **Transit Fun Guide** – Hot off the presses was the fall edition of the SamTrans *Transit Fun Guide*. It provides a listing of fun locations up and down the Peninsula and Coastside, with instructions on how to get there using SamTrans. Destinations include festivals, faires, special events and farmers’ markets. The guide is available on buses, online and at dozens of locations throughout the community.

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

#### October 2010

<table>
<thead>
<tr>
<th>Mode</th>
<th>FY2009</th>
<th>FY2010^</th>
<th>FY2011</th>
<th>%Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus +</td>
<td>56,130</td>
<td>52,160</td>
<td>48,590</td>
<td>-6.8%</td>
</tr>
<tr>
<td>Paratransit</td>
<td>1,205</td>
<td>1,146</td>
<td>1,124</td>
<td>-1.9%</td>
</tr>
<tr>
<td>Caltrain # +</td>
<td>41,890</td>
<td>38,170</td>
<td>42,440</td>
<td>11.2%</td>
</tr>
<tr>
<td>Caltrain Shuttle # **</td>
<td>6,316</td>
<td>5,935</td>
<td>5,787</td>
<td>-2.5%</td>
</tr>
<tr>
<td>BART Shuttle</td>
<td>2,323</td>
<td>2,131</td>
<td>2,083</td>
<td>-2.3%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>107,864</td>
<td>99,542</td>
<td>100,024</td>
<td>0.5%</td>
</tr>
<tr>
<td>BART (Extension Only)^*</td>
<td>38,501</td>
<td>37,336</td>
<td>39,265</td>
<td>5.2%</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td>146,365</td>
<td>136,878</td>
<td>139,289</td>
<td>1.8%</td>
</tr>
</tbody>
</table>

#### Year to Date

<table>
<thead>
<tr>
<th>Mode</th>
<th>FY2009</th>
<th>FY2010^</th>
<th>FY2011</th>
<th>%Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus +</td>
<td>51,980</td>
<td>48,440</td>
<td>44,320</td>
<td>-8.5%</td>
</tr>
<tr>
<td>Paratransit</td>
<td>1,178</td>
<td>1,143</td>
<td>1,124</td>
<td>-1.7%</td>
</tr>
<tr>
<td>Caltrain # +</td>
<td>44,150</td>
<td>39,740</td>
<td>41,350</td>
<td>4.1%</td>
</tr>
<tr>
<td>Caltrain Shuttle # **</td>
<td>6,260</td>
<td>5,706</td>
<td>5,428</td>
<td>-4.9%</td>
</tr>
<tr>
<td>BART Shuttle</td>
<td>2,242</td>
<td>1,976</td>
<td>2,002</td>
<td>1.3%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>105,810</td>
<td>97,005</td>
<td>94,224</td>
<td>-2.9%</td>
</tr>
<tr>
<td>BART (Extension Only)^*</td>
<td>39,987</td>
<td>37,052</td>
<td>38,818</td>
<td>4.8%</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td>145,797</td>
<td>134,057</td>
<td>133,042</td>
<td>-0.8%</td>
</tr>
</tbody>
</table>

# System
* Extension Only (No Daly City)
+ Rounded to nearest tens
^ Service cuts/reduced (12/09)
** FY10 shuttle figures have been adjusted to reflect corrected number of days operated per month

## Chart A
### Average Weekday Ridership
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, DECEMBER 8, 2010 – 2:20p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Finance Committee Meeting of November 10, 2010
2. Approval of Statement of Revenues and Expenses for October 2010
3. Authorize Amending the Fiscal Year 2011 Operating Budget by $1,198,087 from $131,810,465 to $133,008,552
4. Authorize Acceptance of a Grant From the Silicon Valley Community Foundation in the Amount of $70,000 for the Proposed “Grass Tops to Grass Roots” Project and Execute a Memoranda of Understanding with the San Mateo County Health System and Greenbelt Alliance
5. Authorize the Filing of an Application and Receipt of Federal Funding in the Amount of $1,486,700 Under the Metropolitan Transportation Commission’s Climate Initiatives Program
6. Authorize Amending and Increasing the Parking Violation Fine Schedule

CONTRACTS

7. Authorize Rejection of all Bids for Rental, Purchase and Laundering of Work Clothing, Shop Towels and Related Items and Authorize Researching the Marketplace for the Purpose of Negotiating an Acceptable Contract

Committee Members: Mark Church, Shirley Harris, Art Lloyd

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.
MINUTES OF FINANCE COMMITTEE MEETING
COMMITTEE OF THE WHOLE
NOVEMBER 10, 2010

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

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

Other Board Members Absent, Constituting Committee of the Whole: R. Guilbault


Committee Chair Mark Church called the meeting to order at 2:50 p.m.

Approval of Minutes of Finance Committee Meeting of October 13, 2010
The Committee approved the minutes (Ahmad/Lloyd).

Approval of Revenues and Expenses for June 2010 (unaudited)
Deputy CEO Gigi Harrington said staff will be publishing the year-end financial reports in December. Revenues were better than budget by $2 million and expenses were under budget by $7 million. She said the savings include a mid-year budget reduction of $3 million: $2 million that was owed to SamTrans was repaid by the Peninsula Corridor Joint Powers Board, $1 million in savings was achieved in the fuel budget and small additional savings occurred in miscellaneous items.

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

Approval of Revenues and Expenses for September 2010
Ms. Harrington said revenues are under budget by $250,000 and expenses are under budget by $3.2 million due to savings in wages and fuel expenses.

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

Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended September 30, 2010
Bill Osher, CSI Capital Management, Inc., said the recession ended in June 2009. He said the most recent activity by the Federal government of printing money and buying treasury debt is called Quantitative Easing II. Mr. Osher said under current market conditions if you want to invest safely there is essentially no return and the returns that are offered are well below the rate of inflation. He also said that the strategies the Federal government is pursuing are inherently inflationary. He is managing the portfolio to avoid these negative financial consequences. He said this means the portfolio is kept shorter and is less sensitive to a change in interest rates.
When inflation eventually does reveal itself and interest rates start to rise, the portfolio will then very quickly re-price itself and be able to capture the higher yields.

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

**Adoption of Conflict of Interest Code**
District Secretary Martha Martinez said the Conflict of Interest Code is revised every two years. She said staff is proposing the Committee recommend the Board adopt the Code.

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

**Adjourned:** 2:57 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 OCTOBER 31, 2010 AND SUPPLEMENTAL INFORMATION

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

SIGNIFICANCE
Revenues: Total Revenues (page 1, line 12) are $203,373 or 0.4 percent worse than revised budget. Passenger Fares (page 1, line 1) are worse than budget by $7,606 or 0.1 percent, Operating Grants & Other (page 1, line 3) are worse than budget by $395,253 or 76.9 percent, Investment Interest (page 1, line 8) is worse than budget by $6,369 or 0.5 percent offset by Other Interest, Rent & Other Income (page 1, line 10) which is better than budget by $208,496 or 11.7 percent.

Expenses: Total Expenses (page 4, line 74) are $3,227,785 or 7.1 percent better than revised budget. Within Total Expenses, Total Motor Bus (page 3, line 47) is better than budget by $2,828,121 or 8.6 percent, Total ADA Programs (page 4, line 56) are better than budget by $499,747 or 10.6 percent and Total Multimodal Programs (page 4, line 72) are better than budget by $100,084 or 1.3 percent.

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

Prepared by: Rima Lobo, Manager, Financial Services  650-508-6274
Jeannie Chen, Senior Accountant  650-508-6259
## SOURCES OF FUNDS

### Operating Revenues

<table>
<thead>
<tr>
<th>Month</th>
<th>Year-to-Date</th>
<th>Current Actual</th>
<th>Prior Actual</th>
<th>Revised Actual</th>
<th>% Rev</th>
<th>Approved Budget</th>
<th>Revised Budget</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Passenger Fares</td>
<td>1,540,822</td>
<td>5,735,551</td>
<td>5,711,527</td>
<td>99.9</td>
<td>17,157,400</td>
<td>17,157,400</td>
<td>33.3</td>
</tr>
<tr>
<td>2</td>
<td>TDA and STA Funds</td>
<td>5,117,909</td>
<td>9,991,968</td>
<td>20,471,634</td>
<td>100.0</td>
<td>30,860,639</td>
<td>30,860,639</td>
<td>66.3</td>
</tr>
<tr>
<td>3</td>
<td>Operating Grants &amp; Other</td>
<td>283,369</td>
<td>118,813</td>
<td>514,066</td>
<td>23.1</td>
<td>10,577,283</td>
<td>10,577,283</td>
<td>1.1</td>
</tr>
<tr>
<td>4</td>
<td>Measure A Contribution and AB434 Funds</td>
<td>712,794</td>
<td>3,130,819</td>
<td>2,948,407</td>
<td>99.9</td>
<td>8,834,888</td>
<td>8,834,888</td>
<td>33.4</td>
</tr>
</tbody>
</table>

Subtotal - Operating Revenues: 7,371,525

### Other Revenue Sources

<table>
<thead>
<tr>
<th>Month</th>
<th>Year-to-Date</th>
<th>Current Actual</th>
<th>Prior Actual</th>
<th>Revised Actual</th>
<th>% Rev</th>
<th>Approved Budget</th>
<th>Revised Budget</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>District 1/2 Cent Sales Tax</td>
<td>4,826,267</td>
<td>19,884,733</td>
<td>20,050,667</td>
<td>100.0</td>
<td>60,000,000</td>
<td>60,000,000</td>
<td>33.4</td>
</tr>
<tr>
<td>8</td>
<td>Investment Interest</td>
<td>482,148</td>
<td>2,370,482</td>
<td>1,383,801</td>
<td>99.5</td>
<td>5,082,780</td>
<td>5,082,780</td>
<td>33.2</td>
</tr>
<tr>
<td>9</td>
<td>Pass through to Other Agencies</td>
<td>81,275</td>
<td>32,445</td>
<td>325,098</td>
<td>100.0</td>
<td>975,293</td>
<td>975,293</td>
<td>33.9</td>
</tr>
</tbody>
</table>

Subtotal - Other Revenues: 5,737,136

Total Revenues: 13,108,661

### USES OF FUNDS

### Operations

<table>
<thead>
<tr>
<th>Month</th>
<th>Year-to-Date</th>
<th>Current Actual</th>
<th>Prior Actual</th>
<th>Revised Actual</th>
<th>% Rev</th>
<th>Approved Budget</th>
<th>Revised Budget</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>19</td>
<td>District Motor Bus</td>
<td>8,083,999</td>
<td>31,166,276</td>
<td>30,033,947</td>
<td>91.4</td>
<td>98,189,247</td>
<td>98,189,247</td>
<td>30.6</td>
</tr>
<tr>
<td>20</td>
<td>A. D. A. Programs</td>
<td>1,064,705</td>
<td>4,483,900</td>
<td>4,217,215</td>
<td>89.4</td>
<td>13,773,430</td>
<td>13,773,430</td>
<td>30.6</td>
</tr>
<tr>
<td>21</td>
<td>Caltrain</td>
<td>1,055,553</td>
<td>6,603,666</td>
<td>6,263,451</td>
<td>100.0</td>
<td>14,707,875</td>
<td>14,707,875</td>
<td>42.6</td>
</tr>
<tr>
<td>22</td>
<td>Other Multimodal Programs</td>
<td>444,059</td>
<td>1,325,732</td>
<td>1,599,016</td>
<td>106.7</td>
<td>4,084,620</td>
<td>4,084,620</td>
<td>39.1</td>
</tr>
</tbody>
</table>

Subtotal - Operating Costs: 10,648,317

### Other Uses of Funds

<table>
<thead>
<tr>
<th>Month</th>
<th>Year-to-Date</th>
<th>Current Actual</th>
<th>Prior Actual</th>
<th>Revised Actual</th>
<th>% Rev</th>
<th>Approved Budget</th>
<th>Revised Budget</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>23</td>
<td>Transfer Out to Debt Service</td>
<td>2,037,678</td>
<td>8,150,116</td>
<td>8,150,712</td>
<td>100.0</td>
<td>24,451,963</td>
<td>24,451,963</td>
<td>33.3</td>
</tr>
</tbody>
</table>

Subtotal - Other Uses: 2,118,953

### Total Uses of Funds: 12,767,269

### SURPLUS/(DEFICIT) FOR PERIOD

<table>
<thead>
<tr>
<th>Month</th>
<th>Year-to-Date</th>
<th>Surplus/(Deficit)</th>
<th>% of Year Elapsed</th>
</tr>
</thead>
<tbody>
<tr>
<td>32</td>
<td>1,211,129</td>
<td>(1,048,613)</td>
<td>15.9</td>
</tr>
</tbody>
</table>

% 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 (unaltered).
## Statement of Revenues and Expenses

### San Mateo County Transit District

**Statement of Revenues**  
**Fiscal Year 2011**  
**October 2010**

<table>
<thead>
<tr>
<th>% OF YEAR ELAPSED:</th>
<th>33.3%</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>MONTH</th>
<th>YEAR-TO-DATE</th>
<th>ANNUAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRENT ACTUAL</td>
<td>PRIOR ACTUAL</td>
<td>REVISED BUDGET</td>
</tr>
</tbody>
</table>

### Operating Revenues - Motor Bus

<table>
<thead>
<tr>
<th>Description</th>
<th>Current</th>
<th>Prior</th>
<th>Revised</th>
<th>% Rev</th>
<th>Revised</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Motor Bus Fares</td>
<td>1,474,407</td>
<td>5,495,855</td>
<td>5,443,954</td>
<td>99.8</td>
<td>16,358,000</td>
<td>33.3</td>
</tr>
<tr>
<td>Local TDA Transit Fund:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Operating Assistance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local STA Operating Assistance</td>
<td>892,982</td>
<td>0</td>
<td>3,571,926</td>
<td>100.0</td>
<td>5,511,071</td>
<td>64.8</td>
</tr>
<tr>
<td>Operating Grants</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planning Assistance Grant</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### District 1/2 Cents Sales Tax

<table>
<thead>
<tr>
<th>Description</th>
<th>Current</th>
<th>Prior</th>
<th>Revised</th>
<th>% Rev</th>
<th>Revised</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Operating Asst.</td>
<td>1,600,541</td>
<td>14,030,269</td>
<td>3,697,101</td>
<td>55.2</td>
<td>39,275,037</td>
<td>10.1</td>
</tr>
<tr>
<td>Accessibility Fixed Route</td>
<td>94,996</td>
<td>329,385</td>
<td>355,561</td>
<td>137.8</td>
<td>684,635</td>
<td>51.9</td>
</tr>
<tr>
<td>Total 1/2 Cents Sales Tax</td>
<td>1,695,537</td>
<td>14,359,654</td>
<td>4,052,662</td>
<td>58.3</td>
<td>39,959,672</td>
<td>10.1</td>
</tr>
</tbody>
</table>

### Investment Interest Income

<table>
<thead>
<tr>
<th>Description</th>
<th>Current</th>
<th>Prior</th>
<th>Revised</th>
<th>% Rev</th>
<th>Revised</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investment Interest Income</td>
<td>17,732</td>
<td>140,434</td>
<td>46,807</td>
<td>160.7</td>
<td>86,830</td>
<td>53.9</td>
</tr>
</tbody>
</table>

### Other Revenue Sources

<table>
<thead>
<tr>
<th>Description</th>
<th>Current</th>
<th>Prior</th>
<th>Revised</th>
<th>% Rev</th>
<th>Revised</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overnight Deposits Interest Income</td>
<td>116</td>
<td>929</td>
<td>475</td>
<td>54.0</td>
<td>2,640</td>
<td>18.0</td>
</tr>
<tr>
<td>Rental Income</td>
<td>86,807</td>
<td>344,274</td>
<td>346,897</td>
<td>99.3</td>
<td>1,047,940</td>
<td>33.1</td>
</tr>
<tr>
<td>Advertising Income</td>
<td>152,931</td>
<td>506,943</td>
<td>502,931</td>
<td>106.3</td>
<td>1,420,000</td>
<td>35.4</td>
</tr>
<tr>
<td>Other Income</td>
<td>-153,825</td>
<td>544,450</td>
<td>367,044</td>
<td>121.1</td>
<td>916,678</td>
<td>40.0</td>
</tr>
<tr>
<td>Total Other Revenues</td>
<td>86,029</td>
<td>1,396,596</td>
<td>1,217,347</td>
<td>108.1</td>
<td>3,387,258</td>
<td>35.9</td>
</tr>
</tbody>
</table>

### Total Motor Bus

<table>
<thead>
<tr>
<th>Description</th>
<th>Current</th>
<th>Prior</th>
<th>Revised</th>
<th>% Rev</th>
<th>Revised</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Motor Bus</td>
<td>8,083,999</td>
<td>31,166,276</td>
<td>30,033,947</td>
<td>91.4</td>
<td>98,189,247</td>
<td>30.6</td>
</tr>
</tbody>
</table>

### American Disabilities Act:

<table>
<thead>
<tr>
<th>Description</th>
<th>Current</th>
<th>Prior</th>
<th>Revised</th>
<th>% Rev</th>
<th>Revised</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger Fares Redi-Wheels</td>
<td>66,415</td>
<td>239,696</td>
<td>267,573</td>
<td>100.4</td>
<td>799,400</td>
<td>33.5</td>
</tr>
<tr>
<td>Local TDA Redi-Wheels</td>
<td>206,174</td>
<td>499,600</td>
<td>824,696</td>
<td>100.0</td>
<td>1,237,046</td>
<td>66.7</td>
</tr>
<tr>
<td>Local STA Paratransit</td>
<td>101,440</td>
<td>506,943</td>
<td>502,931</td>
<td>100.0</td>
<td>1,094,747</td>
<td>0.0</td>
</tr>
<tr>
<td>Operating Grants</td>
<td>0</td>
<td>0</td>
<td>364,916</td>
<td>0.0</td>
<td>1,094,747</td>
<td>0.0</td>
</tr>
<tr>
<td>Sales Tax - District ADA Programs</td>
<td>376,346</td>
<td>2,336,950</td>
<td>1,390,154</td>
<td>49.1</td>
<td>5,855,529</td>
<td>23.7</td>
</tr>
<tr>
<td>Sales Tax - Paratransit Suppl. Coastside</td>
<td>91,349</td>
<td>409,201</td>
<td>383,298</td>
<td>91.9</td>
<td>1,300,726</td>
<td>30.1</td>
</tr>
<tr>
<td>Interest Income - Paratransit Fund</td>
<td>29,931</td>
<td>142,173</td>
<td>143,708</td>
<td>90.3</td>
<td>477,340</td>
<td>30.1</td>
</tr>
<tr>
<td>Measure A Redi-Wheels</td>
<td>193,051</td>
<td>856,280</td>
<td>802,028</td>
<td>100.0</td>
<td>2,400,000</td>
<td>33.4</td>
</tr>
<tr>
<td>Total ADA Programs</td>
<td>1,064,706</td>
<td>4,483,900</td>
<td>4,217,415</td>
<td>89.4</td>
<td>13,773,430</td>
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### Multimodal Transit Programs:

<table>
<thead>
<tr>
<th>Description</th>
<th>Current</th>
<th>Prior</th>
<th>Revised</th>
<th>% Rev</th>
<th>Revised</th>
<th>% Rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales Tax - Caltrain</td>
<td>669,452</td>
<td>4,891,106</td>
<td>4,659,398</td>
<td>98.9</td>
<td>9,907,875</td>
<td>47.0</td>
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<tr>
<td>Transfer from TA for Caltrain</td>
<td>386,101</td>
<td>1,712,560</td>
<td>1,604,053</td>
<td>94.1</td>
<td>4,800,000</td>
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<tr>
<td>TA Funded SM/Caltrain Shuttles</td>
<td>88,975</td>
<td>371,979</td>
<td>363,660</td>
<td>99.3</td>
<td>1,098,888</td>
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<tr>
<td>Employer Share SM/Caltrain Shuttles</td>
<td>38,783</td>
<td>106,955</td>
<td>205,428</td>
<td>123.4</td>
<td>316,122</td>
<td>65.0</td>
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<tr>
<td>AB434 Funds - SamTrans Shuttles</td>
<td>44,667</td>
<td>190,000</td>
<td>178,667</td>
<td>93.6</td>
<td>536,000</td>
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<td>Employer Share SamTrans Shuttles</td>
<td>222,634</td>
<td>470,200</td>
<td>567,484</td>
<td>124.7</td>
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<td>95,901</td>
<td>106,640</td>
<td>111.7</td>
<td>335,960</td>
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<td>Operating Grants</td>
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<td>86,814</td>
<td>86,814</td>
<td>100.0</td>
<td>100,000</td>
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<tr>
<td>Sales Tax - Gen. Operating Asst.</td>
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<td>90,690</td>
<td>100,263</td>
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<td>7,929,398</td>
<td>7,862,467</td>
<td>99.5</td>
<td>18,792,495</td>
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### Total Revenues

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<th>% Rev</th>
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</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>10,648,317</td>
<td>43,579,574</td>
<td>42,113,629</td>
<td>92.9</td>
<td>130,755,172</td>
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</table>

% 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.
## Operating Expenses

### Fiscal Year 2011

#### October 2010

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>MONTH</th>
<th>YEAR-TO-DATE</th>
<th>% OF YEAR ELAPSED: 33.3%</th>
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<tbody>
<tr>
<td></td>
<td>CURRENT ACTUAL</td>
<td>PRIOR ACTUAL</td>
<td>CURRENT BUDGET</td>
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<tr>
<td>DISTRICT OPERATED BUSES</td>
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<td></td>
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<td>20,872</td>
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<td>Contracted Vehicle Maintenance</td>
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<td>272,861</td>
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<td>Property Maintenance</td>
<td>73,932</td>
<td>293,449</td>
<td>295,634</td>
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<td>Professional Services</td>
<td>231,516</td>
<td>322,849</td>
<td>758,257</td>
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<tr>
<td>Technical Services</td>
<td>234,257</td>
<td>1,191,919</td>
<td>1,084,462</td>
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<td>Other Services</td>
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<td>83,770</td>
<td>94,322</td>
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<td>Materials &amp; Supply</td>
<td>33,134</td>
<td>48,812</td>
<td>34,077</td>
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<td>Fuel &amp; Lubricants</td>
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<td>1,444,489</td>
<td>1,347,832</td>
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<td>683,643</td>
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<td>Uniforms &amp; Driver Expense</td>
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<td>43,058</td>
<td>26,865</td>
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<td>Timetables &amp; Tickets</td>
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<td>33,467</td>
<td>44,503</td>
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<td>Office Supplies / Printing</td>
<td>18,255</td>
<td>43,206</td>
<td>60,496</td>
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<td>48,812</td>
<td>34,077</td>
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<td>Telephone</td>
<td>29,044</td>
<td>131,370</td>
<td>117,221</td>
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<td>Other Utilities</td>
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<td>347,814</td>
<td>315,417</td>
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<td>Insurance Costs</td>
<td>205,959</td>
<td>752,417</td>
<td>828,110</td>
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<td>Workers’ Compensation</td>
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<td>1,037,479</td>
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<td>40,423</td>
<td>139,805</td>
<td>141,003</td>
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<td>Fixed Route Accessibility</td>
<td>94,996</td>
<td>329,385</td>
<td>355,561</td>
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<tr>
<td>Leases &amp; Rental</td>
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<td>36,596</td>
<td>33,969</td>
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<td>Promotional &amp; Legal Advertising</td>
<td>11,293</td>
<td>70,877</td>
<td>53,724</td>
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<td>Training &amp; Business Travel</td>
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<td>27,605</td>
<td>39,723</td>
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<td>Dues &amp; Membership</td>
<td>5,567</td>
<td>15,479</td>
<td>33,190</td>
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<td>Postage &amp; Other</td>
<td>10,070</td>
<td>12,408</td>
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<td>6,664,228</td>
<td>25,639,261</td>
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### Contracted Bus Services

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<tr>
<th>CONTRACTED BUS SERVICES</th>
<th>YEAR-TO-DATE</th>
<th>% OF YEAR ELAPSED: 33.3%</th>
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<tbody>
<tr>
<td>Contracted Urban Bus Service</td>
<td>1,197,161</td>
<td>4,909,970</td>
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<tr>
<td>Other Related Costs</td>
<td>27,116</td>
<td>96,419</td>
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<td>Insurance Costs</td>
<td>107,743</td>
<td>194,792</td>
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<tr>
<td>Coastside Services</td>
<td>52,055</td>
<td>197,127</td>
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<tr>
<td>Redi Coast Non-ADA</td>
<td>18,688</td>
<td>60,013</td>
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<tr>
<td>Other Related Costs</td>
<td>1,148</td>
<td>1,615</td>
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<tr>
<td>La Honda - Pescadero</td>
<td>3,975</td>
<td>16,563</td>
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<tr>
<td>SamCoast - Pescadero</td>
<td>11,888</td>
<td>49,264</td>
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<tr>
<td>Total Contracted Bus Service</td>
<td>1,419,772</td>
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### Total Motor Bus

<table>
<thead>
<tr>
<th>TOTAL MOTOR BUS</th>
<th>YEAR-TO-DATE</th>
<th>% OF YEAR ELAPSED: 33.3%</th>
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<tbody>
<tr>
<td>8,083,999</td>
<td>31,166,276</td>
<td>30,033,947</td>
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</tbody>
</table>

*% 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.
<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>MONTH</th>
<th>YEAR-TO-DATE</th>
<th>ANNUAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>CURRENT</td>
<td>YEAR-TO-DATE</td>
<td>ANNUAL</td>
</tr>
<tr>
<td></td>
<td>ACTUAL</td>
<td>ACTUAL</td>
<td>REVISED</td>
</tr>
<tr>
<td>AMERICAN DISABILITY ACT PROGRAMS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elderly &amp; Disabled/Redi-Wheels</td>
<td>471,153</td>
<td>1,926,044</td>
<td>1,838,553</td>
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<tr>
<td>ADA Sedan Service</td>
<td>231,487</td>
<td>936,402</td>
<td>938,532</td>
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<tr>
<td>ADA Accessibility Support</td>
<td>54,868</td>
<td>254,069</td>
<td>217,117</td>
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<tr>
<td>Coastside ADA Support</td>
<td>91,349</td>
<td>409,201</td>
<td>383,298</td>
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<tr>
<td>Insurance Costs</td>
<td>45,953</td>
<td>182,638</td>
<td>169,887</td>
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<tr>
<td>TOTAL ADA PROGRAMS</td>
<td>1,064,705</td>
<td>4,483,900</td>
<td>4,217,215</td>
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<tr>
<td>MULTIMODAL TRANSIT PROGRAMS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caltrain Service</td>
<td>1,055,553</td>
<td>6,603,666</td>
<td>6,263,451</td>
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<tr>
<td>Total Caltrain Service</td>
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<td>6,603,666</td>
<td>6,263,451</td>
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<tr>
<td>OTHER SUPPORT</td>
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<tr>
<td>Peninsula Rail Service</td>
<td>10,475</td>
<td>42,757</td>
<td>42,012</td>
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<tr>
<td>SamTrans Shuttle Service</td>
<td>291,770</td>
<td>756,101</td>
<td>852,790</td>
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<tr>
<td>SM/Caltrain Shuttles</td>
<td>127,759</td>
<td>478,934</td>
<td>655,902</td>
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<tr>
<td>Maintenance Multimodal Facilities</td>
<td>14,055</td>
<td>47,940</td>
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<tr>
<td>Total Other Support</td>
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<td>1,325,732</td>
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<td>TOTAL MULTI-MODAL PROGRAMS</td>
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<td>7,929,398</td>
<td>7,862,467</td>
</tr>
<tr>
<td>TOTAL EXPENSES</td>
<td>10,648,317</td>
<td>43,579,574</td>
<td>42,113,628</td>
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</tbody>
</table>

% OF YEAR ELAPSED provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year.
SAN MATEO COUNTY TRANSIT DISTRICT
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL
FISCAL YEAR 2011

MONTHLY EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>7,766,610</td>
<td>8,170,634</td>
<td>8,842,573</td>
<td>8,082,252</td>
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<tr>
<td>Actual</td>
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<td>8,083,999</td>
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CUMULATIVE EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
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</thead>
<tbody>
<tr>
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</table>

Variance - F(U)

<table>
<thead>
<tr>
<th></th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

Variance %

<table>
<thead>
<tr>
<th></th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
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<tbody>
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<td>7.14%</td>
<td>10.35%</td>
<td>7.30%</td>
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SAN MATEO COUNTY TRANSIT DISTRICT

ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2011

<table>
<thead>
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<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget</strong></td>
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<td></td>
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<tr>
<td></td>
<td>1,274.897</td>
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<td>1,147.355</td>
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<tr>
<td><strong>Actual</strong></td>
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<tr>
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**CUMULATIVE EXPENSES**

<table>
<thead>
<tr>
<th></th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
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</thead>
<tbody>
<tr>
<td><strong>Budget</strong></td>
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</tr>
<tr>
<td></td>
<td>1,274.897</td>
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<td><strong>Actual</strong></td>
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<tr>
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<td>1,065.703</td>
<td>2,055.144</td>
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<tr>
<td><strong>Variance - F(U)</strong></td>
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<tr>
<td></td>
<td>209,194</td>
<td>317,108</td>
<td>417,097</td>
<td>499,747</td>
<td></td>
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<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Variance %</strong></td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td></td>
<td>16.41%</td>
<td>13.09%</td>
<td>11.68%</td>
<td>10.59%</td>
<td></td>
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</tr>
</tbody>
</table>
SAN MATEO COUNTY TRANSIT DISTRICT
MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL
FISCAL YEAR 2011

MONTHLY EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>3,431,492</td>
<td>1,556,014</td>
<td>1,387,439</td>
<td>1,387,438</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Actual</td>
<td>3,421,682</td>
<td>1,563,465</td>
<td>1,377,708</td>
<td>1,499,612</td>
<td></td>
<td></td>
<td></td>
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</table>

CUMULATIVE EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
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<tbody>
<tr>
<td>Budget</td>
<td>3,431,492</td>
<td>4,987,506</td>
<td>6,374,945</td>
<td>7,762,383</td>
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</tr>
<tr>
<td>Actual</td>
<td>3,421,682</td>
<td>4,985,147</td>
<td>6,362,855</td>
<td>7,862,467</td>
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</table>

Variance - F(U)

<table>
<thead>
<tr>
<th></th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Actual</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Variance %

<table>
<thead>
<tr>
<th></th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>0.29%</td>
<td>0.05%</td>
<td>0.19%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Actual</td>
<td>0.29%</td>
<td>0.05%</td>
<td>0.19%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Variance %
<table>
<thead>
<tr>
<th>Amount</th>
<th>Line Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct-10</td>
<td></td>
<td>No Budget Amendment in October 2010.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Amount</th>
<th>Line Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct-10</td>
<td></td>
<td></td>
</tr>
</tbody>
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### SAN MATEO COUNTY TRANSIT DISTRICT
**1/2 CENT SALES TAX RECEIPTS AND PROJECTIONS**
**FY2010 & FY2011**
**OCTOBER 2010**

<table>
<thead>
<tr>
<th>Approved Budget</th>
<th>Receipts</th>
<th>Over/(Under) Budget/Projection</th>
<th>Current Projection</th>
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</thead>
<tbody>
<tr>
<td>Date</td>
<td>Amount</td>
<td>Date</td>
<td>Amount</td>
</tr>
<tr>
<td><strong>FY2010:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1st Quarter</td>
<td>15,555,000</td>
<td>1st Quarter</td>
<td>14,554,695</td>
</tr>
<tr>
<td>2nd Quarter</td>
<td>16,492,000</td>
<td>2nd Quarter</td>
<td>15,240,785</td>
</tr>
<tr>
<td>3rd Quarter</td>
<td>12,306,440</td>
<td>3rd Quarter</td>
<td>13,646,042</td>
</tr>
<tr>
<td>4th Quarter</td>
<td>15,646,560</td>
<td>4th Quarter</td>
<td>15,046,028</td>
</tr>
<tr>
<td><strong>FY2010 Total</strong></td>
<td>60,000,000</td>
<td><strong>FY2010 Total</strong></td>
<td>58,487,550</td>
</tr>
<tr>
<td><strong>FY2011</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jul. 10</td>
<td>4,110,600</td>
<td>Sep. 10</td>
<td>4,008,500</td>
</tr>
<tr>
<td>Aug. 10</td>
<td>4,110,600</td>
<td>Oct. 10</td>
<td>4,233,000</td>
</tr>
<tr>
<td>Sep. 10</td>
<td>5,480,800</td>
<td>Nov. 10</td>
<td>4,793,900</td>
</tr>
<tr>
<td>1st Qtr. Adjustment</td>
<td>1,522,400</td>
<td>Dec. 10</td>
<td>159,600</td>
</tr>
<tr>
<td><strong>3 Months Total</strong></td>
<td>15,224,400</td>
<td><strong>3 Months Total</strong></td>
<td>8,241,500</td>
</tr>
<tr>
<td>Oct. 10</td>
<td>4,295,900</td>
<td>Dec. 10</td>
<td>4,295,900</td>
</tr>
<tr>
<td>Nov. 10</td>
<td>4,295,900</td>
<td>Jan. 11</td>
<td>4,295,900</td>
</tr>
<tr>
<td>Dec. 10</td>
<td>5,727,900</td>
<td>Feb. 11</td>
<td>5,727,900</td>
</tr>
<tr>
<td>2nd Qtr. Adjustment</td>
<td>1,591,100</td>
<td>Mar. 11</td>
<td>1,591,100</td>
</tr>
<tr>
<td><strong>6 Months Total</strong></td>
<td>31,135,200</td>
<td><strong>6 Months Total</strong></td>
<td>8,241,500</td>
</tr>
<tr>
<td>Jan. 11</td>
<td>3,741,000</td>
<td>Mar. 11</td>
<td>3,741,000</td>
</tr>
<tr>
<td>Feb. 11</td>
<td>3,741,000</td>
<td>Apr. 11</td>
<td>3,741,000</td>
</tr>
<tr>
<td>Mar. 11</td>
<td>4,987,900</td>
<td>May 11</td>
<td>4,987,900</td>
</tr>
<tr>
<td>3rd Qtr. Adjustment</td>
<td>1,385,500</td>
<td>Jun. 11</td>
<td>1,385,500</td>
</tr>
<tr>
<td><strong>9 Months Total</strong></td>
<td>44,990,600</td>
<td><strong>9 Months Total</strong></td>
<td>8,241,500</td>
</tr>
<tr>
<td>Apr. 11</td>
<td>4,052,500</td>
<td>Jun. 11</td>
<td>4,052,500</td>
</tr>
<tr>
<td>May 11</td>
<td>4,052,500</td>
<td>Jul. 11</td>
<td>4,052,500</td>
</tr>
<tr>
<td>Jun. 11</td>
<td>5,403,400</td>
<td>Aug. 11</td>
<td>5,403,400</td>
</tr>
<tr>
<td>4th Qtr. Adjustment</td>
<td>1,501,000</td>
<td>Sep. 11</td>
<td>1,501,000</td>
</tr>
<tr>
<td><strong>FY2011 Total</strong></td>
<td>60,000,000</td>
<td><strong>FY2011 Total</strong></td>
<td><strong>8,241,500</strong></td>
</tr>
</tbody>
</table>

| 15,224,400 | 1st Quarter |
| 4,826,267  | 2nd Quarter  |
|           3rd Quarter |
|           4th Quarter |
| **20,050,667** | YTD Actual Per Statement of Revenues & Expenses | (1) Accrued |
TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

SUBJECT: AUTHORIZATION OF AMENDMENT OF FISCAL YEAR 2011 OPERATING BUDGET

ACTION
Staff proposes that the Committee recommend the Board adopt a resolution authorizing an amendment to increase the Fiscal Year (FY) 2011 Operating Budget by $1,198,087 for a new total of $133,008,552 (Attachment A). This amendment also reflects various revenue adjustments since the Fiscal Year 2011 budget was adopted by the Board on June 9, 2010, primarily to account for a reduction in State Transportation Act (STA) Fund allocations from the Metropolitan Transportation Commission (MTC) and revised interest income projections.

Revenues/Sources of Funds:
- Decrease STA fund by $1,025,464;
- Increase Pass-through to Other Agencies funds by $275,603;
- Increase Operating Grants by $922,484;
- Decrease Investment Interest by $698,252; and

Expenses/Uses of Funds:
- Increase Professional Services by $664,750;
- Increase Technical Services by $137,000;
- Increase SM/Caltrain Shuttle by $120,734; and
- Increase Pass-through to Other Agencies by $275,603.
SIGNIFICANCE

OPERATING REVENUES:

Local TDA/STA Funds:  Decrease of $1,025,464.
Since the adoption of the FY2011 Operating Budget, the MTC has issued a revised FY2010-11 STA fund estimate to reflect actual funding availability. STA fund allocations are lower overall than initially projected, with a decrease of $1,031,175 for Motor Bus, an increase of $2,476 for the Regional Para-transit program and an increase of $3,235 in Lifeline funds.

Pass-through to Other Agencies:  Increase of $275,603.
District’s annual claim for STA funds passed through to Lifeline Transportation Program claimants in San Mateo County increased by $275,603 based on revised figures from the MTC. The increase is comprised of the following:

- The Family Services Agency of San Mateo County: FY10 carryover balance of $24,000;
- The San Mateo Human Services Agency: FY10 carryover balance of $73,333 and new FY11 grant funds of $100,000 totaling $173,333. Included in the FY11 adopted budget for this agency was $103,520. This would be an increase of $69,813;
- City of Daly City:  FY11 grants funds for $112,639;
- City of East Palo Alto:  FY11 grant funds for $69,151.

Operating Grants:  Increase by $922,484.
New grant funds:

$137,000 from the MTC for phase II Clipper implementation oversight and quality assurance. The funds will provide for oversight and quality assurance for equipment installation on the SamTrans vehicle fleet. Key aspects of the program include implementation planning and installation quality assurance and oversight, pre-revenue ready system testing and fleet inspection, and post-launch system testing and issue resolution. Total cost of the phase II Clipper implementation oversight and quality assurance is $137,000. There is no local match requirement for receiving the grant funds.

$247,000 for the District’s Making the Last Mile Connection pilot program. This is a three-year demonstration program that is being funded by MTC’s Climate Initiative grant program. The program will implement a suite of transportation demand management (TDM) strategies in the City of Redwood City to test the potential benefit TDM can make toward the region’s Sustainable Communities Strategy. Planning for this pilot program will begin in FY2011. The total grant and match amounts are $1,487,000 and $358,200 respectively for a total project cost of $1,845,200.

$43,400 for the Grass Roots to Grass Tops project. The project, funded by the Silicon Valley Community Foundation, will build "grass roots" support by bringing advocacy organizations to the Grand Boulevard Initiative table to work with cities and San Mateo County to develop common messages that resonate with residents and business owners. In FY2011, social marketing will be completed and efforts for partnering with advocacy organizations and community engagement and education will be underway. The total
grant and match amounts are $72,100 and $35,000 respectively for a total project cost of $107,100.

$227,620 for the Removing Barriers to Livable Communities. Funded by a Department of Transportation (DOT) TIGER-II Planning grant, this project focuses on developing concrete strategies for removing the barriers to implement the Grand Boulevard vision on the El Camino Corridor. The project is comprised of three separate but interrelated projects: a) Designing El Camino Real as a Complete Street, b) Economic and Housing Opportunities Study (ECHO) Phase II, and c) development of an Infrastructure Needs Assessment and Financing Strategy. Planning for all three of these projects will begin in FY2011. The total grant and match amounts are $1,097,240 and $600,000 respectively for a total project cost of $1,697,240.

In addition to the new grant funds mentioned above, the following unspent prior-year grant funds to be carried over to this fiscal year for projects/programs that are in progress:
- $18,816 for the New Freedom Grant Cycle 1;
- $14,544 for the New Freedom Grant Cycle 3;
- $69,824 for the Grand Boulevard Multimodal project;
- $39,748 for Community-based Transportation Planning projects;
- $120,734 for the Job Access Reverse Commute (JARC) funds to be passed-through to the City of East Palo Alto; and
- $3,798 for the Transit Security training grant

**Investment Interest: Decrease of $698,252.** Investment interest revenue has been adjusted to reflect a lower rate of return than predicted in the adopted budget. Because of economic factors, interest rates have been pushed lower than the reinvestment rate of 2.25% used for the adopted budget to a current rate of return of 0.5%. This is reflected in lines 10 and 34 on page 1 of the statement.

**Total Use of Reserves: Increase of $1,723,716.** The use of reserves is increased by $1,723,716, from $19,997,433 to $21,721,149, primarily to offset the reductions in STA fund receipts and investment interest income. Staff will continue to monitor the budget and will minimize the use of reserves through operational savings that can be realized by fiscal year-end. Currently, the expenses are trending lower than budgeted.

**OPERATING EXPENSES:**

**DISTRICT MOTOR BUS: Increase of $801,750.** The budget increase for District Motor Bus is comprised of changes in Professional Services and Technical Services as described below.

**Professional Services: Increase of $664,750.** An increase in consultant costs are the result of new grant funds from the MTC’s Climate Initiative grant program, the Silicon Valley Community Foundation, and a DOT TIGER-II Planning grant in addition to carry over funds from FY2010 for the following grants: New
Freedom Grant Cycles 1 and 3, Grand Boulevard Multimodal, Community Based Transportation Planning project, and Transit Security Training.

**Technical Services: Increase of $137,000.**
An increase of $137,000 is for additional temporary staff time related to the SamTrans Clipper project to provide equipment implementation oversight and quality assurance. Expenses will be covered by grant revenue.

**MULTI-MODAL TRANSIT PROGRAMS**

**SM (San Mateo County)/Caltrain Shuttle: Increase of $120,734.**
An increase of $120,734 is for the City of East Palo Alto JARC funds.

**PASS-THROUGH TO OTHER AGENCIES: Increase of $275,603.**
The expenses will be paid for by revenues discussed in the Pass-through to Other Agencies in the Operating Revenues section above.

**BUDGET IMPACT**
The overall impact to the FY2011 Operating Budget is a decrease in resources of $1,723,716, which will be funded from the use of reserves. As discussed above, staff will continue to monitor the budget and minimize the use of reserves by any operational savings that can be realized by fiscal year-end.

**BACKGROUND**
The District annually adopts an Operating Budget. On June 9, 2010 the Board adopted the FY2011 budget in the amount of $131,810,465 as per Board Resolution No. 2010-43. Staff is proposing to amend the budget for a new total of $133,008,552.

Note that the format of the budget slightly differs from the monthly financial statement. **Lines that have been changed in the revised budget are highlighted in blue font as presented in Attachment A.**

Prepared by: Ladi Bhuller, Manager, Budgets 650-508-7755
Chris Petak, Senior Budget Analyst 650-508-7754
## SOURCES OF FUNDS:

**Operating Revenues**

<table>
<thead>
<tr>
<th>Source</th>
<th>FY2009 ACTUAL</th>
<th>FY2010 ADOPTED</th>
<th>FY2010 REVISED</th>
<th>FY2011 ADOPTED</th>
<th>FY2011 REVISED</th>
<th>Increase/Decrease</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Passenger Fares</td>
<td>17,324,303</td>
<td>18,975,000</td>
<td>17,375,000</td>
<td>17,157,400</td>
<td>17,157,400</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>2 Local TDA and STA Funds</td>
<td>32,145,337</td>
<td>29,975,000</td>
<td>26,443,922</td>
<td>29,835,175</td>
<td>27,503,639</td>
<td>-1,810,555</td>
<td>-6.7%</td>
</tr>
<tr>
<td>3 Pass through to Other Agencies</td>
<td>175,365</td>
<td>97,334</td>
<td>1,939,661</td>
<td>957,293</td>
<td>1,250,896</td>
<td>293,603</td>
<td>22.7%</td>
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<td>4 Operating Grants</td>
<td>6,537,337</td>
<td>4,260,958</td>
<td>8,897,724</td>
<td>8,331,768</td>
<td>5,082,780</td>
<td>3,248,988</td>
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<tr>
<td>5 Measure A</td>
<td>630,968</td>
<td>600,000</td>
<td>570,000</td>
<td>636,000</td>
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<tr>
<td>6 AB434 Funds</td>
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<td>60,000,000</td>
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<td>0</td>
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<tr>
<td>7 Other Revenue Sources</td>
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<td></td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>8 Total Operating Revenues</td>
<td>61,074,269</td>
<td>62,975,028</td>
<td>61,327,614</td>
<td>68,405,503</td>
<td>68,578,126</td>
<td>172,623</td>
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## USES OF FUNDS:

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<thead>
<tr>
<th>Use</th>
<th>FY2009</th>
<th>FY2010</th>
<th>FY2010</th>
<th>FY2011</th>
<th>FY2011</th>
<th>Change</th>
<th>% Change</th>
</tr>
</thead>
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<tr>
<td>District Motor Bus</td>
<td>95,292,707</td>
<td>102,143,459</td>
<td>97,220,595</td>
<td>98,189,247</td>
<td>98,990,907</td>
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<td>A.D.A. Programs</td>
<td>13,614,336</td>
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<td>13,675,342</td>
<td>13,773,430</td>
<td>13,773,430</td>
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</tr>
<tr>
<td>Caltrain</td>
<td>16,521,290</td>
<td>16,521,290</td>
<td>16,521,290</td>
<td>14,707,875</td>
<td>14,707,875</td>
<td>0</td>
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</tr>
<tr>
<td>Other Multi-Modal Programs</td>
<td>4,356,227</td>
<td>3,681,080</td>
<td>4,564,205</td>
<td>3,605,840</td>
<td>2,914,637</td>
<td>(691,203)</td>
<td>-23.7%</td>
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<tr>
<td>16 Other Sources</td>
<td>156,659</td>
<td>0</td>
<td>142,285</td>
<td>80,000</td>
<td>80,000</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>16 Total Uses of Funds</td>
<td>130,125,583</td>
<td>136,525,075</td>
<td>134,963,375</td>
<td>131,810,462</td>
<td>133,008,552</td>
<td>1,198,087</td>
<td>0.9%</td>
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## DEBT SERVICE

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<tr>
<th>Source</th>
<th>FY2009</th>
<th>FY2010</th>
<th>FY2010</th>
<th>FY2011</th>
<th>FY2011</th>
<th>Change</th>
<th>% Change</th>
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</thead>
<tbody>
<tr>
<td>23 Debt Service</td>
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<td>24,450,342</td>
<td>24,450,342</td>
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<td>24,451,963</td>
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<tr>
<td>24 Fiscal Agent Fees</td>
<td>79,215</td>
<td>27,500</td>
<td>27,500</td>
<td>27,400</td>
<td>27,400</td>
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<td>0.0%</td>
</tr>
<tr>
<td>24 Total Uses of Funds</td>
<td>23,617,019</td>
<td>24,477,842</td>
<td>24,477,842</td>
<td>24,479,363</td>
<td>24,479,363</td>
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</table>

## USE OF RESERVES

<table>
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<tr>
<th>Source</th>
<th>FY2009</th>
<th>FY2010</th>
<th>FY2010</th>
<th>FY2011</th>
<th>FY2011</th>
<th>Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>33 Debt Service</td>
<td>23,537,804</td>
<td>24,450,342</td>
<td>24,450,342</td>
<td>24,451,963</td>
<td>24,451,963</td>
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<tr>
<td>34 Fiscal Agent Fees</td>
<td>79,215</td>
<td>27,500</td>
<td>27,500</td>
<td>27,400</td>
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<td>0.0%</td>
</tr>
<tr>
<td>34 Total Uses of Funds</td>
<td>23,617,019</td>
<td>24,477,842</td>
<td>24,477,842</td>
<td>24,479,363</td>
<td>24,479,363</td>
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<td>0.0%</td>
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## DEBT SERVICE

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<th>FY2009</th>
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<th>FY2010</th>
<th>FY2011</th>
<th>FY2011</th>
<th>Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>35 Debt Service</td>
<td>23,537,804</td>
<td>24,450,342</td>
<td>24,450,342</td>
<td>24,451,963</td>
<td>24,451,963</td>
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</tr>
<tr>
<td>36 Fiscal Agent Fees</td>
<td>79,215</td>
<td>27,500</td>
<td>27,500</td>
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<tr>
<td>36 Total Uses of Funds</td>
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<td>24,477,842</td>
<td>24,477,842</td>
<td>24,479,363</td>
<td>24,479,363</td>
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## SOURCES OF FUNDS:

<table>
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<tr>
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<th>FY2009</th>
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<th>FY2010</th>
<th>FY2011</th>
<th>FY2011</th>
<th>Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>44 Debt Service</td>
<td>23,537,804</td>
<td>24,450,342</td>
<td>24,450,342</td>
<td>24,451,963</td>
<td>24,451,963</td>
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<tr>
<td>45 Fiscal Agent Fees</td>
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</tr>
<tr>
<td>46 Total Uses of RESERVES</td>
<td>(32,236,465)</td>
<td>(28,373,923)</td>
<td>(29,049,560)</td>
<td>(19,997,433)</td>
<td>(21,721,149)</td>
<td>(1,723,716)</td>
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<tr>
<td></td>
<td>FY2009 ACTUAL</td>
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<td>FY2010 REVISED</td>
<td>FY2011 APPROVED</td>
<td>FY2011 REVISED</td>
<td>Increase (Decrease)</td>
<td>Percent Change</td>
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<td>----------------</td>
<td>----------------</td>
<td>----------------</td>
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</tr>
<tr>
<td><strong>TOTAL MOTOR BUS FARES</strong></td>
<td>16,706,381</td>
<td>16,256,000</td>
<td>16,656,000</td>
<td>16,358,000</td>
<td>16,358,000</td>
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<tr>
<td><strong>LOCAL (TDA) TRANSIT FUND:</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>General Operating Assistance</td>
<td>28,857,479</td>
<td>28,477,104</td>
<td>24,663,042</td>
<td>23,503,880</td>
<td>23,503,880</td>
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</tr>
<tr>
<td>STA Base</td>
<td>1,467,632</td>
<td>0</td>
<td>271,510</td>
<td>5,511,071</td>
<td>4,483,131</td>
<td>(1,027,940)</td>
<td>-22.9%</td>
</tr>
<tr>
<td>STA TOTAL</td>
<td>1,467,632</td>
<td>0</td>
<td>271,510</td>
<td>5,511,071</td>
<td>4,483,131</td>
<td>(1,027,940)</td>
<td>-22.9%</td>
</tr>
<tr>
<td><strong>OPERATING GRANTS:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Grants</td>
<td>5,479,312</td>
<td>3,376,430</td>
<td>5,356,077</td>
<td>9,382,536</td>
<td>8,018,426</td>
<td>1,364,110</td>
<td>7.9%</td>
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<td><strong>DISTRICT 1/2 CENT SALES TAX:</strong></td>
<td></td>
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<tr>
<td>General Operating Assistance</td>
<td>36,858,909</td>
<td>47,141,215</td>
<td>45,288,156</td>
<td>39,275,037</td>
<td>40,267,246</td>
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</tr>
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<td>Accessibility Fixed Route</td>
<td>980,337</td>
<td>985,992</td>
<td>979,092</td>
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<td>684,635</td>
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</tr>
<tr>
<td><strong>INVESTMENT INTEREST INCOME:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Investment Interest Income</td>
<td>798,605</td>
<td>140,670</td>
<td>140,670</td>
<td>86,830</td>
<td>123,610</td>
<td>36,780</td>
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<td><strong>OTHER REVENUE SOURCES:</strong></td>
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<td>Overnight Deposit Interest Income</td>
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<td>4,560</td>
<td>2,640</td>
<td>2,640</td>
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<tr>
<td>Rental Income</td>
<td>1,028,370</td>
<td>1,041,900</td>
<td>1,041,900</td>
<td>1,047,940</td>
<td>1,047,940</td>
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<td>0.0%</td>
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<tr>
<td>Advertising Income</td>
<td>1,373,142</td>
<td>1,350,000</td>
<td>1,450,000</td>
<td>1,420,000</td>
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<tr>
<td>Other Income</td>
<td>1,548,102</td>
<td>1,369,588</td>
<td>1,369,588</td>
<td>916,768</td>
<td>916,768</td>
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<tr>
<td><strong>TOTAL OTHER REVENUES</strong></td>
<td>4,144,052</td>
<td>3,766,048</td>
<td>3,866,048</td>
<td>3,387,258</td>
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<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>95,292,707</td>
<td>102,143,459</td>
<td>97,220,597</td>
<td>98,189,247</td>
<td>98,990,997</td>
<td>801,750</td>
<td>0.8%</td>
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<tr>
<td><strong>AMERICAN DISABILITIES ACT:</strong></td>
<td></td>
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</tr>
<tr>
<td>Passenger Fares-Redi Wheels</td>
<td>617,923</td>
<td>719,000</td>
<td>719,000</td>
<td>799,400</td>
<td>799,400</td>
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</tr>
<tr>
<td>Local TDA 4.5 Redi Wheels</td>
<td>1,562,894</td>
<td>1,498,795</td>
<td>1,298,055</td>
<td>1,237,046</td>
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</tr>
<tr>
<td>Local STA - Paratransit</td>
<td>257,332</td>
<td>0</td>
<td>211,315</td>
<td>608,642</td>
<td>611,118</td>
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</tr>
<tr>
<td>Operating Grants</td>
<td>787,827</td>
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<td>1,052,641</td>
<td>1,047,940</td>
<td>1,047,940</td>
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<td>0.0%</td>
</tr>
<tr>
<td>Sales Tax - Paratransit District</td>
<td>8,056,616</td>
<td>6,476,254</td>
<td>6,190,631</td>
<td>5,855,529</td>
<td>5,896,882</td>
<td>41,353</td>
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</tr>
<tr>
<td>Sales Tax - Paratransit Suppl. Coastside</td>
<td>1,116,519</td>
<td>1,215,320</td>
<td>1,272,450</td>
<td>1,300,726</td>
<td>1,300,726</td>
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<tr>
<td>Interest Income-Paratransit Fund</td>
<td>143,867</td>
<td>531,250</td>
<td>531,250</td>
<td>477,340</td>
<td>433,511</td>
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<tr>
<td>Measure A Redi-Wheels</td>
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<td>2,400,000</td>
<td>2,400,000</td>
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</tr>
<tr>
<td><strong>TOTAL ADA PROGRAMS</strong></td>
<td>13,614,336</td>
<td>14,081,912</td>
<td>13,675,342</td>
<td>13,773,430</td>
<td>13,773,430</td>
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<tr>
<td><strong>MULTI-MODAL TRANSIT PROGRAMS:</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sales Tax - Caltrain</td>
<td>14,378,772</td>
<td>11,343,986</td>
<td>11,721,290</td>
<td>9,907,875</td>
<td>9,907,875</td>
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</tr>
<tr>
<td>Transfer from TA for Caltrain</td>
<td>2,142,518</td>
<td>5,177,304</td>
<td>4,800,000</td>
<td>4,800,000</td>
<td>4,800,000</td>
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<tr>
<td>TA Funded SM/Caltrain Shuttles</td>
<td>1,047,182</td>
<td>1,131,768</td>
<td>1,131,768</td>
<td>1,098,888</td>
<td>1,098,888</td>
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<tr>
<td>Employer Share SM/Caltrain Shuttles</td>
<td>595,507</td>
<td>325,237</td>
<td>586,217</td>
<td>316,122</td>
<td>316,122</td>
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</tr>
<tr>
<td>AB434 Funds - SamTrans Shuttle</td>
<td>630,968</td>
<td>600,000</td>
<td>570,000</td>
<td>536,000</td>
<td>536,000</td>
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<tr>
<td>Employer SamTrans Shuttle Funds</td>
<td>1,282,123</td>
<td>1,014,364</td>
<td>1,379,764</td>
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<td>1,379,400</td>
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<tr>
<td>Sales Tax - SamTrans Shuttle Program</td>
<td>228,348</td>
<td>289,641</td>
<td>316,861</td>
<td>335,960</td>
<td>335,960</td>
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<tr>
<td>Operating Grants</td>
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<td>258,545</td>
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<td>220,734</td>
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<tr>
<td>Sales Tax - Gen. Operating Asst.</td>
<td>310,900</td>
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<tr>
<td><strong>TOTAL MULTI-MODAL</strong></td>
<td>20,886,516</td>
<td>20,202,370</td>
<td>21,085,495</td>
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<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>129,793,559</td>
<td>136,427,741</td>
<td>131,981,432</td>
<td>130,755,172</td>
<td>131,677,656</td>
<td>922,484</td>
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### SAN MATEO COUNTY TRANSIT DISTRICT
FY2011 REVISED OPERATING BUDGET

#### FY2011 APPROVED
Compared to FY11 REVISED BUDGET

<table>
<thead>
<tr>
<th>DISTRICT OPERATED BUSES</th>
<th>FY2009 ACTUAL</th>
<th>FY2010 ADOPTED</th>
<th>FY2010 REVISED</th>
<th>FY2011 APPROVED</th>
<th>FY2011 REVISED</th>
<th>Increase (Decrease)</th>
<th>BUDGET PERCENT CHANGE</th>
</tr>
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<tr>
<td></td>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
<td>E</td>
<td>F = E-D</td>
<td>G = F/E</td>
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<td>1. Wages and Benefits</td>
<td>54,670,029</td>
<td>56,034,282</td>
<td>53,545,216</td>
<td>54,414,983</td>
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<td>2. Services:</td>
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<tr>
<td>3. Board of Directors</td>
<td>50,896</td>
<td>53,090</td>
<td>53,100</td>
<td>53,100</td>
<td>53,100</td>
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</tr>
<tr>
<td>4. Contracted Vehicle Maintenance</td>
<td>585,703</td>
<td>512,910</td>
<td>662,910</td>
<td>930,600</td>
<td>930,600</td>
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</tr>
<tr>
<td>5. Property Maintenance</td>
<td>1,062,259</td>
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<td>1,434,000</td>
<td>1,282,500</td>
<td>1,282,500</td>
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</tr>
<tr>
<td>6. Professional Services</td>
<td>3,246,103</td>
<td>2,980,663</td>
<td>3,166,886</td>
<td>2,955,181</td>
<td>3,619,931</td>
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</tr>
<tr>
<td>7. Technical Services</td>
<td>3,333,997</td>
<td>3,676,639</td>
<td>3,777,539</td>
<td>3,907,744</td>
<td>4,044,744</td>
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<td>8. Other Services</td>
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<td>362,924</td>
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<tr>
<td>9. Materials &amp; Supply:</td>
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<td></td>
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<tr>
<td>11. Fuel and Lubricants</td>
<td>4,657,857</td>
<td>7,246,336</td>
<td>5,123,026</td>
<td>5,582,214</td>
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</tr>
<tr>
<td>12. Bus Parts and Materials</td>
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<td>2,054,913</td>
<td>1,995,008</td>
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</tr>
<tr>
<td>13. Uniform and Drivers Expense</td>
<td>386,212</td>
<td>444,848</td>
<td>394,348</td>
<td>379,098</td>
<td>379,098</td>
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</tr>
<tr>
<td>14. Timetables and Tickets</td>
<td>185,168</td>
<td>217,500</td>
<td>217,500</td>
<td>213,800</td>
<td>213,800</td>
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</tr>
<tr>
<td>15. Office Supplies/Printing</td>
<td>286,751</td>
<td>333,055</td>
<td>340,055</td>
<td>332,130</td>
<td>332,130</td>
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<tr>
<td>16. Other Materials and Supply</td>
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<td>175,000</td>
<td>175,000</td>
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<tr>
<td>17. Utilities:</td>
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<tr>
<td>19. Telecommunications</td>
<td>505,344</td>
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<td>480,500</td>
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<tr>
<td>20. Other Utilities</td>
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<td>966,000</td>
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<tr>
<td>21. Insurance Costs</td>
<td>2,293,000</td>
<td>2,292,000</td>
<td>2,292,000</td>
<td>2,492,000</td>
<td>2,492,000</td>
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<td>0.0%</td>
</tr>
<tr>
<td>22. Workers’ Compensation</td>
<td>2,158,365</td>
<td>3,172,050</td>
<td>3,172,050</td>
<td>3,222,060</td>
<td>3,222,060</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>23. Taxes and License Fees</td>
<td>410,555</td>
<td>659,770</td>
<td>458,690</td>
<td>489,039</td>
<td>489,039</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>24. Fixed Route Accessibility</td>
<td>980,337</td>
<td>985,992</td>
<td>979,092</td>
<td>684,635</td>
<td>684,635</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>25. Leases and Rentals</td>
<td>105,412</td>
<td>115,588</td>
<td>115,588</td>
<td>111,718</td>
<td>111,718</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>26. Pmntn and Legal Advertising</td>
<td>259,186</td>
<td>340,000</td>
<td>340,000</td>
<td>279,840</td>
<td>279,840</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>27. Training &amp; Business Travel</td>
<td>199,182</td>
<td>182,075</td>
<td>192,075</td>
<td>195,710</td>
<td>195,710</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>28. Dues and Membership</td>
<td>82,302</td>
<td>91,085</td>
<td>91,085</td>
<td>84,045</td>
<td>84,045</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>29. Postage and other</td>
<td>88,544</td>
<td>85,680</td>
<td>81,224</td>
<td>313,564</td>
<td>313,564</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>30. Total District Operated Buses</td>
<td>79,146,498</td>
<td>84,938,472</td>
<td>80,457,378</td>
<td>81,694,357</td>
<td>82,496,107</td>
<td>801,750</td>
<td>1.0%</td>
</tr>
<tr>
<td>31. CONTRACTED BUS SERVICES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>32. Contracted Urban Bus Service</td>
<td>14,204,824</td>
<td>15,073,092</td>
<td>14,605,502</td>
<td>14,488,202</td>
<td>14,488,202</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>33. Other Related Costs</td>
<td>295,500</td>
<td>334,465</td>
<td>323,285</td>
<td>310,800</td>
<td>310,800</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>34. Insurance Costs</td>
<td>597,999</td>
<td>633,590</td>
<td>633,590</td>
<td>568,256</td>
<td>568,256</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>35. Redi Coast Non-ADA</td>
<td>196,893</td>
<td>261,980</td>
<td>261,980</td>
<td>222,860</td>
<td>222,860</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>36. Other Related Costs</td>
<td>18,464</td>
<td>61,410</td>
<td>41,660</td>
<td>41,660</td>
<td>41,660</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>37. La Honda Pescadero</td>
<td>49,350</td>
<td>52,500</td>
<td>52,500</td>
<td>52,500</td>
<td>52,500</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>38. Southcoast - Pescadero</td>
<td>123,678</td>
<td>116,170</td>
<td>156,170</td>
<td>141,662</td>
<td>141,662</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>39. Other Related Costs-SamCoast</td>
<td>4,500</td>
<td>13,780</td>
<td>13,780</td>
<td>13,780</td>
<td>13,780</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>40. Total Contracted Bus Service</td>
<td>16,146,209</td>
<td>17,204,987</td>
<td>16,763,217</td>
<td>16,494,890</td>
<td>16,494,890</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>41. TOTAL MOTOR BUS</td>
<td>95,292,707</td>
<td>102,143,459</td>
<td>97,220,595</td>
<td>98,189,247</td>
<td>98,990,997</td>
<td>801,750</td>
<td>0.8%</td>
</tr>
<tr>
<td>AMERICAN DISABILITY ACT PROGRAMS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>46</strong> Elderly &amp; Disabled/Redi-Wheels</td>
<td>FY2009Actual</td>
<td>FY2010Adopted</td>
<td>FY2010Revised</td>
<td>FY2011Approved</td>
<td>FY2011Revised</td>
<td>Increase(Decrease)</td>
<td>PERCENT CHANGE</td>
</tr>
<tr>
<td>6,016,496</td>
<td>6,638,319</td>
<td>5,771,819</td>
<td>6,769,180</td>
<td>6,769,180</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td><strong>47</strong> Other Related Costs</td>
<td>2,420,784</td>
<td>2,586,793</td>
<td>2,557,633</td>
<td>2,527,380</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td><strong>48</strong> ADA Sedan Service</td>
<td>2,625,697</td>
<td>2,338,640</td>
<td>2,778,840</td>
<td>1,781,024</td>
<td>1,781,024</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>49</strong> ADA Accessibility Support</td>
<td>919,841</td>
<td>787,840</td>
<td>779,800</td>
<td>880,120</td>
<td>880,120</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>50</strong> Coastside Support</td>
<td>1,116,519</td>
<td>1,215,320</td>
<td>1,272,450</td>
<td>1,300,726</td>
<td>1,300,726</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>51</strong> Insurance Costs</td>
<td>515,000</td>
<td>515,000</td>
<td>515,000</td>
<td>515,000</td>
<td>515,000</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>52</strong> TOTAL ADA PROGRAMS</td>
<td>13,614,336</td>
<td>14,081,912</td>
<td>13,773,430</td>
<td>13,773,430</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MULTI-MODAL TRANSIT PROGRAMS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>53</strong> CALTRAIN SERVICE</td>
</tr>
<tr>
<td><strong>54</strong> Peninsula Rail Service</td>
</tr>
<tr>
<td><strong>55</strong> Total Caltrain Service</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>OTHER SUPPORT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>60</strong> Dumbarton Express Service</td>
</tr>
<tr>
<td><strong>61</strong> SamTrans Shuttle</td>
</tr>
<tr>
<td><strong>62</strong> SM/Caltrain Shuttle</td>
</tr>
<tr>
<td><strong>63</strong> Maintenance Multimodal Fac</td>
</tr>
<tr>
<td><strong>64</strong> Total Other Support</td>
</tr>
<tr>
<td><strong>65</strong> TOTAL MULTI-MODAL PROGRAMS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL OPERATING EXPENSES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>66</strong></td>
</tr>
</tbody>
</table>
RESOLUTION NO. 2010-

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

*   *   *

AUTHORIZATION OF AN AMENDMENT TO INCREASE
THE FISCAL YEAR 2011 OPERATING BUDGET IN THE AMOUNT OF $1,198,087
FOR A TOTAL BUDGET OF $133,008,552

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, on June 9, 2010 and pursuant to Resolution No. 2010-43, the Board of
Directors of the District approved the Fiscal Year 2011 Adopted Operating Budget in the amount
of $131,810,465; and

WHEREAS, since the adoption of the Fiscal Year 2011 Operating Budget, State Transit
Assistance funding available through the Metropolitan Transportation Commission (MTC) has
decreased by $1,025,464; funds available through the MTC for pass-through to Lifeline
Transportation Program claimants in San Mateo County have increased by $275,603; an
additional $922,484 for operating grants has been made available to the District; and the estimate
for investment interest revenue has decreased by $698,252; and

WHEREAS, since the adoption of the Fiscal Year 2011 Operating Budget, the District’s
expenses have increased an additional $1,198,087, including an increase of $664,750 in
Professional Services; $137,000 in Technical Services; $120,734 for the SM/Caltrain shuttle
program; and $275,603 in pass-throughs to other agencies; and
WHEREAS, since the adoption of the Fiscal Year 2011 Operating Budget, the use of reserves is estimated to have increased by $1,723,716 to offset primarily reductions in revenue estimates; and

WHEREAS, the General Manager/CEO recommends that the Fiscal Year 2011 Adopted Operating Budget be amended in the amount of $1,198,087, for a total amended budget in the amount of $133,008,552 to incorporate significant changes to the District’s budget that have taken place during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby approves an amendment increasing the Fiscal Year 2011 Operating Budget by $1,198,087, for a total amended Operating Budget of $133,008,552; and

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

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

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary
FINANCE ITEM # 4
DECEMBER 8, 2010

SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Marian Lee Gigi Harrington
Executive Officer, Planning & Development Deputy CEO

SUBJECT: AUTHORIZE ACCEPTANCE OF A GRANT FROM THE SILICON VALLEY COMMUNITY FOUNDATION IN THE AMOUNT OF $70,000

ACTION
Staff proposes that the Committee recommend the Board authorize the General Manager/CEO, or his designee, to execute a funding agreement with the Silicon Valley Community Foundation (SVCF) for the proposed “Grass Tops to Grass Roots” project (Project) in the amount of $70,000 and execute Memoranda of Understanding (MOU) with the San Mateo County Health System and Greenbelt Alliance for their participation in the Project.

SIGNIFICANCE
A funding award of $70,000 for second year support of the Grand Boulevard Initiative (GBI) will enable a collaboration of the District, San Mateo County Health System and Greenbelt Alliance to conduct the Grass Roots to Grass Tops project. The Project will bring advocacy organizations to the Grand Boulevard table to work with cities and San Mateo County to develop messages that resonate with residents and business owners. The District will use existing research to identify residents’ and business owners’ perceptions of transit-oriented development, select messages that resonate locally, educate residents and the business community to address fears regarding development on the El Camino Real corridor, and begin to build a cohort of local residents and business owners to support local officials at public meetings as they implement plans and projects that support the GBI vision.

BUDGET IMPACT
It is estimated that $58,000 will be expended in Fiscal Year 2011. This amount will be included in the mid year budget adjustment request for Board consideration.

BACKGROUND
The Silicon Valley Community Foundation is a catalyst and leader for innovative solutions to our region’s most challenging problems. This is the second SVCF Regional Planning grant in support of the Grand Boulevard Initiative. Regional Planning grants target the promotion of equitable smart-growth principles in land use and transportation planning processes and their implementation. A Regional Planning grant in 2009 provided technical assistance funding for the
Grand Boulevard Initiative’s Economic and Housing Opportunities Study. The 2010 award will support advocacy efforts to educate residents and business owners about the benefits of equitable smart-growth and transit-oriented development.

The total Project cost is $105,000, which consists of $70,000 in SVCF funds and $35,000 of local match in-kind staff support from the District and San Mateo County Health System.

Prepared by: Corinne Goodrich, Manager, Strategic Development  650-508-6369
RESOLUTION NO. 2010 –

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

***

AUTHORIZING ENTERING INTO A FUNDING AGREEMENT WITH THE
SILICON VALLEY COMMUNITY FOUNDATION
FOR REGIONAL PLANNING FUNDS, IN A TOTAL AMOUNT OF $70,000,
FOR THE SUPPORT OF THE GRAND BOULEVARD INITIATIVE
“GRASS TOPS TO GRASS ROOTS” PROJECT

WHEREAS, the Silicon Valley Community Foundation (SVCF) awards Regional Planning grants to agencies and organizations to target the promotion of equitable smart-growth principles in land use and transportation planning processes and their implementation; and

WHEREAS, the SVCF has awarded $70,000 to the San Mateo County Transit District (District) for the “Grass Tops to Grass Roots” project (Project), which will enable a collaboration between the District, the San Mateo County Health System, and Greenbelt Alliance to bring advocacy organizations to the Grand Boulevard Initiative table to work with cities and San Mateo County to develop messages that resonate with residents and businesses to support smart growth in the El Camino Real Corridor; and

WHEREAS, the County Health System and Greenbelt Alliance will participate in implementing the Project, as described in the grant submittal to SVCF; and

WHEREAS, the grant funds will be matched with $35,000 of in-kind staff support services by the District and County Health System; and

WHEREAS, staff recommends authorization to execute a Funding Agreement with the SVCF and Memoranda of Understanding with County Health System and Greenbelt Alliance.
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby authorizes:

1. The General Manager/CEO, or his designee, to execute a Funding Agreement with SVCF, and provide any other documentation as required by SVCF, to receive $70,000 in Regional Planning grant funds; and

2. The General Manager/CEO, or his designee, to execute Memoranda of Understanding with San Mateo County Health System and Greenbelt Alliance.

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

AYES:

NOES:

ABSENT:

_________________________
Chair, San Mateo County Transit District

ATTEST:

_________________________
District Secretary
FINANCE ITEM # 5
DECEMBER 8, 2010

SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

SUBJECT: AUTHORIZE THE FILING OF AN APPLICATION AND RECEIPT OF FEDERAL FUNDING IN THE AMOUNT OF $1,486,700, UNDER THE METROPOLITAN TRANSPORTATION COMMISSION’S CLIMATE INITIATIVES PROGRAM

ACTION
Staff proposes that the Committee recommend the Board authorize the General Manager/CEO, or his designee, to file an application with the Metropolitan Transportation Commission (MTC) to receive grant funds for the proposed pilot project referred to as “Making the Last Mile Connection” for Federal Surface Transportation Program/Congestion Mitigation and Air Quality Improvement (STP/CMAQ) funding, in the amount of $1,487,000, and to make such assurances as required by the MTC and enter into subsequent funding agreements.

SIGNIFICANCE
A funding award of $1,487,000 in discretionary Federal funds by the MTC, under its Climate Initiatives Program, will enable the District to implement a suite of transportation demand management (TDM) strategies in Redwood City with the goal of reducing greenhouse gas emissions in support of sustainable communities. The District will be the lead agency with responsibility for the administration and coordination of this project, which will be made possible through a partnership with the City/County Association of Governments of San Mateo County (C/CAG), the Peninsula Traffic Congestion Relief Alliance (Alliance), the County of San Mateo and the City of Redwood City. The TDM strategies proposed for implementation consist of car sharing, short-distance vanpools, telework and flex-schedules for San Mateo County employees, and targeted residential and employer/employee marketing. The targeted marketing effort will also promote two other TDM strategies that are being implemented in Redwood City, led by the Bay Area Air Quality Management District (BAAQMD), consisting of provisions for bike sharing and electric vehicle charging stations.

BUDGET IMPACT
The total project cost for this pilot project is $1,845,200, which consists of $1,487,000 in Federal grant funds and $358,200 in local match, made up of a combination of cash and in-kind staff support. Of the $358,200 in required match, the San Mateo County Transportation Authority is
contributing $120,000 and C/CAG and local employers are contributing $79,000 for a total of $199,000 in cash. The District, the Alliance, the County of San Mateo and the City of Redwood City are providing in-kind staff support in the combined amount of $159,200. Proposed expenditures under this program in Fiscal Year 2011 will be proposed as an amendment to the FY 2011 SamTrans Operating Budget and expenditures for future years will be included as part of the budget deliberations for those future years.

**BACKGROUND**

The MTC’s Climate Initiatives Program provides grant funding to support high-impact projects with the greatest potential to reduce greenhouse gas emissions and vehicle-miles traveled that can be replicated on a large scale throughout the region. Approval for the programming of projects in the Transportation Improvement Plan (TIP) is anticipated to occur in February 2011 and grant funded activities must become fully operational within two years of the execution of a funding agreement. The MTC has made up to $31 million in Federal funds available for the Climate Initiatives Program.

Prepared by: Rebecca Arthur, Senior Grants Analyst 650-508-6368
Project Manager: Corinne Goodrich, Manager, Strategic Development 650-508-6369
RESOLUTION NO. 2010 –

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

***

AUTHORIZE FILING OF AN APPLICATION FOR FEDERAL SURFACE TRANSPORTATION PROGRAM AND/OR CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT FUNDING, COMMITTING THE NECESSARY NON-FEDERAL MATCH AND STATING THE ASSURANCE TO COMPLETE THE PROJECT

WHEREAS, the San Mateo County Transit District (District) is submitting an application to the Metropolitan Transportation Commission (MTC) for $1,486,700 in funding from the Federal Surface Transportation Program (STP) and/or Congestion Mitigation and Air Quality Improvement (CMAQ) Program for the Making the Last Mile Connection Pilot Program (Project) for the MTC Resolution No. 3925, New Federal Surface Transportation Act (FY 2009-10, FY 2010-11 and FY 2011-12) Cycle 1 STP/CMAQ Program: Project Selection Criteria, Policy, Procedures and Programming (Program); and

WHEREAS, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA) (Public Law 109-59, August 10, 2005) authorized the Surface Transportation Program (23 U.S.C. § 133) and the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149) through September 30, 2009; and

WHEREAS, SAFETEA has been extended through December 31, 2010 pursuant to Public Law 111-147, March 18, 2010 and may be subsequently extended pending enactment of successor legislation for continued funding; and

WHEREAS, pursuant to SAFETEA, and the regulations promulgated thereunder, eligible project sponsors wishing to receive federal STP/CMAQ funds for a project shall submit
an application first with the appropriate Metropolitan Planning Organization (MPO), for review and inclusion in the MPO's Transportation Improvement Program (TIP); and

**WHEREAS,** MTC is the MPO for the nine counties of the San Francisco Bay region; and

**WHEREAS,** MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, as revised) that sets out procedures governing the application and use of STP/CMAQ funds; and

**WHEREAS,** the District is an eligible project sponsor for STP/CMAQ funds; and

**WHEREAS,** as part of the application for STP/CMAQ funding, the MTC requires a resolution adopted by the responsible implementing agency stating the following:

1. The commitment of necessary local matching funds of at least 11.47%; and
2. That the sponsor understands the STP/CMAQ funding is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional STP/CMAQ funds; and
3. That the project will comply with the procedures specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, as revised); and
4. The assurance of the sponsor to complete the project as described in the application, and if approved, as included in MTC's TIP; and
5. That the project will comply with all the project-specific requirements as set forth in the Program; and
6. That the project will comply with MTC Resolution No. 3866, which sets forth the requirements of MTC’s Transit Coordination Implementation Plan to more efficiently deliver transit projects in the region.
NOW, THEREFORE, BE IT RESOLVED that the District is authorized to execute and file an application for funding for the Project under the STP and CMAQ of SAFETEA, any extensions of SAFETEA or any successor legislation for continued funding; and

BE IT FURTHER RESOLVED that the District by adopting this resolution does hereby state that:

1. The District will provide $330,900 in non-federal matching funds and in-kind services; and

2. The District understands that the STP/CMAQ funding for the Project is fixed at the MTC-approved programmed amount, and that any cost increases must be funded by the District from other funds, and that District does not expect any cost increases to be funded with additional STP/CMAQ funding; and

3. District understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, as revised); and

4. The Project will be implemented as described in the complete application and in this resolution and, if approved, for the amount programmed in the MTC federal TIP; and

5. The District agrees to comply with the requirements of MTC’s Transit Coordination Implementation Plan as set forth in MTC Resolution 3866; and

6. The District and the Project will comply with the requirements as set forth in the program; and

BE IT FURTHER RESOLVED that the District:

1. Is an eligible sponsor of STP/CMAQ funded projects; and
2. Is authorized to submit an application for STP/CMAQ funds for the Project; and
be it further

3. That there is no legal impediment to the District making applications for the
funds; and

4. That there is no pending or threatened litigation that might in any way adversely
affect the proposed Project, or the ability of the District to deliver such Project;
and

5. Authorizes its General Manager/CEO, or his designee, to execute and file an
application with the MTC for STP/CMAQ funding and execute any subsequent
agreements required to receive the funds for the Project as referenced in this
resolution; and

6. That a copy of this resolution will be transmitted to the MTC in conjunction with
the filing of the application; and

7. That the MTC is requested to support the application for the Project described in
the resolution and to include the Project, if approved, in MTC’s TIP.

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

AYES:

NOES:

ABSENT:

_________________________
Chair, San Mateo County Transit District

_________________________
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: AMEND AND INCREASE PARKING VIOLATION FINE SCHEDULE

ACTION
Staff proposes that the Committee recommend adoption by the Board of the attached Resolution amending and increasing the parking violation fine schedule for citations issued on District property.

SIGNIFICANCE
Staff is proposing to amend the District’s parking violation fine schedule to increase fines above existing levels in order to cover a State of California-mandated Trial Court Trust Fund penalty surcharge fee of $3.00 (State Senate Bill 857). This additional surcharge will go into effect on December 7, 2010. All existing fines will be increased by an additional $3, as provided for in the attached Exhibited A.

Pending approval by the Board, the new fine schedule will be implemented as soon as new citation forms can be printed.

BUDGET IMPACT
The District’s budgeted revenue from citations for Fiscal Year 2011 is $7,560. The proposed fine increase would not result in any increased revenue to the District because the additional $3.00 is to be passed through to the State. The additional cost impact would be minimal, limited to the expense associated with printing the new citation forms.

BACKGROUND
Effective December 7, 2010, a state Trial Court Trust Fund penalty surcharge of $3.00 will be assessed on all parking penalties and/or fines. The County of San Mateo has recommended that agencies levying parking fines increase their fee structure by $3.00 in order to offset this surcharge.
In October 2002, the District adopted regulations applicable to vehicle parking at the District’s parking facilities (Resolution 2002-63). In April, 2009, the District adopted its own parking violation fine schedule (Resolution 2009-23) after previously utilizing the County of San Mateo’s schedule. The District’s parking violation fine schedule increased fines by $15, both to bring the District’s schedule in line with surrounding jurisdictions, and to cover a $4.50 state-mandated court construction penalty surcharge. No changes are proposed to the existing regulations.

Prepared by: Éva Goode, Manager, Budgets 650-508-7914
RESOLUTION NO. 2010 –

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

***

AMENDING THE PARKING VIOLATION FINE SCHEDULE
FOR PARKING CITATIONS ISSUED AT SAN MATEO COUNTY
TRANSIT DISTRICT PARKING FACILITIES

WHEREAS, California Vehicle Code Section 21113 authorizes a transit district to establish conditions and regulations governing the use of the agency’s parking facilities; and

WHEREAS, pursuant to Resolution No. 2002-63, the San Mateo County District (“District”) adopted regulations applicable to vehicle parking at District facilities; and

WHEREAS, pursuant to California Vehicle Code Section 40203.5, the District has authority to establish the schedule of monetary penalties for parking violations; and

WHEREAS, since the adoption of its parking regulations until April 2009, the District utilized the parking violation fine schedule established by the County of San Mateo; and

WHEREAS, in April 2009, pursuant to Resolution No. 2009-23, the District adopted its own parking violation fine schedule both to bring the District’s parking fines in line with average fines charged by other public entities in San Mateo County, and to reflect a $4.50 surcharge for the state courts; and

WHEREAS, during the 2010 legislative session, the California State Legislature enacted Senate Bill 857 which amended the California Government Code to include, effective December 7, 2010, a $3.00 surcharge for the Trial Court Trust Fund which the District is required to remit to the state for every parking offense; and
WHEREAS, staff recommends adopting the parking violation fine schedule, attached to this Resolution as Exhibit A, to reflect the additional $3.00 surcharge imposed pursuant to Senate Bill 857.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby amends the parking violation fine schedule, attached as Exhibit A and incorporated by reference; and

BE IT FURTHER RESOLVED THAT the parking violation fine schedule shall be available for examination by interested persons at the District’s office at 1250 San Carlos Avenue, San Carlos, California; and

BE IT FURTHER RESOLVED THAT the General Manager/CEO of the District is authorized to execute all documents on behalf of the JPB necessary for the implementation of the parking violation fine schedule and to take such actions as may be necessary to give effect to this Resolution.

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

AYES:

NOES:

ABSENT:

____________________________
Chair, San Mateo County Transit District

ATTEST:

____________________________
District Secretary
EXHIBIT A

District Parking Violation Fine Schedule

<table>
<thead>
<tr>
<th>VIOLATION</th>
<th>CURRENT FINE</th>
<th>PROPOSED FINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>TABS ON VEHICLE</td>
<td>$30</td>
<td>$48</td>
</tr>
<tr>
<td>RESTRICTED PARKING</td>
<td>$30</td>
<td>$48</td>
</tr>
<tr>
<td>BLOCKING DRIVEWAY</td>
<td>$30</td>
<td>$48</td>
</tr>
<tr>
<td>PARKING ON SIDEWALK</td>
<td>$30</td>
<td>$48</td>
</tr>
<tr>
<td>DOUBLE PARKING</td>
<td>$30</td>
<td>$48</td>
</tr>
<tr>
<td>BUS LOADING/RED ZONE</td>
<td>$30</td>
<td>$48</td>
</tr>
<tr>
<td>DISABLED PARKING</td>
<td>$325</td>
<td>$328</td>
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<tr>
<td>PARKING WITHIN 15’ OF FIRE HYDRANT</td>
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</tr>
<tr>
<td>ABANDONED VEHICLE</td>
<td>$100</td>
<td>$103</td>
</tr>
<tr>
<td>PARKING IN FIRE LANE</td>
<td>$30</td>
<td>$48</td>
</tr>
<tr>
<td>PARKING NEAR R/R TRACK</td>
<td>$30</td>
<td>$48</td>
</tr>
<tr>
<td>BLOCKING WHEELCHAIR CURB ACCESS</td>
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<td>$48</td>
</tr>
<tr>
<td>PARKING IN VIOLATION OF A SIGN</td>
<td>$30</td>
<td>$48</td>
</tr>
</tbody>
</table>
FINANCE ITEM # 7
DECEMBER 8, 2010

SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

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

SUBJECT: REJECTION OF ALL BIDS FOR RENTAL, PURCHASE, AND LAUNDERING OF WORK CLOTHING, SHOP TOWELS, AND RELATED ITEMS; AND AUTHORIZATION TO RESEARCH THE MARKETPLACE FOR THE PURPOSE OF NEGOTIATING AN ACCEPTABLE CONTRACT

ACTION
Staff proposes that the Committee recommend that the Board:
1. Reject the bids received from Ameripride Uniform Services (Ameripride) of South San Francisco, CA; Aramark Uniform Services (Aramark) of South San Francisco, CA and G & K Services (G&K) of Hayward, CA as non-responsive.
2. Authorize the District to solicit the open market to identify qualified firms that can meet the needs of the District for these services.
3. Authorize the General Manager/CEO or his designee to negotiate terms, conditions, and service rates for a long-term contract with one or more qualified firms for these services.
4. Authorize the General Manager/CEO or his designee to execute an amendment to extend the current 5-year contract with incumbent Ameripride on a month-to-month basis, if needed, at an estimated cost of $3,500 per month for the time necessary to solicit the open market to identify a qualified firm and enter into a contract for these services.

SIGNIFICANCE
The services solicited would have provided the District with a supplier for the provision of rental, purchase and laundering of work clothing, shop towels and related items. However, the subject solicitation, as well as the prior solicitation for these services resulted in non-responsive bids. Because the District has historically experienced difficulties obtaining fully-responsive bids from this service industry, and a re-solicitation is unlikely to yield different results, staff requests authorization to negotiate appropriate contractual arrangements in the open market with qualified suppliers of these services.

Neither State law nor the District’s procurement policy and procedures prevent the District from rejecting all bids and entering into negotiation with one or more qualified firms on the open market to acquire services of this nature. Any recommendation for a contract award resulting from those negotiations will be presented to the Board at a subsequent meeting.
**BUDGET IMPACT**
Funds to support the award of this contract are included in the adopted Fiscal Year 2011 District Operating Budget. Rejection of the bids received will have no budget impact.

**BACKGROUND**
Staff advertised the solicitation via the District’s website and a newspaper of general circulation. Standard language setting forth the District’s policy regarding Disadvantaged Business Enterprises (DBEs) was included in the solicitation documents. Solicitation notices were also sent to interested bidders, Small Business Enterprises (SBEs) and DBEs. The District received three bids; none of which were from SBEs or DBEs.

Ameripride submitted a bid without a Bidder’s Security and its Acknowledgement of Terms and Conditions was not signed by two corporate officers (or by a sole corporate officer authorized to bind the bidder) as required by the provisions of the solicitation and District procurement policy and procedures.

The bid submitted by Aramark included an addendum containing written exceptions to the District’s general conditions and special provisions including refusal to accept the District’s standard contract clauses covering indemnification, liquidated damages, termination and insurance requirements.

The bid G&K submitted included an addendum containing several written exceptions to the District’s general conditions and special provisions and a statement declaring that G&K’s “terms and conditions of this addendum supercede [sic] any terms contained in the IFB.” G&K also included three Requests for Approved Equals (RFAE) with its bid instead of submitting them before the earlier submission deadline for RFAEs. Additionally, its Acknowledgement of Terms and Conditions was not signed by two corporate officers (or by a sole corporate officer authorized to bind the bidder) as required by District procurement policy and procedures.

Written exceptions submitted with bids are not allowed under sealed bid procedures and District procurement policy.

Ameripride is the District’s incumbent contractor with an existing contract value of $370,640, expiration date of February 7, 2011 and available contract capacity of approximately $189,000. The project manager is satisfied with the incumbent’s performance to date.

Contract Officer: Luis F. Velásquez  650-622-8099
Project Manager: Detra Dillon, Bus Maintenance, Contract Administrator 650-508-6418
RESOLUTION NO. 2010 -

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

*   *   *

AUTHORIZATION TO: 1) REJECT ALL BIDS AS NON-RESPONSIVE; 2) RESEARCH THE MARKETPLACE FOR THE PURPOSE OF NEGOTIATING AN ACCEPTABLE CONTRACT FOR THE RENTAL, PURCHASE AND LAUNDERING OF WORK CLOTHING, SHOP TOWELS, AND RELATED ITEMS; AND 3) EXTEND THE DISTRICT’S CURRENT CONTRACT ON A MONTH-TO-MONTH BASIS, IF DEEMED NECESSARY, AT AN ESTIMATED COST OF $3,500 PER MONTH

WHEREAS, the San Mateo County Transit District (District) solicited competitive bids for rental, purchase and laundering of work clothing, shop towels, and related items for a five-year term; and

WHEREAS, in response to the District’s advertisement, three firms: Ameripride Uniform Services, South San Francisco, California; Aramark Uniform Services, South San Francisco, California; and G & K Services, Hayward, California submitted bids; and

WHEREAS, staff and Legal Counsel reviewed all bids received and determined that all bids are non-responsive to the solicitation documents: Ameripride failed to submit a Bidder’s Security with its bid, and Aramark and G & K Services each submitted an addendum setting forth terms and conditions to supersede those contained in the solicitation documents; and

WHEREAS, the foregoing exceptions in the bids are material and not allowed under sealed bidding procedures and District procurement policy; and

WHEREAS, staff has determined that a re-solicitation of the bid specifications for these services is not likely to yield different results; and
WHEREAS, the District has historically experienced difficulties obtaining responsive bids for these services; and

WHEREAS, staff now desires to solicit the open market to identify qualified firms that can meet the needs of the District for these services with the expectation of negotiating an acceptable contract with one or more firms; and

WHEREAS, the General Manager/CEO recommends and the Committee concurs that the Board (1) reject all bids for the provision of rental, purchase, and laundering of work clothing, shop towels and related items as non-responsive; and (2) authorize the General Manager/CEO or his designee to negotiate terms, conditions and service rates for a long-term contract with one or more qualified firms for these services; and (3) authorize the General Manager/CEO or his designee to execute an amendment to extend the District’s current contract with Ameripride Uniform Services of South San Francisco, California on month-to-month basis, if deemed necessary, at an estimated cost of $3,500 per month, which will allow staff time to research the open market, identify qualified firms, and negotiate a contract that will meet the needs of the District for these services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District (1) rejects all bids for the provision of rental, purchase, and laundering of work clothing, shop towels and related items as non-responsive; (2) authorizes the General Manager/CEO or his designee to negotiate terms, conditions and service rates for a long-term contract with one or more qualified firms for these services; and (3) authorizes the General
Manager/CEO or his designee to execute an amendment to extend the District’s current contract with Ameripride Uniform Services of South San Francisco, California on a month-to-month basis, if deemed necessary, at an estimated cost of $3,500 per month.

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

AYES:

NOES:

ABSENT:

_____________________________________
Chair, San Mateo County Transit District

ATTEST:

_______________________
District Secretary
ACTION

1. Approval of Minutes of Legislative Committee Meeting of November 10, 2010

INFORMATIONAL

2. State and Federal Legislative Update

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

NOTE:

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

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

Other Board Members Absent, Constituting Committee of the Whole: R. Guilbault

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

Committee Chair Zoe Kersteen-Tucker called the meeting to order at 2:57 p.m.

Approval of Minutes of Legislative Committee Meeting of October 13, 2010
The committee approved the minutes (Lloyd/Ahmad).

Update on the State Legislative Program
Gus Khouri, Shaw, Yoder and Antwih, thanked the Board for coming to Sacramento earlier this year to help secure the maximum amount of public transportation dollars available. After the meeting on Lobby Day, the Legislature delegation raised the amount of statewide funding from $100 million to $400 million. This resulted in about $5 million for operations for both Caltrain and SamTrans. He said the new governor wants to see additional investments into rail. There was one seat gained by the Democrats so there will be 52 Democrats in the State Assembly and 28 Republicans; the State Senate remains the same. Proposition 22, which was supported by the Board, passed overwhelmingly. Mr. Khouri said Proposition 23, which was a creative way to suspend AB32, failed miserably. He said he is unsure of the impact Proposition 26 will have on Measure M. Today the Legislative Analyst said there is going to be a $25.4 billion budget deficit for 2011 and 2012. The gas tax swap raised certain taxes and reduced others to retain the same level of funding for the Highway Program and provide transit with an ongoing growth program. Proposition 26 could potentially undo this, according to the Legislative Analyst, because it raises a tax on the taxpayer. Mr. Khouri said there are three possible scenarios that could happen: Overturning the gas tax swap and Proposition 22 would protect everything that was pre-gas tax swap; retaining the gas tax swap, but then a two-thirds vote is needed according to Proposition 26 and that would provide the Legislature with flexibility to pay down the bonds while retaining the current levels of funding being received; or the worst-case scenario eliminating or deeming illegal the increase of the taxes. The latter would allow for elimination of some taxes, which would mean a smaller pie. He said his office has spoken to the California Chamber of Commerce who said it was not its intention to target the gas tax swap.
Director Omar Ahmad asked if there are any significant lawsuits to challenge any of these propositions. Mr. Khouri said he thinks it is a bit premature because the election was only last week, but he expects some will be forthcoming.

Government Affairs Manager Seamus Murphy said we are clearly in a better situation overall with the passing of Proposition 22. He said it does protect whatever funding exists for transit and gives leverage moving forward to accomplish some of the legislative fixes that may be needed.

**Update on the Federal Legislative Program**
Mr. Murphy made the following points:
- The Democrats held on to the Senate.
- The House will be in Republican hands and the biggest impact is that Surface Transportation Reauthorization is a lot more uncertain now and it also puts year-to-year High Speed Rail (HSR) funding potentially in jeopardy. Some newly elected governors are proposing to eliminate HSR programs in their states and it is uncertain what would happen if that funding were to go back to the Federal government.
- Congress is back in session next week and he doesn’t expect much to happen. Staff is hopeful the 2011 appropriations measures will be passed. Congress needs to either pass a continuing resolution or approve the appropriations bills before December 3. Staff is hoping the transit commuter benefits will be extended.

**Public Comment**
Jerry Grace, San Lorenzo, asked about Propositions 21, 22, 23, 25, 26 and what is the new governor going to cut.

Mr. Khouri said Proposition 21 failed, Proposition 22 passed, Proposition 23 failed, Proposition 25 passed and Proposition 26 passed. He said it is too early to know what cuts the new governor will be making.

Adjourned: 3:13 p.m.
TO: San Mateo County Transit District

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Mark Simon
Executive Officer, Public Affairs

SUBJECT: STATE AND FEDERAL LEGISLATIVE UPDATE

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

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

STATE ISSUES
Budget
Following the Legislative Analyst’s Office report that the State is facing an 18-month, $25.4 billion shortfall, Governor Schwarzenegger announced that he will call a special legislative session in December to address that current year, $6 billion shortfall.

Democratic leaders have indicated their preference for delaying action on the shortfall until Governor-elect Jerry Brown is sworn in on January 3, 2011.

FEDERAL ISSUES
Appropriations
Congress is currently meeting in a lame-duck session with a full agenda before they adjourn at the end of the year. To ensure that government program funding continues, Congress will either approve an omnibus appropriations package or pass a Continuing Resolution before December 3.

Congress also will need to extend authorization for surface transportation programs before the current extension expires at end of the year.

High Speed and Intercity Passenger Rail Program
Newly elected governors from Ohio and Wisconsin have indicated that they will revisit their states’ plans to construct high-speed rail projects. The Administration responded by affirming that any High Speed Intercity Passenger Rail Program funds not used for projects selected by the Federal Railroad Administration will be reallocated to other states. In response, members of the
Wisconsin congressional delegation introduced legislation to ensure that returned funds would only be used to pay off the national debt, but it is unlikely that this legislation would be considered in time to affect the reallocation of any returned funds. California’s U.S. Senators Boxer and Feinstein and Representative Anna Eshoo have indicated publicly that they want these funds allocated to the California project.

**National Commission on Fiscal Responsibility and Reform**

The co-chairs of the commission charged with presenting Congress with debt reduction recommendations released an initial proposal that includes significant transportation funding impacts.

Starting in 2013, the proposal would gradually increase the gas tax an additional 15-cents/gallon. It would also make transportation spending a mandatory part of the budget and would eliminate general fund bailouts of the Highway Trust Fund.

In order to move forward with these recommendations, 14 members of the 18-member Commission had to adopt the proposal by December 1.

Prepared By: Seamus Murphy, Manager, Government Affairs 650.508.6388
AGENDA

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

ACTION

1. Approval of Minutes of Planning, Development and Sustainability Committee Meeting of October 13, 2010

INFORMATIONAL

2. Presentation of ClipperSM on SamTrans


Committee Members: Adrienne Tissier, Jerry Deal, Art Lloyd

NOTE:

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

• All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.
SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA

MINUTES OF PLANNING, DEVELOPMENT AND SUSTAINABILITY
COMMITTEE MEETING
COMMITTEE OF THE WHOLE
OCTOBER 13, 2010

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

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

Other Board Members Absent, Constituting Committee of the Whole: S. Harris


Committee Chair Adrienne Tissier called the meeting to order at 3:13 p.m.

Approval of Minutes of Planning, Development and Sustainability Committee Meeting of July 14, 2010
The Committee approved the minutes (Ahmad/Lloyd).

Authorize Adoption of Grand Boulevard Initiative Multimodal Transportation Corridor Plan
Manager of Strategic Development Corinna Goodrich said staff is asking the Committee to recommend the Board approve the Grand Boulevard Multimodal Transportation Corridor Plan. She said the vision for the Grand Boulevard Initiative is to transform El Camino Real, from Daly City to San Jose Diridon Station, by linking transportation and land use to create sustainable communities. This plan is a collaboration between the State and cities that have jurisdiction over the roadway, as well as stakeholders for the environment, business and labor, Santa Clara Valley Transportation Authority, the City/County Association of Governments and SamTrans. The plan, funded by a Caltrans grant, gave staff the opportunity to work with them as well as other agencies. Ms. Goodrich said this is not a transit service plan, but a policy framework that lays the direction and foundation to move forward with the initiative.

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

Adjourned: 3:19 p.m.
TO: Planning, Development & Sustainability Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

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

SUBJECT: CLIPPERSM ON SAMTRANS

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

SIGNIFICANCE
Clipper, the regional fare payment system, will become active on SamTrans December 15, 2010. At the board meeting, staff will make a brief presentation providing an overview of the system and its effect on SamTrans customers.

BUDGET IMPACT
There is no impact on the budget.

BACKGROUND
SamTrans has been an active partner with the Metropolitan Transportation Commission to offer Clipper, previously known as TransLink, to Bay Area transit customers. Transit agencies that currently accept Clipper include AC Transit, BART, Caltrain, Dumbarton Express, Golden Gate Transit & Ferry and Muni. The Santa Clara Valley Transportation Authority soon will begin accepting Clipper.

Prepared by Rita P. Haskin, Executive Officer, Customer Service and Marketing 650-508-6248
AGENDA ITEM # 3  
DECEMBER 8, 2010

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 –  
1ST QUARTER FISCAL YEAR 2011

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. This report is formatted to illustrate the status of projects and to establish reporting consistency with the Peninsula Corridor Joint Powers Board and the San Mateo County Transportation Authority.

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
AGENDA

BOARD OF DIRECTORS

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

WEDNESDAY, DECEMBER 8, 2010 – 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 November 10, 2010
  b. Acceptance of Statement of Revenues and Expenses for October 2010

3. PUBLIC COMMENT
Public comment by each individual speaker shall be limited to one minute

4. REAPPOINTMENT OF ZOE KERSTEEN-TUCKER REPRESENTING PUBLIC MEMBER – COASTSIDE

5. REPORT OF THE CHAIR
  a. Appointment of Nominating Committee for 2011 Chair and Vice-Chair
  b. Resolution of Appreciation to Outgoing Board Member, Mark Church

6. REPORT OF THE GENERAL MANAGER/CEO
  a. Twenty-five Year Safe Worker – Edward Suliguin

7. COMMUNITY RELATIONS COMMITTEE
   (Accessibility, Senior Services, and Community Issues)
SUBJECTS DISCUSSED
  a. Accessibility Update
  b. Paratransit Coordinating Council (PCC) Update
  c. Citizens Advisory Committee Liaison Report
  d. Performance Report –Shuttles
  e. Multimodal Ridership Report – October 2010

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.
8. FINANCE COMMITTEE
RESOLUTION
a. Authorize Amending the Fiscal Year 2011 Operating Budget by $1,198,087 from $131,810,465 to $133,008,552
b. Authorize Acceptance of a Grant From the Silicon Valley Community Foundation in the Amount of $70,000 for the Proposed “Grass Tops to Grass Roots” Project and Execute a Memoranda of Understanding with the San Mateo County Health System and Greenbelt Alliance
c. Authorize the Filing of an Application and Receipt of Federal Funding in the Amount of $1,486,700 Under the Metropolitan Transportation Commission’s Climate Initiatives
d. Authorize Amending and Increasing the Parking Violation Fine Schedule
e. Authorize Rejection of all Bids for Rental, Purchase and Laundering of Work Clothing, Shop Towels and Related Items and Authorize Researching the Marketplace for the Purpose of Negotiating an Acceptable Contract

8. LEGISLATIVE COMMITTEE
SUBJECTS DISCUSSED
a. State and Federal Legislative Update

9. PLANNING, DEVELOPMENT AND SUSTAINABILITY
SUBJECTS DISCUSSED
a. Presentation of ClipperSM on SamTrans
   b. Capital Projects Quarterly Status Report – 1st Quarter Fiscal Year 2011

10. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

11. BOARD MEMBER REQUESTS/COMMENTS

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

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

14. ADJOURNMENT

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

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

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

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

Location of Meeting
The San Mateo County Transit District Administrative Building is located at 1250 San Carlos Avenue, San Carlos, one block west of the San Carlos Caltrain Station on El Camino Real and accessible by SamTrans bus Routes 260, 295, 390, 391, KX. Map link Additional transit information can be obtained by calling 1-800-660-4287 or 511.

Public Comment
- If you wish to address the Board, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Board and included for the official record, please hand it to the District Secretary, who will distribute the information to the Board members and staff.
- Members of the public may address the Board on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to one minute and items raised that require a response will be deferred for staff reply.

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

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

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.
SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA

MINUTES OF BOARD OF DIRECTORS MEETING
NOVEMBER 10, 2010

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

Members Absent: R. Guilbault (Chair)


Vice Chair Karyl Matsumoto called the meeting to order at 3:13 p.m.

CONSENT CALENDAR
The Board unanimously approved the consent calendar (Lloyd/Kersteen-Tucker):
  a. Approval of Minutes of Board of Directors Meeting of October 13, 2010
  b. Acceptance of Statement of Revenues and Expenses for June 2010 (unaudited)
  c. Acceptance of Statement of Revenues and Expenses for September 2010
  d. Acceptance of the Quarterly Investment report and Fixed Income Market Review and Outlook for the Quarter Ended September 30, 2010
  e. Approval of 2011 Board of Directors Meeting Calendar

PUBLIC COMMENT
Mervyn Williams, Daly City, said Route 121 from South Hill in Daly City to Daly City BART only has two buses in the morning and two in the afternoon. He said there is no weekend or holiday service. Mr. Williams said the nearest public transit is over one mile away. He is asking the Board to put extra service on this route.

Jerry Grace, San Lorenzo, asked how many people were on the bus for the parade in San Francisco.

REPORT OF CHAIR
Vice Chair Matsumoto distributed copies of the handouts (Transit Sustainability Project and Metropolitan Transportation Commission (MTC) 2009 Annual Report) from a recent transit forum she attended sponsored by MTC.

REPORT OF THE GENERAL MANAGER/CEO
General Manager/CEO Michael Scanlon reported:
  • Eugene Cabugao was presented with a Twenty Year Safe Worker Award.
  • Victor Lee, Ann Von Essen, Donna Marcus, Kim Osborn and Marie-Louise Schwartz-Honor were recognized for their one year service as senior mobility ambassadors.
• David Duque, Lisa Jones, Nancy Radovsky, Cal Shiverdecker, Marv Solomon, Jackie Watkins and Dave Wilcox were introduced as the newest senior mobility ambassadors.
• SamTrans was recognized as the number two fundraising company in San Mateo County for the annual American Heart Association Heartwalk. SamTrans raised $58,250; Senior Budget Analyst Leslie Fong was the number two fundraiser in the county, Director of Bus Maintenance David Olmeda was the number three fundraiser in the county, and the SamTrans shirt was awarded best design. SamTrans has been involved in the Heartwalk campaign for 10 years and raised $350,000. Ms. Fong was also recognized for her leadership role with the District.
• North Base maintenance worked 43,000 hours without a lost work day; all three of the MV Transportation divisions drove 470,000 miles without a preventable accident in October.
• Staff participated in the Grand Boulevard Housing Leadership Day.
• Deputy CEO Chuck Harvey is currently conducting base inspections.
• The American Public Transportation Association Safety Audit was just completed.
• The old Gillig buses are being sold at auction. Fourteen buses have already been sold to the University of California at Santa Cruz and one will be used for a paratransit training module.
• Sustainability efforts are gaining momentum and staff will be giving a presentation at a future meeting.
• Fixed-route maintenance was almost 23,000 miles and 28,000 miles for Redi-Wheels between road failures during October.
• Caltrain’s annual Holiday Train has been canceled, but toys are being collected at Central and at the bases.
• Extra holiday service starts on November 20 for Route 120.

COMMUNITY RELATIONS COMMITTEE
SUBJECTS DISCUSSED
a. Accessibility Update
b. Paratransit Coordinating Council (PCC) Update
c. Citizens Advisory Committee Liaison Report
d. Performance Report – Caltrain
e. Multimodal Ridership Report – September 2010

FINANCE COMMITTEE
RESOLUTIONS
a. Adoption of Conflict of Interest Code

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

LEGISLATIVE COMMITTEE
SUBJECTS DISCUSSED
a. State and Federal Legislative Update

WRITTEN COMMUNICATIONS
In reading file
BOARD MEMBER COMMENTS
None

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

GENERAL COUNSEL PROPOSAL
a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Teamsters Union, Local 856 (Bus Transportation Supervisors, Dispatchers and Radio Controllers)
b. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Amalgamated Transit Union, Local 1574 (Customer Service Center Employees)
c. Closed Session: Conference with Legal Counsel – Existing Litigation – Pursuant to Government Section Code 54956.9(a) Workers’ Compensation Claim of Lowell Love
d. Closed Session: Public Employee Performance Evaluation Associated Negotiations – Pursuant to Government Code Sections 54957 and 54957.6: General Manager/CEO

Legal Counsel David Miller said there are four items that need to be discussed in closed session.

Board adjourned to closed session at 3:47 p.m.

Board reconvened to open session at 4:15 p.m.

Mr. Miller reported staff presented an update on existing litigation on a workers’ compensation claim and the Board gave direction to staff. He said there have been ongoing negotiations with the Teamsters Union, Local 856 and the Amalgamated Transit Union, Local 1574 and these items will be continued to the December meeting.

Mr. Miller said the subcommittee of Directors Jerry Deal, Shirley Harris, Zoe Kersteen-Tucker and Karyl Matsumoto met with Mr. Scanlon to discuss his annual performance evaluation. The Board agreed to accept the sub-committee’s recommendation that Mr. Scanlon performed at an outstanding level and met his goals.

The motion (Lloyd/Harris) to accept the performance evaluation of Mr. Scanlon was approved unanimously.

Adjourned at 4:17 p.m.
Capital Projects

Quarterly Status Report

1st Quarter FY2011: July 1 - September 30, 2010

Prepared for the December 8, 2010 SamTrans Board Meeting

San Mateo County Transit District
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### SamTrans - Capital Program - Budget Status Summary

**Q1FY11 - July 1 to September 30, 2010**

All Costs in $1,000's

<table>
<thead>
<tr>
<th>Programs</th>
<th>FY06</th>
<th>FY07</th>
<th>FY08</th>
<th>FY09</th>
<th>FY10</th>
<th>FY11</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Revenue Vehicles Replacement</td>
<td>$0</td>
<td>$3,772</td>
<td>$30,266</td>
<td>$21,879</td>
<td>$12,966</td>
<td>$603</td>
</tr>
<tr>
<td>2. Revenue Vehicle Support</td>
<td>$3,058</td>
<td>$4,987</td>
<td>$8,256</td>
<td>$3,527</td>
<td>$1,288</td>
<td>$2,243</td>
</tr>
<tr>
<td>3. Information Technology</td>
<td>$1,423</td>
<td>$3,122</td>
<td>$4,456</td>
<td>$3,947</td>
<td>$510</td>
<td>$2,326</td>
</tr>
<tr>
<td>4. Development</td>
<td>$1,000</td>
<td>$2,650</td>
<td>$1,361</td>
<td>$2,217</td>
<td>$1,321</td>
<td>$1,000</td>
</tr>
<tr>
<td>5. Facilities/Construction</td>
<td>$1,430</td>
<td>$1,460</td>
<td>$3,330</td>
<td>$2,782</td>
<td>$2,146</td>
<td>$652</td>
</tr>
<tr>
<td>6. Contingency</td>
<td>$250</td>
<td>$450</td>
<td>$450</td>
<td>$450</td>
<td>$500</td>
<td>$1,800</td>
</tr>
<tr>
<td>7. BART SFO Payments</td>
<td>$0</td>
<td>$0</td>
<td>$8,069</td>
<td>$2,568</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Total Board Approved Budget by FY**

<table>
<thead>
<tr>
<th></th>
<th>FY06</th>
<th>FY07</th>
<th>FY08</th>
<th>FY09</th>
<th>FY10</th>
<th>FY11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Board Approved</td>
<td>$7,161</td>
<td>$16,441</td>
<td>$56,188</td>
<td>$37,370</td>
<td>$18,731</td>
<td>$8,624</td>
</tr>
</tbody>
</table>

**Total Audited Expenditures by FY**

<table>
<thead>
<tr>
<th></th>
<th>FY06</th>
<th>FY07</th>
<th>FY08</th>
<th>FY09</th>
<th>FY10</th>
<th>FY11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Audited Expenditures</td>
<td>$9,597</td>
<td>$7,033</td>
<td>$8,806</td>
<td>$11,092</td>
<td>$61,775</td>
<td>$1,878</td>
</tr>
</tbody>
</table>

Some of the major projects completed include, but are not limited to the following:

- Paratransit Buses
- District Phone System Replacement
- Fix Route Buses Replacement
- Portable Radios Replacement
- Replacement of 14 Paratransit Vans
- Replacement of 10 Paratransit Cutaway Vans
- South Base Generator Replacement Project
- Brewster Depot Improvements Project

Note: (1) The "Total Board Approved Budget by FY" reflects the annual budget approved by the SamTrans Board of Directors at the beginning of each fiscal year. This authorizes the amount that could be spent on projects. Unspent budget in a fiscal year will be carried forward to subsequent budget years.

(2) "Total Audited Expenditures by FY" reflects total cost expended in the fiscal year; funding source for the expenditures could be from prior fiscal years.

(3) Expenditure shown for FY2010 and for FY2011 through September 30, 2010 are unaudited.
The following projects represent a sub-set of the total Capital Program and have been selected for inclusion into the Quarterly Report due to project value, operational significance, and/or impact on customers.

<table>
<thead>
<tr>
<th>SCOPE</th>
<th>BUDGET</th>
<th>SCHEDULE</th>
<th>FUNDING</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q1 FY11</td>
<td>Q1 FY11</td>
<td>Q1 FY11</td>
<td>Q1 FY11</td>
<td></td>
</tr>
</tbody>
</table>

### (1) Revenue Vehicles Replacement Projects:

- 20703 - Revenue Collection System
- 20728 - Replacement of 126 1993 Gillig Buses

### (2) Information Technology Projects:

- 20816 - Business Continuity & Disaster Recovery Plan Implementation Project
- 20902 - Interactive Voice Response (IVR) System
- 20909 - Network Maintenance and Technology Refresh
- 20925/20926/20927 - Hastus ATP, Minbus & GEO Modules
- 21114 - Real Time Transit Information Project - Samtrans PADS

### (3) Facilities / Construction Projects:

- 20721 - South Base Generator Replacement Project
- 20824 - Brewster Depot Improvement Project
- 20831 - South Base Bus Washer Project
- 20918 - North Base Emergency Generator Upgrades Project
- 20931 - Pico Blvd. Re-paving Project

---

= Project On-Hold

= No Issues

= Notable issues

= Significant issues
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### REVENUE VEHICLES REPLACEMENT PROJECTS:

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
<th>Original Budget</th>
<th>Approved Changes</th>
<th>Current Budget</th>
<th>Expended + Accrual To Date</th>
<th>Estimate to Complete</th>
<th>Estimate at Completion</th>
<th>Variance at Completion</th>
<th>% Expenditure of EAC</th>
<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Start</th>
<th>Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>20703</td>
<td>Revenue Collection System</td>
<td>This project is to replace SamTrans Revenue Collection System which has reached the end of its useful life. The current revenue collection system is comprised of various components such as vault receivers, bill transporters, and fare box vaults. The new fare collection system will incorporate new technology such as diverse fare media, bill counters, and potentially a GPS system.</td>
<td>$9,600,000</td>
<td>$8,350,635</td>
<td>$1,249,365</td>
<td>$9,600,000</td>
<td>$356,572</td>
<td>$9,243,426</td>
<td>$9,600,000</td>
<td>$0</td>
<td>3.7%</td>
<td>36.2%</td>
<td>03/11/10 / 03/11/10A</td>
<td>05/16/12 / 05/16/12</td>
</tr>
<tr>
<td>20728</td>
<td>Replacement of 135 1993 Gillig Buses</td>
<td>This project is to replace 135 1993 Gillig Phantom Buses that have reached the end of their useful life.</td>
<td>$61,620,000</td>
<td>$57,404,546</td>
<td>$4,212,454</td>
<td>$61,620,000</td>
<td>$53,359,635</td>
<td>$240,165</td>
<td>$53,600,000</td>
<td>$8,026,000</td>
<td>99.6%</td>
<td>98.0%</td>
<td>01/15/08 / 01/15/08A</td>
<td>06/30/12 / 06/30/12</td>
</tr>
</tbody>
</table>
### Business Continuity & Disaster Recovery Plan Implementation

**Scope:** The scope of this project is to move forward, implement and test the Disaster Recovery Plan procedures completed by Booz, Allen, Hamilton dated April 17, 2007.

**Issues:** None.

**Key Activities**

- **This Quarter:**
  1. Worked with the vendor and the operation group to obtain the required documents for ROCS and PADS to be included in RFP.

- **Next Quarter:**
  1. Continue working with the vendor and the operation group.
  2. Revise RFP to include Disaster Recovery Plan for ROCS and PADS.

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
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<th>Approved Changes</th>
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<th>Variance at Completion</th>
<th>% Expended of EAC</th>
<th>Est. Physical % Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>20816</td>
<td>Business Continuity &amp; Disaster Recovery Plan Implementation</td>
<td>The scope of this project is to move forward, implement and test the Disaster Recovery Plan procedures completed by Booz, Allen, Hamilton dated April 17, 2007.</td>
<td>$340,100</td>
<td>$340,100</td>
<td>$0</td>
<td>$340,100</td>
<td>$154,480</td>
<td>$185,620</td>
<td>$340,100</td>
<td>$0</td>
<td>45.4%</td>
</tr>
</tbody>
</table>

### Interactive Voice Response (IVR) System

**Scope:** Implement an interactive voice response system for the District’s Redi-Wheels program to automatically call passengers to inform them of the imminent arrival of their pick-up. The system is intended, in part, to reduce customer no-shows, vehicle returns and vehicle dwell times.

**Issues:** None.

**Key Activities**

- **This Quarter:**
  1. Held kick-off meeting/operational review/timeline review.
  2. Completed sign-off on system design and project plan.
  3. Completed procurement of hardware and software.

- **Next Quarter:**
  1. Establish date for installation of InfoServer.
  2. Establish date for training.
  3. Finalize Infoserver contract. All software to be delivered and installed.
  4. Set up production server and deliver Spanish translations.

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
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<th>Approved Changes</th>
<th>Current Budget</th>
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<th>Variance at Completion</th>
<th>% Expended of EAC</th>
<th>Est. Physical % Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>20902</td>
<td>Interactive Voice Response (IVR) System</td>
<td>Implement an interactive voice response system for the District’s Redi-Wheels program to automatically call passengers to inform them of the imminent arrival of their pick-up. The system is intended, in part, to reduce customer no-shows, vehicle returns and vehicle dwell times.</td>
<td>$350,000</td>
<td>$350,000</td>
<td>$0</td>
<td>$350,000</td>
<td>$96,354</td>
<td>$253,646</td>
<td>$350,000</td>
<td>$0</td>
<td>27.5%</td>
</tr>
</tbody>
</table>
SamTrans - Major Capital Project - Quarterly Report - Q1 FY2011 (July 01, 2010 to September 30, 2010)

### INFORMATION TECHNOLOGY PROJECTS (Continued):

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
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<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Start</th>
<th>Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>200909</td>
<td>Network Maintenance &amp; Technology Refresh</td>
<td>This project covers the installation of hardware and software to ensure that the District's vital communications (voice and data) meet industry standards. Resolutions include: (1) increase Internet bandwidth and upgrade Internet services; (2) increase connectivity bandwidth between North Base, South Base and Brewster; and (3) increase infrastructure and resources needed to support the added data services that are to be located in the data center.</td>
<td>$440,000</td>
<td>$706,000</td>
<td>($266,000)</td>
<td>$440,000</td>
<td>$274,000</td>
<td>$166,000</td>
<td>$440,000</td>
<td>$0</td>
<td>62.3%</td>
<td>75.0%</td>
<td>02/20/09 / 02/20/09A</td>
<td>12/31/10</td>
</tr>
<tr>
<td>20925</td>
<td>Hastus ATP, Minibus and GEO modules</td>
<td>Hastus is an integrated solution for transit scheduling and operation. This project is to implement three more modules to the system: ATP, Minibus and GEO. All of which will further improve operation efficiency.</td>
<td>$424,268</td>
<td>$346,968</td>
<td>$71,300</td>
<td>$418,268</td>
<td>$169,878</td>
<td>$248,390</td>
<td>$418,268</td>
<td>$0</td>
<td>40.6%</td>
<td>45.0%</td>
<td>11/01/09 / 11/01/09A</td>
<td>12/31/10</td>
</tr>
</tbody>
</table>

### Key Activities

**This Quarter:**
1. Received new router.
2. Configured new router.

**Next Quarter:**
1. Upgrade Central's router with new router equipment; cutover scheduled on 11/09.
2. Procure appliance.

**Issues:**
1. Customization of GEO to function as the SamTrans bus stop database.
2. Changes required to export data into Hastus ATP.
3. Determine the best way to add private roads to the GEO map.

**Est. Physical % Complete:**

**Current Baseline / Current Finish:**
### INFORMATION TECHNOLOGY PROJECTS (Continued):

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
<th>Original Budget</th>
<th>Approved Changes</th>
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<th>% Expended of EAC</th>
<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>21114</td>
<td>Real-time Transit Information Project (PADS)</td>
<td>Scope: The Real Time Transit Information Project includes design and implementation of a Predicted Arrival/Departure System (PADS) for Samtrans. The project includes: (1) develop PADS for all Samtrans buses; (2) install new electronic bus bay signs to display the real time information at Daly City BART, Colma BART, Millbrae BART, Redwood City Sequoia and Top of the Hill Daly City; (3) provide MTC's 511 system with the above Samtrans real time arrival/departure information. Issues: None.</td>
<td>$1,547,000</td>
<td>$1,167,329</td>
<td>$379,671</td>
<td>$1,547,000</td>
<td>$674,981</td>
<td>$872,019</td>
<td>$1,547,000</td>
<td>$0</td>
<td>43.6%</td>
<td>83.0%</td>
<td>03/14/06 / 06/30/11</td>
</tr>
</tbody>
</table>

This Quarter: (1) Continued to debug the software in preparation of the second Factory Acceptance Test (FAT). (2) Scheduled the FAT for mid-November.

Next Quarter: (1) Attend the Factory Acceptance Test in Maryland.
### FACILITIES / CONSTRUCTION PROJECTS:

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
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<th>Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>20721</td>
<td>South Base Generator Replacement Project</td>
<td><strong>Scope:</strong> This project consists of the removal of a 50 KW generator and the purchase of a new 350 KW emergency generator, enclosure, related circuits and equipment. <strong>Issues:</strong> An underrun of about $134K is forecasted. <strong>Key Activities</strong> This Quarter: (1) Project completed. (2) This will be the last quarterly report for the project.</td>
<td>$625,000</td>
<td>$450,000</td>
<td>$450,000</td>
<td>$490,913</td>
<td>$0</td>
<td>$490,913</td>
<td>$134,087</td>
<td>100.0%</td>
<td>100.0%</td>
<td>08/01/07 / 09/30/10A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20824</td>
<td>Brewster Depot Improvements Project</td>
<td><strong>Scope:</strong> Design and construct minor improvements to the existing building, furnish and install new modular buildings on the site. <strong>Issues:</strong> None. <strong>Key Activities</strong> This Quarter: (1) Completed all site work, including electrical and plumbing, communication (telephone and data) cabling and installation of network equipment. (2) Completed site work to install new elevator in main depot building. <strong>Next Quarter:</strong> Close out project. <strong>This will be the last quarterly report for the project.</strong></td>
<td>$450,000</td>
<td>$450,000</td>
<td>$450,000</td>
<td>$414,038</td>
<td>$35,902</td>
<td>$450,000</td>
<td>$0</td>
<td>92.0%</td>
<td>100.0%</td>
<td>06/01/08 / 09/17/10A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20831</td>
<td>South Base Bus Washer</td>
<td><strong>Scope:</strong> This project is to replace South Base bus washer equipment which has reached the end of its useful life. <strong>Issues:</strong> Bids were received and rejected in January 2010. <strong>Key Activities</strong> <strong>This Quarter:</strong> The revised Request For Proposal (RFP) was forwarded to Contracts and Procurement for review. <strong>Next Quarter:</strong> Continue RFP process.</td>
<td>$470,000</td>
<td>$470,000</td>
<td>$200,000</td>
<td>$670,000</td>
<td>$36,937</td>
<td>$633,063</td>
<td>$670,000</td>
<td>$0</td>
<td>5.5%</td>
<td>15.0%</td>
<td>06/01/08 / 09/30/11A</td>
<td></td>
</tr>
</tbody>
</table>
### FACILITIES / CONSTRUCTION PROJECTS (Continued):

<table>
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<th>Approved Changes</th>
<th>Current Budget</th>
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<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Start</th>
<th>Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>20918</td>
<td>North Base Emergency Generator Upgrades</td>
<td>This project consists of the removal of a 100 KW generator and the replacement of a new 450 KW emergency generator, including enclosure, related circuits and equipment. The original unit has reached the end of its service life. The replacement unit has larger capacity and will be more reliable. This project includes the design, installation and soft costs.</td>
<td>$725,000</td>
<td>$725,000</td>
<td>$0</td>
<td>$725,000</td>
<td>$644,355</td>
<td>$80,645</td>
<td>$725,000</td>
<td>$0</td>
<td>88.9%</td>
<td>75.0%</td>
<td>10/01/09 / 10/01/09A</td>
<td>08/31/10 / 11/30/10</td>
</tr>
</tbody>
</table>

**Key Activities**

1. Received and installed modular building.
2. Completed utility hook up of generator.

**Next Quarter:**

1. Complete fuel line hook up.
2. Complete load testing.
3. Complete landscaping.
4. Begin project close out.

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
<th>Original Budget</th>
<th>Approved Changes</th>
<th>Current Budget</th>
<th>Expended + Accrual To Date</th>
<th>Estimate to Complete</th>
<th>Estimate at Completion</th>
<th>Variance at Completion</th>
<th>% Expended of EAC</th>
<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Start</th>
<th>Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>20931</td>
<td>Pico Blvd Re-paving Project</td>
<td>Repaving of Pico Boulevard, from Airport Way to the main entrance of the South Base Maintenance Facility. This road is under current ownership with an easement granted to the District for access to South Base. This road is approximately 30 feet wide and 600 feet in length. Re-paving is needed to prevent damages to District vehicles (bus suspension system) while operating on this road.</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$0</td>
<td>$300,000</td>
<td>$164,702</td>
<td>$0</td>
<td>$164,702</td>
<td>$135,298</td>
<td>100.0%</td>
<td>100.0%</td>
<td>10/01/09 / 10/01/09A</td>
<td>08/01/10 / 08/15/10A</td>
</tr>
</tbody>
</table>

**Key Activities**

2. Construction (paving) work was completed in August 2010.
3. Completed project close out activities.

**Next Quarter:** None.

This will be the last quarterly report for this project.

| Total SamTrans - Capital Projects Quarterly Report (Q1 FY2011) | $76,897,368 | $70,787,578 | $6,303,790 | $77,091,368 | $56,837,105 | $11,958,878 | $68,795,983 | $8,295,385 | 82.6% | 86.5% |

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The table above provides a detailed overview of the projects, including scope, issues, key activities, and financial details. It allows for easier tracking and management of capital projects.
Definition of Terms

**Approved Changes** - Changes to the original budget and/or transfers of budget from one segment code to another that have been approved by management and/or by the SamTrans Board of Directors.

**Approved Funding** - The amount of funding that has been approved by the SMCTD Board for the execution of the project.

**Current Budget** - The current budget reflects the original budget plus approved changes or internal budget transfers which has been approved by the program manager and/or the project manager.

**Expended % of EAC** - This is the % of Money Spent (Not Physical Progress) as compared to the EAC.

**Estimate at Completion (EAC)** - The forecasted final cost of the project.

**Estimate to Complete** - Forecast of the cost to complete the remaining work, including anticipated and pending changes.

**Estimated Physical % Complete** - An estimation of the physical work completed as compared to the budgeted work expressed in %.

**Expended + Accrual to Date** - The cumulative project costs that have been recorded through the current reporting period in PeopleSoft + accrual cost of the work performed that has not been recorded in PeopleSoft.

**Issues** - Exceptions / concerns as identified for information or further actions.

**Key Activities** - Identifies key activities being undertaken for the project for the current month and identifies the work anticipated for the next month.

**Original Budget** - Budget as originally approved by senior management for execution of the approved scope of work.

**Original Start / Current Start** - The original planned start date and the current or actual start date of the project.

**Original Finish / Current Finish** - The original planned completion date and the current forecasted completion date of the project.
**Scope** - A concise description of the work elements to be performed and delivered by the project.

**Variance at Completion (VAC)** - Difference between the Current Budget and the Estimate at Completion. A positive value reflects potential underrun, whereas a negative amount indicates possible overrun.
## Performance Status (Traffic Light) Criteria

<table>
<thead>
<tr>
<th>SECTIONS</th>
<th>On Target (GREEN)</th>
<th>Moderate Risk (YELLOW)</th>
<th>High Risk (RED)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. SCOPE</td>
<td>(a) Scope is consistent with Budget or Funding.</td>
<td>(a) Scope is NOT consistent with Budget or Funding.</td>
<td>(a) Significant scope changes / significant deviations from the original plan.</td>
</tr>
<tr>
<td></td>
<td>(b) Scope is consistent with other projects.</td>
<td>(b) Scope appears to be in conflict with another project.</td>
<td>(b) Current budget forecast exceeds current approved budget by more than 10%.</td>
</tr>
<tr>
<td></td>
<td>(c) Scope change has been mitigated.</td>
<td>(c) Scope changes have been proposed.</td>
<td></td>
</tr>
<tr>
<td>2. BUDGET</td>
<td>(a) Estimate at Completion forecast is within plus /minus 5% of the Current Approved Budget.</td>
<td>(a) Estimate at Completion forecast exceeds Current Approved Budget between 5% to 10%.</td>
<td>(a) Estimate at Completion forecast exceeds Current Approved Budget by more than 10%.</td>
</tr>
<tr>
<td></td>
<td>(a) Project milestones / critical path are within plus/minus two months of the current baseline schedule.</td>
<td>(a) Project milestones / critical path show slippage. Project is more than two to six months behind the current baseline schedule.</td>
<td>(a) Project milestones / critical path show slippage more than two consecutive months.</td>
</tr>
<tr>
<td></td>
<td>(b) Physical progress during the report period is consistent with incurred expenditures.</td>
<td>(b) No physical progress during the report period, but expenditures have been incurred.</td>
<td>(b) Forecast project completion date is later than the current baseline scheduled completion date by more than six months.</td>
</tr>
<tr>
<td></td>
<td>(c) Schedule has been defined.</td>
<td>(c) Detailed baseline schedule NOT finalized.</td>
<td>(c) Schedule NOT defined for two consecutive months.</td>
</tr>
<tr>
<td>3. SCHEDULE</td>
<td>(a) Expenditure is consistent with Available Funding.</td>
<td>(a) Expenditure reaches 90% of Available Funding, where remaining funding is NOT yet available.</td>
<td>(a) Expenditure reaches 100% of Available Funding, where remaining funding is NOT yet available.</td>
</tr>
<tr>
<td></td>
<td>(b) All funding has been secured or available for scheduled work.</td>
<td>(b) NOT all funding is secured or available for scheduled work.</td>
<td>(b) No funding is secured or available for scheduled work.</td>
</tr>
</tbody>
</table>