

# 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. 213

- DATE:** Thursday, May 14, 2009
- TIME:** 7:00 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>

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- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA  
*Note: Public comment is limited to two minutes per speaker.*
- 3.0 RESOLUTIONS OF APPRECIATION / PRESENTATIONS/ ANNOUNCEMENTS
- 3.1 RESOLUTIONS OF APPRECIATION
- 3.1.1 Review and approval of Resolution 09-18 expressing appreciation to Deborah Gordon,  
Councilmember for Woodside, for her service as C/CAG Chair from April 2007 to March 2009.  
ACTION p. 1
- 3.2 PRESENTATIONS
- 3.2.1 Presentation to Deborah Gordon, Councilmember for Woodside, for her service as C/CAG Chair  
from April 2007 to March 2009. INFORMATION
- 3.2.2 Presentation on the status of the Countywide Water Pollution Prevention Program's "Sustainable  
Green Streets and Parking Lots Program." INFORMATION p. 5

#### 4.0 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*

- 4.1 Review and approval of the Minutes of Regular Business Meeting No. 211 dated March 12, 2009.  
ACTION p. 7
- 4.2 Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Regarding an Airport Land Use Compatibility Plan (CLUP) Consistency Review of a Referral from the City of South San Francisco, Re: *General Plan Amendment – South El Camino Real Corridor*.  
ACTION p. 13
- 4.3 Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Regarding an Airport Land Use Compatibility Plan (CLUP) Consistency Review of a Referral from the Town of Hillsborough, RE: *General Plan Amendment: Housing Element 2007-2014 Final Administrative Draft March 27, 2009*.  
ACTION p. 57
- 4.4 Review and approval of the 2nd Cycle Tier 2 Lifeline Transportation Program call for projects  
ACTION p. 77
- 4.5 Receive an update on the American Recovery and Reinvestment Act (ARRA) transportation funding and direct staff to advocate for equitable allocation of the "freed up" bond funds resulting from State ARRA funds being directed to regional transportation projects.  
ACTION p. 117
- 4.6 Review and approval of Resolution 09-23 authorizing the adoption of the San Mateo County Transportation Development Act (TDA) Article 3 Program for Fiscal Year 2009/10 for \$1,010,236.  
ACTION p. 123
- 4.7 Review and approval of Resolution 09-24 authorizing the C/CAG Chair to execute a technical consultant contract with San Mateo County for a cost of \$296,928 for support of the Countywide Water Pollution Prevention Program in Fiscal Year 2009-10.  
ACTION p. 131
- 4.8 Review and approval of Resolution 09-25 authorizing the C/CAG Chair to execute an amendment to the technical consultant contract with Eisenberg, Olivieri, and Associates, Inc., to approve 2009-10 costs of \$632,000 for support of the Countywide Water Pollution Prevention Program.  
ACTION p. 151
- 4.9 Review and approval of Resolution 09-26 authorizing the C/CAG Chair to execute a twelve-month extension to the City of Brisbane's contract to provide coordinator services to the San Mateo Countywide Water Pollution Prevention Program for a cost not to exceed \$60,000. ACTION p. 171
- 4.10 Review and approval of Resolution 09-19 authorizing the C/CAG Chair to execute an amendment to the AB1546 Intelligent Transportation System funding agreement with the City of Brisbane for an additional \$74,534 to a total of \$199,534.  
ACTION p. 177
- 4.11 Review and approval of Resolution 09-28 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Alliance) for an amount not to exceed \$15,000 for the Alliance Strategic Plan.  
ACTION p. 183
- 4.12 First Quarter 2009 status report on the San Mateo County Energy Watch partnership with PG&E.

*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.*

5.0 REGULAR AGENDA

- 5.1 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. 199
- 5.2 Review and Approval of Resolution 09-21 authorizing the C/CAG Chair to execute a Funding Agreement with SamTrans for an amount not to exceed \$77,000 for Community-Based Transportation Planning Services, and review and approval of Resolution 09-22 authorizing the C/CAG Chair to execute a Funding Agreement with the Metropolitan Transportation Commission (MTC) for an amount not to exceed \$60,000 for Community Based Transportation Planning Services, and further authorizing the Executive Director to make minor changes to said agreements upon consultation with signatory agencies. The final draft of the agreement will be reviewed and approved by Legal Counsel as to form.  
ACTION p. 217
- 5.3 Direction on Priorities for C/CAG's Continuing Efforts to Address the Housing Supply Shortfall Identified in C/CAG's Housing Needs Study.  
ACTION p. 243
- 5.4 Review and approval of Resolution 09-29 authorizing the C/CAG Chair to enter into a funding agreement with the San Francisco International Airport (SFO) for the Hydrogen Station for a maximum amount of \$200,000 and further authorizing the C/CAG Executive Director to negotiate the details of the agreement.  
ACTION p. 251
- 5.5 Status update on the proceedings of the May 13 Regional Water Quality Control Board hearing on the proposed Municipal Regional Stormwater Permit.  
INFORMATION p. 259
- 5.6 Status update and implementation of the San Mateo County Smart Corridors Project.  
INFORMATION p. 261
- 5.7 Review and approval of Resolution 09-30 authorizing the C/CAG Chair to execute an agreement with Threshold 2008 for \$15,000 to support the Threshold 2008 work plan for 2009.  
ACTION p. 263
- 5.8 Initial draft, assumptions, and input on the C/CAG 2009-10 Program Budget and Fees.  
ACTION p. 277

6.0 COMMITTEE REPORTS

6.1 Committee Reports (oral reports).

6.2 Chairperson's Report.

7.0 EXECUTIVE DIRECTOR'S REPORT

8.0 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 5991406 or [nblair@co.sanmateo.ca.us](mailto:nblair@co.sanmateo.ca.us) or download a copy from C/CAG's website – [www.ccag.ca.gov](http://www.ccag.ca.gov).

8.1 Letter from Richard Napier, Executive Director C/CAG, to Honorable Anna Eshoo, United States Congress, dated 3/23/09. Re: San Mateo County Transit District FY 2010 Appropriations Request, The Grand Boulevard Initiative - \$1,000,000. p. 331

8.2 Letter from Richard Napier, Executive Director C/CAG, to Honorable Anna Eshoo, United States Congress, dated 3/13/09. Re: Support of Caltrain FY 2010 Appropriations Request for the Positive Train Control Project - \$1,000,000.. p. 333

8.3 Letter from Richard Napier, Executive Director C/CAG, to Honorable Jackie Speier, United States Congress, dated 3/13/09. Re: San Mateo County Transit District FY 2010 Appropriations Request, The Grand Boulevard Initiative - \$1,000,000. p. 335

8.4 Letter from Richard Napier, Executive Director C/CAG, to Honorable Jackie Speier, United States Congress, dated 3/13/09. Re: Support of Caltrain FY 2010 Appropriations Request for the Positive Train Control Project - \$1,000,000. p. 337

8.5 Letter from Thomas M. Kasten, C/CAG Chair, to Honorable Christine Kehoe, California State Senate, dated 04/03/09. Re: SB 346 (Kehoe) - Prevent Water Pollution from Brake Pads - Support. p. 339

8.6 Letter from Thomas M. Kasten, C/CAG Chair, to Honorable Anna Eshoo, United States Congress, dated 4/09/09. Re: Support for the University Avenue/ U.S. 101 Overcrossing Widening Project. p. 341

8.7 Letter from Thomas M. Kasten, C/CAG Chair, to Honorable Anna Eshoo, United States Congress, dated 4/10/09. Re: Thank you for your support of the San Mateo County Smart Corridors Project. p. 343

8.8 Letter from Thomas M. Kasten, C/CAG Chair, to Honorable Jackie Speier, United States Congress, dated 4/10/09. Re: Thank you for your support of the San Mateo County Smart Corridors Project. p. 345

8.9 Letter from Thomas M. Kasten, C/CAG Chair, to Honorable Anna Eshoo, United States Congress, dated 4/10/09. Re: Support for the San Francisco Bay Trail Route 101 Bike and Pedestrian Overpass in East Palo Alto. p. 347

8.10 Letter from Richard Napier, Executive Director C/CAG, to Honorable Jackie Speier, United States

Congress, dated 4/29/09. Re: Caltrans support for Broadway Interchange project for its inclusion under SAFETY-LU funding. p. 349

8.11 Letter from Richard Napier, Executive Director C/CAG, to Bijan Sartipi, Director Caltrans District 4, dated 5/4/09. Re: Request for \$2.7 million in State American Recovery and Reinvestment Act (ARRA) Transportation Enhancement (TE) funds for the Belmont Bicycle and Pedestrian Bridge at Ralston and US 101. p. 351

8.12 Letter from Richard Napier, Executive Director C/CAG, to Honorable Scott Haggerty, Chair, Metropolitan Transportation Commission, dated 4/29/09. Request for \$2.7 million in State American Recovery and Reinvestment Act (ARRA) Transportation Enhancement (TE) funds for the Belmont Bicycle and Pedestrian Bridge at Ralston and US 101. p. 361

## 9.0 MEMBER COMMUNICATIONS

## 10.0 ADJOURN

Next scheduled meeting: June 11, 2009 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 6, 2009   | 2020 Peninsula Gateway Corridor Study TAC - Menlo Park City Hall - Cancelled              |
| May 13, 2009  | 2020 Peninsula Gateway Corridor Study PAC - Menlo Park City Hall - 4:00 p.m.              |
| May 14., 2009 | Legislative Committee - SamTrans 3 <sup>rd</sup> Floor , Gallagher Conf. Room - 5:00 p.m. |
| May 14., 2009 | C/CAG Board - SamTrans 2 <sup>nd</sup> Floor Auditorium - 7:00 p.m.                       |
| May 19, 2009  | NPDES Technical Advisory Committee - Cancelled  |
| May 18, 2009  | CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 p.m.                      |

May 21, 2009 CMP Technical Advisory Committee - SamTrans 2<sup>nd</sup> Floor Auditorium - 1:15 p.m.  
May 28, 2009 Bicycle and Pedestrian Advisory Committee (BPAC) - San Mateo City Hall - Conference Room C -  
7:00 p.m.  
May 30, 2009 Airport Land Use Commission - Burlingame City Hall - Council Chambers – 4:00 P.M.  
June 1 , 2009 Administrators' Advisory Committee - 555 County Center, 5<sup>th</sup> Fl, Redwood City - Noon

# C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier  
**Subject:** Review and approval of Resolution 09-18, recognizing the Honorable Deborah C. Gordon, Council Member Town of Woodside, for her service as C/CAG Chair from April 2007 to March 2009.  
(For further information or questions contact Richard Napier 599-1420)

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## **RECOMMENDATION**

That the C/CAG Board adopt Resolution 09-18 recognizing the Honorable Deborah C. Gordon, Council Member Town of Woodside, for her service as C/CAG Chair from April 2007 to March 2009.

## **FISCAL IMPACT**

Not applicable.

## **SOURCE OF FUNDS**

Not applicable.

## **BACKGROUND/DISCUSSION**

Deborah C. Gordon served as C/CAG Chair from April 2007 to March 2009.

## **ATTACHMENTS**

Resolution 09-18.

**ITEM 3.1.1**





# C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

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## RESOLUTION 09-18

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A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG)  
RECOGNIZING THE  
HONORABLE DEBORAH C. GORDON  
FOR Her DEDICATED SERVICE AS CHAIR TO THE C/CAG BOARD OF DIRECTORS  
APRIL 2007 THROUGH MARCH 2009

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

**Whereas**, Deborah C. Gordon has served on the C/CAG Board of Directors, representing the Town of Woodside, as Member, and Chair between 2002 and 2009; and

**Whereas**, Deborah C. Gordon has dedicated her services to the people of San Mateo County as Chair to the C/CAG Board of Directors April 2007 to March 2009.

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Deborah C. Gordon for her years of dedicated public service, and wishes her happiness and success in the future.

**PASSED, APPROVED, AND ADOPTED THIS 16th DAY OF April 2009.**

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*Thomas Kasten, Chair*



## C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, C/CAG Executive Director  
**Subject:** Receive presentation on the status of the Countywide Water Pollution Prevention Program's "Sustainable Green Streets and Parking Lots Program"

(For further information or questions, contact Matt Fabry at 415-508-2134)

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### **RECOMMENDATION**

Receive presentation on the status of the Countywide Water Pollution Prevention Program's "Sustainable Green Streets and Parking Lots Program."

### **FISCAL IMPACT**

C/CAG has committed \$1,276,411 in vehicle license funds to the Sustainable Green Streets and Parking Lots Program. Total revenue collected through December 2008 for the countywide stormwater portion of vehicle license funds is \$2,222,183.

### **SOURCE OF FUNDS**

Funding for the Sustainable Green Streets and Parking Lots Program comes from vehicle license fees collected in San Mateo County.

### **BACKGROUND/DISCUSSION**

C/CAG previously approved utilizing the programmatic portion of the stormwater-related vehicle license funds for the Sustainable Green Streets and Parking Lots Program under Resolution 07-15. This program includes two main components: 1) development of a technical guidance manual and 2) distribution of grant funds to municipalities for constructing demonstration projects. A brief update on these components follows:

The San Mateo County Sustainable Green Streets and Parking Lots Design Guidebook (Guidebook) was completed in January 2009. The Guidebook was prepared by the Countywide Program's technical consultant, Nevue Ngan Associates teamed with Sherwood Design Engineers. The Guidebook is available for free download on the Countywide Program's website at [www.flowstobay.org](http://www.flowstobay.org) and has received national attention since its release. The Guidebook is listed as a technical resource on the U.S. Environmental Protection Agency's Green Infrastructure website and was called out as a specific resource by EPA with regard to federal green infrastructure stimulus money. The Guidebook also received the 2009 award for Innovation in Green Community Planning from the American Planning Association's Northern

**ITEM 3.2.2**

California Chapter. It has been downloaded almost 1,000 times since its release in January through the end of April.

C/CAG awarded grant funds for demonstration projects to six municipalities: Belmont, Brisbane, Burlingame, Daly City, San Bruno, and San Mateo County. To date, two demonstration projects have been constructed in Brisbane and San Bruno. The remaining four projects are in various phases of planning and design, with Daly City's project currently out to bid and Burlingame's project tentatively scheduled for construction this summer/fall. Staff's presentation will provide more details on the finished projects in Brisbane and San Bruno.

In terms of next steps, C/CAG previously authorized the Countywide Program to issue a second call for projects for grant funding to construct demonstration projects. This has been put on hold for now for several reasons: 1) Allowing time for the vehicle license fund balance to grow larger after SB348 reauthorized the revenue stream. This will increase available grant funds and minimize program administration, 2) Draft requirements in the Municipal Regional Stormwater Permit mandate 10 green street pilot projects throughout the Bay Area, so staff wants to ensure a future call for projects is structured to meet these requirements, and 3) C/CAG may need to consider redirecting vehicle license funds toward permit compliance activities once the Municipal Regional Stormwater Permit is adopted. This would require an analysis of which compliance activities can be directly linked to stormwater pollution associated with vehicles and/or transportation infrastructure as mandated by the language of AB1546 and SB348. Staff recommends C/CAG revisit this issue once the Municipal Regional Stormwater Permit is adopted and evaluates the cost implications of the new requirements.

Staff is also working with Nevue Ngan Associates to prepare a conceptual proposal to implement the stormwater management measures detailed in the Guidebook on a larger scale as part of a Proposition 84 Low Impact Development grant application. As authorized by C/CAG under Resolution 09-10, the Countywide Program plans to submit an application for \$3 million in grant funds once the State unfreezes the Proposition 84 bond-funded program. The conceptual project will involve neighborhood-scale retrofit of various land use areas in the San Francisquito Creek Watershed with landscape-based stormwater management systems. Additional information will be provided to C/CAG on this process at a future meeting.

## **ATTACHMENTS**

- None

# C/CAG

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

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Meeting No. 211  
March 12, 2009

### 1.0 CALL TO ORDER/ROLL CALL

Chair Gordon called the meeting to order at 7:04 p.m. Roll Call was taken.

Jerry Carlson - Atherton  
Christine Wozniak - Belmont  
Sepi Richardson - Brisbane  
Rosalie O'Mahony - Burlingame, San Mateo County Transportation Authority  
Joseph Silver - Colma  
David Canepa - Daly City  
Carlos Romero - East Palo Alto  
Linda Koelling - Foster City  
John Muller - Half Moon Bay  
Tom Kasten - Hillsborough  
Kelly Fergusson - Menlo Park  
Diane Howard - Redwood City  
Omar Ahmad - San Carlos  
Brandt Grotte - San Mateo  
Carole Groom - San Mateo County  
Karyl Matsumoto - South San Francisco, San Mateo County Transit District  
Deborah Gordon - Woodside

#### Absent:

Millbrae  
Pacifica  
Portola Valley  
San Bruno

#### Others:

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

**ITEM 4.1**

Bob Grassilli, City of San Carlos  
Gladwyn d'Souza, Belmont

2.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None.

3.0 RESOLUTIONS OF APPRECIATION / PRESENTATIONS/ ANNOUNCEMENTS

3.1 RESOLUTIONS OF APPRECIATION

3.1.1 Review and approval of Resolution 09-14 expressing appreciation to Patricia Foster, Councilmember of the City of East Palo Alto, for her years of dedicated service and contributions to C/CAG.

APPROVED

3.1.2. Review and approval of Resolution 09-12 expressing appreciation to Rose Jacobs-Gibson, Supervisor of the County of San Mateo, for her years of dedicated service and contributions to C/CAG.

APPROVED

Board Member Matsumoto MOVED to approve Resolutions 09-12 and 09-14. Board Member Koelling SECONDED. **MOTION CARRIED** 17-0.

4.0 CONSENT AGENDA

Board Member O'Mahony MOVED approval of the Consent Agenda. Board Member Grotte SECONDED. **MOTION CARRIED** 17-0

4.1 Review and approval of the Minutes of Special Business Meeting No. 209 dated February 5, 2009 and Regular Business Meeting No. 210 dated February 12, 2009.

APPROVED

4.2 Review and Approval of Resolution 09-09 authorizing the C/CAG Chair to execute a grant funding agreement of \$250,000 with the County of San Mateo for the Fitzgerald Marine Reserve Parking Lot Demonstration Project.

APPROVED

4.3 Review and approval of Resolution 09-10 authorizing the C/CAG Chair to execute an amendment to the technical consultant contract with Nevue Ngan Associates in an amount not to exceed \$25,000 for preparing a concept proposal for implementing green street and parking lot measures in the San Francisquito Creek watershed and authorizing submittal by the Countywide Water Pollution Prevention Program of a Proposition 84 Low Impact Development grant application.

APPROVED

4.4 Review and approval of Resolution 09-13 authorizing the adoption of the Fiscal Year 2009/2010 Expenditure Program for the Transportation Fund for Clean Air (TFCA) Program for San Mateo County.

APPROVED

- 4.5 Review and approval of up to \$200,000 of the El Camino Real Planning Funds, previously approved by the Board, to be used for the Economic and Housing Opportunities Assessment for the El Camino Real Grand Boulevard Initiative and other multi-jurisdiction planning studies. APPROVED
- 4.6 Review and approval of the 2009 Work Plans for the C/CAG Committees. APPROVED
- 4.7 Review and approval of Committee appointments to the Countywide Integrated Waste Management Plan Committee. APPROVED
- 4.8 Review and approval of Resolution 09-16 authorizing the C/CAG Chair to execute a funding agreement with the City of South San Francisco for the El Camino Real/Chestnut Area Land Use & Specific Plan in an amount not to exceed \$50,000. APPROVED
- 4.9 Review and approval of Resolution 09-17 authorizing the C/CAG Chair to execute a funding agreement with the County of San Mateo for the San Mateo County North Fair Oaks Community Plan in an amount not to exceed \$50,000. APPROVED

5.0 REGULAR AGENDA

- 5.1 Status Report on the State Legislative Session and approval of the C/CAG Legislative Priorities for 2009. (A position may be taken on any legislation, including legislation not previously identified.) APPROVED

The Legislative Committee recommends adoption of the 2009 Legislative priorities as presented in the packet.

Board Member O'Mahony MOVED to support approval of the 2009 Legislative priorities . Board Member Groom SECONDED. **MOTION CARRIED** 16-0-1. Board Member Grotte abstained.

SB 346 would require the manufacturers of brake pads to phase out the use of copper. The copper from the brake pads is a significant contributor of the copper that goes into the Bay. Copper has a negative effect on aquatic life.

Board Member Grotte MOVED to support SB 346. Board Member Wozniak SECONDED. **MOTION CARRIED** 17-0.

- 5.2 Receive a Presentation from the Countywide Water Pollution Prevention Program Coordinator regarding the February 11, 2009 Revised Tentative Order for the Municipal Regional Storm-water Permit. INFORMATION

There are still issues with the permit.

Staff is urging all cities to send letters, and to attend (both the staff and elected level) the May 13 meeting at the Regional Water Quality Control Board in Oakland.

- 5.3 Review and approval of Resolution 09-15 authorizing the addition of a project to the Lifeline Transportation Program and further approving the modification of project funding for previously approved projects to be consistent with availability of funds by the Metropolitan Transportation Commission (MTC) under the Lifeline Transportation Program. APPROVED

Board Member Groom MOVED to approve Item 5.3. Board Member O'Mahony SECONDED. **MOTION CARRIED** 17-0.

- 5.4 Status update and implementation of the San Mateo County Smart Corridors Project. INFORMATION
- 5.5 Receive an update on the American Recovery and Reinvestment Act of 2009 (Economic Stimulus) approved by the Metropolitan Transportation Commission (MTC) for the Surface Transportation Program. INFORMATION

San Mateo County received \$11.08 million for Local Street and Road projects. The Project selection process was approved by the C/CAG Board on 2/5/09. A list of San Mateo County projects was approved by the C/CAG Board on 2/12/09. Minor changes to that list of projects have been incorporated and submitted to MTC on 2/25/09.

- 5.6 Receive the Final Peninsula 2020 Gateway Corridor Study Report and provide comments on the Next Steps. APPROVED

Board Member Fergusson MOVED to approve with the added comment that transit also needs to be part of the solution. Board Member Grotte SECONDED. **MOTION CARRIED** 16-0-1. Board Member Romero abstained.

- 5.7 Election of a C/CAG Chairperson and two C/CAG Vice Chairpersons. APPROVED

Board Member Richardson nominated Tom Kasten for C/CAG Chair. Board Member O'Mahony SECONDED. **MOTION CARRIED** unanimously 17-0.

Board Member Howard MOVED to nominate Bob Grassilli and Carole Groom as Vice Chairs for C/CAG. Board Member Grotte SECONDED. **MOTION CARRIED** unanimously 17-0.

## 6.0 COMMITTEE REPORTS

### 6.1 Committee Reports (oral reports).

### 6.2 Chairperson's Report.

The C/CAG Chair thanked the Board for allowing her to serve for two years, and thanked C/CAG Staff.

Members of the C/CAG Board thanked Chair Gordon for the tremendous job she did in leading the organization, and the accomplishments that have taken place in her tenure during the last two years.

Board Member Kasten thanked the Board for electing him as C/CAG Chair.



## 7.0 EXECUTIVE DIRECTOR'S REPORT

The annual C/CAG Retreat is scheduled for April 16 at 6:00 p.m.

The agencies who have not adopted the San Mateo County Energy Strategy were urged to do so. Staff will attend the city's council meeting, if requested.

## 8.0 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 5991406 or [nblair@co.sanmateo.ca.us](mailto:nblair@co.sanmateo.ca.us) or download a copy from C/CAG's website – [www.ccag.ca.gov](http://www.ccag.ca.gov).

- 8.1 Letter from Richard Napier, Executive Director C/CAG, to Honorable Bill Dodd, Chair, Metropolitan Transportation Commission, dated 2/9/09. RE: Comments on the Draft Transportation 2035 Plan (2009 RTP) and Draft Environmental Impact Report.
- 8.2 Letters from Richard Napier, Executive Director C/CAG, to Honorable Barbara Boxer and Honorable Dianne Feinstein dated 2/9/09. RE: San Mateo County Transit District FY 2010 Appropriations Request, The Grand Boulevard Initiative.
- 8.3 Letters from Richard Napier, Executive Director C/CAG, to Honorable Barbara Boxer and Honorable Dianne Feinstein dated 2/9/09. RE: Support of Caltrain FY 2010 Request for Positive Train Control Project.
- 8.4 Letter from Richard Napier, Executive Director C/CAG, to Blesilda Gebreyesus, Caltrans Statewide Planning Grant, dated 2/16/09. Re: Letter of Recommendation.
- 8.5 Letter from Richard Napier, Executive Director C/CAG, to Lee Provost, Chief, Office of Technical and Program Services, dated 2/17/09. Re: Reinforcement of a Request from the City/County Association of Governments of San Mateo County (C/CAG) for State Grant Funding to Prepare an Update of the Airport Land Use Compatibility Plans (ALUCPs) for the Environs of Half Moon Bay and San Carlos Airport.
- 8.6 C/CAG Memorandum from Richard Napier, Executive Director, to Adrienne Tissier and Sue Lempert, dated 2/23/09. Re: MTC Commission Meeting of 2/25/09.

## 9.0 MEMBER COMMUNICATIONS

Menlo Park and East Palo Alto had significant police action over the weekend. Gratitude was given to the more than 500 law enforcement officers, from around the state, who participated in the raids, and the arrests of those who are accused in participating in the Taliban Gang. The Taliban gang is responsible for the majority of violent crimes in East Palo Alto and Menlo Park.

An on-going invitation was extended to the C/CAG Board and to the rail cities to join in the ad hoc meetings on Friday mornings at 8:00 a.m. in Palo Alto City Council Conference Room on the first floor.

South San Francisco reported the Genentech Roche merger is complete.

10.0 ADJOURN

The meeting was adjourned at 8:56 p.m. in memory of Spiros Nicholas "Bud" Papadakis, Jr. and Nancy Speier, mother of Congresswoman Jackie Speier.

## C/CAG AGENDA REPORT

**DATE:** May 1, 2009

**TO:** City/County Association of Governments of San Mateo County (C/CAG)  
Board of Directors

**FROM:** David F. Carbone, CCAG Airport Land Use Committee (ALUC) Staff  
TEL: 650/36304417; email: [dcarbone@co.sanmateo.ca.us](mailto:dcarbone@co.sanmateo.ca.us)

**SUBJECT:** Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Regarding an Airport Land Use Compatibility Plan (CLUP) Consistency Review of a Referral from the City of South San Francisco, Re: *General Plan Amendment – South El Camino Real Corridor*.

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### RECOMMENDATION

That the C/CAG Board of Directors, acting as the Airport Land Use Commission, approve a recommendation from the C/CAG Airport Land Use Committee (ALUC) that recommends the Board take action to determine that the content of the City of South San Francisco *General Plan Amendment – South El Camino Real Corridor* is consistent with (1) the relevant recommended guidance from the *California Airport Land Use Planning Handbook January 2002*, (2) the text in the relevant Sections of California Public Utilities Code Division 9, Part 1, Chapter 4, Article 3.5 (Airport Land Use Commissions), and (3) the applicable airport/land use compatibility criteria contained in the *San Mateo County Comprehensive Airport Land Use Plan December 1996*, as amended, for the environs of San Francisco International Airport, based on the following conditions:

**1. Airport Influence Area (AIA) Boundary.** Add the following text to the *General Plan Amendment – South El Camino Real Corridor*:

“At the time that C/CAG formally adopts the Airport Influence Area (AIA) boundary for the environs of San Francisco International Airport, the City shall coordinate with C/CAG to ensure that all future planning activities in the City adhere to the then applicable AIA boundary configuration and the related airport/land use commission formal review process.”

**2. Federal Aviation Regulations FAR Part 77 Height Restrictions/Airspace Protection.**

- A. Replace Figure 2-2 with the current version of the FAR Part 77 airspace diagram for San Francisco International Airport to illustrate the correct configuration and maximum heights of the FAR Part 77 imaginary surfaces that affect the City of South San Francisco.
- B. Incorporate text that indicates all future development in the South El Camino Real Corridor is subject to the FAR Part 77 airspace protection surfaces (height limits) for the environs of San Francisco International Airport and the related federal notification and review process for new construction.

**ITEM 4.2**

**C/CAG Agenda Report, Re: Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Regarding an Airport Land Use Compatibility Plan (CLUP) Consistency Review of a Referral from the City of South San Francisco, Re: *General Plan Amendment – South El Camino Real Corridor***  
May 1, 2009

Page 2 of 4

3. **Aircraft Noise Impacts.** Amend the text in *Chapter 9 – Noise* to address aircraft noise impacts, as follows:
  - A. Delete the text in the bullet item at the top of page 9-3.
  - B. Combine the text in Policies 9-1-4 and 9-1-5 into one policy to read as follows:

“Ensure that project applications for all new noise-sensitive land uses (plans and specifications), including schools, hospitals, churches, and residential units proposed within the 65 dB CNEL to 69 dB CNEL aircraft noise contour include an acoustical study, prepared by a professional acoustic engineer, that specifies the appropriate noise mitigation features to be included in the design and construction of those uses, to achieve an interior noise level of not more than 45 dB in any habitable room, based on measured aircraft noise events at the land use location.”
4. **Real Estate Disclosure.** Add the following the text in *Chapter 2 - Land Use, Chapter 9 – Noise*, or elsewhere in the *General Plan Amendment* document to address state-mandated real estate disclosure:

“All real estate sales within the adopted airport influence area (AIA) boundaries for San Francisco International Airport (Areas A and B) are subject to the real estate disclosure requirements of Chapter 496, Statutes 2002.”
5. **Compliance with California Government Code Section 65302.3, Re: General Plan Consistency With Comprehensive Airport Land Use compatibility Plan (CLUP).** Include the following text in the South San Francisco City Council resolution to adopt the *General Plan Amendment – South El Camino Real Corridor* document:

“The goals, polices, and other relevant content contained in the *General Plan Amendment – South El Camino Real Corridor* document do not conflict with the recommended guidance from the *California Airport Land Use Planning Handbook January 2002*, (2) the text in the relevant Sections of California Public Utilities Code Division 9, Part 1, Chapter 4, Article 3.5 (Airport Land Use Commissions), and (3) the applicable airport/land use compatibility criteria for the environs of San Francisco International Airport, as contained in the *San Mateo County Comprehensive Airport Land Use Plan December 1996*, as amended.”

**FISCAL IMPACT**

None.

**C/CAG Agenda Report, Re: Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Regarding an Airport Land Use Compatibility Plan (CLUP) Consistency Review of a Referral from the City of South San Francisco, Re: *General Plan Amendment – South El Camino Real Corridor***  
May 1, 2009

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**BACKGROUND**

The City of South San Francisco has submitted its *General Plan Amendment – South El Camino Real Corridor* document to the C/CAG Board, acting as the Airport Land Use Commission, for a determination of the consistency of the relevant content of the document with the airport/land use compatibility criteria contained in the *San Mateo County Comprehensive Airport Land Use Plan December 1996*, as amended, for San Francisco International Airport. The document is subject to ALUC/C/CAG review, pursuant to California Public Utilities Code Section 21676(b). The 60-day state-mandated review process will expire on June 15, 2009.

The *South El Camino Real Corridor* planning area covers approximately 46 acres. A map of the planning area is shown in Attachment Nos. 2A and 2B of the attached ALUC Staff Report. The *General Plan Amendment* is a land use development policy document that will guide future development in the southern portion of the El Camino Real corridor in the City of South San Francisco. The document includes text, graphics, and tables that amend the following South San Francisco General Plan Chapters/Elements:

*Chapter 2 - Land Use*  
*Chapter 9 – Noise*

*Chapter 5 - Parks, Public Facilities and Services*  
*Chapter 3 - Planning Sub-Areas*

This submittal also includes a portion of the existing text in *Chapter 8 – Safety*, related to aircraft operations at San Francisco International Airport.

For ALUC/C/CAG purposes, highlights of the content of the *General Plan Amendment – South El Camino Real Corridor* document include policies and criteria that address the following:

- Federal Aviation Regulations (FAR) Part 77 building height limits for airspace protection
- Aircraft noise and aviation easements
- Safety issues related to aircraft overflight

**DISCUSSION**

**I. Airport/Land Use Compatibility Issues**

Guidance from the *California Airport Land Use Planning Handbook January 2002* and the relevant sections of the California Public Utilities Code Division 9, Part 1, Chapter 4, Article 3.5 (Airport Land Use Commissions) identify the scope and content of an airport/land use compatibility plan (CLUP) and the relevant compatibility issues to be addressed (height of structures, use of airspace, and airspace compatibility; aircraft noise impacts; and safety criteria. Each of those issues, as it relates to the content of the *General Plan Amendment – South El Camino Real Corridor* is addressed in detail in the attached ALUC Staff Report, dated April 23, 2009.

**C/CAG Agenda Report, Re: Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Regarding an Airport Land Use Compatibility Plan (CLUP) Consistency Review of a Referral from the City of South San Francisco, Re: *General Plan Amendment – South El Camino Real Corridor***  
May 1, 2009

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**II. C/CAG Airport Land Use Committee (ALUC) Review/Action**

The C/CAG Airport Land Use Committee (ALUC) held a Special Meeting on April 30, 2009 to review the City of South San Francisco *General Plan Amendment – South El Camino Real Corridor* document. After a discussion between South San Francisco Planning Staff and ALUC Staff, regarding the ALUC Staff recommended conditions, prior to the Special ALUC Meeting, ALUC Staff recommended a revised set of conditions to the Committee. The concerns of the South San Francisco Planning Staff had to do with requiring the City to adopt an airport influence area (AIA) boundary, aircraft noise contours, and airspace protection criteria that will be included in the current update of the CLUP document for the environs of San Francisco International Airport, before they have been adopted by the C/CAG Board.

After ALUC Staff explained the City's concerns regarding the original ALUC Staff recommended conditions to the Committee, the Committee members unanimously agreed to recommend the revised set of conditions to the CCAG Board. The revised ALUC recommendation (revisions to the original ALUC Staff recommended Conditions Nos. 1, 2B, 3A and 5) is included in this report.

**III. Guidance From the California Airport Land Use Planning Handbook January 2002**

ALUC Staff reviewed the relevant content of the *California Airport Land Use Planning Handbook January 2002* to prepare this report and the attached ALUC Staff Report. The staff analysis and recommendation contained herein are consistent with and guided by the relevant criteria and guidelines contained in the *Handbook*.

**ATTACHMENT**

- C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Airport Land Use Plan (CLUP) Consistency Review of a Referral from the City of South San Francisco, Re: *General Plan Amendment – South El Camino Real Corridor* document, with 11 attachments.

## 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

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### C/CAG AIRPORT LAND USE COMMITTEE (ALUC)

### STAFF REPORT

**Please Reply To:** David F. Carbone, ALUC Staff, 455 County Center, Second Floor,  
Redwood City, CA 943063; TEL: 650/363-4417; FAX: 650/363-4849;  
email: [dcarbone@co.sanmateo.ca.us](mailto:dcarbone@co.sanmateo.ca.us)

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**TO:** C/CAG Airport Land Use Committee (ALUC) Representatives and Alternates

**FROM:** David F. Carbone, ALUC Staff 

**DATE:** April 23, 2009

**RE:** **Agenda Item No. 5** for April 30, 2009 – Comprehensive Airport Land Use  
Plan (CLUP) Consistency Review of a Referral from the City of South San  
Francisco, Re: *General Plan Amendment – South El Camino Real Corridor*

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#### RECOMMENDATION

That the C/CAG Airport Land Use Committee (ALUC) recommend to the C/CAG Board of Directors, that the Board, acting as the Airport Land Use Commission, determine that the relevant content of the South San Francisco *General Plan Amendment – South El Camino Real* document is consistent with (1) the relevant recommended guidance from the *California Airport Land Use Planning Handbook January 2002*, (2) the text in the relevant Sections of California Public Utilities Code Division 9, Part 1, Chapter 4, Article 3.5, and (3) the applicable airport/land use compatibility criteria for San Francisco International Airport, as contained in the *San Mateo County Comprehensive Airport Land Use Plan*, as amended, for San Francisco International Airport, based on the following conditions:

- 1. Airport Influence Area (AIA) Boundary.** Add a diagram that illustrates the configuration of the preliminary Airport Influence Area (AIA) boundary area for San Francisco International Airport, as it applies to the City of South San Francisco, as shown in Attachment No. 3.

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**ALUC Chairperson:**  
Richard Newman  
Aviation Representative

**ALUC Vice Chairperson:**  
Mark Church, Supervisor  
County of San Mateo

9

**Airport Land Use Committee (ALUC) Staff:**  
David F. Carbone, Transportation Systems Coordinator/Airport  
Enviroms Planning, Co. of San Mateo Planning & Bldg. Dept.

**RECOMMENDATION - continued**

- 2. Federal Aviation Regulations FAR Part 77 Height Restrictions/Airspace Protection.**
  - A.** Replace Figure 2-2 with the current version of the FAR Part 77 airspace diagram for San Francisco International Airport to illustrate the correct configuration and maximum heights of the FAR Part 77 imaginary surfaces that affect the City of South San Francisco.
  - B.** Add the following text in Chapter 2 – Land Use:

“All future development in the El Camino Real Corridor that is within the FAR Part 77 airspace protection surfaces is subject to (1) the height limitations of those airspace protection surfaces (based on height above mean sea level (AMSL)) and (2) to the federal notification process, via FAA Form 7460-1, *“Notice of Proposed Construction or Alteration”*. The findings of all aeronautical studies conducted by the FAA, per the federal notification process, will be incorporated into the final approval for all new development in the Corridor.”
- 3. Aircraft Noise Impacts.** Amend the text in Chapter 8 – Noise to address aircraft noise impacts, as follows:
  - A.** Revise the text at the top of p. 9-3 to read as follows:

“\* The ALUC is currently preparing an update of the comprehensive airport land use compatibility plan (CLUP) for the environs of San Francisco International Airport. That plan is expected to be completed in final draft form in 2010. The updated plan will include the 2008 FAA-accepted Noise Exposure Maps (NEMs). The 2008 contours – 65 dB and 70 dB CNEL – are shown in Figure 9-1. Large portions of the city are located within the 2008 65 dB CNEL aircraft noise contour. The 70 dB CNEL aircraft noise contour impacts a small portion of the city’s eastern industrial area near the San Bruno border.”
  - B.** Combine the text in Policies 9-1-4 and 9-1-5 into one policy to read as follows:

“ Ensure that project applications for all new noise-sensitive land uses (plans and specifications), including schools, hospitals, churches, and residential units proposed within the 65 dB CNEL to 69 dB CNEL aircraft noise contour include an acoustical study, prepared by a professional acoustic engineer, that specifies the appropriate noise mitigation features to be included in the design and construction of those uses, to achieve an interior noise level of not more than 45 dB in any habitable room, based on measured aircraft noise events at the land use location.”



**ALUC Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP)  
Consistency Review of a Referral from the City of South San Francisco  
General Plan Amendment – South El Camino Real Corridor  
April 23, 2009**

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4. **Real Estate Disclosure.** Amend the text in *Chapter 2 - Land Use, Chapter 8 – Noise*, or elsewhere in the *General Plan* document to address state-mandated real estate disclosure, as follows:

"All real estate transactions within the preliminary airport influence area (AIA) boundaries for San Francisco International Airport (Areas A and B), as shown in Figure\*\_\_ herein, are subject to the real estate disclosure requirements of Chapter 496, Statutes 2002."

5. **Compliance with California Government Code 65302.3, Re: General Plan Consistency With Comprehensive Airport Land Use Compatibility Plan (CLUP).** Add appropriate text in the *General Plan Amendment – South El Camino Real Corridor* document to address compliance with the relevant airport/land use compatibility criteria contained in the *San Mateo County Comprehensive Airport Land Use Plan (CLUP)*, as amended for San Francisco International Airport, as follows:

"The goals, polices, and other relevant content contained herein do not conflict with the with (1) the relevant recommended guidance from the *California Airport Land Use Planning Handbook January 2002*, (2) the text in the relevant Sections of California Public Utilities Code Division 9, Part 1, Chapter 4, Article 3.5, and (3) the applicable airport/land use compatibility policies and criteria contained in the *San Mateo County Comprehensive Airport Land Use Plan* document, as amended, for San Francisco International Airport."

## **BACKGROUND**

### **I. General Plan Amendment**

The City of South San Francisco has submitted its *General Plan Amendment – South El Camino Real Corridor* document to the C/CAG Board, acting as the Airport Land Use Commission, for a determination of the consistency of the relevant content of the document with the airport/land use compatibility criteria contained in the *San Mateo County Comprehensive Airport Land Use Plan*, as amended, for San Francisco International Airport (see Attachment No. 1A). A brief description of proposed land uses and the El Camino Real planning subareas is shown in Attachment No. 1B. The document is subject to ALUC/C/CAG review, pursuant to PUC Section 21676(b). The 60-day state-mandated review process will expire on June 15, 2009.

The *South El Camino Real Corridor* planning area covers approximately 46 acres. A map of the planning area is shown in Attachment Nos. 2A and 2B. The *General Plan Amendment* document is a land use development policy document that will guide future development in the southern portion of El Camino Real in the City of South San Francisco. The document contains background information, goals, and policies that amend the text in the Land Use and Noise Elements of the General Plan.

**ALUC Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP)  
Consistency Review of a Referral from the City of South San Francisco  
General Plan Amendment – South El Camino Real Corridor**  
April 23, 2009

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This General Plan Amendment includes text, graphics, and tables that amend the following South San Francisco General Plan chapters/elements:

Chapter 2 - Land Use  
Chapter 3 - Planning Sub-Areas  
Chapter 5 - Parks, Public Facilities and Services  
Chapter 9 - Noise

This submittal also includes a portion of the existing text on Chapter 8 – Safety, related to aircraft operations at San Francisco International Airport.

For ALUC/C/CAG purposes, highlights of the content of the *General Plan Amendment – South El Camino Real Corridor* document include policies and criteria that address the following:

- Federal Aviation Regulations (FAR) Part 77 building height limits for airspace protection
- Aircraft noise and aviation easements
- Safety issues related to aircraft overflight

Each of these topics is addressed in later sections of this Staff Report.

## **II. Airport Influence Area (AIA) Boundary**

An airport influence area (AIA) boundary defines the geographic area within which proposed local agency land use policy actions (i.e. general plans, general plan updates, general plan amendments, specific plans, specific plan amendments, zoning ordinances, proposed rezonings, etc.) must be referred to the airport land use commission for a determination of the consistency of the those actions with the policies and criteria contained in the relevant airport/land use compatibility plan (CLUP) document. The criteria on which the configuration of the AIA boundary is based is determined by the airport/land use commission.

As of this date the Commission (C/CAG Board) has not adopted an airport influence area (AIA) boundary for San Francisco International Airport. However, it has been the practice of the Commission to define the Airport Influence Area (AIA) boundary in two parts: an Area A for real estate disclosure, per state law and an Area B, a geographic area for real estate disclosure and for formal review of proposed local agency land use policy actions, as required by state law. The configuration of Area A is based on the geographic extent of aircraft overflight at a specific altitude and has not yet been defined.

**ALUC Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP)  
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It has been the practice of the Commission to use the outer boundary of the FAR Part 77 Conical Surface (airspace protection boundary) for the airports in the county to define the AIA Area B boundary for formal review of proposed local agency land use policy actions. This approach was used to adopt the current AIA boundary Area B for San Carlos Airport. This approach will also be used in the current effort to update the CLUP for the environs of San Francisco International Airport. For the purposes of this report, ALUC Staff is using the term "preliminary airport influence area (AIA) boundary" to refer to the AIA boundary (Area A and Area B) for San Francisco International Airport. The SFO CLUP update that is in progress will identify a more refined AIA boundary (Areas A and B) for the Airport that will be adopted by the Airport Land Use Commission (C/CAG Board) at a later date.

To insure that (1) the City of South San Francisco recognizes that the city is located within both portions of the AIA boundary for San Francisco International Airport (Areas A and B) and (2) to define the geographic area in the city within which City staff must refer proposed land use policy actions to the Airport Land Use Commission (C/CAG Board) (Area B), and (3) to define a boundary for state-mandated real estate disclosure (Area A), the content of the *General Plan Amendment – South El Camino Real Corridor* document should include a diagram that illustrates the configuration of the preliminary Airport Influence Area (AIA) boundary for San Francisco International Airport, as it applies to the City of South San Francisco (see Attachment No. 3).

## **DISCUSSION**

### **I. Airport/Land Use Compatibility Issues**

There are three airport/land use compatibility issues addressed in the *San Mateo County Comprehensive Airport Land Use Plan*, as amended for San Francisco International Airport, that relate to the relevant content of the City of South San Francisco *General Plan Amendment – South El Camino Real Corridor* document. These include: (a) Height of Structures/Airspace Protection, (b). Aircraft Noise Impacts, and (c). Safety Criteria. Each of these issues is addressed in the following sections.

#### **(a). Height of Structures/Airspace Protection**

The Airport Land Use Commission (C/CAG Board) has adopted the provisions in Federal Aviation Regulations FAR Part 77, "Objects Affecting Navigable Airspace", as amended, to establish height restrictions and federal notification requirements for project sponsors, related to proposed development within the FAR Part 77 airspace boundaries for San Francisco International Airport. These regulations contain three key elements: (1) standards for determining obstructions in the navigable airspace and designation of imaginary surfaces for airspace protection, (2) requirements for project sponsors to provide notice to the FAA of proposed construction or alteration of structures within the protected airspace, and (3) aeronautical studies conducted by the FAA to determine the potential effects of proposed construction or alterations of structures on the subject airspace.

**ALUC Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP)  
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Any proposed building or structure that exceeds the federal maximum height limits for airspace protection is considered by the Airport Land Use Commission (C/CAG Board) to be an incompatible land use, unless the FAA determines otherwise (i.e. the FAA determines the height of the structure to be an airspace obstruction or no hazard to air navigation, via a formal airspace impact study).

The height of FAR Part 77 imaginary surfaces is based on the height of those surfaces above mean sea level (AMSL). For FAA purposes, the height of a structure within the FAR Part 77 surfaces is evaluated on its height above mean sea level (AMSL). That level is based on the combined height of the following: the height of the site elevation above mean sea level (ground level) plus the height of the highest element of the structure above the site elevation. That combined number is the height of the structure above mean sea level (AMSL).

Figure 2-3 in the Land Use Chapter (Chapter 2) of the *General Plan Amendment* identifies the maximum height limits in the El Camino Real corridor and in portions of the Downtown area (see Attachment No. 4). The maximum structure height shown is 120 feet above ground level (AGL) on several properties in the El Camino Real corridor, between Spruce Ave. and the San Bruno City Limit Line. The maximum FAR Part 77 height limit in that area starts at 163 feet above mean sea level (AMSL) and then increases in height to the west. City staff should verify that the site elevation (ground level) on those properties is not so high as to cause a 120-foot building to exceed the federal imaginary surface height limit (higher than 163 feet AMSL) at that location.

The text in Chapter 2 - Land Use of the *General Plan Amendment* should include specific reference to the Federal Aviation Regulations FAR Part 77 height limits for airspace protection, as follows:

“All future development in the El Camino Real Corridor that is within the FAR Part 77 airspace protection surfaces is subject to (1) the height limitations of those airspace protection parameters (base on height above mean sea level (AMSL)) and (2) to the formal federal notification process, via FAA Form 7460-1, “*Notice of Proposed Construction or Alteration*”. The findings of all aeronautical studies conducted by the FAA, per the federal notification process, will be incorporated into the final approval for all new development in the Corridor.”

The relevant policies, maximum height criteria, and graphics in Chapter 2 should be revised to be consistent with the above text. The 120-foot height maximum height limit shown in Figure 2-3 may need to be reduced to ensure that the maximum height of a structure at that location will remain below the maximum federal airspace height limits.

**ALUC Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP)  
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Figure 2-2 in Chapter 2 of the *General Plan Amendment* illustrates an incorrect version of the FAR Part 77 imaginary surface diagram that applies to the City of South San Francisco (see Attachment No.5). Figure 2-2 should be replaced with the most current version of the FAR Part 77 airspace diagram for San Francisco International Airport. That diagram is available from the Planning staff at San Francisco International Airport.

**(b). Aircraft Noise Impacts**

The current comprehensive airport/land use compatibility plan (CLUP) document for the environs of San Francisco International Airport includes an FAA-accepted Noise Exposure Map (NEM) from the Airport's 1983 FAR Part 150 Noise Compatibility Program. That map is outdated and will be replaced by the 2007 NEM map, as part of a future CLUP amendment.

The Community Noise Equivalent Level in decibels (dB CNEL) is a noise metric that represents the average daytime noise level during a 24-hour day, based on a compilation of individual noise events and adjusted to an equivalent level to account for the lower tolerance of people to noise during evening hours, relative to the daytime period. The State of California and the FAA to define an airport's noise impact boundary use the 65 dB CNEL aircraft noise level. This level is used by the Airport/Land Use Commission (C/CAG Board) to define the noise impact boundary for San Francisco International Airport and for the application of noise mitigation actions (sound insulation, etc).

Aircraft noise and land use compatibility is addressed in the Noise Chapter (Chapter 9) in the *General Plan Amendment* (see Attachment No. 6). A portion of the text at the top of p. 9-3 is out of date and needs to be revised. That text is shown below, as follows:

“\* ALUC is now competing an updated land use plan for the airport, which is expected in early 1999. The updated plan will be based on the 1995 Noise Exposure Maps (NEMs) that were approved by the FAA. The 1995 noise contours – 65 dB and 70 dB – are shown in Figure 9-1. Large portions of the city fall within the 1995 federally accepted 65 dB CNEL noises contour. The 70 dB CNEL contour impacts a smaller portion of the city's eastern industrial area near the San Bruno border.”

ALUC staff suggests that the above text be revised to read as follows:

“\* The ALUC is currently preparing an update of the comprehensive airport land use compatibility plan (CLUP) for the environs of San Francisco International Airport. That plan is expected to be completed in final draft form in 2010. The updated plan will include the 2008 FAA-accepted Noise Exposure Maps (NEMs). The 2008 contours – 65 dB and 70 dB CNEL – are shown in Figure 9-1. Large portions of the city are located within the 2008 65 dB CNEL aircraft noise contour. The 70 dB CNEL aircraft noise contour impacts a small portion of the city's eastern industrial area near the San Bruno border.”

**ALUC Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP)  
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The text in Implementing Policies 9-1-4 and 9-1-5 is not specific regarding mitigation for new noise-sensitive land uses related to aircraft noise impacts. For clarity and specificity, ALUC staff suggests that the text in policies 9-1-4 and 9-1-5 be combined into one policy that reads as follows:

“ Ensure that project applications for all new noise-sensitive land uses (plans and specifications), including schools, hospitals, churches, and residential units proposed within the 65 dB CNEL to 69 dB CNEL aircraft noise contour include an acoustical study, prepared by a professional acoustic engineer, that specifies the appropriate noise mitigation features to be included in the design and construction of those uses, to achieve an interior noise level of not more than 45 dB in any habitable room, based on measured aircraft noise events at the land use location.”

There are two policies listed on p. 9-7 in the Noise Chapter that are of keen interest to the C/CAG Airport Land Use Committee and to the C/CAG Board of Directors (Policies 9-1-9 and 9-1-10). The text of those policies is shown below.

“9-1-9 Do not allow new residential or noise-sensitive development on the 70 dB + CNEL areas impacted by SFO operations, as required by the Airport Land Use Commission infill criteria.”

“9-1-10 Require new residential development in areas between 65 and 70 dB CNEL SFO noise contours to provide an aviation easement.”

**(c). Safety Criteria**

Existing text in Chapter 8 – Health and Safety of the *South San Francisco General Plan* contains a specific section (Section 8.7) regarding airport safety. That text is shown in Attachment No. 7.

Certain types of land uses are recognized by the Airport Land Use Commission (C/CAG Board) as hazards to air navigation in the vicinity of San Francisco International Airport. Those land uses are listed in the CLUP and include the following:

- Any use that would direct a steady or flashing light of white, red, green or amber color toward an aircraft engaged in an initial climb following takeoff or toward an aircraft engaged in a final approach for landing other than FAA-approved navigational lights.
- Any use that would cause sunlight to be reflected toward an aircraft engaged in an initial straight climb following takeoff or toward an aircraft engaged in a final approach for landing.

**ALUC Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP)  
Consistency Review of a Referral from the City of South San Francisco  
General Plan Amendment – South El Camino Real Corridor  
April 23, 2009**

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- Any use that would attract large concentrations of birds within approach/climbout areas.
- Any use that would generate electrical interference that may affect aircraft communications or aircraft instrumentation.

This same list is shown in Policy 8.7-1-1 on p. 274 in the *South San Francisco General Plan* document.

The current update of the comprehensive airport land use compatibility plan (CLUP) for the environs of San Francisco International Airport will include policies and diagrams for runway safety areas, per guidance from the *California Airport Land Use Planning Handbook January 2002*. The preliminary configuration of one of the four safety zones for the threshold ends of Runways 10 will affect a small number of parcels in the South El Camino Real Corridor. The safety zones will also affect a larger area in South San Francisco that is located east of the El Camino Real Corridor on both sides of U.S. Highway 101, in the vicinity of the United Airlines Maintenance Base. A future general plan amendment may be needed to include additional safety policies and criteria to be consistent with the safety policies and criteria applicable in the defined safety zones contained in the adopted CLUP update. A CLUP update adoption date is not known at this time.

## **II. Real Estate Disclosure**

California Public Utilities Code PUC Section 21674.7 states the following:

“An airport land use commission...shall be guided by information prepared and updated pursuant to Section 21674.5 and referred to as the Airport Land Use Planning Handbook published by the Division of Aeronautics ...”

The *California Airport Land Use Planning Handbook January 2002* states the following:

“ALUCs are encouraged to adopt policies defining the area within which information regarding airport noise impacts should be disclosed as part of real estate transactions.”

Chapter 496, Statutes of 2002 (formerly AB 2776 (Simitian)) affects all sales of real property that may occur within an airport influence area (AIA) boundary. It requires a statement (notice) to be included in the property transfer documents that (1) indicates the subject property is located within an airport influence area (AIA) boundary and (2) that the property may be subject to certain impacts from airport/aircraft operations. The wording of the disclosure notice is as follows:

**“NOTICE OF AIRPORT IN VICINITY**

“This property is presently located within the vicinity of an airport, within what is known as an airport influence area. For that reason, the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations (for example: noise, vibration, or odors). Individual sensitivities to those annoyances can vary from person to person. You may wish to consider what airport annoyances, if any, are associated with the property before you complete your purchase and determine whether they are acceptable to you.”

The text in the *General Plan Amendment* submittal for the South El Camino Real Corridor does not include text and policies that address real estate disclosure related to properties located within the vicinity of an airport. To address this issue, the text in the General Plan Amendment (Chapter 2 - Land Use, Chapter 8 – Noise), or elsewhere in the General Plan should include the following text to address real estate disclosure, as follows:

“All real estate transactions within the preliminary airport influence area (AIA) boundary for San Francisco International Airport (Areas A and B), as shown in Figure\_\_ \*herein, including all types of residential development, is subject to the disclosure requirements of Chapter 496, Statutes 2002.”

**III. Compliance with California Government Code 65302.3**

California Government Code Section 65302.3 states that a local agency general plan an/or any affected specific plan must be consistent with the applicable airport/land use compatibility criteria contained in the relevant adopted airport land use plan (CLUP). The City of South San Francisco *General Plan Amendment - South El Camino Real Corridor* document is a comprehensive general plan amendment that is subject to compliance with the above - referenced Government Code Section. Therefore, the text in the draft *General Plan Amendment* document should include the following:

“The goals, polices, and other relevant content contained herein do not conflict with the applicable airport/land use compatibility criteria contained in the *San Mateo County Comprehensive Airport Land Use Plan*, as amended, for San Francisco International Airport.”

**IV. Guidance from the California Airport Land Use Planning Handbook**

ALUC Staff reviewed the relevant content of the *California Airport Land Use Planning Handbook January 2002*, published the Caltrans Division of Aeronautics, to prepare this report. The staff analysis and recommendations contained herein are consistent with and guided by the relevant provisions contained in the *Handbook*.

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\* The figure reference here is to be determined by the City of South San Francisco, as part of numbering the figures in the General Plan document.



**ALUC Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP)  
Consistency Review of a Referral from the City of South San Francisco  
General Plan Amendment – South El Camino Real Corridor**  
April 23, 2009

Page 11 of 11

**ATTACHMENTS**

- Attachment No. 1A: Letter to David F. Carbone, City/County Association of Governments of San Mateo County, from Gerry Beaudin, Senior Planner, City of South San Francisco, dated April 14, 2009, re: submittal of *South San Francisco General Plan Amendment – South El Camino Real Corridor* document to the C/CAG Airport Land Use Committee (ALUC) for review.
- Attachment No. 1B: Selected pages from the *South San Francisco General Plan Amendment South El Camino Real Corridor* document: pp. 2-7, 2-8, 2-10, 3-1, 3-2, 3-7, 3-8, 3-9, and a map of the planning subarea.
- Attachment No. 2A: Figure 2-1 Land Use Diagram
- Attachment No. 2B: Land Use Diagram – Close Up of Planning Area
- Attachment No. 3A: Preliminary Airport Influence Area (AIA) Boundary for San Francisco International Airport
- Attachment No. 3B: Preliminary Airport Influence Area (AIA) Boundary City of South San Francisco
- Attachment No. 4: Figure 2-3 Special Area Height Limitations
- Attachment No. 5A: Figure 2-2 Airport-Related Height Limitations
- Attachment No. 5B: FAR Part 77 Airspace Diagram and Selected Aircraft Noise Contours
- Attachment No. 6: *Chapter 9: Noise* pp. 9-1 to 9-7 and Figures 9-1 and 9-3
- Attachment No. 7: Text from *Chapter 8: Health and Safety, Section 8.7 Aircraft Safety*, pp. 273 and 274



DEPARTMENT OF ECONOMIC  
AND COMMUNITY DEVELOPMENT  
PLANNING DIVISION  
(650) 877-8535  
FAX (650) 829-8639

## ATTACHMENT NO. 1A

KARYL MATSUMOTO, MAYOR  
MARK N. ADDIEGO, VICE MAYOR  
RICHARD A. GARBARINO, COUNCILMEMBER  
PEDRO GONZALEZ, COUNCILMEMBER  
KEVIN MULLIN, COUNCILMEMBER

BARRY M. NAGEL, CITY MANAGER

April 14, 2009

Mr. David F. Carbone  
City and County Association of Governments  
555 County Office Center  
Fifth Floor  
Redwood City, CA 94063

**Subject: South San Francisco General Plan Amendment – South El Camino Real Corridor**

Dear Mr. Carbone,

I'd like to start by thanking you and your Committee for scheduling a special meeting during the month of April. As you know, South San Francisco engaged consultants to prepare a General Plan Amendment to change the land use designation and zoning for the South El Camino Real Corridor in the City in support of AB 32 and SB 375, as well as the regional "Grand Boulevard" initiative.

### **General Plan Amendment Study Area and Purpose**

The Study Area (see attachment #1 – Study Area Map) begins south the Westborough Boulevard/El Camino Real (ECR) intersection and continues down the ECR corridor to the San Bruno/South San Francisco City boundary line.

The purpose of the General Plan Amendment (see attachment #2 – General Plan Amendment) is to change the single-use policies and regulations that currently exist to policies that emphasize vertically integrated 'mixed-use' development along the southern section of the ECR corridor. The City is currently in the process of updating the Zoning Ordinance. Proposed draft zoning for the ECR mixed use corridor and the accompanying Design Guidelines have also been included in this package for your review (see attachment #3 – Draft Zoning, and attachment #4 – Design Guidelines).

By changing the General Plan land use designation for the corridor, the City is striving to accomplish three key objectives. First, the City adopted a resolution in support of the Grand Boulevard Initiative in 2008. The Grand Boulevard Initiative aims to revitalize and redevelop the El

Camino Real into a vibrant mixed-use corridor. By focusing mixed-use development with pedestrian- and transit-oriented policies, the City is laying the foundation for the rejuvenation of the section of ECR that passes through South San Francisco. Second, staff has received a number of redevelopment inquiries in the ECR corridor. Current General Plan policies and zoning does not support the mix-use/transit oriented corridor vision the City has for El Camino Real. Adding the new General Plan policies, as well as Design Guidelines and zoning regulations (all attached), will add clarity to the development process. And third, the City understands the important role that local government will play in reducing greenhouse gas emissions. Thoughtful land-use planning, including the creation of mixed-use, transit oriented corridors that support residential, office and commercial land uses, mean that South San Francisco is proactively addressing issues identified in the State of California 2006 Global Warming Solutions Act (AB32) and the State's greenhouse gas emission law (SB375).

### **Airport Land Use Committee Areas of Interest**

I have identified areas of the General Plan Amendment that might be of interest to the Airport Land Use Committee (ALUC). Specifically, you have indicated that height, noise and safety are the ALUC's key areas of interest.

#### ***Scope of Work***

The City's consultant and staff are keenly aware of the interests of the ALUC. The consultants proposed work program listed "Ensuring compatibility with airport noise, as the very southern portion of the corridor is within the 65 CNEL of the San Francisco International Airport (SFO)" as a key component of the General Plan Amendment (GPA) scope of work.

#### ***Height – Federal Aviation Regulation Part 77***

In addition to the current GPA work plan, the City's General Plan also includes a figure identifying "Airport-Related Heights" (see attachment #4). Figure 2-3 "Special Area Height Limitations" of the South ECR GPA limit the height of structures in the southern portion of the corridor closest to SFO to 80 feet. The SFO height limitations for the corridor start at 161 feet and increase as we move farther into the study area. The maximum height allowed with incentives and bonuses would be 120 feet. South ECR GPA does not come close to the FAR Part 77 height regulations identified for SFO.

#### ***Noise & Avigation Easement***

Two new implementation policies are proposed for the Noise Element in support of the South ECR GPA South ECR GPA:

Policy 9-I-9 – Do not allow new residential or noise sensitive development in 70 dB+ CNEL areas impacted by SFO operations as required by Airport Land Use Commission infill criteria.

Policy 9-I-10 – Require new residential development in areas between the 65 and 70 dB CNEL SFO noise contours to provide an avigation easement.

#### **Safety**

City staff has reviewed the San Mateo County Comprehensive Airport Land Use Plan for SFO and does not find any conflicts or safety issues. The southern tip of the study area is minimally

impacted by the Approach Zones (AZ) and the Centerline Zones (CLZ). Development policies have been written to not allow residential development on portions of sites impacted by the AZ and CLZ zones.

Also related to safety, the South ECR GPA does not propose any structures within or approaching the FAR Part 77 height limits, and the proposed policies do not conflict with existing South San Francisco General Plan policies related to "Aircraft Safety" (see attachment #5 – Chapter 8.7 – "Airport Safety").

If you have any questions or would like additional information, please call me at (650) 877-8535 or email me at [gerry.beaudin@ssf.net](mailto:gerry.beaudin@ssf.net).

Sincerely,



Gerry Beaudin  
Senior Planner

cc: File

Attachments:

1. South ECR Study Area Map
2. Draft General Plan Amendments
  - a. Chapter 2 – Land Use
  - b. Chapter 3 – Planning Sub-Areas
  - c. Chapter 5 – Parks, Public Facilities and Services
  - d. Chapter 9 - Noise
3. Zoning for the So. El Camino Real Corridor – Draft
4. Design Guidelines – Draft
5. South San Francisco General Plan – Airport-Related Height Limitations – Figure 2.2
6. South San Francisco General Plan – Chapter 8-7 "Aircraft Safety"

**COMMERCIAL*****Community Commercial***

This category includes shopping centers, such as Westborough, and major commercial districts, such as El Camino Real, and regional centers along South Airport Boulevard. Retail and department stores, eating and drinking establishments, commercial recreation, service stations, automobile sales and repair services, financial, business and personal services, motels, educational and social services are permitted. An "R" designation on the General Plan Diagram indicates that the site is reserved for region-serving commercial uses. The maximum Floor Area Ratio is 0.5. Office uses are encouraged on the second and upper floors.

***Business Commercial***

This category is intended for business and professional offices, and visitor service establishments, and retail. Permitted uses include for administrative, financial, business, professional, medical and public offices, and visitor-oriented and regional commercial activities. Regional commercial centers, restaurants and related services are permitted subject to appropriate standards. This category is intended for the emerging commercial and hotel district along South Airport, Gateway, and Oyster Point boulevards, and South Spruce corridor. The maximum Floor Area Ratio is 0.5, but increases may be permitted up to a total FAR of 1.0 for uses such as research and development establishments, or for development meeting specific transportation demand management (TDM), off-site improvement, or specific design standards. Maximum FAR for hotel developments shall be 1.2, with increases to a maximum total FAR of 2.0 for development meeting specified criteria.

***Coastal Commercial***

Business/professional services, office, convenience sales, restaurants, public marketplace, personal/repair services, limited retail, hotel/motel with a coastal orientation, recreational facilities, and marinas. Maximum FAR is 0.5 for retail, recreation facilities, marinas, and eating and drinking establishments, 1.0 for offices, and 1.6 for hotels. All development will be subject to design review by the Planning Commission. Uses and development intensities at Oyster Point will be regulated by the Oyster Point Specific/Master Plan.

**MIXED USE*****El Camino Real Mixed Use***

This designation is intended to accommodate mixed-use development in the South El Camino Real area. Retail and department stores; eating and drinking establishments; hotels; commercial recreation; financial, business, and personal services; residential; educational and social services; and office uses are permitted. The frontage of a site along El Camino Real is required to be devoted to active uses (such as retail, eating, and drinking establishments, and personal service establishments). For sites larger than three acres, the frontage of a site along El Camino Real and a minimum FAR of 0.30 overall are required to be devoted to active uses.

The maximum Floor Area Ratio for all uses, inclusive of housing and substantially above-grade structured parking shall be 2.5, with increases to a maximum total FAR of 3.5 for development meeting specified criteria. Residential density is limited to 60 units per acre, with increases to a maximum of 80 units per acre for development meeting specified criteria. The minimum FAR for all uses, exclusive of substantially above-grade structured parking, on sites larger than three acres in the See's Candies/South Spruce subarea shall be 0.6.

For parcels on the east side of El Camino Real, between First Street and West Orange Drive, either a mix of uses as permitted under this classification or residential use only (up to 40 units per acre) is permitted.

## **INDUSTRIAL AND RESEARCH AND DEVELOPMENT**

Two categories are proposed: Business and Technology Park, for the East of 101 areas north of East Grand Avenue, and Mixed Industrial, for the areas south of East Grand Avenue in East of 101 and Lindenville.

### ***Business and Technology Park***

This designation accommodates campus-like environments for corporate headquarters, research and development facilities, and offices. Permitted uses include incubator-research facilities, testing, repairing, packaging, publishing and printing, marinas, shoreline-oriented recreation, and offices, and research and development facilities. Warehousing and distribution facilities and retail are permitted as ancillary uses only. All development is subject to high design and landscape standards. Maximum Floor Area Ratio is 0.5, but increases may be permitted, up to a total FAR of 1.0 for uses such as research and development establishments, or for development meeting specific transportation demand management (TDM), off-site improvement, or specific design standards.

### ***Mixed Industrial***

This designation is intended to provide and protect industrial lands for a wide range of manufacturing, industrial processing, general service, warehousing, storage and distribution, and service commercial uses. Industries producing substantial amounts of hazardous waste or odor and other pollutants are not permitted. Unrelated retail and service commercial uses that could be more appropriately located elsewhere in the city would not be permitted, except for offices, subject to appropriate standards. Small restaurants and convenience stores would be allowed as ancillary uses, subject to appropriate standards. The maximum Floor Area Ratio is 0.4, with an increase to a total FAR of 0.6 for development seeking an FAR bonus with TOM program as specified in the Zoning Ordinance. In addition to development standards, the Zoning Ordinance may include performance standards to minimize potential environmental impacts.

**Table 2.2-1  
Standards for Density and Development Intensity**

| Land Use Designation                  | Residential Density<br>(units/net acre) | Maximum Permitted<br>Non-Residential FAR <sup>1</sup> | Maximums Permitted with Incentives and<br>Bonuses |                  |
|---------------------------------------|---|---|---|------------------|
|                                       |   |   | Units/Net Acre                                    | FAR              |
| <b>Residential<sup>2,3</sup></b>      |   |   |   |                  |
| Low Density                           | up to 8.0                               | 0.5   | 10.0  | -                |
| Medium Density                        | 8.1-18.0                                | 1.0   | 22.5  | -                |
| High Density                          | 18.1-30.0                               | -   | 37.5  | -                |
| <b>Downtown</b>                       |   |   |   |                  |
| Downtown Commercial <sup>4</sup>      | -                                       | 3.0   | -   | -                |
| Downtown Residential                  |   |   |   |                  |
| Low Density                           | 5.1-15.0                                | 0.7   | 15.0  | -                |
| Medium Density                        | 15.1-25.0                               | 1.25  | 31.3  | -                |
| High Density                          | 25.1-40.0                               | -   | 50.0 <sup>5</sup>                                 | -                |
| Office                                | -                                       | 1.0   | -   | 2.5 <sup>6</sup> |
| Commercial                            |   |   |   |                  |
| Community Commercial                  | -                                       | 0.5   | -   | -                |
| Business Commercial                   | -                                       | 0.5   | -   | 1.0 <sup>6</sup> |
| Hotel                                 | -                                       | 1.2   | -   | 2.0              |
| Coastal Commercial                    | -                                       | -   | -   | -                |
| Retail                                | -                                       | 0.5   | -   | -                |
| Office                                | -                                       | 1.0   | -   | -                |
| Hotel                                 | -                                       | 1.6   | -   | -                |
| <b>Mixed Use</b>                      |   |   |   |                  |
| El Camino Real Mixed Use <sup>7</sup> | up to 60.0 <sup>8</sup>                 | 2.5 <sup>6</sup>                                      | up to 80.0 <sup>9</sup>                           | 3.5 <sup>6</sup> |
| <b>Industrial</b>                     |   |   |   |                  |
| Business and Technology Park          | -                                       | 0.5   | -   | 1.0 <sup>6</sup> |
| Mixed Industrial                      | -                                       | 0.4   | -   | 0.6 <sup>7</sup> |

<sup>1</sup> Including garages for residential development, but excluding parking structures for non-residential development, except for El Camino Real Mixed Use.

<sup>2</sup> 20 percent density bonus is available for development within ¼-mile of a fixed-guideway transit (CalTrain or BART station or City-designated ferry terminal).

<sup>3</sup> 25 percent bonus is Density bonus in accordance with state law, is available for projects with affordable housing or housing for elderly residents. 25 percent bonus is available for with specific amenities designed for residents or housing that meets community design standards that may be specified in the Zoning Ordinance.

<sup>4</sup> Residential uses may be permitted on second and upper floors only and are subject to a use permit.

<sup>5</sup> Required parking must be structured.

<sup>6</sup> Permitted for research and development uses with low employment intensity, or other uses providing structured parking.

<sup>7</sup> Permitted for uses with low employment intensity, such as wholesaling, warehousing, and distribution.

<sup>8</sup> Residential not permitted at ground level along El Camino Real except on the east side of El Camino Real between First Street and West Orange Drive, subject to conditional use permit approval.

<sup>9</sup> Includes residential and substantially above grade parking structures. Excludes surface parking.

<sup>10</sup> Included within FAR limit.

## Chapter 3: Planning Sub-Areas

### 3.4 EL CAMINO REAL

El Camino Real (State Route 82) was the first highway and automobile route through the Peninsula. It developed parallel to the former Southern Pacific tracks (owned by Union Pacific) that linked the “railroad suburbs” of San Mateo County to San Francisco. The corridor continues to be an important movement route through the Peninsula. The downtowns of most of the County’s cities—including San Mateo, Burlingame, Redwood City, Belmont, Atherton, San Bruno and Millbrae—are located on or adjacent to either El Camino Real or the Union Pacific tracks.

El Camino Real, almost two miles long through its stretch in the city, is South San Francisco’s most diverse area in terms of land use. Reflecting the regional heritage of the corridor, commercial uses such as hotels, fast-food restaurants, and shopping centers selling home furnishing and comparison goods- predominate. Residential uses, offices, and service commercial uses are located in small pockets. El Camino Real is also a major neighborhood commercial center; all but one of the city’s neighborhood shopping centers are located in the corridor. In addition, the area contains the See’s Candies manufacturing plant, the Kaiser Permanente Medical Facility, the County Government Center, and the planned South San Francisco BART station. New housing developments along El Camino Real include the Promenade and Greenridge.

Policies for El Camino Real in the General Plan refer to North El Camino Real and South El Camino Real. The North El Camino Real area refers to portions of El Camino Real north of First Street and includes the following subareas: South San Francisco BART Station Area, Kaiser Hospital Area and Buri Buri Center Area. The South El Camino Real area refers to portions of El Camino Real south of First Street as well as a few parcels north of First Street on the eastern side of El Camino Real, and include the following subareas: South San Francisco High School/Baden Area and See’s Candies/South Spruce.the following five sub-areas:

#### NORTH EL CAMINO REAL SUBAREAS

1. South San Francisco BART Station Area. This is the northernmost part of the corridor, and site of the for the planned South San Francisco BART station and adjacent mixed-use transit village. The mixed-use transit village comprises of apartments with ground floor retail that includes a grocery store, café and bank. Also along El Camino Real is Costco Shopping Center and Treasure Island Trailer Court. Development is set back from the streets and is extremely auto-oriented; there are no sidewalks or other pedestrian amenities and no on-street parking is allowed. Development opportunities are in the eastern half of the corridor, and in addition to the BART station, include the former Macy’s Service Center.



2. **Kaiser Hospital Area.** Kaiser Hospital is one of the city's principal employers. El Camino Real in this area is six travel lanes wide, landscaped median with left turn lanes, and parallel parking on both sides of the street. On-street parking is competitive. This area is very stable, and unlikely to see many land use changes as a result of BART extension.

3. **Buri Buri Center Area.** This area, with the intersection of El Camino/ Chestnut as its focus, has a high the highest concentration of activity along the El Camino Real, and includes the northernmost point in the city where El Camino can be crossed. El Camino is fronted by non-residential uses throughout this stretch, including office plazas, banks, a funeral chapel, gas stations, motels, delis, and some fast-food establishments. Buri Buri Shopping Center, containing PacificBell Market, as well as the Municipal Services Building, Fairway Plaza, and Chestnut Plaza are also in the area. Redevelopment opportunities lie in the area between El Camino Real and Antoinette Lane.

#### **SOUTH EL CAMINO REAL SUBAREAS**

41. **South San Francisco High School/ Baden.** Commercial uses in this area generally fall into three categories – retail/market, fast-food and auto-related uses such as gas stations or auto-repair shops. Also located along this stretch of El Camino Real are a funeral parlor, several motels/hotels and Dominated by the High School, this stretch of El Camino includes some of the oldest, bungalow-style houses in the city, part of the Baden neighborhood. Commercial uses in this area generally fall in two categories – comparison goods such as home furnishings, and a large number of fast-food stores catering to student clientele. Southwood Center, is also located here and is one of the few examples of a shopping center outside of downtown built to the street edge. Any new development in this area will result from reuse. Non-commercial development along this stretch of El Camino Real includes South San Francisco High School and some of the oldest, bungalow-style houses in the City, part of the Baden neighborhood.

52. **See's Candies/ South Spruce/Tanforan.** This area contains both some of the newest commercial uses along El Camino Real and Noor Huntington Avenue, as well as one of the oldest business establishments in the city – See's Candies, which is a major employment center. Also located along this section of the corridor are here is a Safeway, Longs Drug Store, and the city's only multiplex movie theater and the Brentwood Shopping Center. While redevelopment opportunities in this area are limited, The planned San Bruno BART station is within a walking distance of much of this part of El Camino corridor.

Many workers and visitors to the hospitals park along El Camino Real, some several thousand feet north. Many park on the south side of the street as well; pedestrians crossing the six-lane state highway at non-designated crossings is also a safety hazard. Among the possible solutions to alleviate the parking shortage is to reduce the width of the median creating two additional parking lanes along the median (or at least one parking lane the north side of the median). This would also slow traffic near the hospital.

**3.4-1-14 Work with Kaiser Hospital to explore the feasibility of a street connection from the hospital to Mission Road.**

With approximately 1,200 employees, Kaiser Hospital is the city's second largest employer and the largest in the area west of U.S. 101. As a full service health care facility, the hospital also draws visitors, generating much traffic. Currently, the only access points to the hospital are from El Camino Real. A potential connection to Mission Road, especially given the planned extension of Mission Road southward (see Chapter 4: Transportation), would both improve accessibility to the hospital and provide some relief to traffic along El Camino Real. This connection would require traversing the BART right-of-way. A large site north immediately north of the BART right-of-way is currently vacant; thus, a street connection could be provided without disrupting any existing development.

**Buri-Buri Center Area**

**3.4-1-15 Connect Arroyo Drive to the west of El Camino Real with Oak Avenue to the east.**

This will provide a new east-west connection parallel to Chestnut Avenue. In addition to providing traffic relief, this connection will help link Buri Buri and Sunshine Garden neighborhoods.

**3.4-1-16 ~~Maintain a plurality of uses in the area; permit mixed-use development in the area southeast of Chestnut Avenue/El Camino Real, provided no residential uses are located at the ground level, and El Camino Real is fronted by active uses.~~**

**South El Camino Real Policies**

**Area Wide Policies**

**3.4-1-17 Require that any redevelopment of the low-intensity commercial uses in this area is in the form of mixed-use development, with active uses—retail, restaurants, cafes, and personal service establishments—fronting El Camino Real at the ground level, and a range of compatible uses such as residential, office, and hotels/motels at upper levels and in portions not fronting El Camino Real. For parcels on the east side of El Camino Real, between First Street and West Orange Drive, either a mix of uses is permitted or residential use only is permitted.**

3.4-1-18 Maintain large lot sizes to accommodate high-intensity mixed-use development. Discourage the subdivision of lots larger than two acres.

3.4-1-19 Encourage lot consolidation in the area, either through active redevelopment, or through owner participation.

3.4-1-20 Promote visually intricate development, using horizontal and vertical building articulation that engages pedestrians; and diversity in color, materials, scale, texture, and building volumes.

3.4-1-21 Maintain an open, walkable environment throughout the area by providing space at the ground level for enhanced pedestrian connections, either through open promenades or internal semi-public pathways.

3.4-1-22 Limit curb cuts along pedestrian routes, so that pedestrian circulation and safety are not compromised by vehicle access to parking.

3.4-1-23 Locate parking so that it is not a dominant visual feature of the pedestrian environment. Encourage underground parking by including all areas of a building substantially above-grade devoted to parking in FAR calculations.

3.4-1-24 Establish development standards in the Zoning Ordinance for South El Camino Real:

- Require a minimum percentage of the frontage of a site along El Camino Real to be devoted to active uses. Ensure that depth and height of the provided space is adequate to accommodate a variety of tenants and provide flexibility for the future. In addition, for sites larger than three acres, require a minimum FAR of 0.30 be devoted to active commercial uses.
- Allow buildings up to 80 feet by right, and up to 120 feet (along with a higher FAR as specified in Chapter 2) based on discretionary design review and approval by the Planning Commission.
- Maintain a consistent building base/streetwall along El Camino Real and side streets, ranging in height between 25 and 35 feet.
- Maintain build-to lines, with step-backs for development exceeding 35 feet in height.
- Require buildings to be finely articulated and visually engaging.

#### **South San Francisco High School/Baden**

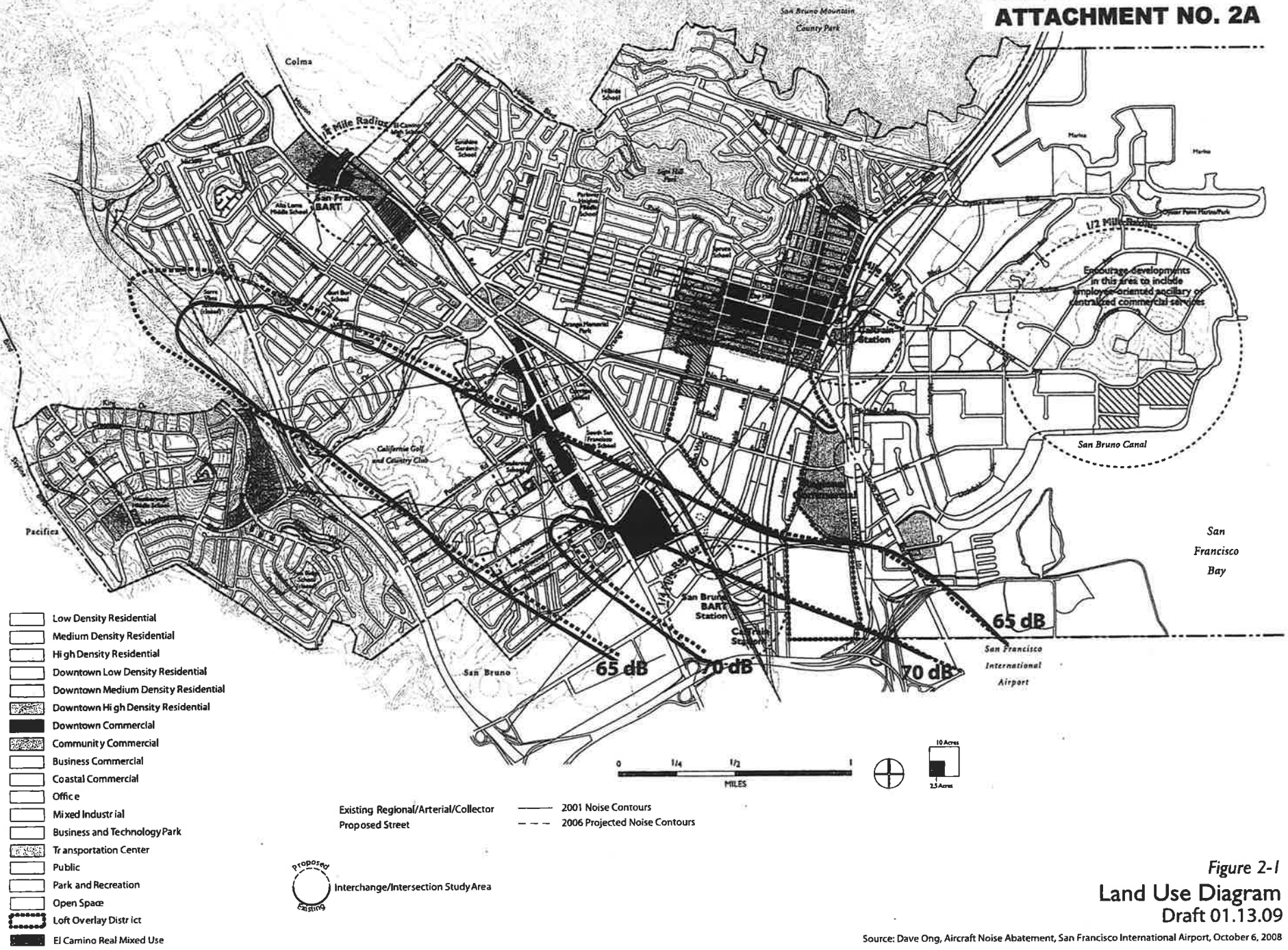
3.4-1-25 Require development be oriented to El Camino Real, with the ground floor of buildings designed so that pedestrians can see shops, restaurants, and activities as they walk along the sidewalk.

- ~~3.4-1-17~~ Encourage any redevelopment of the low-intensity commercial uses on the east side of El Camino Real in this area in the form of mixed-use development, with retail/office uses at the ground level and residential uses at upper levels. Require development be oriented to El Camino Real, and the street fronted by active uses.
- ~~3.4-1-18~~ Encourage lot consolidation in the area, either through active redevelopment, or through owner participation.
- ~~3.4-1-26~~ As part of the streetscape master plan for El Camino Real, **Undertake efforts to slow traffic near the High School, and provide an adequate number of crossings across El Camino Real.**

**See's Candies/South Spruce/Tanforan**

- ~~3.4-1-27~~ Require any development/redevelopment on sites larger than three acres at an FAR of no less than 0.6, exclusive of substantially above-grade structured parking.
- ~~3.4-1-28~~ Require development be oriented to El Camino Real, with the ground floor of buildings designed so that pedestrians can see shops, restaurants, and activities as they walk along the sidewalk. The ground floor of buildings along Huntington, Noor, and South Spruce avenues should also be designed to provide visual interest and promote pedestrian comfort.
- ~~3.4-1-19~~~~3.4-1-29~~ **Recognize See's Candies as a transitional use; permit it as a conforming use, allowing for expansion or contraction as necessary. Require any redevelopment of the site to be non-industrial and sensitive to the residential uses to the north.**

-39-  
33



- Low Density Residential
- Medium Density Residential
- High Density Residential
- Downtown Low Density Residential
- Downtown Medium Density Residential
- Downtown High Density Residential
- Downtown Commercial
- Community Commercial
- Business Commercial
- Coastal Commercial
- Office
- Mixed Industrial
- Business and Technology Park
- Transportation Center
- Public
- Park and Recreation
- Open Space
- Loft Overlay District
- El Camino Real Mixed Use

Existing Regional/Arterial/Collector  
Proposed Street

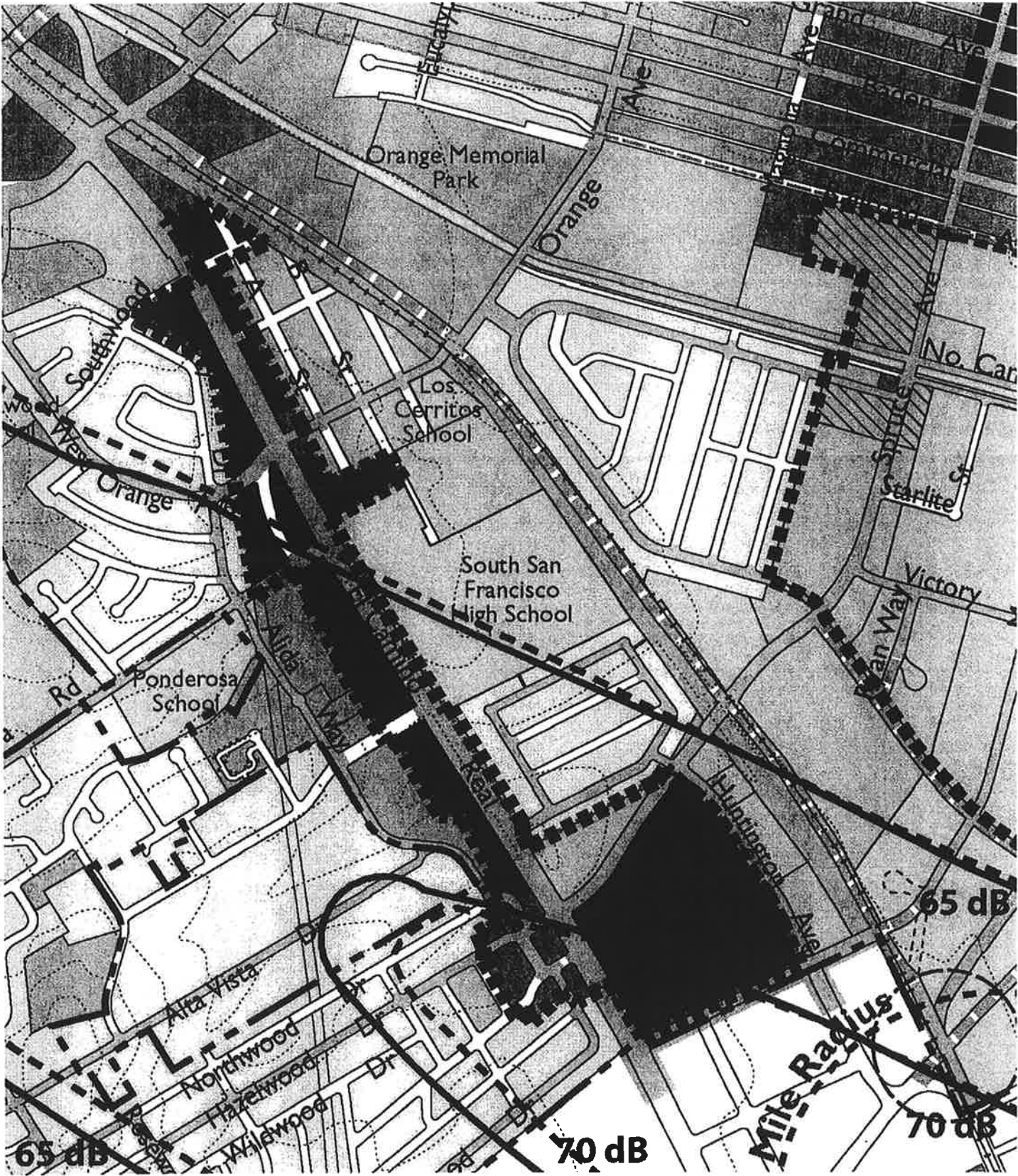
— 2001 Noise Contours  
- - - 2006 Projected Noise Contours

Proposed Interchange/Intersection Study Area

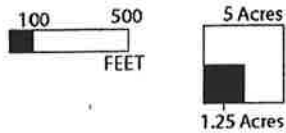


Figure 2-1  
Land Use Diagram  
Draft 01.13.09

Source: Dave Ong, Aircraft Noise Abatement, San Francisco International Airport, October 6, 2008



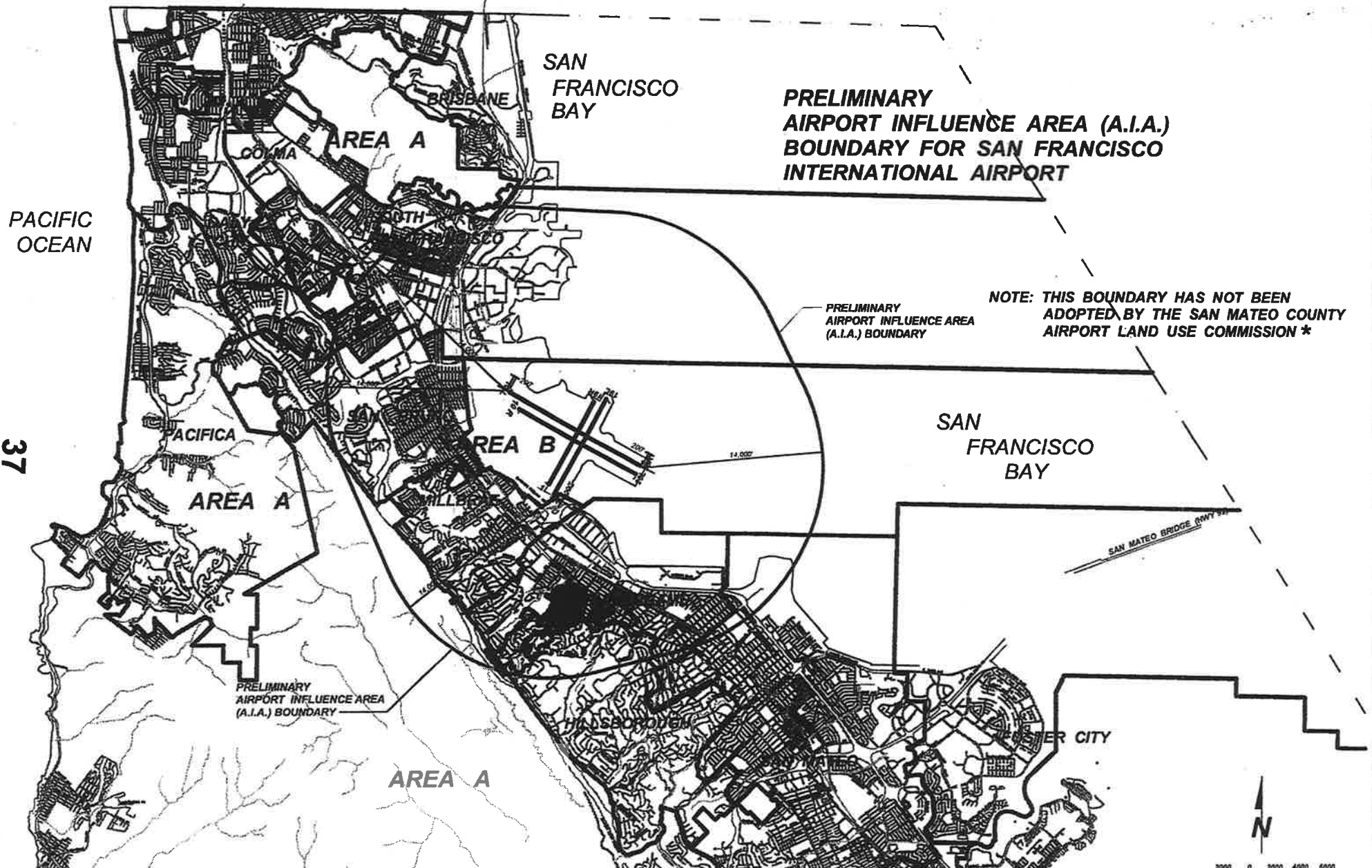
 Planning Area



### Land Use Diagram - Close up of Planning Area

Draft 01.13.09





**PRELIMINARY  
AIRPORT INFLUENCE AREA (A.I.A.)  
BOUNDARY FOR SAN FRANCISCO  
INTERNATIONAL AIRPORT**

**NOTE: THIS BOUNDARY HAS NOT BEEN  
ADOPTED BY THE SAN MATEO COUNTY  
AIRPORT LAND USE COMMISSION \***

PRELIMINARY  
AIRPORT INFLUENCE AREA  
(A.I.A.) BOUNDARY

PRELIMINARY  
AIRPORT INFLUENCE AREA  
(A.I.A.) BOUNDARY

PACIFIC  
OCEAN

SAN  
FRANCISCO  
BAY

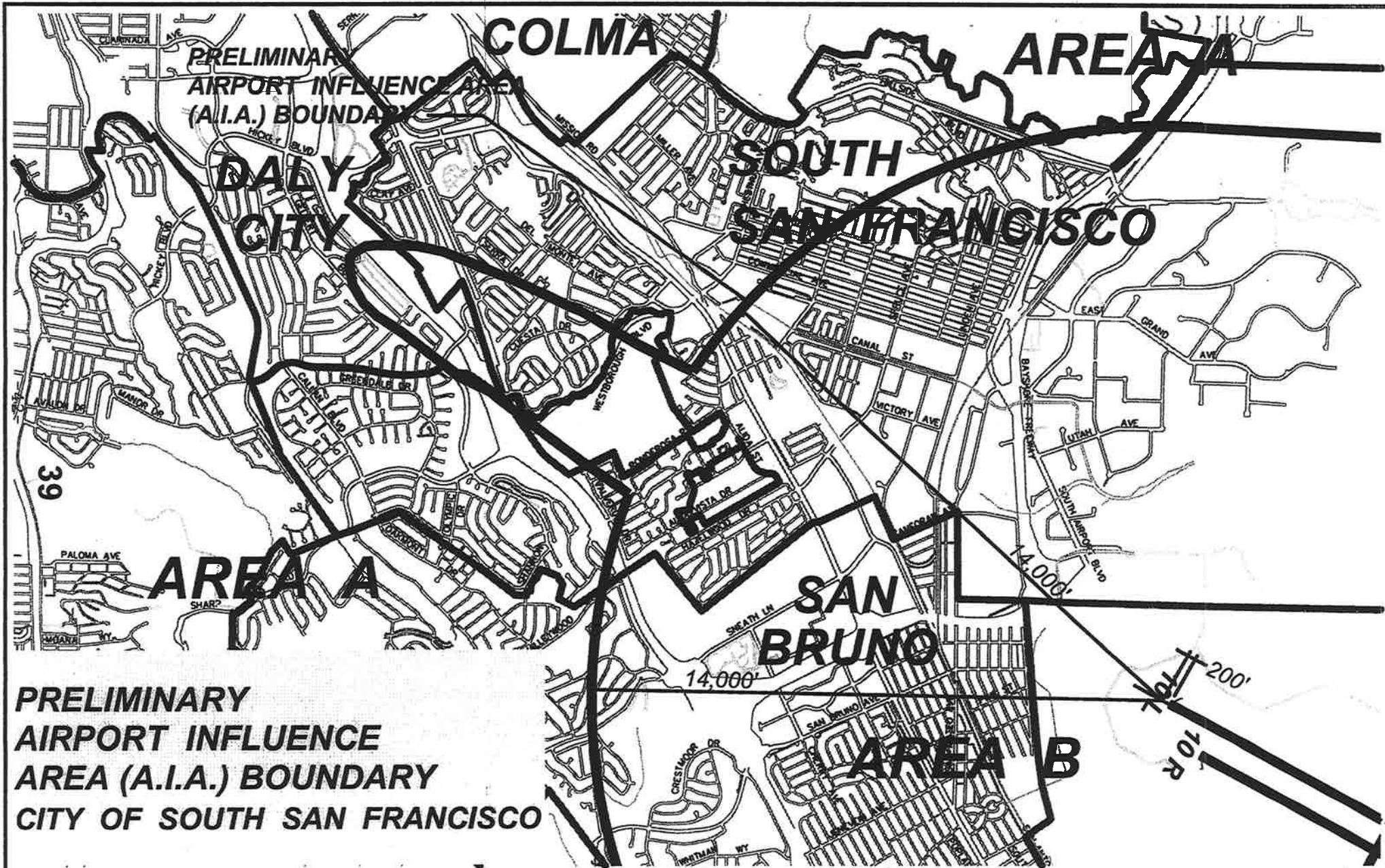
SAN  
FRANCISCO  
BAY

-41-

37

DATA SOURCE: FEDERAL AVIATION REGULATIONS (F.A.R. PART 77) SAN FRANCISCO INTERNATIONAL AIRPORT (DRAFT - DECEMBER 2007)  
NOISE CONTOURS: SAN FRANCISCO INTERNATIONAL AIRPORT (OCTOBER 2006)  
BASE MAP: SAN MATEO COUNTY PUBLIC WORKS (2007)

\* CITY/COUNTY ASSOCIATION OF GOVERNMENT OF SAN MATEO COUNTY (C/CAG)

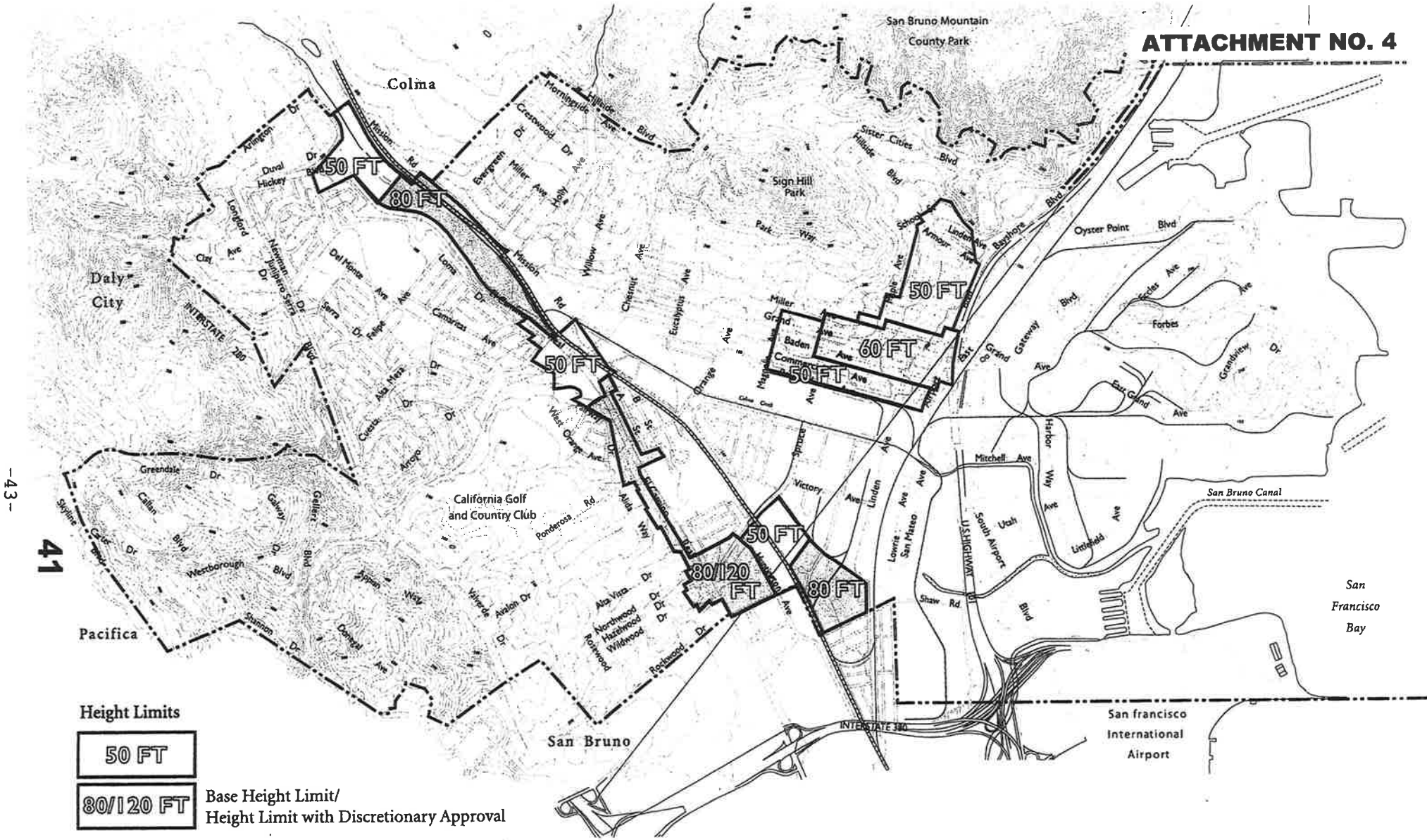


**PRELIMINARY  
AIRPORT INFLUENCE  
AREA (A.I.A.) BOUNDARY  
CITY OF SOUTH SAN FRANCISCO**

DATA SOURCE: FEDERAL AVIATION REGULATIONS (F.A.R. PART 77) SAN FRANCISCO INTERNATIONAL AIRPORT (DRAFT-DECEMBER 2007)  
NOISE CONTOURS: SAN FRANCISCO INTERNATIONAL AIRPORT (OCTOBER 2006)  
BASE MAP: SAN MATEO COUNTY PUBLIC WORKS (2007)

\* CITY/COUNTY ASSOCIATION OF GOVERNMENT OF SAN MATEO COUNTY (C/CAG)





-43-

41

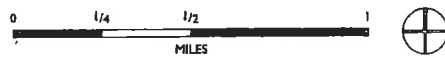
**Height Limits**

**50 FT**

**80/120 FT**

Base Height Limit/  
Height Limit with Discretionary Approval

Note:  
Building height limitations for areas shown on this map shall be as indicated here, regardless of the underlying use. For areas outside of the areas shown on this map, building heights shall be in accordance with the development regulations for the use in the City's Zoning Ordinance and/or as indicated in Figure 2-2: Airport-Related Height Limitations.



*Figure 2-3*  
**Special Area Height Limitations**  
Draft 04.09.09

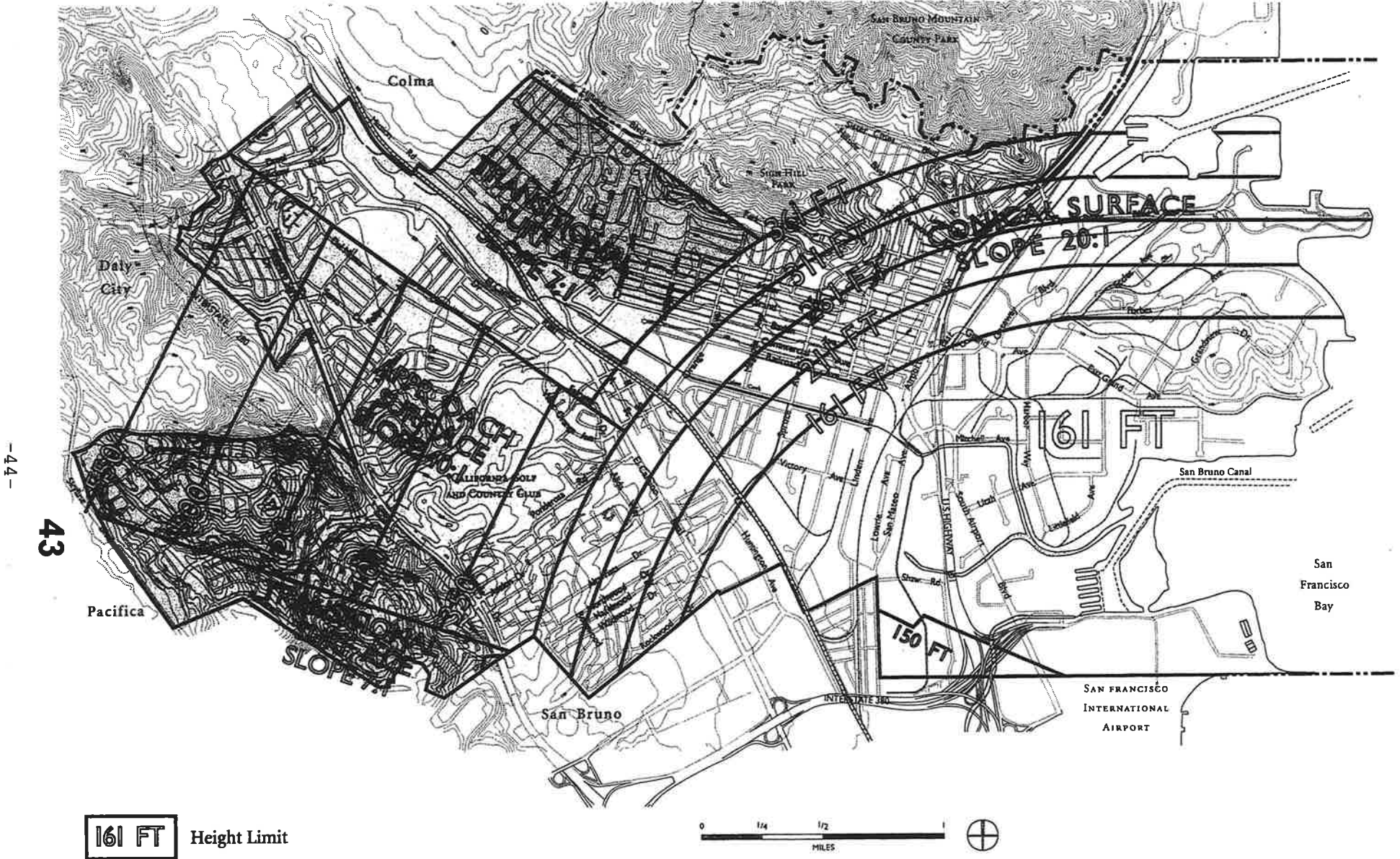
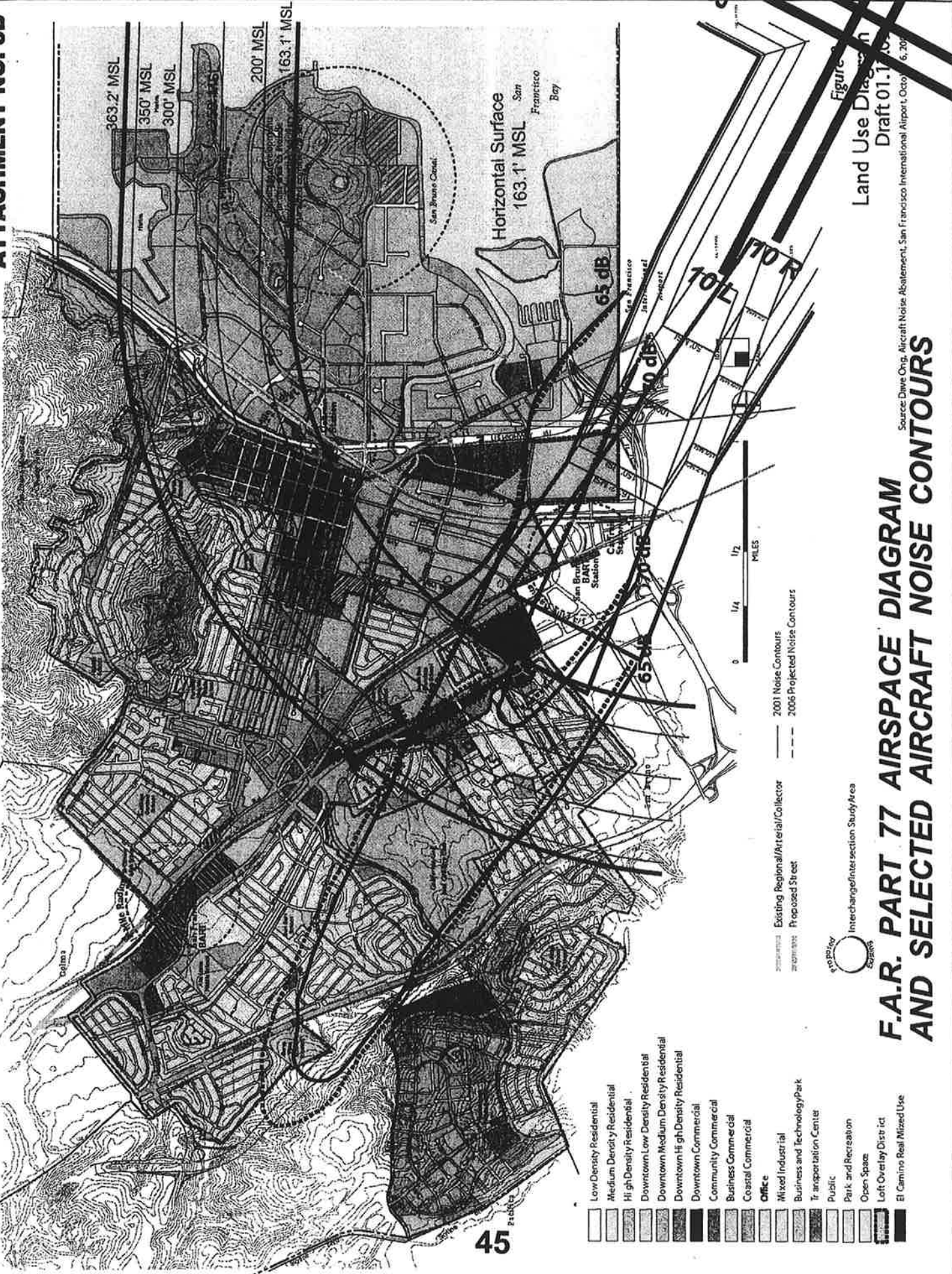


Figure 2-2  
Airport-Related Height Limitations

Source: San Mateo County Airport Land Use Plan



- Low Density Residential
- Medium Density Residential
- High Density Residential
- Downtown Low Density Residential
- Downtown Medium Density Residential
- Downtown High Density Residential
- Downtown Commercial
- Community Commercial
- Business Commercial
- Coastal Commercial
- Office
- Mixed Industrial
- Business and Technology Park
- Transportation Center
- Public
- Park and Recreation
- Open Space
- Loft Overlay District
- El Camino Real Mixed Use

Existing Regional/Arterial/Collector  
 Proposed Street

2001 Noise Contours  
 2006 Projected Noise Contours

Figure  
 Land Use Diagram  
 Draft 01.11.06

**F.A.R. PART 77 AIRSPACE DIAGRAM  
 AND SELECTED AIRCRAFT NOISE CONTOURS**

Source: Dwyer Corp. Aircraft Noise Abatement, San Francisco International Airport, October 6, 2005

## Chapter 9: Noise

Noise is an important and complex issue in South San Francisco. Almost every part of the city is susceptible to noise impacts, due mainly to the presence of major noise generators. Significant sources of noise in the city include San Francisco International Airport (SFO), major transportation corridors such as U.S. 101 and I-280, and extensive industrial uses. The city's land use pattern generally accommodates these conditions with industrial uses clustered close to the airport, separated from relatively noise-sensitive uses by U.S. 101. This element is intended to ensure compliance with State requirements and promote a comprehensive, long-range program of achieving acceptable noise levels throughout South San Francisco.

### **9.1 NOISE MEASUREMENT AND REPORTING**

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Noise can be defined as a sound or series of sounds that are intrusive, irritating, objectionable and/or disruptive to daily life. Noise varies widely in its scope, source, and volume, ranging from individual occurrences such as a barking dog, to the intermittent disturbances of overhead aircraft, to the fairly constant noise generated by traffic on U.S. 101.

Many uses are noise sensitive, such as residences, schools, churches, and hospitals. Noise needs to be controlled around other uses as well, although levels rarely exceed the recommended maximum. The known effects of noise on humans include hearing loss, communication interference, sleep interference, physiological responses, and annoyance.

When noise levels are reported, they are expressed as a measurement over time in order to account for variations in noise exposure. Levels also account for varying degrees of sensitivity to noise during daytime and nighttime hours. The Community Noise Equivalent Level (CNEL) and Day-Night Noise Level (Ldn) both reflect noise exposure over an average day with weighting to reflect this sensitivity. The CNEL is the reference level for State noise law and is used to express major continuous noise sources, such as aircraft or traffic.

### **9.2 NOISE SOURCES AND PROJECTIONS**

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For the purposes of this Plan, sources of noise are categorized as being either aircraft-generated or locally-generated. Existing and projected noise levels are depicted on noise contour maps. Each contour reflects linear bands subject to similar average noise levels. Figure 9-1 depicts existing and projected aircraft-generated noise levels in South San Francisco.

### **NOISE SOURCE EXISTING CONDITIONS AND STANDARDS**

### ***Aircraft-Generated Noise***

Aircraft overflight noise is a particularly important issue in South San Francisco due to the city's proximity to San Francisco International Airport (SFO). Aircraft noise continues to receive considerable attention in the city, due in part to the massive current terminal expansion project and to significant expected increases in average daily aircraft operations.

### ***Existing Noise Levels***

Average aircraft noise levels measured in 1997 indicate that areas in the southwestern part of the city experience noise levels in excess of 65 dB CNEL. A smaller area in the vicinity of El Camino Real near the San Bruno border has noise levels in excess of 70 dB CNEL. Existing and projected noise contours, as well as the Noise Insulation Program area, are shown on Figure 9-1.<sup>1</sup>

Assuming no change in SFO's runway configuration, aircraft noise contours are projected to shift gradually eastward by 2010. As a result, areas east of the current flight path may experience an increase in average noise levels. At the same time, the 70 dB CNEL contour are expected to shrink, no longer impacting South San Francisco.

### ***Single Event Flyover Noise***

Noise contours are based on average noise levels. Single event noises such as aircraft flyovers need to occur frequently and at very high volumes in order to bring average noise levels to 65 dB CNEL. Even areas outside the 65 dB CNEL contours are impacted by flyovers. Thus, even the 65 dB CNEL noise contour is expected to shift eastward, flyovers will still expose areas throughout the southwestern part of the city to high noise levels.

### ***ALUC Noise Standards and Related Requirements***

ALUC's 1995 SFO Land Use Plan establishes the 65 dB CNEL contour as the noise impact boundary for SFO, consistent with noise restrictions in the California Administrative Code, Title 21, Subchapter 6 "Noise Standards." Local plans, policy actions, or development activities that affect areas within that boundary must receive ALUC approval or have a finding of overriding consideration prior to local permit issuance. ALUC determines the 65 dB CNEL boundary by examining both federal and State noise impact boundaries:

- **Federal Impact Boundary.** The federal 65 dB CNEL boundary is based on the Noise Exposure Map (NEM),<sup>2</sup> as accepted by the FAA under the Federal Aviation Regulations (FAR) Part 150 Noise Compatibility Program. This 65 dB contour serves as the basis for FAA determination of local agency eligibility for federal grant money for noise insulation projects.
- **State Impact Boundary.** The State boundary is the 65 dB CNEL boundary as defined by the required airport noise monitoring system. The monitoring system consists of 27 off-site noise monitors, plus two additional monitors near the runway ends. The noise contour is updated each calendar quarter and submitted to San Mateo County and the State Division of Aeronautics. ALUC uses the latest SFO quarterly noise report to determine the compatibility of land use plans.

- ALUC is now completing an updated land use plan for the airport, which is expected in early 1999.<sup>3</sup> The updated plan will be based on the 1995 Noise Exposure Maps (NEMs) that were approved by the FAA. The 1995 noise contours—65 dB and 70 dB—are shown in Figure 9-1. Large portions of the city fall within the 1995 federally accepted 65 dB CNEL noise contour. The 70 dB CNEL contour impacts a small portion of the City's eastern industrial area near the San Bruno border.

Local plans, policy actions, or development activities within the 65 dB CNEL boundary requires the approval of the San Mateo County Airport Land Use Commission (ALUC) prior to local permit issuance. To assist this process, the ALUC has established noise/land use compatibility standards as the basis of plan review (see Table 9.2-1). The City also applies these standards in its review of development applications located within the 65 dB CNEL boundary.

The City's General Plan will be subject to ALUC review. All local land use plans within the designated noise impact area (NEM 65 dB CNEL contour) must receive explicit ALUC approval, and all plans within the larger ALUC planning area must be compatible with the SFO Land Use Plan. ALUC uses established noise/land use compatibility standards (Table 9.2-1) as the basis for plan review.

According to these standards, commercial uses would be acceptable within the 65 dB CNEL FAA-approved contour, and residential uses would be acceptable with noise insulation. In addition, according to the 1992 Memorandum of Understanding between SFO and San Mateo County jurisdictions, residences constructed after 1992 within the 65 dB CNEL contour are required to be insulated to meet the 45 dB interior noise standard.<sup>4</sup> Residential noise insulation would also be required pursuant to any separate agreement between the City and SFO.

### ***Locally-generated noise***

The primary sources of noise generated within South San Francisco itself are streets and highways, rail, and industrial uses:

- **Traffic Noise.** One of South San Francisco's most important locational advantages is its excellent road access; however, this access also results in fairly high noise impacts over much of the city. Traffic noise depends primarily on traffic speed—high frequency tire noise increases with speed—and the proportion truck traffic—which generates engine, exhaust, and wind noise. The proximity of freeways and major streets, and the large amount of truck traffic serving industrial, warehousing, and freight forwarding uses in the city, make South San Francisco susceptible to traffic noise. Figure 9xxx illustrates roadways in the city producing noise levels greater than 65 dB CNEL.
- **Railroad Noise.** The Southern Pacific Railroad line is heavily used and generates relatively high average noise levels in surrounding areas. Caltrain runs 68 commuter trains each day through South San Francisco, and Southern Pacific freight trains also use the line. Since the line runs adjacent U.S. 101 and is generally surround by industrial and commercial land uses, rail operations have a negligible impact on land use in South San Francisco.
- **Industrial Noise.** Industrial uses in the city are an important part of the noise environment in South San Francisco. Industrial noise is generated from onsite activities or from associated

truck traffic offsite. While industrial uses in East of 101 and south of Railroad Avenue do generate noise, impacts on noise-sensitive uses is minimal. In any case, these industrial areas are largely located within the 65 dB CNEL contour for aircraft noise.

This element prohibits industrial development that will result in noise levels of 60 dB CNEL or greater at noise-sensitive uses, a situation that could occur in the industrial areas west of U.S. 101, that border on residential uses north of Railroad Avenue and within the Mayfair Village subdivision.

### 9.3 NOISE PROJECTIONS

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It is important that this element address not only the existing noise conditions in South San Francisco, but also the projected conditions over the horizon of this Plan. It is possible to project future levels of both aircraft- and locally-generated noise.

#### ***Aircraft-generated Noise***

The 1989 SFO Master Plan outlined significant expansion and improvements to airport capacity, including a new international terminal, modified parking and circulation, and additional maintenance and support facilities. These improvements are underway and will result in the annual aircraft operations indicated in Table 9.3-1.

Table 9.3-1 indicates that projected decrease in the population impacted by overflight noise is expected to decrease, even though the overall number of flights to and from SFO will increase. This decrease is a function of a smaller 65 dB CNEL contour that will result from the elimination of Stage 2 aircraft (see Figure 9-1). SFO is currently preparing new contours as part of the analysis of aircraft operations expansion. These studies, which are expected to be formalized soon, indicate that the currently projected noise contours (see Figure 9-1) represent a conservative estimate, and the contours are likely to shrink, improving aircraft-related noise conditions in South San Francisco.

Although the elimination of Stage 2 aircraft will result in a net reduction in aircraft noise, much of this reduction has already occurred. Overall noise levels are actually projected to increase by one-half dB by 2006, with nighttime levels expected to increase by 1.2 dB due to increased operations. These increases are not considered perceptible or significant.

While overall average noise levels will be reduced, single-event flyover noise will continue to be problematic in South San Francisco. With the increased number of flights, single-event flyover noise is expected to become more frequent. SFO will implement mitigation measures to reduce flyover noise, including the potential revision of departure routes over San Mateo County and the potential reduction in use of Runway 28, which points in the direction of South San Francisco.<sup>5</sup>

#### ***Locally-generated noise***

It is possible to project future levels of locally-generated noise over the horizon of this Plan simply by considering current and projected land use trends. Figure 9-2 depicts future locally-generated noise levels in the city.

- Traffic Noise. Traffic noise depends primarily on traffic speed and the proportion truck traf-

9-4

fic. Traffic volume does not have a major influence on traffic noise levels; a doubling of traffic volume results in a 3 dB to 5 dB increase in noise levels. As a result, projected traffic increases on U.S. 101, Interstate 280, and major arterials within South San Francisco should have not have an appreciable impact on noise levels in the city. And as traditional industrial uses make way for less intensive research and development activities, it is expected that truck traffic will decline in South San Francisco, particularly in areas east of U.S. 101 and south of Railroad Avenue.

- **Railroad Noise.** The number of trains passing through South San Francisco on the Southern Pacific Railroad line is not expected to change significantly. While CalTrain ridership is expected to increase through 2010, it is unknown if this will result in any increase in the number of trains. In any case, the impacts of railroad noise are negligible due to the proximity of the line to U.S. 101, and the fact the line is generally surround by industrial and commercial land uses.
- **Industrial Noise.** It is expected that industrial activity in South San Francisco will continue its shift away from traditional manufacturing and warehousing toward biotech and high-tech activity. This transition toward office-based uses will result in reduced levels of industrial noise in East of 101 and south of Railroad Avenue. Associated truck traffic and noise should also be reduced. These industrial areas will also largely remain within the 65 dB CNEL contour for aircraft noise.
- **BART Extension.** The BART extension to SFO will pass through South San Francisco. The route will descend underground from the South San Francisco station, and ascend to the surface at the San Bruno station at the Tanforan Shopping Center. Since BART will remain underground through South San Francisco, airborne noise impacts are expected to be minor, provided mitigation along surface lengths is implemented as planned. Ground-borne noise and vibration impacts have also been determined by BART to be minor, as several mitigation measures (floating trackbeds, etc.) are available. This assessment is based on standards set by BART for both airborne and ground-borne noise.

### ***Guiding policies: Noise***

- 9-G-1 *Protect public health and welfare by eliminating or minimizing the effects of existing noise problems, and by preventing increased noise levels in the future.*
- 9-G-2 *Continue efforts to incorporate noise considerations into land use planning decisions, and guide the location and design of transportation facilities to minimize the effects of noise on adjacent land uses.*

### ***Implementing policies: Noise***

- 9-I-1 *Work to adopt a pass-by (single event) noise standard to supplement the current 65 dB CNEL average noise level standard as the basis for aircraft noise abatement programs.*

The simultaneous increase in aircraft operations at SFO and decrease in average noise levels resulting from improvements in jet engine technology presents a challenge for South San Francisco. The current 65 dB CNEL boundary represents an average noise level and



provides the basis for FAA noise abatement funding and land use planning controls. As quieter jets cause this boundary to become smaller, FAA funding for retrofitting homes within the 65 dB CNEL boundary will also decline. At the same time, expected increases in air traffic will result in increased single-event noise occurrences in the city.

As a result, residents in some areas of South San Francisco not included in the 65 dB CNEL noise contour will be increasingly impacted by the single-event flyover noise. Homes in these areas would not be eligible for noise abatement funding under the current standard. The City should consider adopting a single-event noise standard to complement the existing 65 dB CNEL standard to mitigate the impacts of noise in these areas through land use planning and noise abatement programs.

- 9-I-2 *Work to adopt a lower average noise standard for aircraft-based mitigation and land use controls.*

A lower average noise standard for aircraft-based noise mitigation and land use controls would address the impacts of aircraft flyovers in areas outside the existing 65 dB CNEL boundary. The current 65 dB CNEL boundary provides the basis for FAA noise abatement funding and land use planning controls limiting noise-sensitive uses. The City should work with the FAA and SFO to determine if the current average noise standard is adequately mitigating the impacts of aircraft noise in South San Francisco.

A lower average noise standard could be used in conjunction with the single-event noise standard proposed in Policy 9-I-1.

- 9-I-3 *Pursue additional funding sources and programs for the noise insulation retrofit of homes not completed before the expiration of the Memorandum of Understanding in 2000.*

The Memorandum of Understanding between SFO and San Mateo County jurisdictions, and the specific 1991 Agreement for Aircraft Noise Mitigation between the Airports Commission and South San Francisco establishes the parameters for the City's retrofit program. This agreement requires the City to seek federal grants (to be matched by SFO) to retrofit noise-impacted homes constructed prior to 1983 with noise insulation. The Agreement runs out in 2000 and between 1,200 and 1,500 homes will still require retrofitting.

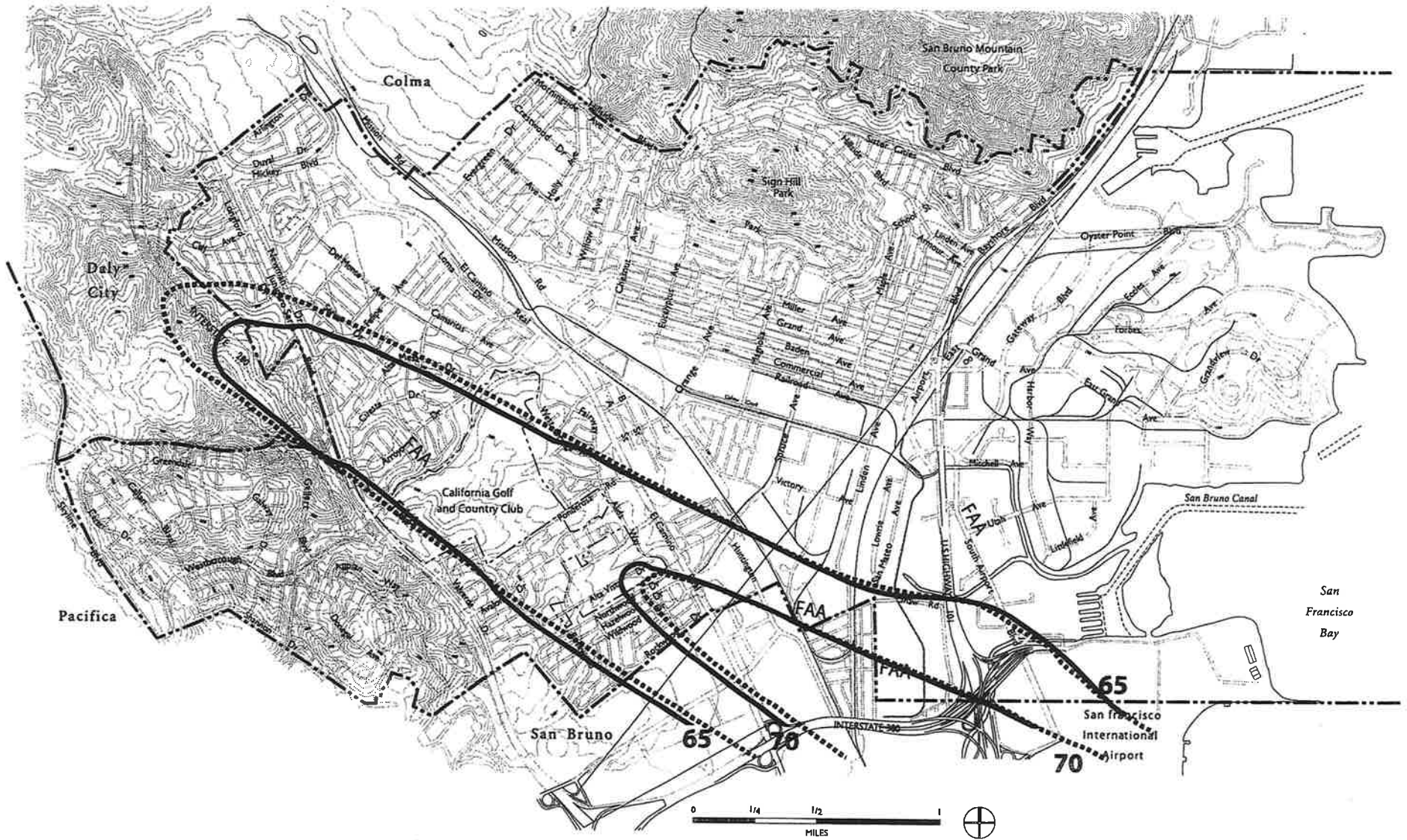
This program is beneficial and has significantly reduced noise-related impacts in residential areas. The City should begin to pursue the extension of the current agreement and possible boundary adjustments to include homes impacted by aircraft noise beyond the 65 dB CNEL limit.

- 9-I-4 *Ensure that new noise-sensitive uses, including schools, hospitals, churches, and homes, in areas near roadways identified as impacting sensitive receptors by producing noise levels greater than 65 dB CNEL (Figure 9-3), incorporate mitigation measures to ensure that interior noise levels do not exceed 45 dB CNEL.*

- 9-I-5 *Require that applicants for new noise-sensitive development in areas subject to noise generators producing noise levels greater than 65 dB CNEL, obtain the services of a professional acoustical*

engineer to provide a technical analysis and design of mitigation measures.

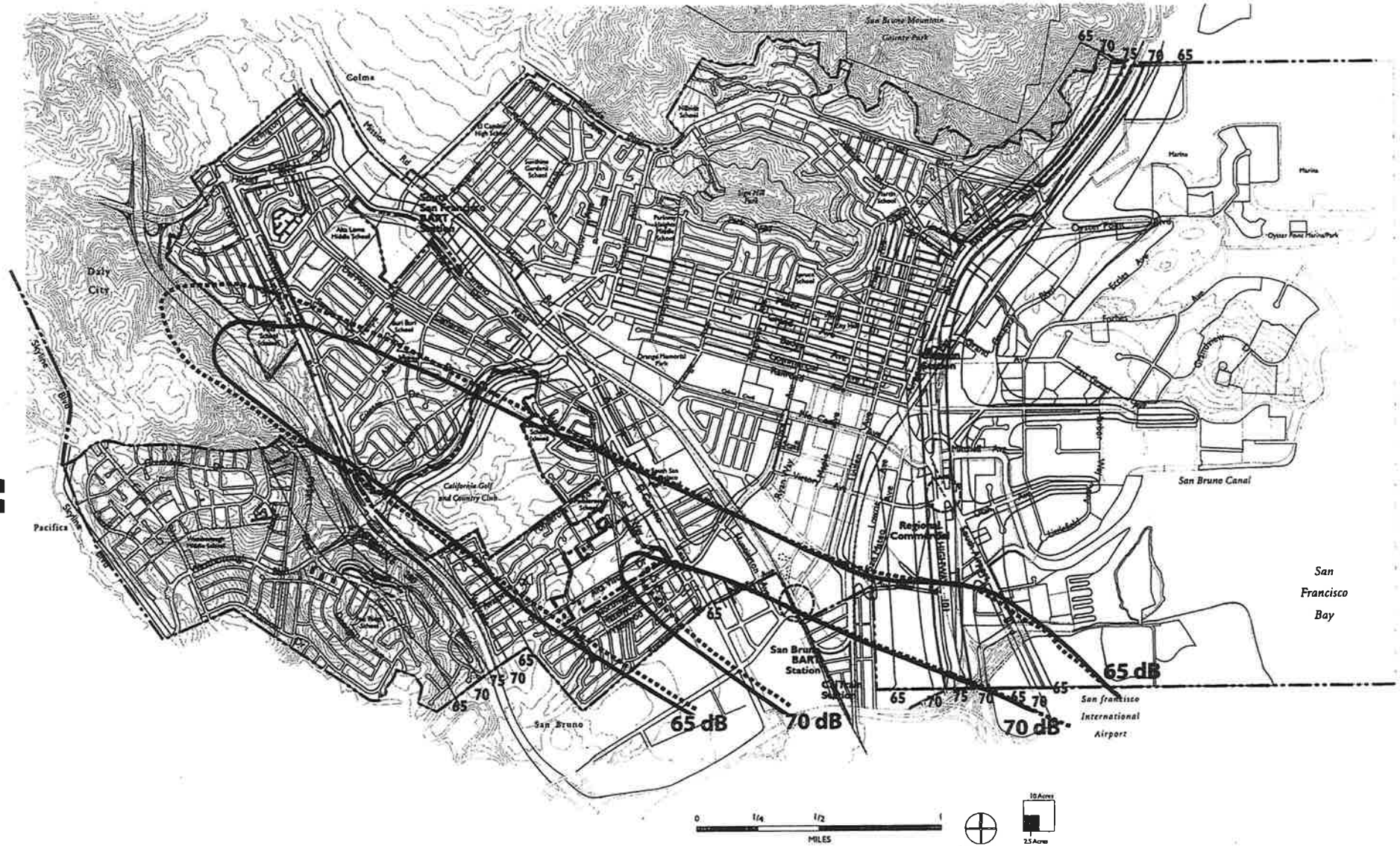
- 9-I-6 Where site conditions permit, require noise buffering for all noise-sensitive development subject to noise generators producing noise levels greater than 65 dB CNEL. This noise attenuation method should avoid the use of visible sound walls, where practical.
- 9-I-7 Require the control of noise at source through site design, building design, landscaping, hours of operation, and other techniques, for new developments deemed to be noise generators.
- 9-I-8 Work with BART to ensure that its extension of the transit line to SFO through the city results in minimal impact from noise and ground-borne vibration.
- ~~9-I-9 Do not allow new residential or noise sensitive development in 70 dB+ CNEL areas impacted by SFO operations, as required by Airport Land Use Commission infill criteria.~~
- ~~9-I-10: Require new residential development in area between 65 and 70 db CNEL SFO noise contours to provide an aviation easement.~~






- 2001 FAA-Approved Noise Contours (in dB CNEL)
  - - - 2006 FAA-Approved Projected Noise Contours (in dB CNEL)
- Retrofit Project Area**

Source: San Mateo County Airport Land Use Plan; San Francisco International Airport San Francisco International Airport Master Plan Draft EIR; Dave Ong, Aircraft Noise Abatement, San Francisco International Airport, October 6, 2008

Figure 9-1  
 Aircraft Noise and Noise  
 Insulation Program Area  
 Draft 11.26.08



-  Potential Infill Residential Development\*
-  2001 FAA-Approved Noise Contours (in dB CNEL)
-  2006 FAA-Approved Noise Contours (in dB CNEL)

\*Defined as areas where the General Plan update would result in increased residential density (allowing intensification) or would allow new residential development.

Figure 9-3  
Potential Infill Residential Areas  
Relative to Noise Contours  
Draft 04.10.09

- 8.6-1-3 *Coordinate regular emergency drills with emergency organizations, including City and County Fire, Police, Emergency Medical Services, and Public Works; San Francisco International Airport; and California Environmental Protection Agency.*
- 8.6-1-4 *Ensure that special occupancy buildings, and other structures that are important to protecting health and safety in the community, remain operative during emergencies. Insure that all hospitals, schools and other public building have been adequately retrofitted for seismic shaking in accordance with State regulations.*

## **8.7 AIRCRAFT SAFETY**

The land surrounding the San Francisco International Airport (SFO) and under the landing and departure flight paths is almost entirely developed with urban uses. Portions of the City of South San Francisco are subject to frequent overflight from aircraft departures on Runway 28 and less frequent overflight from arrivals on Runway 10. Thus aircraft accidents pose a significant risk to persons and property in South San Francisco as well as the occupants of an aircraft involved in an accident that occurs beyond the runway environment.

Aircraft accidents may be caused by land use conditions that pose hazards to flight. Protection against such conditions is essential to airport/land use safety compatibility. The Airport Land Use Commission (C/CAG) recognizes and discourages approval of specific land uses that would pose a potential hazard to aircraft in flight.

The Land Use and Sub Area elements of the General Plan include policies restricting building heights in the vicinity of SFO in accordance with Federal Aviation Regulations Part 77 height limits.

**GUIDING POLICIES: AIRCRAFT SAFETY**

8.7-G-1 *Minimize the risk of life and property from aircraft accidents in South San Francisco.*

**IMPLEMENTING POLICIES: AIRCRAFT SAFETY**

8.7-I-1 *Do not permit land uses that pose potential hazards to air navigation in the vicinity of SFO. These land uses include the following:*

- Any use that would direct a steady or flashing light of white, red, green or amber color towards an aircraft engaged in an initial straight climb following takeoff or toward a landing, other than FAA-approved navigational lights;
- Any use that would cause sunlight to be reflected toward an aircraft engaged in an initial straight climb following takeoff or toward an aircraft engaged in a straight final approach toward a landing;
- Any use that would generate smoke or rising columns of air;
- Any use that would attract large concentrations of birds within approach and climbout areas; and
- Any use that would engage electrical interference that may interfere with aircraft communications or aircraft instrumentation.

## C/CAG AGENDA REPORT

**DATE:** May 1, 2009

**TO:** City/County Association of Governments of San Mateo County (C/CAG)  
Board of Directors

**FROM:** David F. Carbone, CCAG Airport Land Use Committee (ALUC) Staff  
TEL: 650/36304417; email: [dcarbone@co.sanmateo.ca.us](mailto:dcarbone@co.sanmateo.ca.us)

**SUBJECT:** Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Regarding an Airport Land Use Compatibility Plan (CLUP) Consistency Review of a Referral from the Town of Hillsborough, RE: General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft March 27, 2009.*

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### RECOMMENDATION

That the C/CAG Board of Directors, acting as the Airport Land Use Commission, approve a recommendation from the C/CAG Airport Land Use Committee (ALUC) that recommends the Board take action to determine that the content of the Town of Hillsborough General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft March 27, 2009* is consistent with (1) the relevant recommended guidance from the *California Airport Land Use Planning Handbook January 2002*, (2) the text in the relevant Sections of California Public Utilities Code Division 9, Part 1, Chapter 4, Article 3.5 (Airport Land Use Commissions), and (3) the applicable airport/land use compatibility criteria contained in the *San Mateo County Comprehensive Airport Land Use Plan December 1996*, as amended, for the environs of San Francisco International Airport, based on the following condition:

Include the following text in the Hillsborough Town Council resolution to adopt the *Housing Element 2007-2014* document:

“The goals, polices, and other relevant content contained in the *Housing Element 2007-2014* document do not conflict with the recommended guidance from the *California Airport Land Use Planning Handbook January 2002*, (2) the text in the relevant Sections of California Public Utilities Code Division 9, Part 1, Chapter 4, Article 3.5 (Airport Land Use Commissions), and (3) the applicable airport/land use compatibility criteria for the environs of San Francisco International Airport, as contained in the *San Mateo County Comprehensive Airport Land Use Plan December 1996*, as amended.”

### FISCAL IMPACT

None.

ITEM 4.3

**C/CAG Agenda Report, Re: Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Regarding an Airport Land Use Compatibility Plan (CLUP) Consistency Review of a Referral from the Town of Hillsborough, RE: General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft March 27, 2009***  
May 1, 2009

Page 2 of 3

## **BACKGROUND**

The Town of Hillsborough has submitted its General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft March 27, 2009* document to the C/CAG Board, acting as the Airport Land Use Commission, for a determination of the consistency of the relevant content of the document with the airport/land use compatibility criteria contained in the *San Mateo County Comprehensive Airport Land Use Plan December 1996*, as amended, for San Francisco International Airport. The document is subject to ALUC/C/CAG review, pursuant to California Public Utilities Code Section 21676(b). The 60-day state-mandated review process will expire on June 15, 2009.

The *Housing Element 2007-2014 Final Administrative Draft* (March 27, 2009) is a policy document that identifies goals, policies, programs, and other town actions to address existing and projected housing needs in Hillsborough. The Association of Bay Area Governments (ABAG) projected regional housing needs allocation (RHNA) number for Hillsborough requires the Town to plan for the construction of 86 new dwelling units between 2007 and 2014.

The *Housing Element* document identifies 12 potential sites and 80 additional individual lots (at one unit per lot) that are likely to be available for additional housing by 2014. The estimated total number of future dwelling units that could be built on all of those sites is 216. As explained in the text of the document (pp. 29-30) there is more than enough available land in Hillsborough to provide for the construction of 86 new dwelling units over the next five years.

## **DISCUSSION**

### **I. Airport/Land Use Compatibility Issues**

Guidance from the *California Airport Land Use Planning Handbook January 2002* and the relevant sections of the California Public Utilities Code Division 9, Part 1, Chapter 4, Article 3.5 (Airport Land Use Commissions) identify the scope and content of an airport/land use compatibility plan (CLUP) and the relevant compatibility issues to be addressed (height of structures, use of airspace, and airspace compatibility; aircraft noise impacts; and safety criteria). Each of those issues, as it relates to the content of the Town of Hillsborough General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft March 27, 2009* document is addressed in detail in the attached ALUC Staff Report, dated April 23, 2009.



**C/CAG Agenda Report, Re: Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Regarding an Airport Land Use Compatibility Plan (CLUP) Consistency Review of a Referral from the Town of Hillsborough, RE: General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft March 27, 2009***  
May 1, 2009

Page 3 of 3

**II. C/CAG Airport Land Use Committee (ALUC) Review/Action**

The C/CAG Airport Land Use Committee (ALUC) held a Special Meeting on April 30, 2009 to review the Town of Hillsborough General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft March 27, 2009* document. After a brief discussion between Hillsborough Planning Staff and ALUC Staff, prior to the meeting, regarding the appropriate location of the text in the ALUC Staff recommended consistency condition, ALUC Staff proposed a revised condition to the Committee that would require the text in the recommendation be included in the Town Council resolution to adopt the *Housing Element 2007-2014* document, rather than in the document itself.

After a brief ALUC Staff explanation of the proposed revision, the Committee members unanimously agreed with the revised recommendation (condition). The revised recommendation is included in this report.

**III. Guidance From the California Airport Land Use Planning Handbook January 2002**

ALUC Staff reviewed the relevant content of the *California Airport Land Use Planning Handbook January 2002* to prepare this report and the attached ALUC Staff Report. The staff analysis and recommendation contained herein are consistent with and guided by the relevant recommendations and guidelines contained in the *Handbook*.

**ATTACHMENT**

- C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the Town of Hillsborough, Re: General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft* (March 27, 2009), dated April 23, 2009, with three attachments (1A, 1B, and 2).



## 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

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### C/CAG AIRPORT LAND USE COMMITTEE (ALUC)

### STAFF REPORT

**Please Reply To :** Dave Carbone, ALUC Staff, 455 County Center, Second Floor,  
Redwood City, CA 94063; TEL: 650-363-4417; FAX: 650-363-4849;  
email: [dcarbone@co.sanmateo.ca.us](mailto:dcarbone@co.sanmateo.ca.us)

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**TO:** C/CAG Airport Land Use Committee (ALUC) Representatives and Alternates  
**FROM:** Dave Carbone, ALUC Staff *D.C.*  
**DATE:** April 23, 2009  
**RE:** **Agenda Item No. 6** for April 30, 2009 - Comprehensive Airport Land Use  
Plan (CLUP) Consistency Review of a Referral From the Town of  
Hillsborough, Re: General Plan Amendment: *Housing Element 2007-2014*  
*Final Administrative Draft* (March 27, 2009)

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#### RECOMMENDATION

That the C/CAG Airport Land Use Committee (ALUC) recommend to the C/CAG Board of Directors, that the C/CAG Board, acting as the Airport Land Use Commission, determine that the Town of Hillsborough proposed general plan amendment, *Housing Element 2007-2014 Final Administrative Draft* (March 27, 2009) is consistent with (1) the relevant recommended guidance from the *California Airport Land Use Planning Handbook January 2002*, (2) the text in the relevant Sections of California Public Utilities Code Division 9, Part 1, Chapter 4, Article 3.5, and (3) the applicable airport/land use compatibility criteria for San Francisco International Airport, as contained in the *San Mateo County Comprehensive Airport Land Use Plan December 1996*, as amended, for San Francisco International Airport, based on the following condition:

---

**ALUC Chairperson:**  
Richard Newman  
Aviation Representative

**ALUC Vice Chairperson:**  
Mark Church, Supervisor  
County of San Mateo

**Airport Land Use Committee (ALUC) Staff:**  
David F. Carbone, Transportation Systems Coordinator/Airport  
Environ Planning, Co. of San Mateo Planning & Bldg. Dept.

**C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the Town of Hillsborough, Re: General Plan Amendment: Housing Element 2007-2014 Final Administrative Draft (March 27, 2009)**

April 23, 2009

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**California Government Code 65302.3, Re: General Plan Consistency With Comprehensive Airport Land Use Compatibility Plan (CLUP).** Add appropriate text in the draft Housing Element document to address compliance with the relevant airport/land use compatibility criteria contained in the *San Mateo County Comprehensive Airport Land Use Plan (CLUP)*, as amended for San Francisco International Airport, as follows:

"The goals, polices, and other relevant content contained herein do not conflict with the goals, polices, and other relevant content contained herein do not conflict with the relevant recommended guidance from the *California Airport Land Use Planning Handbook January 2002*, (2) the text in the relevant Sections of California Public Utilities Code Division 9, Part 1, Chapter 4, Article 3.5, and (3) the applicable airport/land use compatibility criteria for San Francisco International Airport, as contained in the *San Mateo County Comprehensive Airport Land Use Plan*, as amended, for San Francisco International Airport."

## **BACKGROUND**

The State of California requires each city, county, or city and county, to adopt a comprehensive, long-term general plan for the future physical development of the community. The housing element is one of seven mandated elements of a local general plan (the general plan also includes a land use element and a noise element). Housing element law mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. As a result, housing policy in the State of California rests largely upon the effective implementation of local general plans and, in particular, local housing elements.

The Town of Hillsborough has referred its *Housing Element 2007-2014 Final Administrative Draft* (March 27, 2009) to C/CAG, acting as the Airport Land Use Commission, for a determination of consistency with relevant airport/land use compatibility criteria in the *San Mateo County Comprehensive Airport Land Use Plan*, as amended for San Francisco International Airport. The *Housing Element* is subject to ALUC/C/CAG review, pursuant to PUC Section 21676 (b). The 60-day review period will expire on June 12, 2009.

The *Housing Element 2007-2014 Final Administrative Draft* (March 27, 2009) is a policy document that identifies goals, policies, programs, and other city actions to address existing and projected housing needs in the town. The Association of Bay Area Governments (ABAG) projected regional housing allocation requires the Town of Hillsborough to plan for the construction 86 new dwelling units between 2007 and 2014.

**C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the Town of Hillsborough, Re: General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft* (March 27, 2009)  
April 23, 2009**

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The *Housing Element* document identifies 12 potential sites in Hillsborough that are likely to be available for additional housing by 2014. The estimated total number of future dwelling units that could be built on those sites is 216. As explained in the text of the document (pp. 29-30) there is more than enough available land in Hillsborough to provide for the construction of 86 new dwelling units over the next five years.

## **DISCUSSION**

### **I. Airport/Land Use Compatibility Issues**

There are three airport/land use compatibility issues addressed in the *San Mateo County Comprehensive Airport Land Use Plan December 1996*, as amended, for San Francisco International Airport, that relate to the proposed general plan amendment. These include: (a.) Height of Structures, Use of Airspace, and Airspace Compatibility, (b.) Aircraft Noise Impacts, and (c.) Safety Criteria. The following sections address each issue.

#### **(a.) Height of Structures, Use of Airspace, and Airspace Compatibility**

The Airport Land Use Commission (C/CAG Board) has adopted the provisions in Federal Aviation Regulations FAR Part 77, "Objects Affecting Navigable Airspace," as amended, to establish height restrictions and federal notification requirements related to proposed development within the FAR Part 77 airspace boundaries for San Francisco International Airport. The regulations contain three key elements: (1.) standards for determining obstructions in the navigable airspace and designation of imaginary surfaces for airspace protection, (2.) requirements for project sponsors to provide notice to the FAA of certain proposed construction or alteration of structures that may affect the navigable airspace and (3.) the initiation of aeronautical studies, by the FAA, to determine the potential effect(s), if any, of proposed construction or alterations of structures on the subject airspace.

Three potential housing sites: (1) Nueva School, (2) Regan Estate, and (3) the Burlingame Country Club are located within the FAR Part 77 Conical Surface (imaginary surface) for San Francisco International Airport. Due to the height of the terrain, future development on these sites may require FAA review to evaluate potential airspace impacts. The review process is initiated by the project sponsor, via a submittal to the FAA, when a development proposal has been submitted to the Town of Hillsborough. The larger issue of airspace protection in Hillsborough should be addressed in the Land Use Element of the General Plan.

**(b.) Aircraft Noise Impacts**

The 65 db CNEL (Community Noise Equivalent Level) aircraft noise contour defines the state and federal threshold for aircraft noise impacts. The Town of Hillsborough is located outside of the most recent (2007) 65 dB CNEL aircraft noise contour for San Francisco International Airport. However, the town is impacted by two types of aircraft noise: (1) the northern portion of the town is impacted by low frequency "backblast" noise from aircraft departures on Runways 1. This type of noise is not generally reflected in the configuration of aircraft noise contours. However, steep terrain, which is common in the western portion of Hillsborough can affect the level and location of backblast noise; (2) the town is also subject to high frequency noise impacts from aircraft departures on Runways 19 during strong south wind conditions. These runways are used for departures (toward Hillsborough/Burlingame) less than one percent of the time.

Since this referral only identifies potential housing sites and does not include a specific housing development proposal, it is premature to suggest aircraft noise mitigation actions for future housing development. Appropriate policy on this issue should be included in the town's *Noise Element* of the General Plan. Such policy would provide guidance to address aircraft noise mitigation, as part of the Town's development review process for specific housing projects.

**(c.) Safety Criteria**

**1. Safety Zones**

The California Airport/Land Use Planning Handbook requires comprehensive airport land use compatibility plans (CLUPs) to include safety zones for each runway end. The SFO CLUP update that is in progress will include the required safety zones and related land use compatibility policies and criteria. The preliminary safety zone configurations for Runways 1/19 at San Francisco International Airport do not affect the Town of Hillsborough.

**2. Land Uses**

Certain types of land uses are recognized by the Airport Land Use Commission (C/CAG Board) as hazards to air navigation in the vicinity of San Francisco International Airport. These land uses are listed in the CLUP for San Francisco International Airport and include the following:

**C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the Town of Hillsborough, Re: General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft (March 27, 2009)***  
April 23, 2009

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- Any use that would attract concentrations of birds within approach/climbout areas
- Any use that would generate electrical interference that may affect aircraft communications or aircraft instrumentation.
- Any use that would direct a steady or flashing light of white, red, green, or amber color toward an aircraft engaged in an initial straight climb following takeoff or toward an aircraft engaged in a final approach for landing, other than an FAA-approved navigational lights
- Any use that would cause sunlight to be reflected toward an aircraft engaged in an initial straight climb following takeoff or toward an aircraft engaged in a final approach for landing.

It is highly unlikely that any future housing development in Hillsborough would include any of the above parameters that would be a safety issue for aircraft in flight. Such land use characteristics should be addressed in the Land Use Element an/or in the Safety Element of the Hillsborough General Plan. These parameters would be considered in a formal FAA review and as part of a CLUP consistency review by the ALUC and C/CAG, if necessary.

## **II. Real Estate Disclosure**

California Public Utilities Code PUC Section 21674.7 states the following:

"An airport land use commission...shall be guided by information prepared and updated pursuant to Section 21674.5 and referred to as the Airport Land Use Planning Handbook published by the Division of Aeronautics ..."

The *California Airport Land Use Planning Handbook January 2002* states the following:

"ALUCs are encouraged to adopt policies defining the area within which information regarding airport noise impacts should be disclosed as part of real estate transactions."

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Chapter 496, Statutes of 2002 (formerly AB 2776 (Simitian)) affects all sales of real property that may occur within an airport influence area (AIA) boundary. It requires a statement (notice) to be included in the property transfer documents that (1) indicates the subject property is located within an airport influence area (AIA) boundary and (2) that the property may be subject to certain impacts from airport/aircraft operations. The wording of the disclosure notice is as follows:

**"NOTICE OF AIRPORT IN VICINITY**

This property is presently located within the vicinity of an airport, within what is known as an airport influence area. For that reason, the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations (for example: noise, vibration, or odors). Individual sensitivities to those annoyances can vary from person to person. You may wish to consider what airport annoyances, if any, are associated with the property before you complete your purchase and determine whether they are acceptable to you."

The current comprehensive airport land use plan (CLUP) for San Francisco International Airport does not contain specific policies or guidance regarding real state disclosure of potential airport/aircraft impacts related to proposed development near the airport. However, both airport management and the Airport Land Use Committee (ALUC) are strong supporters of such disclosure. Since the Town of Hillsborough *Housing Element 2007-2014 Final Administrative Draft* (March 27, 2009) is a policy document, it does not include any proposals for housing development at any specific location. The issue of real estate disclosure would be appropriately addressed as part of a future ALUC/C/CAG review of a specific housing development proposal. It will also be addressed in detail in the current update of the SFO CLUP document.

**III. Compliance with California Government Code Section 65302.3**

California Government Code Section 65302.3 states that a local agency general plan and/or any affected specific plan must be consistent with the applicable airport/land use compatibility criteria in the relevant adopted airport land use plan (CLUP). The Town of Hillsborough *Housing Element 2007-2014 Final Administrative Draft* (March 27, 2009) should include appropriate text that indicates the goals, objectives, policies, and programs contained in the *Housing Element* document are consistent with the relevant airport/land use compatibility criteria contained in the *San Mateo County Comprehensive Airport Land Use Plan* (CLUP), as amended, for San Francisco International Airport.



**C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the Town of Hillsborough, Re: General Plan Amendment: *Housing Element 2007-2014 Final Administrative Draft* (March 27, 2009)  
April 23, 2009**

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**IV. Guidance From the *Airport Land Use Planning Handbook***

ALUC Staff reviewed the relevant content of the *California Airport Land Use Planning Handbook January 2002* to prepare this report. The staff analysis and recommendation contained herein are consistent with and guided by the relevant recommendations and guidelines contained in the *Handbook*.

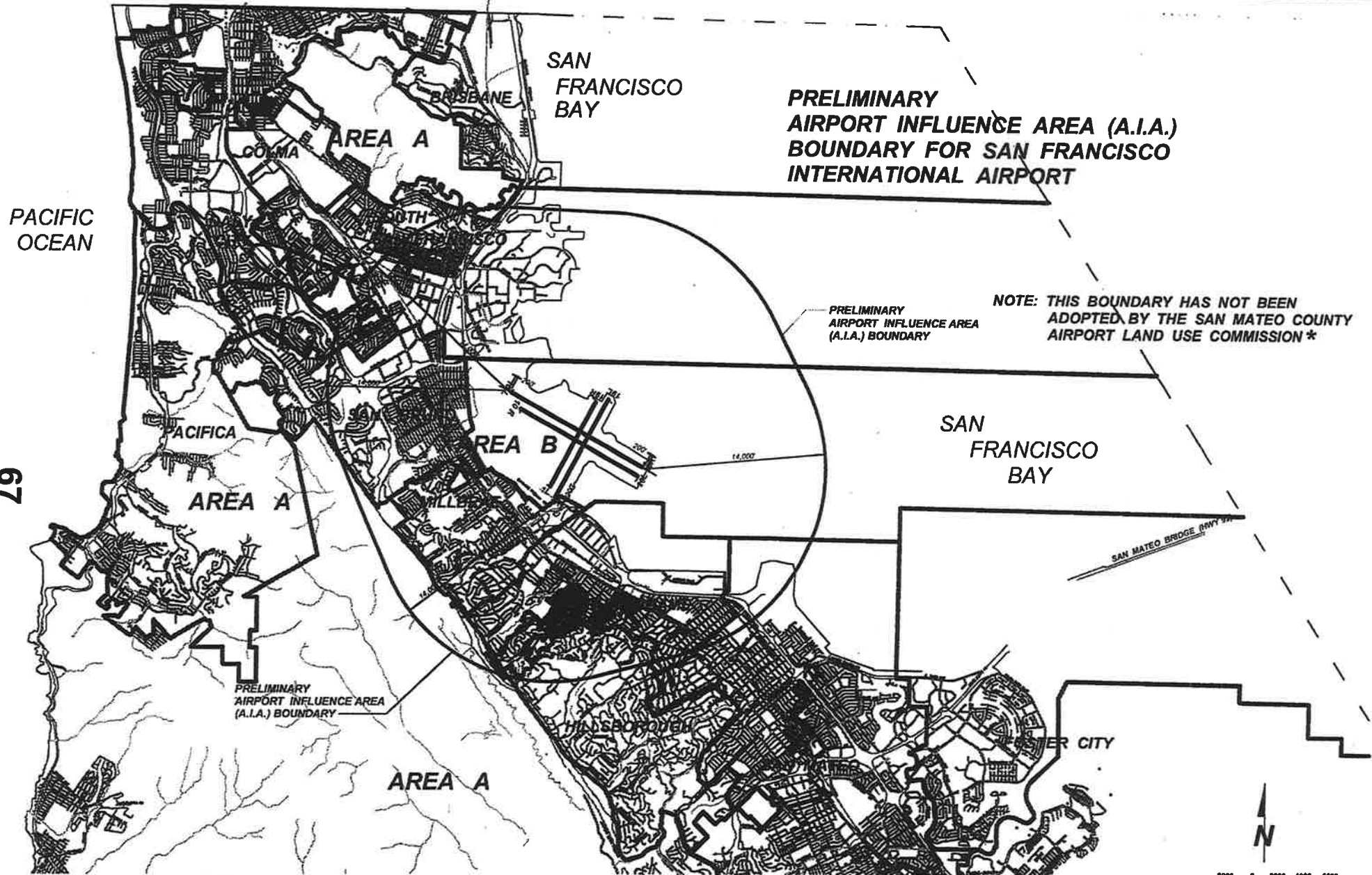
**ATTACHMENTS**

Attachment No. 1A: Graphic: Preliminary configuration of the Airport Influence Area (AIA) Boundary for San Francisco International Airport.

Attachment No. 1B: Graphic: Enlargement of the configuration of the Airport Influence Area (AIA) Boundary for San Francisco International Airport, Re: town of Hillsborough

Attachment No. 2: Selected pages from the *Town of Hillsborough Housing Element 2007-2014 Final Administrative Draft March 27, 2009*

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- P. ii Table of Contents
- P.iii List of Figures
- P. 19 Figure 2 ABAG Projections for Hillsborough 2000-2020
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**PRELIMINARY  
AIRPORT INFLUENCE AREA (A.I.A.)  
BOUNDARY FOR SAN FRANCISCO  
INTERNATIONAL AIRPORT**

**NOTE: THIS BOUNDARY HAS NOT BEEN  
ADOPTED BY THE SAN MATEO COUNTY  
AIRPORT LAND USE COMMISSION \***

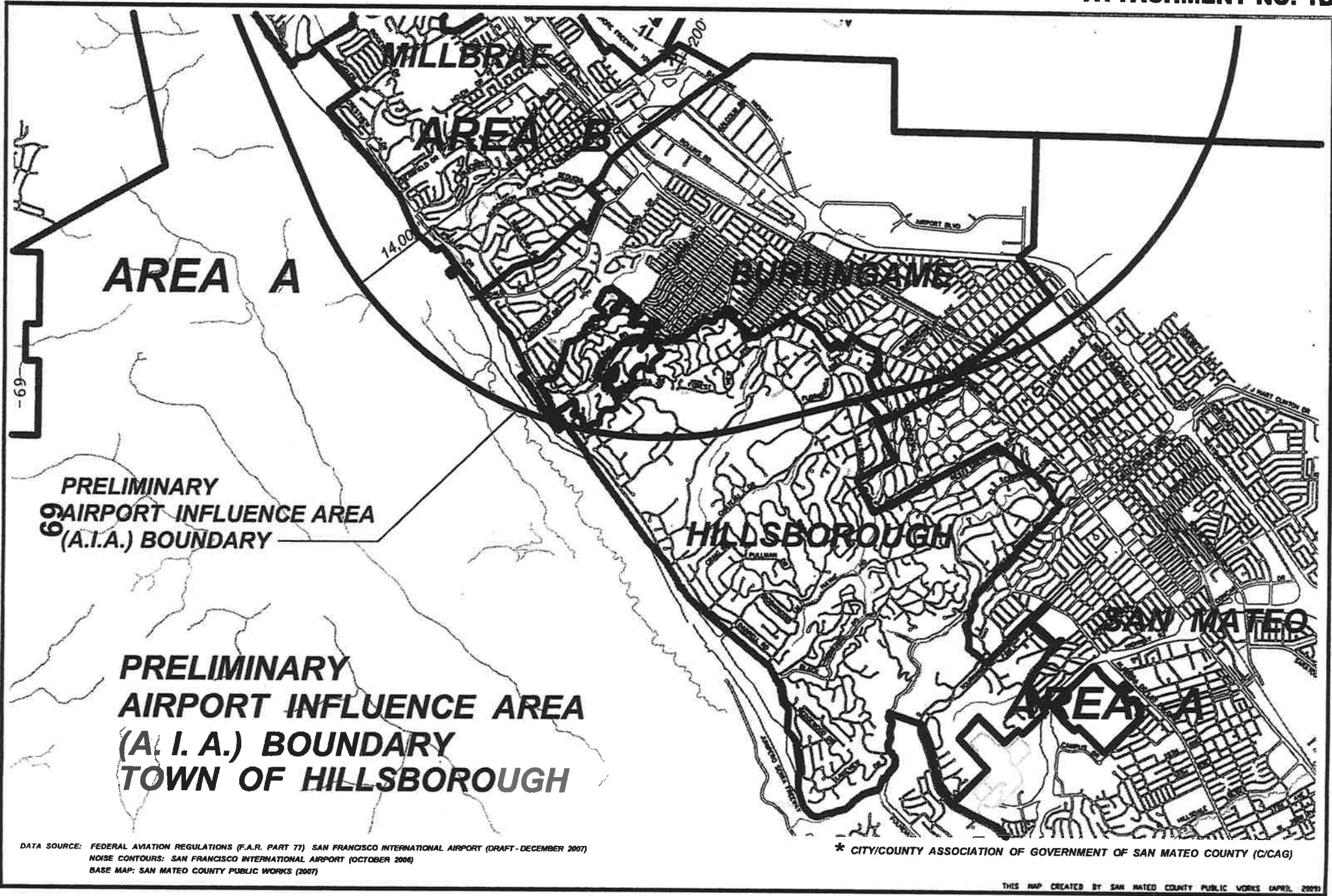
PRELIMINARY  
AIRPORT INFLUENCE AREA  
(A.I.A.) BOUNDARY

PRELIMINARY  
AIRPORT INFLUENCE AREA  
(A.I.A.) BOUNDARY

-68-  
67

DATA SOURCE: FEDERAL AVIATION REGULATIONS (F.A.R. PART 77) SAN FRANCISCO INTERNATIONAL AIRPORT (DRAFT - DECEMBER 2007)  
NOISE CONTOURS: SAN FRANCISCO INTERNATIONAL AIRPORT (OCTOBER 2006)  
BASE MAP: SAN MATEO COUNTY PUBLIC WORKS (2007)

\* CITY/COUNTY ASSOCIATION OF GOVERNMENT OF SAN MATEO COUNTY (C/CAG)



AREA A

PRELIMINARY  
AIRPORT INFLUENCE AREA  
(A.I.A.) BOUNDARY

PRELIMINARY  
AIRPORT INFLUENCE AREA  
(A. I. A.) BOUNDARY  
TOWN OF HILLSBOROUGH

DATA SOURCE: FEDERAL AVIATION REGULATIONS (F.A.R. PART 77) SAN FRANCISCO INTERNATIONAL AIRPORT (DRAFT - DECEMBER 2007)  
NOISE CONTOURS: SAN FRANCISCO INTERNATIONAL AIRPORT (OCTOBER 2000)  
BASE MAP: SAN MATEO COUNTY PUBLIC WORKS (2007)

\* CITY/COUNTY ASSOCIATION OF GOVERNMENT OF SAN MATEO COUNTY (C/CAG)

**Town of Hillsborough**  
**Housing Element 2007–2014**  
***FINAL ADMINISTRATIVE DRAFT***

**Council Members**

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Catherine U. (Kitty) Mullooly, Mayor  
Christine M. Krolik, Vice Mayor  
Thomas M. Kasten  
John J. Fannon  
D. Paul Regan

**City Manager**

---

Anthony Constantouros

**Director of Building and Planning**

---

Elizabeth S. R. Cullinan, AICP

**City Attorney**

---

Norman Book, Esq.

**Consultant**

---

Naphtali H. Knox, FAICP

NOTE: THIS IS AN UPDATE OF THE HOUSING ELEMENT ADOPTED JULY 8, 2002

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**FIGURE 2. ABAG PROJECTIONS FOR HILLSBOROUGH, 2000-2020**

|                               | 2000   | 2008   | 2010   | 2015   | 2020   |
|-------------------------------|--------|--------|--------|--------|--------|
| Population                    | 10,825 | 10,894 | 11,200 | 11,400 | 11,600 |
| Household Size                | 2.9    | 3.0    | 2.92   | 2.92   | 2.94   |
| Households (occupied units)   | 3,689  | 3,703  | 3,830  | 3,900  | 3,950  |
| Employed Residents            | 4,640  | 4,848  | 4,320  | 4,560  | 4,850  |
| Jobs                          | 2,130  | N/A    | 1,710  | 1,790  | 1,870  |
| Jobs/Employed Residents Ratio | 0.46   | N/A    | 0.40   | 0.39   | 0.39   |

Source: ABAG, *Projections 2007*, except US Census for 2000, and Claritas for 2008. The 2000 Census showed that 525 (or 11.3 percent of employed Hillsborough residents) worked at home. The number for 2008 was 556 (2008 CLARITAS INC, The Nielsen Company.)

**FIGURE 3. HOUSING NEEDS DETERMINATIONS, HILLSBOROUGH, 1999 and 2007**

| Income Categories  | No. of units |              |
|--|--------------|--------------|
|  | 1999 to 2006 | 2007 to 2014 |
| Extremely low income = less than 30 percent of Area Median Income. | 5            | 10           |
| Very-low income = 30 to 50 percent of Area Median Income           | 6            | 10           |
| Low income = 50 to 80 percent of Area Median Income                | 5            | 14           |
| Moderate Income = 80 to 120 percent of Area Median                 | 14           | 16           |
| Above-moderate income = more than 120 percent of Area Median       | 54           | 36           |
| <b>TOTAL:</b>  | <b>84</b>    | <b>86</b>    |

Source: ABAG, *Regional Housing Needs for the San Francisco Bay Area, 2001-2006 Housing Element Cycle, June 2001*, and C/CAG *Regional Housing Needs Allocation for San Mateo County cities, 2007*. Assumes that 50 percent of very-low income households qualify as extremely low income, in accordance with Govt. Code §65583(a)(1).

In the 2006 American Community Survey completed by the U.S. Census Bureau, the median income for a family of four in San Mateo County was estimated at \$92,721. Based on the 2006 median, the maximums for each of the income categories listed above would be: very-low income, \$43,360; low income, \$74,176, and moderate income, \$111,265. However, in some areas (where housing costs are high relative to area incomes), HUD raises the very-low income limits.

**FIGURE 9A. VACANT LAND WITHIN CITY LIMITS, SUITABLE FOR HOUSING, 2007-2014**

| Quad No. <sup>33</sup>                                    | Location <sup>34</sup>  | APN                                       | Acreeage     | Zoning      | Constraints                    | Probable Units <sup>35</sup> |
|---|---|---|--------------|-------------|--------------------------------|------------------------------|
| <b>Subdividable sites and vacant lots in subdivisions</b> |   |   |              |             |                                |                              |
| C12   | Robinwood (Pullman Building Co.)  | 030-191-030 and 030-097-010               | 13.3         | residential | slope, limited street frontage | 3                            |
|   | Regan estate  | 280-040-060                               | 47.7         | residential | slope                          | 10                           |
|   | De Guigne estate, 891/893 Crystal Springs Road  | 038-200-020                               | 47.0         | residential | slope                          | 10                           |
| C18   | Lands of Callan (Crystal Springs road at Tartan Trail)  | 038-110-160 & 038-121-160                 | 20.0         | residential | slope                          | 8                            |
| D14   | 1300 Black Mountain Road  | 030-243-140                               | 5.5          | residential | slope                          | 3                            |
| E06   | New Place Road (Adjacent to Crocker School)   | 028-250-010                               | 1.5          | residential | none                           | 1                            |
| E12   | Lot adjacent to 1110 Hayne Road   | 030-190-050                               | 1.8          | residential | slope                          | 1                            |
| G18   | Yew Street (Stonebridge) remaining lots<br>1 Mountain Wood Lane<br>68 Mountain Wood Lane<br>28 Mountain Wood Lane | 034-311-160<br>034-311-240<br>034-311-250 | <u>2.5</u>   | residential | creek, riparian habitat, trees | <u>3</u>                     |
| <b>Subtotal</b>   |   |   | <b>139.3</b> |             |                                | <b>39</b>                    |
| <b>80 individual lots at approximately 1.3 acres each</b> |   |   | <b>104.0</b> | residential | various                        | <b>80</b>                    |
| <b>TOTAL</b>  |   |   | <b>243.3</b> |             |                                | <b>119</b>                   |

NOTE: All sites are designated single-family residential on the General Plan Land Use Map (See Figure 9C, map of Potential Housing Sites Within City Limits, page 33). Acreeage of the three remaining Stonebridge lots is estimated. In addition, there are 120 scattered, individual vacant lots that average 1.3 acres in area. Approximately two-thirds (80) of the lots are suitable for development and likely to be built on. (Source: Town of Hillsborough, July 22, 2008)

<sup>33</sup> Quad Numbers refer to the Official Map of the Town of Hillsborough.

<sup>34</sup> Addresses are approximate and subject to change at the time of actual construction.

<sup>35</sup> Does not include 82 "second units"; does not include potential housing on institutional sites. See Figure 9B.



**FIGURE 9B. SUMMARY OF AVAILABLE SITES, TOWN OF HILLSBOROUGH**

|   | Extremely Low Income <sup>36</sup> | Very Low Income | Low Income | Moderate Income | Above Moderate Income | TOTAL      |
|---|------------------------------------|-----------------|------------|-----------------|-----------------------|------------|
| <b>1 RHNA ALLOCATION</b>  | <b>10</b>                          | <b>10</b>       | <b>14</b>  | <b>16</b>       | <b>36</b>             | <b>86</b>  |
| 2 Building Permits issued 2007-2008, Second Units <sup>37</sup>                                   | 15                                 | 3               | 5          | 4               |                       | 27         |
| 3 Building Permits issued 2007-2008, Single-family, Net of teardowns <sup>38</sup>                |                                    |                 |            |                 | 9                     | 9          |
| 4 Projected additional development, Second Units, 2009-2014 <sup>39</sup>                         | 31                                 | 5               | 12         | 2               | 5                     | 55         |
| 5 Projected additional development, Single-family, 2009-2014 <sup>40</sup>                        |                                    |                 |            | 0               | 30                    | 30         |
| 6 Vacant individual lots zoned for residential use, Single-family <sup>41</sup>                   |                                    |                 |            |                 | 80                    | 80         |
| 7 Sites zoned residential, not vacant, capable of being developed at higher density <sup>42</sup> |                                    | 8               | 6          | 1               |                       | 15         |
| <b>8 TOTAL (Compare to RHNA)</b>  | <b>46</b>                          | <b>16</b>       | <b>23</b>  | <b>7</b>        | <b>124</b>            | <b>216</b> |

**Potential Subdivision of Large Estates**

Hillsborough began as a community of estates, with large homes occupying large parcels of several acres. As early as 1916, some of these estates were subdivided into residential neighbor-

<sup>36</sup> Regional Housing Needs Allocation assumes that 50 percent of very-low income households qualify as extremely low income, in accordance with Govt. Code §65583(a)(1). Characterization of units as extremely low, very low, low, etc. is based on initial sales price or rent, whether or not deed-restricted.

<sup>37</sup> In 2007 and 2008, 27 second units were built in Hillsborough (memo of Feb. 23, 2009, John Mullins and Sally Rumsey, Town of Hillsborough). A report prepared in 2008 and covering primarily San Mateo County examined rental ranges in existing second units and extrapolated the range of affordability. (*Affordability of Second Units in San Mateo County*, October 24, 2008, page 4. Baird + Driskell Community Planning for 21 Elements: San Mateo Countywide Housing Element Update Kit.) Conservatively using the middle of the range in that report, 85 percent of existing San Mateo County second units are affordable to lower income households, as follows: 55 percent are free and are therefore affordable to extremely low income households; an additional 10 percent are affordable to very low income households; and an additional 20 percent are affordable to low income households. These percentages x 27 units produce the numbers in Row 2.

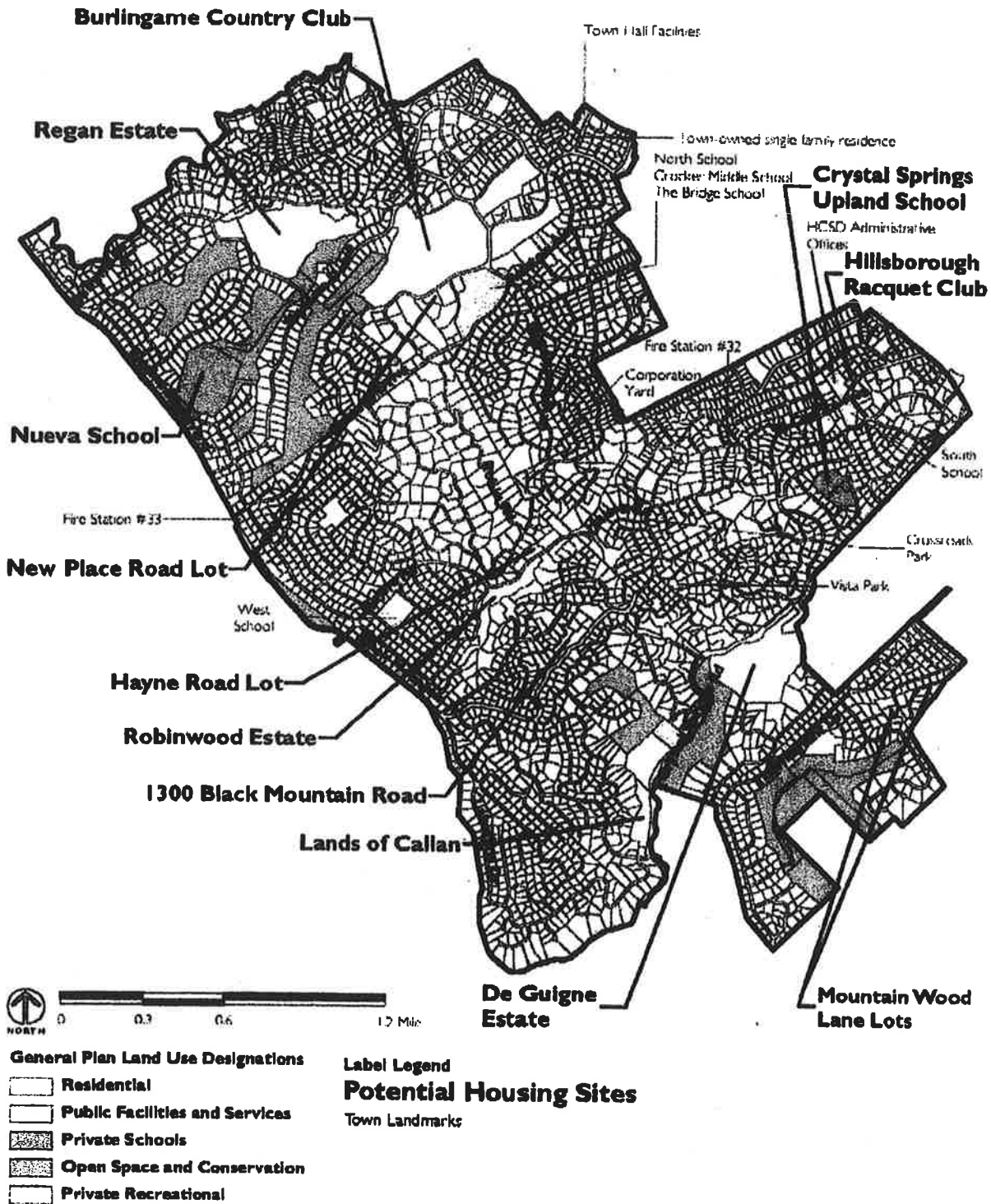
<sup>38</sup> Memo of Feb. 23, 2009, John Mullins and Sally Rumsey, Town of Hillsborough.

<sup>39</sup> From Figure 11. Second unit development 2007-2014 projected from Programs 1-C1, 2-A1, and 3-C1 = 82 units; less 27 permitted 2007-2008, = 55.

<sup>40</sup> From Figure 9A, 39 units less 9 permits issued 2007-2008.

<sup>41</sup> From Figure 9A.

<sup>42</sup> Employee housing on institutional lands, from Program 1-A3 and Figure 11. Densities at 20 units/acre or higher are considered suitable for very low income and low income housing. Sites zoned at lower densities require an analysis justifying their suitability as lower income sites.



**FIGURE 9C. POTENTIAL HOUSING SITES WITHIN CITY LIMITS, 2007-2014**

# C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** C/CAG Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Review and approval of the 2<sup>nd</sup> Cycle Tier 2 Lifeline Transportation Program call for projects.

(For further information please contact Jean Higaki at 650-363-1462)

---

## **RECOMMENDATION**

That the C/CAG Board of Directors review and approve of the 2<sup>nd</sup> Cycle Tier 2 Lifeline Transportation Program call for projects.

## **FISCAL IMPACT**

Currently, this program will have \$735,823 available for San Mateo County for the Tier 2 Program starting in fiscal year 2009-10 through fiscal year 2009-2011.

## **SOURCE OF FUNDS**

To date only State Proposition 1B funds are available.

## **BACKGROUND/DISCUSSION**

This is a Metropolitan Transportation Commission (MTC) program that C/CAG will administer for San Mateo County. The purpose of the program is to fund community-based transportation projects that improve the mobility of low-income residents. The Call for Projects will be issued on May 20, 2009 and applications and information will be made available on the C/CAG website. Applications will be due by 5:00 pm on June 30, 2009. Government and transportation agencies are encouraged to apply. Non-profit organizations are encouraged to partner with an appropriate sponsor agency that is eligible to receive Proposition 1B funds. Projects must target and serve low-income communities in San Mateo County. Additionally, projects must be deliverable and the project sponsor must possess the ability to effectively reach the low-income communities in need.

## **ATTACHMENT**

- Proposed Schedule for 2<sup>nd</sup> Cycle Lifeline Transportation Program – Tier 2 Program
- Proposed Lifeline Transportation Program Call for Projects Package

**ITEM 4.4**



**Proposed Schedule for 2nd Cycle Lifeline Transportation Program  
Tier 2 Program**

| <b>Action</b>                                | <b>Date</b>        |
|--|--------------------|
| Call for Projects approved by the Board      | May 14, 2009       |
| Call for Projects Issued to Agencies/ Public | May 20, 2009       |
| Application due date                         | June 30, 2009      |
| Host review committee                        | July 8, 2009       |
| Present proposed project list to TAC         | July 16, 2009      |
| Present proposed project list to CMEQ        | August 31, 2009    |
| Present proposed project list to the Board   | September 10, 2009 |
| Proposed projects are due to MTC             | September 30, 2009 |
| MTC commission approves program projects     | TBD                |
| 1B funds start claims or enter agreements    | TBD                |



# 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*

### **Lifeline Transportation Program Call for Projects**

The City/County Association Governments (C/CAG) is pleased to announce the call for projects for the San Mateo County Lifeline Transportation Program (LTP). This program is designed to help low-income residents by funding transportation projects that will improve their mobility within the community.

Public agencies including transit agencies, county social service agencies, cities and counties who can deliver transit capital projects are encouraged to apply. Please see the attached general program information, application, and guiding principles for information on project eligibility, funding requirements and scoring criteria. **This call only applies to Prop 1B funds. Please disregard any information related to STA and JARC funds as these funds have already been exhausted from Tier 1 in the first call for projects.**

1. There is currently \$735,823 in Prop 1B funding available for the San Mateo County Lifeline Transportation Tier 2 Program starting in fiscal year 2009/2010 through 2010/2011. **There is no remaining STA or JARC funds.**
2. Five hard copies and one electronic version of the application is due to C/CAG no later than 5:00 p.m. on Wednesday, June 30, 2009. Deliver to:  
Attn: Jean Higaki  
C/CAG of San Mateo County  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063
3. Prop 1B funds can only be used for transit capital for items including:
  - Rehab, safety, or modernization improvements (e.g. improvement to transit centers or installation of bus shelters)
  - Capital service enhancements or expansions
  - New capital projects (e.g. bus stop improvements, bus benches, shelters, pull outs at bus stops, curve correction for bus access, etc.)
  - Bus rapid transit improvements
  - Rolling stock procurement, rehab, or replacements
4. Transit operators or local agencies that are eligible to receive Prop 1B funds are the same agencies that are qualified to receive STA funds, as listed by State Controller's Office.

TIER 2 CALL FOR PROJECTS

555 COUNTY CENTER 5<sup>TH</sup> FLOOR, REDWOOD CITY, CA 94063 PHONE: 650.599-1420 FAX: 650.361.8227

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These operators or agencies may submit project applications directly. Other agencies must coordinate sponsorship through an eligible agency (SamTrans).

5. Please contact Jean Higaki at 650.599.1462 or [jhigaki@co.sanmateo.ca.us](mailto:jhigaki@co.sanmateo.ca.us) for questions regarding the program or application process.

Respectfully,



Jean Higaki, P.E.  
Transportation System Coordinator

## I. General Program Information

On July 23, 2008, MTC adopted Resolution 3860, which includes a fund estimate and second cycle Lifeline Transportation Program (LTP) Guidelines for fiscal years 2009-2011. The resolution is attached as Attachment A.

The following provides general information about the program.

### Program Goals

The Lifeline Transportation Program is intended to fund projects that result in improved mobility for low-income residents of the nine San Francisco Bay Area counties, and are expected to carry out the following regional Lifeline Program goals:

The Lifeline Program supports community-based transportation projects that:

- Are developed through a collaborative and inclusive planning process that includes broad partnerships among a variety of stakeholders such as public agencies, transit operators, community-based organizations and other community stakeholders, and outreach to underrepresented stakeholders.
- Address transportation gaps and/or barriers identified in Community-Based Transportation Plans (CBTP). While preference will be given to CBTP priorities, strategies emerging from countywide or regional welfare-to-work transportation plans, the Coordinated Public Transit-Human Services Transportation Plan or other documented assessment of need within the designated communities of concern (Attachment B) will also be considered. Findings emerging from one or more CBTPs or other relevant planning efforts may also be applied to other low-income areas, or otherwise be directed to serve low-income constituencies within the county, as applicable.
- Improve a range of transportation choices by adding a variety of new or expanded services including but not limited to: enhanced fixed route transit services, shuttles, children's programs, taxi voucher programs, improved access to autos,

TIER 2 CALL FOR PROJECTS

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capital improvement projects. Transportation needs specific to elderly and disabled residents of low-income communities may also be considered when funding projects. Existing transportation services may also be eligible for funding.

**Program Administration**

The Lifeline Program will be administered by county congestion management agencies (CMAs) or other designated county-wide agencies, or Lifeline Program Administrators, as follows:

| <b>County</b> | <b>Lifeline Program Administrator</b>                              |
|---------------|--|
| Alameda       | Alameda County Congestion Management Agency                        |
| Contra Costa  | Contra Costa Transportation Authority                              |
| Marin         | Transportation Authority of Marin                                  |
| Napa          | Napa County Transportation Planning Agency                         |
| San Francisco | San Francisco County Transportation Authority                      |
| San Mateo     | City/County Association of Governments                             |
| Santa Clara   | Santa Clara Valley Transportation Authority and Santa Clara County |
| Solano        | Solano Transportation Authority                                    |
| Sonoma        | Sonoma County Transportation Authority                             |

**Funding Sources**

The Lifeline Transportation Program is funded with a combination of three funding sources: State Transit Assistance (STA), Proposition 1B Transit funds and Job Access and Reverse Commute (JARC) funds. Projects must meet eligibility requirements of the funding sources in order to receive funds.

See Attachment B – Funding Source Information, for details about each of the three funding sources.

**Match Requirement**

The Lifeline Program requires a minimum local match of 20% of the total project cost; new Lifeline Transportation Program funds may cover a maximum of 80% of the total project cost.

There are two exceptions to the 20% match requirement.

~~(1) JARC operating projects require a 50% match. Lifeline Program Administrators may use STA funds to cover the 30% difference for projects that are eligible for both JARC and STA funds.~~

(2) All auto-related projects require a 50% match.

TIER 2 CALL FOR PROJECTS

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Project sponsors may use federal or local funding sources (Transportation Development Act, operator controlled State Transit Assistance, local sales tax revenue, etc.) to meet the match requirement. The match may include a non-cash component such as donations, volunteer services, or in-kind contributions as long as the value of each is documented and supported, represents a cost that would otherwise be eligible under the program and is included in the net project costs in the project budget.

~~For JARC projects, if using federal funds, the local match must be from non-Department of Transportation (DOT) funds. Non-DOT federal funds may be eligible sources of local match and may include: Temporary Assistance to Needy Families (TANF), Community Services Block Grants (CSBG) and Social Services Block Grants (SSBG) administered by the US Department of Health and Human Services, Community Development Block grants (CDBG) and HOPE VI grants administered by the US Department of Housing and Urban Development (HUD). Grant funds from private foundations and other local sources may also be used to meet the match requirement.~~

### **Eligible Applicants**

Public agencies, including transit agencies, county social service agencies, cities and counties, and private operators of public transportation services are eligible applicants.

~~Non-profit entities are directly eligible for JARC funds. In order to be eligible for STA funds, a non-profit entity would need to partner with an eligible STA recipient to receive funds (see Attachment B for eligible STA recipients). STA funds can be used for project administration of eligible projects and could be budgeted into project costs to facilitate a fiscal partnership with an eligible STA recipient.~~

An eligible project sponsor must be identified at the time that the project application for funding is submitted in order to receive funds.

### **Eligible Use of Program Funds**

Lifeline Transportation Program funds are intended to fund innovative and flexible programs that address transportation barriers that low-income residents in the region face, many of whom are transit dependent. Therefore, it is expected that LTP funds be directed to meet these needs by funding new programs or services, or to continue existing programs that are otherwise at risk of being discontinued. The project must supplement, not supplant, existing funds. The project must not duplicate existing services, must coordinate with existing services to the extent feasible and demonstrate that no other funding sources are available to fund it.

### **Multi-year Programming/Funding Amounts**

The second-cycle Lifeline Transportation Program will cover a three-year programming cycle. Funding amounts are estimated for each county as outlined in Table A.

~~*Tier I Program:* The Tier I Program covers the first two years of funding. Funding for the second year is expected to be known with approval of the FY 2009 state budget, or by September 2008.~~

TIER 2 CALL FOR PROJECTS

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~~Tier I projects are due to MTC by November 30, 2008<sup>1</sup>, and are scheduled to be presented to the Commission for adoption in January 2009. Lifeline Program Administrators are strongly encouraged to program the full amount of the Tier I county targets illustrated in Table A. Any remaining amounts not submitted by November 2008 may be programmed under Tier II. However, it should be noted that due to the timing of federal deadlines associated with JARC and state deadlines associated with Proposition 1B funds, any projects for these funding sources submitted after the November 2008 deadline will experience a delay in receipt of funds of up to one year.~~

*Tier II Program:* The Tier II Program would cover the third year of funding, which is expected to be known with approval of the FY 2010 state budget, or by September 2009. Tier II projects will be due to MTC by September 30, 2009.

At their discretion, Lifeline Program Administrators may conduct a consolidated competitive selection process for both Tiers, selecting the Tier II projects at the same time as the Tier I projects. However, funding for Tier II projects will not be available until after they are presented to the Commission for adoption in December 2009.

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<sup>1</sup>TIER 2 CALL FOR PROJECTS

<sup>1</sup>Small Urbanized Area JARC projects will be due to MTC in September 2008.

555 COUNTY CENTER 5<sup>TH</sup> FLOOR, REDWOOD CITY, CA 94063 PHONE: 650.599-1420 FAX: 650.361.8227

**Table A – Lifeline Transportation Program  
Second Cycle Funding  
FY 2009 – FY 2011**

| COUNTY &<br>POVERTY POPULATION <sup>1</sup> | Tier I Program <sup>2</sup> |                      |                     |                      | Tier II Program <sup>3</sup> |                      |                      | Total                |
|---|-----------------------------|----------------------|---------------------|----------------------|------------------------------|----------------------|----------------------|----------------------|
|   | STA <sup>5</sup>            | Prop 1B              | JARC <sup>4</sup>   | Subtotal             | STA                          | Prop 1B              | Subtotal             |                      |
| Alameda - Available 27.40%                  | \$ 8,030,213                | \$ -                 | \$ 786,582          | \$ 8,816,794         | \$ 3,222,862                 | \$ 2,826,817         | \$ 6,049,680         | \$ 14,866,474        |
| Alameda - Advanced <sup>5</sup>             | \$ -                        | \$ 5,098,588         | \$ -                | \$ 5,098,588         | \$ -                         | \$ -                 | \$ -                 | \$ 5,098,588         |
| Contra Costa 12.50%                         | \$ 3,908,046                | \$ 2,081,370         | \$ 358,843          | \$ 6,348,259         | \$ 1,470,284                 | \$ 1,289,606         | \$ 2,759,890         | \$ 9,108,150         |
| Marin 2.70%                                 | \$ 844,138                  | \$ 449,576           | \$ 77,510           | \$ 1,371,224         | \$ 317,581                   | \$ 278,555           | \$ 596,136           | \$ 1,967,360         |
| Napa 1.70%                                  | \$ 531,494                  | \$ 283,066           | \$ 84,494           | \$ 899,055           | \$ 199,959                   | \$ 175,386           | \$ 375,345           | \$ 1,274,400         |
| San Francisco 15.10%                        | \$ 4,720,920                | \$ 2,514,296         | \$ 433,483          | \$ 7,668,698         | \$ 1,776,103                 | \$ 1,557,845         | \$ 3,333,948         | \$ 11,002,646        |
| San Mateo 7.10%                             | \$ 2,219,770                | \$ 1,182,218         | \$ 203,823          | \$ 3,605,812         | \$ 835,121                   | \$ 732,496           | \$ 1,567,618         | \$ 5,173,429         |
| Santa Clara 21.70%                          | \$ 6,784,368                | \$ 3,613,259         | \$ 632,276          | \$ 11,029,903        | \$ 2,552,413                 | \$ 2,238,757         | \$ 4,791,170         | \$ 15,821,073        |
| Solano 5.50%                                | \$ 1,719,540                | \$ 915,803           | \$ 416,834          | \$ 3,052,178         | \$ 646,925                   | \$ 567,427           | \$ 1,214,352         | \$ 4,266,529         |
| Sonoma 6.30%                                | \$ 1,969,655                | \$ 1,049,011         | \$ 181,331          | \$ 3,199,997         | \$ 741,023                   | \$ 649,962           | \$ 1,390,985         | \$ 4,590,982         |
| Means-Based Fare Pilot <sup>6</sup>         | \$ -                        | \$ -                 | \$ -                | \$ -                 | \$ 1,500,000                 | \$ -                 | \$ 1,500,000         | \$ 1,500,000         |
| <b>TOTAL 100.00%</b>                        | <b>\$ 30,728,144</b>        | <b>\$ 17,187,188</b> | <b>\$ 3,175,177</b> | <b>\$ 51,090,509</b> | <b>\$ 13,262,271</b>         | <b>\$ 10,316,852</b> | <b>\$ 23,579,123</b> | <b>\$ 74,669,632</b> |

Notes:

Estimates intended for planning purposes only. Actual allotment of funds may differ than those indicated above.

<sup>1</sup> Poverty percentages by county are based on federal poverty levels reported in 2000 US Census.

<sup>2</sup> The Tier I Program is due to MTC on November 30, 2008.

<sup>3</sup> The Tier II Program is due to MTC on September 30, 2009.

<sup>4</sup> JARC estimates include small urbanized area funds administered by Caltrans. The small urbanized areas in the region include Livermore, Gilroy, Petaluma, Fairfield, Vacaville, Vallejo and Napa. These funds are subject to Caltrans requirements.

<sup>5</sup> The Alameda County – Advanced total reflects \$5.1 million in Prop. 1B programmed in advance under MTC Resolution 3834. Alameda County's share of Tier I Prop. 1B funds was \$4.7 million. The difference of \$389,299 is repaid from Alameda County's share of Tier I STA, which is distributed proportionately to the remaining counties.

<sup>6</sup> Reserved by MTC for a means-based fare assistance pilot program. Scope of the program to be developed.

TIER 2 CALL FOR PROJECTS

555 COUNTY CENTER 5<sup>TH</sup> FLOOR, REDWOOD CITY, CA 94063 PHONE: 650.599-1420 FAX: 650.361.8227

### **Eligible Projects:**

Eligible operating projects, consistent with requirements of funding sources, may include (but are not limited to) new or enhanced fixed route transit services, restoration of lifeline-related transit services eliminated due to budget shortfalls, shuttles, children's transportation programs, taxi voucher programs, improved access to autos, etc. See Attachment C for additional details about eligibility by funding source.

Eligible capital projects, consistent with requirements of funding sources, include (but are not limited to) purchase of vehicles; bus stop enhancements, including the provision of bus shelters, benches, lighting or sidewalk improvements at or near transit stops, rehabilitation, safety or modernization improvements, etc.; or other enhancements to improve transportation access for residents of low-income communities. See Attachment C for additional details about eligibility by funding source.

Inter-county projects may also be funded if two or more counties wish to jointly plan for and fund such a project. Interested project sponsors or CMA staff should contact MTC to facilitate coordination.

Transportation needs specific to elderly and disabled residents of low-income communities may also be considered when funding Lifeline projects.

### **Grant Funding Period**

Projects may be funded for up to three years.

### **Grant Funding Amounts**

Lifeline Program Administrators will establish a minimum and maximum grant amount for any one project over the three-year funding period (FY 09 to FY 11). Multi-year projects are allowed as long as the total Lifeline amount does not exceed the threshold established at the local level, and the project sponsor has clearly identified the funding match for each year of the project period.

### **Link to Community-based Planning**

Preference will be given to projects identified in Community-Based Transportation Plans (CBTP) and located within the communities in which the plans were completed. While preference will be given to CBTP priorities, strategies emerging from countywide or regional welfare-to-work transportation plans, the Coordinated Public Transit-Human Services Transportation Plan or other documented assessment of need within the designated communities of concern will also be considered. Findings emerging from one or more CBTPs or other relevant planning efforts may also be applied to other low-income areas, or otherwise be directed to serve low-income constituencies within the county, as applicable.

### **Project Performance/Monitoring**

Project applicants are responsible for identifying performance measures to track the effectiveness of the service in meeting the identified goals. At a minimum, performance measures for service-related projects would include: documentation of new "units" of service provided with the funding (e.g. number of trips, service hours, workshops held, car loans provided, etc.), cost per unit of service, and a quantitative summary of service delivery procedures employed for the

project. For capital-related projects, project sponsor is responsible to establish milestones and report on the status of project delivery.

Applicants should describe a plan for ongoing monitoring and evaluation of the service, as well as steps to be taken if original goals are not achieved. Project sponsors receiving JARC funds are subject to program reporting requirements as defined in those program guidelines.

## **II. Grant Application Submittal Requirements**

To ensure a streamlined application process for project sponsors throughout the region, a universal grant application form is attached (Attachment D). This application may be modified as appropriate by the Lifeline Program Administrator for inclusion of county-specific grant requirements, with review and approval from MTC.

## **III. Grant Application Review and Evaluation Process**

Lifeline Program Administrators are responsible for determining whether proposals meet the minimum Lifeline Program eligibility criteria (whether eligible fiscal agents are identified, and whether projects meet fund source eligibility requirements) and assigning appropriate fund sources to each project.

Lifeline Program Administrators will evaluate all eligible proposals. Each county will appoint a local review team of CMA staff, a local representative from MTC's Minority Citizens Advisory Committee (if available), as well as representatives of local stakeholders, such as, transit operators or other transportation providers, community-based organizations, social service agencies, and local jurisdictions, to score and select projects. Project evaluations will be based on the rating criteria described in Attachment E. Efforts will be made to avoid a conflict of interest, or the appearance of a conflict of interest, in selecting projects.

Standard evaluation criteria will be used to assess and select projects. The six criteria include (1) project need/stated goals and objectives, (2) community-based transportation plan (CBTP) priority (3) implementation plan, (4) project budget/sustainability, (5) coordination and program outreach, and (6) cost-effectiveness and performance indicators. Lifeline Program Administrators may establish the weight to be assigned for each criterion in the assessment process.

Additional criteria may be added to a county program but should not replace or supplant the regional criteria. MTC staff will review the proposed county program criteria to ensure consistency and to facilitate coordination among county programs.

Based on the evaluation criteria, and funding availability as assigned by county, Lifeline Program Administrators will make funding recommendations to their respective policy boards for approval, and will then submit the list of recommended projects to MTC.

MTC will confirm that projects meet fund source eligibility requirements, and will allocate funds to each project by including submitted projects in a Program of Projects for the Commission's approval.

Lifeline Program Administrators are responsible for entering eligible JARC projects into the Transportation Improvement Plan (TIP). If STA funds are used, MTC will allocate funds directly to a transit operator or other eligible entity. See Attachment B for additional details related to the estimated availability of funds to project sponsors.

#### **IV. Grant Award and Receipt of Funds**

Following project award and prior to receipt of funds, project sponsors must submit a resolution of local support to MTC committing to project delivery, as well as providing the required local matching funds.

For projects receiving STA funds:

Transit operators and eligible cities and counties can initiate claims immediately following MTC approval of program of projects for current fiscal year funds.

For other entities, the eligible recipient acting as fiscal agent will initiate a funding agreement following MTC approval of program of projects. Funds will be available on a reimbursement basis following execution of the agreement.

For projects receiving Proposition 1B funds:

Project sponsors must submit a Proposition 1B application to MTC for submittal to Caltrans. The estimated due date is November 2008 (or February 2009) (Tier I) and November 2009 (or February 2010) (Tier II). Disbursement is estimated to occur within 3 months of receipt of the application.

For projects receiving JARC funds:

Following MTC approval of program of projects, there will be a 6-12 month process of securing the grant from FTA (adjusting funding depending on actual Congressional appropriation, entering projects in the TIP, applying for the FTA grant, FTA review and approval) and MTC entering into funding agreements with the project sponsors. Funds will be available on a reimbursement basis after execution of the agreement.





**ATTACHMENT A**  
**Resolution 3860**

Date: July 23, 2008  
W.I.: 1311  
Referred by: PAC

ABSTRACT  
Resolution No. 3860

This Resolution adopts the Second-Cycle Lifeline Transportation Program Guidelines and Fund Estimate.

The following attachment is provided with this Resolution:

Attachment A— Second-Cycle Lifeline Transportation Program Guidelines and Funding  
FY 2009 through FY 2011



Date: July 23, 2008  
W.I.: 1311  
Referred by: PAC

RE: Second Cycle Lifeline Transportation Program Guidelines and Fund Estimate

METROPOLITAN TRANSPORTATION COMMISSION  
RESOLUTION NO. NO. 3860

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation agency for the San Francisco Bay Area pursuant to Government Code Section 66500 *et seq.*; and

WHEREAS, MTC adopted Resolution 3814, which directed Proposition 1B funds to the Lifeline Transportation Program; and

WHEREAS, MTC adopted Resolution 3837, which established a consolidated policy for State Transit Assistance (STA) – population-based funds, including a set percentage to the Lifeline Transportation Program; and

WHEREAS, MTC is the designated recipient for federal Job Access Reverse Commute (JARC) funds and has incorporated these funds into the Lifeline Transportation Program; and

WHEREAS, MTC has conducted an administrative evaluation of the interim Lifeline Transportation Program and has made revisions to the program based on evaluation results; and

WHEREAS, MTC will use the process and criteria set forth in Attachment A of this Resolution to fund a program of projects for the second-cycle of the Lifeline Transportation Program - Fiscal Year 2009 through Fiscal Year 2011; now, therefore be it

RESOLVED, that MTC approves the program guidelines to be used in the administration and selection of the second cycle of Lifeline Transportation projects, as set forth in Attachment A of this Resolution; and be it further

RESOLVED, that the Executive Director shall forward a copy of this Resolution, and such other information as may be required, to such other agencies as may be appropriate.

METROPOLITAN TRANSPORTATION COMMISSION

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Bill Dodd, Chair

The above Resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California on July 23, 2008.

Date: July 23, 2008  
W.I.: 1311  
Referred by: PAC

Attachment A  
MTC Resolution No. 3860  
Page 1 of 8

## **Second-Cycle Lifeline Transportation Program Guidelines and Funding FY 2009 through FY 2011**

Program Goals: The Lifeline Transportation Program is intended to fund projects that result in improved mobility for low-income residents of the nine San Francisco Bay Area counties, and are expected to carry out the following regional Lifeline Program goals:

The Lifeline Program supports community-based transportation projects that:

- Are developed through a collaborative and inclusive planning process that includes broad partnerships among a variety of stakeholders such as public agencies, transit operators, community-based organizations and other community stakeholders, and outreach to underrepresented stakeholders.
- Address transportation gaps and/or barriers identified in Community-Based Transportation Plans (CBTP). While preference will be given to CBTP priorities, strategies emerging from countywide or regional welfare-to-work transportation plans, the Coordinated Public Transit-Human Services Transportation Plan or other documented assessment of need within the designated communities of concern will also be considered. Findings emerging from one or more CBTPs or other relevant planning efforts may also be applied to other low-income areas, or otherwise be directed to serve low-income constituencies within the county, as applicable.
- Improve a range of transportation choices by adding a variety of new or expanded services including but not limited to: enhanced fixed route transit services, shuttles, children's programs, taxi voucher programs, improved access to autos, capital improvement projects. Transportation needs specific to elderly and disabled residents of low-income communities may also be considered when funding projects. Existing transportation services may also be eligible for funding.

Program Administration: The Lifeline Program will be administered by county congestion management agencies (CMAs) or other designated county-wide agencies as follows:

| County        | Lifeline Program Administrator                                     |
|---------------|--|
| Alameda       | Alameda County Congestion Management Agency                        |
| Contra Costa  | Contra Costa Transportation Authority                              |
| Marin         | Transportation Authority of Marin                                  |
| Napa          | Napa County Transportation Planning Agency                         |
| San Francisco | San Francisco County Transportation Authority                      |
| San Mateo     | City/County Association of Governments                             |
| Santa Clara   | Santa Clara Valley Transportation Authority and Santa Clara County |
| Solano        | Solano Transportation Authority                                    |
| Sonoma        | Sonoma County Transportation Authority                             |

Lifeline Program Administrators are responsible for soliciting projects for the Lifeline Program, which requires a full commitment to a broad, inclusive public involvement process. Further guidance for public involvement is contained in MTC's Public Participation Plan. For the selection of projects involving federal funds, Lifeline Program Administrators must also consider fair and equitable solicitation and selection of project candidates in accordance with federal Title VI requirements, i.e. funds must be distributed without regard to race, color, and national origin.

**Funding:** Fund sources for the second-cycle Lifeline Program (FY 2009 - FY 2011) include Job Access Reverse Commute (JARC), State Transit Assistance (STA) and Proposition 1B - Transit funds, as shown in Table A. Funding amounts will be assigned to each county by each fund source, based on the county's share of poverty population consistent with the estimated distribution outlined in Table B. Lifeline Program Administrators will assign funds to eligible projects. Funded projects must meet the eligibility requirements of the respective funding source.

*For projects receiving JARC Funds:* Lifeline Program Administrators will enter projects into the Transportation Improvement Program (TIP). Following approval of the TIP, MTC will enter projects into MTC's Federal Transit Administration (FTA) grant to be submitted in spring 2009. Following FTA approval of the grant, MTC will enter into funding agreements with project sponsors.

*For projects receiving STA funds:* For transit operators receiving STA funds, MTC will allocate funds directly through the annual STA claims process. For other STA eligible projects administered by sponsors who are not STA eligible recipients, MTC or the local transit operator will enter into a funding agreement directly with the project sponsor.

*For projects receiving Proposition 1B Transit Funds:* Project sponsors receiving Proposition 1B funds must submit a Proposition 1B application to MTC for submittal to Caltrans with prior review by MTC. The estimated due date to Caltrans is November 2008. The state will distribute funds directly to the project sponsor.

**Multi-Year Programming:** The second-cycle Lifeline Transportation Program will cover a three-year programming cycle. In Table A, the first year of funding is known, while the second and

third years of funding depend upon the FY 2009 and FY 2010 state budgets and are estimated. Since funding amounts for STA are unpredictable and will not be finalized before the release of the call for projects, MTC recommends that Lifeline Program Administrators select projects in two programming tiers.

Tier I Program: The Tier I Program would cover the first two years of funding. Funding for the second year is expected to be known with approval of the FY 2009 state budget, or by September 2008. Tier I projects are due to MTC by November 30, 2008<sup>1</sup>, and are scheduled to be presented to the Commission for adoption in January 2009. Lifeline Program Administrators are strongly encouraged to program the full amount of the Tier I county targets illustrated in Table B. Any remaining amounts not submitted by November 2008 may be programmed under Tier II. However, it should be noted that due to the timing of federal deadlines associated with JARC and state deadlines associated with Proposition 1B funds, any projects for these funding sources submitted after the November 2008 deadline will experience a delay in receipt of funds of up to one year.

Tier II Program: The Tier II Program would cover the third year of funding, which is expected to be known with approval of the FY 2010 state budget, or by September 2009. Tier II projects will be due to MTC by September 30, 2009.

At their discretion, Lifeline Program Administrators may conduct a consolidated competitive selection process for both Tiers, selecting the Tier II projects at the same time as the Tier I projects. However, funding for Tier II projects will not be available until after they are presented to the Commission for adoption in December 2009.

Competitive Process: Projects must be selected through an open, competitive process with the following exception. In an effort to address the sustainability of fixed-route transit operations, Lifeline Program Administrators may elect to allocate a portion of their STA funds directly to transit operators for Lifeline transit operations within the county. Projects must be identified as Lifeline projects before transit operators can claim funds, and will be subject to Lifeline Program reporting requirements.

Grant Application: To ensure a streamlined application process for project sponsors, a universal application form (or standard format and content for project proposals) will be used, but, with review and approval from MTC, may be modified as appropriate by the Lifeline Program Administrator for inclusion of county-specific grant requirements.

Program Match: The Lifeline Program requires a minimum local match of 20% of the total project cost; new Lifeline Transportation Program funds may cover a maximum of 80% of the total project cost.

There are two exceptions to the 20% match requirement.

---

<sup>1</sup> Small Urbanized Area JARC projects will be due to MTC in September 2008.

(1) JARC operating projects require a 50% match. However, consistent with MTC's approach in previous funding cycles, Lifeline Program Administrators may use STA funds to cover the 30% difference for projects that are eligible for **both** JARC and STA funds.

(2) All auto-related projects require a 50% match.

Project sponsors may use federal or local funding sources (Transportation Development Act, operator controlled State Transit Assistance, local sales tax revenue, etc.) to meet the match requirement. The match may include a non-cash component such as donations, volunteer services, or in-kind contributions as long as the value of each is documented and supported, represents a cost that would otherwise be eligible under the program and is included in the net project costs in the project budget

For JARC projects, the federal match must be *non*-Department of Transportation (DOT) federal funds. Eligible sources of non-DOT federal funds include: Temporary Assistance to Needy Families (TANF), Community Services Block Grants (CSBG) and Social Services Block Grants (SSBG) administered by the US Department of Health and Human Services, Community Development Block grants (CDBG) and HOPE VI grants administered by the US Department of Housing and Urban Development (HUD). Grant funds from private foundations may also be used to meet the match requirement.

Project Assessment: Standard evaluation criteria will be used to assess and select projects. The six criteria include (1) project need/stated goals and objectives, (2) community-based transportation plan (CBTP) priority (3) implementation plan, (4) project budget/sustainability, (5) coordination and program outreach, and (6) cost-effectiveness and performance indicators. Lifeline Program Administrators may establish the weight to be assigned for each criterion in the assessment process.

Additional criteria may be added to a county program but should not replace or supplant the regional criteria. MTC staff will review the proposed county program criteria to ensure consistency and to facilitate coordination among county programs.

Each county will appoint a local review team of CMA staff, a local representative from MTC's Minority Citizens Advisory Committee, as well as representatives of local stakeholders, such as, transit operators or other transportation providers, community-based organizations, social service agencies, and local jurisdictions, to score and select projects. Each county will assign local priorities for project selection.

Project Selection/Draft Program of Projects: In funding projects, preference will be given to strategies emerging from local CBTP processes. Projects included in countywide regional welfare-to-work transportation plans, the Coordinated Public Transit-Human Services Transportation Plan or other documented assessment of need within the designated communities of concern will also be considered. Findings emerging from one or more CBTPs or other relevant planning efforts may also be applied to other low-income areas, or otherwise be directed to serve low-income constituencies within the county, as applicable. Per federal requirements, all JARC projects must be derived from MTC's Coordinated Public Transit-Human Services Transportation Plan. Regional Lifeline funds should not supplant or replace existing sources of funds.



Eligible operating projects, consistent with requirements of funding sources, may include (but are not limited to) new or enhanced fixed route transit services, restoration of lifeline-related transit services eliminated due to budget shortfalls, shuttles, children's transportation programs, taxi voucher programs, improved access to autos, etc. See Attachment 1 for additional details about eligibility by funding source.

Eligible capital projects, consistent with requirements of funding sources, include (but are not limited to) purchase of vehicles; bus stop enhancements, including the provision of bus shelters, benches, lighting or sidewalk improvements at or near transit stops, rehabilitation, safety or modernization improvements, etc.; or other enhancements to improve transportation access for residents of low-income communities. See Attachment 1 for additional details about eligibility by funding source.

Inter-county projects may also be funded if two or more counties wish to jointly plan for and fund such a project. Interested project sponsors or CMA staff should contact MTC to facilitate coordination.

Transportation needs specific to elderly and disabled residents of low-income communities may also be considered when funding Lifeline projects.

Project Delivery: All projects funded under the county programs will be subject to MTC obligation deadlines and project delivery requirements. All projects will be subject to a "use it or lose it" policy.

Policy Board Adoption: Projects recommended for funding must be submitted to and approved by the respective governing board of the Lifeline Program Administrator. The appropriate governing board shall resolve that approved projects not only exemplify Lifeline Program goals, but that the local project sponsors understand and agree to meeting all project delivery, funding match and eligibility requirements, and obligation deadlines.

Project Oversight: Lifeline Program Administrators will be responsible for oversight of projects funded under the county programs and ensuring projects meet MTC obligation deadlines and project delivery requirements. In addition, Lifeline Program Administrators will ensure, at a minimum, that projects substantially carry out the scope described in the grant applications. All scope changes must be fully explained and must demonstrate consistency with Lifeline Program goals. All changes to JARC-funded projects must be reported to MTC and reconciled with FTA.

Lifeline Program Administrators are responsible for programmatic and fiscal oversight of new Lifeline projects. As part of the Call for Projects, applicants will be asked to establish project goals, and to identify basic performance indicators to be collected in order to measure the effectiveness of the Lifeline projects. At a minimum, performance measures for service-related projects would include: documentation of new "units" of service provided with the funding (e.g. number of trips, service hours, workshops held, car loans provided, etc.), cost per unit of service, and a qualitative summary of service delivery procedures employed for the project. For capital-related projects, project sponsors are responsible to establish milestones and report on the status of project delivery. All reports containing performance measures will be forwarded to MTC for review and overall monitoring of the Lifeline Transportation Program.

Timeline Summary

| <b>Action</b>   | <b>Due Date</b>                            |
|---|--|
| Issue Lifeline Call for Projects  | Late July 2008                             |
| Small Urbanized Area JARC projects due to MTC                                       | September 2008                             |
| All other Lifeline projects due to MTC  | November 30, 2008                          |
| Proposition 1B transit projects due to Caltrans                                     | November 2008 (estimated)                  |
| Commission approval of Tier I Lifeline Program of Projects                          | January 2009                               |
| STA-funded projects: project sponsors begin to claim funds or enter into agreements | February 2009                              |
| Proposition 1B transit-funded projects: project sponsors receive funds from state   | February 2009 (estimated)                  |
| MTC submits Federal Transit Administration (FTA) grant with JARC projects           | Spring 2009                                |
| JARC-funded projects: project sponsors begin to enter into agreements               | Summer 2009 (following FTA grant approval) |
| Submittal or revision of Lifeline Program of Projects (Tier II)                     | September 30, 2009                         |
| Commission approval of Tier II Lifeline Program of Projects                         | December 2009                              |

**Table A – Lifeline Transportation Program  
Second Cycle Funding  
FY 2009 – FY 2011**

| FUND SOURCE           | CYCLE II: FY 09 - FY 11     |   |  |                      |                      |                      | Estimated Future Commitment (FY 12-FY 18) |
|-----------------------|-----------------------------|---|--|----------------------|----------------------|----------------------|---|
|                       | Tier I Program <sup>1</sup> |   |  | Subtotal Tier        | Tier II Program      | 3 YEAR TOTAL         |   |
|                       | Year 1 Actual               | Year 2 Estimated                        | Year 3 Estimate                          |                      |                      |                      |   |
| STA <sup>3</sup>      | \$ 13,306,413               | May Revise <sup>3</sup><br>\$ 6,992,542 | Restoration <sup>3</sup><br>\$ 8,429,189 | \$ 30,728,144        | \$ 13,262,974        | \$ 43,990,115        | \$ 115,287,585                            |
| Prop. 1B <sup>4</sup> | \$ 6,329,987                | \$10,857,201                            |  | \$ 17,187,128        | \$ 10,316,852        | \$ 27,504,040        | \$ 72,217,961                             |
| JARC <sup>5</sup>     | \$ 289,809                  | \$2,885,368                             |  | \$ 3,175,177         | \$ -                 | \$ 3,175,177         | \$ -                                      |
| <b>TOTAL</b>          | <b>\$ 19,926,209</b>        | <b>\$ 22,735,112</b>                    | <b>\$ 8,429,189</b>                      | <b>\$ 51,091,509</b> | <b>\$ 23,579,123</b> | <b>\$ 74,669,632</b> | <b>\$ 187,505,545</b>                     |

Notes:

<sup>1</sup> The Tier I Program is due to MTC on November 30, 2008. Year 2 amounts will be known in Sept. 2008.

<sup>2</sup> The Tier II Program is due to MTC on September 30, 2009. Year 3 amounts will be known in Sept. 2009.

<sup>3</sup> STA commitments are per MTC Resolution 3837 (including funding from the STA Consolidated Policy, Proposition 1B Swap, and Spillover). Amounts depend on State budget. Year 2 estimate reflects expected funding at the FY 09 May Revise level and additional funds if the budget were restored to the FY 09 January Proposal level ("Restoration"). Year 3 estimate is projected from FY 09 January Proposal level (including funding from the STA Consolidated Policy and no Spillover).

<sup>4</sup> Prop. 1B commitment is per MTC Resolution 3814.

<sup>5</sup> JARC Year 1 is the difference between the original estimate and actual FY 2008 apportionment. Year 2 is estimated FY 09 large urbanized area (UA) apportionment and small UA targets provided by Caltrans.

**Table B - Estimated Funding Target by Fund Source per County  
Second-Cycle Funding**

FY 2009 - FY 2011

| COUNTY &<br>POVERTY POPULATION <sup>1</sup> | Tier I Program <sup>2</sup> |                      |                     |                      | Tier II Program <sup>3</sup> |                      |                      | Total                |
|---|-----------------------------|----------------------|---------------------|----------------------|------------------------------|----------------------|----------------------|----------------------|
|   | STA <sup>5</sup>            | Prop 1B              | JARC <sup>4</sup>   | Subtotal             | STA                          | Prop 1B              | Subtotal             |                      |
| Alameda - Available 27.40%                  | \$ 8,030,213                | \$ -                 | \$ 786,582          | \$ 8,816,794         | \$ 3,222,862                 | \$ 2,826,817         | \$ 6,049,680         | \$ 14,866,474        |
| Alameda - Advanced                          | \$ -                        | \$ 5,098,588         | \$ -                | \$ 5,098,588         | \$ -                         | \$ -                 | \$ -                 | \$ 5,098,588         |
| Contra Costa 12.50%                         | \$ 3,908,045                | \$ 2,081,572         | \$ 36,843           | \$ 6,348,459         | \$ 1,470,284                 | \$ 1,229,607         | \$ 2,759,890         | \$ 9,108,150         |
| Marin 2.70%                                 | \$ 844,138                  | \$ 449,576           | \$ 77,510           | \$ 1,371,224         | \$ 317,581                   | \$ 278,155           | \$ 596,136           | \$ 1,967,360         |
| Napa 1.70%                                  | \$ 531,401                  | \$ 283,066           | \$ 84,494           | \$ 899,055           | \$ 199,959                   | \$ 175,188           | \$ 375,345           | \$ 1,274,400         |
| San Francisco 15.10%                        | \$ 4,320,920                | \$ 2,514,206         | \$ 433,483          | \$ 7,668,698         | \$ 1,776,103                 | \$ 1,557,845         | \$ 3,333,948         | \$ 11,002,646        |
| San Mateo 7.10%                             | \$ 2,219,770                | \$ 1,182,218         | \$ 203,823          | \$ 3,605,812         | \$ 835,121                   | \$ 732,496           | \$ 1,567,618         | \$ 5,173,429         |
| Santa Clara 21.70%                          | \$ 6,784,368                | \$ 3,613,259         | \$ 632,276          | \$ 11,029,903        | \$ 2,552,413                 | \$ 2,238,757         | \$ 4,791,170         | \$ 15,821,073        |
| Solano 5.50%                                | \$ 1,719,540                | \$ 915,803           | \$ 416,834          | \$ 3,052,178         | \$ 646,925                   | \$ 567,427           | \$ 1,214,352         | \$ 4,266,529         |
| Sonoma 6.30%                                | \$ 1,969,655                | \$ 1,049,011         | \$ 111,331          | \$ 3,199,997         | \$ 711,013                   | \$ 49,962            | \$ 1,390,385         | \$ 4,590,382         |
| Means-Based Fare Pilot <sup>6</sup>         | \$ -                        | \$ -                 | \$ -                | \$ -                 | \$ 1,500,000                 | \$ -                 | \$ 1,500,000         | \$ 1,500,000         |
| <b>TOTAL 100.00%</b>                        | <b>\$ 30,728,144</b>        | <b>\$ 17,187,188</b> | <b>\$ 3,115,177</b> | <b>\$ 51,030,509</b> | <b>\$ 13,222,271</b>         | <b>\$ 10,166,852</b> | <b>\$ 23,389,123</b> | <b>\$ 74,669,432</b> |

Notes:

Estimates intended for planning purposes only. Actual allotment of funds may differ than those indicated above.

<sup>1</sup> Poverty percentages by county are based on federal poverty levels reported in 2000 US Census.

<sup>2</sup> The Tier I Program is due to MTC on November 30, 2008.

<sup>3</sup> The Tier II Program is due to MTC on September 30, 2009.

<sup>4</sup> JARC estimates include small urbanized area funds administered by Caltrans. The small urbanized areas in the region include Livermore, Gilroy, Petaluma, Fairfield, Vacaville, Vallejo and Napa. These funds are subject to Caltrans requirements.

<sup>5</sup> The Alameda County - Advanced fare pilot project received \$5.1 million in Prop 1B funding from the MTC. The MTC's share of the Alameda County share of Tier I Prop. 1B funds was \$4.7 million. The difference of \$389,299 is repaid from Alameda County's share of Tier I STA, which is distributed proportionately to the remaining counties.

<sup>6</sup> Reserved by MTC for a means-based fare assistance pilot program. Scope of the program to be developed.

**Table A**  
**Lifeline Transportation Program**  
**Second Cycle Funding**  
**FY 2009 - FY 2011**

| FUND SOURCE           | CYCLE II: FY 09 - FY 11                |   |                      |                              |                      | Estimated Future Commitment (FY 12-FY 18) |
|-----------------------|--|---|----------------------|------------------------------|----------------------|---|
|                       | Cycle II - Tier I Program <sup>1</sup> |   |                      | Tier II Program <sup>2</sup> | 3-YEAR TOTAL         |   |
|                       | Year 1<br>Actual                       | Year 2<br>Feb. 2009 Approved State Budget | Subtotal Tier I      | Year 3<br>Estimated          |                      |   |
| STA <sup>3</sup>      | \$ 13,599,855                          | \$ 4,718,396                              | \$ 18,318,251        | \$ -                         | \$ 18,318,251        | \$ 127,990,920                            |
| Prop. 1B <sup>4</sup> | \$ 6,329,987                           | \$ 10,482,412                             | \$ 16,812,399        | \$ 10,363,700                | \$ 27,176,099        | \$ 72,545,901                             |
| JARC <sup>5</sup>     | \$ 289,809                             | \$ 2,885,368                              | \$ 3,175,177         | \$ -                         | \$ 3,175,177         | \$ -                                      |
| <b>TOTAL</b>          | <b>\$ 20,219,651</b>                   | <b>\$ 18,086,176</b>                      | <b>\$ 38,305,827</b> | <b>\$ 10,363,700</b>         | <b>\$ 48,669,527</b> | <b>\$ 200,536,820</b>                     |

Notes:

<sup>1</sup> The Tier I Program is due to MTC on November 30, 2008.

<sup>2</sup> The Tier II Program is due to MTC on September 30, 2009. Year 3 amounts will be known in Sept. 2009.

<sup>3</sup> STA commitments are per MTC Resolution 3837 (including funding from the STA Consolidated Policy, Proposition 1B Swap, Spillover, interest, and Resolution 3814 Augmentation Funding). The STA Year 2 amount is based on the revised state budget approved in February 2009. The STA Year 3 estimate is based on the Governor's Jan. 2009 budget proposal for FY2010, which does not allocate any funds to STA.

<sup>4</sup> Prop. 1B commitment is per MTC Resolution 3814. Year 2 revised estimate reflects final FY 09 funding amounts from the State Controller.

<sup>5</sup> JARC Year 1 is the difference between the original estimate and actual FY 2008 apportionment. Year 2 is estimated FY 09 large urbanized area (UA) apportionment and small UA targets provided by Caltrans.



**ATTACHMENT 1**  
**Lifeline Transportation Program**  
**Second-Cycle Funding, FY 2009 – FY 2011**  
**Funding Source Information**

|                               | <b>State Transit Assistance (STA)</b>  | <b>Proposition 1B – Transit</b>  | <b>Job Access Reverse Commute (JARC)</b>   |
|-------------------------------|--|--|--|
| <b>Purpose of Fund Source</b> | To improve existing public transportation services and encourage regional transportation coordination  | To help advance the State's goals of providing mobility choices for all residents, reducing congestion, and protecting the environment   | To improve access to transportation services to employment and related activities for welfare recipients and eligible low-income individuals   |
| <b>Detailed Guidelines</b>    | <a href="http://www.dot.ca.gov/hq/MassTrans/Docs-Pdfs/TDA2007Work.pdf">http://www.dot.ca.gov/hq/MassTrans/Docs-Pdfs/TDA2007Work.pdf</a>  | <a href="http://www.mtc.ca.gov/funding/infrastructure/PTMIS_EA_12-05-07.PDF">www.mtc.ca.gov/funding/infrastructure/PTMIS_EA_12-05-07.PDF</a>   | <a href="http://www.fta.dot.gov/documents/FTA_C_9750.1_JARC.pdf">www.fta.dot.gov/documents/FTA_C_9750.1_JARC.pdf</a>   |
| <b>Use of Funds</b>           | For public transportation purposes including community transit services  | For public transportation purposes   | For transportation services that meet the transportation needs of low-income persons   |
| <b>Eligible Recipients</b>    | <ul style="list-style-type: none"> <li>▪ Transit operators</li> <li>▪ Cities and Counties if eligible to claim TDA</li> <li>▪ MTC for regional coordination</li> <li>▪ Other entities, under an agreement with an eligible recipient</li> </ul>  | Transit operators or local agencies that are eligible to receive STA funds, as listed by State Controller's Office   | <ul style="list-style-type: none"> <li>▪ Operators of public transportation services, including private operators of public transportation services</li> <li>▪ Private non-profit organizations</li> <li>▪ State or local governmental authority</li> </ul>  |
| <b>Eligible Projects</b>      | <p><u>Transit Capital and Operations</u>, including:</p> <ul style="list-style-type: none"> <li>▪ New, continued or expanded fixed-route service</li> <li>▪ Purchase of vehicles</li> <li>▪ Shuttle service if available for use by the general public</li> <li>▪ Purchase of technology (i.e. GPS, other ITS applications)</li> <li>▪ Capital projects such as bus stop improvements, including bus benches, shelters, etc.</li> <li>▪ Various elements of mobility management, if consistent with STA program purpose and allowable use. These may include planning, coordinating, capital or operating activities.</li> </ul> | <p><u>Transit Capital</u> (including a minimum operable segment of a project) for:</p> <ul style="list-style-type: none"> <li>▪ Rehab, safety, or modernization improvements</li> <li>▪ Capital service enhancements or expansions</li> <li>▪ New capital projects</li> <li>▪ Bus rapid transit improvements</li> <li>▪ Rolling stock procurement, rehab, or replacements</li> </ul> <p>Projects must be consistent with most recently adopted short-range transit plan or other publicly adopted plan that includes transit capital improvements.</p> | <p><u>Capital or Operating projects</u> including:</p> <ul style="list-style-type: none"> <li>▪ Services (e.g. late-night &amp; weekend, shuttles)</li> <li>▪ Ridesharing and carpooling</li> <li>▪ Transit-related aspects of bicycling</li> <li>▪ Local car loan programs</li> <li>▪ Marketing</li> <li>▪ Administration and expenses for voucher program</li> <li>▪ ITS, AVL, etc. for improving scheduling and dispatch</li> <li>▪ Mobility management</li> </ul> <p>Projects must be derived from the regionally-adopted Coordinated Public Transit-Human Services Transportation Plan.</p> |

|  | State Transit Assistance (STA)   | Proposition 1B – Transit   | Job Access Reverse Commute (JARC)  |
|--|--|--|--|
| <b>Lifeline Program Local Match</b>                                  | 20%  | 20%  | <ul style="list-style-type: none"> <li>▪ 50% for operating projects (may use STA funds to cover up to 30% if project is eligible for both JARC and STA)</li> <li>▪ 50% for auto projects</li> <li>▪ 20% for capital projects</li> </ul>  |
| <b>Estimated timing for availability of funds to project sponsor</b> | <ul style="list-style-type: none"> <li>▪ Transit operators and eligible cities and counties can initiate claims immediately following MTC approval of program of projects for current fiscal year funds.</li> <li>▪ For “Other entities”, the eligible recipient acting as fiscal agent will initiate a funding agreement following MTC approval of program of projects. Funds will be available on a reimbursement basis after execution of the agreement.</li> </ul> | Project sponsors must submit a Proposition 1B application to MTC for submittal to Caltrans. The estimated due date is November 2008 (or February 2009) (Tier I) and November 2009 (or February 2010) (Tier II). Disbursement is estimated to occur within 3 months of receipt of the application.      | Following MTC approval of program of projects, there will be a 6-12 month process of securing the grant from FTA (adjusting funding depending on actual Congressional appropriation, entering projects in the TIP, applying for the FTA grant, FTA review and approval) and MTC entering into funding agreements with the project sponsors. Funds will be available on a reimbursement basis after execution of the agreement. |
| <b>Accountability &amp; Reporting Requirement</b>                    | <ul style="list-style-type: none"> <li>▪ Transit operators and eligible cities and counties must submit annual ridership statistics for the project, first to Lifeline Program Administrators for review, and then to MTC along with annual claim</li> <li>▪ “Other entities” must submit quarterly performance reports with invoices, first to Lifeline Program Administrators for review, and then to MTC for reimbursement.</li> </ul>                              | <ul style="list-style-type: none"> <li>▪ Using designated Caltrans forms, project sponsors are required to submit project activities and progress reports to the state every six months, as well as a project close-out form. Caltrans will track and publicize progress via their website.</li> </ul> | <ul style="list-style-type: none"> <li>▪ All project sponsors will submit quarterly performance reports with invoices for reimbursement to MTC. Prior to submittal to MTC, reports will be submitted to Lifeline Program Administrators for review.</li> </ul>   |

**Note:** Information on this chart is accurate as of May 2008. MTC will strive to make Lifeline Program Administrators aware of any changes to fund source guidelines that may be enacted by the appropriating agencies (i.e. State of California, Federal Transit Administration).



## ATTACHMENT B: Communities of Concern

To define minority and low-income communities, or Communities of Concern (COC), MTC used Travel Analysis Zones<sup>1</sup> (TAZ) and examined concentrations of minority and low-income populations within each TAZ. In terms of low-income populations, a TAZ was defined as a COC if 30% or more of the households earn below 200% of the poverty level. A TAZ was also defined as a COC if 70% or more of the persons in the households were African American, Asian American, Hispanic or Latino, American Indian or Alaska Native, Native Hawaiian or Other Pacific Islander, or Multi-Racial. A map of communities of concern in the region is attached. For purposes of the Lifeline Program, projects should focus on serving low-income areas of these communities. For a more complete discussion on defining COCs, see the Transportation 2030 Equity Analysis, Section 3.2.

| County | Community of Concern                               |
|--------|--|
| SF     | Downtown / Chinatown / North Beach / Treasure Isl. |
| SF     | Tenderloin / Civic Center                          |
| SF     | South of Market                                    |
| SF     | Western Addition / Haight-Fillmore                 |
| SF     | Inner Mission / Potrero Hill                       |
| SF     | Bayview / Hunters Point / Bayshore                 |
| SF     | Outer Mission / Crocker-Amazon / OceanView         |
| SM     | Daly City  |
| SM     | South San Francisco / San Bruno                    |
| SM     | North San Mateo                                    |
| SM     | East Palo Alto / North Fair Oaks                   |
| SC     | Mountain View                                      |
| SC     | Alviso / Shoreline / Sunnyvale                     |
| SC     | East Santa Clara*                                  |
| SC     | Central San Jose                                   |
| SC     | South San Jose / Morgan Hill*                      |
| SC     | East Gilroy  |
| SC     | Central and East Milpitas                          |
| Ala    | Northwest Hayward / Union City                     |
| Ala    | Ashland / Cherryland / San Leandro                 |
| Ala    | Fruitvale / East Oakland                           |
| Ala    | West / North Oakland                               |
| Ala    | Central and East Alameda                           |
| Ala    | Berkeley / Albany                                  |
| CC     | South Richmond                                     |
| CC     | San Pablo / North Richmond                         |
| CC     | Hercules / Rodeo / Crockett*                       |
| CC     | North Martinez                                     |
| CC     | Central Concord                                    |
| CC     | Baypoint / Pittsburg / Antioch                     |
| CC     | East Brentwood                                     |
| Sol    | North and East Vallejo                             |
| Sol    | Central and East Fairfield                         |
| Sol    | North Vacaville                                    |
| Sol    | Dixon  |
| Nap    | Napa / American Canyon                             |
| Nap    | Calistoga  |
| Son    | Central Sonoma Valley                              |
| Son    | South-Central Santa Rosa                           |
| Son    | Southwest Healdsburg                               |
| Son    | Guerneville / Monte Rio                            |
| Mar    | San Rafael Canal District                          |
| Mar    | Marin City   |

<sup>1</sup> TAZs are small area neighborhoods or communities that serve as the smallest geographic basis for travel demand modeling, which is used in long-range transportation planning.



**ATTACHMENT C - Funding Source Information**

**Lifeline Transportation Program  
Second-Cycle Funding, FY 2009 – FY 2011**

|                               | <b>State Transit Assistance (STA)</b>  | <b>Proposition 1B – Transit</b>  | <b>Job Access Reverse Commute (JARC)</b>   |
|-------------------------------|--|--|--|
| <b>Purpose of Fund Source</b> | To improve existing public transportation services and encourage regional transportation coordination  | To help advance the State's goals of providing mobility choices for all residents, reducing congestion, and protecting the environment   | To improve access to transportation services to employment and related activities for welfare recipients and eligible low-income individuals   |
| <b>Detailed Guidelines</b>    | <a href="http://www.dot.ca.gov/hq/MassTrans/Docs-Pdfs/TDA2007Work.pdf">http://www.dot.ca.gov/hq/MassTrans/Docs-Pdfs/TDA2007Work.pdf</a>  | <a href="http://www.mtc.ca.gov/funding/infrastructure/PTMIS_EA_12-05-07.PDF">www.mtc.ca.gov/funding/infrastructure/PTMIS_EA_12-05-07.PDF</a>   | <a href="http://www.fta.dot.gov/documents/FTA_C_9750.1_JARC.pdf">www.fta.dot.gov/documents/FTA_C_9750.1_JARC.pdf</a>   |
| <b>Use of Funds</b>           | For public transportation purposes including community transit services  | For public transportation purposes   | For transportation services that meet the transportation needs of low-income persons   |
| <b>Eligible Recipients</b>    | <ul style="list-style-type: none"> <li>▪ Transit operators</li> <li>▪ Cities and Counties if eligible to claim TDA</li> <li>▪ MTC for regional coordination</li> <li>▪ Other entities, under an agreement with an eligible recipient</li> </ul>  | Transit operators or local agencies that are eligible to receive STA funds, as listed by State Controller's Office   | <ul style="list-style-type: none"> <li>▪ Operators of public transportation services, including private operators of public transportation services</li> <li>▪ Private non-profit organizations</li> <li>▪ State or local governmental authority</li> </ul>  |
| <b>Eligible Projects</b>      | <p><u>Transit Capital and Operations</u>, including:</p> <ul style="list-style-type: none"> <li>▪ New, continued or expanded fixed-route service</li> <li>▪ Purchase of vehicles</li> <li>▪ Shuttle service if available for use by the general public</li> <li>▪ Purchase of technology (i.e. GPS, other ITS applications)</li> <li>▪ Capital projects such as bus stop improvements, including bus benches, shelters, etc.</li> <li>▪ Various elements of mobility management, if consistent with STA program purpose and allowable use. These may include planning, coordinating, capital or operating activities.</li> </ul> | <p><u>Transit Capital</u> (including a minimum operable segment of a project) for:</p> <ul style="list-style-type: none"> <li>▪ Rehab, safety, or modernization improvements</li> <li>▪ Capital service enhancements or expansions</li> <li>▪ New capital projects</li> <li>▪ Bus rapid transit improvements</li> <li>▪ Rolling stock procurement, rehab, or replacements</li> </ul> <p>Projects must be consistent with most recently adopted short-range transit plan or other publicly adopted plan that includes transit capital improvements.</p> | <p><u>Capital or Operating projects</u> including:</p> <ul style="list-style-type: none"> <li>▪ Services (e.g. late night &amp; weekend, shuttles)</li> <li>▪ Ridesharing and carpooling</li> <li>▪ Transit-related aspects of bicycling</li> <li>▪ Local car loan programs</li> <li>▪ Marketing</li> <li>▪ Administration and expenses for voucher programs</li> <li>▪ ITS/AVL, etc. for improving scheduling and dispatch</li> <li>▪ Mobility management</li> </ul> <p>Projects must be derived from the regionally-adopted Coordinated Public Transit-Human Services Transportation Plan.</p> |

|  | State Transit Assistance (STA)   | Proposition 1B – Transit   | Job Access Reverse Commute (JARC)  |
|--|--|--|--|
| <b>Lifeline Program Local Match</b>                                  | 20%  | 20%  | <ul style="list-style-type: none"> <li>▪ 50% for operating projects (may use STA funds to cover up to 30% if project is eligible for both JARC and STA)</li> <li>▪ 50% for auto projects</li> <li>▪ 20% for capital projects</li> </ul>  |
| <b>Estimated timing for availability of funds to project sponsor</b> | <ul style="list-style-type: none"> <li>▪ Transit operators and eligible cities and counties can initiate claims immediately following MTC approval of program of projects for current fiscal year funds.</li> <li>▪ For “Other entities”, the eligible recipient acting as fiscal agent will initiate a funding agreement following MTC approval of program of projects. Funds will be available on a reimbursement basis after execution of the agreement.</li> </ul> | Project sponsors must submit a Proposition 1B application to MTC for submittal to Caltrans. The estimated due date is November 2008 (or February 2009) (Tier I) and November 2009 (or February 2010) (Tier II). Disbursement is estimated to occur within 3 months of receipt of the application.      | Following MTC approval of program of projects, there will be a 6-12 month process of securing the grant from FTA (adjusting funding depending on actual Congressional appropriation, entering projects in the TIP, applying for the FTA grant, FTA review and approval) and MTC entering into funding agreements with the project sponsors. Funds will be available on a reimbursement basis after execution of the agreement. |
| <b>Accountability &amp; Reporting Requirement</b>                    | <ul style="list-style-type: none"> <li>▪ Transit operators and eligible cities and counties must submit annual ridership statistics for the project, first to Lifeline Program Administrators for review, and then to MTC along with annual claim</li> <li>▪ “Other entities” must submit quarterly performance reports with invoices, first to Lifeline Program Administrators for review, and then to MTC for reimbursement.</li> </ul>                              | <ul style="list-style-type: none"> <li>▪ Using designated Caltrans forms, project sponsors are required to submit project activities and progress reports to the state every six months, as well as a project close-out form. Caltrans will track and publicize progress via their website.</li> </ul> | <ul style="list-style-type: none"> <li>▪ All project sponsors will submit quarterly performance reports with invoices for reimbursement to MTC. Prior to submittal to MTC, reports will be submitted to Lifeline Program Administrators for review.</li> </ul>   |

**Note:** Information on this chart is accurate as of May 2008. MTC will strive to make Lifeline Program Administrators aware of any changes to fund source guidelines that may be enacted by the appropriating agencies (i.e. State of California, Federal Transit Administration).

**ATTACHMENT D – Lifeline Transportation Program Funding Application**

**A. General Project Information**

Project Sponsor

Name of the organization \_\_\_\_\_

Contact person \_\_\_\_\_

Address \_\_\_\_\_

Telephone number \_\_\_\_\_

Fax number \_\_\_\_\_

E-mail address \_\_\_\_\_

Other Partner Agencies

| Agency | Contact Person | Address | Telephone |
|--------|----------------|---------|-----------|
| _____  | _____          | _____   | _____     |
| _____  | _____          | _____   | _____     |
| _____  | _____          | _____   | _____     |

Project Type: *Check one.*

Operating     Capital     Both

Brief Description of Project:

**Budget Summary**

|                                       | \$ | % of Total<br>Project Budget |
|---------------------------------------|----|------------------------------|
| Amount of Lifeline funding requested: |    |                              |
| Amount of local match proposed:       |    |                              |
| Total project budget:                 |    |                              |

## **B. Project Eligibility**

Please demonstrate that your project is eligible for one or more of the Lifeline funding sources (State Transit Assistance (STA), Proposition 1B Transit, or Job Access Reverse Commute (JARC)). See Attachment C for additional information about each funding source.

For example: Our project provides shuttle service to the local job center in community of concern X during swing-shift hours. It was listed as a priority project in the X community-based transportation plan, and is found in the low-income component of the Bay Area's Coordinated Public Transit-Human Services Transportation Plan. While our service focuses on serving low-income residents of this community, the service is open to the general public.

Therefore, we believe our project is eligible for both STA and JARC funds.

## **C. Project Narrative**

Please provide a brief narrative to describe the project, as indicated below.

### Project Need/Goals and Objectives

1. Describe the unmet transportation need that the proposed project seeks to address and the relevant planning effort that documents the need. Describe how project activities will mitigate the transportation need. Estimate the number of people to be served, and/or the number of service units that will be provided. Describe the specific community this project will serve, and provide pertinent demographic data and/or maps.
2. What are the project's goals and objectives?

### Community-based Transportation Plan Priority

1. Is the project identified in a completed community-based transportation plan (CBTP)? Indicate the name of the completed plan.
2. Is the project located in the community in which the CBTP was completed?
3. Describe how the project addresses a priority indicated in the CBTP.

### Implementation Plan

1. Describe key personnel assigned to this project, and their qualifications.
2. Demonstrate the experience or institutional capacity of your agency to deliver the project as described.
3. *For operating projects:* Provide an operational plan for delivering service. Include route map, if applicable.

*For capital projects:* Provide an implementation plan for completing a capital project, including key milestones and estimated completion date.

4. Estimate the number/percentage of low-income persons that will be served by this project. How many new trips (or other units of service) will be provided?
5. Describe any proposed use of innovative approaches that will be employed for this project.
6. Is the project ready to be implemented? What, if any, major issues need to be resolved prior to implementation?

#### Coordination and Program Outreach

1. Describe how the project will be coordinated with public and/or private transportation and social service agencies serving low-income populations.
2. Describe how project sponsor will continue to involve key stakeholders throughout the project. Describe efforts to market the project, and ways to promote public awareness of the program.

#### Program Effectiveness

1. Demonstrate how the proposed project is the most appropriate way in which to address the identified transportation need. Identify performance measures to track the effectiveness of the project in meeting the identified goals. At a minimum, performance measures for service-related projects would include: documentation of new “units” of service provided with the funding (e.g. number of trips, service hours, workshops held, car loans provided, etc.), cost per unit of service, and a quantitative summary of service delivery procedures employed for the project. For capital-related projects, milestones and reports on the status of project delivery should be identified.
2. Describe a plan for ongoing monitoring and evaluation of the service, and steps to be taken if original goals are not achieved.
3. Describe steps to measure the effectiveness and magnitude of impact the project will have on low-income residents.

### **D. Budget**

#### Project Budget/Sustainability

1. Provide a detailed line-item budget describing each cost item including start-up, administration, operating and capital expenses, and evaluation in the format provided below. If the project is a multi-year project, detailed budget information must be provided for all years. Please show all sources of revenue, including anticipated fare box revenue.

2. Estimate the proposed cost per trip (or other unit of service). Describe efforts to ensure its cost-effectiveness.

3. Address long-term efforts and identify potential funding sources for sustaining the service beyond the grant period.

The budget should be in the following format:

| <b>Revenue</b>           | <b>Year 1</b> | <b>Year 2</b> | <b>Year 3</b> | <b>TOTAL</b> |
|--------------------------|---------------|---------------|---------------|--------------|
| Lifeline Program Funds   |               |               |               |              |
| [Other Source of Funds]  |               |               |               |              |
| [Other Source of Funds]  |               |               |               |              |
| <b>TOTAL REVENUE</b>     |               |               |               |              |
| <b>Expenditures</b>      | <b>Year 1</b> | <b>Year 2</b> | <b>Year 3</b> | <b>TOTAL</b> |
| Operating Expenses       |               |               |               |              |
| Capital Expense          |               |               |               |              |
| Administrative Expenses  |               |               |               |              |
| [Other Expense Category] |               |               |               |              |
| [Other Expense Category] |               |               |               |              |
| <b>TOTAL EXPENSES</b>    |               |               |               |              |

Clearly specify the source of the required matching funds. Include letter(s) of commitment from all agencies contributing towards the match. If the project is multi-year, please provide letters of commitment for all years.

**E. For projects applying for JARC funds only:**

Was the project derived from the Bay Area’s Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan)? Please indicate where (page number) in the Coordinated Plan your project is identified, and whether it is found in the low income or the elderly and disabled component of the plan. The Coordinated Plan is found on-line <http://www.mtc.ca.gov/planning/pths/index.htm>.



## ATTACHMENT E—Scoring Criteria

The following scoring criteria are intended to provide consistent guidance to each county in prioritizing and selecting projects to receive Lifeline Transportation Program funds. Each county, in consultation with other stakeholder representatives on the selection committee, will consider these criteria when selecting projects, and establish the weight to be assigned to each of the criterion.

*a. Project Need/Stated Goals and Objectives:* Applicants should describe the unmet transportation need or gap that the proposed project seeks to address and the relevant planning effort that documents the need. Describe how project activities will mitigate the transportation need. Project application should clearly state the overall program goals and objectives, and demonstrate how the project is consistent with the goals of the Lifeline Transportation Program.

*b. Community-based Transportation Plan Priority:* Priority should be given to projects that directly address transportation gaps and/or barriers identified through a Community-Based Transportation Plan (CBTP). Applicants should identify the CBTP, as well as the priority given to the project in the plan.

Other projects may also be considered, such as those that address transportation needs identified in countywide or regional Welfare-to-Work Transportation plans, or are based on a documented assessment of needs within designated communities of concern. Findings emerging from one or more CBTPs may also be applied to other low-income areas, or be directed to serve low-income constituencies within the county, as applicable.

*c. Implementation Plan:* For projects seeking funds to support program operations, applicants must provide a well-defined service operations plan, and describe implementation steps and timelines for carrying out the plan. Project application should indicate the number of persons expected to be served, and the number of trips (or other units of service) expected to be provided. The service operations plan should identify key personnel assigned to this project, and their qualifications. Project sponsors should demonstrate their institutional capability to carry out the service delivery aspect of the project as described.

For projects seeking funds for capital purposes, applicants must provide an implementation plan, milestones and timelines for completing the project.

*d. Project Budget/Sustainability:* Applicants must submit a clearly defined project budget, indicating anticipated project expenditures and revenues, including documentation of matching funds. Proposals should address long-term efforts and identify potential funding sources for sustaining the project beyond the grant period.

*e. Coordination and Program Outreach:* Proposed projects will be evaluated based on their ability to coordinate with other community transportation and/or social service resources. Applicants should clearly identify project stakeholders, and how they will keep stakeholders involved and informed throughout the project. Applicants should also describe how the project will be marketed and promoted to the public.

*f. Cost-effectiveness and Performance Indicators:* The project will be evaluated based on the applicant's ability to demonstrate that the project is the most appropriate way in which to address the identified transportation need, and is a cost-effective approach. Applicants must also identify

clear, measurable outcome-based performance measures to track the effectiveness of the service in meeting the identified goals. A plan should be provided for ongoing monitoring and evaluation of the service, as well as steps to be taken if original goals are not achieved. Applicants should describe steps to measure the effectiveness and magnitude of impact the project will have on low-income residents.

# C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** C/CAG Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Receive an update on the American Recovery and Reinvestment Act (ARRA) transportation funding and direct staff to advocate for equitable allocation of the “freed up” bond funds resulting from State ARRA funds being directed to regional transportation projects

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

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## RECOMMENDATION

That the C/CAG Board receive an update on American Recovery and Reinvestment Act (ARRA) transportation funding and direct staff to advocate for equitable allocation of the “freed up” bond funds resulting from State ARRA funds being directed to regional transportation projects.

## FISCAL IMPACT

American Recovery and Reinvestment Act (ARRA) transportation funding, also known as Economic Stimulus funding will be directed towards specific capital projects. It will have no impact on C/CAG budget. Staff time spent on this item has been incorporated into adopted C/CAG budget.

## SOURCE OF FUNDS

ARRA (Economic Stimulus) funds come from Federal funds.

## BACKGROUND/DISCUSSION

At the February 25, 2009 the Metropolitan Transportation Commission (MTC) adopted the Bay Area spending plan for the initial \$154 million regional ARRA transportation fund through the Surface Transportation Program. C/CAG received an allocation of \$11.08 million for Local Streets and Road. All 21 jurisdictions were awarded funds for Streets and Roads projects via a C/CAG approved formula. C/CAG staff have been working with all jurisdictions and Caltrans to deliver those projects. As a result of collaboration between C/CAG, Caltrans, and local jurisdictions, as well as dedicated hard work from all involved staff, all projects have met the first milestone deadline of April 30, 2009. Staff will continue to work towards meeting the upcoming deadlines.

At the end of March, the Governor signed a legislation which suballocated a portion of the State share of ARRA funds to regions including MTC. As a result, MTC received an additional \$157.3 million ARRA funds for the Highway Element. MTC Commission directed the \$157.3 million State element of Highway ARRA funds as shown below. The key criteria for these projects are the ability to meet the State deadline for contract award.

**ITEM 4.5**

- \$23.4 million for Local Streets and Roads System Preservation for nine counties based on formula. San Mateo County's share is \$2.13 million. Using the C/CAG approved process, the \$2.13 million will be spread amongst the 21 jurisdictions based on the approved formula. This will fully fund the Tier 2 Local Streets & Roads projects.
- \$120.3 million to stalled Prop 1B projects (Caldecott Tunnel and Marin I-580/101 Connector). Both projects are ready and can have contract award within 6 months. This effort will "free up" bond funds which will be available for other projects in the Bay Area. However, MTC does not have a proposal on how to allocate the "freed up" bond fund yet.

**(Staff recommendation: That the C/CAG Board direct staff to advocate for equitable allocation of the "freed up" bond funds resulting from State ARRA funds being directed to the Caldecott Tunnel and Marin I-580/101 Connector projects.)**

- \$13.5 million for the ready to go High Occupancy Toll (HOT) Lane projects in the region.

Additionally, there is \$2.1 million in ARRA Transportation Enhancement (TE) funds yet to be allocated by MTC. TE funds are dedicated only for enhancement type of projects such as bicycle and pedestrian improvements. City of Belmont has completed the design for a bike/ped bridge crossing US 101 at Ralston Ave. That project has a funding shortfall of \$4.7 million. C/CAG has been working with MTC staff on the request to direct the \$2.1 million TE fund to the Belmont project. In addition, C/CAG has submitted a request to Caltrans for the consideration of \$2.6 million State discretionary ARRA funds in order to fully fund the Belmont project.

## **ATTACHMENT**

- Tier 1 and Tier 2 ARRA funding for Local Street and Road Projects.

**SAN MATEO COUNTY**  
**American Recovery and Reinvestment Act**  
**Tier 1 and Tier 2 LS&R System Preservation Projects**  
**For approval at April 22, 2009 MTC Commission Meeting**  
**SAN MATEO COUNTY**

| Responsible Agency (agency to receive funds) | Project name  | Project Location  | Description of Work   | IDs:<br>TIP ID<br>Fed Proj No.<br>EA | Phase | Local Funding | Federal Funding (Non-Economic Recovery) | ARRA Tier 1 Funding | ARRA Tier 2 Funding | Total Funding |
|--|---|---|---|--------------------------------------|-------|---------------|---|---------------------|---------------------|---------------|
|  |   |   |   |                                      |       |               |   | \$11,080,000        | \$2,130,000         |               |
|  |   |   |   |                                      |       | \$2,544,000   | \$631,000                               | \$11,080,000        | \$2,130,000         | \$16,385,000  |
| Atherton                                     | Atherton Roadway Rehabilitation                               | Atherton Ave from Stern Lane to Elena Avenue  | Reconstruct Atherton Ave from Selby Lane to Elena Avenue  | REG090030                            | PE:   |               |   |                     |                     | \$718,000     |
|  |   |   |   | ESPL-5261(006)                       | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                                      | CON:  | \$250,000     |   | \$392,000           | \$76,000            |               |
| Belmont                                      | 2009 Belmont Overlay  | Sixth Avenue between O'Neill Avenue and Harbor Boulevard; Carlmont Drive between Hastings Drive and Alameda de  | Overlay of streets including Sixth Avenue, Hallmark Drive, Carlmont Drive, and Cipriani Boulevard etc.  | REG090030                            | PE:   |               |   |                     |                     | \$564,000     |
|  |   |   |   | ESPL-5268(015)                       | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                                      | CON:  | \$100,000     |   | \$389,000           | \$75,000            |               |
| Brisbane                                     | Brisbane - Bayshore Blvd Overlay                              | Bayshore Blvd in Brisbane   | AC overlay of federal aid eligible arterial completely within existing paved public ROW.  | REG090030                            | PE:   |               |   |                     |                     | \$231,000     |
|  |   |   |   | ESPL-5376(006)                       | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                                      | CON:  | \$100,000     |   | \$110,000           | \$21,000            |               |
| Burlingame                                   | Burlingame Various Streets Resurfacing                        | Airport Blvd and Trousdale Drive  | AC Overlay a portion of Airport Blvd and the lower portion of Trousdale Drive   | REG090030                            | PE:   |               |   |                     |                     | \$551,000     |
|  |   |   |   | ESPL-5171(016)                       | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                                      | CON:  | \$0           |   | \$462,000           | \$89,000            |               |
| Colma  | Colma - Serramonte Blvd Pavement Rehabilitation               | Serramonte Blvd In Colma  | Pavement rehabilitaion to include base repairs, crack sealing, Asphalt Grinding, AC Overlay, and striping   | REG090030                            | PE:   |               |   |                     |                     | \$217,000     |
|  |   |   |   | ESPL-5264(003)                       | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                                      | CON:  | \$86,000      |   | \$110,000           | \$21,000            |               |
| East Palo Alto                               | East Palo Alto Various Streets Rehabilitation and Resurfacing | Bay Road, Pulgas Avenue and Woodland Avenue   | Provide preventive maintenance for street pavements and the repair of failed pavement sections as well as applying various maintenance and rehabilitation strategies such as the application of slurry seal, cape seal, and asphalt concrete overlay at various streets in the Plao Alto Park Neighborhood of the City of East Palo.  | REG090030                            | PE:   |               |   |                     |                     | \$421,000     |
|  |   |   |   | ESPL-5438(008)                       | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                                      | CON:  | \$0           |   | \$353,000           | \$68,000            |               |
| County of San Mateo                          | San Mateo County Various Streets Resurfacing                  | Various streets in the Countywide street overlay; Broadmoor Village, Burlingame Hills, San Mateo Hills, Emerald Lake Hills and West Menlo Park areas in the County of San Mateo | Resurface portions of various street in the Burlingame Hills, Broadmoor Village, San Mateo Highlands, and Menlo Oaks Areas of the County, including, but not limited to, planing asphalt concrete pavement (2" max.), placement of pavement reinforcing fabric and an asphalt concrete overlay, re-striping of the newly resurfaced roadway, and placement of new pavement markings, legends and markers. | REG090030                            | PE:   |               |   |                     |                     | \$1,726,000   |
|  |   |   |   | ESPL-5935(054)                       | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                                      | CON:  | \$0           |   | \$1,448,000         | \$278,000           |               |

**SAN MATEO COUNTY**

| Responsible Agency (agency to receive funds) | Project name  | Project Location  | Description of Work   | IDs: TIP ID Fed Proj No. EA | Phase | Local Funding | Federal Funding (Non-Economic Recovery) | ARRA Tier 1 Funding | ARRA Tier 2 Funding | Total Funding |  |
|--|---|---|---|-----------------------------|-------|---------------|---|---------------------|---------------------|---------------|--|
|  |   |   |   |                             |       |               |   | \$11,080,000        | \$2,130,000         |               |  |
|  |   |   |   |                             |       | \$2,544,000   | \$631,000                               | \$11,080,000        | \$2,130,000         | \$16,385,000  |  |
| Daly City                                    | Street Resurfacing 2009   | Callan Blvd, Mission Street, Glenwood Ave, Carter St. Hillside Blvd., and John Daly Blvd. | Resurfacing of various Federal-Aid roadways in Daly City. Streets selected for resurfacing will depend on allocated federal funding and could include Callan Boulevard (Serramonte Boulevard to Hickey Boulevard), Mission Street (Wellington Avenue to Crocker Avenue) and Glenwood Avenue (Eastgate Drive to Lake Merced Boulevard), Carter Street from Guadalupe Canyon Parkway to Geneva Avenue, Hillside Boulevard from East Market Street to Mission Street, and John Daly Blvd. (Sheffield Drive to Cliffside Drive). Includes sidewalk and ramp improvements. | REG090030                   | PE:   |               |   |                     |                     | \$1,363,000   |  |
|  |   |   |   | ESPL-5196(032)              | ROW:  |               |   |                     |                     |               |  |
|  |   |   |   |                             | CON:  | \$0           |   | \$1,143,000         | \$220,000           |               |  |
| Foster City                                  | Foster City Blvd Resurfacing Project                                    | Foster City Blvd from F.C. Blvd. Bridge to Beach Park                                     | Foster City Blvd Resurfacing Project (from F.C. Blvd Bridge to Beach Park Blvd.)  | REG090030                   | PE:   |               |   |                     |                     | \$440,000     |  |
|  |   |   |   | ESPL-5409(015)              | ROW:  |               |   |                     |                     |               |  |
|  |   |   |   |                             | CON:  |               |   | \$369,000           | \$71,000            |               |  |
| Half Moon Bay                                | Half Moon Bay Downtown Streets Rehabilitation                           | Downtown Half Moon Bay Streets  | Street rehabilitation   | REG090030                   | PE:   |               |   |                     |                     | \$210,000     |  |
|  |   |   |   | ESPL-5357(005)              | ROW:  |               |   |                     |                     |               |  |
|  |   |   |   |                             | CON:  |               |   | \$176,000           | \$34,000            |               |  |
| Hillsborough                                 | Hillsborough 2009 Asphalt Overlay                                       | Ralston Ave, Parrott Dr., Black Mountain Rd, and Tartan Trail in Hillsborough.            | Asphalt overlay of four urban collectors: 1) Ralston Ave. from Chateau Dr. to Pepper Ave., 2) Parrott Dr. from Salmark Ct. to Melrose Ct., 3) Black Mountain Rd. from Marlborough Rd. to Southdown Ct., 4) Tartan Trail. From Black Mountain Rd. to Crystal Springs Rd., and 5) Hayne Rd. from Robinwood Ln. to Black Mountain Rd. The 2-inch overlay and minor base repairs will provide an adequate structural section for each of these distressed roadways.   | REG090030                   | PE:   |               |   |                     |                     | \$813,000     |  |
|  |   |   |   | ESPL-5191(004)              | ROW:  |               |   |                     |                     |               |  |
|  |   |   |   |                             | CON:  | \$421,000     |   | \$329,000           | \$63,000            |               |  |
| Menlo Park                                   | Menlo Park Various Resurfacing of Various Federal Aid Routes            | Haven Ave, Live Oak Ave, Monte Rosa Dr.   | The project would resurface the following local arterial streets using recycled rubberized asphalt technology: Haven Avenue (Marsh Rd to City limit), Live Oak Avenue (University Dr to El Camino Real), Monte Rosa Drive (Siskiyou Dr to Avy Ave) – all Federal Aid Routes.  | REG090030                   | PE:   | \$35,000      |   |                     |                     | \$710,000     |  |
|  |   |   |   | ESPL-5273(020)              | ROW:  |               |   |                     |                     |               |  |
|  |   |   |   |                             | CON:  | \$40,000      |   | \$533,000           | \$102,000           |               |  |
| Millbrae                                     | Millbrae 2009 Various Streets Repair                                    | Broadway (Ludeman to Millwood) and Magnolia (Taylor to Richmond & Anita to Helen)         | Street rehabilitation   | REG090030                   | PE:   |               |   |                     |                     | \$565,000     |  |
|  |   |   |   | ESPL-5299(011)              | ROW:  |               |   |                     |                     |               |  |
|  |   |   |   |                             | CON:  | \$183,000     |   | \$320,000           | \$62,000            |               |  |
| Pacifica                                     | City of Pacifica Various Fed Aid Street Pavement Rehabilitation Project | Manor Drive, Monterey Road, and Oddstad Blvd.   | Pavement Rehabilitation on Fed Aid Streets within Pacifica, including sidewalk improvement.   | REG090030                   | PE:   |               |   |                     |                     | \$777,000     |  |
|  |   |   |   | ESPL-5350(016)              | ROW:  |               |   |                     |                     |               |  |
|  |   |   |   |                             | CON:  | \$100,000     |   | \$568,000           | \$109,000           |               |  |
| Portola Valley                               | Portola Valley FY 2008-09 Various Streets Resurfacing                   | Portola Road, Cervantes Road, and Westridge Drive   | Street resurfacing of Federal Aid roads and local roads   | REG090030                   | PE:   |               |   |                     |                     | \$196,000     |  |
|  |   |   |   | ESPL-5390(004)              | ROW:  |               |   |                     |                     |               |  |
|  |   |   |   |                             | CON:  | \$0           |   | \$164,000           | \$32,000            |               |  |

**SAN MATEO COUNTY**

| Responsible Agency (agency to receive funds) | Project name  | Project Location  | Description of Work   | IDs: TIP ID Fed Proj No. EA | Phase | Local Funding | Federal Funding (Non Economic Recovery) | ARRA Tier 1 Funding | ARRA Tier 2 Funding | Total Funding |
|--|---|---|---|-----------------------------|-------|---------------|---|---------------------|---------------------|---------------|
|  |   |   |   |                             |       |               |   | \$11,080,000        | \$2,130,000         |               |
|  |   |   |   |                             |       | \$2,544,000   | \$631,000                               | \$11,080,000        | \$2,130,000         | \$16,385,000  |
| Redwood City                                 | Redwood City Various Streets Overlay                                | Jefferson Ave between Farmhill Blvd. and County Limits at various location and Roosevelt Ave from Upton to Alameda de Las | AC Overlay of various segments of Jefferson Ave and Roosevelt Ave, and bike lane striping. +Alt. A - AC Overlay of Veterans Blvd  | REG090030                   | PE:   |               |   |                     |                     | \$736,000     |
|  |   |   |   | ESPL-5029(020)              | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                             | CON:  | \$0           |   | \$533,000           | \$203,000           |               |
| Redwood City                                 | Redwood City - El Camino Real/Broadway Streetscape                  | El Camino Real between Broadway and Brewster in Redwood City  | Redwood City: Downtown; Streetscape improvements including crosswalks, sidewalk and additional lighting enhancements to the pedestrian route.   | REG090007                   | PE:   |               |   |                     |                     | \$1,423,000   |
|  |   |   |   | ESPL-5029(???)              | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                             | CON:  | \$269,000     | \$631,000                               | \$523,000           | \$0                 |               |
| San Bruno                                    | San Bruno Various Roadway Resurfacing and Overlays                  | De Soto Way, Crestwood Drive, Masson Ave, Elm Ave, and Euclid Ave in San Bruno  | Provide a 2-inch & 2 1/2-inch overlay, wedge grinding, dig out repair, pavement grooving, crack sealing, slurry seal, adjusting and replacing manholes, monuments and valves to grade, re-striping, new traffic loops, and minor repair to sidewalk as shown on the Contract Drawings (Please refer to the enclosed list of roadway locations and limits), and minor sidewalk improvement | REG090030                   | PE:   |               |   |                     |                     | \$959,000     |
|  |   |   |   | ESPL-5226(016)              | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                             | CON:  | \$300,000     |   | \$553,000           | \$106,000           |               |
| San Carlos                                   | 2009 Pedestrian Improvement Project                                 | Various streets in San Carlos   | Curb ramps, crosswalks, and pavement markings on various streets  | REG090007                   | PE:   |               |   |                     |                     | \$559,000     |
|  |   |   |   | ESPL-5267(013)              | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                             | CON:  | \$0           |   | \$469,000           | \$90,000            |               |
| San Mateo                                    | City of San Mateo FY 2008-09 Various FAU/MTS Streets Rehabilitation | Various streets in San Mateo  | Grind 1.5" AC and overlay 1.5" AC, make 4" deep localized base failure repair, repair broken curb and gutter, adjust utility manholes to grade, install video detector camera, reinstall traffic striping and legend and perform street sweeping during and after street rehabilitation. Bike lanes at some locations.  | REG090030                   | PE:   |               |   |                     |                     | \$1,545,000   |
|  |   |   |   | ESPL-5102(034)              | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                             | CON:  | \$0           |   | \$1,296,000         | \$249,000           |               |
| South San Francisco                          | South San Francisco FY 2008-09 Various Streets Resurfacing          | East Grand Avenue between Forbes Boulevard and Haskins Way resurface roadway  | Install New Asphalt Concrete Pavement Surfacing, including pavement grinding, milling, structural base repairs, new pavement striping, raise utility covers to grade, install traffic detectors and install new ADA ramps and associated work.  | REG090030                   | PE:   |               |   |                     |                     | \$1,661,000   |
|  |   |   |   | ESPL-5177(022)              | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                             | CON:  | \$660,000     |   | \$840,000           | \$161,000           |               |
| Woodside                                     |   |   |   |                             | PE:   |               |   |                     |                     | \$0           |
|  |   |   |   |                             | ROW:  |               |   |                     |                     |               |
|  |   |   |   |                             | CON:  |               |   |                     |                     |               |
|  |   |   |   |                             |       | \$2,544,000   | \$631,000                               | \$11,080,000        | \$2,130,000         | \$16,385,000  |





# C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** City/County Association of Governments Board of Directors  
**From:** Bicycle and Pedestrian Advisory Committee (BPAC)  
**Subject:** Review and approval of Resolution 09-23 authorizing the adoption of the San Mateo County Transportation Development Act (TDA) Article 3 Program for Fiscal Year 2009/10 for \$1,010,236

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

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## **RECOMMENDATION**

That the C/CAG Board review and approve Resolution 09-23 authorizing the adoption of the San Mateo County Transportation Development Act (TDA) Article 3 Program for Fiscal Year 2009/10 for \$1,010,236, in accordance with the C/CAG BPAC recommendations.

## **FISCAL IMPACT**

The TDA Article 3 funding is available through the Metropolitan Transportation Commission (MTC) for regional pedestrian and bicycle programs. The FY 2009/10 allocation of funds is \$1,010,370 of which, \$1,010,236 will be distributed. The remaining \$134 will be rolled over to the next cycle.

## **SOURCE OF FUNDS**

TDA Article 3 funds are available from the Metropolitan Transportation Commission and are derived from the following sources:

- Local Transportation Funds (LTF), which is derived from a ¼ cent of the general sales tax collected statewide
- State Transit Assistance fund (STA), which is derived from the statewide sales tax on gasoline and diesel fuel.

## **BACKGROUND/DISCUSSION**

A call for projects was issued on November 14, 2008, requesting local jurisdictions to submit applications for bicycle and pedestrian related projects to be funded under the TDA Article 3 FY 2009/10 Program. This FY 2009/10 cycle focused on smaller sized projects with the intent to broadly distribute funds within the County. In addition, particular emphasize for this cycle was placed on signage projects conforming to SG45(CA) type signs for bike routes.

**ITEM 4.6**

A workshop was held on December 3, 2008, in which 10 jurisdictions attended. The Bicycle and Pedestrian Advisory Committee (BPAC) received a total of 16 applications from 11 different jurisdictions. The BPAC project evaluation process included field visits to 8 different candidate project sites on Saturday, February 21, 2009.

On February 26, 2009, all project sponsors were invited to provide a formal presentation of their project(s) to the BPAC. At the March 26, 2009 meeting, the Committee convened to perform the final project evaluation, scoring and recommendations. Criteria considered during the evaluation and scoring process included the project's state of readiness, project support from the community, the percent of local match jurisdiction plans to provide, that the project meets the program objectives, and also that proposed improvements adequately address safety concerns.

The final project evaluation, scoring and ranking were established and the top eleven (11) projects were selected for funding based on the available budget. All selected projects were fully funded with the exception of the City of San Carlos project, which requested \$277,886 but due to limited available funding, was awarded \$83,500 based on a revised scope of work.

The total funding amount for all projects is \$1,010,236. Fifty-eight percent (58%) of the funds will apply towards pedestrian related projects while 42% will apply to bicycle related projects.

#### **ATTACHMENTS**

- TDA Article 3 FY09/10 Final Project Ranking
- Resolution 09-23

**TDA Article 3 FY 2009/10  
San Mateo County  
FINAL PROJECT RANKING**

| Rank                      | Average Score | Jurisdiction           | Project Description   | Funds Requested | Funds Awarded |
|---------------------------|---------------|------------------------|---|-----------------|---------------|
| 1                         | 88.71         | Half Moon Bay*         | Class I Bike/Ped Trail  | \$ 300,000      | \$ 300,000    |
| 2                         | 87.07         | Redwood City 3*        | New Crosswalks & Curb Ramps   | \$ 33,584       | \$ 33,584     |
| 3                         | 86.57         | San Bruno*             | Pedestrian Sidewalk Access Ramps  | \$ 160,000      | \$ 160,000    |
| 4                         | 86.00         | Burlingame 1*          | Ped/Bike Bridge Connection  | \$ 136,000      | \$ 136,000    |
| 5                         | 83.71         | Burlingame 2           | Bike Route Signs  | \$ 7,500        | \$ 7,500      |
| 6                         | 82.64         | Redwood City 2         | N-S Bike Route Sign / Detectors / Racks                                 | \$ 42,792       | \$ 42,792     |
| 7                         | 82.50         | South San Francisco 3  | In-Ground Lighted Crosswalk   | \$ 47,000       | \$ 47,000     |
| 8                         | 78.71         | South San Francisco 1* | Bay Trail Improvements  | \$ 131,000      | \$ 131,000    |
| 9                         | 77.86         | Redwood City 1*        | In-Roadway Warning Light System   | \$ 64,860       | \$ 64,860     |
| 10                        | 66.36         | Menlo Park 1           | N-S Bike Route Signage  | \$ 4,000        | \$ 4,000      |
| 11                        | 76.79         | San Carlos*            | N-S Bikeway Sign and Detectors / Class II & III / Crossing Improvements | \$ 277,866      | \$ 83,500     |
| 12                        | 76.57         | Belmont                | Install/Upgrade 12 Curb Ramps   | \$ 40,000       | Not funded    |
| 13                        | 66.71         | South San Francisco 2  | Ped/Bike Safety Education Pamphlets                                     | \$ 13,500       | Not funded    |
| 14                        | 64.79         | San Mateo County       | Pedestrian Sidewalk Access Ramps  | \$ 74,000       | Not funded    |
| 15                        | 63.93         | Woodside*              | Construct Sidewalk  | \$ 58,000       | Not funded    |
| 16                        | 56.29         | Foster City            | Install Accessible Pedestrian Signal                                    | \$ 40,500       | Not funded    |
|                           |               |                        | TOTAL AMOUNT REQUESTED  | \$1,430,602     |               |
|                           |               |                        | TOTAL AMOUNT AVAILABLE  |                 | \$ 1,010,370  |
|                           |               |                        | TOTAL AMOUNT FUNDED   |                 | \$ 1,010,236  |
|                           |               |                        | BALANCE TO BE ROLLED OVER   |                 | \$ 134        |
| * Selected for Site Visit |               |                        |   |                 |               |

**Note:** The "Menlo Park 1: N-S Bike Route Signage" project (score of 66.36) was moved up in the project ranking and funded since the BPAC placed emphasis on bicycle signage projects for this FY10 cycle.



## **RESOLUTION 09-23**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE ADOPTION OF THE SAN MATEO COUNTY TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3 PROGRAM FOR FISCAL YEAR 2009/10 FOR \$1,010,236.**

**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 Transportation Development Act (TDA) Article 3 Program for San Mateo County; and

**WHEREAS**, C/CAG has developed a TDA Article 3 Program for Fiscal Year (FY) 2009/10 based on recommendation by the Bicycle and Pedestrian Committee (BPAC); and

**WHEREAS**, C/CAG has undertaken a process that complies with the Metropolitan Transportation Commission (MTC) Resolution No. 875 (Revised); and

**WHEREAS**, C/CAG has accepted and approved scoring and ranking process conducted by the BPAC; and

**WHEREAS**, C/CAG has considered the final recommendation of said BPAC; and

**WHEREAS**, C/CAG has voted to adopt the TDA Article 3 Program for FY 2009/10.

**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 adopt the TDA Article 3 Program for FY 2009/10.

**PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MAY 2009.**

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*Thomas M. Kasten, Chair*



**TDA Article 3 FY 2009/10  
San Mateo County  
FINAL PROGRAM**

| No.                       | Jurisdiction           | Project Description   | Funds Awarded |
|---------------------------|------------------------|---|---------------|
| 1                         | Half Moon Bay*         | Class I Bike/Ped Trail  | \$ 300,000    |
| 2                         | Redwood City 3*        | New Crosswalks & Curb Ramps   | \$ 33,584     |
| 3                         | San Bruno*             | Pedestrian Sidewalk Access Ramps  | \$ 160,000    |
| 4                         | Burlingame 1*          | Ped/Bike Bridge Connection  | \$ 136,000    |
| 5                         | Burlingame 2           | Bike Route Signs  | \$ 7,500      |
| 6                         | Redwood City 2         | N-S Bike Route Sign / Detectors / Racks                                 | \$ 42,792     |
| 7                         | South San Francisco 3  | In-Ground Lighted Crosswalk   | \$ 47,000     |
| 8                         | South San Francisco 1* | Bay Trail Improvements  | \$ 131,000    |
| 9                         | Redwood City 1*        | In-Roadway Warning Light System   | \$ 64,860     |
| 10                        | Menlo Park 1           | N-S Bike Route Signage  | \$ 4,000      |
| 11                        | San Carlos*            | N-S Bikeway Sign and Detectors / Class II & III / Crossing Improvements | \$ 83,500     |
|                           |                        | <b>TOTAL AMOUNT REQUESTED</b>   |               |
|                           |                        | <b>TOTAL AMOUNT AVAILABLE</b>   | \$ 1,010,370  |
|                           |                        | <b>TOTAL AMOUNT FUNDED</b>  | \$ 1,010,236  |
|                           |                        | <b>BALANCE TO BE ROLLED OVER</b>  | \$ 134        |
| * Selected for Site Visit |                        |   |               |





## C/CAG AGENDA REPORT

**Date:** May 14, 2009

**To:** City/County Association of Governments Board of Directors

**From:** Richard Napier, C/CAG Executive Director

**Subject:** Review and approval of Resolution 09-24 authorizing the C/CAG Chair to execute a technical consultant contract with San Mateo County for a cost of \$296,928 for support of the Countywide Water Pollution Prevention Program in Fiscal Year 2009-10.

(For further information or questions, contact Matt Fabry at 415-508-2134)

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### **RECOMMENDATION**

The C/CAG Board review and approve Resolution 08-28 authorizing the C/CAG Chair to execute a technical consultant contract with San Mateo County (County) for a cost of \$296,928 for support of the Countywide Water Pollution Prevention Program (Program) in fiscal year 2009-10.

### **FISCAL IMPACT**

The cost for the County's services in 2009-10 is \$296,928. Contract costs are included in the proposed C/CAG budget for the Countywide Program.

### **SOURCE OF FUNDS**

The Program is funded through annual property assessments and city general funds. Sufficient revenue is generated on an annual basis to fund Program costs and County's 2009-10 consultant costs are included in the proposed 2009-10 C/CAG budget.

### **BACKGROUND/DISCUSSION**

C/CAG previously approved Resolution 07-19 authorizing the C/CAG Chair to execute a technical consultant contract with the County for a three year period through fiscal year 2009/10. Due to the ongoing uncertainty associated with future adoption by the State Regional Water Quality Control Board of a Bay Area-wide Municipal Regional Permit, C/CAG staff recommended annual negotiation and approval of contract costs. However, the County Board of Supervisors determined it can not accept a three-year contract without specified dollar amounts for each year; therefore, C/CAG entered into one-year contracts with County Health for 2007-08 and 2008-09. The Municipal Regional Permit has still not been adopted and likely won't be adopted before summer 2009. The public information and participation requirements in the proposed permit are relatively noncontroversial; therefore County Health prepared a scope of work and budget to implement the draft regional permit requirements for 2009-10 for a cost of **ITEM 4.7**

\$296,928. Once the Municipal Regional Permit is adopted, C/CAG may need to amend the County's contract to address additional Program requirements.

### **ATTACHMENTS**

- Resolution 09-24
- Agreement for Consulting Services
- County Health's 2009-10 Scope of Work and Budget

### **ALTERNATIVES**

- 1- C/CAG Board approve Resolution 09-24 authorizing the C/CAG Chair to execute a technical consultant contract with San Mateo County Division of Environmental Health for a cost of \$296,928 for support of the Countywide Water Pollution Prevention Program in Fiscal Year 2009-10 in accordance with the staff recommendation.
  
- 2- C/CAG Board approve Resolution 09-24 authorizing the C/CAG Chair to execute a technical consultant contract with San Mateo County Division of Environmental Health for a cost of \$296,928 for support of the Countywide Water Pollution Prevention Program in Fiscal Year 2009-10 in accordance with the staff recommendation with modifications.
  
- 3- No action.

## **RESOLUTION NO. 09-24**

**AUTHORIZING THE C/CAG CHAIR TO EXECUTE A TECHNICAL CONSULTANT CONTRACT WITH SAN MATEO COUNTY FOR A COST OF \$296,928 FOR SUPPORT OF THE COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM IN FISCAL YEAR 2009-10**

**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 agency responsible for the development and implementation of the Water Pollution Prevention Program for San Mateo County; and

**WHEREAS**, C/CAG determined outside consulting services are needed to assist the Water Pollution Prevention Program with its Public Information and Participation Program during fiscal year 2009-10; and

**WHEREAS**, C/CAG previously approved Resolution 07-19 authorizing the C/CAG Chair to execute agreements with San Mateo County for technical consulting services for fiscal years 2007-08 through 2009-10; and

**WHEREAS**, Resolution 07-19 requires annual approval of the contract dollar amount by C/CAG;

**NOW, THEREFORE, BE IT RESOLVED** that the C/CAG Chair be authorized to execute a technical consultant contract with San Mateo County Division of Environmental Health for a cost of \$296,928 for support of the Countywide Water Pollution Prevention Program during Fiscal Year 2009-10 in accordance with the attached agreement.

**PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MAY, 2009.**

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*Thomas M. Kasten, Chair*



AGREEMENT BETWEEN  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS AND  
SAN MATEO COUNTY FOR PROFESSIONAL SERVICES

THIS AGREEMENT is entered into on \_\_\_\_\_, 2009, between the City/County Association of Governments ("C/CAG") and San Mateo County, hereinafter referred to as Consultant.

WHEREAS, C/CAG is a joint powers agency formed for the purpose of preparation, adoption and monitoring of a variety of county-wide state-mandated plans; and,

WHEREAS, C/CAG has determined that consulting assistance is required to facilitate the implementation of the Countywide Water Pollution Prevention Program; and

WHEREAS, Consultant has the capacity and is willing to provide C/CAG with such assistance and services.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Rendition of Services. Consultant agrees to provide C/CAG with the assistance and services as described in Exhibit A.
2. Payment. In consideration of Consultant providing the assistance and services described in Exhibit A, C/CAG shall reimburse Consultant at the rates shown in Exhibit A, not to exceed a maximum of three-hundred eleven thousand three-hundred twenty dollars (\$296,928) under this Agreement for fiscal year 2009-10.
3. Term of Agreement. This Agreement shall commence on July 1, 2009, and shall continue until June 30, 2010 unless terminated by either party upon thirty (30) days prior written notice.
4. Relationship of Parties. It is expressly understood that this is an agreement between two (2) independent entities and that no agency, employee, partnership, joint venture or other relationship is established by this Agreement. The intent by both County and C/CAG is to create an independent contractor relationship.

5. Indemnifications and Liability. C/CAG shall indemnify, keep and save harmless Consultant against any and all suits, claims or actions arising out of any intentional, reckless, or negligent conduct by C/CAG, its agents or employees in the course of C/CAG's performance of its responsibilities under this Agreement.

Consultant shall indemnify, keep and save harmless C/CAG, its directors, officers, employees and agents against any and all suits, claims or actions arising out of any intentional, reckless or negligent conduct by Consultant in the course of his performance of the responsibilities under this Agreement.

6. Workers' Compensation Coverage. C/CAG shall not be liable for any workers' compensation benefits payable to Consultant for performing services under this Agreement.

7. Assignment and Delegations. Neither C/CAG nor Consultant shall assign any of its rights or transfer any of its obligations under this Agreement without the prior written consent of the other party. Any attempt, not in accordance with this paragraph, to assign or delegate rights or obligations under this Agreement shall be ineffective, null and void.

8. Termination. In the event of termination of this Agreement for reasons other than Consultant's breach of the Agreement, Consultant shall be compensated for all services performed to the termination date together with reimbursable costs then due.

9. Non Discrimination. The parties shall not discriminate or permit discrimination against any person or group of persons on the basis or race, color, religion, national origin or ancestry, age, sex, sexual orientation, marital status, pregnancy, childbirth or related conditions, medical condition, mental or physical disability or veteran's status, or in any manner prohibited by federal, state or local laws.

10. Applicable Law. This Agreement, its interpretations and enforcement shall be governed by the laws of the State of California.

11. Binding on Successors. This Agreement is binding on and inures to the benefit of the successors of the parties.

12. Notices. Any notice which may be required under this Agreement shall be in writing, shall be effective when sent, and shall be given by personal service or by certified mail, return receipt requested, to the address set forth below or to such other addresses that may be specified in writing to all parties to this Agreement.

If to C/CAG:           C/CAG Executive Director  
                          555 County Center, 5th Floor  
                          Redwood City, CA 94063

If to County:           San Mateo County Division of Environmental Health  
                          Attn: Dean Peterson, Director  
                          455 County Center  
                          Redwood City, CA 94063

13. Severability. If one or more of the provisions or paragraphs of this Agreement shall be found to be illegal or otherwise void or unenforceable, the remainder of this Agreement shall not be affected and shall remain in full force and effect.

14. Amendment of Agreement and Merger Clause. This Agreement, including the Exhibits attached hereto and incorporated herein by reference, constitutes the sole Agreement of the parties hereto with regard to the Services that are the subject hereof and correctly states the rights, duties and obligations of each party with regard thereto as of this document's date. In the event that any term, condition, provision, requirement or specification set forth in this body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement or specification in any exhibit and/or attachment to this Agreement, the provisions in the body of this Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties regarding the Services that are the subject hereof not expressly stated in this document are not binding. All subsequent modifications shall be in writing and signed by the parties.

IN WITNESS HEREOF, the parties have caused this Agreement to be entered into as of the day and year set forth on page one of this Agreement.

COUNTY OF SAN MATEO

\_\_\_\_\_  
Mark Church, President  
Board of Supervisors

Attest:

Date \_\_\_\_\_

By \_\_\_\_\_  
Clerk of Said Board

CITY/COUNTY ASSOCIATION OF GOVERNMENTS

\_\_\_\_\_  
Thomas M. Kasten, Chair

Dated: \_\_\_\_\_

C/CAG LEGAL COUNSEL

\_\_\_\_\_  
Dated: \_\_\_\_\_



EXHIBIT A

CONSULTANT SCOPE OF WORK AND BUDGET



## 2009-2010 PIP Workplan: Contractor Support

### C.7. Public Information and Outreach

Each Permittee shall increase the knowledge of the target audiences regarding the impacts of stormwater pollution on receiving water and potential solutions to mitigate the problems caused; change the waste disposal and runoff pollution generation behavior of target audiences by encouraging implementation of appropriate solutions; and involve various citizens in mitigating the impacts of stormwater pollution.

#### C.7.a Storm Drain Inlet Marking

i. **Task Description** – Permittees shall mark and maintain at least 80 percent of municipally-maintained storm drain inlets with an appropriate stormwater pollution prevention message, such as “No dumping, drains to Bay” or equivalent. At least 80% of municipally-maintained storm drain inlet markings shall be inspected and maintained at least once per 5-year permit term. For newly approved, privately maintained streets, Permittees shall require inlet marking by the project developer upon construction and maintenance of markings through the development maintenance entity. Markings shall be verified prior to acceptance of the project.

#### ii. Implementation Level

- (1) Inspect and maintain markings of at least 80 percent of municipality maintained inlets to ensure they are legibly labeled with a no dumping message or equivalent once per permit term.
- (2) Verify that newly developed streets are marked prior to acceptance of the project.

#### iii. Reporting

- (1) In the 2013 Annual Report, each Permittee shall report prior years’ annual percentages of municipality maintained inlet markings inspected and maintained as legible with a no dumping message or equivalent.
- (2) In the 2013 Annual Report, each Permittee shall report prior years’ annual number of projects accepted after inlet markings were verified.

#### Workplan Element A:

| Task                  | Staff Costs | Other Costs | Subtotal |
|-----------------------|-------------|-------------|----------|
| No contractor support | \$0         | \$0         | \$0      |

## **C.7.b. Advertising Campaigns**

**i. Task Description** – Permittees shall participate in or contribute to advertising campaigns on trash/litter in waterways and pesticides with the goal of significantly increasing overall awareness of stormwater runoff pollution prevention messages and behavior changes in target audience.

### **ii. Implementation Level**

- (1) Target a broad audience with two separate advertising campaigns, one focused on reducing trash/litter in waterways and one focused on reducing impact of urban pesticides. The advertising campaigns may be coordinated regionally or county-wide.
- (2) Permittees shall conduct a pre-campaign survey and a post-campaign survey to identify and quantify the audiences' knowledge, trends, and attitudes and/or practices; and to measure the overall population awareness of the messages and behavior changes achieved by the two advertising campaigns. These surveys may be done regionally or county-wide.

### **iii. Reporting**

- (1) In the Annual Report following the pre-campaign survey, each Permittee (or the Countywide Program, if the survey was done county-wide or regionally) shall provide a report of the survey completed, which at minimum shall include the following:
  - A summary of how the survey was implemented.
  - A copy of the survey.
  - A copy of the survey results.
  - An analysis of the survey results.
  - A discussion of the outreach strategies based on the survey results.
  - A discussion of the planned or future advertising campaigns to influence awareness and behavior changes regarding trash/litter and pesticides.
- (2) In the Annual Report following the post campaign survey, each Permittee (or the Countywide Program, if survey was done county-wide or regionally) shall provide a report of the survey completed, which at minimum shall include the information required in the pre-campaign report (C.7.b.iii.(1)) and the following:
  - A discussion of the campaigns.
  - A discussion of the measurable changes in awareness and behavior achieved.
  - An update of outreach strategies based on the survey results.

**Workplan Element B:**

| <b>Task</b>   | <b>Staff Costs</b>    | <b>Other Costs</b>                  | <b>Subtotal</b>  |
|---|-----------------------|-------------------------------------|------------------|
| Urban Pesticide Campaign<br>(Year 1 of 5)   |                       |                                     | <b>\$ 15,600</b> |
| Research & Identify data on problem pesticides. Some resources include: TMDL information from the Water Board & monitoring information from Urban Pesticide Committee and SF Estuary Institute. | \$4,320<br>(30 hours) |                                     |                  |
| Define the driving forces, goals, and objectives of the Pesticide Outreach Ad Campaign. Formulate plan of action (start to identify audience using 08/09 survey results and next steps).        | \$2,880<br>(20 hours) |                                     |                  |
| Support regional ad campaign focused on trash. Attend BASMAA meetings. Arrange for more coverage of regional ad campaign in our County.   | \$7,200<br>(50 hours) | \$1,200<br>materials or<br>printing |                  |

**C. 7. c Media Relations – Use of Free Media**

- i. Task Description** – Permittees shall participate in or contribute to a media relations campaign. Maximize use of free media/media coverage with the objective of significantly increasing overall awareness of stormwater pollution prevention messages and associated behavior change in target audiences, and to achieve public goals.
- ii. Implementation Level** – Conduct a minimum of six pitches (e.g., press releases, public service announcements, and/or other means) per year at the county-wide program and/or regional level.
- iii. Reporting** – In each Annual Report, each Permittees shall include the details of each media pitch, such as the medium, date, and content of the pitch.

**Workplan Element C:**

| <b>Task</b>   | <b>Staff Costs</b>   | <b>Other Costs</b>                    | <b>Subtotal</b> |
|---|----------------------|---------------------------------------|-----------------|
| Six Pitches   |                      |                                       | <b>\$12,080</b> |
| 1. Press release on first rainfall                    | \$1440<br>(10 hours) |                                       |                 |
| 2. TV spot 1 distributed via local access TV stations | \$2880<br>(20 hours) | \$0 to air spots<br>\$1000 to update  |                 |
| 3. TV spot 2 distributed via local access TV stations | \$1440<br>(10 hours) | \$ 0 to air spots<br>\$1000 to update |                 |
| 4. Press release on Coastal                           | \$1440               |                                       |                 |

|  |                      |  |  |
|--|----------------------|--|--|
| Cleanup                                      | (10 hours)           |  |  |
| 5. Car wash press release                    | \$1440<br>(10 hours) |  |  |
| 6. IPM Program Press Release on OWOW stores. | \$1440<br>(10 hours) |  |  |

#### C.7.d Stormwater Point of Contact

- i. Task Description** – Permittees shall individually or collectively create and maintain a point of contact, e.g., phone number or website, to provide the public with information on watershed characteristics and stormwater pollution prevention alternatives.
- ii. Implementation Level** – Maintain and publicize one point of contact for information on stormwater issues. Permittees may combine this function with the complaint/spill contact required in C.5.
- iii. Reporting** – In the 2010 Annual Report, each Permittees shall discuss how this point of contact is publicized and maintained. If any change occurs in this contact, report in subsequent annual report.

#### Workplan Element D:

| Task   | Staff Costs             | Other Costs | Subtotal        |
|--|-------------------------|-------------|-----------------|
|  |                         |             | <b>\$26,784</b> |
| 1. Publish contact info on website, printed materials, PSAs, press releases.                     | \$1440<br>(10 hours)    |             |                 |
| 2. Respond to emails and calls from PIP members and public.                                      | \$8640<br>(60 hours)    |             |                 |
| 3. Maintain website, updating on request of PIP and other subcommittees, and with program needs. | \$14,400<br>(100 hours) |             |                 |
| 4. Track emails, call, and website visitor traffic.  | \$2304<br>(16 hours)    |             |                 |

#### C.7.e Public Outreach Events

- i. Task Description** – Participate in and/or host events such as fairs, shows, workshops, (e.g., community events, street fairs and farmers markets), to reach a broad spectrum of the community with both general and specific stormwater runoff pollution prevention messages. Pollution prevention messages shall include encouraging residents to (1) wash cars at commercial car washing facilities, (2) use minimal detergent when washing cars, and (3) divert the car washing runoff to landscaped area.
- ii. Implementation Level** – Each Permittee shall annually participate and/or host the number of events according to its population, as shown in the table below:

**Table 7.1 Public Outreach Events<sup>1</sup>**

| <b>Permittee Population</b>                  | <b>Number of Outreach Events</b> |
|--|----------------------------------|
| < 10,000                                     | 2                                |
| 10,001– 40,000                               | 3                                |
| 40,001 – 100,000                             | 4                                |
| 100,001 – 175,000                            | 5                                |
| 175,001 – 250,000                            | 6                                |
| > 250,000                                    | 8                                |
| Non-population-based Permittees <sup>2</sup> | 6                                |

Should a public outreach event contain significant citizen involvement elements, the Permittee may claim credit for both Public Outreach Events (C.7.e.) and Citizen Involvement Events (C.7.g.).

- iii. **Reporting** – In each Annual Report, each Permittees shall list the events (name of event, event location, and event date) participated in and assess the effectiveness of efforts with appropriate measures (e.g., success at reaching a broad spectrum of the community, number of participants compared to previous years, post-event survey results, quantity/volume materials cleaned up and comparisons to previous efforts).

**Workplan Element E:**

| <b>Task</b>   | <b>Staff Costs</b>      | <b>Other Costs</b>                       | <b>Subtotal</b> |
|---|-------------------------|--|-----------------|
|   |                         |  | <b>\$58,320</b> |
| 1. Develop carwash materials for public outreach event use  | \$4320<br>(30 hours)    | \$3000<br>Printing and promotional items |                 |
| 2. Execute 10 events in 10 different cities to help cities meet requirements. Prioritize cities that have more event requirements; and track events by geographic spread. | \$28,800<br>(200 hours) | \$10,000<br>materials                    |                 |
| 3. Execute 1 county-wide event, with a 1-2 day duration.  | \$7200<br>(50 hours)    | \$ 5000<br>materials                     |                 |

**C.7.f Watershed Stewardship Collaborative Efforts**

- i. **Task Description** – Permittees shall individually or collectively encourage and support watershed stewardship collaborative efforts of community groups such as

<sup>1</sup> Permittees may claim individual credits for all events in which their Countywide Program or BASMAA participates, supports, and/or hosts, which are publicized to reach the Permittees jurisdiction.

<sup>2</sup> Alameda County Flood Control and Water Conservation District, Contra Costa Flood Control and Water Conservation District, Fairfield-Suisun Sewer District, Santa Clara Valley Water District, Vallejo Sanitation and Flood Control District, and Zone 7 of the Alameda County Flood Control and Water Conservation District

the Contra Costa Watershed Forum, the Santa Clara Basin Watershed Management Initiative, and “friends of creek” groups. If no such organizations exist, encourage and support development of grassroots watershed groups or engagement of an existing group, such as a neighborhood association, in watershed stewardship activities. Coordinate with existing groups to further stewardship efforts.

ii. **Implementation Level** – Annually demonstrate effort.

iii. **Reporting** – In each Annual Report, each Permittee shall state the level of effort, describe the support given, state what efforts were undertaken and the results of these efforts, and provide an evaluation of the effectiveness of these efforts.

**Workplan Element F:**

| <b>Task</b>   | <b>Staff Costs</b>    | <b>Other Costs</b>                | <b>Subtotal</b> |
|---|-----------------------|-----------------------------------|-----------------|
|   |                       |                                   | <b>\$19,280</b> |
| 1. Research all groups in San Mateo that have a watershed focus (nonprofits, environmental, service groups, etc). Develop a database to organize groups.  | \$5,760<br>(40 hours) |                                   |                 |
| 2. Develop a guide for PIP and public use on all of the groups in the County. This will allow cities to know what groups are in their areas & pertinent information like meeting times, contact person, what they do, and volunteers available. | \$5,760<br>(40 hours) | \$2,000 limited run print version |                 |
| 3. Assess needs, and discuss how to meet them in permit years 2 – 5.  | \$5,760<br>(40 hours) |                                   |                 |

**C.7.g Citizen Involvement Events**

i. **Task Description** – Permittees shall individually or collectively, support citizen involvement events, which provide the opportunity for citizens to directly participate in water quality and aquatic habitat improvement, such as creek/shore clean-ups, adopt-an-inlet/creek/beach programs, volunteer monitoring, service learning activities such as storm drain inlet marking, community riparian restoration activities, community grants, other participation and/or host volunteer activities.

ii. **Implementation Level** – Each Permittee annually shall sponsor and/or host the number of citizen involvement events according to its population, as shown in the table below:

**Table 7.2 Community Involvement Events<sup>3</sup>**

| <b>Permittee Population</b> | <b>Number of Involvement Events</b> |
|-----------------------------|-------------------------------------|
| < 10,000                    | 1                                   |

<sup>3</sup> Permittees can claim individual credit for all events sponsored or hosted by their Countywide Program or BASMAA, which are publicized to reach the Permittee’s jurisdiction.



|                                 |   |
|---------------------------------|---|
| 10,001 – 40,000                 | 1 |
| 40,001 – 100,000                | 2 |
| 100,001 – 175,000               | 3 |
| 175,001 – 250,000               | 4 |
| > 250,000                       | 5 |
| Non-population-based Permittees | 2 |

Should a citizen involvement event contain significant public outreach elements, the Permittee may claim credit for both Citizen Involvement Events (C.7.g.) and Public Outreach Events (C.7.e.).

- iii. **Reporting** – In each Annual Report, each Permittees shall list the events (name of event, event location, and event date) participated in and assess the effectiveness of efforts with appropriate measures (e.g., success at reaching a broad spectrum of the community, number of participants compared to previous years, post-event survey results, number of inlets/creeks/shores/parks/and such adopted, quantity/volume materials cleaned up, data trends, and comparisons to previous efforts).

**Workplan Element G:**

| Task  | Staff Costs              | Other Costs      | Subtotal        |
|---|--------------------------|------------------|-----------------|
|   |                          |                  | <b>\$50,480</b> |
| 1. Coastal Cleanup Day Coordination<br>[30+ events, spread throughout County] | \$ 43,200<br>(300 hours) | \$4000 materials |                 |
| 2. Community Action Grant   | \$ 2880<br>(20 hours)    | \$400 printing   |                 |

**C.7.h School-Age Children Outreach**

- i. **Task Description** – Permittees shall individually or collectively implement outreach activities designed to increase awareness of stormwater and/or watershed message(s) in school-age children (K through 12).
- ii. **Implementation Level** – Implement annually and demonstrate effectiveness of efforts through assessment.
- iii. **Reporting** – In each Annual Report, each Permittee shall state the level of effort, spectrum of children reached, and methods used, and provide an evaluation of the effectiveness of these efforts.

**Workplan Element H:**

| Task  | Staff Costs                        | Other Costs         | Save/ Add       |
|---|------------------------------------|---------------------|-----------------|
|   |                                    |                     | <b>\$25,760</b> |
| 1. In –class training, shared with Used Oil       | \$ 2880<br>(20 hrs contract admin) | \$10,000 contractor |                 |
| 2. Assemblies – Zun Zun (limited number of cities | \$2880<br>(20 hrs contract         | \$10,000 contractor |                 |

|                   |        |  |  |
|-------------------|--------|--|--|
| with high demand) | admin) |  |  |
|-------------------|--------|--|--|

**C.7.i Outreach to Municipal Officials**

- i. **Task Description** – Permittees shall conduct outreach to municipal officials. One alternative means of accomplishing this is through the use of the Nonpoint Education for Municipal Officials program (NEMO) to significantly increase overall awareness of stormwater and/or watershed message(s) among regional municipal officials.
- ii. **Implementation Level** – At least once per permit cycle, or more often.

**Reporting** – Permittees shall summarize efforts in the 2013 Annual Report.

**Workplan Element I:**

| Task  | Staff Costs          | Other Costs | Subtotal       |
|---|----------------------|-------------|----------------|
|   |                      |             | <b>\$ 2880</b> |
| 1. Research use of NEMO for 2010 – 2011 training. | \$1440<br>(10 hours) |             |                |
| 2. Research other options                         | \$1440<br>(10 hours) |             |                |

**C.9. Pesticides Toxicity Control**

**C.9.h Public Outreach** (may be done jointly with other Permittees, such as through CASQA or BASMAA and/or the Urban Pesticide Pollution Prevention Project)

- iii. **Point of Purchase Outreach:** Permittees shall:
  - (1) Conduct outreach to consumers at the point of purchase;
  - (2) Provide targeted information on proper pesticide use and disposal, potential adverse impacts on water quality, and less toxic methods of pest prevention and control; and
  - (3) Participate in and provide resources for the “Our Water, Our World” program or a functionally equivalent pesticide use reduction outreach program.
- iv. **Reporting** – In the Annual Report, Permittees who participate in a regional effort to comply with C.9.h.i. may reference a report that summarizes these actions. All other Permittees shall summarize activities completed and document any measurable awareness and behavior changes resulting from outreach.
- v. **Pest Control Contracting Outreach:** Permittees shall conduct outreach to residents who use or contract for structural or landscape pest control and shall:
  - (1) Provide targeted information on proper pesticide use and disposal, potential adverse impacts on water quality, and less toxic methods of pest prevention and control, including IPM;

- (2) Incorporate IPM messages into general outreach;
  - (3) Provide information to residents about “Our Water, Our World” or functionally equivalent program;
  - (4) Provide information to residents about EcoWise IPM certification in Structural Pest Management, or functionally equivalent certification program, and provide resources for such a certification program if needed to augment grant funding; and
  - (5) Coordinate with household hazardous-waste programs to facilitate appropriate pesticide waste disposal, conduct education and outreach, and promote appropriate disposal.
- vi. Reporting** – In the 2013 Annual Report, Permittees who participate in a regional effort to comply with C.9.h.iii. may reference a report that summarizes these actions. All other Permittees shall document the effectiveness of their actions in the 2013 Annual Report. This documentation may include percentages of residents hiring certified IPM providers and the change in this percentage.
- vii. Outreach to Pest Control Operators:** Permittees shall conduct outreach to pest control operators (PCOs) and landscapers; work with DPR, county agricultural commissioners, UC-IPM, BASMAA, the Urban Pesticide Committee, the EcoWise Certified Program (or functionally equivalent certification program), the Bio-integral Resource Center and others to promote IPM to PCOs and landscapers.
- viii. Reporting** – In each Annual Report, Permittees who participate in a regional effort to comply with C.9.h.iv. may reference a report that summarizes these actions. All other Permittees shall summarize how they reached PCOs and landscapers and reduced pesticide use.

C9 H Workplan Elements

| Task  | Staff Costs             | Other Costs          | Subtotal        |
|---|-------------------------|----------------------|-----------------|
|   |                         |                      | <b>\$52,912</b> |
| 1. Maintain 21 retail OWOW partnerships – visit stores twice a year to update shelf talkers and fact sheets, materials    | \$26,928<br>(187 hours) |                      |                 |
| 2. Participate in IPM Regional meetings and Bay Friendly regional meetings (monthly meetings)                             | \$5,184<br>(36 hours)   |                      |                 |
| 3. Presentations and outreach to professional landscapers, home gardeners, and college students taking landscape classes. | \$5,760<br>(40 hours)   |                      |                 |
| 4. Purchase materials for OWOW program, Bay Friendly Gardening, and others on sustainable gardening, and pest             | \$2,160<br>(15 hours)   | \$6,000<br>materials |                 |

|   |                       |                       |  |
|---|-----------------------|-----------------------|--|
| management.   |                       |                       |  |
| 5. Conduct store trainings for store employees about OWOW program | \$2,880<br>(20 hours) | \$4,000<br>consultant |  |

### Other Tasks Required to Fulfill the Contract

#### PIP Support Tasks

| Task  | Staff Costs             | Other Costs | Subtotal        |
|---|-------------------------|-------------|-----------------|
|   |                         |             | <b>\$32,832</b> |
| 1. Meeting prep, attendance, follow-up, materials dist.     | \$14,400<br>(100 hours) |             |                 |
| 2. Other subcommittee involvement (TAC, CII)                | \$6912<br>(48 hours)    |             |                 |
| 3. Reporting<br>Annual and semi-annual, + quarterly to CCAG | \$11,520<br>(80 hours)  |             |                 |

#### Cost Summary

|                                  |                         |
|----------------------------------|-------------------------|
| Staffing by Environmental Health | \$ 239,328 (1662 hours) |
| Printing and Materials           | \$ 31,600               |
| Sub-contacts for services        | \$ 26,000               |
| <b>Total</b>                     | <b>\$ 296,928</b>       |

## **C/CAG AGENDA REPORT**

**Date:** May 14, 2009

**To:** City/County Association of Governments Board of Directors

**From:** Richard Napier, C/CAG Executive Director

**Subject:** Review and approval of Resolution 09-25 authorizing the C/CAG Chair to execute an amendment to the technical consultant contract with Eisenberg, Olivieri, and Associates, Inc., to approve 2009-10 costs of \$632,000 for support of the Countywide Water Pollution Prevention Program.

(For further information or questions, contact Matt Fabry at 415-508-2134)

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### **RECOMMENDATION**

The C/CAG Board review and approve Resolution 09-25 authorizing the C/CAG Chair to execute and amendment to the existing technical consultant contract with Eisenberg, Olivieri, and Associates (EOA), Inc., to approve 2009-10 costs of \$632,000 for support of the Countywide Water Pollution Prevention Program (Program).

### **FISCAL IMPACT**

The cost for EOA's services in 2009-10 is \$632,000. Contract costs are included in the proposed C/CAG budget for the Program.

### **SOURCE OF FUNDS**

The Program is funded through annual property assessments and city general funds. Sufficient revenue is generated on an annual basis to fund Program costs and EOA's 2009-10 consultant costs are included in the proposed 2009-10 C/CAG budget.

### **BACKGROUND/DISCUSSION**

C/CAG previously approved Resolution 07-19 awarding a three year technical consultant contract to EOA. Due to the ongoing uncertainty associated with future adoption by the State Regional Water Quality Control Board of a Bay Area-wide Municipal Regional Permit, C/CAG staff recommended annual negotiation and approval of contract costs. The Municipal Regional Permit has still not been adopted and likely won't be adopted before summer 2009. As such, EOA proposed an identical scope of work to 2008-09 for an equivalent cost of \$632,000. Once the Municipal Regional Permit is adopted, C/CAG may need to amend EOA's contract to address additional Program requirements.

### **ATTACHMENTS**

**ITEM 4.8**

- Resolution 09-25
- Proposed Contract Amendment
- EOA's 2009-10 Scope of Work and Budget

### **ALTERNATIVES**

- 1- C/CAG Board approve Resolution 09-25 authorizing the C/CAG Chair to execute an amendment to the existing technical consultant contract with Eisenberg, Olivieri, and Associates, Inc., to approve 2009-10 costs of \$632,000 for support of the Countywide Water Pollution Prevention Program in accordance with the staff recommendation.
- 2- C/CAG Board approve Resolution 09-25 authorizing the C/CAG Chair to execute an amendment to the existing technical consultant contract with Eisenberg, Olivieri, and Associates, Inc., to approve 2009-10 costs of \$632,000 for support of the Countywide Water Pollution Prevention Program in accordance with the staff recommendation with modifications.
- 3- No action.

## **RESOLUTION NO. 09-25**

**AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AMENDMENT TO THE TECHNICAL CONSULTANT CONTRACT BETWEEN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AND EISENBERG, OLIVIERI, & ASSOCIATES, INC. (EOA, INC.) TO APPROVE 2009-10 COSTS OF \$632,000 FOR SUPPORT OF THE COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM**

**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 agency responsible for the development and implementation of the Water Pollution Prevention Program for San Mateo County; and

**WHEREAS**, C/CAG determined outside consulting services are needed to assist during Years 2007/08 and beyond; and

**WHEREAS**, C/CAG previously approved Resolution 07-19 authorizing a three-year contract with EOA, Inc., for technical consulting services to the Countywide Water Pollution Prevention Program; and

**WHEREAS**, Resolution 07-19 requires annual approval of the contract dollar amount by C/CAG;

**NOW, THEREFORE, BE IT RESOLVED** that C/CAG hereby authorizes the C/CAG Chair to execute an amendment to the existing technical consultant contract with Eisenberg, Olivieri, and Associates, Inc., to approve 2009-10 costs of \$632,000 to support the Countywide Water Pollution Prevention Program in accordance with the attached contract amendment.

**PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MAY, 2009.**

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*Thomas M. Kasten, Chair*





**AMENDMENT (No. 3) TO THE AGREEMENT BETWEEN THE CITY/COUNTY  
ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND EISENBERG,  
OLIVIERI, ASSOCIATES, INC.**

**WHEREAS**, the Board of Directors of the City/County Association of Governments for San Mateo County (hereinafter referred to as C/CAG), at its June 14, 2007 meeting, approved Resolution 07-19 authorizing an agreement with Eisenberg, Olivieri, and Associates, Inc. (hereinafter referred to as Consultant) to provide technical services to the Countywide Water Pollution Prevention Program for fiscal years 2007-08, 2008-09, and 2009-10; and

**WHEREAS**, Resolution 07-19 required the C/CAG Board to annually approve the contract dollar amount; and

**WHEREAS**, Consultant submitted a scope of work and budget of \$632,000 for services it will provide during Fiscal Year 2009-10; and

**WHEREAS**, Consultant has reviewed and accepted this amendment;

**IT IS HEREBY AGREED** by the C/CAG Chair and Consultant that:

1. Consultant will provide the consulting services described in the attached Scope of Work (Exhibit A); and
2. The funding provided to Consultant by C/CAG under this amendment will be no more than six-hundred thirty-two thousand dollars (\$632,000.00) for Fiscal Year 2009-10; and
3. All other provisions of the original agreement between C/CAG and Consultant dated June 14, 2007 shall remain in full force and effect; and
4. Payment for services under this amendment shall be on a time and materials basis, based upon the receipt of invoices for the actual costs, and with services to be performed only upon the request of C/CAG staff after review of specific work plans for individual tasks; and
5. This amendment to the agreement shall take effect upon signature by both parties.

For C/CAG:

For Consultant:

\_\_\_\_\_  
Thomas M. Kasten, Chair

\_\_\_\_\_  
Signature

Date: May 14, 2009

By: \_\_\_\_\_

Approved as to form:

Date: \_\_\_\_\_

\_\_\_\_\_  
C/CAG Legal Counsel



**EXHIBIT A**

**EOA Inc.'s Scope of Work to Assist the  
San Mateo Countywide Clean Water Program  
Comply with Municipal Stormwater Requirements  
FY 2009/10**



## **STORMWATER MANAGEMENT PLAN COMPONENT 2**

### **Municipal Maintenance Activities**

EOA will assist the Countywide Program and its member municipalities to prepare for and initiate implementation of the municipal regional stormwater permit's (MRP) Provisions C.2 Municipal Operations and C.9 Pesticides Toxicity Control as possible within the available budget. The following scope of work does not cover all of the anticipated MRP requirements for these two permit provisions, or any budget for Provision C.10 Trash Reduction.

#### ***Task 2.1 Assist with Improving Understanding of New Permit Requirements that Affect Municipal Operations***

EOA will assist the Municipal Maintenance (MM) Subcommittee's members to understand the new maintenance-related requirements contained in the MRP. This will be accomplished by developing and distributing materials and focusing on MRP-related topics at the quarterly municipal maintenance subcommittee meetings. Possible areas to emphasize will include the following provided there is sufficient subcommittee interest and available budget:

- Methods for monitoring dissolved oxygen at pump stations, corrective actions for low dissolved oxygen, and reporting;
- Corporation yard BMP implementation including preparation, implementation, and maintenance of a Stormwater Pollution Prevention Plan that includes applicable BMPs from Caltrans' Storm Water Quality Handbook Maintenance Staff Guide, May 2003 and its addenda and the California Stormwater Quality Association's Stormwater Best Management Practice Handbook Municipal;
- Trash hot spot identification, selection, documentation, assessment, remediation, and information tracking; and
- Trash full-capture device selection, location, maintenance, and information tracking.

#### ***Task 2.2 Conduct Maintenance Operations Outreach and Training***

EOA will support the maintenance training work group's efforts to plan and implement the maintenance training workshop. It is anticipated that the training will address the needs of both experienced municipal staff and new employees requiring more basic orientation and training. This task includes:

- Working with a MM Subcommittee work group to plan and develop training materials for the annual training workshop for municipal maintenance staff; and
- Conducting the annual training workshop.

#### ***Task 2.3 Assist with Regulatory Compliance and Planning***

EOA will provide technical support to the MM Subcommittee and the Parks Maintenance and IPM Work Group, assist the Countywide Program with its annual report, and initiate collaboration with

the Santa Clara Valley Urban Runoff Pollution Prevention Program and others to identify cost-effective ways of meeting the MRP's new recordkeeping and reporting requirements for FY 2009/10.

**MM Subcommittee and Parks Maintenance Work Group:** Both the MM Subcommittee and the Parks Maintenance and IPM Work Group meet approximately every quarter to plan and oversee implementation of this component's activities. EOA will organize and facilitate the subcommittee and work group meetings, including working with chairs to develop agendas, preparing discussion materials (e.g., handouts, presentations, talking points), participating in meetings, and preparing meeting summaries.

**Annual Report:** EOA will draft the Municipal Maintenance component section of the Countywide Program's FY 2008/09 Annual Report. EOA will compile and summarize municipalities' semi-annual reports and submit the draft Annual Report to the TAC for review. EOA will finalize the report based upon any comments received and submit it to the Water Board. The Annual Report will include an assessment of the effectiveness of the MM component's implementation. This assessment will help EOA to work with the MM Subcommittee to evaluate ways to improve the performance and cost-effectiveness of the MM component. EOA will attempt to identify the reporting requirements for the FY 2009/10 activities under the MRP.

**Work Plan:** Following adoption of the MRP, EOA will develop an amended FY 2009/10 work plan, budget, and schedule for municipal maintenance and IPM activities appropriate to this component based on Provisions C.2 Municipal Operations, C.9 Pesticide Toxicity Control, and C.10 Trash Reduction. An amended draft work plan will be submitted to the TAC for review. EOA will finalize the amended work plan based upon any comments received.

#### ***Task 2.4 Parks Maintenance and Integrated Pest Management***

EOA will continue working with the Parks Maintenance and IPM Work Group to assist the Countywide Program's municipalities to understand the new requirements contained in the MRP's Provision C.9 Pesticides Toxicity Control and other applicable permit provisions through materials distributed and topics covered at the three-times per year Parks Maintenance and IPM work group meetings and at the annual Parks Maintenance and IPM training workshop. Possible areas to focus on for improved understanding about MRP compliance include the following:

- Implementation of IPM policy or ordinance;
- Requirement for municipal contractors to implement IPM;
- Tracking and participating in relevant regulatory processes;
- Interface with County Agricultural Commissioners;
- Requirements for outreach to Pest Control Operators;
- Trash reduction requirements; and
- Green street pilot projects.

## STORMWATER MANAGEMENT PLAN COMPONENT 3

### Commercial, Industrial and Illicit Discharge Controls

EOA will assist the Countywide Program and its member municipalities to prepare for and initiate implementation of the MRP's Provisions C.4 Business Inspections and C.5 Illicit Discharge Detection and Elimination as possible within the available budget. The following scope of work does not cover all of the anticipated MRP requirements for these two permit provisions, nor any budget for Commercial, Industrial, and Illicit Discharge Control-related requirements in other provisions, such as Provision C.15 Conditionally Exempted Discharges.

The business inspection and illicit discharge detection and elimination tasks in this scope of work are organized around the February 2009 Draft Tentative Order MRP for these two Provisions.

#### ***Task 3.1 Assist with Development of Industrial and Commercial Business Inspection Plan***

EOA will assist municipalities to develop an Industrial and Commercial Business Inspection Plan (Inspection Plan) template that will serve as a prioritized inspection work plan to help municipalities comply with the MRP's Provision C.4.b. The Inspection Plan will include a method that municipalities may use to categorize businesses for inspection frequency based on pollutant threat and past site performance. EOA will also provide the Commercial, Industrial, and Illicit Discharge Control (CII) Subcommittee with general information about inspection frequency and record keeping to the extent possible.

#### ***Task 3.2 Assist with Updating/Adapting Enforcement Response Plan***

EOA will assist the CII Subcommittee to develop/update/adapt an Enforcement Response Plan template that each municipality may adapt for its use in complying with the MRP's Provisions C.4.c and C.5.b. The creation of this template will also be coordinated, as described in Task 5.4, with the Enforcement Response Plan requirements in Provision C.6.b. It is anticipated that during the Enforcement Response Plan's development consideration will be given to using and updating the Countywide Program's previously developed enforcement guidance, which is titled "Guidance on Enforcement Options for Illicit Discharges and Industrial/Commercial Business Storm Water Pollution Violations."

In addition, EOA will assist the Countywide Program to participate in any process set up by the Water Board or BASMAA to determine Enforcement Response Plan-related reporting requirements for inclusion in FY 2009/10 Annual Report deliverables, if any are developed.

#### ***Task 3.3 Staff Training and Guidance***

EOA will assist municipalities to provide focused annual training for inspectors as required by the MRP's Provision C.4.d. This assistance will likely be at a regionwide (among more than one countywide program) or municipality-specific level because the Countywide Program will conduct countywide business inspector training in May 2009.

This task will also include the planning necessary for the CII Subcommittee and its Training Work Group to decide whether to create or adopt guidance for business inspectors or reference existing

inspection guidance, as required by the MRP's Provision C.4.d. Within the available budget EOA will assist with the creation or adoption of guidance.

This task will also include within the available budget the adaptation of any educational outreach materials prepared by others that the Countywide Program would like to use as training and guidance materials. Any updated electronic files will be provided to San Mateo County staff for posting on the Countywide Program's website.

#### ***Task 3.4 Spill Response, Complaint Response, and Frequency of Inspections***

EOA will assist the municipalities to establish a central contact point as needed to facilitate compliance with the MRP's Illicit Discharge Detection and Elimination Provision C.5.c. Spill and Dumping Response, Complaint Response, and Frequency of Inspections requirements. The central contact point is intended to allow the public to have a publicized phone number for complaints and spill reports within each jurisdiction.

#### ***Task 3.5 Control Mobile Sources***

EOA will assist municipalities to comply with the MRP's Provision C.5.d requirements by developing/adapting minimum standards and BMPs to be required for each of the various types of mobile businesses. This will also include assistance with developing an enforcement strategy. An outreach and education strategy will be developed to provide mobile businesses with information about minimum standards and BMP requirements. The actual implementation of educational outreach to mobile businesses is not included in this task because it is anticipated to occur in subsequent fiscal years.

#### ***Task 3.6 Assist Technical Advisory Committee and Program Coordinator***

EOA will assist with planning and holding Technical Advisory Committee (TAC) meetings. This task will include drafting proposed meeting agendas, preparing agenda packets of meeting materials, researching and preparing agenda topics, and drafting written summaries of meetings. Within the available budget, this task also includes providing any other assistance requested by the Program Coordinator or any of the Program's TAC members.

#### ***Task 3.7 Assist with Regulatory Compliance and Planning***

**CII Subcommittee:** Both the CII Subcommittee and its Training Work Group meet approximately every other month to plan and oversee implementation of this component's activities. EOA will organize and facilitate the subcommittee and work group meetings, including working with chairs to develop agendas, preparing discussion materials (e.g., handouts, presentations, talking points), participating in meetings, and preparing meeting summaries.

**Annual Report:** Tasks similar to those described in Task 2.3 will be conducted for the CII section of the Countywide Program's FY 2008/09 Annual Report.

**Work Plan:** Following adoption of the MRP, EOA will develop an amended FY 2009/10 work plan, budget, and implementation schedule for portions of the MRP not covered by this existing scope of work. This will include submitting the amended draft work plan to the TAC for review. EOA will finalize the amended work plan based upon any comments received.



**Municipal Regional Permit Adoption:** EOA will continue to assist the Countywide Program to participate in the Water Board's process to adopt the MRP. This task will also include assistance with appealing the new permit, if necessary, and to the extent possible within the available budget.

**Grant Funding Opportunities:** EOA will assist the Program Coordinator to identify and track grant funding opportunities. This task does not include the work needed to complete grant applications.

## **STORMWATER MANAGEMENT PLAN COMPONENT 5**

### **New Development and Construction Controls**

EOA will assist the Countywide Program and its member municipalities to prepare for and implement the MRP's Provisions C.3 New Development and C.6 Construction Site Controls. Accordingly, the new development and construction tasks in this scope of work are organized around the February 2009 Draft Tentative Order MRP provisions C.3 and C.6.

#### ***Task 5.1 Assist with Implementation of Provision C.3***

Following adoption of the MRP's Provision C.3, EOA will prepare new tools and update existing tools used by municipalities to implement the reissued and modified Provision C.3 requirements.

**Checklist for NPDES Requirements.** The Checklist for NPDES Requirements will be updated for consistency with the MRP, which is anticipated to require changes in wording related to site design measures, hydraulic sizing criteria, exemptions from hydromodification management requirements, and the introduction of new requirements for projects that discharge directly to waters listed as impaired under Section 303(d) of the Clean Water Act. It is anticipated that a second amendment to the checklist will be made in June 2010 to meet the anticipated July 1, 2010, implementation date for new site design and vault-based treatment measure requirements.

**Prepare Model Conditions of Approval.** EOA will prepare model conditions of approval for discharges to waters listed as impaired under Section 303(d), including best management practices (BMPs) to implement in lieu of project-specific sampling, which is an anticipated requirement of the MRP's Provision C.3.a.

**Update the Impervious Surface Data Collection Worksheet.** EOA will update the Impervious Surface Data Collection Worksheet to include the MRP's new definitions of pervious and impervious surfaces.

**Update the Source Control Model List.** EOA will update the Source Control Model List for consistency with the MRP's source control requirements.

**Update the C.3 Technical Guidance.** EOA will update the C.3 Stormwater Technical Guidance to reflect changes throughout Provision C.3 and Attachment E (Hydromodification Management).

**C.3 Reporting Coordination.** EOA will assist the Countywide Program in participating in any process set up by the Water Board or BASMAA to include new development reporting requirements in the FY 2009/10 Annual Report deliverables. EOA will keep the New Development Subcommittee

apprised of this process, provide any final Annual Report deliverable forms to the Subcommittee and work with the Subcommittee to help municipal staff understand and use the new forms, if any are developed.

### ***Task 5.2 Assist with Implementation of Hydromodification Management Requirements***

**HM Control Areas Map.** In 2007, EOA assisted the Program in coordinating with Water Board staff to include in the MRP minor revisions to the Hydromodification Management control area map, based on new map data that had become available since the map was included in the HM permit amendment. The map revisions will allow the HM control area boundary to follow assessor's parcel map boundaries, eliminating circumstances where the HM control area boundary cut across individual parcels. After the MRP is adopted, EOA will prepare maps that show the HM control area boundary in relation to assessor's parcel maps, for areas in which the control area boundary does not follow a major arterial roadway.

**HM Applicability Worksheet.** EOA will update the existing HM Applicability Worksheet for consistency with the adopted MRP. It is anticipated that this will include the removal of existing exemptions to HM requirements.

**Bay Area Hydrology Model.** EOA will continue to assist the Countywide Program in coordinating with the Santa Clara Valley Urban Runoff Pollution Prevention Program and the Alameda Countywide Clean Water Program to monitor the need for updates to the Bay Area Hydrology Model (BAHM) and/or related documentation.

### ***Task 5.3 Assist with Implementation of Operations and Maintenance Requirements***

**Operations and Maintenance Database or Equivalent Tabular Format.** EOA will assist the Countywide Program to work with other stakeholders to identify how to comply with the requirement for a database or equivalent tabular format for municipalities to enter operation and maintenance (O&M) information on projects with stormwater treatment systems and HM controls.

**Operation and Maintenance Information Form.** EOA will update the O&M Information Form to comply with the adopted MRP. The changes to this form will be coordinated with development of the O&M database or equivalent tabular format, to help municipalities capture data that must be entered in the database or equivalent tabular format.

**Model Prioritized Inspection Plan.** EOA will prepare a model prioritized plan for inspecting installed stormwater treatment systems and HM controls, and a model plan for O&M of municipality-owned stormwater treatment systems and HM controls. As needed, the model plan will address the maintenance of Regional Projects.

### ***Task 5.4 Assist with Implementation of Construction Site Requirements***

EOA will continue working with the New Development Subcommittee to assist the Program's municipalities to understand and implement the requirements for construction included in the current and new MRP permit, and the current and new statewide General Permit for construction activity. This assistance will focus primarily on updating and preparing tools to help municipalities comply with the MRP's Provision C.6 (Construction Site Controls).

**Update Construction Site Inspection Form.** EOA will update the existing construction site inspection form for consistency with the MRP. This is expected to include requirements for the frequency, content, tracking and reporting of inspections.

**Statewide Construction General Permit.** A Draft Statewide Construction General Permit was released for public comment on April 22, 2009. If during FY 2009/10 a subsequent draft Construction General Permit is released or the final Construction General Permit is adopted, EOA will review the General Permit and summarize the changes in the permit requirements for the New Development Subcommittee.

**Prepare Model Letter for Construction Sites.** EOA will adapt or identify a model letter for municipalities to send, by September 1 of each year, to active construction sites to remind them to prepare for the wet season.

**Prepare Construction Site Database or Equivalent Tabular Format.** EOA will assist the Countywide Program to work with other stakeholders to identify how to comply with the requirement for a database or equivalent tabular format to track the results of the municipalities' construction site inspections.

**Prepare Enforcement Response Plan.** EOA staff supporting the New Development Subcommittee will coordinate with the Commercial, Industrial and Illicit Discharge Subcommittee's preparation of a simple, model Enforcement Response Plan (ERP) to help municipalities meet ERP requirements in the adopted MRP.

**Prepare Erosion Control Plan/SWPPP Form.** EOA will prepare a form to help municipalities review projects' erosion control/pollution prevention plans or stormwater pollution prevention plans (SWPPPs) to help municipalities comply with the MRP's requirement to confirm the adequacy of these plans prior to issuing grading permits.

**C.6 Reporting Coordination.** EOA will assist the Countywide Program to participate in any process set up by the Water Board or BASMAA to include construction site reporting requirements in the FY 2009/10 Annual Report deliverables. EOA will keep the New Development Subcommittee apprised of this process, provide any final Annual Report deliverable forms to Subcommittee and work with the Subcommittee to help municipal staff understand and use the new forms, if any are developed. Depending on arrangements made by Water Board staff or BASMAA, it may be possible to combine this effort with C.3 Reporting Coordination activities described in Task 5.1.

**Task 5.5 Assist with Outreach and Training**

**Training.** EOA will work with the New Development Subcommittee to plan and conduct a new development or construction training event or workshop, which is anticipated to focus on requirements of the adopted MRP.

**Update Outreach Brochures.** EOA will revise the existing outreach brochures regarding Provision C.3 and hydromodification management for consistency with the adopted MRP. EOA will also update

the existing Construction BMP Plan Sheet and the Landscaping, Gardening and Pool Maintenance brochure for consistency with the MRP's requirement regarding swimming pool discharge. The updated electronic files will be provided to the New Development Subcommittee and to San Mateo County staff for posting on the Countywide Program's website. This scope of work does not include printing of the brochures.

**Coordinate with San Francisco Estuary Project.** EOA will assist the Countywide Program to coordinate with San Francisco Estuary Project (SFEP) staff organizing regional construction site stormwater compliance training in order to help facilitate attendance by municipality staff. The Countywide Program's involvement in the SFEP workshops will be limited to the available budget.

**Task 5.6 Assist with Regulatory Compliance**

**New Development Subcommittee.** EOA will continue to support the meetings of the New Development Subcommittee by working with the Subcommittee Chair to develop meeting agendas, preparing handouts and other materials for the meetings, participating in meetings, and preparing meeting summaries. Subcommittee meetings are not anticipated to be specifically required by the MRP, but they are important to support permit compliance.

**Annual Report:** EOA will draft the New Development and Construction component section of the Program's FY 2008/09 Annual Report. EOA will coordinate with the Program's municipalities and other countywide stormwater programs that are implementing green streets, to report on the status of MRP-required pilot green streets projects. EOA will finalize the New Development and Construction section of the Annual Report based upon any comments received.

**Work Plan:** Following adoption of the MRP, EOA will review the FY 2009/10 work plan, budget, and schedule for New Development and Construction activities to see if there is any need for amendment. EOA will prepare an amended work plan, if necessary, and a draft FY 2010/11 work plan. The draft work plan amendment (if any) and the FY 2010/11 work plan will be reviewed by the New Development Subcommittee and submitted to the TAC for review.

**Website Assistance.** EOA will coordinate with the San Mateo County Environmental Health staff to update New Development Subcommittee information on the Countywide Program's website.

**Limited On-Call Assistance.** EOA will respond to questions from municipalities, as possible within the available budget. Where appropriate, information provided for individual municipalities may be offered as case studies or other agenda items for the New Development Subcommittee.

**STORMWATER MANAGEMENT PLAN COMPONENT 6**

**Watershed Assessment and Monitoring**

EOA will assist the Countywide Program to implement the following tasks by working with the Watershed Assessment and Monitoring (WAM) Subcommittee. The focus will be on preparing to implement and implementing the MRP's Provision C.8 Water Quality Monitoring requirements. The following scope of work does not cover all of the anticipated MRP's monitoring requirements and none of the requirements contained in Provisions C.11 Mercury Controls and C.12 PCBs Controls.

Thus the WAM component tasks described below and the associated budget will need to be amended after the MRP is adopted.

**Task 6.1 Assist with WAM Component Coordination and Regulatory Compliance**

EOA will continue to plan, coordinate, and technically support all WAM component activities, including coordinating with San Mateo County Environmental Health staff to update the WAM component information on the Countywide Program's website. This assistance is needed to achieve cost-effective NPDES permit compliance.

**WAM Subcommittee:** The WAM Subcommittee oversees implementation of this component's activities. EOA will organize and facilitate quarterly subcommittee meetings, including working with the subcommittee chair to develop agendas, preparing discussion materials (e.g., handouts, presentations, and talking points), participating in meetings, and preparing meeting summaries.

**Annual Report:** EOA will prepare the WAM component section of the Countywide Program's FY 2008/09 Annual Report. A draft Annual Report will be submitted to the TAC for review. EOA will finalize the draft based upon any comments received and submit the final Annual Report to the Water Board. The Annual Report will include an assessment of the effectiveness of the WAM component's implementation.

**Work Plan:** Following adoption of the MRP, EOA will develop an amended FY 2009/10 work plan, budget, and implementation schedule for WAM-related portions of the MRP not covered by this existing scope of work. This will include submitting the amended draft work plan to the WAM Subcommittee and then TAC for review. EOA will finalize the amended work plan based upon any comments received.

**Task 6.2 Plan and Prepare for MRP Years Two - Five Water Quality Monitoring Fieldwork**

EOA will assist the Program to plan and prepare for implementing the fieldwork that will likely be required by the MRP's Provision C.8 Water Quality Monitoring during years two through five of the permit term. An important aspect of this task will be continuing to assist the Countywide Program to participate in the development of a Regional Monitoring Coalition (RMC) among Bay Area municipal stormwater programs. The RMC is intended to enhance coordination and collaboration in order to maximize performance and cost-effectiveness among all of the participating programs through knowledge sharing and economies of scale. EOA will work with BASMAA's Monitoring Committee, which has representatives from other Bay Area stormwater management programs, to design and implement the RMC. In addition, EOA will work with the WAM Subcommittee to define the Countywide Program's role in the RMC. The RMC will likely initially focus on the MRP's Provision C.8.c Status Monitoring/Rotating Watersheds.

To the extent possible within the budget allotted for this task, other activities that EOA will conduct to plan and prepare for the water quality monitoring fieldwork required to comply with the MRP include:

- o After adoption of the MRP, preparing a detailed scope of work, cost estimate and budget for the water quality monitoring fieldwork to be performed during years two through five of the MRP permit term;

- Developing a monitoring data management system comparable with regional systems;
- Continuing to participate in the Bay Area Macroinvertebrate Bioassessment Information Network (BAMBI);
- Developing experimental designs for the field monitoring, Sampling and Analysis Plans (SAPs), and Quality Assurance Project Plans (QAPPs);
- Selecting fieldwork contractors, including laboratories;
- Participating in training and inter-laboratory calibration programs; and
- Purchasing equipment and beginning to set up monitoring stations in the field (e.g., bottom of the watershed stations to gather data to estimate pollutant of concern mass loading to the Bay).

### ***Task 6.3 Encourage Citizen Monitoring***

EOA will assist the Countywide Program to comply with the MRP's Provision C.8.g by encouraging citizen monitoring and making reasonable efforts to seek out citizen and stakeholder information regarding water body function and quality. EOA will also assist the Countywide Program to demonstrate annually that citizen and stakeholder reporting on water body conditions has been encouraged and, as appropriate, evaluate and report on such data along with the Countywide Program's monitoring data.

### ***Task 6.4 Assist with Commenting on Selected Regulatory Actions***

EOA will continue to assist the Countywide Program to track, review and comment on any selected regulatory actions that arise during the course of the year that are related to San Mateo County stormwater runoff receiving waters (e.g., proposed Basin Plan amendments, 303(d) listing-related actions, and TMDLs). EOA will periodically brief the WAM Subcommittee on these regulatory actions and solicit the subcommittee's feedback (e.g., via requesting review of draft comment letters). This task is especially important in relation to regulatory actions that could affect the Countywide Program's NPDES permit.

### ***Task 6.5 Participate in the San Francisco Bay Estuary Regional Monitoring Program***

The adopted MRP will require that permittees continue to participate in implementing a San Francisco Bay Estuary receiving water monitoring program, at a minimum equivalent to the San Francisco Bay Estuary Regional Monitoring Program (RMP), by contributing annually their financial fair-share. EOA understands that the Countywide Program will continue to make a financial contribution to the RMP. In addition, through continued participation in RMP's committees and work groups, the Countywide Program will remain an informed stakeholder able to oversee the RMP's activities and identify any opportunities to use the existing RMP funds to meet MRP requirements. EOA will continue to assist the Countywide Program to participate in the RMP, including participating in selected RMP committees and work groups (e.g., Dioxins Strategy committee, PCBs Strategy committee, Sources Pathways and Loadings Work Group, and Sport Fish committee) and provide input to related work plans and reports, including the annual Pulse of the Estuary. EOA staff will periodically brief the WAM Subcommittee on the activities and direction of the RMP and solicit the subcommittee's feedback. It should be noted that Countywide Program's direct financial contribution to the RMP is not included in the budget for this task.

**Level of Effort and Cost Estimate<sup>1</sup>**  
**Fiscal Year 2009/10**

| Task Description  | Principal or<br>Managing<br>Engineer II<br>196 | Managing<br>Engineer I<br>174 | Senior<br>Engineer III<br>160 | Senior<br>Engineer II<br>147 | Senior<br>Engineer I<br>133 | Assoc.<br>Eng/Sci II<br>123 | Assoc.<br>Eng/Sci I<br>101 | Technician<br>82 | Admin<br>59 | Total<br>Hours | Other<br>EOA<br>Costs<br>(Subs) | Total<br>EOA<br>Cost |
|---|--|-------------------------------|-------------------------------|------------------------------|-----------------------------|-----------------------------|----------------------------|------------------|-------------|----------------|---------------------------------|----------------------|
| <b>Component 2: Municipal Maintenance</b>   |  |                               |                               |                              |                             |                             |                            |                  |             |                |                                 |                      |
| 2.1 Assist with Improving Understanding of New Permit Requirements that Affect Municipal Operations | 24   |                               |                               |                              | 80                          |                             |                            |                  | 16          | 108            | \$0                             | \$4,704              |
| 2.2 Conduct Maintenance Operations Outreach and Training  | 12   |                               |                               |                              | 30                          |                             |                            |                  | 24          | 179            | \$0                             | \$13,936             |
| 2.3 Assist with Regulatory Compliance and Planning  | 105  |                               |                               | 20                           | 90                          |                             |                            |                  | 16          | 138            | \$0                             | \$28,926             |
| 2.4 Parks Maintenance and Integrated Pest Management  | 24   |                               |                               | 8                            | 90                          |                             |                            |                  | 16          | 138            | \$0                             | \$18,794             |
| <b>Subtotal:</b>  | <b>165</b>                                     | <b>0</b>                      | <b>0</b>                      | <b>28</b>                    | <b>200</b>                  | <b>0</b>                    | <b>0</b>                   | <b>0</b>         | <b>56</b>   | <b>449</b>     | <b>\$0</b>                      | <b>\$66,360</b>      |
| <b>Component 3: Industrial and Wastewater Discharge Controls</b>                                    |  |                               |                               |                              |                             |                             |                            |                  |             |                |                                 |                      |
| 3.1 Assist with Development of Business Inspection Plan   | 64   |                               |                               |                              |                             |                             |                            |                  | 24          | 88             | \$0                             | \$13,960             |
| 3.2 Assist with Updating/Adapting Enforcement Response Plan   | 80   |                               |                               | 24                           | 60                          |                             |                            |                  | 24          | 188            | \$0                             | \$28,604             |
| 3.3 Staff Training and Guidance   | 40   |                               |                               |                              | 60                          | 8                           |                            |                  | 24          | 132            | \$0                             | \$18,220             |
| 3.4 Spill Response, Complaint Response & Inspection Frequency                                       | 16   |                               |                               |                              | 28                          |                             |                            |                  | 8           | 52             | \$0                             | \$7,332              |
| 3.5 Control Mobile Sources  | 100  |                               |                               | 24                           | 100                         |                             |                            |                  | 24          | 248            | \$0                             | \$37,844             |
| 3.6 Assist TAC and Program Coordinator  | 120  |                               |                               |                              | 24                          |                             |                            |                  | 40          | 184            | \$0                             | \$29,072             |
| 3.7 Assist with Regulatory Compliance and Planning  | 72   |                               |                               | 16                           | 80                          | 8                           |                            |                  | 24          | 200            | \$0                             | \$29,504             |
| <b>Subtotal:</b>  | <b>492</b>                                     | <b>0</b>                      | <b>0</b>                      | <b>64</b>                    | <b>352</b>                  | <b>16</b>                   | <b>0</b>                   | <b>0</b>         | <b>168</b>  | <b>1092</b>    | <b>\$0</b>                      | <b>\$164,538</b>     |
| <b>Component 5: New Development and Construction Site Controls</b>                                  |  |                               |                               |                              |                             |                             |                            |                  |             |                |                                 |                      |
| 5.1 Assist with Implementation of Provision C.3   | 32   |                               |                               | 128                          | 92                          | 44                          |                            |                  | 20          | 316            | \$8,000                         | \$51,916             |
| 5.2 Assist with Implementation of HM Requirements   | 10   |                               |                               | 24                           | 96                          | 16                          |                            |                  |             | 146            | \$0                             | \$20,224             |
| 5.3 Assist with Implementation of O&M Requirements  | 10   |                               |                               | 72                           | 20                          | 40                          |                            |                  | 8           | 180            | \$0                             | \$20,596             |
| 5.4 Assist with Implementation of Construction Site Requirements                                    | 12   |                               |                               | 86                           | 74                          | 44                          |                            |                  |             | 216            | \$0                             | \$30,248             |
| 5.5 Assist with Outreach and Training   | 4  |                               |                               | 60                           | 80                          | 8                           |                            |                  | 24          | 176            | \$0                             | \$22,644             |
| 5.6 Assist with Regulatory Requirements   | 10   |                               |                               | 182                          | 16                          | 4                           |                            |                  | 8           | 220            | \$0                             | \$31,806             |
| <b>Subtotal:</b>  | <b>78</b>                                      | <b>0</b>                      | <b>0</b>                      | <b>552</b>                   | <b>378</b>                  | <b>156</b>                  | <b>0</b>                   | <b>0</b>         | <b>60</b>   | <b>1224</b>    | <b>\$8,000</b>                  | <b>\$177,434</b>     |
| <b>Component 6: Watershed Assessment and Monitoring</b>   |  |                               |                               |                              |                             |                             |                            |                  |             |                |                                 |                      |
| 6.1 Assist WAM Component Coordination & Regulatory Compliance                                       |  | 110                           |                               |                              |                             |                             |                            |                  | 8           | 118            | \$0                             | \$19,612             |
| 6.2 Plan & Prepare MRP Years 2 - 5 Water Quality Monitoring Fieldwork                               |  | 360                           |                               | 200                          |                             |                             | 80                         |                  |             | 640            | \$20,000                        | \$120,120            |
| 6.3 Encourage Citizen Monitoring  |  | 20                            |                               |                              |                             |                             | 60                         |                  |             | 80             | \$0                             | \$9,540              |
| 6.4 Assist with Commenting on Selected Regulatory Actions   |  | 60                            |                               | 60                           |                             |                             |                            |                  |             | 120            | \$0                             | \$19,260             |
| 6.5 Participate in the San Francisco Estuary Regional Monitoring Program                            |  | 110                           |                               |                              |                             |                             |                            |                  |             | 110            | \$0                             | \$19,140             |
| <b>Subtotal:</b>  | <b>0</b>                                       | <b>660</b>                    | <b>0</b>                      | <b>260</b>                   | <b>0</b>                    | <b>0</b>                    | <b>140</b>                 | <b>0</b>         | <b>8</b>    | <b>1068</b>    | <b>\$20,000</b>                 | <b>\$187,672</b>     |
| <b>Total Hours</b>  | <b>735</b>                                     | <b>660</b>                    | <b>0</b>                      | <b>904</b>                   | <b>930</b>                  | <b>172</b>                  | <b>140</b>                 | <b>0</b>         | <b>292</b>  | <b>1068</b>    |                                 |                      |

Task 99 Other Costs and Expenses  
Associated with Components 2, 3, 5, & 6

comp 2 \$2,640  
comp 3 \$9,464  
comp 5 \$8,566  
comp 6 \$15,328  
Subtotal \$35,998

**TOTAL BUDGET: \$632,000**

<sup>1</sup> Labor hours are approximate level of effort for each task. Actual distribution of hours within and among tasks may vary. Subcontractor costs are planning-level estimates. Estimated total cost will not be exceeded without C/CAG's written authorization.

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**FY 2009/10 HOURLY RATES  
for Services to the  
San Mateo Countywide Water Pollution Prevention Program**

EOA, Inc. hourly rates are listed below for fiscal year 2009/10.

**FEE SCHEDULE**

**PERSONNEL**

Personnel charges are for any technical, clerical or administrative work necessary to perform the project. Work tasks include geologic and environmental consulting, engineering and computer services, regulatory liaison, and report preparation. Personnel rates are as follows:

(Fee Schedule Continued)

| Personnel Category                             | Hourly Rate |
|--|-------------|
| Principal                                      | \$196       |
| Managing Engineer Scientist III                | \$196       |
| Managing Engineer Scientist II                 | \$185       |
| Managing Engineer Scientist I                  | \$174       |
| Senior Engineer/Scientist III – Project Leader | \$160       |
| Senior Engineer/Scientist II                   | \$147       |
| Senior Engineer/Scientist I                    | \$133       |
| Associate Engineer/Scientist II                | \$123       |
| Associate Engineer/Scientist I                 | \$101       |
| Technician                                     | \$ 82       |
| Clerical/Computer Data Entry                   | \$ 59       |

Charges for professional services are in increments of one quarter-hour.

Depositions/legal testimony are charged portal-to-portal, at 200% of standard rates, with a four-hour minimum charge. In accordance with California Civil Procedure 2037.7, where applicable, the minimum fee must be paid prior to commencement of testimony.

Preparation for court cases is charged on a time-and-materials basis as outlined in this fee schedule.



## **C/CAG AGENDA REPORT**

**Date:** May 14, 2009

**To:** City/County Association of Governments Board of Directors

**From:** Richard Napier, C/CAG Executive Director

**Subject:** Review and approval of Resolution 09-26 authorizing the C/CAG Chair to execute a twelve-month extension to the City of Brisbane's contract to provide coordinator services to the San Mateo Countywide Water Pollution Prevention Program for a cost not to exceed \$60,000

(For further information or questions, contact Matt Fabry at 415-508-2134)

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### **RECOMMENDATION**

Review and approve Resolution 09-26 authorizing the C/CAG Chair to execute a twelve-month extension to the City of Brisbane's contract for coordinator services to the San Mateo Countywide Water Pollution Prevention Program for a cost not to exceed \$60,000.

### **FISCAL IMPACT**

Not to exceed \$60,000, paid out of the 2009-10 NPDES budget. The proposed annual contract value is the same as the previous three and a half years.

### **SOURCE OF FUNDS**

Parcel fee collected through San Mateo County Flood Control District or City General Funds. All properties within the cities and County are assessed annual NPDES fees, except in cases where municipalities have decided to pay some or all of the parcel fees out of municipal funds.

### **BACKGROUND/DISCUSSION**

The C/CAG Board awarded a two-year contract to the City of Brisbane in January 2006 for providing coordinator services for the Countywide Water Pollution Prevention Program. The contract includes a provision for extension for one or two year terms, upon mutual agreement of C/CAG and the City of Brisbane. The contract was extended for eighteen months in December 2007 to put the coordinator services contract on a fiscal year time schedule rather than a calendar year schedule. The proposed extension is for one year, from July 1, 2009 through June 20, 2010. Once the pending Municipal Regional Stormwater Permit is adopted by the Regional Water Quality Control Board, C/CAG may need to amend the coordinator services contract to address additional program requirements.

### **ATTACHMENTS**

**ITEM 4.9**

- Resolution 09-26
- Contract Amendment for Fiscal Year 2009-10

### **ALTERNATIVES**

- 1- Review and approve Resolution 09-26 authorizing the C/CAG Chair to execute a twelve-month extension to the City of Brisbane's contract for coordinator services to the San Mateo Countywide Water Pollution Prevention Program for a cost not to exceed \$60,000 in accordance with staff's recommendation.
- 2- Review and approve Resolution 09-26 authorizing the C/CAG Chair to execute a twelve-month extension to the City of Brisbane's contract for coordinator services to the San Mateo Countywide Water Pollution Prevention Program for a cost not to exceed \$60,000 in accordance with staff's recommendation with modifications.
- 3- No action.

**RESOLUTION NO. 09-26**

**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 A TWELVE-MONTH EXTENSION TO THE CITY OF BRISBANE CONTRACT FOR COORDINATOR SERVICES TO THE SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM FOR A COST NOT TO EXCEED \$60,000**

**WHEREAS**, the City/County Association of Governments (C/CAG) manages the Countywide Water Pollution Prevention Program (Countywide Program); and,

**WHEREAS**, the Countywide Program requires coordinator services; and,

**WHEREAS**, the City of Brisbane has provided satisfactory coordinator services in previous years; and,

**WHEREAS**, C/CAG finds it advantageous to utilize the City of Brisbane's services for another twelve months; and,

**WHEREAS**, the scope of services remains unchanged from the existing contract;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Chair be authorized to extend the City of Brisbane's contract for twelve months to provide coordinator services for fiscal year 2009-10 with a contract amount not to exceed \$60,000.

**APPROVED AND ADOPTED THIS 14TH DAY OF MAY 2009.**

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*Thomas M. Kasten, Chair*



**AMENDMENT NO. 2 TO THE CONTRACT BETWEEN THE  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS AND THE  
CITY OF BRISBANE TO PROVIDE COORDINATOR SERVICES TO THE  
SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM**

**WHEREAS**, the City/County Association of Governments of San Mateo County (herein after referred to as "C/CAG") and the City of Brisbane (City") entered into an original agreement for the period from January 1, 2006 to December 31, 2007 for Coordinator Services to the San Mateo Countywide Water Pollution Prevention Program (the Agreement"); and

**WHEREAS**, the Agreement was amended pursuant to Amendment No. 1, which amendment, among other things, extended the term of the Original Agreement to June 30, 2009; and

**WHEREAS**, the parties wish to further amend the Agreement to extend services and funding.

**THEREFOR, IT IS HEREBY AGREED** by C/CAG and the City that:

1. The term of the Agreement (as set forth in section 2 thereof) shall be and is hereby extended such that the new expiration date is June 30, 2010.
2. The compensation to be paid to the Program Coordinator (as set forth in section 3.a. of the Agreement) shall be at the rate of not to exceed \$60,000 per fiscal year for compensation and reimbursement of expenses.
3. This Amendment No. 2 to the Agreement shall take effect on July 1, 2009.
4. Except as specified herein, all other provisions of the Agreement shall remain in full force and effect.

CITY OF BRISBANE

CITY/COUNTY ASSOCIATION OF  
GOVERNMENTS OF SAN MATEO  
COUNTY

By: \_\_\_\_\_  
Sepi Richardson, Mayor

By: \_\_\_\_\_  
Thomas M. Kasten, C/CAG Chair

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
City Attorney

By: \_\_\_\_\_  
Counsel for C/CAG

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Review and approval of Resolution 09-19 authorizing the C/CAG Chair to execute an amendment to the AB1546 Intelligent Transportation System funding agreement with the City of Brisbane for an additional \$74,534 to a total of \$199,534

(For further information contact Richard Napier at 599-1420 or John Hoang at 363-4105)

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## **RECOMMENDATION**

That the C/CAG Board review and approve Resolution 09-19 authorizing the C/CAG Chair to execute an amendment to the AB1546 Intelligent Transportation System funding agreement for the City of Brisbane for an additional \$74,534 to a total of \$199,534, in accordance with staff recommendation.

## **FISCAL IMPACT**

None. \$1,244,000 of the net revenue collected between July 2005 and December 2008 was budgeted for the Countywide Traffic Congestion Management component of AB1546 and was approved by the Board in November 2007. The additional \$74,534 to the City of Brisbane is from cost savings.

## **SOURCE OF FUNDS**

Funds for these projects are collected from the Vehicle License Fees (VLF) through the AB1546 Program.

## **BACKGROUND/DISCUSSION**

Assembly Bill 1546 (AB1546) imposes an annual fee of up to four dollars (\$4) on motor vehicles registered in San Mateo County to fund traffic congestion management and stormwater pollution prevention programs. The collection of the fees began on July 1, 2005 and terminated on January 1, 2009. (Senate Bill 348, which the Board adopted in November 2008, reauthorized the \$4 annual fee for an additional four years until January 1, 2013.) Fifty percent of the VLF revenue is allocated to individual jurisdictions within San Mateo County and fifty percent is allocated to C/CAG for Countywide projects (25% for traffic congestion management and 25% for stormwater pollution prevention).

The Board approved the AB1546 Countywide Traffic Congestion Management Program for Intelligent Transportation System (ITS) in November 2007 and awarded up to \$1,244,000 to fund 78 projects for upgrading signal controller and video detection systems. The seven projects that were not selected would be provided funds based on the availability of any unused allocations.

**ITEM 4.10**

Reimbursement requests processed to date have resulted in unused allocations totaling \$97,662.72. Below is a current funding balance summary:

| <b>Jurisdiction</b> | <b>Awarded</b>      | <b>Invoiced</b>   | <b>Balance</b>      |
|---------------------|---------------------|-------------------|---------------------|
| Atherton            | \$ 85,000           | \$ 85,000.00      | \$ -                |
| Brisbane            | \$ 125,000          | \$ 101,509.03     | \$ 23,490.97        |
| Burlingame          | \$ 155,000          |                   |                     |
| Daly City           | \$ 195,000          |                   |                     |
| Foster City         | \$ 150,000          | \$ 109,053.25     | \$ 40,946.75        |
| Menlo Park          | \$ 80,000           | \$ 58,565.00      | \$ 21,435.00        |
| Pacifica            | \$ 60,000           |                   |                     |
| Redwood City        | \$ 64,000           |                   |                     |
| San Carlos          | \$ 70,000           | \$ 58,210.00      | \$ 11,790.00        |
| San Mateo           | \$ 200,000          |                   |                     |
| San Mateo County    | \$ 60,000           |                   |                     |
| <b>TOTAL</b>        | <b>\$ 1,244,000</b> | <b>\$ 412,337</b> | <b>\$ 97,662.72</b> |

The City of Brisbane applied for eight projects and was awarded \$125,000 for five projects. Brisbane completed the five projects for a cost of \$101,509.03 and requested that the remaining balance (\$23,490.97), combined with any available unused funds from other projects, be applied towards the City's three unfunded projects. Work on the three unfunded projects has been completed for a cost of \$74,534. Based on reimbursements processed to date, staff determined that available funding could be applied towards the three remaining Brisbane projects therefore recommends Board approval to amend the Funding Agreement and increase the award amount by \$74,534 to a total of \$199,534.

Pending future reimbursement requests, any unused allocations will be made available to other jurisdiction also for their respective unfunded projects, if requested. All jurisdictions have until June 30, 2009 to submit their requests for reimbursement.

**ATTACHMENT**

- Resolution 09-19
- Funding Agreement Amendment 1



**RESOLUTION NO. 09-19**

**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 AMENDMENT TO THE AB1546 INTELLIGENT TRANSPORTATION SYSTEM FUNDING AGREEMENT WITH THE CITY OF BRISBANE FOR AN ADDITIONAL \$74,534 TO A TOTAL OF \$199,534**

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

**WHEREAS**, C/CAG collects funds for Countywide Traffic Congestion Management projects through an increase in vehicle license fees in San Mateo County under Assembly Bill 1546 (AB1546); and,

**WHEREAS**, C/CAG approved the Countywide Traffic Congestion Management Program guidelines for funding projects Intelligent Transportation System (ITS) projects to upgrade traffic signal controllers and traffic detection systems with closed circuit television (CCTV) cameras; and

**WHEREAS**, sufficient funds for ITS projects have been collected through the vehicle license fee increase; and

**WHEREAS**, C/CAG and the City of Brisbane has entered into a Funding Agreement for the AB1546 Countywide Traffic Congestion Management Program for ITS projects; and

**WHEREAS**, the parties agree to additional services for installing video detection cameras at three locations for an additional amount of \$74,534; and

**WHEREAS**, the funding agreement amendment for the City of Brisbane in the amount of \$74,534 is attached; and

**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 Funding Agreement between C/CAG and City of Brisbane for the AB1546 Countywide Traffic Congestion Management Program for ITS to increase the funding in an amount not to exceed \$74,534 for additional services, for a new maximum amount of \$199,534.

**PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MAY 2009.**

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*Thomas M. Kasten, Chair*



**AMENDMENT NO. 1  
FUNDING AGREEMENT  
BETWEEN THE CITY OF BRISBANE AND THE  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY**

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as "C/CAG") and the City of Brisbane (hereinafter referred to as "CITY") entered into a Funding Agreement for the "AB1546 Countywide Traffic Congestion Management Program for Intelligent Transportation System projects" on January 15, 2008 (the "Existing Funding Agreement"); and,

WHEREAS, the parties wish to amend the Existing Funding Agreement to add three (3) project locations and add funding in the amount of \$74,534;

WHEREAS, the Existing Funding Agreement, as amended by this Amendment No. 1, shall be referred to as the "Funding Agreement".

IT IS HEREBY AGREED by C/CAG and CITY that the Funding Agreement is hereby revised and amended to provide that:

1. Section 1, Payments, is revised to read as follows:

**Payments.** Upon receipt of letter and backup information from the CITY indicating that the projects are completed, which projects shall include 8 project locations, C/CAG shall make payment to the CITY on a reimbursement basis for actual construction costs incurred in an amount up to one hundred ninety-nine thousand, five hundred thirty-four dollars (\$199,534).

2. Except as specified herein, the provisions of the Funding Agreement shall remain in full force and effect.
3. This Amendment No. 1 shall take effect upon signature by all parties.

CITY OF BRISBANE

CITY/COUNTY ASSOCIATION OF  
GOVERNMENTS OF SAN MATEO COUNTY

By: \_\_\_\_\_

By: \_\_\_\_\_  
Thomas M. Kasten, C/CAG Chair

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
City Attorney

By: \_\_\_\_\_  
Counsel for C/CAG

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# C/CAG AGENDA REPORT

**DATE:** May 14, 2009

**TO:** C/CAG Board of Directors

**FROM:** Richard Napier, Executive Director

**SUBJECT:** Review and approval of Resolution 09-28 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Alliance) for an amount not to exceed \$15,000 for the Alliance Strategic Plan.

(For further information please contact Richard Napier at (650) 599-1420)

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## **RECOMMENDATION:**

That the Board review and approve Resolution 09-28 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Alliance) for an amount not to exceed \$15,000 for the Alliance Strategic Plan.

## **FISCAL IMPACT:**

If approved, the \$15,000 will be derived from the Congestion Relief Program funds.

## **BACKGROUND/DISCUSSION:**

The Peninsula Traffic Congestion Relief Alliance (Alliance) provides Transportation Demand Management services Countywide in San Mateo County. The Alliance is funded by both C/CAG and the San Mateo County Transportation Authority (TA). A Strategic Planning Task force was formed to evaluate the current strategies being implemented by the Alliance. This Task Force consists of Alliance Board of Directors members, Alliance staff, and Alliance Supervisory Committee members. This Task Force has met several times over the past 8 months and has developed a proposed scope of work for a Strategic Plan for the Alliance.

The purpose is to develop a Strategic Plan that defines the direction and priorities for the Alliance to enhance its effectiveness as San Mateo County's Transportation Demand Management (TDM) Agency.

The Board of Directors for San Mateo County Transportation Authority (TA) approved \$15,000 in funding for the Alliance Strategic Plan at the April 2, 2009 TA Board of Directors meeting. The staff recommendation is for C/CAG to match the amount provided by the TA and approve \$15,000 in funding for the Alliance Strategic Plan. The Alliance also has funds available in their budget to

**ITEM 4.11**

complete the anticipated cost for the Strategic Plan. The funding agreement shall be in a form approved by C/CAG legal counsel.

**ATTACHMENTS:**

- Resolution 09-28
- Agreement with the Peninsula traffic Congestion Relief Alliance

## **RESOLUTION 09-28**

**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 PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE (ALLIANCE) FOR AN AMOUNT NOT TO EXCEED \$15,000 FOR THE ALLIANCE STRATEGIC PLAN**

**WHEREAS**, the Peninsula Traffic Congestion Relief Alliance (Alliance) operates as the Transportation Demand Management agency of San Mateo County through funding approved by C/CAG and the San Mateo County Transportation Authority; and,

**WHEREAS**, a Strategic Planning Task Force for the Alliance was formed and recommended that the Alliance pursue funding for the development of a Strategic Plan; and,

**WHEREAS**, the Board of Directors has determined that the development of a Strategic Plan will enable the Alliance to further define the direction and priorities for the Alliance to enhance its effectiveness.

**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 Peninsula Traffic Congestion Relief Alliance for an amount not to exceed \$15,000 for the Alliance Strategic Plan. This agreement shall be in a form approved by C/CAG Legal Counsel.

**PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MAY 2009.**

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*Thomas M. Kasten, Chair*





**EI CAMINO REAL INCENTIVE PROGRAM AGREEMENT BETWEEN  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS AND THE  
PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE**

This Agreement entered this 14<sup>th</sup> Day of May 2009, by and between the CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, a joint powers agency formed for the purpose of preparation, adoption and monitoring of a variety of county-wide state-mandated plans, hereinafter called "C/CAG" and the Peninsula Traffic Congestion Relief Alliance, hereinafter called "Alliance."

**W I T N E S S E T H**

WHEREAS, C/CAG has approved funding for the Alliance to operate the Countywide Voluntary Trip Reduction; and

WHEREAS, the development of a Strategic plan for the Alliance will help the Alliance define the direction and priorities for the Alliance to enhance it's effectiveness as San Mateo County's Transportation Demand Management (TDM) Agency; and

WHEREAS, the Alliance was awarded \$15,000 to develop a Strategic Plan; and

NOW, THEREFORE, IT IS HEREBY AGREED by the parties as follows:

1. Services to be provided by the Alliance. The Alliance must develop a Strategic Plan as described in the Scope of Work in Exhibit A attached hereto.
2. Payments. Upon receipt of the completed Strategic Plan from the Alliance, C/CAG shall review the completed Plan and if the Plan is acceptable to and approved by C/CAG, C/CAG shall make payment to the Alliance on a reimbursement basis for actual costs incurred in an amount up to fifteen thousand dollars (\$15,000).
3. Relationship of the Parties. It is understood that this is an Agreement by and between Independent Contractor(s) and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of Independent Contractor.
4. Non-Assignability. Alliance shall not assign this Agreement or any portion thereof to a third party without the prior written consent of C/CAG, and any attempted assignment without such prior written consent in violation of this Section automatically shall terminate this Agreement.
5. Contract Term. This Agreement shall be in effect as of May 14, 2009 and shall terminate on May 14, 2011; provided, however, C/CAG may terminate this Agreement at any time for any reason by providing 30 days' notice to the Alliance. Termination to be effective on the date specified in the notice. In the event of termination under this paragraph, the Alliance shall be paid for all services provided to the date of termination.
6. Hold Harmless/ Indemnity: Alliance shall indemnify and save harmless C/CAG from all

claims, suits or actions resulting from the performance by Alliance of its duties under this Agreement. C/CAG shall indemnify and save harmless Alliance from all claims, suits or actions resulting from the performance by C/CAG of its duties under this Agreement.

The duty of the parties to indemnify and save harmless as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

7. Insurance: Alliance or its subcontractors performing the services on behalf of Alliance shall not commence work under this Agreement until all Insurance required under this section has been obtained and such insurance has been approved by the C/CAG Staff. Alliance shall furnish the C/CAG Staff with Certificates of Insurance evidencing the required coverage and there shall be a specific contractual liability endorsement extending the Alliance's coverage to include the contractual liability assumed by Alliance pursuant to this Agreement. These Certificates shall specify or be endorsed to provide that thirty (30) days notice must be given, in writing, to C/CAG of any pending change in the limits of liability or of non-renewal, cancellation, or modification of the policy.

Workers' Compensation and Employer Liability Insurance: Alliance shall have in effect, during the entire life of this Agreement, Workers' Compensation and Employer Liability Insurance providing full statutory coverage.

Liability Insurance: Alliance shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect Alliance, its employees, officers and agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all operations under this Agreement, whether such operations be by Alliance or by any sub-contractor or by anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall be not less than \$1,000,000 unless another amount is specified below and shows approval by C/CAG Staff. Required insurance shall include:

|                                    | Required<br>Amount | Approval by<br>C/CAG Staff<br>if under<br>\$ 1,000,000 |
|------------------------------------|--------------------|--|
| a. Comprehensive General Liability | \$ 1,000,000       | _____  |
| b. Workers' Compensation           | \$ Statutory       | _____  |

C/CAG and its officers, agents, employees and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that the insurance afforded thereby to C/CAG, its officers, agents, employees and servants shall be primary insurance to the full limits of liability of the policy, and that if C/CAG, or its officers and employees have other insurance against a loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this section, or in the event any notice is

received which indicates any required insurance coverage will be diminished or canceled, the C/CAG Chairperson, at his/her option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

8. Non-discrimination. Alliance and its subcontractors performing the services on behalf of Alliance shall not discriminate or permit discrimination against any person or group of persons on the basis of race, color, religion, national origin or ancestry, age, sex, sexual orientation, marital status, pregnancy, childbirth or related conditions, medical condition, mental or physical disability or veteran's status, or in any manner prohibited by federal, state or local laws.
9. Compliance with All Laws. Alliance shall at all times comply with all applicable laws and regulations, including without limitation those regarding services to disabled persons, including any requirements of Section 504 of the Rehabilitation Act of 1973.
10. Sole Property of C/CAG: Any system or documents developed, produced or provided under this Agreement shall become the sole property of C/CAG.
11. Access to Records. C/CAG, or any of its duly authorized representatives, shall have access to any books, documents, papers, and records of Alliance which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions.

Alliance shall maintain all required records for three years after C/CAG makes final payments and all other pending matters are closed.

12. Merger Clause. This Agreement constitutes the sole agreement of the parties hereto with regard to the matters covered in this Agreement, and correctly states the rights, duties and obligations of each party as of the document's date. Any prior agreement, promises, negotiations or representations between the parties not expressly stated in this document are not binding.

13. **Governing Law.** This Agreement shall be governed by the laws of the State of California and any suit or action initiated by either party shall be brought in the County of San Mateo, California.

IN WITNESS WHEREOF, the parties hereto have affixed their hands on the day and year listed below.

Peninsula Traffic Congestion Relief Alliance

By \_\_\_\_\_

\_\_\_\_\_ Date

Peninsula Traffic Congestion Relief Alliance Legal Counsel

By \_\_\_\_\_

City/County Association of Governments (C/CAG)

By \_\_\_\_\_  
C/CAG Chair

\_\_\_\_\_ Date

C/CAG Legal Counsel

By \_\_\_\_\_

# Exhibit A

## Strategic Planning Process

### Proposed Scope of Work

**Key Purpose: Develop a Strategic Plan that defines the direction and priorities for the Peninsula Traffic Congestion Relief Alliance to enhance its effectiveness as San Mateo County's Transportation Demand Management (TDM) Agency.**

- 1) Determine the extent to which elements of the work scope can be completed in-house in conjunction with a consultant effort.
- 2) Confirm funding for Strategic Planning process;
- 3) Review the Alliance organizational structure, management, annual work program and accomplishments, including an evaluation of the achievement of the goals associated with funding sources and the role of the Alliance vis-à-vis the provision of TDM<sup>1</sup> strategies as they relate to other agencies and cities in the County and region.
- 4) Design a Situation Analysis – Strengths, Weaknesses, Opportunities and Threats. This most likely will be accomplished utilizing written and telephone or in-person surveys of stakeholders and focus groups of Board and Supervisory Committee members;
- 5) Assess the breadth and effectiveness of the employment of TDM strategies in the County and make recommendations as to: 1) the most effective priorities for the Alliance to pursue to achieve reductions in single occupancy vehicle travel and facilitate mobility options; 2) the role of the Alliance in concert with other transportation agencies and cities; 3) the most effective role of Board members; 4) new partnerships and funding sources which could be pursued; and 5) a process to achieve the Strategic Plan goals.
- 6) Convene the Task Force - to discuss the organizational assessment, status of countywide TDM strategy implementation and effectiveness, SWOT results, mission statement, vision and some key goals and objectives. Prepare results for Board Retreat;

<sup>1</sup> Transportation Demand Management (TDM) is the general term for programs geared towards reducing the usage of single occupancy vehicles through education about the availability of alternative transportation choices and providing encouragement to increase usage of alternative modes and facilitating mobility options.

- 7) Board Retreat – to share results of Task Force discussion of SWOT Analysis, discuss mission statement, vision and some key goals and objectives. Obtain stakeholder buy-in;
- 8) Draft Strategic Plan that specifies goals, objectives, timeline for implementation and required resources (including staffing and other potential funding sources to accomplish elements of plan);
- 9) Present Strategic Plan for Board discussion and/or approval;
- 10) Implement Plan.

**Budget:** \$35,000 - \$50,000 (based on verbal estimates).

**Timeline:** Complete RFP process; select consultant; completion of the strategic planning document by October 2009.

# C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** City/County Association of Governments Board of Directors  
**From:** San Mateo County Energy Watch – County of San Mateo  
**Subject:** First Quarter 2009 status report on the San Mateo County Energy Watch partnership with PG&E.

(For further information or questions contact Kim Springer 650-599-1412)

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## **RECOMMENDATION**

That the C/CAG Board review and approve the first quarter report on the San Mateo County Energy Watch (SMCEW).

## **FISCAL IMPACT**

No current fiscal impact. However continued efforts to spend 2009-2011 program funding in a cost effective manner could result in additional funding for the program should the \$3.5M of funding run out before the end of the three-year program cycle.

## **SOURCE OF FUNDS**

Ratepayer, Public Goods Fund dollars to San Mateo County Energy Watch program funding through PG&E under the auspices of the California Public Utilities Commission (CPUC).

## **BACKGROUND/DISCUSSION**

### **Background on Energy Watch Program**

San Mateo County Energy Watch is a local-government partnership between the City/County Association of Governments of San Mateo County (C/CAG) and PG&E. San Mateo County Energy Watch, as a new partnership, is beginning to offer a comprehensive portfolio of energy-efficiency programs, including audits, retrofits and rebates, to municipalities, small businesses, non-profits and residential customers. SMC Energy Watch will also offer energy-efficiency education and training seminars, as well as support for the County Energy Strategy and countywide climate action efforts.

C/CAG is partnering with RecycleWorks, the Waste Management and Environmental Services section of the County of San Mateo's Public Works Department, for the management of the SMC Energy Watch program.

### **Bridge Funding Period**

The California Public Utilities Commission (CPUC), the agency that provides authority over this local-government partnership, has delayed the approval of 2009-11 budgets for local-government partnerships and will issue approval later this year. The SMC Energy Watch program has, therefore, been ramping up and operating with a limited budget during this delay.

### **Public Facilities**

SMC Energy Watch is partnering with Ecology Action, a non-profit that has a history of successfully operating energy-efficiency programs for PG&E. Because SMC Energy Watch is assuming the role of the Association of Bay Area Governments (ABAG) Energy Watch program, the SMC Energy Watch team is currently meeting with public agencies that participated in the ABAG program to pursue pending projects with the goal of keeping momentum moving on these projects.

### **Commercial**

SMC Energy Watch is also working with Ecology Action to provide energy-efficiency services for small- and medium-sized businesses. This commercial retrofit program has been underway since January 2009, and this portion of the program alone has been the source of energy savings to the program.

### **Residents**

SMC Energy Watch will initially service moderately low-income residents, offering free weatherization and energy-efficiency services such as installing attic insulation and energy-efficient furnaces. These services will be available later this year. SMC Energy Watch's partner will be El Concilio of San Mateo, a non-profit that works with PG&E to provide these services to low-income residents.

### **Marketing and Outreach**

SMC Energy Watch is currently developing marketing materials, such as a website ([www.smcenergywatch.com](http://www.smcenergywatch.com)), brochures, flyers and presentations. We expect the website to go live in one month and the brochures will soon be developed.

### **Performance to Date**

Looking at the attached chart provided by the SMCEW contractor Ecology Action, there are three measures being used to determine the success of the program during the Bridge Funding Period.

**Kilowatt Hours (kWh)** is the annual energy savings to customers as a result of the program efforts. Through March 31, 2009, the program achieved 674,278 kWh of energy savings. This is



127% of the projected goal through March 31, 2009.

**Rebate** is the money rebated back to the customers of the program for the energy efficiency efforts that they have agreed to undertake. The CPUC and PG&E have specific guidelines on how much money can be spent from the program budget in the form of rebates. Through March 31, 2009 the program has spent only 76% of the program rebates projected through this first quarter.

**Dollars per Kilowatt hour (\$/kWh)** is also a measure that is closely tracked by the CPUC and PG&E. Twelve cents per kWh is the maximum average rebate allowed under the program. The higher the average rebate for the program, the less cost effective the program. Through March 31, 2009, the program is averaging only 60% of the maximum allowable rebate.

### **Forecast and Conclusion**

The SMCEW program is a new partnership and the energy saving goals of the program have only been realized by what is called the Commercial Direct Install portion of the program being performed by Ecology Action in the commercial sector in San Mateo County. The Residential and Municipal sectors have not generated any energy savings to date. In addition, the program has goals for energy savings from Natural Gas (Therms), which have not yet been addressed but will mainly come from Municipal sector retrofits such as boilers and HVAC.

The Commercial Direct Install program is very efficient in terms of energy savings, rebates and \$/kWh for the program. It is therefore expected that the program would be ahead in all three measurement areas. Future elements of the program, such as Non-Residential Retrofit (NRR) will be more costly per energy savings and more costly overall.

### **ATTACHMENTS**

- Performance to Date / Forecast (prepared by Ecology Action)



# Performance to Date / Forecast

| kWh              | Jan     | Feb     | Mar     | PTD     | Apr-Jun | Jul-Sept | Oct-Dec | TOTALS          |
|------------------|---------|---------|---------|---------|---------|----------|---------|-----------------|
| Goals            | 176,678 | 170,945 | 172,577 | 530,035 | 160,651 | 165,977  | 131,954 | <b>2,120,14</b> |
| Actuals/Forecast | 239,741 | 154,631 | 279,906 | 674,278 | 150,000 | 200,000  | 225,000 | <b>2,399,27</b> |

| To-Date Performance |
|---------------------|
| <b>127%</b>         |

| Rebate           | Jan      | Feb      | Mar      | PTD      | Apr-Jun  | Jul-Sept | Oct-Dec  | TOTALS           |
|------------------|----------|----------|----------|----------|----------|----------|----------|------------------|
| Goals            | \$21,201 | \$21,392 | \$22,675 | \$63,694 | \$22,875 | \$27,813 | \$33,626 | <b>\$254,416</b> |
| Actuals/Forecast | \$19,103 | \$8,567  | \$20,868 | \$48,536 | \$13,500 | \$22,000 | \$29,250 | <b>\$241,288</b> |

| To-Date Performance |
|---------------------|
| <b>76%</b>          |

| \$ / kWh         | Jan    | Feb    | Mar    | PTD    | Apr-Jun | Jul-Sept | Oct-Dec | TOTALS        |
|------------------|--------|--------|--------|--------|---------|----------|---------|---------------|
| Goals            | \$0.12 | \$0.13 | \$0.13 | \$0.12 | \$0.15  | \$0.18   | \$0.25  | <b>\$0.12</b> |
| Actuals/Forecast | \$0.08 | \$0.06 | \$0.07 | \$0.07 | \$0.09  | \$0.11   | \$0.13  | <b>\$0.10</b> |

| To-Date Performance |
|---------------------|
| <b>60%</b>          |



# C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** 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.)

(For further information please contact Joe Kott at 650-599-1453)

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## **RECOMMENDATIONS**

- 1.) That the C/CAG Board review, discuss, and place on the Support List the following bills now under consideration in the State Legislature: AB 68, AB 87, AB 1414, ACA 9, SB 205, SB 737, and SB 346.
- 2.) That the C/CAG Board review, discuss, and place on the C/CAG Watch List the following bills now under consideration in the State Legislature be placed on the C/CAG Legislative Watch List: SB 406, SB 650, SB 744, AB 1358, and SB 346.
- 3.) That the C/CAG Board review, discuss, and support State Propositions 1A through 1F.

## **FISCAL IMPACT**

Not applicable.

## **SOURCE OF FUNDS**

Not applicable.

## **LEGISLATIVE PRIORITY**

To be discussed at this meeting.

## **BACKGROUND/DISCUSSION**

Each year, the C/CAG Board takes positions with respect to legislation under consideration in Sacramento. This is the first set of recommendations to the Board

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pertaining to the 2009 Legislative Session now underway. The attached two documents, State Legislation Pending: Support Recommendation and State Legislation Pending: Watch Recommendation, contain summary information on measures on the proposed Support and proposed Watch lists.

The ballot for the Special Election to be held in California on May 19<sup>th</sup> will put before the voters a set of six State propositions agreed to by the Legislature and Governor as part of the 2009 State budget deal. The attached document, State Propositions: Recommended Support List contains summary information all Propositions 1A through 1F.

### **ATTACHMENTS**

- State Legislation Pending: Support Recommendation list and State Legislation Pending: Watch Recommendation list
- State Propositions: Recommended Support list

**STATE LEGISLATION PENDING: SUPPORT  
RECOMMENDATION**

**AB 68(Brownley) Solid waste: single-use carryout bags. (A-04/23/2009)**

**Introduced:** 12/12/2008

**Last Amend:** 04/23/2009

**Status:** 04/27/2009-Re-referred to Com. on APPR.

**Location:** 04/27/2009-A APPR.

**Calendar:** 05/06/09 9 a.m. - Room 4202 ASM APPROPRIATIONS

**Summary:** Existing law requires an operator of a store, as defined, to establish an at-store recycling program that provides to customers the opportunity to return clean plastic carryout bags to that store. Existing law imposes various requirements on at-store recycling programs, including requiring a store to maintain records describing the collection, transport, and recycling of plastic carryout bags collected by the store. This bill would, on and after July 1, 2010, prohibit a store, as defined, from providing a single-use carryout bag to a customer unless the store charges a fee of not less than \$0.25 per bag at the point of sale. The bill would exempt certain customers from paying the fee. The bill would establish the Bag Pollution Fund in the State Treasury and would require a store to remit the single-use carryout bag fees, less a specified amount, to the State Board of Equalization for deposit in that fund. The bill would prohibit a store from distributing a single-use carryout bag that is not a plastic or compostable carryout bag that meets specific requirements. This bill contains other related provisions and other existing laws.

**Laws:** An act to add Chapter 5.3 (commencing with Section 42280) to Part 3 of Division 30 of the Public Resources Code, relating to solid waste.

*League of California Cities Position: Support if amended*

*California State Association of Counties Position: Support*

*Metropolitan Transportation Commission Position: None*

**AB 87(Davis) Single-use carryout bags: environmental effects: mitigation.  
(A-04/27/2009)**

**Introduced:** 01/05/2009

**Last Amend:** 04/27/2009

**Status:** 04/28/2009-Re-referred to Com. on APPR.

**Location:** 04/28/2009-A APPR.

**Calendar:** 05/06/09 9 a.m. - Room 4202 ASM APPROPRIATIONS

**Summary:** Existing law requires, until January 1, 2013, an operator of a store, as defined, to establish an at-store recycling program that provides to customers the opportunity to return clean plastic carryout bags to that store. Existing law imposes various requirements on at-store recycling programs, including requiring

a store to maintain records describing the collection, transport, and recycling of plastic carryout bags collected by the store. This bill would instead prohibit, on and after July 1, 2010, a store, as defined, from providing a single-use carryout bag, including a green carryout bag, to a customer unless the store charges a fee of not less than \$0.25 per bag at the point of sale. The bill would exempt certain customers from paying the fee. The bill would establish the Bag Pollution Fund in the State Treasury and, by January 31, 2011, would require a store that collects the single-use carryout bag fees to remit the fees, less a specified amount to be used as required, to the State Board of Equalization for deposit in that fund, and do so on a quarterly basis thereafter. This bill contains other related provisions and other existing laws.

Laws: An act to amend Sections 42250, 42251, 42252, 42253, and 42254 of, to amend the heading of Chapter 5.1 (commencing with Section 42250) of Part 3 of Division 30 of, to add Sections 42252.5 and 42252.7 to, and to repeal and add Sections 42256 and 42257 of, the Public Resources Code, relating to single-use carryout bags.

*League of California Cities Position: Support if amended*  
*California State Association of Counties Position: Support*  
*Metropolitan Transportation Commission Position: None*

**AB 1414(Hill) Transportation planning.**

**Introduced:** 02/27/2009

**Last Amend:** 04/02/2009

**Status:** 04/13/2009-Re-referred to Com. on TRANS.

**Location:** 04/13/2009-A TRANS.

**Summary:** (1) Existing law generally provides for programming of transportation capital improvement projects pursuant to the state transportation improvement program process administered by the California Transportation Commission. Under that process, the commission, on a biennial basis, adopts a 5-year fund estimate of state and federal funds reasonably expected to be available for programming. Based on the fund estimate, the Department of Transportation prepares an interregional transportation improvement program, and regional transportation planning agencies each prepare a regional transportation improvement program, for the 5-year period. These programs are submitted to the commission for review, which subsequently adopts a 5-year state transportation improvement program that lists the projects in the year that they are expected to be undertaken. Existing law specifies various fair-share formulas for allocation of available transportation funds, including the north-south split, which is applicable to all available funds, including the 25% of funds available for programming for interregional projects, and county shares, which provides a share of funds to each county, but applies only to the 75% of funds available for programming to regional projects. The commission is required to adopt the state transportation improvement program consistent with the county share formula



over a 4-year period basis. This bill would instead provide for programming of projects in the interregional and regional transportation improvement programs, and in the subsequently adopted state transportation improvement program, on a 6-year basis. The bill would require the fund estimate and the county share formula estimates to also be prepared and used for that same 6-year period. The bill would require projects funded by the Traffic Congestion Relief Act to be included in the state transportation improvement program. This bill contains other related provisions and other existing laws.

**Laws:** An act to amend Sections 14524, 14525, 14526, 14527, 14529, 14530.1, and 65082 of, and to add Sections 14529.5 and 14529.13 to, the Government Code, and to amend Sections 188 and 188.8 of, and to add Section 182.10 to, the Streets and Highways Code, relating to transportation.

*League of California Cities Position: Watch*

*California State Association of Counties Position: Watch*

*Metropolitan Transportation Commission Position: None*

**ACA 9(Huffman) Local government bonds: special taxes: voter approval.**

**Introduced:** 02/06/2009

**Last Amend:** 04/27/2009

**Status:** 04/27/2009-From committee chair, with author's amendments: Amend, and re-refer to Com. on L. GOV. Read second time and amended.

**Location:** 04/27/2009-A L. GOV.

**Calendar:** 05/06/09 1:30 p.m. - Room 127 ASM LOCAL GOVERNMENT

**Summary:** The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit for a rate imposed by a city, county, city and county, or special district to service bonded indebtedness, incurred to fund specified public improvements, facilities or buildings, and housing, and related costs, that is approved by 55% of the voters of the city, county, city and county, or special district, as applicable. This additional exception would apply only if the proposition approved by the voters results in bonded indebtedness that includes specified accountability requirements. This bill contains other related provisions and other existing laws.

**Laws:** A resolution to propose to the people of the State of California an amendment to the Constitution of the State, by amending Sections 1 and 4 of Article XIII A thereof, by amending Section 2 of Article XIII C thereof, by amending Section 3 of Article XIII D thereof, and by amending Section 18 of Article XVI thereof, relating to local government finance.

*League of California Cities Position: Support*

*California State Association of Counties Position: Support*

*Metropolitan Transportation Commission Position: "Likely Support"*

**SB 205(Hancock) Traffic congestion: motor vehicle registration fees.**

**Introduced:** 02/23/2009

**Last Amend:** 04/14/2009

**Status:** 04/27/2009-From committee: Do pass. (Ayes 8. Noes 4.)

**Location:** 04/14/2009-S SECOND READING

**Calendar:** 04/30/09 11 SEN SENATE BILLS-SECOND READING FILE

**Summary:** Existing law provides for the imposition by certain districts and local agencies of fees on the registration of motor vehicles in certain areas of the state that are in addition to the basic vehicle registration fee collected by the Department of Motor Vehicles for specific limited purposes. The bill would authorize a countywide transportation planning agency, by a majority vote of the agency's board, to impose an annual fee of up to \$10 on motor vehicles registered within the county for programs and projects for certain purposes. The bill would require voter approval of the measure. The bill would require the department, if requested, to collect the additional fee and distribute the net revenues to the agency, after deduction of specified costs, and would limit the agency's administrative costs to not more than 5% of the distributed fees. The bill would require that the fees collected may only be used to pay for programs and projects bearing a relationship or benefit to the owners of motor vehicles paying the fee and are consistent with a regional transportation plan, and would require the agency's board to make a specified finding of fact in that regard. The bill would require the governing board of the countywide transportation planning agency to adopt a specified expenditure plan.

**Laws:** An act to add Section 65089.20 to the Government Code, and to add Section 9250.4 to the Vehicle Code, relating to traffic congestion.

*League of California Cities Position: Watch*

*California State Association of Counties Position: Watch*

*Metropolitan Transportation Commission Position: No Position*

**SB 737(Negrete McLeod) Airports: airport land use commissions.**

**Introduced:** 02/27/2009

**Last Amend:** 04/21/2009

**Status:** 04/24/2009-Set for hearing May 4.

**Location:** 04/21/2009-S APPR.

**Calendar:** 05/04/09 11 a.m. - John L. Burton Hearing Room (4203) SEN APPROPRIATIONS

**Summary:** The State Aeronautics Act governs the creation and operation of airports in this state. The act provides for the establishment of county airport land use commissions to carry out various requirements, including the formulation of a

comprehensive land use compatibility plan to provide for the orderly growth of airports and the area surrounding airports within the jurisdiction of the commission, and to safeguard the general welfare of the inhabitants within the vicinity of an airport and the public in general. The act requires each county in which there is an airport served by a scheduled airline, with certain exceptions, to establish an airport land use commission. This bill would eliminate the authority of the board of supervisors of a county in which an airport is located that is operated for the benefit of the general public that is not served by a scheduled airline, to adopt a resolution declaring that the county is exempt from establishing an airport land use commission. By eliminating this authority, the bill would impose a state-mandated local program by requiring a higher level of service. This bill contains other related provisions and other existing laws.

**Laws:** An act to amend Sections 21670, 21670.1, 21670.4, 21671.5, 21674.7, 21675.1, 21678, 21679, and 21679.5 of, and to repeal Section 21677 of, the Public Utilities Code, relating to airports.

*League of California Cities Position: Watch*

*California State Association of Counties Position: Watch*

*Metropolitan Transportation Commission Position: No Position*

**SB 346(Kehoe) Hazardous materials: motor vehicle brake friction materials.**

**Introduced:** 02/25/2009

**Last Amend:** 04/23/2009

**Status:** 04/23/2009-Read second time. Amended. Re-referred to Com. on APPR.

**Location:** 04/23/2009-S APPR.

**Summary:** Existing law establishes the Department of Toxic Substances Control, in the California Environmental Protection Agency, with powers and duties regarding the management of hazardous waste. Existing law, administered by the department, prohibits the management of hazardous waste except in accordance with the hazardous waste control laws, including laws governing the removal of any mercury-containing vehicle light switch from a vehicle, and the regulations adopted by the department. A violation of the hazardous waste control laws is a crime. This bill would require the department to conduct a baseline survey, on or before January 1, 2013, of the concentration levels of nickel, zinc, copper, and antimony in motor vehicle brake friction materials. The bill would require the department, commencing on January 1, 2013, and at least every 3 years thereafter, to monitor the concentration levels of nickel, zinc, and antimony in motor vehicle brake friction materials to ensure that those levels do not increase by more than 50% above the baseline levels established through the baseline survey. In that case, the bill would require the department to ask the State Water Resources Control Board or the Office of Environmental Health Hazard Assessment, as specified, to determine whether there is a need for controlling the use of the relevant constituent in brake friction material. If the department determines that there is a demonstrated need for

controlling the use of the studied constituents in brake pads, the bill would require the department to prioritize the presence of those constituents in brake friction materials for regulation, as specified. The bill also would require the department to monitor copper. This bill contains other related provisions and other existing laws.

**Laws:** An act to add Article 13.5 (commencing with Section 25250.50) to Chapter 6.5 of Division 20 of the Health and Safety Code, relating to hazardous materials.

**C/CAG SUPPORTS**

*League of California Cities Position: Support*

*California State Association of Counties Position: No Interest*

*Metropolitan Transportation Commission position: No Position*

## STATE LEGISLATION PENDING: WATCH RECOMMENDATION

### **SB 406(DeSaulnier) Land use: environmental quality.**

**Introduced:** 02/26/2009

**Last Amend:** 04/13/2009

**Status:** 04/24/2009-Set for hearing April 28.

**Location:** 04/23/2009-S T. & H.

**Calendar:** 04/28/09 1:30 p.m. - John L. Burton Hearing Room (4203) SEN  
TRANSPORTATION AND HOUSING

**Summary:** The Planning and Zoning Law establishes the Planning Advisory and Assistance Council in the Office of Planning and Research, and prescribes the membership and duties of the council. Existing law authorizes the Department of Motor Vehicles to collect a surcharge imposed on vehicle registration fees by ordinance or resolution of a local entity. This bill would change the designated membership, as specified, of the Planning Advisory and Assistance Council and would require that the council work with the Strategic Growth Council, regional agencies, and cities and counties to facilitate the implementation of regional blueprint projects, as specified. The bill would also require the council to report to the Legislature on specified regional performance measures and on the manner in which state agencies are implementing the 5-year infrastructure plan, as specified. The bill would authorize a municipal planning organization, as defined, a council of governments, as defined, or a county transportation commission and a subregional council of governments jointly preparing a subregional sustainable communities strategy to adopt a resolution to impose a surcharge of up to \$2 on motor vehicles registered to an owner with an address in the entity's or entities' jurisdiction that would be collected by the Department of Motor Vehicles and, after deducting its administrative costs, would be transmitted to the entity or entities imposing the surcharge. The bill would require that the surcharge revenue be expended to develop and implement a regional blueprint plan and would specify that 5% of the surcharge revenue be transmitted to the council for performance of its functions. The bill would provide that the council is to perform specified new functions only when the council has received sufficient revenue from this source.

**Laws:** An act to amend Section 65040.6 of, and to add Section 65083 to, the Government Code, to amend Section 75125 of the Public Resources Code, and to add Section 9250.6 to the Vehicle Code, relating to land use.

*League of California Cities Position: Watch*

*California State Association of Counties Position: Watch*

*Metropolitan Transportation Commission position: No Position*

**SB 650(Yee) Parks: City of Half Moon Bay.**

**Introduced:** 02/27/2009

**Last Amend:** 03/31/2009

**Status:** 04/20/2009-Set, first hearing. Hearing canceled at the request of author.

**Location:** 04/02/2009-S N.R. & W.

**Summary:** The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, an initiative statute approved by the voters at the November 7, 2006, statewide general election, among other things, makes \$400,000,000 in bond funds available to the Department of Parks and Recreation for competitive grants for local and regional parks. This bill would appropriate \$10,000,000 of the \$400,000,000 available from the bond act to the Department of Parks and Recreation for a grant to the City of Half Moon Bay to purchase certain property known as the Beachwood Property for the sole purpose of development as a public park. This bill contains other related provisions.

**Laws:** An act relating to parks, making an appropriation therefor, and declaring the urgency thereof, to take effect immediately.

League of California Cities Position: Watch

California State Association of Counties Position: No Interest

Metropolitan Transportation Commission position: No Position

**SB 744(Strickland) Clinical laboratories: public health laboratories**

**Introduced:** 02/27/2009

**Last Amend:** 04/22/2009

**Status:** 04/27/2009-From B., P. & E.D.: Do pass. To APPR.

**Location:** 04/28/2009-S APPR.

**Summary:** Existing law provides for the licensure, registration, and regulation of clinical laboratories and various clinical laboratory personnel by the State Department of Public Health and makes a violation of those provisions a crime. This bill would require the private, nonprofit organization to be approved by the federal Center for Medicare and Medicaid Services instead of HCFA, to conduct inspections of clinical laboratories in a manner that will determine compliance with existing law, as specified, and to provide the department with additional information including, among other things, a detailed description of the inspection process and a description of the process for monitoring proficiency testing performance. The bill would also require the laboratory to meet additional conditions, including authorizing the private nonprofit organization to release specified performance testing results and notification of condition-level requirement violations or withdrawal of laboratory accreditation. This bill contains other related provisions and other existing laws.

**Laws:** An act to amend Sections 1206, 1223, 1246, 1300, 1301, and 1302 of,

and to add Section 1300.2 to, the Business and Professions Code, and to amend Section 101160 of, and to add Sections 101151, 101152, 101161, 101161.5, and 101162 to, the Health and Safety Code, relating to laboratories, making an appropriation therefor, and declaring the urgency thereof, to take effect immediately.

*League of California Cities Position: Watch*

*California State Association of Counties Position: Watch*

*Metropolitan Transportation Commission position: No Position*

**AB 1358(Hill) Product management: disposable food containers.**

**Introduced:** 02/27/2009

**Last Amend:** 04/14/2009

**Status:** 04/27/2009-Do pass as amended and be re-referred to the Committee on Appropriations.

**Location:** 04/28/2009-A APPR.

**Summary:** The California Integrated Waste Management Act of 1989, administered by the California Integrated Waste Management Board, among other things, prohibits a person from selling a food or beverage container in this state that is labeled with the term "compostable" or "marine degradable," unless the food or beverage container meets certain requirements. This bill would define terms for its purposes and prohibit a food vendor from dispensing prepared food to a customer in a disposable polystyrene food container, a disposable nonrecyclable plastic food container, or a disposable nonrecycled content paper container. The bill would authorize a food vendor to dispense prepared food to a customer in a compostable plastic container in a jurisdiction where organic waste is collected curbside for composting.

**Laws:** An act to add Part 9 (commencing with Section 49700) to Division 30 of the Public Resources Code, relating to product management.

*League of California Cities Position: Watch*

*California State Association of Counties Position: Pending*

*Metropolitan Transportation Commission position: No Position*

**SB 346(Kehoe) Hazardous materials: motor vehicle brake friction materials.**

**Introduced:** 02/25/2009

**Last Amend:** 04/23/2009

**Status:** 04/23/2009-Read second time. Amended. Re-referred to Com. on APPR.

**Location:** 04/23/2009-S APPR.

**Summary:** Existing law establishes the Department of Toxic Substances Control, in the California Environmental Protection Agency, with powers and duties regarding the management of hazardous waste. Existing law, administered by the department, prohibits the management of hazardous waste

except in accordance with the hazardous waste control laws, including laws governing the removal of any mercury-containing vehicle light switch from a vehicle, and the regulations adopted by the department. A violation of the hazardous waste control laws is a crime. This bill would require the department to conduct a baseline survey, on or before January 1, 2013, of the concentration levels of nickel, zinc, copper, and antimony in motor vehicle brake friction materials. The bill would require the department, commencing on January 1, 2013, and at least every 3 years thereafter, to monitor the concentration levels of nickel, zinc, and antimony in motor vehicle brake friction materials to ensure that those levels do not increase by more than 50% above the baseline levels established through the baseline survey. In that case, the bill would require the department to ask the State Water Resources Control Board or the Office of Environmental Health Hazard Assessment, as specified, to determine whether there is a need for controlling the use of the relevant constituent in brake friction material. If the department determines that there is a demonstrated need for controlling the use of the studied constituents in brake pads, the bill would require the department to prioritize the presence of those constituents in brake friction materials for regulation, as specified. The bill also would require the department to monitor copper. This bill contains other related provisions and other existing laws.

**Laws:** An act to add Article 13.5 (commencing with Section 25250.50) to Chapter 6.5 of Division 20 of the Health and Safety Code, relating to hazardous materials.

*League of California Cities Position: Support*

*California State Association of Counties Position: No Interest*

*Metropolitan Transportation Commission position: No Position*



# STATE PROPOSTIONS: RECOMMENDED SUPPORT LIST

**PROPOSITION 1A:  
STATE BUDGET. CHANGES CALIFORNIA BUDGET PROCESS.  
LIMITS STATE SPENDING. INCREASES “RAINY DAY” BUDGET  
STABILIZATION FUND.**

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OFFICIAL TITLE AND SUMMARY

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STATE BUDGET. CHANGES CALIFORNIA BUDGET PROCESS.  
LIMITS STATE SPENDING. INCREASES “RAINY DAY” BUDGET  
STABILIZATION FUND.

Increases size of state “rainy day” fund from 5% to 12.5% of the General Fund.  
A portion of the annual deposits into that fund would be dedicated to savings for future economic downturns, and the remainder would be available to fund education, infrastructure, and debt repayment, or for use in a declared emergency.  
Requires additional revenue above historic trends to be deposited into state “rainy day” fund, limiting spending.

Summary of Legislative Analyst’s Estimate of Net State and Local Government Fiscal Impact:

Higher state tax revenues of roughly \$16 billion from 2010—11 through 2012—13 to help balance the state budget.

In many years, increased amounts of money in state “rainy day” reserve fund.

Potentially less ups and downs in state spending over time.

Possible greater state spending on repaying budgetary borrowing and debt, infrastructure projects, and temporary tax relief. In some cases, this would mean less money available for ongoing spending.

*League of California Cities Position: Support*

*California State Association of Counties Position: Neutral*

*Metropolitan Transportation Commission position: None*

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**PROPOSITION 1B:  
EDUCATION FUNDING. PAYMENT PLAN.**

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OFFICIAL TITLE AND SUMMARY

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**EDUCATION FUNDING. PAYMENT PLAN.**

Requires supplemental payments to local school districts and community colleges to address recent budget cuts.

Annual payments begin in 2011–12.

Payments are funded from the state’s Budget Stabilization Fund until the total amount has been paid.

Payments to local school districts will be allocated in proportion to average daily attendance and may be used for classroom instruction, textbooks and other local educational programs.

Summary of Legislative Analyst’s Estimate of Net State and Local Government Fiscal Impact:

Fiscal impact would depend on how current constitutional provisions would otherwise be interpreted.

Potential state savings of up to several billion dollars in 2009–10 and 2010–11.

Potential state costs of billions of dollars annually thereafter.

*League of California Cities Position: Support*

*California State Association of Counties Position: Neutral*

*Metropolitan Transportation Commission position: None*

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**PROPOSITION 1C:  
LOTTERY MODERNIZATION ACT.**

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**OFFICIAL TITLE AND SUMMARY**  
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**LOTTERY MODERNIZATION ACT.**

Allows the state lottery to be modernized to improve its performance with increased payouts, improved marketing, and effective management.

Requires the state to maintain ownership of the lottery and authorizes additional accountability measures.

Protects funding levels for schools currently provided by lottery revenues.

Increased lottery revenues will be used to address current budget deficit and reduce the need for additional tax increases and cuts to state programs.

Summary of Legislative Analyst’s Estimate of Net State and Local Government Fiscal Impact:

Impact on 2009–10 State Budget: Allows \$5 billion of borrowing from future lottery profits to help balance the 2009–10 state budget.

Impact on Future State Budgets: Debt-service payments on the lottery borrowing and higher payments to education would likely make it more difficult to balance future state budgets. This impact would be lessened by potentially higher lottery profits. Additional lottery borrowing would be allowed.

*League of California Cities Position: Support*

*California State Association of Counties Position: Neutral*

*Metropolitan Transportation Commission position: None*

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**PROPOSITION 1D:  
PROTECTS CHILDREN’S SERVICES FUNDING.  
HELPS BALANCE STATE BUDGET.**

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**OFFICIAL TITLE AND SUMMARY**  
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**PROTECTS CHILDREN’S SERVICES FUNDING. HELPS BALANCE STATE BUDGET.**

Provides more than \$600 million to protect children’s programs in difficult economic times.

Redirects existing tobacco tax money to protect health and human services for children, including services for at-risk families, services for children with disabilities, and services for foster children.

Temporarily allows the redirection of existing money to fund health and human service programs for children 5 years old and under.

Ensures counties retain funding for local priorities.

Helps balance state budget.

**Summary of Legislative Analyst’s Estimate of Net State and Local Government Fiscal Impact:**

State General Fund savings of up to \$608 million in 2009–10 and \$268 million annually from 2010–11 through 2013–14, from temporarily redirecting a portion of funds from the California Children and Families Program in place of state General Fund support of health and human services programs for children up to age five.

Corresponding reductions in funding for early childhood development programs provided by the California Children and Families Program.

*League of California Cities Position: Support*

*California State Association of Counties Position: Neutral*

*Metropolitan Transportation Commission position: None*

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**PROPOSITION 1E:  
MENTAL HEALTH SERVICES FUNDING.  
TEMPORARY REALLOCATION. HELPS BALANCE STATE BUDGET.**

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OFFICIAL TITLE AND SUMMARY

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MENTAL HEALTH SERVICES FUNDING. TEMPORARY REALLOCATION.  
HELPS BALANCE STATE BUDGET.

Amends Mental Health Services Act (Proposition 63 of 2004) to transfer funds, for a two-year period, from mental health programs under that act to pay for mental health services for children and young adults provided through the Early and Periodic Screening, Diagnosis, and Treatment Program.

Provides more than \$225 million in flexible funding for mental health programs.

Helps balance state budget during this difficult economic time.

Summary of Legislative Analyst's Estimate of Net State and Local Government Fiscal Impact:

State General Fund savings of about \$230 million annually for two years (2009–10 and 2010–11) from redirecting a portion of Proposition 63 funds to an existing state program in place of state General Fund support.

Corresponding reduction in funding available for Proposition 63 community mental health programs.

*League of California Cities Position: Support*

*California State Association of Counties Position: Neutral*

*Metropolitan Transportation Commission position: None*

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**PROPOSITION 1 F:  
ELECTED OFFICIALS' SALARIES.  
PREVENTS PAY INCREASES DURING BUDGET DEFICIT YEARS.**

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OFFICIAL TITLE AND SUMMARY

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ELECTED OFFICIALS' SALARIES.

PREVENTS PAY INCREASES DURING BUDGET DEFICIT YEARS.

Encourages balanced state budgets by preventing elected Members of the Legislature and statewide constitutional officers, including the Governor, from receiving pay raises in years when the state is running a deficit.

Directs the Director of Finance to determine whether a given year is a deficit year.

Prevents the Citizens Compensation Commission from increasing elected officials' salaries in years when the state Special Fund for Economic Uncertainties is in the negative by an amount equal to or greater than one percent of the General Fund.

Summary of Legislative Analyst's Estimate of Net State and Local Government Fiscal Impact:

Minor state savings related to elected state officials' salaries in some cases when the state is expected to end the year with a budget deficit.

*League of California Cities Position: Support*

*California State Association of Counties Position: Neutral*

*Metropolitan Transportation Commission position: None*

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# C/CAG AGENDA REPORT

**Date:** May 14, 2009

**To:** City/County Association of Governments Board of Directors

**From:** Richard Napier, C/CAG Executive Director

**Subject:** Review and Approval of Resolution 09-21 authorizing the C/CAG Chair to execute a Funding Agreement with SamTrans for an amount not to exceed \$77,000 for Community-Based Transportation Planning Services, and review and approval of Resolution 09-22 authorizing the C/CAG Chair to execute a Funding Agreement with the Metropolitan Transportation Commission (MTC) for an amount not to exceed \$60,000 for Community Based Transportation Planning Services, and further authorizing the Executive Director to make minor changes to said agreements upon consultation with signatory agencies. The final draft of the agreement will be reviewed and approved by Legal Counsel as to form.

(For further information contact Jean Higaki at 599-1562)

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## **RECOMMENDATION**

Review and approve two Resolutions

1. Resolution 09-21 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transit District (SamTrans) for an amount not to exceed \$77,000 for Community-Based Transportation Planning Services, and
2. Resolution 09-22 authorizing the C/CAG Chair to execute a Funding Agreement with the Metropolitan Transportation Commission (MTC) for an amount not to exceed \$60,000 for Community Based Transportation Planning Services.
3. Further authorizing the Executive Director to make minor changes to said agreements upon consultation with signatory agencies. The final draft of the agreement will be reviewed and approved by Legal Counsel as to form.

## **FISCAL IMPACT**

No more than \$17,000 from C/CAG Congestion Relief funds. \$60,000 will come from MTC.

## **SOURCE OF FUNDS**

Per attached agreements, the MTC Community Based Transportation Planning (CBTP) Program will provide \$60,000 in funds to prepare a CBTP. C/CAG will provide \$17,000 in Congestion Relief funds towards that effort.

**ITEM 5.2**

## **BACKGROUND/DISCUSSION**

In 2001, the Metropolitan Transportation Commission (MTC) implemented the Community Based Transportation Planning (CBTP) Program to look at transportation needs in economically disadvantaged communities (residents earning \$25,000 or less/year). MTC identified several "Communities of Concern" within San Mateo County, in parts of Daly City, South San Francisco / San Bruno, North San Mateo, and East Palo Alto / North Fair Oaks.

MTC developed a region wide planning document but delegated County level planning efforts to the Congestion Management Agency (C/CAG) and the local transit operator (SamTrans). The objectives of the County level CBTP are to utilize community outreach to identify, assess, and develop strategies to bridge gaps in the transportation needs of these disadvantaged communities. The CBTP is a planning tool, also designed to influence funding decisions of the MTC Lifeline Transportation Program with the objectives to fund strategies developed in the CBTPs.

As the Congestion Management Agency for San Mateo, C/CAG was requested by MTC to develop County level CBTPs for the Communities of Concern. C/CAG staff has requested the assistance of SamTrans, in preparing a CBTP, based upon their successful development of two previous CBTPs and their key role in bridging transit gaps identified by the CBTP process. SamTrans staff has agreed to prepare a CBTP for North San Mateo for an amount not to exceed \$77,000. See Attachment A.

C/CAG functions as a Regional Transportation Planning agency and is qualified to accept \$60,000 in planning funds from MTC for this purpose. C/CAG will, in turn, fund SamTrans, for their extensive outreach and planning efforts, but will require \$17,000 in additional funds.

With the involvement of SamTrans, Community Based Transportation Plans for the Daly City (Bayshore) and East Palo Alto areas have been completed. As a result of the East Palo Alto and Daly City (Bayshore) CBTPs, both Cities received funds from the Low Income Flexible Transportation Program (LIFT) and Lifeline Transportation Program, to fund the following programs:

### **LIFT Program**

| <b>Sponsor</b>                 | <b>Project</b>                         | <b>Description</b>             | <b>Amount Funded</b> | <b>Duration</b> |
|--------------------------------|--|--------------------------------|----------------------|-----------------|
| San Mateo Human Service Agency | East Palo Shuttle and Mobility Manager | Fixed Route & Mobility Manager | \$120,670            | 7/1/02 – 7/1/04 |
| Samtrans (San Mateo County)    | East Palo Alto Express Service         | Fixed Route                    | \$580,808            | 1/1/04-12/31/06 |
| San Mateo Human Service Agency | East Palo Shuttle and Mobility Manager | Fixed Route & Mobility Manager | \$120,670            | 7/1/02 – 7/1/04 |



**Lifeline Transportation Program Cycle 2**

|                             |   |   |           |                   |
|-----------------------------|---|---|-----------|-------------------|
| Samtrans (San Mateo County) | East Palo Alto Route 280 Service              | Fixed Route                                   | \$415,935 | FY 09/10-FY 10/11 |
| Daly City                   | Bayshore Shuttle Service                      | Shuttle Service                               | \$368,929 | FY 09/10-FY 10/11 |
| East Palo Alto              | Youth Shuttle, Mobility Manager, Bus Shelters | Youth Shuttle, Mobility Manager, Bus Shelters | \$418,847 | FY 09/10-FY 10/11 |

Funding for this program will be provided through MTC contingent upon approval of final deliverables listed in the MTC agreement.

**ATTACHMENTS**

- Attachment Funding Agreement Between SamTrans and C/CAG
- Resolution 09-21
- Attachment Funding Agreement Between MTC and C/CAG
- Resolution 09-22



**FUNDING AGREEMENT BETWEEN  
SAN MATEO COUNTY TRANSIT DISTRICT AND  
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
FOR COMMUNITY BASED TRANSPORTATION PLANNING SERVICES**

THIS AGREEMENT is entered into as of the \_\_\_\_ day of \_\_\_\_\_, 2009, by and between the San Mateo County Transit District (SamTrans), a public agency and the City/ Association of Governments (C/CAG), a public joint powers agency.

**WITNESSETH**

WHEREAS, the Metropolitan Transportation Commission (MTC) has implemented a Community Based Transportation Planning Program to look at transportation needs in economically disadvantaged communities, and

WHEREAS, MTC recognizes the need to consider this at the County level and wishes to involve the C/CAG as the Congestion Management Agency and SamTrans as the local transit operator, and

WHEREAS, C/CAG and SamTrans wishes to work with the City of San Mateo to develop a Community Based Transportation Planning document for the City of San Mateo; and

WHEREAS, SamTrans will provide the primary services for the Community Based Transportation Planning project,

NOW, THEREFORE, the parties hereto agree as follows:

**1. SCOPE OF SERVICES**

SamTrans agrees to perform the tasks described in Attachment A, North San Mateo Community-Based Transportation Plan Scope of Work (the "Services").

C/CAG will provide general support as necessary to assist SamTrans in these tasks.

**2. TIME OF PERFORMANCE**

The services funded by this Agreement shall commence on or after May 20, 2009 and shall be completed by September 30, 2010, unless earlier terminated as hereinafter provided. Either party may terminate the Agreement without cause by providing thirty (30) days advanced written notice to the other.

**3. FUNDING AND METHOD OF PAYMENT**

- a. C/CAG agrees to reimburse SamTrans up to \$77,000 for its costs of funding the Services.
- b. SamTrans shall submit billings, accompanied by the activity reports and by invoices issued by consultants as proof that services were rendered and paid for by SamTrans. Upon receipt and approval of the monthly invoice and its accompanying documentation, C/CAG shall pay the amount claimed under this agreement within thirty (30) days of receipt of the invoice
- c. Subject only to duly executed amendments, it is expressly understood and agreed that in no event will the total funding commitment under this agreement exceed the sum of

\$77,000, unless revised in writing by C/CAG.

4. AMENDMENTS

Any changes in the services to be performed under this Agreement shall be incorporated in written amendments, which shall specify the changes in work performed and any adjustments in compensation and schedule. To be effective, any amendments must be executed by or on behalf of C/CAG and the SamTrans. No claim for additional compensation or extension of time shall be recognized unless contained in a duly executed amendment.

5. 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 a follows:

To C/CAG: Attention: Richard Napier  
City/County Association of Governments  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

To SamTrans: Attention: Corinne Goodrich  
San Mateo County Transit District  
1250 San Carlos Avenue  
San Carlos, CA 94907-1 506

6. INDEPENDENT CONTRACTOR

C/CAG and its employees, agents and consultants shall be deemed independent contractors of SamTrans. Nothing herein shall be deemed to create any joint venture or partnership arrangement between SamTrans and C/CAG.

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

CITY/COUNTY ASSOCIATION OF  
GOVERNMENTS

SAN MATEO COUNTY TRANSIT  
DISTRICT

\_\_\_\_\_  
Thomas M. Kasten, C/CAG Chair

\_\_\_\_\_  
Mike Scanlon, General Manager /CEO

Approved as to form:

\_\_\_\_\_  
C/CAG Counsel

\_\_\_\_\_  
SamTrans Attorney

**Attachment A**  
**North San Mateo Community-Based Transportation Plan**  
**Scope of Work**

The goal of MTC's Community-Based Planning Program is to advance the findings of two reports completed for the 2001 Regional Transportation Plan (RTP) update. The Lifeline Transportation Network Report (Lifeline) identified transit needs in economically disadvantaged communities throughout the San Francisco Bay Area, and recommended community-based transportation planning as a first step to address them. Likewise, the Environmental Justice Report for the 2001 RTP also identified the need for MTC to support local planning efforts in low-income communities throughout the region. To initiate the program, MTC adopted Community-based Transportation Planning (CBTP) program guidelines in 2002 to serve as a blueprint for implementation. MTC allocated funding to complete an initial twenty-five plans in low income communities throughout the region as indicated in the program guidelines. In April 2008, MTC authorized funding to complete an additional eighteen CBTPs, including a plan for North San Mateo.

The CBTP program is a collaborative process involving residents of low-income and minority communities, community based organizations that provide services within these communities, transit operators, county Congestion Management Agencies (CMAs) and MTC. Each planning process involves a significant community outreach component to engage the direct participation of residents. The outcome of the planning process is a community-based transportation plan that includes locally-identified transportation needs, as well as solutions to address them. Solutions may include expanding fixed-route transit, or other transportation services such as shuttles, bicycle options or auto-oriented alternatives. In some cases, new capital improvements such as bus stops, benches, shelters or other enhanced amenities may be identified. Funding opportunities are explored to support the solutions, and an outline for an action plan to implement them is developed.

Following the completion of the plans, results are forwarded to applicable transit agencies, CMAs, MTC or other relevant boards for consideration in future planning, funding and implementation discussions or proposals such as countywide expenditure plans, etc.

The North San Mateo CBTP is the third plan that will be funded under the MTC program in San Mateo County. The City/County Association of Governments of San Mateo County (C/CAG), as the CMA for San Mateo County, has designated the San Mateo County Transit District (SamTrans) as the appropriate agency to lead this effort in the county. The District has created a draft work scope to accomplish the following goals from a collaborative planning process.

**TASK 1: CONFIRM ROLES, RESPONSIBILITIES AND LEVELS OF EFFORT TO DELIVER THE PROJECT**

**Task 1.1: Project Budget and Schedule**

C/CAG will engage SamTrans who shall prepare a budget and schedule to complete the tasks associated with this planning project. C/CAG through the District will submit project budget and schedule to MTC for its approval.

**Deliverables:**       Final Schedule  
                              Final Budget

## **TASK 2: INITIATE COLLABORATIVE PLANNING PROCESS**

### **Task 2.1: CBOs and Stakeholder Committee**

Create a Resource List of community-based organizations (CBOs) and other agencies and organizations that represent the interests of North San Mateo and request that the city council appoint a Stakeholder Committee.

### **Task 2.2: Technical Advisory Committee**

Establish a technical advisory committee (TAC) with representation from C/CAG, SamTrans, City of San Mateo, the County Human Services Agency and Health Systems, San Mateo County public officials and/or staff, or other County agency staff as appropriate and the MTC to 1) review and finalize work products prior to presentation to the stakeholders and 2) monitor the schedule and completion of tasks and work products.

**Deliverables:** Memorandum #1 – Summarizing Stakeholder Committee, TAC membership and CBO Resource List  
Memorandum #2 - Responsibilities of Stakeholder Committee

## **TASK 3: SUMMARIZE TRANSIT GAPS/EXISTING CONDITIONS**

### **Task 3.1: Review Study Area Boundaries and Demographics**

Review and confirm boundaries of the study area and develop an Existing Conditions Report that includes: a description of the project area; description of the planning area demographics; information related to the existing transportation network; and information regarding recent or proposed economic or housing development in the area. Data from Census 2000, City of San Mateo, ABAG, MTC and other relevant sources will be considered.

### **Task 3.2: Summarize Transportation Gaps**

Summarize the transportation gaps identified in the Lifeline Report, as well as other relevant plans and previous community outreach efforts that identify transportation gaps in the project area. Develop a map of the project area.

**Deliverables:** Memorandum #3 – Existing Conditions Report

## **TASK 4: DEVELOP COMMUNITY OUTREACH STRATEGY**

### **Task 4.1: Confirm Outreach Objectives and Determine Appropriate Strategies**

Based on the transportation gaps identified in Task 3, meet with Stakeholder Committee and TAC to confirm outreach objectives and determine appropriate outreach strategies to effectively obtain input from and engage community members. Recommended strategies include but are not limited to: hosting project-specific public meetings and workshops, attending regularly scheduled CBO meetings to present project information and solicit feedback, attending public events based in the neighborhoods, conducting focus groups and interviews, distributing surveys, and establishing project-related telephone hotlines/websites.

### **Task 4.2: Develop Timeline**

Develop timeline for the execution of the outreach.

**Deliverables:** Memorandum #4 – Outreach Strategy, including any additional CBOs to be

consulted during the outreach process not previously identified in Task 2, outreach strategies and measures to determine participation (i.e. number of meetings held, number of attendees, number of returned surveys, etc.), and a timeline for outreach execution and completion.

## **TASK 5: CONDUCT COMMUNITY OUTREACH AND PROPOSE SOLUTIONS TO CLOSE GAPS**

### **Task 5.1: Conduct Community Outreach Strategy**

With support from project CBOs, TAC and Stakeholder Committee, execute the outreach campaign utilizing strategies approved in Task 4. Manage community expectations by informing and educating participants about the goals of the community-based transportation planning process. Facilitate discussions with the goal of reaching consensus to prioritize the gaps identified in Task 3 and any additional gaps identified by the community.

### **Task 5.2: Propose Solutions to Close Transportation Gaps**

Based on community input, propose solutions to close transportation gaps. Solutions may include fixed-route options, shuttle services, guaranteed ride home programs, auto-oriented options, bicycle alternatives, or in some cases, capital enhancements such as bus shelters, benches or other amenities. Solutions may also relate to improving transportation information resources or educating community residents about existing transportation options. As needed, provide information about solutions to address community-identified needs that the community may not be familiar with or strategies that may be successful in other communities.

**Deliverables:** Memorandum #5 – Summary of Outreach Methodologies including how outreach was conducted and the level of participation.  
Memorandum #6 – Findings of the Outreach Process, providing a list of community-prioritized gaps, and detailed descriptions of proposed solutions for filling the gaps.

## **Task 6: FEASIBILITY ANALYSIS OF PROPOSED SOLUTIONS**

### **Task 6.1: Develop evaluation criteria for determining the feasibility of proposed solutions and implementation strategies determined through the outreach process.**

In conjunction with the TAC, establish criteria for evaluating the feasibility of proposed solutions (i.e. community support, cost effectiveness, potential funding availability, implementation constraints, relationship to transportation gaps, etc.). Review potential solutions based on how well they meet the agreed-upon criteria. Evaluate the implementation feasibility of the proposed viable solutions including cost estimates, lead agency, potential funding sources, timelines, etc., and include any operational, institutional or funding constraints (both public and private resources) that need to be addressed to ensure successful implementation. Establish priority, such as high, medium or low for gap-mitigation solutions. Educate stakeholders and the community about how new and innovative solutions could meet the transportation needs they have identified.

**Deliverables:** Memorandum #6 – Summary of the feasibility of each proposed solution and the recommended implementation strategies.

**Task 7: PREPARE DRAFT COMMUNITY-BASED TRANSPORTATION PLAN**

**Task 7.1: Prepare draft report comprising Community-Based Transportation Plan**

The draft final report will consolidate all technical memorandums and maps into one draft final report. Comments received on technical memorandums and draft reports will be incorporated. The draft final Community-Based Transportation Plan will contain the following elements:

1. Summary description of project area, including geography, demographics, and maps from the Existing Conditions Report
2. Summary of the community outreach process including all CBOs and outreach strategies involved as well as the outreach results (i.e. number/type of events, attendance, number of returned surveys, etc.)
3. List of community-prioritized transportation gaps
4. List of feasible, community-supported solutions to close gaps
5. Assessment of operation, institutional and funding constraints needed to be addressed
6. Cost estimates for each proposed solution
7. Outline for implementation action plan, including agency responsibilities
8. List of potential public and private funding sources to support solution implementation

The draft final report will be circulated to the TAC, all stakeholders, and all other interested parties for review.

**Deliverables:** Memorandum #7 – Draft North San Mateo Community-Based Transportation Plan

**Task 8: PREPARE FINAL NORTH SAN MATEO COMMUNITY-BASED TRANSPORTATION PLAN**

**Task 8.1: Prepare Final Community-Based Transportation Plan**

The North San Mateo CBTP will be finalized by incorporating the final comments and suggestions received regarding the draft plan.

**Task 8.2: Present Final Community-Based Transportation Plan**

Present the results of the final community-based transportation plan to stakeholders, transit agencies, the C/CAAG Board, and others up to a maximum of seven presentations.

**Deliverables:** Final North San Mateo Community-Based Transportation Plan, incorporating the comments received during Task 7.



**RESOLUTION 09-21**

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**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 SAN MATEO COUNTY TRANSIT DISTRICT (SAMTRANS) FOR AN AMOUNT NOT TO EXCEED \$77,000 FOR COMMUNITY-BASED TRANSPORTATION PLANNING SERVICES, AND FURTHER AUTHORIZES THE EXECUTIVE DIRECTOR TO MAKE MINOR CHANGES TO SAID AGREEMENT UPON CONSULTATION WITH SIGNATORY AGENCIES.**

\*\*\*\*\*

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

**WHEREAS**, the Metropolitan Transportation Commission has implemented the Community Based Transportation Planning Program to look at transportation needs in economically disadvantaged communities, and

**WHEREAS**, the Metropolitan Transportation Commission recognizes the need to consider this at the County level and wishes to involve the Congestion Management Agency (C/CAG) and the local transit operator (SamTrans), and

**WHEREAS**, C/CAG and SamTrans wishes to work with the City of San Mateo to develop a Community Based Transportation Plan for the City of San Mateo, and

**WHEREAS**, SamTrans will provide the primary services for the Community Based Transportation Planning efforts, and

**WHEREAS**, C/CAG will support SamTrans in this effort, and

**WHEREAS**, C/CAG wishes to contract with SamTrans for services to develop a Community-based Transportation Planning document for the economically disadvantaged communities located in the City of San Mateo,

**NOW, THEREFORE, BE IT RESOLVED** that the Chair of the Board of Directors of C/CAG is hereby authorized and directed to execute an agreement with the San Mateo County Transit District for an amount not to exceed \$77,000 for Community-Based Transportation Planning Services, and further authorizes the Executive Director to make minor changes to said agreement upon consultation with signatory agencies. The final draft of the agreement will be reviewed and approved by C/CAG Legal Counsel as to form.

**PASSED, APPROVED, AND ADOPTED THIS 14 DAY OF MAY 2009.**

---

*Thomas M. Kasten, C/CAG Chair*



**FUNDING AGREEMENT**  
**BETWEEN METROPOLITAN TRANSPORTATION COMMISSION**  
**AND THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO**  
**COUNTY FOR PLANNING ASSISTANCE FOR COMMUNITY-BASED**  
**TRANSPORTATION PLANNING**

THIS AGREEMENT is made and entered into as of the XXth day of XXXX 2009, by and between the Metropolitan Transportation Commission (herein called "MTC"), a regional transportation planning agency established pursuant to California Government Code § 66500 *et seq.*, and the City/County Association of Governments of San Mateo County (herein called "RECIPIENT").

**W I T N E S S E T H**

WHEREAS, MTC has adopted Resolution No. 3440 to establish program guidelines to implement a Community-Based Transportation Planning Program (CBTP); and

WHEREAS, CBTP program guidelines serve as a blueprint for CBTP implementation; and

WHEREAS, MTC will complete plans in all remaining communities identified in the program guidelines; and

WHEREAS, RECIPIENT has agreed to participate in the CBTP program by creating a Community-Based Transportation Plan for North San Mateo ("the Project"); and

WHEREAS, MTC has agreed to provide funding for this planning effort with State Transit Assistance (STA) Regional Discretionary funds, and has programmed STA funds in FY 2007-2008 to fund this program;

NOW, THEREFORE, the parties hereto agree as follows:

1. SCOPE OF WORK

RECIPIENT agrees to perform, or engage a consultant 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. RECIPIENT 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 XXX, 2009 and RECIPIENT shall complete them by September 30, 2010, unless earlier terminated as hereinafter provided.

3. FUNDING AND METHOD OF PAYMENT

A. MTC agrees to provide RECIPIENT up to sixty thousand dollars (\$60,000) from STA funds for the purpose of funding the Project described in Attachment A.

B. Payment to RECIPIENT shall be due upon acceptance of the project deliverables and/or milestones detailed in Attachment A, as set out in Attachment B, Project Budget and Schedule.

C. Payment shall be made within thirty (30) days after receipt by MTC of an acceptable invoice, which shall be subject to the review and approval of MTC's Project Manager. RECIPIENT shall deliver or mail invoice to MTC, as follows:

Accounting Department  
Metropolitan Transportation Commission  
Joseph P. Bort MetroCenter  
101 -- 8th Street  
Oakland, CA 94607-4700

D. Subject only to duly executed amendments, it is expressly understood and agreed that in no event will the total compensation to be paid under this Agreement exceed the sum of sixty thousand dollars (\$60,000).

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 compensation and schedule. All amendments shall be executed by the MTC Executive Director or a designated representative and RECIPIENT. No claim for additional compensation or extension of time shall be recognized unless contained in a duly executed amendment.

5. TERMINATION

MTC may terminate this Agreement without cause upon ten (10) days prior written notice. If MTC terminates this Agreement without cause, RECIPIENT will be entitled to

payment for costs incurred for incomplete deliverables, up to the maximum amount payable for each deliverable. If RECIPIENT fails to perform as specified in this Agreement, MTC may terminate this Agreement for cause by written notice and RECIPIENT will be entitled only to costs incurred for work product acceptable to MTC, not to exceed the maximum amount payable under this Agreement for such work product.

6. RECORDS AND AUDITS

RECIPIENT shall retain all documents, working papers, records, accounts and other materials relating to its performance under this Agreement for four years following the fiscal year of the last expenditure under this Agreement, and MTC and its authorized representatives may inspect and audit such records during that period of time.

7. MEETINGS

RECIPIENT agrees to invite MTC to participate in all meetings held in connection with this project, including public meetings and project stakeholder meetings.

8. IDENTIFICATION OF DOCUMENTS

RECIPIENT will ensure that all documents related to the project including meeting notices and reports state that the project is funded by the Metropolitan Transportation Commission.

9. NOTICES

Except for invoices submitted by CONSULTANT pursuant to Article 3, all notices or other communications to either party by the other shall be deemed given when made in writing and delivered, mailed, emailed, or faxed to such party at their respective addresses as follows:

|         |   |
|---------|---|
| To MTC: | Attention: Therese Trivedi<br>Metropolitan Transportation Commission<br>101 Eighth Street<br>Oakland, CA 94607-4700<br>Email: <a href="mailto:ttrivedi@mtc.ca.gov">ttrivedi@mtc.ca.gov</a><br>Fax: 510.817-5848 |
|---------|---|

To RECIPIENT

Attention: Jean Higaki  
City/County Association of Governments of San Mateo  
County  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063  
Email: [jhigaki@co.sanmateo.ca.us](mailto:jhigaki@co.sanmateo.ca.us)  
Fax: (650) 361-8227

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 OF SAN MATEO  
COUNTY (C/CAG)

---

Steve Heminger, Executive Director

---

Thomas M. Kasten, Chair C/CAG

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**ATTACHMENT A  
COMMUNITY-BASED TRANSPORTATION PLAN  
NORTH SAN MATEO  
SCOPE OF WORK**

**BACKGROUND**

The goal of MTC's Community-Based Planning Program is to advance the findings of two reports completed for the 2001 Regional Transportation Plan (RTP) update. The Lifeline Transportation Network Report (Lifeline) identified transit needs in economically disadvantaged communities throughout the San Francisco Bay Area, and recommended community-based transportation planning as a first step to address them. Likewise, the Environmental Justice Report for the 2001 RTP also identified the need for MTC to support local planning efforts in low-income communities throughout the region. To initiate the program, MTC adopted Community-based Transportation Planning (CBTP) program guidelines in 2002 to serve as a blueprint for implementation. MTC allocated funding to complete an initial twenty-five plans in low income communities throughout the region as indicated in the program guidelines. In April 2008, MTC authorized funding to complete an additional eighteen CBTPs, including a plan for North San Mateo.

The CBTP program is a collaborative process involving residents of low-income and minority communities, community based organizations that provide services within these communities, transit operators, county Congestion Management Agencies (CMAs) and MTC. Each planning process involves a significant community outreach component to engage the direct participation of residents. The outcome of the planning process is a community-based transportation plan that includes locally-identified transportation needs, as well as solutions to address them. Solutions may include expanding fixed-route transit, or other transportation services such as shuttles, bicycle options or auto-oriented alternatives. In some cases, new capital improvements such as bus stops, benches, shelters or other enhanced amenities may be identified. Funding opportunities are explored to support the solutions, and an outline for an action plan to implement them is developed.

Following the completion of the plans, results are forwarded to applicable transit agencies, CMAs, MTC or other relevant boards for consideration in future planning, funding and implementation discussions or proposals such as countywide expenditure plans, etc.

**Task 1: Project Budget and Schedule**

RECIPIENT will engage SamTrans for all or part of the tasks associated with the project. RECIPIENT, through SamTrans, will submit project budget and schedule to MTC for approval.

**Deliverable #1: Final Project Budget and Schedule**

RECIPIENT, through SamTrans, shall perform the following Project activities:

### **Task 2 – Initiate Collaborative Planning Process**

Establish community-based project stakeholders: Identify community based organizations or agencies that represent the interests of residents in North San Mateo to participate in the planning process. Community-Based Organizations (CBOs) participating in the project should support and reflect the ethnic and demographic makeup of the residents in the project area. In addition to local CBOs, the Stakeholder Committee will likely include residents of the area, local business representatives, RECIPIENT, representatives from local schools, San Mateo County public officials and/or staff, or other County agency staff as appropriate (i.e., Department of Social Services).

Establish a technical advisory committee (TAC): a TAC will also be facilitated for the project, and will consist of representation from RECIPIENT, SanTrans, City of San Mateo, County Social Services, and MTC to 1) review and finalize work products prior to presentation to the stakeholders and 2) monitor the schedule and completion of tasks and work products.

**Deliverable #2:** Memorandum summarizing participants on the Stakeholder Committee, including identification of CBOs representing all relevant groups to be consulted during the outreach process, and the TAC.

### **Task 3: Summarize transit gaps in North San Mateo**

Review and confirm boundaries of the community based on the North San Mateo community of concern boundaries and input from the community. Provide a description of the project area, including residential demographics (auto ownership, race/ethnicity, gender, age, income status, etc.), information related to the existing transportation network, and information regarding recent or proposed economic or housing development in the area. Summarize the transportation gaps identified in the Lifeline Transportation Network Report, as well as other relevant plans that identify transportation gaps in the project area.

**Deliverable #3:** Memorandum describing 1) the project area (demographics, existing transportation network and approved, proposed or planned development) and 2) transportation gaps from the Lifeline Transportation Network Report and other relevant plans covering the project area. A map of the project area will be included with the Memorandum.

### **Task 4: Establish community outreach strategy**

Based on the transportation gaps identified in Task 3, meet with stakeholders to confirm outreach objectives and determine appropriate outreach strategies to effectively obtain input from community members. Strategies may include, but are not limited to, hosting project-specific public meetings and workshops, attending regularly scheduled CBO meetings to present project information and solicit feedback, attending public events based in the area, conducting focus groups and interviews, distributing surveys, and establishing project-related telephone hotlines/websites. More than one strategy may be implemented to effectively reach residents within the communities. Review proposed strategies with stakeholders and facilitate consensus on proposed approach. Develop schedule to execute outreach plan.



**Deliverable #4:** Memorandum #4 detailing any additional CBOs to be consulted during the outreach process not previously identified in Task 2, outreach strategies and measures to determine participation (i.e. number of meetings held, number of attendees, number of returned surveys, etc.), and a timeline for outreach execution and completion.

**Task 5: Conduct community outreach to prioritize community-identified transportation gaps. Propose solutions to close gaps.**

Execute community outreach campaign utilizing strategies approved in Task 4. Manage community expectations by informing and educating participants about the goals of the community-based transportation planning process. Facilitate discussions with the goal of reaching consensus to prioritize the gaps identified in Task 3 and any additional gaps identified by the community. Gather input from community members on solutions to mitigate gaps. Solutions may include fixed-route options, shuttle services, guaranteed ride home programs, auto-oriented options, bicycle alternatives, or in some cases, capital enhancements such as bus shelters, benches or other amenities. Solutions may also relate to improving transportation information resources or educating community residents about existing transportation options. As needed, provide information about solutions to address community-identified needs that the community may not be familiar with or strategies that may be successful in other communities. Establish priority, such as high, medium or low for gap-mitigation solutions.

**Deliverable #5a:** Memorandum summarizing 1) outreach process (strategies, level of community participation); 2) list of community-prioritized gaps; and 3) description of proposed solutions for filling the gaps.

**Deliverable #5b:** Provide a list containing names and mailing addresses of both CBOs and residents that participated in the outreach process for use in future transportation-related outreach efforts.

**Task 6: Evaluate feasibility of implementing proposed solutions and recommend implementation strategies**

In conjunction with the stakeholder group, establish criteria for evaluating the feasibility of proposed solutions (i.e., cost effectiveness, potential funding availability, reasonableness of implementation schedule, etc.). Facilitate consensus among stakeholders on the evaluation criteria. Review potential solutions based on how well they meet the agreed-upon criteria. Document solutions that do not meet the criteria, indicating why they will not advance for further analysis. Evaluate the implementation feasibility of the proposed viable solutions including cost estimates, lead agency, potential funding sources, timelines, etc., and include any operational, institutional or funding constraints (both public and private resources) that need to be addressed to ensure successful implementation. Educate stakeholders and the community about how new and innovative solutions could meet the transportation needs they have identified.

**Deliverable #6:** Memorandum summarizing the feasibility of each proposed solution based on agreed-upon criteria. Recommend implementation strategies based on these factors.

**Task 7: Prepare Final Community-based Transportation Plan**

Prepare report comprising final Community-based Transportation Plan.

**Deliverable #7:** The Final Report will consolidate all technical memorandums and maps into one draft final report. Comments received on technical memorandums and draft reports will be incorporated. The final Community-based Transportation Plan will contain the following elements:

- Planning area description, demographics and map
- Summary of the community outreach process including all CBOs and outreach strategies involved as well as the outreach results (i.e., number/type of events, attendance, number of returned surveys, etc.)
- List of amendments to the Lifeline Transit Network as appropriate
- List of community-prioritized transportation gaps
- List of feasible, community-supported solutions to close gaps
- Assessment of operational, institutional and funding constraints needed to be addressed in order to ensure successful implementation
- Cost estimates for each proposed solution
- Outline for implementation action plan, including agency responsibilities
- List of potential public and private funding sources to support solution implementation.

The RECIPIENT, through SamTrans, will provide one unbound original and electronic copy of the final report to both the C/CAG Board and MTC.

**Task 8: Present Final Community-based Transportation Plan Results**

Present the results of the final community-based transportation plan to stakeholders, SamTrans, City/County Association of Governments of San Mateo County, and others, up to a maximum of seven presentations.

**Milestone:** Dissemination of results of CBTP.

**Attachment B  
 Project Budget and Schedule**

| Task # | Task Description   | Task Deliverable/<br>Milestone   | Estimated Completion Date | Estimated Amount |
|--------|--|--|---------------------------|------------------|
| 1      | Project Budget & Schedule  | Final Project Budget & Schedule  | June 2009                 | \$1,062          |
| 2      | Initiate Collaborative Planning Process  | Memo summarizing Stakeholder participants  | Aug 2009                  | \$2,614          |
| 3      | Summarize Transit Gaps in North San Mateo  | Memo describing 1) project area and 2) transportation gaps in Lifeline and other plans. Include map                              | September 2009            | \$15,772         |
| 4      | Establish Community Outreach Strategy  | Memo #4 detailing additional CBOs consulted, outreach strategies and measures and timeline for outreach execution and completion | October 2009              | \$6,582          |
| 5a     | Conduct Community Outreach to Prioritize Community Identified Transportation Gaps. Propose Solutions to Close Gaps | Memo summarizing 1) outreach process, 2) list of community prioritized gaps, and 3) description of proposed solutions            | March 2010                | \$27,075         |
| 5b     | List containing names and mailing addresses of both CBOs and residents that participated in the outreach process   | List with names and mailing addresses  |                           |                  |
| 6      | Evaluate Feasibility of Implementing Proposed Solutions and Recommend Implementation Strategies                    | Memo summarizing the feasibility of proposed solution based on set criteria. Document recommended implementation strategies.     | April 2010                | \$8,391          |
| 7      | Prepare Final Community Based Transportation Plan  | Final report containing all required elements  | July 2010                 | \$8,568          |

|              |   |                                  |                |                 |
|--------------|---|----------------------------------|----------------|-----------------|
| 8            | Present Final Community Based Transportation Plan Results | Dissemination of results of plan | September 2010 | \$5,336         |
| <b>Total</b> |   |                                  |                | <b>\$76,687</b> |

## CONTRACT APPROVAL SHEET

|                                |                      |  |  |                                   |
|--------------------------------|----------------------|--|--|-----------------------------------|
| AGENCY:                        |                      | MTC  |  |                                   |
| NAME OF CONTRACTOR/CONSULTANT: |                      | City/County Association of Governments of San Mateo County                                       |  |                                   |
| PROJECT TITLE:                 | North San Mateo CBTP |  |  |                                   |
|                                | Amount               | Approval by ED or Committee (specify)  | Committee Approval Date Attach <u>most recent</u> Committee memo | Funding Source/Coding/Budget Item |
| Original contract              | \$60,000             | Admin  | April 2008   | STA                               |
| Amend #1                       |                      |  |  |                                   |
| Amend #2                       |                      |  |  |                                   |
| Amend #3                       |                      |  |  |                                   |
| WORK ITEM #:                   | 1311                 | SOLE SOURCE:   |  |                                   |
| FISCAL YEARS:                  | 2008-09              | Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/> |  |                                   |

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### REVIEW LIST

Project Manager: \_\_\_\_\_ Date: \_\_\_\_\_  
Therese Trivedi

Section Director: \_\_\_\_\_ Date: \_\_\_\_\_  
Doug Kimsey

Contract Administration: \_\_\_\_\_ Date: \_\_\_\_\_  
Denise Rodrigues1

IT Review: \_\_\_\_\_ Date: \_\_\_\_\_  
Teri Green2/Valerie Campbell3

Office of the General Counsel: \_\_\_\_\_ Date: \_\_\_\_\_  
Melanie J. Morgan/Cynthia Segal

Deputy Executive Director: \_\_\_\_\_ Date: \_\_\_\_\_  
Therese McMillan4/Andrew Fremier5

Deputy Executive Director: \_\_\_\_\_ Date: \_\_\_\_\_  
Ann Flemer6

Finance Section: \_\_\_\_\_ Date: \_\_\_\_\_  
Brian Mayhew

*Return to Contract Administration*

- 
- 1 Includes DBE review for all federally-funded contracts.
  - 2 IT review for information technology projects affecting MTC's network and computers.
  - 3 IT review for information technology projects affecting BATA's network and computers.
  - 4 Reviews contracts from Planning, Programming & Allocations, and Legislation & Public Affairs.
  - 5 Reviews contracts from Bridge Oversight & Operations and other BATA-funded contracts.
  - 6 Reviews all contracts from all sections.



**RESOLUTION 09-22**

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**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 A FUNDING AGREEMENT WITH THE METROPOLITAN TRANSPORTATION COMMISSION (MTC) FOR AN AMOUNT NOT TO EXCEED \$60,000 FOR COMMUNITY BASED TRANSPORTATION PLANNING SERVICES, AND FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO MAKE MINOR CHANGES TO SAID AGREEMENTS UPON CONSULTATION WITH SIGNATORY AGENCIES**

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

**WHEREAS**, the Metropolitan Transportation Commission (MTC) has implemented the Community Based Transportation Planning Program to identify transportation needs in economically disadvantaged communities, and

**WHEREAS**, the Metropolitan Transportation Commission recognizes the need to consider this at the County level and wishes to involve the Congestion Management Agency (C/CAG), and

**WHEREAS**, C/CAG and MTC wish to work with the City of San Mateo to develop a Community Based Transportation Plan for the City of San Mateo, and

**WHEREAS**, MTC will provide \$60,000 to C/CAG to prepare a Community Based Transportation Planning pilot project as per the attached agreement.

**NOW, THEREFORE, BE IT RESOLVED** that the Chair of the Board of Directors of C/CAG is hereby authorized and directed to execute an agreement with the Metropolitan Transportation Commission for an amount not to exceed \$60,000 for Community-Based Transportation Planning Services, and further authorizes the Executive Director to make minor changes to said agreement upon consultation with signatory agencies. The final draft of the agreement will be reviewed and approved by C/CAG Legal Counsel as to form.

**PASSED, APPROVED, AND ADOPTED THIS 14th DAY OF MAY 2009.**

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*Thomas M. Kasten, C/CAG Chair*





## C/CAG AGENDA REPORT

Date: May 14, 2009  
TO: C/CAG Board of Directors  
From: Richard Napier, Executive Director - C/CAG  
Subject: Direction on Priorities for C/CAG's Continuing Efforts to Address the Housing Supply Shortfall Identified in C/CAG's Housing Needs Study

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

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### **Recommendation:**

Review and provide direction to staff on priorities for C/CAG's continuing efforts to address the housing supply shortfall identified in C/CAG's Housing Needs Study (2006).

### **Fiscal Impact:**

This is a study session item, therefore there is no direct fiscal impact. Specific projects and/or programs to implement Board direction will be included in the Budget for FY 2009-10.

### **Background/ Discussion:**

C/CAG published the 2006 Housing Needs Study as an update of its 1997 study. C/CAG then sponsored production and distribution of an attractive booklet and slideshow presentation that reached approximately 1,000 opinion leaders throughout the county. Following these activities, the Board asked staff to report back with suggestions for possible "next step" activities, appropriate to C/CAG's role and mission, to address the identified housing shortfall.

Attachment A summarizes C/CAG's leadership in housing-related activities over the past twelve years and presents potential "next step" projects, for the Board's consideration. The chart is organized into four themes: policy leadership, promotion of housing in transit corridor, cost-effective responses to State regulatory mandates, and local funding to meeting housing goals.

In a closely related matter, the staff and Technical Advisory Committee of the 21 Elements project (i.e., the C/CAG sponsored countywide housing element update project) are planning the next project phase, which will focus on housing element implementation. Attachment B, the TAC's ranked list of potential Phase 3 activities, is provided to give the Board additional context.

### **Attachments:**

- A) C/CAG Housing Activities—Progress to Date & Potential Next Steps (2 pages)
- B) 21 Elements TAC evaluation of Potential Activities for Phase 3 Scope of Work (3 pages)

**ITEM 5.3**



Attachment A

**C/CAG Housing Activities**

**Progress to Date**

**through FY 2008-2009**

| <b>Program Components</b>   | <b>Progress to date</b>  |
|---|--|
| <p><b>Policy Leadership</b><br/>Develop and promote consensus among member jurisdictions on land-use policy related to housing-transportation nexus</p>                                     | <ul style="list-style-type: none"> <li>▪ Co-sponsored writing and distribution of popular summary of SamTrans' Station Area Infill Feasibility Study (2008)</li> <li>▪ Co-sponsored writing and distribution of popularized Housing Needs Study booklet (2007)</li> <li>▪ Updated Housing Needs Study (2006)</li> <li>▪ Participate in collaborations to plan and implement housing &amp; land-use solutions: HOPE, Grand Boulevard Initiative, Bay Area FOCUS, Countywide Housing Strategy Project</li> <li>▪ Completed first comprehensive Housing Needs Study (1996)</li> </ul> |
| <p><b>Promotion of TOD Housing in Transit Corridor</b><br/>Promote mixed-use infill housing in transit corridor, especially in station areas and on El Camino Real</p>                      | <ul style="list-style-type: none"> <li>▪ 4th round of TOD Housing Incentive Program (2008)</li> <li>▪ Added El Camino Real as eligible area for TODHIP (2008)</li> <li>▪ Helped members seize FOCUS/PDA opportunities, including \$500,000 MTC planning grant for North Fair Oaks (2007-08)</li> <li>▪ Submitted joint application to FOCUS for priority development area (PDA) for El Camino Corridor (2007)</li> <li>▪ Corridor Planning Grants (2005)</li> <li>▪ Began TODHIP (2001)</li> </ul>   |
| <p><b>Cost-Effective Response to State Regulatory Mandates</b><br/>Help members agencies fulfill State planning &amp; reporting mandates with lower local cost and higher local benefit</p> | <ul style="list-style-type: none"> <li>▪ Sponsored "21 Elements" housing element update project (2008-09)</li> <li>▪ Convened and sponsored "SubRHNA", Housing Needs Allocation Subregion (2006-08)</li> <li>▪ Supported State legislation to allow local jurisdictions to form subregion for housing allocation (2005)</li> <li>▪ With County, compiled countywide housing statistics for housing element updates (2003)</li> <li>▪ Compiled and organized key housing-policy information into Countywide Transportation Plan (2001)</li> </ul>                                   |
| <p><b>Local Funding to Meet Housing Goals</b><br/>Develop revenue sources to help members meet housing goals</p>  | <ul style="list-style-type: none"> <li>▪ Supported State legislation to enable local enactment of a document recording fee dedicated to housing (2007)</li> <li>▪ Included preliminary analysis for commercial development linkage fee in Housing Needs Study (2006)</li> <li>▪ Supported State legislation to allow jurisdictions to pool housing funds from redevelopment areas (2003)</li> </ul>  |

Attachment A

**C/CAG Housing Activities**

**Potential Next Steps**

**for FY 2009-2010**

| <b>Program Components</b>   | <b>Continuing Projects Recommended</b>  | <b>Potential New Initiatives</b>   |
|---|---|--|
| <p><b>Policy Leadership</b><br/>Develop and promote consensus among member jurisdictions on land-use policy related to housing-transportation nexus</p>                                     | <ul style="list-style-type: none"> <li>▪ Update Countywide Transportation Plan, including housing-related policies</li> <li>▪ Continue to participate in housing collaboratives: Grand Boulevard, HOPE, Countywide Housing Solutions Network</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Co-sponsor city-hosted civic engagement “community conversations”</li> <li>▪ Conduct a countywide “Article 34 election” (if confirmed as feasible) so all affordable units can count toward redevelopment area production requirements</li> </ul>                                   |
| <p><b>Promotion of TOD Housing in Transit Corridor</b><br/>Promote mixed-use infill housing in transit corridor, especially in station areas and on El Camino Real</p>                      | <ul style="list-style-type: none"> <li>▪ Complete TODHIP 4<sup>th</sup> round</li> <li>▪ Continue to make more Corridor Planning grants if/as applications arrive</li> <li>▪ Assemble composite GIS layer of all housing sites identified in housing elements, most of which are in transit corridor (see 21 Elements Phase below)</li> </ul> | <ul style="list-style-type: none"> <li>▪ Co-sponsor Grand Boulevard Economic and Housing Opportunity Study (ECHO)</li> <li>▪ Publicize benefits of Grand Boulevard for housing</li> <li>▪ Assemble composite GIS layer of all housing sites identified in housing elements, most of which are in transit corridor</li> </ul> |
| <p><b>Cost-Effective Response to State Regulatory Mandates</b><br/>Help members agencies fulfill State planning &amp; reporting mandates with lower local cost and higher local benefit</p> | <ul style="list-style-type: none"> <li>▪ Complete 21 Elements Phase 2 — help members update housing elements</li> <li>▪ Sponsor 21 Elements Phase 3—help members begin to implement programs their housing elements have in common</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Build composite GIS layer of all “transit priority project” sites, as defined in SB 375, to help corridor jurisdictions implement new requirements</li> <li>▪ 21 Elements Phase 3 new projects: example: work together on newly required “Climate Action Plans”</li> </ul>          |
| <p><b>Local Funding to Meet Housing Goals</b><br/>Develop revenue sources to help members meet housing goals</p>  | <ul style="list-style-type: none"> <li>▪ Work closely with legislative committees of County and HEART to draft a model ordinance each jurisdiction could customize and opt into</li> </ul>  | <ul style="list-style-type: none"> <li>▪ Help secure a new State dedicated source (AB 500) and assure it meshes well with existing countywide and local programs and structures.</li> </ul>  |

Attachment B

21 Elements Project  
 Technical Advisory Committee  
 Potential Activities for Phase III Scope of Work

4/24/09

**21 Elements Project—Phase definitions**

- Phase I: SubRHNA — cooperating to improve the Regional Housing Needs Allocation process (2006 – 2008)
- Phase II: Housing Element Update Kit — cooperating to streamline the Housing Element preparation process (2007 – 2009)
- Phase III: Housing Element Implementation — cooperating to streamline implementation of Action Plans in Housing Elements (2009 - )

**Potential Phase III Projects**

The following menu presents projects that directly or indirectly extend and build upon the successful collaboration of all C/CAG member jurisdictions on housing-related planning, dubbed the 21 Elements project. As with earlier phases, **the goal of all potential projects is to furnish opportunities for member jurisdictions to cooperate to save time and enhance quality by sharing best practices, and to save money by aggregating common tasks.**

The 21 Elements project sponsors (C/CAG, and San Mateo County Department of Housing) are committed to supporting this long-term collaborative effort on dual tracks—policy work and technical work co-evolving as staff implements policy and policy-makers are apprised of best practices and workable alternatives by staff. Therefore, the following list of candidate activities for the scope of work for 21 Elements Phase III is sorted roughly into technical and policy categories, although of course each item is really a combination of the two.

| <b>Scoping 21 Elements Phase III — Potential Projects</b> |   |  |
|---|---|--|
|   |   | <b>Tally Legend</b><br>3 Will Co-Lead<br>2 Very Valuable<br>1 Valuable<br>0 Not Valuable |
|   | <b>Technical Implementation Activities</b>  | <b>0 1 2 3 Ave</b>   |
| <b>1</b>  | <b>Maintain 21 Elements website and related resources.</b> Keep the project website available and useful to TAC and public: <ul style="list-style-type: none"> <li>a. Post all completed Housing Elements</li> <li>b. Compile and post database of all Housing Action Plans (i.e., list of policies and programs) as jurisdictions complete housing elements</li> <li>c. Maintain capability for both internal (TAC) and external (community organizations) to have material posted for mutual edification</li> <li>d. Compile and post Housing Action Plan annual reports to HCD as they become available as public documents</li> </ul> | This activity will be done regardless, so it was not included in the polling.            |

Attachment B

|           |   |  |   |    |   |            |
|-----------|---|--|---|----|---|------------|
| <b>2a</b> | <b>Continue 21 Elements Technical Advisory Committee meetings during housing element implementation.</b> The TAC can meet periodically to coordinate working groups on selected housing element implementation projects, including, at least bi-monthly facilitated steering committee meetings, and in addition some of the following activities   | This activity will be done regardless, so it was not included in the polling, but sub-topics were tallied. |   |    |   |            |
| <b>2b</b> | Provide models for second units (and illegal 2 <sup>nd</sup> unites) that jurisdictions can use for expedited approval  | 0  | 1 | 7  | 3 | <b>2.2</b> |
| <b>2c</b> | SB2 requirement implementation (related to emergency shelters & supportive housing)—be less fragmented and more cooperative.  | 0  | 2 | 11 | 1 | <b>1.9</b> |
| <b>2d</b> | Conduct an Aging Friendly San Mateo project to make sure our communities will be good places to grow old.   | 0  | 2 | 10 | 1 | <b>1.9</b> |
| <b>2e</b> | Conduct Building a Sustainable San Mateo Project <ul style="list-style-type: none"> <li>i. Develop options for green landscaping requirements</li> <li>ii. Coordinate efforts on green building requirements</li> <li>iii. Study and implement appropriate parts of green parking lots and streets standards from San Mateo Water Pollution Prevention Program</li> <li>iv. Climate change action plan</li> </ul> | 0  | 0 | 12 | 3 | <b>1.8</b> |
| <b>2f</b> | Research jurisdiction-specific parking use patterns and facilitate conversations about appropriate standards  | 0  | 5 | 6  | 2 | <b>1.8</b> |
| <b>2g</b> | Host lectures and networking events for entry/mid level staff (maybe ASCP continuing education credit) elected/appointed officials  | 0  | 1 | 10 | 2 | <b>1.3</b> |
|           |   |  |   |    |   |            |
| <b>3</b>  | <b>Streamline required annual progress reports related to housing elements</b> , both housing production and program implementation.  | 0  | 1 | 11 | 3 | <b>2.1</b> |
| <b>4</b>  | <b>Compile and maintain a countywide “affordable housing preservation database”</b> that tracks potential expiration of existing affordable housing, including locally-administered BMR units. This required utility is almost as easy to do for all jurisdictions together as for each jurisdiction alone, since a 70% complete solutions exists already and new unit production is slow.                        | 0  | 2 | 13 | 0 | <b>1.8</b> |
| <b>5</b>  | <b>Create countywide GIS layer showing the boundary of the transit priority project area defined in SB 375.</b> This saves work by doing tasks once that will otherwise need to be done separately by each of the 12 jurisdictions that include portions of the Transit Corridor Area, to efficiently incorporate requirements of SB 375 into local practice.   | 0  | 5 | 5  | 3 | <b>1.8</b> |
| <b>6</b>  | <b>Create a countywide GIS composite layer of housing sites identified in housing elements for each jurisdiction.</b> This can be used locally for various planning and reporting purposes, and will  | 0  | 6 | 5  | 3 | <b>1.8</b> |

Attachment B

|    |  |          |          |          |          |            |
|----|--|----------|----------|----------|----------|------------|
|    | facilitate countywide policy and planning as a composite. It would also directly assist developers interested in housing and mixed-use opportunities.  |          |          |          |          |            |
| 7  | <b>Create a countywide database to streamline compliance with AB 997</b> , which requires each redevelopment agency to create a web-accessible database of all deed-restricted housing that received an redevelopment agency funding. Half of jurisdictions have this regulatory obligation, but few have the capacity to do it, or do it well.  | 0        | 7        | 7        | 0        | 1.5        |
|    | <b>Policy Development Activities</b>   | <u>0</u> | <u>1</u> | <u>2</u> | <u>3</u> | <u>Ave</u> |
| 8  | <b>Begin work now to be ready to propose legislation to allow a countywide housing element for the next planning cycle (RHNA-5)</b> that would streamline compliance with generic/common requirements and action program components, while supporting local customization to preserve local control.   | 0        | 0        | 11       | 3        | 2.2        |
| 9  | <b>Advance State legislation that will allow local jurisdictions to count affordable housing generated through existing local inclusionary ordinances toward their RHNA allocations</b> for affordable housing in the next planning cycle. This is currently not allowed by State HCD. It was a high-priority project for Phase II, but proved to be out of reach politically at the State level.  | 0        | 2        | 8        | 4        | 2.1        |
| 10 | <b>Streamline monitoring of existing BMR units for compliance with deed restrictions.</b> Two-thirds of jurisdictions have this regulatory obligation, but few have the capacity to do it as thoroughly as they would prefer.  | 0        | 4        | 9        | 2        | 2.0        |
| 11 | <b>Develop an opt-in ordinance that each jurisdiction could customize to generate a locally appropriate <u>dedicated source of funds for implementation of countywide affordable housing and supportive housing goals</u></b> included in many housing element action plans. Do this in collaboration with the legislative committees of HEART and County.   | 0        | 4        | 8        | 2        | 2.0        |
| 12 | <b>Conduct a countywide Article 34 election.</b> Under current interpretation and practice only one-half of the units in any publicly-assisted affordable housing complex built in a redevelopment area count toward the RDA's 15% inclusionary housing requirement <i>unless the jurisdiction gain voter approval</i> in what is called an "Article 34 election." Redwood City has asked that we explore the legal and political feasibility to doing a countywide Article 34 election that would fulfill the legal requirement without diminishing any local jurisdiction's final control over zoning or project approval. | 0        | 2        | 12       | 1        | 1.9        |





## C/CAG AGENDA REPORT

**DATE:** May 14, 2009

**TO:** City/County Association of Governments Board of Directors

**FROM:** Richard Napier, Executive Director

**SUBJECT:** Review and approval of Resolution 09-29 authorizing the C/CAG Chair to enter into a funding agreement with the San Francisco International Airport (SFO) for the Hydrogen Station for a maximum amount of \$200,000 and further authorizing the C/CAG Executive Director to negotiate the details of the agreement.

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### **RECOMMENDATION:**

That the C/CAG Board review and approve Resolution 09-29 authorizing the C/CAG Chair to enter into a funding agreement with the San Francisco International Airport (SFO) for the Hydrogen Station for a maximum amount of \$200,000 and further authorizing the C/CAG Executive Director to negotiate the details of the agreement.

### **FISCAL IMPACT:**

There will be a \$200,000 fiscal impact upon the AB1546 funds.

### **SOURCE OF FUNDS:**

Funding to support this agreement will be derived from the proceeds of a fee on motor vehicles registered in San Mateo County, as authorized under California Government Code Section 65089.11 seq. (alias AB 1546).

### **BACKGROUND/DISCUSSION:**

On April 20, 2004, Governor Arnold Schwarzenegger signed Executive Order S-7-04 calling for the development of the California Hydrogen Highway Blueprint Plan. On the same day, he designated the University of California-Davis' hydrogen station as Station #1 of the California Hydrogen Highway Network (CA H2 Net). The CA H2 Net is a State initiative to promote the use of hydrogen as a means of diversifying our sources of transportation energy used while ensuring environmental and economic benefits.

On March 10, 2005 the C/CAG Board approved Resolution 05-08 adopting a fee and the programs that can be funded with the proceeds of the fee<sup>1</sup>. One of those programs is the maintenance and operation of up to four hydrogen and/or other clean fuel shuttle vehicles and related infrastructure. To provide infrastructure support for this program, C/CAG developed the San Mateo Hydrogen Highway as a countywide approach to implementing the CA H2 Net in San Mateo County.

C/CAG previously entered into a Memorandum of Understanding (MOU) with SFO to jointly develop a fueling station. The original hydrogen program identified 3 locations (Menlo Park, San Carlos, and SFO) as potential locations for hydrogen fueling stations. The Menlo Park facility was eliminated. The San Carlos facility was in conjunction with PG&E and received a State award for funding, however, PG&E later decided not to carry out contracts and cancelled the San Carlos station. C/CAG has been working for several years in pursuing grants for a hydrogen and hydrogen blend fueling station. Given the large number of hydrogen and hydrogen blend shuttles used at SFO, this is an excellent high profile site. C/CAG has in the past promised \$200,000 in matching funds to support a station at SFO. SFO partnered with C/CAG, Linde, and Hythane to submit a proposal to the California Air Resources Board (CARB) for funding for a fueling station. CARB has announced that this proposal will be funded for a total of \$1.7 million. Therefore, at this time it is recommended that C/CAG make a commitment to provide \$200,000 in funding. The funds will be derived from the AB1546 program. Even with the \$200,000 C/CAG will have spent significantly less funds than originally planned, therefore there is no budget issue.

As a result of this effort, C/CAG in the future will have a hydrogen fueling station in San Mateo County. There will be an air quality benefit from the shuttles that will be able to operate on hydrogen at SFO. If the Compressed Natural Gas (CNG) vehicles turn out to be successful, then C/CAG will have the capacity to convert some of the shuttles currently in operation to CNG blend vehicles.

The concept of developing a San Francisco International Airport (SFO) H2 Station as part of the San Mateo County Hydrogen Highway is due to increasing interest in clean air vehicles by both C/CAG and SFO. The limited availability of H2 dedicated vehicles and the number of CNG vehicles already operating out of SFO has led the station to expand its fuel offering to provide an H2/CNG blended fuel (Hythane) in addition to H2 dispensing. C/CAG has pledged to provide \$200,000 in local match funding to support the SFO H2/Hythane Station project, funds are anticipated to come from motor vehicle registration fees in San Mateo as described in AB 1546.

On April 6, 2009 the CARB awarded a \$1.7 million grant to San Francisco International Airport and its partners (including C/CAG) to develop the SFO project. Additional funding will come from other project partners.

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<sup>1</sup> AB 1546, adopted by the California Legislature and signed into law by Governor Schwarzenegger as California Code Section 65089.11 et. Seq. authorized C/CAG to adopt a four-dollar fee on motor vehicles registered in San Mateo County. These funds are to be used to support congestion management and storm water pollution prevention programs.

The concept for the SFO H2/Hythane Station is to provide fueling capacity for both dedicated H2 and Hythane-powered vehicles. The H2/Hythane station will be symbiotic with the existing CNG fueling station operated by Trillium USA. The H2/Hythane station will be co-located on the same site with the existing CNG station to take advantage of synergies in operation; however, separate storage, compression, blending and dispensing equipment will comprise the bulk of the H2/Hythane station. This will be the first known use of a CNG-hydrogen blend in sustained transportation service in Northern California.

With the availability of both H2 and Hythane at the SFO station, C/CAG will have sufficient fueling support for the current Ford H2ICE Shuttle (should the demonstration be extended another year) and an additional 14- 26 minibuses to be powered by Hythane fuel (a blend of 80% CNG and 20% hydrogen). The Hythane powered minibuses could be used to support the various existing and future C/CAG sponsored shuttle routes in the north and central areas of the County.

The agreement shall be in a form approved by C/CAG Legal Counsel.

#### **ATTACHMENTS**

- SFO H2/Hythane Station Project Summary
- Resolution 09-29



## San Mateo County H2 Highway

### SFO H2/Hythane Station Project Summary

On April 20, 2004, Governor Arnold Schwarzenegger signed Executive Order S-7-04 calling for the development of the California Hydrogen Highway Blueprint Plan. On the same day, he designated the University of California-Davis' hydrogen station as Station #1 of the California Hydrogen Highway Network (CA H2 Net). The CA H2 Net is a State initiative to promote the use of hydrogen as a means of diversifying our sources of transportation energy used while ensuring environmental and economic benefits.

On March 10, 2005 the C/CAG Board approved Resolution 05-08 adopting a fee and the programs that can be funded with the proceeds of the fee<sup>1</sup>. One of those programs is the maintenance and operation of up to four hydrogen and/or other clean fuel shuttle vehicles and related infrastructure. To provide infrastructure support for this program, C/CAG developed the San Mateo Hydrogen Highway as a countywide approach to implementing the CA H2 Net in San Mateo County.

The concept of developing a San Francisco International Airport (SFO) H2 Station as part of the San Mateo County Hydrogen Highway is due to increasing interest in clean air vehicles by both C/CAG and SFO. The limited availability of H2 dedicated vehicles and the number of CNG vehicles already operating out of SFO has led the station to expand its fuel offering to provide an H2/CNG blended fuel (Hythane) in addition to H2 dispensing. C/CAG has pledged to provide \$\_\_\_\_\_ in local match funding to support the SFO H2/Hythane Station project, funds are anticipated to come from motor vehicle registration fees in San Mateo as described in AB 1546.

On April 6, 2009 the California awarded a \$1.7 million grant to San Francisco International Airport and its partners (including C/CAG) to develop the SFO project. Additional funding will come from other project.

The concept for the SFO H2/Hythane Station is to provide fueling capacity for both dedicated H2 and Hythane-powered vehicles. The H2/Hythane station will be symbiotic with the existing CNG fueling station operated by Trillium USA. The H2/Hythane station will be co-located on the same site with the existing CNG station to take advantage of synergies in operation; however, separate storage, compression, blending and dispensing equipment will comprise the bulk of the H2/Hythane station. This will be the first known use of a CNG-hydrogen blend in sustained transportation service in Northern California.

With the availability of both H2 and Hythane at the SFO station, C/CAG will have sufficient fueling support for the current Ford H2ICE Shuttle (should the demonstration be extended another year) and an additional 14- 26 minibuses to be powered by Hythane fuel (a blend of 80%

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<sup>1</sup> AB 1546, adopted by the California Legislature and signed into law by Governor Schwarzenegger as California Code Section 65089.11 et. Seq. authorized C/CAG to adopt a four-dollar fee on motor vehicles registered in San Mateo County. These funds are to be used to support congestion management and storm water pollution prevention programs.

CNG and 20% hydrogen). The Hythane powered minibuses could be used to support the various existing and future C/CAG sponsored shuttle routes in the north and central areas of the County.

For a more detailed discussion of the proposed SFO H2/Hythane Station, please refer to Appendix \_\_\_ -- Proposal for the San Francisco International Airport (SFO) H2/Hythane Fueling Station.

## **RESOLUTION 09-29**

**AUTHORIZING THE C/CAG CHAIR TO ENTER INTO A FUNDING AGREEMENT WITH THE SAN FRANCISCO INTERNATIONAL AIRPORT (SFO) FOR THE HYDROGEN STATION FOR A MAXIMUM AMOUNT OF \$200,000 AND FURTHER AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO NEGOTIATE THE DETAILS OF THE AGREEMENT**

**WHEREAS**, the City/County Association of Governments (C/CAG) of San Mateo County is a Joint Powers Authority created by the Cities and the County; and,

**WHEREAS**, C/CAG has sponsored a hydrogen shuttle that operates in the City of East Palo Alto; and

**WHEREAS**, C/CAG desires to pursue the development of a hydrogen fueling station in San Mateo County; and

**WHEREAS**, C/CAG entered into a Memorandum of Understanding (MOU) with SFO to develop a hydrogen fueling station; and

**WHEREAS**, on April 6, 2009 the California Air Resources Board awarded a \$1.7 million grant to San Francisco International Airport (SFO) and its partners to develop the hydrogen fueling station at SFO; and

**WHEREAS**, C/CAG will need to enter into an agreement with San Francisco International Airport for the development of the hydrogen fueling station.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County authorizes the Chair to enter into a funding agreement with the San Francisco International Airport (SFO) for the hydrogen fueling station for a maximum amount of \$200,000 and further authorizing the C/CAG Executive Director to negotiate the details of the agreement. This agreement shall be in a form approved by C/CAG Legal Counsel.

**PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MAY 2009.**

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*Thomas M. Kasten, Chair*





## C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, C/CAG Executive Director  
**Subject:** Status update on the proceedings of the May 13 Regional Water Quality Control Board hearing on the proposed Municipal Regional Stormwater Permit

(For further information or questions, contact Matt Fabry at 415-508-2134)

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### **RECOMMENDATION**

Receive status update on the proceedings of the May 13 Regional Water Quality Control Board hearing on the proposed Municipal Regional Stormwater Permit.

### **FISCAL IMPACT**

Unknown at this time.

### **SOURCE OF FUNDS**

Funding for the Countywide Water Pollution Prevention Program (Countywide Program) comes from special assessments on the property taxes and from direct contributions from municipalities, as well as through the vehicle license funds authorized under AB1546 and SB348.

### **BACKGROUND/DISCUSSION**

C/CAG staff has been working with Regional Water Quality Control Board (Regional Board) staff over the past five years to develop a Municipal Regional Stormwater Permit (MRP) that would replace existing countywide stormwater permits in place throughout much of the Bay Area. The Regional Board released an initial Tentative Order for the MRP in December 2007, with a public hearing to solicit feedback in March 2008. The draft MRP presented many concerns for municipalities, most of which related to significant additional costs and lack of flexibility for implementation actions. San Mateo County was well-represented at the 2008 hearing with both elected officials and technical staff providing comments on major concerns with the proposed permit requirements. Regional Board staff spent most of the next year responding to written comments and oral testimony and released a revised Tentative Order in February 2009. Although the revised draft of the MRP made significant improvements with regard to adding flexibility for implementation, there remain significant cost implications with the proposed requirements, as Countywide Program staff presented to C/CAG at its March 2009 meeting. Staff estimates the Countywide Program will face a \$6 million deficit over five years if

**ITEM 5.5**

required to meet the proposed requirements as written. The Countywide Program submitted written comments on the proposed MRP in early April 2009.

The Regional Board is holding another hearing to receive public testimony on May 13, 2009. Given the significant cost implications of the proposed requirements, it is important for C/CAG Board members to put this hearing on their calendars and present oral testimony. Countywide Program staff will be providing guidance on relevant talking points for oral testimony and will provide a verbal report at the May 14 C/CAG meeting on the proceedings of the Regional Board's May 13 hearing.

The May 13 details are as follows:

**Hearing Information**  
**Wednesday, May 13, 2009**  
**9:00 AM (approximate)**  
**Elihu M. Harris State Building**  
**First Floor Auditorium**  
**1515 Clay Street**  
**Oakland, CA 94612**

**ATTACHMENTS**

- None

# C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Status update on the implementation of the San Mateo County Smart Corridor project.  
(For further information or questions contact Parviz Mokhtari at 599-1433)

---

## **RECOMENDATION**

That the C/CAG Board receives this status update on the implementation of the San Mateo County Smart Corridor project at the Board meeting.

## **FISCAL IMPACT**

Approximately \$23 million has been programmed for funding segments of the Smart Corridor.

## **SOURCE OF FUNDS**

Funding sources come from: State Transportation Bond Traffic Light Synchronization Program (TLSP); State Transportation Improvement Program (STIP); Federal CMAQ funds; and C/CAG Congestion Relief Program and Vehicle License Fee Program.

## **BACKGROUND**

The San Mateo County Smart Corridor project is an Intelligent Transportation System (ITS) project that will provide the required and necessary instrumentation and communication system to enable Caltrans and local agencies staff to monitor daily traffic operation on El Camino Real and local arterials and to make the necessary adjustments to the traffic signals timing programs to improve efficiency of the traffic operation. Following an incident on highway 101 this project will become an incident management tool that will allow Caltrans to direct the traffic from highway 101 to local arterials and El Camino Real.

## **STATUS UPDATE**

In order to meet the California Transportation Commission (CTC) deadline of December 2009, following approval of an agreement between C/CAG and the City of San Mateo, the City is implementing a portion of the project located within City of San Mateo.

The design of that portion is at 60% completion and it is anticipated that 100% plans and specifications will be completed by the end of July 2009 and the contract will be awarded in late September.

**ITEM 5.6**

For the overall project, the Federal Highway Administration (FHWA) requires some documents to be prepared before we can proceed with the design. A consultant is preparing all the required documents and they will be delivered and completed in early June 2009. Following completion of these documents, Caltrans will proceed with the design of everything within the State right-of-way and C/CAG will be responsible for the design of everything outside of State right-of-way. Staff is in the process of selecting qualified consultant(s) and it is anticipated that award of contract to consultant(s) will be on the Boards agenda of August 2009.

It is estimated that the design will be completed by June/ July of 2010 and construction to begin in fall of 2010 and be completed by late 2011.

**ATTACHMENT**

None.

## C/CAG AGENDA REPORT

**Date:** May 14, 2009  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, C/CAG Executive Director  
**Subject:** Review and approval of Resolution 09-30 authorizing the C/CAG Chair to execute an agreement with Threshold 2008 for \$15,000 to support the Threshold 2008 work plan for 2009

(For further information or questions, contact Richard Napier at 650-599-1420)

---

### **RECOMMENDATION:**

Review and approval of Resolution 09-30 authorizing the C/CAG Chair to execute an agreement with Threshold 2008 for \$15,000 to support the Threshold 2008 work plan for 2009 in accordance with the staff recommendation.

### **FISCAL IMPACT:**

\$15,000.

### **SOURCE OF FUNDS:**

Congestion Relief Program funds. These funds come from the Cities and the County.

### **BACKGROUND/DISCUSSION:**

Threshold 2008 has requested that C/CAG provide \$15,000 to support their 2009 work plan. The detailed Threshold 2009 Work Plan is attached. Greg Greenway of Threshold 2008 will make a presentation to the Board on this request. The key objective has been to prove an engagement process that will encourage people to support housing. This has proven to be successful. In their next steps Threshold 2008 would like to train the cities and the County to use this tool as part of their community outreach for developing housing.

Support of this request is consistent with adopted C/CAG policies in the following manner.

- 1- C/CAG is partnering with the County of San Mateo Department of Housing for a housing work program. The Department of Housing has provided financial and in-kind support for Threshold 2008 on the basis that it will help to get broader support for the 21 Housing Elements in San Mateo County, which C/CAG is also supporting.
- 2- A key function of C/CAG is to provide services and models to the cities and the County. C/CAG supporting this effort would help to make this tool available to all the cities and the County.

**ITEM 5.7**

- 3- A key objective is to create support for housing.
- 4- The C/CAG funds will be leveraged with other grant funds.

If approved authorize the C/CAG Executive Director to negotiate the agreement and the C/CAG Chair to execute the agreement.

**ATTACHMENTS:**

Threshold 2008 letter dated April 22, 2009  
Threshold 2009 Work Plan  
Threshold 2008 Summary Report  
Resolution 09-30

**ALTERNATIVES:**

- 1- Review and approval of Resolution 09-30 authorizing the C/CAG Chair to execute an agreement with Threshold 2008 for \$15,000 to support the Threshold 2008 work plan for 2009 in accordance with the staff recommendation.
- 2- Review and approval of Resolution 09-30 authorizing the C/CAG Chair to execute an agreement with Threshold 2008 for \$15,000 to support the Threshold 2008 work plan for 2009 in accordance with the staff recommendation with modifications.
- 3- No action.



**Advisory Board**

April 22, 2009

**Tom Bailard**  
*Bailard, Inc.*

Richard Napier, Executive Director  
City/County Association of Governments  
555 County Center, Fifth Floor  
Redwood City, CA 94063

**Richard Gordon**  
*San Mateo County  
Board of Supervisors*

**Thomas Mohr**  
*Cañada College*

Dear Rich,

**Jennifer Raiser**  
*Raiser Senior Services*

Thank you for inviting me to describe Threshold's work plan for 2009, and to request the support of C/CAG in advancing our efforts. We would value a partnership with C/CAG tremendously, as our work is designed specifically to help local governments build support among their constituents for sound policy choices.

**Audrey Rust**  
*Peninsula Open Space Trust*

**Mark Simon**  
*SamTrans*

Threshold 2008 conducted one of the most ambitious civic engagement efforts in the nation last year, bringing more than 1,000 citizens together for meaningful dialogue about how to solve San Mateo County's housing problem. Enclosed are summaries of the project results. As you know, when we reported these findings to countywide leaders last November, they validated them, expressed confidence in Threshold's methods, embraced civic engagement as a path to solutions, and endorsed the goal of meeting the county's housing need within a generation.

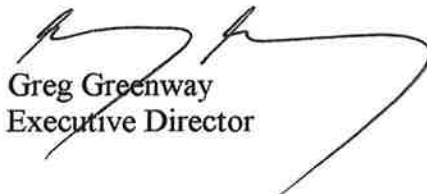
**April Vargas**  
*Committee for Green Foothills*

Our challenge is to maintain momentum, and we have a plan to capitalize on the accomplishments of 2008. It includes translating the results of the public dialogues into real policy decisions, partnering with local governments to use successful models of civic engagement, and helping citizens move from deliberation to participation in housing decisions. The key to this strategy is close collaboration with San Mateo County's local governments. See the enclosed a project summary.

This is a critical moment for Threshold. Our prospects for funding are strong in the medium term, but we face a challenge in supporting our activities between April and June before major grant announcements are made in July. Together with support we have already received from the community, an award of \$15,000 would allow us to move forward immediately on our objectives, including time-sensitive work on General Plan Housing Elements. It would also put us in a favorable position to leverage additional foundation funding in the short term.

Thank you very much for your consideration. Please feel free to contact me at 650.366.4163 or [greg@threshold2008.org](mailto:greg@threshold2008.org).

Best regards,

  
Greg Greenway  
Executive Director



## **Threshold 2009 Work Plan**

The purpose of the project is to expand the number and range of citizens who are informed and engaged on housing issues. Activities focus on those jurisdictions that are developing the Housing Elements of their General Plans and actively pursuing planning efforts that create significant opportunities for creation of new homes.

The project is designed to (a) educate the public about the tradeoffs of alternative approaches to housing development; (b) bring underrepresented voices into urgent policy discussions; and (c) work with local and regional authorities to adopt effective methods of civic engagement as a regular part of public outreach and policymaking.

Key activities for 2009 include:

### **Conduct Community Conversations**

- Conduct Threshold Community Conversations (2.5 hour dialogues piloted in 2008) in jurisdictions developing their Housing Elements and/or undergoing significant planning processes that include housing.
- Present clear opportunities for participants to move from dialogue to participation in the policymaking process when decisions about housing are made.
- Enhance the Threshold website and database to stay in communication with participants about planning processes in their communities.
- Partner with local governments to coordinate Threshold dialogues to meet their public outreach requirements and to connect participants to the decision making process.
- Partner with Peninsula Conflict Resolution Center (PCRC) to recruit participants, particularly those typically underrepresented in the policy process.
- Partner with Housing Leadership Council (HLC) to present opportunities for Threshold participants to get involved in local housing decisions.
- Partner with San Mateo County Department of Housing (DoH) to review and update participant briefing materials.

### **Train Community Conversation Leaders**

- Conduct trainings to expand the pool of available community conversation leaders.
- Create a Civic Engagement Toolkit that brings together the training curriculum, host and facilitator resources, participant materials, and a guide to effective dialogue. Design the toolkit to allow organizations, including local governments, to expand their own capacity to conduct civic engagement.
- Partner with PCRC to recruit for diversity and train conversation leaders in effective facilitation skills and practices, and to include those practices in the toolkit.





### **Support Civic Engagement by Local Governments**

- Promote use of civic engagement best practices by local governments during housing decision making process
- Work with local governments to share the core design principles of effective civic engagement, lessons learned from Threshold 2008, and the potential of structured dialogue to create community acceptance of transit-oriented development.
- Partner with Department of Housing to develop the policy language in a way that is appropriately “adoptable” for local jurisdictions, and use “21 Elements” as a platform for promotion and dissemination of the policy module.

### **Educate Leaders, Advocates, and the Public on Civic Engagement Results**

- Present the results of the public dialogues – represented as the voice of the informed and engaged public – to a variety of leadership, stakeholder, and community groups.
- Create an initial version of a Frequently Asked Questions databank to respond with clear information to the hundreds of questions posed by Threshold 2008 participants and community leaders in 2008. These are questions that remain open for people even after extensive dialogue, and on which their opinions often turn. There is an empirical basis for believing that answers to these questions will be particularly helpful in educating the public.
- Partner with Department of Housing to consolidate the questions in a meaningful way, begin to answer them, identify additional experts to answer them, and disseminate the results.
- Partner with Department of Housing to incorporate elements of the FAQ into the participant briefing materials.

### **Emerging Strategies**

While Threshold has worked in the area of civic engagement to increase community support for housing, we also see a role for a neutral convening function to address other major housing constraints, principally related to land and financing. We are currently seeking to convene experts in the creation of investment products and housing finance to explore promising paths toward scaleable solutions.



## The Housing Challenge

Unless we make dramatic changes today in how we approve and build new housing, San Mateo County faces a shortage of nearly 50,000 homes by 2025 based on projected population and job growth. For most of the last decade, housing production countywide has fallen short of the identified need by about 1,000 homes each year. This supply shortage drives up home prices and rents to levels that are still out of reach for a majority of households at a range of income levels. As a result, fewer of those who work or grow up in the county have a chance to live here, jeopardizing our economic vitality, public services, and quality of life.

## What is Threshold 2008?

Threshold 2008 is a community driven, nationally recognized effort to bring the voice of the informed public into housing policy decisions in San Mateo County. During 2008, we engaged 1,000 citizens in meaningful dialogue about urgent housing problems and possible solutions. We do not advocate for any particular policy or development project. Our approach is to provide citizens with accurate information and favorable circumstances in which to consider difficult choices and tradeoffs. The outcome is an expression of the informed public voice, which we convey to policymakers. Threshold 2008 offers both a successful model of civic engagement, and a substantive understanding of the public's considered views on housing.

## Why Community Dialogue?

Policymakers face a dilemma. They are elected (or appointed) to represent the interests of the entire community, but most members of the public do not attend formal meetings where decisions on housing policy get made. A true representation of the public's voice is missing from discussions about solutions. Threshold 2008 helps policymakers by revealing the housing choices that the informed public is likely to support, by building a base of citizens who are more engaged and better informed, and by providing avenues for them to get more involved in their communities and the public process.



# Results of the Public Dialogues

## Baseline Survey (Before dialogue)

- About one-third believe San Mateo County needs more housing
- A majority support policies that concentrate new housing in already developed areas
- Fewer than half believe jobs and vital services will suffer without new housing
- Approximately equal support for local control and regional coordination of land use

## Countywide Assembly (After dialogue)

- Near doubling of support for new housing in the county
- Nine out of ten favor higher density housing near transit
- Strong desire to protect open space became greater after dialogue
- Belief that housing shortage threatens services and jobs rose dramatically
- Support for more regional authority increased to a supermajority
- Participants became significantly more informed about housing issues

## Online Dialogue

- Common values: open space, community character, mobility, economic vitality
- Housing growth must be sustainable given limited resources, especially water
- Housing growth must be managed in connection with regional transportation
- Support for coordinated countywide planning alongside local land use authority
- Strong support for broadening public engagement in housing decisions

## Community Conversations

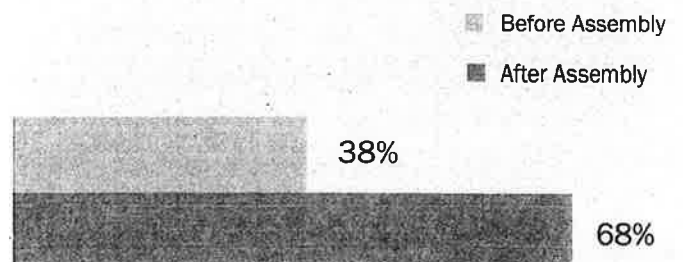
- Four out of 5 believe San Mateo County has a serious housing shortage
- Two-thirds favor higher density housing over development of open space
- Two-thirds support homebuyer subsidies to middle class and public employees
- Developers should be most responsible for paying for the cost of new housing
- 97% believe there should be more public input in the planning and approval process

I have learned that people WANT to have a say, and want to become involved with local issues regarding housing developments and how monies from the state, counties and cities are used, but don't really know how. This forum really makes me want to be more involved in local issues.

— Online Dialogue Participant

## A Constituency for Change

### We Should Create More Housing in San Mateo County



# What We Learned About Civic Engagement

## Citizens Embrace Dialogue as a Path to Housing Solutions

- Meaningful public dialogue can build a constituency for housing solutions
- Citizens want very much to be consulted on complex policy issues
- People are willing to reconsider their views about how to achieve their values
- Dialogue helps individuals balance their self interest and the community good
- Dialogue inspires citizens to become more informed and engaged in public life
- Dialogue does not create consensus but it does reveal common ground
- Building trust is essential to give legitimacy to civic engagement
- Successful civic engagement requires an investment of time, effort and money

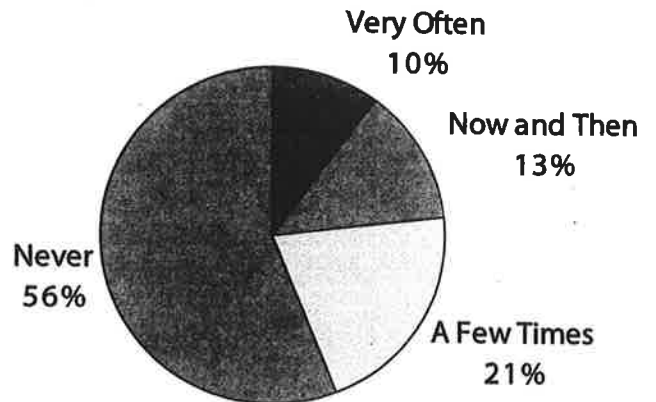
By participating in the Threshold 2008 Assembly, individuals learned about the value of dialogue and how to be contacted about other ways to participate and stay informed.



## Not the Usual Suspects

“How Often Have You Participated in a Local Planning Process in the Last 5 Years?”

(Countywide Assembly Participants)



# Leadership Reveille

## Leaders Hear the Public Voice ... and Add Their Own

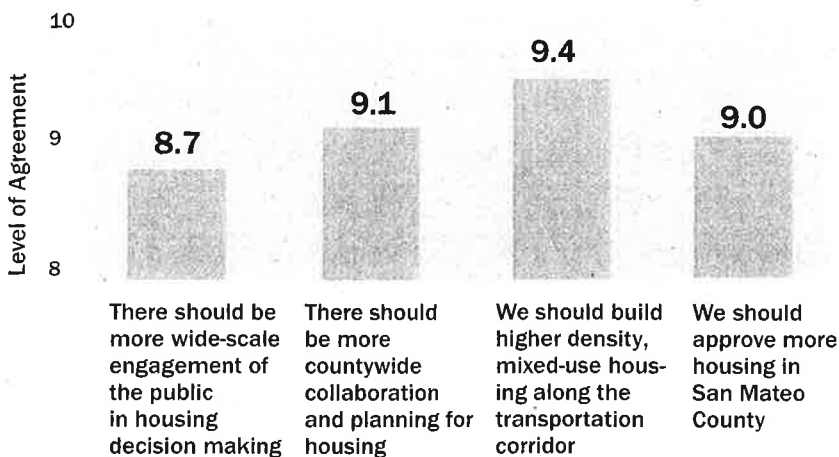
In November 2008, Threshold held an event to fulfill a commitment we made during our first public dialogue – a commitment to report the results of our yearlong engagement, and to carry the voice of the people to policymakers. More than 130 government and community leaders from throughout San Mateo County attended Leadership Reveille. In addition to sharing what 1,000 people told us about housing, we took the opportunity to assess where leaders stand on the same issues. Using wireless technology for real-time feedback\*, we learned:

- Policymakers found the results of Threshold 2008 to be reliable
- They support civic engagement to build public support for housing
- They agree broadly with the views of the informed public on housing issues
- More than three-quarters believe we should strive to meet 100% of San Mateo County's housing need within a generation

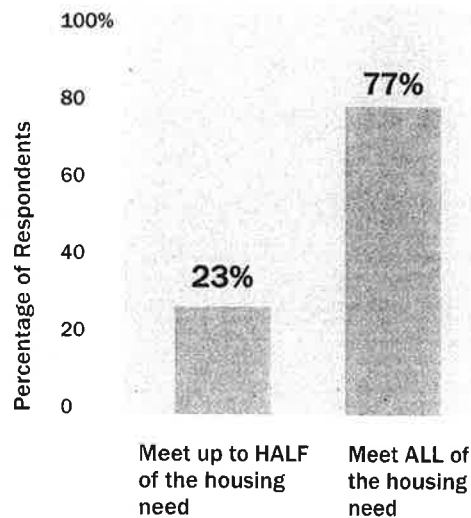
\* Threshold 2008 partnered with 5th Medium I.C. to facilitate the interactive portion of Leadership Reveille.



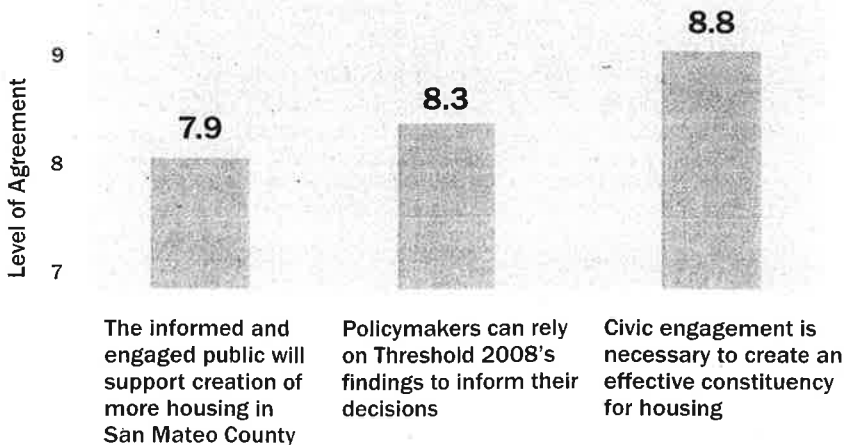
## Agreement Between Leaders and the Public



## How Much Housing Should We Create in San Mateo County by 2025?



## Validity of the Process



OPEN SQUARE FOUNDATION  
all sides being equal™

Threshold 2008 acknowledges the generous support of Open Square Foundation as sponsor of Leadership Reveille.

# Accomplishments 2008

We engaged the public on San Mateo County's housing challenge in four phases, beginning with a baseline survey followed by three different methods of dialogue. In all forums, participants were presented with information and choices about how much new housing to build, where it should be located, how dense it should be, who should make housing decisions, which policy tools to use, and how to pay for preferred solutions. Prior to the dialogues, we met with 40 stakeholders representing various community interests to review the participant briefing materials for factual accuracy and balance.

## Baseline Survey (February)

- 1,822 people took an extensive phone survey on housing issues
- Participants were a scientific random sample of county residents

## Countywide Assembly (March)

- Representative sample of 238 residents who took the baseline survey
- Face-to-face dialogue over two days at Cañada College
- Small group dialogue and opportunities to question experts
- 30 trained facilitators and 20 expert panelists
- Post-dialogue survey to compare results with baseline survey

## Online Dialogue (May)

- 500 people registered for a web-based conversation over two weeks
- The dialogue was open to those who live or work in San Mateo County
- Typical participant was more educated and affluent than the general public
- 1,000 comments posted and 23,000 page views
- Experts available to answer questions

## Community Conversations

(April - December)

- 200 participants in various settings countywide
- Facilitated small group discussions over 2½ hours
- 40 volunteers trained as facilitators
- Sites included: college campus, adult literacy program, religious congregation, low-income housing development, paratransit council, city workshop, homeowners association

## Our Partners

We partnered with Professor James S. Fishkin of Stanford University's Center for Deliberative Democracy in the design and implementation of the Countywide Assembly. The method used is Deliberative Polling,<sup>®</sup> a process of public consultation created by Dr. Fishkin to get informed opinions from scientific random samples.

Viewpoint Learning, Inc. designs and conducts specialized dialogues for business and public policy. The company worked with Threshold 2008 to create the Online Dialogue and adapt their successful Meeting-in-a-Box format for the Community Conversations.





**THRESHOLD 2008**  
Building the Public Voice San Mateo County

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Foster City, CA 94404  
[www.threshold2008.org](http://www.threshold2008.org)

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San Mateo County  
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**Thomas Mohr**  
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Cañada College

**Jennifer Raiser**  
President  
Raiser Senior Services

**Audrey Rust**  
President  
Peninsula Open Space  
Trust

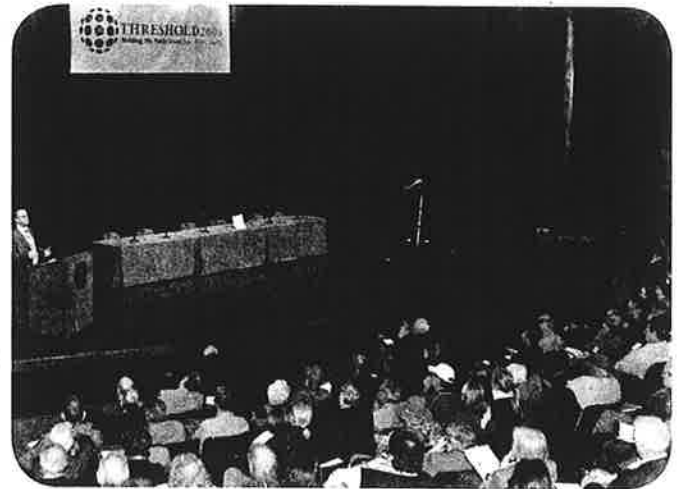
**Mark Simon**  
Special Assistant to CEO  
San Mateo County  
Transit District

**April A. Vargas**  
Board Member  
Committee for Green  
Foothills

**Project Staff**  
**Greg Greenway**  
Executive Director

**Susan Danielson**  
Project Coordinator

**Photo Credit:**  
Virginia Bacon  
Eric Politzer for David Perry  
and Associates



Threshold 2008 is a non-profit project of  
Community Initiatives - [www.communityin.org](http://www.communityin.org)

**SILICON VALLEY | community foundation**<sup>SM</sup>

SERVING SAN MATEO AND SANTA CLARA COUNTIES

Threshold 2008 gratefully acknowledges the generous support of Silicon Valley Community Foundation for this executive summary and the full report on our project results. Log onto [www.threshold2008.org](http://www.threshold2008.org) to view and download this summary and the full report.

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## **RESOLUTION 09-30**

**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  
THRESHOLD 2008 FOR \$15,000 TO SUPPORT THE THRESHOLD 2008 WORK PLAN  
FOR 2009**

**WHEREAS**, the Board of Directors of the City/County Association of Governments (C/CAG) has representatives from all twenty cities and the County in San Mateo County; and,

**WHEREAS**, C/CAG has developed policies and programs to encourage the development of housing; and,

**WHEREAS**, C/CAG is partnering with the County of San Mateo Department of Housing on the 21 Elements Program; and,

**WHEREAS**, the Threshold 2008 engagement process has proven to be successful;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the City/County Association of Governments of San Mateo County will support the Threshold 2008 Work Plan for 2009 including the following:

- 1- Provide funding of \$15,000.
- 2- Authorize the Executive Director to negotiate the agreement.
- 3- Authorize the C/CAG Chair to execute the agreement after approved to form by legal counsel.

**PASSED, APPROVED, AND ADOPTED THIS 14<sup>th</sup> DAY OF MAY 2009.**

---

Thomas M. Kasten, C/CAG Chair



## C/CAG AGENDA REPORT

Date: May 14, 2009  
TO: C/CAG Board of Directors  
From: Richard Napier, Executive Director - C/CAG  
Subject: Initial draft, assumptions, and input on the C/CAG 2009-10 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 2009-10 Program Budget and Fees in accordance with the staff recommendation.

### Fiscal Impact:

In accordance with the proposed C/CAG 2009-10 Program Budget.

### Revenue Sources:

Funding sources for C/CAG include but are not limited to the following:

| <u>Source</u>   | <u>Amount</u>        | <u>% Total</u> |
|---|----------------------|----------------|
| 1- Member Assessments (General and Gas Tax)                   | \$ 747,641           | 6.02           |
| 2- Member San Mateo Congestion Relief Fee                     | \$ 1,850,000         | 14.91          |
| 3- Metropolitan Transportation Commission Planning Funds      | \$ 525,000           | 4.23           |
| 4- Metropolitan Transportation Commission Freeway Perf. Funds | \$ 217,000           | 1.75           |
| 5- MTC/ Federal Funds   | \$ 250,000           | 2.01           |
| 6- Grants Miscellaneous                                       | \$ 407,000           | 3.28           |
| 7- Transportation Authority Partnerships                      | \$ 475,000           | 3.83           |
| 8- Valley Transportation Authority                            | \$ 60,000            | 0.48           |
| 9- Transportation Fund for Clean Air (Motor Vehicle Fee)      | \$ 1,042,117         | 8.40           |
| 10- San Mateo Flood Control District Fee/ General Fund        | \$ 1,289,361         | 10.39          |
| 11- AVA Service Fee   | \$ 680,000           | 5.48           |
| 12- AB 1546 (Motor Vehicle Fee)                               | \$ 2,700,000         | 21.75          |
| 13- Planning, Programming, and Monitoring (STIP)              | \$ 1,960,000         | 15.79          |
| 14- Federal Earmark   | \$ 0                 | 0.0            |
| 15- MTC Rideshare   | \$ 70,000            | 0.56           |
| 16- Interest.   | \$ 138,000           | 1.11           |
| <b>TOTAL REVENUES</b>   | <b>\$ 12,411,119</b> | <b>100</b>     |

**ITEM 5.8**

| <u>Funds Controlled (Not included in C/CAG Budget)</u>          | <u>Amount</u>       | <u>% Total</u> |
|---|---------------------|----------------|
| 17- Member Congestion Relief Match                              | \$ 600,000          | N/A            |
| 18- State Transportation Improvement Program Funds (Controlled) | \$15,000,000        | N/A            |
| 19- Federal STP/ CMAQ Funds (Controlled)                        | \$ 5,000,000        | N/A            |
| 20- State TDA Article 3 (Controlled)                            | \$ 600,000          | N/A            |
| <b>TOTAL CONTROLLED</b>   | <b>\$21,200,000</b> | <b>N/A</b>     |

**Background/Discussion:**

Staff has developed the C/CAG Program Budget for 2009-10. Refer to the Budget 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 08-09 in recognition of the difficult budget climate for the cities and the County. A comparison of the FY 2008-09 Projection vs. FY 2008-09 Updated Budget is also provided (Attachment E). Key Budget Definitions/ Acronyms is provided in Attachment F. The C/CAG Budget will be introduced at the 5/14/09 C/CAG Board Meeting for comments. It is recommended that the Board approve the Budget at the 6/11/09 Board Meeting.

**C/CAG 2009-10 Program Budget Assumptions:**

The following are the initial Budget assumptions. It is requested that the C/CAG Board at the 5/14/09 Board Meeting provide additional direction on the assumptions to be used to develop the final Budget.

Revenue

- 1- General Fund/ Administrative - Member Assessments - Same as last year due to budget issues with the cities and County.
- 2- In FY 07-08 will begin receiving funds from the Federal Aviation Administration (FAA) grant for \$300,000 to fund the Airport Land Use Commission function. The bulk of the grant will be received in FY 09-10. This will reduce these costs from the General Fund and help balance it. The staff support cost are running \$40-60,000 higher than normal. Must get revenue from the airports and charge for reviews.
- 3- Congestion Management - Member Assessments - Same as last year due to financial issues with the cities and County.
- 4- Congestion Management - Assume \$1,500,000 in STIP funds flows through C/CAG Budget.
- 5- 2020 Gateway - Both VTA and TA will continue their contributions.

Expenditures

- 6- Congestion Management - Full staffing level will be built up for FY 09-10 which will increase expenditures across the board due to the Smart Corridor Project.

- 7- Congestion Management - Modeling - Will make improvements to the Travel Demand Forecasting Model in FY 09-10.
- 8- 2020 Gateway - Phase 2 consists of the following:  
PSR Equivalent - Not funded this year.  
Implementation Project - Willow/ University (Revenue \$250K, Expenditures \$500K)
- 9- San Mateo Congestion Relief Program (SMCRP) - Government Baseline Incentive will be partially paid (\$78,000) in FY 08-09. The following new programs ramped up in FY 09-10.  
Energy Local Government Partnership - \$200K pass through to County  
GHG Incentive to Cities/ County - \$195,000
- 10- San Mateo Congestion Relief Program - Included \$1,500K match for the State Infrastructure Bond funding for the Smart Corridors Project.
- 11- NPDES - Programmed current level of programs since do not know what the new permit will require. Will submit a revised budget when the permit requirements are known.
- 12- AB 1546 - Continued funding for the Hydrogen Shuttle for FY 09-10 to 12/31/09 only. TA will fund half of the cost.
- 13- AB 1546 - Will have significant expenditures for the Countywide programs which will reduce the balance.
- 14- 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. This can be addressed if necessary by the San Mateo Congestion Relief Fund.

**C/CAG 2008-09 Program Budget Overview:**

Revenues increased 7.08% and Expenditures increased 19.93%. The Revenue increase of \$1,815,008 is due to an increase in MTC/ Federal funding (\$317,000) and Smart Corridor STIP funding (\$1,500,000). The increase in Expenditures of \$2,215,063 is primarily due to the following:

- 1- Increase in consulting cost of \$2,200,019 primarily due to Willow/ University ITS Implementation - \$500,000 and Smart Corridor \$1,500,000.
- 2- Increase in professional services due to increased staff at C/CAG - \$188,207

Ending Fund Balance decreased 11.07%. The Reserve Fund Balance between FY 08-09 and FY 09-10 remain the same. The cost for the lobbyist is included in the budget for Congestion Management (\$38,000) and NPDES (\$38,000).

FY 2007-08 Budget Comparison - See Attachment E.

**Member Assessments:**

The Member Assessments for FY 09-10 remains the same as in FY 08-09. Additionally the proposed Budget continues to pay for the lobbyist (\$78,000) 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.

|                         |             |
|-------------------------|-------------|
| Congestion Relief Fund  | \$1,850,000 |
| Total Congestion Relief | \$1,850,000 |

|                              |   |
|------------------------------|---|
| NPDES Agency Direct          | \$97,657 (Colma, San Mateo,<br>Woodside and Brisbane) |
| NPDES Flood Control District | \$1,298,405   |
| Total NPDES                  | \$1,396,062   |

It is recommended that a fee and surcharge be applied of \$1,396,062. (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, Housing Element and Agency Direct total \$2,588,588.

See Attachment B for Member Assessments.

**San Mateo County Congestion Management Program:**

This fund includes 2020 Gateway Phase 2 which consists of the following new projects:

|   |   |
|---|---|
| 1- 2020 Gateway Implementation Willow/ University | \$500,000<br>(\$250K revenue net \$250K cost) |
|---|---|

**San Mateo Congestion Relief Program:**

This fund includes the following new projects:

|   |   |
|---|---|
| 1- Energy Local Government Partnership        | \$395,000<br>(\$200K revenue net \$195K cost) |
| 2- Infrastructure Bond Match - Smart Corridor | \$1,500,000                                   |

It also includes implementation of the following approved projects:

|   |           |
|---|-----------|
| 1- Energy Government Baseline Incentive | \$195,000 |
| 2- El Camino Real Incentive             | \$300,000 |

**San Mateo County Transportation/ Environmental Program (AB 1546):**

For FY 08-09 and FY 09-10 it is assumed that all the allocations to each agency will be made. It also assumes that the new Regional programs will primarily be funded in FY 09-10. It is proposed that the Hydrogen shuttle be funded in FY 09-10 thru 12/31/09. The Transportation Authority and C/CAG equally share the operating cost. Some support is provided for the Smart Corridor project in FY 09-10.

**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 SMCRP). The FY 09-10 Revenue is leveraged **4.44 to 1**. Including the funds that C/CAG controls, such as State and Federal Transportation funds, increases the leverage to **14.84 to 1**. The San Mateo Congestion Relief Program is leveraged **2.27 to 1** (Including City/ County shuttle match).

Through the C/CAG functions revenues are provided to member agencies that in most cases 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 Congestion Management and Environmental Quality Committee will review the Budget assumptions on 5/25/09. The Technical Advisory Committee (TAC) will review it on 5/21/09. The Finance Committee will meet on 5/14/09 to review and comment on the detailed Budget.

**Attachments:**

- Attachment A - City/County Association of Governments 2009-10 Program Budget Summary
- Attachment B - Member Assessments FY 09-10
- Attachment C - Graphical Representation of C/CAG Budget
- Attachment D - Resolution 09-31 adopting the C/CAG 2009-10 Program Budget and Fees
- Attachment E - FY 2008 - 09 Projection vs. FY 2008 - 09 Updated Budget
- Attachment F - Key Budget Definitions/ Acronymns

**Alternatives:**

- 1- Review and provide comments on the initial draft of the C/CAG 2009-10 Program Budget and Fees in accordance with the staff recommendation.

2- Review and provide comments on the initial draft of the C/CAG 2009-10 Program Budget and Fees in accordance with the staff recommendation with modifications.

3- No action.



**ATTACHMENT A**

City/County Association of Governments 2009-10 Program Budget Summary



# CCAG

## 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*

## **CITY/COUNTY ASSOCIATION OF GOVERNMENTS 2009 – 2010 PROGRAM BUDGET JULY 1, 2009 - JUNE 30, 2010**

Adopted: June 11, 2009



| 05/06/09   | CHANGES IN C/CAG BUDGET BY FISCAL YEAR |  |              |             |           |       |
|--|--|--|--------------|-------------|-----------|-------|
|  | Projected                              |  |              |             |           |       |
|  | Actual                                 |  | Budgeted     | Budget      | Budget    | Notes |
|  | FY 2008-09                             |  | FY 2009-10   | Change      | % Change  |       |
| <b>BEGINNING BALANCE</b>   | \$8,719,774                            |  | \$8,272,675  | (\$447,099) | -5.13%    | B-1   |
| <b>RESERVE BALANCE</b>   | \$376,112                              |  | \$332,766    | (\$43,346)  | -11.52%   |       |
| <b>PROJECTED REVENUES</b>  |  |  |              |             |           |       |
| Interest Earnings  | (\$1,000)                              |  | \$138,000    | \$139,000   | 13900.00% |       |
| Member Contribution  | \$2,697,081                            |  | \$2,597,641  | (\$99,440)  | -3.69%    | R-2   |
| Cost Reimbursements-VTA  | \$60,000                               |  | \$60,000     | \$0         | 0.00%     |       |
| MTC/ Federal Funding   | \$745,000                              |  | \$1,062,000  | \$317,000   | 42.55%    | R-3   |
| Grants   | \$150,000                              |  | \$382,000    | \$232,000   | 154.67%   | R-4   |
| DMV Fee  | \$4,372,619                            |  | \$4,422,117  | \$49,498    | 1.13%     | R-5   |
| NPDES Fee  | \$1,288,732                            |  | \$1,289,361  | \$629       | 0.05%     |       |
| TA Cost Share  | \$605,336                              |  | \$475,000    | (\$130,336) | -21.53%   | R-6   |
| Miscellaneous/ SFIA  | \$0                                    |  | \$25,000     | \$25,000    | 0.00%     | R-7   |
| Street Repair Funding  | \$0                                    |  | \$0          | \$0         | 0.00%     |       |
| PPM-STIP   | \$678,343                              |  | \$1,960,000  | \$1,281,657 | 188.94%   | R-8   |
| Assessment   | \$0                                    |  | \$0          | \$0         | 0.00%     |       |
|  | \$0                                    |  | \$0          | \$0         | 0.00%     |       |
|  | \$0                                    |  | \$0          | \$0         | 0.00%     |       |
| <b>Total Revenues</b>  | \$10,596,111                           |  | \$12,411,119 | \$1,815,008 | 17.13%    | R-1   |
| <b>TOTAL SOURCES OF FUNDS</b>  | \$19,315,885                           |  | \$20,683,793 | \$1,367,909 | 7.08%     |       |
| <b>PROJECTED EXPENDITURES</b>  |  |  |              |             |           |       |
| Administration Services  | \$438,000                              |  | \$415,411    | (\$22,589)  | -5.16%    | E-2   |
| Professional Services  | \$1,615,169                            |  | \$1,803,376  | \$188,207   | 11.65%    | E-3   |
| Consulting Services  | \$3,083,746                            |  | \$5,283,765  | \$2,200,019 | 71.34%    | E-4   |
| Supplies   | \$54,950                               |  | \$63,500     | \$8,550     | 15.56%    |       |
| Prof. Dues & Memberships   | \$128,437                              |  | \$220,817    | \$92,380    | 71.93%    |       |
| Conferences & Meetings   | \$69,800                               |  | \$21,500     | (\$48,300)  | -69.20%   |       |
| Printing/ Postage  | \$20,750                               |  | \$37,750     | \$17,000    | 81.93%    | E-5   |
| Publications   | \$17,977                               |  | \$5,500      | (\$12,477)  | -69.41%   | E-6   |
| Distributions  | \$5,646,843                            |  | \$5,438,000  | (\$208,843) | -3.70%    | E-7   |
| Street Repair  | \$0                                    |  | \$0          | \$0         | 0.00%     |       |
| Miscellaneous  | \$28,600                               |  | \$29,500     | \$900       | 3.15%     | E-8   |
| Bank Fee   | \$500                                  |  | \$500        | \$0         | 0.00%     |       |
| Audit Services   | \$6,784                                |  | \$7,000      | \$216       | 3.18%     |       |
|  | \$0                                    |  | \$0          | \$0         | 0.00%     |       |
| <b>Total Expenditures</b>  | \$11,111,556                           |  | \$13,326,619 | \$2,215,063 | 19.93%    | E-1   |
| <b>TRANSFERS</b>   |  |  |              |             |           |       |
| Transfers In   | \$721,749                              |  | \$786,399    | \$64,650    | 8.96%     | T-1   |
| Transfers Out  | \$696,749                              |  | \$786,399    | \$89,650    | 12.87%    | T-1   |
| <b>Total Transfers</b>   | (\$25,000)                             |  | \$0          | \$25,000    | 100.00%   |       |
| <b>NET CHANGE</b>  | (\$490,445)                            |  | (\$915,500)  | (\$425,055) | -86.67%   |       |
| <b>TRANSFER TO RESERVES</b>  | (\$43,346)                             |  | \$0          | \$43,346    | 100.00%   |       |
| <b>TOTAL USE OF FUNDS</b>  | \$11,043,210                           |  | \$13,326,619 | \$2,283,409 | 20.68%    |       |
| <b>ENDING FUND BALANCE</b>   | \$8,272,675                            |  | \$7,357,174  | (\$915,500) | -11.07%   | B-2   |
| <b>RESERVE FUND BALANCE</b>  | \$332,766                              |  | \$332,766    | \$0         | 0.00%     | RS-1  |
| <b>NET INCREASE (Decrease) IN FUND BALANCE</b>   | (\$447,099)                            |  | (\$915,500)  | (\$468,401) | -104.76%  | B-3   |
| Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |  |  |              |             |           |       |

| 05/06/09  | C/CAG PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE |                         |                    |                    |                    |                    |                    |                     |
|---|--|-------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
|   | FY 2008-09   |                         |                    |                    |                    |                    |                    |                     |
|   | General Fund   | Transportation Programs | SMCRP Program      | TFCA               | NPDES              | AVA                | AB 1546 Program    | Total               |
| <b>BEGINNING BALANCE</b>  | <b>(\$18,640)</b>  | <b>\$216,532</b>        | <b>\$1,368,170</b> | <b>\$156,874</b>   | <b>\$1,170,377</b> | <b>\$604,787</b>   | <b>\$5,221,674</b> | <b>\$8,719,774</b>  |
| <b>RESERVE BALANCE</b>  | <b>\$43,346</b>  | <b>\$131,863</b>        | <b>\$0</b>         | <b>\$0</b>         | <b>\$200,903</b>   | <b>\$0</b>         | <b>\$0</b>         | <b>\$376,112</b>    |
| <b>PROJECTED REVENUES</b>   |  |                         |                    |                    |                    |                    |                    |                     |
| Interest Earnings   | (\$500)  | \$0                     | \$0                | \$0                | \$0                | (\$500)            | \$0                | (\$1,000)           |
| Member Contribution   | \$250,024  | \$390,907               | \$1,950,000        | \$0                | \$106,150          | \$0                | \$0                | \$2,697,081         |
| Cost Reimbursements-VTA   | \$0  | \$60,000                | \$0                | \$0                | \$0                | \$0                | \$0                | \$60,000            |
| MTC/ISTEA Funding   | \$0  | \$595,000               | \$150,000          | \$0                | \$0                | \$0                | \$0                | \$745,000           |
| Grants  | \$50,000   | \$0                     | \$100,000          | \$0                | \$0                | \$0                | \$0                | \$150,000           |
| DMV Fee   | \$0  | \$0                     | \$0                | \$1,015,701        | \$0                | \$680,000          | \$2,676,918        | \$4,372,619         |
| NPDES Fee   | \$0  | \$0                     | \$0                | \$0                | \$1,288,732        | \$0                | \$0                | \$1,288,732         |
| TA Cost Share   | \$0  | \$12,000                | \$568,336          | \$0                | \$0                | \$0                | \$25,000           | \$605,336           |
| Miscellaneous   | \$0  | \$0                     | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                 |
| Street Repair Funding   | \$0  | \$0                     | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                 |
| PPM-STIP  | \$0  | \$678,343               | \$0                | \$0                | \$0                | \$0                | \$0                | \$678,343           |
| Assessment  | \$0  | \$0                     | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                 |
|   | \$0  | \$0                     | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                 |
|   | \$0  | \$0                     | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                 |
| <b>Total Revenues</b>   | <b>\$299,524</b>   | <b>\$1,736,250</b>      | <b>\$2,768,336</b> | <b>\$1,015,701</b> | <b>\$1,394,882</b> | <b>\$679,500</b>   | <b>\$2,701,918</b> | <b>\$10,598,111</b> |
| <b>TOTAL SOURCES OF FUNDS</b>   | <b>\$280,884</b>   | <b>\$1,952,782</b>      | <b>\$4,138,506</b> | <b>\$1,172,575</b> | <b>\$2,565,259</b> | <b>\$1,284,287</b> | <b>\$7,923,592</b> | <b>\$18,315,885</b> |
| <b>PROJECTED EXPENDITURES</b>   |  |                         |                    |                    |                    |                    |                    |                     |
| Administration Services   | \$110,000  | \$108,000               | \$121,000          | \$10,000           | \$35,000           | \$15,000           | \$39,000           | \$438,000           |
| Professional Services   | \$195,000  | \$826,500               | \$392,000          | \$38,669           | \$133,000          | \$0                | \$30,000           | \$1,615,169         |
| Consulting Services   | \$55,750   | \$144,226               | \$1,567,852        | \$0                | \$1,003,320        | \$0                | \$312,598          | \$3,083,746         |
| Supplies  | \$52,950   | \$2,000                 | \$0                | \$0                | \$0                | \$0                | \$0                | \$54,950            |
| Prof. Dues & Memberships  | \$1,750  | \$0                     | \$0                | \$0                | \$126,687          | \$0                | \$0                | \$128,437           |
| Conferences & Meetings  | \$18,500   | \$3,000                 | \$20,000           | \$0                | \$1,300            | \$0                | \$27,000           | \$68,800            |
| Printing/ Postage   | \$12,250   | \$5,500                 | \$0                | \$0                | \$3,000            | \$0                | \$0                | \$20,750            |
| Publications  | \$1,250  | \$4,000                 | \$12,727           | \$0                | \$0                | \$0                | \$0                | \$17,977            |
| Distributions   | \$0  | \$70,000                | \$911,000          | \$1,136,000        | \$14,000           | \$668,000          | \$2,847,843        | \$5,646,843         |
| Street Repair   | \$0  | \$0                     | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                 |
| Miscellaneous   | \$2,000  | \$1,500                 | \$16,022           | (\$16,022)         | \$100              | \$25,000           | \$0                | \$28,600            |
| Bank Fee  | \$500  | \$0                     | \$0                | \$0                | \$0                | \$0                | \$0                | \$500               |
| Audit Services  | \$6,784  | \$0                     | \$0                | \$0                | \$0                | \$0                | \$0                | \$6,784             |
|   | \$0  | \$0                     | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                 |
| <b>Total Expenditures</b>   | <b>\$456,734</b>   | <b>\$1,164,726</b>      | <b>\$3,040,601</b> | <b>\$1,168,647</b> | <b>\$1,316,407</b> | <b>\$708,000</b>   | <b>\$3,256,441</b> | <b>\$11,111,556</b> |
| <b>TRANSFERS</b>  |  |                         |                    |                    |                    |                    |                    |                     |
| Transfers In  | \$139,875  | \$0                     | \$400,000          | \$156,874          | \$0                | \$0                | \$25,000           | \$721,749           |
| Transfers Out   | \$0  | \$175,419               | \$41,402           | \$160,802          | \$13,558           | \$0                | \$305,569          | \$696,749           |
| <b>Total Transfers</b>  | <b>(\$139,875)</b>   | <b>\$175,419</b>        | <b>(\$358,598)</b> | <b>\$3,928</b>     | <b>\$13,558</b>    | <b>\$0</b>         | <b>\$280,569</b>   | <b>(\$25,000)</b>   |
| <b>NET CHANGE</b>   | <b>(\$17,335)</b>  | <b>\$396,105</b>        | <b>\$86,333</b>    | <b>(\$156,874)</b> | <b>\$64,917</b>    | <b>(\$28,500)</b>  | <b>(\$835,092)</b> | <b>(\$490,445)</b>  |
| <b>TRANSFER TO RESERVES</b>   | <b>(\$43,346)</b>  | <b>\$0</b>              | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>(\$43,346)</b>   |
| <b>TOTAL USE OF FUNDS</b>   | <b>\$273,513</b>   | <b>\$1,340,145</b>      | <b>\$2,682,003</b> | <b>\$1,172,575</b> | <b>\$1,329,965</b> | <b>\$708,000</b>   | <b>\$3,537,010</b> | <b>\$11,043,210</b> |
| <b>ENDING FUND BALANCE</b>  | <b>\$7,371</b>   | <b>\$612,637</b>        | <b>\$1,454,503</b> | <b>\$0</b>         | <b>\$1,235,284</b> | <b>\$576,287</b>   | <b>\$4,386,582</b> | <b>\$8,272,675</b>  |
| <b>RESERVE FUND BALANCE</b>   | <b>\$0</b>   | <b>\$131,863</b>        | <b>\$0</b>         | <b>\$0</b>         | <b>\$200,903</b>   | <b>\$0</b>         | <b>\$0</b>         | <b>\$332,766</b>    |
| <b>NET INCREASE (Decrease) IN FUND BALANCE</b>  | <b>\$26,011</b>  | <b>\$396,105</b>        | <b>\$86,333</b>    | <b>(\$156,874)</b> | <b>\$64,917</b>    | <b>(\$28,500)</b>  | <b>(\$835,092)</b> | <b>(\$447,099)</b>  |
| As of June 30, 2008   |  |                         |                    |                    |                    |                    |                    |                     |
| Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance<br>See individual fund summaries and fiscal year comments for details on Miscellaneous expenses. |  |                         |                    |                    |                    |                    |                    |                     |
| Administration Services   | \$305,000  | \$934,500               | \$513,000          | \$48,669           | \$168,000          |                    | \$69,000           | \$2,038,169         |
| % Basis   | 0.14964412   | 0.45849976              | 0.2516965          | 0.02387879         | 0.08242692         |                    | 0.03385391         | 100%                |
| Admin Cost Sharing  |  |                         |                    |                    |                    |                    |                    |                     |
| Legal Services  | \$28,000   |                         |                    |                    |                    |                    |                    |                     |
| Accounting Services   | \$68,000   |                         |                    |                    |                    |                    |                    |                     |
| Office Space  | \$42,000   |                         |                    |                    |                    |                    |                    |                     |
| Web Support   | \$26,490   |                         |                    |                    |                    |                    |                    |                     |
| <b>Total</b>  | <b>\$164,490</b>   |                         |                    |                    |                    |                    |                    |                     |
|   | \$24,614.96  | \$75,418.63             | \$41,401.56        | \$3,927.82         | \$13,558.40        |                    | \$5,568.63         | \$164,490           |
| Transfer Out  |  | \$75,418.63             | \$41,401.56        | \$3,927.82         | \$13,558.40        |                    | \$5,568.63         |                     |
| Transfer In   | \$139,875.04   |                         |                    |                    |                    |                    |                    |                     |

| 05/06/09                                       | C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE |                         |               |             |             |             |                 |              |
|--|---|-------------------------|---------------|-------------|-------------|-------------|-----------------|--------------|
|  | FY 2009-10  |                         |               |             |             |             |                 |              |
|  | General Fund  | Transportation Programs | SMCRP Program | TFCA        | NPDES       | AVA         | AB 1546 Program | Total        |
| <b>BEGINNING BALANCE</b>                       | \$7,371   | \$612,637               | \$1,454,503   | \$0         | \$1,235,294 | \$576,287   | \$4,386,582     | \$8,272,675  |
| <b>RESERVE BALANCE</b>                         | \$0   | \$131,863               | \$0           | \$0         | \$200,903   | \$0         | \$0             | \$332,766    |
| <b>PROJECTED REVENUES</b>                      |   |                         |               |             |             |             |                 |              |
| Interest Earnings                              | \$6,000   | \$15,000                | \$40,000      | \$10,000    | \$25,000    | \$2,000     | \$40,000        | \$138,000    |
| Member Contribution                            | \$250,024   | \$390,907               | \$1,850,000   | \$0         | \$106,710   | \$0         | \$0             | \$2,597,641  |
| Cost Reimbursements-VTA                        | \$0   | \$60,000                | \$0           | \$0         | \$0         | \$0         | \$0             | \$60,000     |
| MTC/ Federal Funding                           | \$0   | \$845,000               | \$217,000     | \$0         | \$0         | \$0         | \$0             | \$1,062,000  |
| Grants   | \$182,000   | \$0                     | \$200,000     | \$0         | \$0         | \$0         | \$0             | \$382,000    |
| DMV Fee  | \$0   | \$0                     | \$0           | \$1,042,117 | \$0         | \$680,000   | \$2,700,000     | \$4,422,117  |
| NPDES Fee                                      | \$0   | \$0                     | \$0           | \$0         | \$1,289,361 | \$0         | \$0             | \$1,289,361  |
| TA Cost Share                                  | \$0   | \$50,000                | \$400,000     | \$0         | \$0         | \$0         | \$25,000        | \$475,000    |
| Miscellaneous/ SFIA                            | \$25,000  | \$0                     | \$0           | \$0         | \$0         | \$0         | \$0             | \$25,000     |
| Street Repair Funding                          | \$0   | \$0                     | \$0           | \$0         | \$0         | \$0         | \$0             | \$0          |
| PPM-STIP                                       | \$0   | \$460,000               | \$1,500,000   | \$0         | \$0         | \$0         | \$0             | \$1,960,000  |
| Assessment                                     | \$0   | \$0                     | \$0           | \$0         | \$0         | \$0         | \$0             | \$0          |
|  | \$0   | \$0                     | \$0           | \$0         | \$0         | \$0         | \$0             | \$0          |
|  | \$0   | \$0                     | \$0           | \$0         | \$0         | \$0         | \$0             | \$0          |
| <b>Total Revenues</b>                          | \$463,024   | \$1,820,907             | \$4,207,000   | \$1,052,117 | \$1,421,071 | \$682,000   | \$2,765,000     | \$12,411,119 |
| <b>TOTAL SOURCES OF FUNDS</b>                  | \$470,395   | \$2,433,544             | \$5,661,503   | \$1,052,117 | \$2,656,365 | \$1,258,287 | \$7,151,582     | \$20,683,793 |
| <b>PROJECTED EXPENDITURES</b>                  |   |                         |               |             |             |             |                 |              |
| Administration Services                        | \$118,000   | \$110,000               | \$100,000     | \$5,000     | \$27,411    | \$15,000    | \$40,000        | \$415,411    |
| Professional Services                          | \$210,000   | \$1,070,000             | \$415,000     | \$25,872    | \$52,504    | \$0         | \$30,000        | \$1,803,376  |
| Consulting Services                            | \$163,000   | \$870,000               | \$2,660,000   | \$0         | \$1,067,000 | \$0         | \$523,765       | \$5,283,765  |
| Supplies                                       | \$61,500  | \$2,000                 | \$0           | \$0         | \$0         | \$0         | \$0             | \$63,500     |
| Prof. Dues & Memberships                       | \$1,750   | \$0                     | \$0           | \$0         | \$219,067   | \$0         | \$0             | \$220,817    |
| Conferences & Meetings                         | \$15,000  | \$3,000                 | \$0           | \$0         | \$1,500     | \$0         | \$2,000         | \$21,500     |
| Printing/ Postage                              | \$22,250  | \$5,500                 | \$0           | \$0         | \$10,000    | \$0         | \$0             | \$37,750     |
| Publications                                   | \$1,500   | \$4,000                 | \$0           | \$0         | \$0         | \$0         | \$0             | \$5,500      |
| Distributions                                  | \$0   | \$147,000               | \$1,610,000   | \$1,019,000 | \$25,000    | \$665,000   | \$1,972,000     | \$5,438,000  |
| Street Repair                                  | \$0   | \$0                     | \$0           | \$0         | \$0         | \$0         | \$0             | \$0          |
| Miscellaneous                                  | \$2,500   | \$1,000                 | \$0           | \$0         | \$1,000     | \$25,000    | \$0             | \$29,500     |
| Bank Fee                                       | \$500   | \$0                     | \$0           | \$0         | \$0         | \$0         | \$0             | \$500        |
| Audit Services                                 | \$7,000   | \$0                     | \$0           | \$0         | \$0         | \$0         | \$0             | \$7,000      |
|  | \$0   | \$0                     | \$0           | \$0         | \$0         | \$0         | \$0             | \$0          |
| <b>Total Expenditures</b>                      | \$603,000   | \$2,212,500             | \$4,785,000   | \$1,049,872 | \$1,403,482 | \$705,000   | \$2,567,765     | \$13,326,619 |
| <b>TRANSFERS</b>                               |   |                         |               |             |             |             |                 |              |
| Transfers In                                   | \$136,399   | \$250,000               | \$400,000     | \$0         | \$0         | \$0         | \$0             | \$786,399    |
| Transfers Out                                  | \$0   | \$185,805               | \$37,449      | \$2,245     | \$5,811     | \$0         | \$555,090       | \$786,399    |
| <b>Total Transfers</b>                         | (\$136,399)   | (\$64,195)              | (\$362,551)   | \$2,245     | \$5,811     | \$0         | \$555,090       | \$0          |
| <b>NET CHANGE</b>                              | (\$3,577)   | (\$327,398)             | (\$215,449)   | \$0         | \$11,778    | (\$23,000)  | (\$357,855)     | (\$915,500)  |
| <b>TRANSFER TO RESERVES</b>                    | \$0   | \$0                     | \$0           | \$0         | \$0         | \$0         | \$0             | \$0          |
| <b>TOTAL USE OF FUNDS</b>                      | \$466,601   | \$2,148,305             | \$4,422,449   | \$1,052,117 | \$1,409,293 | \$705,000   | \$3,122,855     | \$13,326,619 |
| <b>ENDING FUND BALANCE</b>                     | \$3,794   | \$285,239               | \$1,239,055   | \$0         | \$1,247,072 | \$553,287   | \$4,028,727     | \$7,357,174  |
| <b>RESERVE FUND BALANCE</b>                    | \$0   | \$131,863               | \$0           | \$0         | \$200,903   | \$0         | \$0             | \$332,766    |
| <b>NET INCREASE (Decrease) IN FUND BALANCE</b> | (\$3,577)   | (\$327,398)             | (\$215,449)   | \$0         | \$11,778    | (\$23,000)  | (\$357,855)     | (\$915,500)  |
| <b>As of June 30, 2009</b>                     |   |                         |               |             |             |             |                 |              |

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance  
See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.

| CHANGES IN GENERAL FUND BUDGET(01) BY FISCAL YEAR  |                    |  |                    |                   |                 |
|--|--------------------|--|--------------------|-------------------|-----------------|
|  | Projected          |  |                    |                   |                 |
|  | Actual             |  | Budgeted           | Budget            | Budget          |
|  | FY 2008-09         |  | FY 2009-10         | Change            | % Change        |
| <b>BEGINNING BALANCE</b>   | <b>(\$18,640)</b>  |  | <b>\$7,371</b>     | <b>\$26,011</b>   | <b>139.54%</b>  |
| <b>RESERVE BALANCE</b>   | <b>\$43,346</b>    |  | <b>\$0</b>         | <b>(\$43,346)</b> | <b>-100.00%</b> |
| <b>PROJECTED REVENUES</b>  |                    |  |                    |                   |                 |
| Interest Earnings  | (\$500)            |  | \$6,000            | \$6,500           | 1300.00%        |
| Member Contribution  | \$250,024          |  | \$250,024          | \$0               | 0.00%           |
| Cost Reimbursements-VTA  | \$0                |  | \$0                | \$0               | 0.00%           |
| MTC/ Federal Funding   | \$0                |  | \$0                | \$0               | 0.00%           |
| Grants   | \$50,000           |  | \$182,000          | \$132,000         | 264.00%         |
| DMV Fee  | \$0                |  | \$0                | \$0               | 0.00%           |
| NPDES Fee  | \$0                |  | \$0                | \$0               | 0.00%           |
| TA Cost Share  | \$0                |  | \$0                | \$0               | 0.00%           |
| Miscellaneous/ SFIA  | \$0                |  | \$25,000           | \$25,000          | 0.00%           |
| Street Repair Funding  | \$0                |  | \$0                | \$0               | 0.00%           |
| PPM-STIP   | \$0                |  | \$0                | \$0               | 0.00%           |
| Assessment   | \$0                |  | \$0                | \$0               | 0.00%           |
|  | \$0                |  | \$0                | \$0               | 0.00%           |
| <b>Total Revenues</b>  | <b>\$299,524</b>   |  | <b>\$463,024</b>   | <b>\$163,500</b>  | <b>54.59%</b>   |
| <b>TOTAL SOURCES OF FUNDS</b>  | <b>\$280,884</b>   |  | <b>\$470,395</b>   | <b>\$189,511</b>  | <b>67.47%</b>   |
| <b>PROJECTED EXPENDITURES</b>  |                    |  |                    |                   |                 |
| Administration Services  | \$110,000          |  | \$118,000          | \$8,000           | 7.27%           |
| Professional Services  | \$195,000          |  | \$210,000          | \$15,000          | 7.69%           |
| Consulting Services  | \$55,750           |  | \$163,000          | \$107,250         | 192.38%         |
| Supplies   | \$52,950           |  | \$61,500           | \$8,550           | 16.15%          |
| Prof. Dues & Memberships   | \$1,750            |  | \$1,750            | \$0               | 0.00%           |
| Conferences & Meetings   | \$18,500           |  | \$15,000           | (\$3,500)         | -18.92%         |
| Printing/ Postage  | \$12,250           |  | \$22,250           | \$10,000          | 81.63%          |
| Publications   | \$1,250            |  | \$1,500            | \$250             | 20.00%          |
| Distributions  | \$0                |  | \$0                | \$0               | 0.00%           |
| Street Repair  | \$0                |  | \$0                | \$0               | 0.00%           |
| Miscellaneous  | \$2,000            |  | \$2,500            | \$500             | 25.00%          |
| Bank Fee   | \$500              |  | \$500              | \$0               | 0.00%           |
| Audit Services   | \$6,784            |  | \$7,000            | \$216             | 3.18%           |
|  | \$0                |  | \$0                | \$0               | 0.00%           |
| <b>Total Expenditures</b>  | <b>\$456,734</b>   |  | <b>\$603,000</b>   | <b>\$146,266</b>  | <b>32.02%</b>   |
| <b>TRANSFERS</b>   |                    |  |                    |                   |                 |
| Transfers In   | \$139,875          |  | \$136,399          | (\$3,476)         | -2.48%          |
| Transfers Out  | \$0                |  | \$0                | \$0               | 0.00%           |
| <b>Total Transfers</b>   | <b>(\$139,875)</b> |  | <b>(\$136,399)</b> | <b>\$3,476</b>    | <b>2.48%</b>    |
| <b>NET CHANGE</b>  | <b>(\$17,335)</b>  |  | <b>(\$3,577)</b>   | <b>\$13,758</b>   | <b>79.37%</b>   |
| <b>TRANSFER TO RESERVES</b>  | <b>(\$43,346)</b>  |  | <b>\$0</b>         | <b>\$43,346</b>   | <b>100.00%</b>  |
| <b>TOTAL USE OF FUNDS</b>  | <b>\$273,513</b>   |  | <b>\$466,601</b>   | <b>\$193,088</b>  | <b>70.60%</b>   |
| <b>ENDING FUND BALANCE</b>   | <b>\$7,371</b>     |  | <b>\$3,794</b>     | <b>(\$3,577)</b>  | <b>-48.52%</b>  |
| <b>RESERVE FUND BALANCE</b>  | <b>\$0</b>         |  | <b>\$0</b>         | <b>\$0</b>        | <b>0.00%</b>    |
| <b>NET INCREASE (Decrease) IN FUND BALANCE</b>   | <b>\$26,011</b>    |  | <b>(\$3,577)</b>   | <b>(\$29,588)</b> | <b>-113.75%</b> |
| Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |                    |  |                    |                   |                 |



| FY 2008-09  |  | ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE |  | ADMINISTRATIVE PROGRAM - GENERAL FUND (C001) |  |
|---|--|--|--|--|--|
| BEGINNING BALANCE   |  |  |  |  |  |
| RESERVE BALANCE   |  |  |  |  |  |
| PROJECTED REVENUES  |  |  |  |  |  |
| Interest Earnings   |  |  |  |  |  |
| Member Contribution   |  |  |  |  |  |
| Cost Reimbursements-VTA   |  |  |  |  |  |
| MTC/ Federal Funding  |  |  |  |  |  |
| Grants  |  |  |  |  |  |
| DMV Fee   |  |  |  |  |  |
| NIPDES Fee  |  |  |  |  |  |
| TA Cost Share   |  |  |  |  |  |
| Miscellaneous/ SFIA   |  |  |  |  |  |
| Street Repair Funding   |  |  |  |  |  |
| PPM-STIP  |  |  |  |  |  |
| Assessment  |  |  |  |  |  |
| Total Revenues  |  |  |  |  |  |
| TOTAL SOURCES OF FUNDS  |  |  |  |  |  |
| PROJECTED EXPENDITURES  |  |  |  |  |  |
| Administration Services   |  |  |  |  |  |
| Professional Services   |  |  |  |  |  |
| Consulting Services   |  |  |  |  |  |
| Supplies  |  |  |  |  |  |
| Prof. Dues & Memberships  |  |  |  |  |  |
| Conferences & Meetings  |  |  |  |  |  |
| Printing/ Postage   |  |  |  |  |  |
| Publications  |  |  |  |  |  |
| Distributions   |  |  |  |  |  |
| Street Repair   |  |  |  |  |  |
| Miscellaneous   |  |  |  |  |  |
| Bank Fee  |  |  |  |  |  |
| Audit Services  |  |  |  |  |  |
| Total Expenditures  |  |  |  |  |  |
| TRANSFERS   |  |  |  |  |  |
| Transfers In  |  |  |  |  |  |
| Transfers Out   |  |  |  |  |  |
| Total Transfers   |  |  |  |  |  |
| NET CHANGE  |  |  |  |  |  |
| TRANSFER TO RESERVES  |  |  |  |  |  |
| TOTAL USE OF FUNDS  |  |  |  |  |  |
| ENDING FUND BALANCE   |  |  |  |  |  |
| RESERVE FUND BALANCE  |  |  |  |  |  |
| Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |  |  |  |  |  |
| 2- Manage at Fund Level   |  |  |  |  |  |

|                          |        | ADMINISTRATIVE PROGRAM - GENERAL FUND (01) |                            |               |                           |     |     |     |     |     |                                     |
|--------------------------|--------|--|----------------------------|---------------|---------------------------|-----|-----|-----|-----|-----|-------------------------------------|
|                          |        | FY 2009-10 PROGRAM BUDGET                  |                            |               |                           |     |     |     |     |     |                                     |
|                          |        | JULY 1, 2009 - JUNE 30, 2010               |                            |               |                           |     |     |     |     |     |                                     |
|                          |        |  |                            |               |                           |     |     |     |     |     |                                     |
| BEGINNING BALANCE        |        | \$7,371                                    |                            |               |                           |     |     |     |     |     | \$7,371                             |
| RESERVE BALANCE          |        | \$0  |                            |               |                           |     |     |     |     |     | \$0                                 |
| PROJECTED REVENUES       |        |  | General Operation C1341000 | ALUC C1342000 | Waste Management C1343000 |     |     |     |     |     | ADMINISTRATIVE PROGRAM GENERAL FUND |
| Interest Earnings        | 409100 | \$6,000                                    |                            |               |                           |     |     |     |     |     | \$6,000                             |
| Member Contribution      | 4810XX | \$250,024                                  |                            |               |                           |     |     |     |     |     | \$250,024                           |
| Cost Reimbursements-VTA  | 440304 |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| MTC/Federal Funding      | 481022 |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| Grants                   | 429501 |  |                            | \$182,000     |                           |     |     |     |     |     | \$182,000                           |
| DMV Fee                  | 480002 |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| NPDES Fee                | 481023 |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| TA Cost Share            | 480008 |  |                            | \$25,000      |                           |     |     |     |     |     | \$25,000                            |
| Miscellaneous/SFIA       | 480003 |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| Street Repair Funding    | 420604 |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| PPM-STIP                 | 420603 |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| Assessment               |        |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| Total Revenues           |        | \$256,024                                  |                            | \$207,000     | \$0                       | \$0 | \$0 | \$0 | \$0 | \$0 | \$463,024                           |
| TOTAL SOURCES OF FUNDS   |        |  |                            |               |                           |     |     |     |     |     | \$470,385                           |
| PROJECTED EXPENDITURES   |        |  | General Operation C1341000 | ALUC C1342000 | Waste Management C1343000 |     |     |     |     |     | ADMINISTRATIVE PROGRAM GENERAL FUND |
| Administration Services  | 520314 | \$95,000                                   |                            | \$15,000      | \$8,000                   |     |     |     |     |     | \$118,000                           |
| Professional Services    | 520320 | \$110,000                                  |                            | \$100,000     |                           |     |     |     |     |     | \$210,000                           |
| Consulting Services      | 520303 |  |                            | \$163,000     |                           |     |     |     |     |     | \$163,000                           |
| Supplies                 | 520201 | \$60,000                                   |                            | \$1,500       |                           |     |     |     |     |     | \$61,500                            |
| Prof. Dues & Memberships | 520501 | \$250                                      |                            | \$1,500       |                           |     |     |     |     |     | \$1,750                             |
| Conferences & Meetings   | 520503 | \$7,000                                    |                            | \$3,000       | \$5,000                   |     |     |     |     |     | \$15,000                            |
| Printing/Postage         | 520204 | \$22,000                                   |                            | \$250         |                           |     |     |     |     |     | \$22,250                            |
| Publications             | 520504 |  |                            | \$1,500       |                           |     |     |     |     |     | \$1,500                             |
| Distributions            | 522724 |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| Street Repair            | 522725 |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| Miscellaneous            | 520509 | \$1,500                                    |                            | \$500         | \$500                     |     |     |     |     |     | \$2,500                             |
| Bank Fee                 | 520202 | \$500                                      |                            |               |                           |     |     |     |     |     | \$500                               |
| Audit Services           | 520301 | \$7,000                                    |                            |               |                           |     |     |     |     |     | \$7,000                             |
| Total Expenditures       |        | \$303,250                                  |                            | \$286,250     | \$13,500                  | \$0 | \$0 | \$0 | \$0 | \$0 | \$603,000                           |
| TRANSFERS                |        |  |                            |               |                           |     |     |     |     |     |                                     |
| Transfers In             | 490001 | \$136,399                                  |                            |               |                           |     |     |     |     |     | \$136,399                           |
| Transfers Out            | 590001 | \$0  |                            |               |                           |     |     |     |     |     | \$0                                 |
| Total Transfers          |        | (\$136,399)                                |                            | \$0           | \$0                       | \$0 | \$0 | \$0 | \$0 | \$0 | (\$136,399)                         |
| NET CHANGE               |        | \$89,173                                   |                            | (\$79,250)    | (\$13,500)                | \$0 | \$0 | \$0 | \$0 | \$0 | (\$3,577)                           |
| TRANSFER TO RESERVES     |        |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| TOTAL USE OF FUNDS       |        |  |                            |               |                           |     |     |     |     |     | \$0                                 |
| ENDING FUND BALANCE      |        |  |                            |               |                           |     |     |     |     |     | \$466,601                           |
| RESERVE FUND BALANCE     |        |  |                            |               |                           |     |     |     |     |     | \$3,784                             |
| RESERVE FUND BALANCE     |        |  |                            |               |                           |     |     |     |     |     | \$0                                 |

Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance  
2- Manage at Fund Level

| 05/06/09   | CHANGES IN TRANSPORTATION PROGRAMS (FUNDS 02/03) BUDGET BY FISCAL |             |             |          |        |
|--|---|-------------|-------------|----------|--------|
|  | Projected   |             |             |          |        |
|  | Actual  | Budgeted    | Budget      | Budget   | Budget |
|  | FY 2008-09  | FY 2009-10  | Change      | % Change |        |
| <b>BEGINNING BALANCE</b>   | \$216,532   | \$612,637   | \$396,105   | 182.93%  |        |
| <b>RESERVE BALANCE</b>   | \$131,863   | \$131,863   | \$0         | 0.00%    |        |
| <b>PROJECTED REVENUES</b>  |   |             |             |          |        |
| Interest Earnings  | \$0   | \$15,000    | \$15,000    | 0.00%    |        |
| Member Contribution  | \$390,907   | \$390,907   | \$0         | 0.00%    |        |
| Cost Reimbursements-VTA  | \$60,000  | \$60,000    | \$0         | 0.00%    |        |
| MTC/ Federal Funding   | \$595,000   | \$845,000   | \$250,000   | 42.02%   |        |
| Grants   | \$0   | \$0         | \$0         | 0.00%    |        |
| DMV Fee  | \$0   | \$0         | \$0         | 0.00%    |        |
| NPDES Fee  | \$0   | \$0         | \$0         | 0.00%    |        |
| TA Cost Share  | \$12,000  | \$50,000    | \$38,000    | 316.67%  |        |
| Miscellaneous/ SFIA  | \$0   | \$0         | \$0         | 0.00%    |        |
| Street Repair Funding  | \$0   | \$0         | \$0         | 0.00%    |        |
| PPM-STIP   | \$678,343   | \$460,000   | (\$218,343) | -32.19%  |        |
| Assessment   | \$0   | \$0         | \$0         | 0.00%    |        |
|  | \$0   | \$0         | \$0         | 0.00%    |        |
|  | \$0   | \$0         | \$0         | 0.00%    |        |
| <b>Total Revenues</b>  | \$1,736,250   | \$1,820,907 | \$84,657    | 4.88%    |        |
| <b>TOTAL SOURCES OF FUNDS</b>  | \$1,952,782   | \$2,433,544 | \$480,762   | 24.62%   |        |
| <b>PROJECTED EXPENDITURES</b>  |   |             |             |          |        |
| Administration Services  | \$108,000   | \$110,000   | \$2,000     | 1.85%    |        |
| Professional Services  | \$826,500   | \$1,070,000 | \$243,500   | 29.46%   |        |
| Consulting Services  | \$144,226   | \$870,000   | \$725,774   | 503.22%  |        |
| Supplies   | \$2,000   | \$2,000     | \$0         | 0.00%    |        |
| Prof. Dues & Memberships   | \$0   | \$0         | \$0         | 0.00%    |        |
| Conferences & Meetings   | \$3,000   | \$3,000     | \$0         | 0.00%    |        |
| Printing/ Postage  | \$5,500   | \$5,500     | \$0         | 0.00%    |        |
| Publications   | \$4,000   | \$4,000     | \$0         | 0.00%    |        |
| Distributions  | \$70,000  | \$147,000   | \$77,000    | 110.00%  |        |
| Street Repair  | \$0   | \$0         | \$0         | 0.00%    |        |
| Miscellaneous  | \$1,500   | \$1,000     | (\$500)     | -33.33%  |        |
| Bank Fee   | \$0   | \$0         | \$0         | 0.00%    |        |
|  | \$0   | \$0         | \$0         | 0.00%    |        |
|  | \$0   | \$0         | \$0         | 0.00%    |        |
| <b>Total Expenditures</b>  | \$1,164,726   | \$2,212,500 | \$1,047,774 | 89.96%   |        |
| <b>TRANSFERS</b>   |   |             |             |          |        |
| Transfers In   | \$0   | \$250,000   | \$250,000   | 0.00%    |        |
| Transfers Out  | \$175,419   | \$185,805   | \$10,386    | 5.92%    |        |
| <b>Total Transfers</b>   | \$175,419   | (\$64,195)  | (\$239,614) | -136.60% |        |
| <b>NET CHANGE</b>  | \$396,105   | (\$327,398) | (\$723,503) | -182.65% |        |
| <b>TRANSFER TO RESERVES</b>  | \$0   | \$0         | \$0         | 0.00%    |        |
| <b>TOTAL USE OF FUNDS</b>  | \$1,340,145   | \$2,148,305 | \$808,160   | 60.30%   |        |
| <b>ENDING FUND BALANCE</b>   | \$612,637   | \$285,239   | (\$327,398) | -53.44%  |        |
| <b>RESERVE FUND BALANCE</b>  | \$131,863   | \$131,863   | \$0         | 0.00%    |        |
| <b>NET INCREASE (Decrease) IN FUND BALANCE</b>   | \$396,105   | (\$327,398) | (\$723,503) | -182.65% |        |
| Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |   |             |             |          |        |

| FY 2008-09 ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE |        |                       |          |            |          |                   |                      |                     |                |                                     |             |           |
|---|--------|-----------------------|----------|------------|----------|-------------------|----------------------|---------------------|----------------|-------------------------------------|-------------|-----------|
| TRANSPORTATION PROGRAMS (FUNDS C002)  |        |                       |          |            |          |                   |                      |                     |                |                                     |             |           |
|   |        | Congestion Management | CTP      | BPAC       | SFIA     | MTC/ T-Plus C/8TP | 2020 Gate, Rideshare | Willow/Univ Project | Total Programs | TRANSPORTATION PROGRAMS FUND (C002) |             |           |
|   |        | C2346000              | C2347000 | C2348000   | C2349000 | C2350000          | C2364000             | C2364000            |                |                                     |             |           |
| BEGINNING BALANCE   |        | \$216,532             |          |            |          |                   |                      |                     | \$216,532      |                                     | \$216,532   |           |
| RESERVE BALANCE   |        | \$131,863             |          |            |          |                   |                      |                     | \$131,863      |                                     |             | \$131,863 |
| PROJECTED REVENUES  |        |                       |          |            |          |                   |                      |                     |                |                                     |             |           |
| Interest Earnings   | 409102 | \$0                   |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| Member Contribution   | 4810XX | \$390,907             |          |            |          |                   |                      |                     | \$390,907      |                                     | \$390,907   |           |
| Cost Reimbursements-VTA   | 440304 |                       |          |            |          | \$60,000          |                      |                     | \$60,000       |                                     | \$60,000    |           |
| MTC/ Federal Funding  | 481022 |                       |          |            |          | \$525,000         | \$0                  |                     | \$595,000      |                                     | \$595,000   |           |
| Grants  | 420501 |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| DMV Fee   | 420602 |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| NPDES Fee   | 480002 |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| TA Cost Share   | 481023 | \$12,000              |          |            |          |                   | \$0                  |                     | \$12,000       |                                     | \$12,000    |           |
| Miscellaneous/ SFIA   | 480008 |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| Street Repair Funding   | 480003 |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| FPW-STIP  | 420604 | \$678,343             |          |            |          |                   |                      |                     | \$678,343      |                                     | \$678,343   |           |
| Assessment  | 420603 |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| Total Revenues  |        | \$1,081,250           | \$0      | \$0        | \$0      | \$585,000         | \$0                  | \$70,000            | \$1,736,250    |                                     | \$1,736,250 |           |
| TOTAL SOURCES OF FUNDS  |        |                       |          |            |          |                   |                      |                     | \$1,952,782    |                                     | \$1,952,782 |           |
| PROJECTED EXPENDITURES  |        |                       |          |            |          |                   |                      |                     |                |                                     |             |           |
| Administration Services   | 520314 | \$108,000             |          |            |          |                   |                      |                     | \$108,000      |                                     | \$108,000   |           |
| Professional Services   | 520320 | \$826,500             |          |            |          |                   |                      |                     | \$826,500      |                                     | \$826,500   |           |
| Consulting Services   | 520303 | \$53,877              |          | \$30,349   |          |                   |                      |                     | \$144,226      |                                     | \$144,226   |           |
| Supplies  | 520201 | \$2,000               |          |            |          | \$60,000          | \$0                  |                     | \$2,000        |                                     | \$2,000     |           |
| Prof. Dues & Memberships  | 520901 |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| Conferences & Meetings  | 520503 | \$3,000               |          |            |          | \$3,155           |                      |                     | \$3,000        |                                     | \$3,000     |           |
| Printing/ Postage   | 520204 | \$2,345               |          |            |          |                   |                      |                     | \$5,500        |                                     | \$5,500     |           |
| Publications  | 520504 | \$4,000               |          |            |          |                   |                      |                     | \$4,000        |                                     | \$4,000     |           |
| Distributions   | 522724 |                       |          |            |          |                   |                      |                     | \$70,000       |                                     | \$70,000    |           |
| Street Repair   | 522725 |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| Miscellaneous   | 520509 | \$1,500               |          |            |          |                   |                      |                     | \$1,500        |                                     | \$1,500     |           |
| Bank Fee  | 522202 |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| Total Expenditures  |        | \$1,001,222           | \$0      | \$30,349   | \$0      | \$60,000          | \$3,155              | \$70,000            | \$1,164,726    |                                     | \$1,164,726 |           |
| TRANSFERS   |        |                       |          |            |          |                   |                      |                     |                |                                     |             |           |
| Transfers In  | 490001 |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| Transfers Out   | 590001 | \$75,419              |          |            |          | \$100,000         |                      |                     | \$175,419      |                                     | \$175,419   |           |
| Total Transfers   |        | \$75,419              | \$0      | \$0        | \$0      | \$100,000         |                      |                     | \$175,419      |                                     | \$175,419   |           |
| NET CHANGE  |        | \$4,609               | \$0      | (\$30,349) | \$0      | \$525,000         | (\$3,155)            | \$0                 | \$396,105      |                                     | \$396,105   |           |
| TRANSFER TO RESERVES  |        |                       |          |            |          |                   |                      |                     | \$0            |                                     | \$0         |           |
| TOTAL USE OF FUNDS  |        |                       |          |            |          |                   |                      |                     | \$1,340,145    |                                     | \$1,340,145 |           |
| ENDING FUND BALANCE   |        |                       |          |            |          |                   |                      |                     | \$612,637      |                                     | \$612,637   |           |
| RESERVE FUND BALANCE  |        |                       |          |            |          |                   |                      |                     | \$131,863      |                                     | \$131,863   |           |

Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

| 05/06/09  | TRANSPORTATION PROGRAMS (FUNDS 02/03)                     |             |             |           |           |          |             |             |             |             |             |
|---|---|-------------|-------------|-----------|-----------|----------|-------------|-------------|-------------|-------------|-------------|
|   | FY 2009-10 PROGRAM BUDGET<br>JULY 1, 2009 - JUNE 30, 2010 |             |             |           |           |          |             |             |             |             |             |
|   |   |             |             |           |           |          |             |             |             |             |             |
| BEGINNING BALANCE   | \$612,637   |             |             |           |           |          |             |             | \$612,637   | \$0         | \$612,637   |
| RESERVE BALANCE   | \$131,863   |             |             |           |           |          |             |             | \$131,863   | \$0         | \$131,863   |
| PROJECTED REVENUES  |   |             |             |           |           |          |             |             |             |             |             |
| Interest Earnings   |   |             |             |           |           |          |             |             |             |             |             |
| Member Contribution   |   |             |             |           |           |          |             |             |             |             |             |
| Cost Reimbursements-VTA   |   |             |             |           |           |          |             |             |             |             |             |
| MTC/ Federal Funding  |   |             |             |           |           |          |             |             |             |             |             |
| Grants  |   |             |             |           |           |          |             |             |             |             |             |
| DMV Fee   |   |             |             |           |           |          |             |             |             |             |             |
| NIDES Fee   |   |             |             |           |           |          |             |             |             |             |             |
| TA Cost Share   |   |             |             |           |           |          |             |             |             |             |             |
| Miscellaneous/ SFIA   |   |             |             |           |           |          |             |             |             |             |             |
| Street Repair Funding   |   |             |             |           |           |          |             |             |             |             |             |
| PPM-STIP  |   |             |             |           |           |          |             |             |             |             |             |
| Assessment  |   |             |             |           |           |          |             |             |             |             |             |
| Total Revenues  | \$915,907   | \$0         | \$0         | \$585,000 | \$0       | \$70,000 | \$1,570,907 | \$250,000   | \$1,820,907 | \$1,820,907 | \$2,433,544 |
| TOTAL SOURCES OF FUNDS  |   |             |             |           |           |          |             |             |             |             |             |
| PROJECTED EXPENDITURES  |   |             |             |           |           |          |             |             |             |             |             |
| Administration Services   |   |             |             |           |           |          |             |             |             |             |             |
| Professional Services   |   |             |             |           |           |          |             |             |             |             |             |
| Consulting Services   |   |             |             |           |           |          |             |             |             |             |             |
| Supplies  |   |             |             |           |           |          |             |             |             |             |             |
| Prof. Dues & Memberships  |   |             |             |           |           |          |             |             |             |             |             |
| Conferences & Meetings  |   |             |             |           |           |          |             |             |             |             |             |
| Pipilng/ Postage  |   |             |             |           |           |          |             |             |             |             |             |
| Publications  |   |             |             |           |           |          |             |             |             |             |             |
| Distributions   |   |             |             |           |           |          |             |             |             |             |             |
| Street Repair   |   |             |             |           |           |          |             |             |             |             |             |
| Miscellaneous   |   |             |             |           |           |          |             |             |             |             |             |
| Bank Fee  |   |             |             |           |           |          |             |             |             |             |             |
| Audit Services  |   |             |             |           |           |          |             |             |             |             |             |
| Total Expenditures  | \$1,365,500   | \$100,000   | \$100,000   | \$0       | \$77,000  | \$0      | \$1,712,500 | \$500,000   | \$2,712,500 | \$2,712,500 | \$2,433,544 |
| TRANSFERS   |   |             |             |           |           |          |             |             |             |             |             |
| Transfers In  |   |             |             |           |           |          |             |             |             |             |             |
| Transfers Out   |   |             |             |           |           |          |             |             |             |             |             |
| Total Transfers   | \$65,805  | \$0         | \$0         | \$0       | \$100,000 | \$0      | \$185,805   | (\$250,000) | \$185,805   | \$185,805   | \$2,148,305 |
| NET CHANGE  | (\$535,398)   | (\$100,000) | (\$100,000) | \$0       | \$408,000 | \$0      | (\$327,398) | \$0         | (\$327,398) | (\$327,398) | \$285,239   |
| TRANSFER TO RESERVES  |   |             |             |           |           |          |             |             |             |             |             |
| TOTAL USE OF FUNDS  |   |             |             |           |           |          |             |             |             |             |             |
| ENDING FUND BALANCE   |   |             |             |           |           |          |             |             |             |             |             |
| RESERVE FUND BALANCE  |   |             |             |           |           |          |             |             |             |             |             |
| Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance<br>2- Need to get Planning, Programming and Management Funding from the STIP or MTC.<br>3- Manage at Fund Level |   |             |             |           |           |          |             |             |             |             |             |

| 05/06/09   | CHANGES IN SMCRP PROGRAM FUNDS (04) BUDGET BY FISCAL YEAR |  |             |             |          |
|--|---|--|-------------|-------------|----------|
|  | Projected   |  |             |             |          |
|  | Actual  |  | Budgeted    | Budget      | Budget   |
|  | FY 2008-09  |  | FY 2009-10  | Change      | % Change |
| <b>BEGINNING BALANCE</b>   | \$1,368,170   |  | \$1,454,503 | \$86,333    | 6.31%    |
| <b>RESERVE BALANCE</b>   | \$0   |  | \$0         | \$0         | 0.00%    |
| <b>PROJECTED REVENUES</b>  |   |  |             |             |          |
| Interest Earnings  | \$0   |  | \$40,000    | \$40,000    | 0.00%    |
| Member Contribution  | \$1,950,000   |  | \$1,850,000 | (\$100,000) | -5.13%   |
| Cost Reimbursements-VTA  | \$0   |  | \$0         | \$0         | 0.00%    |
| MTC/ Federal Funding   | \$150,000   |  | \$217,000   | \$67,000    | 44.67%   |
| Grants   | \$100,000   |  | \$200,000   | \$100,000   | 100.00%  |
| DMV Fee  | \$0   |  | \$0         | \$0         | 0.00%    |
| NPDES Fee  | \$0   |  | \$0         | \$0         | 0.00%    |
| TA Cost Share  | \$568,336   |  | \$400,000   | (\$168,336) | -29.62%  |
| Miscellaneous/ SFIA  | \$0   |  | \$0         | \$0         | 0.00%    |
| Street Repair Funding  | \$0   |  | \$0         | \$0         | 0.00%    |
| PPM-STIP   | \$0   |  | \$1,500,000 | \$1,500,000 | 0.00%    |
| Assessment   | \$0   |  | \$0         | \$0         | 0.00%    |
|  | \$0   |  | \$0         | \$0         | 0.00%    |
|  | \$0   |  | \$0         | \$0         | 0.00%    |
| <b>Total Revenues</b>  | \$2,768,336   |  | \$4,207,000 | \$1,438,664 | 51.97%   |
| <b>TOTAL SOURCES OF FUNDS</b>  | \$4,136,506   |  | \$5,661,503 | \$1,524,997 | 36.87%   |
| <b>PROJECTED EXPENDITURES</b>  |   |  |             |             |          |
| Administration Services  | \$121,000   |  | \$100,000   | (\$21,000)  | -17.36%  |
| Professional Services  | \$392,000   |  | \$415,000   | \$23,000    | 5.87%    |
| Consulting Services  | \$1,567,852   |  | \$2,660,000 | \$1,092,148 | 69.66%   |
| Supplies   | \$0   |  | \$0         | \$0         | 0.00%    |
| Prof. Dues & Memberships   | \$0   |  | \$0         | \$0         | 0.00%    |
| Conferences & Meetings   | \$20,000  |  | \$0         | (\$20,000)  | -100.00% |
| Printing/ Postage  | \$0   |  | \$0         | \$0         | 0.00%    |
| Publications   | \$12,727  |  | \$0         | (\$12,727)  | -100.00% |
| Distributions  | \$911,000   |  | \$1,610,000 | \$699,000   | 76.73%   |
| Street Repair  | \$0   |  | \$0         | \$0         | 0.00%    |
| Miscellaneous  | \$16,022  |  | \$0         | (\$16,022)  | -100.00% |
| Bank Fee   | \$0   |  | \$0         | \$0         | 0.00%    |
| Audit Services   | \$0   |  | \$0         | \$0         | 0.00%    |
|  | \$0   |  | \$0         | \$0         | 0.00%    |
| <b>Total Expenditures</b>  | \$3,040,601   |  | \$4,785,000 | \$1,744,399 | 57.37%   |
| <b>TRANSFERS</b>   |   |  |             |             |          |
| Transfers In   | \$400,000   |  | \$400,000   | \$0         | 0.00%    |
| Transfers Out  | \$41,402  |  | \$37,449    | (\$3,953)   | -9.55%   |
| <b>Total Transfers</b>   | (\$358,598)   |  | (\$362,551) | (\$3,953)   | -1.10%   |
| <b>NET CHANGE</b>  | \$86,333  |  | (\$215,449) | (\$301,782) | -349.55% |
| <b>TRANSFER TO RESERVES</b>  | \$0   |  | \$0         | \$0         | 0.00%    |
| <b>TOTAL USE OF FUNDS</b>  | \$2,682,003   |  | \$4,422,449 | \$1,740,446 | 64.89%   |
| <b>ENDING FUND BALANCE</b>   | \$1,454,503   |  | \$1,239,055 | (\$215,449) | -14.81%  |
| <b>RESERVE FUND BALANCE</b>  | \$0   |  | \$0         | \$0         | 0.00%    |
| <b>NET INCREASE (Decrease)</b>   | \$86,333  |  | (\$215,449) | (\$301,782) | -349.55% |
| Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |   |  |             |             |          |

| FY 2008-09 ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE             |                   |                |                      |                |           |               |               |                        |            |            |   |             |
|---|-------------------|----------------|----------------------|----------------|-----------|---------------|---------------|------------------------|------------|------------|---|-------------|
| SMCRP PROGRAM FUNDS (C004)  |                   |                |                      |                |           |               |               |                        |            |            |   |             |
| <b>BEGINNING BALANCE</b>  |                   | \$1,368,170    |                      |                |           |               |               |                        |            |            |   | \$1,368,170 |
| <b>RESERVE BALANCE</b>  |                   | \$0            |                      |                |           |               |               |                        |            |            |   | \$0         |
| <b>PROJECTED REVENUES</b>   | Shuttles Employer | Shuttles Local | Local Trans. Support | TDM Countywide | ITS Plan  | Ramp Metering | ECR Incentive | Congestion Relief Plan | Energy LGP | Housing    | <b>SMCRP PROGRAM FUNDS (40/41/42/43/44/45/46)</b> |             |
| Interest Earnings   | 409102            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| Member Contribution   | 4810XX            | \$500,000      |                      | \$550,000      | \$200,000 | \$100,000     | \$500,000     |                        |            | \$100,000  |   | \$1,950,000 |
| Cost Reimbursements-VTA   | 440304            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| MTC/ Federal Funding  | 481022            |                |                      |                | \$150,000 |               |               |                        |            |            |   | \$150,000   |
| Grants  | 420501            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| DMV Fee   | 420602            |                |                      |                |           |               |               |                        | \$100,000  |            |   | \$100,000   |
| NPDES Fee   | 480002            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| TA Cost Share   | 481023            | \$268,000      |                      |                | \$252,841 | \$27,495      | \$20,000      |                        |            |            |   | \$568,336   |
| Miscellaneous/ SFIA   | 480008            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| Street Repair Funding   | 480003            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| PPM-STIP  | 420604            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| Assessment  | 420603            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| <b>Total Revenues</b>   |                   | \$0            | \$768,000            | \$0            | \$550,000 | \$602,841     | \$127,495     | \$520,000              | \$0        | \$100,000  | \$100,000   | \$2,768,336 |
| <b>TOTAL SOURCES OF FUNDS</b>   |                   |                |                      |                |           |               |               |                        |            |            |   | \$4,136,506 |
| <b>PROJECTED EXPENDITURES</b>   | Shuttles Employer | Shuttles Local | Local Trans. Support | TDM Countywide | ITS Plan  | Ramp Metering | ECR Incentive | Congestion Relief Plan | Energy LGP | Housing    | <b>SMCRP PROGRAM FUNDS (40/41/42/43/44/45/46)</b> |             |
| Administration Services   | 520314            |                |                      |                |           | 56000         |               |                        | \$29,000   |            |   | \$121,000   |
| Professional Services   | 520320            |                |                      |                |           | 246000        |               |                        | \$71,000   | \$75,000   |   | \$392,000   |
| Consulting Services   | 520303            |                |                      | \$505,000      | \$945,682 | \$45,267      | \$33,903      | \$38,000               |            |            |   | \$1,567,852 |
| Supplies  | 520201            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| Prof. Dues & Memberships  | 520501            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| Conferences & Meetings  | 520503            |                |                      |                |           |               | 20000         |                        |            |            |   | \$20,000    |
| Printing/ Postage   | 520204            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| Publications  | 520504            |                |                      |                |           |               |               |                        |            |            |   | \$12,727    |
| Distributions   | 522724            | \$132,000      | \$551,000            |                |           |               |               | \$50,000               | \$78,000   | \$100,000  |   | \$911,000   |
| Street Repair   | 522725            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| Miscellaneous   | 520509            |                | \$16,022             |                |           |               |               |                        |            |            |   | \$16,022    |
| Bank Fee  | 520202            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| Audit Services  | 520301            |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| <b>Total Expenditures</b>   |                   | \$132,000      | \$567,022            | \$0            | \$505,000 | \$1,247,682   | \$51,267      | \$123,903              | \$48,000   | \$190,727  | \$175,000   | \$3,040,601 |
| <b>TRANSFERS</b>  |                   |                |                      |                |           |               |               |                        |            |            |   |             |
| Transfers In  | 490001            |                |                      |                |           | \$300,000     |               |                        | \$100,000  |            |   | \$400,000   |
| Transfers Out   | 590001            |                |                      |                |           |               |               |                        | \$41,402   |            |   | \$41,402    |
| <b>Total Transfers</b>  |                   | \$0            | \$0                  | \$0            | \$0       | (\$300,000)   | \$0           | \$0                    | (\$58,598) | \$0        | \$0   | (\$358,598) |
| <b>NET CHANGE</b>   |                   | (\$132,000)    | \$200,978            | \$0            | \$45,000  | (\$344,841)   | \$76,228      | \$396,097              | \$10,598   | (\$90,727) | (\$75,000)  | \$86,333    |
| <b>TRANSFER TO RESERVES</b>   |                   |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| <b>TOTAL USE OF FUNDS</b>   |                   |                |                      |                |           |               |               |                        |            |            |   | \$2,682,003 |
| <b>ENDING FUND BALANCE</b>  |                   |                |                      |                |           |               |               |                        |            |            |   | \$1,454,503 |
| <b>RESERVE FUND BALANCE</b>   |                   |                |                      |                |           |               |               |                        |            |            |   | \$0         |
| Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |                   |                |                      |                |           |               |               |                        |            |            |   |             |
| 2- Manage at Fund Level   |                   |                |                      |                |           |               |               |                        |            |            |   |             |

| SMCRP PROGRAM FUND (04)   |        |           |           |     |           |             |           |           |            |           |             |
|---|--------|-----------|-----------|-----|-----------|-------------|-----------|-----------|------------|-----------|-------------|
| FY 2009-10 PROGRAM BUDGET   |        |           |           |     |           |             |           |           |            |           |             |
| JULY 1, 2009 - JUNE 30, 2010  |        |           |           |     |           |             |           |           |            |           |             |
| 05/06/09  |        |           |           |     |           |             |           |           |            |           |             |
| BEGINNING BALANCE   |        |           |           |     |           |             |           |           |            |           | \$1,454,503 |
| RESERVE BALANCE   |        |           |           |     |           |             |           |           |            |           | \$0         |
| PROJECTED REVENUES  |        |           |           |     |           |             |           |           |            |           |             |
| Interest Earnings   | 409102 |           |           |     |           |             |           |           |            |           |             |
| Member Contribution   | 4810XX | \$120,000 |           |     |           |             |           |           |            |           | \$40,000    |
| Cost Reimbursements-VTA   | 440304 |           |           |     |           |             |           |           |            |           | \$1,850,000 |
| MTG/ Federal Funding  | 481022 |           |           |     |           |             |           |           |            |           | \$0         |
| Grants  | 420501 |           |           |     |           |             |           |           |            |           | \$217,000   |
| DMV Fee   | 420602 |           |           |     |           |             |           |           |            |           | \$200,000   |
| NPDES Fee   | 480002 |           |           |     |           |             |           |           |            |           | \$0         |
| TA Cost Share   | 481023 | \$300,000 |           |     |           |             |           |           |            |           | \$0         |
| Miscellaneous/SFIA  | 480008 |           |           |     |           |             |           |           |            |           | \$0         |
| Street Repair Funding   | 480003 |           |           |     |           |             |           |           |            |           | \$0         |
| PPM-STIP  | 420604 |           |           |     |           |             |           |           |            |           | \$1,500,000 |
| Assessment  | 420603 |           |           |     |           |             |           |           |            |           | \$0         |
| Total Revenues  |        | \$120,000 | \$680,000 | \$0 | \$550,000 | \$1,917,000 | \$200,000 | \$500,000 | \$40,000   | \$0       | \$4,207,000 |
| TOTAL SOURCES OF FUNDS  |        |           |           |     |           |             |           |           |            |           | \$5,661,503 |
| PROJECTED EXPENDITURES  |        |           |           |     |           |             |           |           |            |           |             |
| Administration Services   | 520314 |           |           |     |           |             |           |           |            |           |             |
| Professional Services   | 520320 |           |           |     |           |             |           |           |            |           |             |
| Consulting Services   | 520303 |           |           |     |           |             |           |           |            |           |             |
| Supplies  | 520201 |           |           |     |           |             |           |           |            |           |             |
| Prof. Dues & Memberships  | 520501 |           |           |     |           |             |           |           |            |           |             |
| Conferences & Meetings  | 520503 |           |           |     |           |             |           |           |            |           |             |
| Printing/ Postage   | 520204 |           |           |     |           |             |           |           |            |           |             |
| Publications  | 520504 |           |           |     |           |             |           |           |            |           |             |
| Distributions   | 522724 | \$120,000 | \$680,000 |     | 15000     |             |           |           |            |           | \$0         |
| Street Repair   | 522725 |           |           |     |           |             |           |           |            |           | \$0         |
| Miscellaneous   | 520509 |           |           |     |           |             |           |           |            |           | \$0         |
| Bank Fee  | 520202 |           |           |     |           |             |           |           |            |           | \$0         |
| Audit Services  | 520301 |           |           |     |           |             |           |           |            |           | \$0         |
| Total Expenditures  |        | \$120,000 | \$680,000 | \$0 | \$520,000 | \$2,097,000 | \$200,000 | \$500,000 | \$183,000  | \$395,000 | \$4,785,000 |
| TRANSFERS   |        |           |           |     |           |             |           |           |            |           |             |
| Transfers In  | 490001 |           |           |     |           |             |           |           |            |           |             |
| Transfers Out   | 590001 |           |           |     |           |             |           |           |            |           |             |
| Total Transfers   |        | \$0       | \$0       | \$0 | \$0       | (\$300,000) | \$0       | \$0       | \$100,000  | \$37,449  | \$400,000   |
| NET CHANGE  |        | \$0       | \$0       | \$0 | \$30,000  | \$120,000   | \$0       | \$0       | (\$62,551) | \$0       | (\$382,551) |
| TRANSFER TO RESERVES  |        |           |           |     |           |             |           |           |            |           |             |
| TOTAL USE OF FUNDS  |        |           |           |     |           |             |           |           |            |           | \$0         |
| ENDING FUND BALANCE   |        |           |           |     |           |             |           |           |            |           | \$4,422,449 |
| RESERVE FUND BALANCE  |        |           |           |     |           |             |           |           |            |           | \$1,239,055 |
| Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |        |           |           |     |           |             |           |           |            |           |             |
| 2- Manage at Fund Level   |        |           |           |     |           |             |           |           |            |           |             |



| 05/06/09   | CHANGES IN TFCA FUND (24/25/26/27/28) BUDGET BY FISCAL YEAR |  |             |             |          |
|--|---|--|-------------|-------------|----------|
|  | Projected   |  |             |             |          |
|  | Actual  |  | Budgeted    |             | Budget   |
|  | FY 2008-09  |  | FY 2009-10  | Budget      | Budget   |
|  |   |  |             | Change      | % Change |
| <b>BEGINNING BALANCE</b>   | \$156,874   |  | \$0         | (\$156,874) | -100.00% |
| <b>RESERVE BALANCE</b>   | \$0   |  | \$0         | \$0         | 0.00%    |
| <b>PROJECTED REVENUES</b>  |   |  |             |             |          |
| Interest Earnings  | \$0   |  | \$10,000    | \$10,000    | 0.00%    |
| Member Contribution  | \$0   |  | \$0         | \$0         | 0.00%    |
| Cost Reimbursements  | \$0   |  | \$0         | \$0         | 0.00%    |
| ISTEA Funding  | \$0   |  | \$0         | \$0         | 0.00%    |
| Grants   | \$0   |  | \$0         | \$0         | 0.00%    |
| DMV Fee  | \$1,015,701   |  | \$1,042,117 | \$26,416    | 2.60%    |
| TFCA   | \$0   |  | \$0         | \$0         | 0.00%    |
| NPDES  | \$0   |  | \$0         | \$0         | 0.00%    |
| AVA  | \$0   |  | \$0         | \$0         | 0.00%    |
| Miscellaneous  | \$0   |  | \$0         | \$0         | 0.00%    |
|  | \$0   |  | \$0         | \$0         | 0.00%    |
|  | \$0   |  | \$0         | \$0         | 0.00%    |
|  | \$0   |  | \$0         | \$0         | 0.00%    |
| <b>Total Revenues</b>  | \$1,015,701   |  | \$1,052,117 | \$36,416    | 3.59%    |
| <b>TOTAL SOURCES OF FUNDS</b>  | \$1,172,575   |  | \$1,052,117 | (\$120,458) | -10.27%  |
| <b>PROJECTED EXPENDITURES</b>  |   |  |             |             |          |
| Administration Services  | \$10,000  |  | \$5,000     | (\$5,000)   | -50.00%  |
| Professional Services  | \$38,669  |  | \$25,872    | (\$12,797)  | -33.09%  |
| Consulting Services  | \$0   |  | \$0         | \$0         | 0.00%    |
| Supplies   | \$0   |  | \$0         | \$0         | 0.00%    |
| Prof. Dues & Memberships   | \$0   |  | \$0         | \$0         | 0.00%    |
| Conferences & Meetings   | \$0   |  | \$0         | \$0         | 0.00%    |
| Publications   | \$0   |  | \$0         | \$0         | 0.00%    |
| TFCA Distributions   | \$0   |  | \$0         | \$0         | 0.00%    |
| Distributions  | \$1,136,000   |  | \$1,019,000 | (\$117,000) | -10.30%  |
| AVA Distributions  | \$0   |  | \$0         | \$0         | 0.00%    |
| Miscellaneous  | (\$16,022)  |  | \$0         | \$16,022    | 100.00%  |
|  | \$0   |  | \$0         | \$0         | 0.00%    |
|  | \$0   |  | \$0         | \$0         | 0.00%    |
| <b>Total Expenditures</b>  | \$1,168,647   |  | \$1,049,872 | (\$118,775) | -10.16%  |
| <b>TRANSFERS</b>   |   |  |             |             |          |
| Transfers In   | \$156,874   |  | \$0         | (\$156,874) | -100.00% |
| Transfers Out  | \$160,802   |  | \$2,245     | (\$158,557) | -98.60%  |
| <b>Total Transfers</b>   | \$3,928   |  | \$2,245     | (\$1,683)   | -42.85%  |
| <b>NET CHANGE</b>  | (\$156,874)   |  | \$0         | \$156,874   | 100.00%  |
| <b>TRANSFER TO RESERVES</b>  | \$0   |  | \$0         | \$0         | 0.00%    |
| <b>TOTAL USE OF FUNDS</b>  | \$1,172,575   |  | \$1,052,117 | (\$120,458) | -10.27%  |
| <b>ENDING FUND BALANCE</b>   | \$0   |  | \$0         | \$0         | 67.03%   |
| <b>RESERVE FUND BALANCE</b>  | \$0   |  | \$0         | \$0         | 0.00%    |
| <b>NET INCREASE (Decrease) IN FUND BALANCE</b>   | (\$156,874)   |  | \$0         | \$156,874   | 100.00%  |
| Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |   |  |             |             |          |

| FY 2008-09 ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE |  |  |  |  |  |  |  |  |  |  |             |
|---|--|--|--|--|--|--|--|--|--|--|-------------|
| TFCA PROGRAM FUNDS (C02627/28/29)   |  |  |  |  |  |  |  |  |  |  |             |
|   |  |  |  |  |  |  |  |  |  |  |             |
| BEGINNING BALANCE   |  |  |  |  |  |  |  |  |  |  | \$156,874   |
| RESERVE BALANCE   |  |  |  |  |  |  |  |  |  |  | \$0         |
| PROJECTED REVENUES  |  |  |  |  |  |  |  |  |  |  | \$0         |
| Interest Earnings   |  |  |  |  |  |  |  |  |  |  |             |
| Member Contribution   |  |  |  |  |  |  |  |  |  |  |             |
| Cost Reimbursements-VTA   |  |  |  |  |  |  |  |  |  |  |             |
| MTC/ Federal Funding  |  |  |  |  |  |  |  |  |  |  |             |
| Grants  |  |  |  |  |  |  |  |  |  |  |             |
| DMV Fee   |  |  |  |  |  |  |  |  |  |  |             |
| NPDES Fee   |  |  |  |  |  |  |  |  |  |  |             |
| TA Cost Share   |  |  |  |  |  |  |  |  |  |  |             |
| Miscellaneous/SFIA  |  |  |  |  |  |  |  |  |  |  |             |
| Street Repair Funding   |  |  |  |  |  |  |  |  |  |  |             |
| PPM-STIP  |  |  |  |  |  |  |  |  |  |  |             |
| Assessment  |  |  |  |  |  |  |  |  |  |  |             |
| Total Revenues  |  |  |  |  |  |  |  |  |  |  | \$1,015,701 |
| TOTAL SOURCES OF FUNDS  |  |  |  |  |  |  |  |  |  |  | \$1,172,575 |
| PROJECTED EXPENDITURES  |  |  |  |  |  |  |  |  |  |  |             |
| Administration Services   |  |  |  |  |  |  |  |  |  |  |             |
| Professional Services   |  |  |  |  |  |  |  |  |  |  |             |
| Consulting Services   |  |  |  |  |  |  |  |  |  |  |             |
| Supplies  |  |  |  |  |  |  |  |  |  |  |             |
| Prof. Dues & Memberships  |  |  |  |  |  |  |  |  |  |  |             |
| Conferences & Meetings  |  |  |  |  |  |  |  |  |  |  |             |
| Printing/ Postage   |  |  |  |  |  |  |  |  |  |  |             |
| Publications  |  |  |  |  |  |  |  |  |  |  |             |
| Distributions   |  |  |  |  |  |  |  |  |  |  |             |
| Street Repair   |  |  |  |  |  |  |  |  |  |  |             |
| Miscellaneous   |  |  |  |  |  |  |  |  |  |  |             |
| Bank Fee  |  |  |  |  |  |  |  |  |  |  |             |
| Audit Services  |  |  |  |  |  |  |  |  |  |  |             |
| Total Expenditures  |  |  |  |  |  |  |  |  |  |  | \$1,172,575 |
| TRANSFERS   |  |  |  |  |  |  |  |  |  |  |             |
| Transfers In  |  |  |  |  |  |  |  |  |  |  |             |
| Transfers Out   |  |  |  |  |  |  |  |  |  |  |             |
| Total Transfers   |  |  |  |  |  |  |  |  |  |  |             |
| NET CHANGE  |  |  |  |  |  |  |  |  |  |  | \$0         |
| TRANSFER TO RESERVES  |  |  |  |  |  |  |  |  |  |  | \$0         |
| TOTAL USE OF FUNDS  |  |  |  |  |  |  |  |  |  |  | \$1,172,575 |
| ENDING FUND BALANCE   |  |  |  |  |  |  |  |  |  |  | \$0         |
| RESERVE FUND BALANCE  |  |  |  |  |  |  |  |  |  |  | \$0         |

Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance  
2- Manage at Fund Level  
3- Due to lower revenues than programmed need to provide a \$16,022 subsidy CRP - Fund 4.

| 05/06/09  |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     |                                   |
|---|--------|------------------------------------|------------------------------------|-----------------------------------|------------------------------------|------------------------------------|-----|-----|-----|-----|-----------------------------------|
| TFCB PROGRAM FUND   |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     |                                   |
| FY 2009-10 PROGRAM BUDGET   |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     |                                   |
| JULY 1, 2009 - JUNE 30, 2010  |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     |                                   |
| <b>BEGINNING BALANCE</b>  |        | \$0                                | \$0                                | \$0                               | \$0                                | \$0                                | \$0 | \$0 | \$0 | \$0 | \$0                               |
| <b>RESERVE BALANCE</b>  |        | \$0                                | \$0                                | \$0                               | \$0                                | \$0                                |     |     |     |     | \$0                               |
| <b>PROJECTED REVENUES</b>   |        | Fund Cycle<br>FY 05-06<br>C2637800 | Fund Cycle<br>FY 06-07<br>C2739200 | Fund Cycle<br>FY 07-08<br>C283940 | Fund Cycle<br>FY 08-09<br>C2939500 | Fund Cycle<br>FY 09-10<br>C30XXXXX |     |     |     |     | <b>BAAQMD AB 434 PROGRAM FUND</b> |
| Interest Earnings   | 409102 |                                    |                                    |                                   |                                    | \$10,000                           |     |     |     |     | \$10,000                          |
| Member Contribution   | 4810XX |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Cost Reimbursements-VTA   | 440304 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| MTC/ Federal Funding  | 481022 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Grants  | 420501 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| DMV Fee   | 420602 |                                    |                                    |                                   |                                    | \$1,042,117                        |     |     |     |     | \$1,042,117                       |
| NPDES Fee   | 480002 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| TA Cost Share   | 481023 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Miscellaneous/ SFIA   | 480008 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Street Repair Funding   | 480003 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| PPM-STIP  | 420604 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Assessment  | 420603 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
|   |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| <b>Total Revenues</b>   |        | \$0                                | \$0                                | \$0                               | \$0                                | \$1,052,117                        | \$0 | \$0 | \$0 | \$0 | \$1,052,117                       |
| <b>TOTAL SOURCES OF FUNDS</b>   |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$1,052,117                       |
| <b>PROJECTED EXPENDITURES</b>   |        | Fund Cycle<br>FY 05-06<br>C2637800 | Fund Cycle<br>FY 06-07<br>C2739200 | Fund Cycle<br>FY 07-08<br>C283940 | Fund Cycle<br>FY 08-09<br>C2939500 | Fund Cycle<br>FY 09-10<br>C30XXXXX |     |     |     |     | <b>BAAQMD AB 434 PROGRAM FUND</b> |
| Administration Services   | 520314 |                                    |                                    |                                   |                                    | \$5,000                            |     |     |     |     | \$5,000                           |
| Professional Services   | 520320 |                                    |                                    |                                   |                                    | \$25,872                           |     |     |     |     | \$25,872                          |
| Consulting Services   | 520303 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Supplies  | 520201 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Prof. Dues & Memberships  | 520501 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Conferences & Meetings  | 520503 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Printing/ Postage   | 520204 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Publications  | 520504 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Distributions   | 522724 |                                    |                                    |                                   |                                    | \$1,019,000                        |     |     |     |     | \$1,019,000                       |
| Street Repair   | 522725 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Miscellaneous   | 520509 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Bank Fee  | 520202 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Audit Services  | 520301 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
|   |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| <b>Total Expenditures</b>   |        | \$0                                | \$0                                | \$0                               | \$0                                | \$1,049,872                        | \$0 | \$0 | \$0 | \$0 | \$1,049,872                       |
| <b>TRANSFERS</b>  |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     |                                   |
| Transfers In  | 490001 |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| Transfers Out   | 590001 |                                    |                                    |                                   |                                    | \$2,245                            |     |     |     |     | \$2,245                           |
| <b>Total Transfers</b>  |        | \$0                                | \$0                                | \$0                               | \$2,245                            | \$0                                | \$0 | \$0 | \$0 | \$0 | \$2,245                           |
|   |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     | All transfers within AB434 Funds  |
| <b>NET CHANGE</b>   |        | \$0                                | \$0                                | \$0                               | (\$2,245)                          | \$2,245                            | \$0 | \$0 | \$0 | \$0 | \$0                               |
| <b>TRANSFER TO RESERVES</b>   |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$0                               |
| <b>TOTAL USE OF FUNDS</b>   |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     | \$1,052,117                       |
| <b>ENDING FUND BALANCE</b>  |        | \$0                                | \$0                                | \$0                               | (\$2,245)                          | \$2,245                            | \$0 | \$0 | \$0 | \$0 | \$0                               |
| <b>RESERVE FUND BALANCE</b>   |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     | 0                                 |
| Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     |                                   |
| 2- Manage at Fund Level   |        |                                    |                                    |                                   |                                    |                                    |     |     |     |     |                                   |

| 05/06/09   | CHANGES IN NPDES FUND (07) BUDGET BY FISCAL YEAR |  |             |            |          |
|--|--|--|-------------|------------|----------|
|  | Projected  |  |             |            |          |
|  | Actual   |  | Budgeted    | Budget     | Budget   |
|  | FY 2008-09                                       |  | FY 2009-10  | Change     | % Change |
| <b>BEGINNING BALANCE</b>   | \$1,170,377                                      |  | \$1,235,294 | \$64,917   | 5.55%    |
| <b>RESERVE BALANCE</b>   | \$200,903  |  | \$200,903   | \$0        | 0.00%    |
| <b>PROJECTED REVENUES</b>  |  |  |             |            |          |
| Interest Earnings  | \$0  |  | \$25,000    | \$25,000   | 0.00%    |
| Member Contribution  | \$106,150  |  | \$106,710   | \$560      | 0.53%    |
| Cost Reimbursements-VTA  | \$0  |  | \$0         | \$0        | 0.00%    |
| MTC/ Federal Funding   | \$0  |  | \$0         | \$0        | 0.00%    |
| Grants   | \$0  |  | \$0         | \$0        | 0.00%    |
| DMV Fee  | \$0  |  | \$0         | \$0        | 0.00%    |
| NPDES Fee  | \$1,288,732                                      |  | \$1,289,361 | \$629      | 0.05%    |
| TA Cost Share  | \$0  |  | \$0         | \$0        | 0.00%    |
| Miscellaneous/ SFIA  | \$0  |  | \$0         | \$0        | 0.00%    |
| Street Repair Funding  | \$0  |  | \$0         | \$0        | 0.00%    |
| PPM-STIP   | \$0  |  | \$0         | \$0        | 0.00%    |
| Assessment   | \$0  |  | \$0         | \$0        | 0.00%    |
|  | \$0  |  | \$0         | \$0        | 0.00%    |
| <b>Total Revenues</b>  | \$1,394,882                                      |  | \$1,421,071 | \$26,189   | 1.88%    |
| <b>TOTAL SOURCES OF FUNDS</b>  | \$2,565,259                                      |  | \$2,656,365 | \$91,106   | 3.55%    |
| <b>PROJECTED EXPENDITURES</b>  |  |  |             |            |          |
| Administration Services  | \$35,000   |  | \$27,411    | (\$7,589)  | -21.68%  |
| Professional Services  | \$133,000  |  | \$52,504    | (\$80,496) | -60.52%  |
| Consulting Services  | \$1,003,320                                      |  | \$1,067,000 | \$63,680   | 6.35%    |
| Supplies   | \$0  |  | \$0         | \$0        | 0.00%    |
| Prof. Dues & Memberships   | \$126,687  |  | \$219,067   | \$92,380   | 72.92%   |
| Conferences & Meetings   | \$1,300  |  | \$1,500     | \$200      | 15.38%   |
| Printing/ Postage  | \$3,000  |  | \$10,000    | \$7,000    | 233.33%  |
| Publications   | \$0  |  | \$0         | \$0        | 0.00%    |
| Distributions  | \$14,000   |  | \$25,000    | \$11,000   | 78.57%   |
| Street Repair  | \$0  |  | \$0         | \$0        | 0.00%    |
| Miscellaneous  | \$100  |  | \$1,000     | \$900      | 900.00%  |
| Bank Fee   | \$0  |  | \$0         | \$0        | 0.00%    |
| Audit Services   | \$0  |  | \$0         | \$0        | 0.00%    |
|  | \$0  |  | \$0         | \$0        | 0.00%    |
| <b>Total Expenditures</b>  | \$1,316,407                                      |  | \$1,403,482 | \$87,075   | 6.61%    |
| <b>TRANSFERS</b>   |  |  |             |            |          |
| Transfers In   | \$0  |  | \$0         | \$0        | 0.00%    |
| Transfers Out  | \$13,558   |  | \$5,811     | (\$7,747)  | -57.14%  |
| <b>Total Transfers</b>   | \$13,558   |  | \$5,811     | (\$7,747)  | -57.14%  |
| <b>NET CHANGE</b>  | \$64,917   |  | \$11,778    | (\$53,139) | -81.86%  |
| <b>TRANSFER TO RESERVES</b>  | \$0  |  | \$0         | \$0        | 0.00%    |
| <b>TOTAL USE OF FUNDS</b>  | \$1,329,965                                      |  | \$1,409,293 | \$79,328   | 5.96%    |
| <b>ENDING FUND BALANCE</b>   | \$1,235,294                                      |  | \$1,247,072 | \$11,778   | 0.95%    |
| <b>RESERVE FUND BALANCE</b>  | \$200,903  |  | \$200,903   | \$0        | 0.00%    |
| <b>NET INCREASE (Decrease) IN FUND BALANCE</b>   | \$64,917   |  | \$11,778    | (\$53,139) | -81.86%  |
| Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |  |  |             |            |          |

| 05/06/09  |        |                                       |  |  |  |                                      |  |                                    |                                   |                            |
|---|--------|---------------------------------------|--|--|--|--------------------------------------|--|------------------------------------|-----------------------------------|----------------------------|
| FY 2008-09 ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE             |        |                                       |  |  |  |                                      |  |                                    |                                   |                            |
| NPDES PROGRAM FUND (07)   |        |                                       |  |  |  |                                      |  |                                    |                                   |                            |
| <b>BEGINNING BALANCE</b>  |        |                                       |  |  |  |                                      |  |                                    |                                   | \$1,170,377                |
| <b>RESERVE BALANCE</b>  |        |                                       |  |  |  |                                      |  |                                    |                                   | \$200,903                  |
| <b>PROJECTED REVENUES</b>   |        | New Devel. & Site Control<br>C7357000 | Public Info. & Participation<br>C7358000 | Comm.&Indus. Illicit Discharge<br>C7359000 | Municipal Main. Activities<br>C7360000 | Collaborative Monitoring<br>C7361000 | Permit Renewal Participation<br>C7362000 | Program Administration<br>C7356000 | Regional Dues/ Monit.<br>C7363000 | <b>NPDES PROGRAMS FUND</b> |
| Interest Earnings   | 409102 |                                       |  |  |  |                                      |  | 0                                  |                                   | \$0                        |
| Member Contribution   | 4810XX |                                       |  |  |  |                                      |  | 106150                             |                                   | \$106,150                  |
| Cost Reimbursements-VTA   | 440304 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| MTC/ Federal Funding  | 481022 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| Grants  | 420501 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| DMV Fee   | 420602 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| NPDES Fee   | 480002 |                                       |  |  |  |                                      |  | 1288732                            |                                   | \$1,288,732                |
| TA Cost Share   | 481023 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| Miscellaneous/ SFIA   | 480008 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| Street Repair Funding   | 480003 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| PPM-STIP  | 420604 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| Assessment  | 420603 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
|   |        |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| <b>Total Revenues</b>   |        | \$0                                   | \$0                                      | \$0  | \$0                                    | \$0                                  | \$0                                      | \$1,394,882                        | \$0                               | \$1,394,882                |
| <b>TOTAL SOURCES OF FUNDS</b>   |        |                                       |  |  |  |                                      |  |                                    |                                   | \$2,565,259                |
| <b>PROJECTED EXPENDITURES</b>   |        | New Devel. & Site Control<br>C7357000 | Public Info. & Participation<br>C7358000 | Comm.&Indus. Illicit Discharge<br>C7359000 | Municipal Main. Activities<br>C7360000 | Collaborative Monitoring<br>C7361000 | Permit Renewal Participation<br>C7362000 | Program Administration<br>C7356000 | Regional Dues/ Monit.<br>C7363000 | <b>NPDES PROGRAMS FUND</b> |
| Administration Services   | 520314 |                                       |  |  |  |                                      |  | 35000                              |                                   | \$35,000                   |
| Professional Services   | 520320 |                                       |  |  |  |                                      |  | 53000                              | 80000                             | \$133,000                  |
| Consulting Services   | 520303 | 186000                                | 311320                                   | 174000                                     | 69000                                  | 203000                               | 0  | 60000                              |                                   | \$1,003,320                |
| Supplies  | 520201 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| Prof. Dues & Memberships  | 520501 |                                       |  |  |  |                                      |  |                                    | 126687                            | \$126,687                  |
| Conferences & Meetings  | 520503 |                                       |  |  |  |                                      |  | 1300                               |                                   | \$1,300                    |
| Printing/ Postage   | 520204 |                                       |  |  |  |                                      |  | 3000                               |                                   | \$3,000                    |
| Publications  | 520504 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| Distributions   | 522724 |                                       | 12000                                    |  |  |                                      |  | 2000                               |                                   | \$14,000                   |
| Street Repair   | 522725 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| Miscellaneous   | 520509 |                                       |  |  |  |                                      |  | 100                                |                                   | \$100                      |
| Bank Fee  | 520202 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| Audit Services  | 520301 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
|   |        |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| <b>Total Expenditures</b>   |        | \$186,000                             | \$323,320                                | \$174,000                                  | \$69,000                               | \$203,000                            | \$0                                      | \$154,400                          | \$206,687                         | \$1,316,407                |
| <b>TRANSFERS</b>  |        |                                       |  |  |  |                                      |  |                                    |                                   |                            |
| Transfers In  | 490001 |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| Transfers Out   | 590001 |                                       |  |  |  |                                      |  | \$13,558                           |                                   | \$13,558                   |
| <b>Total Transfers</b>  |        | \$0                                   | \$0                                      | \$0  | \$0                                    | \$0                                  | \$0                                      | \$13,558                           |                                   | \$13,558                   |
| <b>NET CHANGE</b>   |        | (\$186,000)                           | (\$323,320)                              | (\$174,000)                                | (\$69,000)                             | (\$203,000)                          | \$0                                      | \$1,226,924                        |                                   | \$64,917                   |
| <b>TRANSFER TO RESERVES</b>   |        |                                       |  |  |  |                                      |  |                                    |                                   | \$0                        |
| <b>TOTAL USE OF FUNDS</b>   |        |                                       |  |  |  |                                      |  |                                    |                                   | \$1,329,965                |
| <b>ENDING FUND BALANCE</b>  |        |                                       |  |  |  |                                      |  |                                    |                                   | \$1,235,294                |
| <b>RESERVE FUND BALANCE</b>   |        |                                       |  |  |  |                                      |  |                                    |                                   | \$200,903                  |
| Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |        |                                       |  |  |  |                                      |  |                                    |                                   |                            |
| 2- Manage at Fund Level   |        |                                       |  |  |  |                                      |  |                                    |                                   |                            |

| NPDES PROGRAMS FUND (07)  |        |             |             |             |            |             |            |            |               |     |             |
|---|--------|-------------|-------------|-------------|------------|-------------|------------|------------|---------------|-----|-------------|
| FY 2009-10 PROGRAM BUDGET   |        |             |             |             |            |             |            |            |               |     |             |
| JULY 1, 2009 - JUNE 30, 2010  |        |             |             |             |            |             |            |            |               |     |             |
|   |        |             |             |             |            |             |            |            |               |     |             |
|   |        |             |             |             |            |             |            |            |               |     |             |
| BEGINNING BALANCE   |        |             |             |             |            |             |            |            |               |     | \$1,235,294 |
| RESERVE BALANCE   |        |             |             |             |            |             |            |            |               |     | \$200,903   |
| PROJECTED REVENUES  |        |             |             |             |            |             |            |            |               |     |             |
| Interest Earnings   | 409102 |             |             |             |            |             |            |            |               |     | \$25,000    |
| Member Contribution   | 4810XX |             |             |             |            |             |            |            |               |     | \$106,710   |
| Cost Reimbursements-VTA   | 440304 |             |             |             |            |             |            |            |               |     | \$0         |
| MTC/Federal Funding   | 481022 |             |             |             |            |             |            |            |               |     | \$0         |
| Grants  | 420501 |             |             |             |            |             |            |            |               |     | \$0         |
| DMV Fee   | 420602 |             |             |             |            |             |            |            |               |     | \$0         |
| NPDES Fee   | 480002 |             |             |             |            |             |            |            |               |     | \$0         |
| TA Cost Share   | 481023 |             |             |             |            |             |            |            |               |     | \$0         |
| Miscellaneous/SFA   | 480008 |             |             |             |            |             |            |            |               |     | \$0         |
| Street Repair Funding   | 480003 |             |             |             |            |             |            |            |               |     | \$0         |
| PPM-STIP  | 420604 |             |             |             |            |             |            |            |               |     | \$0         |
| Assessment  | 420603 |             |             |             |            |             |            |            |               |     | \$0         |
| Total Revenues  |        | \$0         | \$0         | \$0         | \$0        | \$0         | \$0        | \$0        | \$1,421,071   | \$0 | \$1,421,071 |
| TOTAL SOURCES OF FUNDS  |        |             |             |             |            |             |            |            |               |     | \$2,656,365 |
| PROJECTED EXPENDITURES  |        |             |             |             |            |             |            |            |               |     |             |
| Administration Services   | 520314 |             |             |             |            |             |            |            |               |     | \$27,411    |
| Professional Services   | 520320 |             |             |             |            |             |            |            |               |     | \$52,504    |
| Consulting Services   | 520303 |             |             |             |            |             |            |            |               |     | \$1,067,000 |
| Supplies  | 520201 |             |             |             |            |             |            |            |               |     | \$0         |
| Prof. Dues & Memberships  | 520501 |             |             |             |            |             |            |            |               |     | \$0         |
| Conferences & Meetings  | 520503 |             |             |             |            |             |            |            |               |     | \$219,067   |
| Printing/Postage  | 520204 |             |             |             |            |             |            |            |               |     | \$1,500     |
| Publications  | 520504 |             |             |             |            |             |            |            |               |     | \$10,000    |
| Distributions   | 522724 |             |             |             |            |             |            |            |               |     | \$0         |
| Street Repair   | 522725 |             |             |             |            |             |            |            |               |     | \$25,000    |
| Miscellaneous   | 520509 |             |             |             |            |             |            |            |               |     | \$0         |
| Bank Fee  | 520202 |             |             |             |            |             |            |            |               |     | \$1,000     |
| Audit Services  | 520301 |             |             |             |            |             |            |            |               |     | \$0         |
| Total Expenditures  |        | \$186,000   | \$315,000   | \$174,000   | \$89,000   | \$203,000   | \$75,000   | \$219,067  | \$1,403,482   | \$0 | \$0         |
| TRANSFERS   |        |             |             |             |            |             |            |            |               |     |             |
| Transfers In  | 490001 |             |             |             |            |             |            |            |               |     | \$0         |
| Transfers Out   | 590001 |             |             |             |            |             |            |            |               |     | \$5,811     |
| Total Transfers   |        | \$0         | \$0         | \$0         | \$0        | \$0         | \$0        | \$0        | \$0           | \$0 | \$5,811     |
| NET CHANGE  |        | (\$186,000) | (\$315,000) | (\$174,000) | (\$89,000) | (\$203,000) | (\$75,000) | (\$11,778) | (\$1,403,482) | \$0 | \$0         |
| TRANSFER TO RESERVES  |        |             |             |             |            |             |            |            |               |     |             |
| TOTAL USE OF FUNDS  |        |             |             |             |            |             |            |            |               |     | \$1,409,293 |
| ENDING FUND BALANCE   |        |             |             |             |            |             |            |            |               |     | \$1,247,072 |
| RESERVE FUND BALANCE  |        |             |             |             |            |             |            |            |               |     | \$200,903   |
| Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |        |             |             |             |            |             |            |            |               |     |             |
| 2- Manage at Fund Level   |        |             |             |             |            |             |            |            |               |     |             |

| 05/06/09   | CHANGES IN AVA FUND (09) BUDGET BY FISCAL YEAR |  |             |            |          |
|--|--|--|-------------|------------|----------|
|  | Projected                                      |  |             |            |          |
|  | Actual   |  | Budgeted    | Budget     | Budget   |
|  | FY 2008-09                                     |  | FY 2009-10  | Change     | % Change |
| <b>BEGINNING BALANCE</b>   | \$604,787                                      |  | \$576,287   | (\$28,500) | -4.71%   |
| <b>RESERVE BALANCE</b>   | \$0  |  | \$0         | \$0        | 0.00%    |
| <b>PROJECTED REVENUES</b>  |  |  |             |            |          |
| Interest Earnings  | (\$500)  |  | \$2,000     | \$2,500    | 500.00%  |
| Member Contribution  | \$0  |  | \$0         | \$0        | 0.00%    |
| Cost Reimbursements-VTA  | \$0  |  | \$0         | \$0        | 0.00%    |
| MTC/ Federal Funding   | \$0  |  | \$0         | \$0        | 0.00%    |
| Grants   | \$0  |  | \$0         | \$0        | 0.00%    |
| DMV Fee  | \$680,000                                      |  | \$680,000   | \$0        | 0.00%    |
| NPDES Fee  | \$0  |  | \$0         | \$0        | 0.00%    |
| TA Cost Share  | \$0  |  | \$0         | \$0        | 0.00%    |
| Miscellaneous/ SFIA  | \$0  |  | \$0         | \$0        | 0.00%    |
| Street Repair Funding  | \$0  |  | \$0         | \$0        | 0.00%    |
| PPM-STIP   | \$0  |  | \$0         | \$0        | 0.00%    |
| Assessment   | \$0  |  | \$0         | \$0        | 0.00%    |
|  | \$0  |  | \$0         | \$0        | 0.00%    |
|  | \$0  |  | \$0         | \$0        | 0.00%    |
| <b>Total Revenues</b>  | \$679,500                                      |  | \$682,000   | \$2,500    | 0.37%    |
| <b>TOTAL SOURCES OF FUNDS</b>  | \$1,284,287                                    |  | \$1,258,287 | (\$26,000) | -2.02%   |
| <b>PROJECTED EXPENDITURES</b>  |  |  |             |            |          |
| Administration Services  | \$15,000                                       |  | \$15,000    | \$0        | 0.00%    |
| Professional Services  | \$0  |  | \$0         | \$0        | 0.00%    |
| Consulting Services  | \$0  |  | \$0         | \$0        | 0.00%    |
| Supplies   | \$0  |  | \$0         | \$0        | 0.00%    |
| Prof. Dues & Memberships   | \$0  |  | \$0         | \$0        | 0.00%    |
| Conferences & Meetings   | \$0  |  | \$0         | \$0        | 0.00%    |
| Printing/ Postage  | \$0  |  | \$0         | \$0        | 0.00%    |
| Publications   | \$0  |  | \$0         | \$0        | 0.00%    |
| Distributions  | \$668,000                                      |  | \$665,000   | (\$3,000)  | -0.45%   |
| Street Repair  | \$0  |  | \$0         | \$0        | 0.00%    |
| Miscellaneous  | \$25,000                                       |  | \$25,000    | \$0        | 0.00%    |
| Bank Fee   | \$0  |  | \$0         | \$0        | 0.00%    |
| Audit Services   | \$0  |  | \$0         | \$0        | 0.00%    |
|  | \$0  |  | \$0         | \$0        | 0.00%    |
| <b>Total Expenditures</b>  | \$708,000                                      |  | \$705,000   | (\$3,000)  | -0.42%   |
| <b>TRANSFERS</b>   |  |  |             |            |          |
| Transfers In   | \$0  |  | \$0         | \$0        | 0.00%    |
| Transfers Out  | \$0  |  | \$0         | \$0        | 0.00%    |
| <b>Total Transfers</b>   | \$0  |  | \$0         | \$0        | 0.00%    |
| <b>NET CHANGE</b>  | (\$28,500)                                     |  | (\$23,000)  | \$5,500    | 19.30%   |
| <b>TRANSFER TO RESERVES</b>  | \$0  |  | \$0         | \$0        | 0.00%    |
| <b>TOTAL USE OF FUNDS</b>  | \$708,000                                      |  | \$705,000   | (\$3,000)  | -0.42%   |
| <b>ENDING FUND BALANCE</b>   | \$576,287                                      |  | \$553,287   | (\$23,000) | -3.99%   |
| <b>RESERVE FUND BALANCE</b>  | \$0  |  | \$0         | \$0        | 0.00%    |
| <b>NET INCREASE (Decrease) IN FUND BALANCE</b>   | (\$28,500)                                     |  | (\$23,000)  | \$5,500    | 19.30%   |
| Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |  |  |             |            |          |

| 05/06/09                 |        | FY 2008-09 ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE |     | AVA PROGRAM FUND (09) |                              |
|--------------------------|--------|---|-----|-----------------------|------------------------------|
| BEGINNING BALANCE        |        | \$604,787   |     |                       | \$604,787                    |
| RESERVE BALANCE          |        | \$0   |     |                       | \$0                          |
| PROJECTED REVENUES       |        | AVA Program C9365000  |     |                       | ABANDON VEHICLE PROGRAM FUND |
| Interest Earnings        | 409102 | (\$500)   |     |                       | (\$500)                      |
| Member Contribution      | 4810XX | \$0   |     |                       | \$0                          |
| Cost Reimbursements-VTA  | 440304 | \$0   |     |                       | \$0                          |
| MTC/Federal Funding      | 481022 | \$0   |     |                       | \$0                          |
| Grants                   | 420501 | \$0   |     |                       | \$0                          |
| DMV Fee                  | 420802 | \$668,000   |     |                       | \$668,000                    |
| NPDES Fee                | 480002 | \$0   |     |                       | \$0                          |
| TA Cost Share            | 481023 | \$0   |     |                       | \$0                          |
| Miscellaneous/ SF/A      | 480008 | \$0   |     |                       | \$0                          |
| Street Repair Funding    | 480003 | \$0   |     |                       | \$0                          |
| PPM-STIP                 | 420604 | \$0   |     |                       | \$0                          |
| Assessment               | 420603 | \$0   |     |                       | \$0                          |
| Total Revenues           |        | \$679,500   | \$0 | \$0                   | \$679,500                    |
| TOTAL SOURCES OF FUNDS   |        |   |     |                       | \$1,284,287                  |
| PROJECTED EXPENDITURES   |        | AVA Program C9365000  |     |                       | ABANDON VEHICLE PROGRAM FUND |
| Administration Services  | 520314 | \$15,000  |     |                       | \$15,000                     |
| Professional Services    | 520320 | \$0   |     |                       | \$0                          |
| Consulting Services      | 520303 | \$0   |     |                       | \$0                          |
| Supplies                 | 520201 | \$0   |     |                       | \$0                          |
| Prof. Dues & Memberships | 520501 | \$0   |     |                       | \$0                          |
| Conferences & Meetings   | 520503 | \$0   |     |                       | \$0                          |
| Printing/Postage         | 520204 | \$0   |     |                       | \$0                          |
| Distributions            | 520504 | \$0   |     |                       | \$0                          |
| Street Repair            | 522724 | \$668,000   |     |                       | \$668,000                    |
| Miscellaneous            | 520509 | \$25,000  |     |                       | \$25,000                     |
| Bank Fee                 | 520202 | \$0   |     |                       | \$0                          |
| Audit Services           | 520501 | \$0   |     |                       | \$0                          |
| Total Expenditures       |        | \$708,000   | \$0 | \$0                   | \$708,000                    |
| TRANSFERS                |        |   |     |                       |                              |
| Transfers In             | 490001 | \$0   |     |                       | \$0                          |
| Transfers Out            | 590001 | \$0   |     |                       | \$0                          |
| Total Transfers          |        | \$0   |     |                       | \$0                          |
| NET CHANGE               |        | (\$28,500)  | \$0 | \$0                   | (\$28,500)                   |
| TRANSFER TO RESERVES     |        |   |     |                       | \$0                          |
| TOTAL USE OF FUNDS       |        |   |     |                       | \$708,000                    |
| ENDING FUND BALANCE      |        |   |     |                       | \$576,287                    |
| RESERVE FUND BALANCE     |        |   |     |                       | \$0                          |

Note: 1- Beginning/Ending Reserve Fund Balance is not included in Beginning/Ending Fund Balance

2- Waiver at Fund Level



| 05/06/09                 |                      | ABANDON VEHICLE PROGRAM FUND (09) |     |     |     |             |
|--------------------------|----------------------|-----------------------------------|-----|-----|-----|-------------|
|                          |                      | FY 2009-10 PROGRAM BUDGET         |     |     |     |             |
|                          |                      | JULY 1, 2009 - JUNE 30, 2010      |     |     |     |             |
| BEGINNING BALANCE        |                      | \$576,287                         |     |     |     | \$576,287   |
| RESERVE BALANCE          |                      | \$0                               |     |     |     | \$0         |
| PROJECTED REVENUES       | AVA Program C9365000 |                                   |     |     |     |             |
| Interest Earnings        | 409102               | \$2,000                           |     |     |     | \$2,000     |
| Member Contribution      | 4810XX               | \$0                               |     |     |     | \$0         |
| Cost Reimbursements-VTA  | 440304               | \$0                               |     |     |     | \$0         |
| MTC/Federal Funding      | 481022               | \$0                               |     |     |     | \$0         |
| Grants                   | 420501               | \$0                               |     |     |     | \$0         |
| DMV Fee                  | 420602               | \$680,000                         |     |     |     | \$680,000   |
| NPDES Fee                | 480002               | \$0                               |     |     |     | \$0         |
| TA Cost Share            | 481023               | \$0                               |     |     |     | \$0         |
| Miscellaneous/SFIA       | 480008               | \$0                               |     |     |     | \$0         |
| Street Repair Funding    | 480003               | \$0                               |     |     |     | \$0         |
| PPM-STIP                 | 420604               | \$0                               |     |     |     | \$0         |
| Assessment               | 420603               | \$0                               |     |     |     | \$0         |
| Total Revenues           |                      | \$682,000                         | \$0 | \$0 | \$0 | \$682,000   |
| TOTAL SOURCES OF FUNDS   |                      |                                   |     |     |     | \$1,258,287 |
| PROJECTED EXPENDITURES   | AVA Program C9365000 |                                   |     |     |     |             |
| Administration Services  | 520314               | \$15,000                          |     |     |     | \$15,000    |
| Professional Services    | 520320               | \$0                               |     |     |     | \$0         |
| Consulting Services      | 520303               | \$0                               |     |     |     | \$0         |
| Supplies                 | 520201               | \$0                               |     |     |     | \$0         |
| Prof. Dues & Memberships | 520501               | \$0                               |     |     |     | \$0         |
| Conferences & Meetings   | 520503               | \$0                               |     |     |     | \$0         |
| Printing/Postage         | 520204               | \$0                               |     |     |     | \$0         |
| Publications             | 520504               | \$665,000                         |     |     |     | \$665,000   |
| Distributions            | 522724               | \$0                               |     |     |     | \$0         |
| Street Repair            | 522725               | \$25,000                          |     |     |     | \$25,000    |
| Miscellaneous            | 520509               | \$0                               |     |     |     | \$0         |
| Bank Fee                 | 520202               | \$0                               |     |     |     | \$0         |
| Audit Services           | 520301               | \$0                               |     |     |     | \$0         |
| Total Expenditures       |                      | \$705,000                         | \$0 | \$0 | \$0 | \$705,000   |
| TRANSFERS                |                      |                                   |     |     |     |             |
| Transfers In             | 490001               | \$0                               |     |     |     | \$0         |
| Transfers Out            | 590001               | \$0                               |     |     |     | \$0         |
| Total Transfers          |                      | \$0                               | \$0 | \$0 | \$0 | \$0         |
| NET CHANGE               |                      | (\$23,000)                        | \$0 | \$0 | \$0 | (\$23,000)  |
| TRANSFER TO RESERVES     |                      |                                   |     |     |     | \$0         |
| TOTAL USE OF FUNDS       |                      |                                   |     |     |     | \$705,000   |
| ENDING FUND BALANCE      |                      |                                   |     |     |     | \$553,287   |
| RESERVE FUND BALANCE     |                      |                                   |     |     |     | \$0         |

Note: 1- Beginning/Ending Reserve Fund Balance is not included in Beginning/Ending Fund Balance

| 05/06/09   | CHANGES IN AB 1546 PROGRAM FUND (08) BUDGET BY FISCAL YEAR |  |             |  |                     |
|--|--|--|-------------|--|---------------------|
|  | Projected  |  |             |  |                     |
|  | Actual   |  | Budgeted    |  | Budget              |
|  | FY 2008-09   |  | FY 2009-10  |  | Change              |
|  |  |  |             |  | % Change            |
| <b>BEGINNING BALANCE</b>   | \$5,221,674  |  | \$4,386,582 |  | (\$835,092) -15.99% |
| <b>RESERVE BALANCE</b>   | \$0  |  | \$0         |  | \$0 0.00%           |
| <b>PROJECTED REVENUES</b>  |  |  |             |  |                     |
| Interest Earnings  | \$0  |  | \$40,000    |  | \$40,000 0.00%      |
| Member Contribution  | \$0  |  | \$0         |  | \$0 0.00%           |
| Cost Reimbursements-VTA  | \$0  |  | \$0         |  | \$0 0.00%           |
| MTC/ Federal Funding   | \$0  |  | \$0         |  | \$0 0.00%           |
| Grants   | \$0  |  | \$0         |  | \$0 0.00%           |
| DMV Fee  | \$2,676,918  |  | \$2,700,000 |  | \$23,082 0.86%      |
| NPDES Fee  | \$0  |  | \$0         |  | \$0 0.00%           |
| TA Cost Share  | \$25,000   |  | \$25,000    |  | \$0 0.00%           |
| Miscellaneous/ SFIA  | \$0  |  | \$0         |  | \$0 0.00%           |
| Street Repair Funding  | \$0  |  | \$0         |  | \$0 0.00%           |
| PPM-STIP   | \$0  |  | \$0         |  | \$0 0.00%           |
| Assessment   | \$0  |  | \$0         |  | \$0 0.00%           |
|  | \$0  |  | \$0         |  | \$0 0.00%           |
|  | \$0  |  | \$0         |  | \$0 0.00%           |
| <b>Total Revenues</b>  | \$2,701,918  |  | \$2,765,000 |  | \$63,082 2.33%      |
| <b>TOTAL SOURCES OF FUNDS</b>  | \$7,923,592  |  | \$7,151,582 |  | (\$772,010) -9.74%  |
| <b>PROJECTED EXPENDITURES</b>  |  |  |             |  |                     |
| Administration Services  | \$39,000   |  | \$40,000    |  | \$1,000 2.56%       |
| Professional Services  | \$30,000   |  | \$30,000    |  | \$0 0.00%           |
| Consulting Services  | \$312,598  |  | \$523,765   |  | \$211,167 67.55%    |
| Supplies   | \$0  |  | \$0         |  | \$0 0.00%           |
| Prof. Dues & Memberships   | \$0  |  | \$0         |  | \$0 0.00%           |
| Conferences & Meetings   | \$27,000   |  | \$2,000     |  | (\$25,000) -92.59%  |
| Printing/ Postage  | \$0  |  | \$0         |  | \$0 0.00%           |
| Publications   | \$0  |  | \$0         |  | \$0 0.00%           |
| Distributions  | \$2,847,843  |  | \$1,972,000 |  | (\$875,843) -30.75% |
| Street Repair  | \$0  |  | \$0         |  | \$0 0.00%           |
| Miscellaneous  | \$0  |  | \$0         |  | \$0 0.00%           |
| Bank Fee   | \$0  |  | \$0         |  | \$0 0.00%           |
| Audit Services   | \$0  |  | \$0         |  | \$0 0.00%           |
|  | \$0  |  | \$0         |  | \$0 0.00%           |
| <b>Total Expenditures</b>  | \$3,256,441  |  | \$2,567,765 |  | (\$688,676) -21.15% |
| <b>TRANSFERS</b>   |  |  |             |  |                     |
| Transfers In   | \$25,000   |  | \$0         |  | (\$25,000) -100.00% |
| Transfers Out  | \$305,569  |  | \$555,090   |  | \$249,521 81.66%    |
| <b>Total Transfers</b>   | \$280,569  |  | \$555,090   |  | \$274,521 97.84%    |
| <b>NET CHANGE</b>  | (\$835,092)  |  | (\$357,855) |  | \$477,237 57.15%    |
| <b>TRANSFER TO RESERVES</b>  | \$0  |  | \$0         |  | \$0 0.00%           |
| <b>TOTAL USE OF FUNDS</b>  | \$3,537,010  |  | \$3,122,855 |  | (\$414,155) -11.71% |
| <b>ENDING FUND BALANCE</b>   | \$4,386,582  |  | \$4,028,727 |  | (\$357,855) -8.16%  |
| <b>RESERVE FUND BALANCE</b>  | \$0  |  | \$0         |  | \$0 0.00%           |
| <b>NET INCREASE (Decrease) IN FUND BALANCE</b>   | (\$835,092)  |  | (\$357,855) |  | \$477,237 57.15%    |
| Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |  |  |             |  |                     |

| FY 2008-09 ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE |        |               |               |             |               |           |           |           |     |  |             |
|---|--------|---------------|---------------|-------------|---------------|-----------|-----------|-----------|-----|--|-------------|
| AB 1546 PROGRAM FUND (08)   |        |               |               |             |               |           |           |           |     |  |             |
| 05/06/09  |        |               |               |             |               |           |           |           |     |  |             |
| BEGINNING BALANCE   |        |               |               |             |               |           |           |           |     |  | \$5,221,674 |
| RESERVE BALANCE   |        |               |               |             |               |           |           |           |     |  | \$0         |
| PROJECTED REVENUES  |        |               |               |             |               |           |           |           |     |  |             |
| Interest Earnings   | 409102 | Administrator | Administrator | Cong. Man.  |               |           |           |           |     |  |             |
| Member Contribution   | 4810XX | C/CAG         | Local         | Regional    |               |           |           |           |     |  |             |
| Cost Reimbursements-VTA   | 440304 | C8376000      | C8377000      | C8372000    | C8373000      | C8374000  | C8375000  |           |     |  |             |
| MTC/Federal Funding   | 481022 |               |               |             |               |           |           |           |     |  |             |
| Grants  | 420501 |               |               |             |               |           |           |           |     |  |             |
| DMV Fee   | 420602 |               | \$133,846     | \$635,768   | \$317,884     | \$635,768 | \$635,768 |           |     |  | \$2,676,918 |
| NPDES Fee   | 480002 |               |               |             |               |           |           |           |     |  | \$0         |
| TA Cost Share   | 481023 |               |               |             | \$25,000      |           |           |           |     |  | \$0         |
| Miscellaneous/SFA   | 480008 |               |               |             |               |           |           |           |     |  | \$25,000    |
| Street Repair Funding   | 480003 |               |               |             |               |           |           |           |     |  | \$0         |
| PPM-STIP  | 420604 |               |               |             |               |           |           |           |     |  | \$0         |
| Assessment  | 420603 |               |               |             |               |           |           |           |     |  | \$0         |
| Total Revenues  |        | \$0           | \$133,846     | \$635,768   | \$317,884     | \$342,884 | \$635,768 | \$635,768 | \$0 |  | \$2,701,818 |
| TOTAL SOURCES OF FUNDS  |        |               |               |             |               |           |           |           |     |  | \$7,923,592 |
| PROJECTED EXPENDITURES  |        |               |               |             |               |           |           |           |     |  |             |
| Administrative Services   | 520314 | Administrator | Administrator | Cong. Man.  |               |           |           |           |     |  |             |
| Professional Services   | 520320 | C/CAG         | Local         | Regional    |               |           |           |           |     |  |             |
| Consulting Services   | 520303 | C8376000      | C8377000      | C8372000    | C8373000      | C8374000  | C8375000  |           |     |  |             |
| Supplies  | 520201 |               | \$25,000      |             | \$14,000      |           |           |           |     |  | \$39,000    |
| Prof. Dues & Memberships  | 520501 |               |               |             | \$130,000     |           |           |           |     |  | \$30,000    |
| Conferences & Meetings  | 520503 |               |               |             |               |           |           |           |     |  | \$312,988   |
| Printing/Postage  | 520204 |               | \$2,000       |             | \$25,000      |           |           |           |     |  | \$0         |
| Publications  | 520504 |               |               |             |               |           |           |           |     |  | \$27,000    |
| Distributions   | 522724 |               |               |             |               |           |           |           |     |  | \$0         |
| Street Repair   | 522725 |               | \$608,222     | \$1,244,000 | \$100,000     | \$574,321 | \$321,300 |           |     |  | \$2,847,843 |
| Miscellaneous   | 520509 |               |               |             |               |           |           |           |     |  | \$0         |
| Bank Fee  | 520202 |               |               |             |               |           |           |           |     |  | \$0         |
| Audit Services  | 520301 |               |               |             |               |           |           |           |     |  | \$0         |
| Total Expenditures  |        | \$0           | \$57,000      | \$608,222   | \$1,244,000   | \$269,000 | \$574,321 | \$503,898 | \$0 |  | \$3,256,441 |
| TRANSFERS   |        |               |               |             |               |           |           |           |     |  |             |
| Transfers In  | 490001 |               | \$25,000      |             |               |           |           |           |     |  | \$25,000    |
| Transfers Out   | 590001 |               | \$3,569       |             | \$300,000     |           |           |           |     |  | \$305,569   |
| Total Transfers   |        | \$0           | (\$19,431)    | \$0         | \$300,000     | \$0       | \$0       | \$0       | \$0 |  | \$280,569   |
| NET CHANGE  |        | \$0           | \$96,277      | \$27,546    | (\$1,226,116) | \$73,884  | \$61,447  | \$131,870 | \$0 |  | (\$635,092) |
| TRANSFER TO RESERVES  |        |               |               |             |               |           |           |           |     |  | \$0         |
| TOTAL USE OF FUNDS  |        |               |               |             |               |           |           |           |     |  | \$3,537,010 |
| ENDING FUND BALANCE   |        |               |               |             |               |           |           |           |     |  | \$4,366,562 |
| RESERVE FUND BALANCE  |        |               |               |             |               |           |           |           |     |  | \$0         |

Note: 1- Beginning/Ending Reserve Fund Balance is not included in Beginning/Ending Fund Balance  
2- Transfer out of \$104,000 was a loan from the Congestion Relief Program Fund (04) that will be repaid in FY 05-06  
3- Administrative expenditures includes a one-time DMV set up fee of \$100,288

| 05/06/09  | AB 1546 PROGRAM              |                |           |             |           |           |           |     |     |  |  |  |             |
|---|------------------------------|----------------|-----------|-------------|-----------|-----------|-----------|-----|-----|--|--|--|-------------|
|   | FY 2009-10   PROGRAM BUDGET  |                |           |             |           |           |           |     |     |  |  |  |             |
|   | JULY 1, 2009 - JUNE 30, 2010 |                |           |             |           |           |           |     |     |  |  |  |             |
| BEGINNING BALANCE   | \$4,386,582                  |                |           |             |           |           |           |     |     |  |  |  | \$4,386,582 |
| RESERVE BALANCE   |                              |                |           |             |           |           |           |     |     |  |  |  |             |
| PROJECTED REVENUES  |                              | Administration |           |             |           |           |           |     |     |  |  |  |             |
| DMV   |                              | C/CAG          |           |             |           |           |           |     |     |  |  |  |             |
| DMV   |                              | C8376000       |           |             |           |           |           |     |     |  |  |  |             |
| Interest Earnings   |                              | 409102         |           |             |           |           |           |     |     |  |  |  |             |
| Member Contribution   |                              | 4810XX         |           |             |           |           |           |     |     |  |  |  |             |
| Cost Reimbursements-VTA   |                              | 440304         |           |             |           |           |           |     |     |  |  |  |             |
| MTC/ Federal Funding  |                              | 481022         |           |             |           |           |           |     |     |  |  |  |             |
| Grants  |                              | 420501         |           |             |           |           |           |     |     |  |  |  |             |
| DMV Fee   |                              | 420602         |           |             |           |           |           |     |     |  |  |  |             |
| NPDES Fee   |                              | 480002         |           |             |           |           |           |     |     |  |  |  |             |
| TA Cost Share   |                              | 481023         |           |             |           |           |           |     |     |  |  |  |             |
| Miscellaneous/SFIA  |                              | 480008         |           |             |           |           |           |     |     |  |  |  |             |
| Street Repair Funding   |                              | 480003         |           |             |           |           |           |     |     |  |  |  |             |
| PPM-STIP  |                              | 428604         |           |             |           |           |           |     |     |  |  |  |             |
| Assessment  |                              | 420603         |           |             |           |           |           |     |     |  |  |  |             |
| Total Revenues  | \$0                          | \$175,000      | \$641,250 | \$320,625   | \$345,625 | \$641,250 | \$641,250 | \$0 | \$0 |  |  |  | \$2,765,000 |
| TOTAL SOURCES OF FUNDS  |                              |                |           |             |           |           |           |     |     |  |  |  | \$7,151,582 |
| PROJECTED EXPENDITURES  |                              | Administration |           |             |           |           |           |     |     |  |  |  |             |
| DMV   |                              | C/CAG          |           |             |           |           |           |     |     |  |  |  |             |
| DMV   |                              | C8376000       |           |             |           |           |           |     |     |  |  |  |             |
| Administration Services   |                              | 520314         |           |             |           |           |           |     |     |  |  |  |             |
| Professional Services   |                              | 520320         |           |             |           |           |           |     |     |  |  |  |             |
| Consulting Services   |                              | 520303         |           |             |           |           |           |     |     |  |  |  |             |
| Supplies  |                              | 520201         |           |             |           |           |           |     |     |  |  |  |             |
| Prof. Dues & Memberships  |                              | 520501         |           |             |           |           |           |     |     |  |  |  |             |
| Conferences & Meetings  |                              | 520503         |           |             |           |           |           |     |     |  |  |  |             |
| Printing/ Postage   |                              | 520204         |           |             |           |           |           |     |     |  |  |  |             |
| Publications  |                              | 520504         |           |             |           |           |           |     |     |  |  |  |             |
| Distributions   |                              | 522724         |           |             |           |           |           |     |     |  |  |  |             |
| Street Repair   |                              | 522725         |           |             |           |           |           |     |     |  |  |  |             |
| Miscellaneous   |                              | 520509         |           |             |           |           |           |     |     |  |  |  |             |
| Bank Fee  |                              | 520202         |           |             |           |           |           |     |     |  |  |  |             |
| Audit Services  |                              | 520301         |           |             |           |           |           |     |     |  |  |  |             |
| Total Expenditures  | \$0                          | \$57,000       | \$650,000 | \$460,000   | \$265,000 | \$650,000 | \$465,765 | \$0 | \$0 |  |  |  | \$2,567,765 |
| TRANSFERS   |                              |                |           |             |           |           |           |     |     |  |  |  |             |
| Transfers In  |                              | 490001         |           |             |           |           |           |     |     |  |  |  |             |
| Transfers Out   |                              | 590001         |           |             |           |           |           |     |     |  |  |  |             |
| Total Transfers   | \$0                          | \$5,090        | \$0       | \$550,000   | \$0       | \$0       | \$0       | \$0 | \$0 |  |  |  |             |
| NET CHANGE  | \$0                          | \$112,910      | (\$6,750) | (\$899,375) | \$80,625  | (\$8,750) | \$155,485 | \$0 |     |  |  |  |             |
| TRANSFER TO RESERVES  |                              |                |           |             |           |           |           |     |     |  |  |  |             |
| TOTAL USE OF FUNDS  |                              |                |           |             |           |           |           |     |     |  |  |  | \$3,122,855 |
| ENDING FUND BALANCE   |                              |                |           |             |           |           |           |     |     |  |  |  | \$4,028,727 |
| RESERVE FUND BALANCE  |                              |                |           |             |           |           |           |     |     |  |  |  | \$0         |
| Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |                              |                |           |             |           |           |           |     |     |  |  |  |             |
| 2- Manage at Fund Level   |                              |                |           |             |           |           |           |     |     |  |  |  |             |

**ATTACHMENT B**

**MEMBER ASSESSMENTS FY 09-10  
(Same as FY 08-09)**



| C/CAG FEE FY 09-10  |                |                  |                  |                  | CONGESTION RELIEF PROGRAM ASSESSMENT  |          |            |                    |
|---|----------------|------------------|------------------|------------------|---|----------|------------|--------------------|
| Agency  | %              | General Fund     | Gas Tax          | Total            | Agency  | FY 09-10 | % of Trip  | Congestion         |
|   | Popul.         | Fee              | Fee              | Fee              |   |          | Generation | Relief             |
|   | (as of 1/1/06) | \$250,024        | \$390,907        |                  |   |          |            |                    |
| Atherton  | 1.00%          | \$2,507          | \$3,920          | \$6,428          | Atherton  |          | 1.34%      | \$24,845           |
| Belmont   | 3.54%          | \$8,856          | \$13,846         | \$22,702         | Belmont   |          | 3.56%      | \$65,884           |
| Brisbane (2)  | 0.52%          | \$1,293          | \$2,021          | \$3,314          | Brisbane (2)  |          | 1.18%      | \$21,775           |
| Burlingame  | 3.91%          | \$9,779          | \$15,290         | \$25,069         | Burlingame  |          | 5.79%      | \$107,193          |
| Colma   | 0.22%          | \$544            | \$850            | \$1,394          | Colma   |          | 0.50%      | \$9,224            |
| Daly City   | 14.48%         | \$36,193         | \$56,587         | \$92,780         | Daly City   |          | 10.79%     | \$199,610          |
| East Palo Alto  | 4.43%          | \$11,078         | \$17,320         | \$28,398         | East Palo Alto  |          | 2.30%      | \$42,633           |
| Foster City   | 4.13%          | \$10,324         | \$16,141         | \$26,466         | Foster City   |          | 4.90%      | \$90,679           |
| Half Moon Bay   | 1.76%          | \$4,399          | \$6,877          | \$11,276         | Half Moon Bay   |          | 1.27%      | \$23,451           |
| Hillsborough  | 1.51%          | \$3,786          | \$5,919          | \$9,706          | Hillsborough  |          | 1.27%      | \$23,491           |
| Menlo Park  | 4.25%          | \$10,618         | \$16,600         | \$27,218         | Menlo Park  |          | 5.57%      | \$103,109          |
| Millbrae  | 2.86%          | \$7,160          | \$11,194         | \$18,353         | Millbrae  |          | 3.27%      | \$60,419           |
| Pacifica  | 5.35%          | \$13,376         | \$20,913         | \$34,289         | Pacifica  |          | 3.50%      | \$64,742           |
| Portola Valley  | 0.63%          | \$1,572          | \$2,458          | \$4,030          | Portola Valley  |          | 0.41%      | \$7,607            |
| Redwood City  | 10.51%         | \$26,272         | \$41,076         | \$67,347         | Redwood City  |          | 13.42%     | \$248,197          |
| San Bruno   | 5.73%          | \$14,335         | \$22,412         | \$36,746         | San Bruno   |          | 5.55%      | \$102,604          |
| San Carlos  | 3.90%          | \$9,760          | \$15,259         | \$25,018         | San Carlos  |          | 4.77%      | \$88,246           |
| San Mateo   | 13.03%         | \$32,566         | \$50,916         | \$83,482         | San Mateo   |          | 16.11%     | \$298,110          |
| South San Francisco                                       | 8.54%          | \$21,347         | \$33,376         | \$54,723         | South San Francisco   |          | 8.99%      | \$166,325          |
| Woodside (3)  | 0.76%          | \$1,901          | \$2,973          | \$4,874          | Woodside (3)  |          | 0.60%      | \$11,189           |
| San Mateo County  | 8.94%          | \$22,359         | \$34,958         | \$57,318         | San Mateo County  |          | 4.90%      | \$90,667           |
| <b>TOTAL</b>  | 100            | <b>\$250,024</b> | <b>\$390,907</b> | <b>\$640,931</b> | <b>TOTAL</b>  |          | 100.0%     | <b>\$1,850,000</b> |
| 1- Same C/CAG Fee as in FY 08-09.                         |                |                  |                  |                  | 1- A slightly expanded program was adopted in FY 07-08.   |          |            |                    |
| 2- Planned for in 6/06                                    |                |                  |                  |                  | 2- Transmitted to Cities and County for planning purposes   |          |            |                    |
| 3- Transmitted to Cities and County for planning purposes |                |                  |                  |                  | 3- The % trip generation was updated. There may be slight variation between agencies in % change from the original program. |          |            |                    |
|   |                |                  |                  |                  | 4- Same C/CAG Fee as FY 08-09   |          |            |                    |

| NPDES MEMBER ASSESSMENT  |                |                |                 |             |  |
|--|----------------|----------------|-----------------|-------------|--|
|  |                | FY 09-10       |                 |             |  |
| Agency   | %              | NPDES          | NPDES           | NPDES       |  |
|  | Popul.         | Basic (1)      | Extended (1)    | Total (1)   |  |
|  | (as of 1/1/06) |                | -4.30%          |             |  |
| Atherton   | 1.00%          | \$10,906       | \$8,361         | \$19,266    |  |
| Belmont  | 3.54%          | \$30,446       | \$23,341        | \$53,787    |  |
| Brisbane (2)   | 0.52%          | \$8,664        | <b>\$6,642</b>  | \$15,306    |  |
| Burlingame   | 3.91%          | \$34,339       | \$26,327        | \$60,666    |  |
| Colma  | 0.22%          | \$2,933        | <b>\$2,249</b>  | \$5,182     |  |
| Daly City  | 14.48%         | \$81,553       | \$62,523        | \$144,076   |  |
| East Palo Alto   | 4.43%          | \$17,681       | \$13,556        | \$31,237    |  |
| Foster City  | 4.13%          | \$32,692       | \$25,063        | \$57,755    |  |
| Half Moon Bay  | 1.76%          | \$18,581       | \$14,245        | \$32,826    |  |
| Hillsborough   | 1.51%          | \$14,105       | \$10,814        | \$24,919    |  |
| Menlo Park   | 4.25%          | \$42,985       | \$32,956        | \$75,941    |  |
| Millbrae   | 2.86%          | \$22,529       | \$17,272        | \$39,801    |  |
| Pacifica   | 5.35%          | \$45,183       | \$34,640        | \$79,823    |  |
| Portola Valley   | 0.63%          | \$7,227        | \$5,541         | \$12,768    |  |
| Redwood City   | 10.51%         | \$78,175       | \$59,934        | \$138,109   |  |
| San Bruno  | 5.73%          | \$42,460       | \$32,553        | \$75,013    |  |
| San Carlos   | 3.90%          | \$39,176       | \$30,034        | \$69,210    |  |
| San Mateo  | 13.03%         | \$94,938       | <b>\$72,785</b> | \$167,722   |  |
| South San Francisco  | 8.54%          | \$73,973       | \$56,712        | \$130,685   |  |
| Woodside (3)   | 0.76%          | <b>\$9,046</b> | <b>\$6,935</b>  | \$15,982    |  |
| San Mateo County   | 8.94%          | \$82,636       | \$63,354        | \$145,990   |  |
| TOTAL  | 100.00%        | \$790,227      | \$605,835       | \$1,396,062 |  |
| 1- Except those in <b>bold</b> is collected by the San Mateo County Flood Control District |                |                |                 |             |  |
| 2- <b>Bold</b> indicate Cities pay it from their General Fund.                             |                |                |                 |             |  |
| 3- Woodside pays for Both NPDES Basic and NPDES Extended from City Funds                   |                |                |                 |             |  |
| 4- Estimate of fees.   |                |                |                 |             |  |

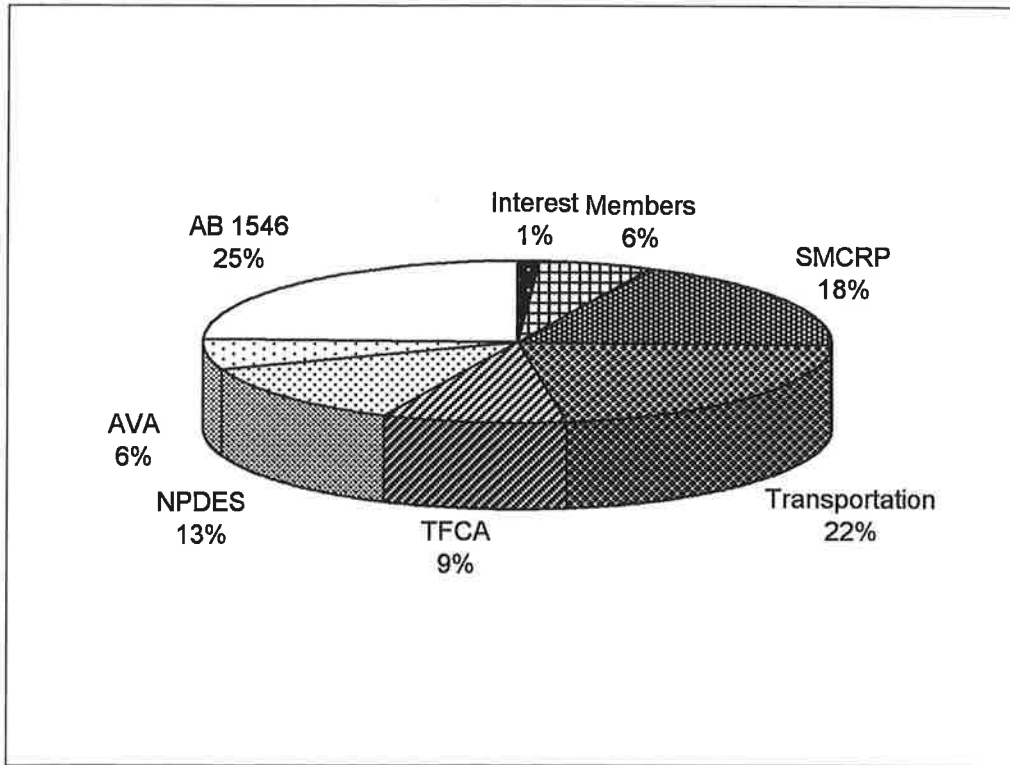


**ATTACHMENT C**

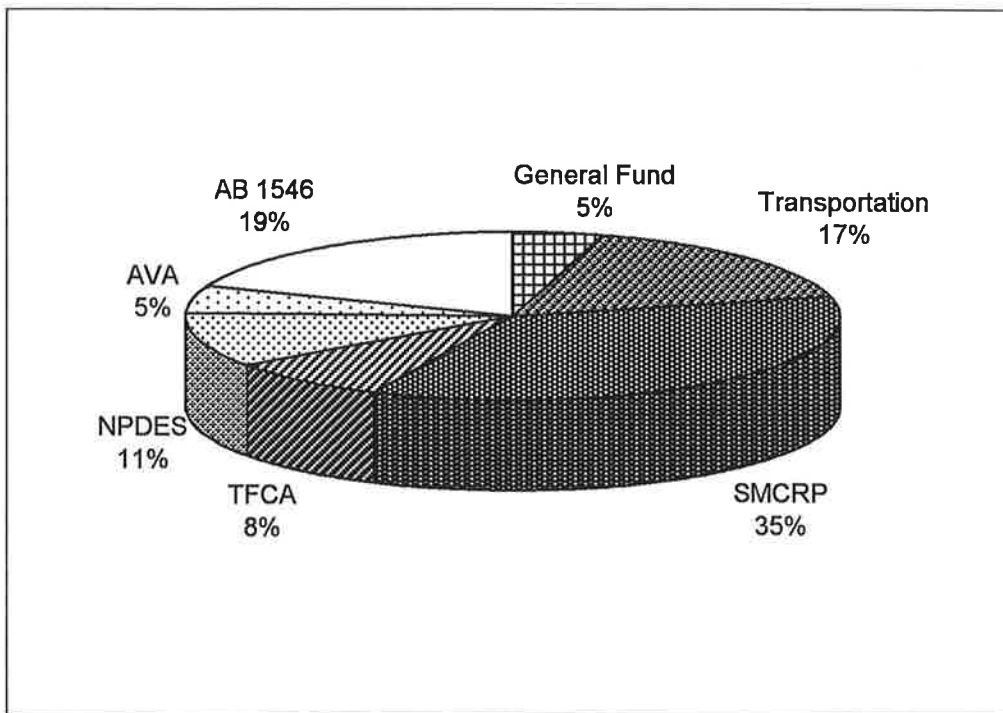
**Graphical Representation of C/CAG Budget**



**C/CAG REVENUES FY 2009-10**

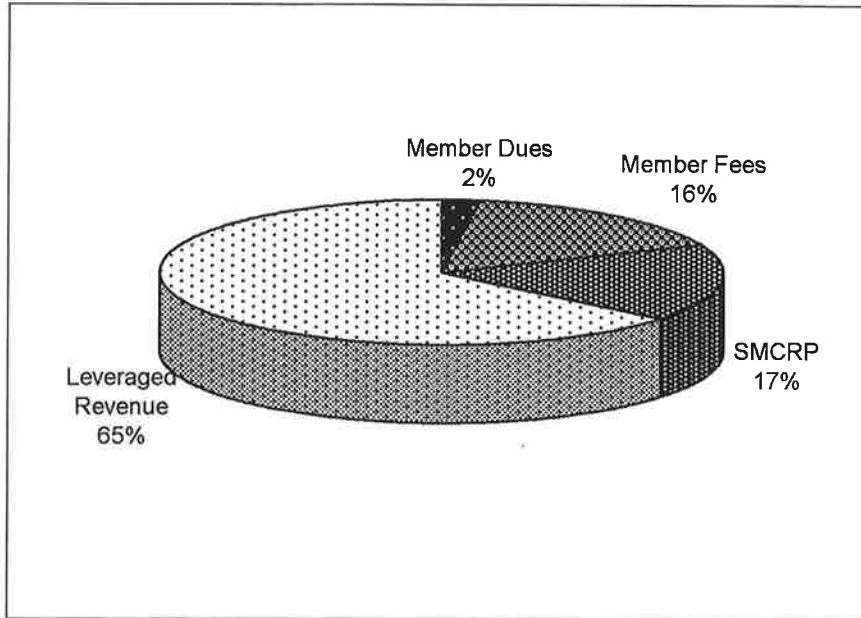


**C/CAG EXPENDITURES FY 2009-10**



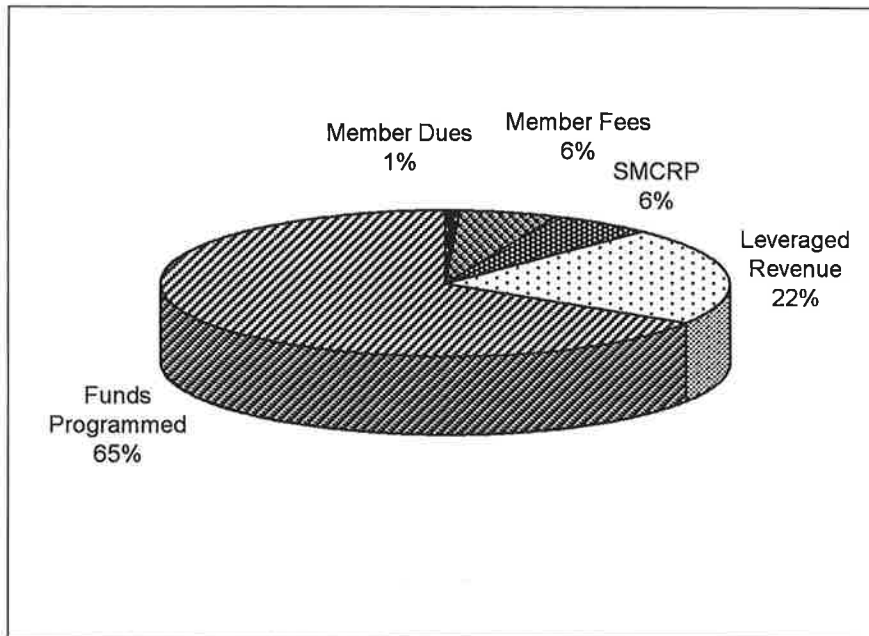
**C/CAG MEMBER DUES/ FEES HIGHLY LEVERAGED**

**C/CAG REVENUES FY 2009-10**



Leverage=  $\$9,036,119/\$2,037,002= 4.44$  to 1  
(Less SMCRP Funds)

**C/CAG CONTROLLED FUNDS FY 2009-10**



Leverage=  $\$30,236,119/\$2,037,002= 14.84$  to 1  
(Less SMCRP Funds)

**ATTACHMENT D**

Resolution 09-31 adopting the C/CAG 2009-10 Program Budget and Fees



**RESOLUTION 09-31**

\* \* \* \* \*

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY (C/CAG) ADOPTING THE C/CAG 2009-10 PROGRAM  
BUDGET AND FEES**

\* \* \* \* \*

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

**WHEREAS**, C/CAG is authorized as a Joint Powers Agency to provide services for member agencies; and

**WHEREAS**, C/CAG is required to adopt a program budget and establish fees annually; and

**WHEREAS**, C/CAG must use the latest population data available from the State of California, dated 1/01/06, in establishing the member assessments; and

**WHEREAS**, a C/CAG 2009-10 Program Budget and fees has been proposed;

**NOW, THEREFORE, BE IT RESOLVED** that the City/County Association of Governments of San Mateo County (C/CAG) adopts the C/CAG 2009-10 Program Budget and Fees.

**PASSED, APPROVED, AND ADOPTED THIS 11TH DAY OF JUNE 2009.**

---

*Thomas M. Kasten, Chair*





**ATTACHMENT E**

FY 2008 - 09 Projection vs. FY 2008 - 09 Updated Budget



| 05/06/09   | C/CAG FY 2008-09 PROJECTION VS FY 2008-09 UPDATED BUDGET |  |                     |                      |                |
|--|--|--|---------------------|----------------------|----------------|
|  | Updated  |  | Projected           |                      |                |
|  | Budgeted   |  | Actual              | Budget               | Budget         |
|  | FY 2008-09   |  | FY 2008-09          | Change               | % Change       |
| <b>BEGINNING BALANCE</b>   | <b>\$8,504,990</b>                                       |  | <b>\$8,719,774</b>  | <b>\$214,784</b>     | <b>2.53%</b>   |
| <b>RESERVE BALANCE</b>   | <b>\$194,249</b>   |  | <b>\$376,112</b>    | <b>\$181,863</b>     | <b>93.62%</b>  |
| <b>PROJECTED REVENUES</b>  |  |  |                     |                      |                |
| Interest Earnings  | \$181,000  |  | (\$1,000)           | (\$182,000)          | -100.55%       |
| Member Contribution  | \$2,694,351  |  | \$2,697,081         | \$2,730              | 0.10%          |
| Cost Reimbursements-VTA  | \$125,000  |  | \$60,000            | (\$65,000)           | -52.00%        |
| MTC/ Federal Funding   | \$1,399,500  |  | \$745,000           | (\$654,500)          | -46.77%        |
| Grants   | \$464,000  |  | \$150,000           | (\$314,000)          | -67.67%        |
| DMV Fee  | \$3,075,690  |  | \$4,372,619         | \$1,296,929          | 42.17%         |
| NPDES Fee  | \$1,349,337  |  | \$1,288,732         | (\$60,605)           | -4.49%         |
| TA Cost Share  | \$1,197,500  |  | \$605,336           | (\$592,164)          | -49.45%        |
| Miscellaneous/ SFIA  | \$0  |  | \$0                 | \$0                  | 0.00%          |
| Street Repair Funding  | \$0  |  | \$0                 | \$0                  | 0.00%          |
| PPM-STIP   | \$460,000  |  | \$678,343           | \$218,343            | 47.47%         |
| Assessment   | \$0  |  | \$0                 | \$0                  | 0.00%          |
|  | \$0  |  | \$0                 | \$0                  | 0.00%          |
| <b>Total Revenues</b>  | <b>\$10,946,378</b>                                      |  | <b>\$10,596,111</b> | <b>(\$350,267)</b>   | <b>-3.20%</b>  |
| <b>TOTAL SOURCES OF FUNDS</b>  | <b>\$19,451,367</b>                                      |  | <b>\$19,315,885</b> | <b>(\$135,483)</b>   | <b>-0.70%</b>  |
| <b>PROJECTED EXPENDITURES</b>  |  |  |                     |                      |                |
| Administration Services  | \$462,709  |  | \$438,000           | (\$24,709)           | -5.34%         |
| Professional Services  | \$1,946,430  |  | \$1,615,169         | (\$331,261)          | -17.02%        |
| Consulting Services  | \$4,917,320  |  | \$3,083,746         | (\$1,833,574)        | -37.29%        |
| Supplies   | \$56,200   |  | \$54,950            | (\$1,250)            | -2.22%         |
| Prof. Dues & Memberships   | \$185,537  |  | \$128,437           | (\$57,100)           | -30.78%        |
| Conferences & Meetings   | \$12,000   |  | \$69,800            | \$57,800             | 481.67%        |
| Printing/ Postage  | \$38,500   |  | \$20,750            | (\$17,750)           | -46.10%        |
| Publications   | \$5,500  |  | \$17,977            | \$12,477             | 226.85%        |
| Distributions  | \$8,461,000  |  | \$5,646,843         | (\$2,814,157)        | -33.26%        |
| Street Repair  | \$0  |  | \$0                 | \$0                  | 0.00%          |
| Miscellaneous  | \$56,500   |  | \$28,600            | (\$27,900)           | -49.38%        |
| Bank Fee   | \$1,500  |  | \$500               | (\$1,000)            | -66.67%        |
| Audit Services   | \$4,000  |  | \$6,784             | \$2,784              | 69.60%         |
|  | \$0  |  | \$0                 | \$0                  | 0.00%          |
| <b>Total Expenditures</b>  | <b>\$16,147,196</b>                                      |  | <b>\$11,111,556</b> | <b>(\$5,035,640)</b> | <b>-31.19%</b> |
| <b>TRANSFERS</b>   |  |  |                     |                      |                |
| Transfers In   | \$271,827  |  | \$721,749           | \$449,922            | 165.52%        |
| Transfers Out  | \$271,827  |  | \$696,749           | \$424,922            | 156.32%        |
| <b>Total Transfers</b>   | <b>\$0</b>   |  | <b>(\$25,000)</b>   | <b>(\$25,000)</b>    | <b>0.00%</b>   |
| <b>NET CHANGE</b>  | <b>(\$5,200,818)</b>                                     |  | <b>(\$490,445)</b>  | <b>\$4,710,373</b>   | <b>90.57%</b>  |
| <b>TRANSFER TO RESERVES</b>  | <b>\$0</b>   |  | <b>(\$43,346)</b>   | <b>(\$43,346)</b>    | <b>0.00%</b>   |
| <b>TOTAL USE OF FUNDS</b>  | <b>\$16,147,196</b>                                      |  | <b>\$11,043,210</b> | <b>(\$5,103,986)</b> | <b>-31.61%</b> |
| <b>ENDING FUND BALANCE</b>   | <b>\$3,304,171</b>                                       |  | <b>\$8,272,675</b>  | <b>\$4,968,503</b>   | <b>150.37%</b> |
| <b>RESERVE FUND BALANCE</b>  | <b>\$194,249</b>   |  | <b>\$332,766</b>    | <b>\$138,517</b>     | <b>71.31%</b>  |
| <b>NET INCREASE (Decrease) IN FUND BALANCE</b>   | <b>(\$5,200,818)</b>                                     |  | <b>(\$447,099)</b>  | <b>\$4,753,719</b>   | <b>91.40%</b>  |
| Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance |  |  |                     |                      |                |



## **ATTACHMENT F**

### **Key Budget Definitions/ Acronyms**



## **Key Budget Definitions/ Acronyms**

AB 434 - Transportation Fund for Clean Air Program  
AB 1546 Program - San Mateo County Environmental/ Transportation Pilot Program  
AVA - Abandoned Vehicle Abatement  
BAAQMD - Bay Area Air Quality Management District  
BPAC - Bicycle and Pedestrian Advisory Committee  
Cal PUC - California Public Utilities Commission  
C/CAG - City/ County Association of Governments  
CMAQ - Congestion Mitigation and Air Quality  
CMP 111 - Congestion Management Program (Proposition 111)  
DMV - Department of Motor Vehicles  
ECR - El Camino Real  
ISTEA - Intermodal Surface Transportation Equity Act  
ITS - Intelligent Transportation Study  
LGP - Local Government Partnership with PG&E and Cal PUC  
Measure A - San Mateo County Sales Tax for Transportation  
MTC - Metropolitan Transportation Commission  
Normalized - Years in a multi-year analysis all referred to a base year.  
NPDES - National Pollutant Discharge Elimination System  
Peninsula 2020 Gateway Study - San Mateo and Santa Clara County study on Highway 101 and access to the Dumbarton Bridge.  
PPM - Planning Programming and Monitoring  
PSR - Project Study Report  
RWQCB - San Francisco Bay Area Regional Water Quality Control Board  
SFIA - San Francisco International Airport  
SMCRP - San Mateo Congestion Relief Plan Program  
STIP - State Transportation Improvement Program (State and Federal Transportation Funds)  
STOPPP - Storm-water Pollution Prevention Program  
STP - Surface Transportation Program (Federal Funds)  
TA - Transportation Authority  
TAC - Congestion Management Technical Advisory Committee  
TDA - Transportation Development Act Article III Funding  
TFCA - Transportation Fund for Clean Air (Also known as AB 434)  
TLSP - Traffic Light Synchronization Program - Part of Proposition 1B Infrastructure Bond  
VTA - Santa Clara Valley Transportation Authority





# C/CAG

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

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

March 13, 2009

Honorable Anna Eshoo  
United States Congress  
205 Cannon House Office Building  
Washington, D.C. 20515

RE: San Mateo County Transit District FY 2010 Appropriations Request, The Grand Boulevard Initiative –  
\$1,000,000

Dear Congresswoman Eshoo:

On behalf of the City/ County Association of Governments of San Mateo County, I write to strongly support the request federal funding for the Grand Boulevard Initiative (GBI). The GBI seeks funds for capital improvement projects on El Camino Real/Mission Street that support the Grand Boulevard vision of revitalizing the roadway, including improving pedestrian access, encouraging public transit use, and development of green retail and affordable housing infrastructure. El Camino Real has great potential to encourage a modern sustainable lifestyle and enjoy a local retail environment for Bay Area residents.

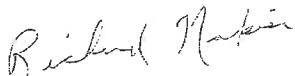
The Grand Boulevard Initiative is unique as an inter-jurisdictional collaboration, consisting of 19 cities, San Mateo and Santa Clara counties, and local and regional agencies united to improve the performance, safety and aesthetics of El Camino Real. This partnership between transit agencies, congestion management agencies, the business community, and policy-makers brings a diversity of perspectives to the table, and provides a forum for all entities which have purview over this important roadway to make collaborative policy decisions on land use and transportation issues. The Guiding Principles adopted by the Initiative are based in the values of Smart Growth planning, recognizing the importance of livability and sustainability.

The Grand Boulevard's 51-member task force has collaborated since 2006 to develop and implement key projects along the corridor to achieve this vision. Projects have included capital improvements on El Camino Real/Mission Street that revitalize the roadway and improve pedestrian safety and access to transit along El Camino Real. In addition to these improvements, the Initiative is also influencing land use, sustainable economic development and affordable housing policies along the corridor to embrace Transit Oriented Development (TOD).

These much-needed infrastructure improvements will provide the ideal environment for job growth, affordable housing, vibrant scenery, and retail shopping along the corridor. This collaborative model has the potential for far ranging impact not only for the region, but also for the state of California and nationally. As the Executive Director of C/CAG, I know our constituents would be thrilled to have this project supported.

Thank you for your attention to this request.

Best Regards,



Richard Napier  
Executive Director C/CAG

**ITEM 8.1**



# C/CAG

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

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March 13, 2009

Honorable Anna Eshoo  
United States Congress  
205 Cannon House Office Building  
Washington, D.C. 20515

RE: Support of Caltrain FY 2010 Appropriations Request for the Positive Train Control Project -  
\$1,000,000

Dear Congresswoman Eshoo:

On behalf of the City/ County Association of Governments of San Mateo County, please support the request for federal appropriations funding for Caltrain's Positive Train Control (PTC) project. This project will allow Caltrain to proceed with preliminary demonstration and deployment of a critical railroad traffic signal and control system to provide a higher margin of safety because of higher train frequencies. Increased safety is a major priority of Caltrain as well as the Department of Transportation.

Currently, Caltrain operates 96 trains, including 10 Baby Bullet trips linking San Jose to San Francisco in less than an hour. Caltrain services about 39,000 passengers weekly, with many trains approaching maximum occupancy at peak load point. Demand is projected to double in the next 20 years. Caltrain is taking measures to allow the commuter rail to expand service to new riders, implement important safety measures and reduce greenhouse gas emissions by converting the rail system from diesel to electric engines. One of the important safety measures is PTC.

PTC will bring together state-of-the-art Communications Based Train Control that will substantially improve capacity and quality of service while enabling more intelligent control of grade crossing highway warning systems. To accomplish this the PTC will overlay the existing conventional wayside signaling system, employing additional equipment to interface with the conventional signaling and grade crossing warning systems, as well as wireless communications between the train and wayside systems, onboard train system equipment, hi-rail system equipment, and office system units.

The PTC will improve safety and the quality of operations service to your constituents. Protecting all passengers while providing exceptional service is a specific goal of Caltrain. I respectfully request your support of this project to enable Caltrain to enact vital safety measures for it's' passengers.

Best Regards,



Richard Napier  
Executive Director C/CAG

**ITEM 8.2**



# C/CAG

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

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Washington, D.C. 20515

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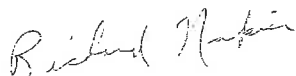
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Best Regards,



Richard Napier  
Executive Director C/CAG

**ITEM 8.3**



# C/CAG

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Washington, D.C. 20515

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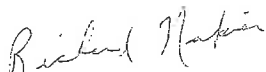
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Best Regards,



Richard Napier  
Executive Director C/CAG

**ITEM 8.4**





# C/CAG

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

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April 3, 2009

The Honorable Christine Kehoe  
California State Senate  
State Capitol, Room 5050  
Sacramento, CA 95814

**RE: SB 346(Kehoe) – Prevent Water Pollution from Brake Pads - Support**

Dear Senator Kehoe:

The City/County Association of Governments of San Mateo County (C/CAG) supports SB 346 (Kehoe). SB 346 requires that the use of copper in brake pads sold in California be reduced to no more than 5% by weight by 2023, and to no more than 0.5% by 2032. Starting in 2014, the bill also prohibits sale of brake pads containing lead, asbestos, and several other toxic substances.

The State Water Resources Control Board has designated creeks, rivers, and estuaries in urbanized areas across California as impaired by elevated copper levels. Copper is toxic to phytoplankton, the base of the aquatic food chain, and has been shown to adversely impact salmon sensory organs, potentially compromising their ability to return to spawning streams and to avoid predators. Scientific studies have shown that much of the copper in urban watersheds comes from the fine dust generated from the use of brake pads. Since it is dispersed widely in the urban environment, this fine dust cannot be collected, nor can it be readily removed from runoff when it rains. The only technically feasible solution to this water pollution problem is to stop the pollution at its source by limiting copper use in brake pads.

The State Water Resources Control Board is in the process of establishing Total Maximum Daily Loads (TMDLs) as allowable pollution limits on copper in urban watersheds across California. Since local governments cannot regulate the copper content of brake pads on vehicles driving through their communities, if brake pad copper content is not regulated by the state, local governments face urban stormwater runoff treatment expenditures estimated to exceed a billion dollars statewide.

SB 346 creates a workable balance between necessary innovation, manufacturing timelines, and the stringent water quality compliance requirements facing California cities and counties. It is the consensus-based result of a collaborative effort among brake manufacturers, environmentalists, stormwater management agencies, and water pollution regulators.

California's local governments are facing extraordinary challenges to clean up the state's polluted stormwater. Controlling pollutants—like copper in brake pads—at their sources will be a key step toward solving California's water pollution problems. C/CAG is pleased to support SB 346.

Sincerely,



Thomas M. Kasten, C/CAG Chair  
City/County Association of Governments of San Mateo County

**ITEM 8.5**



HR 202

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

April 9, 2009

The Honorable Anna G. Eshoo  
U.S. House of Representatives  
205 Cannon Building  
Washington, D.C. 20515

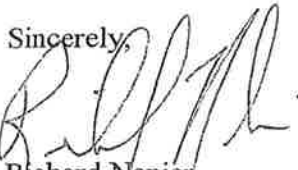
**Re: SUPPORT FOR THE UNIVERSITY AVENUE/U.S. 101 OVERCROSSING  
WIDENING PROJECT**

Dear Congresswoman Eshoo,

On behalf of the San Mateo County City/County Association of Government (C/CAG), I am pleased to support the University Avenue/Route 101 Overcrossing Widening Project in the City of East Palo Alto. University Avenue (State Route 109) provides the main connection between the Dumbarton Bridge (State Route 84) and State Highway 101. The area experiences substantial traffic demand, poor operational conditions during peak commute period and lacks adequate pedestrian and bicycle facilities. Implementing improvements to the interchange will help alleviate congestion in the area and results in significant benefits to the City of East Palo Alto, neighboring cities, and the region.

This project will bridge the divide between the cities of Palo Alto and East Palo Alto. In addition, University Avenue is one of two primary corridors to the Dumbarton Bridge, linking housing in the East Bay with jobs in Silicon Valley. University Avenue also leads to the Palo Alto CalTrain Station, which accommodates bicycles and connects this mid-Peninsula area south to Gilroy and north to San Francisco.

Thank you for your consideration of this important project.

Sincerely,  
  
Richard Napier  
C/CAG Executive Director

ITEM 8.6



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

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Woodside*

April 10, 2009

The Honorable Anna G. Eshoo  
California 14th Congressional District  
205 Cannon Building  
Washington, D.C. 20515

**Re: THANK YOU FOR YOUR SUPPORT OF THE SAN MATEO COUNTY SMART  
CORRIDORS PROJECT**

Dear Congresswoman Eshoo,

On behalf of the C/CAG Board I would like to express our appreciation to you for jointly recommending with Congresswoman Speier the San Mateo County Smart Corridors Project for \$1,500,000 in FY2010 Appropriations funding.

Thank you for your consideration of this important project and recognition of the value this project brings to San Mateo County and the Bay Area region. This project serves multiple cities within the County and also provides regional benefits by enhancing the management of recurring and non-recurring traffic congestion on local arterials streets, El Camino Real (SR 82), and US 101 through the deployment of Intelligent Transportation Systems.

I would also like to thank you on behalf of the cities and agencies that are in partnership on this project. Your success in securing this Federal funding will enable us to move the project to its next stage and one step further to a successful outcome. We look forward to reporting out progress to you.

Sincerely,



Thomas M. Kasten  
C/CAG Chair

**ITEM 8.7**



C/CAG  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

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April 10, 2009

The Honorable Jackie Speier  
California 12th Congressional District  
211 Cannon House Office Building  
Washington, D.C. 20515

**Re: THANK YOU FOR YOUR SUPPORT OF THE SAN MATEO COUNTY SMART  
CORRIDORS PROJECT**

Dear Congresswoman Speier,

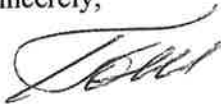


On behalf of the C/CAG Board I would like to express our appreciation to you for jointly recommending with Congresswoman Eshoo the San Mateo County Smart Corridors Project for \$1,500,000 in FY2010 Appropriations funding.

Thank you for your consideration of this important project and recognition of the value this project brings to San Mateo County and the Bay Area region. This project serves multiple cities within the County and also provides regional benefits by enhancing the management of recurring and non-recurring traffic congestion on local arterials streets, El Camino Real (SR 82), and US 101 through the deployment of Intelligent Transportation Systems.

I would also like to thank you on behalf of the cities and agencies that are in partnership on this project. Your success in securing this Federal funding will enable us to move the project to its next stage and one step further to a successful outcome. We look forward to reporting out progress to you.

Sincerely,



Thomas M. Kasten  
C/CAG Chair

*Thank you so much!*

ITEM 8.8





C/CAG  
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April 20, 2009

The Honorable Anna G. Eshoo  
U.S. House of Representatives  
205 Cannon Building  
Washington, D.C. 20515

**Re: SUPPORT FOR THE SAN FRANCISCO BAY TRAIL ROUTE 101 BIKE AND  
PEDESTRIAN OVERPASS IN EAST PALO ALTO**

Dear Congresswoman Eshoo:

On behalf of the San Mateo County City/County Association of Government (C/CAG), I support the San Francisco Bay Trail/Route 101 bike and pedestrian overpass in East Palo Alto.

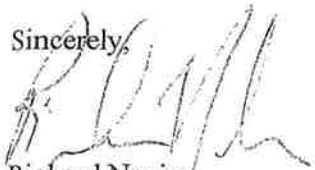
The proposed overpass will consists of a bridge across the 101 freeway, along San Francisquito Creek, connecting East and West Bayshore; thus, connecting low income East Palo Alto families and residents living around the West Bayshore area, with the San Francisco Bay Trail. The bridge shall be designed to accommodate pedestrians, cyclists, and wheelchairs and will be compliant with all ADA requirements.

The project will generate the following public and regional benefits:

- The project will reduce congestion and Green House Gas emissions in the Bay Area by facilitating regional access to the SF Bay and expanding the network of bicycle and pedestrian trails.
- The bridge will improve bike and pedestrian local and regional access to the SF Bay Trail.
- The project will foster environmental stewardship by increasing access to the SF Bay.
- A pedestrian and bicycle overpass would provide EPA residents that live in the Southwest side of the city, and that do not own a car, a safe route to access open space recreational opportunities, as well as vital commercial health, legal, and financial services, such as banking, food shopping, restaurant services, etc., located in the Northeast part of the city.
- Bay and Bay Trail access will improve the quality of life of EPA residents east of highway 101 who suffer from a severe shortage of open space. This area of EPA has a high concentration of renters, and families with children living in overcrowding conditions.

Thank you for your consideration of this important project.

Sincerely,



Richard Napier  
C/CAG Executive Director



# C/CAG

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

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April 29, 2009

Honorable Jackie Speier  
400 S. El Camino Real, Suite 410  
San Mateo, CA 94402

Subject: Caltrans support for Broadway Interchange project for its inclusion under  
SAFETY-LU funding.

Dear Congresswoman Speier:

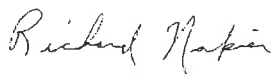
This letter is to support the City of Burlingame's effort to obtain SAFETY-LU Grant funding for Broadway Interchange project. The Broadway Interchange built in 1948 is oldest interchange in San Mateo County on U.S. 101 Highway corridor. The current configuration is antiquated and its various loop ramps are considered substandard for design and capacity. The existing layout presents serious safety concerns and traffic congestion as well as circulation problems. The existing on-ramps/off-ramps are complex as well as non-standard and result in traffic backup and unsafe movements on the mainline freeway in both northbound and southbound direction. In addition, C/CAG has been working to implement ramp metering on U.S. Highway 101 corridor and due to the current configuration; it is impractical to install ramp metering on Broadway unless the interchange is reconstructed according to the approved PSR.

The City has been working with Caltrans and the Transportation Authority to reconstruct the interchange to current standards. The new interchange will address the current problems and will make it safer for the users both on the overcrossings and the mainline freeway. On behalf of C/CAG, I kindly request that a favorable consideration be given to this project to be included for funding under SAFETY-LU grant program.

Please contact Syed Murtuza if you have any questions regarding this project at (650) 558-7230

Thank you,

Sincerely,



Richard Napier,  
Executive Director of San Mateo City/County Association of Governments

cc: Syed Murtuza, Burlingame Public Works Director  
Jim Nantell, Burlingame City Manager  
Burlingame City Council  
Joe Hurley, San Mateo County Transportation Authority

**ITEM 8.10**



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May 4, 2009

CALTRANS District 4  
111 Grand Street  
Oakland, CA 94623-0660

Attention: Bijan Sartipi - Director District 4

Subject: Request for \$2.7 million in State American Recovery and Reinvestment Act (ARRA) Transportation Enhancement (TE) funds for the Belmont Bicycle and Pedestrian Bridge at Ralston and US 101

Dear Director Sartipi;

The City/ County Association of Governments of San Mateo County (C/CAG) is the Congestion Management Agency for San Mateo County and is responsible for programming the San Mateo County discretionary State and Federal Transportation funds and coordinating these with the Local Sales Tax Measure Strategic Plan. As part of this effort, C/CAG has previously invested Transportation Development Act (TDA) Article 3 funds for design of a Bicycle and Pedestrian Bridge over US 101 at Ralston. Design for this project has already been completed.

It is requested that CALTRANS program \$2.7 million in State American Recovery and Reinvestment Act (ARRA) Transportation Enhancement (TE) funds for construction to this project. The basis for this request is as follows:

- 1- The project is ready for construction. A detailed investigation by C/CAG and CALTRANS key staff has determined that the project is ready and could obligate the funds within 60 days.
- 2- The funding will be leveraged with other Federal, State, Regional and Local Funds. Approximately \$5.41 million in other funds for construction. Regional TE funds have been requested from MTC of \$2.1 million.
- 3- The project addresses the critical need to allow bicycles and pedestrians to safely cross US 101 which is a priority type project for using State TE funds.
- 4- The project has been supported by the C/CAG Bicycle and Pedestrian Advisory Committee and other Bicycle Groups. The Safe Routes to Schools National Partnership requested the project be funded in a letter to Will Kempton dated 4/10/09.
- 5- The project is included in the Regional Transportation Plan.

This is a major Bicycle and Pedestrian Project in San Mateo County with broad support. Your consideration of this matter is appreciated. If there are any questions please contact Richard Napier at 650-599-1420.

**ITEM 8.11**

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas M. Kasten". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Thomas M. Kasten  
Chair  
City/ County Association of Governments

Cc: Letter to Will Kempton Dated 4/10/09



April 10, 2009

Mr. Will Kempton, Director ([will.kempton@dot.ca.gov](mailto:will.kempton@dot.ca.gov))  
California Department of Transportation  
P.O. Box 942873  
Sacramento, CA 94273-0001

**Re: ARRA Transportation Enhancements funds and ABX3 20 Priorities**

Dear Mr. Kempton:

The Safe Routes to School National Partnership, based in California, is pleased that the American Recovery and Reinvestment Act of 2009 (ARRA) includes \$77 million in Transportation Enhancements (TE) funds for California. The resulting projects will help to enhance the livability of communities throughout California while also creating jobs.

As you know, the state legislation to implement the recovery act, ABX3 20, established a hierarchy for TE projects such that projects that can be constructed by the California Conservation Core (CCC) or their affiliates should be funded first, followed by bicycle/pedestrian projects. We understand Caltrans has \$28 million to program for TE projects on the state highway system and that the remainder of the TE funds will be programmed by metropolitan planning organizations and regional transportation planning organizations, but all TE ARRA funds are subject to the new criteria in ABX3 20.

Earlier this week, Caltrans Headquarters staff communicated to me that they had only been able to identify 30-35 percent of the state's \$28 million in TE funds for construction by the CCC, and only one bicycle project in the entire state. We know that there are many more bicycle and pedestrian projects that meet the ABX3 20 TE requirements.

The Partnership conducted outreach to cities, counties and advocates throughout the state to identify potential bicycle and pedestrian projects on the state highway system that are eligible for TE funding. Attached is a list of these candidate projects, which includes 25 bicycle and pedestrian projects totaling more than \$56 million. Our instructions were for project sponsors to identify projects that are ready-to-go, on the state highway system, so that funds could be obligated quickly, and projects constructed by Caltrans in the near term.

In light of these findings, we urge Caltrans to take the following actions:

- 1) **Outreach:** Have Headquarters contact the 12 Districts with a sample letter to send to every Congestion Management Agency, city, and county with a request to identify ready-

Safe Routes to School National Partnership, P.O. Box 663, Fairfax, CA 94978  
[www.saferoutespartnership.org](http://www.saferoutespartnership.org) 415-454-7430

to-go TE projects on the state highway system that that could be built by the CCC or are bicycle/pedestrian projects.

- 2) Ensure Regional Compliance: Have Headquarters Local Assistance contact the RTPAs/MPOs and advise them to comply with the ABX3 20 hierarchy for TE project selection, and follow up by reviewing eligibility to ensure that the regional share of TE is being programmed in compliance with the law, and that the regions meet the obligation date deadlines.
- 2) Obligate 50 percent by June: Obligate only 50 percent of the TE money by the June 2009 deadline so that there is enough time to meet the state-legislated priorities for TE while also ensuring that California doesn't lose any of the \$77M in TE funding.
- 3) Accountability: Create a process that is transparent and accountable for both the state and regional shares of the TE funds. There should be an opportunity for wide public input to truly incorporate the needs and priorities of California's communities. Please post all information on the state's recovery website, including whether a funded project involved the CCC or was a bicycle/pedestrian project.

In addition to creating construction jobs in the near-term, completed bicycle and pedestrian projects will provide opportunities for people to walk and bicycle to shops and other destinations, thereby helping to create a vibrant local economy and thriving livable communities.

I look forward to working with you to ensure accountability and transparency for programming the TE ARRA funds. As always, I'm pleased to have the opportunity to work with you to improve mobility and safety for bicyclists and pedestrians within the great state of California.

Please let me know how Caltrans intends to proceed to identify and program projects for the TE portion of ARRA funding. If there is anything I can do to assist Caltrans in this process, please do not hesitate to call on me. I look forward to your response.

Best regards,



Deb Hubsmith, Director  
Safe Routes to School National Partnership

Cc: Governor Arnold Schwarzenegger  
Senator Steinberg, President Pro Tem  
Assembly Speaker Karen Bass  
Senator Lowenthal, Senate Transportation and Housing Committee Chairman  
Assembly Member Mike Eng, Assembly Transportation Committee Chairman  
Assembly Member Bob Blumenfeld, Budget Committee Chairman  
Andre Boutros and Bimla Rhinehart, California Transportation Commission  
Caltrans: Kome Ajise, Kevin Pokrajac, Richard Harmon, Barry Leaming, and Rachel Falsetti

Attachment

Safe Routes to School National Partnership, P.O. Box 663, Fairfax, CA 94978  
[www.saferoutespartnership.org](http://www.saferoutespartnership.org) 415-454-7430



## Ready to Go Bicycle/Pedestrian TE Projects for ARRA on State Highways

| Name of Project   | Location of Project   | Brief Description of Project   | State Highway     | District | Estimated Cost |
|---|---|--|-------------------|----------|----------------|
| City of South Lake Tahoe Bicycle Trail Rehabilitation                         | South Lake Tahoe, CA  | These bike trails are part of a master bike trail plan to interconnect the city of South Lake Tahoe by bicycle and allow safe bicycle access to schools, work areas, recreation areas etc  | Highway 50        | 1        | \$544,500      |
| Hwy 255 in Arcata bicycle and pedestrian improvements                         | Hwy 255 in Arcata at F to K Street.   | Widen pedestrian and bike lanes, restripe for traffic calming, add intersection treatments, new sidewalks, other bicycle infrastructure.   | Hwy 255 in Arcata | 1        | \$600,000      |
| Hwy 299 shoulder treatments and rumble strips and striping for bicycle safety | Hwy 299 in Humboldt County  | Install rumble-warning areas for warning to cyclist and pedestrians. Install shoulder treatments as necessary for cyclist safety, Install striping and signage, and other bicycle infrastructure.  | Hwy 299           | 1        | \$400,000      |
| Hwy 101 at Mad River Bridge, pedestrian/bike enhancements                     | Hwy 101 at Mad River (near Arcata)  | Expands the safe approaches and exits to the bridge, includes underpass/overpass; Expands the lighting, signage, and striping; Enhances the pedestrian and biking safety connecting into McKinleyville.  | Hwy 101           | 1        | \$850,000      |
| Hwy 299 bicycle alternative routes, A M trail.                                | Hwy 299 near Blue Lake  | Expand trail elements on Hwy 299. Fund mitigated elements of trail as result of recent bike/ped deaths on the corridor; Install bike/pedestrian trail enhancements; Enhance existing AM trail under crossing.  | Hwy 299           | 1        | \$1,200,000    |
| Elk Grove Creek/ State Route 99 Trail Overcrossing Project                    | City of Elk Grove, at State Route 99, a proposed overcrossing structure over Highway 99 between Route 99/Laguna Blvd and Route 99/Elk Grove Boulevard | The Elk Grove Creek / State Route 99 Trail Overcrossing Project will extend the existing Class I Bikeway and pedestrian path and construct a pedestrian/bike overcrossing over State Route 99. It will extend an existing trail from east of Laguna Springs Drive to SR-99. From there, the trail will continue over the proposed pedestrian/bike bridge, and continue onward to the creek adjacent to Emerald Park Drive. | State Route 99    | 3        | \$6,000,000    |

| Name of Project   | Location of Project  | Brief Description of Project   | State Highway            | District | Estimated Cost |
|---|--|--|--------------------------|----------|----------------|
| Folsom/Placerville Rail Trail   | Project limits are between the Humbug-Willow Creek Trail and Hwy 50/City limits. | Project is a Class I bike trail that runs parallel to the inactive rail line that extends from downtown Folsom to Placerville. This project will complete the Class I trail within the Folsom City Limits, including a portion of trail under U.S. Highway 50.   | US Highway 50            | 3        | \$650,000      |
| US Highway 50 / Missouri Flat Road Interchange Improvements Phase 1B        | Placerville  | The bike path portion of the project would create a bike facility connecting the Missouri Flat Road commercial and retail area to the Incorporated portions of Placerville at Forni Road/Placerville drive, which includes residential, commercial and government center facilities. The connection will bridge a major physical barrier (Weber Creek Canyon) and provide for significant improvements to bicycle connectivity between the two otherwise physically separated areas. | Hwy 50                   | 3        | \$4,000,000    |
| HOV Gap Closure Project; multi-use trail                                    | Highway 101 through San Rafael   | The HOV gap closure project includes a Class I multi-use pathway within the state highway system that will connect the San Rafael Transit Center with the Terra Linda area of San Rafael including the Marin County Civic Center.  | Highway 101              | 4        | \$2,100,000    |
| Ralston 101 bicycle pedestrian overcrossing                                 | Belmont, CA off 101 and Ralston  | Project has been planned for ten years and connects Belmont to the Bay Trail.  | State Highway 101        | 4        | \$8,185,000    |
| Interstate 580 Trail Undercrossing  | Dublin/Pleasanton  | Construct a concrete trail undercrossing that will connect Dublin and Pleasanton along the Alamo Canal under Interstate 580 and the BART railway. The entire project will be 713-feet in length.   | Interstate 580           | 4        | \$1,020,000    |
| State Park Road Bike/Pedestrian Bridge and Path                             | Benicia  | Bike/Ped bridge that will create a connection for the major residential areas of Benicia and Vallejo to Benicia State Recreation Area  | an overcrossing of I-780 | 4        | \$4,395,000    |
| Drainage improvements to facilitate pedestrian access to Cold Spring School | East Valley Road and Cold Springs Road   | Improve drainage so that kids can walk along the highway and do not have to wade through puddles   | Hwy 192 in Santa Barbara | 5        | \$200,000      |

| <b>Name of Project</b>                               | <b>Location of Project</b>  | <b>Brief Description of Project</b>   | <b>State Highway</b> | <b>District</b> | <b>Estimated Cost</b> |
|--|---|---|----------------------|-----------------|-----------------------|
| Safe Hiking & Biking on Hwy 227                      | Hwy 227, Arroyo Grande to San Luis Obispo   | Multi-use safe path for hikers, bicyclist on Hwy 227.   | Hwy 227              | 5               | \$350,000             |
| Bob Jones Trail                                      | Hwy 101, San Luis Obispo City to Avila Beach  | Need to complete the middle section that connects from San Luis Obispo to Avila Beach up to a Class 2 Trail. San Luis Obispo City section is complete, but ends. Avila Beach has a 1.5 mile section completed and has been in use for years. This is a very popular use multi use trail.  | Hwy 101              | 5               | \$650,000             |
| Safe Routes to School Sidewalk Gap Closure on SR 137 | North side of SR 137 (Tulare Ave.), west of Hwy. 99, where it passes through downtown Tulare. | Approximately 1,900 LF section of missing sidewalk and ADA-compliant curb ramps directly across from Wilson Elementary and Tulare Union High School on the north side of SR 137. SR 137 is part of the walking route to school for students at these two schools.   | SR 137               | 6               | \$110,000             |
| Oakhurst River Parkway                               | Eastern Madera County   | The trail currently connects four schools, library, community park, several churches, Boys & Girls Club with the town of Oakhurst. There are four pedestrian bridges that cross the Fresno River, Oak Creek and China Creek. We have used many partners and grants to develop the Parkway trail. We are an unincorporated town but Madera County Board of Supervisors has supported our Grant request. Although the trail is used extensively by the community to not have to walk on the road ways, improvements would increase the use even more. Lighting is needed in some areas to improve the safety of using the trail at night. Hwy 41 is the Southern route into Yosemite National Park. | Hwy 41               | 6               | \$50,000              |

| Name of Project  | Location of Project   | Brief Description of Project  | State Highway   | District | Estimated Cost |
|--|---|---|---|----------|----------------|
| Arroyo Seco Greenway Project                                   | Along the Arroyo Seco river and the Pasadena Freeway near downtown Los Angeles  | This project, when complete, will connect Pasadena and the San Gabriel Valley to downtown Los Angeles through a bikeway along the Arroyo Seco River. While the bikeway will travel next to a beautiful stream and have recreational benefits, it is primarily for commuting and congestion relief. The first phase now being planned, the Confluence Gateway, will connect with the Los Angeles River Bike Trail and extend to the Gold Line transit station at Avenue 26 and to Pasadena Avenue. Future phases will go 12 miles to Pasadena and connect to downtown LA.  | immediately adjacent to the Arroyo Seco Parkway, aka the Pasadena Freeway, CA-110 | 7        | \$12,000,000   |
| City Project #06-03 Gene Autry Trail Gateway Landscape Project | Corner of Gene Autry and Vista Chino, Palm Springs CA   | Landscape, Trail, and Gateway signage for a vacant parcel to create a new passive park. This project will provide off street trail connection from neighborhoods to schools, and a 1.72 acre passive park landscaped with water efficient and/or native desert plants and state of the art drip irrigation.   | State Highway 111   | 8        | \$2,220,000    |
| Wardlow Wash Trail Environmental Assessment                    | The Wardlow Wash area is located at the western edge of urban Corona south of the junction of State Highways 91 and 71. | The trail will include a mixture of Class I, II and III bicycle lanes, pedestrian access and a portion will be accessible for equestrian use. Caltrans TE funds would be used to complete the next phase in the planning process, which is to complete the Environmental Assessment. Major trail linkages include access to the Prado Dam, the Santa Ana River Trail (SART), and the Chino Hills State Park. The trail system will also connect to the Foothill Parkway Extension, which would extend access from the 15 Freeway to the SR-91 and the Santa Ana River Trail. The Wardlow Wash will be the only venue for Corona residents to connect to the SART south of the 91 Freeway. This trail system will also link users to the West Corona Metrolink rail station. | The project is located near the 91 and 71 State Highway System                    | 8        | \$164,000      |
| California Route 66 Marathon® Project                          | Route 66 Corridor within San Bernardino County's East and West Valley,  | Entails Clean and Green/Healthy Lifestyles into its development, and will incorporate bike paths, bike stations, and safe pedestrian paths along the route.   | Route 66  | 8        | \$6,125,000    |

| Name of Project                                     | Location of Project  | Brief Description of Project  | State Highway   | District | Estimated Cost |
|---|--|---|-----------------|----------|----------------|
| Mission Valley Link Under State Route 163           | Mission Valley Link Under State Route 163 San Diego  | This project will connect the bike paths on either side of State Route 163 on the north side of the San Diego River, which will provide a badly needed connection between Fashion Valley and Hazard Center for non-motorized users. The project is currently 70% designed and permitted, and was fully funded by the San Diego River Conservancy and the State Coastal Conservancy until the State bond funding freeze. It will need \$1.4 million for construction to break ground late summer 2009. Other funds in the project include \$400,000 in federal transportation dollars. | State Route 163 | 11       | \$1,400,000    |
| Ash Street Bicycle Path Undercrossing at Highway 78 | Along Highway 78 in the City of Escondido at the Ash Street/Highway 78 Bridge where it crosses the Escondido Creek Flood Control Channel, between Washington Avenue on the north and East Valley Parkway on the south. | Class I bicycle path undercrossing at Highway 78. This would allow a grade separated crossing of this busy highway and allow the convenient, safe and uninterrupted continuation of the existing Class I bicycle path. The existing bike path is a regional link that runs east to west through the entire City of Escondido and links directly to the Escondido Transit Center, Sprinter light-rail line and Escondido to Oceanside rail trail, which also is a regional bicycle and commuter link.  | State Route 78  | 11       | \$2,044,406    |



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May 4, 2009

Metropolitan Transportation Commission  
101 Eighth Street  
Oakland, CA 94607

Attention: The Honorable Scott Haggerty, Chair

Subject: Request for \$2.1 million in Regional American Recovery and Reinvestment Act (ARRA) Transportation Enhancement (TE) funds for the Belmont Bicycle and Pedestrian Bridge at Ralston and US 101

Dear Chairman Haggerty;

The City/ County Association of Governments of San Mateo County (C/CAG) is the Congestion Management Agency for San Mateo County and is responsible for programming the San Mateo County discretionary State and Federal Transportation funds and coordinating these with the Local Sales Tax Measure Strategic Plan. As part of this effort, C/CAG has previously invested Transportation Development Act (TDA) Article 3 funds for design of a Bicycle and Pedestrian Bridge over US 101 at Ralston. Design for this project has already been completed.

It is requested that MTC program \$2.1million in Regional American Recovery and Reinvestment Act (ARRA) Transportation Enhancement (TE) funds for construction to this project. The basis for this request is as follows:

- 1- The project is ready for construction. A detailed investigation by C/CAG and CALTRANS key staff has determined that the project is ready and could obligate the funds within 60 days.
- 2- The funding will be leveraged with other Federal, State and Local Funds. Approximately \$6.01 million in other funds for construction including State TE funds.
- 3- The project addresses the critical need to allow bicycles and pedestrians to safely cross US 101.
- 4- The project has been supported by the C/CAG Bicycle and Pedestrian Advisory Committee and other Bicycle Groups.
- 5- The project is included in the Regional Transportation Plan.

This is a major Bicycle and Pedestrian Project in San Mateo County with broad support. Your consideration of this matter is appreciated. If there are any questions please contact Richard Napier at 650-599-1420.

**ITEM 8.12**

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas M. Kasten", with a long horizontal flourish extending to the right.

Thomas M. Kasten  
Chair  
City/ County Association of Governments

cc:           Programming and Allocations Committee  
              Sue Lempert - MTC Representative  
              Adrienne Tissier - MTC Representative



# 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*

### BOARD MEETING NOTICE

#### ADDENDUM

Meeting No. 213

- DATE:** Thursday, May 14, 2009
- TIME:** 7:00 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>

\*\*\*\*\*

The following has been added to the consent agenda.

- 4.13 Review and approval of Resolution 09-32 authorizing the Executive Director or his/her duly authorized representative to execute Master Agreements, Program Supplements, Fund Exchange Agreements, and/or Fund Transfer Agreements and other forms with the California Department of Transportation.