



BOARD OF DIRECTORS 2012

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A G E N D A

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

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

WEDNESDAY, FEBRUARY 8, 2012 – 2:00 p.m.

1. Pledge of Allegiance

ACTION

2. Approval of Minutes of Community Relations Committee Meeting of January 11, 2012

INFORMATIONAL

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

Committee Members: Rose Guilbault, Shirley Harris, Art Lloyd

NOTE:

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

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

**MINUTES OF COMMUNITY RELATIONS COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JANUARY 11, 2012**

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

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

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

Committee Chair Rose Guilbault called the meeting to order at 2:05 p.m.

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

The committee approved the minutes (Lloyd/Deal).

Accessibility Update

Accessibility Coordinator Tina DuBost said in December the Redi-Wheels holiday singers visited six facilities spreading holiday cheer.

Director Shirley Harris arrived at 2:06 p.m.

Paratransit Coordinating Council (PCC) Update

Barbara Kalt, Director of Rosener House reported:

- Newest member Jim Ash is from the Office of Emergency Services.
- The latest PCC newsletter was distributed.
- An ad-hoc bus committee was formed to collaborate on the new buses and one will be on site before the March PCC meeting.
- Productivity has increased due to the increased use of taxi service during non-peak hours.

Director Adrienne Tissier arrived at 2:09 p.m.

Citizens Advisory Committee (CAC) Liaison Report

CAC Chair Peter Ratto reported:

- Elections were held and he was re-elected chair and Sondra Price was elected vice chair.
- Received a presentation from Executive Officer Customer Service and Marketing Rita Haskin on fare media transition and Clipper.

Mobility Management Report – ADA Paratransit Service

Director Bus Transportation Chester Patton reported:

- Average weekday ridership is around 1,100.
- Farebox revenue is around \$70,000 per month.
- Average cost per trip in Fiscal Year (FY) 2011 was \$40.13 per person with a farebox recovery rate of 6 percent. For the first five months of FY2012 the average cost is \$39.36.
- Trip denials remain at zero with over 27,000 trip requests per month.
- On-time performance remains above goal of 90 percent. On-time is considered pick-ups within 20 minutes of schedule time.
- Service complaints remain flat at one complaint for every 2,000 rides.
- Passengers per hour is 1.86, above the goal of 1.50.
- Telephone hold time is 1 minute, better than the goal of 1.5 minutes.
- Customer no-shows is about 1.5 percent and late cancels is trending between 1-1.5 percent.
- RediCoast ridership is approximately 100 rides per day.
- RediCoast on time performance was down to 99 percent in November.
- RediCoast passengers per hour is around 1.5.
- Complaints are rare with RediCoast.
- Eligibility denials remain under 5 percent.
- Total registrants is down to 6,800 from a high of 7,400.
- Efficiency measures include implementation of the Interactive Voice Response System, optimal vehicle mix, alternative service delivery models and the Metropolitan Transportation Commission's (MTC) Transit Sustainability Project.

Director Carole Groom arrived at 2:23 p.m.

- Optimal vehicle mix allows for fleet flexibility with small buses, minivans, sedans and taxis.
- The MTC Transit Sustainability project is a study of national and regional ADA best practices.
- Cost of ADA service remains a concern as it is an unfunded mandate that impacts SamTrans' financial capacity.

Chair Karyl Matsumoto asked if the decline in ridership is attributed to the senior mobility ambassadors. Mr. Patton said he believes it does have an effect and 26 paratransit clients have been travel trained over this past fiscal year.

Director Jeff Gee asked how community awareness is gauged for this service. General Manager/CEO Michael Scanlon said there is a different policy for paratransit in which staff informs but doesn't promote. There is a high awareness among those within the community who need the service.

Committee Chair Guilbault asked if staff has any strategies for the cost of the service. Mr. Patton said there are cost containment strategies and the screening process is part of that.

Director Zoe Kersteen-Tucker said there is good cooperation between the Senior Coastsiders, Manager of Bus Contracts Paul Lee, Santos Orellana from MV Transportation, and Manager, Accessible Transit Services Bill Welch. The seniors love driver Mr. Orellana and are impressed with the service staff delivers.

Multimodal Ridership Report – November 2011

- Bus ridership was 43,700, a decrease of 6 percent.
- Paratransit ridership was 1,051, a decrease of 1.9 percent.
- Caltrain ridership was 42,270, an increase of 8.3 percent.
- Caltrain shuttle ridership was 7,300, an increase of 29 percent.
- BART shuttle ridership was 1,873, a decrease of 6.7 percent.

Deputy CEO Chuck Harvey said five months into the year average weekday ridership on the bus is tracking down 4.2 percent. This is a source of continuing concern for staff. Revenue is up over last year, yet ridership is down. One-half of the loss of ridership, or 3 percent of the 6 percent loss, is attributable solely to community routes and Routes 260 and 262, which have school trips embedded in their schedules. That is about 1,400 daily trips or 700 round trips that are coming out of local community routes and the two big routes that have a lot of school service. There is a big change in youth ridership and staff doesn't know why. If ridership losses are sliced for this month compared to last November, the community routes are down 24 percent. The north county local routes are only down 4 percent, the south county local routes are down 15 percent, the multi-city routes are down 10 percent and the mainline, Routes 390, 391, 292 and KX, are down only 1 percent. These four routes represent 17,000 of the total weekday ridership of 43,700.

Mr. Harvey said these numbers are going to inform the SamTrans Service Plan process and how to reinvent the service and what routes need to be modified or eliminated.

Adjourned: 2:39 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

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

SUBJECT: **ACCESSIBILITY REPORT**

ACTION

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

SIGNIFICANCE

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

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

The minutes from the December 13 PCC meeting and the November 17 SAAC meeting are attached.

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

650-508-6475
650-508-6247

**SAN MATEO COUNTY
PARATRANSIT COORDINATING COUNCIL
December 13, 2011—1:30-3:30 p.m.
MEETING MINUTES**

ATTENDANCE

Members Present: Nancy Keegan, Chair; Mike Levinson, AL-Com Chair; James Asche, OES; Myria Barnes-Jackson, DOR; Dale Edwards, Consumer; Aki Eejima, Consumer; Judy Garcia, Consumer; Diane Griffith, Consumer; Stephanie Hill, Consumer; Barbara Kalt, Rosener House; Benjamin McMullan, CID; Sammi Riley, Consumer; Marie Violet, Sequoia Hospital; Bill Welch, SamTrans.

Absentees: May Nichols, Vice Chair; Maureen Dunn, Senior Focus; Dan Mensing, Consumer; Michal Settles, Coastside.

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

(Total Attendance: 23) Quorum--Yes

WELCOME/INTRODUCTION

Chair Nancy Keegan called the meeting to order at 1:30 p.m. and welcomed all to the December PCC meeting.

APPROVAL OF NOVEMBER PCC MINUTES

Nancy asked for a vote of approval for the November minutes. Mike moved to approve the minutes and Barbara seconded the motion. The motion was approved with Marie abstaining.

COMMITTEE REPORTS

A. ADVOCATE LEGISLATIVE COMMITTEE (AL-COM)

Mike said there was no meeting this month. No major news from the legislature; \$3 million shortfall is estimated from last year. The next AL-Com meeting is January 3, 2012; Seamus Murphy is scheduled to be the guest speaker.

B. GRANT/BUDGET REVIEW

Barbara reported no news on the 5310 grants.

C. EDUCATION COMMITTEE

The winter newsletter is in the process to be distributed in January 2012. Articles to be submitted are due by the end of next week. The next Education meeting is March 13, 2012.

D. EXECUTIVE COMMITTEE

No report for this month. Nancy thanked the Redi-Wheels and MV volunteer carolers, along with John, Dale, Diane, and Elly for bringing good holiday cheers to the agencies.

SAM TRANS/REDI-WHEELS REPORT

A. Operational Report

Holiday music will be provided by the MV and SamTrans carolers on December 19 and 20 to six agencies throughout the County.

Bill gave an update on the eligibility front. C.A.R.E. Evaluators are expanding their presence in San Mateo County and the Bay Area. Annie Earle will have a local office to oversee the operation. The phone system will be moved from Orange County to Foster City; calls will no longer be routed. Eligibility appointments and ID cards will be processed locally.

The Eligibility brochure was distributed at the *Seniors on the Move* event; more brochures are needed for future outreach events. Bill said more will be available after the first of the year and can also be accessed from the SamTrans website.

The process of being a guest rider when traveling outside of the San Francisco Bay Area was discussed. An eligibility form must be faxed from the “home” paratransit agency to the “visiting” paratransit agency; typically passengers have reciprocity for a period of 21 days. Tina will write an article for the newsletter on this subject.

Bill gave the progress report on the Interactive Voice Response (IVR) system. The project continues to make progress. Bill thanked the testers who have participated since May 2011; three people have been added and he would like to add other testers. Nancy asked if any incentive is being offered to recruit testers; Bill will take the idea into consideration. The project has run into equipment/software problems; Trapeze and the IVR software are being linked and Bill is confident issues will be resolved in the near future. Barbara commented that it is important to wait for implementation until the system meets performance standards where the night before and imminent arrival calls are 95% accurate. Nancy thanked Bill for his update and looks forward to the results at the next ERC meeting. All testers, which included Judy, Dale, Diane, Mike, Aki, Sammi, and Stephanie, were also thanked for devoting a lot of their time to this project. Diane confirmed that the night before call is beneficial because sometimes the time changes by a few minutes and it is helpful for the rider to be apprised of a more accurate arrival time. Tina’s hard work with communicating with the contractor and testers was acknowledged and appreciated.

B. Performance Summary

Tina reported fewer trips in October 2011 than October 2010; average weekday ridership is down 6%; there were more agency and subscription trips; 92% on-time performance, very positive; excellent productivity with 1.86 passengers per hour.

There was a question about the type of music played on taxis; John suggested asking the driver to change the music if there is an issue. Nancy asked about comment cards in sedans in pouches; John said drivers are given ten cards with them every day and that he will try to use pouches for taxis.

C. Customer Comments

Elly reported that total comments increased due to more comment cards; policy-related and service-related have decreased slightly; compliments have increased. Average overall response time still remains under the 7-day turn around limit, thanks to Sophie and Lynn. On Comments by Type—comment cards have increased, late vehicles have a slight increase due to multiple pickups and add-on trips.

Dale asked for the definition of an “add-on” trip. John explained a passenger’s doctor appointment can be delayed and the pick-up time must be changed; the rider is then added to another driver’s manifest that is close by, or a driver with a canceled trip, or perhaps a taxi. Dale complimented the dispatchers in doing a fabulous job in trying to squeeze in the “add on” trips; fortunately only about 5% of pickups are in this category. Tina said she will write an article on this situation for the newsletter.

In response to a question raised by Linda, Bill said that he and Elly will review the comments by type and consolidate where appropriate and provide definitions to further clarify the definitions of comments. For example, Mike noted that the comment “Stand by” is currently in the list of comments and it hasn’t been used in several years. The review will eliminate comment categories that have been at zero for several months and/or years.

D. Safety Report

John reported a great month in November; zero accidents for both Redi-Wheels and RediCoast. As a result of last month’s accident, MV has devoted many resources to re-training drivers, especially long-time drivers; drivers that have gotten out of the habit of properly using tie downs. Another training of six hours of defensive driving will be completed in the next two to three months.

LIAISON REPORTS

A. MTC REPORT

Marshall was welcomed back after being out on medical leave. A number of projects are underway at MTC but not much dealing specifically with paratransit. MTC is cutting back on infrequently used emergency phones on highways as a cost-savings measure; this could impact paratransit riders. Anyone with a concern or comments can contact Marshall.

MTC is working on transportation and housing plans to see how they meet state greenhouse gas reduction goals. There is a public workshop at the Hiller Museum on January 10, 5:45-8:45 p.m.; check MTC website for more information. Dale asked about paratransit going across the Dumbarton or San Mateo Bridges. Bill explained that the optimal way to travel to the East Bay is to work with East Bay paratransit.

Nancy thanked Marshall for his report.

B. AGENCY

Barbara reported that the agencies are looking forward to testing the IVR with participants in the program. There will be a meeting early next year.

C. COASTSIDE TRANSPORTATION COMMITTEE (CTC)

Next meeting is on December 20, 11:30 a.m. at 535 Kelly St., Half Moon Bay.

D. EFFICIENCY REVIEW COMMITTEE (ERC)

Mike said the meeting covered IVR and comment cards. Next meeting is January 3, 2012.

E. COMMISSION ON AGING (COA) REPORT

No meeting to report. An email on the New Beginning Coalition survey was sent to members to complete, if eligible. The survey is for people over 65 years of age and people with a disability and should be sent to Christina at Aging and Adult Services. Nancy requests anyone eligible to complete the survey.

F. COMMISSION ON DISABILITY (COD) REPORT

No report.

G. OFFICE OF EMERGENCY SERVICES (OES) REPORT

Jim met with Commission on Aging and they are advocating the Silver Alert program for seniors, which is similar to the Amber Alert program. Jim mentioned the SMC Alert program is excellent and is an effective way to alert people in our county. The County was recently recertified for tsunami and rain storm programs by the National Oceanic & Atmospheric Association (NOAA). The review included 3 years evaluation, redundancy built in for weather services, emergency services and ways to disseminate, and public education program.

The nationwide emergency alert system went well in our area.

OTHER BUSINESS

Paul Lee announced that the District will be moving ahead with the option to contract with MV for another year. In the third year of the option year, there will be a revision in the contract for productivity and a redefining of a “missed trip”.

Paul also shared there is a pending nurses strike at Peninsula and Mills hospital in San Mateo—possibly on December 22 and 23.

John announced MV will be taking over Mobility Plus in San Francisco starting on January 8, 2012.

Diane thanked Dale, Stephanie, Dan and anyone else who attended her installation as President of the American Council of the Blind.

Stephanie announced Lucy Muir, a previous PCC member, is ill and is in the hospital and we send her our good wishes for a quick recovery.

Everyone thanked Diane, Maxine, and Linda for bringing goodies for all to enjoy at the meeting.

Nancy wished all a happy and healthy holiday season.

MEETING ADJOURNED: 3:32 PM.

SAMTRANS ACCESSIBILITY ADVISORY COMMITTEE

MEETING SUMMARY – November 17, 2011

PRESENT: Alec Karp (Chair), Tom Collette, Jim Engvall, Alice McGrath,

ABSENT: Doris Maez, Ben McMullan

GUEST: Henry Rutland

SAMTRANS STAFF: Tina Dubost, Richard Lesser

I. Introductions

II. Agenda

III. Approval of Minutes

Minutes approved.

IV. Committee Business

A. Election of a Vice-Chair

It was suggested that Cam Acker might be interested in being Vice-Chair. Though she has not yet been voted a Committee member, she has attended several meetings and shown a high degree of interest. She was unable to be present at this meeting.

Jim Engvall said he would consider it.

The issue was continued to the next meeting.

B. New Member Recruitment

The Committee is intended to have from eight to eleven members, and currently has six.

Alec Karp stated that it would be great to have new enthusiastic members who ride public transit, and suggested an announcement at a PCC meeting and a promotion in the newsletter of the Center for Independence of Individuals with Disabilities (CID).

Alice McGrath agreed about CID, citing its similar mission of promoting independence; she also asked about outreach to bus travelers about the Committee through literature placed on buses; and to Senior Centers like “Little House” in Menlo Park – a good method would be to create a flyer with a list of centers and send it to them for posting. Tina Dubost suggested that it could be modeled on the SamTrans recruitment for the

CAC flyers. Accessible Services staff will put together a flyer for the Committee's review.

Tom Collette and Alice McGrath agreed that contacting Craig McCullough at the Commission on Disabilities could be a good outreach. Tom also suggested the Board of Supervisors of San Mateo.

Henry Rutland said that a large number of bus riders attending local churches such as Pilgrim Baptist, including minority and low-income populations, would benefit from additional information about public transit accessibility. He offered to do outreach to five or six African-American churches that he knows in San Mateo.

Tina Dubost asked about the possibility of contacting an interfaith network.

C. Phone Participation in Meetings

Under discussion is whether to accommodate participation by phone.

Alice McGrath posited that it is hard to follow and respond by phone, but that it would be good to have the option for eventualities such as a member unable to attend in person because of weather or other reason, as an occasional alternative if they can contribute.

The Committee agreed that occasional phone participation would be acceptable.

D. Email Updates between Meetings

Short emails with bullet points would be useful to give members notice of possible issues and topics of discussion.

V. Fixed Route Bus and Caltrain

Richard Lesser presented to the Committee:

A. Recent ADA Changes including "Common Wheelchair"

A summary of recent DOT changes was given. Particularly relevant is that the definition of a "common wheelchair" as not exceeding 30" by 48" and 600 pounds would no longer be acceptable as a limitation for providing access, and providers will be expected to "carry a wheelchair and occupant if the lift and vehicle can physically accommodate them, unless doing so is inconsistent with legitimate safety requirements."

B. Caltrain Wheelchair Capacity Improvements

On the older gallery consists, which typically have only one accessible car, as permitted under the "one car per train" ADA rule for train consists built before 1990,

there are often only two available wheelchair spaces. If as occasionally happens, there is a second accessible car, it will be used if a third wheelchair passenger wishes to board. Also steps are being taken to remove or alter seating arrangements so that the accessible car has increased wheelchair capacity.

On the newer Bombardier consists, each of the five cars is wheelchair accessible. The main ADA car aligns with accessible ramps at the stations to accommodate the first two wheelchair passengers. If additional wheelchair passengers wish to board, the mobile lifts on the platforms will be used to board them on the other accessible cars, so that Bombardier consists will theoretically be able to accommodate up to ten wheelchair passengers.

C. Clipper Accessibility on Caltrain

Some issues have been brought to our attention as Clipper use has grown, and Accessible Services and Caltrain are working internally and with the Metropolitan Transportation Commission (MTC) to address them.

It can be difficult for a visually impaired passenger to locate the Clipper card readers on the platforms. Solutions being looked at include a standard location close to the blue assistance requested square and ADA shelter, and looking into the possibility of having the reader closest to that location emit a sound to facilitate finding it.

It can be confusing to know whether one has tagged on or off, or tagged too many times, as there is one beep for a successful tag on or off. It has been proposed to the MTC, who designs the system, that in a future upgrade these tags be differentiated by auditory means.

Caltrain conductors have been instructed to use their portable card readers to give balance and status information to RTC card holders and people with disabilities upon request. In the future card reading machines with auditory components will be available at Caltrain stations, and the next generation of Ticket Vending Machines will also have that capability.

VI. Paratransit Update

Tina Dubost said that the Eligibility contractor is moving to a regional model, and has added a Northern California manager. The contractor will have a local phone center and will prepare packets locally rather than from their Los Angeles headquarters.

Redi-Wheels productivity was a respectable 1.7 passengers per hour.

An update on the IVR system being tested for notifying passengers by phone of an upcoming or impending ride will be given at the next meeting.

VII. Citizens Advisory Committee Update

Tom Collette reported that the Committee took a field trip to SamTrans' North Base facility.

The SamTrans Service Plan is under discussion. There is a meeting in San Bruno at Bel Aire Elementary.

The Committee looks forward to their annual holiday lunch.

VIII. Announcements and Other Business

Alice McGrath would like SamTrans Bus Operators to be more consistent about clearly indicating to boarding blind passengers where to locate an open seat, and use terms such as "driver side" and "passenger side" rather than the subjective "left" or "right".

Jim Engvall boards the older lift-equipped buses rolling backwards, and it is also helpful to him if the driver tells him which side is open for his wheelchair as he boards.

Alec Karp suggested that our Customer Service Center should be able to give a standardized accurate description of how to get to SamTrans Headquarters using landmarks and distances that are specific enough and discernable for the blind and visually impaired.

VIII. Set Date for Next Meeting

The date for the next meeting was set for January 19th, 2012

**CRC ITEM # 6
FEBRUARY 8, 2012**

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

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

SUBJECT: MOBILITY MANAGEMENT REPORT: CALTRAIN

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 mobility management reports presented to the Board. The District's four transportation modes – SamTrans motor bus, Americans with Disabilities Act Paratransit, Caltrain and Shuttles – are featured individually each month. This month features a report on the Caltrain service.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Staff will report on the major indices involving the Caltrain operations and performance. Staff will report on ridership, fare collection, on-time performance, and project updates.

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

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

650-508-6329

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

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

SUBJECT: MULTIMODAL RIDERSHIP REPORT - DECEMBER 2011

ACTION

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

SIGNIFICANCE

Table “A” summarizes the average weekday ridership (AWR) statistics for all modes of transportation for which SamTrans is responsible. Chart “A” compares AWR for Fiscal Year 2010 vs. FY2011 and year-to-date comparisons of FY2011 vs. FY2012.

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

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

All Modes – AWR of 86,475, an increase of 6.5 percent.

Bus – AWR of 39,700, an increase of 0.8 percent.

Paratransit - AWR of 985, an increase of 4.9 percent.

Caltrain - AWR of 38,390, an increase of 10.1 percent.

Caltrain Shuttles - AWR of 5,771, an increase of 38.9 percent.

BART Shuttles - AWR of 1,629, a decrease of 13.3 percent.

SamTrans Promotions – December 2011

Clipper – December saw the final push to get the word to SamTrans customers that Monthly passes were moving to Clipper starting in January. The multi-month campaign included more than 80 outreach events. The switch to Clipper was conveyed via Spanish and Chinese language newspaper ads, exterior bus ads, bus shelter ads, web postings, Tweets, Facebook status updates, onboard electronic message sign and adcards. The design of the December Monthly Pass informed customers that it was their last paper pass and provided Clipper contact information. SamTrans also offered Saturday hours to accept Clipper applications from youth and seniors.

Holiday Transit Toy Drive – With the second suspension of the annual Holiday Train because of fiscal issues, SamTrans partnered with Caltrain to provide a downscaled holiday celebration to generate toy donations for the Marine Corps Reserves and Salvation Army’s Toys for Tots programs. The two transit agencies and their crew of North Pole characters staffed a booth at the popular Redwood City Hometown Holidays. More than 500 toys were collected for children in need.

Serramonte Center Holiday Shopping – December was the second month that the Route 120 service partnership between SamTrans and the Serramonte Center continued. The expanded service coincided with longer shopping center hours for the holiday season. The extra service to the major Daly City shopping center started at the end of November and ran through most of December. It was promoted through onboard notices, flyers at the shopping center and a web posting.

Like Us – Capitalizing on a complimentary ad in the Half Moon Bay Review, SamTrans promoted its presence on Facebook and asked readers to “Like Us.” SamTrans has 68 friends. More friends can “like” the bus agency at www.facebook.com/samtrans.

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

Table A
Average Weekday Ridership

December 2011				<u>FY2011/FY2012</u>
<u>Mode</u>	<u>FY2010[^]</u>	<u>FY2011</u>	<u>FY2012</u>	<u>%Change</u>
Bus +	43,160	39,380	39,700	0.8%
Paratransit	1,013	939	985	4.9%
Caltrain # +	32,600	34,860	38,390	10.1%
Caltrain Shuttle # **	4,258	4,155	5,771	38.9%
BART Shuttle	1,698	1,878	1,629	-13.3%
Total	82,729	81,212	86,475	6.5%
BART (Extension Only)*	34,764	36,775	40,644	10.5%
Grand Total	117,493	117,987	127,119	7.7%

Year to Date				<u>FY2011/FY2012</u>
<u>Mode</u>	<u>FY2010[^]</u>	<u>FY2011</u>	<u>FY2012</u>	<u>%Change</u>
Bus +	47,900	43,860	42,330	-3.5%
Paratransit	1,118	1,084	1,065	-1.8%
Caltrain # +	38,160	39,880	43,000	7.8%
Caltrain Shuttle # **	5,352	5,236	6,818	30.2%
BART Shuttle	1,926	1,982	1,798	-9.3%
Total	94,456	92,042	95,011	3.2%
BART (Extension Only)*	36,549	38,641	42,280	9.4%
Grand Total	131,005	130,684	137,290	5.1%

System

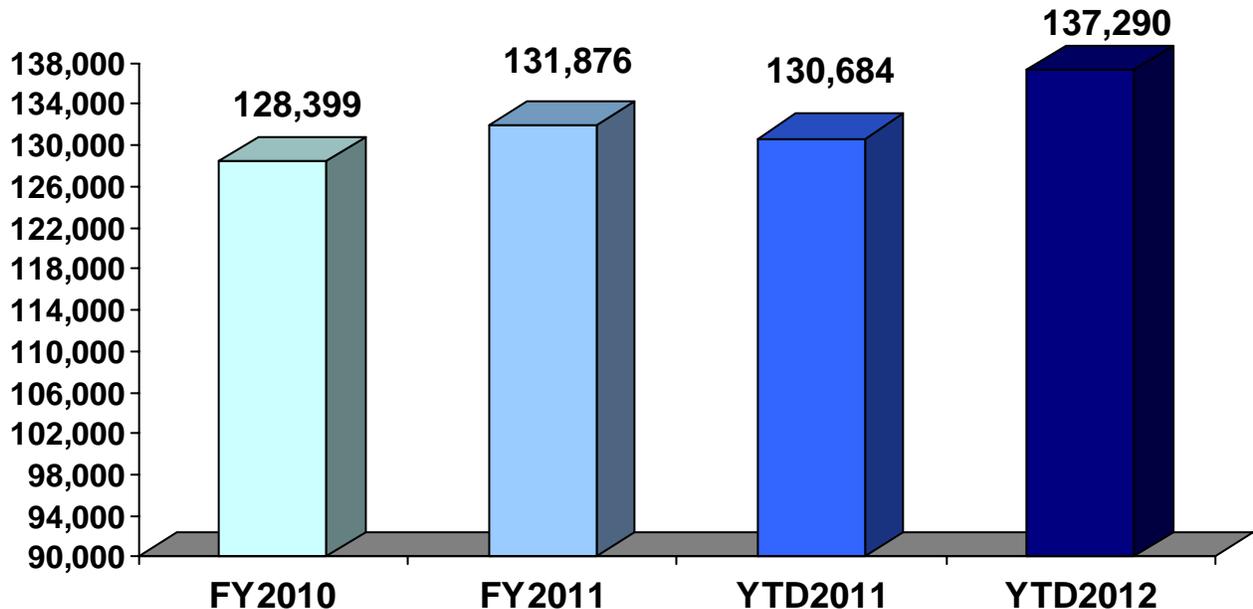
* Extension Only (No Daly City)

+ Rounded to nearest tens

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

** FY11 & 12 Caltrain shuttle figures adjusted to remove North Burlingame shuttle that is not District funded.

Chart A
Average Weekday Ridership





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

WEDNESDAY, FEBRUARY 8, 2012 – 2:20 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Finance Committee Meeting of January 11, 2012
2. Acceptance of Statement of Revenues and Expenses for December 2011
3. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended December 31, 2011
4. Authorize Revision to the District's Disadvantaged Business Enterprise Program to Include a Small Business Enterprise Program

CONTRACTS

5. Authorize Contract Extension with Cypress Security, LLC for Security Guard Services on a Month-to-Month Basis From March 1, 2012 Through December 31, 2012 for an Additional \$1,156,700
6. Authorize Award of Contract to NS Corporation for a Bus Wash System at South Base for a Total of \$324,288

INFORMATIONAL

7. Fiscal Year 2011 Comprehensive Annual Financial Report

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

NOTE:

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

Draft

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

**MINUTES OF FINANCE COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JANAURY 11, 2012**

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

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

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

Committee Chair Shirley Harris called the meeting to order at 2:40 p.m.

Approval of Minutes of Finance Committee Meeting of December 14, 2011

The Committee approved the minutes (Guilbault/Lloyd).

Approval of Revenues and Expenses for November 2011

Deputy CEO Gigi Harrington said revenues are slightly over budget, mostly in farebox, and are offset by a decline in interest income. Expenses are about \$3.3 million over budget and the vast majority is in motor bus. In December, budget adjustments were approved and those adjustments will be reflected in the December Revenues and Expenses report. Last week fuel was \$2.99 per gallon and year-to-date is \$3.08 per gallon. The fuel hedge was not tripped in December. Year-to-date a total of \$40,000 has been received from the fuel hedge.

Chair Karyl Matsumoto asked if she could receive a list of where rental income is being received.

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

Adjourned: 2:42 p.m.

SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

SUBJECT: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD
ENDING DECEMBER 31, 2011 AND SUPPLEMENTAL INFORMATION**

ACTION

Staff proposes the Committee recommend that the Board accept and enter into the record the Statement of Revenues and Expenses for the month of December 2011 and supplemental information.

SIGNIFICANCE

Revenues: *Total Revenues* (page 1, line 13) are \$245,458 or 0.3 percent **better** than revised budget. *Passenger Fares* (page 1, line 1) are **better** than budget by \$68,742 or 0.8 percent, *Measure A & AB434 Funds* (page 1, line 4) is **better** than budget by \$158,697 or 3.4 percent, *Investment Interest* (page 1, line 8) is **better** than budget by \$15,921 or 1.2 percent and *Other Interest, Rent & Other Income* (page 1, line 10) are **better** than budget by \$2,107 or 0.1 percent.

Expenses: *Total Expenses* (page 4, line 73) are \$4,358,756 or 6.6 percent **better** than revised budget. Within *Total Expenses*, *Total Motor Bus* (page 3, line 46) is **better** than budget by \$3,849,059 or 7.6 percent, *Total ADA Programs* (page 4, line 55) are **better** than budget by \$495,376 or 7.0 percent and *Total Multimodal* (page 4, line 71) is **better** than budget by \$14,321 or 0.2 percent.

Budget Amendments: Budget amendments adopted at the December 14th board meeting are reflected in the Revised Budget. The amendment primarily accounts for an increase in Transportation Development Act funds and Sales Tax revenues offsetting decrease in State Transit Assistance funds.

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

650-508-7752
650-508-6259

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

% OF YEAR ELAPSED: **50.0%**

	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
SOURCES OF FUNDS								
Operating Revenues								
1 Passenger Fares	1,471,460	8,524,305	8,790,392	8,721,650	100.8	17,443,300	17,443,300	50.4
2 Local TDA and STA Funds	4,079,406	29,693,985	27,415,761	27,415,761	100.0	33,000,814	35,665,456	76.9
3 State/Federal Operating Grants	21,556	245,237	144,079	144,089	100.0	10,202,857	10,614,136	1.4
4 Measure A and AB434 Funds	1,092,012	4,602,257	4,824,783	4,666,086	103.4	8,996,335	9,109,335	53.0
5 Subtotal - Operating Revenues	6,664,434	43,065,785	41,175,015	40,947,586	100.6	69,643,306	72,832,227	56.5
Other Revenue Sources								
7 District 1/2 Cent Sales Tax	7,968,301	31,624,200	33,463,768	33,463,768	100.0	61,500,000	63,000,000	53.1
8 Investment Interest	213,176	2,179,772	1,305,846	1,289,925	101.2	2,150,620	2,162,219	60.4
9 Pass through to Other Agencies	0	487,647	181,790	181,790	100.0	281,790	281,790	64.5
10 Other Interest, Rent & Other Income	400,905	2,980,415	2,323,446	2,321,339	100.1	5,972,275	5,971,355	38.9
11 Other Sources	0	0	0	0	0.0	5,700,000	4,733,000	0.0
12 Subtotal - Other Revenues	8,582,382	37,272,033	37,274,851	37,256,822	100.0	75,604,685	76,148,364	49.0
13 Total Revenues	15,246,816	80,337,818	78,449,866	78,204,408	100.3	145,247,991	148,980,591	52.7
14 Capital Assistance	617,188	2,401,317	1,009,675	1,009,675	100.0	14,194,614	25,982,954	A 3.9
15 Reserves Programmed for Capital	168,752	1,678,672	1,871,776	1,871,776	100.0	0	13,559,868	A 0.0
16 Total Revenues - All Sources	16,032,756	84,417,807	81,331,317	81,085,859	100.3	159,442,605	188,523,413	43.1
USES OF FUNDS								
Operations								
20 Motor Bus	7,434,679	44,776,617	46,491,826	50,340,885	92.4	99,414,897	100,034,745	46.5
21 A. D. A. Programs	1,200,466	6,277,650	6,539,271	7,034,647	93.0	14,069,346	14,069,346	46.5
22 Caltrain	714,897	8,374,557	6,330,620	6,330,620	100.0	10,620,000	10,620,000	59.6
23 Other Multimodal Programs	347,925	2,284,497	1,986,542	2,000,863	99.3	3,967,226	3,967,226	50.1
24 Subtotal - Operating Costs	9,697,967	61,713,321	61,348,259	65,707,015	93.4	128,071,469	128,691,317	47.7
Other Uses of Funds								
26 Pass through to Other Agencies	0	487,647	181,790	181,790	100.0	281,790	281,790	64.5
27 Transfer Out to Debt Service	2,037,499	12,226,068	12,224,994	12,224,994	100.0	24,477,279	24,477,279	49.9
28 Fiscal Agent Fees	0	5,055	7,825	10,505	74.5	25,080	29,600	26.4
29 Land Transfer Interest Expense	0	0	0	0	0.0	70,000	70,000	0.0
30 Subtotal - Other Uses	2,037,499	12,718,770	12,414,609	12,417,289	100.0	24,854,149	24,858,669	49.9
31 Capital Programs	856,242	4,352,643	3,308,771	3,308,771	100.0	19,180,994	46,424,202	A 7.1
32 Total Uses of Funds	12,591,708	78,784,734	77,071,639	81,433,075	94.6	172,106,612	199,974,188	38.5
33 NET SURPLUS / (DEFICIT)	3,441,048	5,633,073	4,259,678	(347,215)	(1226.8)	(12,664,007)	(11,450,775)	(37.2)

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

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

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

% OF YEAR ELAPSED: 50.0%

	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
OPERATING REVENUES - MOTOR BUS								
1 TOTAL MOTOR BUS FARES	1,412,888	8,141,609	8,400,278	8,304,500	101.2	16,609,000	16,609,000	50.6
2 LOCAL (TDA) TRANSIT FUND:								
3 General Operating Assistance	3,806,948	23,503,880	22,841,688	22,841,688	100.0	26,648,636	30,569,366	74.7
4 STATE TRANSIT ASSISTANCE:								
5 Local STA Operating Assistance	0	4,341,941	2,939,325	2,939,325	100.0	4,444,973	2,982,624	98.5
6 OPERATING GRANTS								
7 TOTAL OPERATING GRANTS	21,556	135,400	144,079	144,089	100.0	8,813,584	9,224,863	1.6
8 DISTRICT 1/2 CENT SALES TAX:								
9 General Operating Asst.	1,859,252	6,156,789	10,151,987	14,098,005	72.0	39,193,611	36,671,275	27.7
10 Accessibility Fixed Route	94,608	535,102	553,026	513,955	107.6	659,919	1,012,759	54.6
11 TOTAL 1/2 CENT SALES TAX	1,953,860	6,691,891	10,705,013	14,611,960	73.3	39,853,530	37,684,034	28.4
12 INVESTMENT INTEREST INCOME:								
13 Investment Interest Income	3,990	62,771	32,564	48,320	67.4	163,570	84,174	38.7
14 OTHER REVENUE SOURCES:								
15 Overnight Deposits Interest Income	37	783	255	660	38.6	1,580	660	38.6
16 Rental Income	87,935	520,513	526,864	532,110	99.0	1,064,230	1,064,230	49.5
17 Advertising Income	53,750	710,549	373,910	450,000	83.1	900,000	900,000	41.5
18 Other Income	93,716	667,279	527,851	468,233	112.7	915,794	915,794	57.6
19 TOTAL OTHER REVENUES	235,438	1,899,124	1,428,880	1,451,003	98.5	2,881,604	2,880,684	49.6
20								
21 TOTAL MOTOR BUS	7,434,679	44,776,617	46,491,826	50,340,885	92.4	99,414,897	100,034,745	46.5
22								
23 AMERICAN DISABILITIES ACT:								
24 Passenger Fares Redi-Wheels	58,572	382,696	390,114	417,150	93.5	834,300	834,300	46.8
25 Local TDA 4.5 Redi-Wheels	200,366	1,237,046	1,202,196	1,202,196	100.0	1,402,560	1,608,821	74.7
26 Local STA - Paratransit	72,092	611,118	432,552	432,552	100.0	504,645	504,645	85.7
27 Operating Grants	0	0	0	0	0.0	1,389,273	1,389,273	0.0
28 Sales Tax - District ADA Programs	409,453	2,002,264	2,300,387	2,918,778	78.8	4,786,142	4,359,957	52.8
29 Sales Tax - Paratransit Suppl. Coastside	105,471	562,619	668,948	578,314	115.7	1,156,636	1,156,636	57.8
30 Interest Income - Paratransit Fund	35,273	216,927	206,017	208,125	99.0	135,790	355,714	57.9
31 Measure A Redi-Wheels	319,237	1,264,979	1,339,056	1,277,532	104.8	2,460,000	2,460,000	54.4
32 Measure M Paratransit	0	0	0	0	0.0	1,400,000	1,400,000	0.0
33 TOTAL ADA PROGRAMS	1,200,466	6,277,650	6,539,271	7,034,647	93.0	14,069,346	14,069,346	46.5
34								
35 MULTIMODAL TRANSIT PROGRAMS:								
36 Sales Tax - Caltrain	0	5,844,599	0	0	0.0	0	847,000	0.0
37 Other Sources - Caltrain	76,422	0	3,652,508	3,751,233	97.4	5,700,000	4,733,000	77.2
38 Transfer from TA for Caltrain	638,475	2,529,958	2,678,112	2,579,387	103.8	4,920,000	5,040,000	53.1
39 TA Funded SM/Caltrain Shuttles	90,384	539,320	541,448	541,668	100.0	1,081,335	1,081,335	50.1
40 Employer Share SM/Caltrain Shuttles	26,017	280,112	155,867	155,636	100.1	311,271	311,271	50.1
41 AB434 Funds - SamTrans Shuttle	43,917	268,000	266,167	267,500	99.5	535,000	528,000	50.4
42 Employer SamTrans Shuttle Funds	139,450	797,384	738,700	714,700	103.4	1,379,400	1,379,400	53.6
43 Sales Tax - SamTrans Shuttle Program	28,682	162,625	161,451	162,245	99.5	341,990	348,990	46.3
44 Operating Grants	0	109,837	0	0	0.0	0	0	0.0
45 Sales Tax - Gen. Operating Asst.	19,475	127,219	122,909	159,115	77.2	318,230	318,230	38.6
46								
47 TOTAL MULTIMODAL	1,062,822	10,659,054	8,317,162	8,331,483	99.8	14,587,226	14,587,226	57.0
48								
49 TOTAL REVENUES	9,697,967	61,713,321	61,348,259	65,707,015	93.4	128,071,469	128,691,317	47.7

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

% OF YEAR ELAPSED: 50.0%

EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
DISTRICT OPERATED BUSES								
1 Wages & Benefits	3,816,294	25,358,789	25,181,844	26,999,660	93.3	53,344,734	52,825,668	47.7
2								
3 Services:								
4 Board of Directors	3,907	22,867	25,060	26,650	94.0	53,100	53,100	47.2
5 Contracted Vehicle Maintenance	48,420	383,873	458,193	467,629	98.0	785,250	785,250	58.3
6 Property Maintenance	102,123	492,747	564,331	637,500	88.5	1,278,500	1,278,500	44.1
7 Professional Services	257,793	1,064,964	1,500,922	2,154,049	69.7	4,299,827	4,794,525	31.3
8 Technical Services	351,949	1,757,737	1,949,397	2,079,620	93.7	4,008,902	4,244,857	45.9
9 Other Services	23,845	137,673	144,940	277,625	52.2	490,500	490,500	29.5
10								
11 Materials & Supply:								
12 Fuel & Lubricants	447,537	2,040,719	2,767,454	2,818,178	98.2	5,636,357	5,636,357	49.1
13 Bus Parts & Materials	131,402	521,558	741,408	896,950	82.7	1,765,700	1,765,700	42.0
14 Uniforms & Driver Expense	15,553	59,611	77,709	131,895	58.9	391,130	403,130	19.3
15 Timetables & Tickets	13,988	89,292	52,947	76,550	69.2	153,100	153,100	34.6
16 Office Supplies / Printing	8,122	130,259	77,810	166,788	46.7	334,874	366,474	21.2
17 Other Materials & Supply	8,010	56,379	55,022	83,750	65.7	166,250	166,250	33.1
18								
19 Utilities:								
20 Telephone	33,831	170,993	164,862	240,250	68.6	480,500	480,500	34.3
21 Other Utilities	86,643	475,650	517,897	490,800	105.5	981,600	981,600	52.8
22 Insurance Costs	209,141	1,232,824	1,247,220	1,247,484	100.0	2,493,500	2,493,500	50.0
23 Workers' Compensation	299,352	1,580,937	1,572,409	1,572,698	100.0	3,183,888	3,183,888	49.4
24 Taxes & License Fees	37,955	204,759	243,525	248,150	98.1	496,300	496,300	49.1
25 Fixed Route Accessibility	94,608	535,102	553,026	513,955	107.6	659,919	1,012,759	54.6
26 Leases & Rentals	8,921	52,338	53,644	58,115	92.3	116,229	116,229	46.2
27 Promotional & Legal Advertising	3,404	61,365	45,293	115,350	39.3	230,700	209,100	21.7
28 Training & Business Travel	8,889	51,510	59,833	100,055	59.8	181,085	181,085	33.0
29 Dues & Membership	5,510	42,841	44,042	48,818	90.2	83,785	83,785	52.6
30 Postage & Other	2,872	37,457	25,284	154,173	16.4	346,646	380,067	6.7
31								
32 Total District Operated Buses	6,020,069	36,562,244	38,124,072	41,606,691	91.6	81,962,376	82,582,224	46.2
33								
34 CONTRACTED BUS SERVICES								
35 Contracted Urban Bus Service	1,240,706	7,161,965	7,333,791	7,680,444	95.5	15,360,895	15,360,895	47.7
36 Other Related Costs	30,647	178,132	163,626	169,866	96.3	339,820	339,820	48.2
37 Insurance Costs	53,802	355,260	326,324	327,486	99.6	655,000	655,000	49.8
38 Coastside Services	52,974	300,089	319,787	323,312	98.9	630,630	630,630	50.7
39 Redi Coast Non-ADA	19,654	115,915	106,588	119,106	89.5	238,216	238,216	44.7
40 Other Related Costs	2,778	4,720	11,071	20,760	53.3	41,520	41,520	26.7
41 La Honda - Pescadero	(63)	21,000	28,088	26,250	107.0	52,500	52,500	53.5
42 SamCoast - Pescadero	13,053	72,810	71,101	60,000	118.5	120,000	120,000	59.3
43 Other Related Cost - SamCoast	1,059	4,480	7,378	6,970	105.8	13,940	13,940	52.9
44 Total Contracted Bus Service	1,414,610	8,214,372	8,367,754	8,734,194	95.8	17,452,521	17,452,521	47.9
45								
46 TOTAL MOTOR BUS	7,434,679	44,776,617	46,491,826	50,340,885	92.4	99,414,897	100,034,745	46.5

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

% OF YEAR ELAPSED: **50.0%**

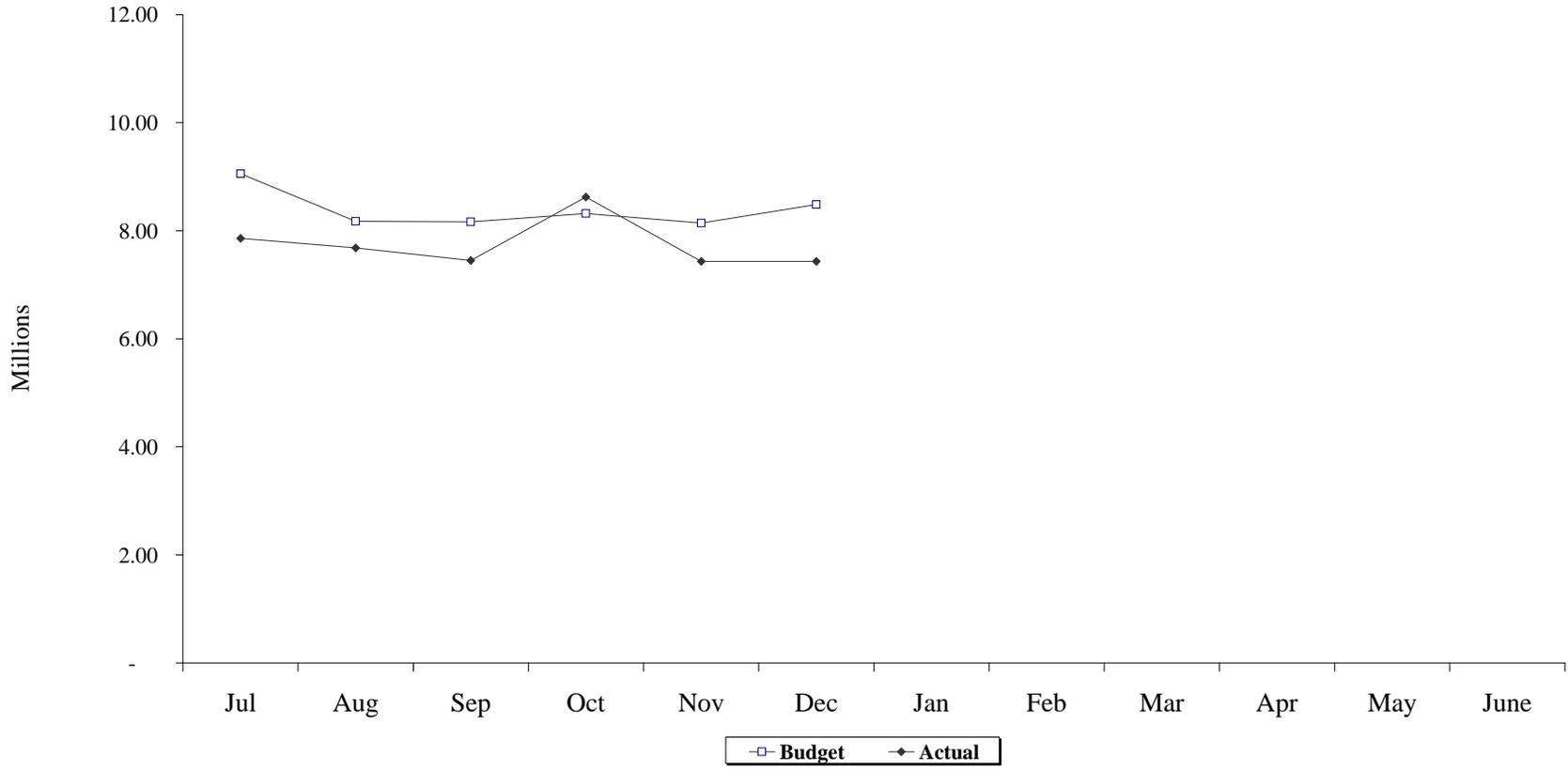
EXPENSES	MONTH	YEAR-TO-DATE				ANNUAL		
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET
AMERICAN DISABILITY ACT PROGRAMS								
Elderly & Disabled/Redi-Wheels	436,583	2,775,627	2,553,345	3,458,292	73.8	6,916,605	6,916,605	36.9
Other Related Costs	171,780	984,757	1,053,820	1,360,501	77.5	2,721,005	2,721,005	38.7
Sedan Service	223,584	1,357,217	1,466,403	871,999	168.2	1,744,010	1,744,010	84.1
ADA Accessibility Support	60,925	341,709	385,348	508,045	75.8	1,016,090	1,016,090	37.9
Coastside ADA Support	105,471	562,619	668,948	578,314	115.7	1,156,636	1,156,636	57.8
Insurance Costs	202,123	255,721	411,407	257,496	159.8	515,000	515,000	79.9
TOTAL ADA PROGRAMS	1,200,466	6,277,650	6,539,271	7,034,647	93.0	14,069,346	14,069,346	46.5
MULTIMODAL TRANSIT PROGRAMS								
CALTRAIN SERVICE								
Peninsula Rail Service	714,897	8,374,557	6,330,620	6,330,620	100.0	10,620,000	10,620,000	59.6
Total Caltrain Service	714,897	8,374,557	6,330,620	6,330,620	100.0	10,620,000	10,620,000	59.6
OTHER SUPPORT								
Dumbarton Express Service	10,944	62,540	61,865	63,065	98.1	126,130	126,130	49.0
SamTrans Shuttle Service	212,049	1,228,009	1,166,318	1,144,445	101.9	2,256,390	2,256,390	51.7
SM/Caltrain Shuttles	116,401	929,269	697,315	697,303	100.0	1,392,606	1,392,606	50.1
Maintenance Multimodal Facilities	8,531	64,680	61,044	96,050	63.6	192,100	192,100	31.8
Total Other Support	347,925	2,284,497	1,986,542	2,000,863	99.3	3,967,226	3,967,226	50.1
TOTAL MULTI-MODAL PROGRAMS	1,062,822	10,659,054	8,317,162	8,331,483	99.8	14,587,226	14,587,226	57.0
TOTAL EXPENSES	9,697,967	61,713,321	61,348,259	65,707,015	93.4	128,071,469	128,691,317	47.7

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SAN MATEO COUNTY TRANSIT DISTRICT

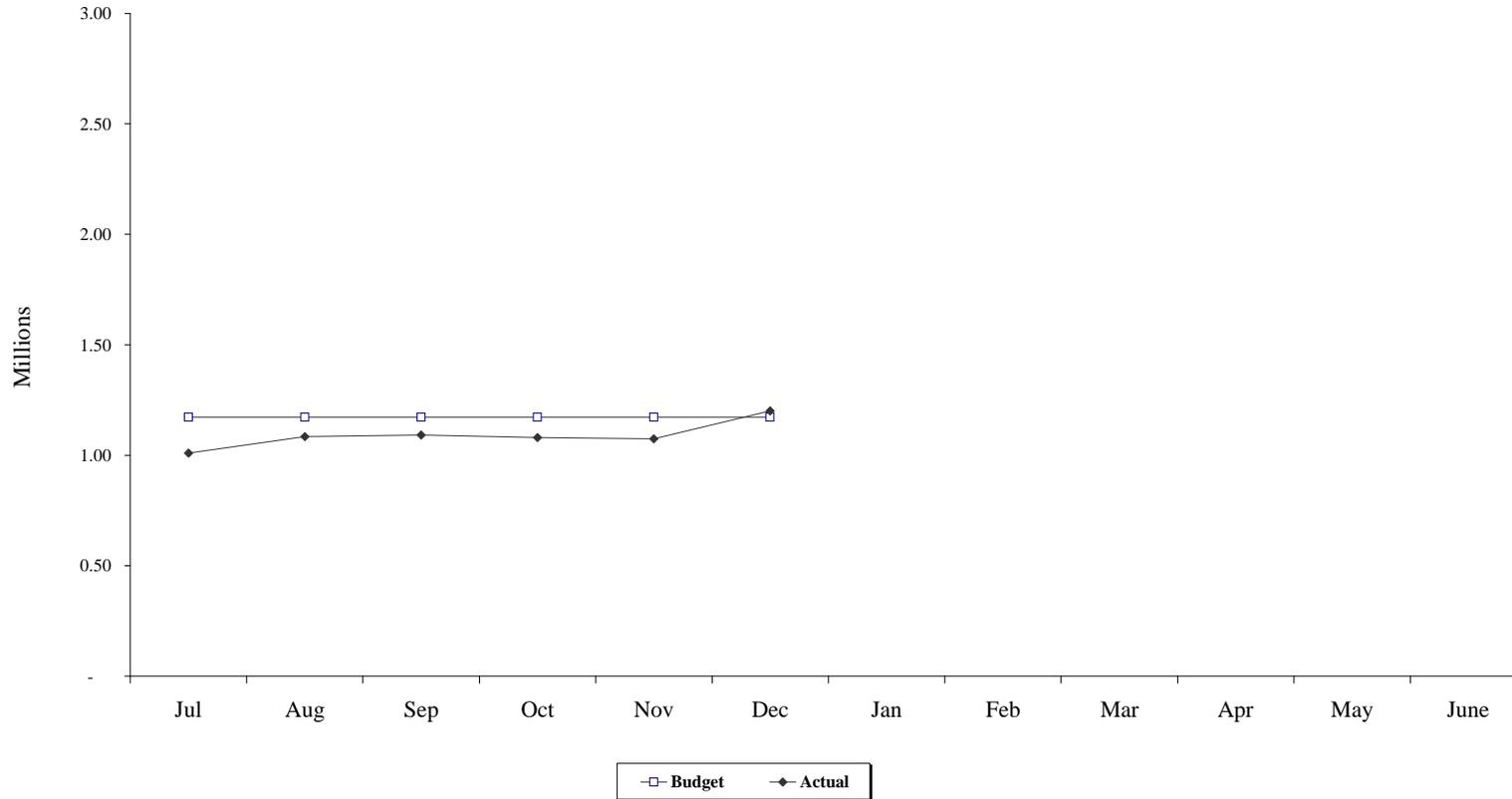
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2012



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
MONTHLY EXPENSES													
Budget	9,056,867	8,173,381	8,165,523	8,319,077	8,141,293	8,484,744							
Actual	7,861,175	7,685,322	7,451,351	8,624,165	7,435,134	7,434,679							
CUMULATIVE EXPENSES													
Budget	9,056,867	17,230,248	25,395,771	33,714,848	41,856,141	50,340,885							
Actual	7,861,175	15,546,497	22,997,848	31,622,012	39,057,146	46,491,826							
Variance - F(U)	1,195,692	1,683,751	2,397,923	2,092,836	2,798,995	3,849,059							
Variance %	13.20%	9.77%	9.44%	6.21%	6.69%	7.65%							

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

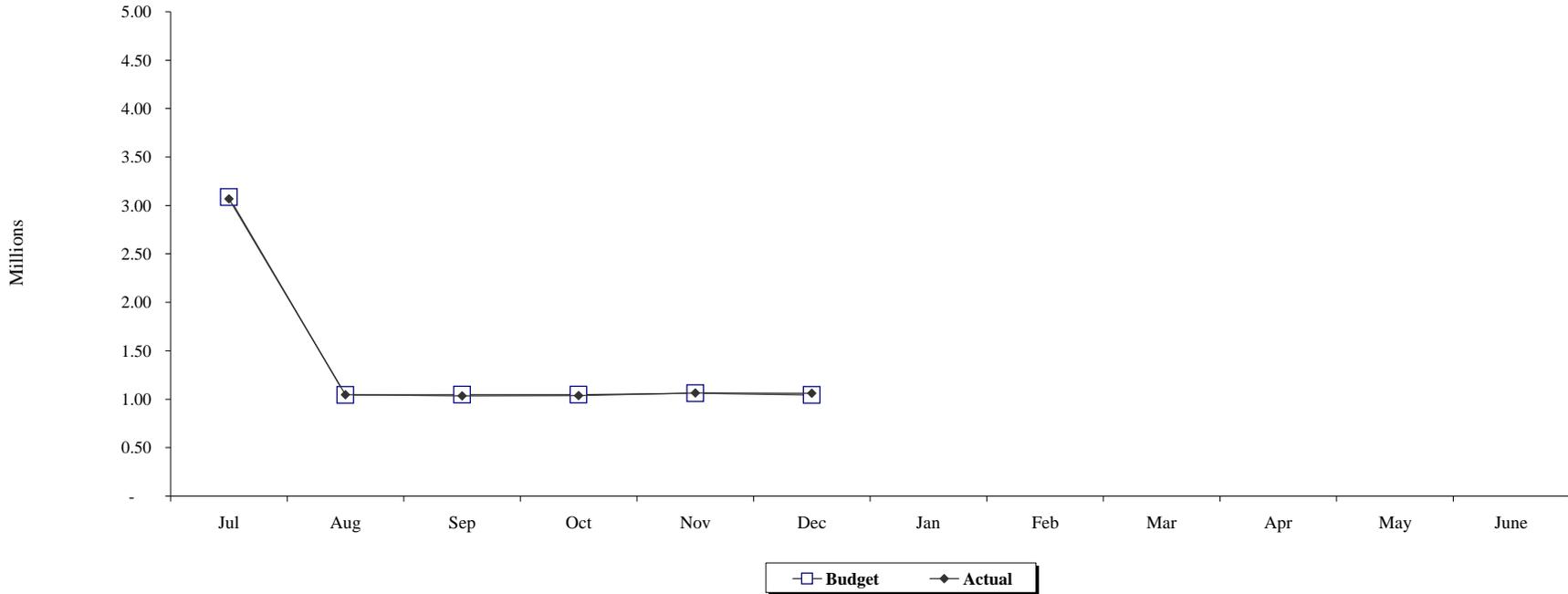


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	1,172,441	1,172,441	1,172,441	1,172,441	1,172,441	1,172,441						
Actual	1,009,971	1,083,991	1,091,019	1,080,128	1,073,695	1,200,466						
CUMULATIVE EXPENSES												
Budget	1,172,441	2,344,882	3,517,323	4,689,764	5,862,206	7,034,647						
Actual	1,009,971	2,093,962	3,184,981	4,265,110	5,338,805	6,539,271						
Variance - F(U)	162,470	250,920	332,342	424,655	523,401	495,376						
Variance %	13.86%	10.70%	9.45%	9.05%	8.93%	7.04%						

SAN MATEO COUNTY TRANSIT DISTRICT

MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2012



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	3,086,529	1,045,291	1,046,191	1,046,891	1,061,291	1,045,291						
Actual	3,068,088	1,047,363	1,035,517	1,038,003	1,065,369	1,062,822						
CUMULATIVE EXPENSES												
Budget	3,086,529	4,131,820	5,178,010	6,224,901	7,286,192	8,331,483						
Actual	3,068,088	4,115,451	5,150,969	6,188,972	7,254,341	8,317,162						
Variance - F(U)	18,441	16,368	27,042	35,929	31,851	14,320						
Variance %	0.60%	0.40%	0.52%	0.58%	0.44%	0.17%						

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

BUDGET AMENDMENTS

Amount	Line Item	Description
Dec-11 \$ 2,664,642	page 1, line 2-local STA and TDA funds	budget amendment approved Dec 2011; based on revised STA and TDA estimates
Dec-11 \$ 381,279	page 1, line 4-state/federal grants	budget amendment approved Dec 2011; includes carryover, revised spending plans, and new grant revenues
Dec-11 \$ 113,000	page 1, line 4-measure A and AB434	budget amendment approved Dec 2011; includes measure A increase for caltrain and AB434 decrease to tie to actual funding amount
Dec-11 \$ 1,500,000	page 1, line 8-sales tax	budget amendment approved Dec 2011; based on revised sales tax estimates
Dec-11 \$ 11,599	page 1, line 9-investment interest	budget amendment approved Dec 2011; based on revised interest estimates for investments
Dec-11 \$ (920)	page 1, line 10-other interest	budget amendment approved Dec 2011; based on revised interest estimates for investments
Dec-11 \$ (967,000)	page 1, line 11-other sources	budget amendment approved Dec 2011; based on revised contribution to Caltrain
Dec-11 \$ 589,848	page 1, line 20-district motor bus	budget amendments approved Dec 2011; includes additional consultant and miscellaneous expenses for grant programs, and additional security costs
Dec-11 \$ 4,520	page 1, line 28-fiscal agent fees	budget amendment approved Dec 2011; to increase fiscal agent fees that were under budgeted
\$ 4,296,968	Total	\$ - Total

BUDGET REVISIONS

Amount	Line Item	Description
Dec-11		No Budget Revisions in December 2011.
\$ -	Total	\$ - Total

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

1/30/12 11:33 AM

Approved Budget		Receipts		Over/(Under) Budget/Projection	Current Projection																														
Date	Amount	Date	Amount																																
FY2011:																																			
1st Quarter	15,224,400	1st Quarter	15,365,997	141,597	15,365,997																														
2nd Quarter	15,910,800	2nd Quarter	16,917,979	1,007,179	16,917,979																														
3rd Quarter	13,855,400	3rd Quarter	14,737,296	881,896	14,737,296																														
4th Quarter	15,009,400	4th Quarter	16,492,475	1,227,200	16,492,475 (1)																														
FY2011 Total	60,000,000	FY2011 Total	63,513,748	3,257,873	63,513,748																														
FY2012																																			
Jul. 11	4,225,700	Sep. 11	4,224,900	(800)	4,224,900																														
Aug. 11	4,225,700	Oct. 11	4,533,800	308,100	4,533,800																														
Sep. 11	5,634,300	Nov. 11	5,633,200	(1,100)	5,633,200																														
1st Qtr. Adjustment	1,594,300	Dec. 11	2,649,302	1,055,002	2,649,302																														
3 Months Total	15,680,000		17,041,202	1,361,202	17,041,202																														
Oct. 11	4,463,600	Dec. 11	4,855,100	391,500	4,855,100																														
Nov. 11	4,463,600	Jan. 12		0	4,463,600 (1)																														
Dec. 11	6,034,400	Feb. 12		0	6,034,400 (1)																														
2nd Qtr. Adjustment	1,653,700	Mar. 12		(584,234)	1,069,466 (1)																														
6 Months Total	32,295,300		21,896,302	1,168,468	33,463,768																														
Jan. 12	3,927,700	Mar. 12		0	3,927,700																														
Feb. 12	3,927,700	Apr. 12		0	3,927,700																														
Mar. 12	5,354,800	May 12		0	5,354,800																														
3rd Qtr. Adjustment	1,455,100	Jun. 12		(584,234)	870,866																														
9 Months Total	46,960,600		21,896,302	584,234	47,544,834																														
Apr. 12	4,328,300	Jun. 12		0	4,328,300																														
May 12	4,328,300	Jul. 12		0	4,328,300																														
Jun. 12	5,778,900	Aug. 12		0	5,778,900																														
4th Qtr. Adjustment	1,603,900	Sep. 12		(584,234)	1,019,666																														
FY2012 Total	63,000,000	FY2012 Total	21,896,302	(0)	63,000,000																														
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"></td> <td style="width: 15%;">17,041,202</td> <td style="width: 15%;">1st Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td>16,422,566</td> <td>2nd Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td></td> <td>3rd Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td></td> <td>4th Quarter</td> <td colspan="3"></td> </tr> <tr> <td></td> <td><u>33,463,768</u></td> <td>YTD Actual Per Statement of Revenues & Expenses</td> <td colspan="3"></td> </tr> </table>							17,041,202	1st Quarter					16,422,566	2nd Quarter						3rd Quarter						4th Quarter					<u>33,463,768</u>	YTD Actual Per Statement of Revenues & Expenses			
	17,041,202	1st Quarter																																	
	16,422,566	2nd Quarter																																	
		3rd Quarter																																	
		4th Quarter																																	
	<u>33,463,768</u>	YTD Actual Per Statement of Revenues & Expenses																																	

(1) Accrued

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Virginia Harrington
Deputy CEO

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

ACTION

Staff proposes that the Committee recommend that the Board accept and enter into the record the Quarterly Investment Report and Fixed Income Market Review and Outlook for the quarter ended December 31, 2011.

SIGNIFICANCE

The District Investment Policy contains a requirement for a quarterly report to be transmitted to the Board within 30 days of the end of the quarter. This staff report was forwarded to the Board of Directors under separate cover on January 27, 2012 in order to meet the 30-day requirement.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

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

1. Type of investment, issuer, date of maturity, par and dollar amount invested in all securities, investments and money held by the local agency;
2. Description of any of the local agency's funds, investments or programs that are under the management of contracted parties, including lending programs;
3. For all securities held by the local agency or under management by any outside party that is not a local agency or the State of California Local Agency Investment Fund (LAIF), a current market value as of the date of the report and the source of this information;
4. Statement that the portfolio complies with the Investment Policy or the manner in which the portfolio is not in compliance; and,
5. Statement that the local agency has the ability to meet its pool's expenditure requirements (cash flow) for the next six months or provide an explanation as to why

sufficient money shall or may not be available.

A schedule, which addresses the requirements of 1, 2, and 3 above, is included in this report on pages 5 and 6. The schedule separates the investments into three groups: The Investment Portfolio which is managed by SunTrust Banks, doing business as CSI Capital a SunTrust Group (“CSI”). Liquidity funds which are managed by District staff; and Trust funds which are managed by a third party trustee. The Investment Policy governs the management and reporting of the Investment Portfolio and Liquidity funds while the bond covenants govern the management and reporting of the Trust funds.

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

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

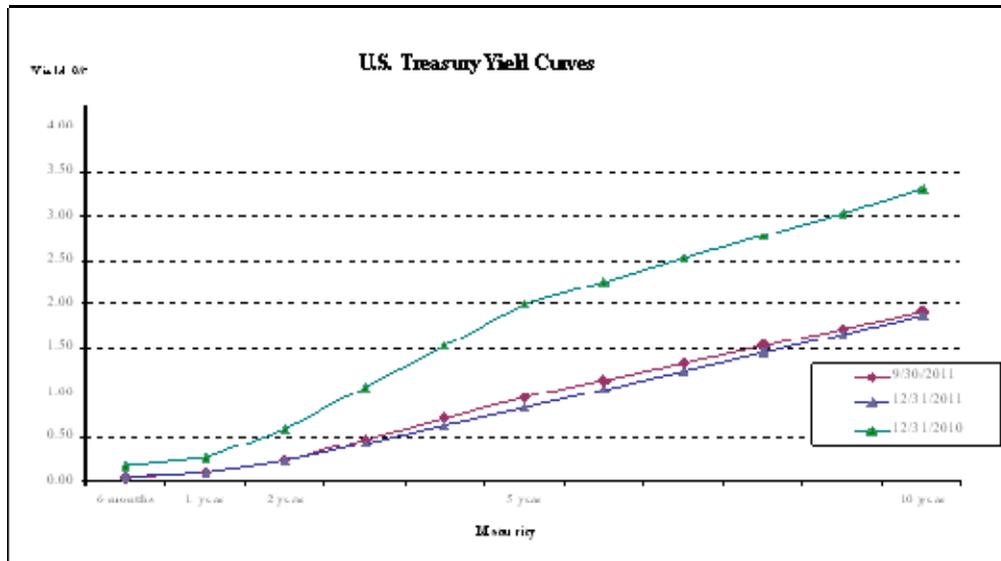
The Liquidity funds managed by District staff are considered to be cash equivalents and therefore market value is considered to be equal to book value, (i.e. cost). The shares of beneficial interest generally establish a nominal value per share. Because the Net Asset Value is fixed at a nominal value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

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

DISCUSSION

Market Review and Outlook

Despite signs of improving domestic growth, interest rates remained relatively unchanged during the fourth quarter of 2011 as the events surrounding the various debt crises in several of the European Union’s member countries, generally referred to as sovereigns, continued to take center stage. Looking back on the year as a whole, interest rates generally fell through the third quarter and remained near record lows for the balance of the year.



Data Source: Bloomberg

As we recap the year just past and ponder the year ahead, the fixed income markets remain a challenge. Despite inflation near 3.0%, declining unemployment rates and stronger than expected consumption here in the U.S., interest rates remain set at abnormally low levels. Indeed, long-term bonds are at or near their most expensive levels ever, viewed from the standpoint that even a small increase in price could result in negative returns. These abnormally low rates can be attributed in varying parts to actions by the U.S. Federal Reserve stating this past summer, their intention to maintain the current low interest levels through 2012 and into 2013. As well as uncertainty surrounding our political process, uncertainty surrounding the economy and perhaps most importantly, uncertainty surrounding the sovereign debt crisis in Europe.

There is no way to overstate the importance of European policy makers finding a credible solution to their budgetary and debt problems. If the Europeans are unable to stem their financial challenges, the resulting crisis has the potential to surpass the 2008/2009 melt-down here in the U.S. The resulting shock waves would be felt around the globe and could set back our own fledgling recovery for years. On the other hand, a successful outcome could help bring back the much needed confidence that business leaders currently lack and pave the way to an improved economy and stronger growth in employment.

Unfortunately, the challenges the Europeans face are formidable. Experts are calling for either a disbandment of the Euro or a stronger fiscal union that would involve some loss of sovereignty among the member countries of the common European currency. The former would be messy and risks the collapse of the banking system in Europe. The latter is exceptionally difficult to pull off. In the meantime, Europe's policy makers are frantically seeking an acceptable interim solution, but there are no easy answers.

Undoubtedly the U.S. bond market has been the beneficiary of fund flows out of the Euro and into the U.S. Dollar as investors hedged against the ongoing, disorderly decline in Euro zone markets. In all likelihood this kept U.S. interest rates lower than might have otherwise been the case given recent improvements in the U.S. economy. And, although there has been some recent progress in Europe on a longer-term solution, a near-term fix remains elusive. However, should

a credible plan emerge, some of the recent fund inflows may reverse leading to higher interest rates. If a credible plan fails to emerge, interest rates may very well remain at their recent lows.

Strategy

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

As of the end of the quarter, the District's consolidated portfolios consisted of approximately 1.9 percent Corporate Bonds, 86.5 percent Agency Securities, 10.4 percent US Treasury Securities and 1.2 percent Mortgage Backed Securities; see Exhibit 5.

Budget Impact

The portfolio's performance is reported on a total economic return basis. This method includes the coupon interest, amortization of discounts and premiums, capital gains and losses and price changes (i.e., unrealized gains and losses). For the quarter ending December 31, the *General Fund portfolio* returned **0.18** percent. This compares to the benchmark return of **0.43** percent. Over this same time period, the *Paratransit Fund portfolio* returned **0.18** percent. This compares to the benchmark return of **1.02** percent.

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

The consolidated portfolio's yield to maturity, the return the portfolio will earn in the future if all securities are held to maturity is also reported. This calculation is based on the current market value of the portfolio including unrealized gains and losses. For the quarter ending December 31, the portfolio's yield to maturity or call was **0.54** percent. The General Fund benchmark's yield to maturity was **0.75** percent.

Another method of measuring the consolidated portfolio's yield to maturity is the yield of the portfolio at cost. This calculation is based on the value of the portfolio at cost and does not include any unrealized gains or losses as part of its computation. As of the end of the quarter the consolidated portfolio's rate of return on investments, at cost, was **2.27** percent.

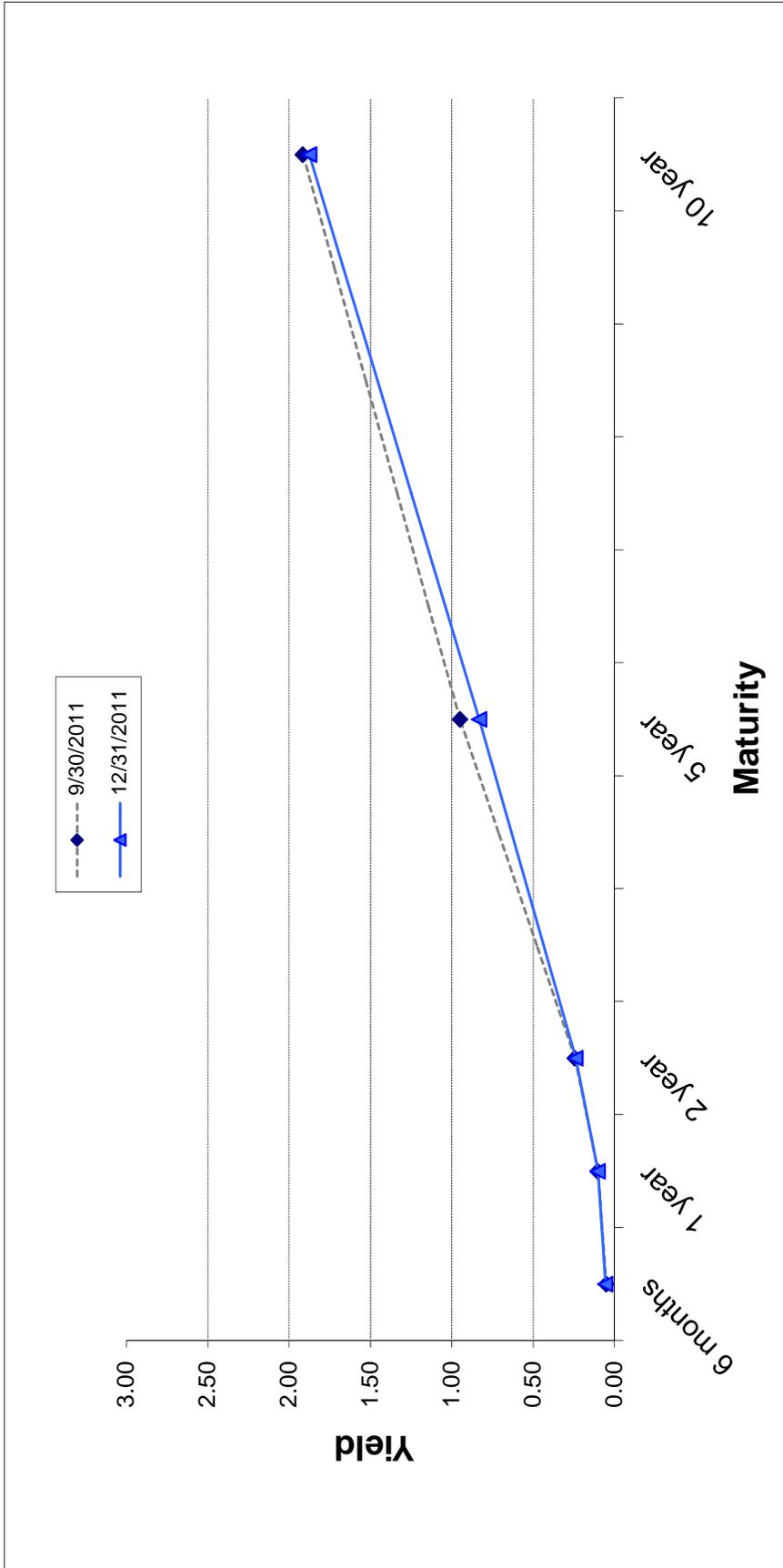
**SAN MATEO COUNTY TRANSIT DISTRICT
REPORT OF INVESTMENTS
FOR QUARTER ENDED DECEMBER 31, 2011**

TYPE	DATE OF MATURITY	PAR VALUE	CARRYING AMOUNT	MARKET VALUE	ACCRUED INTEREST	MARKET VALUE +ACCR. INT.
<u>FUNDS MANAGED BY SUNTRUST BANK/CSI GROUP</u>						
<u>INVESTMENT PORTFOLIO:</u>						
CORPORATE BONDS						
Bank of America	04-30-12	2,000,000	2,038,460	2,013,670	7,000	2,020,670
GOVERNMENT BONDS						
FNMA	02-16-12	10,000,000	10,551,600	10,058,130	187,500	10,245,630
FNMA	03-15-12	3,500,000	3,771,635	3,541,937	63,122	3,605,059
FHLM	03-23-12	5,000,000	4,993,300	5,022,375	28,924	5,051,299
FHLB	03-08-13	13,500,000	13,209,399	14,246,483	211,875	14,458,358
FNMA	11-21-13	3,000,000	2,999,400	2,992,392	1,600	2,993,992
FHLM	12-06-13	5,000,000	4,990,725	4,991,540	2,083	4,993,623
FNMA	12-06-13	5,000,000	5,000,000	4,997,885	2,604	5,000,489
FHLM	03-14-14	8,000,000	7,997,200	7,987,448	14,861	8,002,309
FNMA	04-18-14	11,000,000	10,993,400	11,037,862	33,458	11,071,320
FNMA - Step Up	04-18-14	4,500,000	4,499,100	4,505,256	9,125	4,514,381
Fed. Farm Credit Bank	12-29-15	950,000	1,020,405	1,143,252	323	1,143,575
Housing Urban Devel	08-01-17	800,000	829,768	804,256	26,360	830,616
TREASURY INFLATION PROTECTED SECURITIES						
Treasury Inflation Indexed Note	04-15-14	3,744,825	3,719,537	3,924,168	9,848	3,934,016
COLLATERALIZED MORTGAGE OBLIGATIONS						
FHLB SERIES 4S-2012 CLASS 1	01-25-12	891,475	907,354	893,850	719	894,569
FHLB SERIES 00-0606 CLASS Y	12-28-12	339,491	346,280	351,501	149	351,650
TOTAL INVESTMENT FUNDS PORTFOLIO MANAGED BY SUNTRUST BANK/CSI GROUP						
		77,225,790	77,867,563	78,512,006	599,552	79,111,556

**SAN MATEO COUNTY TRANSIT DISTRICT
REPORT OF INVESTMENTS (Con't)
FOR QUARTER ENDED DECEMBER 31, 2011**

<u>PARATRANSIT TRUST FUND PORTFOLIO:</u>	<u>TYPE</u>	<u>DATE OF MATURITY</u>	<u>PAR VALUE</u>	<u>CARRYING AMOUNT</u>	<u>MARKET VALUE</u>	<u>ACCRUED INTEREST</u>	<u>MARKET VALUE +ACCR. INT.</u>
GOVERNMENT BONDS							
FNMA		01-09-12	5,000,000	5,004,800	5,001,590	47,778	5,049,368
U.S. Treasury Note		02-15-12	4,000,000	3,995,000	4,006,248	20,625	4,026,873
FHLM		01-07-14	5,000,000	5,015,200	5,205,480	60,417	5,265,897
FHLM		04-23-14	2,500,000	2,510,690	2,613,348	11,806	2,625,153
FNMA Step Up		01-27-16	5,000,000	4,988,750	4,999,715	21,389	5,021,104
TREASURY INFLATION PROTECTED SECURITIES							
Treasury Inflation Indexed Note		04-15-14	2,674,875	2,639,162	2,802,977	7,034	2,810,012
TOTAL PARATRANSIT PORTFOLIO MANAGED BY SUNTRUST BANK/CSI GROUP							
			24,174,875	24,153,602	24,629,358	169,048	24,798,406
TOTAL DISTRICT PORTFOLIO MANAGED BY SUNTRUST BANK/CSI GROUP							
			101,400,665	102,021,165	103,141,364	768,600	103,909,963
<u>LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF:</u>							
BANK OF AMERICA CHECKING							
LAIF				3,031,619	3,031,619	0	3,031,619
				30,172,006	30,172,006	23,347	30,195,353
TOTAL FUNDS MANAGED BY DISTRICT STAFF							
				33,203,625	33,203,625	23,347	33,226,972
<u>LIQUID FUNDS MANAGED BY THIRD PARTY TRUSTEE:</u>							
First American Gov't. Oblig. CID			3,092,292	3,092,292	3,092,292	0	3,092,292
Banco Balbao Vizcaya CP			3,537,000	3,537,000	3,537,000	0	3,537,000
Federal Home Loan Mortgage Corp		03-23-2012	2,253,000	2,255,972	2,263,071	13,192	2,276,263
TOTAL FUNDS MANAGED BY THIRD PARTY TRUSTEE							
			8,882,292	8,885,265	8,892,363	13,192	8,905,555
TOTAL AS OF DECEMBER 31, 2011							
			110,282,958	144,110,055	145,237,352	805,139	146,042,490

SamTrans Historical Yield Curve



Data Source: Bloomberg

CSI Capital Management, Inc.

SamTrans Duration vs. Benchmark

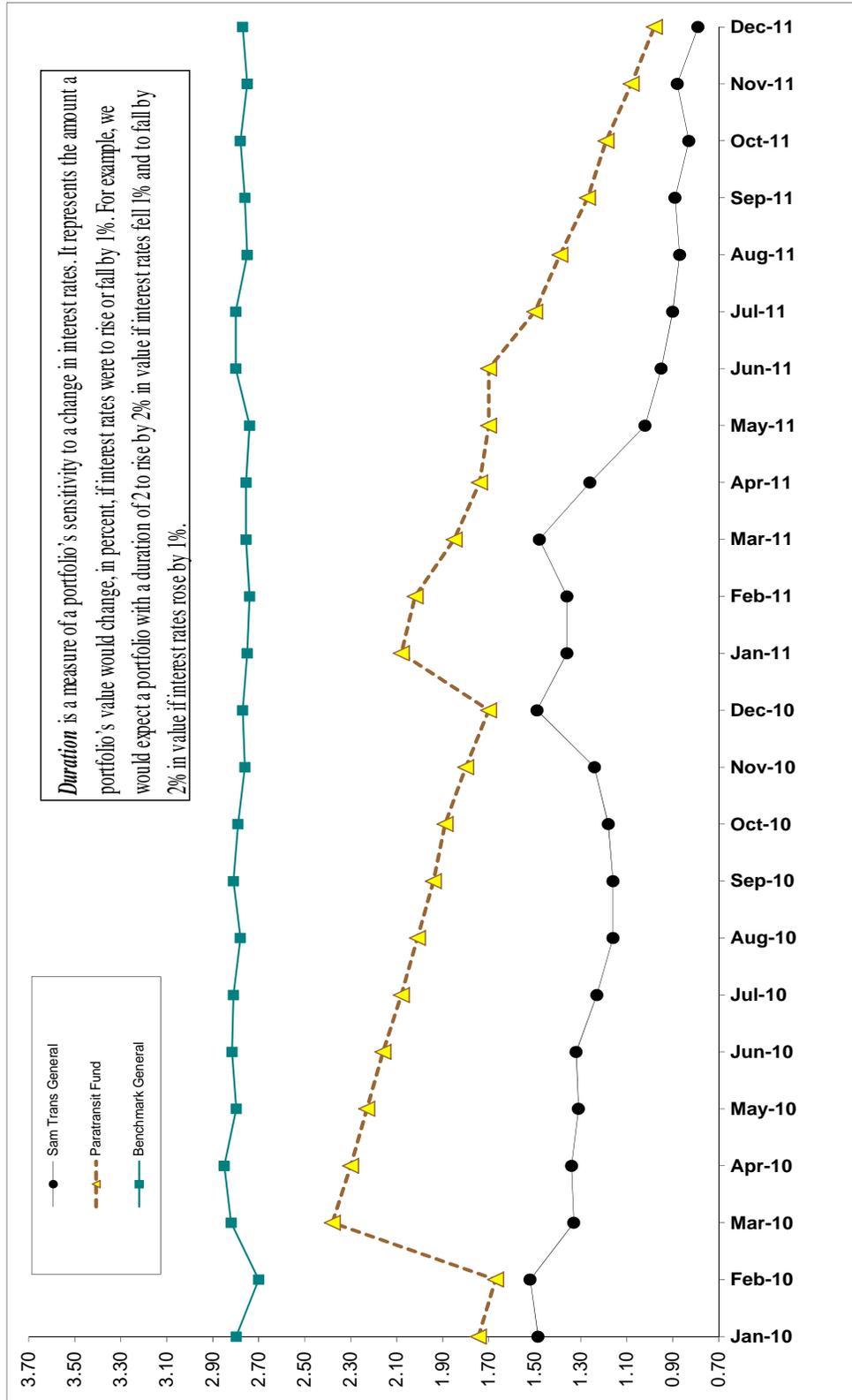


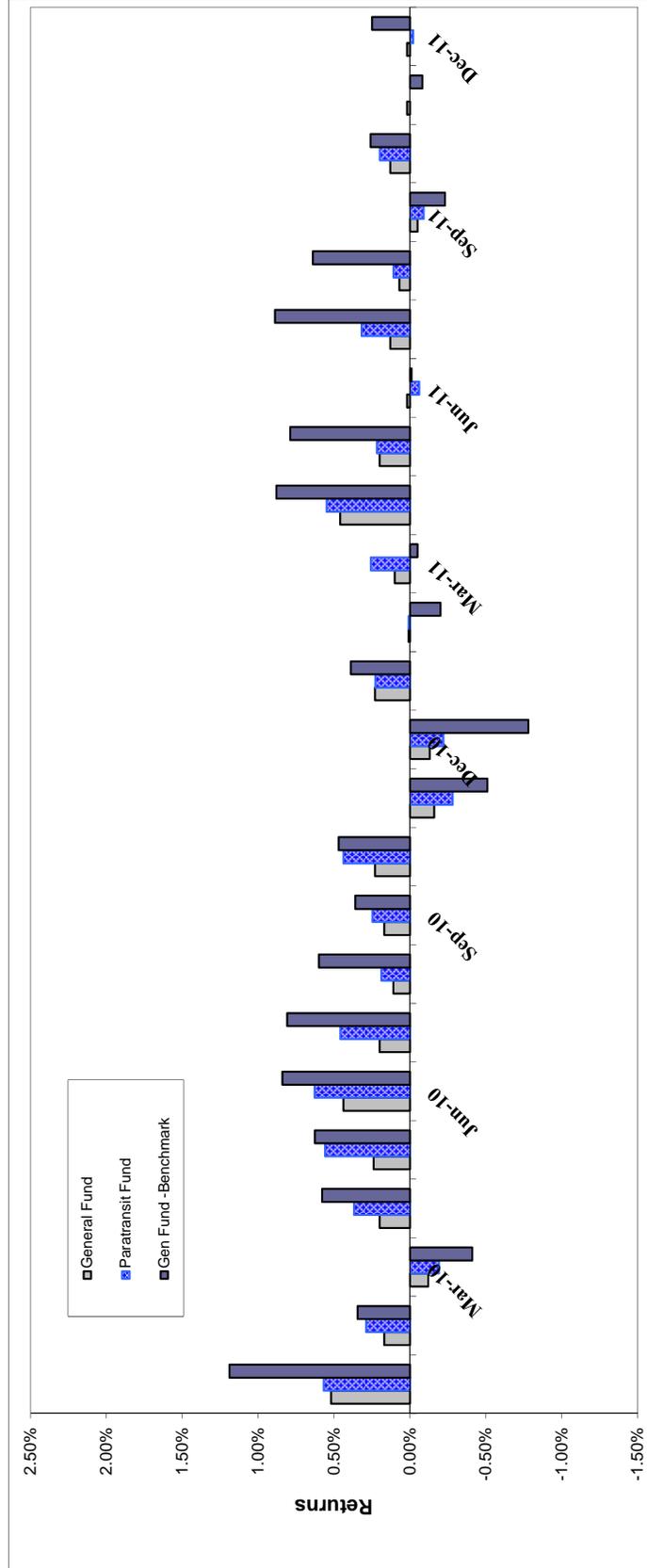
EXHIBIT 2

CSI Capital Management, Inc.

SamTrans

Monthly Review – Account vs. Benchmark

Rolling 24 Months



Trailing 12 Months	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Trailing 12
MONTHLY PERFORMANCE DATA													
SamTrans - Gen Funds	0.23%	0.01%	0.10%	0.46%	0.20%	0.02%	0.13%	0.07%	-0.05%	0.13%	0.02%	0.02%	1.35%
SamTrans - Paratran	0.23%	0.01%	0.26%	0.55%	0.22%	-0.06%	0.32%	0.11%	-0.09%	0.20%	0.00%	-0.02%	1.74%
Benchmark - Gen Fund	0.39%	-0.20%	-0.05%	0.88%	0.80%	-0.01%	0.89%	0.64%	-0.24%	0.26%	-0.08%	0.25%	3.58%
Benchmark - Paratran	0.48%	-0.41%	-0.08%	1.40%	1.77%	-0.09%	2.07%	2.50%	0.41%	-0.30%	0.53%	0.78%	9.39%

CSI Capital Management, Inc.

EXHIBIT 4

CSI Capital Management, Inc.

SamTrans
Growth of a Thousand Dollars
Rolling 24 Months

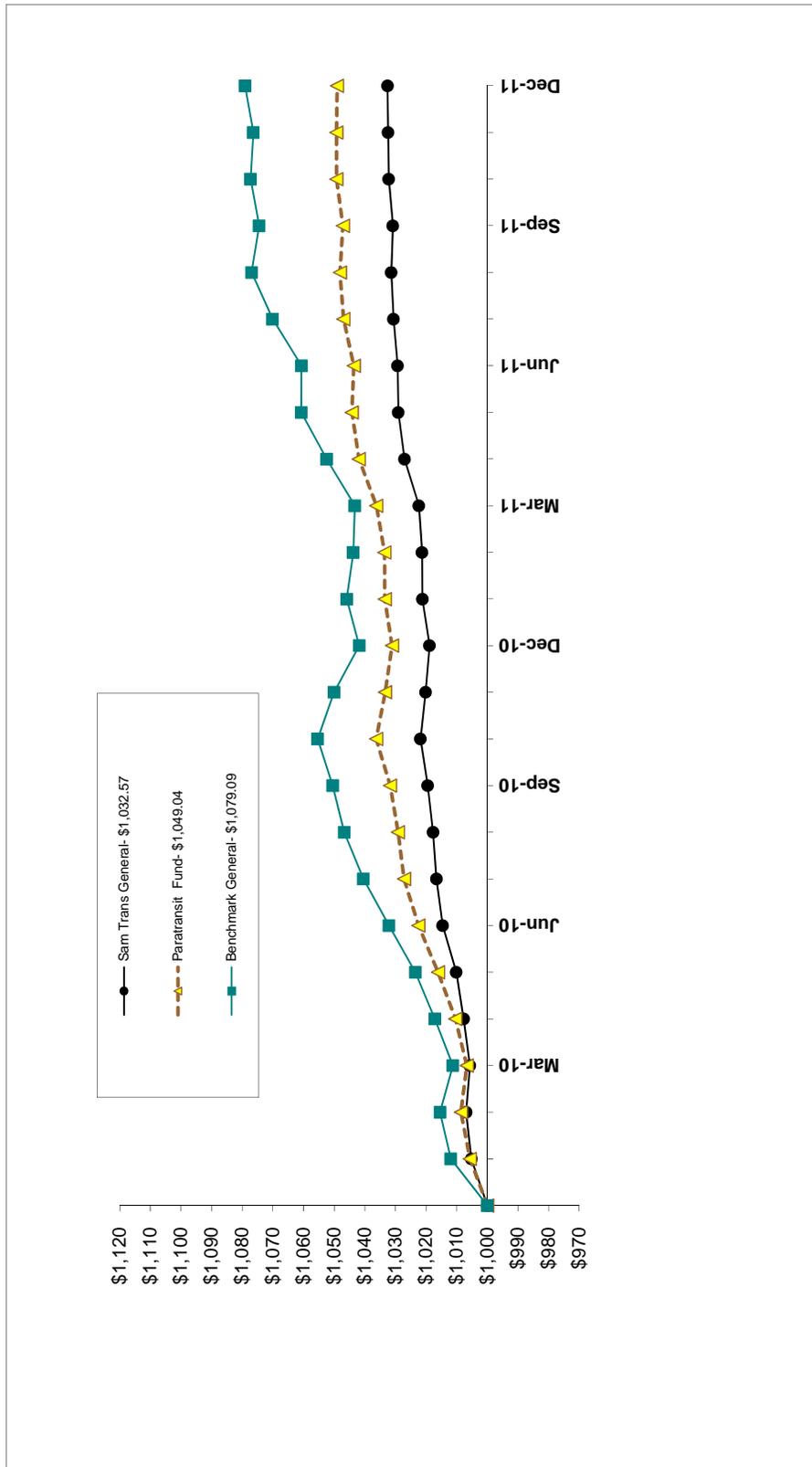
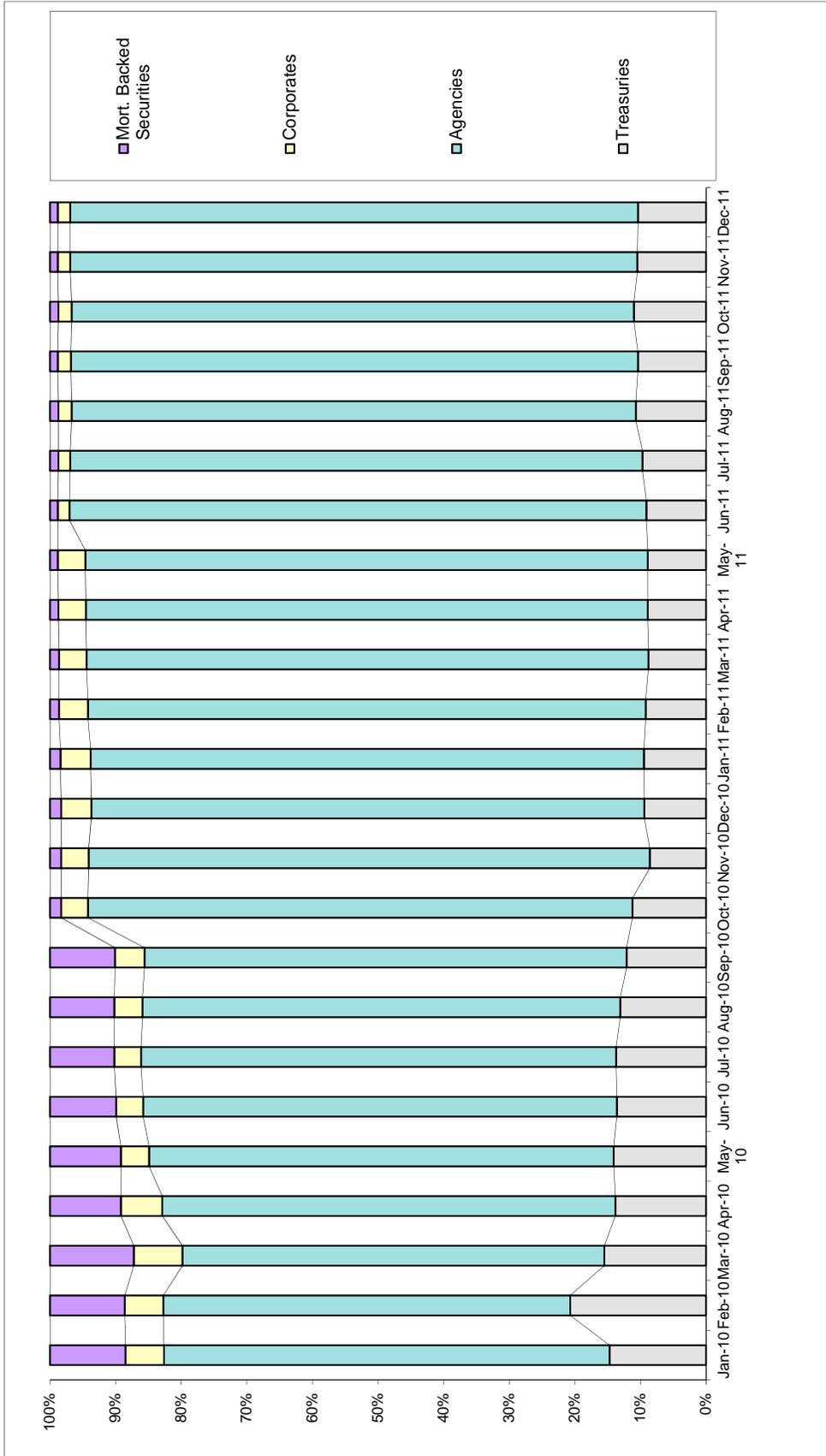


EXHIBIT 5

**SamTrans
Percent of Assets Held by Type**



CSI Capital Management, Inc.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

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

SUBJECT: **PROPOSED REVISION TO THE DISTRICT'S DISADVANTAGED
BUSINESS ENTERPRISE PROGRAM TO INCLUDE A SMALL
BUSINESS ENTERPRISE (SBE) PROGRAM**

ACTION

The District's Disadvantaged Business Enterprise (DBE) Review Committee proposes the Committee recommend that the Board approve the following actions:

- a. Revise the District's DBE Program to include the following Small Business Enterprise (SBE) program elements:
 - i) Implementing a procurement procedure to obtain, when feasible and practicable, at least one of three price quotations from a small business for procurements other than Request for Proposals (RFPs) and Invitation for Bids (IFBs);
 - ii) Providing District staff a readily accessible SBE database to locate small businesses;
 - iii) Modifying our vendor registration process to facilitate interaction between prime contractors and subcontractors, including small businesses; and
 - iv) Applying a 5 percent SBE point or bid preference in the evaluation of proposals or bids that utilize small businesses for all RFPs and IFBs;
- b. Authorize the General Manager/CEO to submit the revised DBE Program to the Federal Transit Administration (FTA) by the designated deadline of February 28, 2012.

SIGNIFICANCE

The U.S. Department of Transportation (DOT) issued final rules on DBE Program Improvements on February 28, 2011, requiring DOT grantees to include one or more elements in its DBE program to structure contracting requirements to facilitate competition by small business

enterprises (SBEs). The proposed element(s) must be submitted to the FTA for approval as part of a grantee's DBE program by February 28, 2012.

BUDGET IMPACT

The first three elements referenced above have no impact on the District's budget. Furthermore, the proposed 5 percent SBE *point* preference will have no impact on the District's budget because the point preference applies only to contracts awarded based on highest ranked proposer or, in other words, contracts resulting from RFPs where price is negotiated.

The proposed 5 percent SBE *bid* preference, however, may have an impact on the budget because the preference is considered in monetary terms. The 5 percent bid preference applies only to contracts awarded based on price (i.e., contracts resulting from IFBs) and the bid preference is capped at \$50,000 per contract which limits the District's monetary exposure. The impact on the District's budget will only materialize when the application of the bid preference is significant enough to affect the outcome of the bids.

The following illustrates the application of the Bid preference:

**Illustration of SBE Bid Preference Evaluation Adjustment
For Construction (Public Works) Contracts Awarded on the Basis of Lowest Responsible Bid
An SBE Goal must be established and publicized in the IFB**

	Bid Amount \$	SBE Goal	Total SBE Utilization \$	Total SBE Utilization %	SBE Preference Adjustment \$	Adj. Bid Evaluation \$
	(a)	(assume)	(b)	(c) = (b)/(a)	(d) = (Preference to be assigned from below)	(f) = (a) - (e)
Prime A	\$ 998,000.00	20.0%	\$ -	0.0%	\$ -	\$ 998,000.00
Prime B	1,048,000.00	20.0%	500,000.00	47.7%	49,900.00	998,100.00
Prime C	1,096,000.00	20.0%	150,000.00	13.7%	-	1,096,000.00
Prime D (SBE)	1,036,000.00	20.0%	1,036,000.00	100.0%	49,900.00	986,100.00

Winning Bid = Prime D, which has an adjusted bid of \$986,100 for evaluation purposes, but will be awarded a contract at its bid price of \$1,036,000

Maximum Preference = 5% of lowest bid (up to a max cap of \$50,000)

Lowest Bid = 998,000.00

Preference to be assigned = 49,900.00

Bidders A and C did not meet the agency goal of 20% and were not given the SBE preference.

BACKGROUND

On February 28, 2011, the DOT issued final rules intended to improve the DBE Program. According to the preamble to the final rules, DOT believes that "a program element that pulls together the various ways that a [grantee] reaches out to small businesses and makes it easier for them to compete for DOT-assisted contracts will foster the objectives of the DBE program." Accordingly, the DOT is requiring grantees to (1) include one or more elements in its DBE Program to foster small business participation and (2) submit its revised DBE Program to a DOT operating administration (such as the FTA) for approval by February 28, 2012.

For the past ten months, the DBE Officer has been engaged in a series of dialogue with other Bay Area transportation agencies, stakeholders in the District, and general counsel to assess potential small business program elements. An internal SBE Committee comprised of a cross section of District managers and directors (from Finance, Maintenance, Rail Services, Capital Contracts, and Contracts and Procurement) was formed to evaluate program options. Over the past four months, the SBE Committee evaluated more than fifteen options, including programs implemented by the San Francisco Municipal Transportation Agency, Santa Clara Valley Transportation Authority, and the California Department of General Services. The SBE Committee discussed at length the pros and cons of each option and determined that the four elements referenced above are the most feasible within the context of current resources, procurement practices, and budgetary constraints.

The SBE Committee carefully weighed the potential cost impact of the SBE bid preference program and concluded that the impact is minimal. First, the bid preference is capped at \$50,000 per contract and its cost impact will only materialize when the application of the bid preference affects the outcome of an IFB. Second, the SBE Committee felt it was important to send the correct message to the business community that the District is incentivizing and rewarding subcontracting practices rather than requiring it. Finally, the SBE Committee concluded that a preference program is preferred over other alternatives, such as requiring bidders to meet an SBE goal or demonstrate good faith efforts to meet the goal because it reduces administrative burden, lessens paperwork on the part of a bidder, and mitigates the potential of a protracted procurement and appeal process. The SBE Committee concluded that the potential cost of an appeal resulting from a disputed good faith effort analysis and the loss of time in delivering a project outweighed the potential cost of the SBE preference. Accordingly, the SBE preference program is being recommended as a core component of the District's efforts to foster small business participation.

Prepared by: Raymond Lee, DBE Officer 650-508-7939
Bill Carson, Manager, Employee Relations & Civil Rights 650-508-6234

RESOLUTION NO. 2012 -

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

*** * ***

**AUTHORIZING REVISION TO THE DISTRICT'S DISADVANTAGED BUSINESS
ENTERPRISE PROGRAM TO INCLUDE A SMALL BUSINESS ENTERPRISE (SBE)
PROGRAM**

WHEREAS, effective February 28, 2011, the United States Department of Transportation (“DOT”) issued amending regulations regarding the participation of Disadvantaged Business Enterprises (“DBEs”) in federally assisted contracts (“Regulations”); and

WHEREAS, the Regulations require DOT grantees to include one or more elements in its DBE Program to structure contracting requirements to facilitate competition by small business enterprises (SBEs); and

WHEREAS, the Regulations require DOT grantees to submit its proposed SBE program elements to a DOT operating administration (such as the Federal Transit Administration) for approval by February 28, 2012; and

WHEREAS, the General Manager/CEO has recommended the following SBE program elements:

i) Implementing a procurement procedure to obtain, when feasible and practicable, at least one of three price quotations from a small business for procurements other than Invitation for Bids (IFBs) and Request for Proposals (RFPs);

ii) Providing agency staff a readily accessible SBE database to locate small businesses;

iii) Modifying the agency's vendor registration process to facilitate interaction between prime contractors and subcontractors, including small businesses; and

iv) Applying a 5 percent SBE point or bid preference in the evaluation of proposals or bids that utilize small businesses for all RFPs and IFBs; and

WHEREAS, the Board of Directors finds that the proposed SBE program elements are appropriate and reasonable.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby authorizes the General Manager/CEO to revise the District's DBE Program to adopt the foregoing SBE program elements, and to make such other revisions to the DBE Program, and to take such actions as necessary, to implement the SBE component of the DBE Program; and

BE IT FURTHER RESOLVED that the Board of Directors directs the General Manager/CEO to submit the revised DBE Program to the United States Department of Transportation through the Federal Transit Administration by February 28, 2012, in accordance with the Regulations.

Regularly passed and adopted this 8th day of February 2012 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

C.H. (Chuck) Harvey
Deputy CEO

**SUBJECT: AUTHORIZING CONTRACT EXTENSION AMENDMENT FOR
SECURITY GUARD SERVICES**

ACTION

Staff proposes that the Committee recommend that the Board:

1. Authorize the sixth amendment to the agreement with Cypress Security, LLC (Cypress) for furnishing security guard services in order to extend the contract term on a month-to-month basis from March 1, 2012 through December 31, 2012 for an additional estimated \$1,156,700.
2. Authorize the General Manager/CEO, or designee, to execute the sixth amendment to the Agreement.

SIGNIFICANCE

Approval of the above actions will provide staff sufficient time to develop a Request for Proposals (RFP) for the provision of security guard services that will address the San Mateo County Transportation District's (District's) requirements while the current contractor continues to provide these services.

BUDGET IMPACT

The current approved contract amount is insufficient to provide security guard services during the 10-month contract extension. This amendment will increase the total contract amount from \$6,856,724 to \$8,013,424. Funds for the services to be provided pursuant to this amendment will be available under the approved and projected operating budgets.

BACKGROUND

Pursuant to Resolution 2006-36, the Board awarded a three-year contract with two one-year option terms to Cypress Security, LLC of San Francisco to provide security guard services to the District.

The re-solicitation of security guard services for the District has been delayed to give staff sufficient time to develop a new scope of work for the RFP that will solicit services that encompass requirements of both the Peninsula Corridor Joint Powers Board and the District.

Cypress and staff negotiated a 25-cent per hour rate increase to the current contracted hourly rates that Cypress bills the District. The rate increase represents a 2.21 percent increase over current billing amounts, is less than the latest published Consumer Price Index of 3.2 percent and is the first rate increase since February 2008. The new estimated monthly rate of \$115,670 will apply on a month-to-month basis until a new contract is in place. Staff anticipates issuing the RFP for security guard services in early 2012.

Contract Officer: Luis F. Velásquez

650-622-8099

Project Manager: Dave Triolo, Chief of Protective Services

650-508-6237

RESOLUTION NO. 2012 -

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

* * *

**AUTHORIZING THE SIXTH AMENDMENT TO EXTEND THE TERM OF THE
AGREEMENT WITH CYPRESS SECURITY, LLC FOR PROVISION OF SECURITY
GUARD SERVICES AND TO INCREASE THE ESTIMATED AGREEMENT AMOUNT
BY \$1,156,700**

WHEREAS, Pursuant to Resolution 2006-36, the Board of Directors of the San Mateo County Transit District (District) authorized the award of a contract to Cypress Security, LLC (Cypress) for provision of security guard services; and

WHEREAS, staff proposes to extend the Agreement for an additional 10 months on a month-to-month basis to allow time for the District to develop and issue a Request of Proposals to provide security guard services for the District and the Peninsula Corridor Joint Powers Board; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board authorize the Sixth Amendment to the Agreement with Cypress, which will extend the contract term on a month-to-month basis from March 1, 2012 through December 31, 2012 and increase the contract amount by an estimated \$1,156,700.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District authorizes the sixth amendment to the agreement with Cypress Security, LLC of San Francisco, California to extend the contract term on a month-to-month basis from March 1, 2012 through December 31, 2012, and to increase the contract amount by an estimated \$1,156,700; and

BE IT FURTHER RESOLVED that the Board authorizes the General Manager/CEO or his designee to execute the Sixth Amendment, in a form approved by legal counsel.

Regularly passed and adopted this 8th day of February 2012 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

	Bid Amount
Independent Cost Estimate	\$316,285
NS Corporation	\$324,288

A survey on why other companies did not bid resulted in the following findings: 1) a contractor could not obtain a bid proposal from the manufacturer in order to forward a bid; 2) a manufacturer felt that combining engineering, manufacturing and installation into one contract was not in its best interest; 3) firms could not meet specifications; 4) timeline did not meet contractor's schedule; and 5) a firm felt its price would not have been competitive.

Staff and General Counsel reviewed NS Corporation's bid and determined it was responsive to the specifications. In addition, the Project Manager has determined that NS Corporation possesses the requisite depth of experience, has the required qualifications to successfully perform the scope of services defined in the solicitation documents, and appears fully capable of providing the specified services. Also, in accordance with Federal Transit Administration requirements staff conducted a cost analysis, which demonstrated that NS Corporation's bid is fair and reasonable. Finally, NS Corporation is responsive to the District's DBE requirements, as it intends to engage two small business subcontractors, one of which is a DBE.

Contract Officer: Evelyn Marcal 650-508-7958
Project Manager: Jeff Thomas, Contract Administrator, Facilities 650-508-6309

RESOLUTION NO. 2012 -

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

*** * ***

**AUTHORIZING CONTRACT AWARD TO NS CORPORATION FOR FURNISHING A
SOUTH BASE BUS WASH SYSTEM
AT A TOTAL PRICE OF \$324,288.20**

WHEREAS, the San Mateo County Transit District (District) solicited competitive bids for a South Base bus wash system; and

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

WHEREAS, staff and General Counsel have reviewed the bid submitted by NS Corporation of Inglewood, CA and determined it meets the requirements of the solicitation documents; and

WHEREAS, staff has determined that NS Corporation possesses the requisite depth of experience, has the required qualifications to successfully perform the scope of services, and appears fully capable of providing the specified services; and

WHEREAS, staff has conducted a cost analysis and finds NS Corporation's bid to be fair and reasonable; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District awards a contract to NS Corporation for furnishing a bus wash system in South Base for a total price of \$324,288.20; and

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

Regularly passed and adopted this 8th day of February, 2012, by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Gigi Harrington
Deputy CEO

**SUBJECT: COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE FISCAL
YEAR ENDING JUNE 30, 2011**

ACTION

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

SIGNIFICANCE

Maze and Associates conducted the annual audit of the financial statements for the year ended June 30, 2011 and determined that the financial statements fairly represent the financial position of the District for the period of July 1, 2010 to June 30, 2011.

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

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

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

BUDGET IMPACT

There is no impact on the Budget.

BACKGROUND

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

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

Prepared by: Jeannie Chen, Senior Accountant

650-508-6259

The Fiscal Year 2011 Comprehensive Annual Financial Report is available for review at the following link:

http://www.samtrans.com/Assets/SamTrans/ABOUT+SAMTRANS/Finance/SAMTR_CAFR2011.pdf



BOARD OF DIRECTORS 2012

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

MICHAEL J. SCANLON
GENERAL MANAGER/CEO

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

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

WEDNESDAY, FEBRUARY 8, 2012 – 2:40 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Legislative Committee Meeting of January 11, 2012
2. Adoption of 2012 State and Federal Legislative Program

INFORMATIONAL

3. State and Federal Legislative Update

Committee Members: Shirley Harris, Karyl Matsumoto, Adrienne Tissier

NOTE:

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

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

**MINUTES OF LEGISLATIVE COMMITTEE MEETING
COMMITTEE OF THE WHOLE
JANUARY 11, 2012**

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

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

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

Committee Chair Zoe Kersteen-Tucker called the meeting to order at 2:42 p.m.

Approval of Minutes of Legislative Committee Meeting of December 14, 2011

The committee approved the minutes (Groom/Gee).

Update on the State Legislative Program

Government Affairs Manager Seamus Murphy reported:

State

Last week the Legislature returned to session and the governor released his 2013 budget. Staff was looking for two elements in the budget: preservation of State Transit Assistance (STA) funds and whether the governor would proposal substantial appropriation of Proposition 1A connectivity funds. The budget contained no diversion of the STA funds and no mention was made of the connectivity funds. We expect to see more detail in the governor's revised budget in May.

The bill deadline is February 24. Senate Bill 22 proposes to restrict the expenditure of Proposition 1A funds including the connectivity funds that were killed in committee. There is companion legislation in the Assembly that would do the same thing and will be in committee next week.

Federal

The biggest news was the expiration of the pre-tax transit commuter benefits program. One of the first things the Obama Administration did three years ago was make the pre-tax transit commuter benefits equal to the parking commuter benefits so transit riders would have the same benefit as people who drove to work. The expiration of this benefit means it drops down to \$125 per month from \$240 per month and parking remains at \$240. The good news is that Senator Charles Schumer is proposing to reintroduce a bill to raise it back up to a level that is on par with the parking benefit and make the benefit permanent.

Adjourned: 2:46 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Legislative Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Mark Simon
Executive Officer for Public Affairs

SUBJECT: **2012 STATE AND FEDERAL LEGISLATIVE PROGRAM**

ACTION

Staff proposes that the Committee recommend Board adoption of the attached legislative program to guide the District's advocacy efforts in Sacramento and Washington, D.C. over the course of the 2012 calendar year.

SIGNIFICANCE

The 2012 State and Federal Legislative Program sets forth the principles that will guide Caltrain's State and Federal advocacy efforts through the second half of the 2011-2012 State Legislative session and the 112th Congress. The program is intended to be broad enough to cover the wide variety of issues that will likely be considered and flexible enough to allow Caltrain, its staff, and its legislative advocates to respond swiftly and effectively to unanticipated developments. Adoption of the program provides our legislative delegation and our transportation partners with a Board-approved statement of Caltrain's priorities.

The 2012 Legislative Program is divided into two sections:

1. State
2. Federal

Each section of the program consists of a summary of the key policy issues and a series of related goals and advocacy strategies.

The State Legislative Program is organized around four primary issues:

1. State Budget and Transportation Funding
2. Transportation Operations and Project Delivery
3. Climate Change, Air Quality Regulation and Environmental Policy
4. High Speed Rail

The Federal Legislative Program is organized around five primary issues:

1. Surface Transportation Authorization
2. Fiscal Year 2013 Transportation Appropriations
3. Climate Change
4. High Speed Intercity Passenger Rail Program
5. Transit Safety and Security

In order to advance these goals, Government Affairs staff will work closely with the Board and Caltrain's State and Federal legislative consultants to implement a comprehensive advocacy approach. This approach will include:

1. Direct, consistent Board advocacy efforts with policymakers and their staff to encourage steps that will advance Caltrain's legislative priorities with an emphasis on funding
2. Participation in coordinated advocacy efforts in collaboration with the California Transit Association, the American Public Transportation Association and other advocacy organizations
3. Coordination of local, regional and statewide stakeholders in support of targeted policy objectives
4. Efforts to educate and build awareness among stakeholders and the public to foster support for legislative goals

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Staff actively monitors State and Federal legislative activity and will seek Board positions on selected bills as appropriate to further Caltrain's legislative objectives and to provide support for our advocacy efforts. Staff will supply updated reports summarizing relevant legislative and regulatory activities, allowing the Board to track legislative developments and providing opportunities to take appropriate action on pending legislation.

Prepared by: Seamus Murphy, Manager, Government Affairs

650-508-6385

2012 LEGISLATIVE PROGRAM

S T A T E

<i>Issue</i>	<i>Goals and Background</i>	<i>Strategy</i>
<p>1. State Budget and Transportation Funding</p>	<p>A. Maintain and enhance State funding for public transit operations</p> <p>The successful reenactment of the gas-tax swap in 2011 was the latest effort to help ensure that transit agencies will have a reliable source of State operating subsidy as long as the State collects a sales tax on diesel fuel. Still, some of the revenues that support the State Transit Assistance program (STA) remain vulnerable to redirection by the State Legislature. As the Governor and the Legislature consider proposals to address the State's Fiscal Year (FY) 2012-13 budget shortfall it is possible that they will target these revenues.</p> <p>Additionally, at the end of the 2011 Legislative Session, legislation was proposed (SB 791) that would provide metropolitan planning organizations with enhanced authority to propose funding solutions that help meet local and regional transportation needs including operations. There is a strong likelihood that similar legislation will be considered in 2012.</p>	<ul style="list-style-type: none"> • Support efforts to fund the STA program at levels specified in the 2011 reenactment of the 2010 gas tax swap legislation • Support legislation that provides greater local and regional authority to propose enhanced funding for transit operations and other transportation needs. • Support efforts to lower the two-thirds voter approval requirement for ballot measures that provide increased tax revenue for transportation purposes
	<p>B. Secure enhanced funding for public transportation infrastructure and capital programs</p> <p>As a result of the gas tax swap, fewer resources are available for transportation infrastructure improvements. The elimination of the state sales tax on gasoline has left the State Transportation Improvement Program with fewer resources. State transit capital funding is essentially limited to ongoing Proposition 1B programs and, while capital funding for highways and local streets and roads has been maintained, it is still insufficient to meet expansion and ongoing maintenance needs.</p> <p>Additionally, the Governor expressed some reluctance in 2011 to conduct bond sales including the sale of infrastructure bonds that are critical to ongoing local and regional transportation infrastructure needs. The Governor has also, over the last two budget cycles, vetoed the vast majority of Proposition 1A connectivity funding appropriated by the Legislature to assist local and regional rail services connect to the State's future high-speed rail network. The California Transportation Commission is working with the Department of Finance and the California High Speed Rail Authority to develop a plan to guide the future allocation of these revenues.</p>	<ul style="list-style-type: none"> • Support efforts to lower the two-thirds voter approval requirement for ballot measures that provide increased tax revenue for transportation purposes • Advocate for regularly scheduled state bond sales and the equitable allocation of bond revenues to Proposition 1A and Proposition 1B programs that address transit and transportation infrastructure needs. • Monitor efforts to develop a plan for allocating Proposition 1A connectivity funds and advocate for a process and a plan that maintains and maximizes potential benefit to the Caltrain system.

2012 LEGISLATIVE PROGRAM

<p>2. Transportation Operations and Project Delivery</p>	<p>A. Improve State transportation project delivery, financing, management and oversight policies.</p> <p>Project delivery continues to be an area of focus. Oftentimes, transportation projects can take a considerable amount of time to complete. Project sponsors must maneuver through a multi-stage development and review process and delays are common. Therefore, it is important to identify opportunities to expedite the delivery of transportation projects in order to create operational efficiencies and provide the benefits of transportation improvements to the system's users more quickly.</p> <p>B. Remove regulatory barriers to delivering effective public transportation services.</p> <p>Regulatory measures exist that sometimes conflict with evolving public transportation technologies, needs and priorities.</p>	<ul style="list-style-type: none"> • Support legislation that would enhance transportation agencies' ability to benefit from public private partnerships • Support efforts to preserve and enhance innovative contracting alternatives available to transportation agencies <ul style="list-style-type: none"> • Work internally to identify regulatory barriers that affect the delivery of effective transportation services • Sponsor or support legislation that adjusts these regulations to maximize the agency's ability to meet transportation service demands
<p>3. Climate Change, Air Quality Regulation and Environmental Policy</p>	<p>A. Ensure equitable implementation of AB 32 and SB 375</p> <p>In 2006, AB 32 (Nunez), the Global Warming Solutions Act, was passed making California the first state in the nation to attempt to cap its greenhouse gas emissions. AB 32 empowers the California Air Resources Board (CARB) to adopt rules and regulations to achieve this. Two years later, SB 375 (Steinberg) was enacted and put in place a framework for cutting vehicle miles traveled (VMT) as a strategy for reducing greenhouse gas emissions from the transportation sector. Implementation planning for these regulations is ongoing but no funding source has been identified to support the planning or implementation of the regulation.</p>	<p>Support implementation and legislation that:</p> <ul style="list-style-type: none"> • Reinforces the overarching goal to reduce greenhouse gas emissions from the transportation sector by promoting clean transportation alternatives • Promotes opportunities, including the Grand Boulevard Initiative, to plan and construct high-density, mixed-use development near public transit • Promotes bicycle and pedestrian access to, and utilization of , public transit • Provides funding to support operations and capital needs required by transit operators to meet State emissions mandates • Provides dedicated funding enabling transportation planning agencies to meet specified emissions reduction targets and to accommodate increased service demand resulting from VMT reduction efforts • Addresses and accounts for the potential erosion of traditional transportation funding through the reduction of taxable fuel consumption

2012 LEGISLATIVE PROGRAM

	<p>B. California Environmental Quality Act (CEQA) Reform</p> <p>The governor recently signed AB 900 which offers CEQA reform for certain infrastructure projects. Titled the “Jobs and Economic Improvement Through Environmental Leadership Act,” the bill establishes specified procedures for the expedited judicial review of environmental impact reports (EIRs) and approvals granted for specific types of leadership projects. Overall, the law allows for a shorter judicial review timeline and for certain projects to be completed faster. The bill, however, does not specifically authorize transit projects as qualifying for these CEQA reform measures. Legislative leadership has signaled its intent to create a working group to consider needed “clean up” of AB 900, for possible introduction in 2012.</p>	<ul style="list-style-type: none"> ● Support legislative efforts to simplify the CEQA review process in relation to TOD, infill development, bicycle and pedestrian and other projects and plans so that CEQA takes better account of the positive environmental impacts of a project, allowing for a more comprehensive evaluation of the trade-offs.
<p>4. High-speed Rail</p>	<p>Continue coordinated planning and funding efforts that advance the study of integrated high-speed rail and modernized Caltrain service on the Caltrain corridor</p> <p>Caltrain and the California High Speed Rail Authority (CHSRA) continue to work together to deliver high speed rail and a modernized and electrified Caltrain system between San Jose and San Francisco. Caltrain has released preliminary findings of a capacity analysis showing that integrated service on the corridor is operationally feasible and this integrated approach has been recently included in the CHSRA Draft Business Plan. Additional analysis is underway to determine overall feasibility of an integrated approach.</p>	<ul style="list-style-type: none"> ● Support legislation and policies that equip the California High Speed Rail Authority with the necessary resources and organizational structure to effectively plan and deliver high speed passenger rail and improved commuter rail service along the Caltrain corridor ● Support efforts that encourage thorough study of project alternatives that support integrated Caltrain and HSR operations. ● Advocate for continued efforts that will enhance public participation during the project’s planning process and will prepare the project to capitalize on future funding opportunities

2012 LEGISLATIVE PROGRAM

F E D E R A L

<i>Issue</i>	<i>Goals and Background</i>	<i>Strategy</i>
<p>1. Surface Transportation Authorization</p>	<p>A. Timing: Secure predictable federal transportation funding levels through multi-year authorization</p> <p>Since the expiration of SAFETEA-LU in 2009, Congress enacted several extensions of the current authorization as they have struggled to address challenges before considering a multi-year bill.</p> <p>B. Investment levels and Project Delivery: Ensure that authorized funding maintains or enhances current transportation investment levels and includes policies and programmatic reforms that promotes more efficient project delivery</p> <p>Under SAFETEA-LU, the overall funding level for highways, public transit, highway safety, motor carrier safety, and transportation research during the legislation’s six-year life was \$286.4 billion. While this amount was greater than previous authorizations, it fell far short of the level of federal investment needed to maintain the nation’s existing transportation infrastructure, as well as to expand its capacity in order to keep up with the steadily growing demand for transportation.</p> <p>Still, political circumstances have complicated efforts to pass multi-year legislation that increases transportation funding since even maintaining current funding levels will require greater revenues than those that currently support the Highway Trust fund and Mass Transit Accounts.</p> <p>In 2011, the House Transportation and Infrastructure Committee proposed a reauthorization measure that would have reduced federal transportation investment by approximately 30 percent. Alternatively, the Senate is currently considering a two-year proposal that would maintain current investment levels.</p>	<ul style="list-style-type: none"> • Support efforts to gain swift approval of a multi-year surface transportation authorization act • If necessary, support extension of the prior authorization in a manner that minimizes funding uncertainty and enhances overall infrastructure investment <p>Support multi-year surface transportation reauthorization proposals that:</p> <ul style="list-style-type: none"> • Maintain or enhance existing federal investment levels • Authorize adequate resources to implement federal rail safety requirements including positive train control and continue the planning and development of a nationwide high-speed rail network • Provide funding guarantees that promote long-range planning, financing and leveraging by ensuring that authorized funding is appropriated each year • Provisions that allow more flexibility to use federal funding to support operating needs. • Remove roadblocks to efficient project delivery

2012 LEGISLATIVE PROGRAM

	<p>C. Sustainability & Livability: Establish policies that reflect public transportation’s role in greenhouse gas reduction</p> <p>States continue to enact transportation and land use planning policies that encourage mixed-use, higher density, walkable development near transit. In addition, federal agencies have announced new partnerships intended to reduce VMT by promoting these goals on a national scale.</p>	<ul style="list-style-type: none"> • Advocate for the inclusion of funding that furthers coordinated integration of programs that support housing, transportation and land use planning and investment • Support other efforts to provide greater resources to coordinated transportation and land use planning efforts including the Grand Boulevard Initiative
<p>2. FY 2013 Transportation Appropriations</p>	<p>Secure full appropriation for public transportation programs at authorized levels and maximize discretionary funding opportunities</p> <p>Every year, Congress adopts at least 12 separate appropriations bills, including one for transportation. These measures provide the authority for federal agencies to spend money during the upcoming fiscal year for the programs they administer. In the case of surface transportation, the annual appropriations process is guided by funding and programs authorized in SAFETEA-LU until successor legislation is enacted.</p> <p>Funding to support the safety and security of the nation’s public transit systems is also included in the U.S. Department of Homeland Security appropriations bill.</p>	<ul style="list-style-type: none"> • Support a minimum appropriations level for federal surface transportation programs equal to the guaranteed spending levels authorized in SAFETEA-LU or its successor • Advocate for the highest possible levels of funding for individual programs within the highway and transit titles of SAFETEA-LU or its successor and in the U.S. Department of Homeland Security appropriations bill • Work with the agency’s Congressional delegation to seek discretionary funding as appropriate
<p>3. Climate Change</p>	<p>A. Ensure that federal climate change legislation provides funding to expand clean transportation programs and services</p> <p>Despite several recent efforts, Congress has been unable to pass legislation that would address climate change by reducing greenhouse gas emissions. Previous versions of the legislation have included a cap and trade system with emissions allowances that would be traded in a market based system. A portion of the revenues generated through the sale of these allowances could be used to fund clean transportation projects. The transportation sector produces approximately one-third of the greenhouse gas emissions in this country, primarily in the form of carbon dioxide (CO₂) emissions generated by automobiles.</p>	<ul style="list-style-type: none"> • Advocate that climate change legislation includes a funding strategy that reflects the opportunity for greenhouse gas reduction through new investment in clean transportation alternatives • Support dedicated formula funding that promotes energy efficiency in transit operations • Support funding for planning and capital investment related to the promotion of transit oriented development opportunities and sustainable land use strategies including the Grand Boulevard Initiative that would result in VMT reduction • Advocate that transportation planning and infrastructure receive its fair share of revenue from a cap-and-trade system, while also emphasizing that such revenue must be supplemental to, and not a substitute for, authorization of a robust federal surface transportation program

2012 LEGISLATIVE PROGRAM

	<p>B. Extend key tax provisions that encourage the use of public transit as a clean transportation alternative</p> <p>The American Recovery and Reinvestment Act increased pre-tax transit commuter benefits to the same level offered for parking commuter benefits. Current law also provides a 50-cent per gallon tax credit to transit operators for the purchase of alternative fuels. Both tax provisions expired when Congress was unable to negotiate a year-long tax extenders bill at the end of 2011 and instead passed a short-term bill that did not include either the extension of equitable pre-tax commuter benefits or the alternative fuel credit.</p>	<ul style="list-style-type: none"> ● Support a permanent 50-cent per gallon alternative fuel tax credit ● Support permanent pre-tax transit commuter benefits at a level equal to or greater than equivalent parking commuter benefits
<p>4. High Speed Intercity Passenger Rail Program (HSIPR)</p>	<p>Maximize federal investment in California's High Speed Train Project that will benefit Caltrain modernization</p> <p>The High Speed Intercity Passenger Rail Program (HSIPR) has provided more funding to California than any other state. Continued appropriation and allocation of these funds will be needed to support project alternatives that electrify and modernize Caltrain, while also addressing community concerns.</p>	<ul style="list-style-type: none"> ● Advocate for increased annual appropriations for the HSIPR program ● Work with the California High Speed Rail Authority (CHSRA) to identify and support funding opportunities ● Advocate for the inclusion of substantial investment in the HSIPR program in the next surface transportation authorization act ● Ensure that Caltrain electrification and modernization efforts are eligible to benefit from HSIPR funding opportunities
<p>5. Transit Safety and Security</p>	<p>A. Monitor new federal safety proposals</p> <p>The U.S. Department of Transportation with the authority to establish and implement safety standards for all modes of public transportation, including rail fixed guideway systems, buses and waterborne transit.</p> <p>B. Secure full appropriation of authorized transit security grants and maximize discretionary funding opportunities</p> <p>Security is a top priority for public transit agencies across the United States. Since the terrorist attacks of September 11, 2001, public transit agencies have spent more than \$2 billion on security and emergency preparedness programs from their own budgets. Although state and local governments, as well as public transit agencies, are doing what they can to improve security, it is important for the federal government to be a full partner in efforts to ensure the security of the nation's public transit users.</p>	<p>Support transit safety proposals that:</p> <ul style="list-style-type: none"> ● Provide opportunities for a collaborative effort between federal, state and local agency partners. ● Support consensus-based industry standards developed with input from public transit agencies. ● Retain and improves the existing state safety oversight framework by providing state regulators with the tools and resources necessary to ensure the performance of adequate safety oversight functions. ● Provide public transit agencies with adequate time to achieve compliance without penalty. ● Avoid unintended consequences that adversely affect public transit agencies <ul style="list-style-type: none"> ● Promote appropriation of transit security grants in the FY 2013 U.S. Department of Homeland Security Appropriations Bill at authorized levels, separate from existing federal transit programs ● Support Federal public transit security and safety funding that provides a 100 percent federal share with no match requirement ● Support funding for the Rail Safety Technology Grant program at levels that will allow rail operators to meet Federal positive train control implementation deadlines ● Work with Congressional delegation to approve and seek discretionary funds ● Encourage consideration of transferring administration of transit security grant programs to the U.S. Department of Transportation ● Allow agencies to be direct recipients of grant funding to encourage timely award and receipt of funds.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Legislative Committee

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Mark Simon
Executive Officer, Public Affairs

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE**

ACTION

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

SIGNIFICANCE

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

STATE ISSUES

Budget

The Governor released his initial Fiscal Year (FY) 2013 Budget proposal last month. The proposal assumes passage of sales and income tax increases by California voters that would reduce the budget shortfall to \$9.2 billion. The remaining shortfall is addressed through cuts to health and human services and education programs. The proposal avoids any impact on state public transportation programs.

The budget proposal does not include details about the State's investment in the high-speed rail program through the sale of Proposition 1A and Proposition 1A connectivity bonds. Those details are expected as a part of the Governor's May Revision.

FEDERAL ISSUES

Authorization

The House Transportation and Infrastructure Committee will mark up a new long-term reauthorization proposal on February 2. We expect to see a draft of the bill on January 27.

The Senate continues to work on its two-year authorization proposal. The Senate Finance Committee plans to mark up the bill during the week of January 31. The Finance Committee is charged with identifying revenues to cover the \$12 billion needed to maintain current investment levels in Federal transportation programs.

Authorization for current surface transportation investment expires on February 31 and will need to be extended again unless it is reauthorized by Congress.

Budget

The President announced that he will release his FY 2013 budget on February 10.

Prepared By: Seamus Murphy, Government Affairs Manager

650.508.6388

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
AB 16 Perea D High-Speed Rail Authority.	SENATE INACTIVE FILE 9/9/2011 - Ordered to inactive file at the request of Senator Rubio.	<p>Existing law creates the High-Speed Rail Authority with specified powers and duties relating to the development and implementation of an intercity high-speed rail system. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, authorizes \$9.95 billion in general obligation bonds for high-speed rail development and other related purposes. The federal American Recovery and Reinvestment Act of 2009 (ARRA) provides funding for allocation nationally to high-speed rail projects.</p> <p>This bill would require the authority to make every effort to purchase high-speed train rolling stock and related equipment that are manufactured in California, consistent with federal and state laws.</p>	
AB 41 Hill D High-Speed Rail Authority: conflicts of interest: disqualification: ex parte communications.	SENATE DESK 1/13/2012 - In Senate. Held at Desk.	<p>Existing provisions of the Political Reform Act of 1974 prohibit a public official at any level of state or local government from making, participating in making, or attempting to use his or her official position to influence a governmental decision in which he or she knows or has reason to know that he or she has a financial interest, as defined. Existing law also requires specified elected and appointed officers at the state and local level of government to disclose specified financial interests by filing periodic statements of economic interests. Existing law further requires public officials who hold specified offices and who have a financial interest in a decision within the meaning of the Political Reform Act of 1974 to publicly identify the financial interest giving rise to the conflict of interest or potential conflict of interest, recuse themselves from discussing and voting on the matter, and leave the room until after the discussion, vote, and other disposition of the matter is concluded, except as specified.</p> <p>This bill would add members of the High-Speed Rail Authority to those specified offices who must publicly identify a financial interest giving rise to a conflict of interest or potential conflict of interest, and recuse themselves accordingly.</p> <p>Last Amended on 8/22/2011</p>	
AB 57 Beall D Metropolitan Transportation Commission.	SENATE 2-YEAR 7/8/2011 - Failed Deadline pursuant to Rule 61(a)(10). (Last location was T. & H. on 6/2/2011)	<p>The Metropolitan Transportation Commission Act creates the Metropolitan Transportation Commission as a regional agency in the 9-county San Francisco Bay Area with comprehensive regional transportation planning and other related responsibilities. Existing law requires the commission to consist of 19 members, including 2 members each from the Counties of Alameda and Santa Clara, and establishes a 4-year term of office for members of the commission.</p> <p>This bill would, instead, require the commission to consist of 21 members, including one member appointed by the Mayor of the City of Oakland and one member appointed by the Mayor of the City of San Jose. The bill would require the initial term of those 2 members to end in February 2015. The bill would, effective with the commission term commencing February 2015, prohibit more than 3 members of the commission from being residents of the same county, as specified. By imposing new requirements on a local agency, this bill would impose a state-mandated local program.</p> <p>Last Amended on 5/19/2011</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p>AB 58 Galgiani D</p> <p>High-speed rail.</p>	<p>ASSEMBLY TRANS. 5/2/2011 - In committee: Set, second hearing. Hearing canceled at the request of author.</p>	<p>Existing law, the California High-Speed Rail Act, creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes. Existing law provides for appointment of an executive director by the authority, who is exempt from civil service and serves at the pleasure of the authority.</p> <p>This bill, for purposes of managing and administering the ongoing work of the authority in implementing the high-speed train project, would authorize the Governor, upon the recommendation of the executive director, to appoint up to 6 additional authority officers, exempt from civil service, who would serve in specified positions at the pleasure of the executive director. The bill would require a salary survey to be conducted to determine the compensation for the executive director and additional exempt officers, and would require the salaries to be established by the authority and approved by the Department of Personnel Administration.</p> <p>Last Amended on 3/16/2011</p>	
<p>AB 145 Galgiani D</p> <p>High-speed rail.</p>	<p>SENATE 2-YEAR 8/26/2011 - Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/16/2011)</p>	<p>Existing law, the California High-Speed Rail Act, creates the High-Speed Rail Authority with 9 members to develop and implement a high-speed train system in the state, with specified powers and duties. Existing law, pursuant to that act, specifies the powers and duties of the authority, which include entering into contracts with private and public entities for the design, construction, and operation of high-speed trains, the acquisition of rights-of-way through purchase or eminent domain, and the relocation of highways and utilities, among other things. Existing law requires the authority to adopt and submit to the Legislature, every 2 years, a business plan. Existing law authorizes the authority to appoint an executive director, and authorizes the Governor to appoint up to 6 additional persons exempt from civil service. Existing law provides for the authority to establish an independent peer review group. Existing law, the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes.</p> <p>This bill would repeal all of the provisions of the California High-Speed Rail Act. The bill would enact a new California High-Speed Rail Act. The bill would continue the High-Speed Rail Authority in existence with limited responsibilities and would place the authority within the Business, Transportation and Housing Agency . The 5 members of the authority appointed by the Governor would be subject to Senate confirmation, but existing members could continue to serve the remainder of their terms. The bill would authorize the authority to appoint an executive director, and would provide for the Governor to appoint up to 6 additional individuals exempt from civil service as authority staff. The bill would require the authority to adopt policies directing the development and implementation of high-speed rail, prepare and adopt a business plan and high-speed train capital program, establish a peer review group, select alignments for the routes of the high-speed train system established by law, adopt criteria for the award of franchises, and set fares or establish guidelines for the setting of fares. Last Amended on 7/13/2011</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p>AB 277 Galgiani D</p> <p>High-speed rail: power supply.</p>	<p>ASSEMBLY 2-YEAR 5/28/2011 - Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. on 5/27/2011)</p>	<p>Existing law creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes. Various federal laws provide funding for allocation nationally to high-speed rail and other related projects.</p> <p>This bill would require the California Research Bureau, by May 1, 2012, to develop an energy consumption profile that includes a forecast of the power needs of the high-speed rail system and an analysis of any recommendations for identifying a carbon-free baseline power supply for the system. The bureau's work would be done in consultation with the High-Speed Rail Authority, the Federal Railroad Administration, the Public Utilities Commission, the State Energy Resources Conservation and Development Commission, the United States Department of Energy, and the Legislative Analyst's Office. The bill would require the bureau to submit its report to the authority, the authority's independent peer review group, and specified committees of the Legislature. Last Amended on 4/7/2011</p>	
<p>AB 296 Skinner D</p> <p>Building standards: cool pavement.</p>	<p>SENATE 2-YEAR 8/26/2011 - Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 7/11/2011)</p>	<p>Existing law requires the Department of Transportation to adopt a balanced, multimodal research and development program, including the research and development of new technologies.</p> <p>This bill would establish the Cool Pavements Research and Implementation Act and would encourage the department to consult and coordinate with specified state agencies, to implement the act. The bill would require the department to publish or make available on the department's Internet Web site, by January 1, 2014, a Cool Pavements Handbook to detail specifications, testing protocols, and best practices for cool pavements. This bill contains other related provisions and other existing laws.</p> <p>Last Amended on 6/21/2011</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p><u>AB 333</u> <u>Grove R</u></p> <p>California Global Warming Solutions Act of 2006: cap-and-trade program.</p>	<p>ASSEMBLY NAT. RES. 6/28/2011 - In committee: Hearing postponed by committee. (Refers to 6/14/2011 hearing)</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020, and to adopt rules and regulations in an open public process to achieve the maximum technologically feasible and cost-effective greenhouse gas emission reductions. The act authorizes the state board, in furtherance of achieving the statewide greenhouse gas emissions limit by January 1, 2011, to adopt a regulation that establishes a system of market-based declining annual aggregate emission limits for sources or categories of sources that emit greenhouse gas emissions, applicable from January 1, 2012, to December 31, 2020, inclusive, that the state board determines will achieve the maximum technologically feasible and cost-effective reductions in greenhouse gas emissions, in the aggregate, from those sources or categories of sources. The act also authorizes the state board to include in its regulations the use of market-based compliance mechanisms to comply with the regulations, subject to prescribed requirements.</p> <p>This bill would require the state board to make findings and submit a status report to the Legislature no later than July 31, 2011, on the readiness of a proposed cap-and-trade program to begin January 1, 2012. The bill would authorize the board, if it makes a specified finding in the status report, to commence the cap-and-trade program after January 1, 2012, but no later than January 1, 2013. The bill would require the board to provide an annual cap-and-trade status report to the Legislature Last Amended on 5/11/2011</p>	
<p><u>AB 381</u> <u>Alejo D</u></p> <p>Department of Transportation.</p>	<p>ASSEMBLY 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/14/2011)</p>	<p>Existing law creates the Department of Transportation, within the Business, Transportation and Housing Agency, under the administration of the Director of Transportation, who is required to organize the department, as specified, with the approval of the Governor and the Secretary of the Business, Transportation and Housing Agency.</p> <p>This bill would make a non-substantive, grammatical change to that provision.</p>	
<p><u>AB 471</u> <u>Lowenthal,</u> <u>Bonnie D</u></p> <p>High-speed rail: inspector general.</p>	<p>ASSEMBLY 2-YEAR 5/28/2011 - Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. on 5/27/2011)</p>	<p>Existing law, the California High-Speed Rail Act, creates the High-Speed Rail Authority to develop and implement a high-speed train system in the state, with specified powers and duties. Existing law, the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes.</p> <p>This bill would create an independent inspector general to oversee the activities of the authority, and conduct investigations and audits in that regard. The inspector general would be appointed for a 6-year term by the Governor, subject to confirmation by the Senate. The bill would require the inspector general to report quarterly to the authority and annually to the Governor and the Legislature. Last Amended on 4/25/2011</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p>AB 485 Ma D</p> <p>Infrastructure financing.</p>	<p>SENATE INACTIVE FILE 9/7/2011 - Ordered to inactive file at the request of Senator Wolk.</p>	<p>The Transit Village Development Planning Act of 1994 authorizes a city or county to create a transit village plan for a transit village development district that addresses specified characteristics. Existing law authorizes the legislative body of the city or county to adopt an infrastructure financing plan, create an infrastructure financing district, and issue bonds for which only the district is liable, to finance specified public facilities, upon voter approval.</p> <p>This bill would eliminate the requirement of voter approval for the adoption of an infrastructure financing plan, the creation of an infrastructure financing district, and the issuance of bonds with respect to a transit village development district. The bill would require a city or county that uses infrastructure financing district bonds to finance its transit village development district to use at least 20% of the revenue from those bonds for the purposes of increasing, improving, and preserving the supply of lower and moderate-income housing; to require that those housing units remain available and occupied by moderate-, low-, very low, and extremely low income households for at least 55 years for rental units and 45 years for owner-occupied units; and to rehabilitate, develop, or construct for rental or sale to persons and families of low or moderate income an equal number of replacement dwellings to those removed or destroyed from the low- and moderate-income segment of the housing market as a result of the development of the district, as specified. The bill would set forth the findings and declarations of the Legislature, and the intent of the Legislature that the development of transit village development districts be environmentally conscious and sustainable, and that related construction meet or exceed the requirements of the California Green Building Standards Code. Last Amended on 6/29/2011</p>	<p>Support</p>
<p>AB 492 Galgiani D</p> <p>High-Speed Rail Authority.</p>	<p>SENATE RLS. 6/27/2011 - From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on RLS.</p>	<p>Existing law creates the High-Speed Rail Authority with specified powers and duties relating to the development and implementation of an intercity high-speed rail system. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, authorizes \$9.95 billion in general obligation bonds for high-speed rail development and other related purposes.</p> <p>This bill would require the authority to consider, to the extent permitted by federal and state law, the creation of jobs and participation by small business enterprises in California when awarding major contracts or purchasing high-speed trains. The bill would require the authority to appoint a small business enterprise advisory committee. Last Amended on 6/27/2011</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p><u>AB 508</u> <u>Swanson</u> D</p> <p>Displaced public transit, solid waste handling, and recycling services employees.</p>	<p>SENATE 2-YEAR 8/26/2011 - Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. on 6/23/2011)</p>	<p>Existing law requires a local government agency letting a public transit service contract out to bid to give a bidding preference for contractors and subcontractors who agree to retain, for a period of at least 90 days, certain employees who were employed to perform essentially the same services by the previous contractor or subcontractor. Under this law, contractors or subcontractors who agree to retain employees must offer employment to those employees except for reasonable and substantiated cause. Additionally, the law provides that if a successor contractor or subcontractor determines that fewer employees are needed than under the prior contract, qualified employees must be retained by seniority within the job classification. Further, the existing contractor, when required by the awarding authority, must provide employment information relating to wage rates, benefits, dates of hire, and job classifications of employees under the existing service contract to the awarding authority or a successor contractor.</p> <p>This bill would add employees of solid waste handling and recycling contractors and subcontractors to those provisions. By requiring local agencies to give a bidding preference to such contractors and subcontractors, this bill would impose a state-mandated local program.</p>	
<p><u>AB 522</u> <u>Bonilla</u> D</p> <p>Vacation of public streets, highways, and public service easements.</p>	<p>ASSEMBLY 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/15/2011)</p>	<p>Existing law establishes the processes and procedures necessary for vacation of public streets, highways, and public service easements, and defines "vacation" for these purposes to mean the complete or partial abandonment or termination of the public right to use a public street, highway, or public service easement. Under these provisions, proof of publication of a required notice is made by affidavit.</p> <p>This bill would make a non-substantive change to these provisions.</p>	
<p><u>AB 567</u> <u>Valadao</u> R</p> <p>Transportation funds: capital improvement projects.</p>	<p>ASSEMBLY 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/16/2011)</p>	<p>Existing law requires specified funds made available for transportation capital improvement projects to be programmed and expended for interregional and regional improvements, as specified.</p> <p>This bill would make non-substantive changes to these provisions.</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p><u>AB 570</u> <u>Smvth</u> R</p> <p>Emissions of greenhouse gases: California Global Warming Solutions Act of 2006.</p>	<p>ASSEMBLY 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/16/2011)</p>	<p>The California Global Warming Solutions Act of 2006 establishes the State Air Resources Board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases. The act requires the state board to adopt a statewide greenhouse gas emissions limit to be achieved by 2020, equivalent to the statewide greenhouse gas emissions levels in 1990. The act requires the state board, on or before January 1, 2011, to adopt greenhouse gas emission limits and emission reduction measures by regulation to achieve the maximum technologically feasible and cost-effective reductions in emissions of greenhouse gases, in furtherance of achieving the statewide greenhouse gas emissions limit, with the regulations to become operative beginning January 1, 2012.</p> <p>This bill would make technical and non-substantive changes to the above requirements.</p>	
<p><u>AB 598</u> <u>Grove</u> R</p> <p>Environmental quality: CEQA: standing.</p>	<p>ASSEMBLY NAT. RES. 1/9/2012 - In committee: Set, second hearing. Failed passage.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment.</p> <p>This bill would limit the standing to file and maintain the above action or proceeding to the Attorney General. Last Amended on 3/31/2011</p>	
<p><u>AB 676</u> <u>Torres</u> D</p> <p>Transportation funds.</p>	<p>ASSEMBLY 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was TRANS. on 3/3/2011)</p>	<p>Existing law establishes a policy for expenditure of certain state and federal funds available to the state for transportation purposes. Under this policy, the Department of Transportation and the California Transportation Commission develop a fund estimate of available funds for purposes of adopting the state transportation improvement program, which is a listing of capital improvement projects. After deducting expenditures for administration, operation, maintenance, local assistance, safety, rehabilitation, and certain environmental enhancement and mitigation expenditures, the remaining funds are available for capital improvement projects.</p> <p>This bill would provide that the remaining funds are available for the study of, and development and implementation of, capital improvement projects.</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p>AB 710 Skinner D</p> <p>Local planning: infill and transit-oriented development.</p>	<p>SENATE THIRD READING 9/9/2011 - From inactive file. Senate Rule 29 suspended. (Ayes 24. Noes 12. Page 2453.) Ordered to third reading. Read third time. Refused passage. (Ayes 18. Noes 19. Page 2474.).</p>	<p>The Planning and Zoning Law requires specified regional transportation planning agencies to prepare and adopt a regional transportation plan directed at achieving a coordinated and balanced regional transportation system, and requires the regional transportation plan to include, among other things, a sustainable communities strategy, for the purpose of using local planning to reduce greenhouse gas emissions.</p> <p>This bill would state the findings and declarations of the Legislature with respect to parking requirements and infill and transit-oriented development, and would state the intent of the Legislature to reduce unnecessary government regulation and to reduce the cost of development by eliminating excessive minimum parking requirements for infill and transit-oriented development. This bill would also express a legislative finding and declaration that its provisions shall apply to all cities, including charter cities.</p> <p>Last Amended on 8/18/2011</p>	
<p>AB 819 Wieckowski D</p> <p>Bikeways.</p>	<p>ASSEMBLY SECOND READING 1/19/2012 - From committee: Do pass. (Ayes 12. Noes 5.) (January 19).</p>	<p>Existing law requires the Department of Transportation, in cooperation with county and city governments, to establish minimum safety design criteria for the planning and construction of bikeways, and authorizes cities, counties, and local agencies to establish bikeways. Existing law requires all city, county, regional, and other local agencies responsible for the development or operation of bikeways or roadways where bicycle travel is permitted to utilize all minimum safety design criteria and uniform specifications and symbols for signs, markers, and traffic control devices established pursuant to specified provisions of existing law.</p> <p>This bill would require the department to establish procedures for cities, counties, and local agencies to request approval to use nonstandard planning, design, and construction features in the construction of bikeways and roadways where bicycle travel is permitted, and nonstandard signs, markers, and traffic control devices, in each case, for purposes of research, experimentation, and verification. Last Amended on 1/11/2012</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p>AB 845 Ma D</p> <p>Transportation: bond funds.</p>	<p>SENATE INACTIVE FILE 8/22/2011 - Ordered to inactive file at the request of Senator Liu.</p>	<p>Existing law, the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes, including \$950 million to be allocated by the California Transportation Commission to eligible recipients for capital improvements to intercity and commuter rail lines and urban rail transit systems in connection with or otherwise related to the high-speed train system. Of this amount, 80% is to be allocated to eligible commuter and urban rail recipients based on track miles, vehicle miles, and passenger trips pursuant to guidelines to be adopted by the commission. A dollar-for-dollar match is to be provided by a commuter and urban rail recipient for bond funds received.</p> <p>This bill would require the guidelines adopted by the commission to determine the funding share for each eligible commuter and urban rail recipient to use the distribution factors gathered from the 2007 Data Tables of the National Transit Database of the Federal Transit Administration. The bill would require the commission to accept from each eligible recipient a priority list of projects up to the target amount expected to be available for the recipient and would require matching funds provided by the recipient to be from non-state funds. The bill would define "non-state matching funds" for purposes of these bond fund allocations to mean local, federal, and private funds, as well as state funds available to an eligible recipient that are not subject to allocation by the commission. Last Amended on 5/10/2011</p>	
<p>AB 1092 Lowenthal, Bonnie D</p> <p>High-speed rail.</p>	<p>SENATE 2-YEAR 8/26/2011 - Failed Deadline pursuant to Rule 61(a)(11). (Last location was RLS. on 6/16/2011)</p>	<p>Existing law, the California High-Speed Rail Act, creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes.</p> <p>This bill would require the authority to report biannually to the Legislature beginning March 1, 2012, on the status of the project, including overall progress, the project budget, expenditures to date, a comparison of the current and project work schedule and the baseline schedule contained in the 2009 business plan, project milestones, and other related issues.</p>	
<p>AB 1206 Galgiani D</p> <p>High-speed rail: contracts: small businesses.</p>	<p>ASSEMBLY 2-YEAR 5/28/2011 - Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. on 5/27/2011)</p>	<p>Existing law, the California High-Speed Rail Act, creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes. Under federal law, funding is made available for allocation nationally to high-speed rail and other related projects.</p> <p>This bill would require the authority to identify essential components of, and adopt, a small business enterprise program as part of contracts to be awarded by the authority relative to development and construction of the high-speed rail system and to adopt an oversight and accountability program for the small business enterprise program. The bill would require the authority to report annually to the Department of General Services and Legislature in that regard and post the report on its Internet Web site. Last Amended on 3/30/2011</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p>AB 1229 Feuer D</p> <p>Transportation: financing: federal highway grant anticipation notes.</p>	<p>SENATE 2-YEAR 8/26/2011 - Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/16/2011)</p>	<p>Existing law continuously appropriates the amounts specified in the annual Budget Act as having been deposited in the State Highway Account from federal transportation funds, and pledged by the California Transportation Commission, to the Treasurer for the purposes of issuing federal highway grant anticipation notes, commonly known as GARVEE bonds, to fund transportation projects selected by the commission. Existing law defines an "eligible project" for these purposes as the federally funded portion of a highway or other transportation project that has been designated for accelerated construction by the commission, and increases the capacity, reduces the travel time, or provides long-life rehabilitation of the key bridges and roadways of a corridor or gateway for interregional travel and movement of goods. Existing law prohibits the Treasurer from authorizing the issuance of the notes if the annual repayment obligations of all outstanding notes in any fiscal year would exceed 15% of the total amount of federal transportation funds deposited in the account for any consecutive 12-month period within the preceding 24 months.</p> <p>This bill would provide that an "eligible project" may include projects programmed by a regional transportation planning agency using its share of apportionments of federal regional surface transportation program funds or congestion mitigation and air quality funds, as specified. The bill would authorize no more than 50% of bonding capacity of GARVEE bonds from being made available for these projects and would require the commission to require a regional transportation planning agency to commit to repaying the state for debt service if that agency's share of federal regional surface transportation program funds or federal congestion mitigation and air quality funds is insufficient to repay the GARVEE bonds or if a portion of the project costs is ineligible for federal funding. The bill would, for such a repayment by a regional transportation planning agency, authorize the commission to amend into the State Transportation Improvement Program some or all of the funds necessary for the repayment to be counted against the county share of State Transportation Improvement Program funds for the county in which the project is located. By expanding the types of projects for which GARVEE bonds may be used, the bill would make an appropriation. Last Amended on 6/21/2011</p>	
<p>AB 1287 Buchanan D</p> <p>Local government: audits.</p>	<p>ASSEMBLY 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was L. GOV. on 3/21/2011)</p>	<p>Existing law requires school districts to comply with General Accounting Office standards for financial and compliance audits, as specified, and prohibits an independent auditor from engaging in financial compliance audits unless, within 3 years of commencing the first of the audits, and every 3 years thereafter, the auditor completes a quality control review in accordance with General Accounting Office standards.</p> <p>This bill would require local agencies, defined to include cities, counties, a city and county, special districts, authorities, or public agencies, to comply with General Accounting Office standards for financial and compliance audits and would prohibit an independent auditor from engaging in financial compliance audits unless, within 3 years of commencing the first of the audits, and every 3 years thereafter, the auditor completes a quality control review in accordance with General Accounting Office standards.</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p><u>AB 1308</u> <u>Miller R</u></p> <p>Highway Users Tax Account: appropriation of funds.</p>	<p>ASSEMBLY 2-YEAR 5/28/2011 - Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. on 5/27/2011)</p>	<p>Article XIX of the California Constitution requires revenues from state excise taxes on motor vehicle fuels for use in motor vehicles upon public streets and highways, over and above the cost of collection and any refunds authorized by law, to be used for various street and highway purposes and for certain mass transit guideway purposes. Existing law requires state excise fuel tax revenues to be deposited in various accounts and to be allocated, in part, for various purposes, including the cost of collection and authorized refunds. Existing law requires the balance of these funds remaining after authorized deductions to be transferred to and deposited monthly in the Highway Users Tax Account in the Transportation Tax Fund. Existing law provides for formula apportionment of specified revenues in the Highway Users Tax Account to cities and counties for the transportation purposes authorized by Article XIX of the California Constitution, and requires other portions of those revenues to be transferred to and deposited in the State Highway Account in the State Transportation Fund. Existing law provides that the money in the Highway Users Tax Account is appropriated for the above-described transportation purposes, but also generally provides that the money in the State Highway Account may not be expended until appropriated by the Legislature.</p> <p>This bill, in any year in which the Budget Act has not been enacted by July 1, would provide that all moneys in the Highway Users Tax Account in the Transportation Tax Fund, except as specified, are continuously appropriated and may be encumbered for certain purposes until the Budget Act is enacted. The bill would thereby make an appropriation. The bill would authorize the Controller to make estimates in order to implement these provisions.</p>	
<p><u>AB 1444</u> <u>Feuer D</u></p> <p>Environmental quality: expedited judicial review: public rail transit projects.</p>	<p>ASSEMBLY PRINT 1/5/2012 - From printer. May be heard in committee February 4.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. The Jobs and Economic Improvement Through Environmental Leadership Act of 2011 amended CEQA to establish, until January 1, 2015, an expedited judicial review process and specifies procedures for the preparation and certification of the administrative record for an EIR of a project meeting specified requirements that has been certified by the Governor as an environmental leadership development project.</p> <p>This bill would state the intent of the Legislature to enact legislation to provide the benefits provided by the Jobs and Economic Improvement Through Environmental Leadership Act of 2011 for new public rail transit infrastructure projects.</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p>AB 1448 Furutani D</p> <p>Home-to-school transportation: appropriation.</p>	<p>ASSEMBLY ED. 1/19/2012 - Referred to Com. on ED.</p>	<p>Existing law authorizes school district governing boards to provide for the transportation of pupils to and from school whenever, in the judgment of the governing board, the transportation is advisable and reasons exist therefor. Existing law also authorizes school district governing boards to purchase or rent and provide for the upkeep, care, and operation of vehicles, or contract and pay for the transportation of pupils to and from school by common carrier or municipally owned transit system, or contract with and pay responsible private parties for the transportation.</p> <p>This bill would express legislative findings and declarations relating to the provision of home-to-school transportation by school districts. The bill would express legislative intent to fund home-to-school transportation to at least the level approved in the Budget Act of 2011.</p>	
<p>SB 22 La Malfa R</p> <p>High Speed Rail</p>	<p>DIED in SENATE TRANS. 1/11/11 Failed passage in committee.</p>	<p>Existing law, the California High-Speed Rail Act, creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes. Article XVI of the California Constitution authorizes the Legislature, at any time after the approval of a general obligation bond act by the people, to reduce the amount of the indebtedness authorized by the act to an amount not less than the amount contracted at the time of the reduction or to repeal the act if no debt has been contracted.</p> <p>This bill would reduce the amount of general obligation debt authorized pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century to the amount contracted as of January 1, 2012.</p>	
<p>SB 46 Correa D</p> <p>Public officials: compensation disclosure.</p>	<p>ASSEMBLY DESK 8/22/2011 - In Assembly. Read first time. Held at Desk.</p>	<p>Existing provisions of the Political Reform Act of 1974 require certain persons employed by agencies to file annually a written statement of the economic interests they possess during specified periods. The act requires that state agencies promulgate a conflict of interest code that must contain, among other topics, provisions that require designated employees to file statements disclosing reportable investments, business positions, interests in real property, and income. The act requires that every report and statement filed pursuant to the act is a public record and is open to public inspection.</p> <p>This bill would, commencing on January 1, 2013, and continuing until January 1, 2019, require every designated employee and other person, except a candidate for public office, who is required to file a statement of economic interests to include, as a part of that filing, a compensation disclosure form that provides compensation information for the preceding calendar year, as specified. Last Amended on 6/2/2011</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p>SB 392 Gaines R</p> <p>Transportation: California Transportation Commission.</p>	<p>SENATE 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was RLS. on 2/24/2011)</p>	<p>Existing law establishes the California Transportation Commission and authorizes the commission to alter or change the location of any state highway if, in the opinion of the commission, the alteration is for the best interest of the state.</p> <p>This bill would make a non-substantive change to these provisions.</p>	
<p>SB 475 Wright D</p> <p>Infrastructure financing.</p>	<p>ASSEMBLY 2-YEAR 7/8/2011 - Failed Deadline pursuant to Rule 61(a)(10). (Last location was L. GOV. on 6/29/2011)</p>	<p>Existing law authorizes a governmental agency, as defined, to solicit proposals and enter into agreements with private entities for the design, construction, or reconstruction by, and lease to, private entities, for specified types of fee-producing infrastructure projects. Existing law permits these agreements to provide for infrastructure facilities owned by a governmental entity, but constructed by a private entity, to be leased to or owned by that private entity for a period of up to 35 years, after which time the project would revert to the governmental agency.</p> <p>This bill would authorize a local governmental agency to enter into an agreement with a private entity for financing for specified types of revenue-generating infrastructure projects. The bill would require an agreement entered into under these provisions to include adequate financial resources to perform the agreement, and would additionally permit the agreements to lease or license to, or provide other permitted uses by, the private entity. Last Amended on 6/20/2011</p>	
<p>SB 517 Lowenthal D</p> <p>High-Speed Rail Authority.</p>	<p>ASSEMBLY 2-YEAR 8/26/2011 - Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/18/2011)</p>	<p>Existing law creates the High-Speed Rail Authority in state government with specified powers and duties relative to development and implementation of a high-speed train system. The authority is composed of 9 members, including 5 members appointed by the Governor.</p> <p>This bill would place the High-Speed Rail Authority within the Business, Transportation and Housing Agency. The bill would provide for the Secretary of Business, Transportation and Housing to serve on the authority as a nonvoting, ex officio member. The bill would require the secretary to propose an annual budget for the authority upon consultation with the authority. The bill would require the members of the authority appointed by the Governor to be appointed with the advice and consent of the Senate. The bill would provide for the members that are appointed to have specified background or experience, as specified. Last Amended on 6/30/2011</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p>SB 624 Harman R</p> <p>Emissions of greenhouse gases: California Global Warming Solutions Act of 2006.</p>	<p>SENATE 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was RLS. on 3/3/2011)</p>	<p>The California Global Warming Solutions Act of 2006 establishes the State Air Resources Board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases. The act requires the state board to adopt a statewide greenhouse gas emissions limit to be achieved by 2020, equivalent to the statewide greenhouse gas emissions levels in 1990. The act requires the state board, on or before January 1, 2011, to adopt greenhouse gas emission limits and emission reduction measures by regulation to achieve the maximum technologically feasible and cost-effective reductions in emissions of greenhouse gases, in furtherance of achieving the statewide greenhouse gas emissions limit, with the regulations to become operative beginning January 1, 2012.</p> <p>This bill would make technical, non-substantive changes to the above requirements.</p>	
<p>SB 693 Dutton R</p> <p>Public contracts: local agencies.</p>	<p>SENATE 2-YEAR 6/3/2011 - Failed Deadline pursuant to Rule 61(a)(8). (Last location was T. & H. on 4/13/2011)</p>	<p>Existing law sets forth requirements for the solicitation and evaluation of bids and the awarding of contracts by public entities for the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement. Existing law also authorizes specified state agencies, cities, and counties to implement alternative procedures for the awarding of contracts on a design-build basis. Existing law authorizes the Department of Transportation and regional transportation agencies to enter into public-private partnerships for transportation projects under certain conditions. Existing law authorizes the department to delegate to any city or county any part of its powers and jurisdiction, except the power of approval, with respect to any portion of any state highway within the city or county, and to withdraw the delegation.</p> <p>This bill would specify that the delegation authority includes the authority to utilize private-public partnership agreements for transportation projects. Last Amended on 4/13/2011</p>	
<p>SB 733 Price D</p> <p>High-speed rail: business plan: contracts: small business participation.</p>	<p>SENATE 2-YEAR 5/28/2011 - Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. SUSPENSE FILE on 5/23/2011)</p>	<p>Existing law, the California High-Speed Rail Act, creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties. Existing law, pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of \$9.95 billion in general obligation bonds for high-speed rail and related purposes. Under federal law, funding is made available for allocation nationally to high-speed rail and other related projects. Existing law requires the authority to prepare, publish, adopt, and submit to the Legislature a business plan containing specified elements beginning January 1, 2012, and every 2 years thereafter.</p> <p>This bill would require the authority, in awarding contracts for the construction of the high-speed rail system with state or federal funds, to develop a strategy in conjunction with the Employment Development Department to ensure that at least 25% of the project workforce used at each authority worksite is from the local workforce, and to report on that strategy in the business plan to be submitted on January 1, 2012, or as an addendum to that plan to be submitted on March 1, 2012..</p> <p>Last Amended on 5/11/2011</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p>SB 749 Steinberg D</p> <p>California Transportation Commission: guidelines.</p>	<p>SENATE THIRD READING 1/18/2012 - Read second time. Ordered to third reading.</p>	<p>Existing law generally provides for programming and allocation of state and federal funds available for transportation capital improvement projects by the California Transportation Commission, pursuant to various requirements. Existing law authorizes the commission, in certain cases, to adopt guidelines relative to its programming and allocation policies and procedures.</p> <p>This bill would establish specified procedures that the commission would be required to utilize when it adopts guidelines, except as specified, and would exempt the adoption of those guidelines from the requirements of the Administrative Procedure Act. Last Amended on 1/4/2012</p>	
<p>SB 783 Dutton R</p> <p>Special access: liability.</p>	<p>SENATE 9/10/2011 - Returned to Secretary of Senate pursuant to Joint Rule 62(a).</p>	<p>Under existing law, a person, firm, or corporation that interferes with the access rights of a disabled individual is liable for the actual damages of each offense and any amount determined by a judge or jury of up to 3 times the amount of the actual damages, but in no case less than \$1,000. Existing law requires the State Architect to develop and submit for approval and adoption building standards for making buildings, structures, sidewalks, curbs, and related facilities accessible to, and usable by, persons with disabilities, as specified.</p> <p>This bill would establish notice requirements for an alleged aggrieved party to follow before bringing an action against a business for an alleged violation of the above-described provisions. The bill would require that party to provide specified notice to the owner of the property, agent, or other responsible party where the alleged violation occurred. The bill would require that owner, agent, or other responsible party to respond within 30 days with a description of the improvements to be made or with a rebuttal to the allegations, as specified. If that owner, agent, or other responsible party elects to fix the alleged violation, the bill would provide 120 days to do so. The bill would provide that its provisions do not apply to claims for recovery of special damages for an injury in fact, and would authorize the court to consider previous or pending actual damage awards received or prayed for by the alleged aggrieved party for the same or similar injury. The bill would further state the intent of the Legislature to institute certain educational programs related to special access laws. Last Amended on 6/6/2011</p>	
<p>SB 785 Dutton R</p> <p>Environmental quality CEQA: compliance: environmentally mandated projects.</p>	<p>SENATE 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was RLS. on 3/10/2011)</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment.</p> <p>This bill would make a technical, non-substantive change in those provisions relating to the requirements imposed on a lead agency for the compliance project.</p>	

**San Mateo County Transit District
State Legislative Matrix 1/23/2012**

Bill ID/Topic	Location	Summary	Position
<p><u>SB 832</u> <u>Strickland</u> R</p> <p>California Global Warming Solutions Act of 2006.</p>	<p>SENATE 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was RLS. on 3/10/2011)</p>	<p>The California Global Warming Solutions Act of 2006 requires the State Air Resources Board to adopt regulations to require the reporting and verification of emissions of greenhouse gases and to monitor and enforce compliance with the reporting and verification program, and requires the state board to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions levels in 1990 to be achieved by 2020.</p> <p>This bill would make a technical, non-substantive change to a provision of the California Global Warming Solutions Act of 2006.</p>	
<p><u>SB 851</u> <u>Anderson</u> R</p> <p>Transportation.</p>	<p>SENATE 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was RLS. on 3/10/2011)</p>	<p>Existing law provides the Department of Transportation with full possession and control of all state highways and authorizes the department to lay out and construct all state highways, as specified.</p> <p>This bill would state intent of the Legislature to enact legislation that would address the need for highway construction.</p>	
<p><u>SB 864</u> <u>Fuller</u> R</p> <p>Emissions of greenhouse gases: market-based compliance mechanisms.</p>	<p>SENATE 2-YEAR 5/13/2011 - Failed Deadline pursuant to Rule 61(a)(3). (Last location was RLS. on 3/10/2011)</p>	<p>The California Global Warming Solutions Act of 2006 establishes the State Air Resources Board as the state agency responsible for monitoring and regulating greenhouse gas emission sources. The act requires the state board to adopt regulations to require the reporting and verification of statewide greenhouse gas emissions and to monitor and enforce compliance with this program. The act also requires the state board to adopt regulations to provide for a statewide greenhouse gas emissions limit to be achieved by 2020, equivalent to the statewide greenhouse gas emissions levels in 1990. Existing law authorizes the state board to include market-based compliance mechanisms, as defined, to comply with the regulations.</p> <p>This bill would make technical, non-substantive changes to this authorization.</p>	



BOARD OF DIRECTORS 2012

JERRY DEAL, CHAIR
CAROLE GROOM, VICE CHAIR
JEFF GEE
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GENERAL MANAGER/CEO

A G E N D A

PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE COMMITTEE OF THE WHOLE

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

WEDNESDAY, FEBRUARY 8, 2012– 3:00 p.m.
or immediately following previous Committee meeting

ACTION

1. Approval of Minutes of Planning, Development and Sustainability Committee Meeting of December 14, 2011

INFORMATIONAL

2. Overview of Shuttle Business Practices Guidebook - Presentation

Committee Members: Art Lloyd, Rose Guilbault, Carole Groom

NOTE:

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

**SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA
MINUTES OF PLANNING, DEVELOPMENT AND SUSTAINABILITY
COMMITTEE MEETING
COMMITTEE OF THE WHOLE
DECEMBER 14, 2011**

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

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

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

Committee Chair Carole Groom called the meeting to order at 3:03 p.m.

Approval of Minutes of Planning, Development and Sustainability Committee Meeting of October 12, 2011

The Committee approved the minutes (Deal/Guilbault).

Update on Transition from Paper Monthly Pass to Clipper

Executive Officer Customer Service and Marketing Rita Haskin reported:

- Transition involved 7,000 monthly pass customers by January 2012 of which 2,353 are eligible discount, 2,068 youth and 2,597 adult.
- There will still be some monthly passes in the system for those who qualify for free and reduced lunch programs where SamTrans provides a subsidized pass.
- Outreach to customers began in July 2011.
- There were a total of 76 outreaches at senior centers, schools, malls, street fairs, district headquarters, transit centers, bus stops and on buses.
- Onboard information included Take Ones in both English and Spanish, article in *Riders Digest*, electronic message sign and an adcard.
- The September pass had the message about switching to Clipper and the December pass had this is the last monthly pass message.
- Media releases were sent to newspapers, Patch.com, radio and television.
- The website had a button on the home page which included general information, the application, frequently asked questions and location of outreach events.
- Information was also posted on Facebook and Twitter.
- To-date have received about 2,800 youth and senior applications and seeing an increase in Clipper card use.

Committee Chair Groom asked what the magic number is. Ms. Haskin said approximately 7,000 people need to be transitioned, but a portion of those are adults that can go to Walgreens or come here and obtain a card.

Chair Karyl Matsumoto asked in areas where there is a heavy Hispanic population are the electronic message boards bilingual too. Ms. Haskin said she believes it is in Spanish.

Director Shirley Harris asked if some vendors were lost because of the elimination of paper passes. Ms. Haskin said there were approximately 80-100 vendors throughout the county where a pass could be purchased. Safeway stores no longer sell passes and a few vendors will continue to sell tokens. All Walgreens will continue to support Clipper and the Metropolitan Transportation Commission is looking into the vendor issue in the county and focusing on the coast since there are no vendors there.

Capital Projects Quarterly Status Report – First Quarter Fiscal Year 2012

Director of Budgets and Grants April Chan said this is an informational item only.

Adjourned: 3:16 p.m.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: SamTrans Board

THROUGH: Michael J. Scanlon
General Manager/CEO

FROM: Aidan Hughes
Interim Executive Officer, Planning and Development

SUBJECT: **SHUTTLE BUSINESS PRACTICES GUIDEBOOK**

ACTION

No action is required. This item is being presented to the Board for information only.

SIGNIFICANCE

This presentation will feature an overview of the *Shuttle Business Practices Guidebook* which SamTrans has been developing in coordination with the Peninsula Traffic Congestion Relief Alliance, San Mateo County Transportation Authority, and City/County Association of Governments to assist entities involved in shuttle programming with strategies to improve coordination.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Multiple shuttles operate in San Mateo County, including commuter and community shuttles. Shuttles are planned, funded and operated by a variety of different entities and stakeholders. Support for the overall shuttle program is strong and shuttles provide needed first and last-mile connections to transit, as well as general mobility options to meet community needs.

Opportunities exist to strengthen the role of shuttles as part of an integrated transportation network. The development of the *Shuttle Business Practices Guidebook* is an effort to address cross-cutting issues affecting the shuttle program and develop strategies to strengthen the effectiveness of the program county-wide. The efforts of the Guidebook are intended to support and supplement existing guiding policies from the respective agencies partnering on this project. The Guidebook is not intended as a shuttle route-level analysis, but as a useful tool to examine shuttle programming system-wide.

Prepared by: Marisa Espinosa, Manager, Planning and Research 650-508-6226



A G E N D A

BOARD OF DIRECTORS

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

WEDNESDAY, FEBRUARY 8, 2012 – 3:20 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 January 11, 2012
 - b. Acceptance of Statement of Revenues and Expenses for December 2011
 - c. Acceptance of Quarterly Investment report and Fixed Income Market Review and Outlook for the Quarter Ended December 31, 2011
- 3. PUBLIC COMMENT**
Public comment by each individual speaker shall be limited to one minute
- 4. REPORT OF THE CHAIR**
- 5. REPORT OF THE GENERAL MANAGER/CEO**
- 6. COMMUNITY RELATIONS COMMITTEE**
(*Accessibility, Senior Services, and Community Issues*)
SUBJECTS DISCUSSED
 - a. Accessibility Update
 - b. Paratransit Coordinating Council (PCC) Update
 - c. Citizens Advisory Committee Liaison Report
 - d. Mobility Management – Caltrain
 - e. Multimodal Ridership Report – December 2011

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

**7. FINANCE COMMITTEE
RESOLUTIONS**

- a. Authorize Revision to the District's Disadvantaged Business Enterprise Program to Include a Small Business Enterprise Program
- b. Authorize Contract Extension with Cypress Security, LLC for Security Guard Services on a Month-to-Month Basis From March 1, 2012 Through December 31, 2012 for an Additional \$1,156,700
- c. Authorize Award of Contract to NS Corporation for a Bus Wash System at South Base for a Total of \$324,288

SUBJECTS DISCUSSED

- d. Fiscal Year 2011 Comprehensive Annual Financial Report

**8. LEGISLATIVE COMMITTEE
MOTION**

- a. Approval of 2012 State and Federal Legislative Program

SUBJECTS DISCUSSED

- b. State and Federal Legislative Update

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

- a. Overview of Shuttle Business Practices Guidebook

10. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

11. BOARD MEMBER REQUESTS/COMMENTS

12. DATE, TIME AND PLACE OF NEXT MEETING – March 14, 2012 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 Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(a): Musaravakkam S. Krishnan, et al v San Mateo County Transit District
- b. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(a): Ella Dupertius v San Mateo County Transit District

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
JANUARY 11, 2012**

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

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

Chair Karyl Matsumoto called the meeting to order at 2:46 p.m.

**REPORT OF THE NOMINATING COMMITTEE (GEE, HARRIS, LLOYD) –
ELECTION OF OFFICERS FOR 2012**

Director Shirley Harris said the nominating committee of Directors Jeff Gee, Art Lloyd and herself recommend Director Jerry Deal as chair and Director Carole Groom as vice chair.

A motion (Harris/Tissier) to elect Director Deal chair and Director Groom as vice chair for 2012 was approved unanimously.

CONSENT CALENDAR

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

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

PUBLIC COMMENT

None

District Secretary Martha Martinez said she received a call from Jerry Grace and he wanted to wish the Board a Happy New Year.

REPORT OF THE CHAIR

Resolution of Appreciation to Outgoing Chair, Karyl Matsumoto

Chair Deal and Director Groom presented Director Matsumoto with a Resolution of Appreciation and a bouquet of flowers.

Director Matsumoto thanked the Board, staff and all employees for helping her this past year.

A motion (Tissier/Lloyd) to approve the Resolution of Appreciation to outgoing Chair Matsumoto was approved unanimously.

REPORT OF THE GENERAL MANAGER/CEO

General Manager/CEO Michael Scanlon:

- Congratulated Chair Deal and Director Groom as vice chair.

- Thanked Director Matsumoto for her service this past year as chair.
- Congratulated CAC Chair Peter Ratto on his re-election and Sondra Price's election as vice chair.
- Congratulated Director Adrienne Tissier on her election as President of the Board of Supervisors, Chair of the Peninsula Corridor Joint Powers Board (JPB) and her continuing role as Chair of the Metropolitan Transportation Commission.

Mr. Scanlon reported:

- The American Public Transportation Association (APTA) Safety Audit team was here this week and SamTrans is one of few agencies that consistently show continuous improvement in the culture of the transit safety plan and processes. All transportation supervisors received the APTA recommended Certified National Incident Management System. This is the training offered by the Federal Emergency Management Agency.
- Training activity for the month of December was almost 1,800 hours and 700 hours was for new bus operator training.
- Staff is interviewing candidates for part-time bus operators for a class of 12 to start in mid-April.
- Customers experienced a rare event on Monday, January 9. The contractor MV Transportation made a critical error. The evening dispatcher went home ill and the relief dispatcher made a significant mistake that resulted in having inadequate operator resources on Monday morning. This caused nine trips to be missed. The missed trips were primarily on Routes 292 and KX and this caused a significant inconvenience to customers. Staff immediately followed-up with MV Transportation to ensure there were adequate resources for the remainder of the day and the next morning. The contract does provide for significant penalties for missed trips and staff is assessing them \$1,000 for each missed trip.
- The transition to AC Transit for the Dumbarton Express bus service went very smoothly. AC Transit assumed the contract and MV Transportation is operating the service. SamTrans is a member of the Dumbarton Bridge Consortium.
- Fixed-routes averaged almost 27,000 between road calls and paratransit was 20,500. Both of these are over the goal of 20,000.
- Runbook 107 was implemented on December 18. Initial comments on Routes 120 and 294 have been positive. There were some concerns raised about the San Francisco arrival and departure times on Route KX.
- Runbook 108 will be implemented in June 2012 and will include the addition of the 12 part-time bus operators and will be the first runbook timed to accommodate the end of school year. This runbook will focus on time performance for Routes 390, 391 and KX.
- Staff is continuing National Transit Database submittals.
- The soft launch of the Day Pass is going smoothly. The Day Pass is three times the one way fare. Staff is monitoring progress to determine the date for the hard launch.
- Ken Yeager was elected vice chair of the JPB and San Francisco Board of Supervisor Malia Cohen joined the Board replacing Sean Elsbernd.
- This coming Monday Caltrain will be operating the Freedom Train. This train is chartered by the Dr. Martin Luther King, Jr. Association of Santa Clara. The train departs from San Jose Diridon and stops at Sunnyvale, Palo Alto and San Mateo stations.
- There will be public meetings later this month for Caltrain on proposed changes to the Codified Tariff including the continuing implementation of the Clipper system,

eliminating 8-ride tickets and propose increasing paper tickets by 25-cents for zones and up to 50-cents on Day Pass.

- The reading file contains a new SamTrans system map, quarterly listing of exterior advertising, new Information Guide and the *Transit Fun Guide*. The *Transit Fun Guide* shows the number of places people can go to on public transportation.

COMMUNITY RELATIONS COMMITTEE

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council (PCC) Update
- c. Citizens Advisory Committee Liaison Report
- d. Mobility Management Report – ADA Paratransit Service
- e. Multimodal Ridership Report – November 2011

FINANCE COMMITTEE

No report.

LEGISLATIVE COMMITTEE

SUBJECTS DISCUSSED

- a. State and Federal Legislative Update

WRITTEN COMMUNICATIONS

In reading file

BOARD MEMBER COMMENTS

Director Matsumoto thanked CAC Chair Peter Ratto and the entire CAC for their great work. She said at the January San Mateo County Transportation Authority (TA) meeting Directors Don Horsley, Sepi Richardson and Naomi Patridge were sworn in. Director Carole Groom was elected chair of the TA.

Director Jeff Gee extended an invitation to everyone to join Redwood City in the Lunar New Year Celebration on February 4 to welcome the Year of the Dragon. The event will be from 11 a.m. – 4 p.m. on Courthouse Square.

GENERAL COUNSEL PROPOSAL

No report.

DATE AND TIME OF NEXT MEETING – February 8, 2012 at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

The meeting adjourned at 3:12 p.m.