

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

*Atherton * Belmont * Brisbane * Burlingame * Colma * Daly City * East Palo Alto * Foster City * Half Moon Bay * Hillsborough * Menlo Park
Millbrae * Pacifica * Portola Valley * Redwood City * San Bruno * San Carlos * San Mateo * San Mateo County * South San Francisco * Woodside*

BOARD MEETING NOTICE

Meeting No. 235

DATE: Thursday, May 12, 2011

TIME: **6:30 P.M. Board Meeting**

PLACE: San Mateo County Transit District Office
1250 San Carlos Avenue, Second Floor Auditorium
San Carlos, CA

PARKING: Available adjacent to and behind building.
Please note the underground parking garage is no longer open.

PUBLIC TRANSIT: SamTrans Bus: Lines 261, 295, 297, 390, 391, 397, PX, KX.
CalTrain: San Carlos Station.
Trip Planner: <http://transit.511.org>

- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 **PLEDGE OF ALLEGIANCE**
- 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA
Note: Public comment is limited to two minutes per speaker.
- 4.0 PRESENTATIONS/ ANNOUNCEMENTS
- 4.1 PRESENTATION

Certificate of appreciation for Joel Slavik for his dedicated service on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC). 1

5.0 CONSENT AGENDA

Consent Agenda items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

- 5.1 Approval of the Minutes of Regular Business Meeting No. 233 dated March 10, 2011, and Regular Business Meeting No. 234 April 14, 2011. ACTION p. 3
- 5.2 Review and approval of Resolution 11-29 authorizing the C/CAG Chair to execute Amendment No. 1 to the interagency agreement between C/CAG and the Metropolitan Transportation Committee (MTC) for Transportation Planning, programming, and Transportation Land-Use Coordination for FY 2009/10, 2010/11 and 2011/12. ACTION p. 11
- 5.3 Review and approval of the Abandoned Vehicle Abatement (AVA) Program Report for the Second Quarter ending on December 31, 2010. INFORMATION p. 15
- 5.4 Review and accept the Single Audit Report for the year ended June 30, 2010. ACTION p. 23
- 5.5 Review and approval of Resolution 11-27 authorizing the C/CAG Chair to execute an agreement with the County of San Mateo for office space modifications for a cost not to exceed \$70,000. ACTION p. 39
- 5.6 Review and approval of Resolution 11-25 authorizing the C/CAG Chair to execute an amendment to the agreement between C/CAG and TJKM Transportation Consultants for time extension for the Traffic Study on Willow Road and University Avenue. ACTION p. 55
- 5.7 Review and appointment of Commissioner Kevin Mullin to fill the vacant MTC seat on the Congestion Management & Environmental Quality (CMEQ) Committee ACTION p. 61
- 5.8 Review and accept the Quarterly Investment Report ending December 31, 2010. ACTION p. 65

NOTE: All items on the Consent Agenda are approved/accepted by a majority vote. A request must be made at the beginning of the meeting to move any item from the Consent Agenda to the Regular Agenda.

6.0 REGULAR AGENDA

- 6.1 Review and approval of C/CAG Legislative priorities, positions, and legislative update. (A position may be taken on any legislation, including legislation not previously identified.) ACTION p. 69
- 6.2 Initial draft, assumptions, and input on the C/CAG 2011-12 Program Budget and Fees. ACTION p. 89

- 6.3 Review and approval of the Final List of projects to be submitted to The Metropolitan Transportation Commission (MTC) for inclusion in the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). ACTION p. 63
- 6.4 Receive report on the Pre-Tax Commuter Benefits outreach efforts and comment on a potential process of implementing a Pre-Tax Commuter Benefits Ordinance. ACTION p. 127
- 6.5 Review and approval of the Resolution 11-28 authorizing the C/CAG Chair to execute a funding agreement with the Metropolitan Transportation Commission (MTC) in an amount not to exceed \$96,128 for analysis of extending carpool lanes on US 101 from Whipple Ave to San Francisco County Line (hybrid option). ACTION p. 133

7.0 COMMITTEE REPORTS

- 7.1 Committee Reports (oral reports).
- 7.2 Chairperson's Report.
- 7.3 Boardmembers Report

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

Copies of communications are included for C/CAG Board Members and Alternates only. To request a copy of the communications, contact Nancy Blair at 650 599-1406 or nblair@co.sanmateo.ca.us or download a copy from C/CAG's website – www.ccag.ca.gov.

10.0 ADJOURN

Next scheduled meeting: June 9, 2011 Regular Board Meeting.

PUBLIC NOTICING: All notices of C/CAG Board and Committee meetings will be posted at San Mateo County Transit District Office, 1250 San Carlos Ave., San Carlos, CA.

PUBLIC RECORDS: Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the City/ County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making those public records available for inspection. The documents are also available on the C/CAG Internet Website, at the link for agendas for upcoming meetings. The website is located at: <http://www.ccag.ca.gov>.

NOTE: Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Nancy Blair at 650 599-1406, five working days prior to the meeting date.

If you have any questions about the C/CAG Board Agenda, please contact C/CAG Staff:

Executive Director: Richard Napier 650 599-1420 Administrative Assistant: Nancy Blair 650 599-1406

FUTURE MEETINGS

May 12, 2011 Legislative Committee - SamTrans 2nd Floor Auditorium - 5:30 p.m.
May 12, 2011 C/CAG Board - SamTrans 2nd Floor Auditorium - 6:30 p.m.
May 17, 2011 NPDES Technical Advisory Committee - to be determined - 10:00 a.m.
May 19, 2011 Resource Management and Climate Protection Committee (RMCP)
May 19, 2011 CMP Technical Advisory Committee - SamTrans 2nd Floor Auditorium - 3:00 p.m.
Conference Room C - 7:00 p.m.
May 19, 2011 Airport Land Use Commission - Burlingame City Hall - Council Chambers – 4:00 P.M.
May 23, 2011 Administrators' Advisory Committee - 555 County Center, 5th Fl, Redwood City – Noon
May 23, 2011 CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 p.m.
May 26, 2011 Bicycle and Pedestrian Advisory Committee (BPAC) - San Mateo City Hall -

C/CAG

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**A PRESENTATION OF THE BOARD OF DIRECTORS OF THE
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF
SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO
JOEL SLAVIT**

FOR HIS DEDICATED SERVICE TO C/CAG

Resolved, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that,

Whereas, Joel Slavit has served on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) from 2009 through 2010; and,

Whereas, Joel Slavit has served on the Selection Committee for the C/CAG Local Transportation Services Program; and,

Whereas, Joel Slavit has collaborated with C/CAG staff on many transportation programs furthering the reduction of congestion and the improvement of air quality in San Mateo County; and,

Whereas, Joel Slavit has served the County of San Mateo in many capacities.

Now, therefore, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Joel Slavit for his many years of dedicated public service, and wishes him happiness and success in the future.

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF MAY, 2011.

Bob Grassilli, Chair

ITEM 4.1

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

Meeting No. 233

March 10, 2011

1.0 CALL TO ORDER/ROLL CALL

Chair Kasten called the meeting to order at 6:30 p.m. Roll Call was taken.

Jerry Carlson - Atherton
Christine Wozniak - Belmont
Sepi Richardson - Brisbane
Terry Nagel - Burlingame
Carlos Romero - East Palo Alto
Linda Koelling - Foster City
Naomi Patridge - Half Moon Bay (7:12)
Tom Kasten - Hillsborough
Kirsten Keith - Menlo Park
Marge Colapietro - Millbrae
Mary Ann Nihart, - Pacifica
Maryann Moise Derwin - Portola Valley (6:35)
Alicia Aguirre - Redwood City
Irene O'Connell - San Bruno
Bob Grassilli - San Carlos
Brandt Grotte - San Mateo
Carole Groom - San Mateo County, County Transportation Authority
Karyl Matsumoto - South San Francisco, San Mateo County Transit District

Absent,
Colma
Daly City
Woodside

Others:
Richard Napier, Executive Director - C/CAG
Nancy Blair, C/CAG Staff
Sandy Wong, Deputy Director - C/CAG
Lee Thompson, C/CAG - Legal Counsel
John Hoang, C/CAG Staff
Jean Higaki, C/CAG Staff
Joe Kott, C/CAG Staff
Tom Madalena, C/CAG Staff
Jim Bigelow, Redwood City/San Mateo County Chamber, CMEQ Member

ITEM 5.1

Christine Maley-Grubl, Alliance
Marc Hershman, Assembly Member Jerry Hill's office

- 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA
Note: Public comment is limited to two minutes per speaker.
- A discussion on the plastic bag ban.
- 5.0 CONSENT AGENDA
- Board Member Richardson MOVED approval of the Consent Agenda. Board Member Colapietro SECONDED. **MOTION CARRIED** 17-0.
- 5.1 Approval of the Minutes of Regular Business Meeting No. 232 dated February 10, 2011.
APPROVED
- 5.2 Review and approval of Resolution 11-23 authorizing the adoption of the Fiscal Year 2011/2012 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) Program for San Mateo County.
APPROVED
- 5.3 Review and approval of the 5th Cycle of the Transit Oriented Development Housing Incentive Program.
APPROVED
- 5.4 Review and approval of Resolution 11-10 authorizing the C/CAG Chair to execute Ownership, Operations, and Maintenance Agreements between Caltrans District 4, the County of San Mateo, City of Belmont, City of Burlingame, City of Millbrae, City of Redwood City, City of San Bruno, City of San Carlos, City of San Mateo, and C/CAG to outline and define the roles, responsibilities, terms and conditions for the ownership, operation, and maintenance of equipment and components of the San Mateo Smart Corridors and further authorizing the C/CAG Chair to execute, on behalf of C/CAG, minor changes and amendments thereto as may be agreed upon by the signatory agencies.
APPROVED
- 5.5 Review and approval of the process for "Call for Projects" of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS).
APPROVED
- 5.6 Review and approval of Resolution 11-11 authorizing the C/CAG Chair to Execute a Contract Work Authorization, Adding \$125,000 of PG&E Green Communities Funding for Countywide Climate Action Planning, to the Master Service Agreement between C/CAG and PG&E.
APPROVED
- 5.7 Review and approval of Resolution 11-12 authorizing the Executive Director to execute Right-of-Way Certifications for State and Federal-Aid Transportation Projects.
APPROVED
- 5.8 Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Re: Comprehensive Airport Land Use Compatibility Plan (CLUP) Consistency Review of a Referral from the City of South San Francisco, Re: Oyster Point Specific Plan and Phase 1 Project
APPROVED

6.0 REGULAR AGENDA

- 6.1 Review and approval of C/CAG Legislative priorities, positions, Legislative update, and State legislative advocate.

(A position may be taken on any legislation, including legislation not previously identified.)

APPROVED

The Board voted on AB 356, legislation to prohibit use of State funds to implement a policy imposed by a local agency that mandates any portion or percentage of a public works project work hours be performed by local residents.

Board Member Grotte MOTIONED to approve. Board Member Nagel SECONDED. Motion carried 16-1. Board Member Romero opposed.

- 6.2 Review and approval of Resolution 11-08 authorizing the C/CAG Chair to execute an agreement with the San Mateo County Superintendent of Schools to administer and manage the Countywide Safe Routes to School Program in an amount not to exceed \$2,000,000.

APPROVED

Board Member Grotte MOVED approval of Item 6.3 Board Member Colapietro SECONDED. Motion carried unanimously 18-0.

- 6.3 Review and recommend approval of the Measure M (\$10 Vehicle Registration Fee) 5-Year Implementation Plan. (Special voting procedures apply.)

APPROVED

Board Member Grotte MOVED approval of Item 6.3 Board Member O'Connell SECONDED. Motion carried unanimously 18-0.

A Super Majority Vote was taken by roll call. **MOTION CARRIED** 18-0. This represents 86% of the Agencies representing 84% of the population.

- 6.4 Review and approval of Resolution 11-24 requesting the reauthorization of the City/ County Association of Governments of San Mateo County (C/CAG) including approval of the Joint Powers Agreement and transmittal to the Cities and County.

APPROVED

A copy of the Joint Powers Agreement (JPA) will be sent to each agency. The deadline for the JPA to be approved by all the cities and the County is July 1, 2011.

Board Member Richardson MOVED approval of Item 6.4 Board Member Grotte SECONDED. **MOTION CARRIED** unanimously 18-0.

- 6.5 Election of a C/CAG Chairperson and Two C/CAG Vice Chairpersons

APPROVED

Board Member Nagel nominated Bob Grassilli for C/CAG Chair. Board Member Grotte SECONDED. **MOTION CARRIED** unanimously 18-0.

At the February 2011 Board meeting, Brandt Grotte, Carlos Romero, and Terry Nagel were nominated for the two positions of Vice Chair.

Voting by ballot, the Board elected Brandt Grotte and Carlos Romero as Vice-Chairs.

- 6.6 Receive the Draft Comprehensive Bicycle and Pedestrian Plan (CBPP) and authorize staff to receive and incorporate additional comments through a public review process. APPROVED

Board Member Matsumoto MOVED approval of Item 6.6. Board Member Grotte SECONDED. MOTION CARRIED 18-0.

7.0 COMMITTEE REPORTS

- 7.1 Committee Reports (oral reports).

None.

- 7.2 Chairperson's report.

None.

- 7.3 Boardmember's Report

None.

8.0 EXECUTIVE DIRECTOR'S REPORT

None.

9.0 COMMUNICATIONS - Information Only

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10.0 ADJOURN

Meeting adjourned at 8:45 p.m.

C/CAG

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1.

Jim Bigelow, Redwood City/San Mateo County Chamber, CMEQ Member
Christine Maley-Grubl, Alliance
Art Kiesel, Foster City
Ruben Abrica , East Palo Alto
Pedro Gonzalez, South San Francisco
Rose Jacobs Gibson, Supervisor
Corinne Goodrich, SamTrans
Marian Lee, SamTrans
Duane Bay, Director, Dept. of Housing
Kevin Mullen, South San Francisco
Barbara Pierce, Redwood City
David Boesch, San Mateo County

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 PRESENTATION

Presentation on the **Growing Smarter Together Awards 2011**. The ABAG annual *Growing Smarter Together Awards Program* showcases the positive work being undertaken by cities, towns and counties in the Bay Area as it relates to a Bay Area vision and smart growth principles being advanced through the FOCUS Initiative. Awards were presented as part of the ABAG Spring General Assembly.

The Sharing the Benefits Award was given to the **City/County Association of Government (C/CAG) of San Mateo County** for the Sub-RHNA Process in San Mateo County -- the first sub-regional approach in the state for handling the state mandated regional allocation of housing numbers (RHNA) within their county. The groundbreaking collaborative of the County and the 20 cities and towns in San Mateo County was managed by C/CAG. Through collaboration, sharing, and housing need trades, the sub-regional approach allowed the 21 jurisdictions to determine their own methodology for clustering housing in areas of greatest need. Working together, they were able to creatively plan for all levels of housing to meet specific community needs and to find the greatest benefits for the county as a whole, while taking into consideration commuting patterns, job locations, and affects on air quality.

5.0 REGULAR AGENDA

5.1 Review and comment on the Draft Regional Transportation Plan/ Sustainable Communities Strategy (RTP/SCS) Project List. ACTION

Public testimony, and information received.

6.0 COMMITTEE REPORTS

6.1 Committee Reports (oral reports).

None.

6.2 Chairperson's Report.

None.

6.3 Board Members Report

None.

7.0 EXECUTIVE DIRECTOR'S REPORT

None.

8.0 COMMUNICATIONS - Information Only

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9.0 ADJOURN

Meeting adjourned at 6:53 p.m.

C/CAG AGENDA REPORT

Date: May 12, 2011
To: C/CAG Board of Directors
From: Richard Napier
Subject: Review and approval of Resolution 11-29 authorizing the C/CAG Chair to execute Amendment No. 1 to the interagency agreement between C/CAG and the Metropolitan Transportation Committee (MTC) for Transportation Planning, programming, and Transportation Land-Use Coordination for FY 2009/10, 2010/11 and 2011/12
(For further information or questions contact Sandy Wong at 599-1409)

RECOMMENDATION

That C/CAG Board review and approve Resolution 11-29 authorizing the C/CAG Chair to execute Amendment No. 1 to the interagency agreement between C/CAG and the Metropolitan Transportation Committee (MTC) for Transportation Planning, programming, and Transportation Land-Use Coordination for FY 2009/10, 2010/11 and 2011/12.

FISCAL IMPACT

Execution of Amendment No. 1 to the interagency agreement between MTC and C/CAG will allow C/CAG to receive an additional \$457,000 from MTC for congestion management planning and programming and transportation-land use coordination for Fiscal Years 2010/11 and 2011/12.

FUND SOURCE

Funding source for Transportation Planning, Programming, and Transportation/Land Use Coordination comes from Federal Surface Transportation Program (STP).

BACKGROUND/DISCUSSION

The Transportation Planning and Programming fund is allocated to C/CAG to provide MTC with assistance in implementing federal and state transportation planning and programming by representing the local transportation interests within the county and coordinating with regional, state and federal interests. The Transportation-Land Use Coordination fund is for support of the regional and county transportation for Livable Communities/Housing Incentive Program (TLC/HIP) programs.

The original 3-year Interagency agreement was for a total of \$1,786,000. Amendment Number 1 will increase the allocation by \$457,000, to a new total of \$2,243,000. In addition, this amendment will modify the scope of work by adding new tasks for block grant program management and the new requirements relative to SB 375 and Sustainable Community Strategy and Regional Transportation Plan, as well as additional requirements for Fair Employment Practices and Nondiscrimination Assurances.

ATTACHMENT

- Resolution 11-29

ITEM 5.2

RESOLUTION 11-29

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 1 TO THE INTERAGENCY AGREEMENT BETWEEN METROPOLITAN TRANSPORTATION COMMISSION AND CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY for TRANSPORTATION PLANNING, PROGRAMMING, AND TRANSPORTATION/LAND USE COORDINATION FOR FISCAL YEARS 2009/10, 2010/11, and 2011/12.

WHEREAS, the City/County Association of Governments (C/CAG) of San Mateo County is the designated Congestion Management Agency (CMA) for San Mateo County; and,

WHEREAS, the Metropolitan Transportation Commission (MTC) has been designated as the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA) for the San Francisco Bay Region; and,

WHEREAS, the Surface Transportation Program (STP) funds may be allocated for planning and programming activities; and,

WHEREAS, MTC may allocate federal planning funds to C/CAG to assist local transportation planning projects which are necessary components of the urban transportation planning process; and

WHEREAS, the original Interagency Agreement was approved by the C/CAG Board on February 11, 2010, and has been executed by both agencies; and

WHEREAS, C/CAG and MTC wish to amend the terms and conditions, funding, and scope of work for implementing the joint transportation planning program for the period of fiscal years 2009/10, 2010/11, and 2011/12.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County authorizing the Chair to execute Amendment No. 1 to the Interagency Agreement between MTC and C/CAG for transportation planning, programming, and transportation/land use coordination for an additional amount of \$457,000 to a new total not to exceed \$2,243,000, and to extend the term of this agreement to August 30, 2013, and to modify the scope of work and terms and conditions to comply with Federal and MTC requirements. Be it further resolved that the final Interagency Agreement be approved by C/CAG Executive Director and Legal Counsel prior to its execution by the Chair

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF MAY 2011.

Bob Grassilli, Chair

C/CAG AGENDA REPORT

Date: May 12, 2011
TO: C/CAG Board of Directors
From: Richard Napier, Executive Director - C/CAG
Subject: Review and approval of the Abandoned Vehicle Abatement (AVA) Program Report for the Second Quarter ending December 31, 2010

(For further information or response to question's, contact Richard Napier at 650 599-1420)

Recommendation:

Review and approval of the Abandoned Vehicle Abatement (AVA) Program Report for the Second Quarter ending December 31, 2010 in accordance with the staff recommendation.

Fiscal Impact:

None.

Revenue Source:

Department of Motor Vehicle Fees that are provided to the County for Abandoned Vehicle Abatement.

Background/Discussion:

C/CAG acts as the San Mateo County AVA Service Authority. The objective of the program is the abatement of abandoned vehicles. Reimbursement is provided to the agencies through revenues provided from vehicle registration fees. The revenues are disbursed to participating agencies 50% based on population and 50% based on the proportionate share of the abatements in the County. If a participating agency does not perform any abatements then that agency's population share is returned to the State.

FY 10-11 Performance:

For the Second Quarter FY 10-11 4,120 vehicles were abated with a cumulative of 8,993 for the year. All revenues received less administration costs were disbursed to the participating agencies. In accordance with the C/CAG Board-approved program, major purchases of \$0.00 were made which came from the established reserves. Agency disbursement for the Second Quarter was \$152,503 and a cumulative of \$324,547 for the year. Administrative cost for the Second Quarter was \$2,354.59 and a cumulative of \$4,709 for the year. This is an Administrative Rate of 1.45%. A summary report for the year is provided for the Board.

ITEM 5.3

Attachment

AVA Program Summary FY 2010-11 (To Be Provided at Board Meeting)
Abandoned Vehicle Abatement (AVA) Program Report for the Second Quarter FY 2010-11
ending on December 31, 2010 for San Mateo County

Alternatives:

- 1- Review and approval of the Abandoned Vehicle Abatement (AVA) Program Report for the Second Quarter ending December 31, 2010 in accordance with the staff recommendation.
- 2- Review and approval of the Abandoned Vehicle Abatement (AVA) Program Report for the Second Quarter ending December 31, 2010 in accordance with the staff recommendation with modifications.
- 3- No action.

Abandoned Vehicle Abatement (AVA) Program Report for the Second Quarter FY 2010-11
ending on December 31, 2010 for San Mateo County

CITY OF SAN CARLOS

CITY HALL
600 Elm Street
San Carlos, CA 94070



POLICE BUREAU
Telephone (650) 802-4277
FAX (650) 595-3049
<http://www.cityofsancarlos.org>

March 22, 2011

Mr. Richard Napier
Executive Director
C/CAG
555 County Center (5th Floor)
Redwood City, CA 94063

Dear Mr. Napier:

The City of San Carlos received payment from the State Controller's Office for the second quarter of the county's Abandoned Vehicle Abatement Program. Enclosed you will find a copy of the FY 10/11 Payment Report from the State Controller's Office (SCO), and the reimbursements spreadsheet for each participating city in San Mateo County for the first quarter that ended on December 31, 2010.

I have also enclosed the payment authorizations which need your signature. Since we are now with the Sheriff's Office, I no longer had access to the City's financial system, so the check requisitions are different, and I've added a designated signature line for you and Rebecca Mendenhall.

Please return the signed authorizations to the San Carlos Finance Department, Attention: Rebecca Mendenhall, for processing at your earliest convenience.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to be "Mortz".

Melissa Mortz
Administrative Assistant

Enclosures

SAN MATEO COUNTY ABANDONED VEHICLE AUTHORITY
2ND QUARTER ENDING 12/31/10

Belmont	25,648	\$	2,776.79		110	118							
Brisbane	3,744	\$	405.35		58	58		\$	2,350.48	\$	5,127.27		
Burlingame	28,322	\$	3,066.30		236	237		\$	1,147.48	\$	1,552.82		
	104,820	\$	11,348.39		89	110	162		\$	4,904.53	\$	7,970.83	
East Palo Alto	32,083	\$	3,473.48		38	38	68		\$	2,998.24	\$	14,348.64	
East Palo Alto	29,900	\$	3,237.14		202	202	205	1.65%	\$	1,258.52	\$	4,732.01	
East Palo Alto	12,739	\$	1,379.19			27	30	4.98%	\$	3,794.07	\$	7,031.21	
Millbrae	30,750	\$	3,329.17	6		63	69	0.73%	\$	555.23	\$	1,934.42	
Pacifica	20,735	\$	2,244.89	9		113	122	1.67%	\$	1,277.03	\$	4,608.19	
Portola Valley	38,739	\$	4,194.10	8			238	2.98%	\$	2,257.94	\$	4,502.82	
Redwood City	4,553	\$	492.93	0	1	1		5.78%	\$	4,404.83	\$	8,598.93	
San Bruno	76,087	10.80%	8,237.60	24	105	105	129		\$	18.51	\$	511.44	
San Carlos	41,515	5.89%	4,494.64		232	232			\$	2,387.49	\$	10,625.09	
San Mateo County	28,265	4.01%	3,060.13		59	59			\$	5,237.67	\$	9,732.32	
San Mateo County	94,315	13.39%	10,211.06		1270	1270			\$	1,203.00	\$	4,263.12	
San Francisco	64,756	9.19%	7,010.84						\$	24,208.04	\$	34,419.11	
San Francisco	61,824	8.78%	6,693.41						\$	5,848.43	\$	12,859.27	
San Francisco	5,507	0.76%	596.22						16.19%	\$	12,344.62	\$	19,038.03
									0.07%	\$	55.52	\$	651.74

FUNDS
ISSUE
IS QTR
2,503.28

C Rothaus, Chief of Police

3/8/2011

Bill To
 CCAg GENERAL ADMIN
 CCAg
 600 ELM ST
 SAN CARLOS, CA 94070

Requisition 00003732-00 FY 2011

Acct No: C9365000-522724
 Review:
 Buyer: jun
 Status: Approved

Page 1

Vendor
 CITY OF SAN CARLOS

Ship To
 CCAg GENERAL ADMIN
 CCAg
 600 ELM ST
 SAN CARLOS, CA 94070

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/28/11	000725				C/CAG GENERAL ADMINISTRATIO

LN	Description / Account	Qty	Unit Price	Net Price
001	FY11 QTR2 AVA REIMB ADMIN COST	1.00	2354.59000	2354.59
	C9365000-522724	Each	2354.59	

Bid Number:

Requisition Total 2354.59

***** General Ledger Summary Section *****

Account	Amount	Remaining Budget
C9365000-522724	2354.59	166256.40
CCAg ABANDONED VEHICLES		
FUND DISTRIBUTION		

Authorized By:

Signature

Date:

C/CAG AGENDA REPORT

Date: May 12, 2011
To: City/County Association of Governments Board of Directors
From: Richard Napier, Executive Director
Subject: Review and accept the C/CAG Single Audit Report for the year ended June 30, 2010
(For further information or questions contact Sandy Wong at 599-1409)

RECOMMENDATION

That the C/CAG Board review and accept the C/CAG Single Audit Report for the year ended June 30, 2010.

FISCAL IMPACT

None

SOURCE OF FUNDS

This audit pertains to Federal funds expended by C/CAG, including US-DOT Transportation Planning, Programming, and Transportation/Land Use Coordination grant, Regional Rideshare Program grant, and Airport Improvement Program grant.

BACKGROUND/DISCUSSION

An independent audit was performed on C/CAG for the year ended June 30, 2010. No issues were identified that required correction. The audit did not disclose any significant deficiencies, or material weaknesses or instances of noncompliance material to the basic financial statements. The audit also did not disclose any findings or questioned costs required to be reported in accordance with section 510(a) of OMB Circular A-133.

ATTACHMENT

C/CAG Single Audit Report For The Year Ended June 30, 2010

ITEM 5.4

**CITY/COUNTY ASSOCIATION
OF GOVERNMENTS
OF SAN MATEO COUNTY
SINGLE AUDIT REPORT
FOR THE YEAR ENDED JUNE 30, 2010**

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CITY/COUNTY ASSOCIATION
OF GOVERNMENTS
OF SAN MATEO COUNTY

SINGLE AUDIT REPORT
For The Year Ended June 30, 2010

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CITY/COUNTY ASSOCIATION
OF GOVERNMENTS
OF SAN MATEO COUNTY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For The Year Ended June 30, 2010

SECTION I—SUMMARY OF AUDITOR’S RESULTS

Financial Statements

Type of auditor’s report issued:	Unqualified		
Internal control over financial reporting:			
• Material weakness(es) identified?	Yes	X	No
• Significant deficiency(ies) identified?	Yes	<u>X</u>	None Reported
Noncompliance material to financial statements noted?	Yes	X	No

Federal Awards

Type of auditor’s report issued on compliance for major programs:	<u>Unqualified</u>		
Internal control over major programs:			
• Material weakness(es) identified?	Yes	X	No
• Significant deficiency(ies) identified?	Yes	<u>X</u>	None Reported
Any audit findings disclosed that are required to be reported in accordance with section 510(a) of OMB Circular A-133?	Yes	X	No

Identification of major programs:

<u>CFDA#(s)</u>	<u>Name of Federal Program or Cluster</u>	<u>_____</u>
20.205	Department of Transportation - Highway Planning and Construction	_____

Dollar threshold used to distinguish between type A and type B programs:	<u>\$300,000</u>
Auditee qualified as low-risk auditee?	Yes X No

SECTION II – FINANCIAL STATEMENT FINDINGS

Our audit did not disclose any significant deficiencies, or material weaknesses or instances of noncompliance material to the basic financial statements. We have also issued a separate Memorandum on Internal Control dated October 25, 2010 which is an integral part of our audits and should be read in conjunction with this report.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

Our audit did not disclose any findings or questioned costs required to be reported in accordance with section 510(a) of OMB Circular A-133

**SECTION IV - STATUS OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS –
Prepared by Management**

Financial Statement Prior Year Findings

There were no prior year Financial Statement Findings reported.

Federal Award Prior Year Findings and Questioned Costs

There were no prior year Federal Award Findings and Questioned Costs reported.

CITY/COUNTY ASSOCIATION OF
GOVERNMENTS OF SAN MATEO COUNTY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Fiscal Year Ended June 30, 2010

Federal Grantor/ Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number	Pass-Through Identifying Number	Federal Expenditures
Department of Transportation Direct Programs			
Airport Improvement Program Grant	20.106		\$76,050
Subtotal Department of Transportation Direct Programs			76,050
Department of Transportation Pass-Through Programs From:			
Metropolitan Transportation Commission			
Highway Planning and Construction Grant Planning and Programming, and Transportation - Land Use	20.205	STPCML-6084(152)	572,000
Peninsula Traffic Congestion Relief Alliance			
Regional Rideshare Program	20.205	STPCML-6084(137)	70,000
Subtotal Department of Transportation Pass-Through Programs			642,000
Total Expenditures of Federal Awards			\$718,050

See Accompanying Notes to Schedule of Expenditures of Federal Awards

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**CITY/COUNTY ASSOCIATION
OF GOVERNMENTS
OF SAN MATEO COUNTY**

**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Year Ended June 30, 2010**

NOTE 1-REPORTING ENTITY

The Schedule of Expenditure of Federal Awards (the Schedule) includes expenditures of federal awards for the City/County Association of Governments of San Mateo County (C/CAG), California.

NOTE 2-BASIS OF ACCOUNTING

Basis of accounting refers to *when* revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements, regardless of the measurement focus applied. All governmental funds are accounted for using the modified accrual basis of accounting. Expenditures of Federal Awards reported on the Schedule are recognized when incurred.

NOTE 3-DIRECT AND INDIRECT (PASS-THROUGH) FEDERAL AWARDS

Federal awards may be granted directly to the C/CAG by a federal granting agency or may be granted to other government agencies which pass-through federal awards to the C/CAG. The Schedule includes both of these types of Federal award programs when they occur.

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ACCOUNTANCY CORPORATION
3478 Buskirk Ave. - Suite 215
Pleasant Hill, California 94523
(925) 930-0902 • FAX (925) 930-0135
maze@mazeassociates.com
www.mazeassociates.com

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Honorable Governing Board
of the City/County Association of Governments of San Mateo County
Redwood City, California

We have audited the financial statements of the City/County Association of Governments of San Mateo County (C/CAG) as of and for the year ended June 30, 2010, and have issued our report thereon dated October 25, 2010. We conducted our audit in accordance with generally accepted auditing standards 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.

Internal Control over Financial Reporting

In planning and performing our audit, we considered the C/CAG's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the C/CAG's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the C/CAG's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the C/CAG's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance and other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control October 25, 2010 which is an integral part of our audits and should be read in conjunction with this report.

This report is intended solely for the information and use of C/CAG's Governing Board, management, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Mare & Associates

October 25, 2010

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS
THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE
IN ACCORDANCE WITH OMB CIRCULAR A-133

Honorable Governing Board
of the C/CAG/County Association of Governments of San Mateo County
Redwood C/CAG, California

Compliance

We have audited City/County Association of Governments of San Mateo County's (C/CAG) compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the C/CAG's major federal programs for the year ended June 30, 2010. The C/CAG's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of C/CAG's management. Our responsibility is to express an opinion on the C/CAG's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the C/CAG's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the C/CAG's compliance with those requirements.

In our opinion, the C/CAG complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2010.

Internal Control Over Compliance

Management of the C/CAG is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the C/CAG's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the C/CAG's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be *material weaknesses*, as defined above.

Schedule of Expenditures of Federal Awards

We have audited the financial statements of the C/CAG as of and for the year ended June 30, 2010, and have issued our report thereon dated October 25, 2010. Our audit was performed for the purpose of forming our opinions on the financial statements that collectively comprise the C/CAG's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

This report is intended solely for the information and use of C/CAG's Governing Board, management, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

§ Associates

March 24, 2011

C/CAG AGENDA REPORT

Date: May 12, 2011
To: City/County Association of Governments Board of Directors
From: Richard Napier, C/CAG Executive Director
Subject: Review and approval of Resolution 11-27 authorizing the C/CAG Chair to execute an agreement with the County of San Mateo for office space modifications for a cost not to exceed \$70,000.

(For further information contact Richard Napier 599-1420)

RECOMMENDATION

Review and approval of Resolution 11-27 authorizing the C/CAG Chair to execute an agreement with the County of San Mateo for office space modifications for a cost not to exceed \$70,000 in accordance with the staff recommendation.

FISCAL IMPACT

Up to \$70,000

SOURCE OF FUNDS

All funds will get a proportionate share of the cost. Therefore, all C/CAG revenues are the source of funds. It is not included in the adopted C/CAG budget for FY 2010-11 although funds are available.

BACKGROUND/DISSION

C/CAG currently occupies 1,605 square feet of office space on the fifth floor of 555 County Center. The office space is leased from the County of San Mateo in the Public Works Department. As a result of an increase in staff (1), desire to consolidate all staff into one area, and need for storage space C/CAG staff has been working with the County of San Mateo to find additional space. In addition the County of San Mateo is in the process of doing a re-stacking study of 555 County Center that would result in additional County departments being relocated to 555 County Center. Also the San Mateo County Parks Department has been added to the Public Works Department. This places a need for the Parks personnel to be relocated to Public Works on the fifth floor.

Clearly C/CAG will be impacted by the County's plans. At this time there is an opportunity for C/CAG to have control over where and how C/CAG will move. Therefore, C/CAG staff would

ITEM 5.5

like to implement the proposed plan that has been negotiated with the County of San Mateo.

C/CAG Office Space Proposal

The fact that many cities are going through a reduction in staffing creates the opportunity for office space that could also be available to C/CAG. While these are viable options there are benefits to C/CAG retaining its space with the County of San Mateo. These benefits include: 1- Many C/CAG staff are County employees, 2- The County is the Smart Corridor Construction Manager, 3- The lease cost includes all utilities and support cost, and 4- Moving will be simplified.

The proposal is for C/CAG to move to the fourth floor and increase its space from 1605 to 2058 square feet at the current rate. See Attachment A for the detailed layout. The increase in space is made up of the following:

Purpose	Square Feet
Office Space	103
Conference Room	263
Storage Space	87
Total New Space	453

The non-recurring to move is currently estimated to be \$65,000. The detailed cost is shown in Attachment A. This cost is made up of the following major tasks:

	Dollars (\$)
Planning	2,500
Design	5,000
Project Management	2,500
Offices/ Conference Room	36,750
Hard Walls	
Workstations	5,000
ISD/ Voice&Data	7,500
Moving Cost	2,500
Contingency	3,250
Total Cost	\$65,000

C/CAG staff recommends approval of Resolution 11-27 authorizing the C/CAG Chair to execute an agreement with the County of San Mateo for office space modifications for a cost not to exceed \$70,000 in accordance with the staff recommendation.

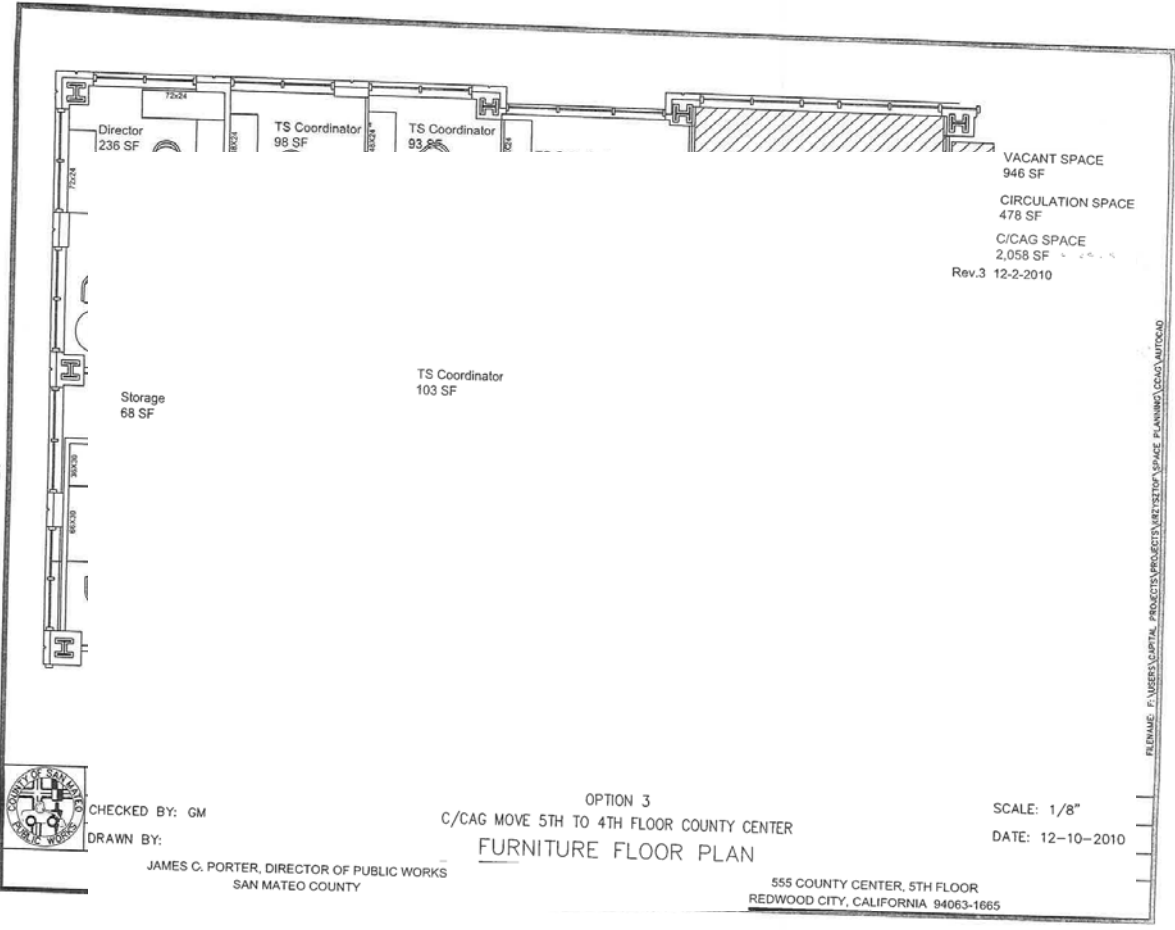
ATTACHMENT

- Attachment A - Supporting Material for C/CAG Office Space
- Resolution 11-27
- Contract

ALTERNATIVES

- 1- Review and approval of Resolution 11-27 authorizing the C/CAG Chair to execute an agreement with the County of San Mateo for office space modifications for a cost not to exceed \$70,000 in accordance with the staff recommendation.
- 2- Review and approval of Resolution 11-27 authorizing the C/CAG Chair to execute an agreement with the County of San Mateo for office space modifications for a cost not to exceed \$70,000 in accordance with the staff recommendation with modifications.
- 3- No action.

ATTACHMENT A - Supporting Material for C/CAG Office Space





DEPARTMENT OF PUBLIC WORKS
Facilities Projects & Construction
Space Planning Unit
 30 Tower Road, San Mateo, CA 94402
 Ph 650-312-5310 Fax. 650-312-5556

Cost Estimate

December 10, 2010

City/County Association of Governments of San Mateo
 555 County Center, 5th Floor
 Redwood City, CA 94063

Attn: Sandy Wong

RE: **Space Planning Design and Rel**
From COB2 5th Floor to COB2 4

DESCR

Administration Fee

Planning
 Design
 Project Management
 Construction Supervision and Insp

Construction Fee

Offices/Conference Rm/hard walls
 Work stations/partitions (Re-use E
 ISD/Voice & Data
 Electrical/Lighting
 Mechanical/Sprinklers

Miscellaneous Office Equipment
Furniture & Accessories
Moving Costs

2,500

* NEGOTIATE w/ ILIANA (child support)

Credit for Powell

Total Cost

)

0

50

00

Sandy Wong - Fwd: Re: C/CAG move 4th floor

From: Michael Wentworth
To: Guido Misculin; Sandy Wong
Date: 2/18/2011 6:00 PM
Fwd: Re: C/CAG move 4th floor

Sandy:

Per your request, here are the impacts to your rental charges based on the plan submitted by our Facilities Projects and Construction group.

Please let me know when we can move forward.

Thanks!
Mike

 Save Paper. Think Before You Print.

>>> Guido Misculin 2/18/2011 11:21 AM >>>
Below and attached.

GM

 Save Paper. Think Before You Print.

>>> On 1/10/2011 at 11:56 AM, Guido Misculin wrote:
Sandy,

I provided a revised estimate to Jim only, for him to discuss w/ Richard. I suppose I can share w/ you:

I excluded inspections costs, reduced PM, cut more construction cost, halved pleion (caveat: negotiate w/ Iliana - Child Support for cost) eliminated misc. furnishings, office equipment and reduced contingency for a total revised \$68,250.

GM

>>> On 1/10/2011 at 11:35 AM, Sandy Wong wrote:
Hi Guido,

For whatever reason, that version did not come down to me. Is it something you could share with me?

file:///C:/Documents and Settings/PWUSER/Local Settings/Temp/XPgrpwise/4D5EB3C8D... 2/18/2011

RESOLUTION 11-27

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT WITH THE COUNTY OF SAN MATEO FOR OFFICE SPACE MODIFICATIONS FOR A COST NOT TO EXCEED \$70,000

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, C/CAG currently leases office space from the County of San Mateo at 555 County Center Fifth Floor; and

WHEREAS, C/CAG has a need for additional office space; and,

WHEREAS, this additional space will provide an additional office, storage space, and conference room; and,

WHEREAS, this will increase the space available from 1,605 to 2,058 square feet; and,

WHEREAS, the cost per square foot will remain the same;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute a funding agreement with the County of San Mateo for office space modifications for a cost not to exceed \$70,000. This agreement is attached hereto and is in a form that has been approved by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF MAY 2011.

Bob Grasilli, Chair

**OFFICE SPACE MODIFICATION AGREEMENT
BETWEEN
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
THE COUNTY OF SAN MATEO**

This Agreement entered this ____ day of _____, 2011, by and between the City/County Association of Governments of San Mateo County, a joint powers agency, hereinafter called "C/CAG" and The County of San Mateo (hereinafter referred to as "County").

W I T N E S S E T H

WHEREAS, C/CAG currently leases office space from the County of San Mateo at 555 County Center Fifth Floor; and

WHEREAS, C/CAG has a need for additional office space; and,

WHEREAS, this additional space will provide an additional office, storage space, and conference room; and,

WHEREAS, this will increase the space available from 1,605 to 2,058 square feet; and,

WHEREAS, the cost per square foot will remain the same;

NOW, THEREFORE, IT IS HEREBY AGREED by C/CAG and County as follows:

1. Services to be provided by County. The County agrees to perform services as described in the attached "C/CAG Memorandum."
2. space modification and labor rates based on "G Memorandum" up to a cost not to exceed provided during the Contract Term as set
3. tion by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this agreement for the office space modifications on the day and year first above written.

City/County Association of Governments
(C/CAG)

The County of San Mateo

Bob Grassilli, Chair

By

Title:

Date:

Date:

Approved as to form:

Approved as to form:

Legal Counsel for C/CAG

Legal Counsel for The County of San Mateo

C/CAG MEMORANDUM

Date: May 3, 2011
TO: Jim Porter, San Mateo County Director of Public Works
From: Richard Napier, Executive Director - C/CAG
Subject: Potential C/CAG Move to the Fourth Floor

C/CAG and Public Works have been in discussions of C/CAG moving to the Fourth Floor. This memorandum is to document the terms that would be acceptable to C/CAG.

- 1- C/CAG would occupy 2,058 square feet. The cost per square foot is the same as C/CAG is currently charged which is \$39.47 per square foot per year. C/CAG will be charged for the 2,058 square feet. The cost will be paid through loaded labor cost for the County Employees and direct payment for non-County Employees.
- 2- No fixed wall will be installed between C/CAG and the unused space. The remaining space will be used for offices without a wall between the areas if at all possible. Retain the entrance wall to area. Card key will be deactivated or unlocked during working hours (8:00 am to 5:00 pm) to provide general access to conference room. Card key access only will be provided during non-working hours.
- 3- The County will provide a printer/copy/scan device and fax machine at no extra cost to C/CAG. The cost of these devices will be billed through the loaded labor cost for the County employees and direct payment for non-County employees.
- 4- C/CAG will still be on the Public Works Network and will continue to have access to the fast color printer.
- 5- C/CAG will still have access to all supplies, redundant printers (when necessary), copiers, fax machines, PW support staff, and conference rooms in Public Works.
- 6- The C/CAG area will be cleaned as part of Public Works on the same schedule.
- 7- The cost is not to exceed \$65,000.

C/CAG Executive Director

C/CAG Chair

Date

Date

C/CAG AGENDA REPORT

Date: May 12, 2011
To: City/County Association of Governments Board of Directors
From: Richard Napier, Executive Director
Subject: Review and approval of Resolution 11-25 authorizing the C/CAG Chair to execute an amendment to the agreement between C/CAG and TJKM Transportation Consultants for time extension for the Traffic Study on Willow Road and University Avenue

(For further information or questions contact John Hoang at 363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 11-25 authorizing the C/CAG Chair to execute an amendment to the agreement between C/CAG and TJKM Transportation Consultants for time extension for the Traffic Study on Willow Road and University Avenue.

FISCAL IMPACT

\$178,450

SOURCE OF FUNDS

Funds provided by the Metropolitan Transportation Commission (MTC) for the 2020 Peninsula Gateway Corridor Study – Phase 2

BACKGROUND/DISCUSSION

The 2020 Peninsula Gateway Corridor Study, completed in July 2008, evaluated potential traffic improvements and identified near, medium and long-term options for addressing congestion issues relating to the approaches to the Dumbarton Bridge and Highway 101 between Routes 84 and 85. Phase 2 of the Study focuses on implementing near-term projects, one of which is a traffic study on Willow Road and University Avenue, located between US 101 and Bayfront Expressway within the cities of East Palo Alto and Menlo Park.

On October 8, 2009, C/CAG entered into an agreement with TJKM Consultants to perform a traffic operations study on Willow Road and University Avenue and develop recommendations for near-term improvements. The contract was amended on August 12, 2010, adding an additional \$8,450 for extra work and extending the completion date to November 30, 2010.

ITEM 5.6

Staff from the City of East Palo Alto and City of Menlo Park as well as the MTC has participated in the Study, including reviewing work products and providing final approval of the preferred traffic improvement alternatives. The project team has also engaged Caltrans District 4 regarding the proposed improvements.

Community meetings were held in Menlo Park on July 14, 2010, and East Palo Alto (as part of the Transportation Commission meeting) on July 21, 2010, to present technical findings from the study. The public had opportunities to provide input on the proposed improvement options under consideration. The draft report, released on November 30, 2010, included recommendations for system-wide operational improvements such as signal coordination, as well as various intersection-specific and pedestrian and bicycle improvements along Willow Road and University Avenue.

The recommendations were presented to the East Palo Alto Council on December 7, 2010. A presentation is being planned for the Menlo Park Council meeting in the next months. To account for additional time necessary to schedule the remaining council meeting and to finalize the report, it is requested that the contract be amended to extend the completion date to September 30, 2011.

ATTACHMENTS

- Resolution 11-25
- Amendment No. 2 to the Agreement with TJKM Transportation Consultants

RESOLUTION 11-25

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE CHAIR TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH TJKM TRANSPORTATION CONSULTANTS FOR TIME EXTENSION FOR THE TRAFFIC STUDY ON WILLOW ROAD AND UNIVERSITY AVENUE

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, C/CAG is the designated Congestion Management Agency responsible for the development and implementation of the Congestion Management Program for San Mateo County; and

WHEREAS, the 2020 Peninsula Gateway Corridor Study – Phase 2 focuses on “Near-term improvement” projects and include the Traffic Study on Willow Road and University Avenue including intersections between US 101 and Bayfront Expressway, located in the cities of Menlo Park and East Palo Alto; and

WHEREAS, C/CAG entered into an agreement with TJKM Transportation Consultants on October 8, 2009, to perform the Traffic Study; and

WHEREAS, C/CAG and TJKM Transportation Consultants executed an agreement on August 12, 2010, to add an addition \$8,450 and extended the completion date to November 30, 2010; and

WHEREAS, C/CAG has determined that addition time is needed to complete the work.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute an amendment to the agreement with TJKM for a time extension. This agreement is attached hereto and is in a form that has been approved by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF MAY 2011.

Bob Grassilli, Chair

**AMENDMENT NO. 2 TO THE AGREEMENT
BETWEEN
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
TJKM TRANSPORTATION CONSULTANTS**

WHEREAS, the City/County Association of Governments for San Mateo County (hereinafter referred to as "C/CAG") and TJKM Transportation Consultants (hereinafter referred to as "Contractor") are parties to an agreement originally dated October 8, 2009, as amended August 12, 2010, to perform a traffic study to evaluate traffic operations on Willow Road and University Avenue (the "TJKM Contract"); and

WHEREAS, C/CAG has determined that additional time is needed to complete all work and services under the TJKM Contract.

WHEREAS, the parties desire to amend the TJKM Contract as set forth herein.

IT IS HEREBY AGREED by C/CAG and Contractor that the TJKM Contract is amended as follows:

1. The November 30, 2010 termination date is extended to September 30, 2011.
3. All other provisions of the TJKM Contract shall remain in full force and effect.
4. This amendment shall take effect upon execution by both parties.

City/County Association of Governments
(C/CAG)

TJKM Transportation Consultants
(Contractor):

Bob Grassilli, Chair

By

Title:

Date:

Date:

Approved as to form:

Legal Counsel for C/CAG

C/CAG AGENDA REPORT

Date: May 12, 2011
To: City/County Association of Governments Board of Directors
From: Richard Napier, Executive Director
Subject: Review and appointment of Commissioner Kevin Mullin to fill the vacant MTC seat on the Congestion Management & Environmental Quality (CMEQ) Committee

(For further information or questions contact Sandy Wong at 599-1409)

RECOMMENDATION

That the C/CAG Board appoint Commissioner Kevin Mullin to fill the vacant MTC seat on the Congestion Management & Environmental Quality (CMEQ) Committee.

FISCAL IMPACT

None.

BACKGROUND/DISCUSSION

There is one seat on the CMEQ committee for a MTC representative vacated by former Commissioner Sue Lempert. Staff contacted Kevin Mullin, Mayor of South San Francisco, who now represents the Cities of San Mateo County on the MTC Commission, filling the seat vacated by Sue Lempert. Commissioner Mullin has expressed interested in serving on the CMEQ committee.

The Congestion Management and Environmental Quality Committee (CMEQ) provides advice and recommendations to the full C/CAG Board on all matters relating to transportation planning, congestion management, and selection of projects for state and federal funding. The Committee also has the specific responsibility for the development and updating of the Congestion Management Program and the Countywide Transportation Plan.

ATTACHMENTS

- Roster for the CMEQ Committee

ITEM 5.7

CMEQ May 2011 ROSTER

Chair - Barbara Pierce
Vice Chair - Richard Garbarino
Staff Support: Sandy Wong (slwong@co.sanmateo.ca.us)
(650) 599-1409

Name	Representing
Jim Bigelow	Business Community
Zoe Kersteen-Tucker	San Mateo County Transit District (SamTrans)
Arthur Lloyd	Peninsula Corridor Joint Powers Board (CalTrain)
Lennie Roberts	Environmental Community
Onnolee Trapp	Agencies with Transportation Interests
Steve Dworetzky	Public Member
Sepi Richardson	City of Brisbane
Linda Koelling	City of Foster City
Naomi Patridge	City of Half Moon Bay
Daniel Quigg	City of Millbrae
Gina Papan	City of Millbrae
Barbara Pierce	City of Redwood City
Irene O'Connell	City of San Bruno
Rich Garbarino	City of South San Francisco
Vacant	MTC
Vacant	Elected

C/CAG AGENDA REPORT

Date: May 12, 2011
To: C/CAG Board of Directors
From: Richard Napier, Executive Director - C/CAG
Subject: Review and accept the Quarterly Investment Report ending December 31, 2010
(For further information or response to questions, contact Richard Napier at 650 599-1420)

Recommendation:

Review and accept the Quarterly Investment Report ending December 30, 2010 in accordance with the staff recommendations.

Fiscal Impact:

None.

Revenue Source:

All C/CAG revenue sources.

Background:

C/CAG's financial agent (City of San Carlos) provides a quarterly report of investments. Attached is the Quarterly Investment Report as of December 31, 2010. The portfolio increased during the first quarter of the fiscal year due to receipt of annual contributions from the member agencies. Average interest was essentially flat at 0.66 per cent. Staff recommends acceptance of the report.

On June 10, 2010 the C/CAG Board adopted the Revised C/CAG Investment Policy. Per the adopted policy, C/CAG staff will work with the Board and the Finance Committee to establish an Investment Advisory Committee. This advisory committee will analyze the portfolio quarterly against the policy objectives and recommend changes as necessary. Staff needs the Boards assistance in finding qualified candidates. Four initial candidates have been provided for consideration. Staff will ask the Finance Directors for possible applicants.

Attachments:

Quarterly Investment Report as of December 30, 2010

Alternatives:

- 1- Review and accept the Quarterly Investment Report ending December 31, 2010 in accordance with the staff recommendations.
- 2- No action.

ITEM 5.8

CITY AND COUNTY ASSOCIATION OF GOVERNMENT
Board of Directors Agenda Re

To: Richard Napier, Executive Director
From: Rebecca Mendenhall, Acting Administrative Services Director
Date: February 2011

SUBJECT: Quarterly Investment Report as of December 31, 2010

RECOMMENDATION:

It is recommended that the C/CAG Board review and accept the Quarterly Investment Report.

ANALYSIS

The attached investment report indicates that on December 31, 2010, funds in the amount of \$9,708,712 were invested producing a weighted average yield of 0.66%. Accrued interest this quarter totaled \$15,026.

Below is a summary of the changes in the portfolio:

	Qtr Ended 12/31/10	Qtr Ended 09/30/10	Increase (Decrease)
Total Portfolio	\$ 9,708,712	\$ 9,692,618	\$ 16,094
Wtd Ava Yield	0.66%	0.76%	-0.10%
Interest Earninas	\$ 15,026	\$ 16,094	\$ (1,068)

The portfolio increased in the second quarter of the fiscal year due to the receipt of interest accrual from the prior quarter. The decrease in interest income is due to the slight decrease in market rates.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of December 31, 2010, the portfolio contains enough liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past seven quarters.

The City's Investment Advisory Committee has reviewed and approved the attached Investment Report.

Attachments

- 1 – Investment Portfolio Summary for the Quarter Ended December 31, 2010
- 2 – Historical Summary of Investment Portfolio

CITY & COUNTY

SUMMARY OF ALL INVESTMENTS
For Quarter Ending December 31, 2010

Category				GASB 31 ADJ Market Value
Local Agency Investment Fund (LAIF)	1	0.48%	7,141,456	7,141,456
San Mateo County Investment Pool (COPOOL)	2	1.17%	2,567,256	2,567,256
		0.66%	9,708,712	708,712
		0.66%	9,708,712	9,708,712
Total Accrued Interest this Quarter				15,026
Total Interest Earned (Loss) Fiscal-Year-to-Date				31,120

C/CAG AGENDA REPORT

Date: May 12, 2011
To: City/County Association of Governments Board of Directors
From: Richard Napier, C/CAG Executive Director
Subject: Approval of C/CAG Legislative priorities, positions, and legislative update.
(A position may be taken on any legislation, including legislation not previously identified.)

(For further information or questions contact Joseph Kott at 599-1453)

RECOMMENDATIONS

Receive, review, and discuss reports on State budget and legislation received from C/CAG's Sacramento legislative advocates. Adopt a support position for AB 56 - Natural Gas Pipeline Safety Reform.

LEGISLATIVE PRIORITY

The C/CAG staff and State legislative lobbyist are guided by Legislative Priorities as established by the C/CAG Board.

BACKGROUND/DISCUSSION

The C/CAG Board receives monthly written reports and oral briefings from the C/CAG State legislative advocates. For this month, our State legislative advocates have provided a Monthly Report (Attachment A).

AB 56 addresses pipeline safety by increasing the accountability of utilities and regulators for inspection and repair of California's pipeline infrastructure. Among other provisions, AB 56 ensures that ratepayers will not pay for penalties and fee assessed on utilities by the California Public Utilities Commission (CPUC). This legislation also would require the CPUC to establish minimum standards for automatic and/or remote shutoff valves where feasible, as well as to prioritize the safety of pipelines close to areas of high seismic risk and to prepare annual performance measure reports to the CPUC pertaining to any pipeline problems that have been identified and any conditions that require pipeline repair. Attachment B contains additional detail

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ITEM 6.1

on AB 56.

ATTACHMENTS

- A. Monthly Legislative Report
- B. Information on AB 56

ATTACHMENT A

ADV ION

SHAW/YODER/ANTWIH, inc.
LEGISLATIVE ADVOCACY • ASSOCIATION MANAGEMENT

April 29, 2011

TO: Board Members, City/County Association of Governments, San Mateo County
FROM: Advocation, Inc. – Shaw / Yoder / Antwih, Inc.

RE: STATE LEGISLATIVE UPDATE- APRIL

On March 24, Governor Brown signed AB 105, the transportation trailer bill, which included language to reenact the gas tax swap in order to avoid potential conflicts with Proposition 26. AB 105 was approved with 69 votes in the Assembly and 39 votes in the Senate. Governor Brown signed the bill on March 24th. The Governor also signed a package of bills that contained \$11.5 billion worth of cuts to reduce the deficit to \$14.5 billion (the elimination of redevelopment agencies totaling \$1.7 billion was also part of the Governor plan but has not been approved by the legislature).

The state budget remains in a precarious position as the Governor attempts to convince the legislature to allow the voters to consider \$12.5 billion in tax extensions this June have not been fruitful. There is still a possibility of a temporary extension of the current tax extensions through the end of the calendar year with the possibility of a November election for voters to decide about the duration of extensions. To date, Republican members have resisted voting for the tax extensions without significant concessions by the Democrats and the Governor on environmental

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relief for infrastructure planning, pension reform, and a hard spending cap on the state's General Fund.

The Legislative Analyst's Office (LAO) recently reported that the state's revenues are up by \$2.3 billion since the beginning on January meaning that the deficit could shrink to at least \$10 billion if the numbers hold. The state is still counting personal income, corporate, and sales and use tax receipts so the true number will not be scored until the release of the May Revision on May 16th.

Governor Brown has been pushing for a balanced approach which considers cuts and the extension of certain taxes to be considered by voters. Unless an alternative proposal comes to fruition, the Governor has vowed to make additional cuts which may impact funding for transportation programs such as public transportation or the sale of bonds if the tax extensions are not extended by either not being placed on the ballot by the legislature or are rejected by the voters. The tax extensions include the following.

- **Personal Income Tax (PIT) Rate Surcharge:** Effective for tax years on or after January 1, 2011 but before January 1, 2016, maintains the .25% surcharge for PIT tax rate and the Alternative Minimum Tax Rate. If extended, this proposal is expected to generate revenues of \$1.187 billion in FY 10-11 and \$2.077 billion in FY 11-12.
- **PIT Dependent Exemption Credit:** Maintain the dependent exemption credit in effect in 2009 until 2015. If extended, this proposal is expected to generate revenues of \$725 million in FY 10-11 and \$1.248 billion in FY 11-12.
- **Sales & Use Tax:** Effective July 1, 2011, the 6-cent sales and use tax would continue for 5 years. The rate would sunset on June 30th to 5-cents without voter approval. If extended, the proposal is expected to generate \$4.549 billion in FY 11-12 and \$5.5 billion in FY 14-15.
- **Vehicle License Fee (VLF):** Effective July 1, the 1.15% VLF rate would continue for five years. Of the 1.15% rate, 0.5% would be used to fund local programs including public safety. If extended, this proposal is expected to generate \$1.382 billion in FY 11-12 and nearly \$1.7 billion in FY 14-15.

These tax extensions are the linchpin to funding the Governor's realignment proposal and staving off additional cuts in June. Tax receipts for the month of January were up \$1.6 billion more than anticipated, which could be a good sign of things to come, yet the state accumulated \$3.4 billion in additional receipts last year before that total fizzled by the time the May Revision was released.

Impact on Highways/Local Streets and Roads Funding

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In March of 2010, the legislature approved the gas tax swap (elimination of the sales tax on gasoline, 17.3 cent increase on the excise tax on gasoline) in order to provide a replacement revenue source for Proposition 42 while acquiring General Fund relief by collecting revenue to pay down bond debt service. The passage of Proposition 26 however complicated matters because “the swap”, despite being revenue neutral, was approved by a majority vote rather than the required 2/3 vote. The reenactment of the gas tax swap through the passage of AB 105 is critical in order to maintain \$2.5 billion worth of funding for the State Transportation Improvement Program (STIP), State Highway Operation and Protection Program (SHOPP) and local streets and roads funding (LSR). AB 105 does the following with respect to reenactment of the swap:

- Allows \$1.7 billion in weight fees to be used bond debt service payment. Proposition 22 prohibits the usage of excise tax revenues for General fund purposes. As a result, AB 105 provides General Fund relief through the usage of \$1.7 billion of truck weight fees (FY 10-11 and FY 11-12 amounts).

Retains the 17.3 cents increase of excise tax revenues which serve as a replacement revenue source for Proposition 42 since gasoline is now exempted from the imposition of a sales tax. This retains the 35.3 state excise tax on each gallon on gasoline (in addition to the federal rate of 18.4 cents).

Clarifies that local governments are not subject to the maintenance of effort requirement to match the state’s commitment that was required under Proposition 42 when they are apportioned fuel excise tax revenues.

Impact on Transit

AB 105 provides the State Transit Assistance (STA) program with \$329.6 million for FY 11-12. Furthermore, the sales tax and excise tax rates on diesel were recalibrated in order to produce a STA program of \$350 million beginning in FY 12-13. The sales tax on diesel rate is also temporarily adjusted (FY 11-12 -6.62%, FY 12-13 6.92%, FY 13-14 6.69%) in order free up non-article XIX funds and the Public Transportation Account (PTA) balance to create capacity to provide revenue to other obligations of the PTA, such as the intercity rail program or possible bond debt service. As a result, Caltrain will receive approximately \$4.2 million in STA funding, while SamTrans will receive \$3.4 million.

Impact on Transportation Bond Programs

In 2006, Propositions 1A and 1B were approved as General Obligation (G.O) bonds, meaning that the General Fund was the identified funding source that is responsible for paying down the bond debt service. The passage and subsequent reenactment of the gas tax swap however converts both propositions into revenue bond programs given that transportation revenue (weight fees) are used to retire the bond debt service. These programs have become the sole source of funding for jurisdictions for some highway and most transit capital projects. Therefore, the sale

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of bonds is critical. Otherwise, the state is collecting revenue and hindering its use to keep projects moving. We are pushing the legislature and the administration to sell bonds and allocate revenue to transportation programs given that the weight fees have been set aside to pay for bond debt service.

We testified at the Assembly Budget subcommittee #3 hearing on April 27th and again on April 28th in front of Senate Budget subcommittee #2 on the need to conduct a bond sale and allocate proceeds towards Proposition 1B programs in order to help reduce the state's staggering 12% unemployment rate and keep projects on schedule. The Governor, citing uncertainty over reenactment of the gas tax swap and a \$26 billion deficit, placed a moratorium on bond sales in January which resulted in the lack of a Spring bond sale for the first time since 1988. We argued that the newly enacted gas tax swap now reimburses the General Fund for bond debt service through the collection of weight fees and that chronic deficits over the past decade have not precluded the state from selling bonds, so why stop now? Senator Alan Lowenthal (D-Long Beach) was the most vocal about the need to sell bonds.

Assembly Budget subcommittee #3 Chair Rich Gordon and Senate Budget subcommittee #2 Chair Joe Simitian stated that no action is expected on appropriation levels, let alone a bond sale or allocation, for the various Proposition 1B programs until the release of the May Revision on May 16th.

Key Legislation

1. **AB 147 (Dickinson)** authorizes a local agency to use developer fees collected under the Subdivision Map Act for transit, bicycle, and pedestrian facilities. Current law limits the use of these fees for the mitigation of traffic impacts to bridges and major thoroughfares.

Status: Assembly Floor (Third Reading)

2. **AB 485 (Ma)** Allows local officials to divert property tax increment revenues to pay for public facilities and amenities within transit village development districts.

Status: Assembly Floor (Third Reading)

3. **AB 650 (Blumenfield)** establishes the Blue Ribbon Task Force on Public Transportation for the 21st Century. The bill creates a 12 person task force, which includes two legislators, that would be required to prepare a written report that contains specified findings and recommendations relating to, among other things, the current state of California's transit system, the estimated cost of creating the needed system over various terms, and potential sources of funding to sustain the transit system's needs, and to submit the report to the Governor and Legislature by March 31, 2013. The introduced version of the bill proposes to utilize \$750,000 of PTA funds to accomplish this purpose.

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Status: Assembly Transportation Committee

4. **AB 892 (Carter)** Provides for the extension of Caltrans' National Environmental Policy Act (NEPA) delegation authority by extending a waiver of sovereign immunity under two different programs. Specifically, the bill extends the sunset date for the limited waiver of 11th Amendment sovereign immunity from citizens' lawsuits from January 1, 2012, to January 1, 2019, thereby allowing Caltrans to continue to assume federal responsibilities pursuant to the NEPA Delegation Pilot Program (Pilot Program) authorized under the federal Safe Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). In addition, the bill eliminates the sunset date for the limited waiver of 11th Amendment sovereign immunity from citizens' lawsuit thereby allowing Caltrans to indefinitely continue to assume federal responsibilities under NEPA pursuant to the Categorical Exclusion (CE) Assignment Program authorized under SAFETEA-LU.

Status: Assembly Appropriations Committee

5. **AB 1105 (Gordon)** authorizes VTA to extend its high-occupancy toll (HOT) lane on State Route (SR) 101 into San Mateo County, subject to an agreement with the City/County Association of Governments in that county subject to an agreement with San Mateo County.

Status: Assembly Appropriations Committee

6. **AB 1308 (Miller)** 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.

Status: Assembly Appropriations Committee

7. **SB 582 (Emmerson)** would authorize, beginning on January 1, 2013, a metropolitan planning organization, in partnership with the local air quality management district, to adopt a commute benefit ordinance that requires covered employers operating within the common jurisdiction of the organization and district with 20 or more covered employees to offer those employees certain commute benefits. The intent of the bill is to provide employees with commuting options (such as pretax paycheck deductions, a free shuttle or vanpool service, or a subsidy), while providing employers with a tax benefit.

Status: Senate Environmental Quality Committee

- 8. SB 867 (Padilla)** permits the California Transportation Financing Authority (Authority) to issue nonrefundable tax credit bonds, which would be available to California income taxpayers, to fund the construction of local transportation projects.

Status: Senate Transportation & Housing Committee

ATTACHMENT B

AB 56 (Hill) Public utilities: rate recovery and expenditure: intrastate pipeline safety.

Summary:

Under existing law, the Public Utilities Commission has regulatory authority over public utilities. Existing law authorizes the commission to fix the rates and charges for every public utility, and requires that those rates and charges be just and reasonable. This bill would prohibit a public utility from recovering any fine or penalty in any rate approved by the commission. The bill would require a public utility to file quarterly reports with the commission and the Division of Ratepayer Advocates describing how the public utility is spending ratepayer funds approved for expenditure by the commission. The bill would require the commission to align ratemaking policies, practices, and incentives to better reflect safety concerns and ensure ongoing commitments to public safety. The bill would require a public utility to return ratepayer funds approved for expenditure for public safety by the commission to ratepayers, if those funds are not expended within a reasonable period of time after the commission grants approval of the public safety expenditure, as determined by the commission. The bill would require the commission to consider the safety record of the public utility in determining what constitutes a reasonable rate of return for the public utility. This bill contains other related provisions and other existing laws.

Status:

3/22/2011 From committee: Do pass and re-refer to Com. on APPR. (Ayes 9. Noes 0.) (March 21). Re-referred to Com. on APPR.

Office of Assemblyman Jerry Hill

Contact: Aurelio Rojas, communication director, 916-747-3199 cell or 916-319-2019 office



Hill's Gas Pipeline Safety Legislation Clears First Committee

SACRAMENTO – Assemblyman Jerry Hill's gas pipeline safety legislation, which would place new safety standards on utilities and regulators to hold them more accountable, was approved today by the Assembly Committee on Utilities and Commerce by a 9-0 vote.

Assembly Bill 56, which Hill introduced after the explosion of a Pacific Gas & Electric Co. pipeline killed eight people and destroyed 38 homes last Sept. 9, would prohibit public utilities from using ratepayer money to pay penalties for safety violations assessed by the California Public Utilities Commission (PUC).

"This bill makes regulators more accountable for ensuring the safety of our state's aging pipeline infrastructure and makes a number of common sense reforms based on what we've learned from the San Bruno explosion," said Hill, who represents the city.

The legislation, which will next be considered by the Assembly Committee on Appropriations, would require the PUC to consider the safety record of utilities when determining the rates that they will be allowed to charge customers. If utilities are penalized by the PUC for violating safety standards, the responsibility for paying the fines would fall on shareholders of the companies, not ratepayers.

The legislation also would require the PUC to establish minimum standards governing the installation of either automatic and/or remote gas pipeline shutoff valves when feasible. It took PG&E about an hour and half to shut off the gas in San Bruno, which contributed to the loss of life and property damage.

The legislation would also require utilities to submit annual performance measure reports to the PUC detailing pipeline problems that were identified and conditions that require repair; direct utilities to share emergency response plans regarding pipelines with state and local emergency responders; and require that by January 1, 2022, utilities upgrade their facilities and pipelines to accommodate for state-of-the-art inspections, including robotic inspection tools.

AB 56 would direct the PUC to track proposed repairs cited by utilities in a ratemaking proposal. If the money is diverted to a different project, a utility would be required to make a public filing justifying the change. PG&E was granted \$10 million in rate hikes to replace a segment in South San Francisco of the pipeline that ruptured, but the repair was never done.

"This is a problem that must be addressed," Hill said. "We need to do a better job of following the money, particularly in those instances when a project is approved by the PUC and ratepayers are billed. I am seeking transparency and accountability to ensure the safety of California residents."

###



Assemblymember Jerry Hill, 19th Assembly District
AB 56 – Natural Gas Pipeline Safety Reform

IN BRIEF

AB 56 would make needed reforms to ensure that the California Public Utilities Commission (PUC) adequately regulates operators of natural gas pipelines.

THE ISSUE

On September 9, 2010 at 6:15 pm, Line 132, a 30-inch natural gas transmission pipeline owned and operated by Pacific Gas and Electric Company (PG&E) ruptured in San Bruno, California. The force of the rupture launched the pipe segment 100 feet and left a crater 72 feet long by 26 feet wide. An explosion and fire ensued, killing eight people, injuring dozens more, and destroying 38 homes.

Although the cause of the explosion is still being investigated, extensive federal and state hearings have revealed serious flaws in the way California regulates the owners and operators of natural gas pipelines.

AB 56 creates new responsibilities and safety standards for utilities and regulators to hold them more accountable for ensuring the safety of our state's aging pipeline infrastructure.

BACKGROUND

Federal law requires the U.S. Department of Transportation Pipeline and Hazardous Materials Safety Administration (PHMSA) to adopt minimum safety standards for pipeline transportation of hazardous materials, such as oil or natural gas. PHMSA delegates regulatory authority over intrastate pipelines to individual states and requires them to ensure that at a minimum, pipeline operators are following federally set standards. States have the authority to adopt more stringent safety regulations if these are consistent with the guidelines prescribed by PHMSA.

The PUC has the primary state jurisdiction over all matters pertaining to safety and reliability for investor-owned gas utilities.

THE SOLUTION

AB 56 makes a number of common sense reforms to improve the safety and reliability of natural gas pipelines in California. The legislation:

1. Ensures that ratepayer money will not be used by a utility to pay any penalty or fee assessed the PUC.
2. Instructs the PUC to consider the safety record of a public utility when determining the rates a utility is allowed to charge its consumers.
3. Requires the PUC to establish minimum standards for the installation of automatic and/or remote shutoff valves.
4. Directs utilities to share their emergency response plans and any information regarding the pipeline system with state and local emergency responders.
5. Requires—by January 1, 2022—that utilities upgrade their facilities and pipelines to accommodate state-of-the-art inspections, including the use of tools such as robotic “PIGS.”
6. Directs the PUC to track repairs for which ratepayer money is allocated and require a justification from the utility when the money is used for a different purpose.
7. Instructs utilities to prioritize the safety and oversight of pipelines that are next to high risk seismic areas.

SUPPORT

PG&E (with Amendments)

FOR MORE INFORMATION

Graciela Castillo
Office of Assemblymember Jerry Hill
(916) 319-2019 or graciela.castillo@asm.ca.gov

AMENDED IN ASSEMBLY MARCH 16, 2011
AMENDED IN ASSEMBLY FEBRUARY 23, 2011
CALIFORNIA LEGISLATURE—2011–12 REGULAR SESSION

ASSEMBLY BILL

No. 56

Introduced by Assembly Member Hill

December 6, 2010

An act to add Sections 746 and 770.5 to the Public Utilities Code, relating to public utilities.

LEGISLATIVE COUNSEL'S DIGEST

AB 56, as amended, Hill. Public utilities: rate recovery and expenditure: intrastate pipeline safety.

(1) Under existing law, the Public Utilities Commission has regulatory authority over public utilities. Existing law authorizes the commission to fix the rates and charges for every public utility, and requires that those rates and charges be just and reasonable.

This bill would prohibit a public utility from recovering any fine or penalty in any rate approved by the commission. The bill would require a public utility to file quarterly reports with the commission and the Division of Ratepayer Advocates describing how the public utility is spending ratepayer funds approved for expenditure by the commission. The bill would require the commission to align ratemaking policies, practices, and incentives to better reflect safety concerns and ensure ongoing commitments to public safety. The bill would require a public utility to return ratepayer funds approved for expenditure for public safety by the commission to ratepayers, if those funds are not expended within a reasonable period of time after the commission grants approval of the public safety expenditure, as determined by the commission. The

97

bill would require the commission to consider the safety record of the public utility in determining what constitutes a reasonable rate of return for the public utility.

(2) The Public Utilities Act authorizes the commission to ascertain and fix just and reasonable standards, classifications, regulations, practices, measurements, or service to be furnished, imposed, observed, and followed by specified public utilities, including gas corporations, as defined.

Existing federal law requires the United States Department of Transportation Pipeline and Hazardous Materials Safety Administration (PHMSA) to adopt minimum safety standards for pipeline transportation and for pipeline facilities, including an interstate gas pipeline facility and intrastate gas pipeline facility, as defined. Existing law authorizes the Secretary of Transportation to prescribe or enforce safety standards and practices for an intrastate pipeline facility or intrastate pipeline transportation to the extent that the safety standards and practices are regulated by a state authority that submits to the secretary annually a certification for the facilities and transportation or alternatively authorizes the secretary to make an agreement with a state authority authorizing it to take necessary action to meet certain pipeline safety requirements. Existing law prohibits a state authority from adopting or continuing in force safety standards for interstate pipeline facilities or interstate pipeline transportation. Existing law authorizes a state authority that has submitted a current certification to adopt additional or more stringent safety standards for intrastate pipeline facilities and intrastate pipeline transportation only if those standards are compatible with the minimum standards prescribed by PHMSA.

This bill would designate the commission as the state authority responsible for development, submission, and administration of a state pipeline safety program certification for natural gas pipelines. The bill would require the commission to adopt and enforce compatible safety standards, as defined, for commission-regulated gas pipeline facilities, as defined, to accomplish specified results. The bill would require the commission to track proposed repairs for which a gas corporation requested compensation in any rate request that was granted by the commission in order to determine if the repairs are made and to require any gas corporation that fails to make repairs for which the commission granted recovery in rates to promptly make a public filing as to the justification for failing to make the approved repairs. The bill would prohibit a gas corporation from recovering in rates any uninsured

expense resulting from a fire, explosion, or other catastrophic event involving a commission-regulated gas pipeline facility that resulted from negligence by the utility.

(3) Under existing law, a violation of the Public Utilities Act or any order, decision, rule, direction, demand, or requirement of the commission is a crime.

Because the provisions of this bill would be a part of the act and because a violation of an order or decision of the commission implementing its requirements would be a crime, the bill would impose a state-mandated local program by creating a new crime.

(4) The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

1 SECTION 1. Section 746 is added to the Public Utilities Code,
2 to read:

3 746. (a) A public utility shall not recover any fine or penalty
4 in any rate approved by the commission.

5 (b) A public utility shall file quarterly reports with the
6 commission and the Division of Ratepayer Advocates describing
7 how the public utility is spending ratepayer funds approved for
8 expenditure by the commission.

9 (c) The commission shall work in conjunction with the Division
10 of Ratepayer Advocates to align ratemaking policies, practices,
11 and incentives to better reflect safety concerns and ensure ongoing
12 commitments to public safety.

13 (d) A public utility shall return ratepayer funds approved for
14 expenditure for public safety by the commission, to ratepayers if
15 those funds are not expended within a reasonable period of time
16 after the commission grants approval of the public safety
17 expenditure, as determined by the commission.

18 (e) In determining what constitutes a reasonable rate of return,
19 the commission shall consider the safety record of the public utility.

1 SEC. 2. Section 770.5 is added to the Public Utilities Code, to
2 read:

3 770.5. (a) For purposes of this section the following terms
4 have the following meanings:

5 (1) "Commission-regulated gas pipeline facility" means an
6 intrastate gas pipeline facility, as defined in Section 60101 of Title
7 49 of the United States Code, that transports natural gas and is
8 subject to the regulatory authority of the commission, including a
9 pipeline that the commission, pursuant to subsection (c) of Section
10 717 of Title 15 of the United States Code, has certified to the
11 Federal Energy Regulatory Commission as being subject to the
12 regulatory jurisdiction of the commission over rates and service.
13 "Commission-regulated gas pipeline facility" does not include
14 those pipelines that are excluded from regulation by the Federal
15 Energy Regulatory Commission pursuant to subsection (b) of
16 Section 717 of Title 15 of the United States Code because they are
17 facilities used for the distribution of natural gas.

18 (2) "Compatible safety standards" means additional or more
19 stringent safety standards for commission-regulated gas pipeline
20 facilities that are compatible with the minimum safety standards
21 adopted by the Department of Transportation pursuant to Chapter
22 601 (commencing with Section 60101) of Subtitle VIII of Title 49
23 of the United States Code and which the commission is authorized
24 to adopt pursuant to subsection (c) of Section 60104 of that chapter.

25 (b) The commission shall be the state authority responsible for
26 the development, submission, and administration of a state pipeline
27 safety program certification for natural gas pipelines pursuant to
28 Chapter 601 (commencing with Section 60101) of Subtitle VIII
29 of Title 49 of the United States Code.

30 (c) The commission shall adopt and enforce compatible safety
31 standards for commission-regulated gas pipeline facilities to
32 accomplish all of the following:

33 (1) Require the owner or operator to make an annual
34 performance measure report to the commission concerning all
35 commission-regulated gas pipeline facilities. The performance
36 measure report shall include the total number of anomalies
37 identified as a result of safety assessments, the total number of
38 conditions repaired, and the actual anomalies *needing repair that*
39 *are* identified by the pipeline owner or operator during the
40 inspections and the conditions requiring repair. The annual

1 performance measure reports shall be made publicly available to
2 the extent that doing so does not create a public safety risk. The
3 commission shall consult with the federal Department of Homeland
4 Security in determining what information may be made available
5 without creating a public safety risk.

6 (2) Require the owner or operator to evaluate the integrity of
7 all commission-regulated gas pipeline facilities outside high
8 consequence areas and to include this evaluation as part of their
9 safety assessment reports.

10 (3) Require the owner or operator of commission-regulated gas
11 pipeline facilities to develop and to implement, by January 1, 2012,
12 a continuing public education program pursuant to Section 60116
13 of Title 49 of the United States Code. The owner or operator, to
14 the extent that doing so does not create a public safety risk, shall
15 provide detailed, customized information on pipeline locations
16 and emergency response plans, as well as enhanced annual
17 emergency response training.

18 (4) Require the owner or operator of commission-regulated gas
19 pipeline facilities to provide information regarding the pipeline
20 system to state and local emergency responders, including the
21 business name, address, and emergency contact information of
22 whom to contact if an event occurs, accurate maps of facility
23 locations, the owner or operator's emergency response plan, and
24 any other information the commission determines should be
25 supplied to state and local emergency responders.

26 (5) Require the owner or operator of commission-regulated gas
27 pipeline facilities to conduct outreach and public education relative
28 to excavation dangers and the availability of the one-call
29 notification program in order to reduce dangerous incidences
30 caused by third-party excavations.

31 (6) Require the owner or operator of commission-regulated gas
32 pipeline facilities to prioritize those facilities that, because of their
33 proximity to seismic active areas, should be subject to the highest
34 level of safety oversight. *The commission shall develop protocol*
35 *to ensure that pipelines that are located in seismic active areas*
36 *and in populated areas, including those pipelines located within*
37 *a Class 3 or Class 4 high consequence area, receive the highest*
38 *priority and are designed with the highest level of safety. In*
39 *adopting and enforcing compatible safety standards pursuant to*
40 *this paragraph, the commission shall consult with seismic experts*

1 *and shall publish maps of known and active seismic faults on which*
2 *owners and operators will rely to address risks.*
3 (7) Require the owner or operator of commission-regulated gas
4 pipeline facilities to comply with minimum standards established
5 by the commission, in consultation with the independent review
6 panel investigating the San Bruno natural gas pipeline explosion
7 of 2010, to install automatic or remote shutoff valves, unless
8 technically unfeasible, according to the following timelines:
9 (A) On all new commission-regulated gas pipeline facilities or
10 any facility being replaced beginning January 1, 2012.
11 (B) On all facilities within 10 miles of a high-risk seismic fault
12 by January 1, 2014.
13 (C) On all facilities within 10 miles of a Class 3 or Class 4 high
14 consequence area by January 1, 2017.
15 ~~(8) Require the owner or operator of commission-regulated gas~~
16 ~~pipeline facilities to operate those facilities at safe pressure if the~~
17 ~~facility cannot be inspected using the most effective inspection~~
18 ~~technology.~~
19 (8) *Require the owner or operator of commission-regulated gas*
20 *pipeline facilities to maintain a record of tests on all pipelines to*
21 *substantiate their current maximum allowable operating pressure.*
22 *If complete records are not available, the owner or operator shall*
23 *reduce the maximum operating pressure and report the condition*
24 *to the commission. Before restoring the pipeline pressure to its*
25 *maximum operating pressure the facility shall be inspected using*
26 *the most effective and appropriate inspection technology.*
27 (9) Require owners and operators of commission-regulated gas
28 pipeline facilities to complete, by January 1, 2022, a modernization
29 program to upgrade key facilities located in heavily populated and
30 other critical areas. The commission shall consult with owners and
31 operators and interested stakeholders in developing the program
32 requirements and schedule. The program shall contain criteria for
33 prioritizing critical gas pipeline facilities and ensure that all
34 upgraded facilities can accommodate state-of-the-art inspections,
35 including internal corrosion inspection methods.
36 (d) The commission shall adopt and enforce a one-call
37 notification program for the state consistent with the requirements
38 adopted by the Department of Transportation pursuant to Chapter
39 601 (commencing with Section 60101) of Subtitle VIII of Title 49
40 of the United States Code.

1 (e) The commission shall track proposed repairs for which a
2 gas corporation requested compensation in any rate request that
3 was granted by the commission in order to determine if the repairs
4 are made. The commission shall require any gas corporation that
5 fails to make repairs for which the commission granted recovery
6 in rates to promptly make a public filing as to the justification for
7 failing to make the approved repairs.

8 (f) A gas corporation shall not recover in rates any uninsured
9 expense resulting from a fire, explosion, or other catastrophic event
10 involving a commission-regulated gas pipeline facility that resulted
11 from negligence by the utility.

12 SEC. 3. No reimbursement is required by this act pursuant to
13 Section 6 of Article XIII B of the California Constitution because
14 the only costs that may be incurred by a local agency or school
15 district will be incurred because this act creates a new crime or
16 infraction, eliminates a crime or infraction, or changes the penalty
17 for a crime or infraction, within the meaning of Section 17556 of
18 the Government Code, or changes the definition of a crime within
19 the meaning of Section 6 of Article XIII B of the California
20 Constitution.

O

Mercury News editorial: PG&E must be held accountable

03/20/2011 10:00:00 PM PDT

PG&E seems bent on destroying what remains of public confidence in its ability to serve Bay Area customers.

The latest example: last week, the California Public Utilities Commission blasted the company's "willful noncompliance" with a demand for critical gas-pipeline safety records in the wake of the San Bruno blast. At Thursday's PUC meeting, the commission should make good on its threat of a \$1 million a day fine until the information is provided.

Ordinarily we'd suggest waiting until San Bruno questions are resolved before looking at new regulation. But under the circumstances, San Mateo Assemblyman Jerry Hill's proposed gas pipeline legislation is looking pretty good. The bill, AB 56, has its first hearing Monday in the Utilities and Commerce Committee, which should move the package of safety and disclosure rules forward.

Public confidence in PG&E was eroding even before the San Bruno disaster, which killed eight people and destroyed 38 homes in September.

The company botched implementation of smart meters, a technological advance that allows consumers to control their costs. Other utilities have put them in place with no problem, but reaction here has been so bad that the PUC has ordered PG&E to offer alternatives.

Meanwhile, last spring the company blew \$46 million on an outrageous (and thankfully failed) ballot measure to prevent competition from communities that want to set up their own utilities, like Santa Clara's.

After San Bruno, it has become increasingly clear that PG&E can't prove the safety of its gas lines. It says it has provided the PUC with records for 90 percent of its 1,805 miles of pipelines, but that's not good enough. As a publicly regulated utility, it should have at its fingertips basic information such as the construction, inspection, testing and safety records of all of its pipes. It's been looking for six months.

The PUC's executive director, Paul Clanon, says PG&E essentially is saying that the Bay Area should trust that the levels of pressure it uses in its gas lines are appropriate. Why? Because they're the levels it has maintained historically.

"This is PG&E acting as if it is business as usual," Clanon told Mercury News reporter Steve Johnson.

Hill said in a recent meeting with the Mercury News Editorial Board: "I don't see how that culture changes without a change in leadership." But PG&E seems to underestimate its trust deficiency.

Hill's AB 56 would, among other things, require automatic or remote shut-off valves and annual reports of pipeline problems and repairs. It also would bar the utility from paying any fines or penalties with ratepayer money. That could help get the attention of the board of directors.

Six months after the San Bruno tragedy, PG&E customers still don't know who made the pipes that blew up or how they were inspected. PG&E now plans to test 146 miles of gas pipelines in the Bay Area and replace another six miles, but we still have no way of knowing if this is enough.

PG&E says the safety of its customers and communities is its highest priority. But public trust is earned through actions, not words.

http://www.mercurynews.com/ci_17649634?nclink_check=1

C/CAG AGENDA REPORT

Date: May 12, 2011
TO: C/CAG Board of Directors
From: Richard Napier, Executive Director - C/CAG
Subject: Initial draft, assumptions, and input on the C/CAG 2011-12 Program Budget and Fees
(For further information or response to question's, contact Richard Napier at 650 599-1420)

Recommendation:

Review and provide comments on the initial draft and assumptions of the C/CAG 2011-12 Program Budget and Fees in accordance with the staff recommendation.

Fiscal Impact:

In accordance with the proposed C/CAG 2011-12 Program Budget.

Revenue Sources:

Funding sources for C/CAG include member assessments, cost reimbursement from partners, local sales tax Measure A, private and public grants, regional - State - Federal transportation and other funds, Department of Motor Vehicle fees, State - Federal earmarks, and interest.

Background/Discussion:

Staff has developed the C/CAG Program Budget for 2011-12. Refer to the Budget Executive Summary in Attachment A. The complete detailed Budget will be provided in a separate attachment for reference for the June Board Meeting. See Attachment B for Member Assessments. The Member Assessments remain the same as in FY 10-11 in recognition of the difficult budget climate for the cities and the County. The C/CAG Budget will be introduced at the 5/12/11 C/CAG Board Meeting for comments. It is recommended that the Board approve the Budget at the 6/09/11 Board Meeting.

C/CAG 2011-12 Program Budget Assumptions:

The following are the initial Budget assumptions. It is requested that the C/CAG Board at the 5/12/11 Board Meeting provide additional direction on the assumptions to be used to develop the final Budget.

ITEM 6.2

Revenue

- 1- General Fund/ Administrative - Member Assessments - Same as last year due to budget issues with the cities and County.
- 2- In FY 10-11 negotiated funding for the Airport Land-Use Commission (ALUC) of \$100,000 from San Francisco International Airport and \$20,000 from the County of San Mateo. Must continue to pursue ongoing funding for ALUC.
- 3- Congestion Management - Member Assessments - Same as last year due to financial issues with the cities and County.
Smart Corridor - Assume \$6,100,000 in STIP and local funds flows through C/CAG Budget. This is for the construction of the local portion of the Smart Corridor Project. Included negotiated level of funding for planning from the Metropolitan Transportation Commission (MTC) and the State Transportation Improvement Program (STIP). Transportation Authority (TA) cost reimbursement funding is included in the FY 11-12 Budget.
- 7- San Mateo Congestion Relief Program assumes \$200,000 in funding for climate action planning. This includes cost for climate action partnerships to assist the cities and County as was done in the 2010-2011 C/CAG budget.

Expenditures

- 8- Smart Corridor - Beginning construction phase of the Smart Corridor in FY 11-12 will significantly increase expenditures.
- 9- Congestion Management - Modeling - Funding for VTA as the primary C/CAG modeler.
- 10- 2020 Gateway - Phase 2 consists of the following:
Implementation Project Match - \$100,000.
- 11- San Mateo Energy Watch - Includes \$239,000 for Climate Action Planning,
- 12- San Mateo Smart Corridor Program - Assumes construction of the Smart Corridor project (\$6,996,000).
- 13- NPDES - Programmed projected cost for the new Municipal Regional Permit for FY 11-12. Will use Measure M funds as necessary to address the \$500-750K per year ongoing funding deficit.
- 14- DMV Fee - Transfer out \$400,000 to the Smart Corridor fund and \$344,490 to the NPDES fund.
- 15- Measure M - Will pay back \$550,000 to AB 1546 Fund for the cost of the election.
- 16- All funds except the LGP Energy Watch and Abandoned Vehicle Abatement Fund will proportionately share the cost of financial, legal, office space and miscellaneous fixed support cost.
- 17- TFCA - Programmed Projects are 100% reimbursed in current and budget year. Due to lower revenues received than programmed, may have a larger commitment than revenues. Will adjust the final payments to the programmed projects such that they stay within the funds available.
- 18- For FY 10-11 and FY 11-12 it is assumed that all the allocations to each agency will be made from the DMV Fee (AB 1546 and Measure M) Program.

C/CAG 2011-12 Program Budget Overview:

Refer to the Budget Executive Summary in Attachment A. Revenues increased 109.96% and Expenditures increased 143.38%. The Revenue increase of \$12,486,653 is due primarily to the \$5,085,075 increase in State Transportation Improvement Program (STIP) funds for the Smart Corridor Project and \$6,725,000 from new Measure M revenue. The increase in Expenditures of \$14,464,398 is due to the project implementation (\$6,285,610) for the Smart Corridor project, an increase in Transportation Programs of \$255,735, new Measure M local distributions of \$4,775,673, San Mateo Congestion Relief increase of \$898,080 due to Smart Corridor Project support and climate action, and DMV Fee Program implementation cost of \$1,549,000. Ending Fund Balance decreased 6.92% or by \$710,064. The Reserve Fund Balance between FY 10-11 and FY 11-12 remain the same. The cost for the lobbyist is included in the budget for Congestion Relief (\$36,000) and NPDES (\$36,000) funds.

The Member Assessments for FY 11-12 remains the same as in FY 10-11. Additionally the proposed Budget continues to pay for the lobbyist (\$72,000) without an increase in Member Assessment. This is effectively a 10% savings to Member Agencies.

Administrative Program Fund	\$250,024 (General Fund)
Transportation Programs Fund	\$390,907 (Gas Tax or General Fund)
Total C/CAG Assessments	\$640,931

Assessments are made based on population. Basis is the State Department of Finance data released 1/01/06. In order to keep the assessments the same as the prior year for all members used the 1/01/06 Department of Finance data. It is unlikely that newer data would significantly change the distribution since San Mateo County has had minimal population growth.

Congestion Relief Fund	\$1,850,000
Total Congestion Relief	\$1,850,000
NPDES Agency Direct	\$109,000 (Colma, San Mateo, Woodside and Brisbane)
NPDES Flood Control District	\$1,309,989
Total NPDES	\$1,418,989

It is recommended that a fee and surcharge be applied of \$1,418,989. (Note: NPDES fees may increase slightly above this due to approved inflation factors. This will be included in the City/ County adopting resolutions.)

The Member Assessments, Congestion Relief, and Agency Direct total \$3,909,920.

See Attachment B for Member Assessments.

San Mateo County Congestion Management Program:

This fund includes development of the Countywide Transportation Plan for \$300,000 including model runs.

San Mateo Congestion Relief Program:

This fund includes shuttles (\$790,000), Congestion Relief Alliance support (\$505,000), El Camino Real Incentive (\$617,000), miscellaneous congestion relief programs (\$110,000), Climate Action Planning (\$200,000) and shared resource for housing with County of San Mateo (\$100,000).

San Mateo Smart Corridor Program:

This fund is for implementation of the San Mateo Smart Corridor. TLSP/ STIP funding of \$3,100,000 and Transportation Authority cost sharing of \$3,000,000 will fund the construction of the local portion of the construction of the San Mateo Smart Corridor. State funding may be delayed due to the State budget problems.

DMV Fee Program (AB 1546 and Measure M):

Will review the delivery/ current programs and add programs as necessary in order to lower the fund balance.

C/CAG - Member Fees Highly Leveraged and Cost Savings:

The member dues and fees are highly leveraged. Attachment C provides a Graphical Representation of the C/CAG Budget and visually illustrates the leveraged capacity (Less SMCRRP). The FY 11-12 Revenue is leveraged **9.26 to 1**. Including the funds that C/CAG controls, such as State and Federal Transportation funds, increases the leverage to **19.55 to 1**.

Through the C/CAG functions revenues are provided to member agencies that exceed the Member Assessments or fees. Furthermore it would be more costly for the program to be performed by individual agencies than through C/CAG. Developing cost and program efficiency through collective efforts is the whole basis for C/CAG.

Funds provided by the Transportation Authority were coordinated with the TA staff and confirmed that the TA budget is consistent.

Committee Recommendations:

The Finance Committee will meet on 5/12/11 to review and comment on the detailed Budget. The Congestion Management and Environmental Quality Committee will review the Budget assumptions on 5/23/11. The Technical Advisory Committee (TAC) will review it on 5/19/11.

Attachments:

Attachment A - City/County Association of Governments 2011-1 Program Budget Executive Summary

Attachment B - Member Assessments FY 11-12

Attachment C - Graphical Representation of C/CAG Budget

Alternatives:

- 1- Review and provide comments on the initial draft of the C/CAG 2011-12 Program Budget and Fees in accordance with the staff recommendation.
- 2- Review and provide comments on the initial draft of the C/CAG 2011-12 Program Budget and Fees in accordance with the staff recommendation with modifications.
- 3- No action.

ATTACHMENT A

City/County Association of Governments 2011-12 Program Budget Executive Summary

05/05/11

IN C/CAG BUDGET BY FISCAL YEAR

BEGINNING BALANCE	14.09%
RESERVE BALANCE	0.00%
PROJECTED REVENUES	
Interest	62.50%
Member Contribution	0.00%
Reimbursements-SFIA	46
Grants	
DMV Fee	159.95%
NPDES Fee	
TA Cost Share	
Miscellaneous/ SFIA	25.59%
Street	0.00%
PPM-STIP	143.42%
	0.00%
TLSP	
Total Revenues	109.96%
TOTAL SOURCES OF FUNDS	67.58%
PROJECTED	
Administration	
Professional Services	263.96%
Services	-41.37%
Prof. Dues &	7.92%
	38.37%
	54.83%
	-39.98%
Publications	
Distributions	
Street	
Miscellaneous	
	45.40%
	-17.36%
	143.38%
Transfers In	
Transfers Out	
Administrative	
Total Transfers	
NET	-156.01%
TRANSFER TO	0.00%
TOTAL	143.38%
ENDING FUND BALANCE	
BALANCE	0.00%
NET INCREASE FUND BALANCE	-156.01%

Balance is not included in

Fund Balance

C/CAG PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE											
FY 2010-11											
	Administrative Program (General Fund)	Transportation Programs	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	AVA	DMV Fee Program	Measure M (DMV Fee)	Total
BEGINNING BALANCE	18,419	734,101	1,418,064	(40,767)	(183)	11,282	1,350,474	615,523	4,890,917	0	8,997,830
RESERVE BALANCE	43,346	131,863	0	0	0	0	200,903	0	0	0	376,112
PROJECTED REVENUES											
Interest Earnings	0	2,000	20,000	0	0	8,000	8,000	3,000	25,000	0	64,000
Member Contribution	250,025	390,907	1,850,000	0	0	0	108,895	0	0	0	2,599,827
Cost Reimbursements-SFIA	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	665,000	0	0	0	0	0	0	0	0	665,000
Grants	111,230	93,889	0	0	246,500	0	60,000	0	0	0	511,619
DMV Fee	0	0	0	0	0	957,062	0	658,500	2,600,000	0	4,215,562
NPDES Fee	0	0	0	0	0	0	1,288,989	0	0	0	1,288,989
TA Cost Share	0	115,000	311,880	0	0	0	0	0	0	0	426,880
Miscellaneous/ SFIA	0	0	0	0	0	0	99,209	0	0	0	99,209
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	460,000	0	714,925	0	0	0	0	0	0	1,174,925
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	300,000	0	0	0	0	0	0	300,000
	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	361,255	1,728,796	2,181,880	1,014,925	246,500	963,062	1,575,093	661,500	2,625,000	0	11,355,811
TOTAL SOURCES OF FUNDS	379,674	2,460,897	3,569,744	974,158	246,317	974,344	2,925,967	1,277,023	7,515,917	0	20,353,641
PROJECTED EXPENDITURES											
Administration Services	117,000	100,052	126,075	19,900	8,000	3,465	25,000	0	20,000	0	418,592
Professional Services	246,022	1,010,552	125,270	129,000	267,000	32,534	63,254	0	23,000	0	1,886,632
Consulting Services	47,719	723,686	38,000	441,000	140,400	0	1,301,950	0	80,000	549,527	3,322,282
Supplies	124,500	0	0	0	0	0	0	0	0	0	124,500
Prof. Dues & Memberships	1,750	0	0	0	0	0	123,494	0	0	0	125,244
Conferences & Meetings	8,000	3,315	0	0	3,000	0	500	0	0	0	14,815
Printing/ Postage	12,250	5,500	0	110	0	0	2,000	0	0	0	19,860
Publications	11,000	1,960	349	0	0	0	0	0	0	0	13,329
Distributions	0	70,000	1,134,100	0	0	957,000	20,000	675,000	1,200,000	0	4,056,100
Street Repair	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous	1,750	430	126	280	0	(25,000)	1,000	0	0	0	(21,414)
Bank Fee	1,000	0	0	0	0	0	0	0	0	0	1,000
Audit Services	6,190	0	0	0	0	0	0	0	0	0	6,190
Project Management	0	0	0	121,000	0	0	0	0	0	0	121,000
Total Expenditures	577,181	1,915,515	1,423,920	710,390	418,400	967,999	1,527,198	675,000	1,323,000	549,527	10,088,130
TRANSFERS											
Transfers In	0	0	0	300,000	210,000	0	189,300	0	0	550,000	1,249,300
Transfers Out	0	0	210,000	0	0	0	0	0	1,039,300	0	1,249,300
Administrative Allocation	(211,483)	130,907	29,626	0	32,414	4,243	9,224	0	5,068	0	0
Total Transfers	(211,483)	130,907	239,626	(300,000)	(177,586)	4,243	(180,076)	0	1,044,368	(550,000)	0
NET CHANGE	(4,444)	(319,626)	518,134	604,535	5,686	(9,180)	227,971	(13,500)	257,632	473	1,267,660
TRANSFER TO RESERVES	0	0	0	0	0	0	0	0	0	0	0
TOTAL USE OF FUNDS	365,699	2,046,422	1,663,546	410,390	240,814	972,242	1,347,122	675,000	2,367,368	(473)	10,088,130
ENDING FUND BALANCE	13,975	414,475	1,936,198	563,768	5,503	2,102	1,578,445	602,023	5,148,549	473	10,265,511
RESERVE FUND BALANCE	43,346	131,863	0	0	0	0	200,903	0	0	0	376,112
NET INCREASE (Decrease) IN FUND BALANCE	(4,444)	(319,626)	518,134	604,535	5,686	(9,180)	227,971	(13,500)	257,632	473	1,267,660
As of June 30, 2009											
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance											
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.											
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement											
AVA - Abandoned Vehicle Abatement; DMV - Department of Motor Vehicles.											
Administration Services	\$363,022	\$1,110,604	\$251,345		\$275,000	\$35,999	\$78,254		\$43,000	\$0	\$2,157,224
% Basis	0.16828208	0.51483013	0.118513158		0.127478638	0.016687649	0.036275321		0.019933023	0	100%
Admin Cost Sharing											
Legal Services	\$20,000										
Accounting Services	\$70,600										
Office Space	\$45,000										
Printing/ Postage	\$12,250										
Publications	\$11,000										
Web Support	\$15,017										
Office Space Move	\$70,000										
Redwood City program Payroll	\$10,405										
Total	\$254,272										
	\$42,789	130,907	29,626		32,414	4,243	9,224		5,068	0	\$254,272
Transfer Out		130,907	29,626		32,414	4,243	9,224		5,068	0	
Transfer In	\$211,483										

05/05/11

C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES,

IN FUND BALANCE

	Administrative Program (General Fund)	Transportation Programs	SMCRP Program	Smart Corridor
BEGINNING BALANCE	13,975	414,475	1,936,198	6
RESERVE BALANCE	43,346	131,863	0	
PROJECTED REVENUES				
Interest Earnings	2,000	3,000	25,000	
Member Contribution	250,024	390,807	1,850,000	
Cost Reimbursements-SFIA	0	0	0	
MTC/ Federal Funding	0	973,000	0	
Grants	100,000	179,000	0	
DMV Fee	0	0	0	
NPDES Fee	0	0	0	
TA Cost Share	0	200,000	300,000	3.0
Miscellaneous SFIA	0	0	0	
Street Repair Funding	0	0	0	
PPM-STIP	0	460,000	0	2.4
Assessment	0	0	0	
TLSP	0	0	0	7
	0	0	0	
Total Revenues	352,024	2,205,907	2,175,000	6.1
TOTAL SOURCES OF FUNDS	365,999	2,620,381	4,111,198	6.6
PROJECTED EXPENDITURES				
Administration Services	117,000	115,000	20,000	
Professional Services	255,000	1,150,000	150,000	1
Consulting Services	30,000	820,750	1,210,000	6.1
Supplies	71,000	2,000	0	
Prof. Dues & Memberships	1,750	0	0	
Conferences & Meetings	8,000	3,000	1,000	
Printing/ Postage	20,250	5,500	0	
Publications	4,000	4,000	0	
Distributions	0	70,000	940,000	
Street Repair	0	0	0	
Miscellaneous	2,500	1,000	1,000	
Bank Fee	2,000	0	0	
Audit Services	9,000	0	0	
Project Management	0	0	0	
Total Expenditures	520,500	2,171,250	2,322,000	6.1
TRANSFERS				
Transfers In	0	0	0	
Transfers Out	0	0	200,000	
Administrative Allocation	-158,626	103,458	13,903	
Total Transfers	-158,626	103,458	213,903	-
NET CHANGE	-9,850	-68,801	-360,903	-
TRANSFER TO RESERVES	0	0	0	
TOTAL USE OF FUNDS	361,874	2,274,708	2,535,903	6
ENDING FUND BALANCE	4,126	345,673	1,576,295	
RESERVE FUND BALANCE	43,346	131,863	0	
NET INCREASE (Decrease)	-9,850	-68,801	-360,903	-
IN FUND BALANCE				
As of June 30, 2010				
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ En				
2- See individual fund summaries and fiscal year comments for details on Mi				
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation F				
AVA - Abandoned Vehicle Abatement; DMV - Department of Motor Vehicle				
Sum of Admin and Profess.	372,000	1,265,000	170,000	
% Basis	16%	55%	7%	
Admin Cost Sharing				
Legal Services	20,000			
Accounting Services	70,600			
Office Space	60,000			

DMV Fee Program	Measure M (DMV Fee)	Total
5,148,549	473	10,265,511
0	0	376,112
25,000	25,000	104,000
0	0	2,599,931
0	0	973,000
0	0	712,443
2,600,000	6,700,000	10,958,500
0	0	1,309,989
0	0	3,500,000
0	0	124,601
0	0	0
0	0	2,860,000
0	0	0
0	0	700,000
0	0	0
2,625,000	6,725,000	23,842,464
7,773,549	6,725,473	34,107,976
DMV Fee Program	Measure M (DMV Fee)	Total
20,000	20,000	354,000
25,000	25,000	2,103,559
125,000	1,050,000	12,091,853
0	0	73,000
0	0	135,166
2,000	2,000	20,500
0	0	30,750
0	0	8,000
2,700,000	4,228,200	8,633,200
0	0	0
0	0	991,500
0	0	2,000
0	0	9,000
0	0	100,000
2,872,000	5,325,200	24,552,528
550,000	0	1,494,490
744,490	-550,000	1,494,490
3,680	3,680	0
198,170	553,680	0
-445,170	846,120	-710,064
0	0	0
3,070,170	5,878,880	24,552,528
4,703,379	846,593	9,555,447
0	0	376,112
-445,170	846,120	-710,064
45,000	45,000	2,311,559
2%	2%	100%

**CITY/ COUNTY ASSOCIATION OF GOVERNMENTS OF
SAN MATEO COUNTY (C/CAG)
FACT SHEET - FY 2011-12**

Description: Joint Powers Authority of the 20 Cities and the County in San Mateo County. Functions as the Congestion Management Agency for San Mateo County including programming State and Federal discretionary funds. Also acts as the Local Task Force for Solid Waste Management, Airport Land Use Commission, Water Pollution Prevention Program and Transportation Fund for Clean Air manager. Facilitates long range planning to link land use and transportation.

Full Time Equivalent (FTE): FY 10-11 8.5 FTE FY 11-12 9.0 FTE
No change NPDES Program Manager went from part time to full time

Major Budget Assumptions:

Assumptions include: 1- No change in member assessment, 2- For NPDES budget assumed the new Municipal Regional Permit level and partially funded (\$344,490) by DMV Fee Program, 3-Smart Corridor Implementation including \$6,100,000 in transportation funds flows through the C/CAG budget, 4- San Mateo County Energy Watch (\$303,500) and 5- Climate action planning funding (\$200,000) is provided from the San Mateo Congestion Relief Program.

C/CAG Budget:	FY 10-11 Projection	FY 11-12 Budget	Change	PerCent
Beginning Balance:	\$ 8,997,830	\$10,265,511	\$ 1,267,681	14.09%
Reserves:	\$ 376,112	\$ 376,112	\$ 0	0%
Total Revenues:	\$11,355,811	\$23,842,464	\$12,486,653	109.96%
Total Sources of Funds:	<u>\$20,353,641</u>	<u>\$34,107,975</u>	<u>\$13,754,334</u>	<u>67.58%</u>
Total Expenditures:	\$10,088,130	\$24,552,528	\$14,464,398	143.38%
Transfer to Reserves:	\$ 0	\$ 0	\$ 0	0%
Total Use of Funds:	<u>\$10,088,130</u>	<u>\$24,552,528</u>	<u>\$14,464,398</u>	<u>143.38%</u>
Ending Fund Balance:	\$10,265,511	\$ 9,555,447	(\$710,064)	-6.92%
Reserve Fund Balance:	\$ 376,112	\$ 376,112	\$ 0	0%

Reserves are not included in Total Sources of Funds.

Capital: Consulting - \$12,091,853 Distributions - \$8,633,200 Total - \$20,725,053
Operating: \$3,827,475

C/CAG Budget Overview:

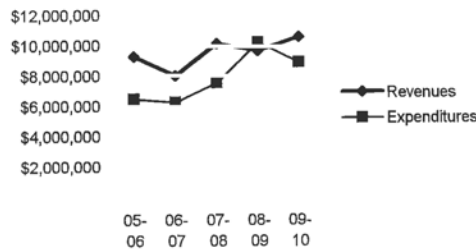
Revenues increased 109.96% and Expenditures increased 143.38%. The Revenue increase of \$12,486,653 is due primarily to the \$5,085,075 increase in State Transportation Improvement Program (STIP) funds for the Smart Corridor Project and \$6,725,000 from new Measure M revenue. The increase in Expenditures of \$14,464,398 is a due to the project implementation (\$6,285,610) for the Smart Corridor project, an increase in Transportation Programs of \$255,735, new Measure M local distributions of \$4,775,673, San Mateo Congestion Relief increase of \$898,080 due to Smart Corridor Project support and climate action, and DMV Fee Program implementation cost of \$1,549,000. Ending Fund Balance decreased 6.92% or by \$710,064. The Reserve Fund Balance between FY 10-11 and FY 11-12 remain the same. The cost for the lobbyist is included in the budget for Congestion Relief (\$36,000) and NPDES (\$36,000) funds.

Major Programs/ Funds:	Balance Beginning	Revenues	Expenditures	Transfers	Balance Ending
General Fund	\$ 13,975	\$ 352,024	\$ 520,500	(\$158,626)	\$ 4,126
Transportation Fund	\$ 414,475	\$ 2,205,907	\$ 2,171,250	\$ 103,458	\$ 345,673
San Mateo Congestion Relief Program	\$1,936,198	\$ 2,175,000	\$ 2,322,000	\$ 213,903	\$1,575,295
San Mateo Smart Corridor	\$ 563,768	\$ 6,100,000	\$ 6,996,000	(\$400,000)	\$ 67,768
LGP Energy Watch	\$ 5,503	\$ 303,500	\$ 459,000	(\$175,874)	\$ 25,877
TFCA	\$ 2,102	\$ 1,006,000	\$ 1,004,000	\$ 3,517	\$ 585
NPDES	\$1,578,445	\$ 1,688,533	\$ 2,182,578	(\$338,229)	\$1,422,629
AVA	\$ 602,023	\$ 661,500	\$ 700,000		\$ 563,523
DMV Fees	\$5,149,022	\$ 9,350,000	\$ 8,197,200	\$ 751,850	\$5,549,972
<u>C/CAG - Total</u>	<u>\$10,266,511</u>	<u>\$23,842,464</u>	<u>\$24,552,528</u>	<u>\$ 0</u>	<u>\$9,555,447</u>
Undesignated Balance:					

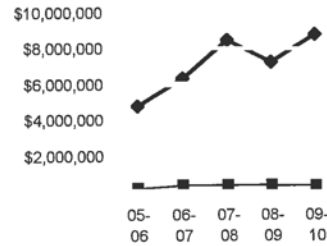
Major Programs/ Funds:	Balance Ending	Designated Expense	Designated Revenue	Designated Net	Undesignated Balance
General Fund	\$ 4,126	\$0	\$0	-\$0	\$4,126
Transportation Fund	\$345,673	\$150,000	\$0	-\$150,000	\$195,673
San Mateo Congestion Relief Program	\$1,575,295	\$823,000	\$100,000	-\$723,000	\$852,295
San Mateo Smart Corridor Program	\$67,768	\$67,768	\$0	-\$67,768	\$0
LGP Energy Watch					
TFCA	\$585	\$585	\$0	-\$585	\$0
NPDES	\$1,422,629	\$1,000,000	\$0	-\$1,000,000	\$422,629
AVA	\$563,523	\$180,000	\$0	-\$180,000	\$383,523
DMV Fees	\$5,549,972	\$3,500,000	\$0	-\$3,500,000	\$2,049,972
C/CAG - Total	\$9,555,447	\$5,721,353	\$100,000	-\$5,621,353	\$3,934,094

C/CAG NORMALIZED FIVE YEAR HISTORICAL REVIEW: (Not Current -Will be Updated for Final Budget)

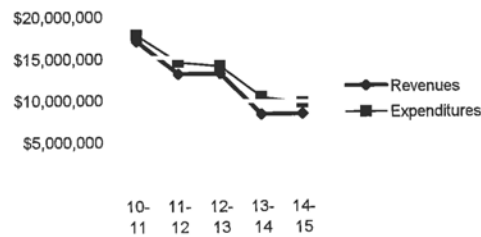
**FY 05-06 Thru FY 09-10
(Normalized to 2005)**



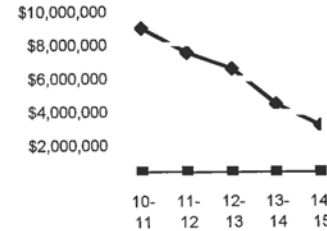
**FY 05-06 Thru FY 09-10
(Normalized to 2005)**



**FY 10-11 Thru FY 14-15
(Normalized to 2010)**



**FY 10-11 Thru FY 14-15
(Normalized to 2010)**



- Issues:**
- 1- Need to continue to get funding for the Airport Land Use Commission activities.
 - 2- New NPDES Storm-water Permit will significantly increase the cost of the program although budget balanced through FY 13-14. Measure M should address the \$750,000 per year deficit. Must pursue additional revenue.
 - 3- Implementation of the Smart Corridor Project will cause a significant increase in expenditures that requires the cash flow to be managed.
 - 4- Staff needs to reduce the large balance (\$5,549,972) of the DMV Fee Program.
 - 5- Ending Balance will drop significantly due to project cash flow; however, it should not be seen as a problem.
 - 6- Need to project or return the AVA balance of \$563,523.

Reserves: Have reserves of \$376,112 out of an Operating Budget of \$2,919,928 or 12.9%. However; the Undesignated Balance of \$3,827,475 provides funding capacity for unexpected issues or cost growth in programs. This will cover 1.9 years of the C/CAG fixed labor cost (\$1,950,000).

ATTACHMENT B

MEMBER ASSESSMENTS FY 11-12
(Same as FY 10-11)

Agency	Popul. % (tr of 1/1/06)	C/C/G Fee FY 11-12		Total Fee		CONGESTION RELIEF PROGRAM ASSESSMENT COUNTYWIDE HOUSING ELEMENT UPDATE			NFDES MEMBER ASSESSMENT		
		General Fund	Gas Tax	Agency	Agency	Agency	Popul. % (tr of 1/1/06)	FY 11-12 Basis (I)	FY 11-12 Extended (I)	FY 11-12 Basis (I)	FY 11-12 Extended (I)
Adherton	1.09%	\$250,024	\$390,997	Adherton	Adherton	1.09%	\$13,065	\$13,065	\$13,065	\$13,065	\$13,065
Belmont	3.54%	\$8,856	\$13,848	Belmont	Belmont	3.54%	\$3,848	\$3,848	\$3,848	\$3,848	\$3,848
Burlington	0.57%	\$9,759	\$15,900	Burlington	Burlington	0.57%	\$1,754	\$1,754	\$1,754	\$1,754	\$1,754
Colma	0.22%	\$544	\$850	Colma	Colma	0.22%	\$9,234	\$9,234	\$9,234	\$9,234	\$9,234
Daly City	14.48%	\$36,193	\$56,587	Daly City	Daly City	14.48%	\$198,610	\$198,610	\$198,610	\$198,610	\$198,610
East Palo Alto	4.43%	\$11,024	\$16,441	East Palo Alto	East Palo Alto	4.43%	\$45,633	\$45,633	\$45,633	\$45,633	\$45,633
Foster City	1.79%	\$4,399	\$6,877	Foster City	Foster City	1.79%	\$31,479	\$31,479	\$31,479	\$31,479	\$31,479
Half Moon Bay	1.79%	\$4,399	\$6,877	Half Moon Bay	Half Moon Bay	1.79%	\$33,491	\$33,491	\$33,491	\$33,491	\$33,491
Hillsborough	4.73%	\$10,638	\$16,000	Hillsborough	Hillsborough	4.73%	\$103,109	\$103,109	\$103,109	\$103,109	\$103,109
Millbrae	2.86%	\$7,160	\$11,094	Millbrae	Millbrae	2.86%	\$68,419	\$68,419	\$68,419	\$68,419	\$68,419
Pacifica	0.63%	\$1,572	\$2,458	Pacifica	Pacifica	0.63%	\$64,742	\$64,742	\$64,742	\$64,742	\$64,742
Redwood City	10.51%	\$26,272	\$41,076	Redwood City	Redwood City	10.51%	\$7,697	\$7,697	\$7,697	\$7,697	\$7,697
San Bruno	5.73%	\$14,335	\$22,012	San Bruno	San Bruno	5.73%	\$248,197	\$248,197	\$248,197	\$248,197	\$248,197
San Carlos	13.03%	\$32,566	\$50,016	San Carlos	San Carlos	13.03%	\$88,246	\$88,246	\$88,246	\$88,246	\$88,246
San Mateo	8.54%	\$21,347	\$33,276	San Mateo	San Mateo	8.54%	\$298,110	\$298,110	\$298,110	\$298,110	\$298,110
South San Francisco	0.76%	\$1,901	\$2,973	South San Francisco	South San Francisco	0.76%	\$168,325	\$168,325	\$168,325	\$168,325	\$168,325
Woodside (D)	8.94%	\$22,459	\$34,458	Woodside (D)	Woodside (D)	8.94%	\$11,189	\$11,189	\$11,189	\$11,189	\$11,189
San Mateo County				San Mateo County	San Mateo County		\$98,667	\$98,667	\$98,667	\$98,667	\$98,667
TOTAL	100	\$250,024	\$390,997	TOTAL	TOTAL	100.00%	\$1,850,000	\$1,850,000	\$1,850,000	\$1,850,000	\$1,850,000

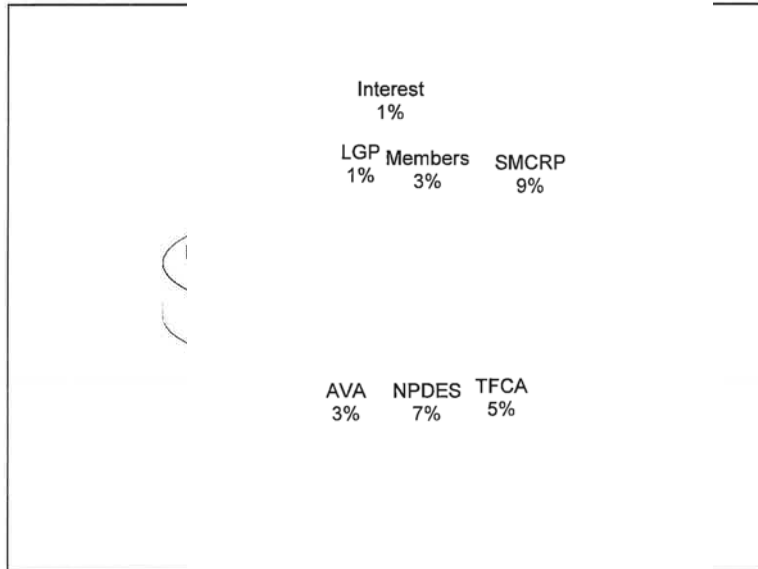
1- Except those in bold in collected by the San Mateo County Flood Control District
2- Bold indicate Cities pay it from their General Fund
3- Woodside pays for both NFDES Basis and NFDES Borrowed from City Funds
4- Budget includes approximately \$1,521,000.
5- Assessed by IEs.
6- The Column Headings shown in Bold are the FY 11-12 Projected Fee

ATTACHMENT C

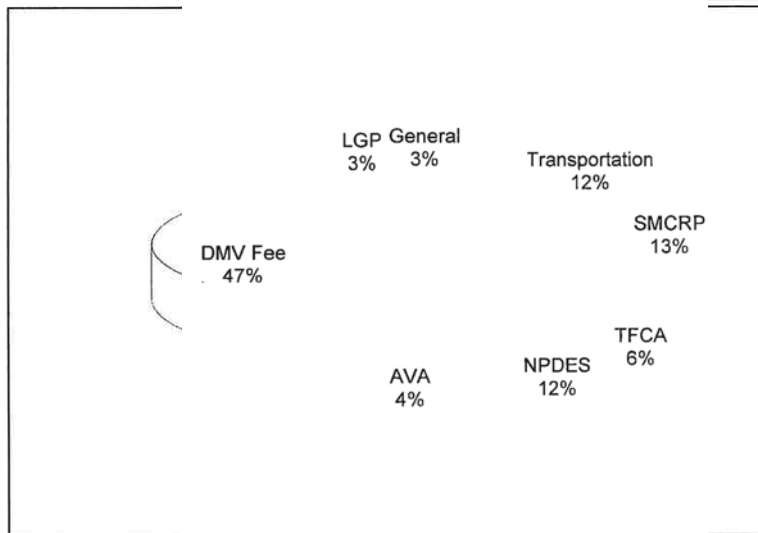
Graphical Representation of C/CAG Budget



C/CAG REVENUES FY 2011-12

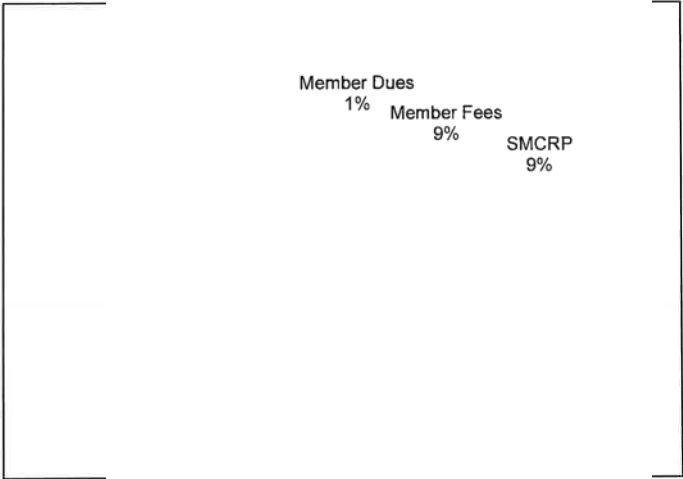


C/CAG EXPENDITURES FY 2011-12



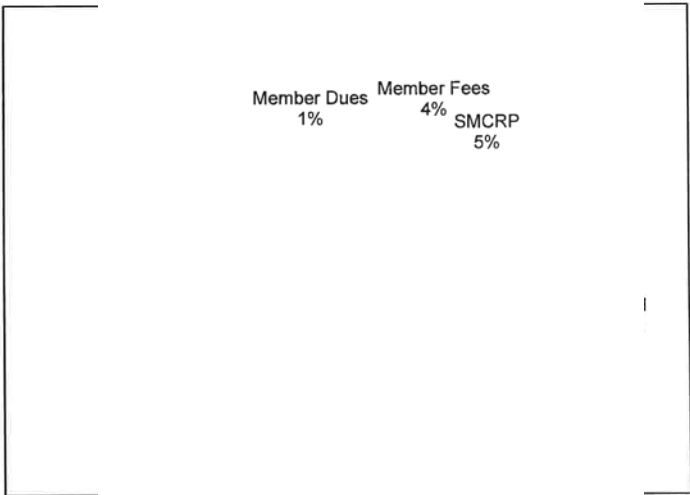
C/CAG MEMBER DUES/ FEES HIGHLY LEVERAGED

C/CAG REVENUES FY 2011-12



Leverage= 9.2583 to 1
(Less SMCRP Funds)

C/CAG CONTROLLED FUNDS FY 2011-12



Leverage= 19.55 to 1
(Less SMCRP Funds)

C/CAG AGENDA REPORT

Date: May 12, 2011
To: City/County Association of Governments Board of Directors
From: Congestion Management & Environmental Quality Committee (CMEQ)
Subject: Review and approval of the Final List of projects to be submitted to the Metropolitan Transportation Commission (MTC) for inclusion in the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS).

(For further information contact Sandy Wong at 599-1409 or Jean Higaki at 599-1462)

RECOMMENDATION

That the C/AG Board review and approve of the Final List of projects to be submitted to the Metropolitan Transportation Commission (MTC) for inclusion in the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS).

FISCAL IMPACT

None.

SOURCE OF FUNDS

NA

BACKGROUND/DISCUSSION

The Metropolitan Transportation Commission (MTC) issued a “call for projects” on February 14, 2011 for development of its long-range Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). MTC has requested that project sponsors submit projects through their respective Congestion Management Agency (CMA) for each county. The county level “call for projects” was issued on February 18, 2011. In order to prepare and present a draft list of projects to the C/CAG committees, a spreadsheet submittal of projects was due to C/CAG staff by March 15, 2011.

This “call for projects” was issued to public works directors of the 21 local jurisdictions with copies sent to the respective city managers, planning directors, as well as MTC policy advisory council members (in San Mateo), C/CAG board members, C/CAG committee members, and low-income community based organization stakeholders.

To comply with outreach requirements, the “call for projects” has also been posted on the C/CAG website and has been distributed to the public upon request. A press release from C/CAG was issued on March 11, 2011. A Public Hearing on the Draft List of Projects was held on March 28, 2011 with notification posted in news publications.

ITEM 6.3

C/CAG staff has worked with the San Mateo County Transit District (SamTrans), the San Mateo County Transportation Authority (SMCTA), Caltrain, and others, to develop project lists for Measure A, transit, and multi-county projects. Coordination meetings with MTC and California Department of Transportation (Caltrans) staff were held to discuss mutual priorities.

A draft RTP list of projects, based on request received from partner agencies in the County, was presented at the March 17, 2011 Congestion Management Program Technical Advisory Committee (TAC) meeting for review and comment. A public hearing to review the draft list was held at the Congestion Management Program and Environmental Quality Committee (CMEQ) on March 28, 2011. The draft list was presented to the C/CAG Board on April 14, 2011 for review and comment. The Final list was recommended for approval by the TAC on April 21, 2011 and the CMEQ on April 25, 2011. Online project applications for projects on the attached list were submitted to MTC by April 29, 2011. The attached list will be sent to MTC upon approval by the C/CAG Board.

MTC has issued a “target” financial boundary, which is based on population and is only used to set a “reasonable” limit on project submittals. The attached list of projects fit within the initial financial “constraint” issued by MTC. It should be noted that financial projections are still being developed at MTC, which will supersede the current financial constraint for the RTP. Because there will be a further financial “constraint” for the County, there is a possibility that some projects and programs further out in development may only include phases in this RTP.

Programmatic category projects are broad categories of similar projects, programs, and strategies that are included under a single entry in the RTP/SCS. Projects within programmatic categories are exempt from regional air quality conformity because they do not add roadway capacity, roadway miles, nor contribute to air quality emission. Projects identified in the future, that meet the descriptions of the Programmatic Categories, do not have to be listed separately, and can proceed to receive Federal, State, and Regional funds without being stopped for regional air quality modeling. C/CAG intends to submit the following programmatic categories of projects for the entire County of San Mateo:

- Bicycle and pedestrian facilities and enhancement
- Lifeline transportation
- Local road safety
- Highway safety
- Local streets and roads O&M
- Non-capacity increasing local road intersection modifications and channelization
- Install an Intelligent Transportation System (ITS) and a Traffic Operation System (TOS) countywide
- Shuttles
- Transforming El Camino Real into a Complete Street as part of the Grand Boulevard Initiative
- TLC/Streetscape
- Transportation Oriented Development (TOD)
- Transportation environmental enhancements

- Countywide Safe Routes to School Program
- Implement local circulation improvements and the local streets traffic management program

At this point, Programmatic Categories show funds that are projected to be available for that Category from Regional or from County sources.

The remaining “call for projects” task schedule was developed by MTC and augmented with C/CAG processes (shaded tasks).

Schedule Task	Date
Open Web-Based Project Application Form for Use by CMAs/ Project Sponsors	
Project Sponsor submits initial project list to C/CAG	
C/CAG staff develops preliminary draft list of projects based on sponsor submittals	
CMP TAC – Review of draft list	March 17, 2011
CMEQ (Public Hearing) – Review of the draft list	March 28, 2011
Project Sponsors to complete web based application	April 8, 2011
C/CAG Board – Review of the draft list	April 14, 2011
CMP TAC – Review of the Final List	April 21, 2011
CMEQ – Review of the Final List	April 25, 2011
Project Submittals Due to MTC	April 29, 2011
C/CAG Board – Approval of the Final List (C/CAG will submit a draft list and request an extension from MTC for Board approved final list.)	
MTC Conducts Project-Level Performance Assessment	May – July 2011

After the close of the project submittal process, MTC will conduct “project-level performance assessments” from May-July 2011. MTC will also conduct a selection process for projects to include in “detailed scenarios assessment”. The “project-level performance assessment” is designed to identify projects and programs that advance the SCS/RTP goals, support the SCS land use strategy, and are cost-effective. The assessment will be similar to that performed as part of Transportation 2035. Methodologies for quantitatively and qualitatively comparing the merits of various transportation projects are in development. The “detailed scenario assessment”, performed after the “project-level performance assessment,” will capture the interactions among transportation projects and land use.

In October to December of 2011, MTC will hold discussions regarding the “detailed scenario results” and define the draft funding policy and investment strategies for the various modes of transportation and land use.

The overall RTP/SCS development is scheduled for adoption during November 2012 – April

2013. It is anticipated that the RTP/SCS will continue to be updated every four (4) years with no mid term amendment.

ATTACHMENTS

- Final Listing of San Mateo County 2040 Regional Transportation Plan (RTP/SCS) Projects
- CalTrain Program of Projects for 2040 RTP to be submitted separately by CalTrain to MTC

San Mateo County
2040 Regional Transportation Plan (RTP/SCS) Projects
(Costs are shown in \$ millions)

2040 RTP Project List

New or Ref # of Existing Project	Sponsor	Project Title	Project Description	Total Cost (in millions)	RTP Financial Constraint (in millions)	Vision - Beyond Financial Constraint (in millions)	Funding Source
21602	SMCTA, Caltrans, City of Burlingame	Reconstruct U.S. 101/Broadway interchange			\$74.5		
21603		Modify U.S. 101/Woodside Road interchange		\$66.0	\$66.0	\$0.0	STIP, Meas A, Local
21604		Construct modified auxiliary lanes on U.S. 101 from Oyster Point to San Francisco County line			\$72.0		STIP, Meas A,
21606					\$57.0	\$0.0	
21607	East Palo Alto	University Avenue Overpass Bike/ Ped Facility			\$7.0	\$0.0	
21608					\$119.9		STIP, Meas A, Proposition 1B Corridor Mobility Improvement Account funds
21609					\$4.5		
21612		Improve access to/from west side of Dumbarton Bridge on Route 84 connecting to U.S. 101 (includes flyovers, interchange improvements and conversion of Willow Road between Route 84 and U.S. 101 to expressway)			\$62.4	\$305.5	

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2040 RTP Project List

New or Ref # of Existing Project	Sponsor	Project Title	Project Description	Total Cost (in millions)	RTP Financial Constraint (in millions)	Vision - Beyond Financial Constraint (in millions)	Funding Source
21613	SMCTA	Improve Route 92 from San Mateo-Hayward Bridge to I-280 (includes widening and uphill passing lane from U.S. 101 to I-280 & modification of Route 92/EI Camino Real interchange)	Improve Route 92 from San Mateo-Hayward Bridge to I-280 (includes widening and uphill passing lane from U.S. 101 to I-280 & modification of Route 92/EI Camino Real interchange)	\$174.5	\$32.1	\$142.4	Federal Earmark 3mil, STIP, Meas A
21615	SMCTA / City of Daly City	Reconstruct I-280/Route 1 interchange (Daly City), including ramps	Reconstruct I-280/Route 1 interchange, including ramps	\$119.5			STIP, Meas A, Local
21892	SMCTA/ RWC	Widen Woodside Road from 4 to 6 lanes from El Camino Real to Broadway	Widen Woodside Road from 4 to 6 lanes from El Camino Real to Broadway	\$16.0		\$13.2	STIP, Meas A, Local
	SMCTA	Widen Route 92 from Half Moon Bay city limits and Pilarcitos Creek (includes widening shoulders and travel lanes to standard widths and straightening curves)	Widen Route 92 from Half Moon Bay city limits and Pilarcitos Creek (includes widening shoulders and travel lanes to standard widths and straightening curves)			\$29.0	
22227	Brisbane/ SMCTA	Geneva Avenue Extension	Extend Geneva Avenue from its current terminus at Bayshore Boulevard through new Candlestick Interchange (see Ref ID 22756) and connect to Harney Way	\$87.0	\$87.0		Prop 1B, Meas A, STIP, Local, Developer
22229	Brisbane/ SMCTA	US 101-Sierra Point Parkway	Reconstruct Sierra Point Parkway on/off ramps at western join to US 101 and extend Lagoon Way from this improved interchange to Bayshore Boulevard	\$80.7		\$66.6	Prop 1B, Meas A, STIP, Local, Developer
22230	SMCTA / City of Daly City	Construct Auxiliary Lanes between I-380 and Hickey Boulevard (Daly City, South San Francisco, San Bruno)	Construct auxiliary lanes (one in each direction) on I-280 from I-380 to Hickey Boulevard	\$74.3	\$12.8	\$61.5	STIP, Meas A
22232	City of Daly City	Construct streetscape improvements in Planned Development Areas on Mission Street (Route 82) from John Daly Boulevard to San Pedro Road and on Geneva Avenue from city limit to city limit	Design and construction of enhanced sidewalks, landscaping, improved street crossings, landscaped median islands, and pedestrian-scale street lighting in Planned Development Areas along and adjoining Mission Street (Route 82) from John Daly Boulevard to San Pedro Road and Geneva Avenue from city limit to city limit.	\$50.4		\$45.0	Local, Developer
22239		Widen Manor Drive overcrossing at Route 1 (includes new traffic signals at intersection)	Projects to be phased for implementation in both design and construction. Widen Manor Drive overcrossing at Route 1 (includes new traffic signals at intersection)	\$12.3		\$0.0	STIP, Meas A, Local

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San Mateo County
2040 Regional Transportation Plan (RTP/SCT) Projects
(Costs are shown in \$ millions)

2040 RTP Project List

New or Ref # of Existing Project	Sponsor	Project Title	Project Description	Total Cost (in millions)	RTP Financial Constraint (in millions)	Vision - Beyond Financial Constraint (in millions)	Funding Source
22261		Replace San Pedro Creek Bridge over Route 1	Replace San Pedro Creek Bridge over Route 1	\$8.0			Fed Earmarks, Meas A, STIP
	SMCTA		Widen Skyline Boulevard (Route 35) from 2 to 4 lanes between I-280 and Sneath Lane	\$21.9			STIP, Meas A
22279	South San Francisco/SMCTA		Construct new U.S. 101/Produce Avenue interchange (includes replacement of Produce Avenue on- and off-ramps and South Airport Boulevard ramps to U.S. 101 at Wondercolor Lane) connecting to South Airport Boulevard and San Mateo Avenue.		\$107.3	\$0.0	
22282	SMCTA	Improve U.S. 101 operations near Route 92	Improve U.S. 101 operations near Route 92	\$53.8	\$53.8		40mil), STIP,
22751			Improve operations and safety of Route 1 in Half Moon Bay (includes extending Route 1 to Half Moon Bay city limits and channelization at local intersections)	\$16.3			
22756			Reconstruct Candlestick Point interchange at US 101, including through connections on west to an extended Geneva Avenue (see Ref ID 22227) and on east to Harney Way				
	SMCTA	Construct westbound slow-vehicle lane on Route 92 from Route 35 to I-280	Construct westbound slow-vehicle lane on Route 92 from Route 35 to I-280	\$112.2			Meas A, STIP
	SMCTA/Pacifica	Add travel lane (one in each direction) on Route 1 (Calera Parkway) between Fassler Avenue and Westport Drive in Pacifica (includes traffic signal coordination on Fassler Avenue and Reina Del Mar Avenue)	Add travel lane (one in each direction) on Route 1 (Calera Parkway) between Fassler Avenue and Westport Drive in Pacifica (includes traffic signal coordination on Fassler Avenue and Reina Del Mar Avenue)	\$45.7	\$45.7		Meas A, STIP, Local
230417	City of San Carlos		Widen EB to NB loop to 2 lanes and eliminate NB to WB Loop. Provide grade-separated pedestrian and bicycle path	\$18.5		\$0.0	
			Extend Blomquist Street to Bair Island Road/East Bayshore Rd which includes a new Blomquist Bridge crossing Redwood Creek	\$12.0			

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2040 RTP Project List

New or Ref # of Existing Project	Sponsor	Project Title	Project Description	Total Cost (in millions)	RTP Financial Constraint (in millions)	Vision - Beyond Financial Constraint (in millions)	Funding Source
	East Palo Alto	Bay Road Improvements Project, Phase 2 & Phase 3	Traffic calming and streetscape Improvements on Bay Road from University Avenue to Cooky Landing. Phase II segment will be from Clarke Avenue to Tara Road, and Phase III will be from Tara Road to Bay Trail. Improvements include: construction of wider sidewalks, storm drainage systems, pedestrian and street lighting, Landscaped median, planters, landscaped bulb outs, and streetscape elements, bus stop stop facilities, colored concrete pavement (decorative) at intersections. Resurfacing of the roadway, lighted (LED) crosswalks, bike lanes, irrigation and planting of shrubs and trees in the median and on both sides of the roadway, Relocation of existing utilities, Construction of new ADA ramps at all intersections and mid-block crossings, and New pavement striping.			\$0.0	Federal Earmarks HPP #707, #3767 and STP earmark CA 784, Local
230704	City of Foster City	State Route 92/Chess Drive Ramp Widening Project	Widening on and off ramps	\$2.4	\$2.4	\$0.0	Developer, Local
	C/CAG	US101 HOV/T lanes, Whipple to County Line	Modify existing lanes to accommodate an HOV/T lane from Whipple to County Line	\$40.0		\$0.0	STIP, Local
New	City of Daly City	Callan Boulevard / Serramonte Boulevard and Lake Merced Boulevard / Southgate Avenue Intersection Improvements	Intersection and signalization improvements at the Callan Boulevard / Serramonte Boulevard intersection and at the Lake Merced Boulevard / Southgate Avenue intersection				Local, Developer
New	City of Milbrae	California Drive Extension	Extend California Drive north to the intersection of Victoria and El Camino Real	\$7.4		\$5.7	Local
New	City of Milbrae	Milbrae Avenue and Rollins Road Intersection Improvement	Widen Milbrae Avenue between Rollins Road and US101 southbound onramp and resurface the intersection	\$3.3	\$0.7	\$2.5	
		JS101 Millbrae Ave Bike/Pod Bridge	Across US101 north of and adjacent to the existing Millbrae Avenue bridge; Construct a new 10-foot wide Class 1 mixed-use bike/ped overcrossing.				

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San Mateo County
2040 Regional Transportation Plan (RTP/SCS) Projects
(Costs are shown in \$ millions)

2040 RTP Project List

New or Ref # of Existing Project	Sponsor	Project Title	Project Description	Total Cost (in millions)	RTP Financial Constraint (in millions)	Vision - Beyond Financial Constraint (in millions)	Funding Source
New	Foster City	Triton Drive	Widen Triton drive between Foster City Boulevard and Filiform	\$1.5			Developer, Meas A, Local
New	Menlo Park	Sand Hill Road Signal	Signal Coordination between	\$1.8	\$1.8	\$0.0	Local, Measure A
New	Menlo Park	Willow Road Adaptive Signal	Adaptive Signal control	\$2.3		\$0.0	Local, Measure A
230349	NPS/ GGNRA	Improve local access to National Park Service (NPS) lands in San Mateo	Improve local access to National Park Service (NPS) lands in San Mateo	\$0.4		\$0.3	FHWA Federal Lands Highway Program/ Park Roads and Parkways Program (FLHP/ PRPP), Central Federal Lands Highways (CFL) Division.
New	SMCTA		Reconstruct 101 Interchange to add on and off ramps from southbound 101	\$35.0		\$29.0	Meas A, STIP, Local
New	San Mateo County	Highway 1 Safety and Mobility Project	Operational and Safety Improvements for vehicles, bicycles, and pedestrians, along the Highway One corridor between Half Moon Bay and Pacifica	\$65.0	\$13.8	\$51.2	Local
New	SMCTA/ Daly City	I-280/John Daly Boulevard Overcrossing	Widen the north side of John Daly Boulevard I-280 overpass to accommodate vehicular and Bike/Ped	\$7.7			Meas A, STIP, Local
Sub Total				\$2,218.1	\$1,217.8	\$1,000.3	
22226	City of Brisbane	Bayshore Intermodal Station	Enhance existing Caltrain facility to additionally accommodate SFMTA buses, Samtrans buses, cross-platform transfers between Caltrain and SFMTA (connect with 3rd Street Light Rail extension, see Ref ID 94632), and transfers from/to new Geneva Ave/Harvey Way Bus Rapid Transit (see Ref ID 230207)	\$48.6		\$48.6	STIP, Local Funds, Measure A, and Developer Exactions
230433	City of Redwood City	Redwood City Ferry Service Implementation	Implement ferry service from the Redwood City ferry terminal to other terminals in the Bay Area	\$51.2	\$51.2	\$0.0	Transit Admin - Ferry Boat fund, USDOT (To be submitted by WETA)
New	City of Redwood City	Redwood City Ferry Terminal	Construct a new ferry terminal to be located off Seaport Blvd adjacent to the Port of Redwood City.	\$15.0		\$0.0	Meas A (To be submitted by WETA)
New	City of Redwood City	Redwood City Street Car Construction and Implementation	Construct and implement street car service on Broadway from 5th Ave to downtown train station			\$10.0	
		SamTrans BRT	Implementation of BRT service in San Mateo County on the El Camino Real	\$782.0		\$865.2	Proposition 1B, Measure A sales tax, FTA
94657	SamTrans	Incremental Increase in Paratransit Service	Increase in capacity of the SamTrans paratransit fleet and service to meet projected demand		\$45.8	\$435.6	FTA Section 5310, District sales tax, Measure A sales tax, Measure M veh. reg. Fee

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San Mateo County
2040 Regional Transportation Plan (RTP/SCS) Projects
(Costs are shown in \$ millions)

2040 RTP Project List

New or Ref # of Existing Project	Sponsor	Project Title	Project Description	Total Cost (in millions)	RTP Financial Constraint (in millions)	Vision - Beyond Financial Constraint (in millions)	Funding Source
230192	SamTrans	SamTrans Rapid Bus	improve SamTrans bus service on the El Camino Real (include enhanced service levels, transit priority measures, signal timing and related bus improvements)	\$2.5	\$2.5		District Sales Tax, Measure A sales tax, Measure M veh. reg. Fee
			Sub Total	\$1,390.7	\$231.3	\$1,159.4	
230430	C/CAG		Bicycle and Pedestrian facilities and enhancements including class I, II, and III facilities, Bicycle bridge overcrossings, Bicycle / Ped Trails, bicycle and pedestrian access, and other related air quality exempt work.	\$60.0		\$0.0	\$1,000mil covered under Regional Bike Program #22247 to build out Regional Bicycle Network as defined in MTC's Regional Bicycle Master Plan
22423		Lifeline transportation	Lifeline Transportation Program: fund programs and services that address transportation gaps specific to low-income communities	\$33.0	\$33.0	\$0.0	\$400mil covered under Regional Lifeline Program #22423 to fund programs and services that address transportation gaps specific to low-income communities
New	C/CAG	Non-capacity increasing local road intersection modifications and channelization	Make local intersection improvements (includes street channelization, overcrossings, and safety improvements)	\$63.0			
22274	C/CAG	Install an Intelligent Transportation System (ITS) and a Traffic Operation System (TOS) countywide	Install an Intelligent Transportation System (ITS) and a Traffic Operation System (TOS) countywide	\$73.7		\$0.0	Prop 1B, Meas A, STIP
22268	C/CAG	Shuttles	Provide countywide shuttle service between Caltrain stations and/or major activity centers (includes purchase of vehicles)	\$175.0		\$78.0	
	SamTrans	Transforming El Camino Real into a Complete Street as part of the Grand Boulevard Initiative	Planning and implementation of a "complete streets" design for Mission Street/El Camino Real as part of the Grand Boulevard Initiative to accommodate all modes of travel, including but not limited to curbs/gutters, sidewalks, drainage, street crossings, bike facilities, streetscape, medians, utilities, traffic channelization, signal improvements, bulbouts, parking, bus and transit access improvements.	\$175.5		\$125.5	STIP-TE, CMAQ (TLC), Local

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San Mateo County
 2040 Regional Transportation Plan (RTP/SCS) Projects
 (Costs are shown in \$ millions)

2040 RTP Project List

Project Description

Planning and implementation of a Complete Streets design to accommodate all modes of travel.
 Implement an incentive program to

\$2,200 mil covered under Regional TLC Program #21011 to improve pedestrian, bicycle and transit access; and support station development areas and FOCUS

Transportation environmental enhancements projects that enhance in or around transportation facilities as defined by Caltrans TE program. Includes slope protection/ stabilization and erosion local circulation improvements and the

Implement San Mateo County's Safe Routes to Schools Program. Includes and non-capital projects.

Local, \$400 mil covered by Regional Climate Action Campaign #230550 for outreach and educational projects like Safe Routes to School/ Transit

Sub Total 7 \$316.5

Total* \$1,917.8 \$2,476.2

* Total does not include Caltrain Projects

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Agency Name: Peninsula Corridor Joint Powers Board
 Date Submitted: 4/13/2011
 Contact Name:
 Contact Telephone: 650 508-6476
 Contact E-mail:

CalTrain Project List

Caltrain Terminal station Improvement: 4th and King Station Improvements	The project includes widening and lengthening the terminal platforms and reconfiguring the track approach at the 4th & King Caltrain terminal. Track modifications will support the Downtown San Francisco extension to the Transbay Terminal. Improvements will be designed to support Caltrain service but the footprint will accommodate HSR.	4th and King Station, San Francisco, CA.	5	68,000,000	
Caltrain CommunicationsBased Overlay Signal System (CBOSS) and Positive Train Control System (PTC)	CBOSS/PTC is a system of signalization, utilizing ontrack and off track sensors, which allows for automated computerized collision prevention, improved manual collision prevention, improved accident prevention, and improved headways. Legal mandate requires PTC to be in place by 2015.	Along the entire Caltrain ROW.	5	231,000,000	FRA HSR, State Prop 1A HSR, FTA Section 5309, JPB FRA HSR, Prop 1A HSR, FRA Earmark, Prop 1B PTMISEA, JPB
South Terminal Phase II and II	Phase II of this project is to construct an additional mainline track and new signal controls north of Diridon Station to CEMOF. Phase III is to install an additional mainline track and signal controls south of Diridon Station to Interstate 280.	Between the Caltrain maintenance facility (CEMOF) and Interstate 280 in San Jose, CA.	5	70,000,000	FTA Section 5309, Prop 1B PTMISEA
Caltrain Terminal Station Improvement: San Jose Diridon Station	Redesign of Diridon to accommodate increased service and demand associated with mode additions including Bay Area Rapid Transit (BART), High Speed Rail (CAHSR), Bus Rapid Transit, and peoplemover airport service. These increases result in an approximately fivefold increase in train traffic. Upgraded station is expected to be one of the premier transit hubs in the Western US. Listed costs are just the Caltrain share of the project.	Diridon Station, San Jose, CA.		150,000,000	FRA HSR, Prop 1A HSR, JPB, levelinners
Grade Separations - Phase 1: San Mateo County	Grade separations at approximately 2 to 3 high priority Measure A candidate locations to separate vehicular and rail traffic for safety purposes.	TBD, along Caltrain corridor in San Mateo County.			
				\$	300,000,000 San Mateo County Measure A

Agency Name: Peninsula
 Date Submitted: 4/13/2011
 Contact Name:
 Contact Telephone: 650 508-6476
 Contact E-mail:

CalTrain Project List

JIC

Grade Separations - Phase 2: San Mateo, Santa Clara, and San Francisco Counties	Project involves grade separation on approximately 43 grade crossings throughout San Mateo, Santa Clara, and San Francisco Counties. These projects will separate vehicular and rail traffic for safety purposes under a service scenario of 10 trains per hour in peak service with HSR.	Remaining at-grade crossings to be grade separated along Caltrain corridor.	
Caltrain Vehicle Expansion to Support 6 Trains During Peak	Purchase of 14 EMUs will allow Caltrain to increase service from 5 trains per hour to 6 trains per hour. An electric multiple unit or EMU is a multiple unit train consisting of self-propelled carriages, using electricity as the motive power. An EMU requires no separate locomotive, as electric traction motors are incorporated within one or a number of the carriages.	Rolling Stock procurement for service between San Francisco and San Jose w/ Electrification	\$ 4,386,000,000
Caltrain Vehicle Expansion to Support 10 Trains During Peak	Purchase of 72 additional EMUs will allow Caltrain to run 10 trains per hour. An electric multiple unit or EMU is a multiple unit train consisting of self-propelled carriages, using electricity as the motive power. An EMU requires no separate locomotive, as electric traction motors are incorporated within one or a number of the carriages.	Rolling Stock procurement for service between San Francisco and San Jose w/ Electrification	\$ 62,580,000
Caltrain At-grade Crossing Improvements	This project will involve work to improve at-grade crossing safety, signalization, crossing guards, striping, and signage. Infrastructure will be installed in preparation for JIC compliant equipment to be installed. Includes installation of four quad gates at all intersections, video monitoring and alarm management system.	Along the entire Caltrain ROW.	\$ 325,000,000
Caltrain Mid-Line Overtake	This project involves the installation of passing tracks between San Francisco and San Jose Diridon Station, which will allow an express train to pass a local train in a scenario involving 10 trains per hour during peak service. Location is to be determined, and will likely be co-located at a planned high speed rail station.	To be determined location between San Francisco and San Jose Diridon Stations.	\$ 114,800,000
			TBD

Federal Section 130 program, San Mateo County transportation tax, Santa Clara County transportation tax

Agency Name: Peninsula Corridor Joint Powers Board
 Date Submitted: 4/13/2011
 Contact Name: Joel Slavit
 Contact Telephone: 650
 Contact E-mail:

CalTrain Project List

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		Project Limits/Location			
1	<p>corridor associated with include, but are not here, and San Carlos. Shuttle and bicycle and</p>	<p>May include, but are not limited to the Hillsdale, Hayward Park, Bayshore & San Carlos stations.</p>			
1	<p>Transit Enhancements - Caltrain Station Upgrades, Phase 2</p> <p>This project involves system-wide access improvements at Caltrain stations associated with increased service and demand due to an increase in 6 trains per hour with Electrification. Improvements include parking and bus, shuttle and bicycle and pedestrian access improvements.</p>	<p>Between San Francisco and San Jose with Electrification</p>	\$	200,000,000	JPB, developer contributions
	<p>Transit Enhancements - Caltrain Station Upgrades, Phase 3</p> <p>This project involves system-wide access improvements at Caltrain stations associated with increased service and demand due to a planned increase to 10 trains per hour. Project covers all Caltrain stations. Improvements include parking and bus, shuttle and bicycle and pedestrian access improvements.</p>	<p>Between San Francisco and San Jose</p>	\$	25,000,000	JPB, developer contributions
	<p>Caltrain Electrification between Tamien and San Francisco</p> <p>The project includes the installation of traction power substations, an overhead catenary system to supply power to the trains, signal and grade crossing circuitry changes, and related communications improvements. The traction power substations will be small to medium sized outdoor electrical facilities spaced about five to seven miles apart. They will distribute the power along the route. The main components of the overhead catenary system are poles along side the tracks (spaced approximately 180ft apart), which support the wires over the tracks and supply the power to the trains. The signaling, grade crossing and communications portions of the project will be necessary changes to existing circuitry, but be contained within existing or new small enclosures, and therefore be largely invisible.</p>	<p>Between San Francisco and San Jose</p>	\$	126,000,000	
4				785,000,000	FRA HSR, Prop 1A HSR, FTA Section 5307, FHWA CMAQ, Prop 1B PTMISEA, JPB

Agency Name: Peninsula Corridor Joint Powers Board
Date Submitted: 4/13/2011
Contact Name: Joel Slavitt
Contact Telephone:
Contact E-mail:

CalTrain Project List

Item	Total Project Cost (In 2013 \$)	FUNDING
		Committed Funding Sources
	\$6,843,380,000	

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Please add additional rows if needed

C/CAG AGENDA REPORT

Date: May 12, 2011

To: City/County Association of Governments Board of Directors

From: Joseph Kott -- C/CAG
Christine Grubl -- Peninsula Traffic Congestion Relief Reliance (Alliance)
Jim Bigelow – CMEQ member

Subject: Receive Report on Pre-Tax Commuter Benefits Outreach Efforts and Comment on a potential Process of Implementing a Pre-Tax Commuter Benefits Ordinance

(For further information contact Joseph Kott at 599-1453 or Christine Grubl at 588-8170)

RECOMMENDATION

That the C/CAG Board receive staff's report on pre-tax commuter benefits and outreach efforts to the local business community regarding pre-tax commuter benefits and comment on a potential process of implementing a Pre-Tax Commuter Benefits Ordinance.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Funds for outreach efforts to employers of 100 employees or more are derived from the Peninsula Traffic Congestion Relief Alliance's countywide transportation demand management commuter outreach program. Ordinance compliance efforts could be provided on a fee for service basis by individual cities directly to the Alliance if cities would like to have the Alliance involved in compliance efforts. Cities could also choose to handle compliance internally.

BACKGROUND/DISCUSSION

At its May 24, 2010 meeting, the C/CAG CMEQ reviewed and provided direction on a prospective Pre-Tax Commuter Benefits Ordinance requiring employers to offer a pre-tax commuter benefits program to encourage employees to use public transit or vanpools. In San Francisco, a similar ordinance covers employers with 20 or more full-time or part-time employees. Creation of a pre-tax commuter benefits program under existing Federal Tax Law 132(f) allows employees to use up to \$230 per month in pre-tax wages to purchase transit passes or vanpool rides. The public policy benefits of a Pre-Tax Commuter Benefits Ordinance include potential vehicle trip reduction during peak commuter periods, provision of more affordable travel choices to those who work in San Mateo County, resulting in greater use of public transit

ITEM 6.4

as a commuter alternative, and potential reduction in energy consumption and air emissions during peak commuter periods.

The CMEQ Committee directed C/CAG staff to outreach with local business and government entities to inform them about pre-tax commuter benefits programs and to receive input on how best to adapt the pre-tax commuter benefits concept to San Mateo County. C/CAG staff had consulted with Christine Maley-Grubl, Executive Director of the Peninsula Traffic Congestion Relief Alliance, Stuart Baker, Executive Director for Fund for the Environment and Urban Life and a specialist in commute benefits programs, and local businessperson and CMEQ Committee member Jim Bigelow on best ways to outreach to the community.

At its meeting of August 30, 2010, the C/CAG CMEQ Committee approved outreach efforts to the local business community and local government agencies regarding pre-tax commuter benefits to be conducted during the Fall, primarily through the Alliance with assistance from Stuart Baker. Jim Bigelow agreed to spearhead the outreach effort representing the CMEQ Committee.

In addition, at its November 18, 2010 meeting, the C/CAG Board of Directors received an update on pre-tax commuter outreach efforts and was advised that a complete report will be provided to the CMEQ Committee in Spring 2011.

EMPLOYER AND EMPLOYEE BENEFITS

Employers establish the Commuter Tax Benefit by allowing employees to use pre-tax income for transit or vanpools. (Some employers also partially or fully subsidize the Commuter Tax Benefit). By establishing the pre-tax benefit, there is a payroll tax savings to the employer (at least 7.65%) up to \$190.00 per year per employee (based on the employee utilizing the benefit up to \$230 per month).

The Commuter Tax Benefit is easy to administer. There is no plan documentation, open enrollment period, use-it-or-lose-it clauses, or non-discrimination testing, such that would be required of other pre-tax benefits, such as the IRS 125 Plan for medical expenses. To implement the benefit, employers determine if they will set up the program in-house utilizing the deduction code for payroll and distributing the transit passes or utilizing a third party vendor, such as Commuter Check, Wage Works, to do this on behalf of the employer. Administrative costs for third-party vendors are approximately 3-4%, which is approximately half of the payroll tax savings that the employer is receiving by establishing the benefit. In the end, the employer does not incur cost for the program when established as a pre-tax commuter benefit.

For employers, the Commuter Tax Benefit creates an excellent recruitment and retention tool, reduces the need for additional parking and helps reduce traffic congestion and improve air quality.

There is also substantial savings for the employee. For employees who fully utilize the \$230 per month for transit or vanpools, the employee saves over 40% on their commuting costs per month and over \$1,000 annually on their personal income taxes as the \$230.00 per month is taken from the employee's paycheck on a pre-tax basis.

For employees, the Commuter Tax Benefit creates an incentive to try a more economical, efficient and environmentally beneficial way to get back and forth to work.

EMPLOYER OUTREACH

The complete report on outreach efforts has included presentations to each Chamber of Commerce in San Mateo County as well as to SAMCEDA. (See Attachment A for list of organizations, dates of presentations and feedback provided).

In addition, a focus group of large employers (some who offer the Commuter Tax Benefit and some who do not offer the benefit) in San Mateo County was conducted by Stuart Baker, with assistance from Christine Maley-Grubl and her staff, on 9/22/10 to discuss these employers' impressions on the potential for a transit benefit ordinance for employers of 100 or more employees in San Mateo County. (See Attachment A for the list of employers and feedback provided).

ORDINANCE IMPLEMENTATION

The Pre-Tax Commuter Benefit Ordinance for employers with 100 or more employees (which equates to 2% of 23,400 businesses in San Mateo County or approximately 468 employers) would likely be required through each individual city adopting the ordinance.

Outreach to the employers in each particular city would be implemented by the Peninsula Traffic Congestion Relief Alliance as a part of the countywide transportation demand management program outreach efforts for commute alternative programs. A majority of these employers the Alliance currently works with or has contact information as some of these employers (approximately 85) already provide the Commuter Tax Benefit to their employees (on a voluntary basis). The Alliance would work with each individual city to convey the information to the employers that are required to comply with the Pre-Tax Commuter Benefits Ordinance within each city. The Alliance will also serve to provide information directly to employers on how to set up the Commuter Tax Benefit program at their individual worksites, including providing general information on the program and contact information of third party providers who can establish the commuter tax benefit for employers who choose to utilize the third party vendor. Information will also be provided on the Clipper Card, which can be now be used on most fixed transit including Caltrain, SamTrans and BART.

ORDINANCE COMPLIANCE

In San Francisco, employers comply with the ordinance by completing a Compliance Form on an annual basis. This form is provided by the Department of the Environment, City/County of San Francisco, through its website. Once employers provide the completed form, the Department of the Environment then provides a Certificate of Compliance to each employer to display at their worksite. The City/County of San Francisco currently does not penalize employers who have not complied with the San Francisco ordinance.

Cities in San Mateo County would need to determine if they would like to handle compliance internally or if they would like to have the Alliance involved with compliance. The Alliance could provide this service to interested cities on a fee for service basis included in an MOU with interested cities at a fully loaded rate of \$55.00 per hour. Total hours would vary based on number of employers required to comply with the ordinance within individual cities and the compliance process each city determines needs to be established.

ACTION STEPS

- 1) Prepare draft Pre-Tax Commuter Benefits Ordinance and receive support from business community;
- 2) Individual cities adopt Pre-Tax Commuter Benefits Ordinance;
- 3) Peninsula Traffic Congestion Relief Alliance conducts marketing and educational outreach of the Pre-Tax Commuter Benefits Ordinance to employers of 100 or more employees;
- 4) Individual cities confirm compliance process;
- 5) Employers of 100 or more employees provide pre-tax commuter benefit to their employees and report ordinance compliance to their respective city.

Based on the positive feedback from the business community, and recognizing the potential for carbon emissions reductions based on a proactive program that provides tax benefits for both employers and employees, staff is recommending feedback on establishing a Pre-Tax Commuter Benefits Ordinance for employers of 100 employees or more.

ATTACHMENTS

Attachment A – Commuter Tax Benefit Presentation to Business Community

Attachment A

Pre-Tax Commuter Benefits Presentations
Conducted by Jim Bigelow (C/CAG CMEQ) and Christine Maley-Grubl (Alliance)

Organization	Date
Redwood City Chamber Transportation & Housing Committee	9/9/10
Menlo Park Chamber Transportation Committee	9/23/10
SAMCEDA Housing, Land Use and Transportation Committee	10/12/10
Burlingame Chamber Board of Directors	12/17/10
South San Francisco Chamber Board of Directors	1/18/11
Belmont Chamber Board of Directors	1/27/11
San Carlos Chamber Transportation Committee	2/4/11
Daly City/Colma Board of Directors	2/10/11
Brisbane Chamber General Membership Luncheon	2/22/11
San Bruno Chamber Board of Directors	2/24/11
Millbrae Chamber Board of Directors	2/28/11
Pacifica Chamber Board of Directors	3/10/11
San Mateo Chamber Development and Public Policy Committee	3/29/11
Foster City Chamber Board of Directors	4/14/11

General feedback from above meetings included the following:

In general, the members of these committees did not object to discussion of a potential ordinance. General consensus was that this potential requirement for employers should be for employers with 100 employees or more as smaller employers may not be able to administer the program as easily. However, small employers could be encouraged to participate on a voluntary basis. The general feedback also included that an ordinance should be consistent County-wide as there are employers who have more than one location in San Mateo County.

In addition, there was discussion of cost to the employer of implementing the program. It was reiterated that there is a payroll tax savings to employers (up to \$190 per employee per year) to

establish the commuter tax benefit for employees. Employees also receive a great benefit as they save up to 40% on the cost of their commute using pre-tax dollars for transit or vanpools (up to \$1,000 per employee per year in personal income tax savings).

All boards or committees agreed to review a draft Ordinance once it is available to be provided for the Committee's feedback and/or support. Committee members indicated that implementation of such an ordinance should be as easy as possible for employers to understand and to comply with the requirements.

In addition, on September 22, 2010, Stuart Baker of Fund for the Environment and Urban Life and Christine Maley-Grubl of the Alliance conducted a focus group of employers including: Genentech, Nektar Therapeutics, San Mateo Credit Union, Sony Ericsson, Walmart.com, Whole Foods Market, Gilead Sciences and United Airlines.

Questions surrounding the Commuter Tax Benefit were posed to the group and there was a general consensus of the following:

- The ordinance should apply to companies of a smaller size as well (50 or more).
- There should be a sufficient grace period in which to comply (9 month to one year at least).
- It should be done on a county-wide basis and not by city.
- There needs to be a well-thought out plan to educate employers of how to comply, not only alerting employers that an ordinance is in place.

No one in the focus group that attended or that was invited but could not attend had any issue with putting an ordinance such as this in place. In fact, one employer with 1,200 local employees, pressed to get it in the books. This would be the only way to get the attention of their main office in Arkansas.

C/CAG AGENDA REPORT

Date: May 12, 2011

To: City/County Association of Governments Board of Directors

From: Richard Napier, Executive Director

Subject: Review and approval of the Resolution 11-28 authorizing the C/CAG Chair to execute a funding agreement with the Metropolitan Transportation Commission (MTC) in an amount not to exceed \$96,128 for analysis of extending carpool lanes on US 101 from Whipple Ave to San Francisco County Line (hybrid option)

(For further information or questions contact Sandy Wong at 599-1409)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 11-28 authorizing the C/CAG Chair to execute a funding agreement with the Metropolitan Transportation Commission (MTC) in an amount not to exceed \$96,128 for analysis of extending carpool lanes on US 101 from Whipple Ave in Redwood City to the San Francisco County Line (hybrid option).

FISCAL IMPACT

Total cost for this study is estimated at \$192,256. It will be equally shared by C/CAG and MTC at \$96,128 each.

SOURCE OF FUNDS

\$96,128 C/CAG share will come from the Congestion Management Fund budgeted in FY 2011/12.

BACKGROUND/DISCUSSION

As part of the Freeway Performance Initiative effort, the Metropolitan Transportation Commission (MTC) has retained consultants to conduct corridor-wide studies on many of the major freeways in the Bay Area, including the US 101 corridor in San Mateo County. As part of that Freeway Performance Initiative, an evaluation was conducted for extending carpool (HOV) lanes on US 101 from Whipple Ave in Redwood City to the San Francisco County line. Staff from MTC, Caltrans, C/CAG, and SMCTA participated in the evaluation effort. Two options were evaluated: Option 1 was to add an HOV in each direction of travel by widening the freeway. Option 2 was to convert an existing mix-flow lane to a carpool lane in each direction of travel. Although both options have its merits, the evaluation results indicated Option 1 would require significant financial investment while Option 2 would increase travel time for mixed flow lane users.

ITEM 6.5

Based on the data gathered from the evaluation of Options 1 and 2, it appears that a hybrid option is worthwhile exploring combining features from each options as well as adding other features in order to provide carpool lanes on US 101. That is because the US 101 corridor (approximately 19 miles) is not uniform in terms of its physical features, traffic patterns, and right-of-way widths. Therefore, participants in the study from the four agencies mentioned above agreed to further identify, develop, and study cost effective solutions to extend carpool lanes on US 101 from Whipple Ave to San Francisco County line. The recommendation is to define a “hybrid” option that combines the best features of the Add Lane option and the Convert Lane option. Such a study of a “hybrid” option is estimated at a cost of \$192,256. It is recommended that both MTC and C/CAG to equally share this cost. Evaluation of providing carpool lanes on US 101 fits in with C/CAG’s congestion management program goals.

ATTACHMENTS

1. Resolution 11-28
2. Draft Funding Agreement

RESOLUTION 11-28

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT WITH THE METROPOLITAN TRANSPORTATION COMMISSION (MTC) IN AN AMOUNT NOT TO EXCEED \$96,128 FOR ANALYSIS OF EXTENDING CARPOOL LANES ON US 101 FROM WHIPPLE AVE TO SAN FRANCISCO COUNTY LINE (HYBRID OPTION)

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, C/CAG is the designated Congestion Management Agency for San Mateo County; and

WHEREAS, the Metropolitan Transportation Commission Service Authority of Freeways and Expressways, (MTC SAFE) is a regional transportation planning agency; and

WHEREAS, C/CAG and MTC SAFE desire to conduct technical analysis to identify and study a cost effective solution to extend carpool lanes on US 101 from Whipple Ave to San Francisco County line; and

WHEREAS, C/CAG and MTC SAFE are interested in equally co-sharing the cost of \$192,256 for the analysis; and

WHEREAS, MTC has agreed to be the lead agency for the analysis.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute an Agreement with the Metropolitan Transportation Commission (MTC SAFE) in an amount not to exceed \$92,128 for analysis of extending carpool lanes on US 101 from Whipple Ave to San Francisco County Line (hybrid option). It is also resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said agreement prior to its execution by the C/CAG Chair, subject to approval as to form by the C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF MAY 2011.

Bob Grassilli, Chair

FUNDING AGREEMENT
BETWEEN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO
COUNTY
AND THE METROPOLITAN TRANSPORTATION COMMISSION SERVICE AUTHORITY
FOR FREEWAYS AND EXPRESSWAYS
FOR THE ANALYSIS OF SM 101 HYBRID HOV LANE ADD/CONVERT OPTION

THIS AGREEMENT is made and entered into this ____th day of _____, 2011, by and between the City/County Association of Governments of San Mateo (herein called "C/CAG"), and the Metropolitan Transportation Commission Service Authority for Freeways and Expressways, a regional transportation planning agency established pursuant to California Government Code § 66500 *et seq.*, (herein called "MTC SAFE"), collectively referred to as "the Parties."

W I T N E S S E T H

WHEREAS, the Technical Analysis prepared by MTC SAFE's consultant of options for extending HOV lanes on San Mateo US 101 north of Whipple Avenue to the San Francisco County line was completed in March, 2011; and

WHEREAS, as part of this analysis, two options were evaluated; and

WHEREAS, Option One would add a lane each direction to US 101; and

WHEREAS, Option Two would convert an existing mixed flow lane each direction to HOV lane use; and

WHEREAS, the evaluation of Option One resulted in operational benefits, but the cost estimate was quite high; and

WHEREAS, the evaluation of Option Two resulted in increase in travel time for mixed flow lane users, although with much lower cost estimates; and

WHEREAS, investigation into a "hybrid" option that combines the best features of the Add Lane option and the Convert Lane option is desired; and

WHEREAS, MTC SAFE and the City/County Association of Governments of San Mateo (C/CAG) are working together to further study, identify, and develop a cost effective solution to extending HOV lanes on US 101 from Whipple Avenue north to the San Francisco County line (herein called the "Project"); and

WHEREAS, the total Project cost is one hundred ninety two thousand two hundred fifty-six dollars (\$192,256); and

WHEREAS, C/CAG and MTC SAFE have each agreed to provide funding of up to ninety six thousand one hundred twenty-eight dollars (\$96,128) of the estimated Project cost.

NOW, THEREFORE, the parties hereto agree as follows:

1. SCOPE OF WORK

MTC SAFE agrees to engage one or more contractors to perform the Project activities described in Attachment A, Scope of Work, attached hereto and incorporated herein by this reference as though set forth in full. MTC SAFE agrees, in addition, to provide all necessary staff support to deliver the activities in Attachment A.

2. TIME OF PERFORMANCE

The activities funded by this Agreement shall commence on or after April 22, 2011 and MTC SAFE shall complete them by June 30, 2012, unless earlier terminated as hereinafter provided.

3. FUNDING AND METHOD OF PAYMENT

A. C/CAG agrees to reimburse MTC SAFE up to ninety six thousand one hundred twenty-eight dollars (\$96,128) for the purpose of funding the Project described in Attachment A.

B. MTC SAFE shall submit an invoice outlining total Project costs and C/CAG's one-half (1/2) share of Project costs to C/CAG at the completion of the Project. Payment of C/CAG's share of Project costs shall be made to MTC SAFE within sixty (60) days after receipt by C/CAG of an acceptable invoice, which shall be subject to the review and approval of C/CAG's Project Manager. MTC SAFE shall deliver or mail the invoice to C/CAG, as follows:

City/County Association of Governments of San Mateo County
555 County Center, Fifth Floor
Redwood City, California 94063
Attn: Sandy Wong

C. Subject only to duly executed amendments, it is expressly understood and agreed that in no event will the total reimbursement to be paid by C/CAG under this Agreement exceed the sum of ninety six thousand one hundred twenty-eight dollars (\$96,128).

4. AMENDMENTS

Any changes in the activities to be performed under this Agreement shall be incorporated in written amendments, which shall specify the changes in work performed and any adjustments in work payment and schedule. All amendments shall be executed by the C/CAG Chair or a designated representative of C/CAG and the MTC SAFE Executive Director or a designated representative. No claim for additional compensation or extension of time shall be recognized unless contained in a duly executed amendment.

5. TERMINATION

Either party may terminate this Agreement without cause upon ten (10) days' prior written notice. If this Agreement is so terminated without cause, MTC SAFE will be entitled to those amounts necessary to reimburse MTC SAFE's contractor for payment for costs incurred for incomplete deliverables as of the effective date of termination, up to the maximum amount payable for such deliverables. If MTC SAFE fails to perform as specified in this Agreement, C/CAG may terminate this Agreement for cause by written notice and MTC SAFE will be entitled only to those amounts necessary to reimburse MTC SAFE's contractor for costs incurred for work that did not contribute to the default as of the effective date of termination, not to exceed the maximum amount payable under this Agreement for such work.

6. RETENTION OF RECORDS

MTC SAFE agrees to keep all records pertaining to the project being funded for audit purposes for a minimum of four (4) years following the fiscal year of the last expenditure under this Agreement in accordance with generally accepted accounting principles.

7. AUDITS

MTC SAFE agrees to grant C/CAG and its authorized representatives access to MTC SAFE's books and records for the purpose of verifying that funds are properly accounted for and proceeds are expended in accordance with the terms of this Agreement. All documents shall be available for inspection during normal business hours at any time while the Project is underway and for the retention period specified in Article 6.

8. INDEMNIFICATION

MTC SAFE shall indemnify and hold harmless C/CAG, its commissioners, directors, officers, agents and employees from any and all claims, demands, suits, loss, damages, injury and/or liability (including any and all costs and expenses in connection therewith), incurred by reason of any negligent or otherwise wrongful act or omission of MTC SAFE, its officers, commissioners, directors, employees, and agents, or any of them, under or in connection with this Agreement; and MTC SAFE agrees at its own cost, expense and risk to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against C/CAG, its commissioners, directors, officers, agents, and employees, or any of them, arising out of such act or omission, and to pay and satisfy any resulting judgments.

C/CAG shall indemnify and hold harmless MTC SAFE, their commissioners, directors, officers, agents and employees from any and all claims, demands, suits, loss, damages, injury and/or liability (including any and all costs and expenses in connection therewith), incurred by reason of any negligent or otherwise wrongful act or omission of C/CAG, its officers, directors, employees, and agents, or any of them, under or in connection with this Agreement; and C/CAG agrees at its own cost, expense and risk to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against MTC SAFE, their commissioners, directors, officers, agents, and employees, or any of them, arising out of such act or omission, and to pay and satisfy any resulting judgments.

9. MEETINGS

MTC SAFE agrees to invite C/CAG to participate in all meetings held in connection with this project, including public meetings and project team meetings.

10. NOTICES

All notices or other communications to either party by the other shall be deemed given when made in writing and delivered or mailed to such party at their respective addresses as follows:

To MTC SAFE: Attention: Winnie Chung
Metropolitan Transportation Commission

101 Eighth Street
Oakland, CA 94607-4700
Email: wchung@mtc.ca.gov
Fax: (510) 817-5848

To C/CAG: Attention: Sandy Wong
 City/County Association of Governments
 555 County Center, Fifth Floor
 Redwood City, CA 94063
 Email: slwong@co.sanmateo.ca.us
 Fax: (650) 361-8227

11. INDEPENDENT CONTRACTOR

The parties agree and understand that the work/services performed by MTC SAFE, or its agents, contractors or other Project partners (including SMCTA), under this Agreement are performed as independent contractors and not as employees or agents of C/CAG. Nothing herein shall be deemed to create any joint venture or partnership arrangement between C/CAG and MTC SAFE.

12. ASSIGNMENT

Neither party shall assign, transfer or otherwise substitute its interest or obligations in this Agreement without the prior written consent of the other party.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the day and year first written above.

METROPOLITAN TRANSPORTATION
COMMISSION

CITY/COUNTY ASSOCIATION OF
GOVERNMENTS

Steve Heminger, Executive Director

Bob Grassilli, Chair

C/CAG Legal Counsel

ATTACHMENT A
SCOPE OF SERVICES
ANALYSIS OF SM 101 HYBRID HOV LANE ADD/CONVERT OPTION

Study Purpose

A prior study completed in March 2011 developed technical analyses of options for extending HOV lanes on San Mateo US 101, north of Whipple Avenue to the San Francisco County Line. Two options were evaluate. Option one added a lane each direction to US 101. The cost estimate was quite high. Option two converted an existing mixed flow lane each direction to HOV or Express lane use. The costs were estimated to be quite low, but the congestion effects were found to be high.

The purpose of this study is to work with MTC, Caltrans, and stakeholders to investigate the feasibility, cost, and potential freeway traffic operations effects of a hybrid option that combines the best features of the “add lane” option and the “convert lane” option. High level assessment to local arterial effects would be performed as well.

The conclusion of this study is assumed to be a consensus among stakeholders and a conceptual buy-in from Caltrans on a hybrid version of adding and converting lanes on the US 101 mainline to allow the inside lane to be converted to an HOV lane between Whipple Ave and the San Francisco County line (creating 1 HOV lane + 4 mixed flow lanes for majority if not all of corridor). It is assumed that a variety of design exceptions would be conceptually approvable by Caltrans to allow the HOV lane to be established on the freeway.

Study Description

This study focuses on the first of three steps needed to produce PSR quality preliminary geometric approval drawings (GADs) for the HOV lane project. This study produces the design concept for adding an HOV lane each direction (including selected lane conversions where necessary) on the freeway mainline with selected cross-sections. It includes determining how to fit the HOV lane through the interchange underpasses.

This study does not include the second or third steps needed to produce PSR quality preliminary geometric approval drawings (GADs) for the HOV lane project. It does not address how to tie in the existing ramps at each interchange to the new mainline cross section. Nor does it combine the two previous products into an overall set of PSR quality preliminary geometric approval drawings (GADs). These preliminary GADs can not be finalized until other critical components of the PSR (such as environmental analyses) are completed.

Study Scope

Task 1. Prepare Draft and Final Scope and Budget

The purpose of this task is to prepare a task order scope and budget that identifies the purpose, scope, and approach for developing and evaluating the feasibility of a hybrid lane-add/lane-

convert option for extending HOV/express lanes on San Mateo 101, north of Whipple Avenue. This task shall identify what work from Task Order 4 can be carried over to the new task order, and which new work will be required to evaluate the hybrid option. This task is being completed under a prior task order.

Deliverable 1A:	Draft Task Order and Budget
Deliverable 1B:	Final Task Order and

Task 2. Prepare Draft Tentative Design Concept

CONSULTANT shall prepare a first draft design concept for the mainline HOV lane extension per the strategy outlined below with design exceptions on the freeway mainline identified for stakeholder review. Draft design concept shall consist of a schematic diagram placed alongside aerial background of the corridor showing the existing and proposed lane layout for each segment of the freeway. Cross section drawings shall be provided for each local road overcrossing structure to show how the lanes would fit through the structure. Cross sections shall also be provided at other significant pinch points along the mainline to show relation of freeway lanes to adjacent sound walls, frontage roads, development, wetlands, etc. that constrain the freeway from being widened further.

Design analysis of interchange ramp realignments are not included in this task order but will need to be evaluated in a future task order once a mainline configuration for the entire corridor is agreed upon. However, CONSULTANT shall perform a high level assessment of the ramp realignment.

The overall goal of the hybrid option is to cost effectively extend HOV lanes on US 101 from Whipple Avenue north to the San Francisco County line. The design concept for extending the HOV lanes shall be developed based on the following strategy:

- A) Whipple Ave to Millbrae Ave:
 - Convert existing auxiliary lanes to thru lanes and extend through interchanges
 - Convert inside lane to HOV (1 HOV + 4 mixed flow)
 - Add new auxiliary lane where still required by traffic analysis
 - Assume no outside widening except where new auxiliary lanes are required

- B) Millbrae Ave to I-380:
 - Add new HOV lane to inside of existing lanes using extra wide inside shoulder space (1 HOV + 4 mixed flow) and reduce inside shoulders to non-standard
 - Assume minimal outside widening and retention of existing auxiliary lanes in this section

- C) I-380 to Grand Ave Overhead:
 - Squeeze in 5th through lane by converting existing auxiliary lanes and/or narrowing shoulders and outside widening, where existing auxiliary lanes are present
 - Convert inside lane to HOV (1 HOV + 4 mixed flow)

- Add new auxiliary lane where still required by traffic analysis
- D) Grand Ave Overhead to Sierra Point Overhead:
- Convert inside lane to HOV (1 HOV + 3 mixed flow + 1 auxiliary lane), where existing auxiliary lanes are present
 - Evaluate if freeway can function adequately without 4th mixed flow thru lane
 - If not, convert existing auxiliary lanes to thru lanes; evaluate if design exception could be granted for reduced 11-foot lane widths across all lanes and no shoulders, over extended distances of approximately 1,000 feet, in order to accommodate a 5-lane section in each direction on the two overhead structures.
 - If design exception could not be granted, widen Grand Ave overhead; and replace Bayshore overcrossing and widen Sierra Point overhead.
- E) Sierra Point Overhead to SF County Line:
- Add new HOV lane to inside of existing lanes using extra wide inside shoulder space (1 HOV + 4 mixed flow) and reduce inside shoulders to non-standard
 - Assume minimal outside widening
 - Coordinate evaluation of this section with the North 101 Auxiliary Lane study currently underway by SMCTA

The geometric feasibility and effects of possible ultimate conversion of the HOV lanes to express lanes on required design exceptions shall be identified at selected critical locations.

CONSULTANT shall identify potential locations for CHP enforcement area or CHP observation post, and shall include them on design plans.

CONSULTANT shall provide initial estimates of supporting traffic numbers for locations where auxiliary lanes or other lanes are to be converted to HOV. These numbers shall be the predicted auxiliary lane usage (under baseline) and the predicted HOV lane usage for each section. If the predicted HOV's is equal to or greater than the predicted aux lane usage, then the conversion will probably result in improved operation (to be verified later after the conceptual design is 75% finalized). This should be sufficient for initial discussions.

Deliverable 2A:	Map with schematic layout and selected cross-sections showing the tentative design concept.
Deliverable 2B:	Memo describing design exceptions for the hybrid alternative.
Deliverable 2C:	Memo with initial traffic numbers to support evaluation of alternative.

Task 3. Stakeholders Meeting #1

CONSULTANT shall prepare presentation slides, pre-meet with MTC, and meet with stakeholders to go over the draft design concept for implementing an HOV lane. CONSULTANT shall discuss potential for Caltrans conceptual approval of needed design exceptions at this meeting and clarify which design exceptions seem improbable. CONSULTANT shall prepare minutes of stakeholder meeting.

Deliverable 3: Stakeholder Meeting #1 Minutes

Task 4. Revised Design Concept

CONSULTANT shall revise the tentative design concept based on stakeholder feedback. The revised design concept shall include tabulation of design exceptions and revised freeway cross sections. CONSULTANT shall prepare a traffic analysis comparing conceptual design operations to baseline 2015 and baseline 2035 operations. Operational benefits lost for taking away auxiliary lane will be assessed.

CONSULTANT shall develop traffic forecasts to reflect 2035 using straight interpolation of 2015 and 2030 forecasts. This is assuming the targeted opening year of HOV lane to be 2015. CONSULTANT shall then conduct traffic analysis using 2035 forecast.

CONSULTANT shall conduct high level impact assessment to local arterials (such as area-wide passenger/vehicle miles traveled, hours traveled, congested speed etc, based on the C/CAG travel demand model).

Deliverable 4A: Revised map with selected cross-sections showing draft design concepts
Deliverable 4B: Memo describing and justifying revised design exceptions.
Deliverable 4C: Traffic analysis memo for revised hybrid alternative
Deliverable 4D: Revised traffic forecast for Year 2035

Task 5. Stakeholders Meeting #2

CONSULTANT shall prepare presentation slides, pre-meet with MTC, and meet with stakeholders to review traffic results, to finalize conceptual design, and to discuss staging options. CONSULTANT expects some clear indicators of Caltrans' position on conceptual approval of design exceptions at this meeting. CONSULTANT shall prepare minutes of stakeholder meeting.

Deliverable 5: Stakeholder Meeting #2 Minutes

Task 6. Cost Estimates

CONSULTANT shall prepare planning level cost estimates of finalized conceptual design for freeway mainline segments. The planning level cost estimates for interchange reconstruction and ramp realignments will not be redone under this task order, however, the previous planning-level interchange reconstruction cost estimates will be updated to take out structures costs where overcrossings are preserved and not replaced. An overall corridor cost estimate for the hybrid alternative will be compiled from the new mainline estimates and updated interchange estimates.

Cost estimates would also include CHP enforcement area or CHP observation posts, if necessary.

Deliverable 6: Draft Cost Estimates

Task 7. Mainline Report

CONSULTANT shall prepare a comprehensive draft final “mainline” report consisting of:

- Design concept for adding HOV lane on freeway mainline with selected cross-sections
- Tabulation of design exceptions required for mainline with justifications
- Cost estimates
- Traffic analysis results
- Recommended staging plan

Result shall be a freeway mainline conceptual design (design concept and selected cross sections), cost estimate, and staging plan showing how an HOV lane might be extended each direction of US 101 with the minimum feasible disruption to the environment, existing freeway interchange structures, and properties outside of the ROW.

The draft report shall be revised after receipt of comments from a stakeholders review.

Deliverable 7A:	Draft Final Report]
Deliverable 7B:	Final Report	

Task 8. Stakeholders Meeting #3 (If Necessary)

If MTC determines that a stakeholder meeting is necessary to consolidate stakeholder comments on the draft final report, CONSULTANT shall prepare presentation slides, pre-meet with MTC, and meet with stakeholders to go over draft final report. CONSULTANT shall prepare minutes of meeting and revise draft final report based on comments received.

Deliverable 8:	Stakeholder Meeting #3 Minutes]
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