

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. 198

- DATE:** Thursday, February 14, 2008
- 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

- 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 Review and approval of Resolutions of appreciation.
- 3.1.1 Review and approval of Resolution 08-01 expressing appreciation to Beth Liu for her dedicated service to C/CAG. ACTION p. 1
- 3.2 Presentations.
- 3.2.1 Presentation of Resolution 07-31 expressing appreciation to Marc Hershman for his dedicated service to C/CAG on the Board of Directors, Bicycle and Pedestrian Advisory Committee, and Legislative Committee.
- 3.2.2 Presentation expressing appreciation to Beth Liu for her dedicated service to C/CAG.
- 3.3 Announcements.

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. 197 dated December 13, 2007. ACTION p. 5
- 4.2 Review and approval of the REVISED 2008 State Transportation Improvement Program (STIP) for San Mateo County. ACTION p. 11
- 4.3 Review and approval of Resolution 08-05 Establishing a C/CAG Records Retention Policy. ACTION p. 13
- 4.4 Report on C/CAG appointment responsibilities. INFORMATION p. 17
- 4.5 Review and approval of C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2007. ACTION p. 19
- 4.6 Review and approval of AB 1546 Fund Financial Statements (Audit) for the Year Ended June 30, 2007. ACTION p. 31
- 4.7 Review and Approval of Resolution 08-03 Authorizing the C/CAG Chair to Execute an Agreement Between the City/County Association of Governments (C/CAG) and Steve Spindler Cartography (Bikemap.com) for the San Mateo County Bicycle Transportation Map for an Amount Not to Exceed \$35,000. ACTION p. 37
- 4.8 Review and approval of Resolution 08-04 authorizing the C/CAG Chair to execute an amendment to the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the 2007/2008 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County to increase the Funding Agreement by \$41,000 bringing the total contract amount to \$1,078,099. ACTION p. 51
- 4.9 Review and accept the Quarterly Investment Report as of December 31, 2007. ACTION p. 65

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

5.0 REGULAR AGENDA

- 5.1 Review and approval of C/CAG Legislative priorities, positions and Legislative update. ACTION
(A position may be taken on any legislation, including legislation not previously identified.)
- 5.1.1 Legislative Priorities - Update on the Reauthorization of AB 1546. p. 71
- 5.1.2 Proposition 99 and Proposition 98 on the June 2008 Ballot - Eminent Domain Initiatives. p. 81

- 5.2 Update on the Traffic Incident Management - Alternative Route Plan and San Mateo County Smart Corridors projects. INFORMATION p. 97
- 5.2.1 Review and approval of the Traffic Light Synchronization Program (TLSP) application for two Smart Corridor Projects for \$10M. ACTION p. 99
- 5.2.2 Review and approval of Resolution 08-02 authorizing the C/CAG Chair to execute an amendment to the agreement between the City/County Association of Governments (C/CAG) and Kimley-Horn for the Incident Management - Alternative Route Plan in an amount of \$321,000 for the development of a Project Approval/Environmental Documentation (PA/ED) for the San Mateo County Smart Corridors Project. ACTION p. 107
- 5.3 Review and approval of the attendance reports for C/CAG Board and Committees. ACTION p. 119
- 5.4 Review and approval of appointments to C/CAG committees.
- 5.4.1 Review and approval of appointments to the Legislative Committee. ACTION p. 129
- 5.4.2 Review and approval of appointment to the Bicycle and Pedestrian Advisory Committee (BPAC). ACTION p. 137
- 5.4.3 Consideration/Approval of Appointment of Two C/CAG Board Members to Serve on a Project Advisory Committee (PAC) to Assist C/CAG Staff and the Project Consultant Team in the Preparation of an Update of the Comprehensive Airport Land Use Compatibility Plan (CLUP) for the Environs of San Francisco International Airport. ACTION p. 141
- 5.5 Review and approval of a list of projects for initial submittal to the Metropolitan Transportation Commission (MTC) for consideration in the Regional Transportation Plan (RTP) update and authorize the Executive Director to work with project sponsors on project details. ACTION p. 145
- 5.6 Presentation on C/CAG and Partnerships accomplishments. ACTION p. 155
- 5.7 Nominations for C/CAG Chair and Vice Chair (2) for the March Election of Officers. ACTION p. 169
- 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 or download a copy from C/CAG's website – www.ccag.ca.gov.

- 8.1 Letter from Richard Napier, C/CAG Executive Director, to Henry Gardner, ABAG Executive Director, dated 01/09/08. Re: Regional Housing Needs Allocation - San Mateo County Sub-region Final Allocation. p. 175
- 8.2 Letter from Dave Carbone, ALUC Staff, to San Mateo County Planning Directors, dated 01/22/08. Re: Request for Copies of Local Planning Documents and Regulations to Assist in the Preparation of an Update of the Comprehensive Airport Land Use Compatibility Plan (CLUP) for the Environs of San Francisco International Airport. p. 177
- 8.3 Letter from Deborah C. Gordon, C/CAG Board Chair, to C/CAG Board, dated 1/15/08. Re: Elected Official Testimony Needed at March 11 Public Hearing on Proposed Municipal Regional Stormwater Permit. p. 181
- 8.4 Mark Duino's Celebration of Life memorial will be on June 8, 2008. p. 183

9.0 MEMBER COMMUNICATIONS

10.0 ADJOURN

Next scheduled meeting: March 13, 2008 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.

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

- February 6, 2008 2020 Peninsula Gateway Corridor Study TAC – 2:00 p.m.
- February 13, 2008 2020 Peninsula Gateway Corridor Study PAC – 4:00 p.m.
- February 14, 2008 Legislative Committee – SamTrans 2nd Floor Auditorium – 6:00 p.m.
- February 14, 2008 C/CAG Board – SamTrans 2nd Floor Auditorium – 7:00 p.m.
- February 19, 2008 NPDES Technical Advisory Committee – TBD – 10:00 a.m.
- February 21, 2008 CMP Technical Advisory Committee – SamTrans 2nd Floor Auditorium – 1:15 p.m.
- February 25, 2008 CMEQ Committee – San Mateo City Hall – Conference Room C – 3:00 p.m.
- February 28, 2008 Airport Land Use Commission - Millbrae City Hall - Council Chambers – 4:00 P.M.
- February 28, 2008 Bikeways and Pedestrian Advisory Committee - San Mateo City Hall - 4:00 p.m.
Conference Room C - 7:30 p.m.
- March 3, 2008 Administrators' Advisory Committee -- 555 County Center, 5th Fl, Redwood City – Noon

C/CAG AGENDA REPORT

Date: February 14, 2008
TO: C/CAG Board of Directors
From: Richard Napier, Executive Director - C/CAG
Subject: Review and approval of Resolution 08-01 expressing appreciation to Beth Liu for her dedicated service to C/CAG

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

Recommendation:

Review and approval of Resolution 08-01 expressing appreciation to Beth Liu for her dedicated service to C/CAG-in accordance with the staff recommendation.

Fiscal Impact:

None.

Source of Funds:

Not applicable.

Background/Discussion:

Beth Liu worked as the Financial Services Manager for the City of San Carlos for over 20 years and as the C/CAG financial agent from 1992-2008. In January Beth Liu retired from the City of San Carlos. Beth Liu worked closely with the C/CAG Executive Director and staff to successfully manage C/CAG's finances such that there were no negative findings in the annual financial audits. Beth Liu was very professional, helpful, and an asset to C/CAG.

Staff requests that the Board adopt a resolution recognizing Beth Liu's service to C/CAG and wishing here well in her retirement.

Attachments:

None

Alternatives:

- 1- Review and approval of Resolution 08-01 expressing appreciation to Beth Liu for her dedicated service to C/CAG in accordance with the staff recommendation.
- 2- Review and approval of Resolution 08-01 expressing appreciation to Beth Liu for her dedicated service to C/CAG in accordance with the staff recommendation with modifications.
- 3- No action.

ITEM 3.1.1

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
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RESOLUTION 08-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF
SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO
BETH LIU**

FOR HER DEDICATED SERVICE TO C/CAG

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

Whereas, Beth Liu has served as Financial Services Manager for the City of San Carlos; and,

Whereas, Beth Liu in that capacity served the C/CAG Board of Directors, as financial agent, from 1992-2008; and,

Whereas, Beth Liu managed C/CAG's finances such that there were no negative findings in the annual financial audits; and,

Whereas, Beth Liu worked closely with the C/CAG Executive Director and staff to successfully manage C/CAG's finances; and,

Whereas, Beth Liu was very professional, helpful, and an asset to C/CAG;

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

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF FEBRUARY, 2008.

Deborah C. Gordon, Chair

C/CAG

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Meeting No. 197
December 13, 2007

1.0 CALL TO ORDER/ROLL CALL

Chair Gordon called the meeting to order at 7:00 p.m. Roll call was taken.

Sepi Richardson - Brisbane
Rosalie O'Mahony - Burlingame, San Mateo County Transportation Authority
Larry Formalejo - Colma
Sal Torres - Daly City
Patricia Foster - East Palo Alto (7:30)
Linda Koelling - Foster City
Naomi Patridge - Half Moon Bay
Kelly Ferguson - Menlo Park
Gina Papan - Millbrae (7:05)
Jim Vreeland - Pacifica (7:10)
Irene O'Connell - San Bruno
Carole Groom - San Mateo
Rose Jacobs-Gibson - County of San Mateo
Karyl Matsumoto - South San Francisco, San Mateo County Transit District
Deborah Gordon - Woodside

Absent:

Atherton
Belmont
Hillsborough
Portola Valley
Redwood City
San Carlos

Others:

Richard Napier, Executive Director - C/CAG
Sandy Wong, Deputy Director - C/CAG
Nancy Blair, Administrative Assistant - C/CAG
Miruni Soosaipillai, C/CAG - Legal Counsel
Tom Madalena, C/CAG Staff
John Hoang, C/CAG Staff
Diana Shu, C/CAG Staff
Matt Fabry, C/CAG Staff
Brian Lee, San Mateo County - Public Works
Honorable Ira Ruskin, California Assembly
Joe La Mariana, San Mateo County - Public Works

ITEM 4.1

Kim Springer, San Mateo County - Public Works
Jim Bigelow, Redwood City/San Mateo County Chamber, CMEQ Member
Tom Davids, City of San Carlos
Marc Hershman, City of Millbrae
Brian Moura, City of San Carlos
Jerry Grace, Oakland

3.0 RESOLUTIONS OF APPRECIATION / PRESENTATIONS/ ANNOUNCEMENTS

3.1 Review and approval of Resolutions of appreciation. APPROVED

Board Member Richardson MOVED approval of Item 3.1. Board Member Koelling SECONDED.
MOTION CARRIED 14-0

- 3.1.1 Review and approval of Resolution 07-53 expressing appreciation to Honorable Ira Ruskin for sponsoring and obtaining legislative approval of AB 468 Abandoned Vehicle Abatement Program.
- 3.1.2 Review and approval of Resolution 07-31 expressing appreciation to Marc Hershman for his dedicated service to C/CAG on the Board of Directors and Bicycle and Pedestrian Advisory Committee.
- 3.1.3 Review and approval of Resolution 07-54 expressing appreciation to Linda Larson for her dedicated service to C/CAG on the Congestion Management and Environmental Quality Committee.
- 3.1.4 Review and approval of Resolution 07-55 expressing appreciation to Tom Davids for his dedicated service to C/CAG on the Congestion Management and Environmental Quality Committee.
- 3.1.5 Review and approval of Resolution 07-56 expressing appreciation to Phil Mathewson for his dedicated service to the C/CAG Board of Directors.

3.2 Presentations.

3.2.1 Presentation of award of appreciation to Honorable Ira Ruskin for AB 468.

3.2.2 Presentation of awards of appreciation.

3.3 Announcements.

4.0 CONSENT AGENDA

Board Member O'Mahony MOVED approval of Consent Items 4.1, 4.2, 4.3, 4.5, 4.6, 4.8, 4.9, 4.10, 4.12, and 4.13. Board Member Mathewson SECONDED. **MOTION CARRIED** 14-0.

4.1 Review and approval of the Minutes of Regular Business Meeting No. 196 dated November 8, 2007. APPROVED

4.2 Review and approval of Resolution 07-46 authorizing the C/CAG Chair to Execute an eighteen-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 \$90,000. APPROVED

- 4.3 Review and approval of Resolution 07-49 approving the Call for Projects for the San Mateo Countywide Water Pollution Prevention Program's Sustainable, Green Streets and Parking Lots Grant Program. APPROVED
- 4.5 Review and approval of Resolution 07-44 authorizing the filing of an application for \$269,000 Federal Surface Transportation Program (STP) and/or Congestion Mitigation and Air Quality Improvement (CMAQ) funding for Ramp Metering study. APPROVED
- 4.6 Review and approval of Resolution 07-48 for C/CAG to co-sponsor the Grand Boulevard Initiative which is consistent with the adopted El Camino Real Incentive Program. APPROVED
- 4.8 Review and approval of Resolution 07-60 authorizing implementation management of the Parks for the Future Measure if approved by the voters. APPROVED
- 4.9 Review and approval of Resolution 07-51 authorizing the C/CAG Chair to execute an amendment to the agreement with Kimley Horne and Associates for 2020 Gateway Study professional services for an additional \$40,700 for a total of \$ 589,700. APPROVED
- 4.10 Review and approval of Resolution 07-57 authorizing the C/CAG Chair to execute an agreement with Towne Ford for regular service and maintenance of the Ford Hydrogen Shuttle to \$10,000. APPROVED
- 4.12 Review and approval of Resolution 07-58 authorizing the C/CAG Chair to execute the AB 1546 Intelligent Transportation System funding agreements (11) for a total of \$1,244,000. APPROVED
- 4.13 Review and approval of Resolution 07-59 authorizing the C/CAG Executive Director to negotiate a Scope of Work for a study to turn on the northbound on-ramp meters along I-280 and further authorize the C/CAG Chair to execute an Amendment to the funding agreement with Fehr & Peers Associates to incorporate said Scope of Work for an additional amount not to exceed \$200,000, to a new maximum total contract amount not to exceed \$417,390. APPROVED

Items 4.4, 4.7, and 4.11 were removed from the Consent Calendar.

- 4.4 Review and approval of Resolution 07-47 authorizing the filing of an application for \$10,000,000 in funding from the 2008 Regional Transportation Improvement Program (RTIP) for the San Mateo County Smart Corridor project. APPROVED

Correction is to be made in the Resolution, there is a typo.

Board Member O'Mahony MOVED to approve Item 4.4. Board Member Torres SECONDED.
MOTION CARRIED 14-0.

- 4.7 Review and approval of \$2,000 to the City of Redwood City for a Grand Boulevard (El Camino Real Corridor) Focused Workshop. APPROVED

Board Member Koelling questioned why the workshops are being held at the Little Fox Theatre instead of a public facility. Executive Director Napier said he would look into this and get back to the Board.

Board Member Koelling MOVED to approve Item 4.4. Board Member O'Connell SECONDED.
MOTION CARRIED 14-0.

- A vehicle license was secured for the shuttle.
- Shuttle drivers received training and security clearance at SCVTA.
- The shuttle's performance on test-runs was good.
- The shuttle began its scheduled run from East Palo Alto to the Caltrain Station on 12/03/07.
- A kick off event is being planned for early 2008.

Board Member Ferguson MOVED to approve Item 4.11. Board Member Torres SECONDED.
MOTION CARRIED 14-0.

5.0 REGULAR AGENDA

5.1 Review and approval of C/CAG Legislative priorities, positions and Legislative update. APPROVED
(A position may be taken on any legislation, including legislation not previously identified.)

In response to a state budget deficit of \$14 billion, the Legislative Committee recommends the original list of priorities, provided by C/CAG staff, be slightly modified as follows:

- Priority #1 - Protect against the diversion of local revenues including the protection of redevelopment funds and programs.
- Priority #2 - Protect against increased local costs resulting from State action without 100% State reimbursement for the added costs.
- Priority #3 - Secure stable funding to pay for increased NPDES mandates.
- Priority #4 - Support lowering the 2/3rd super majority vote for local special purpose taxes
- Priority #5 - Encourage the State to protect transportation funding
- Priority #6 - Advocate for revenue solutions to address State budget issues that are also beneficial to Cities/ Counties

Board Member Jacobs-Gibson MOVED to approve the Legislative priorities. Board Member Koelling SECONDED. **MOTION CARRIED 15-0.**

The Legislative Committee made an addition to the agenda, recommending the Board vote to oppose Proposition 91 on the 2/08/08 ballot. Proposition 91 is posted on the voter information website, if passed this could have a significant impact on the availability of funds for Proposition 1A, which is the Transportation Improvement Fund. When 1A and 91 are compared, there are certain limitations to when the Governor can take funds for emergency purposes. Proposition 91 gives the Governor more leeway than Proposition 1A. The Legislative Committee, staff, and the original authors of Proposition 91 are urging the voters to vote No on Proposition 91.

Board Member Jacobs-Gibson MOVED to approve the Legislative priorities. Board Member Vreeland SECONDED. **MOTION CARRIED 15-0**

- 5.2 Review and approval of Resolution 07-52 authorizing the C/CAG Chair to execute an agreement for State Legislative Advocacy professional services for a maximum amount of \$76,000.
(The Legislative Committee will make a recommendation.) APPROVED

11/02/07 staff sent out Requests for Proposals to six potential lobbyists. In response staff received two letters of decline, three no responses, and one proposal from the incumbent lobbyist, Advocation. Based on an interview given by a subcommittee, composed of members of the Legislative Committee, the Legislative Committee recommends approval of Advocation to be C/CAG's State Legislative Advocacy.

Board Member Torres MOVED to approve Advocation as C/CAG's lobbyist in Sacramento. Board Member Vreeland SECONDED. **MOTION CARRIED** 15-0.

- 5.5 Review and approval of Resolution 07-61 to establish a Government Energy Baseline Incentive Program for a not to exceed of \$273,000. APPROVED

Board Member O'Mahony MOVED to move Item 5.5 before item 5.3 and 5.4. Board Member Groom SECONDED. **MOTION CARRIED** 15-0.

The most cost effective manner to get an energy baseline for the cities and County is for the Utilities and Sustainability Task Force (USTF) to work with Joint Venture Silicon Valley Network and ICLEI Local Governments for Sustainability who have established a group cost for doing a government energy inventory that will help identify opportunities to save energy.

Board Member Jacobs-Gibson MOVED approval of Item 5.5.. Board Member Papan SECONDED. **MOTION CARRIED** 15-0.

- 5.3 Review and approval of Resolution 07-50 authorizing the C/CAG Chair to execute the interagency agreement between the Metropolitan Transportation Commission (MTC) and C/CAG for Transportation Planning, Programming, and Transportation/Land Use Coordination for FY 2007/08 and FY 2008/09 in an amount not to exceed \$1,090,000. APPROVED

Execution of the interagency agreement between MTC and C/CAG will allow C/CAG to receive up to \$1,090,000 for congestion management planning and programming, and transportation-land use coordination for Fiscal Years 07-08 and 08-09.

Board Member Torres MOVED to approve Item 5.3. Board Member Groom SECONDED. **MOTION CARRIED** 15-0.

- 5.4 Review and approval of a Board position requesting that the Metropolitan Transportation Commission (MTC) to include local discretionary funding in the update of the Regional Transportation Plan (RTP) - *Transportation 2035*. APPROVED

With the flexibility of County discretion, C/CAG will be able to determine the best mix of investments in the various modes of transportation in San Mateo County.

Board Member O'Connell MOVED to approve Item 5.4. Board Member Formalejo SECONDED. **MOTION CARRIED** 15-0.

6.0 COMMITTEE REPORTS

6.1 Committee Reports (oral reports).

None.

6.2 Chairperson's Report.

None.

7.0 EXECUTIVE DIRECTOR'S REPORT

A flyer was distributed regarding Housing Finance Day. This is a significant Public Hearing where the Sub-RHNA Policy Committee (PAC) will be doing the final adoption of the Resolutions from all the agencies.

The California Transportation Commission (CTC) will be holding their meeting in San Mateo County on February 13 and 14, 2008.

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 or download a copy from C/CAG's website – www.ccag.ca.gov.

8.1 Letters from Deborah C. Gordon, Chair, C/CAG to:

Honorable Arnold Schwarzenegger, Governor of California
Honorable Leland Yee, State Senate District 8
Honorable Gene Mullin, State Assembly District 19
Honorable Fiona Ma, State Assembly District 12
Honorable Ira Ruskin, State Assembly 21st District
Honorable Joseph Simitian, State Senate District 11
Ms. Leslie McGill, Association Executive Director, California Police Chiefs Association
Honorable Pedro Nava, Chair of the Assembly Transportation Committee
Honorable Alan Lowenthal, Chair of the Senate Housing & Transportation Committee
Honorable Mark Leno, Chair of the Assembly Appropriations Committee
Captain Scott Howland, California Highway Patrol
Ms. Carrie Cornwell, Chief Consultant Senate Transportation & Housing Committee
Mr. Steve Archibald, Principal Consultant Assembly Appropriations Committee
Ms. Janet Dawson, Chief Consultant Assembly Transportation

dated 11/02/07. Re: Thank-you letters for support of AB 468 – Abandoned Vehicle Abatement.p. 249

8.2 Letters from Deborah C. Gordon, Chair, C/CAG to:

Honorable Leland Yee, State Senate District 8
Honorable Gene Mullin, State Assembly District 19
Honorable Fiona Ma, State Assembly District 12
Honorable Ira Ruskin, State Assembly 21st District
Honorable Joseph Simitian, State Senate District 11

dated 11/02/07. Re: Thank-you letters for support of SB 613 - \$4 Motor Vehicle Fee.

- 8.3 Letters from Richard Napier, Executive Director C/CAG, to:
City Managers/ County Manager
Chamber of Commerce (San Mateo County)
Mike Scanlon, SanTrans
Art Pulaski, Central Labor Council
Lennie Roberts, Committee for Green Foothills
Randall Smith, Oracle Corporation
Carl Guardino, SVMG
Dan Cruvey, SAMCEDA
dated 11/15/07. Re: Appreciation for Support of SB 613 - \$4 Motor Vehicle Fee in San Mateo County.
- 8.4 Letter from Richard Napier, Executive Director C/CAG, to Mark Johnson, Associate Director, Jacobs Consultancy, dated 11/19/07. Re: Authorization to use Clarion Associates as a Subcontractor to Jacobs Consultancy to assist in the preparation of a Comprehensive Airport Land Use Compatibility Plan Section 160 Compatibility Plan for the Environs of San Francisco International Airport.
- 8.5 Letter from Richard Napier, Executive Director C/CAG, to Mark Johnson, Associate Director, Jacobs Consultancy, dated 11/19/07. Re: Notice to Proceed (NTP) on the preparation of a Comprehensive Airport Land Use Compatibility Plan/Section 160 Compatibility Plan for the Environs of San Francisco International Airport.

9.0 MEMBER COMMUNICATIONS

Mark Duino passed away on Sunday, December 9, 2007. Mark was one of the C/CAG staff, who worked in the Planning and Building Department for the County of San Mateo for 30 years. He worked on the Transit Oriented Development Incentive Program, Countywide Transportation Plan, BART Station Area Plan, Zoning Ordinances, and Housing Elements and helped shape Measure A for San Mateo County.

10.0 ADJOURN

Meeting adjourned at 8:40 p.m. in memory of Mark Duino.

C/CAG AGENDA REPORT

Date: February 14, 2008
To: C/CAG Board of Directors
From: Richard Napier, Executive Director
Subject: Review and approval of the REVISED 2008 State Transportation Improvement Program (STIP) for San Mateo County

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

RECOMMENDATION

That the C/CAG Board review and approve the updated 2008 State Transportation Improvement Program (STIP) for San Mateo County.

FISCAL IMPACT

None to the direct C/CAG budget.

SOURCE OF FUNDS

The 2008 State Transportation Improvement Program (STIP) fund will come from the State and Federal fund sources.

BACKGROUND/DISCUSSION

On November 8, 2007, the C/CAG Board approved the 2008 State Transportation Improvement Program (STIP) for San Mateo County and authorized the C/CAG Executive Director to negotiate with the Metropolitan Transportation Commission (MTC) and California Transportation Commission (CTC) to make minor modifications as necessary.

Subsequently, in consultation with staff from San Mateo County Transportation Authority (SMCTA), MTC, and Caltrans, it was agreed that the following changes be made:

- \$4.606M be moved from “Aux lanes from Sierra Point to SF County line” to “Aux lanes SCL County Line to Marsh Road”. The reason for this is because the “Aux lanes from Sierra Point to SF County line” project does not have an approved Project Study Report, a prerequisite for a project to be programmed in the STIP.
- \$5M for the “Smart Corridor Segment 2” be advanced from FY 2010/11 to FY 2009/10. It is to align with the schedule of the anticipated grant fund from the Traffic Light Synchronization Program (TLSP), another proposed fund source for this project.

In the next few months, California Transportation Commission (CTC) staff will review statewide STIP proposals and may recommend further changes to the San Mateo County proposal prior to final adoption by the Commission in May 2008. Any proposed future change will be presented to the C/CAG Board for approval.

ATTACHMENT

- (Updated) Summary of 2008 STIP for San Mateo County

ITEM 4.2

(Updated) SUMMARY of 2008 STIP FOR SAN MATEO COUNTY

Does Not Include STIP Interregional Share Funding (See Separate Listing)
(\$1,000's)

San Mateo

Agency	Rte	PPNO	Project	Total	Project Totals by Fiscal Year							
					Prior	06-07	07-08	08-09	09-10	10-11	11-12	12-13
Prior Commitments (Not Part of RTIP Target)												
Caltrans	101	658B	Aux lanes-SCL Co. line to Marsh Rd	14,221		5,200	9,021					
Caltrans	101	690A	Willow Rd interchange reconstruction									
Caltrans	101	669B	SR 92 Slow Vehicle Lane Improvements	7,759						7,759		
Caltrans	101	669B	SR 92 Slow Vehicle Lane Improvements	4,781						4,781		
Caltrans	82	645C	Menlo Park-Millbrae, interconnect signals, phase 1	739		739						
Caltrans	1	632C	SR 1 Calera Parkway - Pacifica	6,900					6,900			
SMCTA	92	225G	SR 92 Widening - Curve Correction									
SM C/CAG	VAR	2140E	Countywide ITS Project	1,977							1,977	
MTC		2140	Planning, programming, and monitoring	240		60	60	60	60			
SM C/CAG		2140A	Planning, programming, and monitoring	1,847		467	460	460	460			
JPB			CalTrain South SF Station and Access Improvements	19,203				19,203				
BART			Daly City BART Station Improvements	900		900						
			Total:	58,567		7,366	28,744	7,420	15,037			
2008 STIP (Highway)												
Caltrans	101	658B	Aux lanes-SCL Co. line to Marsh Rd							4,606		
Caltrans	82	645C	Menlo Park-Millbrae, interconnect signals (move out 1-yr +5%)	5,485					5,485			
Caltrans	101	690A	Willow Rd interchange reconstruction (move out 3-yr + escalate, add PS&E)	30,550					8,000		22,550	
SMCTA	92	225G	SR 92 Widening - Curve Correction (move out 1-year)	5,629							5,629	
Caltrans	101	New	Aux lanes from Sierra Point to SF Co. Line	4,606			4,000	3,606				
SM C/CAG	VAR	New	Smart Corridor Segment 1	5,000			5,000					
SM C/CAG	VAR	New	Smart Corridor Segment 2	5,000				5,000				
MTC		2140	Planning, programming, and monitoring (02S-87)	120							60	60
SM C/CAG		2140A	Planning, programming, and monitoring (02S-87)	1,380							690	690
			Total Highway (Non-PTA) Proposed for Programming in 2008 STIP	57,770	0	0	0	6,000	22,091	5,000	28,929	750
			Total PTA-eligible Proposed for Programming in 08 STIP	0								

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C/CAG AGENDA REPORT

Date: February 14, 2008
To: C/CAG Board of Directors
From: Richard Napier, Executive Director
Subject: Review and approval of Resolution 08-05 Establishing a C/CAG Records Retention Policy

(For further information please contact Richard Napier at 650-599-1406)

RECOMMENDATION

Review and approval of Resolution 08-05 establishing a C/CAG Records Retention Policy in accordance with the staff recommendation.

FISCAL IMPACT

There will be no fiscal impact.

SOURCE OF FUNDS

Not applicable

BACKGROUND/DISCUSSION

It is impractical to retain all records and supporting materials indefinitely; therefore, it is requested that the C/CAG Board adopt a retention policy. The basic concept of the retention policy is as follows.

- 1- All records and supporting material key to the function of C/CAG must be retained for five years.
- 2- The following records must be maintained indefinitely: C/CAG Meeting Original Board Packet, Audit, Budget, and C/CAG Resolutions.
- 3- Requires the approval of the Executive Director and C/CAG Legal Counsel in writing to destroy any records.
- 4- Electronic records may be substituted for hard copy with the approval of the Executive Director and C/CAG Legal Counsel in writing.

ATTACHMENTS

Resolution 08-05

ITEM 4.3

ALTERNATIVES

- 1- Review and approval of Resolution 08-05 establishing a C/CAG Records Retention Policy in accordance with the staff recommendation.
- 2- Review and approval of Resolution 08-05 establishing a C/CAG Records Retention Policy in accordance with the staff recommendation with modifications.
- 3- No action.

RESOLUTION 08-05

A RESOLUTION OF THE CITY/ COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) ESTABLISHING A C/CAG RECORDS RETENTION POLICY

WHEREAS, the keeping of numerous records is not necessary after a certain period of time for the effective and efficient operation of C/CAG and,

WHEREAS, the C/CAG Board provides a procedure whereby any C/CAG record, which has served its purpose and is no longer required may be destroyed, and the destruction of said records will not interfere with the services and functions of C/CAG;

WHEREAS, the records of C/CAG as set forth in Attachment A, which is incorporated herein by this reference, are hereby authorized to be destroyed in accordance with the provisions of this resolution,

SECTION 1. The records of the C/CAG as set forth in Attachment "A", which is incorporated herein by this reference, are hereby authorized to be destroyed upon the request of the Executive Director and with the consent in writing of C/CAG's Legal Counsel, without further action by the C/CAG Board of Directors.

SECTION 2. The provisions of Section 1 above do not authorize the destruction of:

- A. C/CAG Board Meeting original packet.
- B. Audit.
- C. Budget.
- D. Records necessary to meet the 3-year requirement in support funds received.
- E. C/CAG Resolutions

SECTION 3. Notwithstanding the provisions of Section 2, the duplicates of records of Section 2 that are no longer required are hereby authorized to be destroyed.

SECTION 4. The destruction of any record as provided for herein shall be by burning, shredding or other effective method of destruction.

SECTION 5. The term "records" as used herein shall include document instruments, books, microfilm or papers.

SECTION 6. Electronic records may be used in place of hard copy upon approval of the Executive Director, and with the consent in writing of C/CAG's Legal Counsel, without further action by the C/CAG Board of Directors

NOW, THEREFORE, BE IT RESOLVED that the C/CAG Board accepts the Record Retention Policy.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF FEBRUARY 2008.

Deborah C. Gordon, Chair

Attachment A

<u>Records</u>	<u>Retention Period (years)</u>
Agreement for Contractors	5
Board meeting supporting materials	5
Committee meetings	5
Payment Authorizations	5
Chron File	5
Letters	5
Tapes	2
C/CAG Board Meeting original packet	} See Section 2.
Audit.	
Budget.	
Records necessary to meet the 3-year requirement in support funds received	
C/CAG Resolutions	

C/CAG AGENDA REPORT

Date: February 14, 2008
To: C/CAG Board of Directors
From: Richard Napier, Executive Director
Subject: Report on C/CAG appointment responsibilities
(For further information please contact Nancy Blair at 650-599-1406)

RECOMMENDATION

The C/CAG Board accept the report on C/CAG appointment responsibilities.

FISCAL IMPACT

There will be no fiscal impact.

SOURCE OF FUNDS

Not applicable

BACKGROUND/DISCUSSION

The Cities or the County make their respective appointments to the C/CAG Board. The C/CAG Board is the only C/CAG function that the cities and County have appointment authority. C/CAG has a number of committees that consist of members of the public, local jurisdiction staff, and elected officials. The C/CAG Board of Directors is the body that appoints members to the C/CAG committees. Should there be a vacancy on any of the committees C/CAG staff will solicit letters of interest from interested parties. C/CAG staff will then bring the candidates that have expressed interest to the C/CAG Board of Directors for review and appointment. The Cities or County role is limited to making a request for an appointment to a C/CAG Committee. This issue arises when a member leaves the Board and was also on a C/CAG Committee. Sometimes there is an expectation that the new Board Member appointed by the Cities or County is also automatically on the Committee, which is not the case. They may apply but it will be a C/CAG Board appointment. A member may leave the Board but still be a member of a C/CAG Committee providing they still meet the appointment conditions such as elected official.

ATTACHMENTS

None

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C/CAG AGENDA REPORT

Date: February 14, 2008
TO: C/CAG Board of Directors
From: Richard Napier - C/CAG
Subject: Review and approval of the C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2007

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

Recommendation:

Review and accept the C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2007 in accordance with the staff recommendation.

Fiscal Impact:

None.

Revenue Source:

Member assessments, parcel fee, motor vehicle fee (AVA/ TFCA/ AB1546) and State/ Federal Transportation Funds.

Background/ Discussion:

An independent audit was performed on C/CAG for the year ended June 30, 2007. No issues were identified that required correction. The Management Discussion and Analysis is attached and included in the audit. The complete audit is provided in the packet separately.

Attachment:

Management Discussion and Analysis for the Basic Financial Statements (Audit) for the Year Ended June 30, 2007

C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2007 - Provided separately

Alternatives:

- 1- Review and accept the C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2007 in accordance with the staff recommendation.

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- 2- Review and accept the C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2007 in accordance with the staff recommendation with modifications.
- 3- No Action.

Management Discussion and Analysis for the Basic Financial Statements (Audit) for the
Year Ended June 30, 2007

MANAGEMENT'S DISCUSSION AND ANALYSIS

The information presented in the "Management's Discussion and Analysis" is intended to be a narrative overview of the City/County Association of Governments of San Mateo County (C/CAG) financial activities for the fiscal year ended June 30, 2007. We encourage readers to consider this information in conjunction with the accompanying financial statements, notes, supplementary and statistical information located herein.

In June 1999, the Governmental Accounting Standards Board (GASB), which sets the financial reporting rules, "Generally Accepted Accounting Principles" (GAAP) for all State and Local Governments, established a new framework for financial reporting. This new framework represents the biggest single change in the history of governmental accounting. These changes, which are collectively known as *GASB Statement #34: Basic Financial Statement – and Management's Discussion and Analysis – for State and Local Governments*, are required to be implemented by June 30, 2003.

The changes to the financial statements in the Government-wide section now provide reporting that is similar to private sector companies by showing financial statements with a "Net Assets" bottom line approach. However, government agencies are mandated to account for certain resources and activities separately, thereby necessitating a fund-by-fund financial format as shown in the Fund Financial Statements section. The presentation of these two different types of statements together in one report requires the inclusion of two reconciliations to better assist the reader.

FINANCIAL HIGHLIGHTS

- The combined C/CAG revenues were \$8,931,423 (actual) versus \$9,269,443 (budget) or \$338,020 under the budget. The decrease was due primarily to the Congestion Relief Program (under Congestion Management) cost reimbursement that did not realize during the fiscal year.
- The combined C/CAG expenditures were \$7,330,450 (actual) versus \$9,514,267 (budget) or \$2,183,817 under the budget. The decrease was due to delays in implementation of the Congestion Management (Congestion Management) and Congestion Relief Programs) and AB 1546 that reduced spending in the fiscal year due to resource limitations.
- The combined C/CAG ending fund balance was \$6,512,003 (actual). This is \$1,600,973 over the prior year. This is due mainly to the AB 1546 program's revenues exceeding expenditures (\$1,672,911). This was caused by delay in implementation of the AB 1546 Countywide Program.
- This was the second year of the AB 1546 Program that provides a \$4 motor vehicle fee for C/CAG for congestion and environmental impacts caused by motor vehicles. This program provided \$2,722,756 for the fiscal year and will expire 1/01/09 unless renewed.

PROGRAM HIGHLIGHTS

- Ramp Metering was successfully implemented on US 101 from CA 92 to the Santa Clara County line resulting in a 10-25% reduction in travel time.
- Congestion Relief Plan studies were fully underway including initial implementation in some cases. These studies include the 2020 Gateway Study, Highway 101 Ramp Metering Study (implementation), Intelligent Transportation System Study (implementation), and the Incident Management Plan.
- Annual implementation of the Congestion Management Program (Congestion Management and Congestion Relief), NPDES Water Pollution Prevention Program (WPPP), Abandoned Vehicle Abatement Program (AVA), Transportation Fund for Clear Air County (TFCA)

- Program, AB 1546 Program, TDA Article 3 Program, Airport Land Use Commission, and State Legislative Program.
- Sponsored AB 468 to modify the AVA Program code and SB 613 to extend the term of the AB 1546 Program 10 years.

FINANCIAL STATEMENT OVERVIEW

This discussion and analysis is intended to serve as an introduction to the C/CAG Annual Financial Report. The C/CAG basic financial statements are comprised of three components: 1) Government-wide Financial Statements, 2) Fund Financial Statements, and 3) Notes to the Financial Statements.

Government-wide Financial Statements: The *Government-wide Financial Statements* are designed to provide readers with a broad overview of the C/CAG finances. These statements include *all* assets and liabilities, using the full *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All revenues and expenses related to the current fiscal year are included regardless of when the funds are received or paid.

- The *Statement of Net Assets* presents all of the C/CAG assets and liabilities, with the difference reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator to determine whether the financial position of the Agency is improving or deteriorating.
- The *Statement of Activities* presents information showing how the C/CAG net assets changed during the fiscal year. All changes in net assets (revenues and expenses) are reported when the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Accordingly, revenues and expenses are reported in this statement for items that will result in cash flows in future fiscal periods (e.g., uncollected tax revenues, and accrued but unpaid interest expenses).

The services of the Agency are considered to be governmental activities including General Government and Interest Expense. All Agency activities are financed with investment income, City/ County fees, State/Federal/ Regional grants, Motor Vehicle Fees, and County discretionary State/ Federal Transportation funds. The Government-wide Financial Statements can be found on page 10-11 of this report.

Fund Financial Statements: A fund is a grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The Agency used fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the C/CAG activities are reported in governmental funds. These funds are reported using modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental Fund Financial Statements provide a detailed view of the C/CAG operations. Governmental fund information helps to determine the amount of financial resources used to finance the C/CAG programs.

We describe the differences between government-wide *governmental activities* (reported in the Statement of Net Assets and the Statement of Activities) and *governmental funds* (segregated by major fund) in a reconciliation shown on the page following each of the Fund Financial Statements (see pages 14-17) This reconciliation identifies the differences between the modified accrual accounting and the “full” accrual accounting. The major differences include recognition of accrued expenses, capital assets, and long-term debt liabilities shown in the Statement of Net Assets and Statement of Activities, which are not shown in the Fund Financial Statements.

Notes to the Financial Statements: The notes provide additional information that is essential for a full understanding of the data provided in the Government-wide and Fund Financial Statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The government-wide analysis focuses on the net assets (Table 1) and changes in net assets (Table 2) for the C/CAG governmental activities.

**Statement of Net Assets
Year Ended June 30, 2007**

Table 1

	Governmental	
	Activities	
	2006	2007
Assets		
Cash and investments (note 2)	4,815,642	7,215,747
Accounts receivable	1,666,050	1,121,150
Total Assets	6,481,692	8,336,897
Liabilities		
Accounts payable	1,570,662	1,593,526
Accrued payable	-	231,368
Total Liabilities	1,570,662	1,824,894
Net Assets		
Restricted for:		
Congestion management	690,377	782,692
NPDES	1,290,950	1,168,746
AB 1546	2,138,550	3,811,460
Air quality (BAAQMD)	202,988	119,366
Abandoned vehicle	558,759	585,897
Unrestricted	29,406	43,842
Total Net Assets	4,911,030	6,512,003

Statement of Net Assets (Table 1) Change Analysis:

Assets

Cash and investments - Increased \$2,400,105 due primarily to AB 1546 which had a net change of \$1,672,909.

Accounts receivable - Reduced \$544,900 due primarily to increased focus on getting revenues in sooner in the year, such that there are less funds outstanding at year end.

Liabilities

Normal Variations

Net Assets

AB 1546 - Increased \$1,672,910 due to a delay in implementation of the AB 1546 Countywide Projects.

Remaining categories were within the normal variations.

**Statement of Activities with
Changes in Net Assets
Year Ended June 30, 2007**

Table 2

	Governmental	
	Activities	
	2006	2007
Revenues		
Program Revenues:		
Charges for services	1,194,331	785,151
Operating grants and contributions	3,219,661	3,273,731
General Revenues:		
Abandoned vehicle program	878,473	700,726
AB 434 DMV fees	1,070,420	1,068,421
AB 1546 fees	2,711,149	2,722,755
Other general revenues	89,192	380,639
Total Revenues	9,163,226	8,931,423
Expenses		
General government	309,518	336,444
Congestion management	2,501,953	2,396,164
Air quality	1,213,598	1,161,637
NPDES stormwater	1,426,215	1,525,760
Abandoned vehicle abatement	684,755	702,783
AB 1546	602,291	1,207,662
Total Expenses	6,738,330	7,330,450
Transfers	-	-
Incr (Decr) in Net Assets	2,424,896	1,600,973
Beginning Net Assets	2,486,134	4,911,030
Ending Net Assets	4,911,030	6,512,003

Statement of Activities with Changes in Net Assets (Table 2) Change Analysis:

Revenues

Program Revenues: Charges for Service decreased \$409,180 due to timing of receipt of cost reimbursements from other government agencies.

Expenses

AB 1546 increased \$605,371 due to ramping up of the implementation of the program.

Remaining programs were within the normal variations.

C/CAG FUND FINANCIAL STATEMENTS

At year-end the C/CAG governmental funds reported combined fund balances of \$6,512,003.

C/CAG Combined Highlights

- The combined C/CAG revenues were \$8,931,423 (actual) versus 9,269,443 (budget) or \$338,020 under the budget. The decrease was due primarily to the Congestion Relief Program (under Congestion Management) cost reimbursement that did not realize during the fiscal year.
- The combined C/CAG expenditures were \$7,330,450 (actual) versus \$9,514,267 (budget) or \$2,183,817 under the budget. The decrease was due to delays in implementation of the Congestion Management (Congestion Management and Congestion Relief Programs) and AB 1546 that reduced spending in the fiscal year due to resource limitations.
- The combined C/CAG Fund ending balance was \$6,512,003 (actual). This is \$1,600,973 over the prior year. This is due mainly to the AB 1546 program's revenues exceeding expenditures (\$1,672,911). This was caused by delay in implementation of the AB 1546 Countywide Program.

General Fund

- Revenue and Expenditures were within the normal variations.
- Revenues increased \$52,510 or 23.1% due to \$24,694 increase in Investment Income and \$16,476 in Intergovernmental.
- Expenditures increased \$26,926 or 8.7% due to higher cost in professional services labor rates and increase in publications.
- Fund Balance increased \$14,436 or 49.1%.
- Interest is received into the General Fund and then proportionately allocated to each fund quarterly.
- A policy was adopted by the C/CAG Board to share certain General Fund costs with the other funds. This is shown by the Transfers in to the General Fund.
- Revenue includes member contributions of \$238,119.

Congestion Management

- Consists of Congestion Management, Street Repair Program, and Congestion Relief Program.
- Revenues decreased by \$345,422 or 12.0% due to fewer shuttles being programmed which resulted in lower cost reimbursement of \$415,180 from other government agencies.
- Expenditures decreased by \$105,789 or 4.2% due to fewer shuttles being implemented.
- Fund Balance increased \$92,316 or 13.4%.
- Revenue includes member contributions of \$1,672,293. Remaining revenues are intergovernmental grants.
- Ramp Metering was successfully implemented on US 101 from CA 92 to the Santa Clara County line resulting in a 10-25% reduction in travel time.
- Congestion Relief Plan studies were fully underway including initial implementation in some cases. These studies include the 2020 Gateway Study, Highway 101 Ramp Metering Study (implementation), Intelligent Transportation System Study (implementation), and the Incident Management Plan.

NPDES

- Revenues decreased \$72,054 or 5.3% which is within the normal variations.
- Expenditures increased \$99,554 or 7.0% which is within the normal variations.
- Revenue includes NPDES fees of \$1,346,843.

- Fund balance decrease of \$122,204 from \$1,290,950 (beginning) to \$1,168,746 (ending) is due to ramping up of expanded programs to meet the amended NPDES Storm-water permit .

Bay Area Air Quality Management District

- Revenues increased \$4,464 or 0.4% which is within the normal variations.
- Expenditures decreased \$51,961 or 4.3% which is within the normal variations.
- Fund Balance decreased \$83,622 or 41.2%.
- Revenues received are completely disbursed to participating agencies and the administrator.
- The difference between the revenues and expenditures is due to the timing of invoices and payments. Remaining can be carried for payment up to a total of three years.
- There is a nominal undedicated carry-forward of funds each year due to administration and projects costing less than what was programmed and the difference in interest assumption.

Abandoned Vehicle Abatement Program

- Revenues received are completely disbursed to participating agencies and the administrator.
- Decrease in revenue of \$154,884 or 17.5% due to timing of receipt of funds.
- Expenditures increased \$18,028 or 2.6% which is within the normal variations.
- Fund balance increased \$27,138 or 4.9% from \$558,759 to \$585,897 due to timing of payments.
- As a result of an inquiry from a city in Orange County the California Highway Patrol (CHP) has made a ruling that participating agencies can only be reimbursed for those vehicles destroyed. C/CAG Legal Counsel has reviewed the law and determined that the language of the law is subject to interpretation and can be seen to justify either position. Currently most if not all participating agencies are paid for the number of vehicles that are abated not the vehicles destroyed. The program has been run in this manner for 11 years. This clearly runs counter to the CHP ruling. Therefore, this may be a potential issue in the future. Actions possibly including clarifying legislation will be taken to address the issue. C/CAG sponsored legislation (AB 468) to address this issue.

AB 1546

- Revenues increased \$139,475 or 5.1% which is within the normal variations.
- Expenditures increased \$605,371 or 100.5% due to ramping up of the program.
- Fund Balance increased \$1,672,909 or 78.2%.
- This was the second year of the AB 1546 Program which provides a \$4 motor vehicle fee for C/CAG for congestion and environmental impacts caused by motor vehicles. This program provided \$2,722,755 for the fiscal year and will expire 1/01/09 unless renewed.
- C/CAG sponsored SB 613 to extend the term of the AB 1546 Program 10 years.

CONTACTING THE C/CAG FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of the C/CAG finances. If you have any questions about this report or need additional information, please contact the Executive Director of the City/County Association of Governments of San Mateo County at 555 County Center Fifth Floor, Redwood City, CA 94063 or the C/CAG Financial Agent which is the Finance Department at the City of San Carlos, 600 Elm Street, San Carlos, CA 94070.

C/CAG Basic Financial Statements (Audit) for the
Year Ended June 30, 2007 - Provided separately

C/CAG AGENDA REPORT

Date: February 14, 2008
TO: C/CAG Board of Directors
From: Richard Napier - C/CAG
Subject: Review and approval of AB 1546 Fund Financial Statements (Audit) for the Year Ended June 30, 2007

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

Recommendation:

Review and approval of AB 1546 Fund Financial Statements (Audit) for the Year Ended June 30, 2007 in accordance with the staff recommendation.

Fiscal Impact:

None.

Revenue Source:

Dedicated Motor Vehicle Fee.

Background/ Discussion:

A separate independent audit was performed on the AB 1546 Fund for the year ended June 30, 2007. No issues were identified that required correction. The complete audit is provided in the packet separately.

Attachment:

AB 1546 Fund Balance Sheet

AB 1546 Fund Statement of Revenues, Expenditures, and Changes in Fund Balance

AB 1546 Fund Financial Statements (Audit) for the Year Ended June 30, 2007 - Provided separately

Alternatives:

- 1- Review and approval of AB 1546 Fund Financial Statements (Audit) for the Year Ended June 30, 2007 in accordance with the staff recommendation.

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2- Review and approval of AB 1546 Fund Financial Statements (Audit) for the Year Ended June 30, 2007 in accordance with the staff recommendation with modifications.

3- No Action.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY
AB 1546 FUND
BALANCE SHEET
JUNE 30, 2007

ASSETS

Cash (Note 2)	\$3,466,227
Accounts receivable	<u>484,914</u>
Total Assets	<u><u>\$3,951,141</u></u>

LIABILITIES

Accounts payable	<u>\$139,681</u>
Total Liabilities	<u>139,681</u>

FUND BALANCE

Unreserved, undesignated	<u>3,811,460</u>
Total Liabilities and Fund Balance	<u><u>\$3,951,141</u></u>

See accompanying notes to financial statements.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
 OF SAN MATEO COUNTY
 AB 1546 FUND
 STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 FOR THE FISCAL YEAR ENDED JUNE 30, 2007

REVENUES

From other agencies	\$2,722,755
Investment income	<u>157,816</u>
Total Revenues	<u>2,880,571</u>

EXPENDITURES

Professional services	100,946
Conferences and meetings	24
Distributions	1,106,621
Field and program supplies	<u>71</u>
Total Expenditures	<u>1,207,662</u>

NET CHANGE IN FUND BALANCE	1,672,909
Fund balance at beginning of year	<u>2,138,551</u>
FUND BALANCE AT END OF YEAR	<u><u>\$3,811,460</u></u>

See accompanying notes to financial statements.

AB 1546 Fund Financial Statements (Audit) for the
Year Ended June 30, 2007 - Provided separately

C/CAG AGENDA REPORT

Date: February 14, 2008
To: City/County Association of Governments Board of Directors
From: Richard Napier, C/CAG Executive Director
Subject: **Review and Approval of Resolution 08-03 Authorizing the C/CAG Chair to Execute an Agreement Between the City/County Association of Governments (C/CAG) and Steve Spindler Cartography (Bikemap.com) for the San Mateo County Bicycle Transportation Map for an Amount Not to Exceed \$35,000.**

(For further information contact Diana Shu at 599-1414)

RECOMMENDATION

That the Chair review and approve Resolution 08-03 authorizing the C/CAG Chair to execute an agreement between the City/County Association of Governments (C/CAG) and Steve Spindler Cartography (Bikemap.com) for the San Mateo County Bicycle Transportation Map for an amount not to exceed \$35,000.

FISCAL IMPACT

\$35,000

SOURCE OF FUNDS

Funding for this project has been included in the FY 07-08 Budget.

BACKGROUND/DISCUSSION

Bicycle and Pedestrian Advisory Committee (BPAC) Previous Actions:

- September 27, 2007 BPAC approved RFP for Countywide Bicycle Map.
- October 26, 2007 Staff received 5 proposals for the bike map
- November 27, 2007 Selected members of BPAC and staff were asked to review and rank the proposals. The proposals were ranked in the following order of preference first:
 1. Bikemap.com.
 2. Eureka
 3. Reineck and Reineck
 4. Barclay Maps
 5. Maps, etc.

On January 24, 2008, at the regularly scheduled BPAC meeting, staff reviewed overall findings of references and the Best and Final Offers from the top three firms. Based on its findings, final

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costs to produce a map, and copyright issues, staff recommended that the committee select one firm for this project amongst Reineck and Reineck, and Bikemap. com. The committee after some deliberations, voted for Bikemap. com in favor of the subcommittee's recommendation based on the following criteria:

- (1) Overall costs of the proposals differed in costs by less than \$8,000. Therefore, cost should not be considered as a major factor in making the selection.
- (2) While Bikemap.com is located in Pennsylvania, and Reineck and Reineck are located in San Francisco, consultants communicate primarily by email and telephone and therefore distance should also not be a factor in making the selection.
- (3) Committee members wanted to have most, if not all, the street names shown on the map. Bikemap. com will show all road names whereas Reineck and Reineck recommended not showing all the road names as it would make the map very dense and difficult to read.
- (4) Committee members felt that the subcommittee's recommendation in favor of Bikemap.com was also based on the use of color contrast to highlight bikeways.

NEXT STEPS

1. Execute the agreement – C/CAG board meeting on February 14, 2008
2. Send the final bikeway data to the consultant - end of February
3. Meet with the consultant to establish the format of the map - TBD
4. Review the preliminary layout
5. Finalize the map
6. Print it
7. Distribute the map - TBD

ACTION:

Accept Bikemap.com as the preferred consultant to design the 2008 Bicycle Transportation Map and approve Resolution 08-03.

ATTACHMENTS

- Resolution 08-03 Authorizing the C/CAG Chair to Execute an Agreement Between the City/County Association of Governments (C/CAG) and Steve Spindler Cartography (Bikemap.com) for the San Mateo County Bicycle Transportation Map for an Amount Not to Exceed \$35,000.
- Contract with Steve Spindler Cartography (Bikemap.com)
- Proposal from Steve Spindler Cartography (Bikemap.com) plus addendum (separately attached)

RESOLUTION 08-03

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 BETWEEN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS (C/CAG) AND STEVE SPINDLER CARTOGRAPHY (BIKEMAP.COM) FOR THE SAN MATEO COUNTY BICYCLE TRANSPORTATION MAP FOR AN AMOUNT NOT TO EXCEED \$35,000.

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

WHEREAS, the C/CAG Board has decided that an update to the current Bicycle Transportation Map is required; and

WHEREAS, Steve Spindler Cartography alias Bikemap.com has been selected as having the necessary qualifications to perform this service; and

WHEREAS, the C/CAG Board has determined that additional consulting assistance is required to assist with the development of this bicycle transportation map; and

NOW, THEREFORE, BE IT RESOLVED that the Chair of the Board of Directors of C/CAG is hereby authorized and directed to execute the amendment to the agreement for professional services with Steve Spindler Cartography for the San Mateo County Bicycle Transportation Map for an amount not to exceed \$35,000.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF FEBRUARY 2008.

Deborah C. Gordon, Chairman

AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS
AND
STEVE SPINDLER CARTOGRAPHY (BIKEMAP.COM)

This Agreement entered this 14th Day of February, 2008, by and between the CITY/COUNTY ASSOCIATION OF GOVERNMENTS, 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 Steve Spindler Cartography (Bikemap.com), hereinafter called "Contractor."

W I T N E S S E T H

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 is prepared to award funding for developing a Bicycle Transportation Map for San Mateo County; and

WHEREAS, C/CAG has determined that Contractor has the requisite qualifications to perform this work.

NOW, THEREFORE, IT IS HEREBY AGREED by the parties as follows:

1. Services to be provided by Contractor. In consideration of the payments hereinafter set forth, Contractor agrees to perform the services described in Exhibit A.
2. Payments. In consideration of Contractor providing the assistance and services authorized by C/CAG staff, C/CAG shall reimburse Contractor based on acceptance of deliverables and fee schedule set forth in Exhibit A up to a maximum amount of \$35,000.
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. Contractor 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 February 14, 2008 and shall terminate on February 14, 2009; provided, however, the C/CAG Chairperson may terminate this Agreement at any time for any reason by providing 30 days' notice to Contractor. Termination to be effective on the date specified in the notice. In the event of termination under this paragraph, Contractor shall be paid for all approved deliverables provided by the date of termination.
6. Hold Harmless/ Indemnity: Contractor shall indemnify and save harmless C/CAG from all claims, suits or actions resulting from the performance by Contractor of its duties under this Agreement. C/CAG shall indemnify and save harmless Contractor 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: Contractor or its subcontractors performing the services on behalf of Contractor 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. Contractor 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 Contractor's coverage to include the contractual liability assumed by the Contractor 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: Contractor shall have in effect, during the entire life of this Agreement, Workers' Compensation and Employer Liability Insurance providing full statutory coverage.

Liability Insurance: Contractor shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect the 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 the Contractor or by any subcontractor 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 Amount	Approval by C/CAG Staff if under 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. The Contractor and its subcontractors performing the services on behalf of the Contractor 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. Accessibility of Services to Disabled Persons. The Contractor, not C/CAG, shall be responsible for compliance with all applicable requirements regarding services to disabled persons, including any requirements of Section 504 of the Rehabilitation Act of 1973.
10. Substitutions: If particular people are identified in this Agreement as providing services under this Agreement, the Contractor will not assign others to work in their place without written permission from C/CAG. Any substitution shall be with a person of commensurate experience and knowledge.

11. Sole Property of C/CAG: Any system, product, or documents developed, produced or provided under this Agreement shall become the sole property of C/CAG. C/CAG shall retain the right to publish, reproduce, and edit all data associated with the development of this bicycle map except for the illustrations, if any, used on this map. Illustrations, such as logos and photographs, created specifically for the map, may not be used by a third party without the express consent of Steve Spindler Cartography. Furthermore, credits for the map shall include Steve Spindler Cartography, steve@bikemap.com , and Peter Volz Design
12. Agreement Renewal. This Agreement may be renewed for an additional two (2) years upon approval by the C/CAG Board and Contractor.
13. Access to Records. C/CAG, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the Contractor which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions.

The Contractor shall maintain all required records for three years after C/CAG makes final payments and all other pending matters are closed.

14. Merger Clause. This Agreement, including Exhibit A attached hereto and incorporated herein by reference, 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. All subsequent modifications shall be in writing and signed by the C/CAG Chairperson. In the event of a conflict between the terms, conditions or specifications set forth herein and those in Exhibit A attached hereto, the terms, conditions or specifications set forth herein shall prevail.
15. 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 first above written.

Contractor

By _____
Date _____

Contractor Legal Counsel

By _____

City/County Association of Governments (C/CAG)

By _____
Deborah C. Gordon, C/CAG Chair Date _____

C/CAG Legal Counsel

By _____
Miruni Soosaipillai, C/CAG Counsel

Exhibit A

Schedule & Bid Notes

Phase I

A kick-off meeting with subcommittee members to determine the hierarchy and layout of the map. Prior to this meeting, Steve Spindler Cartography will provide a preliminary layout for review purposes.

There is some overlap between phase I & II. Soon after the meeting, Steve Spindler Cartography will provide C/CAG with samples of various layout schemes. C/CAG will provide photos for the cover of the map, Steve Spindler Cartography will provide three or four cover samples for the BPAC subcommittee to choose from.

Phase II

The map brochure will be done in Adobe InDesign CS3. The maps, legend and cover are created in Adobe Illustrator and Photoshop. Steve Spindler Cartography will post check versions of the brochure as the project progresses.

Phase II - Review of the Map

Steve Spindler Cartography will provide five color copies of draft map for BPAC and C/CAG staff review. In addition, pdf versions will be posted online to facilitate electronic mark up in Acrobat Professional. Corrections will be posted 10 working days after comments are received.

Phase III: - Final Edits

Steve Spindler Cartography will plot a final draft of the map for you to review and sign off on prior to sending the map to the printer.

Phase IV - Printing

The maps can be printed to the specifications set out in C/CAG's BFO request. Once the map is at the printer (Techna-Graphics, Inc), two proof sets and one folded mock up will be sent to C/CAG to sign off on. These proofs will be very close in color to the final printed map. The signed proof and mock up should be returned by C/CAG. If there is a typo or other error that is noticed on the final proofs, Steve Spindler Cartography will make the modification. A CD with the map files sent to the printer will be sent to C/CAG. This includes editable illustrator and InDesign files. It may not include fonts, which C/CAG would need a license to use.

Updates & Second Printing

Prior to re-printing 10,000 copies, there would be no charge for any edits requested between the first and the second printing.

Base Map Features	
Item	Description
1	All roads, road names of arterial and collector routes and designated bicycle facilities. List all Road names where practical.
2	Schools (public)
3	Public buildings - government centers
4	Hospitals
5	BART and/or Train stations
6	Public Parks, state parks and wildlife refuges
7	Legends and other information listed on the existing map with updated information as required. Symbols shall conform to those used on the existing map. Other symbols may be used if they enhance the legibility of the map. Include notes (eg: difficult intersection, best route, etc.) shown on existing map.
8	Bike facility gradients using chevrons (pointing uphill) to illustrate the direction and relative steepness of grade as shown on the existing map
9	Bike facilities at 2000 feet beyond the borders of the county limits (San Francisco County and Santa Clara County)
10	Distances between intersections of major arterials (in miles)
Map Features	
	Description
11	High contrast between bicycle facilities and non bicycle facility roadways and highways
12	Light background colors to delineate city boundaries
13	Include map overlaps between front, back, and side panels
14	All non bicycle facility roadways and highways shown as white
15	Label all major arterial, collector, and bicycle facility streets in capital letters.

Item 1-10, Base Map Features: C/CAG to provide base map features. Where needed, Steve Spindler Cartography will work with C/CAG to create necessary data for the following:
 Stations (Bart and/or train stations) (5)
 Bike facilities outside of San Mateo (8)
 Gradients (9)
 Distances (10)

Item 11-15, Map Features: Steve Spindler Cartography will incorporate all the following style preferences into the design:

- High contrast between bicycle facilities and non bicycle facility roadways and highways
- Light background colors to delineate city boundaries
- Include map overlaps between front, back, and side panels
- All non bicycle facility roadways and highways shown as white
- Label all roadways.

Fee Schedule

No.	Deliverables	Schedule in Weeks	Cost to Complete
1.	Phase I - Kickoff meeting with C/CAG and BPAC to discuss preliminary layout	4	\$3500
2.	Phase II - Preliminary layout of map for review and comments	12	\$18000
3.	Phase III - Incorporate Comments, 90%	3-4	\$3000
4.	Phase III - Incorporate Comments, 100% Final	2	0
5.	Rights to map data	N/A	Yes
Totals 1-5 only (Best Offer)		22 - dependent on review time by C/CAG.	\$24,500
6-8	Phase IV - Printing- 10,000 copies Includes shipping, handling and tax		\$5849
9-	Re-Printing- 10,000 copies	3	\$5849
11	Includes shipping, handling and tax		
Note about printing: 20,000 copies at once would be \$8,928, including shipping, handling and tax.			

C/CAG AGENDA REPORT

DATE: February 14, 2008

TO: C/CAG Board of Directors

FROM: Richard Napier, Executive Director

SUBJECT: Review and approval of Resolution 08-04 authorizing the C/CAG Chair to execute an amendment to the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the 2007/2008 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County to increase the Funding Agreement by \$41,000 bringing the total contract amount to \$1,078,099.

(For further information please contact Tom Madalena at 650-599-1460)

RECOMMENDATION:

That the C/CAG Board review and approve Resolution 08-04 authorizing the C/CAG Chair to execute an amendment to the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the 2007/2008 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County to increase the funding agreement by \$41,000 bringing the total contract amount to \$1,078,099.

FISCAL IMPACT:

This amendment to the funding agreement provides an additional \$41,000, bringing the total up to \$1,078,099 in TFCA funding for FY 2007/2008.

BACKGROUND/ DISCUSSION:

The revised expenditure program for the FY 07/08 TFCA Program that was approved by the Board at the October 11, 2007 C/CAG Board meeting has now been approved by the Air district. The revised expenditure program allocated an additional \$41,000 in TFCA funds for the County-wide Voluntary Trip Reduction Program that is operated by the Peninsula Traffic Congestion Relief Alliance (the Alliance). The attached Amendment No. 1 from the Air District is for the receipt of the additional \$41,000 in funding that will bring the TFCA funding agreement total to \$1,078,099 for FY 07/08. C/CAG will execute an amendment to the TFCA funding agreement between C/CAG and the Alliance for the County-wide Voluntary Trip Reduction Program. The amendment to the TFCA funding agreement with the Alliance will increase the funding agreement between C/CAG and the Alliance by \$41,000 to a total of \$453,000 for FY 07/08.

ATTACHMENTS:

- Resolution 08-04
- Amendment No 1 to the Funding Agreement with the Bay Area Air Quality Management District

ITEM 4.8

RESOLUTION 08-04

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 AMENDMENT TO THE PROGRAM MANAGER FUNDING AGREEMENT WITH THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT (BAAQMD) FOR THE 2007/2008 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) (40%) PROGRAM FOR SAN MATEO COUNTY TO INCREASE THE FUNDING AGREEMENT BY \$41,000 BRINGING THE TOTAL CONTRACT AMOUNT TO \$1,078,099.

WHEREAS, the City/County Association of Governments has been designated the Transportation Fund for Clean Air (TFCA) Program Manager for San Mateo County; and,

WHEREAS, the Board of Directors of the City/County Association of Governments at its April 12, 2007 meeting approved certain projects and programs for funding through San Mateo County's 40 percent local share of Transportation Fund for Clean Air (TFCA) revenues; and,

WHEREAS, the City/County Association of Governments submitted a revised expenditure program to the Bay Area Air Quality Management District to allocate an additional \$41,000 in TFCA funds to the County-wide Voluntary Trip Reduction Program; and,

WHEREAS, on December 19, 2007 the Board of Directors of the Bay Area Air Quality Management District approved the allocation of \$41,000 to the County-wide Voluntary Trip Reduction Program; and,

WHEREAS, the City/County Association of Governments acts as the Program Manager for \$1,078,099 of FY 07/08 TFCA funded projects; and,

WHEREAS, it is necessary to execute an amendment to the Program Manager Funding Agreement with the Bay Area Air Quality Management District for the receipt of the additional \$41,000 in funding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute an amendment to the agreement with the Bay Area Air Quality Management District for the 2007-08 San Mateo County Transportation Fund for Clean Air (TFCA) Program. The amendment to the agreement shall be in a form approved by City/County Association of Governments' Legal Counsel.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF FEBRUARY 2008.

Deborah C. Gordon, Chair

**AMENDMENT NO. 1 TO
BAY AREA AIR QUALITY MANAGEMENT DISTRICT
FUNDING AGREEMENT NO. 07-SM**

This amendment number one to the above-entitled funding agreement ("Amendment to Agreement") is dated, for reference purposes only, December 20, 2007, and consists of five pages.

RECITALS:

1. On November 2, 2007, the Bay Area Air Quality Management District ("DISTRICT") executed the above-referenced Funding Agreement in the amount of \$1,037,099 with the City/County Association of Governments of San Mateo ("PROGRAM MANAGER") (hereinafter referred to as the "PARTIES") concerning the Fiscal Year ("FY") 2007/2008 Transportation for Clean Air Fund County Program Manager Program (the "Agreement"). Pursuant to the Agreement, the PROGRAM MANAGER agreed to implement those Program projects that the DISTRICT Board of Directors "Board") had approved and that were intended to improve the air quality in the San Francisco Bay Area Air Basin. Attachment A of the Agreement specifies and describes the approved projects.
2. On December 19, 2007, the DISTRICT Board approved an additional allocation of \$41,000 to PROGRAM MANAGER of previously-unallocated FY 2007/2008 funds in order to increase the DISTRICT's funding of the previously-approved Project 07SM02, County-wide Voluntary Trip Reduction Program, sponsored by Peninsula Traffic Congestion Relief Alliance.
3. Pursuant to Section IV Paragraph 8 of the Agreement, DISTRICT and PROGRAM MANAGER desire to amend the Agreement as follows:

TERMS AND CONDITIONS OF AMENDMENT TO AGREEMENT:

1. By this Amendment to Agreement, DISTRICT and PROGRAM MANAGER replace Page 1 of Attachment A of the Agreement, entitled "Summary Information," with the amended "Summary Information," in order to increase the total amount of the Funding Agreement by \$41,000 to \$1,078,099. The PARTIES agree that all references in the Agreement to "Summary Information" shall be deemed to refer to the amended "Summary Information," annexed to this Amendment to Agreement as Attachment 1.
2. By this Amendment to Agreement, DISTRICT and PROGRAM MANAGER replace Pages 8 and 9 of Attachment A, entitled "Project Information" and concerning Project Number 07SM02, with the amended "Project Information" concerning Project Number 07SM02, in order to increase the amount of the DISTRICT's funding of Project 07SM02 by \$41,000 to a total amount of \$453,000. The PARTIES agree that all references in the Agreement to "Project Information" concerning Project Number 07SM02 shall be deemed to refer to the amended "Project Information" concerning Project 07SM02, annexed to this Amendment to Agreement as Attachment 2.

3. DISTRICT and PROGRAM MANAGER agree that all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the PARTIES to the Funding Agreement have caused this Amendment to Agreement to be duly executed on their behalf by their authorized representatives.

BAY AREA AIR QUALITY
MANAGEMENT DISTRICT

City/County Association of Governments of
San Mateo

By: _____
Jack P. Broadbent
Executive Officer/APCO

By: _____
Deborah C. Gordon, Chair

Date: _____

Date: _____

Approved as to form:
District Counsel

By: _____
Brian C. Bunger
District Counsel

Attachment 1

Attachment 2

AMENDED PROJECT INFORMATION

A. Project Number: 07SM02 B. Project Sponsor: Peninsula Traffic Congestion Relief Alliance

C. Project Contact: Christine Maley-Grubl D. Contact Phone #: (650) 588-8170

E-mail: Christine@commute.org

E. Project Title: County-wide Voluntary Trip Reduction Program

F. TFCA \$ Allocated: \$453,000 G. Total Project Cost: \$1,387,110

Other Funding:	Amount	Source
	<u>\$355,110</u>	<u>San Mateo County Transportation Authority</u>
	<u>\$509,000</u>	<u>San Mateo Congestion Relief Plan</u>
	<u>\$70,000</u>	<u>Congestion Mitigation and Air Quality Funds via Metropolitan Transportation Commission)</u>

H. Project Description:

The Alliance provides Transportation Demand Management (TDM) programs in San Mateo County as part of a region wide network of TDM services provided in collaboration and partnership with the Regional Rideshare Program, 511 Contra Costa, and Solano Napa Commuter Information to encourage use of transportation alternatives such as carpools, vanpools and transit. The Alliance's efforts are targeted primarily at commute trips. The specific activities to be funded by this project are highlighted in the table and described below:

- Employer Outreach: The Alliance conducts marketing and outreach to employer work sites in San Mateo County, providing commuter benefits consulting services to encourage employers to provide alternative commute benefits or programs to their employees.
- Non-Employer Commuter Outreach: The Alliance also reaches commuters directly as opposed to through their employers. Non-employer commuter outreach includes residential and community marketing.
- Incentive Programs:
 - The Alliance provides a "New Carpooler Commuter Incentive." Drive-alone commuters, who live in, work in and/or commute through San Mateo County and who switch to carpooling to work at least two days per week for eight consecutive weeks are eligible to receive a financial incentive of a \$40 gas card per participant.
 - The Alliance provides a "New Vanpooler Rider Incentive." Drive-alone commuters, who live in, work in and/or commute through San Mateo County and who switch to vanpooling to work are eligible to receive a financial incentive of \$80 per month maximum for three months after the first three months of participating in a vanpool as a passenger.
 - The Alliance provides a "Vanpool Driver Incentive." Drivers of vanpools originating in or destined for San Mateo County who keep their vanpools operating for six months as the driver are eligible to receive a financial incentive of \$500 per driver.

- The Alliance provides a "Try Transit Program." Drive-alone commuters, who live in, work in and/or commute through San Mateo County can try transit for free by utilizing free transit tickets provided by transit agencies in San Mateo County and neighboring partner agencies in surrounding counties. This is a one-time-only trial program.
 - The Alliance provides a "Carpool to School Incentive." Parents who live and/or drive their children to school in San Mateo County and who switch to driving a "school pool" at least two days per week for at least eight weeks are eligible to receive a financial incentive of a \$20.00 gas card per parent.
 - **Guaranteed Ride Home Program:** The Alliance provides a "Guaranteed Ride Home Program," to any commuter (whose employer signs on to the program) in San Mateo County who carpools, vanpools, or takes transit to work. The Alliance provides for 75% of the cost of a taxi or a 24-hour rental car in case of emergency during the work day. The participating employer pays the other 25% of the cost of the ride.
 - **Website:** The Alliance has a website, www.commute.org, that provides information about all transportation alternatives in San Mateo County, and provides links to the websites of our partner agencies and other Bay Area transportation providers.
 - **Phone:** The Alliance provides general information about transportation alternatives to driving alone, including HOV and Park-and-Ride facility information to callers who call (650) 588-8170.
- I. **Project Schedule:** Start Date (mo/yr) July 2007 Final Report Due Date (mo/yr) October 2008, as part of the County-wide Voluntary Trip Reduction Program final report.
- J. **Final Report Content:** The Alliance's project activity outcomes will be included in a final TFCA report that jointly shows the outcomes of The Alliance, the Regional Rideshare Program, and our other local partners. The Final Report will include project activity descriptions, their measured vehicle trips reduced, and the total program vehicle trips reduced. It will include the information required in Project Monitoring Form 1. The report will cover activities conducted in the previous fiscal year and report on project expenditures to date. The report will recap the methodologies used to evaluate the project's vehicle trips reduced.
- K. **Attach copy of cost-effectiveness worksheet and any other information required to evaluate the proposed project;** for example, for heavy-duty vehicle projects, include the CARB Executive Orders. Cost-effectiveness worksheets are not needed for light-duty clean air vehicles (passenger cars, pick-up trucks, and vans with a GVW of 10,000 lbs. or less); standard funding incentive amounts apply to these vehicles, per Policy #19.
- L. **Comments (if any):**

C/CAG AGENDA REPORT

Date: February 14, 2008
TO: C/CAG Board of Directors
From: Richard Napier, Executive Director - C/CAG
Subject: Review and accept the Quarterly Investment Report as of December 31, 2007

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

Recommendation:

Review and accept the Quarterly Investment Report as of December 31, 2007 in accordance with the staff recommendations.

Fiscal Impact:

None.

Revenue Source:

All C/CAG revenue sources.

Background:

C/CAG's financial agent (City of San Carlos) provides a quarterly report of investments. Attached is the Quarterly Investment Report as of December 31, 2007. Staff recommends acceptance of the report.

Attachments:

Quarterly Investment Report as of December 31, 2007

Alternatives:

- 1- Review and accept the Quarterly Investment Report as of December 31, 2007 in accordance with the staff recommendations.
- 2- Review and accept the Quarterly Investment Report as of December 31, 2007 in accordance with the staff recommendations with modifications.
- 3- No action.

ITEM 4.9

CITY AND COUNTY ASSOCIATION OF GOVERNMENTS
Board of Directors Agenda Report

To: Richard Napier, Executive Director
 From: Rebecca Mendenhall, Finance Officer
 Date: February 2007

SUBJECT: Quarterly Investment Report as of December 31, 2007

RECOMMENDATION:

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

ANALYSIS

The attached investment report indicates that on December 31, 2007, funds in the amount of \$7,456,961 were invested producing a weighted average yield of 4.85%. Accrued interest this quarter totaled \$89,907.

Below is a summary of the changes in the portfolio:

	Qtr Ended 12/31/2007	Qtr Ended 09/30/07	Increase (Decrease)
Total Portfolio	\$ 7,456,961	\$ 7,374,666	\$ 82,295
Wgtd Avg Yield	4.85%	5.07%	-0.22%
Interest Earnings	\$ 89,907	\$ 82,296	\$ 7,611

The increase in the portfolio totaling \$82,295 is attributable to the receipt of the interest accrued in September 2007. Cash disbursements during the quarter ended December 31, 2007 were approximately \$1.8M and were covered by cash received during the quarter of approximately \$1.8M. Therefore, there were no excess receipts over disbursements during the quarter to be transferred to the investment accounts. The increase in interest income is up slightly due to the timing of the cash disbursements and receipts during the quarter.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of December 31, 2007, the portfolio contains enough liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past seven quarters.

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

Attachments

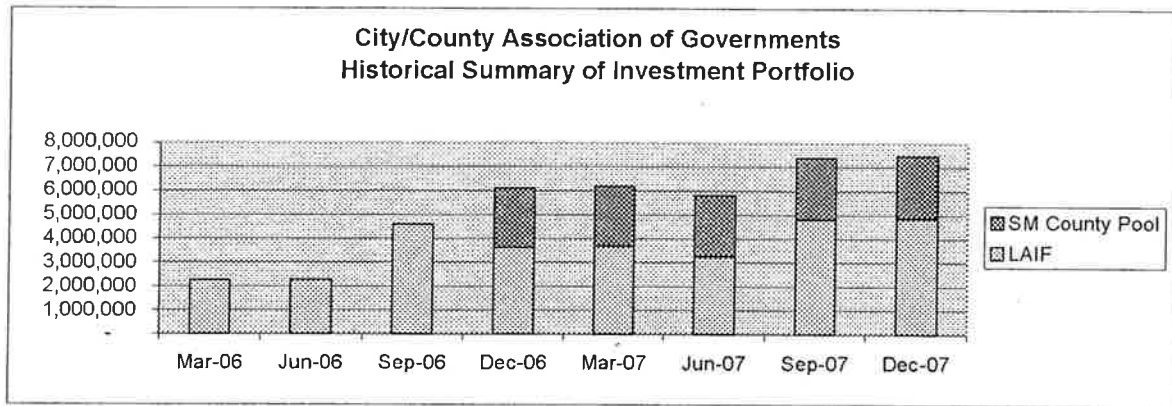
- 1 – Investment Portfolio Summary for the Quarter Ended December 31, 2007
- 2 – Historical Summary of Investment Portfolio

CITY & COUNTY ASSOCIATION OF GOVERNMENTS

SUMMARY OF ALL INVESTMENTS
For Quarter Ending December 31, 2007

Category	Maturity		Weighted Average Interest Rate	HISTORICAL Book Value	GASB 31 ADJ Market Value
	Days	Months			
Liquid Investments:					
Local Agency Investment Fund (LAIF)	1		4.96%	4,859,593	4,859,593
S. M. County Investment Pool (COPOOL)	2		4.65%	2,597,368	2,597,368
Agency Securities					
Total - Investments			4.85%	7,456,961	7,456,961
GRAND TOTAL OF PORTFOLIO			4.85%	7,456,961	7,456,961
Total Accrued Interest this Quarter					89,907
Total Interest Earned Fiscal-Year-to-Date					172,203

**City/County Association of Governments
Historical Summary of Investment Portfolio**



City/County Association of Governments Investment Portfolio

	Mar-06	Jun-06	Sep-06	Dec-06	Mar-07	Jun-07	Sep-07	Dec-07
LAIF	2,272,827	2,295,409	4,571,282	3,612,583	3,663,142	3,259,805	4,807,185	4,859,593
SM County Pool	-	-	-	2,500,000	2,510,034	2,538,088	2,567,481	2,597,368
Total	\$ 2,272,827	\$ 2,295,409	\$ 4,571,282	\$ 6,112,583	\$ 6,173,176	\$ 5,797,893	\$ 7,374,666	\$ 7,456,961

C/CAG AGENDA REPORT

Date: February 14, 2008
To: City/County Association of Governments Board of Directors
From: Richard Napier, C/CAG Executive Director
Subject: **Legislative Priorities – Update on the Reauthorization of AB 1546**
(For further information contact Diana Shu at 599-1414)

RECOMMENDATION

Information only.

FISCAL IMPACT

Potentially \$3 Million per year for an additional 4 years.

SOURCE OF FUNDS

Vehicle License Fee

BACKGROUND/DISCUSSION

In 2004, AB 1546 was chaptered as California Government Code Section 65089.11 thru 65089.15 for a pilot project in San Mateo County. This allowed the City/ County Association of Governments of San Mateo County (C/CAG) to collect up to a four-dollar motor vehicle fee to fund programs that would address the impact of motor vehicles on transportation and the environment. The programs have a direct nexus between the fee and the motorists that pay the fee. It funds only programs that address the negative impact of motor vehicles on congestion and the environment. The Code specifically requires this direct nexus. The San Mateo County Programs meet the nexus requirement.

In 2007, C/CAG sponsored another bill SB 613 in order to extend the sunset date of the pilot project from January 1, 2009 to January 1 2019. This bill was vetoed by the Governor. In the veto message, the Governor stated that he wanted a 4 year bill and that he wanted the legislature to verify that this pilot program was successful.

In January 2008, C/CAG submitted a three year report to the State Legislature that provides an in depth analysis of the pilot project along with a financial audit and executive summary. The executive summary is attached for information to this report.

ITEM 5.1.1

Meanwhile, Senator Simitian is looking for a vehicle to resubmit SB 613 as a 4-year bill. However, the new bill number is still unknown. Staff has requested that cities prepare a letter of support for the new bill. As soon, as a bill number has been authorized, staff will notify the cities to forward their letters of support.

ATTACHMENTS

- AB1546 – Life to Date Payments to Cities By Jurisdiction
- AB 1546 Executive Summary

**AB1546 – Life to Date Payments to Cities
By Jurisdiction**

Jurisdiction	% Share	Total Funds Allocated to Cities	Total Funds Reimbursed to Cities
ATHERTON	1.0%	\$ 24,962	\$ 24,962
BELMONT	3.5%	\$ 87,367	\$ 87,367
BRISBANE	0.5%	\$ 12,481	\$ 12,481
BURLINGAME	3.9%	\$ 97,351	\$ 97,351
COLMA	0.2%	\$ 4,992	\$ 4,992
DALY CITY	14.5%	\$ 361,948	\$ 361,948
EAST PALO ALTO	4.5%	\$ 112,329	\$ 77,408
FOSTER CITY	4.1%	\$ 102,344	\$ 102,344
HALF MOON BAY	1.8%	\$ 44,931	\$ 44,931
HILLSBOROUGH	1.5%	\$ 37,443	\$ 37,443
MENLO PARK	4.2%	\$ 104,840	\$ 104,840
MILLBRAE	2.9%	\$ 72,390	\$ 72,390
PACIFICA	5.4%	\$ 134,794	\$ 134,874
PORTOLA VALLEY	0.6%	\$ 14,977	\$ 14,615
REDWOOD CITY	10.5%	\$ 262,100	\$ 246,086
SAN BRUNO	5.8%	\$ 144,779	\$ 144,779
SAN CARLOS	3.9%	\$ 97,351	\$ 97,351
SAN MATEO	13.0%	\$ 324,505	\$ 324,505
SOUTH SAN FRANCISCO	8.5%	\$ 212,176	\$ 212,176
WOODSIDE	0.8%	\$ 19,970	\$ 9,623
COUNTY OF SAN MATEO	8.9%	\$ 222,161	\$ 222,161
TOTALS		\$ 2,496,191	\$ 2,434,628

**SAN MATEO COUNTY DEDICATED
MOTOR VEHICLE FEE PILOT PROJECT
Executive ANALYSIS**

Introduction

In 2004, AB 1546 was chaptered as California Government Code Section 65089.11 thru 65089.15 for a pilot project in San Mateo County. This allowed the City/ County Association of Governments of San Mateo County (C/CAG) to collect up to a four-dollar motor vehicle fee to fund programs that would address the impact of motor vehicles on transportation and the environment. The programs have a direct nexus between the fee and the motorists that pay the fee. It funds only programs that address the negative impact of motor vehicles on congestion and the environment. The Code specifically requires this direct nexus. The San Mateo County Programs meet the nexus requirement.

The pilot project has provided funding to the 20 cities and the County in San Mateo County to successfully implement a variety of local and regional programs to address traffic congestion and storm-water pollution issues. It has provided funding to meet unfunded mandates such as requirements to meet the Federal Clean Water Act. There are currently minimal funding sources to address the Clean Water Act and insufficient funding to address the traffic congestion problems.

The San Mateo County pilot project will sunset on 1/01/09 unless the term is extended. This analysis describes the accomplishments for the three years and the project's compliance with the California Government Code. This analysis shows that the pilot project has been successful and is a financial tool for the cities and County to address an unfunded mandate such as the Federal Clean Water Act. Therefore, the accomplishments of the past three years justify continuation of this pilot project as requested in SB 348 so that it can continue for another four years to 1/1/2013.

Detailed Pilot Project Description

The enclosed report describes the major programs of this pilot project all of which have a direct nexus to motor vehicles. The two primary categories are Traffic Congestion and Storm-water Pollution Prevention with each divided into Local and Countywide projects.

Traffic Congestion - Projects to improve the movement of traffic and/or to increase capacity on the roadway.

- Local shuttles/transportation including use of alternative fuels
- Road resurfacing/reconstruction
- Roadway operations such as re-striping, signal timing, coordination, signage, and replacement and/or upgrading of traffic signal hardware and/or software
- Deployment of Intelligent Transportation System projects having Local and Regional (Countywide) significance

Storm-water Pollution Prevention - Projects to minimize debris and pollutants in the storm-water system caused from the operations of motor vehicles. Projects must clearly bear a relationship or benefit to the motor vehicles that will pay the fee. They must address the negative impact on creeks, streams, bays, and the ocean caused by motor vehicles and the infrastructure supporting motor vehicle travel.

- Street sweeping and storm inlet cleaning
- Street side runoff treatment
- Auto repair shop inspections
- Managing runoff from street/parking lot surfaces

Each of the major programs is equally funded with revenues from the pilot project.

Accomplishments

The pilot project has implemented several major programs including the following:

Traffic Congestion Program - Roadway improvements, Intelligent Transportation System (ITS) and incident management projects implemented or underway.

Storm-water Pollution Prevention Program - Roads swept, storm drains cleaned, rock swales installed and creation of a Sustainable, Green Streets and Parking Lots Program.

Alternative Fuel Program (Included in Traffic Congestion) - The hydrogen shuttle service deployed and has traveled over 1000 miles and transported over 800 passengers.

See the attached San Mateo County Pilot Program Accomplishments for detailed information and performance measures. It is noted that the quantities indicates totals for the program. The Pilot Project funded a portion of the total programs.

Benefits

The key benefit of the pilot project was to fund local and County jurisdictions to find innovative solutions to address the negative impact of motor vehicles on congestion and the environment. Other specific benefits include:

- **Local and Regional Benefit - Provided funds to develop programs of both local and regional benefit to the county.**
- **Unfunded Mandates** - Provides funds to meet unfunded mandates such as requirements to meet the Federal Clean Water Act.
- **Traffic Congestion** - Provided incentives to local jurisdictions to work together on regional signal timing projects that could not be done individually.
- **Storm-water Pollution** - Provided incentives to local jurisdictions to implement innovative programs such as the Sustainable, Green Streets and Parking Lots demonstration projects that will enhance the visual aspects of public streets as well as control storm-water, traffic, and reduce water pollution.
- **Alternative Fuel** - Provides startup funds to explore the benefits of alternative fuels and its impact on clean air and water.

SAN MATEO COUNTY PILOT PROJECT ACCOMPLISHMENTS

Traffic Congestion Program

- Performance measures includes the following accomplishments:
 - 130 miles of streets/roads resurface/reconstructed
 - 157 traffic signal retimed/replaced/upgraded
 - 17 miles of streets/roads re-striped
 - 111 miles of street signage improved
- Intelligent Transportation System (ITS)
 - \$1,244,000 was distributed to 11 jurisdictions for a total of 78 projects (62 signal controllers; 16 traffic video detection systems) to **improve inter-jurisdictional traffic management**. The projects were selected through a competitive process.
- Traffic Incident Management
 - Development of the draft **Incident Management - Alternative Route Plan and Infrastructure Improvement Plan** for deployment strategies for **Intelligent Transportation System (ITS)** elements are underway. Infrastructure improvements identified in the Plan has advanced into a **San Mateo County Smart Corridors** to deploy ITS equipment along designated local streets and state routes to manage traffic congestion and improve mobility.

Storm-water Pollution Prevention Program

- Performance measures includes the following accomplishments:
 - 110,175 miles of streets/roads swept
 - 16,787 storm-drain inlets and catch basins inspected and cleaned
 - 600 feet of rock swales installed to check erosion
- Sustainable, Green Streets and Parking Lots Program
 - Development of Sustainable, Green Streets and Parking Lots **Technical Design Guidebook** provides strategies for incorporating innovative storm-water treatment measures in streets and parking lot projects is ongoing.
 - “Call for Projects” to fund up to four small-scaled demonstration projects with a total program cost of approximately \$1,193,595. The projects will construct **green streets** and related roadside storm-water pollution prevention improvements. It is anticipated that the projects will begin in April 2008.
 - Funded up to \$250,000 for construction of **storm-water management measures** improvements at the Fitzgerald Marine Reserves.

Alternative Fuel Program (Included in Traffic Congestion)

- Leveraged funds to get a Hydrogen Shuttle awarded from SB 76.
- The **hydrogen shuttle service was deployed** on December 3, 2007 and is on a full morning schedule of four (4) round trips per day carrying over 7 passengers per trip. The shuttle has traveled over 1000 miles and transported over 800 passengers during first four weeks of operation.

Financial Overview for 1/1/05 thru 1/1/08

Description	Amount
Revenues	
Fees Collected	\$6,145,489
Expenditures	
DMV and C/CAG Admin costs	\$210,757
Programs	
Disbursements to date	\$2,434,628
Programmed	\$3,261,095
Total Expenditures	\$5,906,480
Un-programmed	\$239,009
TOTAL	\$6,145,489

Approximately 96 percent of the funds have been committed. Annual reports have been submitted each year since 2006, even though the law required only one report. In addition, an independent financial audit has also been completed for fiscal years 2005-06 and 2006-07. Results of the audits have shown that all funds have been properly accounted for with no findings.

Administration of the Project

In 2004, elected representatives from the twenty cities and the County of San Mateo voted unanimously to approve a resolution to adopt a fee and program as required by the California Government Code.

This project has met all California Government Code requirements including:

- A resolution for the fee and adoption of program and budget.
- Notification of a public meeting regarding the resolution. No public opposition.
- Approval of the resolution by a unanimous vote representing over 2/3 of the population.
- The filing of an annual report.
- An independent financial audit.

Please see the attached C/CAG Conformance to California Government Code for detailed information. The performance reports indicate that local and County jurisdictions are using the funds to remove debris from thousands of miles of roadways and hundreds of inlets and to improve miles of roadways, and scores of traffic signals. This results in significant congestion and environmental benefits. Many of these programs will not be able to continue unless the pilot project's term is extended beyond January 1, 2009.

For this reason, in 2007, elected representatives from these same jurisdictions supported SB 613 to extend the term of California Government Code 65089.11 thru 65089.15 another ten years to 1/1/2019. The justification was because it funds projects that benefit

**C/CAG Conformance to California Government Code Sections 65089.11 thru 65089.15 –
San Mateo County \$4 Motor Vehicle Fee**

<u>Code Requirements</u>	Method of Compliance
Resolution for Fee	Newspaper Notice of Public Hearing held on December 9, 2005 Resolutions 04-37 and 04-38
Resolution for Program	December 9, 2005 Resolutions 04-37 and 04-38
Approval of Board representing 2/3 majority voters	17 Ayes representing population of 621,186 0 Nays 4 Absent representing population of 85,975
Start imposing fee no earlier than July 1, 2005	DMV issued renewal increases for vehicles registered after July 1, 2005
Termination on January 1, 2009 unless reauthorized by the Legislature.	Pending
Board finding of fact by 2/3 majority vote to approve imposing fees	By Resolution 05-08 on March 10, 2005
Congestion Management Program	By Resolution 05-08 on March 10, 2005
Storm-water Pollution Prevention Program	By Resolution 05-08 on March 10, 2005
5 percent of the fees for Admin	Actual fees = 3.4% (\$210,757 including DMV fees/\$6,145,489)
Specific program with budget and performance measures to be adopted at public hearing	By Resolution 05-08 on March 10, 2005
Review of independent audit performed at noticed public hearing	Board meeting scheduled for February 14, 2008 Annual Audits by Maze Associates for FY 2005-2006 completed September 2006 *FY 2006-2007 completed November 2007 * Exceeds requirements
Review of Report to Legislature by July 1, 2006 performed at noticed public hearing	Board meeting scheduled for February 14, 2008 Reports to Legislature sent on June 29, 2006, *June 29, 2007 *January 23, 2008 * Exceeds requirements

people that live, work and operate motor vehicles in San Mateo County. SB 613 passed the legislature and was sent to the Governor. However, the Governor chose to veto SB 613. In his veto message, the Governor stated that he would consider reauthorization of a four-year bill if the legislature deemed the first three years of the pilot project successful. Therefore, the purpose of this report is to explain, in detail, those accomplishments for the first three years of the program, the merit of extending the term by four years to 1/1/2013, and to address the requests in the Governor's veto message.

Next Steps

Submit the three-year report and Executive Analysis:

- Legislature
- Governor's Office

Meet all the requirements established in the Governor's SB 613 veto message:

- Report and evaluate the program after three years.
- Extension of California Government Code 65089.11 thru 65089.15 for four years.

Amend SB 348 to replace the current language with the revised language of SB 613 to extend the term four years to 1/1/2013:

- Meet the requirements of the Governor's veto message.
- Submit SB 348 to the Legislature and the Governor for approval.

Justification for approval of SB 348

- Meets all the requirements of the Governor's veto message of SB 613.
- Proven success for the past three years.
- Many of these Traffic Congestion and Storm-water Pollution Prevention programs will not have funding to continue unless the pilot project's term is extended beyond January 1, 2009.
- Provides limited funding for the unfunded federal and state mandates for storm-water pollution programs.
- Provides a tool for local governments to address the impact of motor vehicles.

Summary of Legislative History

<u>Year</u>	<u>Description</u>
2004	AB 1546 Chaptered - CGC 65089.11 thru 65089.15
1/1/2009	Termination date unless extended.
2007	SB 613 - Requested a 10-year extension that was vetoed by the Governor in preference for a shorter extension
2008	SB 348 - Bill with a four-year extension as requested by the Governor.

Contact: Richard Napier - Executive Director, C/CAG 1-650-599-1420

C/CAG AGENDA REPORT

Date: February 14, 2008
To: City/County Association of Governments Board of Directors
From: Richard Napier, C/CAG Executive Director
Subject: **Proposition 99 and Proposition 98 on the June 2008 Ballot – Eminent Domain Initiatives**

(For further information contact Diana Shu at 599-1414)

RECOMMENDATION

For Information Only

Proposition 99 and Proposition 98 on the June 2008 Ballot regarding Eminent Domain issues.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Not applicable.

BACKGROUND/DISCUSSION

From the League of California Cities:

Proposition 99, “the **Homeowners Protection Act** would provide solid protections for homeowners by prohibiting governments from taking an owner-occupied home to transfer to a private party. The measure is a direct response to the U.S. Supreme Court's infamous *Kelo v. City of New London* decision of 2005.

The broad coalition supporting the **Homeowners Protection Act** includes seniors, homeowners, business, labor, environmentalists, affordable housing advocates, public safety leaders and local government.”

Proposition 98, “the so-called California Property Owners and Farmland Protection Act,...an anti-rent control measure would also eviscerate local land use planning, gut environmental protections and undermine public water projects needed to ensure the state an adequate supply of clean drinking water. The deeply flawed measure, also known as the "Hidden Agendas Scheme," is being funded by wealthy apartment owners and mobile home park owners.”

ITEM 5.1.2

For more information on both initiatives and the campaign, visit <http://eminentdomainreform.com/>.

The League of California Cities and the California State Association of Governments support Proposition 99 and oppose Proposition 98.

ACTION

None For Information Only

ATTACHMENTS

- Proposition 98 and 99 voter information and full text.

Propositions that are on the
June 3, 2008 Statewide Direct Primary Election Ballot

Initiative Constitutional Amendment

Proposition 98

1248. Government Acquisition, Regulation of Private Property. Constitutional Amendment.

Proponents: Doug Mosebar, Jon Coupal and Jim Nielsen (916) 444-9950

Bars state and local governments from condemning or damaging private property for private uses. Prohibits rent control and similar measures. Prohibits deference to government in property rights cases. Defines "just compensation." Requires an award of attorneys fees and costs if a property owner obtains a judgment for more than the amount offered by the government. Requires government to offer to original owner of condemned property the right to repurchase property at condemned price when property is put to substantially different use than was publicly stated. Summary of estimate by Legislative Analyst and Director of Finance of fiscal impact on state and local government: Increased costs to many governments due to the measure's restrictions. The fiscal effect on most governments probably would not be significant. (Initiative 07-0015.) ([Full Text](#))

HOWARD JARVIS
TAXPAYERS
ASSOCIATION



HOWARD JARVIS, Founder (1903-1986)
ESTELLE JARVIS, Honorary Chairwoman
JON COUPAL, President
TREVOR GRIMM, General Counsel
TIMOTHY BITTLE, Director of Legal Affairs

May 1, 2007

Ms. Patricia Galvan, Initiative Coordinator
Attorney General's Office
1515 K Street, 6th Floor
Sacramento, CA 95814

RECEIVED
MAY - 3 2007

Re: California Property Owners and Farmland Protection Act

INITIATIVE COORDINATOR
ATTORNEY GENERAL'S OFFICE

Dear Ms. Galvan:

By this letter, we respectfully request the Attorney General to prepare a title and summary of the chief purpose and points of the California Property Owners and Farmland Protection Act, a copy of which is attached. The undersigned are the proponents of this measure. **We also hereby withdraw Initiative No. 07-0003.** Although our previous initiative and the attached proposal both deal with eminent domain and property rights, there are substantial differences between the two.

Any correspondence regarding this initiative should be directed to Howard Jarvis Taxpayers Association, 921 Eleventh Street, Suite 1201, Sacramento, CA 95814 (916) 444-9950. The proponents' resident addresses are attached to this letter.

Enclosed is the required \$200 filing fee as well as the certification as required by Elections Code Section 18650.

Thank you for your cooperation.

Sincerely,

Doug Mosebar
President, California Farm
Bureau Federation

Sincerely,

Jon Coupal
President Howard
Jarvis Taxpayers
Association

Sincerely,

Jim Nielsen
Chairman, Cal.
Alliance to Protect
Private Property
Rights

SECTION 1. STATEMENT OF FINDINGS

(a) Our state Constitution, while granting government the power of eminent domain, also provides that the people have an inalienable right to own, possess, and protect private property. It further provides that no person may be deprived of property without due process of law, and that private property may not be taken or damaged by eminent domain except for public use and only after just compensation has been paid to the property owner.

(b) Notwithstanding these clear constitutional guarantees, the courts have not protected the people's rights from being violated by state and local governments through the exercise of their power of eminent domain.

(c) For example, the U.S. Supreme Court, in *Kelo v. City of New London*, held that the government may use eminent domain to take property from its owner for the purpose of transferring it to a private developer. In other cases, the courts have allowed the government to set the price an owner can charge to sell or rent his or her property, and have allowed the government to take property for the purpose of seizing the income or business assets of the property.

(d) Farmland is especially vulnerable to these types of eminent domain abuses.

SECTION 2. STATEMENT OF PURPOSE

(a) State and local governments may use eminent domain to take private property only for public uses, such as roads, parks, and public facilities.

(b) State and local governments may not use their power to take or damage property for the benefit of any private person or entity.

(c) State and local governments may not take private property by eminent domain to put it to the same use as that made by the private owner.

(d) When state or local governments use eminent domain to take or damage private property for public uses, the owner shall receive just compensation for what has been taken or damaged.

(e) Therefore, the people of the state of California hereby enact the "California Property Owners and Farmland Protection Act."

SECTION 3. AMENDMENT TO CALIFORNIA CONSTITUTION

Section 19 of Article I of the California Constitution is amended to read:

SEC. 19(a) Private property may be taken or damaged only for a stated public use and when just compensation, ascertained by a jury unless waived, has first been paid to, or into court for, the owner. The Legislature may provide for possession by the condemnor following commencement of eminent domain proceedings upon deposit in court and prompt release to the owner of money determined by the court to be the probable amount of just compensation. Private property may not be taken or damaged for private use.

(b) For purposes of this section:

(1) “Taken” includes transferring the ownership, occupancy, or use of property from a private owner to a public agency or to any person or entity other than a public agency, or limiting the price a private owner may charge another person to purchase, occupy or use his or her real property.

(2) “Public use” means use and ownership by a public agency or a regulated public utility for the public use stated at the time of the taking, including public facilities, public transportation, and public utilities, except that nothing herein prohibits leasing limited space for private uses incidental to the stated public use; nor is the exercise of eminent domain prohibited to restore utilities or access to a public road for any private property which is cut off from utilities or access to a public road as a result of a taking for public use as otherwise defined herein.

(3) “Private use” means:

(i) transfer of ownership, occupancy or use of private property or associated property rights to any person or entity other than a public agency or a regulated public utility;

(ii) transfer of ownership, occupancy or use of private property or associated property rights to a public agency for the consumption of natural resources or for the same or a substantially similar use as that made by the private owner; or

(iii) regulation of the ownership, occupancy or use of privately owned real property or associated property rights in order to transfer an economic benefit to one or more private persons at the expense of the property owner.

(4) "Public agency" means the state, special district, county, city, city and county, including a charter city or county, and any other local or regional governmental entity, municipal corporation, public agency-owned utility or utility district, or the electorate of any public agency.

(5) "Just compensation" means:

(i) for property or associated property rights taken, its fair market value;

(ii) for property or associated property rights damaged, the value fixed by a jury, or by the court if a jury is waived;

(iii) an award of reasonable costs and attorney fees from the public agency if the property owner obtains a judgment for more than the amount offered by a public agency as defined herein; and

(iv) any additional actual and necessary amounts to compensate the property owner for temporary business losses, relocation expenses, business reestablishment costs, other actual and reasonable expenses incurred and other expenses deemed compensable by the Legislature.

(6) "Prompt release" means that the property owner can have immediate possession of the money deposited by the condemnor without prejudicing his or her right to challenge the determination of fair market value or his or her right to challenge the taking as being for a private use.

(7) "Owner" includes a lessee whose property rights are taken or damaged.

(8) "Regulated public utility" means any public utility as described in Article XII, section 3 that is regulated by the California Public Utilities Commission and is not owned or operated by a public agency. Regulated public utilities are private property owners for purposes of this article.

(c) In any action by a property owner challenging a taking or damaging of his or her property, the court shall consider all relevant evidence and exercise its independent judgment, not limited to the administrative record and without deference to the findings of the public agency. The property owner shall be entitled to an award of reasonable costs and attorney fees from the public agency if the court finds that the agency's actions are not in compliance with this section. In addition to other legal and equitable remedies that may be available, an owner whose property is taken or damaged for private use may bring an action for an injunction, a writ of mandate, or a declaration invalidating the action of the public agency.

(d) Nothing in this section prohibits a public agency or regulated public utility from entering into an agreement with a private property owner for the voluntary sale of property not subject to eminent domain, or a stipulation regarding the payment of just compensation.

(e) If property is acquired by a public agency through eminent domain, then before the agency may put the property to a use substantially different from the stated public use, or convey the property to another person or unaffiliated agency, the condemning agency must make a good faith effort to locate the private owner from whom the property was taken, and make a written offer to sell the property to him at the price which the agency paid for the property, increased only by the fair market value of any improvements, fixtures, or appurtenances added by the public agency, and reduced by the value attributable to any removal, destruction or waste of improvements, fixtures or appurtenances that had been acquired with the property. If property is repurchased by the former owner under this subdivision, it shall be taxed based on its pre-condemnation enrolled value, increased or decreased only as allowed herein, plus any inflationary adjustments authorized by subdivision (b) of Section 2 of Article XIII A. The right to repurchase shall apply only to the owner from which the property was taken, and does not apply to heirs or successors of the owner or, if the owner was not a natural person, to an entity which ceases to legally exist.

(f) Nothing in this section prohibits a public agency from exercising its power of eminent domain to abate public nuisances or criminal activity;

(g) Nothing in this section shall be construed to prohibit or impair voluntary agreements between a property owner and a public agency to develop or rehabilitate affordable housing.

(h) Nothing in this section prohibits the California Public Utilities Commission from regulating public utility rates.

(i) Nothing in this section shall restrict the powers of the Governor to take or damage private property in connection with his or her powers under a declared state of emergency.

SECTION 4. IMPLEMENTATION AND AMENDMENT

This section shall be self-executing. The Legislature may adopt laws to further the purposes of this section and aid in its implementation. No amendment to this section may be made except by a vote of the people pursuant to Article II or Article XVIII.

SECTION 5. SEVERABILITY

The provisions of this section are severable. If any provision of this section or its application is held invalid, that invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

SECTION 6. EFFECTIVE DATE

The provisions of this Act shall become effective on the day following the election ("effective date"); except that any statute, charter provision, ordinance, or regulation by a public agency enacted prior to January 1, 2007, that limits the price a rental property owner may charge a tenant to occupy a residential rental unit ("unit") or mobile home space ("space") may remain in effect as to such unit or space after the effective date for so long as, but only so long as, at least one of the tenants of such unit or space as of the effective date ("qualified tenant") continues to live in such unit or space as his or her principal place of residence. At such time as a unit or space no longer is used by any qualified tenant as his or her principal place of residence because, as to such unit or space, he or she has: (a) voluntarily vacated; (b) assigned, sublet, sold or transferred his or her tenancy rights either voluntarily or by court order; (c) abandoned; (d) died; or he or she has (e) been evicted pursuant to paragraph (2), (3), (4) or (5) of Section 1161 of the Code of Civil Procedure or Section 798.56 of the Civil Code as in effect on January 1, 2007; then, and in such event, the provisions of this Act shall be effective immediately as to such unit or space.

Initiative Constitutional Amendment
Proposition 99

1251. Eminent Domain. Acquisition of Owner-Occupied Residence. Constitutional Amendment.

Proponents: Christopher K. McKenzie, Susan Smartt and Kenneth Willis c/o Steve Lucas (415) 389-6800

Bars state and local governments from using eminent domain to acquire an owner-occupied residence, as defined, for conveyance to a private person or business entity. Creates exceptions for public work or improvement, public health and safety protection, and crime prevention.

Summary of estimate by Legislative Analyst and Director of Finance of fiscal impact on state and local government: The measure would likely not have a significant fiscal impact on state or local governments. (Initiative 07-0018.)

(Full Text)

May 10, 2007

RECEIVED

MAY 14 2007

INITIATIVE COORDINATOR
ATTORNEY GENERAL'S OFFICE

VIA PERSONAL DELIVERY

The Honorable Edmund G. Brown, Jr.
Attorney General
1300 I Street
Sacramento, CA 95814

Attention: Patricia Galvan, Initiative Coordinator

Re: Request for Title and Summary- Initiative Constitutional Amendment

Dear Mr. Brown:

I am one of the proponents of the attached initiative constitutional amendment. Pursuant to Article II, Section 10(d) of the California Constitution and Section 9002 of the Elections Code, I hereby request that a title and summary be prepared. Enclosed is a check for \$200.00. My residence address is attached. I also withdraw Initiative No. 07-0006.

All inquires or correspondence relative to this initiative should be directed to Nielsen, Merksamer, Parrinello, Mueller & Naylor, LLP, 1415 L Street, Suite 1200, Sacramento, CA 95814; Attention: Steve Lucas (telephone: 415/389-6800).

Thank you for your assistance.

Sincerely,

Susan Smartt, Proponent

Enclosure: Proposed Initiative

May 10, 2007

RECEIVED

MAY 14 2007

INITIATIVE COORDINATOR
ATTORNEY GENERAL'S OFFICE

VIA PERSONAL DELIVERY

The Honorable Edmund G. Brown, Jr.
Attorney General
1300 I Street
Sacramento, CA 95814

Attention: Patricia Galvan, Initiative Coordinator

Re: Request for Title and Summary- Initiative Constitutional Amendment

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All inquires or correspondence relative to this initiative should be directed to Nielsen, Merksamer, Parrinello, Mueller & Naylor, LLP, 1415 L Street, Suite 1200, Sacramento, CA 95814; Attention: Steve Lucas (telephone: 415/389-6800).

Thank you for your assistance.

Sincerely,

Kenneth Willis, Proponent

Enclosure: Proposed Initiative

TITLE: This measure shall be known as the “Homeowners and Private Property Protection Act.”

SECTION 1: PURPOSE AND INTENT

By enacting this measure, the people of California hereby express their intent to:

- A. Protect their homes from eminent domain abuse.
- B. Prohibit government agencies from using eminent domain to take an owner-occupied home to transfer it to another private owner or developer.
- C. Amend the California Constitution to respond specifically to the facts and the decision of the U.S. Supreme Court in *Kelo v. City of New London*, in which the Court held that it was permissible for a city to use eminent domain to take the home of a Connecticut woman for the purpose of economic development.
- D. Respect the decision of the voters to reject Proposition 90 in November 2006, a measure that included eminent domain reform but also included unrelated provisions that would have subjected taxpayers to enormous financial liability from a wide variety of traditional legislative and administrative actions to protect the public welfare.
- E. Provide additional protection for property owners without including provisions, such as those in Proposition 90, which subjected taxpayers to liability for the enactment of traditional legislative and administrative actions to protect the public welfare.
- F. Maintain the distinction in the California Constitution between Section 19, Article I, which establishes the law for eminent domain, and Section 7, Article XI, which establishes the law for legislative and administrative action to protect the public health, safety and welfare.
- G. Provide a comprehensive and exclusive basis in the California Constitution to compensate property owners when property is taken or damaged by state or local governments, without affecting legislative and administrative actions taken to protect the public health, safety and welfare.

SECTION 2: AMENDMENT TO THE CALIFORNIA CONSTITUTION

Section 19 of Article I of the California Constitution is hereby amended to read:

Sec. 19. (a) Private property may be taken or damaged for a public use and only when just compensation, ascertained by a jury unless waived, has first been paid to, or into court for, the owner. The Legislature may provide for possession by the condemnor following commencement of eminent domain proceedings upon deposit in court and prompt release to the owner of money determined by the court to be the probable amount of just compensation.

(b) *The State and local governments are prohibited from acquiring by eminent domain an owner-occupied residence for the purpose of conveying it to a private person.*

(c) *Subdivision (b) of this Section does not apply when State or local government exercises the power of eminent domain for the purpose of protecting public health and safety; preventing serious, repeated criminal activity; responding to an emergency; or remedying environmental contamination that poses a threat to public health and safety.*

(d) *Subdivision (b) of this Section does not apply when State or local government exercises the power of eminent domain for the purpose of acquiring private property for a Public work or improvement.*

(e) *For the purpose of this Section:*

1. *"Conveyance" means a transfer of real property whether by sale, lease, gift, franchise, or otherwise.*
2. *"Local government" means any city, including a charter city, county, city and county, school district, special district, authority, regional entity, redevelopment agency, or any other political subdivision within the State.*
3. *"Owner-occupied residence" means real property that is improved with a single family residence such as a detached home, condominium, or townhouse and that is the owner or owners' principal place of residence for at least one year prior to the State or local government's initial written offer to purchase the property. Owner-occupied residence also includes a residential dwelling unit attached to or detached from such a single family residence which provides complete independent living facilities for one or more persons.*
4. *"Person" means any individual or association, or any business entity, including, but not limited to, a partnership, corporation, or limited liability company.*
5. *"Public work or improvement" means facilities or infrastructure for the delivery of public services such as education, police, fire protection, parks, recreation, emergency medical, public health, libraries, flood protection, streets or highways, public transit, railroad, airports and seaports; utility, common carrier or other similar projects such as energy-related, communication-related, water-related and wastewater-related facilities or infrastructure; projects identified by a State or local government for recovery from natural disasters; and private uses incidental to, or necessary for, the Public work or improvement.*
6. *"State" means the State of California and any of its agencies or departments.*

SECTION 3. By enacting this measure, the voters do not intend to change the meaning of the terms in subdivision (a) of Section 19, Article I of the California Constitution, including, without limitation, "taken," "damaged," "public use," and "just compensation," and deliberately do not impose any restrictions on the exercise of power pursuant to Section 19, Article I, other than as expressly provided for in this measure.

SECTION 4. The provisions of Section 19, Article I, together with the amendments made by this initiative, constitute the exclusive and comprehensive authority in the California Constitution for the exercise of the power of eminent domain and for the payment of compensation to property owners when private property is taken or damaged by state or local government. Nothing in this initiative shall limit the ability of the Legislature to provide compensation in addition to that which is required by Section 19 of Article I to property owners whose property is taken or damaged by eminent domain.

SECTION 5. The amendments made by this initiative shall not apply to the acquisition of real property if the initial written offer to purchase the property was made on or before the date on which this initiative becomes effective, and a resolution of necessity to acquire the real property by eminent domain was adopted on or before 180 days after that date.

SECTION 6. The words and phrases used in the amendments to Section 19, Article I of the California Constitution made by this initiative which are not defined in subdivision (d), shall be defined and interpreted in a manner that is consistent with the law in effect on January 1, 2007 and as that law may be amended or interpreted thereafter.

SECTION 7. The provisions of this measure shall be liberally construed in furtherance of its intent to provide homeowners with protection against exercises of eminent domain in which an owner-occupied residence is subsequently conveyed to a private person.

SECTION 8. The provisions of this measure are severable. If any provision of this measure or its application is held invalid, that invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

SECTION 9. In the event that this measure appears on the same statewide election ballot as another initiative measure or measures that seek to affect the rights of property owners by directly or indirectly amending Section 19, Article I of the California Constitution, the provisions of the other measure or measures shall be deemed to be in conflict with this measure. In the event that this measure receives a greater number of affirmative votes, the provisions of this measure shall prevail in their entirety, and each and every provision of the other measure or measures shall be null and void.

C/CAG AGENDA REPORT

Date: February 14, 2008
To: City/County Association of Governments Board of Directors
From: Richard Napier, C/CAG Executive Director
Subject: Update on the Traffic Incident Management – Alternative Route Plan and San Mateo County Smart Corridors projects.

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

RECOMMENDATION

That the C/CAG Board receives and update on the Traffic Incident Management – Alternative Route Plan and San Mateo County Smart Corridors projects.

FISCAL IMPACT

Discussion of the projects will not have any impacts on the C/CAG budget.

SOURCE OF FUNDS

N/A

BACKGROUND/DISCUSSION

Traffic Incident Management – Alternative Route Plan

The Incident Management – Alternative Route Plan project addresses effects of non-recurring traffic congestion caused by major freeway incidents. The current on-going development of the Plan involves establishing pre-planned alternate detour routes, facilitating interagency coordination and communication, and developing traffic control strategies to minimize the congestion and improve safety on local streets.

San Mateo County Smart Corridors Program

The San Mateo County Smart Corridors project will implement traffic incident management strategies by deploying Intelligent Transportation System (ITS) elements along local streets and state routes to proactively manage traffic congestion and improve mobility. C/CAG plans to submit this project for the upcoming Traffic Light Synchronization Program (TLSP), which is a funding opportunity intended to fund traffic light synchronization projects or other technology-based improvements to improve safety, operations and the effective capacity of local streets and roads. (See Item 5.2.1 for detailed information)

ATTACHMENT

- Incident Management – Alternate Route Plan Project Update

ITEM 5.2

Incident Management – Alternate Route Plan Project Update

February 5, 2008

Project Background

The development and implementation of the Incident Management – Alternate Route Plan was one of many recommendations resulting from the San Mateo County Intelligent Transportation System (ITS) Strategic Plan.

Purpose

The purpose of the Incident Management – Alternate Route Plan project is to address effects of non-recurring traffic congestion caused by major freeway incidents. The project involves establishing pre-planned alternate detour routes, facilitating interagency coordination and communication, and developing traffic control strategies to minimize the congestion and improve safety on local streets.

Goals/Objectives

- Minimize congestion and improve traveler and public safety on local streets during
- Enable cities to quickly respond to major traffic fluctuations
- Improve coordination/communication, and emergency responses between agencies
- Establish pre-planned alternate (detour) routes
- Implement traffic control strategies with ITS element including traffic signal improvements, CCTV, signage

Project Limits

The project is located along the vicinity of US 101 from County line to County line; portions of I-280 from the San Francisco County line to SR 92; I-380 from US 101 to I-280; and SR 92 from I-280 to the San Mateo Bridge

Stakeholders

An Incident Management Committee was formed to provide technical guidance to the project. The participants include City Public Works, Fire, and Police Departments, Caltrans, CHP, County OES, SFO, MTC.

Project Update

- 1st meeting held in July 2006; 11 meetings to date (last in January 2008)
- Accomplishments includes establishment of alternate routes; development of the Draft Alternative Route Plan, Draft Memorandum of Understanding, and Draft Infrastructure Improvement Plan
- Remaining tasks include completion of implementation strategies, providing table-top & train-the-trainer training, and performing outreach to agencies. Other work related to this project includes performing an assessment of current emergency evacuation strategies.
- Next step is to distribute the Final Draft of the Alternate Route Plan for comments.

C/CAG AGENDA REPORT

Date: February 14, 2008
To: City/County Association of Governments Board of Directors
From: Richard Napier, C/CAG Executive Director
Subject: Review and approval of the Traffic Light Synchronization Program (TLSP) application for two Smart Corridors Projects for \$10M
(For further information contact John Hoang at 363-4105)

RECOMMENDATION

That the C/CAG Board review and approve the Traffic Light Synchronization Program (TLSP) application for two Smart Corridors Projects for \$10M.

FISCAL IMPACT

\$10 million to account for up to 50% local match

SOURCE OF FUNDS

The local match portion of the funding (\$10 million) for this project was programmed in the 2008 State Transportation Improvement Program (STIP).

BACKGROUND/DISCUSSION

The purpose of the Traffic Light Synchronization Program (TLSP) is to fund traffic light synchronization projects or other technology-based improvements to improve safety, operations, and the effective capacity of local streets and roads. The program is funded by Proposition 1B and \$100 million will be allocated statewide on a competitive basis to fund the costs of construction and acquisition and installation of equipment.

Project evaluation criteria includes the following: effectiveness of the project in providing transportation benefits, safety and operations improvements, energy conservation and effective capacity of local streets and roads in a corridor; date of award of construction contract; degree to which the project contributes to air basin emissions reduction; and degree of financial contribution by the local agency towards the capital costs of the project.

The call for projects is expected to be release in February with applications due March 28, 2008. The initial TLSP program of projects will be adopted in May 2008. Staff plans to submit two segments from the San Mateo Smart Corridors Project for consideration. The project limits will be along the US 101/SR 82 (El Camino Real) corridor from I-380 in City of San Bruno to Holly Street in the City of San Carlos. The total project implementation cost is approximately \$20M (\$2.7M –

ITEM 5.2.1

engineering, \$17M – construction). It is anticipated that \$10M will be funded by the TLSP and \$10M from the STIP.

Staff recommends that the Board authorize the submittal of the TLSP application for two (2) projects within the program guidelines and authorize the Executive Director to make changes within the broad parameters of the Smart Corridors Project.

ATTACHMENT

- San Mateo County Smart Corridors Project Fact Sheet

San Mateo County Smart Corridors Project

PROJECT FACT SHEET

Revised 02/05/08

Project Description

The San Mateo County Smart Corridors Project will implement traffic management strategies by deploying ITS elements along state routes and major local streets such that these designated routes will have the tools to manage traffic congestion and improve mobility. The initial phase of the San Mateo County Smart Corridor Project includes the following corridors (see Vicinity Map):

Segment	Location	Limits	Total Cost (estimated)
1	SFO Vicinity	US 101 and SR 82 (El Camino Real) between I-380 and Poplar Avenue	\$10.2M
2	US 101/SR 92 I/C	US 101 and SR 82 (El Camino Real) between 3 rd St. and Holly St. and SR 92 between SR 82 (El Camino Real) to the 101 Interchange	\$9.9M
3	US101/SR 84 I/C	US 101 from Holly St. and the Santa Clara County Line	\$9.2M

The San Mateo County Smart Corridors Project will integrate:

- Traffic signal improvements (controller upgrades, transit signal priority/emergency preemption, signal coordination, flush plans);
- On-ramp metering (existing);
- Freeway changeable message signs (CMS);
- Arterial travel time data using a vehicle detection system;
- Arterial electronic trailblazer signs;
- Fixed and pan-tilt-zoom CCTV cameras;
- Caltrain at-grade rail crossing advanced warning equipment; and
- Communications network.

Project Purpose/Goal

The San Mateo County Smart Corridors Project is a cooperative effort by the San Mateo City/County Association of Governments (C/CAG) and local agencies. The purpose of this project is to implement Intelligent Transportation System (ITS) elements along state and local routes in San Mateo County to manage traffic congestion and improve mobility. Planned traffic management tools along these corridors will enable the local agencies and Caltrans to:

- Proactively coordinate traffic management during incidents;
- Define clear alternative routes for drivers during incidents and special events;
- Promote the use of Caltrain and SamTrans as an alternative mode;
- Proactively manage traffic signals along major surface streets; and
- Achieve a balanced traffic flow.

The ultimate goal of the Smart Corridors Program is to allow the participating agencies to better manage incidents and congestion along regional and local routes through ITS implementation.

Project Benefits

The implementation of the Smart Corridors Project and deployment of ITS tools to proactively manage traffic congestion would result in the following benefits:

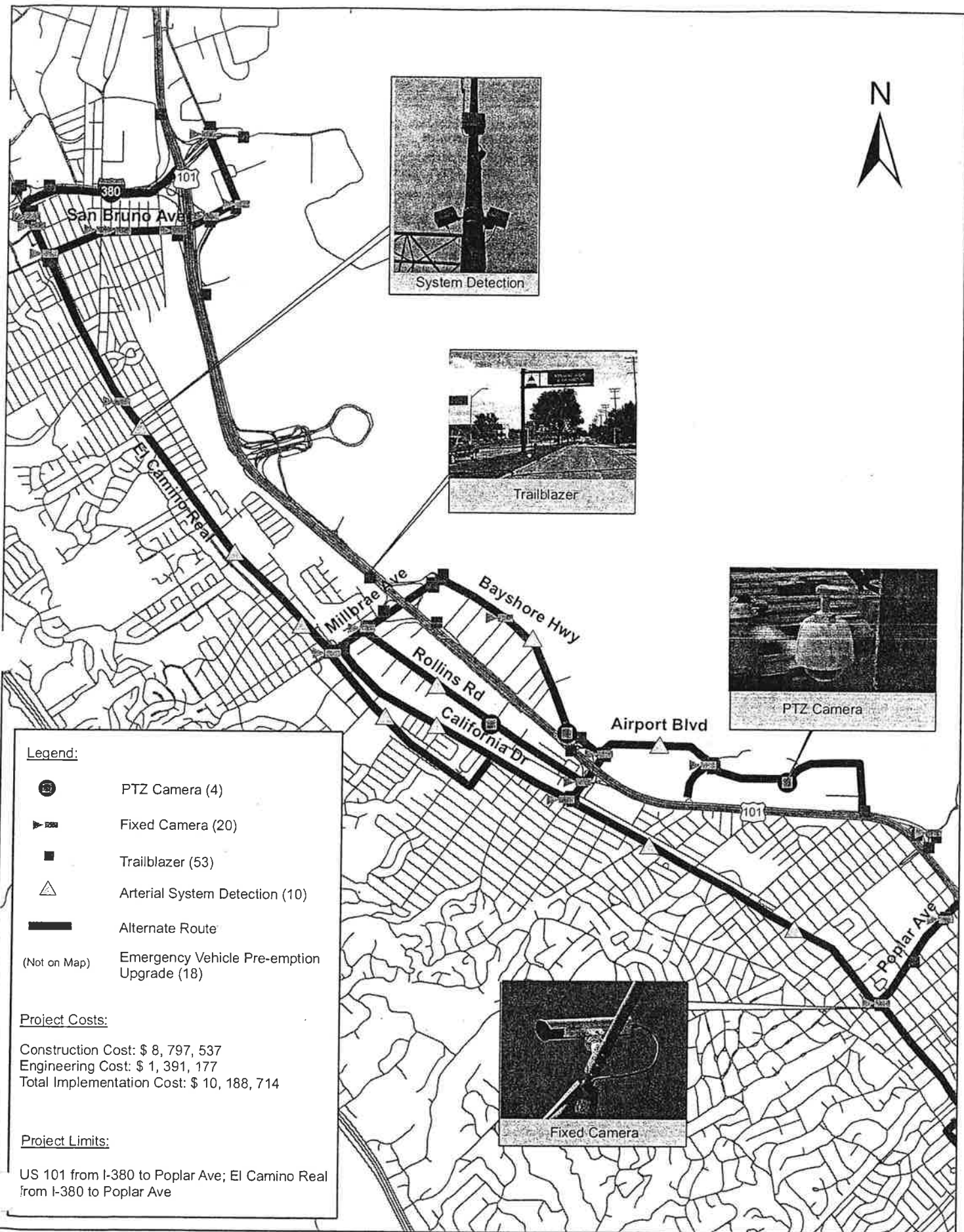
- Minimize the impact of freeway incident traffic on local streets through proactive traffic management;
- Ability to collect and disseminate arterial travel times;
- Ability to implement traffic responsive and time-of-day signal timing to improve traffic signal coordination and reduce delays along major corridors and freeway connectors;
- A responsive plan to effectively manage freeway traffic that utilizes local streets during freeway incidents;
- Ability to share traffic information between Caltrans and local agencies to improve coordination and management activities;
- Ability to collect and disseminate transit information to encourage alternative mode choices and create a multi-modal/multi-user system;
- Ability to provide accurate and timely information about the corridors to agency transportation managers and to public;
- Improved response to and clearing of incidents on freeways and surface streets

Project Participants







City of San Mateo	City of Menlo Park	City of Atherton
City of Millbrae	City of Foster City	City of East Palo Alto
City of San Bruno	City of San Carlos	City of Belmont
City of South San Francisco	City of Redwood City	California Highway Patrol (CHP)
City of Burlingame	Caltrans	San Francisco International Airport
San Mateo County OES	San Mateo County TA	C/CAG
MTC		

Project Location Maps

Attachment



Legend:

-  PTZ Camera (4)
-  Fixed Camera (20)
-  Trailblazer (53)
-  Arterial System Detection (10)
-  Alternate Route
-  (Not on Map) Emergency Vehicle Pre-emption Upgrade (18)

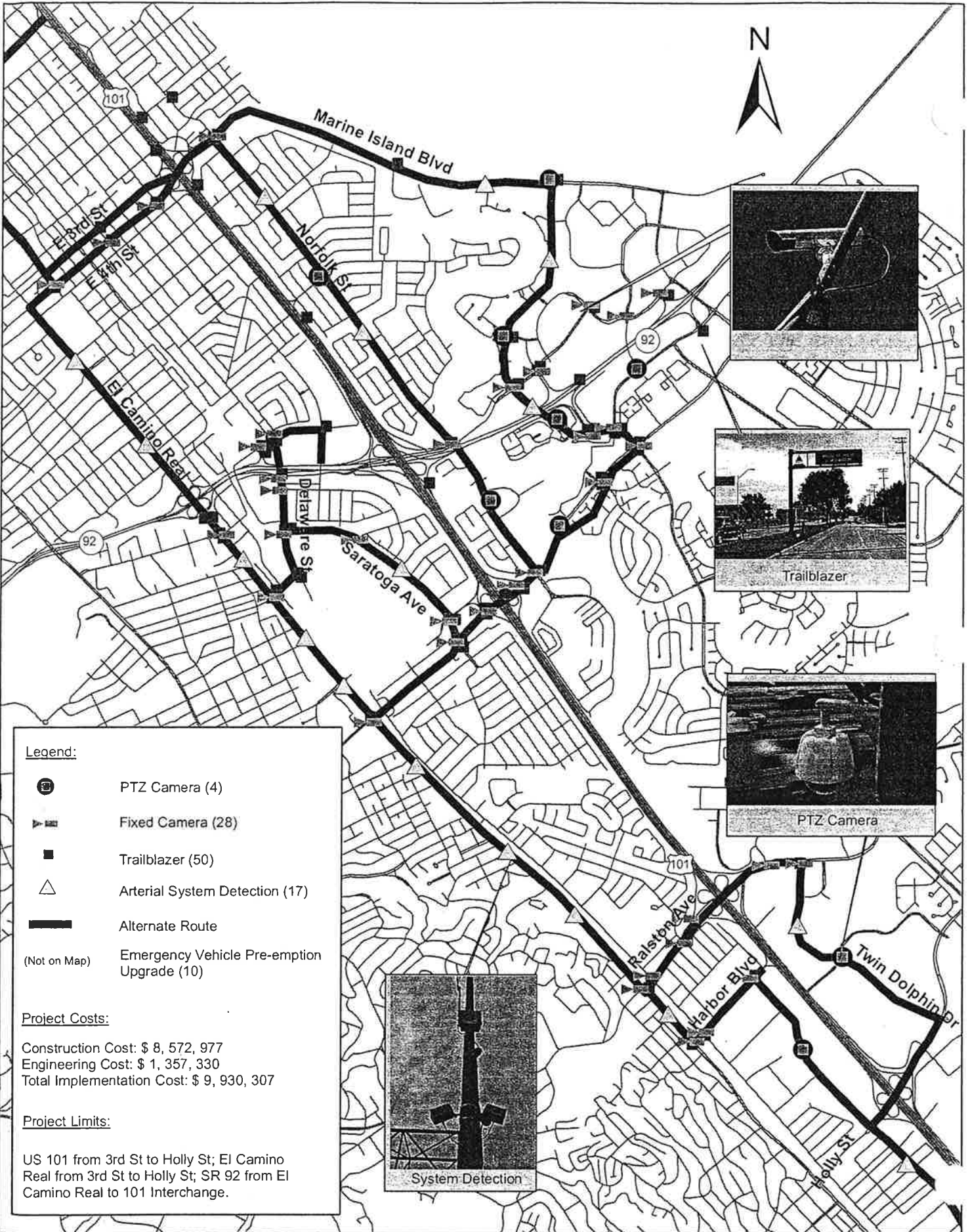
Project Costs:

Construction Cost: \$ 8, 797, 537
 Engineering Cost: \$ 1, 391, 177
 Total Implementation Cost: \$ 10, 188, 714

Project Limits:

US 101 from I-380 to Poplar Ave; El Camino Real from I-380 to Poplar Ave

SAN MATEO COUNTY SMART CORRIDORS PROGRAM



SAN MATEO COUNTY SMART CORRIDORS PROGRAM



Fixed Camera



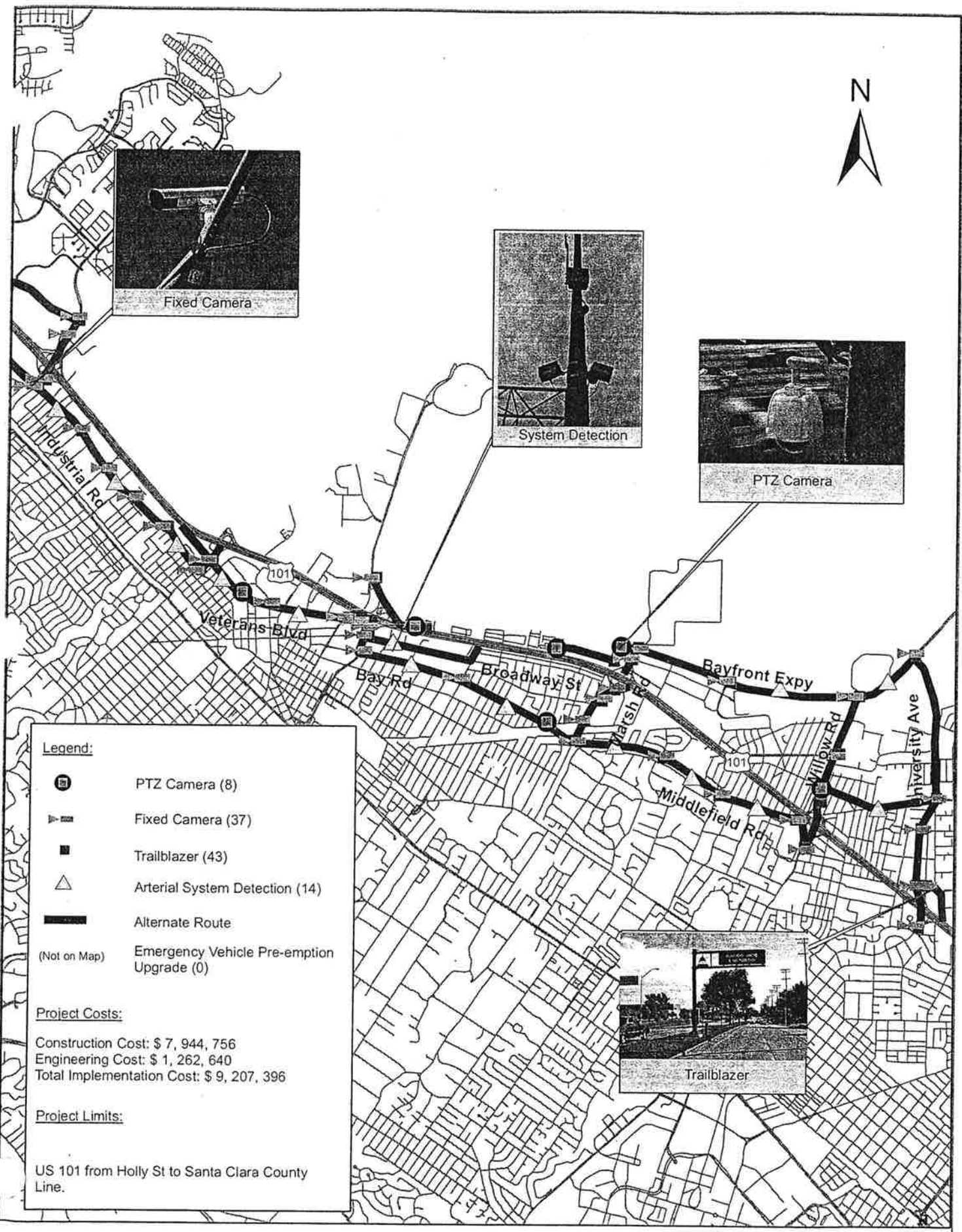
System Detection









PTZ Camera



Trailblazer



Legend:

-  PTZ Camera (8)
-  Fixed Camera (37)
-  Trailblazer (43)
-  Arterial System Detection (14)
-  Alternate Route
-  (Not on Map) Emergency Vehicle Pre-emption Upgrade (0)

Project Costs:

Construction Cost: \$ 7, 944, 756
 Engineering Cost: \$ 1, 262, 640
 Total Implementation Cost: \$ 9, 207, 396

Project Limits:

US 101 from Holly St to Santa Clara County Line.

SAN MATEO COUNTY SMART CORRIDORS PROGRAM

C/CAG AGENDA REPORT

Date: February 14, 2008
To: City/County Association of Governments Board of Directors
From: Richard Napier, C/CAG Executive Director
Subject: Review and approval of Resolution 08-02 authorizing the C/CAG Chair to execute an amendment to the agreement between the City/County Association of Governments (C/CAG) and Kimley-Horn for the Incident Management – Alternative Route Plan in an amount of \$321,000 for the development of a Project Approval/Environmental Documentation (PA/ED) for the San Mateo County Smart Corridors Project.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 08-02 authorizing the C/CAG Chair to execute an amendment to the agreement between the City/County Association of Governments (C/CAG) and Kimley-Horn for the Incident Management – Alternative Route Plan in an amount of \$321,000 for the development of a Project Approval/Environmental Documentation (PA/ED) for the San Mateo County Smart Corridors Project in accordance with staff recommendation.

FISCAL IMPACT

Not to exceed \$321,000 (direct cost to C/CAG is \$160,500)

SOURCE OF FUNDS

Funding for this project was budgeted in the FY 2007/08 Congestion Relief Fund Program. The San Mateo County Transportation Authority (TA) will fund fifty percent (50%) of the total project cost.

BACKGROUND/DISCUSSION

On March 8, 2007, C/CAG adopted Resolution 07-06 to enter into an agreement with Kimley-Horn and Associates for \$217,000 to provide technical assistance for the development of the Incident Management – Alternate Route Plan to address effects of non-recurring traffic congestion on local streets caused by major freeway incidents along US-101 and portions of I-280 and SR 92. The Plan includes establishing pre-planned alternate detour routes, facilitating interagency coordination and communication, an development to traffic control strategies to minimize congestion and improve safety on local streets.

The Board adopted Resolution 07-30 on November 8, 2007, approving a contract amendment for an additional amount of \$155,300 to develop a Project Study Report (PSR) and associated documents for the San Mateo County Smart Corridors Project. The San Mateo County Smart Corridors project

ITEM 5.2.2

derived from the Alternate Route Plan and implements traffic management strategies by deploying and integrating Intelligent Transportation System (ITS) along major local streets and state routes for managing both recurring and non-recurring traffic congestion. Final approval of the PSR is expected to occur by the end of February 2008.

Under this Amendment No. 2, the consultant will prepare the Project Approval/Environmental Document (PA/ED) to perform preliminary engineering including updating project information, performing traffic analysis, and updating right-of-way data sheets and cost estimates in addition. The environmental documentation task includes preparation of technical reports identifying potential project impacts and obtaining California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) clearances.

Work on the PA/ED is anticipated to take approximately 16 weeks to complete (by the end of June 2008).

ATTACHMENT

- Resolution 08-02
- Amendment No. 2 to the Agreement between C/CAG and Kimley-Horn and Associates

RESOLUTION 08-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY
ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AUTHORIZING THE CHAIR TO EXECUTE AN AMENDMENT TO THE
AGREEMENT WITH KIMLEY-HORN FOR THE INCIDENT MANAGEMENT
– ALTERNATIVE ROUTE PLAN IN AN AMOUNT OF \$321,000 FOR THE
DEVELOPMENT OF A PROJECT APPROVAL/ENVIRONMENTAL
DOCUMENTATION (PA/ED) FOR THE SAN MATEO COUNTY SMART
CORRIDORS PROJECT

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

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

WHEREAS, C/CAG has adopted a Countywide Congestion Relief Plan that includes specific programs and studies to improve congestion management in San Mateo County including the Countywide Intelligent Transportation System (ITS) Strategic Plan; and

WHEREAS, C/CAG has determined that additional services are needed to prepare a Project Approval/Environmental Documentation (PA/ED); and

WHEREAS, C/CAG has determined that outside consulting services are needed to assist in the development of the Project Approval/Environmental Documentation (PA/ED); and

WHEREAS, C/CAG has selected Kimley-Horn and Associates, Inc. to provide these services; 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 agreement with Kimley-Horn and Associates, Inc. for an additional amount not to exceed \$321,000, to an additive amount of \$693,300. In accordance with C/CAG established policy, the Chair may administratively authorize up to an additional 5% of the total contract amount in the event that there are unforeseen costs associated with the project. This amendment to the agreement is attached hereto and is in a form that has been approved by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF FEBRUARY 2008.

Deborah C. Gordon, Chair

**AMENDMENT (NO. 2) TO THE AGREEMENT
BETWEEN
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
KIMLEY-HORN AND 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 March 8, 2007 meeting, approved an agreement with Kimley-Horn and Associates, Inc. (hereinafter referred to as Consultant) to develop the Incident Management – Alternative Route Plan for San Mateo County and amended the agreement at its November 8, 2007 meeting; and

WHEREAS, C/CAG has determined that additional consulting services are needed as defined in the attached Scope of Work (Exhibit A); and

WHEREAS, up to an additional three hundred twenty one thousand dollars (\$321,000.00) will be required to complete said work; and

WHEREAS, Consultant has reviewed and accepted this amendment;

IT IS HEREBY AGREED by the C/CAG Chair and Consultant that:

1. The added funding provided to Consultant by C/CAG under this amendment will be no more than three hundred twenty one thousand dollars (\$321,000.00) for the completion of the additional work, thereby making the new maximum total contract amount six hundred ninety three thousand three hundred dollars (\$693,300.00); and
2. All other provisions of the original agreement between C/CAG and Consultant dated March 8, 2007, and as amended November, 8, 2007, shall remain in full force and effect; and
3. 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
4. This amendment to the agreement shall take effect upon signature by both parties.

For C/CAG Chair:

For Consultant:

Deborah C. Gordon, Chair

Signature

By: _____

Date: February 14, 2008

Date: _____

Approved as to form:

Miruni Soosaipillai, C/CAG Legal Counsel

EXHIBIT A

SAN MATEO COUNTY SMART CORRIDORS PROJECT DEVELOPMENT PHASE SCOPE OF SERVICES

TASK 1 – PROJECT REPORT

Kimley-Horn will be the lead consultant for the Project Report and Environmental Documentation. In addition to our team members, we will utilize other specialty firms for some of the testing requirements for the project, including Aerially Deposited Lead (ADL) or the Phase I Hazardous Materials sampling, as necessary.

Project Report (PR)

Kimley-Horn will prepare a Project Report based on Caltrans process for the Smart Corridors Project. For this phase of the project only limited sections of the Project Report will be completed to allow the project to advance through the approval process. Technical Analysis for completing the Project Report will include the following:

- ▶ Update Project Information
- ▶ Traffic Analysis
- ▶ Geometric Plans for Project Alternatives
- ▶ Hydraulics/Hydrology Analysis
- ▶ Storm Water Data Report (SWDR)
- ▶ Updated Right of Way Data Sheets
- ▶ Utility Location Determination for Preliminary Engineering (Potholing or other field investigations are not anticipated).
- ▶ Updated Preliminary Transportation Management Plan
- ▶ Cost Estimate of Alternatives
- ▶ Value Analysis

Design exception fact sheets are not anticipated.

Kimley-Horn will compile all the technical analysis and will prepare the Draft Project Report consistent with Caltrans requirements. Draft Report will be submitted to Caltrans for review. Based on Caltrans comments, the Final Project Report will be prepared in coordination with the Environmental Document.

Deliverables:

- Draft and Final Project Report

TASK 2 – ENVIRONMENTAL DOCUMENT

Environmental Documentation

Given the nature of the proposed project (i.e., installation of ITS-related systems and infrastructure within an existing transportation network), land disturbance would be localized and relatively minor in scope. In accordance with the Preliminary Environmental Analysis Report (PEAR) prepared for the proposed project, it is expected that potential project impacts would be less than significant. Given this, the CEQA clearance is anticipated to be an Initial Study (IS)/Negative Declaration (ND) as stated in the RFP. The NEPA clearance is anticipated to be an Environmental Assessment (EA) resulting in a Finding of No Significant Impact (FONSI).

Because of the limited environmental impacts associated with installation of ITS infrastructure, we anticipate that only one Build Alternative and the No Build Alternative will need to be analyzed in the technical studies and environmental document. The following describes the anticipated scope of services for environmental clearance for the proposed project:

Kimley-Horn's approach to the preparation and approval of technical reports involves early coordination with Caltrans environmental staff to outline the scope of work for each technical report. This approach has reduced the number of review cycles required prior to Caltrans approval of the technical reports. All technical reports will be prepared in compliance with Caltrans and FHWA guidelines.

Air Quality – The project's air quality impacts will be addressed in the Environmental Document. The IS/EA will also contain a discussion of the regulatory structure for air quality. Regional and local conformity with the State Implementation Plan (SIP) will be addressed. The conformity analysis will examine the project's inclusion in the Regional Transportation Plan. Given the nature of the proposed project, no air quality modeling or separate technical report is anticipated.

- ▶ **Noise** – Once operational, the project would not generate any noise impacts. Accordingly, impact analysis will focus on construction related noise emissions and will be addressed in the body of the IS/EA. No noise technical report will be required.

Hydrology/Floodplain – The San Mateo Smart Corridors Project will impact approximately 0.02 hectares as a result of the installation of new poles on which to mount trailblazers and new PTZ cameras. The remaining impacted areas involve modifying traffic signals, message signs, and detection devices, as well as developing travel restrictions, preferences, and Incidental Response Plans. These impacts will not require detailed hydrologic and hydraulic analysis; however we will review the proposed improvements to avoid conflicts with existing drainage facilities. The adequacy of the existing roadway drainage system will be evaluated in the preliminary drainage study. The

existing storm drain capacity for conveying increased flows resulting from ramp widening will be identified.

The calculations will be presented in a Preliminary Drainage Study prepared according to Caltrans, San Mateo County Flood Control District and Water Conservation District standards.

This task also includes a Location Hydraulic Study that will determine the impacts on the existing floodplain if any, and assumes no HEC-RAS modeling based on a negligible increase of impervious area. Additionally, water quality BMP hydraulic calculations and design will be performed as each BMP type is selected.

Biological Resources – Kimley-Horn will review existing literature and databases for information about biological resources in the project area and vicinity. A biological field reconnaissance and habitat assessment will be conducted by a qualified biologist to assess the potential for sensitive species and habitats to be present within the project footprint. A jurisdictional delineation will be conducted for potentially jurisdictional wetlands and waters of the U.S. in the immediate vicinity of proposed equipment placement. Because the proposed improvements are within areas that have been previously disturbed, no sensitive species or habitats, or jurisdictional areas are expected to occur within the project footprint. It is anticipated that the results of the literature/database review and field reconnaissance would be documented in a NES-Minimal Impacts format per Caltrans guidelines.

Cultural Resources – Analysis of Cultural Resources will commence by obtaining and reviewing an archaeological records search. The records search will be requested from the Northwest Information Center (NWIC) of the California Historical Resources Inventory at Sonoma State University.

Native American consultation is an important aspect of any cultural resources study. The Native American Heritage Commission (NAHC) will be contacted to conduct an inventory of their Sacred Lands files to determine whether any known sacred lands may be impacted by the proposed project.

All cultural resources will be marked on project maps and impacts, if any, will be documented in the body of the IS/EA. The Environmental Document will also provide background on the project area, discuss the study methods, identify archaeological resources located on the project site and provide recommendations to address impacts that would occur to those resources.

No Historic Resources Evaluation Report, Archaeological Survey Report, Historic Properties Survey Report, or subsurface testing or data recovery will be conducted as part of this proposal. In the event that direct or indirect impacts to any cultural resources on the project site cannot be avoided through project design, further survey work or testing may be required to fully evaluate significance. Under these circumstances, a revised scope and cost estimate will be prepared.

Visual Impact Analysis – Kimley-Horn will evaluate potential impacts that could result from construction of the proposed project in the IS/EA. Kimley-Horn will consult with the Caltrans District Landscape Architect to identify any sensitive key views within the project corridor. Given the nature of the project (i.e., absence of bridges, walls or other proposed structures), no photo simulations are

assumed. It is anticipated that the visual change to the environment from the proposed project will not be significant and that no mitigation will be required.

Water Quality – The proposed project may require both temporary (during construction) and permanent measures to minimize pollutants in storm water flows leaving the site. Best Management Practices (BMPs) are to be incorporated in the project to comply with the requirements of the Federal Clean Water Act and resulting National Pollutant Discharge Elimination System (NPDES) permit and other State requirements. BMPs are to be considered at all stages of the project development process, beginning in the planning stages. Temporary BMPs will be recommended to reduce erosion from slopes and other exposed areas resulting from construction activities. Permanent BMPs will also be identified where feasible. The water quality evaluation will follow requirements outlined in the Caltrans Storm Water Quality Handbooks, Project Planning and Design Guide (PPDG). We will coordinate with the District NPDES Storm Water Coordinator.

Land Use – The land use section of the environmental document will evaluate the proposed project's consistency with state, regional and local plans (including habitat conservation plans, general and/or community plans, and regional transportation plans). This section will also address proximity impacts, if any, to Section 4(f) resources.

Public Services / Utilities – Kimley-Horn will conduct research on the location of public services and utilities within the proposed project area and determine if there are potentially significant effects to the resource area.

Given the nature of the proposed project, no impacts are anticipated to the resources described below. Accordingly, they will be addressed in the "No Adverse Impact" section of the environmental document.

Energy – In accordance with Caltrans' Standard Environmental Reference, no quantitative energy analysis would be required because the proposed project is not a large-scale project with potentially substantial energy impacts requiring the preparation of an Environmental Impact Report (EIR)/Environmental Impact Statement (EIS). Due to the nature of the proposed project, it is anticipated that project implementation would result in a beneficial impact with respect to energy consumption.

Socioeconomic/Displacements/Environmental Justice – Given the nature of the proposed project, community impacts (including potential impacts to community character and cohesion, relocations, or environmental justice) are not anticipated.

Draft Initial Study/Negative Declaration

Kimley-Horn will prepare a Draft IS/ND under CEQA and an EA under NEPA evaluating the proposed project improvements. This joint CEQA/NEPA document will be prepared in accordance with the Caltrans IS/EA Annotated Outline (May 2007). The results of project technical studies will

be presented in the IS/EA in conjunction with analyses of other appropriate issues (i.e., land use, construction impacts, and indirect and cumulative effects).

In addition to the resource areas described above, the environmental document will address potential impacts, if any, to the following resources:

- ▶ Growth
- ▶ Farmlands/Timberlands
- ▶ Traffic and Transportation/Pedestrian and Bicycle Facilities
- ▶ Geology/Soils/Seismic/Topography
- ▶ Hazardous Waste/Materials

It is anticipated that Caltrans and C/CAG staff will prepare a draft public distribution list with input from Kimley-Horn. Kimley-Horn shall prepare a Notice of Availability for the Draft IS/EA.

Kimley-Horn will take the lead in the preparation of responses to public review comments received following the public comment period and will provide any minor modifications or clarifications to the IS/EA. It is anticipated that a number of the comments received will address the same topics (e.g., biological resources). “Topical” responses shall be prepared in response to comments that are substantially the same and/or submitted by several parties. Following public review of the IS/EA, Kimley-Horn will prepare a Final IS/EA with a ND/FONSI for Caltrans and C/CAG review and approval.

Public Hearings and Meetings. The Kimley-Horn Environmental Task Manager will participate in one public hearing for the Draft IS/EA and up to 2 other project meetings. This task includes preparation of presentation boards and slides to illustrate key environmental issues at the public hearing.

Assumptions for Environmental Scope of Work

This scope of work assumes that environmental processing for the proposed project under NEPA shall be streamlined through the new NEPA delegation afforded to Caltrans through SAFETEA-LU. This means that environmental review of all documents will go through Caltrans only, and that additional review cycles through FHWA will not be required. It is assumed that C/CAG will conduct reviews of all deliverables concurrent with Caltrans review, and that no more than one review cycle will be required for each technical report and environmental document submittal.

Deliverables:

- Draft and Final Environmental Documentation
- Response to Comments with the Environmental Review

San Mateo City/County Association of Governments
PA&ED, Additional Tasks
February 5, 2007

Task	Kimley-Horn and Associates, Inc.								TOTAL HOURS	KHA Labor Cost
	Project Principal Engineer	Project Manager	Senior Project Engineer	Senior Engineer	Project Engineer	Analyst	GAP	Graphic Artist		
	P8	P7	P5	PS	P3	P1	CO5	N5		
	Dickinson/Nejad	Durkin/Fuller	Loya/Arango	Chang/Chan/Barker/Crehanan	Kubandian/Rindler	Dole	Oslambou	Stamps		
Task 1 - Project Report	\$ 275.00	\$ 240.00	\$ 210.00	\$ 185.00	\$ 155.00	\$ 135.00	\$ 135.00	\$ 100.00		
1.1 - Project Report Technical Analysis										\$ -
1.1.1 - Update Project Information		26		46	60	104		19	255	\$ 39,990.00
1.1.2 - Traffic Analysis		4	4	8	60	80			156	\$ 23,380.00
1.1.3 - Signing Sheets for Project Alternatives		2		8	24	30	20		84	\$ 12,430.00
1.1.4 - Hydraulics/Hydrology Study		2		4					6	\$ 1,220.00
1.1.5 - Updated Right of Way Data Sheet				4	4			2	10	\$ 1,560.00
1.1.6 - Utility Locations Determined for Preliminary Engineering	2	8		16	48	52		24	150	\$ 22,290.00
1.1.7 - Updated Preliminary Transportation Management Plan		20	20	8		24			72	\$ 13,720.00
1.1.8 - Cost Estimates for Alternatives		8	16	12	10	10			56	\$ 10,400.00
1.1.9 - SWDR		4	16		20	20			60	\$ 10,120.00
1.2 - Document No Design Exceptions		4				8			12	\$ 2,040.00
1.3 - Conduct Value Analysis	24	6							30	\$ 8,040.00
1.4 - Finalize Project Report									0	\$ -
1.4.1 - Prepare Draft PR	2	12	16	24	24	24		8	110	\$ 18,990.00
1.4.2 - Circulate Draft Report		8		8	8				24	\$ 4,640.00
1.4.3 - Final Project Report	2	12	12	12	24	20		12	94	\$ 15,790.00
Subtotal - Task 1 - Project Report	30	116	84	150	282	372	20	65	1119	\$ 184,610.00
Task 2 - Environmental Documentation										
2.1 - Environmental Document									0	\$ -
2.1.1 - Noise and Vibration Analysis		4		8	8				20	\$ 3,680.00
2.1.2 - Air Quality Analysis				6	8			2	16	\$ 2,550.00
2.1.3 - Hydrology/Floodplain Analysis		4		12		40	4	8	68	\$ 9,920.00
2.1.4 - Biological Resources		4		24		40	4	8	80	\$ 12,140.00
2.1.5 - Cultural Resources Analysis				6	8			2	16	\$ 2,550.00
2.1.6 - Visual Impact Analysis		4	16			16	4	8	48	\$ 7,820.00
2.2 - Draft Negative Declaration									0	\$ -
2.2.1 - Prepare Initial Draft Negative Declaration	4	4		24		60	4	8	104	\$ 15,940.00
2.2.2 - Agency Review Coordination (two iterations)		4		24		40	4	8	80	\$ 12,140.00
2.2.3 - Prepare Final Draft IS/EA				12		20	4	24	60	\$ 7,860.00
2.3 - Public Hearings/Meetings		4		24		8	4		40	\$ 7,020.00
2.4 - Final IS/EA									0	\$ -
2.4.1 - Prepare Response to Comments		4		16		20	4	2	46	\$ 7,360.00
2.4.2 - Screencheck Submittal of Final ND		2		14		20	4	16	56	\$ 7,910.00
2.4.3 - Draft FONSI		2		16				8	26	\$ 4,240.00
2.4.4 - Agency Review Coordination		4		6		20	4	4	38	\$ 5,710.00
2.4.5 - Prepare Final IS/EA				8		10	4	4	26	\$ 3,770.00
Subtotal - Task 2 - Environmental Documentation	4	40	16	200	24	294	44	102	724	\$ 110,610.00
TOTAL	34	156	100	350	306	666	64	167	1843	\$ 295,220.00
										Subconsultant Total \$ 15,000.00
										Indirect Expenses at 2.15% \$ 6,347.23
										Direct Expenses at 1.5% \$ 4,428.30
										TOTAL \$ 320,995.53

C/CAG AGENDA REPORT

Date: February 14, 2008
To: C/CAG Board of Directors
From: Richard Napier, Executive Director
Subject: Review and Approval of the Attendance Reports for C/CAG Board and Committees
(For further information or questions contact Richard Napier at 599-1420)

RECOMMENDATION

That the C/CAG Board accept this report on attendance.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Not applicable.

BACKGROUND/DISCUSSION

Periodically throughout the year the C/CAG Board receives reports of the attendance for the Board and its standing committees. There is no attendance requirement for the C/CAG Board because there is one seat designated for every member jurisdiction. However, the C/CAG adopted attendance policy for its standing committees is as follows:

“During any consecutive twelve month period, members will be expected to attend at least 75% of the scheduled meetings and not have more than three consecutive absences. If the number of absences exceed these limits, the seat may be declared vacant by the C/CAG Chair.”

ATTACHMENTS

Calendar year 2007 attendance reports for the following:

- C/CAG Board
- Congestion Management & Environmental Quality (CMEQ)
- Bicycle and Pedestrian Advisory Committee (BPAC)
- Congestion Management Program Technical Advisory Committee (TAC)
- The Airport Land Use Committee (ALUC).
- National Pollutant Discharge Elimination System Technical Advisory Committee (NPDES TAC)
- Legislative Committee Attendance Report

ITEM 5.3

C/CAG Attendance Report 2007

Agency	Representative / Alternate	Feb 8	Mar 8	Apr 12	May 10	June 14	Aug 9	Sept 28	Oct 11	Nov 8	Dec 13
Atherton	James Janz Jerry Carlson	x	x	x	x	x			x	x	
Belmont	Phil Mathewson Bill Dickenson	x	x	x	x			x	x	x	
Brisbane	Sepi Richardson	x	x	x	x	x	x		x	x	x
Burlingame	Rosalie O'Mahony Teri Nagel	x	x	x	x	x	x	x	x	x	x
Colma	Larry Formalejo Joseph Silva	x	x	x	x	x	x	x		x	x
Daly City	Sal Torres Judith Christensen	x	x	x			x				x
East Palo Alto	Patricia Foster David Woods		x	x							x
Foster City	Linda Koelling Pam Frisella		x	x	x	x	x	x	x	x	x
Half Moon Bay	Naomi Patridge Bonnie McClung	x	x		x		x		x	x	x
Hillsborough	Tom Kasten Catherine Mullooly	x	x	x	x	x			x	x	
Menlo Park	Kelly Fergusson Andrew Cohen	x	x	x	x		x	x	x	x	x
Millbrae	Gina Papan Nadia Holobar	x	x	x	x	x			x	x	x
Pacifica	Jim Vreeland Julie Lancelle	x	x	x	x					x	x
Portola Valley	Ted Driscall Ed Davis										
Redwood City	Diane Howard Rosanne Foust Barbara Pierce	x	x	x	x	x		x	x		
San Bruno	Irene O'Connell Larry Franzella	x	x		x			x		x	x
San Carlos	Bob Grassilli Brad Lewis	x	x		x	x	x	x	x	x	
San Mateo	Carole Groom Brandt Grotte	x	x	x	x	x	x	x	x	x	x
San Mateo County	Rose Jacobs-Gibson Richard Gordon		x	x	x	x	x		x	x	x
South San Francisco	Karyl Matsumoto ² Joseph Fernekes	x	x	x	x	x	x	x	x	x	x
Woodside	Deborah Gordon	x	x	x	x	x	x	x	x		x

¹Rosalie Mahony is the appointed representative for the San Mateo County Transportation Authority (SMCTA).

²Karyl Matsumoto is the appointed representative for the San Mateo County Transit District (SamTrans).

CMEQ 2007 ATTENDANCE REPORT

Quorum = 8 voting members

Blank space = Did not attend.

NA = Not a member during that time.

Name	Jan 29	Feb 26	Mar 26	May 21	July 31	Aug 27	Oct 29
Jim Bigelow	Yes	Yes	Yes	Yes		Yes	Yes
Judith Christensen	Yes	Yes	Yes		Yes		Yes
Tom Davids		Yes	Yes	Yes	Yes	Yes	
William Dickenson	Yes	Yes	Yes		Yes	Yes	Yes
Linda Koelling				Yes			Yes
Linda Larson	Yes	Yes	Yes	Yes	Yes		Yes
Sue Lempert	Yes	Yes	Yes	Yes			Yes
Arthur Lloyd	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Karyl Matsumoto	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Irene O'Connell (CHAIR)	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Naomi Patridge		Yes				Yes	Yes
Barbara Pierce	Yes	Yes	Yes	Yes	Yes	Yes	
Sepi Richardson (VICE CHAIR)	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lennie Roberts	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Toni Stein					NA	NA	NA
Onnolee Trapp	Yes	Yes	Yes	Yes		Yes	Yes
Zoe Kersteen- Tucker	NA	NA	NA	NA		Yes	Yes

BPAC 2007 ATTENDANCE REPORT

Name	January 25	March 1	March 22	June 28	Sept. 27	October 25
David Alfano 604-3409	yes	yes	yes	yes	yes	yes
Michael Barnes 808-6153	yes		yes	yes	yes	
Cathy Baylock 579-2623	yes	yes	yes	yes	yes	
Maureen Brooks 558-7253		yes	yes			
Robert Cronin 323-3436	yes	yes	yes	yes	yes	
Karyl Matsumoto 508-7940	yes	yes	yes		yes	yes
Matt Grocott 851-4886	yes	yes	yes			
Mike Harding 325-9362	yes	yes	yes	yes	yes	yes
Marc Hershman 573-9500	yes	yes	yes	yes	yes	yes
Ken Ibarra 589-4613	yes			yes		yes
Judi Mosqueda 697-6696	yes	yes	yes	yes		yes
Julie Lancelle 455-0346	yes	yes	yes	yes		yes
Naomi Patridge 726-8270 568-1230 msg	yes	yes	yes	yes		yes
Mark Meadows 746-7460			yes	yes	yes	
Cory Roay 991-8270	yes	yes	yes		yes	yes

Quorum = 8 + 4 elected officials

Final 2007 TAC Roster and Attendance

Member	Agency	Jan	Feb	May	Jul	Aug	Oct
Ian McAvoy (Co-Chair)	SamTrans	yes	yes	yes	yes	yes	yes
Jim Porter (Co-Chair)	San Mateo County Engineering	*	*		yes	yes	yes
April Chan	Peninsula Corridor JPB	yes					
Bob Beyer	San Mateo Planning	*	*	*	*	yes	yes
Duncan Jones	Atherton Engineering	yes	yes	yes	yes		yes
Gene Gonzalo	CalTrans				yes	yes	yes
Jon Lynch	Redwood City Engineering	yes	yes	yes		yes	yes
Joseph Hurley	SMCTA	yes	yes	yes		yes	yes
K. Folan	MTC						
Larry Patterson	San Mateo City Engineering	yes	yes	yes	yes	yes	yes
Mark Duino	San Mateo County Planning	yes		yes			
Bill Meeker	Burlingame Planning	yes	yes	yes		yes	yes
Mo Sharma	Daly City Engineering	yes	yes	yes	yes		yes
Parviz Mokhtari	San Carlos Engineering	yes	yes	yes	yes	yes	yes
Randy Breault	Brisbane Engineering	yes		yes	yes	yes	yes
Ray Davis	Belmont Engineering	yes	yes				
Ray Towne	Foster City Engineering	yes	yes	yes	yes	yes	yes
Reza (Ray) M. Razavi	South San Francisco Engineering	yes	yes	yes		yes	yes
Rick Mao	Colma Engineering		yes	yes	yes	yes	yes
Ron Popp	Millbrae Engineering	*	*	*	*	yes	yes
Ruben Nino	Menlo Park Engineering	yes			yes	yes	yes
Sandy Wong	C/CAG CMP	yes	yes	yes	yes	yes	yes
Syed Murtuza	Burlingame Engineering	*	*	*	*	yes	yes
Tatum Mothershead	Daly City Planning	yes	yes	yes	yes		yes
Van Ocampo	Pacifica Engineering	yes	yes		yes	yes	yes

* = Not Applicable

2007 C/CAG Airport Land Use Committee (ALUC) Attendance Report

SUMMARY

The 13-member C/CAG Airport Land Use Committee (ALUC) was scheduled to meet 4 times (Regular Meetings) in calendar year 2007 on the following dates:

February 22, May 24, August 23, and November 29

The November 29, 2007 scheduled meeting was cancelled, due to lack of pending business. The Committee, however, held a Special Meeting on July 26, 2007. The August 23, 2007 Regular Meeting did not achieve a quorum and therefore, an official meeting on that date was not held (at least seven members must be present to achieve a quorum). Therefore, the Committee held 2 Regular Meetings (February 23 and May 24) and 1 Special Meeting (July 26) in 2007.

2007 ATTENDANCE REPORT

MEETING DATES

ALUC MEMBER	FEB 22	MAY 24	JULY 26	AUG 23*
Brisbane	C. Bologoff	C. Bologoff	C. Bologoff	Absent
Burlingame	A. Keighran	A. Keighran	A. Keighran	A. Keighran
Daly City	Absent	J. Christensen	J. Christensen	Absent
Foster City	Absent	Absent	Absent	Absent
Half Moon Bay	N. Patridge	Absent	N. Patridge	N. Patridge
Millbrae	G. Papan	Absent	Absent	G. Papan
Redwood City	A. Aguirre	B. Pierce	B. Pierce	B. Pierce
San Bruno	K. Ibarra	K. Ibarra	K. Ibarra	Absent
San Carlos	Absent	M. Grocott	M. Grocott	Absent
Co. of San Mateo	Absent	M. Church	M. Church	Absent
So. San Francisco	M. Addiego	M. Addiego	Absent	Absent
Aviation Rep.	R. Newman	R. Newman	R. Newman	R. Newman
HMB Pilots Assn.	G. Auld	G. Auld	G. Auld	Absent
TOTAL	9	10	10	5

* Official Meeting not held, due to lack of a quorum.

2007 NPDES TAC Attendance Record

AGENCY AND NAME	Telephone #	Jan	Feb	Mar	Apr*	May	Jun	Jul	Aug*	Sep	Oct	Nov	Dec*
Portola Valley													
Howard Young	851-1700x14	X	X					X					
Brad Payton													
S. Willis/Josh Maierle	851-1700 x18					X					X	X	
Redwood City													
Marilyn Harang	780-7477	X		X								X	
Rich Boyer													
Ray Bartolo													
San Bruno													
Marty Medina					N				N				N
Wing Wong	616-7043				O				O				O
Nader Dahu	616-7065	X	X	X						X	X	X	
Jim Shannon	616-7065						X						
San Carlos					M				M				M
Serena Ponzo	802-4267	X	X	X	E	X	X	X	E	X	X	X	E
San Mateo, City					E				E				E
Vern Bessey	522-7342	X	X	X	T	X	X		T	X	X	X	T
Martin Quan	522-7330				I	X		X	I	X		X	I
San Mateo, County					N				N				N
Ann Stillman	599-1417				G				G				G
Mark Chow	599-1489	X	X										
Dermot Casey	363-4957	X	X			X	X	X		X	X	X	
Julie Casagrande	599-1457	X	X	X			X	X		X	X	X	
Sarah Pratt							X	X					
So.Bayside Sys Auth													
Ken Kaufman	594-8411x128												
So. San Francisco													
Cassie Prudhel	829-3840	X	X	X		X	X	X		X	X	X	
Frank Mandola	829-3880	X		X			X			X		X	
Woodside													
Kelly Posusney	851-6790	X	X	X		X							
Richard Chiu	851-6790												
Hope Sullivan	851-6790												
E. Kim	851-6790	X		X		X	X				X		
Suzanne Yamada	851-6790					X	X	X					
C/CAG													
Richard Napier	599-1406	X				X		X					
Caltrans													
John Michels	510-622-5996	X								X	X		
Guests/Public													
Joshua Hugg										X			
Attendance		31	23	24		22	19	24		24	25	23	
* NO MEETING													

LEGISLATIVE COMMITTEE 2007 ATTENDANCE REPORT

Name	Agency	Feb 8	May 10	Jun 14	Oct 11	Dec13
Rosalie O'Mahony	Burlingame	P	P	P	A	P
Larry Formalejo	Colma	P	P	A	A	A
Judith Christensen	Daly City	A	A	A	A	A
Linda Koelling	Foster City	P	P	P	P	P
Tom Kasten, Vice Chair	Hillsborough	P	P	P	P	A
Marc Hershman	Millbrae	P	A	P	P	A
Jim Vreeland	Pacifica	P	A	A	A	A
Irene O'Connell	San Bruno	A	A	A	A	A
Deborah Gordon, Chair	Woodside	P	P	P	P	P

Quorum = 5 voting members A = absent P = present S = substitute

C/CAG AGENDA REPORT

Date: February 14, 2008
To: City/County Association of Governments Board of Directors
From: Richard Napier, C/CAG Executive Director
Subject: **Review and Approval of Appointments to the Legislative Committee**
(For further information contact Diana Shu at 599-1414)

RECOMMENDATION

That the C/CAG Board appoint members to the Legislative Committee.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Not applicable.

PURPOSE OF THE C/CAG LEGISLATIVE COMMITTEE

- Composed of seven City Council Members/Members of the Board of Supervisors appointed by the C/CAG Board plus the Chair and Vice Chair of C/CAG.
- During the active legislative year (January through August) the Committee meets monthly unless noted otherwise.
- Monitors bills of potential interest to C/CAG member agencies and selects those to be tracked
- Develops recommended positions on bills for consideration by the full C/CAG Board.
- Makes recommendations to the C/CAG Board for bills to be referred to the lobbyist for action.
- Monitors the work of the C/CAG lobbyist.
- Sponsors legislation of benefit to San Mateo County as a whole.

ITEM 5.4.1

BACKGROUND/DISCUSSION

There are currently two Vice Chairs and one Chair plus seven member seats on the legislative committee. This brings the total number of seats available to ten (10). In 2007, however, only nine (9) of these seats were filled. As member seats are appointed by the C/CAG Board, not the cities, five (5) seats are currently available.

In December 2007, staff solicited a request for committee members for various C/CAG committees including the Legislative Committee. Five (5) responses were received for the Legislative Committee and they are listed below:

- (1) Sepi Richardson – City of Brisbane, Mayor Pro Tem
- (2) Andy Cohen – City of Menlo Park, Mayor
- (3) Gina Papan – City of Millbrae, Mayor
- (4) Kevin Mullin – City of South San Francisco, Council member
- (5) Judith Christensen – City of Daly City, Council member

ACTION

That the Board select no more than five (5) members to be on the Legislative Committee.

ATTACHMENTS

Attendance Record for 2007 and Attendance Record for 2008

Letter of intent from:

- Andy Cohen – City of Menlo Park, Mayor
- Gina Papan – City of Millbrae, Mayor
- Kevin Mullin – City of South San Francisco, Council member
- Judith Christensen – City of Daly City, Council member

LEGISLATIVE COMMITTEE 07 ATTENDANCE REPORT

Name	Phone	Fax	e-mail	Address	Jan	Feb 8	Mar 8	Apr	May 10	Jun 14	Jul	Aug	Sep	Oct 11	Nov	Dec 13
Judith Christensen	991-8008 892.2215-cell	991 5759	jcindc@earthlink.net Daly City	333 - 90th Street DC 94015		A			A	A				A		A
Deborah Gordon (Chair)	725-6501	725-0920 large 851-5905 small	dcgordon@stanford.edu	532 Patrol Road Woodside 94062		P			P	P				P		P
Marc Hershman	573-9500 650-245-1951	573-9689	mih@greenechauvrel.com	621 Magnolia Av Millbrae 94030		P			A	P				P		A
Tom Kasten (Vice Chair)	650-347-7912	347-0922	netsakt@comcast.com	1320 Buckingham Wy Hillsborough 94010		P			P	P				P		A
Linda Koelling	286-3501	286-2515	lkoelling@fostercity.org Lakkc@aol.com	610 Foster City Blvd FC 94404		P			P	P				P		P
Irene O'Connell	589-9985	589-7807	ioconnell@ci.sanbruno.ca.us	557 Acacia Av SB 94066		A			A	A				A		A
Rosalie O'Mahony	347-8481 574-6541 VM	342-8386	rosalieomahony1@netzero.net	1427 Floribunda Ave. #206 Burlingame 94010		P			P	P				A		P
Larry Formalejo	650-333-0553	997-8308	larry.formalejo@colma.ca.gov	303 Hoffman St, Colma, CA 94014		P			P	A				A		A
Jim Vreeland	738-9470 hm 520-0532 cell 415 947-4300 wk	359-6038	Jimvreeland@earthlink.net	1561 Grand Avenue Pacifica 94044		P			A	A				A		A

Quorum = 5 voting members A = absent P = present S = substitute

Others Attending

Mary McMillan or Ross Nakasone-	Brian Moura -	Jessica Sanfill (Mullin) -	Sarah Rosendahl (Simitian) -
Julie Lancelle	Walter Martone -	Bob Toumey (Ma) -	Brian Lee -
David Burruto -	Nancy Blair	Ed Stewart (Samtrans) -	
Richard Napier-	Sandy Wong	Duane Bay -	Sepi Richardson -
Diana Shu -	Jerry Grace -	Jim Bigelow -	

LEGISLATIVE COMMITTEE 2008 ATTENDANCE REPORT

Name	Phone	Fax	e-mail	Address	Jan 10	Feb 14	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Deborah Gordon (Chair)	725-6501	725-0920 large 851-5905 small	dcgordon@stanford.edu	532 Patrol Road Woodside 94062												
Tom Kasten (Vice Chair)	650-347-7912	347-0922	netsakt@comcast.com	1320 Buckingham Wy Hillsborough 94010												
Irene O'Connell (Vice Chair)	589-9985	589-7807	ioconnell@ci.sanbruno.ca.us	557 Acacia Av SB 94066												
Linda Koelling	286-3501	286-2515	lkoelling@fostercity.org Lakkc@aol.com	610 Foster City Blvd FC 94404												
Rosalie O'Mahony	347-8481 574-6541 VM	342-8386	rosalicomahony1@netzero.net	1427 Floribunda Ave. #206 Burlingame 94010												
Vacant																
Vacant																
Vacant																
Vacant																
Vacant																

Quorum = 5 voting members A = absent P = present S = substitute

Others Attending

Mary McMillan or Ross Nakasone-	Brian Moura -	Jessica Sanfill (Mullin) -	Sarah Rosendahl (Simitian) -
Julie Lancelle	Walter Martone -	Bob Toumey (Ma) -	Brian Lee -
David Burruto -	Nancy Blair	Ed Stewart (Samtrans) -	
Richard Napier-	Sandy Wong	Duane Bay -	Sepi Richardson -
Diana Shu -	Jerry Grace -	Jim Bigelow -	

From: "Andy Cohen" <andymcohen@gmail.com>
To: "Tom Madalena" <tmadalena@co.sanmateo.ca.us>
Date: 1/3/2008 6:12 PM
Subject: Legislative Committee

Tom,

Although I am interested in all the issues addressed by all three committees, I feel I would of greatest value to my city and C/CAG on the Legislative Committee. Although I was a practicing attorney (representing injured workers) for 20 years and then a workers' compensation judge for 14 years, I merely received, interpreted, and applied the law for those 34 years without a great deal of interest in how it had been created. I guess I was fully involved in helping injured workers get their due. Since retiring and becoming a council member I have found my interest in interpreting and formulating law rekindled by my heightened awareness of that aspect of government, both as a decision maker at the city council, and as a reawakened student of a wide variety of different subject areas of law. I am reminded of my law school experience, particularly the summer spent in Albany, New York at the New York state constitutional convention in the '60's. Although that experience didn't mean much to me at the time because there was little continuity as a summer drop-in, I have never forgotten the excitement of being there, and the honor of receiving a Ford Foundation grant to attend.

My interests the past three years on council have been quite parochial as I had a lot of catching up to do. Now, in my last year, I find my interest drawn to the issues that affect my city and the actions of county, state, and federal authorities. As mayor it has become necessary for me to represent the city and council as its spokesperson, and while I am thoroughly enjoying my new role, I hunger for opportunities to bring to bear some of those rusty old lawyer skills that I appreciated more as a student of jurisprudence and history.

The legislative committee, I think, will afford me an opportunity to study governmental process in a new and different way from anything I have done before. I believe it will also allow me to use some well-developed skills I practiced as a judge. As I write this letter of interest I realize how much I want this position because it will broaden my view of public service, allow me to serve the public in a new and different way, and enrich my life through the new working relationships that are created.

Andy
Mayor
Menlo Park



City of Millbrae

621 Magnolia Avenue, Millbrae, CA 94030

GINA PAPAN
Mayor

ROBERT G. GOTTSCHALK
Vice Mayor

PAUL SETO
Councilman

DANIEL F. QUIGG
Councilman

MARGE COLAPIETRO
Councilwoman

MARY VELLA TRESELER
Treasurer

January 28, 2008

Richard Napier, C/CAG Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

Re: **Letter of Interest for Legislative Committee**

Dear Mr. Napier:

I wish to be considered for appointment to Legislative Committee.

I have served on the Millbrae City Council since November 2005. Last year, I represented the City of Millbrae on the C/CAG Board of Directors, and currently hold this position.

As a Deputy District Attorney, I have years of experience in dealing with legislation at the State and Federal levels. I am committed to approving legislation that would not only benefit the City of Millbrae, but the County as well, and would diligently work to oppose legislation that would be detrimental.

Sincerely,

Gina Papan
Mayor

City Council/City Manager
(650) 259-2334

Personnel
(650) 259-2334

City Clerk
(650) 259-2334

Finance/Water
(650) 259-2350

Public Works/Engineering
(650) 259-2339

Community Development
(650) 259-2341

Recreation
(650) 259-2360

Building Division
(650) 259-2330

Police Department
(650) 259-2300

Fire Department
(650) 259-2400



CITY COUNCIL 2008

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

BARRY M. NAGEL, CITY MANAGER

OFFICE OF THE CITY COUNCIL

January 18, 2008

Mr. Rich Napier, C/CAG Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

Dear Mr. Napier,

I am writing to express my strong interest in serving as a City Council representative on the C/CAG Legislative Committee. As you may know, I was elected in 2007 and am currently serving my first term on the South San Francisco City Council.

My interest in this position stems from my extensive background working as a staff member in the State Legislature. I served as a Field Representative for State Assemblymember Johan Klehs from 1993-94, as a District Representative for State Assemblymember Jackie Speier from 1995-96, and finally as a District Director for State Senator Jackie Speier from 1998-2001. In these various capacities, I gained insight into the state legislative process, and would often act as a liaison with local government officials regarding pending legislation that had the potential to impact cities. I believe the experience of working in both state and local roles has provided a unique perspective and background that could benefit the discussions at the C/CAG Legislative Committee. I would relish the opportunity to utilize my background on the committee.

More recently, while operating my small business in South San Francisco, I concurrently served as political director for my father, State Assemblymember Gene Mullin, and as Chair of the Legislative (Governmental Affairs) Committee of the South San Francisco Chamber of Commerce. Both of these roles have involved tracking legislative developments and public affairs closely—skills that would be employed in my service on C/CAG's Legislative Committee.

Thank you in advance for your and C/CAG's consideration in making this important appointment. Please don't hesitate to contact me if I may answer any questions or address any concerns.

Sincerely,


Kevin Mullin, City Councilmember
City of South San Francisco

Councilmember Judith Christensen
City of Daly City
Daly City Hall
333-90th Street
Daly City, CA 94015

January 26, 2008

Richard Napier,
C/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

Dear Rich Napier,

I have just been appointed to serve on C/CAG Board again and reappointed to serve on CMEQ. I would like very much to be considered for membership on the C/CAG Legislative Committee. I served on this committee in the past when I was a member of the C/CAG Board. If appointed, I will be an active and engaged member. Please feel free to contact me if any specific information or recommendations are needed in order for me to be considered. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Judith Christensen". The signature is written in black ink and has a long, sweeping underline that extends to the right.

Judith Christensen

C/CAG AGENDA REPORT

Date: February 14, 2008
To: C/CAG Board of Directors
From: Richard Napier, Executive Director
Subject: Review and approval of the appointment to the Bicycle and Pedestrian Advisory Committee (BPAC).

(For further information please contact Tom Madalena at 650-599-1460)

RECOMMENDATION

That the C/CAG Board review and appoint an elected official to the Bicycle and Pedestrian Advisory Committee (BPAC) in accordance with staff recommendation.

FISCAL IMPACT

There will be no fiscal impact.

SOURCE OF FUNDS

Not applicable

BACKGROUND/DISCUSSION

Currently the Bicycle and Pedestrian Advisory Committee (BPAC) has one vacant seat for an elected official. Staff distributed a recruitment letter to the elected officials in San Mateo County requesting letters of interest for appointment to the BPAC. Staff received two letters of interest for the elected official seat.

Staff recommends that the Board appoint one of the two elected officials listed below that expressed interest in the vacant seat.

- Ian Bain Councilmember from Redwood City
- Paul Seto Councilmember from Millbrae

ATTACHMENTS

- 2 Bicycle and Pedestrian Advisory Committee letters of interest

ITEM 5.4.2

ALTERNATIVES

- 1 - Review and appoint an elected official to the Bicycle and Pedestrian Advisory Committee (BPAC) in accordance with staff recommendation.
- 2 - Review and appoint an elected official to the Bicycle and Pedestrian Advisory Committee (BPAC) in accordance with staff recommendation with modifications.
- 3 - No action



City of Millbrae
621 Magnolia Avenue, Millbrae, CA 94030

GINA PAPAN
Mayor
ROBERT G. GOTTSCHALK
Vice Mayor
PAUL SETO
Councilman
DANIEL F. QUIGG
Councilman
MARGE COLAPIETRO
Councilwoman
MARY VELLA TRESELER
Treasurer

January 28, 2008

Richard Napier, C/CAG Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

Re: **Letter of Interest for Bicycle and Pedestrian Advisory Committee**

Dear Mr. Napier:

I wish to be considered for appointment to the Bicycle and Pedestrian Advisory Committee.

I was recently elected to the Millbrae City Council. Prior to my election, I served the City of Millbrae as a Parks and Recreation Commissioner from September 2005 until December 2007. I currently coach AYSO soccer in Millbrae and am active on both the Spring Valley Elementary School PTA and Taylor Middle School PTA.

The City of Millbrae is committed to its parks, having recently renovated Central Park into a community showpiece.

As a member of the committee, I would continue to promote the growth of both bicycle and pedestrian pathways within the City of Millbrae and regionally within the County.

Sincerely,

Paul Seto
Councilmember

City Council/City Manager (650) 259-2334	City Clerk (650) 259-2334	Public Works/Engineering (650) 259-2339	Recreation (650) 259-2360	Police Department (650) 259-2300
Personnel (650) 259-2334	Finance/Water (650) 259-2350	Community Development (650) 259-2341	Building Division (650) 259-2330	Fire Department (650) 259-2400

Mayor Rosanne Foust
Vice Mayor Diane Howard
Council Members
Alicia Aguilre
Ian Bain
Jim Hartnett
Jeff Ira
Barbara Pierce



City Hall
1017 Middlefield Road
Redwood City, CA 94063
Voice: (650) 780-7220
Fax: (650) 261-9102
mail@redwoodcity.org
www.redwoodcity.org

January 11, 2008

Richard Napier, C/CAG Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

Ref: Letter of Interest to Serve on the Bicycle and Pedestrian Advisory
Committee (BPAC)

Dear Mr. ~~Napier~~, *Rich*

The Redwood City City Council discussed your letter dated December 7, 2007 at its last meeting of January 7, 2008. At that meeting the vacant seat to the Bicycle and Pedestrian Advisory Committee (BPAC) was considered and Council Member Ian Bain expressed an interest in being considered for the position.

The Redwood City Council supports his nomination for this seat. We recommend Council Member Bain because of his involvement with the Council's Traffic Committee and his service to the Council during the last five years. Council Member Bain has served on a number of regional boards including the San Francisco Airport Roundtable, the Emergency Services Council and the Traffic Authority's Citizens Advisory Committee. Prior to serving on the Redwood City Council he was the Chair of the Housing and Human Concerns Committee.

Please keep me apprised of the appointments made at your next C/CAG Board meeting.

Sincerely,

R. Foust
Rosanne Foust,
Redwood City Mayor

*Thanks for
all your
hard work
a C/CAG!*

c: City Council
Peter Ingram, Interim City Manager
Silvia Vonderlinden, City Clerk

Sent via: US Mail, Fax and Email

C/CAG AGENDA REPORT

DATE: February 14, 2008

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

FROM: Richard Napier, C/CAG Executive Director

SUBJECT: Consideration/Approval of Appointment of Two C/CAG Board Members to Serve on a Project Advisory Committee (PAC) to Assist C/CAG Staff and the Project Consultant Team in the Preparation of an Update of the Comprehensive Airport Land Use Compatibility Plan (CLUP) for the Environs of San Francisco International Airport.

For further information, contact David F. Carbone, C/CAG Airport Land Use Committee (ALUC) Staff, at 650/363-4417; or via email: dcarbone@co.sanmateo.ca.us

RECOMMENDATION

Appoint two C/CAG Board Members to serve on a Project Advisory Committee (PAC) to assist C/CAG Staff and the project consultant team in the preparation of an update of the comprehensive airport land use compatibility plan (CLUP) for the environs of San Francisco International Airport.

FISCAL IMPACT

None.

BACKGROUND

Section 160 of *Vision 100-Century of Aviation Reauthorization Act*, approved by Congress in December 2003, provides funding for eligible units of local government to prepare airport land use compatibility plans for the environs of specific airports, including San Francisco International Airport (SFO). C/CAG, in its role as the airport land use commission for San Mateo County, was the first unit of local government in the country to apply for and receive funding per the Section 160 criteria. The federal grant award to C/CAG was \$300,000.

The consultant team of Jacobs Consultancy, based in Burlingame and Clarion Associates has been retained to assist the C/CAG Board in preparing the SFO CLUP update. The final SFO CLUP document will comply with all applicable state and federal guidelines and requirements. The update process started in November 2007 and will take about two years. Completion of the final SFO CLUP update document is expected by November 2009.

C/CAG Agenda Report for February 14, 2008, Re: Consideration/Approval of Appointment

ITEM 5.4.3

of Two C/CAG Board Members to Serve on a Project Advisory Committee (PAC) to Assist C/CAG Staff and the Project Consultant Team in the Preparation of an Update of the Comprehensive Airport Land Use Compatibility Plan (CLUP) for the Environs of San Francisco International Airport

Page 2 of 2

DISCUSSION

A Project Advisory Committee (PAC) will be created to assist C/CAG staff and the consultant team in preparing the draft plan. The roles and responsibilities of the PAC will include the following:

- To assist the consultant team and C/CAG staff in identifying airport/land use compatibility planning issues to be addressed in the CLUP document
- To serve as a sounding board for planning and policy concepts offered by the consultant team
- To critically review and comment on three technical working papers that will be prepared by the consultant team during the process
- To review and comment on the Draft CLUP document
- Additional activities to be determined

The PAC will meet four times over a 9 to 10-month period, beginning in February 2008. The meetings will be held in the evening at intervals of 2 to 3 months (dates, time, and place to be determined). The potential membership of the PAC is shown in the attached Project Information Sheet.

The PAC will also include two representatives of the Airport/Community Roundtable and two from the C/CAG Airport Land Use Committee (ALUC). The Roundtable and the ALUC PAC appointments are scheduled to be made at their respective meetings in January and February 2008. Since the ALUC membership, Roundtable membership, and C/CAG Board membership overlap, the C/CAG Board may want to consider how its potential appointments to the PAC may relate to the Roundtable and ALUC appointments to the PAC. C/CAG Staff will know who the Roundtable and ALUC appointments to the PAC are by the time the C/CAG Board meets on February 14, 2008 and will provide that information at the Board Meeting. The goal is not to have ALUC, Roundtable, and C/CAG Board representation on the PAC from the same cities, if possible.

Attachment

Project Information Sheet
COMPREHENSIVE AIRPORT/LAND USE COMPATIBILITY
PLAN (CLUP) UPDATE FOR THE ENVIRONS OF
SAN FRANCISCO INTERNATIONAL AIRPORT
(November 2007 – November 2009)

State Mandate for Airport Land Use Compatibility Planning/Project Background

Airport land use compatibility planning is a state-mandated activity. Every county in California, within which there is located at least one public-use airport, must establish an airport land use commission. The commission acts as an independent body and is not part of county government. The commission has two specific duties: (1) prepare and adopt a comprehensive airport land use compatibility plan (CLUP) for the environs of each public-use airport within its jurisdiction (county boundary) and (2) review certain proposed local agency land use policy actions within the airport environs and airport plans for a determination of the consistency of those actions/plans with the relevant airport/land use compatibility policies and criteria in the CLUP.

The 21-member City/County Association of Governments of San Mateo County (C/CAG) serves as the state-mandated airport land use commission in the county.

Comprehensive Airport Land Use Compatibility Plan (CLUP)

A comprehensive airport land use compatibility plan (CLUP) is a planning document that is prepared and adopted by an airport land use commission. The Plan identifies policies and criteria to achieve compatibility between proposed land development and local agency land use policy actions with airport/aircraft operations, within a defined airport environs area, delineated by an airport influence area (AIA) boundary.

The CLUP must be based on the most recent FAA-approved airport layout plan (ALP) or FAA-accepted airport master plan. The key compatibility issues include the following:

Section 160 of *Vision 100-Century of Aviation Reauthorization Act* provides funding for eligible units of local government to prepare airport land use compatibility plans for the environs of specific airports, including San Francisco International Airport (SFO). C/CAG was the first unit of local government in the country to apply for and receive funding per the Section 160 criteria. The funding will be used to retain a consultant(s) to assist the C/CAG Board in preparing the SFO CLUP update. The goals of the federal program are consistent with the state mandate for airport/land use compatibility planning.

The final SFO CLUP document will comply with all applicable state and federal guidelines and requirements. Preparation of the SFO CLUP update, including numerous public meetings, will take about two years. A Project Advisory Committee (PAC) will be created to assist C/CAG staff and the project consultant(s) in developing the CLUP policy framework (see reverse side for potential PAC membership). A brief overview of the content of a CLUP document is explained below.

-
- (1) airport noise impacts, (2) aircraft overflight, (3) safety concerns related to aircraft operations, and (4) height of structures and airspace protection.

Maps and graphics are included in the CLUP document to illustrate the extent of the geographic application of the land use compatibility policies and criteria. The document also explains the procedures and process used by the airport land use commission to evaluate proposed local agency land use policy actions and airport plans to determine the consistency of those actions/plans with the land use compatibility criteria specified in the CLUP. The plan is implemented by the affected jurisdictions (cities, county, and the airport governing body).

Project Information Sheet
COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY
PLAN (CLUP) UPDATE FOR THE ENVIRONS OF
SAN FRANCISCO INTERNATIONAL AIRPORT

November 2007 – November 2009

Project Advisory Committee (PAC) Potential Membership*

C/CAG Airport Land Use Cmte.	2	San Mateo County Economic Development Association (SAMCEDA)	1
SFO Staff	2	San Mateo County Association of Realtors (SAMCAR)	1
Planning			
Noise Abatement Office			
FAA Staff – Burlingame ADO	1	Other Municipalities (Planning Staff)	2
Caltrans Div. of Aero. Staff	2	Daly City	
		Foster City	
Municipalities (Planning Staff)	4	San Mateo Co. (Planning staff)	1
Burlingame		Airport/Community Roundtable	2
Millbrae		C/CAG Board of Directors	2
San Bruno			
So. San Francisco			

Total Potential Members **20**

* Selected elected officials may also be added to this list.

PAC Roles and Responsibilities:

- To assist the consultant and C/CAG staff in identifying airport/land use compatibility planning issues to be addressed in the CLUP document
- To serve as a sounding board for planning and policy concepts offered by the consultants
- To critically review and comment on three technical working papers that will be prepared by the consultant team during the process
- To review and comment on the Draft CLUP document
- Additional activities to be determined

PAC Meetings

The PAC will meet four times over a 9 to 10-month period, beginning in February 2008. The meetings will be held in the evening at intervals of 2 to 3 months (dates, time, and place to be determined).

PotentialPACmembership0108.doc

C/CAG AGENDA REPORT

Date: February 14, 2008
To: C/CAG Board or Directors
From: CMEQ Committee and Richard Napier
Subject: Review and approval of a list of projects for initial submittal to the Metropolitan Transportation Commission (MTC) for consideration in the Regional Transportation Plan (RTP) update and authorize the Executive Director to work with project sponsors on project details

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

RECOMMENDATION

That the C/CAG Board review and approve a list of projects for initial submittal to the Metropolitan Transportation Commission (MTC) for consideration in the Regional Transportation Plan (RTP) update and authorize the Executive Director to work with project sponsors on project details.

FISCAL IMPACT

None.

SOURCE OF FUNDS

NA

BACKGROUND/DISCUSSION

The Metropolitan Transportation Commission (MTC) has initiated the update of the 25-year long-range Regional Transportation Plan (RPT), to be adopted in February 2009. The RTP is updated every four (4) years and typically with no mid term amendment. MTC issued a "call for projects" on December 26, 2007 and requested that project sponsors to submit project through their respective Congestion Management Agencies (CMAs) for each county.

In anticipation of the RTP update, at the June 14, 2007 C/CAG meeting, the Board approved staff to work with local jurisdictions and transportation agencies to update the list of projects. A letter was sent on August 23, 2007 to all project sponsors in San Mateo County requesting for updates, using the list of projects from the adopted 2005 RTP as a starting point. Below are excerpts from MTC instructions:

Projects/programs must be derived from or included in at least one of the planning documents or funding categories in order to be considered in the Transportation 2035 Plan.

Broad programmatic categories should be used to bundle non-capacity increasing projects such as county bicycle/pedestrian program, non-capacity-increasing improvements to interchanges and parallel arterials to major freeway corridors, station access improvements, etc.

ITEM 5.5

Project ideas from stakeholder groups and members of the public must also be (1) derived from the above planning documents or funding categories and (2) sponsored by a public agency in order to be considered by MTC.

This is an iterative process as MTC will conduct performance evaluation on selected projects in April 2008 and then provide feedback on how those projects compare in terms of meeting the regional goals of clean air, safety, reliability, access, livable communities, etc. By June 2008, a financially constrained list of projects will be developed.

ATTACHMENTS

1. San Mateo County RTP projects (not include multi-county projects).
2. Email from Mr. Steve Vanderlip

San Mateo County Regional Transportation Plan (RTP) Projects
 (Costs are shown in \$ millions)
 Note: Information in shaded cells were received after Jan. 28 CMEQ meeting

#	RTP ID	Sponsor	Project Title	Total Cost (in 2005 RTP)	Updated Total Cost ¹ (in 2007 \$)	Project Notes
114	22223	San Mateo	US 101/Peninsula Avenue southbound ramps	\$32.00		(City does not support the project)
124	21893	SMCTA	Route 92 between Half Moon Bay city limits and Pilarcitos Creek alignment and shoulder improvements	\$30.00	\$40.00	
129	22751	HMB	Route 1 operational and safety improvements in Half Moon Bay area	\$30.00	\$36.00	2004 Measure A sales tax project
201	94643	HMB	Widen Route 92 between Route 1 and Half Moon Bay city limits (under construction)	\$13.90	\$20.00	Project under construction schedule to be completed summer 2008
203	21605	SSF	US 101/Oyster Point Boulevard interchange improvements (Phases 2 and 3)	\$40.00	\$40.00	Project completed
209	21609	San Bruno	I-280/I-380 local access improvements from Sneath Lane and San Bruno Avenue to I-380	\$13.50	\$20.00	
210	21892	RWC	Widen Route 84 from 4 lanes to 6 lanes from El Camino Real to Broadway	\$11.00	\$19.95	
215	22271	SMCTA	Widen Skyline Boulevard (Route 35) to 4-lane roadway from I-280 to Sneath Lane	\$40.00	\$47.00	2004 Measure A Sales Tax project
7	21876	BART	BART (San Mateo County share) - transit operating and capital improvement program (including replacement, rehabilitation and minor enhancements, equipment, fixed facilities and other capital assets; does not include expansion except BART to SFO extension)	\$1,283.80		MTC to update upon completion of entire RTP financial projection
	New	BART	BART Rail Car Replacement Program	N/A	\$5.28	Replace BART's 669 rail cars - San Mateo County Share
	22534	BART	BART (San Mateo County share) operating and capital program shortfall	\$100.30		MTC to update upon completion of entire RTP financial projection
121	22756	Brisbane	US 101/Candlestick interchange reconstruction	\$47.70	\$60.00	PSR initiated with Caltrans 5/30/07.
126	22229	Brisbane	US 101/Sierra Point Parkway interchange replacement and Lagoon Way.	\$14.00	\$39.00	Expect 25% of the project to be funded through developer fees. 2004 Measure A Sales Tax project.
212	22227	Brisbane	Extend Geneva Avenue from Bayshore Boulevard to US 101/Harney ramps from 4 lanes to 6 lanes (includes grade separation with Caltrain tracks and Tunnel Avenue)	\$64.80	\$78.00	Expect 50% of the project to be funded through developer fees PSR initiated with Caltrans 5/30/07. Although Geneva Avenue will be a local facility when completed, Caltrans acknowledged that the project is intimately associated with Candlestick Interchange and on 8/30/07 approved the concept of a combined PSR for 22756 and 22227.

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Footnotes:

1. Total \$ = Support \$ + Capital \$.

San Mateo County Regional Transportation Plan (RTP) Projects
 (Costs are shown in \$ millions)
 Note: Information in shaded cells were received after Jan. 28 CMEQ meeting

#	RTP ID	Sponsor	Project Title	Total Cost (in 2005 RTP)	Updated Total Cost ¹ (in 2007 \$)	Project Notes
243	22228	Brisbane	Extend Lagoon Way to connect to US 101, Bayshore Boulevard and Guadalupe Canyon Parkway	\$16.50	NA	Combined w/ ID22229 (Sierra Pt Pkwy).
221	22226	Brisbane	Intermodal transit improvements at Caltrain Bayshore station, includes cross platform transfers with 3rd Street LRT and improved bus connections	\$36.80	TBD	Project may be removed if no fund source or program is identified.
105	21602	Burlingame	US 101/Broadway interchange reconstruction	\$56.00	\$51.00	
112	21624	C/CAG	Transit-Oriented Development Incentives Program	\$30.00	\$30.00	
119	22274	C/CAG/ Caltrans	Countywide intelligent transportation system (ITS) program, (also includes Smart Corridors and ramp metering)	\$20.00	\$70.00	A programmatic category.
218	21612	C/CAG	Improvement of Dumbarton Bridge access to US 101 (incl flyover at Willow & Univ)	\$85.00	\$93.70	
207	22268	C/CAG SMCTA SamTrans	Countywide shuttle service programs	\$38.00	\$131.00	Measure A, employer contributions, and local share
5	94664	CalTrain	Caltrain (San Mateo County share) transit operating and capital improvement program (including replacement, rehabilitation and system enhancements for rolling stock, equipment, fixed facilities and other capital assets). Station improvements (e.g., platforms) are included.	\$1,076.70	TBD	MTC to update upon completion of entire RTP financial projection
111	21623	CalTrain	Caltrain local station and Access Improvement in San Mateo County	\$37.86	\$109.00	A programmatic category.
113	21626	CalTrain	Grade Separation Program in San Mateo County	\$190.00	\$664.00	A programmatic category.
125	22224	CalTrain	Caltrain and California High Speed Rail grade separations and station in Atherton	\$66.10		Grade separations and station improvements are proposed in programmatic categories. (See No. 21623 and 21626)
244	22267	CalTrain	Union Pacific Railroad right-of-way acquisition for transit, bicycle and pedestrian use	\$8.00	TBD	Bike/Ped projects are proposed in programmatic category (See new county-wide bike/ped program).
	21617	CalTrain	Caltrain Express service between San Francisco and San Jose, includes passing tracks and rolling stock (Phase 1)	\$128.10	TBD	Project completed.
	22486	CalTrain	Caltrain (San Mateo County share) operating and capital program shortfall	\$178.00	TBD	
	22720	CalTrain	Caltrain grade separation program (San Mateo County)	\$107.00	TBD	Grade separations are proposed in programmatic categories. (See No. 21626)

Footnot

1. Total ↘ Support \$ + Capital \$.

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San Mateo County Regional Transportation Plan (RTP) Projects
 (Costs are shown in \$ millions)
 Note: Information in shaded cells were received after Jan. 28 CMEQ meeting

#	RTP ID	Sponsor	Project Title	Total Cost (in 2005 RTP)	Updated Total Cost ¹ (in 2007 \$)	Project Notes
	22741	CalTrain	Caltrain express tracks (Phase 2) (San Mateo County share)	\$198.67	TBD	Resolution 3434 Regional Transit Expansion Program
	22900	CalTrain	Caltrain local station capital improvements	\$29.15	TBD	Station improvements are proposed in programmatic categories. (See No. 21623)
116	22262	Caltrans	US 101 and Route 92 ramp metering, Traffic Operations System (TOS) and fiber communications project	\$12.00	TBD	ITS and TOS projects are proposed in a programmatic category (See No. 22274)
117	22264	Caltrans	I-280 North and I-380 ramp metering, Traffic Operations System (TOS), fiber communications project	\$2.00	TBD	ITS and TOS projects are proposed in a programmatic category (See No. 22274)
118	22265	Caltrans	I-280 South and Route 92 ramp metering, Traffic Operations System (TOS) and fiber communications project	\$2.00	TBD	ITS and TOS projects are proposed in a programmatic category (See No. 22274)
	22735	Caltrans	I-280 North and I-380 ramp metering/Traffic Operating System (TOS)/fiber communications project	\$7.35	TBD	ITS and TOS projects are proposed in a programmatic category (See No. 22274)
	22736	Caltrans	I-280 South and Route 92 ramp metering/Traffic Operating System (TOS)/fiber communications project	\$4.10	TBD	ITS and TOS projects are proposed in a programmatic category (See No. 22274)
	22901	Caltrans	US 101 North and Route 92 ramp metering/Traffic Operations System (TOS)/fiber communications project	\$7.60	TBD	ITS and TOS projects are proposed in a programmatic category (See No. 22274)
208	22282	Caltrans /SMCTA	US 101 operational improvements near Route 92	\$10.00	\$40.00	2004 Measure A sales tax project
110	21615	Daly City/SMCTA	I-280/Route 1 interchange safety improvements	\$54.00	\$84.00	1988 and 2004 Measure A sales tax project
127	22231	Daly City/SMCTA	Widen north side of John Daly Boulevard/I-280 overcrossing for additional westbound traffic lane and dedicated right-turn lane for southbound I-280 off-ramp	\$9.00	\$13.30	2004 Measure A sales tax project
128	22232	Daly City	Construct streetscape improvements on Mission Street from San Pedro Road to John Daly Boulevard	\$13.00	\$13.00	Partial funds from CMAQ, HIP, TLC, TOD
115	22230	Daly City /SMCTA	I-280 auxiliary lanes from I-380 to Hickey Boulevard	\$100.00	\$125.00	2004 Measure A sales tax project
108	21607	East Palo Alto	US 101/University Avenue interchange reconstruction	\$4.90		
1	94662	Local Program	Local streets and roads pavement and non-pavement maintenance	\$1,354.60	TBD	MTC to update upon completion of entire RTP financial projection
3	22408	Local Program	Non-Metropolitan Transportation Systems (MTS) streets and roads pavement and non-pavement rehabilitation shortfall	\$178.00	TBD	MTC to update upon completion of entire RTP financial projection
9	21867	Local Program	Local bridge maintenance	\$31.30	TBD	MTC to update upon completion of entire RTP financial projection
107	21606	Menlo Park /SMCTA	US 101/ Willow Road interchange reconstruction	\$49.50	\$49.50	3M Measure A

Footnotes:

1. Total \$ = Support \$ + Capital \$.

149

San Mateo County Regional Transportation Plan (RTP) Projects
(Costs are shown in \$ millions)
Note: Information in shaded cells were received after Jan. 28 CMEQ meeting

#	RTP ID	Sponsor	Project Title	Total Cost (in 2005 RTP)	Updated Total Cost ¹ (in 2007 \$)	Project Notes
10	22261	Pacifica	Route 1/San Pedro Creek Bridge replacement project (Initial Phase)	\$6.20	\$8.00	2004 Measure A sales tax project. \$2.5M Fed Earmark.
206	22239	Pacifica	Manor Drive/Route 1 overcrossing widening and improvement project	\$12.00	\$14.00	2004 Measure A sales tax project.
106	21603	Redwood City	US 101/Woodside Road interchange improvements	\$50.00	\$70.27	
6	94666	SamTrans	SamTrans - transit operating and capital improvement program (including replacement, rehabilitation and minor enhancements for rolling stock, equipment, fixed facilities and other capital assets; does not include system expansion)	\$3,021.60	TBD	MTC to update upon completion of entire RTP financial projection
8	21630	SamTrans	Continuation of SamTrans express service	\$3.00		Service was canceled.
11	94667	SamTrans	SamTrans Americans With Disabilities Act (ADA) and paratransit services	\$60.00	\$322.00	Includes Measure A and SamTrans sales tax
	22980	SamTrans	SamTrans operating and capital replacement program shortfall	\$60.00	TBD	
New		San Carlos	US 101/Holly Street interchange modification (eliminate NB off loop to WB Holly, widen EB Holly to NB 101 loop to 2 lanes)		\$3.00	Locally funded
205	22236	San Mateo	Study of Hillsdale Transit Center relocation	\$3.00		Station improvements are proposed in programmatic categories. (See No. 21623)
219	21613	San Mateo	Route 92 improvements from San Mateo Bridge to I-280, includes uphill passing lane from US 101 to I-280	\$100.00	\$82.00	
222	22732	San Mateo	Hillsdale Transit Center relocation	\$34.00		Station improvements are proposed in programmatic categories. (See No. 21623)
New		San Mateo	Hillsdale/US 101 Bicycle/Pedestrian Bridge		\$9.00	Bike/Ped projects are proposed in programmatic category (See new county-wide bike/ped program).
New		San Mateo	Route 92/El Camino Real ramp improvements		\$2.60	Federal Demo funds.
102	94644	SMCTA	Route 92 westbound slow vehicle lane between Route 35 and I-280	\$58.00	\$82.00	\$9.3M budgeted Measure A.
103	98176	SMCTA	US 101 auxiliary lanes from 3rd Avenue to Millbrae and US 101/Peninsula Avenue interchange reconstruction (under construction)	\$81.70	\$156.00	Under construction scheduled to be completed in 2010.
109	21608	SMCTA	US 101 northbound and southbound auxiliary lanes from Marsh Road to Embarcadero	\$91.20	\$111.39	CMIA project. \$9M budgeted in Measure A.
122	21604	SMCTA	US 101 auxiliary lanes from Sierra Point to San Francisco County line	\$6.00	\$6.00	

Footnot
1. Total \$ Support \$ + Capital \$.

150

San Mateo County Regional Transportation Plan (RTP) Projects
 (Costs are shown in \$ millions)
 Note: Information in shaded cells were received after Jan. 28 CMEQ meeting

#	RTP ID	Sponsor	Project Title	Total Cost (in 2005 RTP)	Updated Total Cost ¹ (in 2007 \$)	Project Notes
123	21610	SMCTA	US 101 auxiliary lanes from San Bruno Avenue to Grand Avenue	\$26.30	\$46.00	
202	98204	SMCTA	Construct Route 1 northbound and southbound lanes from Fassler Avenue to Westport Drive (Calera Pkwy) in Pacifica	\$15.50	\$38.60	
217	22615	SMCTA	Dumbarton Rail Corridor and station improvements	\$30.00	\$35.00	2004 Measure A sales tax project
	21618	SMCTA	Dumbarton rail corridor (Phase 1)	\$300.00	\$300.00	Resolution 3434 Regional Transit Expansion Program Regional Measure 2 Toll Bridge Program; assumes \$39 million in Intercity Rail ITIP; includes \$14.3 million of Alameda County's Track 1 funds. See project #22719 for Phase 2.
	22719	SMCTA	Dumbarton rail corridor (Phase 2)	\$15.60		2004 Measure A sales tax project
216	22279	SSF/SMCTA	US 101/Produce Avenue interchange project	\$77.30	\$101.00	2004 Measure A sales tax project
204	22125	SSF	Ferry service from South San Francisco to San Francisco Oakland	\$30.00	\$15.00	Resolution 3434 Regional Transit Expansion Program Regional Measure 2 Toll Bridge Program
211	22120	Redwood City	Ferry service from Redwood City to San Francisco to Alameda (capital reserve only; full project not included in Financially Constrained Element)	\$23.00	\$15.00	Resolution 3434 Regional Transit Expansion Program No operating funds identified
220	22726	SSF	South San Francisco to Oakland ferry service	\$5.00		Combined with project No. 22125.
2	94093		Metropolitan Transportation System (MTS) streets and roads pavement and non-pavement rehabilitation shortfall	\$29.00		MTC to update upon completion of entire RTP financial projection
4	94656	Caltrans	Devil's Slide bypass (under construction)	\$280.00	\$280.00	
	New		Bayfront Expwy Extension from Marsh to Woodside Rd.		\$106.00	
	New	Foster City	Widening of Pilgrim and Trident Drive		\$0.80	
	New	Redwood City	Bloomquist Street Extension			
	New	Various	San Mateo County-Wide bicycle and pedestrian improvement program		\$75.00	
	New	Various	Non-capacity increasing improvements to local streets and roads at various locations.		\$20.00	Locally funded
	New	Various	Operational improvements to local roads		\$20.00	Locally funded

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Footnotes:

1. Total \$ = Support \$ + Capital \$.

San Mateo County Regional Transportation Plan (RTP) Projects
 (Costs are shown in \$ millions)
 Note: Information in shaded cells were received after Jan. 28 CMEQ meeting

#	RTP ID	Sponsor	Project Title	Total Cost (in 2005 RTP)	Updated Total Cost ¹ (in 2007 \$)	Project Notes
	New	SamTrans	SamTrans Enhanced BRT Bus Program		TBD	
401	94100		US 101 auxiliary lanes from Marsh Road to Route 92 (Completed)	\$59.90		Project completed
404	21349		US 101/Ralston Avenue interchange improvement (completed)	\$14.40		Project completed

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Footnot

1. Total \$ - Support \$ + Capital \$.

From: "steve vanderlip" <steve1214@hotmail.com>
To: <rnapier@co.sanmateo.ca.us>
CC: "Corinne Winters" <corinne@svbcbikes.org>, "Sabrina Merlo" <sabrina@baya...>
Date: 1/24/2008 10:24 PM
Subject: RTP Bike/ Ped Projects

The Peninsula Committee of the Silicon Valley Bicycle Coalition
 1214 Nadina St San Mateo Ca 94402(650) 571-5830

1/24/08

Richard Napier Executive Director C/CAG
 555 County Center 5th Floor Redwood City CA 94063

Dear Mr. Napier,

I am writing on behalf of the Peninsula Committee of the Silicon Valley Bicycle Coalition to urge you to include bicycle and pedestrian projects in the MTC's Call for Projects for the Regional Transportation Plan (RTP) 2035. The current list of projects being considered by C/CAG includes 2 isolated bicycle and pedestrian projects, but overlooks the need for a network of connected bicycle routes in San Mateo County. MTC has specifically requested in its T2035 call for projects letter for bicycle and pedestrian projects to be submitted as "bundled" networks. In this era of ever-increasing traffic congestion and growing concerns about climate change, non-motorized transportation modes are an essential part of the solution. Excluding them from future planning is shortsighted. In the last RTP (2030), other counties in the Bay Area included tens of millions of dollars, and in the more urban counties, hundreds of millions of dollars for bicycle and pedestrian projects. Most other counties are currently preparing similar submissions for T2035. Eight years ago, C/CAG approved a Comprehensive Bicycle Route Plan that included an integrated network of bicycle routes and 15 priority projects for implementation over the next 10 years. Eight years later, almost none of these projects have been completed. We understand that funding is often limited, but this is the chance for San Mateo County to include this bike network as part of the RTP 2035 and the future transportation infrastructure. The estimated cost of the original 15 projects was \$28 million, which is a small fraction of C/CAG's overall budget. Given that the RTP is a vision for the next 25 years, other projects should also be added, such as inclusion of networked bicycle boulevards, numerous East-West bike routes, and cyclist and motorist safety education.

Bicycle commuting has grown increasingly popular in San Mateo County, as evidenced by the full Caltrain bike cars, and it is time for San Mateo County to join the rest of the Bay Area in supporting this positive transportation trend by planning for the future. Better bicycle and pedestrian infrastructure will encourage more people to bike and/or walk, just as building roads has encouraged more people to drive. We urge C/CAG to submit at minimum the unbuilt portions of the Comprehensive Bicycle Route Plan as a bundled project for the T2035 call for projects. We appreciate your consideration and thank you for your efforts on behalf of San Mateo County. Sincerely, Steve Vanderlip, Chair, Peninsula Committee of the Silicon Valley Bicycle Coalition

cc: Sue Lempert Carli Paine Adrienne Tissier Sandy Wong Corinne Winter, Silicon Valley Bicycle Coalition Sabrina Merlo, Bay Area Bicycle Coalition

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<http://biggestloser.msn.com/>

C/CAG AGENDA REPORT

Date: February 14, 2008
TO: C/CAG Board of Directors
From: Richard Napier, Executive Director - C/CAG
Subject: Presentation on C/CAG and Partnerships accomplishments

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

Background:

A presentation was made on the accomplishments of C/CAG and its partners at the 1/29/08 San Mateo County Board of Supervisors meeting. This outlined the major accomplishments over the past 18 months including the award of over \$217M. It was very well received. A similar presentation will be presented to the C/CAG Board. Attached is the presentation. Also included is a more compact overview that can be used by Board Members in reports to their Councils. This is titled C/CAG Board Members Accomplishment Overview.

Attachments:

C/CAG and Partnerships Accomplishments

ITEM 5.6

C/CAG AND PARTNERSHIPS ACCOMPLISHMENTS



C/CAG BOARD
February 14, 2008



C/CAG ACCOMPLISHMENTS

- Sponsored AVA Legislation
 - AB 468 Signed
 - \$600K per year
 - Statewide benefit
- Congestion Relief Plan Reauthorized
 - \$1,850,000 per year
- Incident Management Alternative Route Plan



C/CAG ACCOMPLISHMENTS

- NPDES Amicus Brief
 - Support Los Angeles Lawsuit
 - Prevailed
- Greenhouse Gas Government Inventory Incentive
 - \$283K – Up to \$13K per jurisdiction
 - Compliments Joint Venture Silicon Valley Program



C/CAG PARTNERSHIPS

- 101 Aux Lane from Third Ave to Millbrae
 - C/CAG and SMCTA
 - Under Construction
 - \$22M in additional funding
 - \$44M allocation for Contract Award
- 2020 Gateway Study
 - C/CAG, TA, and VTA
 - Santa Clara 101 Aux Lane - \$84M (CMIA)
 - Supported San Mateo 101 Aux Lane - \$60M(CMIA)



C/CAG PARTNERSHIPS

- 101 Ramp Metering from Hwy 92 to Santa Clara County Line
 - C/CAG, SMCTA, and cities
 - Travel time reduced from 32-35 to 25-27 minutes
- Grand Boulevard
 - C/CAG, Samtrans, and VTA
 - Planning and implementation incentives
 - \$2-3M
- Hydrogen Shuttle – 1,000 miles/ 800 Pass.



C/CAG PARTNERSHIPS

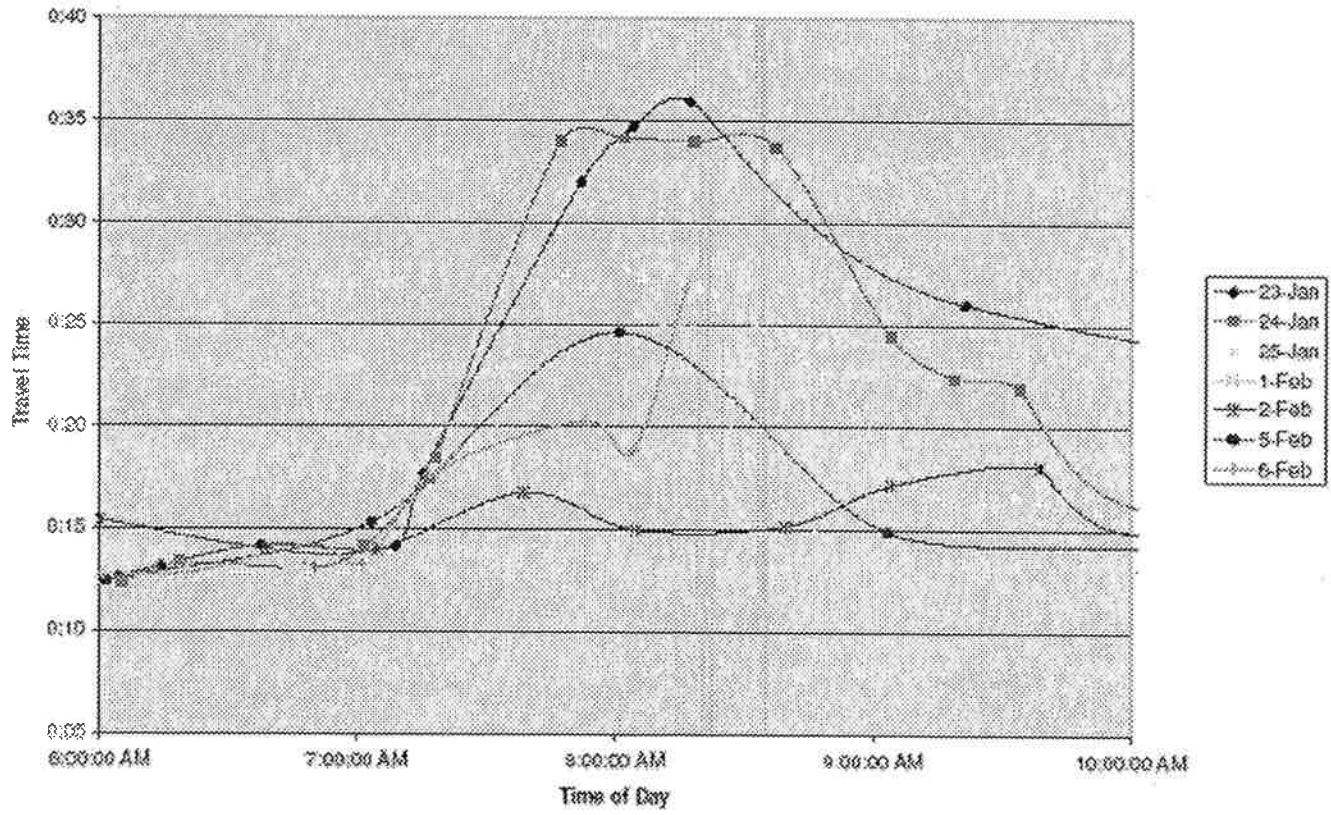
- ECR Signal Timing Synchronization
 - C/CAG and Caltrans
 - \$13M
- Housing Needs Assessment
 - C/CAG and San Mateo County
- Sub-regional RHNA Process (Facilitated)
 - C/CAG/San Mateo County Housing Dept
 - Unanimous agreement on Housing Allocation (All 20 cities and County)



Financial Impact

- AVA Over 10 Years - \$6M
- Congestion Relief Plan - \$7.4M
- Greenhouse Gas Inventory - \$0.283M
- Third to Millbrae Aux Lane - \$44M
- 2020 Gateway CMIA- \$84M
- San Mateo Aux Lane CMIA- \$60M
- Grand Boulevard - \$3M
- ECR Timing - \$13M
- TOTAL - \$217.683M

Travel Time from 3rd to Oregon



C/CAG Board Member ACCOMPLISHMENT OVERVIEW

- AVA Over 10 Years - \$6M
 - Abandoned Vehicle Abatement Program
 - Legislation Modification Sponsored by C/CAG
 - Statewide benefit to Police and Sheriffs
- Congestion Relief Plan - \$7.4M
 - Cities and County Reauthorized Program
 - Cities/ County contribute \$1,850,000 Annually for Four Years
 - Supports Countywide Transportation Programs
- Greenhouse Gas Inventory - \$0.283M
 - Incentive for Cities and County to do Government Baseline (Greenhouse gas emissions)
 - Compliments Joint Venture Silicon Valley Program
- Third to Millbrae Aux Lane - \$44M
 - State funding allocated to go to construction

C/CAG Board Member ACCOMPLISHMENT OVERVIEW

- 2020 Gateway CMIA- \$84M
 - US 101 Auxiliary Lane in Santa Clara County to Highway 85
 - Provided the technical information to qualify the project
 - Compliments San Mateo US 101 Auxiliary Lane Project
- San Mateo Aux Lane CMIA- \$60M
 - Pursued and Received State Infrastructure Bond Funding
 - US 101 Auxiliary Lane Project from Marsh to Embarcadero
- Grand Boulevard - \$3M
 - TOD Housing Incentive Funding
- ECR Timing - \$13M
 - Caltrans Funding for Signal Synchronization from

- TOTAL - \$217.683M

C/CAG Board Member ACCOMPLISHMENT OVERVIEW

- Incident Management Alternative Route Plan
 - Working with City Public Works
 - Provide improved transportation options for emergencies
- US 101 Ramp Metering
 - US 101 from Hwy 92 to Santa Clara County Line
 - Travel time from 32-35 to 25-27 minutes Southbound
- Hydrogen Shuttle
 - East Palo Alto to Palo Alto Caltrain Station
 - 1000 Miles/ 800 Passengers
- Housing Needs Assessment
- Sub-regional RHNA Process
 - Unanimous agreement on housing allocation in San Mateo County

C/CAG AGENDA REPORT

DATE: February 14, 2008
TO: C/CAG Board of Directors
FROM: Richard Napier, Executive Director
SUBJECT: Nominations for C/CAG Chair and Vice Chair (2) for the March Election of Officers.
(For further information or response to questions, please contact Richard Napier at (650) 599-1420)

RECOMMENDATION:

The Board make nominations for Chair and Vice Chair (2) for the March Election of Officers in accordance with the C/CAG By-Laws.

FISCAL IMPACT:

None.

REVENUE SOURCE:

None.

BACKGROUND/DISCUSSION:

At the June 2004 C/CAG Board meeting the By-Laws were changed to create a Second Vice Chairperson and change the date of the election to March of each year.

The revised By-Laws set up a process to have nominations at a prior meeting (February) and vote at the next meeting (March). The objective was to provide the Board Members with background information to assist them in casting their vote. It is up to the Board as to whether additional nominations for officers can be made from the floor at the March meeting when the vote is to be taken. Voting members of the Board must make all nominations. The Chairperson and Vice Chairpersons shall be voting members of the Board as well. Nominations do not require a second or vote to be a candidate. Nominations should be taken for the Chair and both Vice - Chair positions.

All candidates should provide background information in advance of the March Board meeting such that the material can be included in the packet for the Board's consideration.

CURRENT OFFICERS:

Deborah C. Gordon-Woodside has served one term as Chair and is eligible to serve another term as Chair.

ITEM 5.7

Tom Kasten-Hillsborough and Irene O'Connell-San Bruno have served one term as Vice Chair and are eligible to serve another term as Vice Chair. They are also eligible to serve two terms as Chair.

ATTACHMENTS:

Article IV of the Bylaws related to Officers.

Cover sheet for Nominees to Submit Background Information.

ALTERNATIVES:

- 1 - The Board make nominations for Chair and two -Vice Chairs for the March Election of Officers in accordance with the C/CAG By-Laws.
- 2 - No action.

EXCERPT FROM THE
BYLAWS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY

As Amended 6/10/04

ARTICLE IV. OFFICERS

Section 1. The officers of the Board of Directors shall consist of a Chairperson, and two Vice Chairpersons.

Section 2. The Chairperson and Vice Chairpersons shall be elected from among the nominees by the Board of Directors at the March meeting to serve for a term of twelve (12) months commencing on April 1. There shall be a two-term limit for each office. That is, a member may not serve more than two terms as the Chairperson, and not more than two terms as a Vice Chairperson. An officer shall hold his or her office until he or she resigns, is removed from office, is otherwise disqualified to serve, or until his or her successor qualifies and takes office.

Section 3. Nomination for officers of the Board of Directors shall be made from the floor only at the regular February Board meeting. Nominations shall be made only by voting members of the Board of Directors.

Section 4. The Chairperson and each Vice Chairperson must be a regularly designated, voting member (eg., not an alternate, or an ex-officio member) of the Board of Directors.

Section 5. Nominations and election of the Chairperson shall precede nominations and election of the Vice Chairpersons. Voting shall be public for all offices.

Section 6. The Chairperson shall preside at all meetings of the Board, may call special meetings when necessary, and shall serve as the principal executive officer. The Chairperson shall have such other powers, and shall perform such other duties which may be incidental to the office of the Chairperson, subject to the control of the Board.

Section 7. In the absence or inability of the Chairperson to act, the Vice Chairperson(s), in the order of their seniority, shall exercise all of the powers and perform all of the duties of the Chairperson. The seniority of the Vice Chairpersons shall alternate monthly such that one Vice Chairperson shall have seniority over the other during April, June, August, October, December and February; and the other Vice Chairperson shall have such seniority during May, July, September, November, January and March. Each Vice Chairperson shall also have such other powers and shall perform such other duties as may be assigned by the Board of Directors.

Section 8. A special election to fill the vacant office shall be called by the Board of Directors if the Chairperson or any Vice Chairperson is unable to serve a full term of office.

Section 9. All officers shall serve without compensation.

Section 10. The Chairperson or any Vice Chairperson may be removed from office at any time by a majority vote of those members present at a duly constituted meeting of the Board.

Section 11. All Vice Chairpersons shall be members of the Administrators' Advisory Committee.

IF NOMINATED,
PLEASE ATTACH
CANDIDATE BACKGROUND MATERIAL
AND RETURN A COPY TO
C/CAG
C/O RICHARD NAPIER
555 County Center, 5th Floor
Redwood City, CA 94063

By
February 29, 2008
For Posting in the March Package

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*

January 9, 2008

Henry Gardner
Association of Bay Area Governments
101 Eighth Street
Oakland, CA 94607

RE: Regional Housing Needs Allocation - San Mateo County Subregion Final Allocation

Dear Mr. ^{Henry}Gardner:

The San Mateo County Subregion for the Regional Housing Needs Allocation held a Policy Advisory Committee (PAC) meeting on December 17, 2007 to adopt the San Mateo County final Subregional allocation. This meeting was held as part of the San Mateo County Housing Finance Day workshop. The workshop was sponsored by the County of San Mateo in partnership with the State Department of Housing and Community Development (HCD), with Director Lynn Jacobs and Deputy Director Cathy Creswell participating.

The PAC meeting on December 17, 2007 included a public hearing for closure of the appeal period. No appeals were received.

The PAC also concluded that the Subregional process met the legal basis for conformance with the spirit and letter of State Law. Attached please find a staff report and memorandum from our legal counsel that details how the San Mateo County Subregional process conformed with State Law. Also attached is Resolution 07-01 that the PAC adopted determining that the process conformed with State Law.

The final allocations were accepted by all of the twenty-one jurisdictions in San Mateo County, therefore the PAC adopted the attached Resolution 07-02 in which the Subregion adopted the Final Allocation. The Final Allocation is attached and includes a breakdown of the income categories by jurisdiction. The adoption of the Final Allocation included the provision that allows for any two jurisdictions to make a zero sum trade on or before April 30, 2008. Should a zero sum trade occur, the City/County Association of Governments (C/CAG) will transmit a revised Final Allocation to the Association of Bay Area Governments (ABAG) at that time.

ITEM 8.1

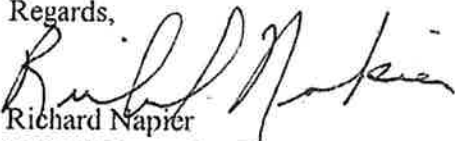
C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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

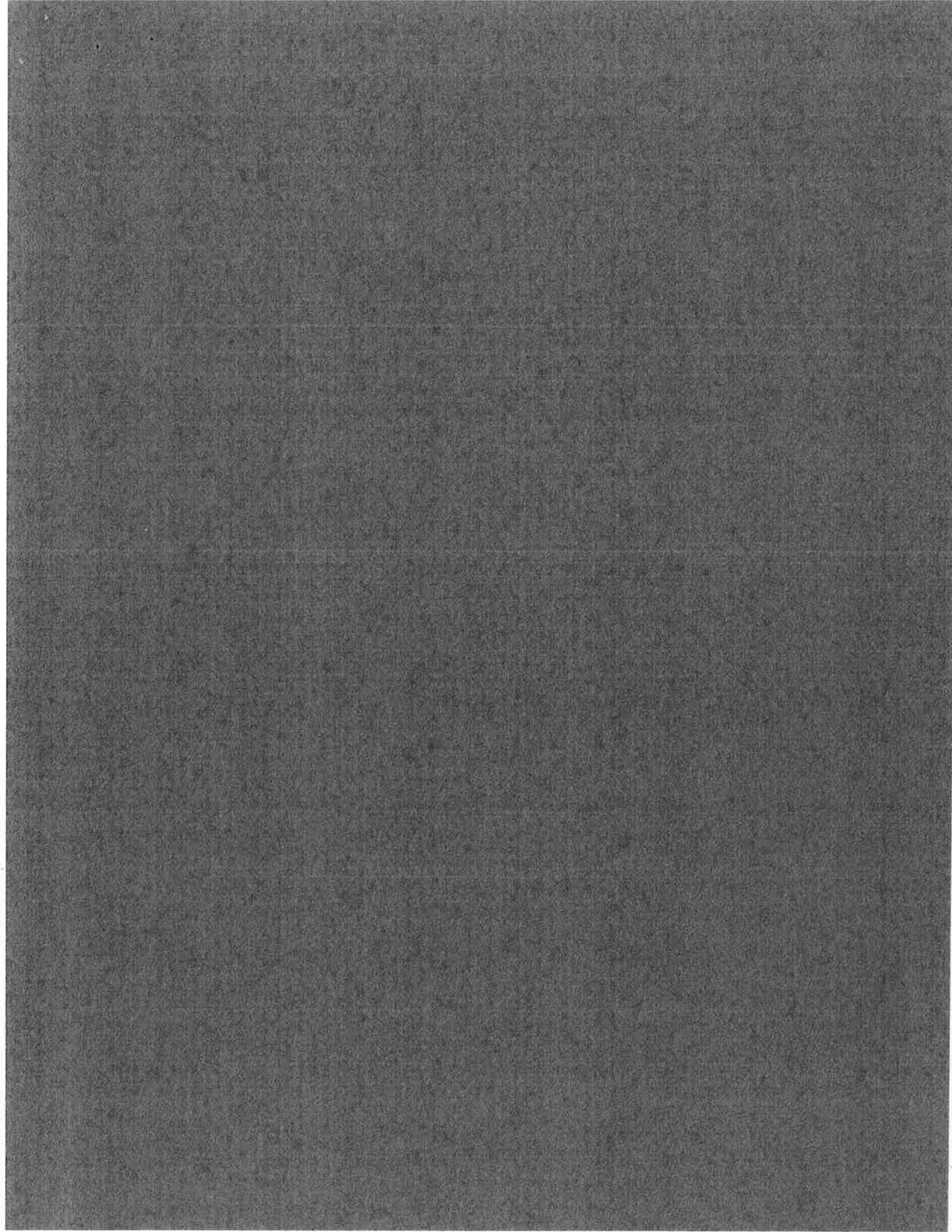
The San Mateo County Subregion was clearly a success as can be seen by the attached 21 resolutions of support for the Subregional process. San Mateo County truly appreciates all of the support and guidance that ABAG provided. San Mateo County found this opportunity to work collaboratively with ABAG helped to achieve the goal in our County to create a forum for dialogue among local jurisdictions to distribute the housing shares in an equitable fashion. We look forward to working with ABAG on future opportunities.

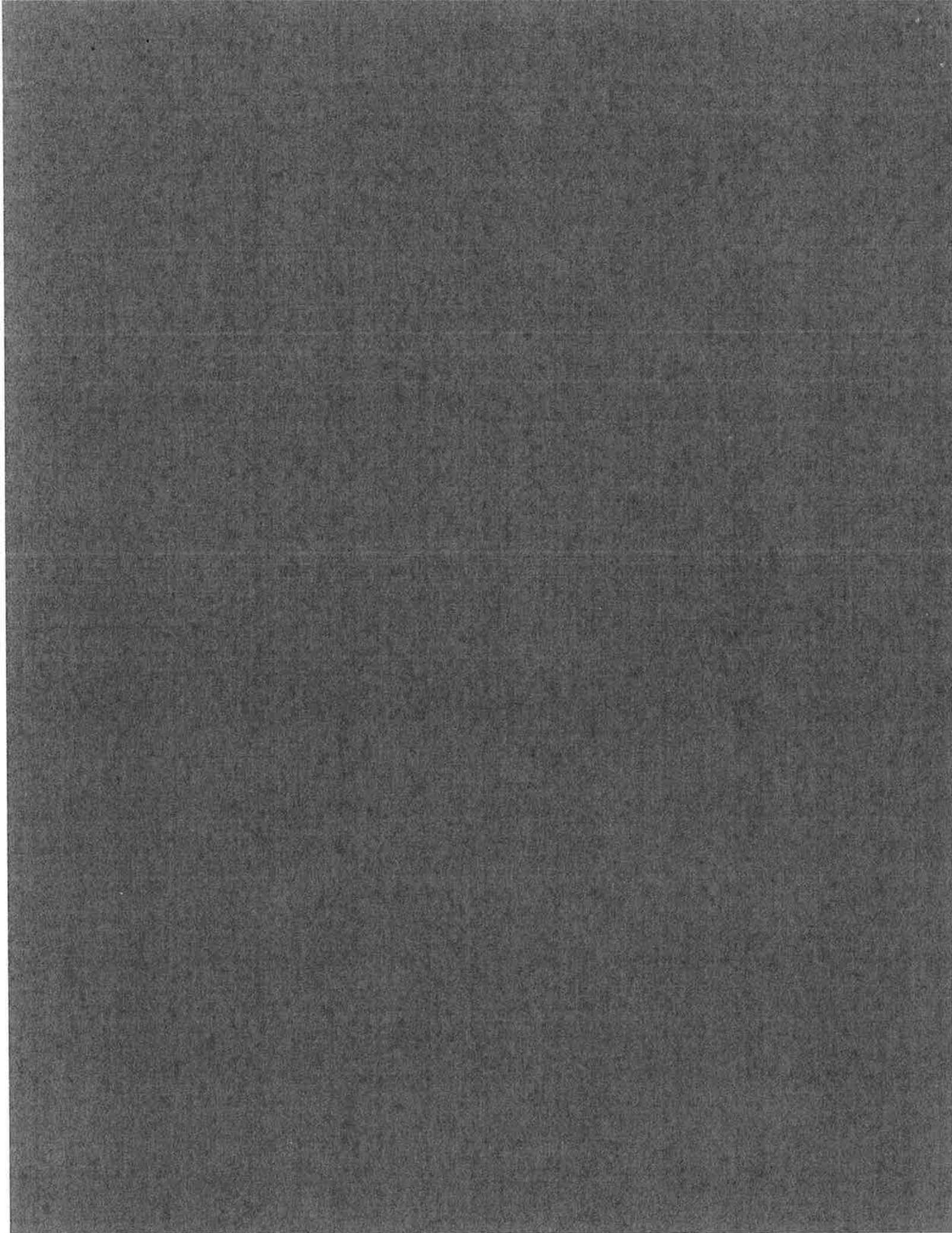
Regards,



Richard Napier
C/CAG Executive Director

c.c. Tom Kasten, C/CAG Board of Directors
Kenneth Moy, ABAG
Paul Fassinger, ABAG
Christy Riviere, ABAG
Marisa Cravens, ABAG





C/CAG

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

January 22, 2008

Neal Martin
Town of Atherton
91 Ashfield Road
Atherton, CA 94027

Dear Mr. ~~Martin~~: *NEX*

RE: Request for Copies of Local Planning Documents and Regulations to Assist in the Preparation of an Update of the Comprehensive Airport Land Use Compatibility Plan (CLUP) for the Environs of San Francisco International Airport

The Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG) serves as the state-mandated airport land use commission for the county. One of its mandated activities is to prepare and adopt a comprehensive airport land use compatibility plan (CLUP) for the environs of each airport within its jurisdiction. The Board is currently in the process of preparing an update of the CLUP for the environs of San Francisco International Airport (SFO). Jacobs Consultancy, a national airport planning firm, based in Burlingame and Clarion Associates, a national land use planning and zoning firm experienced in airport-related local planning, have been retained to assist the C/CAG Board with this project.

A CLUP defines an Airport Influence Area boundary for each airport and specifies policies and criteria to achieve airport/land use compatibility within that boundary. It also addresses the regional need to protect the viability of the airport while considering each affected local jurisdiction's land use planning and decision-making authority. ***At this time, we are requesting copies of planning documents and relevant regulations from your city to assist us in the preparation of the SFO CLUP update. Please provide the requested information by Wednesday, February 6, 2008.***

Please provide a copy of the documents listed below from your city to the consultant at the address shown below. ***Electronic copies of documents are strongly preferred, if available.*** If there is a fee for any of the documents, please advise the consultant.

- General Plan
- Zoning regulations related to airport areas, air safety, or other FAA regulations (e.g., overlay zones, height and hazard zoning, land use restrictions, etc.)
- Any specific area plans located in the airport vicinity, such as neighborhood plans, redevelopment plans, transit station areas, targeted infill areas, etc.

ITEM 8.2

555 County Center, 5th Floor, Redwood City, CA 94063 PHONE: 650.599.1420 FAX: 650.361.8227

- Any building code or construction standards, such as noise insulation, related to airport proximity and operations.
- Deed restriction or notice requirements that are related to airport operations or noise.
- Procedures for notifying or consulting with SFO or C/CAG about development proposals in the vicinity of SFO.
- Any major development applications in progress that are in the airport vicinity.
- Description of the development approval process for rezoning, site plans, zoning permits, subdivisions, and general plan amendments. (Summary, non-technical descriptions are desirable if available; otherwise provide relevant code text.)

If you have questions about relevant documents, require pick-up of documents, or cannot provide a copy of an original document, please contact Rawley Vaughan at the phone number or email address below to make arrangements.

- Transmit electronic documents (up to 10 MB) to:
rawley-vaughan@jacobs-consultancy.com
- Send hard copies or compact disks to:
Jacobs Consultancy
Attn: Rawley Vaughan
555 Airport Boulevard, Suite 300
Burlingame, CA 94010
650.579.7722

Thank you, in advance, for your cooperation. Members of the consultant team and I will contact selected cities in the near future to request that a member of the planning staff participate on the SFO CLUP Update Planning Advisory Committee (PAC) (see enclosed Project Information Sheet).

If you have any questions about the SFO CLUP update project or process, please contact me at 650/363-4417.

Sincerely,



David F. Carbone, Senior Planner/C/CAG Project Manager

Enclosure

- cc: Richard Napier, C/CAG Executive Director, w/enclosure
Mark Johnson, Jacobs Consultancy, w/enclosure
Rawley Vaughan, Jacobs Consultancy, w/enclosure
Elisha Novak, FAA Airports District Office (ADO), Burlingame, w/enclosure

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

Project Information Sheet

COMPREHENSIVE AIRPORT/LAND USE COMPATIBILITY PLAN (CLUP) UPDATE FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT (November 2007 – November 2009)

State Mandate for Airport Land Use Compatibility Planning/Project Background

Airport land use compatibility planning is a state-mandated activity. Every county in California, within which there is located at least one public-use airport, must establish an airport land use commission. The commission acts as an independent body and is not part of county government. The commission has two specific duties: (1) prepare and adopt a comprehensive airport land use compatibility plan (CLUP) for the environs of each public-use airport within its jurisdiction (county boundary) and (2) review certain proposed local agency land use policy actions within the airport environs and airport plans for a determination of the consistency of those actions/plans with the relevant airport/land use compatibility policies and criteria in the CLUP.

The 21-member City/County Association of Governments of San Mateo County (C/CAG) serves as the state-mandated airport land use commission in the county.

Comprehensive Airport Land Use Compatibility Plan (CLUP)

A comprehensive airport land use compatibility plan (CLUP) is a planning document that is prepared and adopted by an airport land use commission. The Plan identifies policies and criteria to achieve compatibility between proposed land use and development and local agency land use policy actions with airport/aircraft operations, within a defined airport environs area, delineated by an airport influence area (AIA) boundary.

The CLUP must be based on the most recent FAA-approved airport layout plan (ALP) or FAA-accepted airport master plan. The key compatibility issues include the following:

Section 160 of *Vision 100-Century of Aviation Reauthorization Act* provides funding for eligible units of local government to prepare airport land use compatibility plans for the environs of specific airports, including San Francisco International Airport (SFO). C/CAG was the first unit of local government in the country to apply for and receive funding per the Section 160 criteria. The funding will be used to retain a consultant(s) to assist the C/CAG Board in preparing the SFO CLUP update. The goals of the federal program are consistent with the state mandate for airport/land use compatibility planning.

The final SFO CLUP document will comply with all applicable state and federal guidelines and requirements. Preparation of the SFO CLUP update, including numerous public meetings, will take about two years. A Project Advisory Committee (PAC) will be created to assist C/CAG staff and the project consultant(s) in developing the CLUP policy framework (see reverse side for potential PAC membership). A brief overview of the content of a CLUP document is explained below.

- (1) airport noise impacts, (2) aircraft overflight, (3) safety concerns related to aircraft operations, and (4) height of structures and airspace protection.

Maps and graphics are included in the CLUP document to illustrate the extent of the geographic application of the land use compatibility policies and criteria. The document also explains the procedures and process used by the airport land use commission to evaluate proposed local agency land use policy actions and airport plans to determine the consistency of those actions/plans with the land use compatibility criteria specified in the CLUP. The plan is implemented by the affected jurisdictions (cities, county, and the airport governing body).

SFOCLUPupdateinfosheet0108.doc

OVER

C/CAG

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Project Information Sheet COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN (CLUP) UPDATE FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT November 2007 – November 2009

Project Advisory Committee (PAC) Potential Membership*

C/CAG Airport Land Use Cmte.	2	San Mateo County Economic Development Association (SAMCEDA)	1
AFO Staff	2	San Mateo County Association of Realtors (SAMCAR)	1
Planning			
Noise Abatement Office			
PLA Staff – Burlingame ADO	1	Other Municipalities (Planning Staff)	2
Aerotrans Div. of Aero. Staff	2	Daly City	
		Foster City	
Municipalities (Planning Staff)	4	San Mateo Co. (Planning staff)	1
Burlingame			
Millbrae		Airport/Community Roundtable	2
San Bruno			
So. San Francisco			
Total Potential Members			18

Selected/elected officials may also be added to this list.

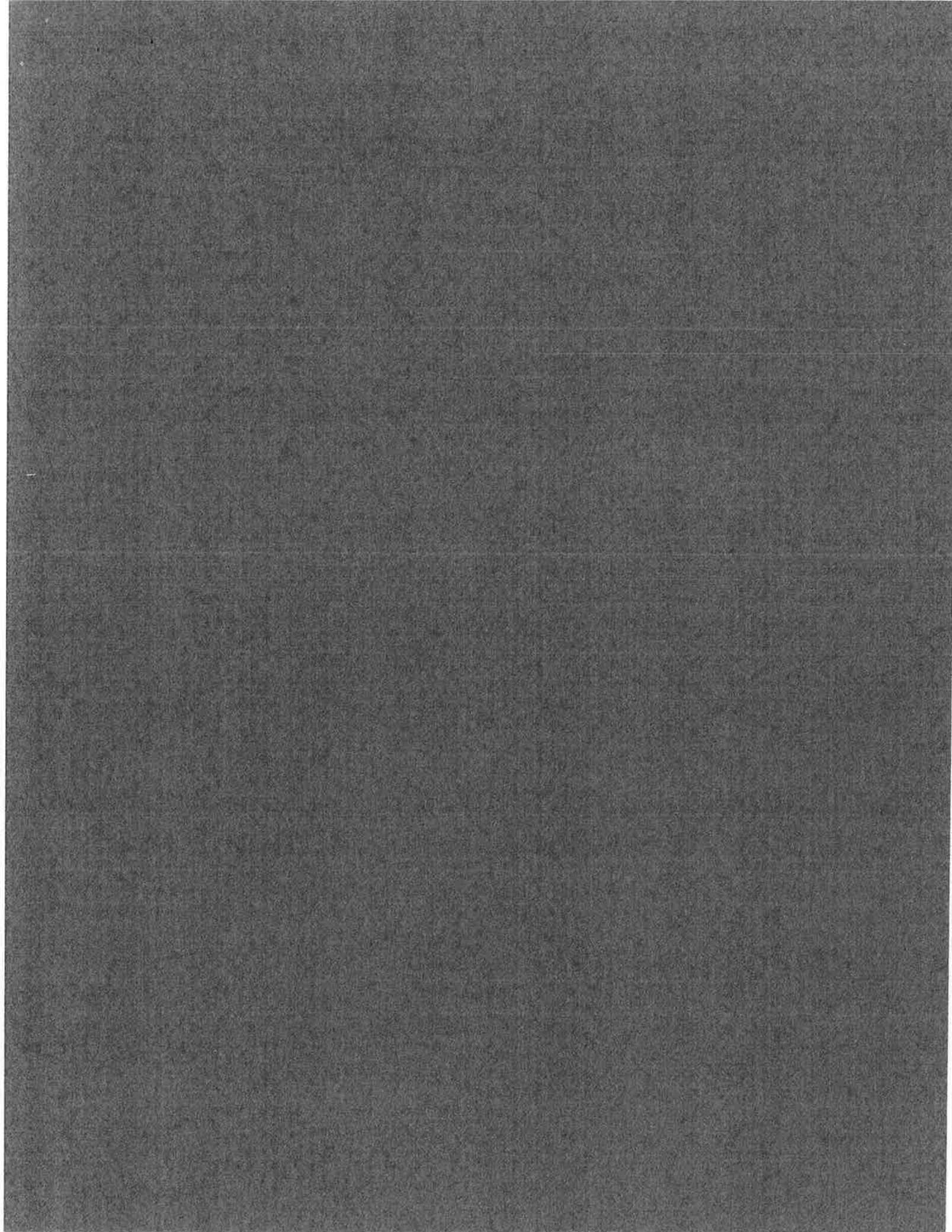
PAC Roles and Responsibilities:

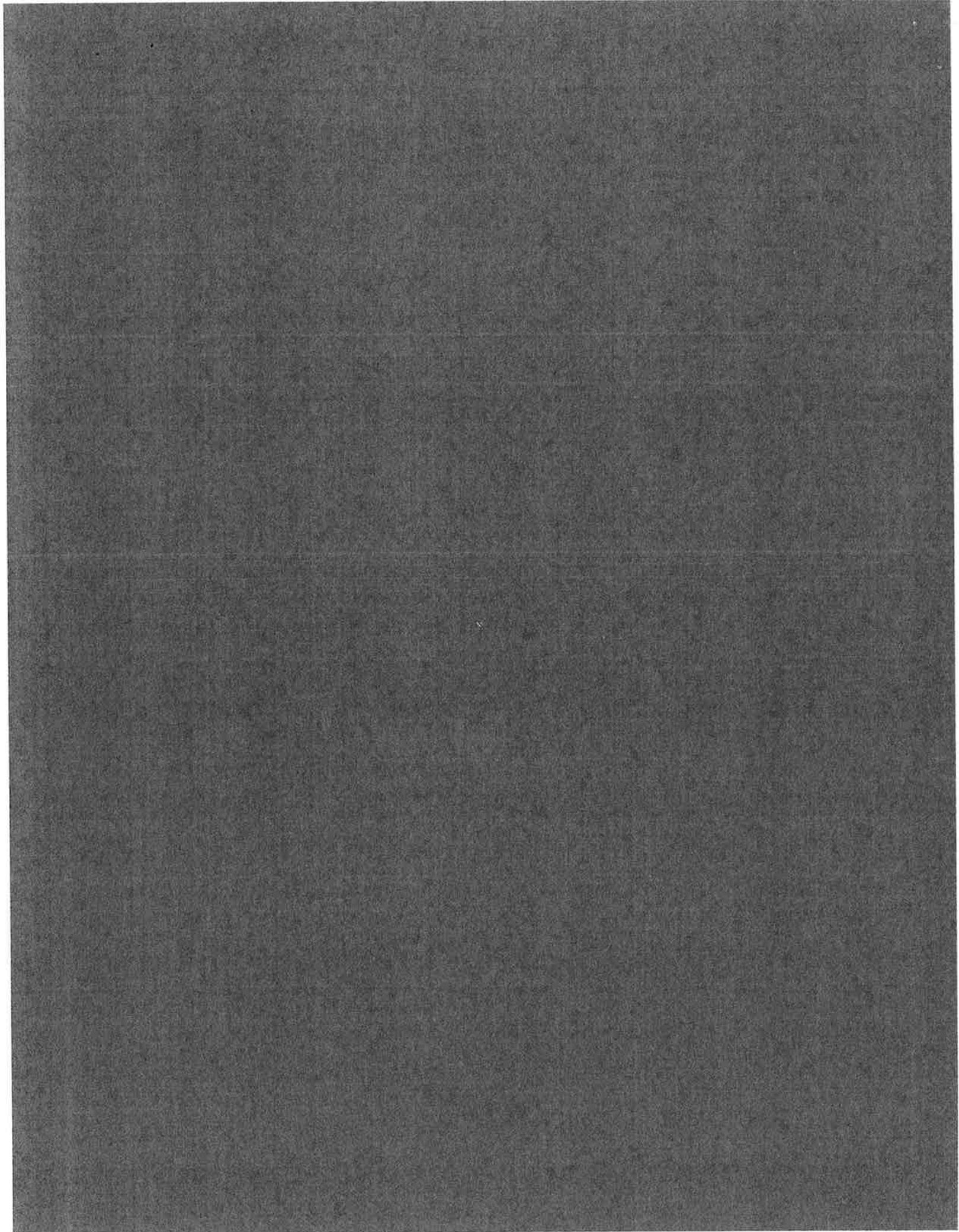
- To assist the consultant and C/CAG staff in identifying airport/land use compatibility planning issues to be addressed in the CLUP document
- To serve as a sounding board for planning and policy concepts offered by the consultant team
- To critically review and comment on three technical working papers that will be prepared by the consultant team during the process
- To review and comment on the Draft CLUP document
- Additional activities to be determined

PAC Meetings

The PAC will meet four times over a 9 to 10-month period, beginning in February 2008. The meetings will be held in the evening at intervals of 2 to 3 months (dates, time, and place to be determined).

PotentialPACmembership0108.doc





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Date: January 15, 2008

To: C/CAG Board

From: Deborah Gordon, C/CAG Board Chair

**Subject: Elected Official Testimony Needed at March 11 Public Hearing on Proposed
Municipal Regional Stormwater Permit**

This is to notify you that the San Francisco Bay Regional Water Quality Control Board (Water Board) is holding a public hearing to receive comments on the draft Municipal Regional Stormwater Permit:

March 11, 9:00 AM
Elihu M. Harris State Building
First Floor Auditorium
1515 Clay Street
Oakland, CA 94612

Written comments on the draft permit are due by February 29. This permit will have significant financial implications for all municipalities within San Mateo, Santa Clara, Alameda, and Contra Costa Counties, as well as the cities of Fairfield, Suisun City, and Vallejo. As such, it is critical that elected officials attend this hearing and provide testimony, so please save March 11 on your calendar. Our goal at the hearing is to convince Water Board members to consider input provided by city and county representatives and direct substantial changes to the approximately 400-page draft permit package prior to considering it for adoption at a subsequent hearing.

Examples of proposed permit provisions that will significantly impact municipalities are detailed on the following page. Staff and technical consultants for our countywide stormwater program will give direction to municipal representatives for providing public testimony on March 11. This effort is being coordinated with other counties and municipalities through the Bay Area Stormwater Management Agencies Association. Although municipal representatives have tried to work with Water Board staff and other stakeholders for more than three years on drafting this permit, the last chance for achieving a practical and affordable permit appears to be through everyone's active participation at the March 11 public hearing. If you have any questions regarding this issue, please contact our Program Coordinator, Matthew Fabry, at 415-508-2134 or via email at mfabry@ci.brisbane.ca.us.

ITEM 8.3

Requirements that will Significantly Impact Municipalities

Some of the proposed requirements that will significantly impact municipalities include the following:

- The draft permit increases municipal requirements in every program area, which, when taken as a whole, results in a significant impact on limited municipal resources.
- The draft permit requires each municipality to make major capital expenditures on devices to capture trash and litter that may flow into local waterways.
- The draft permit requires water quality monitoring at stormwater pump stations throughout the Bay Area, leading to pilot projects diverting dry weather and first flush stormwater flows to wastewater treatment plants, which may require significant capital expenditures and approval by wastewater treatment authorities.
- The draft permit requires significant monitoring and special studies that are extremely expensive and in many cases provide minimal water quality benefit.
- The draft permit further decreases the size threshold for new and redevelopment projects subject to stormwater treatment requirements, without justifying existing thresholds are inadequate for protecting water quality.
- The draft permit is highly prescriptive and requires municipal staff to spend significant resources on reporting and record keeping. The proposed reporting template that each municipality would have to complete annually is approximately 100 pages long.