

# 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. 187

- DATE:** Thursday, March 8, 2007
- 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

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1.0 CALL TO ORDER/ ROLL CALL

2.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA  
*Note: Public comment is limited to two minutes per speaker.*

3.0 ANNOUNCEMENTS/ PRESENTATIONS

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. 186 dated February 8, 2007. ACTION p. 1
- 4.2 Update on "Daly City BART Station Improvement" candidate project for the 2006 STIP Augmentation. INFORMATION p. 9
- 4.3 Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the City of Redwood City, Re: Proposed Redwood City Downtown Precise Plan for an Area Near San Carlos Airport ACTION p. 13

- 4.4 Review and approval of Resolution 07-06 authorizing the C/CAG Chair to execute an agreement between C/CAG and Kimley-Horn for an amount not to exceed \$217,000 for the Incident Management-Alternative Route Plan Project. ACTION p. 39
- 4.5 Review and approval of the FY 06-07 AB 1546 Transportation/ Environmental Program (Local Cities and County). ACTION p. 57
- 4.6 Review and approval of Progress Report and Recommended Actions on a San Mateo County Energy Strategy and approval of Resolution 07-07 requesting that the Cities and the County adopt resolutions supporting the development of the strategy. ACTION p. 61
- 4.7 Review and approval of Resolution 07-02 authorizing the C/CAG Chair to execute the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for a total of \$52,000 for FY 06-07 and \$68,000 for FY 07-08. ACTION p. 77

*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 positions and Legislative update. ACTION p. 91  
(A position may be taken on any legislation, including legislation not previously identified.)
- 5.1.1 Housing Legislation Presentation
- 5.2 Update and status report on the Corridor Mobility Infrastructure Account (CMIA) Proposition 1B projects recommended for funding. INFORMATION p. 97
- 5.3 Review and approval of Resolution 07-08 requesting the reauthorization of the City/ County Association of Governments of San Mateo County (C/CAG) including approval of the Joint Powers Agreement and transmittal to the Cities and County. ACTION p. 121
- 5.4 Status report on the Activation of Highway 101 Ramp Metering. INFORMATION p. 173
- 5.5 Presentation on the San Mateo County Housing Needs Study. INFORMATION p. 175
- 5.6 Update on the Sub-regional Housing Needs Allocation Process (RHNA) within San Mateo County. INFORMATION p. 189
- 5.7 Election of a Chairperson and two C/CAG Vice Chairpersons. ACTION p. 203

#### 6.0 COMMITTEE REPORTS

- 6.1 Committee Reports (oral reports).
- 6.2 Chairperson's Report.

#### 7.0 EXECUTIVE DIRECTOR'S REPORT

## 8.0 COMMUNICATIONS - Information Only

Copies of communications are included for C/CAG Board Members and Alternates only. To request a copy of the communications, contact Nancy Blair at 650 5991406 or [nblair@co.sanmateo.ca.us](mailto:nblair@co.sanmateo.ca.us) or download a copy from C/CAG's website – [www.ccag.ca.gov](http://www.ccag.ca.gov).

- 8.1 Letter from David Carbone, AIUC Staff, to Elena Lee, Sr. Planner, City of Foster City, dated 2/06/07. Re: C/CAG Airport Land Use Committee (ALUC) Staff Comments on a Notice of Preparation (NOP) of a Draft Environmental Impact Report (DEIR) for the Pilgrim - Triton Commercial/Industrial Residential Master Plan Adjacent to State Highway 92 at the Intersection of Pilgrim Drive and Triton Drive. p. 215
- 8.2 Letter from Richard Napier, Executive Director C/CAG, and Joseph Hurley, Program Director, SMCTA to Marian Bergeson, Chair, California Transportation Commission, dated: 2/07/07. Re: CTC Approval of \$21,237,000 in Supplemental Funds for US 101 Third Avenue to Millbrae Avenue (04-SM-101) to award Construction. Resolution FA-06-12. p. 219
- 8.3 Letter from Richard Napier, Executive Director C/CAG, and Joseph Hurley, Program Director, SMCTA to Will Kempton, Director, Caltrans, dated: 2/07/07. Re: Bijan Sartipi and Ross Chittendon Support for US 101 Third Avenue to Millbrae Avenue (04-SM-101) Auxiliary Lane Project p. 221
- 8.4 Letter from Bijan Sartipi, District Director, Department of Transportation, to Joseph M. Tanner, City Manager, City of Pacifica, dated 2/08/07. Re: Route 1 - Westport Drive to Fassler Avenue "Calera Parkway" Project. p. 223
- 8.5 Letter from Michael J. Scanlon, San Mateo County Transportation Authority, to Richard Napier, Executive Director C/CAG, dated 2/15/07. Re: Letter of praise and appreciation for success achieved in lobbying the California Transportation Commission to support Highway 101 Auxiliary Lanes Project. p. 225
- 8.6 Letter from Nina Rannells, Grant Manager, Water Transit Authority to Joe Hurley, San Mateo County Transportation Authority, dated 2/15/07. Re: Update on Oyster Point Ferry Service Funding and Schedule. p. 227

## 9.0 MEMBER COMMUNICATIONS

## 10.0 ADJOURN

Next scheduled meeting: April 12, 2007 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

March 7, 2007	2020 Peninsula Gateway Corridor Study TAC - 2:00 P.M.
March 8, 2007	Legislative Committee - SamTrans 2 <sup>nd</sup> Floor Auditorium - 5:00 P.M.
March 8, 2007	C/CAG Board - SamTrans 2 <sup>nd</sup> Floor Auditorium - 7:00 P.M.
March 14, 2007	2020 Peninsula Gateway Corridor Study PAC - 4:00 P.M.
March 15, 2007	CMP Technical Advisory Committee - SamTrans 2 <sup>nd</sup> Floor Auditorium - <b>canceled</b> .
March 15, 2007	Utilities Working Group - 155 Bovet Rd., San Mateo - 2:45 P.M.
March 20, 2007	NPDES Technical Advisory Committee - Hillsborough - 10:00 a.m.
March 22, 2007	Bikeways and Pedestrian Advisory Committee - San Mateo City Hall - Conference Room C
March 26, 2007	CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 P.M.
April 2, 2007	Administrators' Advisory Committee - 555 County Center, 5 <sup>th</sup> Floor, Redwood City - 8:00 A.M.

# C/CAG

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

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

Meeting No. 186  
February 8, 2007

### 1.0 CALL TO ORDER/ROLL CALL

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

James Janz - Atherton  
Phil Mathewson - Belmont  
Scpi Richardson - Brisbane  
Rosalie O'Mahony - Burlingame  
Larry Formalejo - Colma  
Judith Christensen - Daly City  
Naomi Partridge - Half Moon Bay  
Tom Kasten - Hillsborough  
Kelly Fergusson - Menlo Park  
Gina Papan - Millbrae  
Jim Vreeland - Pacifica  
Diane Howard - Redwood City  
Irene O'Connell - San Bruno  
Bob Grassilli - San Carlos  
Carole Groom - San Mateo  
Karyl Matsumoto - South San Francisco  
Deborah Gordon - Woodside

#### Absent:

East Palo Alto  
Foster City  
Portola Valley  
County of San Mateo

#### Others:

Richard Napier, Executive Director - C/CAG  
Nancy Blair, Administrative Assistant - C/CAG  
Sandy Wong, C/CAG  
Tom Madalcna, C/CAG  
John Hoang, C/CAG  
Diana Shu, C/CAG  
Dave Carbonc, C/CAG Staff  
Walter Martone, San Mateo County - Public Works  
Matt Fabry, C/CAG  
Brian Lee, San Mateo County - Public Works

**ITEM 4.1**

Brandt Grotte, City of San Mateo  
Onnalee Trappe, CMAQ Committee, League of Women Voters of San Mateo County  
Jim Bigelow, Redwood City/San Mateo County Chamber, Menlo Park Chamber  
Ray Razavi, South San Francisco - City Engineer  
Christine Maley-Grubl, Executive Director, Peninsula Congestion Relief Alliance  
Wes Lujan, Advocation  
Chuck Cole, Advocation

### 3.0 ANNOUNCEMENTS/ PRESENTATIONS

3.1 Walter Martone, San Mateo Public Works, discussed coordinating with the cities on an exhibit for this year's California State Fair. The San Mateo Public Works' exhibit for 2006 won the Silver award. The goal for 2007 is to bring home the Gold. Cities can contribute by:

1. Financial donation.
2. Staff time.
3. Provide suggestions, ideas, etc.

3.2 Richard Napier, C/CAG Executive Director, announced that the California Transportation Commission (CTC) approved \$21,737,000 for the 3<sup>rd</sup> to Millbrae project. Pleased to report that \$5,000,000 will come out of the State discretionary money, only \$16,000,000 will come out of C/CAG's County discretionary funds. Joseph Hurley, Director, SMCTA, and Bijan Sartipi, District Director, Department of Transportation were acknowledged for their hard work in working with C/CAG to achieve this goal.

### 4.0 CONSENT AGENDA

Board Member Gordon MOVED approval of Consent Items 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.9, 4.12, 4.13, 4.14, and 4.15. Board Member Kasten SECONDED. **MOTION CARRIED** 17-0.

4.1 Review and approval of the Minutes of Regular Business Meeting No. 185 dated December 14, 2006. **APPROVED**

4.2 Review and approval of the Abandoned Vehicle Abatement (AVA) Program Report for the First Quarter FY 06-07 ending September 30, 2006. **APPROVED**

4.3 Review and approval of Resolution 07-01 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 in an amount not to exceed \$525,000. **APPROVED**

4.4 Review and approval of the C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2006. **APPROVED**

There were no negative findings in the audit.

4.5 Request the Finance Committee to evaluate the performance of the City/ County Association of Governments of San Mateo County (C/CAG) and to make a recommendation to the Board on reauthorization. **APPROVED**

The Finance Committee is to review C/CAG's past accomplishments, and to make any recommendations relative to reauthorization. The new Chair and two Vice Chairs, to be elected in March 2007, will be asked to join the Finance Committee for the this review and recommendation.

- 4.6 Request for Qualifications (RFQ) and RFQ Amendment No. 1 to Prepare a Comprehensive Airport/Land Use Compatibility Plan for the Environs of San Francisco International Airport January 2007. INFORMATION

Sending out an RFQ consistent with C/CAG Board policy.

- 4.7 Review and approval of revised Stormwater Pollution Prevention Program Logo and change in program name. APPROVED

- 4.9 Update on the nomination of projects submitted to the California Transportation Commission (CTC) for funding consideration in the Corridor Mobility Improvement Account (CMIA) of the Transportation Infrastructure Bond Act. INFORMATION

C/CAG projects are on both the Caltran's and the Metropolitan Transportation Commission (MTC)'s lists. The Delegation sent a letter supporting it. The initial list will be released on 2/16/07. Staff will attend a workshop on 2/20/07, and a hearing will be held on 2/28/07.

- 4.12 Review and approval of Resolution 07-03 authorizing the C/CAG Chair to execute an amendment to the agreement between C/CAG and Clark Aganon to increase the funding by \$21,000 to \$66,000 for Hydrogen Station/Vehicle Technical Consulting Services. APPROVED

- 4.13 Update on the status of issues regarding the Abandoned Vehicle Abatement Program. APPROVED

As directed by the Board, staff is talking with the California High Patrol (CHP) and working on the legislation.

- 4.14 Status report of the Regional Housing Needs Allocation process. INFORMATION

A public hearing will be held on 2/22/07 at San Mateo City Hall.

- 4.15 Authorize staff to distribute the San Mateo County Housing Needs Study. APPROVED

Staff is asking the Board to approve distribution of the document. It will be brought back to the Board at the March meeting and a full presentation will be provided at that time. The Congestion Management & Environmental Quality (CMEQ) committee saw the presentation and recommends the Board approve distribution.

Items 4.8, 4.10, and 4.11 were removed from the Consent Calendar.

- 4.8 Review and approval of the Revised Scoring Criteria for the local streets and roads pavement program (Project Evaluation and Selection Process). APPROVED

Due to concern relative to equity, the Board directed staff to look at the scoring criteria while it was fresh. There is a 15% discretionary that allows the balance to occur between the large and small cities. In approximately 18 months, the scoring criteria will come back to the Board for implementation.

Staff is directed to insert language that clearly defines what the purpose of the scoring criteria is to avoid confusion.

Board Member Kasten **MOVED** to approve Item 4.8. Board Member O'Mahony **SECONDED**.  
**MOTIONED CARRIED** 17-0.

- 4.10 Status report on Ramp Metering (Phase 1) implementation. INFORMATION

Southbound ramp metering began on 1/30/07 with minor problems.

Board Member Howard would like to see signage added to the Whipple Avenue on-ramp notifying drivers that ramp metering is ahead. Board Member Howard asked staff to look into the queuing system that 880 uses to do their ramp metering and compare it to the system being used in San Mateo County.

Chair Vreeland recommended bringing Item 4.10 back to the March meeting as an agenda item, allowing staff time to do research on Board Member Howard's request.

- 4.11 Review and approval of Resolution 07-02 authorizing the C/CAG Chair to execute the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for a total of \$42,000 for FY 06-07 and \$68,000 for FY 07-08. CONTINUED

Correction to title, the amount is \$52,000 not \$42,000.

Numerous questions were asked by the Board regarding the monetary increase in fees the City of San Carlos is requesting to provide financial services to C/CAG. Staff was directed to discuss these questions with the City of San Carlos, and bring the item back to the Board with the requested information.

## 5.0 REGULAR AGENDA

- 5.1 Review and approval of C/CAG Legislative positions and Legislative update.

- 5.1.1 Presentation from C/CAG Lobbyist (Wes Lujan and Chuck Cole). PRESENTATION

Chuck Cole and Wes Lujan, Advocation, provided an overview of their role as lobbyists to C/CAG, discussed what is going on in Sacramento, and answered questions.

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

A list of bills that is being tracked by the C/CAG Legislative Committee and C/CAG's Lobbyist was provided to the Board. February 23, 2007 is the last day to introduce bills. No positions on current bills are being recommended at this time.

- 5.2 Review and approval of Resolution 07-04 authorizing the San Mateo County Congestion Relief Program. APPROVED  
(Special Voting Procedures Apply)

On 12/14/06, the Board recommended a preference for Option 1, and asked that both Option 1 and 2 be distributed to the cities. There appeared to be no issue with Option 1 when presented to the City Managers. C/CAG Staff, TAC and CMEQ recommend Option 1 for a period of four years.

The Board asked staff to amend Option 1 to show 450 on the ECR Incentive and 50 on the Coast side Service.

Board Member O'Connell MOVED to approve staff's recommendation on the amended Option 1. Member Richardson SECONDED.

A Super Majority Vote was taken by roll call. **MOTION CARRIED** 17-0. Results: 17 Agencies approving. This represents 81% of the Agencies representing 83% of the population.

- 5.3 Review and approval of Resolution 07-05 to approve the 2006 State Transportation Improvement Program (STIP) Augmentation for San Mateo County to be submitted to the Metropolitan Transportation Commission (MTC). APPROVED

After working with C/CAG's transportation partners in the County, including the SMCTA, SamTrans, JPB, and BART, a list was established for the STIP Augmentation Highway program. Staff asks the Board to approve this list to be submitted to MTC by the 2/28/07 deadline.

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

- 5.4 Nominations for C/CAG Chair and Vice Chair (2) for the March Election of Officers. APPROVED

The term for all three positions is for one year and the positions begin on April 1, 2007.

The Board accepted nominations for C/CAG Chair.

Board Member Kasten nominated Board Member Gordon for Chair. Board Member O'Connell SECONDED.

Board Member Richardson MOVED nominations for Chair be closed. Board Member O'Mahony SECONDED. **MOTION CARRIED** 17-0.

Nominations were accepted for First Vice Chair.

Board Member Richardson nominated Tom Kasten for First Vice-Chair and Irene O'Connell for Second Vice Chair. Board Member O'Mahony SECONDED. **MOTION CARRIED** 17-0.

Board Member Patridge MOVED nominations for First and Second Vice Chairs be closed. Board Member Matsumoto SECONDED. **MOTION CARRIED** 17-0.

Chair Vrceland thanked the Board for their support during the years of being Chair.

## 6.0 COMMITTEE REPORTS

### 6.1 Committee Reports (oral reports).

None.

### 6.2 Chairperson's Report.

None.

## 7.0 EXECUTIVE DIRECTOR'S REPORT

C/CAG's Executive Director will provide the Management Finance Reports to the Board at the March 2007 meeting.

## 8.0 COMMUNICATIONS - Information Only

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8.1 Letter from Joseph Tanner, City Manager, Pacifica, dated 11/30/06. Re: Route 1, Westport Drive to Fassler Avenue "Calera Parkway" Project.

8.2 Letter from David Carbone, ALUC Staff, to Meg Monroe, City of Burlingame, dated 12/18/06. Re: Response to Your Request for ALUC Staff Comments on the Proposed Center for Compassion for the Peninsula Humane Society and Related DEIR.

8.3 Letter from Honorable Anna G. Eshoo, Congresswoman - 14<sup>th</sup> District of California, to Richard Napier, Executive Director, C/CAG, dated 12/20/06. Re: Update on Status of Remaining Appropriations Bills for Fiscal Year 2007 and the Outlook for Fiscal Year 2008.

8.4 Letter from David Carbone, ALUC Staff, to Tom Passanisi, Principal Planner, City of Redwood City, dated 12/21/06. Re: C/CAG Airport Land Use Committee (ALUC) Staff Comments on the Draft Environmental Impact Report for the Redwood City Downtown Precise Plan November 2006.

8.5 Letter from Richard Napier, C/CAG Executive Director, to John Barna, CTC Executive Director, to Will Kempton, Caltrans Director, dated 12/22/06. Re: Support of the Caltrans & MTC Preliminary CMIA Project Candidates Lists.

8.6 Letter from Richard Napier, C/CAG Executive Director, to Honorable Fiona Ma, California Assembly, to Honorable Gene Mullin, California Assembly, to Honorable Ira Ruskin, California Assembly, to Honorable Leland Yee, California Senate, and to Honorable Joseph Simitian, California Senate, dated 12/22/06. Re: Request for support of the San Mateo County Candidate Projects for funding in the Corridor Mobility Improvement Account (CMIA) of the Transportation Bond.

8.7 Letter from David Carbone, ALUC Staff, to Stephanie Davis, City of San Carlos, dated 1/02/07. Re: C/CAG Airport Land Use Committee (ALUC) Staff Comments on a Draft Focused Environmental Impact Report (DFEIR) for the San Carlos Retail Center Project on Industrial Road in the Vicinity of San Carlos Airport.

- 8.8 Letter from David Carbone, ALUC Staff, to Joseph R. Rodriguez, Supervisor, Environmental Planning and Compliance Section, FAA Airports District Office (ADO), dated 1/05/07. Re: C/CAG Distribution of a Request for Qualifications (RFQ) Regarding Preparation of a Comprehensive Airport Land Use Compatibility Plan (CLUP) Update for the Environs of San Francisco International Airport.
- 8.9 Letter from Richard Napier, C/CAG Executive Director, to Steve Heminger, MTC, dated 1/08/07. Re: CTC Allocation of State Transportation Improvement Program (STIP) supplemental funding of \$21,237,000 for US 101 Auxiliary Lane Project from Third to Millbrae - CTC Resolution FA-06-12.
- 8.10 Letter from Sandy Wong, C/CAG Transportation Systems Coordinator, to Tom Passanisi, Principal Planner, City of Redwood City, dated 1/17/07. Re: Comments on Draft EIR for the Draft Downtown Precise Plan.
- 8.11 Letter from Carl Guardino, Silicon Valley Leadership Group, to Honorable Marian Bergeson, Chair, California Transportation Commission, dated 1/18/07. Re: Support for supplemental funding for US 101 Third to Millbrae Auxiliary Lane Project.
- 8.12 Letter from Richard Napier, C/CAG Executive Director, to Annette Porini, Chief of Staff Senator Simitian, dated 1/19/07. Re: San Matco County Ramp Metering.
- 8.13 Letter from Honorable Rosalie O'Mahony, C/CAG Board Member, and Sue Lempert, MTC Representative, to Jeremiah Hallisey, Commissioner, California Transportation Commission, dated 1/24/07. Re: CTC Allocation of State Transportation Improvement Program (STIP) Supplemental Funding of \$21,237,000 for US 101 Auxiliary Lane Project from Third to Millbrae Auxiliary Lane Project FA-06-12.
- 8.14 Letter from Honorable Rosalie O'Mahony, C/CAG Board Member, and Sue Lempert, MTC Representative, to James Ghielmetti, Commissioner, California Transportation Commission, dated 1/24/07. Re: CTC Allocation of State Transportation Improvement Program (STIP) Supplemental Funding of \$21,237,000 for US 101 Auxiliary Lane Project from Third to Millbrae Auxiliary Lane Project FA-06-12.
- 8.15 Letter from David Carbone, ALUC Staff, to Patricia Webb, Housing and Economic Development Manager, City of Redwood City Community Development Services Department, dated 1/22/07. Re: C/CAG Airport Land Use Committee (ALUC) Staff comments on a Notice of Preparation (NOP) of a Draft Environmental Impact Report (DEIR) for the East Bayshore Auto Dealership Project in Redwood City Near San Carlos Airport.

## 9.0 MEMBER COMMUNICATIONS

The Board acknowledged the passing of Leo McCarthy, former Senator and Speaker of the State Assembly. He was a true statesman and a gentleman and will be greatly missed.

10.0 CLOSED SESSION (Pursuant to Government Code Sec. 54957):

10.1 Public Employee Review Process  
Title: Executive Director

10.2 Conference with Labor Negotiators  
C/CAG Representatives: James M. Vreeland Jr.  
Unrepresented Employee: Executive Director

10.3 Adjourn Closed Session.

10.4 Reconvene Open Session.

10.5 APPROVED on Review Process for Executive Director.

APPROVED

Board Member O'Mahony MOVED to approve the Review Process and goals for the Executive Director. Board Member Gordon SECONDED. **MOTIONED CARRIED 17-0.**

11.0 ADJOURN

The meeting was adjourned in memory of Leo McCarthy, former Senator and Speaker of the State Assembly.

# C/CAG AGENDA REPORT

**Date:** March 8, 2007  
**To:** C/CAG Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Update on "Daly City BART Station Improvement" candidate project for the 2006 STIP Augmentation

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

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## **RECOMMENDATION**

That the C/CAG Board receive an update on the "Daly City BART Station Improvement" candidate project for the 2006 State Transportation Improvement Program (STIP) Augmentation.

## **FISCAL IMPACT**

None to the direct C/CAG budget.

## **SOURCE OF FUNDS**

The 2006 State Transportation Improvement Program (STIP) Augmentation fund will come from the Transportation Bond Act.

## **BACKGROUND/DISCUSSION**

At the February 8, 2007 C/CAG meeting, the Board approved the San Mateo County 2006 STIP Augmentation program which included \$900,000 funding for the "Daly City BART Station Improvements" project. At the same time, the Board requested for further information regarding the project scope and cost. This project proposes to install wayfinding signs, bicycle e-lockers, canopies and concrete bus pads. The total project cost is \$1,290,000. Detail project scope is provided in the attachment.

## **ATTACHMENTS**

Project scope and cost for the Daly City Station Access Improvement project.

**ITEM 4.2**



## Project Scope and Cost for Daly City Station Access Improvement Project

This purpose of this project is to address certain access deficiencies at the Daly City BART Station, including wayfinding signage, bicycle parking and the San Francisco State University Shuttle.

The following are total estimates for completing the work described (permits and fees are included in construction costs)

CCAG to fund \$900K from STIP funds, BART to fund the remainder.

1. Wayfinding Signage: Current wayfinding signage is insufficient and confusing, guiding pedestrians to the parking lots rather than the station, itself. Develop and install multi-modal signage outside the station to guide patrons arriving via all modes – pedestrian, bicycle, shuttle, bus, passenger drop off and vehicular – to the station. Design and install signage within the station to direct passengers around the station and to key locations outside the station (i.e. shuttle and bus stops).

Design for wayfinding elements - \$100K – **In Station** - Redesign signage to clearly guide patrons arriving via all modes - pedestrian, bicycle, shuttle, bus, passenger drop off and vehicular, **Local Destinations not on BART property** - guiding patrons around Daly City and San Francisco to the BART station and parking lots.

Construction - \$300K

2. Bicycle Access Improvements: Replace existing bike lockers with c-lockers, or equivalently secure bike parking facility, and relocate them from their current insufficiently visible and gloomy location to the plaza area. The project will also include lighting and other improvements.

Design - \$135K

Construction - \$400K

3. SFSU Shuttle Stop Enhancements: Upgrade San Francisco State University shuttle stop, including the installation of canopies, concrete bus pads and other improvements.

Design \$35K

Construction - \$320K



## C/CAG AGENDA REPORT

**Date:** March 8, 2007

**To:** C/CAG Board of Directors

**From:** David F. Carbone, C/CAG Airport Land Use Committee (ALUC) Staff  
TEL: 650/363-4417; FAX: 650/363-4849; email: [dcarbone@co.sanmatco.ca.us](mailto:dcarbone@co.sanmatco.ca.us)

**Subject:** Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the City of Redwood City, Re: Proposed Redwood City Downtown Precise Plan for an Area Near San Carlos Airport

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### RECOMMENDATION

The C/CAG Airport Land Use Committee (ALUC) unanimously recommends that the C/CAG Board of Directors, acting as the Airport Land Use Commission, take the following actions:

1. Determine that the proposed Redwood City Downtown Precise Plan is consistent with the applicable airport/land use compatibility criteria for San Carlos Airport, as contained in the San Mateo County Comprehensive Airport Land Use Plan December 1996, as amended and relevant state law, based on the following three conditions:
  - a. Amend the Precise Plan Document to add the following text in *Book II: Development Regulations*, to address airport-related safety concerns:

“Future development in the Precise Plan area shall comply with all relevant FAA standards and criteria for safety, regarding flashing lights, reflective material, land uses which may attract large concentrations of birds, HVAC exhaust vents, and uses which may generate electrical or electronic interference with aircraft communications and/or instrumentation.”
  - b. Amend the Precise Plan document to include the following text to address state-mandated real estate disclosure for properties located within the San Carlos Airport Influence Area (AIA) boundary:

“All of the Precise Plan area is located within the current airport influence area (AIA) boundary for San Carlos Airport (Area A and Area B). Therefore, all new subdivided land for sale or lease in the planning area, since the effective date of the statute, is subject to the real estate disclosure requirements specified in Chapter 496, Statutes 2002.”

**ITEM 4.3**

**C/CAG Agenda Report, Re: Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the City of Redwood City, Re: Proposed Redwood City Downtown Precise Plan for an Area Near San Carlos Airport  
March 8, 2007**

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- c. Amend the text in the Precise Plan document to address state-mandated compliance with the relevant criteria in the applicable airport/land use plan, as follows:

“California Government Code Section 65302.3 states that a local agency general plan an/or any affected specific plan must be consistent with the applicable airport/land use compatibility criteria contained in the relevant adopted airport land use plan (CLUP). The goals, objectives, policies, and development criteria contained herein are consistent with the applicable airport/land use compatibility criteria contained in the San Mateo County Comprehensive Airport Land Use Plan December 1996, as amended, for San Carlos Airport.”

2. Recommend, via C/CAG, that the City of Redwood City consider requiring an avigation easement for the entire Downtown Precise Plan area to provide sufficient notice to future residents in the Plan area of frequent aircraft overflight of general aviation aircraft operating to and from nearby San Carlos Airport

#### **FISCAL IMPACT**

None.

#### **BACKGROUND**

The City of Redwood City has submitted the proposed Redwood City Downtown Precise Plan to C/CAG, acting as the Airport Land Use Commission, for a determination of the consistency of the proposed land use and zoning provisions in the Precise Plan, with the applicable airport/land use compatibility criteria contained in the San Mateo County Comprehensive Airport Land Use Plan December 1996 (CLUP), as amended, for San Carlos Airport (see Attachment No. 1 of the attached ALUC Staff Report). The consistency review is limited to a portion of the Precise Plan area located within Area B of the Airport Influence Area (AIA) boundary for San Carlos Airport (see Attachment No. 2 of the attached ALUC Staff Report). The Precise Plan is subject to ALUC/C/CAG review, pursuant to PUC Section 21676 (b). The 60-day state-mandated airport/land use compatibility review period will expire on April 9, 2007.

The proposed action consists of adoption and implementation of the Redwood City Downtown Precise Plan. The Precise Plan sets forth specific land use parameters, development standards, and urban design criteria to guide future development of the Redwood City downtown core area over the next 10 to 20 years. The Plan only comes into effect as new buildings are constructed and when existing buildings are modified.

**C/CAG Agenda Report, Re: Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the City of Redwood City, Re: Proposed Redwood City Downtown Precise Plan for an Area Near San Carlos Airport**

**March 8, 2007**

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The Precise Plan area covers approximately 195 gross acres in the central retail/business core of Redwood City. The planning area is bounded by El Camino Real on the southwest, Brewster Avenue on the northwest, a portion of Veterans Boulevard on the northeast, and Maple Street on the southeast (see Attachment No. 2 of the attached ALUC Staff Report). Approximately 63 acres in the northwest portion of the Precise Plan area, in the vicinity of Brewster Avenue and Veterans Boulevard, are located within Area B (project referral area) of the Airport Influence Area (AIA) boundary for San Carlos Airport. Approximately 18 of the 63 acres within the Area B boundary include the County of San Mateo Government Center campus. The remaining 45 acres within Area B include private property and public rights-of-way.

The existing general plan designations within Area B include Mixed Use (Commercial and Residential), Office Park, Public and Quasi-Public Government (County Government Center), and Multi-Story Office and Retail Uses (Central Business District). The existing zoning designations within Area B include CBR (Central Business Retail), CB (Central Business), CA Central Administrative, PF (Public Facility) and CG (General Commercial). The existing zoning designations only allow residential uses on a few parcels. The proposed Plan allows residential uses on all parcels, except public facility parcels (PF), via the Mixed Use general plan designation. All of the privately owned property within Area B is designated as Mixed Use (Commercial and Residential). The total number of residential units that could be built within the Area B boundary is unknown at this time.

## **DISCUSSION**

### **C/CAG Airport Land Use Committee (ALUC) Review and Recommendations**

The C/CAG Airport Land Use Committee (ALUC) reviewed the proposed Redwood City Downtown Precise Plan at its Regular Meeting on February 22, 2007. The Committee members discussed the airport/land use compatibility issues in great detail. After considerable discussion, the Committee unanimously approved two (2) recommendations to be forwarded to the C/CAG Board, in its role as the Airport Land Use Commission, as follows: (1) determine that the proposed Redwood City Downtown Precise Plan is consistent with the relevant airport/land use compatibility criteria as contained in the San Mateo County Comprehensive Airport Land Use Plan December 1996 (CLUP) for San Carlos Airport, per the recommend conditions specified in this Agenda Report and (2) recommend, via C/CAG, that the City of Redwood City consider requiring an aviation easement for the entire Downtown Precise Plan area, to address the issue of frequent aircraft overflight of general aviation aircraft operating to and from nearby San Carlos Airport. The Committee made it clear that its recommendation regarding the issue of an aviation easement is a separate recommendation and not a condition of its airport/land use plan (CLUP) consistency evaluation. Each recommendation is discussed in more detail in the following paragraphs.

**C/CAG Agenda Report, Re: Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the City of Redwood City, Re: Proposed Redwood City Downtown Precise Plan for an Area Near San Carlos Airport**

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**Recommendation No. 1: Re: Airport/Land Use Plan (CLUP) Consistency Evaluation.** The City of Redwood City is not opposed to any of the conditions in the Committee's airport land use plan (CLUP) consistency recommendation. However, Redwood City staff explained to the Committee that the City would prefer that the recommended conditions not be included in the Precise Plan document but rather in its General Plan Safety Element, which includes existing references to airport/land use compatibility issues related to aircraft operations at San Carlos Airport.

ALUC Staff emphasized two points: (1) the consistency evaluation and conditions must be related to the document that was referred to the ALUC and C/CAG for review and (2) the City of Redwood did not submit its General Plan Safety Element to the ALUC and C/CAG for review. There is no practical reason why the ALUC and C/CAG would review a document and find it conditionally consistent, if the conditions to achieve that consistency were not attached to the reviewed document. Furthermore, there is no procedure in the state-mandated airport/land use compatibility review process that would accommodate the request from the City of Redwood City. The Committee members noted, however, that the recommended consistency conditions for the Precise Plan could also be included by the City in its General Plan Safety Element, as part of a future general plan amendment.

**Recommendation No. 2: Recommend, via C/CAG, that the City of Redwood City consider requiring an aviation easement for the entire Downtown Precise Plan area** to provide sufficient notice to future residents in the Plan area of frequent aircraft overflight of general aviation aircraft operating to and from nearby San Carlos Airport. The City of Redwood City is opposed to this recommendation. This recommendation resulted from comments made by Richard Newman, ALUC Chairperson, regarding the Committee's previous discussions of the grant of aviation easements related to local agency approvals of proposed development in the environs of San Carlos Airport and the other two airports in the county. His comments also related to a graphic presented at the meeting that was prepared for a previous study of San Carlos Airport air traffic over a one-year period (September 2000 – September 2001). The graphic clearly showed the downtown Redwood City area completely covered in flight tracks of aircraft operating to and from San Carlos Airport up to 2,000 feet above ground level (AGL).

The Chairperson noted that he was taking into consideration that the proposed Precise Plan would allow residential units on virtually every parcel within the Precise Plan boundary (up to 2,500 units) and therefore, "necessitates the need for sufficient notice to residents and future owners within in the Plan area with as much notice as possible or reasonably practical", regarding aircraft overflight. He also explained that the designation of nearby downtown neighborhoods, such as the Centennial and Mezes neighborhoods, as "noise sensitive" areas, related to aircraft operations at San Carlos Airport, and the historic number of aircraft noise complaints from those residential neighbors of the Precise Plan area, were part of his reasoning for the proposed change to the Precise Plan document.

**C/CAG Agenda Report, Re: Consideration/Approval of a Recommendation from the C/CAG Airport Land Use Committee (ALUC), Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of a Referral From the City of Redwood City, Re: Proposed Redwood City Downtown Precise Plan for an Area Near San Carlos Airport**

**March 8, 2007**

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To clarify the type of general aviation aircraft that fly over the Precise Plan area, the text on page 4 of the attached ALUC staff report notes the following:

“...aircraft operating to and from San Carlos Airport frequently overfly the Precise Plan area. Aircraft that operate at San Carlos Airport typically weigh less than 12,500 pounds. This group of aircraft includes single-engine piston-driven propeller aircraft, twin-engine piston-driven propeller aircraft, light turboprop aircraft, very small jet aircraft, and small helicopters. Individual aircraft operations from these aircraft may produce audible intermittent single-event noise impacts in the Precise Plan area.”

Although the Precise Plan area receives frequent overflight from aircraft operating to and from San Carlos Airport, none of the Precise Plan area, including the Airport Influence Area B portion of the Plan area, is located within the current Avigation Easement Review Area (AERA) boundary for San Carlos Airport.

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

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

**ATTACHMENT**

C/CAG Airport Land Use Committee (ALUC) Staff Report, dated February 15, 2007, with five attachments.

**ALTERNATIVES:**

1. Approve both recommendations from the C/CAG Airport Land Use Committee (ALUC)
2. Approve Recommendation No. 1 only (CLUP consistency evaluation) from the C/CAG Airport Land Use Committee (ALUC)



## 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

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

### STAFF REPORT

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

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

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

**DATE:** February 15, 2007

**SUBJECT:** **Agenda Item No. 4 - February 22, 2007: Consideration of a Referral from the City of Redwood City, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of the Proposed Redwood City Downtown Precise Plan (DPP) for an Area in the Vicinity of San Carlos Airport**

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#### RECOMMENDATION

That the C/CAG Airport Land Use Committee (ALUC) recommend to the C/CAG Board, acting as the Airport Land Use Commission, that the Commission (Board) determine that the portion of the proposed Redwood City Downtown Precise Plan (DPP), located within Area B of the Airport Influence Area (AIA) boundary for San Carlos Airport, as shown herein, is consistent with the applicable airport/land use compatibility criteria for the environs of San Carlos Airport, as contained in the San Mateo County Comprehensive Airport Land Use Plan December 1996, as amended, based on the following conditions:

1. Amend the Precise Plan Document to add the following text in *Book II: Development Regulations*, to address airport-related safety concerns:

"Future development in the Precise Plan area shall comply with all relevant FAA standards and criteria for safety, regarding flashing lights, reflective material, land uses which may attract large concentrations of birds, HVAC exhaust vents, and uses which may generate electrical or electronic interference with aircraft communications and/or instrumentation."

---

ALUC Chairperson:  
Richard Newman  
Aviation Representative

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

Airport Land Use Committee (ALUC) Staff  
David F. Carbone, Sr. Planner/Airport Planning  
County of San Mateo Planning & Bldg. Division

**C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of the Proposed Redwood City Downtown Precise Plan (DPP) for an Area in the Vicinity of San Carlos Airport  
February 15, 2007**

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2. Amend the Precise Plan document to include the following text, to address state-mandated real estate disclosure for properties located within the San Carlos Airport Influence Area (AIA) boundary:

"All of the Precise Plan area is located within the current airport influence area (AIA) boundary for San Carlos Airport (Area A and Area B). Therefore, all property for sale or lease in the planning area is subject to the real estate disclosure requirements specified in Chapter 496, Statutes of 2002. "

3. Amend the text in the Precise Plan document to address state-mandated compliance with the relevant criteria in the applicable airport/land use plan, as follows:

"California Government Code Section 65302.3 states that a local agency general plan an/or any affected specific plan must be consistent with the applicable airport/land use compatibility criteria contained in the relevant adopted airport land use plan (CLUP). The goals, objectives, policies, and development criteria contained herein are consistent with the applicable airport/land use compatibility criteria contained in the San Mateo County Comprehensive Airport Land Use Plan December 1996, as amended, for San Carlos Airport."

## **BACKGROUND**

The City of Redwood City has submitted the proposed Redwood City Downtown Precise Plan (DPP) to C/CAG, acting as the Airport Land Use Commission, for a determination of the consistency of the proposed land use and zoning provisions in the Plan, with the applicable airport/land use compatibility criteria contained in the San Mateo County Comprehensive Airport Land Use Plan December 1996 (CLUP), as amended, for San Carlos Airport (see Attachment No. 1). The consistency review is limited to a portion of the Plan area located within Area B of the Airport Influence Area (AIA) boundary for San Carlos Airport (see Attachment No. 2). The Precise Plan is subject to ALUC/C/CAG review, pursuant to PUC Section 21676 (b). The 60-day state-mandated airport/land use compatibility review period will expire on April 9, 2007.

The proposed action consists of adoption and implementation of the Redwood City Downtown Precise Plan (DPP). The Plan sets forth specific land use parameters, development standards, and urban design criteria to guide future development of the Redwood City downtown core area over the next 10 to 20 years. The draft Plan also provides for restructuring land uses, density, architectural character, streetscapes, and parking to create a vibrant downtown area. The Plan only comes into effect as new buildings are constructed and when existing buildings are modified.

**C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of the Proposed Redwood City Downtown Precise Plan (DPP) for an Area in the Vicinity of San Carlos Airport  
February 15, 2007**

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## **DISCUSSION**

The Precise Plan area covers approximately 195 gross acres in the central retail/business core of Redwood City. The planning area is bounded by El Camino Real on the southwest, Brewster Avenue on the northwest, a portion of Veterans Boulevard on the northeast, and Maple Street on the southeast (see Attachment No. 2). Approximately 63 acres in the northwest portion of the Plan area, in the vicinity of Brewster Avenue and Veterans Boulevard, are located within Area B (project referral area) of the Airport Influence Area (AIA) boundary for San Carlos Airport. Approximately 18 of the 63 acres within the Area B boundary include the County of San Mateo Government Center campus. The remaining acreage within the Area B boundary includes private property and public rights-of-way.

The existing general plan designations within Area B include Mixed Use (Commercial and Residential), Office Park, Public and Quasi-Public Government (County Government Center), and Multi-Story Office and Retail Uses (Central Business District). The existing zoning designations within Area B include CBR (Central Business Retail), CB (Central Business), CA Central Administrative, PF (Public Facility) and CG (General Commercial).

The existing zoning designations in the downtown area only allow residential uses on a few parcels. The proposed Plan allows residential uses on all parcels, except public facility parcels (PF), via the Mixed Use general plan designation. All of the privately owned property within Area B is designated as Mixed Use (Commercial and Residential). The potential total number of residential units within the Area B boundary is not known at this time.

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

There are three airport/land use compatibility issues addressed in the San Mateo County Comprehensive Airport Land Use Plan December 1996, as amended, for San Carlos Airport, that relate to the proposed Precise Plan area. These include: (a) Height of Structures/Airspace Protection, (b). Aircraft Noise Impacts, and (c). Safety Criteria. Each of those issues is addressed in the following sections.

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

The Airport Land Use Commission (C/CAG) has adopted the provisions in Federal Aviation Regulations FAR Part 77, "Objects Affecting Navigable Airspace", as amended, to establish height restrictions and federal notification requirements for project sponsors, related to proposed development within the FAR Part 77 airspace boundaries for San Carlos Airport. These regulations contain three key elements: (1) standards for determining obstructions in the navigable airspace and designation of imaginary surfaces for airspace protection, (2)

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requirements for project sponsors to provide notice to the FAA of proposed construction or alteration of structures that may adversely affect the airspace in the airport environs, and (3) aeronautical studies conducted by the FAA to determine the potential effect(s) of proposed construction or alterations of structures on the safe and efficient use of the subject airspace.

The portion of the Precise Plan area within Area B of the Airport Influence Area for San Carlos Airport is located within the FAR Part 77 Conical Surface for airspace protection for San Carlos Airport (see Attachment No. 3). The maximum Conical Surface height range within Area B is 302 feet above mean sea level (AMSL) to 352 feet AMSL.

The existing maximum surface elevation within Area B is approximately 15 feet above mean sea level (AMSL). The existing zoning in Area B allows a maximum building height of 100 feet (nine stories) or 115 feet AMSL. The Precise Plan would permit maximum building heights slightly taller, from 114 feet (10 stories) or 129 feet AMSL to 136 feet (12 stories) or 151 feet AMSL.

The existing zoning in Area B allows a range of maximum building heights from 7 to 9 stories (up to 115 feet AMSL). The Precise Plan would allow a maximum height of 10 stories (129 feet AMSL) within the Area B portion of the planning area. This maximum height is slightly higher than the height allowed by the existing zoning but well below the height range of the FAR Part 77 Conical Surface and would not cause any structure to penetrate that airspace protection surface. Therefore, it is not necessary to recommend an FAR Part 77 review of the portion of the Precise Plan area within Area B.

**(b). Aircraft Noise Impacts**

The 55 dB CNEL (Community Noise Equivalent Level) aircraft noise contour boundary defines the aircraft noise impact boundary for San Carlos Airport. The entire Precise Plan area is located well beyond (several miles) that boundary (see Attachment No. 4). However, aircraft operating to and from San Carlos Airport frequently overflies the Plan area. Aircraft that operate at San Carlos Airport typically weigh less than 12,500 pounds. This group of aircraft includes single-engine piston-driven propeller aircraft, twin-engine piston-driven propeller aircraft, light turboprop aircraft, very small jet aircraft, and small helicopters. Individual aircraft operations from these aircraft may produce intermittent single-event noise impacts in the Precise Plan area.

The Precise Plan area is also occasionally overflowed by commercial jet aircraft inbound (on arrival) to San Francisco International Airport. These aircraft are much higher in altitude over the Precise Plan area than the general aviation aircraft operating to and from San Carlos Airport and generate little audible noise in the Plan area.

**C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of the Proposed Redwood City Downtown Precise Plan (DPP) for an Area in the Vicinity of San Carlos Airport  
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Although the Precise Plan area is subject to overflight from general aviation and commercial aircraft, this activity does not generate a level of impact that would require specific aircraft noise mitigation action(s) for future development within the Airport Influence Area B portion of the Precise Plan area. This statement is consistent with the noise analysis contained in the Draft EIR for the Plan.

**(c). Safety Criteria**

The Precise Plan area is not located within any critical safety areas for aircraft operations at San Carlos Airport. However, certain types of land uses are recognized by the Airport Land Use Commission (C/CAG) as hazards to air navigation in the vicinity of San Carlos Airport. These land uses include the following:

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

It is highly unlikely that any future development in the Precise Plan area would include any of the above-referenced parameters that would create a safety hazard for aircraft in flight. However, due to the frequency of aircraft overflight of the Precise Plan area, especially general aviation aircraft, the text in *Book II: Development Regulations*, in the Plan document should include the following language to address airport-related safety concerns:

"Future development in the Precise Plan area shall comply with all relevant FAA standards and criteria for safety, regarding flashing lights, reflective material, land uses which may attract large concentrations of birds, HVAC exhaust vents, and uses which may generate electrical or electronic interference with aircraft communications and/or instrumentation."

**C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of the Proposed Redwood City Downtown Precise Plan (DPP) for an Area in the Vicinity of San Carlos Airport  
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**II. Real Estate Disclosure**

Chapter 496, Statutes of 2002 (formerly identified as AB 2776 (Simitian)) became effective on January 1, 2004. This statute affects all real estate transactions that occur within an identified airport influence area (AIA), either for sale or for lease. It requires a statement (notice) to be included in the property transfer documents that (1) indicates the subject property is located within an airport influence area (AIA) boundary and (2) that the property may be subject to certain impacts from airport/aircraft operations.

As noted at the bottom of p. 2 of this Report, the Precise Plan area is located within Area B and Area A of the Airport Influence Area (AIA) boundary for San Carlos Airport (see Attachment No. 5). Both portions of the AIA Boundary require real estate disclosure, per the state mandate referenced above. The Precise Plan document should be amended to include the following text to address real estate disclosure, regarding potential airport/aircraft impacts:

“All of the Precise Plan area is located within the current airport influence area (AIA) boundary for San Carlos Airport (Area A and Area B) and that all property for sale or lease in the planning area is subject to the real estate disclosure requirements specified in Chapter 496, Statutes of 2002. ”

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

California Government Code Section 65302.3 states that a local agency general plan an/or any affected specific plan must be consistent with the applicable airport/land use compatibility criteria contained in the relevant adopted airport land use plan (CLUP). The proposed Redwood City Downtown Precise Plan is a land use policy action that is comparable to a general plan amendment and rezoning or a specific plan. Therefore, the document should include appropriate text that indicates the following:

“The goals, objectives, policies, and development criteria contained in the Downtown Precise Plan are consistent with the applicable airport/land use compatibility criteria contained in the San Mateo County Comprehensive Airport Land Use Plan December 1996, as amended, for San Carlos Airport.”

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

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

**C/CAG Airport Land Use Committee (ALUC) Staff Report, Re: Comprehensive Airport Land Use Plan (CLUP) Consistency Review of the Proposed Redwood City Downtown Precise Plan (DPP) for an Area in the Vicinity of San Carlos Airport  
February 15, 2007**

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**Attachments**

- Attachment No. 1: Letter to Dave Carbone, ALUC Staff, from Tom Passanisi, Principal Planner, City of Redwood City, dated February 8, 2007. re: request for an Airport Land Use Committee (ALUC) consistency review of the proposed Redwood City Downtown Precise Plan (DPP), with four supporting documents (total of eight pages).
- Attachment No. 2: Graphic – Location of the Downtown Precise Plan area within Area B (project referral area) of the San Carlos Airport Influence Area (AIA) Boundary
- Attachment No. 3: Graphic – Location of the Downtown Precise Plan area within the Federal Aviation Regulations FAR Part 77 Conical Surface for Airspace Protection
- Attachment No. 4: Graphic – Location of the Downtown Precise Plan area in relation to the location of the 55 dB CNEL aircraft noise contour (noise impact boundary) for San Carlos Airport
- Attachment No. 5: Graphic – Location of the Downtown Precise Plan area within Area A and Area B of the Airport Influence Area (AIA) boundary for San Carlos Airport

**Item 4**  
**ATTACHMENT NO. 1**

**Planning Division**  
1017 Middlefield Road  
P.O. Box 391  
Redwood City, CA 94063



Telephone (650) 780-7234  
Email: [tpassanisi@redwoodcity.org](mailto:tpassanisi@redwoodcity.org)  
Website: [www.redwoodcity.org](http://www.redwoodcity.org)  
Fax: 650-780-0128

February 8, 2007

Mr. Dave Carbone  
Airport Land Use Committee  
City/County Association of Governments  
555 County Center  
5<sup>th</sup> Floor  
Redwood City, California

Dear Dave:

The City of Redwood City would like to formally request that the Airport Land Use Committee (ALUC) at its February 22 meeting review the City's proposed Downtown Precise Plan (DPP) for a determination of consistency with the San Mateo County Comprehensive Airport Land Use Plan. As indicated on the attached map, a small portion of the Downtown Precise Plan Area falls within the "San Carlos Airport Influence Area B Boundary". This location plus the fact that the DPP requires a change to land use policy (General Plan and Zoning Amendments) necessitates review by both ALUC and the City/County Association of Governments of San Mateo County (C/CAG) Board.

The DPP is the City's planning tool which will guide development in the Downtown over the next 10 -15 years. The Plan covers approximately 195 acres of land and replaces the existing zoning ordinance with new urban design guidelines and standards. It also describes a maximum amount of allowable housing units, and other land uses allowed in the Precise Plan area. The vision of the DPP is to create a downtown that is an exciting and vibrant place to work, live, and play with special priority given to pedestrians.

The table below compares the existing land uses with the same land uses proposed in the Downtown Precise Plan. As can be seen, the City allows residential and other uses in both cases. *Therefore there is no net change to the type of land uses allowed in either scenario.* Indeed, the Downtown Precise Plan actually requires less residential build-out (2500 residential units versus 3300 units). One significant difference is that existing zoning only allows residential uses on a few parcels, while the Precise Plan allows residential uses on all parcels in the downtown (excluding government parcels)

Comparisons of Downtown Land Use

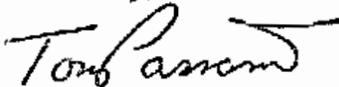
	Residential (units)	Office (s.f.)	Retail (s.f.)	Industrial (s.f.)	Lodging (units)
Existing Land Use	3,300	921,000	275,000	-95,000	200
Precise Plan Land Use <sup>1</sup>	2,500	275,000	221,000	-95,000	200

While the City doesn't have specific numbers for comparing proposed and existing development just within the Area B Boundary, it is important to note that almost one third of the land use within that area is dedicated for the San Mateo County Government Center and facilities.

Another significant difference between the DPP and existing zoning is that the latter allows either 75 ft. or 100 ft. (7 - 9 stories) while the Downtown Precise Plan has variable heights, particularly near the fringe neighborhood areas. Heights will range from 35 ft. to 136 ft. (3 to 12 stories), depending on the location in the Downtown. Under the DPP some parcels have lower height limits while others have taller heights in comparison to existing zoning. This is the case within Area B, where some height limits will be reduced from 7 to 5 stories and others will increase modestly from 7 to 8 and 9 to 10 stories adjacent to the County Government Center

In conclusion, Redwood City believes that the Downtown Precise Plan is an excellent planning document that will guide and promote exceptional quality development. Overall, the Downtown Precise Plan is a better planning document than the existing zoning ordinance and is in line with the County's Airport Plan. The Plan also has more variable height limits and is more sensitive to adjacent neighborhoods. The City hopes that the ALUC will find this Plan consistent with the San Mateo County Comprehensive Airport Land Use Plan. Please feel free to call me at 780-7237 if you have any questions. I have attached a copy of a CD with the Downtown Precise Plan for your convenience. The document is also available on the City's web site at [www.redwoodcity.org](http://www.redwoodcity.org). Thank you.

Sincerely,



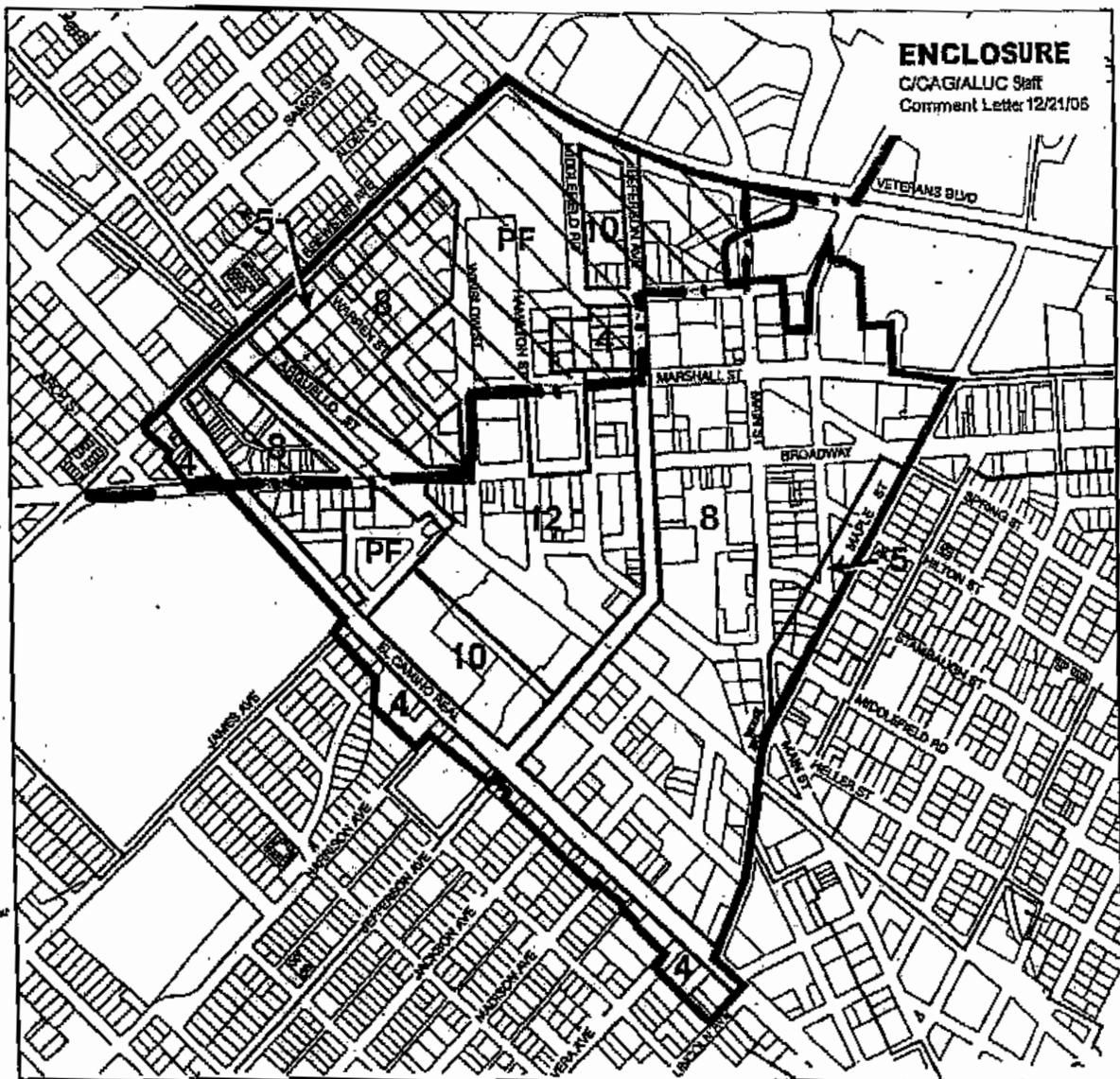
Tom Passanisi, AICP  
Principal Planner

C: Jill Ekas, Planning Manager

<sup>1</sup> The Land Use figures are based on a recommendation from the Planning Commission to the City Council made on Feb. 6. The City Council will be reviewing the proposed land use in the Precise Plan on Feb. 26 and could modify these numbers if it so desires.

Attachments:

- a) Area B Boundary
- b) Synopsis
- b) Precise Plan CD



**LEGEND**

- 12 12 STORY MAXIMUM HEIGHT ZONE
- 10 10 STORY MAXIMUM HEIGHT ZONE
- 8 8 STORY MAXIMUM HEIGHT ZONE
- 5 5 STORY MAXIMUM HEIGHT ZONE  
 (\*3 STORY MAXIMUM STREETWALL, THEN STEP-BACK)
- 4 4 STORY MAXIMUM HEIGHT ZONE
- PF PUBLIC FACILITY

**Location of San Carlos Airport Influence Area B Boundary  
 Within the Redwood City Downtown Precise Plan Area**


  
 0 Feet 1200

Precise Plan Boundary 
  
 Portion of Precise Plan Within Area B 
  
 Area B Boundary 

SOURCE: Wagstaff and Associates

Figure 7.3

**PROPOSED BUILDING HEIGHT LIMITATIONS (PRECISE PLAN)**

Wagstaff and Associates ■ Urban and Environmental Planners

Redwood City Downtown Precise Plan EIR

# Redwood City Downtown Precise Plan Synopsis

## **INTRODUCTION**

Redwood City's Downtown is now going through a renaissance with new buildings, new businesses, new community gathering places, and more. Part of this renaissance includes creating a blueprint for the long-term view of what the Downtown will be. This blueprint, the Draft Downtown Precise Plan, outlines the Downtown's future urban design, land use, housing, and other development objectives. It then describes the regulations and guidelines necessary to reach those goals. The document also serves as a visionary and marketing tool, presenting images of the future and the certainty of what the City wants in its downtown.

## **WHAT'S IN THE PLAN**

The Plan is essentially divided into three Books. Book I (Community Intent & Guiding Principles) lays out the intended outcomes of the Plan. It describes the primary goals, the envisioned form that the future district will take, and the strategy to achieve those intended results. Book II (Development Regulations) discusses the technical rules and regulations necessary to achieve that vision such as building height and shopfront appearance. Book III (City Actions) discusses major city projects (under construction or planned) to further downtown revitalization.

The Draft Downtown Precise Plan is considered a "form-based" code. It focuses on development form, i.e. building massing, urban design, and creating nice places instead of just regulating land uses. Unlike the current Zoning Ordinance, the Precise Plan uses many graphics and charts to illustrate planning rules and regulations. The Downtown Plan will essentially replace the current zoning ordinance as it relates to the downtown area.

The Plan does not mandate any change to an existing structure or require the City to purchase any existing property. The Plan only comes into effect as new buildings are constructed or there are significant modifications (proposing an addition of more than 10% to a building's area) to buildings.

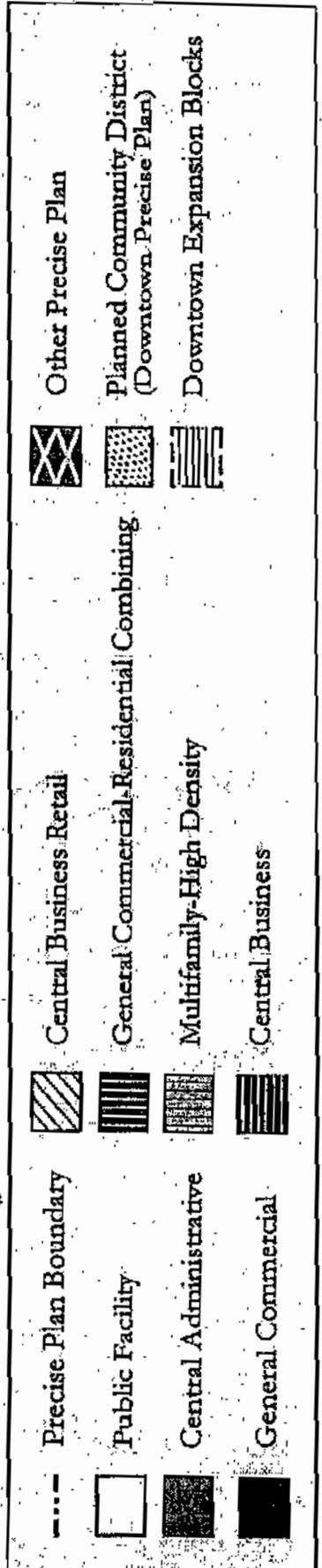
## **CITY ENTITLEMENTS**

- Feb. 6: Planning Commission certified the Downtown Precise Plan EIR including comments and responses to comments from Airport Land Use Committee staff (see letter dated December 21 from Dave Carbone). Planning Commission also recommended to the City Council that it amend the General Plan and Zoning Ordinance to allow the Downtown Precise Plan
- Feb. 26: City Council to review Downtown Precise Plan and take under consideration recommendations by the Planning Commission
- April, 2007: Precise Plan takes effect

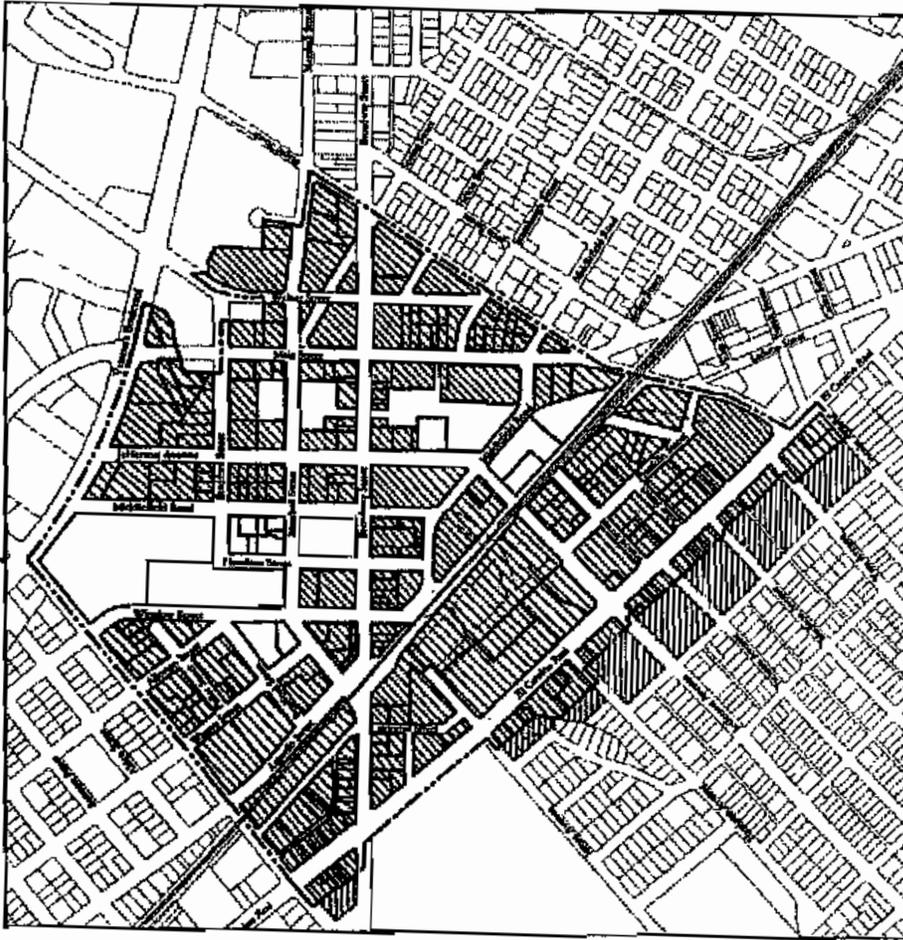
Existing Zoning



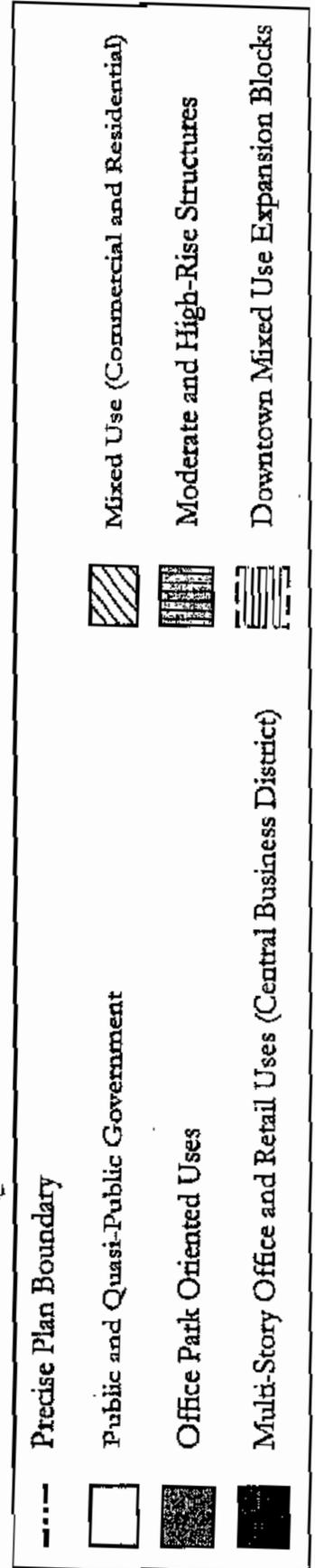
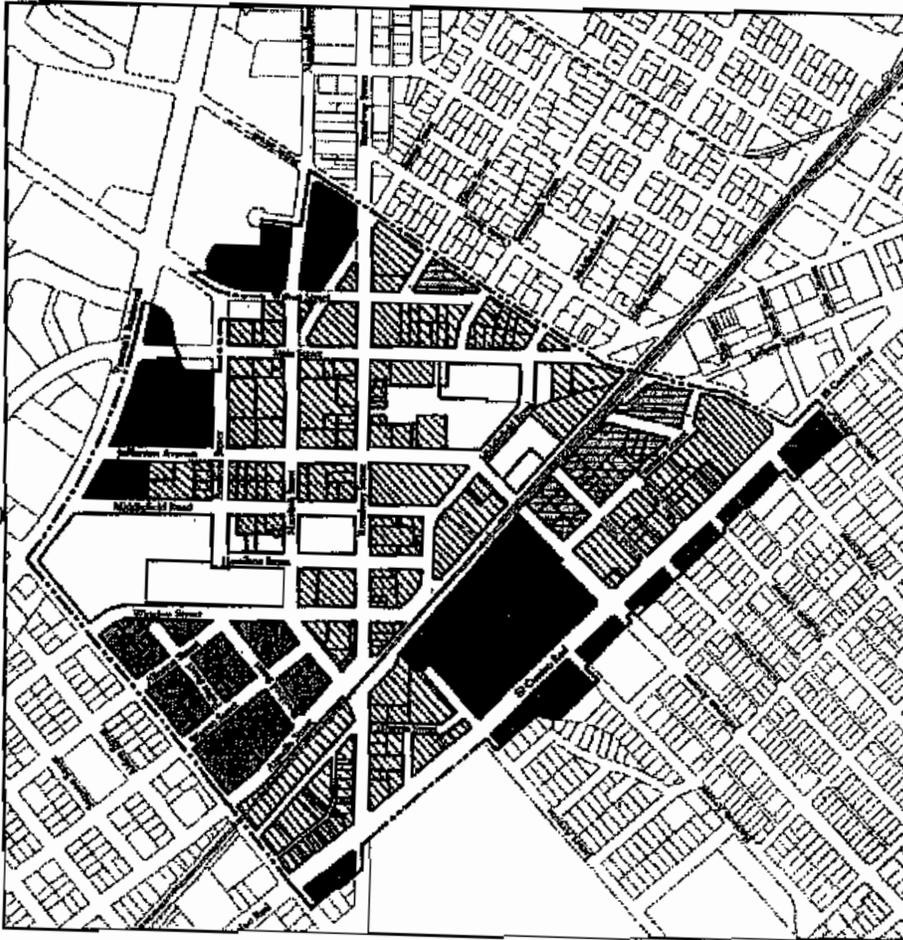
Proposed Zoning



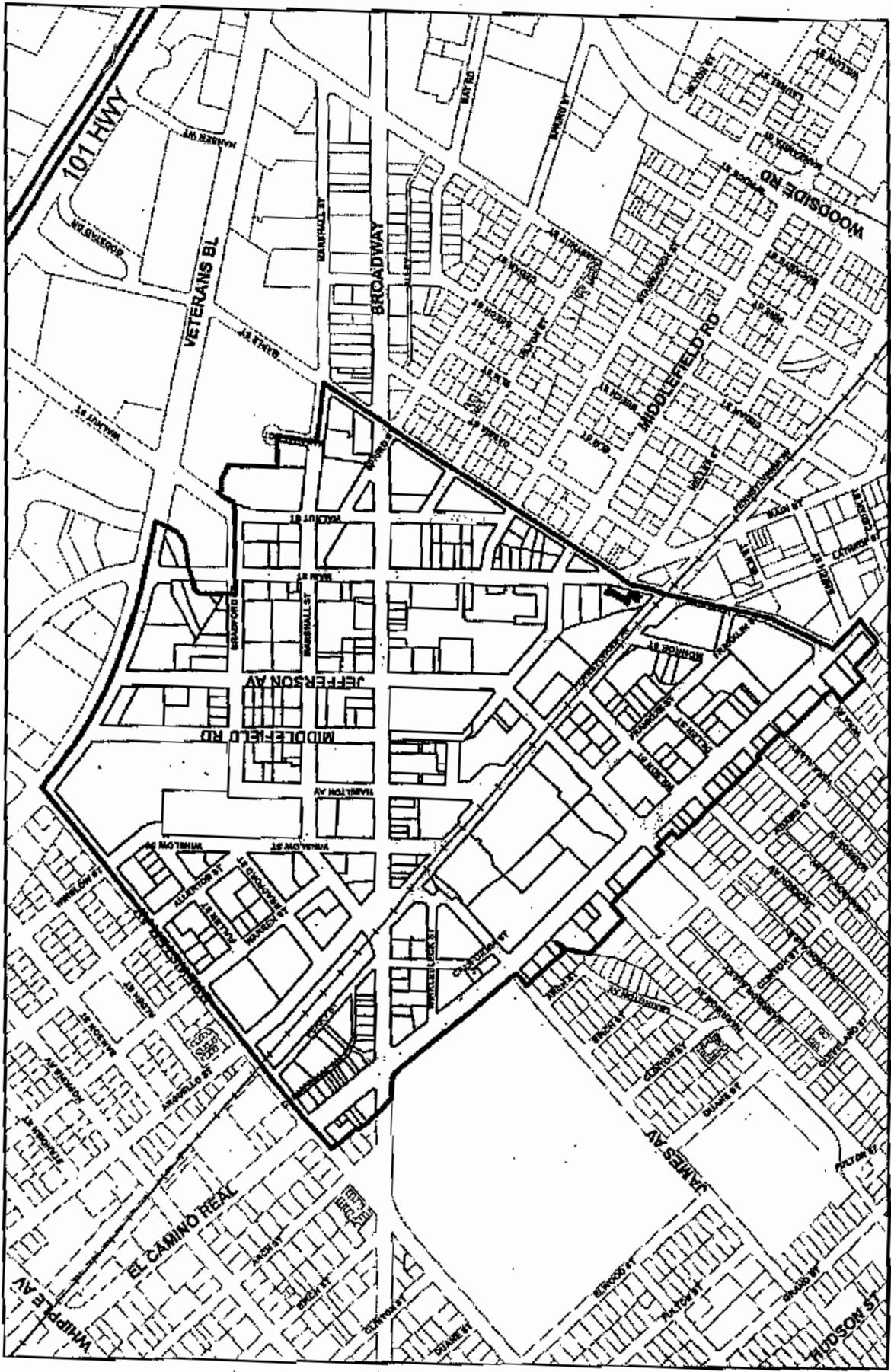
Proposed General Plan



Existing General Plan



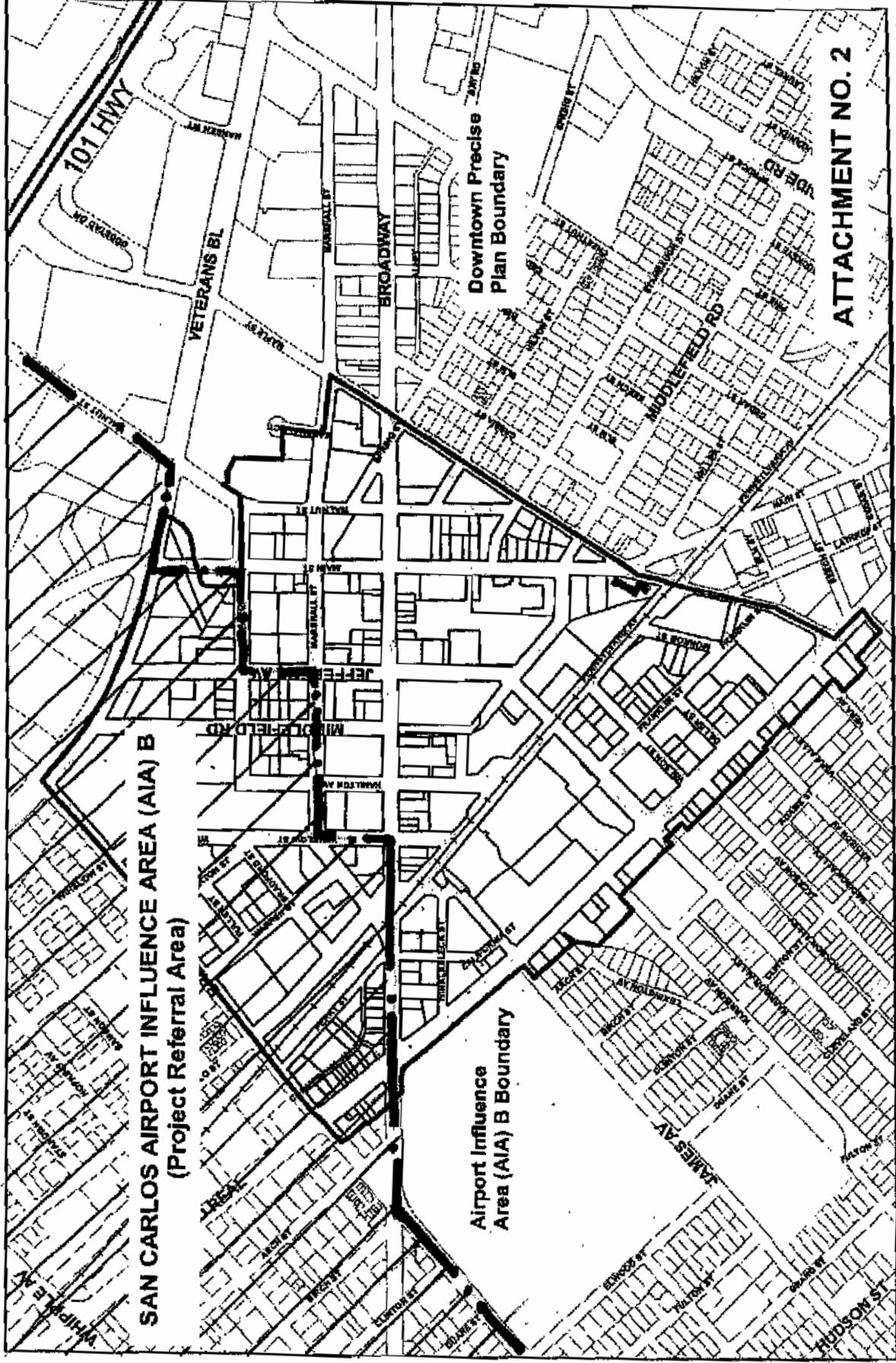
Redwood City Precise Plan Downtown



-  Precise Zone Boundary - Revised
-  Precise Zone Parcels - Revised
-  County Parcels

Compiled by Douglas Sabin - Redwood City Planning Department November 2005

*Redwood City Precise Plan Downtown*



**ATTACHMENT NO. 2**

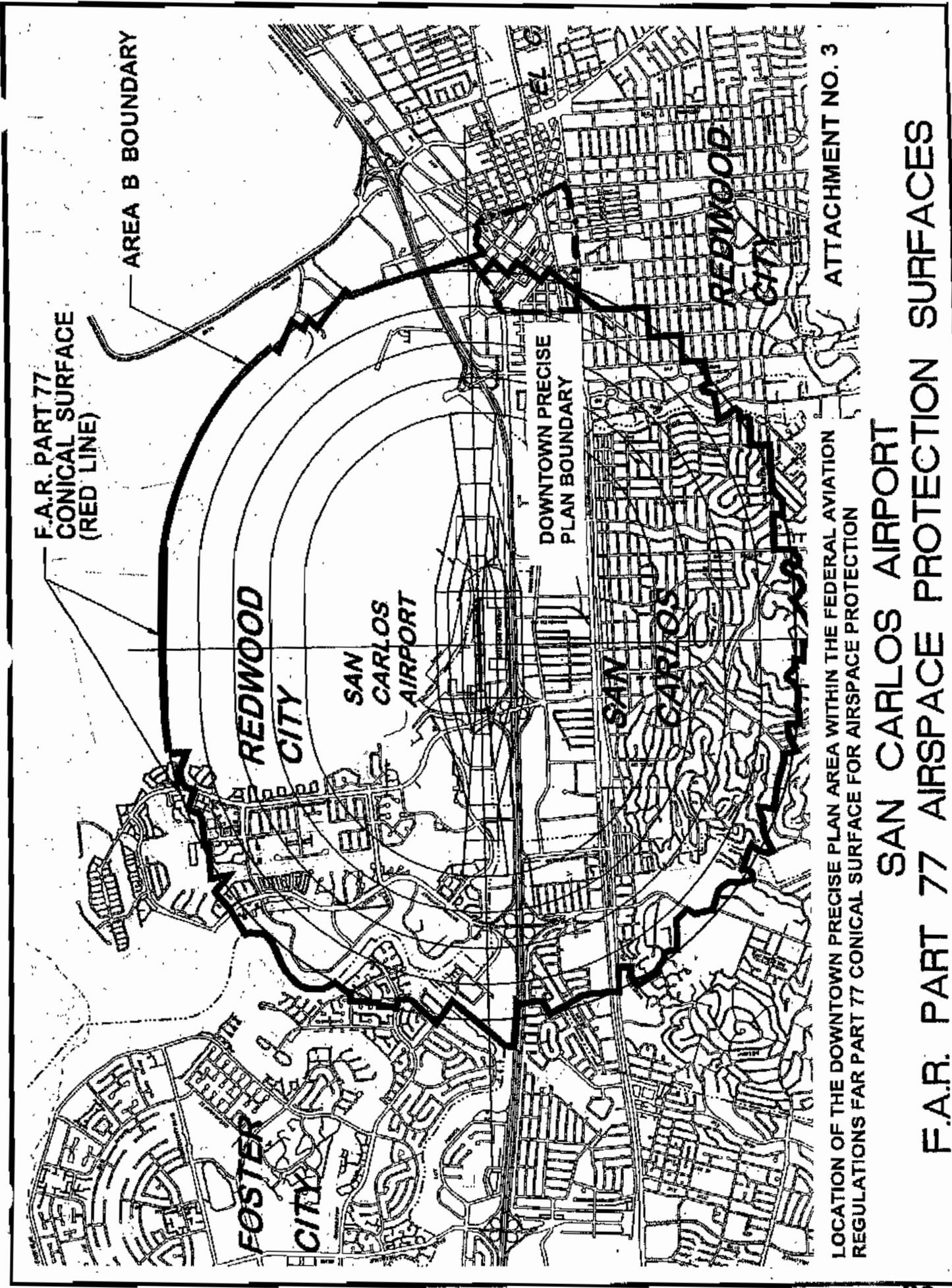
**SAN CARLOS AIRPORT INFLUENCE AREA (AIA) B  
(Project Referral Area)**

**Airport Influence  
Area (AIA) B Boundary**

**Downtown Precise  
Plan Boundary**

**LOCATION OF THE DOWNTOWN PRECISE PLAN AREA WITHIN  
AREA B (Project Referral Area) OF THE SAN CARLOS AIRPORT  
INFLUENCE AREA (AIA) BOUNDARY**

0 500 1,000 2,000  
Feet  
Compiled by Douglas Schenk - Redwood City Planning Department November 2005



F.A.R. PART 77  
CONICAL SURFACE  
(RED LINE)

AREA B BOUNDARY

REDWOOD  
CITY

SAN  
CARLOS  
AIRPORT

DOWNTOWN PRECISE  
PLAN BOUNDARY

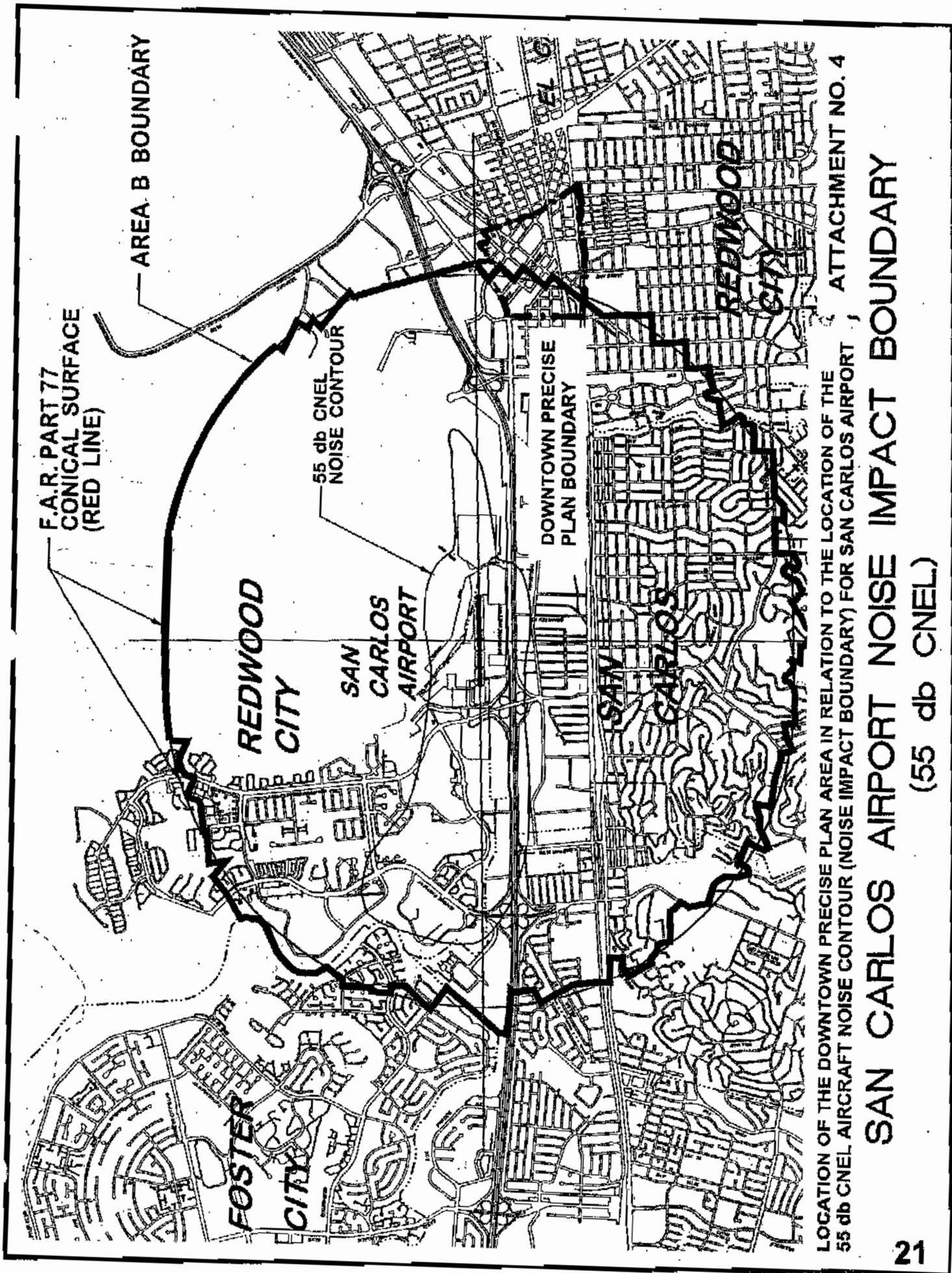
SAN  
CARLOS

REDWOOD  
CITY

LOCATION OF THE DOWNTOWN PRECISE PLAN AREA WITHIN THE FEDERAL AVIATION  
REGULATIONS FAR PART 77 CONICAL SURFACE FOR AIRSPACE PROTECTION

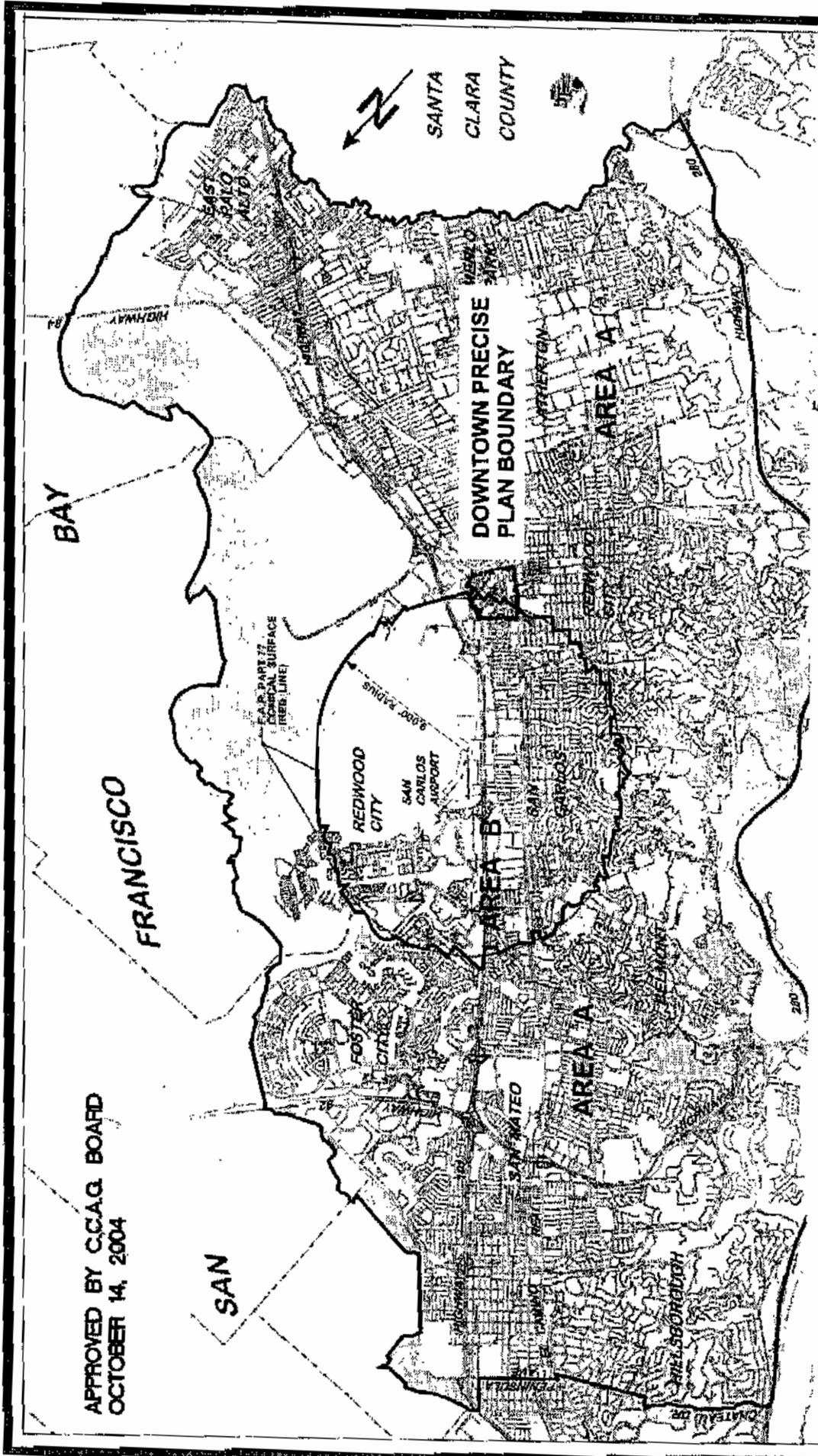
ATTACHMENT NO. 3

SAN CARLOS AIRPORT  
F.A.R. PART 77 AIRSPACE PROTECTION SURFACES



LOCATION OF THE DOWNTOWN PRECISE PLAN AREA IN RELATION TO THE LOCATION OF THE 55 db CNEL AIRCRAFT NOISE CONTOUR (NOISE IMPACT BOUNDARY) FOR SAN CARLOS AIRPORT , ATTACHMENT NO. 4

**SAN CARLOS AIRPORT NOISE IMPACT BOUNDARY (55 db CNEL)**



APPROVED BY C.C.A.G. BOARD  
OCTOBER 14, 2004

LOCATION OF THE DOWNTOWN PRECISE PLAN AREA WITHIN AREA A AND AREA B  
OF THE AIRPORT INFLUENCE AREA (AIA) BOUNDARY FOR SAN CARLOS AIRPORT

ATTACHMENT NO. 5

### REVISED AIRPORT INFLUENCE AREA BOUNDARY FOR SAN CARLOS AIRPORT -- AREAS A & B (OCTOBER 2004)

AREA A: PROPOSED REVISED AIRPORT INFLUENCE AREA  
(AIA) BOUNDARY (real estate disclosure only)

AREA B: PROPOSED CCAQ/ALUC REVIEW AREA BOUNDARY\*  
(real estate disclosure and formal CCAQ/ALUC review)

\* This boundary is a refinement of the current CCAQ/ALUC review boundary.



# C/CAG AGENDA REPORT

**Date:** March 8, 2007

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

**From:** Richard Napier, Executive Director

**Subject:** Review and approval of Resolution 07-06 authorizing the C/CAG Chair to execute an agreement between C/CAG and Kimley-Horn for an amount not to exceed \$217,000 for the Incident Management-Alternative Route Plan Project

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

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## **RECOMMENDATION**

That the C/CAG Board review and approve Resolution 07-06 authorizing the C/CAG Chair to execute an agreement between C/CAG and Kimley-Horn for an amount not to exceed \$217,000 for the Incident Management-Alternative Route Plan Project in accordance with staff recommendation.

## **FISCAL IMPACT**

The total amount of this agreement will be for an amount not to exceed \$217,000.

## **SOURCE OF FUNDS**

Funds for this project will be made available under the Congestion Relief Plan Program combined with matching funds from the Transportation Authority.

## **BACKGROUND/DISCUSSION**

The San Mateo County Intelligent Transportation System (ITS) Strategic Plan, which was completed in 2005 and adopted by the C/CAG Board, provides the County with an overall framework for the development, implementation, and integration of ITS project applications. The Strategic Plan identified seven transportation elements each of which identified and prioritized several individual ITS project opportunities and concepts. The seven transportation elements in the Strategic Plan includes Emergency and Incident Management, Freeway/Highway Management, Arterial Management, Transit Management, Traveler Information, Parking Management, and Supporting Elements.

Based on project recommendations by the Strategic Plan, C/CAG staff initiated a project to pursue the Emergency and Incident Management (or Incident Management) element and initiated a project

**ITEM 4.4**

to develop and implement an Incident Management Plan for the U.S. 101 Corridor. The Strategic Plan identified this project as a “high priority” project. The development and implementation of the Incident Management Plan will focus on establishing alternative routes for the US-101 (from County Line to County Line) and portions of I-280 (from US-101 to I-380).

The project goal is to develop a formalized traffic incident management plan to establish predetermine emergency bypass routes from U.S. 101 Corridor and portions of I-280 in instances of a major traffic incident occurrence. These routes will be utilized for the duration of the traffic incident and until the freeway segment is reopened to traffic. The development of a combined strategy and implementation plan will improve the ability of local transportation and emergency services agencies to exchange information and coordinate effectively to detect and respond to traffic incidents, which will lower incident clearance times and decrease the time it takes restore traffic services.

In June 2006, the CMP TAC and Congestion Management and Environmental Quality (CMEQ) Committee approved staff to proceed with development of a formalized incident management plan and establishing alternate routes from US-101 and portions of I-280 to re-route traffic and minimize the impacts of major incidents on the freeway. An Incident Management Committee was formed with representatives from local city public works, police, and fire departments. Other participating agencies include the CHP, Caltrans, SMCTA, MTC, and the County Office of Emergency Services (OES).

An overall planning process was established to identify tasks including selection of alternative route, development of the alternative route plan, traffic management planning, and development of a MOU and interagency agreements. Draft alternative routes for US-101 (NB and SB) directions have been completed. The next step for the project will be to determine the level of information to include in the plan, traffic management strategies, roles and responsibilities of stakeholders, coordination efforts required, and other components of the Plan.

To provide technical assistance, staff intends to bring a consultant to the project. In accordance with C/CAG’s policy, a Request for Proposal (RFP) was released on December 27, 2006. Four proposals were received by the deadline of January 19, 2007. The consultants submitting proposals were DKS Associates, Kimley-Horn and Associates, Telvent Farradyne, and URS Corporation.

A proposal review panel consisting of Barry Loo (Caltrans), Ray Davis (City of Belmont Public Works), Matt Martell (Foster City Police Dept), and John Hoang (C/CAG) interviewed and evaluated the four consultants on February 7, 2007. The panel recommended that Kimley-Horn and Associates be awarded the contract, with agreement by the Incident Management Committee. The CMP TAC and CMEQ supported the Committee’s recommendation.

## **ATTACHMENTS**

- Resolution 07-06
- Agreement with Kimley-Horn and Associates, Inc.

## **RESOLUTION 07-06**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE CHAIR TO EXECUTE AN AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. TO DEVELOP THE INCIDENT MANAGEMENT – ALTERNATIVE ROUTE PLAN FOR A MAXIMUM OF \$217,000.**

**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**, one component of the ITS Strategic Plan is to develop and implement an Incident Management Plan for San Mateo County; and

**WHEREAS**, C/CAG has determined that outside consulting services are needed to assist in the development of the Incident Management Plan; 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 agreement with Kimley-Horn and Associates, Inc. for a maximum amount of \$217,000. This agreement is attached hereto and is in a form that has been approved by C/CAG Legal Counsel.

**PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF MARCH 2007.**

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*James M. Vreeland, Jr., Chair*



**AGREEMENT BETWEEN  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS AND  
KIMLEY-HORN AND ASSOCIATES, INC.**

This Agreement entered this 8th Day of March, 2007, 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 Kimley-Horn and Associates, Inc., hereinafter called "Contractor."

**WITNESSETH**

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 development of the Incident Management – Alternative Route Plan 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, Consultant agrees to perform the services described in Exhibit A, and abide by the schedule set forth in Exhibit B.
2. Payments. In consideration of Contractor providing the assistance and services authorized by C/CAG staff, C/CAG shall reimburse Contractor on a time and materials basis based on an hourly rate set forth in Exhibit C up to a maximum of two hundred seventeen thousand dollars (\$217,000). The hours stated in Exhibit C are intended to be an estimate of the amount of time Contractor expects to spend on each task.
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 March 8, 2007, and shall terminate on June 30, 2008; 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 services provided to the date of termination.
6. Hold Harmless/ Indemnity: Contractor shall indemnify and save harmless C/CAG from all claims, suits or actions to the extent caused by the negligent errors, acts or omissions of the Contractor, its agents, officers or employees related to or 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 to the extent caused by the negligent errors, acts or omissions of C/CAG, its agents, officers or employees resulting from or related to the performance 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 C/CAG, 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 sub-contractor or by anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall be not less than

\$1,000,000 unless another amount is specified below and shows approval by C/CAG Staff.

Required insurance shall include:

	Required 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 are 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 or documents developed, produced or provided under this Agreement shall become the sole property of C/CAG.

12. 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.

13. 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.
14. 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.
15. Notices. All notices hereby required under this agreement shall be in writing and delivered in person or sent by certified mail, postage prepaid and addressed as follows:

City/County Association of Governments of San Mateo County of San Mateo  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063  
Attention: John Hoang

Notices required to be given to contractor shall be addressed as follows:

Kimley-Horn and Associates, Inc.  
555 12<sup>th</sup> Street, Suite 1230  
Oakland, CA 94607  
Attention: Randy Durrenberger, Project Manager

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 \_\_\_\_\_ Date \_\_\_\_\_  
James M. Vreeland, Jr.  
C/CAG Chairman

C/CAG Legal Counsel

By \_\_\_\_\_  
Miruni Soosaipillai, C/CAG Counsel



## EXHIBIT A

### SCOPE OF WORK

#### PROJECT DESCRIPTION

The project is to develop a formalized traffic incident management plan for preplanned alternative routes to be utilized in instances of major traffic incidents on the freeway system that results in roadway closures for an extended period of time. For this project, the focus will be on traffic management and establishing alternative route plans for US 101 and portions of I-280 in San Mateo County. These routes will be utilized for the duration of the traffic incident and until the freeway segment is reopened to traffic.

Incident management plans typically address incident detection, verification, response, clearing, site management, recovery, and traffic management. The alternative route planning process will focus on identification of alternative routes and the roles and responsibilities of local and state law enforcements and transportation agencies as well as local fire departments and public works departments in response to incidents that significantly disrupt normal traffic operations. The result of this incident management plan will be a process for coordinated and planned approach for implementing traffic management strategies for minimizing the effects of a complete roadway closure on the freeway system.

Associated with the alternative route plan will be the development of performance criteria to measure the effectiveness of the established objectives, benefits and training materials. A listing of ITS infrastructure improvement projects, prioritized by components and agencies, will also be developed to establish near-term and long-term ITS related capital improvement project opportunities that will enhance inter-jurisdictional traffic system coordination and operations. Once the Alternative Route Plan is developed and implemented, C/CAG will explore “next steps” strategies and proceed with the development of additional incident management projects as they relate to other ITS components within the County.

#### SCOPE OF WORK

##### Task 1. General / Project Management

Consultant will meet with C/CAG Project Manager to review project scope and refine project objectives, process, deliverables, and other related issues. Consultant will attend Incident Management Committee Meetings and assist with preparing meeting materials (i.e., project status updates, presentations, GIS mapping). Currently meetings are set monthly or on an as needed basis.

##### **Deliverables:** Revised Scope of Work

Committee Meeting Agendas, Materials, and Minutes

## Task 2. Alternative Route Plan

Consultant shall develop the Alternative Route Plan for northbound and southbound Interstate 280 and US 101 in San Mateo County. This effort will build on alternative routes already developed by the Incident Management Committee. The plan will consist of maps of delineated alternative routes based on incident locations along each corridor, identification of traffic flow, implementation stages (based on severity), contact information, incident response procedures, traffic control plans, traveler information schemes, and other relevant information for each incident location.

Each route shall be shown on an individual map or image developed within a GIS format, preferably GeoMedia. The Consultant shall create a hard copy and electronic version that can be made available on the C/CAG website or other information clearinghouse. The Consultant shall provide guidance on the presentation of the information on the website.

The Alternative Route Plan will include a field manual (with reference materials or guides) that can be used by personnel in the field.

**Deliverables:** Draft Alternative Route Plan for US 101 and I-280 (PDF format)  
Final Alternative Route Plan for US 101 and I-280 (electronic and hard copy)  
Final Field Manual (hard copy)

## Task 3. Interagency Agreement/MOU

Consultant will prepare a draft interagency agreement/memorandum of understanding (MOU) between all participating agencies and jurisdictions for funding, operations, on-going maintenance, and management elements of Intelligent Transportation Systems within San Mateo County. Consultant will participate in discussions with C/CAG staff and IMC stakeholders to gather input on the MOU content. The Consultant will consider existing agency procedures, as provided by the stakeholders, in relation to the content of the MOU.

Consultant will incorporate two iterations of stakeholder comments on the draft MOU to prepare a final MOU. C/CAG will conduct all coordination associated with execution of the MOU.

**Deliverables:** Draft and Final Interagency Agreement/Memorandum of Understanding

## Task 4. Alternative Route Infrastructure Improvement Plan

Based on the established Alternative Routes in Task 2, Consultant will identify infrastructure capital improvement opportunities to fully develop the Alternative Routes. Individual elements will be categorized by component types (e.g., ITS infrastructure, CCTV, dynamic message signs, CAD, TMC). In conjunction with the alternative routes that have been established, Consultant will refer to the ITS Strategic Plan and establish a list of potential projects that improves and enhance the operations of implemented alternative routes. The individual elements will be

shown on each respective Alternative Route Plan as well as in summary format for the entire County. The table will include identification of potential ITS infrastructure projects describing the type, location, and overall systems integration opportunities. Projects will be prioritized and categorized through stakeholder input and will include high-level costs and preliminary implementation schedules. Consultant will also identify grants and funding opportunities for capital improvement projects. Consultant will identify opportunities for “Early Winner” projects that could be implemented immediately. Consultant will identify “next steps” and develop a framework to implement the Infrastructure Improvement Plan.

**Deliverables:** Capital Improvement Project List for Alternative Routes  
Identification of Individual Elements on Alternative Routes  
Preliminary Cost Estimates and Implementation Schedule  
Grants and Funding Opportunities Memorandum

#### Task 5. Training Program and Workshop

The Consultant shall conduct a Table Top Workshop that will provide management- and officer-level personnel the opportunity to become familiar with the field manual and the coordination process in an interactive format. The Workshop will include an overview of the material as a dry run of the process and allow participants to apply the material in a simulated scenario.

The Consultant shall conduct a train-the-trainer workshop to present ongoing training activities. The content of this workshop will prepare management- and officer-level personnel with the information to present to their field personnel. This will include an overview of traffic incident management, incident detection, incident verification, incident response, scene management, incident clearance, and traveler information.

All training material will be prepared by the Consultant.

**Deliverables:** Training Table Top Workshop  
Train-the-Trainer Workshop (including PowerPoint presentation)

#### Task 6. Alternative Route Plan Performance Measures

Consultant will develop up to 10 performance measures that will help track the program’s effectiveness through an evaluation process. Consultant will establish a framework and plan that the County will use to measure the effectiveness in responding to and managing non-recurring traffic incidents on the freeway. With stakeholder input, consultant will define targets and goals, processes for reviewing expectations, and procedures to make improvements to meet desired outcomes. Consultant will identify maintenance strategies on how to routinely update the Incident Management Plan once it is implemented.

**Deliverables:** Draft and Final Performance Measure Guidelines

Task 7. Strategies for Freeway Management During Emergencies and Evacuations

Consultant will document current practices and procedures within San Mateo County and the Bay Area region relating to evacuation plans and traffic incident management for large venues and special events. The strategies will include overall emergency management options and solutions that address organizational and strategic elements needed in the development of emergency evacuation plans for selected venues located within San Mateo County.

The strategies developed in this task will be incorporated into the field manual developed in Task 2.

**Deliverables:** Draft and Final Emergency Management and Evacuation Strategies

## EXHIBIT B SCHEDULE

		2007												2008				
		M	A	M	J	J	A	S	O	N	D	J	F	M	A	M		
Notice to Proceed	March 15, 2007	◆																
Task 1 - Project Kick-Off Meeting	March 22, 2007	◆																
Task 2 - Prepare Draft Alternative Route Plan	May 24, 2007			■	■	■	■	■	■	■	■	■	■	■	■	■	■	
Task 2 - Prepare Final Alternative Route Plan	July 5, 2007					■	■	■	■	■	■	■	■	■	■	■	■	
Task 3 - Prepare Draft Interagency Agreement	August 2, 2007																	
Task 3 - Prepare Final Interagency Agreement	October 4, 2007																	
Task 4 - Prepare Draft Infrastructure Improvement Plan	August 30, 2007																	
Task 4 - Prepare Final Infrastructure Improvement Plan	October 11, 2007																	
Task 5 - Conduct Training Table Top Workshop	November 15, 2007																	
Task 5 - Conduct Training-the-Trainer Workshop	December 13, 2007																	
Task 6 - Prepare Draft Performance Measures	February 7, 2008																	
Task 6 - Prepare Final Performance Measures	March 23, 2008																	
Task 7 - Prepare Draft Emergency and Evacuation Strategies	April 17, 2008																	
Task 7 - Prepare Final Emergency and Evacuation Strategies	May 22, 2008																	



EXHIBIT C  
PROPOSAL ESTIMATE

Task	Freeway Services and Associates, Inc.										TOTAL HOURS	
	Project Management	Quality Control	Site Preparation	Construction Management	Construction Supervision	Construction Administration	Construction Inspection	Construction Monitoring	Construction Reporting	Construction Stamping		
<b>Task 5 - Training Program and Workshop</b>												
Prepare Training Syllabus	1										16	17
Gather Stakeholder Input	2										20	22
Prepare Workshop Materials	4										40	44
Conduct Hands-On, Tabletop Workshop	4										40	44
Conduct Train the Trainer Workshop	4										20	24
Prepare PowerPoint Presentation Tool	2										16	18
<b>Subtotal - Task 5 - Training Program and Workshop</b>												<b>159</b>
<b>Task 6 - Alternative Route Plan Performance Measures</b>												
Define Preliminary Targets and Goals	2										8	10
Gather Stakeholder Input	2										16	18
Prepare Draft Performance Measures Guidelines	4										30	34
Internal QAVOC	1										4	5
Address Stakeholder Comments and Finalize Performance Measures Guidelines	4										20	24
<b>Subtotal - Task 6 - Alternative Route Plan Performance Measures</b>												<b>159</b>
<b>Task 7 - Strategies for Freeway Management during Emergencies and Evacuations</b>												
Review Current Emergency and Evacuation Procedures	2										8	10
Develop Additional Emergency and Evacuation Strategies	2										8	10
Gather Stakeholder Input	2										12	14
Prepare Draft (Updated) Emergency and Evacuation Procedures	4										12	16
Internal QAVOC	1										4	5
Address Comments and Finalize Emergency and Evacuation Procedures	4										8	10
<b>Subtotal - Task 7 - Strategies for Freeway Management during Emergencies and Evacuations</b>												<b>119</b>
<b>TOTAL</b>	<b>30</b>	<b>29</b>	<b>210</b>	<b>202</b>	<b>192</b>	<b>258</b>	<b>81</b>	<b>1002</b>	<b>\$ 160,870.00</b>	<b>\$ 37,950.00</b>	<b>\$ 37,950.00</b>	
										Subconsultant Total	\$ 37,950.00	
										Indirect Expenses at 6.15%	\$ 4,500.00	
										Direct Expenses at 2.5%	\$ 9,895.66	
										<b>TOTAL</b>	<b>\$ 217,000.00</b>	



# C/CAG AGENDA REPORT

**Date:** February 8, 2007  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Review and approval of the FY 06-07 AB1546 Transportation / Environmental Program (Local Cities and County)  
  
(For further information contact John Hoang at 363-4105)

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## **RECOMMENDATION**

That the C/CAG Board review and approve the FY 06-07 AB1546 (Assembly Bill 1546) Transportation and Environmental Program for the local cities and County projects

## **FISCAL IMPACT**

The total funding allocated to the local cities and County share for FY 06-07 will be approximately \$1.2M. Based on fees collected to date (July 06 to Dec 06), the net amount available for allocation for the 1<sup>st</sup> half of FY 06-07 is \$611,164.

## **SOURCE OF FUNDS**

Funding to support the program is derived from the \$4.00 vehicle registration fee.

## **BACKGROUND/DISCUSSION**

C/CAG's Vehicle Registration Fee Program (AB1546) authorizes a four dollar vehicle license fees in San Mateo County to provide funding for congestion management and stormwater pollution prevention. Half of the collected fees are allocated to local cities and the County and half are distributed towards the Countywide programs. The fee was effective on July 1, 2005 and terminates on January 1, 2009, unless reauthorized by the legislature.

The Board approved Resolution 05-06 adopting the AB1546 program and budget. Included, as part of the approval was a pilot program for FY 05-06 that identified various projects eligible for the funds, both addressing the local and countywide programs. The completion of the first cycle (FY 05-06) resulted in a total expenditure of \$1,167,000 for the local cities and the County. The type of projects that were reimbursed are summarized as follows:

**ITEM 4.5**

**FY 05-06 AB1546 PROGRAM TOTALS**

<b>Program</b>	<b>Total Qty*</b>	<b>Units</b>
<b>Traffic Congestion Management</b>		
Road resurfacing/reconstruction	98	miles
Road restriping	9	miles
Signal timing	4	each
Signage	97	each
Traffic signal upgrade	50	each
<b>Stormwater Pollution Prevention</b>		
Street sweeping	54,100	miles
Street side runoff treatment	600	linear feet
Roadway storm inlet cleaning	9,348	each
Stormwater maintenance	2,084	each

*\* Reflects total project quantities. AB1546 funded portions of the projects.*

For the FY 06-07 cycle, it is proposed that C/CAG continues utilizing the Transportation / Environmental programs established in the first cycle for local cities and the County.

With regards to the Countywide program, a number of projects have been established during the first cycle of the program to address stormwater pollution prevention. A subcommittee to the CMP Technical Advisory Committee (TAC) is in the process of developing projects that will address congestion management issues. The complete Countywide portion of the AB1546 program for FY 06-07 will be brought to the C/CAG Board separately for review and approval.

**ATTACHMENT**

- Proposed AB1546 Environmental / Transportation Program FY06-07 (Local Cities and County)

**PROPOSED AB1546 ENVIRONMENTAL / TRANSPORTATION PROGRAM  
FY 06/07  
(LOCAL CITIES AND COUNTY)**

The following are the specific activities and programs that these funds can be expended on.

Programs	Performance Measure
<b>Cities and County programs for traffic congestion management programs must be included in the Congestion Management Program and can <u>only</u> include:</b>	
• Local shuttles/transportation	Number of passengers transported.
• Road resurfacing/reconstruction	Miles/fraction of miles of roads improved.
• Deployment of Local Intelligent Transportation Systems (ITS)	Number of ITS components installed/implemented.
• Roadway operations such as: - Restriping - Signal timing, coordination, etc. - Signage	Miles/fraction of miles of roads improved.
• Replacement and/or upgrading of traffic signal hardware and/or software	Number of units replaced and/or upgraded.
<b>Cities and County programs that directly address the negative impact on creeks, streams, bays, and the ocean caused by motor vehicles and the infrastructure supporting motor vehicle travel can <u>only</u> include:</b>	
• Street sweeping	Miles of streets swept an average of once a month.
• Roadway storm inlet cleaning	Number of storm inlets cleaned per year.
• Street side runoff treatment	Square feet of surfaces managed annually.
• Auto repair shop inspections	Number of auto repair shops inspected per year.
• Managing runoff from Street/Parking lot impervious surfaces	Square feet of surfaces managed annually.
• Small capital projects such as vehicle wash racks for public agencies that include pollution runoff controls	Number of projects implemented.
• Capital purchases for motor vehicle related runoff management and controls	Number of pieces of equipment purchased and installed.
• Additional used oil drop off locations	Number of locations implemented and operated, and quantity of oil collected.
• Motor vehicle fluid recycling programs	Number of programs implemented and operated, and quantity of fluids collected.
• Installation of new pervious surface medium strips in roadways	Square footage of new pervious surface medium strips installed.



## **C/CAG AGENDA REPORT**

**Date:** March 8, 2007

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

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

**Subject:** Review and approval of Progress Report and Recommended Actions on a San Mateo County Energy Strategy and approval of Resolution 07-07 requesting that the Cities and the County adopt resolutions supporting the development of the strategy  
(For further information or questions, contact Richard Napier at 650-599-1420)

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### **RECOMMENDATION**

Review and approval of Progress Report and Recommended Actions on a San Mateo County Energy Strategy and approval of Resolution 07-07 requesting that the Cities and the County adopt resolutions supporting the development of the strategy in accordance with the CMEQ Committee and staff recommendation.

### **FISCAL IMPACT**

Minimal to C/CAG.

### **SOURCE OF FUNDS**

County of San Mateo is primarily funding the activity.

### **BACKGROUND/DISCUSSION**

The C/CAG Board committed to work with the County of San Mateo and formed a Utilities and Sustainability Task Force to develop an Energy Strategy for San Mateo County. This Task Force includes six elected officials. The Task Force has been working on the Energy issues over the past year. Attached is the detailed progress report that was provided to the CMEQ Committee. The focus has been on what are the realistic actions that can be implemented and what resources are available. The resulting actions will be very much focused on cost savings through energy conservation and education of the programs available. However, it is clear at this point in the process that this is financially, resource, and climate beneficial. As the Task Force develops the Energy Strategy it is critical that all the Cities and the County participate such that a realistic and useful plan results.

**ITEM 4.6**

## **CMEQ COMMITTEE**

The CMEQ Committee met on 2/26/07 and received a detailed presentation. The Committee was very supportive of the progress to date and recommends the following actions:

- 1- C/CAG adopt Resolution 07-07.
- 2- Request that C/CAG share the Report with the Cities and the County and encourage each to adopt Resolutions of support and participate in the development of the Energy Strategy. Sample Resolution is included in the CMEQ Staff Report.
- 3- Request that each jurisdiction identify one or more officials (preferably one elected official and one staff member) to take the lead on energy, water and climate issues.

C/CAG staff concurs with the USTF and CMEQ recommendations.

## **ATTACHMENTS**

- Resolution 07-07
- CMEQ Committee Report dated 2/26/07

## **ALTERNATIVES**

- 1- Review and approval of Progress Report and Recommended Actions on a San Mateo County Energy Strategy and approval of Resolution 07-07 requesting that the Cities and the County adopt resolutions supporting the development of the strategy in accordance with the CMEQ Committee and staff recommendation.
- 2- Review and approval of Progress Report and Recommended Actions on a San Mateo County Energy Strategy and approval of Resolution 07-07 requesting that the Cities and the County adopt resolutions supporting the development of the strategy in accordance with the CMEQ Committee and staff recommendation with modifications.
- 3- No action.

## **RESOLUTION 07-07**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY SUPPORTING THE RECOMMENDED ACTIONS ON A SAN MATEO COUNTY ENERGY STRATEGY AND REQUESTING THAT THE CITIES AND THE COUNTY ADOPT RESOLUTIONS SUPPORTING THE DEVELOPMENT OF THE STRATEGY**

**WHEREAS**, the City/County Association of Governments (C/CAG) of San Mateo County has established a task force to develop an Energy Strategy to consider the current and future energy needs of the county; and,

**WHEREAS**, the Energy Strategy will recommend a course of action that will address the San Mateo County needs in a fiscally cost effective, environmentally friendly, and socially responsible manner; and,

**WHEREAS**, energy conservation can result in significant cost savings to the Cities and County; and,

**WHEREAS**, there is a growing recognition that the world must better manage and address their energy usage in order to reduce the impact of global warming and the corresponding climate change; and

**WHEREAS**, it is in the best interests financially and socially of C/CAG and the Cities and the County of to actively participate;

**NOW, THEREFORE, BE IT RESOLVED** by the C/CAG Board that it 1-Supports the development of the Energy Strategy, 2- Will request that all the Cities and the County adopt resolutions of support and participate in the development of the Energy Strategy, 3- Will request that each City/ County assign one or more officials (preferably one elected official and one staff member) to take the lead on energy, water and climate issues, 4- Will review and discuss the issues addressed in the Energy Strategy, 5- Provide feedback as appropriate, and 6-Consider implementing appropriate and beneficial strategies upon its completion.

**PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF MARCH 2007.**

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*James M. Vreeland Jr., Chairman*



To: CMEQ  
From: Utilities and Sustainability Task Force  
Re: Progress Report and Recommended Actions  
Date: 2/26/07

### Overview

Energy is essential to daily life, powering every form of public, private and commercial activity. Because San Mateo County is fortunate to have a safe, reliable energy supply, it is easy to take energy for granted. But because energy is so critically important to the continued health and prosperity of the region, local government leaders need to understand where energy comes from, and the costs and risks associated with it. The San Mateo County Energy Overview (attached) puts this issue in perspective.

In developing a 20-year Energy Strategy for the county, the Utilities and Sustainability Task Force (USTF) has investigated the following topics:

- historical, current and projected energy use
- link between energy and water
- largest local energy users
- energy regulatory framework
- impact of energy use on climate change and the local environment
- free and low-cost energy-efficiency and water-saving programs
- barriers to change

The results of these investigations will be included in the Energy Strategy. The Task Force believes it is important to start building support for the Energy Strategy among the jurisdictions now, and invites participation and input as the Energy Strategy is developed.

Based on the escalating regulatory activity and public concern about climate change, USTF encourages the cities and the Board of Supervisors to begin considering how they will address such issues, both individually and as a group.

### Energy Issues

A general highlight of the energy issue is provided in the following attachments:

**San Mateo County Energy Overview**  
**Sample Resolution**  
**Energy Use Scenarios**  
**Shared Opportunities**  
**Suggested Goals for the Energy Strategy**

A more detailed report is provided in the attachment:

### Next Steps

USTF will continue to review programs and policies that encourage energy efficiency, water conservation, clean energy and greenhouse gas reductions. The programs will include those aimed at local governments, businesses and residents. After surveying the available resources and

the experience of other jurisdictions, USTF will recommend specific numeric goals for energy use reduction, water conservation and renewable energy ratios for the county as a whole. USTF believes it is appropriate to adopt the state's goals for greenhouse gas emissions.

USTF will then draft the Energy Strategy, which will include:

- background material to help local leaders understand current and projected local energy demand and how it relates to local energy production and distribution planning
- the financial and environmental benefits of reducing local energy use, water use and greenhouse gas emissions
- case studies from other cities and counties that have pursued similar strategies
- programs and policies that can help cities and the Board of Supervisors save energy, water and money
- recommended targets and milestones

The Energy Strategy will be circulated for comment, revised as needed and then submitted to CMEQ, C/CAG and the cities and the County for approval and adoption.

#### **Recommendations**

USTF requests that CMEQ take the following actions regarding the Energy Strategy:

- Approve this Report and submit it to C/CAG for discussion and approval;
- Request that C/CAG share this Report with the cities and the Board of Supervisors, and encourage each jurisdiction to pass the Resolution and participate in the development of the Energy Strategy;
- Suggest that each jurisdiction identify one or more officials (preferably one elected official and one staff member) to take the lead on energy, water and climate issues, since these issues are expected to increase in importance going forward, and
- Begin to consider whether a permanent entity is needed within the C/CAG structure to address energy, water, climate and other utility issues.

## San Mateo County Energy Overview

### The Problem:

San Mateo County as a whole is projected to use 22% more energy in 2027 than it uses today. The region cannot afford to stay on this trajectory, either financially or environmentally.

### The Solution:

Local governments, businesses and residents can reduce the amount of energy they use by becoming more energy-efficient and, where appropriate, switching to clean, renewable energy.

### The Mechanisms:

Free services are available to help local governments and other groups understand how to save energy. Rebates and financial incentives are available to offset the cost of investing in energy efficiency and clean energy.

### The Benefits:

Saving energy saves money, period. Saving energy also reduces the need for additional local energy infrastructure (such as power plants and transmission lines), and it helps to cut the greenhouse gas emissions that cause climate change.

### The Cost of Action:

It takes time and sometimes money to become energy-efficient. Elected officials and staff will need to understand the issues and options in order to implement an energy-saving program. Some choices may require a capital investment, although low-cost loans are available. Businesses and residents will also have to educate themselves on the subject to reap the benefits.

### The Cost of Inaction:

If energy use within San Mateo County continues to grow, local governments, businesses and residents will spend an increasing percentage of their budgets on utility bills. PG&E will build more local power plants and transmission lines. The region will fail to help the state meet its goal of drastically cutting greenhouse gas emissions. If too few communities take action to reduce energy use, the long-term impacts will be severe: San Francisco Airport and portions of Foster City, Redwood City and other Bay-side communities will be underwater by the end of the century.

### The Next Step:

USTF requests CMEQ to approve the attached Report and Recommendations and forward it to C/CAG for discussion and approval. USTF also requests that C/CAG urge the cities and the county to pass the proposed Resolution, and to support and implement elements of the Energy Strategy upon its completion.

## **RESOLUTION**

### **A RESOLUTION OF THE {CITY COUNCIL/ BOARD} OF THE {CITY/ COUNTY} OF {CITY/ COUNTY} SUPPORTING THE DEVELOPMENT OF AN ENERGY STRATEGY FOR SAN MATEO COUNTY**

**WHEREAS**, the City/County Association of Governments (C/CAG) of San Mateo County has established a task force to develop an Energy Strategy to consider the current and future energy needs of the county; and,

**WHEREAS**, the Energy Strategy will recommend a course of action that will address the San Mateo County needs in a fiscally cost effective, environmentally friendly, and socially responsible manner; and,

**WHEREAS**, energy conservation can result in significant cost savings to the {City/ County}; and,

**WHEREAS**, there is a growing recognition that the world must better manage and address its energy usage in order to reduce the impact of global warming and the corresponding climate change; and

**WHEREAS**, it is in the best interests financially and socially of the {City/ County} of {City/County} to actively participate;

**NOW, THEREFORE, BE IT RESOLVED** by the {Council/ Board} of the {City/ County} of {City/ County} that it 1-Supports the development of the Energy Strategy 2- Will review and discuss the issues addressed in the Energy Strategy 3- Provide feedback as appropriate and 4-Consider implementing appropriate and beneficial strategies upon its completion.

**PASSED, APPROVED, AND ADOPTED THIS {X}TH DAY OF {MONTH}, {YEAR}.**

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{Name} {Title}

## Energy Use Scenarios

### Business as Usual Scenario

- Energy use in San Mateo County will continue to rise
- Energy prices will continue to rise
- More power plants, transmission lines and other infrastructure will be needed to meet the county's energy needs
- Expanding the local energy infrastructure will be expensive
- Climate change impacts caused by energy production and use will increase dramatically, both locally and globally

### Energy-Saving Scenario

- Free and low-cost consulting services, rebates and other financial incentives help local governments, residents and businesses find cost-effective ways to reduce energy use
- Energy efficiency measures are widely adopted in all sectors, saving money for users and taxpayers
- Financial incentives spur local governments, businesses and residents to switch to clean, renewable energy sources
- Water conservation measures are adopted to save even more energy
- Lower overall energy use delays or prevents the need for new energy infrastructure
- San Mateo County meets or exceeds the state's mandated greenhouse gas emissions reductions on time, every time
- The fast-growing clean technology industry is centered in San Mateo County, bringing growth and good jobs to the area
- The worst impacts of climate change are averted by concerted action and strong leadership

## Shared Opportunities

### Shared challenges

- For policy-makers, energy issues are complex and time-consuming to understand. The state's energy regulatory environment is confusing. The emerging regulatory framework on climate change will be even worse.
- Even individuals or organizations that are generally in favor of saving energy don't know what to do, don't have the time to figure it out and don't know whether their efforts will make a difference.
- Some people are worried that energy-saving measures will require them to sacrifice or otherwise diminish their lifestyle.
- The connection between energy production and climate change is not widely understood. Many individuals and organizations do not realize how their energy-saving actions can help combat climate change.
- No local government or organization has spare budget or staff to address energy and climate change issues.

### Shared solutions

- Flex Your Power, ABAG Energy Watch and many other local and statewide programs offer extensive information, resources, tools and services to help all sectors save energy and lower their utility bills.
- Financial incentives and special programs dramatically reduce the cost of installing solar panels, allowing local governments, businesses and others to generate their own clean energy and reduce the need for new power plants.
- Local governments in the Bay Area and throughout the world have successfully implemented energy-efficiency measures that save money and combat climate change. Their experiences and their experts are available to help others facing the same challenges.
- In the Energy Strategy, USTF will suggest the programs that are, to the greatest extent possible, high-impact, cost-effective and easy to implement. The recommended programs will encompass enough variety and flexibility to meet the needs of all jurisdictions.
- USTF is seeking broad input to ensure that the Energy Strategy meets the needs of all the cities and the Board of Supervisors.
- Cities and County lower their energy use and cost with an additional benefit to the environment.

### **Suggested Goals for the Energy Strategy**

1. Reduce overall energy use throughout the county through energy efficiency and demand reduction measures
2. Reduce water consumption as another way to save energy
3. Develop and increase the use of clean, renewable energy sources
4. Meet the state's targets for greenhouse gas emissions through conservation measures



# SAN MATEO COUNTY ENERGY STRATEGY

## Detailed Findings

### Energy Use

#### Future Needs

PG&E projects that San Mateo County's energy needs will increase at the rate of 1% per year for the next five years, based on historical usage rates and other factors. While PG&E does not release projections beyond that timeframe, USTF believes it is appropriate to assume the 1% annual growth rate for the 20-year period addressed by the Energy Strategy.<sup>1</sup> If left unchanged, even this modest annual increase will result in the use of 22% more energy than the current year by 2026.

#### Analysis

It is necessary to reverse the trend of increasing energy use, and instead take action to lessen the amount of energy used in the county each year. Doing so offers economic and environmental benefits and will help maintain the county's high standard of living.

Several factors lead to this conclusion.

1. Rising energy costs – The cost for fossil fuels like oil and natural gas will continue to rise.<sup>2</sup> Dedicating an increasingly large portion of city and county budgets to pay for energy will be neither fiscally prudent nor politically popular. Reducing the amount spent on energy, in contrast, will free up budget dollars for other local priorities. The same logic applies to businesses and residents.
2. Relationship of energy infrastructure to energy use - The amount of energy infrastructure (power plants, transmission lines) needed to deliver energy to San Mateo County homes and businesses corresponds to the amount of energy used. If energy use continues to increase, particularly during peak periods (hot summer afternoons when air conditioners are used widely), PG&E will need to develop new energy sources and build new transmission lines in San Mateo County. Siting such facilities is controversial, and construction is expensive and disruptive. If future power needs can be met by existing facilities, these problems can be avoided.
3. Public health issues - Even though we live in an area with relatively clean energy sources, no power plant is benign. The “peaker” power plants used during peak energy periods are usually dirtier than other plants, so reducing peak demand in particular can have a small positive effect on public health.<sup>3</sup>

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<sup>1</sup> The county's expected population growth and increasingly hot summers are likely to drive up energy demand at the historical rate or higher.

<sup>2</sup> A Congressional report, “The Implications of Rising Energy Costs upon Small Business” (Aug. 2006) says the national growth rate for energy costs increased between 17% and 23% in the 2005-2006 period. See the report at <http://www.house.gov/smbiz/democrats/Reports/ENERGY%20REPORT%202006.pdf>.

<sup>3</sup> The California Energy Commission financed an independent study to quantify this beneficial impact. See “Public Health Benefits of End-Use Electrical Energy Efficiency in California” at [http://www.energy.ca.gov/pier/environmental/project\\_summaries/PS-500-02-004\\_McKONE.PDF](http://www.energy.ca.gov/pier/environmental/project_summaries/PS-500-02-004_McKONE.PDF).

4. Financial benefits for businesses - Economic competitiveness is enhanced by energy efficiency. Not only can local businesses avoid incurring higher costs for energy as prices increase, they can save money year after year by reducing their energy consumption. Lower utility bills decrease operating expenses, making energy-efficient businesses more competitive than rivals elsewhere that don't make an effort to save energy.

5. Energy-related business opportunities - Economic opportunity can be enhanced throughout the county by a coordinated policy initiative to save energy. Local investors and businesses are trying to develop a strong clean energy /clean technology sector in the Bay Area, focused on such alternative energy sources as solar, wind and tidal power, biodiesel, ethanol and energy-saving technologies. San Mateo County will be more successful in attracting these new businesses and jobs if its communities support energy efficiency and the use of alternative energy technologies.<sup>4</sup>

6. The impact of energy production and use on climate change - Carbon dioxide (CO<sub>2</sub>) and other greenhouse gases are released when carbon-based fossil fuels such as natural gas, coal and petroleum are burned to create energy. These gases trap the sun's rays inside the earth's atmosphere, causing the temperature of the air, land and oceans to rise.<sup>5</sup> This slow but steady increase in the earth's temperature is referred to as global warming. The term "climate change" is used to indicate the impact of increased global temperatures on both short-term and long-term climate patterns across the world.

The simplest, fastest and most cost-effective way to reduce harmful greenhouse gas emissions is to reduce the overall amount of energy used, and to use cleaner forms of energy.

7. Regulatory framework - California's governor and legislature have created an energy regulatory framework that strongly encourages:

- Energy conservation: using less energy, such as turning off a light that is not in use
- Energy efficiency: consuming less energy to achieve a result, such as using a highly-efficient compact fluorescent light instead of an incandescent bulb
- Demand response: using rate discounts to encourage electricity users to limit their energy use when demand is high, as a way to lower their costs and prevent power outages
- Renewable energy: getting power from natural and renewable sources, such as the sun, wind and water (using solar panels, wind turbines, hydroelectric dams, etc.)

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<sup>4</sup> 79% of venture capitalists surveyed said that public policies are a factor in their clean technology investment decisions, and 91% said that pro-environmental public policy can attract clean tech business to a region. "Creating Cleantech Clusters: 2006 Update," ("Cleantech Clusters") <http://www.pewclimate.org/docUploads/Creating%20Cleantech%20Clusters%20%2D%2D%20E2%20%26%20CVN%20May%202006%2Epdf>.

<sup>5</sup> For a more detailed explanation of the impact of greenhouse gases on climate, see the Union of Concerned Scientists website, [http://www.ucsusa.org/global\\_warming/science/emissions-of-heat-trapping-gases-and-aerosols.html](http://www.ucsusa.org/global_warming/science/emissions-of-heat-trapping-gases-and-aerosols.html).

A wide assortment of policies, products, programs and financial incentives are offered by the state and the energy regulatory agencies to assist local governments, businesses and consumers to reduce their use of energy.<sup>6</sup>

### Energy Usage and Efficiency

In fall 2006, the Governor and the state legislature passed landmark legislation mandating significant reductions in greenhouse gas emissions from “stationary sources” such as power plants and petroleum refineries. Even though AB32 starts by targeting specific industries, local governments will play an important role in helping the state meet its aggressive reduction goals of returning to 1990 greenhouse gas levels by the year 2020 (approximately a 25% decrease from today’s emission rates), and 80% below that level by 2050.

Decreasing the level of energy use throughout the county is a critical first step in reducing greenhouse gases and slowing the impact of climate change as directed by the state.<sup>7</sup>

**Recommended goals:** Reduce overall energy use throughout the county through energy efficiency and demand reduction measures, and

Meet the state’s targets for greenhouse gas emissions through conservation measures.

### Water and Wastewater

A significant amount of energy is used in the county to pump and treat water. Statewide, 19% of electricity and 32% of natural gas is used for water-related activities of supply, heating, transport and treatment.<sup>8</sup> The numbers are lower in San Mateo County because 93% of its water comes from Hetch Hetchy, which is transported by gravity and requires less treatment than most sources.

Reducing the amount of water used in energy-intensive applications (such as residential hot water use<sup>9</sup>) can contribute significantly to overall energy savings.<sup>10</sup>

**Recommended goal:** Reduce water consumption as another way to save energy.

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<sup>6</sup> See generally <http://www.energy.ca.gov/>. California’s 30-year history of energy efficiency has kept the state’s per-capita energy use relatively flat compared to an average 45% increase in other states. Its programs and policies have been widely emulated. See “2005 California Integrated Energy Policy Report,” p. 8, [http://www.energy.ca.gov/2006publications/CEC-100-2006-001/CEC-100-2006-001\\_CIE.PDF](http://www.energy.ca.gov/2006publications/CEC-100-2006-001/CEC-100-2006-001_CIE.PDF).

<sup>7</sup> For more information on the state’s extensive climate change activities, visit the California Climate Change Portal at <http://www.climatechange.ca.gov/index.html>.

<sup>8</sup> For more on this topic, see “California’s Water-Energy Relationship,” <http://www.energy.ca.gov/2005publications/CEC-700-2005-011/CEC-700-2005-011-SF.PDF>.

<sup>9</sup> Energy is used to transport, treat, heat and deliver water used in a shower or dishwasher, as well as to transport and treat the resulting wastewater. Lessening the number of gallons used saves energy at every step.

<sup>10</sup> Conserving water will provide additional benefits beyond energy savings. Many scientists believe global warming will reduce the Sierra snowpack by mid-century, thus limiting the amount of potable water available for human use. See details in “Our Changing Climate: Assessing the Risks to California,” pp 6-7, at <http://www.energy.ca.gov/2006publications/CEC-500-2006-077/CEC-500-2006-077.PDF>.

## Clean Energy

Fossil-fuel based energy production is a major cause of air pollution and harmful greenhouse gas emissions. PG&E's mix of energy is among the cleanest in the nation, with 12% California-based renewables, 20% hydropower and only 1% coal, but 42% of its electricity is still derived from natural gas.<sup>11</sup>

The California Renewable Energy Portfolio Standard calls for renewables like solar and wind power supply 20% of the state's energy by 2010 and 33% by 2020.<sup>12</sup> The Million Solar Roofs Initiative and other incentive programs are bringing the cost of clean alternatives within reach of local governments, businesses and homeowners, making clean energy a financially attractive option.<sup>13</sup> Moreover, the continued growth of the clean energy sector, encompassing renewables like hydro, solar, wind, wave and bio-based fuels, offers tremendous financial upside for the state and the region.<sup>14</sup>

**Recommended goal:** Develop and increase the use of clean, renewable energy sources.

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<sup>11</sup>

[http://www.pge.com/education\\_training/about\\_energy/how\\_electric\\_system\\_works/2005\\_energy\\_mix.html](http://www.pge.com/education_training/about_energy/how_electric_system_works/2005_energy_mix.html).

<sup>12</sup> <http://www.energy.ca.gov/renewables/index.html>.

<sup>13</sup> See examples of financial incentives at <http://www.consumerenergycenter.org/erprebate/index.html> and <http://www.fypower.org/ics/tools/rgl.html>.

<sup>14</sup> The Cleantech Clusters Report found that every \$100 in venture capital money invested in a clean tech company will yield 2700 jobs and \$500 million in incremental annual revenue directly, plus additional indirect jobs and income, over a 20-year horizon.

<http://www.pewclimate.org/docUploads/Creating%20Cleantech%20Clusters%20%21%21%201%2%20%26%20CVN%20May%202006%2Epdf>.

## C/CAG AGENDA REPORT

**Date:** March 8, 2007  
**TO:** C/CAG Board of Directors  
**From:** Richard Napier - C/CAG  
**Subject:** Review and approval of Resolution 07-02 authorizing the C/CAG Chair to execute the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for a total of \$52,000 for FY 06-07 and \$68,000 for FY 07-08  
(For further information or response to question's, contact Richard Napier at 650 599-1420)

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### **Recommendation:**

Review and approval of Resolution 07-02 authorizing the C/CAG Chair to execute the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for a total of \$52,000 for FY 06-07 and \$68,000 for FY 07-08 in accordance with the staff recommendation.

### **Fiscal Impact:**

A total of \$52,000 for FY 06-07 and \$68,000 for FY 07-08.

### **Revenue Source:**

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

### **Background/ Discussion:**

The City of San Carlos is the Financial Agent for C/CAG. C/CAG annually negotiates a fee for these services. The City of San Carlos has prepared an agreement to reflect the scope of services and the agreed upon fee for these services for FY 06-07 - \$52,000 and FY 07-08 - \$68,000. C/CAG staff recommends that the Board approve this agreement formalizing the arrangement between C/CAG and the City of San Carlos.

### **Questions from the February Board Meeting:**

The C/CAG Board requested additional information on five questions. C/CAG staff discussed this with the San Carlos Staff and made a change to the agreement as a result of these discussions. The questions and responses are as follows:

- 1- Daily Function did not take into account the holidays. Should have been 245-250 instead of 260.

**ITEM 4.7**

Response: At some times there may be more than one person so in the end it totals 260 person days. That is what was reflected in the calculation.

2- Weekly Function did not take into account the holidays. Should have been 95-100 instead of 104.

Response: At some times there may be more than one person so in the end it totals 104 person days. That is what was reflected in the calculation.

3- Bi-Monthly seems high. What is done?

Response: This is the monthly balancing and reporting of the account which is time consuming.

4- The percent increase seems high? Will this large increase continue the next cycle?

Response: The previous estimate was clearly low. The City of San Carlos allowed the adjustment to be done over the two years requested. The rate is the same as that charged to similar agencies. This will take care of the adjustment. The next cycle will be the same inflation rate used by the City of San Carlos for their budget (2-4%).

5- In the agreement the \$150/ hour labor rate for special projects is twice the highest labor rate in the backup. This is excessive.

Response: The City of San Carlos suggested it was a standard rate that was used since special projects typically require the use of senior level personnel and is usually negotiated. C/CAG staff requested that the rate be removed and that it say mutually agreed to between the parties.

C/CAG staff recommends that, based on this additional information and the change to the agreement, the Board approve the agreement formalizing the arrangement between C/CAG and the City of San Carlos.

**Attachment:**

Resolution 07-02  
City of San Carlos Financial Services Agreement

**Alternatives:**

- 1- Review and approval of Resolution 07-02 authorizing the C/CAG Chair to execute the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for a total of \$52,000 for FY 06-07 and \$68,000 for FY 07-08 in accordance with the staff recommendation.

- 2- Review and approval of Resolution 07-02 authorizing the C/CAG Chair to execute the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for a total of \$52,000 for FY 06-07 and \$68,000 for FY 07-08 in accordance with the staff recommendation with modifications.
- 3- No Action.



## **RESOLUTION 07-02**

**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 THE AGREEMENT BETWEEN C/CAG AND THE CITY OF SAN CARLOS TO PROVIDE FINANCIAL SERVICES TO C/CAG FOR A TOTAL OF \$52,000 FOR FY 06-07 AND \$68,000 FOR FY 07-08**

**WHEREAS**, the City/County Association of Governments (C/CAG) of San Mateo County is a Joint Powers Authority created by the Cities and the County; and,

**WHEREAS**, C/CAG utilizes the services of its member agencies in order to minimize staff and cost; and,

**WHEREAS**, the City of San Carlos has been designated as the C/CAG Financial Agent; and,

**WHEREAS**, the City of San Carlos has proposed a cost for the financial services; and,

**WHEREAS**, C/CAG and the City of San Carlos wish to set forth the terms and conditions, funding, and scope of work for the financial services.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County authorizing the Chair to execute the Financial Service Agreement between the City of San Carlos and C/CAG.

**PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF MARCH 2007.**

---

*James M. Vreeland Jr., Chair*



## AGREEMENT FOR SERVICES

**THIS AGREEMENT** is made and entered into as of the 14th day of September, 2006 by and between the **CITY OF SAN CARLOS**, hereinafter referred to as "CITY", and **CITY/COUNTY ASSOCIATION OF GOVERNMENT OF SAN MATEO COUNTY**, a California Joint Powers Authority hereinafter referred to as "C/CAG".

### RECITALS

**THIS AGREEMENT** is entered into with reference to the following facts and circumstances:

- A. C/CAG is both joint powers authority established under Government Code §6500 et seq.
- B. That C/CAG desires to engage the CITY to render certain financial services to C/CAG related to carrying on the day to day financial operations of C/CAG.
- C. That CITY is qualified to provide such services to C/CAG; and
- D. That C/CAG has elected to engage the services of CITY upon the terms and conditions as hereinafter set forth.

### TERMS AND CONDITIONS

1. Services.

The services to be performed by CITY under this Agreement shall include those services set forth in **Exhibit A**, which is by this reference incorporated herein and made a part hereof as though it were fully set forth herein.

Performance of the work specified in said Exhibit A is hereby made an obligation of CITY under this Agreement, subject to any changes that may be made subsequently hereto upon the mutual written agreement of said Parties.

Where in conflict, the terms of this Agreement supersede and prevail over any terms set forth in Exhibit A.

2. **Term of Agreement.**

Said services shall commence on execution and shall continue until completion of the task set forth in Exhibit A as described in the preceding section, or until terminated by thirty (30) days written notice by either Party.

3. **Compensation.**

Payment under this Agreement shall be as per Exhibit A.

4. **Authorization and Termination.**

This Agreement becomes effective when endorsed by the Parties in the space provided below.

5. **Relationship of Parties.**

It is understood that the relationship of CITY to C/CAG is that of an independent contractor and all persons working for or under the direction of CITY are its agents or employees and not agents or employees of C/CAG.

6. **Nonassignment.**

This Agreement is not assignable either in whole or in part.

7. **Amendments.**

This Agreement may be amended or modified only by written agreement signed by both Parties.

8. **Validity.**

The invalidity, in whole or in part, of any provisions of this Agreement shall not void or affect the validity of any other provisions of this Agreement.

9. **Governing Law/Litigation.**

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 the event of litigation between the Parties hereto to enforce

any provision of the Agreement, the unsuccessful Party will pay the reasonable expenses of litigation of the successful Party.

10. **Mediation.**

Should any dispute arise out of this Agreement, the Parties shall meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. Neither Party shall be permitted to file legal action without first meeting in mediation and making a good faith attempt to reach a mediated resolution. The costs of the mediator, if any, shall be paid equally by the Parties. If a mediated settlement is reached, neither Party shall be deemed the prevailing party for purposes of the settlement, and each Party shall bear its own legal costs.

11. **Entire Agreement.**

This Agreement, including Exhibit A, comprises the entire Agreement.

12. **Indemnity.**

CITY shall defend, indemnify and hold C/CAG and its officers and employees harmless from any and all claims and liabilities related to or as a result of CITY's performance of this Agreement.

13. **Insurance.**

CITY shall not commence work under this Agreement until all insurance required under this Paragraph has been obtained. CITY shall furnish C/CAG with certificates of insurance evidencing the required coverage. C/CAG will be named as additional insured in the policy. 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 any cancellation or modification of the policy.

a. **Workers' Compensation and Employers' Liability Insurance.**

CITY shall have in effect during the entire life of this Agreement Workers' Compensation and Employers' Liability Insurance providing full statutory coverage. In signing this Agreement, CITY makes the following certification, required by Section 1861 of the California Labor Code:

I am aware of the provisions of Section 37900 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Code, and I will comply with such provisions before commencing the performance of the work of this Agreement.

b. **Liability Insurance.**

CITY shall maintain during the life of this Agreement such bodily injury liability and property damage liability insurance as shall protect CITY 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 claims for property damage which may arise from CITY's work under this Agreement, whether such work be by CITY or by any subcontractor or by anyone directly or indirectly employed by either of them. The amounts of such insurance shall be One Million and no/100 Dollars (\$1,000,000.00) combined single limit bodily injury and property damage for each occurrence. C/CAG, its officers, employees and agents shall be maintained as additional insureds on said policy, and a certificate of said coverage shall be delivered to the SBWMA before any work commences. All insurance shall be with insurance carriers licensed in the State of California and in good standing with the California Department of Insurance. It is understood the CITY is a member of the ABAG insurance JPA and C/CAG accepts that insurance coverage for purposes of this Agreement.

14. **Notice.**

All notices required by this Agreement shall be given to CITY and C/CAG in writing, by first class mail, postage prepaid, addressed as follows:

**CITY:** City of San Carlos  
City Hall, 600 Elm Street  
San Carlos, CA 94070  
Attention: City Manager

**JPs:** City/County Association of Government  
Of San Mateo County  
555 County Center, 5<sup>th</sup> Floor  
San Mateo, CA 94063  
Attention: Executive Director

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed on the date first written by their respective officers duly authorized in that behalf.

DATED: \_\_\_\_\_, 2006

CITY OF SAN CARLOS  
BY: \_\_\_\_\_  
Mark Weiss, CITY MANAGER

APPROVED AS TO FORM:  
DATED: \_\_\_\_\_, 2006

BY: \_\_\_\_\_  
Robert J. Lanzone, CITY ATTORNEY

DATED: \_\_\_\_\_, 2006

CITY/COUNTY ASSOCIATION OF  
GOVERNMENT OF SAN MATEO COUNTY

DATED: \_\_\_\_\_, 2006

BY: \_\_\_\_\_  
Richard Napier, Executive Director

APPROVED AS TO FORM:  
DATED: \_\_\_\_\_, 2006

BY: \_\_\_\_\_  
C/CAG ATTORNEY



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

**A. SCOPE OF SERVICES**

1. The City will perform Finance Director and financial services for C/CAG, including establishing and maintaining bank and investment accounts; financial system set up; establishing and implementing internal financial controls, financial policies and procedures and investment policies; paying vendors; managing receivables; investing surplus cash; reporting financial results; managing the year-end audit process; and performing those tasks necessary to implement these services.

2. In performing the Services under this Agreement, the City employees assigned to provide C/CAG services shall comply with C/CAG's Bylaws and other rules, principles, and laws applicable specifically to C/CAG, including without limitation, C/CAG's Financial Policy and Procedures, as may be amended from time to time.

3. Nothing herein shall prohibit or otherwise limit C/CAG's right to enter into further agency agreements and/or work order arrangements with other public agencies for the provision of these or other services.

**B. COMPENSATION**

1. C/CAG agrees to pay to City the full cost of providing financial services as shown in this Exhibit A, as the same may be amended from time to time by agreement between the Parties.

2. C/CAG and City acknowledge and agree that compensation paid by C/CAG to City under this Agreement is based upon City's cost of providing the services required hereunder, including salaries and benefits of employees.

3. C/CAG agrees to reimburse the City for Finance Director and financial services. Direct external costs are borne by C/CAG. Finance Director and financial services costs are those expenses necessary to administer this Agreement and are included in the fixed rate. City will provide these services for a fixed annual fee of the following:

FY 2007 (July 1, 2006 to June 30, 2007) = \$52,000

FY 2008 (July 1, 2007 to June 30, 2008) = \$68,000

Thereafter the fixed rate will be adjusted on an annual basis.

//  
//  
//  
//

4. Terms of Payment. The City shall submit invoices quarterly for the prior quarter's services. Invoices shall be submitted 30 days prior to the end of the first quarter and shall be delinquent if not paid within 30 days of receipt. Each invoice will detail the quarterly cost of services and prior quarter's direct external costs. Delinquent payments will be subject to a late payment carrying charge computed at a periodic rate of 1% per month, which is an annual percentage rate of 12%, which will be applied to any unpaid balance owed commencing seven (7) days after the payment due date.

5. Charges for other services and special projects, not included within the agreement, requested of the City will be at a mutually agreed upon rate. External vendor charges, such as independent auditor, postage, storage and legal fees, will be paid directly by C/CAG or reimbursed by C/CAG if paid by the City, and be without City overhead fees. The City will manage the outside audit process (C/CAG's costs for this management service are included in the annual Administrative Charge).

# C/CAG AGENDA REPORT

**Date:** March 8, 2007  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, C/CAG Executive Director  
**Subject:** REVIEW AND APPROVAL OF C/CAG LEGISLATIVE POSITIONS AND LEGISLATIVE UPDATE

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

(For further information contact Diana Shu at 599-1414 or Richard Napier at 599-1420)

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## RECOMMENDATION

That the C/CAG Board accept the attached reports on State legislation and consider the recommendations of the staff on various bills.

## FISCAL IMPACT

Not applicable.

## SOURCE OF FUNDS

Not applicable.

## BACKGROUND/DISCUSSION

Attached are the short summaries of bills introduced by C/CAG staff.

AB 468 (Ruskin) will require a revision of current Abandoned Vehicle Abatement (AVA) language to meet the intent of both the California Highway Patrol and the municipalities of the state in addressing the various issues associated with abandoned vehicles reimbursements.

SB 613 (Simitian) is a reauthorization of AB 1546 sponsored by C/CAG in 2004. The reauthorization will extend the current sunset date from January 1, 2009 to January 1, 2019.

## ATTACHMENTS

- AB 468 (AVA legislation)
- SB 613 (Reauthorization of AB 1546 Vehicle license fee \$4 for San Mateo County)

**ITEM 5.1**

S5.1- 1



**AB 468** (Ruskin)

Vehicles: abatement of abandoned vehicles.

From text dated: 02/20/07

Existing law authorizes a county satisfying specified conditions to establish a service authority for the abatement of abandoned vehicles and to impose a \$1 vehicle registration fee for the abatement of abandoned vehicles. The fees imposed and the moneys received by the service authority from the Abandoned Vehicle Trust Fund, a continuously appropriated fund, can only be used for the abatement, removal, and disposal of abandoned, wrecked, dismantled, or inoperative vehicles from private or public property. This bill would authorize the service authority to use the fees imposed, as well as the moneys received from the Abandoned Vehicle Trust Fund for the abatement and removal, or the disposal of the above vehicles.

**Staff recommendation:** Support this bill and actively support any legislative action required to move this bill forward.

**C/CAG Legislative Priority: #2 Preserve Funding**

**SB 613** (Simitian)

Local governments: vehicle fee for congestion and stormwater management.

From text dated: 02/22/07

Existing law provides for the imposition by air districts and other local agencies of fees on the registration of motor vehicles in certain areas of the state that are in addition to the basic vehicle registration fee collected by the Department of Motor Vehicles. Existing law authorizes the City/County Association of Governments of San Mateo County to impose a fee of up to \$4, until January 1, 2009, on motor vehicles registered within San Mateo County for a program for the management of traffic congestion and stormwater pollution within that county. This bill would instead authorize the City/County Association of Governments of San Mateo County to impose that fee until January 1, 2019.

**Staff recommendation:** Support this bill and actively support any legislative action required to move this bill forward.

**C/CAG Legislative Priority: #2 Preserve Funding**





C/CAG

### AB 1546 Successful Transportation and Environmental Pilot Program

*Creating Solutions by Working Together*

### Legislative Request

Reauthorize CGC Section 65089.11 et. Seq. before it sunsets on January 1, 2009.

#### What is it?

- \$4 annual motor vehicle fee in San Mateo County
- Funds programs which addresses the impact of motor vehicles on transportation and the environment
- Direct nexus: Benefits motorist who pay fees by
  - Reducing traffic congestion
  - Minimizing pollution from roadways into the bay

#### Why?

- To continue the programs which have already been implemented or currently under development.

### What programs have been fully implemented?

#### Traffic Congestion - Funded Local Programs to:

- Resurfaced roads, filled potholes to improve traffic flow
- Modified traffic signals and timing to increase capacity and improve movements

#### Stormwater Pollution - Funded Local Programs to:

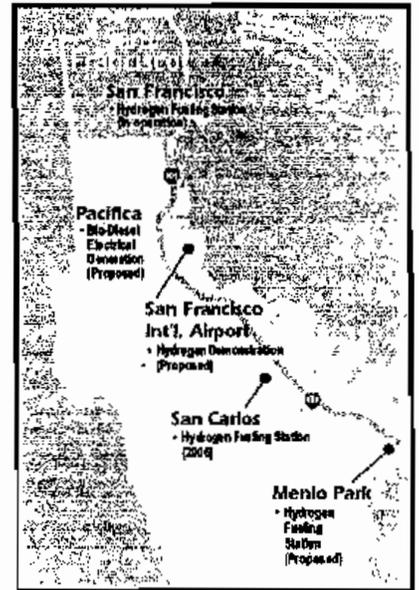
- Street sweeping to reduce debris entering the stormwater systems
- Cleaned out storm inlets to reduce pollutants and other material from overflowing into the stormwater system

#### Countywide programs currently under development

#### Traffic Congestion: Funded Countywide Programs:

- Hydrogen Fueling Station at San Carlos – leveraging \$200K for \$1.2 Million in CARB grants which was awarded in 2006 for a fueling station in preparation for hydrogen

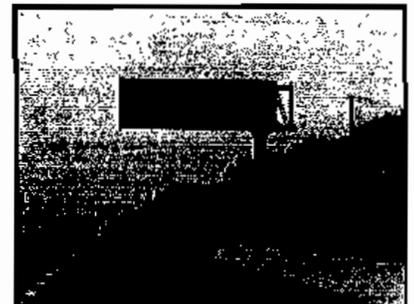
*(Continued on page 2)*



Hydrogen Highway  
Clean air shuttles offer commute alternatives



Signal timing and ramp metering improves traffic flow



Intelligent Transportation Systems reduces delay time

### Projects of Special Interest

- Hydrogen Highway Implementation
- Traffic signal upgrades
- Improved street signs
- Cleaned storm drain inlets
- Resurfaced roads
- Restriped lanes

## The Numbers\*

### Traffic Congestion local programs funding for

- 89.26 miles of streets/roads resurfaced
- 49 traffic signal retimed/replaced/upgraded.
- 97.4 traffic signs installed
- 0.2 miles of streets/roads reconstructed.
- 8.53 miles of streets/roads restriped.
- 89 miles of street signage improved.

### Stormwater Pollution local programs funding for

- 54,099 miles of streets/road sweeping
- 8,620 storm drain inlets and catch basins inspected and cleaned.
- 600 feet of rock swales installed to check erosion.

\* Reflects total project quantities only a portion was funded by this legislation.



Street sweeping - minimizing debris entering the bay



Inlet Cleaning - filters to minimize pollutants entering the bay

## How were these funds distributed?

- \$2.7 million collected from July 2005 to June 2006

### DMV Administrative Costs

- Budget \$200K
- Actual \$104K

### C/CAG Administrative Costs

- Budget \$126K
- Actual \$35K

### Program Costs (in thousands of dollars)

Fund Distribution	Cities and County Portion		Countywide Programs	
	Congestion Mgmt	Stormwater	Congestion Mgmt	Stormwater
Budgeted	625	625	625	625
Actual Expenditures	580	560	50	0
Encumbered Funds	45	65	200	625
Unencumbered Funds	0	0	<b>375</b>	0
<b>Total</b>	625	625	625	625

### What will happen with unencumbered funds from congestion management countywide programs?

Use funds to leverage additional funds from other sources for:

- Hydrogen and alternate fuel shuttles-- clean air vehicle grants (in progress)
- ITS—transportation grants (in progress)
- Incident Management Programs -transportation grants (in progress)
- 2020 Gateway project - near term traffic improvement projects.

Reference C/CAG Report to State Legislature dated June 29, 2006 for additional information.

### Implementation (Continued from page 1)

shuttles.

- Intelligent Transportation System - signals and sensors to improve traffic movements.

### Stormwater Pollution - Funded Countywide Programs to:

- Countywide Stormwater Design Guidelines for municipalities
- Grand Boulevard Demonstration Project using above guidelines
- Car wash kits for Fundraisers to minimize washwater to stormdrains.

# C/CAG AGENDA REPORT

**Date:** March 8, 2007  
**To:** C/CAG Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Update and status report on the Corridor Mobility Improvement Account (CMIA) of Proposition 1B projects recommended for funding  
  
(For further information or questions contact Rich Napier at 599-1420 or Sandy Wong at 599-1409)

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## RECOMMENDATION

That the C/CAG Board receive an update on the Corridor Mobility Improvement Account (CMIA) of Proposition 1B (Transportation Bond) projects recommended for funding.

## FISCAL IMPACT

None to the direct C/CAG budget.

## SOURCE OF FUNDS

Funding for the \$4.5 billion Corridor Mobility Improvement Account (CMIA) comes from voter approved Proposition 1B.

## BACKGROUND/DISCUSSION

In response to their call for projects, the California Transportation Commission (CTC) received 149 project applications statewide, amounted to over \$11 billion request. On February 20, 2007, the CTC released the draft staff recommendation and held a hearing on February 21, 2007. The initial recommendation had the following categories: 1 "Recommended for Funding", 2 "Not Recommended – Later Delivery", 3 "Not Recommended for Funding", and 4 "Defer Decision". The two San Mateo County projects were placed as follows:

- US 101 Auxiliary Lane from Marsh Road to Santa Clara County Line – "Not Recommended – Later Delivery".
- Ramp Metering and system management improvements (ITS) – "Defer Decision"

San Mateo County was disappointed by the initial CTC staff recommendation. C/CAG and SMCTA staff have been working very closely with MTC to remedy the situation by advocating for funding the US 101 Auxiliary Lane project. Assemblyman Gene Mullin testified on behalf of San Mateo County during the CTC Hearing and recommend funding that project. A joint support letter from all five San Mateo County Delegation of the Legislature was sent to the CTC. In addition, support letters from the

**ITEM 5.2**

City of Redwood City, Chambers of Commerce of Redwood City and Menlo Park, Silicon Valley Leadership Group, SAMCEDA were sent to the CTC.

The CTC will adopt the CMIA at its February 28, 2007 meeting in Irvine. Any updates will be provided to the C/CAG Board orally at the March 8, 2007 meeting.

### **ATTACHMENTS**

- Letter to Marian Bergeson, CTC Chair, from Bay Area Congestion Management Agencies.
- Letter to Marian Bergeson, CTC Chair, from Senator Simitian, Senator Yee, Assemblyman Mullin, Assemblyman Ruskin, and Assemblywoman Ma.
- Letter to Marian Bergeson, CTC Chair, from Silicon Valley Leadership Group.
- Letter to Marian Bergeson, CTC Chair, from SAMCEDA.
- Letter to Marian Bergeson, CTC Chair, from Mayor Pierce, City of Redwood City.
- Letter to Marian Bergeson, CTC Chair, from Redwood City Chamber of Commerce.
- Letter to Marian Bergeson, CTC Chair, from Menlo Park Chamber of Commerce.
- Letter to Will Kempton, Caltrans Director, from Richard Napier and Joe Hurley.
- Letter to Alix Bockelman, MTC, from Richard Napier and Joe Hurley.



## Bay Area Congestion Management Agencies

February 7, 2007

The Honorable Marian Bergeson  
 Chair  
 California Transportation Commission  
 1120 N Street  
 Room 2221 (MS-52)  
 Sacramento, CA 95814

Dear Chairwoman Bergeson and Members of the Commission:

We are contacting you to convey our strong support for the Metropolitan Transportation Commission's projects for Proposition 1B **Bond Corridor Mobility Improvement Account**. Those projects will be presented for your consideration at the **California Transportation Commission (CTC) on February 28<sup>th</sup>**.

Specifically, the Metropolitan Transportation Commission's project list as ratified and sent to the CTC on January 10<sup>th</sup> reflects a strong, balanced package of investments that would serve the primary congestion relief needs in Northern California. We urge you to fully fund as many of these projects as possible within the North share of the \$1.8 billion Corridor Mobility Investment Account, and to work with us in the future to fund both the balance of these critical needs and subsequent phases of improvements through the region.

The intent of Proposition 1B was to support those key infrastructures projects that will most quickly and immediately relieve the impacts to the quality of life caused by a clogged and inefficient transportation system. The MTC list reflects projects from the nine Bay Area Counties that directly align with the will of the voters, the intention of policy makers and the needs of our State. Simply put, the projects submitted would provide congestion relief, improve the air quality through a better flow of vehicles, increase safety and improve the statewide economy by improving the flow goods to their markets.

The Congestion Management Agencies of the Bay Area counties have been working in collaboration with the California Department of Transportation (Caltrans) and MTC to support and deliver a package of projects that will best serve the mobility needs of the people of California. The MTC list coming before you reflects both the strength of that collaboration and the spirit and result of true compromise and cooperation.

We realize that there will be unmet needs. For a generation, the needed investment in vital public works has not happened. The Corridor Mobility program is a needed first step. **We ask for your support of the entire MTC project list, now and in the future** and urge that you fund as many of the projects on it as possible within the constraints of the CTC's statutory capacity to

Alameda County CMA ♦ Contra Costa Transportation Authority (CCTA) ♦ Napa County Transportation Planning Agency (NCTPA)  
 San Francisco County Transportation Authority (SFCTA) ♦ San Mateo City-County Association of Governments (SMCCAG)  
 Santa Clara Valley Transportation Authority (VTA) ♦ Solano Transportation Authority (STA) ♦  
 Sonoma County Transportation Authority (SCTA) ♦ Transportation Authority of Marin (TAM)

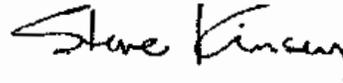
achieve maximum congestion relief while recognizing some need for investment in the other areas of Northern California.

Thank you for your consideration. If we can provide any further information, please feel free to contact us anytime.

Sincerely,



Bob Jehn  
Mayor of Cloverdale  
Chair,  
Sonoma County Transportation Authority



Steve Kinsey  
Marin County Board of Supervisors  
Chair,  
Transportation Authority of Marin



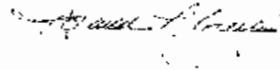
Anthony Intintoli,  
Mayor, City of Vallejo  
Chair,  
Solano Transportation Authority



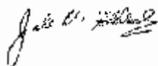
Supervisor Scott Haggerty  
Chair,  
Alameda County Congestion Management  
Agency



Leon Garcia,  
Mayor of American Canyon  
Chair,  
Napa County Transportation Planning Agency



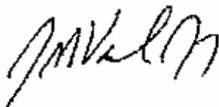
Donald P. Freitas  
Chair,  
Contra Costa Transportation Authority



Jake McGoldrick,  
San Francisco County Supervisor  
Chair,  
San Francisco County Transportation Authority



Dean J. Chu  
Chair,  
Santa Clara Valley Transportation Authority



James Vreeland,  
Council Member, City Pacifica  
Chair,  
San Mateo City-County Association of Governments

cc: Steve Heminger, Executive Director, MTC  
John Barna, Executive Director, CTC  
Will Kempton, Director, Caltrans



# California Legislature

February 22, 2007

Ms. Marian Bergeson, Chair  
California Transportation Commission  
Mail Station 52, Room 2222  
1120 N Street  
Sacramento, CA 95814

**Subject: San Mateo County: US 101 Auxiliary Lanes from Marsh Road to Embarcadero Road CMIA Application Data**

Dear Madame Chair,

We, the undersigned members of the San Mateo County Delegation of the Legislature, strongly emphasize our support for \$102M in funding for the US 101 Auxiliary Lanes from Marsh Road to Embarcadero Road submitted for consideration to the California Transportation Commission (CTC) for the Corridor Mobility Improvement Account established by Proposition 1B.

We appreciate that the CTC staff recognized the importance and value of this project to include it on the initial "Not Recommended - Later Delivery" list in their funding recommendations. There was however an error in the delivery date submitted. The project can meet a contract award on or before April 2011. With the correction of this error we believe the value and delivery schedule of this project merits it being elevated to the "Recommended" Tier One list for the CMIA Program.

Our delegation would like to emphasize the following points we believe entitle this project to receive full funding in this potential distribution of the \$4.5 billion from the CMIA:

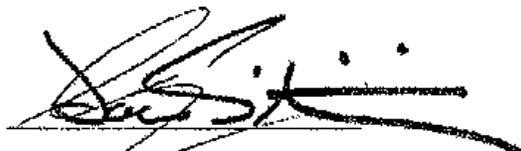
- San Mateo County has invested much of its local transportation sales tax (Measure A) funds as well as most of its county share of STIP funds in the US 101 corridor. Our local governments are full partners with the state in funding this project. An allocation of \$102M was requested by the Metropolitan Transportation Commission (MTC) in the application. We request that the MTC funding level be authorized. However, as an absolute minimum, \$60 million in CMIA funds is needed, which is consistent with the Caltrans and CTC staff recommended amount. Other counties may not be able to meet their project delivery dates without 100% state funding out of these bonds. This project is leveraged with local funds and fully funded. Local sales tax, Assembly Bill 1546 funding, and County STIP discretionary money will be fully responsible for, and able to address any cost overruns that may occur.

- The schedule that was submitted by Caltrans/ MTC and used by the CTC staff to score candidate projects did not reflect the reduction in project scope. Contract award will be on or before April 2011.
- This project is on both the MTC and Caltrans lists and was identified in the 2/20/07 Hearing by Caltrans Director Will Kempton as an important project to the Department when he was presenting the Governor's recent letter requesting the full distribution of CMIA funds.

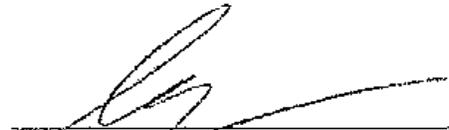
The US 101 Auxiliary Lane Project is the highest priority corridor in San Mateo County and adjacent counties. This segment of US 101 connects the economic centers of San Francisco and the Silicon Valley as well as the East Bay via the Dumbarton and San Mateo Bridges. Additionally, this segment of US 101 is the fourth most congested corridor in the Bay Area. Completion will result in auxiliary lanes from the Santa Clara County line to San Francisco International Airport.

We sincerely request your support of the US 101 Auxiliary Lane Project from San Mateo County to be funded by the CMIA program when the final project list is approved on February 28, 2007.

Sincerely,



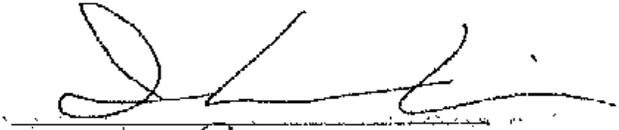
Senator Joseph Simitian



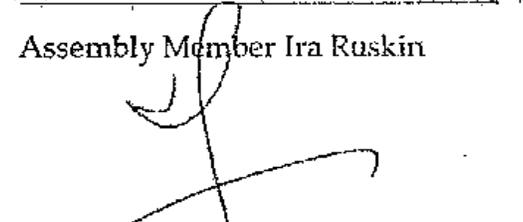
Senator Leland Y. Yee, Ph.D.



Assemblyman Gene Mullin



Assembly Member Ira Ruskin



Assembly Member Fiona Ma

cc: The Honorable Don Perata, Senate President Pro Tempore  
The Honorable Fabian Nufiez, Speaker of the Assembly  
Members, California Transportation Commission



**Silicon  
Valley  
Leadership  
Group**

224 Airport Parkway, Suite 620  
San Jose, California 95110  
(408)501-7854 Fax (408)501-7861

<http://www.svlg.net>

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Working Council Chair

LEON BEAUCHAMAN

AT&T Inc.

Founded in 1977 by

DAVID PACKARD

February 23, 2007

Marian Bergeson, Chairperson  
California Transportation Commission  
1120 N Street (MS-52)  
Sacramento, CA 95814

Dear Chairperson Bergeson:

Thank you for granting our organization the opportunity to address the commission at the Corridor Mobility Improvement Account hearing on Tuesday. We sincerely appreciate all of the hard work you, your colleagues, and staff have devoted to determining how best to distribute these finite but critical funds. The overwhelming response you received to this program starkly underscores how far California's transportation needs extend beyond its resources.

We appreciate staff's inclusion of two Silicon Valley projects totalling \$93 million in their top tier list: \$30 million to widen Hwy 101 between Yerba Buena and I-280 and \$63 million for an HOV lane on eastbound I-580.

We realize Silicon Valley cannot expect to secure funding for all of its submitted projects, regardless of their merit and the Valley's severe traffic congestion. However, as you increase the amount of CMIA funds you plan to disburse on February 28, we urge you to consider elevating three high-priority projects currently on staff's second tier list. These three likely would have been included on the first tier except for incorrect information that was supplied to the CTC on their delivery schedule:

- (1) U.S. 101 Widening (Monterey Road to Highway 25) including improvements to the 101/25 Interchange south of Gilroy (Santa Clara County)-- \$108 million. Revised construction date Feb. 2011.
- (2) U.S. 101 auxiliary lanes, Embarcadero to Marsh Road (San Mateo County)-- \$60 million. Revised construction date April 2011.
- (3) I-880 HOV Lanes--Highway 237 to U.S. 101 (Santa Clara County)-- \$127.7 million (including right-of-way). Revised construction date December 2010.

If you can only add two projects, we would urge you to include the first two. Thank you for considering our views.

Sincerely,



Laura Stuchinsky

Director, Transportation & Land Use

cc: California Transportation Commission members  
John Barna, CTC Exec. Director  
Will Kempton, Caltrans Director





**SAMCEDA**

The Voice of Business on the Peninsula

February 23, 2007

Chairwoman Marion Bergeson and Commissioners  
California Transportation Commission  
Room 2221 (MS-52)  
1120 N Street  
Sacramento, CA 95814

FAX: (916) 653-2134

Dear Chairwoman Bergeson and Commissioners:

**SAMCEDA**, the voice of business on the Peninsula, played an active role in recommending that our members support passage of the California Infrastructure Bonds by voting yes on Proposition 1B. We supported this bond based on the language that clearly stated that the CMLA program is intended "for performance improvements on highly congested travel corridors in California."

Proposition 1B provides a great deal of money for transportation, but it is far from enough to meet all of California's transportation needs. It is essential to allocate these limited funds intelligently, to obtain the greatest mobility improvement with the available funding. *It is equally important to deliver the mobility and congestion reduction benefits that were promised to California voters, so that these voters can take confidence in supporting the future transportation funding measures that will certainly be needed. There should be little question or confusion that the Governor, Legislature, and voters intended the CMLA program to target congestion reduction.*

The US101 Auxiliary Lanes from Marsh Road to Embarcadero Road project in San Mateo County is one of the projects that the California Transportation Commission (CTC) staff recognized as important. However, it was included in the Not Recommended - Later Delivery list due to the late delivery schedule. There was however an error in the delivery date submitted. With the correction of this error we believe the value and delivery schedule of this project merits it being elevated to the Recommended for CMLA Program. The following additional information is also provided to answer some of the questions raised by the Commissioners at the 2/20/07 CMLA Hearing.

1- The schedule that was submitted by Caltrans/ MTC and used by the CTC staff to score candidate projects did not reflect the reduction in project scope. The original scope of work included the reconstruction of the SR 114 (Willow)/US 101 Interchange as part of the auxiliary lane project with a contract award of June 2012. However, in the past two months, project sponsor and the Department have been working together and decided to deliver the

US 101/ Willow (SR114) Interchange project as a separate and stand alone project since it will be funded by 100% by non-CMLA funds. As a result, the schedule for the Auxiliary Lanes project has been revised. The new schedule, approved by the Department, has a Construct Contract Award date of April 2011. See attached.

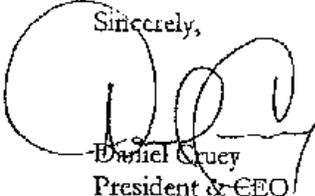
2- An allocation of \$60 million in CMLA funds is requested which is consistent with Caltrans and the CTC staff recommended amount. The San Mateo City/County Association of Governments (C/CAG) and San Mateo County Transportation Authority (TA) have committed County discretionary STIP and local funds such that this project, at a total cost of \$160M, will be fully funded with the requested CMLA funds.

3- Local sales tax and County STIP discretionary money will be fully responsible for and able to address any cost overruns that may occur.

4- This project is on both the MTC and Caltrans lists and was identified in the 2/20/07 Hearing by Caltrans Director Will Kempton as one of the important projects to the Department when he was presenting the Governors letter.

We hope that you will include this project as part of the CMLA program. Your consideration of this request is appreciated. Please feel free to contact Richard Napier at (650) 599-1420, or Joe Hurley at (650) 508-7942, or Sandy Wong at (650) 599-1409 for further information or questions.

Sincerely,



Daniel Cruey  
President & CEO

cc: John Barna, Executive Director, California Transportation Commission  
✓ Commissionets – Sue Lempert, Adrienne Tissier  
Rich Napier, Executive Director C/CAG  
Joe Hurley, San Mateo County Transit Authority

Mayor Barbara Pierce  
Vice Mayor Rosanne Foust

Council Members  
Alicia C. Aguirre  
Ian Bain  
Rosanne Foust  
Jim Hartnett  
Diane Howard  
Jeff Ira



1017 MIDDLEFIELD ROAD  
P.O. BOX 381  
Redwood City, California 94064-0391  
Telephone (650) 780-7220  
FAX (650) 261-9102  
www.redwoodcity.org

February 22, 2007

Marian Bergeson, Chair  
California Transportation Commission  
1120 N Street, MS-52  
P.O. Box 942873  
Sacramento, Ca. 94273-0001

Re: CTC Corridor Mobility Improvement Account Hearing, February 20, 2007

We have been made aware that Assembly Member Gene Mullin, 19<sup>th</sup> District appeared before your Commission on Tuesday to support the San Mateo, Route 101 Auxiliary Lanes, Embarcadero Road to Marsh Road Project which is very important to San Mateo County and our Bay Area. At the hearing he provided updated information on the project delivery schedule that would enhance the project scoring by your staff and reviewed the congestion relief this project will provide on the Highway 101 travel corridor between San Jose and San Francisco. As you are aware this project was recommended by MTC and Caltrans. This Auxiliary Lane Project is of regional significance and will provide needed congestion relief.

The San Mateo County Transportation Authority and our City/County Association of Governments of San Mateo County completed an updated joint letter today to CTC providing additional information requested at the end of the CTC hearing on Tuesday to meet the required deadline for submission by this Friday. This Auxiliary Lane Project has been one that we have supported for many years and we would encourage CTC to provide the requested funding at your meeting on February 28<sup>th</sup>. This will be a very important CTC meeting as you will be trying to approve as many projects as possible under the \$4.5 billion Corridor Mobility Improvement Account of State Bond 1B. This is the only project being considered for San Mateo County. The Auxiliary Lane Projects have proven value. We hope that you will assist us with this proven strategy for reducing congestion. We urge CTC support.

Sincerely,

A handwritten signature in black ink that reads "Barbara Pierce". The signature is written in a cursive style.

Barbara Pierce, Mayor

cc: Will Kempton, Caltrans Director  
Gene Mullin, 19<sup>th</sup> Assembly District  
Ira Ruskin, 21<sup>st</sup> Assembly District  
Joe Simitian, 11<sup>th</sup> Senate District  
Leland Yee, Senate Assistant President pro Tempore  
Rosanne Foust, Vice Mayor, City of Redwood City and Chair, SMCTA  
John Rubin, Chair MTC  
Richard Napier, Executive Director C/CAG  
Joe Hurley, Program Director SMCTA





February 22, 2007

Marian Bergeson, Chair  
California Transportation Commission  
1120 N Street, MS-52  
P.O. Box 942873  
Sacramento, Ca. 94273-0001

Re: CTC Corridor Mobility Improvement Account Hearing, February 20, 2007 and  
San Mateo County Embarcadero to Marsh Road Auxiliary Lanes Project

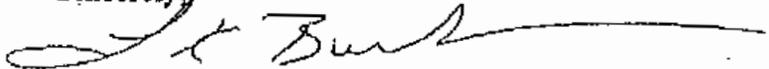
Our Chamber attended the CTC Hearing last Tuesday in Sacramento regarding the CMA recommendations distributed by CTC staff on February 16<sup>th</sup>. In those recommendations the CTC staff was recommending consideration of our San Mateo County Auxiliary Lanes Project for the 2008 funding cycle. By the end of the CTC hearing on Tuesday it was clear that CTC would be planning to distribute as much of the 4.5 billion in funds as possible at your meeting on February 28<sup>th</sup>. We had requested Assembly Member Gene Mullin from the 19<sup>th</sup> District to provide testimony in support of this San Mateo County project which he did during the Bay Area portion allocated to our Region.

Assembly Member Mullin also during his testimony provided the regional congestion relief this project would provide for those commuting on Highway 101 from the San Jose area to San Francisco corridor which includes our County and indicated that the project deliver could be accomplished sooner than originally submitted by our County. He also indicated support for the MTC projects. At the end of the hearing Will Kempton, Caltrans Director provided a letter from the Governor supporting ten projects and Mr. Kempton also mentioned the San Mateo County Auxiliary Lanes Project as a good project they could support. After the meeting we spoke briefly to Mr. Kempton and he indicated that Caltrans would support this project.

Page 2-Redwood City-San Mateo County Chamber of Commerce

We have been working with the San Mateo County Transportation Authority and the City/County Association of Governments on the preparation of updated materials as requested by CTC staff by this Friday. We have been informed that Agencies have provided CTC a joint letter with updated information including an earlier delivery date for this very important project. This project was included in the listed projects submitted by MTC and was also on the Caltrans list. We are the third largest Chamber in the San Francisco Bay Area with over 1,500 member business members and this Auxiliary Lane project has been a high priority for many years. We are requesting that the CTC fund this very important project as requested in the updated materials provided by our local agencies for your meeting on February 28<sup>th</sup>. We very much appreciate your consideration of our request and look forward to a positive outcome next Wednesday.

Sincerely,



Larry Buckmaster, President and CEO

cc: Will Kempton, Caltrans Director  
Gene Mullin, 19<sup>th</sup> Assembly District  
Ira Ruskin, 21<sup>st</sup> Assembly District  
Joe Simitian, 11<sup>th</sup> Senate District  
Leland Yee, Senate Assistant President pro Tempore  
John Rubin, Chair MTC  
Richard Napier, Executive Director C/CAG  
Rosanne Foust, Chair San Mateo County Transportation Authority  
Barbara Pierce, Mayor of Redwood City  
Bijan Sartipi, Caltrans District Four  
Joe Hurley, Program Director SMCTA  
John Bruno, Redwood City-San Mateo County Chamber of Commerce Board Member



February 22, 2007

Marian Bergeson, Chair  
California Transportation Commission  
1120 N Street, MS-52  
P.O. Box 942873  
Sacramento, Ca. 94273-0001

Re: CTC Corridor Mobility Improvement Account Hearing, February 20, 2007 and San Mateo County Embarcadero to Marsh Road Auxiliary Lanes Project for Highway 101

The Menlo Park Chamber of Commerce attended the CTC Hearing last Tuesday in Sacramento regarding the CMIA recommendations distributed by CTC staff on February 16<sup>th</sup>. In those recommendations the CTC staff was recommending consideration of our San Mateo County Highway 101 Auxiliary Lanes Project for the 2008 funding cycle. By the end of the CTC hearing on Tuesday it was clear that CTC would be planning to distribute as much of the \$4.5 billion in funds as possible at your meeting on February 28<sup>th</sup>. We were pleased that Assembly Member Gene Mullin from the 19<sup>th</sup> District in our County took the time to attend your hearing and spoke in favor of funding this needed congestion relief project.

During his testimony Assembly Member Mullin described the regional congestion relief this project would provide for those commuting on Highway 101 from the San Jose area to San Francisco corridor, which includes our County, and indicated that the project delivery could be accomplished sooner than originally submitted by our County. He also indicated support for the MTC Bay Region projects. At the end of the hearing, Caltrans Director Will Kempton provided a letter from the Governor supporting ten projects. Mr. Kempton also mentioned the San Mateo County Auxiliary Lanes Project as a good project they could support. After the meeting we spoke briefly to Mr. Kempton and he indicated that Caltrans would support this project.

We have been working with the San Mateo County Transportation Authority and the City/County Association of Governments on the preparation of updated materials as requested by CTC staff by this Friday. We have been informed that local agencies have provided CTC a joint letter with updated information including an earlier delivery date for this very important project. This project was included in the listed projects submitted by MTC and was also on the Caltrans list. Our Chamber of Commerce business members continue to express concern regarding congestion on Highway 101. This month in the southern half of San Mateo County on Highway 101 the lane metering lights are being

1100 Merrill Street • Menlo Park, California 94025 4386 • Ph: 650 325 2818 • Ex. 650.325.0920  
E-mail: info@menloparkchamber.com • www.menloparkchamber.com

activated to help address congestion. The Highway 101 Auxiliary Lanes Project for which funds are being requested will make a difference!

We are requesting that the CTC fund this very important project as requested in the updated materials provided by our local agencies for your meeting on February 28<sup>th</sup>. We very much appreciate your consideration of our request and look forward to your help to move this project forward and bring congestion relief to this area.

Sincerely,



Fran Dehn, President and CEO

cc: Will Kempton, Caltrans Director  
Gene Mullin, 19<sup>th</sup> Assembly District  
Ira Ruskin, 21<sup>st</sup> Assembly District  
Joe Simitian, 11<sup>th</sup> Senate District  
Leland Yee, Senate Assistant President pro Tempore  
John Rubin, Chair MTC  
Richard Napier, Executive Director C/CAG  
Rosanne Foust, Chair San Mateo County Transportation Authority  
Adrienne Tissier, MTC Commissioner and San Mateo County Supervisor  
Bijan Sartipi, Caltrans District 4  
Joe Hurley, Program Director SMCTA  
Kelly Fergusson, Mayor of Menlo Park

February 22, 2007

Will Kempton, Director  
California Department of Transportation  
1120 N Street  
Sacramento, CA 95814

**Subject: San Mateo County: US101 Auxiliary Lanes from Marsh Road to Embarcadero Road  
CMIA Application**

Dear Will,

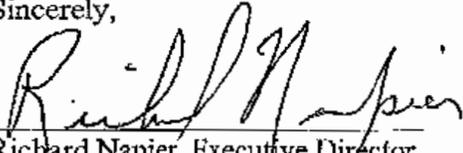
We are writing to reaffirm San Mateo County's #1 priority project and the only San Mateo County project submitted for CMIA funding consideration, the "US 101 Auxiliary Lanes from Marsh Road to Embarcadero Road" project. This project is top priority for San Mateo County as unanimously agreed upon by Caltrans, MTC and San Mateo County. If funded, it will complete the entire auxiliary lane system on US 101 between the San Francisco International Airport (SFO) and Santa Clara County and bring much needed congestion relief to the area.

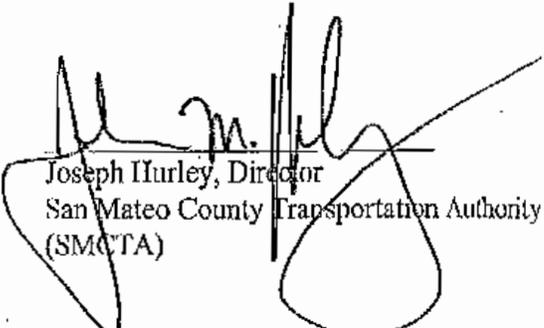
We are very pleased that you stated the importance of this project when you presented the Governor's letter at the CTC Hearing. We also appreciate your willingness to further support CMIA funding for this project. While we are disappointed by the initial CTC staff recommendation of not funding this project, we are hopeful that such recommendation will be reversed as a result of correction to the delivery schedule.

CTC staff initial recommendation was based on a late delivery schedule. However, that schedule has been updated and approved by District 4 staff to a Construction Contract Award date of April 2011 (see attached). The reconstruction of SR 114 (Willow)/US 101 Interchange will be delivered as a separate project and will be funded 100% by non-CMIA funds. The auxiliary lane project will be delivered sooner if funded by CMIA. The project is fully funded with the addition of local sales and county discretionary STIP funds. San Mateo County is also committed and able to cover any cost overrun, if it occurs, using local sales tax and county discretionary STIP funds.

We hope that you will continue to support this project and strongly advocate to the CTC staff that this project be funded by the CMIA program in the first round. Your consideration of this request is much appreciated. Please feel free to contact Richard Napier at (650) 599-1420, or Joe Hurley at (650) 508-7942, or Sandy Wong at (650) 599-1409 for further information or questions.

Sincerely,

  
Richard Napier, Executive Director  
City/County Association of Governments  
(C/CAG)

  
Joseph Hurley, Director  
San Mateo County Transportation Authority Program  
(SMCTA)

Attachment

cc: Bijan Sartipi, District Director



January 21, 2007

Alix Bockelman  
Metropolitan Transportation Commission  
101 8th Street  
Oakland, CA 94607

**Subject: San Mateo County: US101 Auxiliary Lanes from Marsh Road to  
Embarcadero Road CMIA Application Data**

Dear Alix,

The City/County Association of Governments of San Mateo County (C/CAG) is the Congestion Management Agency (CMA) for San Mateo County and responsible for programming the County discretionary State Transportation Improvement Program (STIP) funds. The San Mateo County Transportation Authority (SMCTA) is the local sales tax agency and responsible for committing the local sales tax funds. We are jointly sponsoring (with Caltrans) and funding the US101 Auxiliary Lanes from Marsh Road to Embarcadero Road project. Although the California Transportation Commission (CTC) staff recognized the importance and value of this project, it was included in the Not Recommended - Later Delivery list due to the late delivery schedule. There was however an error in the delivery date submitted. With the correction of this error we believe the value and delivery schedule of this project merits it being elevated to the Recommended for CMIA Program. We would request that MTC staff recommend that this project be funded and transmit this information to the CTC staff.

The following additional information is also provided to answer some of the questions raised by the Commissioners at the 2/20/07 CMIA Hearing.

1- The schedule that was submitted by Caltrans/ MTC and used by the CTC staff to score candidate projects did not reflect the reduction in project scope. The original scope of work included the reconstruction of the SR 114 (Willow)/US 101 Interchange as part of the auxiliary lane project with a contract award of June 2012. However, in the past two months, project sponsor and the Department have been working together and decided to deliver the US 101/ Willow (SR114) Interchange project as a separate and stand alone project since it will be funded by 100% by non-CMIA funds. As a result, the schedule for the Auxiliary Lanes project has been revised. The new schedule, approved by the Department, has a Construct Contract Award date of April 2011. See attached.

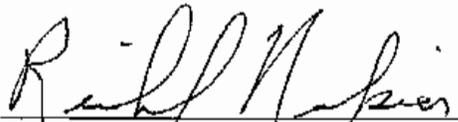
2- An allocation of \$60 million in CMIA funds is requested which is consistent with Caltrans and the CTC staff recommended amount. The San Mateo City/County Association of Governments (C/CAG) and San Mateo County Transportation Authority (TA) have committed County discretionary STIP and local funds such that this project, at a total cost of \$160M, will be fully funded with the requested CMIA funds.

3- Local sales tax and County STIP discretionary money will be fully responsible for and able to address any cost overruns that may occur.

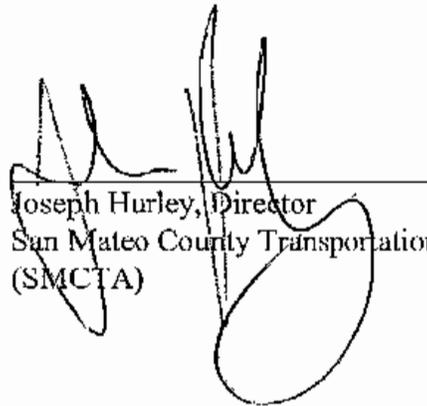
4- This project is on both the MTC and Caltrans lists and was identified in the 2/20/07 Hearing by Caltrans Director Will Kempton as one of the important projects to the Department when he was presenting the Governors letter.

We hope that you will support this project and strongly advocate to the CTC staff that this project be included as part of the CMIA program. Your consideration of this request is appreciated. Please feel free to contact Richard Napier at (650) 599-1420, or Joe Hurley at (650) 508-7942, or Sandy Wong at (650) 599-1409 for further information or questions.

Sincerely,



Richard Napier, Executive Director  
City/County Association of Governments  
(C/CAG)



Joseph Hurley, Director  
San Mateo County Transportation Authority  
(SMCTA)

Attachment

cc: Commissioners – Sue Lempert, Adrienne Tissier

## CORRIDOR MOBILITY IMPROVEMENT ACCOUNT

## Project Nomination Fact Sheet

<b>Nominating Agency: San Mateo Cities/County Association of Governments</b>		<b>Fact Sheet Date: 01/11/07</b>	
Contact Person	Richard Napier		
Phone Number	(650) 599-1420	Fax Number	(650) 361-8227
Email Address	slwong@co.sanmateo.ca.us		

<b>Project Information:</b>																									
County	Caltrans District	PPNO *	EA *	Region/MPO/ TIP ID*	Route / Corridor *	Post Mile Back *	Post Mile Ahead *																		
San Mateo	4	658B	235610	SM-030001	101	0	3.6																		
* NOTE: PPNO & EA assigned by Caltrans. Region/MPO/TIP ID assigned by RTPA/MPO. Route/Corridor & Post Mile Back/Ahead used for State Highway System.																									
Legislative Districts	Senate: 8, 11			Congressional: 14, 12																					
	Assembly: 21																								
Implementing Agency (by component)	PA&ED:	Caltrans			PS&E:	Caltrans																			
	RW:	Caltrans			CON:	Caltrans																			
Project Title	US 101 Auxiliary Lanes from the Santa Clara County Line to Marsh Rd. I/C																								
<p><b>Location - Project Limits - Description and Scope of Work</b> (Provide a project location map on a separate sheet and attach to this form)</p> <p>This project will widen US 101 to add auxiliary lanes in each direction from the Embarcadero Road interchange near the Santa Clara County line to the Marsh Road interchange in San Mateo County. This project lies within the Cities of Menlo Park, East Palo Alto and Palo Alto. In addition to adding auxiliary lanes, this project will widen/modify all the on ramps to the four interchanges within the project limits. The project will reconstruct the Ringwood Pedestrian overcrossing and the Henderson underpass to accommodate the Aux lanes and install ITS equipment on the main line consisting of communication trunk lines (fiber optic cables) for efficient data and video communications with Caltrans Transportation Management Center (TMC), CCTV, message signs and traffic detection devices.</p>																									
<p><b>Description of Major Project Benefits</b></p> <p>The auxiliary lanes will relieve congestion on the freeway mainline, enhance safety, and improve traffic operations at the interchanges. The project will result in continuous auxiliary lanes from the San Mateo/Santa Clara County line to the San Francisco International Airport. It will reduce 3,000,000 vehicle hours of delay. This project is one of the solutions identified to reduce the impact of regional traffic from Highway 101 to the Dumbarton Bridge on the disadvantaged community of the City of Palo Alto. This environmental justice issue was identified by MTC in the Bay Crossings Study and is being studied in a joint San Mateo/Santa Clara County study called the 2020 Peninsula Gateway Study.</p>																									
<p><b>Expected Source(s) of Additional Funding Necessary to Complete Project - as Identified Under 'Additional Need'</b></p>																									
<p><b>Project Delivery Milestones (month/year):</b></p> <table border="1"> <tr> <td>Project Study Report (PSR) complete</td> <td>Sep-04</td> </tr> <tr> <td>Notice of Preparation Document Type</td> <td>Jul-07</td> </tr> <tr> <td>Begin Circulation of Draft Environmental Document</td> <td>Jan-08</td> </tr> <tr> <td>Final Approval of Environmental Document</td> <td>Jun-08</td> </tr> <tr> <td>Completion of plans, specifications, and estimates</td> <td>May-10</td> </tr> <tr> <td>Right-of-way certification</td> <td>Aug-10</td> </tr> <tr> <td>Ready for advertisement</td> <td>Dec-10</td> </tr> <tr> <td>Construction contract award</td> <td>Apr-11</td> </tr> <tr> <td>Construction contract acceptance</td> <td>Nov-13</td> </tr> </table>								Project Study Report (PSR) complete	Sep-04	Notice of Preparation Document Type	Jul-07	Begin Circulation of Draft Environmental Document	Jan-08	Final Approval of Environmental Document	Jun-08	Completion of plans, specifications, and estimates	May-10	Right-of-way certification	Aug-10	Ready for advertisement	Dec-10	Construction contract award	Apr-11	Construction contract acceptance	Nov-13
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Construction contract acceptance	Nov-13																								

NOTE: The CTC Corridor Mobility Improvement Account (CMIA) Program Guidelines should have been read and understood prior to preparation of the CMIA Fact Sheet. A copy of the CTC CMIA Guidelines and a template of the Project Fact Sheet are available at: <http://www.dot.ca.gov/hq/transprog/> and at: <http://www.ctc.ca.gov/>



## C/CAG AGENDA REPORT

Date: March 8, 2007

TO: C/CAG Board of Directors

From: Finance/ Review Committee

Subject: Review and approval of Resolution 07-08 requesting the reauthorization of the City/ County Association of Governments of San Mateo County (C/CAG) including approval of the Joint Powers Agreement and transmittal to the Cities and County

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

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### **Recommendation:**

Review and approval of Resolution 07-08 requesting the reauthorization of the City/ County Association of Governments of San Mateo County (C/CAG) including approval of the Joint Powers Agreement and transmittal to the Cities and County in accordance with the Finance/ Review Committee and staff recommendations.

### **Fiscal Impact:**

None to C/CAG. Continued membership assessment to the Cities and County.

### **Background/Discussion:**

C/CAG was founded in 1991 and renewed in 1995, 1999, and 2003. The current Joint Powers Agreement that provides C/CAG its legal basis is in effect until 12/1/07. Therefore, it is necessary to review C/CAG and consider reauthorization.

At the 2/08/07 Meeting the C/CAG Board authorized the Finance/ Review Committee to perform an evaluation of C/CAG and make recommendations on the reauthorization and the associated Joint Powers Agreement (JPA). The Finance/ Review Committee met on 3/8/07 before the C/CAG Board Meeting to review C/CAG and discuss the continuation of C/CAG.

### **C/CAG Role:**

The role of C/CAG is to:

Provide a forum for all agencies to work together on common issues:

Transportation  
NPDES  
Abandoned Vehicle Abatement

Solid Waste  
Airport Land Use Commission  
Legislation

**ITEM 5.3**

Educate and elevate the decision making of local elected officials and technical professional staffs to include/ address countywide concerns in their local decisions.

Develop a consensus on the common issues of concern to the general public, solutions, and applicable funding recommendations/ priorities.

Act as Program Manager for Congestion Management Plan (CMA) Transportation funds (state and federal), AB 1546 Transportation/ Environmental Program DMV funds, Abandoned Vehicle Abatement (AVA), and Air Quality funds (AB434/TECA).

### **C/CAG Performance:**

C/CAG programs are mandated, or bring in revenue to San Mateo County, or provide a cost savings through Countywide implementation. See the attached C/CAG Accomplishments/ Analysis/ Programs. C/CAG has had very significant accomplishments including the Congestion Relief Plan, AB 1546 C/CAG DMV Fee (Only County in State), Subregional RHNA Process (Only subregion in the State) and the Transit Oriented Development Incentive Program. Numerous County, Regional, State and National awards have been received. The C/CAG FY 06-07 Budget **member dues/ fees (\$2,024,645) are leveraged 3.9 times for total revenue and 14.3 times for controlled transportation funds.** Utilization of two direct staff and contract staff for the remaining tasks has minimized the staffing necessary to meet the program requirements. This staffing approach enables C/CAG to meet the program requirements in a cost-effective manner.

### **C/CAG Benefits:**

Benefits of C/CAG to the member agencies includes:

Provide a **forum to share ideas and solutions** among agencies for common issues.

Enable all agencies to have a **vote in the distribution of State and Federal Transportation funds (\$70-80M every two years)** allocated to San Mateo County.

**Transportation funding provided to Cities and County.** Provide support to assist agencies in getting and maintaining funds.

Provide cost-effective programs to **assist member agencies in meeting mandates.**

Provide active **intergovernmental support for San Mateo County** and the member agencies in the Region.

**Provide additional information to agency staff** on the system wide transportation impacts of proposed developments such that better local decisions can be made.

Provide proactive **Advocacy at the State level to provide additional funding** such as AB 1546 and to preserve City/ County revenue.

### **Finance/ Review Committee Comments:**

The Finance/ Review Committee met on 3/08/07 prior to the C/CAG Board Meeting to review C/CAG and make a recommendation on the continuation of C/CAG. The Staff recommendation to the Finance/ Review Committee is that C/CAG has worked; therefore, it should retain the current role with a similar organization and structure. Approval of the revised Joint Powers Agreement for submittal to the member agencies is also recommended. The Finance/ Review Committee will provide a verbal report/ recommendation to the C/CAG Board at the meeting on the continuation of C/CAG.

### **Joint Powers Agreement:**

The Finance/ Review Committee reviewed the current Joint Powers Agreement. The agreement proposed is essentially identical to the one adopted in 2003. The proposed Joint Powers Agreement is attached. To assist in the review of the document changes are shown in bold below and in italics in the agreement. Key changes in the Joint Powers Agreement other than numbering or typographical include:

- 1- Section 12. dates changed to reflect reauthorization:  
“Effective Date/ Termination Date. This agreement shall be effective on July 1, **2007**, or upon its execution by the County and by at least eleven (11) cities representing the majority of the population of the County, whichever is later. This agreement shall automatically terminate on December 1, **2011**, unless renewed in writing by the County and by at least eleven (11) cities containing a majority of the population of the County. Upon such termination, the provisions of Sections 10 and 11 apply.”
  
- 2- Section 17. Fixed Self-Insured Retention limit.  
“Insurance. The County shall add C/CAG to its existing excess liability insurance coverage and shall maintain such coverage in full force and effect during the life of this agreement. Said excess liability insurance coverage **includes a** ~~has a \$250,000~~ self-insured retention by the County. Unless the Board of Directors decides otherwise, County shall provide for the defense of any claims or litigation within the **amount of the** ~~\$250,000~~ self-insured retention. Legal representation by the County will ordinarily be provided by the Office of the County Counsel. Any out-of-pocket expenses or loss, by way of judgment or settlement, arising out of the operation of this agreement, within the limits of the County's \$250,000 self-insured retention shall be shared by the parties in accordance with the formula set forth in Section 6. Expenses shall not include salaries or office expenses of any county employees, including any attorneys from the Office of the County Counsel.”
  
- 3- Section 24. Added to reflect a new legislated program.  
“**AB 1546 Transportation/ Environmental Vehicle Registration Fee Program.** C/CAG shall serve as the overall program manager for the San Mateo County Transportation/ Environmental Program which programs up to a \$4 motor vehicle fee in accordance with Chapter 2.65 (commencing with Section 65089.11) to Division 1 of Title 7 of the Government Code and Section 9250.5 of the Vehicle Code.”

**Attachments:**

C/CAG Accomplishments/ Analysis/ Programs  
Resolution 07-08

Joint Powers Agreement: Continuing Establishment of the City/ County Association of  
Governments - Revised March 2007

Draft Letter to the Member Agencies

Sample Staff Report for the Cities and County

**Alternatives:**

- 1- Review and approval of Resolution 07-08 requesting the reauthorization of the City/ County Association of Governments of San Mateo County (C/CAG) including approval of the Joint Powers Agreement and transmittal to the Cities and County in accordance with the Finance/ Review Committee and staff recommendations.
- 2- Review and approval of Resolution 07-08 requesting the reauthorization of the City/ County Association of Governments of San Mateo County (C/CAG) including approval of the Joint Powers Agreement and transmittal to the Cities and County in accordance with the Finance/ Review Committee and staff recommendations with modifications.
- 3- No action.

C/CAG Accomplishments/ Analysis/ Programs



## C/CAG ACCOMPLISHMENT

### Major Policy Adoption

- Intelligent Transportation System Plan
- Ramp metering study and implementation
- 2020 Gateway Study Initiated (San Mateo and Santa Clara)
- El Camino Real Incentive Program
- Congestion Management Plans (2003 and 2005)

### Fiscal Management

- C/CAG sponsored AB 1546 became law that provides \$8.75M over 3.5 years
- Raised \$800-1000 K in partnerships for various projects
- Leveraged Member Assessments by 3.9 (Revenue) and 14.3 (Controlled)
- Additional funds of \$4.5 M for US 101/ Ralston Interchange
- Programmed \$ 59.6 M in State and Federal Transportation Funds
- Programmed \$ 4.3 M in Transportation Funds for Clean Air

### Intergovernmental (Region/ State/ Federal)

- 2020 Gateway Study (San Mateo and Santa Clara Counties)
- Pursued and granted \$4.5M in STIP funding for US 101-Ralston Interchange
- Supported Transportation Authority (TA) in the extension of Measure A
- Legislative Advocacy at State Level - C/CAG sponsored AB 1546 became law

**C/CAG PROGRAMS ANALYSIS**

Programs	Category	Must Perform Funding	Penalty	Program Funds % Paid Source	County/Agency % Paid Source	Benefit
Transportation						
CMP	Voluntary/Mandate	X	W/H Gas Tax	40-50 MTC	50-60 Gas Tax	Short Term Plan
CTP	Voluntary	X	None	40-50 MTC	50-60 Agencies	Long Term Plan
State/Federal Programming	Voluntary	X	None	100 MTC		Fund Projects
Congestion Relief Plan	Voluntary	X	None	100 Agency	100 Agencies	Countywide Programs
AB 434 TFCA	Voluntary	X	None	100 DMV		Fund Air Projects
AB 1546	Voluntary	X	None	100 DMV		Funds Congestion and NPDES Projects
NPDES	State/ Federal Mandate	X	to\$10,000/Day	85 Sewer/Agency	15 Agencies	Meets legal obligation No fines.
Abandoned Vehicle	Voluntary	X	None	100 DMV		Less abandoned cars
ALUC	Mandate	X	None	20-30 Grants	70-80 Agencies	Meets legal obligation
Solid Waste (AB939)	State Mandate	X	to\$10,000/Day	90 County	10 Agencies	Meets legal obligation No fines.
Legislative Advocacy	Voluntary		None	100 Agency	100 Agencies	Provides and Protects Local Revenue

**NOTES**

1- On CMP it is voluntary for the County to opt out. If elect in then there are mandates that must be met and penalties.

2- The "Must Perform" category also includes those programs necessary to bring funds to San Mateo County.

# **CONGESTION MANAGEMENT PROGRAM/ COUNTYWIDE TRANSPORTATION PLAN**

## **PURPOSE:**

- To develop a consensus on countywide transportation issues and to manage congestion to allow for orderly economic growth in San Mateo County.
- To educate and broaden the professional staff and elected officials such that their local decisions will benefit the county as a whole.
- To collectively develop local and countywide transportation plans to minimize congestion.
- To provide information to local agencies on the cumulative impact of local decisions
- To relate land use and transportation decisions.
- To maximize transportation funding for San Mateo County projects.

## **BENEFITS:**

- Promotes countywide transportation planning among all agencies.
- Involvement of elected officials and staff technical professionals will broaden their view such that individual decisions are more beneficial to all agencies in the region.
- Better information is available to individual agencies to make land use decisions that will benefit congestion management.

## **C/CAG BOARD ROLE:**

- Establish vision and long-term (twenty year) goals for resolving mobility and congestion issues in San Mateo County.
- Program State and Federal funding to implement the vision and long-term goals.

# **SAN MATEO COUNTYWIDE CONGESTION RELIEF PLAN**

## **PURPOSE:**

C/CAG receives funds from the Cities and County through a special assessment to fund the Congestion Relief Plan. The Congestion Relief Plan is composed of seven programs whose goal is to move San Mateo County forward to meet the Countywide Transportation Plan requirement to increase transit ridership from 6% to 20% and reduce automobile usage from 94 to 80%. The plan focuses on the operating efficiency of the transportation system through shuttles, Transportation Demand Management, Intelligent Transportation Systems and creating incentives for the cities and County to develop transportation friendly land use. A total of \$7.1M a year for four years is provided by the plan. This includes \$2.3 M a year in new money from the Cities and County. SamTrans and the Transportation Authority will be asked to provide matching funds of \$1.8 M a year. State/ Federal sources will provide \$3 M a year.

Planned annual funding for the seven programs are: 1- Employer shuttles - \$1.0 M, 2- Local Service - \$2.0 M, 3- Countywide Transportation Demand Management - \$0.45 M, 4- Try Transit-\$0.05 M, 5- Intelligent Transportation System Study - \$0.4 M, 6- Highway 101 Ramp Metering Study - \$0.2 M, and 7- Transit Oriented Development Land Use Incentive Program - \$3 M.

## **BENEFITS:**

- Funds committed by the Cities and County is leveraged by other sources.
- Provide a matching program for unique local shuttle services.
- Expands the number of Employer based shuttles
- Funds a Peninsula Corridor Ramp Metering Study.
- Funds a Countywide Intelligent Transportation System Study.
- Provides funding for Countywide Transportation System Management (TSM).
- Continues Transit Oriented Development Incentive Programs.

## **C/CAG BOARD ROLE:**

- Review and approve implementation of the Congestion Relief Program.
- Program funding to projects to implement the Congestion Relief Plan.
- Pursue additional funding.

## **AB 434 – TRANSPORTATION FUND FOR CLEAN AIR (TFCA)**

### **PURPOSE:**

The Bay Area Air Quality Management District's Transportation Fund for Clean Air program utilizes DMV fees to fund projects with the primary objective being to reduce emissions into the air. C/CAG as the Program Manager for San Mateo County administers the program. San Mateo County has the dual goal to both reduce air emissions and improve congestion.

### **BENEFITS:**

- Elimination of hydrocarbons and nitrogen oxides from the air 62.82 Tons

### **C/CAG BOARD ROLE:**

- Establish annual program priorities for the use of the regional funds.
- Contract for services with local agencies and monitor the outcomes of these projects.
- Allocate funds and provide fiscal oversight.

## **TRANSPORTATION DEVELOPMENT ACT (TDA) FUND MANAGEMENT**

### **PURPOSE:**

C/CAG receives federal funds each year under the Transportation Development Act (TDA). The TDA program provides funding for pedestrian and bicycle projects. The C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) is responsible for evaluating and recommending to C/CAG those projects to be funded by Transportation Development Act (TDA) Article 3 revenues.

### **BENEFITS:**

- Facilitate investment in bicycle and pedestrian facilities.
- Increased bicycle and pedestrian use can improve congestion and air quality.
- Bicycle map will facilitate use of bicycle for use both for commute and recreation.

### **C/CAG BOARD ROLE:**

- Determine long-range goals for bicycle and pedestrian improvements in San Mateo County.
- Solicit projects to accomplish these goals and make recommendations to the Metropolitan Transportation Commission for the allocation of funds.

## **AB 1546 TRANSPORTATION/ ENVIRONMENTAL PROGRAM (\$4 DMV FEE)**

### **PURPOSE:**

Assemblymember Simitian introduced AB 1546 on behalf of C/CAG in 2003. This bill was adopted by the Legislature on August 18, 2004, and signed into law by the Governor on September 29, 2004. It took effect on January 1, 2005 as Chapter 2.65 (commencing with Section 65089.11) to Division 1 of Title 7 of the Government Code and Section 9250.5 of the Vehicle Code, relating to local government. The law provides authorization for the City/County Association of Governments of San Mateo County to impose an annual fee of up to \$4 on motor vehicles registered within San Mateo County for a program for the management of traffic congestion and stormwater pollution within San Mateo County. Proceeds from the fee must only be used for programs that bear a relationship or benefit to the motor vehicles that will pay the fee. This includes motor vehicle congestion and stormwater pollution prevention programs that directly address the negative impacts on creeks, streams, bays, and the ocean caused by motor vehicles and the infrastructure supporting motor vehicle travel. On December 9, 2004 the C/CAG Board unanimously approved the imposition of a four dollar (\$4.00) fee for motor vehicles registered in San Mateo County, a corresponding program of services, and a budget for the expenditure of the fees.

### **BENEFITS:**

- Provides \$8.75M in funding to Cities/ County in San Mateo County.
- 50% of Funds to Cities/ County for Congestion and Stormwater Projects.
- 50% of Funds for Countywide Congestion and Stormwater Projects.
- Congestion and Environmental Benefit.

### **C/CAG BOARD ROLE:**

- Review and approve implementation of the Transportation/ Environmental Program.
- Program funding to projects to implement the Transportation/ Environmental Program.
- Pursue renewal or extension of the Pilot Program.

# **NPDES STORMWATER MANAGEMENT PLAN**

## **PURPOSE:**

The Federal Clean Water Act mandates the NPDES- Storm Water Management Plan. San Francisco Bay Regional Water Quality Control Board (RWQCB) was charged with the permitting authority. The objective of the program is to minimize the pollutants in the water sources through non-point sources. C/CAG is the administrative and policy-making authority responsible for implementation and compliance with the Countywide NPDES Municipal, Stormwater Discharge Permit. The permit was issued on July 1999 and remains in effect until September 2004 when it must be renewed.

## **BENEFITS:**

- Achieves compliance with the Federal Mandate.
- Reduces materials discharged into the Bay.
- Assists and trains agencies on compliance with RWQCB requirements.
- Educates the public on their role in reducing discharges into the Bay.

## **C/CAG BOARD ROLE:**

- Oversee compliance with the regional permit.
- Adopt and oversee the implementation of programs and services to accomplish the conditions of the regional permit.
- Establish a budget, determine revenues, and allocate resources to support regional programs under the permit.

# ABANDONED VEHICLE ABATEMENT PROGRAM

## PURPOSE:

The objective of the Abandoned Vehicle Abatement program is the abatement of abandoned vehicles. C/CAG acts as the San Mateo AVA Service Authority. Reimbursement is provided to participating agencies through revenues provided from vehicle registration fees.

## BENEFITS:

- Cars Removed from San Mateo County Streets 2,257 (2001 estimate)
- Agency Cost Reimbursement \$702,477 (18 Agencies)
- Air Quality Emissions Reduction (Note 1) 18-26 Tons (2001 estimate)

Note 1- Assumptions included: a- 1.1% of the cars abated were towed, destroyed and operating (295), b- the vehicle was replaced with a newer model and driven the same number of miles (4000) and c- abated cars were 1975-1981. Based on these assumptions BAAQMD calculated the emissions reduction.

## C/CAG BOARD ROLE:

- Sponsor the program on behalf of the participating local jurisdictions in San Mateo County.
- Distribute State funding to local jurisdictions participating in the program.

## **AIRPORT LAND USE COMMISSION/ PLAN**

### **PURPOSE:**

State law requires every county with public use airports, to establish an airport land use commission to address airport/ land use compatibility issues (i.e. aircraft noise issues, height of structures and safety issues). A comprehensive Airport Land Use Plan (CLUP) for each public use airport in the County is prepared and adopted. There are three public use airports in San Mateo County: Half Moon Bay Airport (general aviation), San Carlos Airport (general aviation), and San Francisco International Airport (commercial service airport).

### **BENEFITS:**

- Maintains compliance with State law, re: airport/ land use compatibility planning.
- Educates local planning staffs, elected officials, and others about airport/ land use planning issues and concerns at each airport in San Mateo County.
- Provides a current Comprehensive Airport Land Use Plan (CLUP) to evaluate proposed local agency land use policy actions in the vicinity of the airports in San Mateo County.

### **C/CAG BOARD ROLE:**

- Function as the designated Airport Land Use Committee for San Mateo County.
- Adopt and revise as needed, a Comprehensive Airport Land Use Plan for San Mateo County.
- Review and comment on land use developments that fall within the parameters of the Plan.

## **C/CAG LEGISLATIVE ADVOCACY**

### **PURPOSE:**

C/CAG established a formal Legislative Committee and has employed a lobbyist on a pilot basis to increase the C/CAG legislative advocacy. The purpose is to be more proactive on legislation and to provide a strong effort on specific key legislation. This effort may also include the pursuit of C/CAG sponsored bills. The C/CAG legislative advocacy includes the following functions.

- Monitor bills of potential interest to C/CAG and select those to be tracked.
- Develop recommended positions on bills.
- Identify new bills of interest through regular review of bulletins and contact with other associations such as the Metropolitan Transportation Commission, the Association of Bay Area Governments, the Bay Area Air Quality Management District, the League of California Cities, the County Supervisors Association of California, and various national organizations.
- Identify bills to be referred to the lobbyist for specific action.
- Monitor the work of the C/CAG lobbyist.
- Define potential C/CAG sponsored legislation.

### **BENEFITS:**

- Increase the effectiveness of C/CAG advocacy.
- Lobbying support provided to the Cities/ County with minimal cost to each agency.
- Vehicle provided to pursue C/CAG sponsored legislation.
- Coordinate and facilitate cities/ county response on key legislation.

### **C/CAG BOARD ROLE:**

- Identify legislative policy positions.
- Identify 8-10 primary legislative items to focus on for lobbyist.
- Support lobbying effort in Sacramento.
- Measure and monitor performance of lobbyist.
- Pursue additional funding.



**RESOLUTION 07-08**

\*\*\*\*\*

**A RESOLUTION OF THE CITY/ COUNTY ASSOCIATION OF  
GOVERNMENTS OF SAN MATEO COUNTY REQUESTING THE  
REAUTHORIZATION OF THE CITY/ COUNTY ASSOCIATION OF  
GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) INCLUDING THE  
APPROVAL OF THE JOINT POWERS AGREEMENT AND TRANSMITTAL  
TO THE CITIES AND COUNTY**

\*\*\*\*\*

**RESOLVED**, by the C/CAG Board that,

**WHEREAS** the Joint Powers Agreement that created C/CAG expires on 12/1/07; and

**WHEREAS** the 20 Cities and the County approved and executed the Joint Powers Agreement in 1995, 1999, and 2003 continuing C/CAG for four years; and

**WHEREAS** C/CAG has achieved significant accomplishments including the Intelligent Transportation System Plan, Ramp Metering Implementation on US 101, and El Camino Real Incentive Program; and

**WHEREAS** C/CAG has received numerous County, Regional, State and National awards for its programs; and

**WHEREAS** C/CAG's State legislative advocacy has resulted in the Governor signing into law AB 1546 that provides \$8.75M over 3.5 years; and

**WHEREAS** C/CAG provides programs to address State Mandates in a cost effective manner; and

**WHEREAS** C/CAG's performance has been of significant benefit to the Cities and the County; and

**NOW, THEREFORE, BE IT RESOLVED** that the C/CAG Board recommends the reauthorization of the City/ County Association of Governments of San Mateo County (C/CAG) including approval of the Joint Powers Agreement and transmittal to the Cities and County.

**PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF MARCH 2007.**

\_\_\_\_\_  
*James M. Vreeland Jr., Chair*



## JOINT POWERS AGREEMENT

Identical to current adopted Joint Powers Agreement

Only changes would be to Section 12, Section 17, and the addition of Section 24.

- 1- Section 12. dates changed to reflect reauthorization:  
“Effective Date/ Termination Date. This agreement shall be effective on July 1, **2007**, or upon its execution by the County and by at least eleven (11) cities representing the majority of the population of the County, whichever is later. This agreement shall automatically terminate on December 1, **2011**, unless renewed in writing by the County and by at least eleven (11) cities containing a majority of the population of the County. Upon such termination, the provisions of Sections 10 and 11 apply.”
- 2- Section 17. Fixed Self-Insured Retention limit.  
Insurance. The County shall add C/CAG to its existing excess liability insurance coverage and shall maintain such coverage in full force and effect during the life of this agreement. Said excess liability insurance coverage *includes a* ~~has a~~ \$250,000 self-insured retention by the County. Unless the Board of Directors decides otherwise, County shall provide for the defense of any claims or litigation within the *amount of the* ~~\$250,000~~ self-insured retention. Legal representation by the County will ordinarily be provided by the Office of the County Counsel. Any out-of-pocket expenses or loss, by way of judgment or settlement, arising out of the operation of this agreement, within the limits of the County's \$250,000 self-insured retention shall be shared by the parties in accordance with the formula set forth in Section 6. Expenses shall not include salaries or office expenses of any county employees, including any attorneys from the Office of the County Counsel.
- 3- Section 24. Added to reflect a new legislated program.  
**AB 1546 Transportation/ Environmental Vehicle Registration Fee Program.**  
**C/CAG shall serve as the overall program manager for the San Mateo County Transportation/ Environmental Program which programs up to a \$4 motor vehicle fee in accordance with Chapter 2.65 (commencing with Section 65089.11) to Division 1 of Title 7 of the Government Code and Section 9250.5 of the Vehicle Code.**



**JOINT POWERS AGREEMENT**  
**Continuing Establishment of the City/County Association of Governments**

THIS AGREEMENT, by and between the COUNTY OF SAN MATEO (hereinafter referred to as "County") and those cities within the County of San Mateo who become signatories to this agreement (hereinafter referred to as "Cities" or "City" as the context requires), is made in light of the following recitals:

A. The County and the Cities have authority to perform a variety of functions in their respective communities and desire to establish a City/County Association of Governments (C/CAG) within the County of San Mateo whereby the parties will prepare, review, adopt, monitor and facilitate implementation by the member agencies county-wide state mandated plans as specified in 3(c) below. Local land-use decisions, except as they are affected by state-mandated county-wide plans, will remain solely within the cognizant local jurisdiction.

B. The parties are authorized to contract with each other for the joint exercise of any common power pursuant to Government Code Sections 6500 through 6518.

**NOW, THEREFORE**, the County and the Cities, in consideration of the mutual promises and agreements contained herein, **AGREE AS FOLLOWS**:

1. **Establishment of City/County Association of Governments of San Mateo County**. The parties hereby create an entity to be known as the City/County Association of Governments of San Mateo County (hereinafter referred to as "C/CAG") for the preparation,

review, adoption, monitoring and facilitation of implementation by the member agencies of county-wide state mandated plans. C/CAG shall be an entity which is separate from the parties to this agreement and shall be responsible for the administration of this agreement. Except as provided herein, the debts, liabilities, and obligations of C/CAG shall be the debts, liabilities, and obligations of the entity and not the debts, liabilities, and/or obligations of the parties to this agreement.

C/CAG shall have the power and is authorized to do any or all of the following:

- (a) To make and enter contracts;
- (b) To employ agents and employees;
- (c) To lease, maintain, manage, acquire, construct or operate any building, works or improvements;
- (d) To acquire, hold, or dispose of property;
- (e) To incur debts, liabilities, or obligations;
- (f) To sue and be sued in its own name;

2. **Board of Directors.** The Board of the City/County Association of Governments of San Mateo County (C/CAG) shall consist of a member of the City Council of each participating City to be selected by that City and one (1) member of the Board of Supervisors to be selected by the Board of Supervisors. Each City Council and the Board of Supervisors may select one (1) alternate member from its body who shall participate when the regular member is absent. In addition, there shall be two (2) non-voting ex-officio members: a representative of the

San Mateo County Transit District Board of Directors selected by the Board of Directors and a representative of the San Mateo County Transportation Authority selected by the Authority. Additional Ex-Officio members may be established by Board action in accordance with the special voting procedures identified in 4 (c). Regular attendance by the designated representative or alternate at the C/CAG Board and Subcommittee meetings shall be encouraged by the C/CAG Board and member agencies.

3. **Purposes and Activities.** C/CAG is established to fulfill the following purposes operating through the Board of Directors for control, direction, and administration:

- (a) Plan, organize, and maintain the work of C/CAG and be responsible for its overall operation.
- (b) Advise City Councils and the Board of Supervisors of all significant activities of C/CAG.
- (c) Prepare, review, adopt, monitor and facilitate implementation by the member agencies the following state-mandated county-wide plans:
  - (1) Congestion Management Plan (as the designated Congestion Management Agency including enforcing compliance with the Congestion Management Plan);
  - (2) Integrated Solid Waste Management Plan (as the designated Local Task Force);
  - (3) Airport Land Use Plan (as the designated Airport Land Use Commission);

- (4) Hazardous Waste Management Plan;
  - (5) NPDES - Stormwater Management Plan.
- (d) Perform such additional county-wide planning activities as approved by or directed by two-thirds (2/3) of the members representing two-thirds (2/3) of the population of the County. Final adoption of any such plans shall only be after the plan has been introduced at a prior meeting held at least twenty-five (25) days earlier.
- (e) Perform any additional County-Wide activities as set forth in this agreement (Sections 20., 21., 22., and 23.).
- (f) Utilize and establish advisory subcommittees wherever necessary, including but not limited to:
- (1) Airport Land Use Committee
  - (2) Congestion Management and Air Quality Committee
  - (3) Congestion Management Plan (CMP) Technical Advisory Committee
  - (4) Solid Waste Advisory Committee (Local Task Force)
  - (5) Hazardous Waste Management Plan Advisory Committee
  - (6) Bikeways and Pedestrian Advisory Committee
  - (7) Finance Committee
  - (8) NPDES Committee
  - (9) NPDES Technical Advisory Committee
  - (10) Legislative Committee

Subcommittees may be established by Board action in accordance with the special voting procedures identified in 4 (c). Subcommittee membership may include persons who are not members of the Board of Directors, including other elected officials or public members.

- (g) Adopt By-laws and such other rules of procedure as may be deemed necessary.

The duties, responsibilities or obligations of C/CAG, as set forth in this Agreement, are not intended, and shall not be interpreted, to expand or diminish any legal duties, responsibilities or obligations that any city or county member of C/CAG has, or may in the future have, under any provision of State or Federal law.

Notwithstanding anything to the contrary in any other provision of this Agreement, C/CAG shall have no authority and/ or obligation to implement or enforce the provisions of any County-wide plan except when C/CAG is functioning as an agency specifically designated by state or federal law as having the authority and/ or obligation to implement or enforce such County-wide plan.

4. **Voting Procedures.** The parties intend to strive for consensus following full discussion but in the event consensus cannot be reached the following voting procedures shall be utilized.

- (a) A quorum shall consist of at least a majority of the voting members and shall be required for all meetings of C/CAG.
- (b) All decisions and actions shall be by majority vote of those present unless the

decision involves the adoption of a county-wide plan or any one (1) member requests the use of the special voting procedures hereinafter set forth.

- (c) The special voting procedures shall be utilized upon the request of any one (1) member. Addition of Ex-Officio members to the Board, the establishment of Subcommittees, and the final adoption of county-wide plans shall require the special voting procedures. Special voting procedures shall be as follows: for a motion to be successful it must receive the votes of a majority of the members representing a majority of the population of the County. In determining the population of local governments, the population shall be utilized as set forth in a resolution adopted by the Board of Directors pursuant to Section 19.

5. **Budget.** The Board annually shall adopt, by a date C/CAG designates by resolution, an operating budget for C/CAG setting forth anticipated expenses, financing sources and proposed service levels necessary to carry out the purposes of this agreement. C/CAG shall establish its fiscal year by resolution. Immediately after approving the annual budget, the Board shall recommend the budget to the governing bodies of the members for the purpose of securing from each of them contributions and/or appropriations in accordance with each party's obligations as set forth in Section 6 below. It is expressly agreed and understood that the Board has no authority to bind any governing board to make the recommended contribution and/or appropriation and that this decision rests solely with each governing body. Each party shall deposit its monetary contribution to the budget with the C/CAG Treasurer on or before the date C/CAG

designates by resolution.

6. **Contribution of Parties.** In consideration of the mutual promises contained herein, the parties agree that they shall make the following annual contributions towards maintaining the program of C/CAG.

Each member's contribution shall be its pro-rata share of the revenue needed for the annual budget as adopted by the Board of Directors. The pro-rata share of each agency shall be based upon its population as set forth in a resolution adopted by the Board of Directors pursuant to Section 19. By use of the special voting procedures under special circumstances the Board of Directors may waive contributions. If a member fails to pay its annual contribution, it shall forfeit its voting rights as provided in Paragraph 10 and there shall be no further recourse against it for nonpayment.

7. **Treasurer.** The Board of Directors shall select a Treasurer from one of its member entities who shall be the depository and have custody of all the money and property of C/CAG from whatever source. The duties of the C/CAG Treasurer shall include those set forth in the Government Code Section 6500 et seq., Joint Exercise of Powers.

8. **Controller.** The Board of Directors shall select a Controller from one of its member entities who shall perform the functions of auditor and/or controller for C/CAG. The duties of the C/CAG Controller shall include those set forth in Government Code Section 6500 et seq., Joint Exercise of Powers.

9. **Staffing.** It is understood that C/CAG may require the support of its own administrative staff. When deemed necessary, the Board of Directors may employ an Executive Director. The Board shall have responsibility for all employment decisions regarding said Executive Director who shall serve at the pleasure of the Board of Directors.

The Executive Director shall be responsible for the day-to-day administration of C/CAG under the direction of the Board of Directors. The Executive Director shall seek advice and assistance from the Administrators' Advisory Committee. The Executive Director shall have the authority to employ administrative staff consistent with the approved budget of C/CAG.

There shall be an Administrators' Advisory Committee. The Committee will be advisory to the C/CAG Board of Directors and Executive Director to assist them to most effectively accomplish the objectives of C/CAG by giving advice on agenda matters, monitoring outcomes of activities, assisting with identifying and allocating resources, and communicating with all members. The Committee members shall be: the City Managers from cities that contract staff to C/CAG, the County Manager, the General Manager of SamTrans, one (1) City Manager appointed by the City Managers' Association, and, the Chair and Vice-Chair(s) and Legal Counsel of C/CAG as ex-officio members. Committee Chairs and staff who have items for discussion at the Committee will be invited to participate. The definition and membership of this Committee may be revised by Board action in accordance with the special voting procedures identified in 4 (c).

It is understood that C/CAG may employ personnel, utilize existing County,

SamTrans or City staff, or retain professional consultants to perform any necessary staff work in meeting its goals and objectives. It is further understood that no County, SamTrans or City staff will be utilized without the consent of the employing agency.

10. **Withdrawal.** Any party may withdraw from this agreement by filing written notice of intention to do so with the Chair of the governing board by September 30th of each year, or by another date C/CAG designates by resolution. The rights and obligations of such party shall terminate at the end of the first full fiscal year for which the withdrawing party has made its contribution following such notice having been given. The withdrawal of any party from this agreement shall in no way affect the rights and obligations of the remaining parties. If a party withdraws from this agreement, such party shall not be entitled to the return of any funds contributed to C/CAG nor to the return in cash or in kind of any materials or supplies until termination of this agreement. If a party fails to make its contribution in accordance with Section 6 of this agreement, that agency shall forfeit its voting rights during the period of such non-payment. However, if one of the Cities or the County wishes to rejoin after forfeiting its membership by non-payment of its contribution, it may do so by paying the designated amount.

11. **Termination and Disposition of Property.** This agreement shall be deemed terminated when the number of Cities participating in this agreement contain less than a majority of the population of the County, or are fewer than eleven (11) in number. Upon termination, equipment and all other assets shall be distributed to the parties hereto in proportion to the contributions of the parties during the life of C/CAG including distribution to parties which may

have withdrawn at an earlier date. Upon termination, any surplus money on hand shall be returned to the parties in proportion to the contributions of the parties during the life of C/CAG including distribution to parties which may have withdrawn at an earlier date.

12. **Effective Date/Termination Date.** This agreement shall be effective on July 1, 2007, or upon its execution by the County and by at least eleven (11) cities representing the majority of the population of the County, whichever is later. This agreement shall automatically terminate on December 1, 2011, unless renewed in writing by the County and by at least eleven cities containing a majority of the population of the County. Upon such termination, the provisions of Sections 10 and 11 apply.

13. **Meetings.** Monthly meetings of the C/CAG Board of Directors shall be held in accordance with the Brown Act, Government Code Section 54950 et seq. The Board of Directors shall establish a regular time and place for the required meetings. In addition, the Board of Directors shall have such other meetings as are deemed necessary.

14. **Notice of Agreement.** Pursuant to Government Code Section 6503.5, C/CAG shall, within thirty (30) days after the effective date of this agreement, cause a notice of the agreement to be prepared and filed with the Office of the Secretary of State.

15. **Other Associations.** Participation in C/CAG is not intended to preclude member entities from entering into similar agreements with other jurisdictions.

16. **Legal Counsel.** Unless the Board of Directors determines otherwise, the County Counsel shall serve as legal counsel to C/CAG and provide all routine legal advice and service necessary including attendance at Board of Directors meetings.

17. **Insurance.** The County shall add C/CAG to its existing excess liability insurance coverage and shall maintain such coverage in full force and effect during the life of this agreement. Said excess liability insurance coverage *includes a* ~~has a~~ \$250,000 self-insured retention by the County. Unless the Board of Directors decides otherwise, County shall provide for the defense of any claims or litigation within the *amount of the* ~~\$250,000~~ self-insured retention. Legal representation by the County will ordinarily be provided by the Office of the County Counsel.

Any out-of-pocket expenses or loss, by way of judgment or settlement, arising out of the operation of this agreement, within the limits of the County's \$250,000 self-insured retention shall be shared by the parties in accordance with the formula set forth in Section 6. Expenses shall not include salaries or office expenses of any county employees, including any attorneys from the Office of the County Counsel.

18. **Amendments.** This Joint Powers Agreement may be amended at any time with the agreement of the majority of the members representing a majority of the population of the County, except as provided in 3(d).

19. **Adjustment of Population Figures.** The Board of Directors shall establish by resolution the population figures to be utilized in determining the population of local governments under this agreement based on the results of the decennial federal census or population figures provided by the State Department of Finance, and may revise the population figures at any time by resolution.

20. **Clean Air Vehicle Registration Fee Program.** C/CAG shall serve as the overall program manager for the San Mateo County under Health and Safety Code Section 44241 for funds made available by the increase in motor vehicle registration fees that the Bay Area Air Quality Management District is authorized to levy under A.B. 434, (1991 Statutes, Chapter 807.)

21. **Storm Water Discharge Plan and Permit.** The City/County Association of Governments shall assume responsibility for the following activities under the National Pollutant Discharge Elimination System (NPDES) Program (40 CFR 122):

- (a) Ratify submission of a county-wide storm water discharge permit application and accept permit on behalf of the County and Cities in the County, as co-permittees.
- (b) Prepare preliminary draft and final draft storm water management plan describing existing activities the County and Cities are conducting to help minimize the discharge of pollutants to storm water, describing new pollution measures that will be undertaken during the initial five year period of the NPDES permit, and containing other matters C/CAG determines are necessary

or desirable.

- (c) Identify and recommend alternatives for implementation of a revenue program.
- (d) Enter into contracts with the County, the Cities, the County Flood Control District, and other entities to implement the revenue program and the storm water management plan.
- (e) Perform additional county-wide activities in connection with the NPDES program as set forth in the storm water management plan approved by, or as directed, by the Board of Directors.
- (f) Provide coordination and overall management of the NPDES program and advice to the County and the Cities on implementation.

The County and each City shall be solely responsible for complying with NPDES permit conditions and all federal, state, and local laws and regulations, relating to discharges from the storm sewers in its jurisdiction and under its control. The County and each City shall defend, indemnify, and hold harmless every other party to this agreement, and its officers and employees, from all claims, suits, actions, fines, penalties, damages, or liability of every name, kind, and description arising in any way out of the negligent or intentional acts of that County or City in complying or failing to comply with NPDES permit conditions, and all federal, state, and local regulations applicable to that County or City.

22. **Service Authority for Abatement of Abandoned Vehicles.** C/CAG shall be the service authority for the abatement of abandoned vehicles under Vehicle Code Section 22710.

C/CAG shall impose a service fee of one dollar (\$1) on vehicles registered to an owner with an address in San Mateo County as authorized by Vehicle Code Sections 9250.7 and 22710. As provided in Vehicle Code Section 22710(b), C/CAG may contract and undertake any act convenient or necessary to carry out any law relating to its duties as the service authority.

23. Programming State and Federal Transportation Funds. C/CAG acting as the Congestion Management Agency shall be responsible for programming State and Federal Transportation Funds allocated to San Mateo County. These funds include but are not limited to State Transportation Improvement Program, Transportation Equity Act for the 21st Century, and Transportation Development Act Article 3.

24. AB 1546 Transportation/ Environmental Vehicle Registration Fee Program.  
*C/CAG shall serve as the overall program manager for the San Mateo County Transportation/ Environmental Program which programs up to a \$4 motor vehicle fee in accordance with Chapter 2.65 (commencing with Section 65089.11) to Division 1 of Title 7 of the Government Code and Section 9250.5 of the Vehicle Code.*

IN WITNESS WHEREOF, the parties hereto by their duly authorized representative, have affixed their hands on this \_\_\_\_\_ day of \_\_\_\_\_, 2007.

**COUNTY OF SAN MATEO**

ATTEST:

\_\_\_\_\_  
*Clerk of the Board*

by \_\_\_\_\_  
*President of the Board of Supervisors*

**TOWN OF ATHERTON**

ATTEST:

\_\_\_\_\_  
*Clerk of Town Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF BELMONT**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF BRISBANE**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF BURLINGAME**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**TOWN OF COLMA**

ATTEST:

\_\_\_\_\_  
*Clerk of Town Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF DALY CITY**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF EAST PALO ALTO**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF FOSTER CITY**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF HALF MOON BAY**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**TOWN OF HILLSBOROUGH**

ATTEST:

\_\_\_\_\_  
*Clerk of Town Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF MENLO PARK**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF MILLBRAE**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF PACIFICA**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**TOWN OF PORTOLA VALLEY**

ATTEST:

\_\_\_\_\_  
*Clerk of Town Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF REDWOOD CITY**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF SAN BRUNO**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF SAN CARLOS**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF SAN MATEO**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**CITY OF SOUTH SAN FRANCISCO**

ATTEST:

\_\_\_\_\_  
*Clerk of City Council*

by \_\_\_\_\_  
*Mayor*

**TOWN OF WOODSIDE**

ATTEST:

\_\_\_\_\_  
*Clerk of Town Council*

by \_\_\_\_\_  
*Mayor*

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02/23/07



# 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*

March 9, 2007

--City Manager Marker--

Attention: --City Manager Marker--

Subject: Continuation of the City/ County Association of Governments of San Mateo County and  
Approval of the Joint Powers Agreement

Dear --City Manager Marker--:

The City/County Association of Governments of San Mateo County (C/CAG) was established through a Joint Powers Agreement (JPA) between the twenty cities and San Mateo County. The current Joint Powers Agreement expires 12/1/07. Therefore, it is necessary to execute a new Joint Powers Agreement in order to continue C/CAG. An evaluation of the role, function and performance of C/CAG was performed by the C/CAG Board. Based on the results of this evaluation the Board unanimously recommends the continuation of C/CAG. It is requested that the City consider continuing C/CAG membership by signing the attached Joint Powers Agreement.

The purpose of C/CAG is to provide a cooperative, cost-effective means of responding to Countywide planning mandates from the State. Among the significant C/CAG accomplishments are the Congestion Relief Plan, AB 1546 C/CAG DMV Fee (Only County in State), Subregional RHNA Process (Only subregion in the State) and the Transit Oriented Development Incentive Program. C/CAG has received numerous County, Regional, State and National awards. The C/CAG FY 06-07 Budget member dues/ fees (\$2,024,645) are leveraged 3.9 times for total revenue and 14.3 times for controlled transportation funds. Most of the C/CAG programs are mandates that must be performed. It is likely that the cost for the City to perform the mandates provided by C/CAG would be significantly higher than the annual assessment of [XXXXX]. As a member of C/CAG the City has a voice in programming over \$100M in transportation funds.

The enclosed 2005 Annual Report provides an overview of C/CAG and its accomplishments in 2005.

The Joint Powers Agreement is similar to the predecessor agreement. This Joint Powers Agreement must be signed by a majority of the cities with a majority of the population and the County. In reviewing the agreement please keep in mind that it is essentially the same as the one signed in 2003 and the same Joint Powers Agreement must be signed by all parties. Therefore, minimize any changes and please notify C/CAG staff if there are any significant issues regarding the Joint Powers Agreement language.

As a manager I hope you share my opinion that it is important to provide a forum for all agencies to work together on common issues. C/CAG has provided that forum. Please place this item on an upcoming agenda. I hope you will recommend approving the Joint Powers Agreement as presented continuing both C/CAG and your participation. Enclosed is a hard copy of a sample staff report to assist you in the preparation of the staff report. The files will also be e-mailed to you. Please notify C/CAG staff when this is scheduled to be heard.

C/CAG staff is available to discuss the Joint Powers Agreement and the continuation of C/CAG. Please contact Richard Napier at 650 599-1420 if there are any questions or additional information needed. Your consideration and support of the continuation of C/CAG is much appreciated.

Sincerely,

James M. Vreeland Jr.  
C/CAG Chair

Enclosures: C/CAG 2005 Annual Report  
Joint Powers Agreement  
Sample staff report and resolution

## **C/CAG ROLE**

Provide a forum for **all agencies to work together** on common issues:

Transportation  
National Pollution Discharge Elimination System (NPDES) Non-Point Source  
Abandoned Vehicle Abatement  
Solid Waste  
Airport Land Use Commission  
Legislation

**Educate and elevate the decision making** of local elected officials and technical professional staffs to include/ address countywide concerns in their local decisions.

**Develop a consensus on issues of concern** to the general public, proposed solutions, and applicable funding recommendations/ priorities.

**Act as Program Manager** for Congestion Management Plan (CMA), Transportation funds (State and Federal), AB 1546 Transportation/ Environmental Program, and Air Quality funds (AB434/TFCA).

## **C/CAG BENEFITS TO MEMBER AGENCIES**

Provide a **forum to share ideas and solutions** among agencies for common issues.

Enable all agencies to have a **vote in the distribution of State and Federal Transportation funds (\$50-60M every two years)** allocated to San Mateo County.

**Transportation funding provided to Cities and County.** Provide support to assist agencies in getting and maintaining funds.

Provide cost-effective programs to **assist member agencies in meeting mandates.**

Provide active **intergovernmental support for San Mateo County** and the member agencies in the Region.

**Provide additional information to agency staff** on the system wide transportation impacts of proposed developments such that better local decisions can be made.

**Lobbyist support in Sacramento.**



## [CITY/ COUNTY] AGENDA REPORT

Date: [Month Day], 2007  
TO: [Council Members/ Board of Supervisors]  
From: [City/ County Staff]  
Subject: Review and approval of Resolution [XXXXX] authorizing continued participation in the City/ County Association of Governments of San Mateo County (C/CAG) and approval of the Joint Powers Agreement

(For further information or response to questions, contact [Name at Tele #] )

---

### **Recommendation:**

Review and approval of Resolution [XXXXX] authorizing continued participation in the City/ County Association of Governments of San Mateo County (C/CAG) and approval of the Joint Powers Agreement in accordance with the staff recommendations.

### **Fiscal Impact:**

[SXXXXX] FY 06-07 Member Assessment.

### **Background/Discussion:**

C/CAG was founded in 1991 and renewed in 1995,1999, and 2003. The current Joint Powers Agreement that provides C/CAG its legal basis is in effect until 12/1/07. Therefore, it is necessary to review C/CAG and consider reauthorization. All the Cities and the County are currently members of C/CAG. The [City/ County] approved participation and the Joint Powers Agreement in 2003.

### **C/CAG Role:**

The role of C/CAG is to:

Provide a forum for all agencies to work together on common issues:

Transportation	Solid Waste
NPDES	Airport Land Use Commission
Abandoned Vehicle Abatement	Legislation

Educate and elevate the decision making of local elected officials and technical professional staffs to include/ address countywide concerns in their local decisions.

Develop a consensus on the common issues of concern to the general public, solutions, and applicable funding recommendations/ priorities.

Act as Program Manager for Congestion Management Plan (CMA) Transportation funds (state and federal) and Air Quality funds (AB434/TFCA).

### **C/CAG Performance:**

C/CAG programs are mandated, or bring in revenue to San Mateo County, or provide a cost savings through Countywide implementation. See the attached C/CAG Accomplishments/ Analysis/ Programs. C/CAG has had very significant accomplishments including the Congestion Relief Plan, AB 1546 C/CAG DMV Fee (Only County in State), Subregional RHNA Process (Only subregion in the State) and the Transit Oriented Development Incentive Program. Numerous County, Regional, State and National awards have been received. The C/CAG FY 06-07 Budget **member dues/ fees (\$2,024,645) are leveraged 3.9 times for total revenue and 14.3 times for controlled transportation funds.** Utilization of two direct staff and contract staff for the remaining tasks has minimized the staffing necessary to meet the program requirements. This staffing approach enables C/CAG to meet the program requirements in a cost-effective manner. Most of the C/CAG programs are mandates that must be performed. It is likely that the cost for the [City/ County] to perform the mandates provided by C/CAG would be significantly higher than the annual fee of [\$XXXX]. As a member of C/CAG the [City/ County] has had a voice in programming over \$100M in transportation funds.

### **C/CAG Benefits:**

Benefits of C/CAG to the member agencies includes:

Provide a **forum to share ideas and solutions** among agencies for common issues.

Enable all agencies to have a **vote in the distribution of State and Federal Transportation funds (\$70-80M every two years)** allocated to San Mateo County.

**Transportation funding provided to Cities and County.** Provide support to assist agencies in getting and maintaining funds.

Provide cost-effective programs to **assist member agencies in meeting mandates.**

Provide active **intergovernmental support for San Mateo County** and the member agencies in the Region.

**Provide additional information to agency staff** on the system wide transportation impacts of proposed developments such that better local decisions can be made.

**Lobbyist support in Sacramento.**

Provide proactive **Advocation at the State level to provide additional funding** such as AB 1546 and to preserve City/ County revenue.

**Joint Powers Agreement:**

The agreement proposed is essentially identical to the one adopted by the [City/ County] in 2003. The proposed Joint Powers Agreement is attached. To assist in the review of the document changes are shown in bold below and in italics in the agreement. Key changes in the Joint Powers Agreement other than numbering or typographical include:

- 1- Section 12. dates changed to reflect reauthorization:  
“Effective Date/ Termination Date. This agreement shall be effective on July 1, **2007**, or upon its execution by the County and by at least eleven (11) cities representing the majority of the population of the County, whichever is later. This agreement shall automatically terminate on December 1, **2011**, unless renewed in writing by the County and by at least eleven (11) cities containing a majority of the population of the County. Upon such termination, the provisions of Sections 10 and 11 apply.”
- 2- Section 17. Fixed Self-Insured Retention limit.  
Insurance. The County shall add C/CAG to its existing excess liability insurance coverage and shall maintain such coverage in full force and effect during the life of this agreement. Said excess liability insurance coverage *includes a* ~~has a~~ \$250,000 self-insured retention by the County. Unless the Board of Directors decides otherwise, County shall provide for the defense of any claims or litigation within the *amount of the* ~~\$250,000~~ self-insured retention. Legal representation by the County will ordinarily be provided by the Office of the County Counsel. Any out-of-pocket expenses or loss, by way of judgment or settlement, arising out of the operation of this agreement, within the limits of the County's \$250,000 self-insured retention shall be shared by the parties in accordance with the formula set forth in Section 6. Expenses shall not include salaries or office expenses of any county employees, including any attorneys from the Office of the County Counsel.
- 3- Section 24. Added to reflect a new legislated program.  
**AB 1546 Transportation/ Environmental Vehicle Registration Fee Program.**  
**C/CAG shall serve as the overall program manager for the San Mateo County Transportation/ Environmental Program which programs up to a \$4 motor vehicle fee in accordance with Chapter 2.65 (commencing with Section 65089.11) to Division 1 of Title 7 of the Government Code and Section 9250.5 of the Vehicle Code.**

**Attachments:**

C/CAG Accomplishments/ Analysis/ Programs  
Joint Powers Agreement: Continuing Establishment of the City/ County Association of Governments - Revised March 2007  
Resolution [XXXXX]

**Alternatives:**

- 1- Review and approval of Resolution [XXXXXX] authorizing continued participation in the City/ County Association of Governments of San Mateo County (C/CAG) and approval of the Joint Powers Agreement in accordance with the staff recommendations.
- 2- Review and approval of Resolution [XXXXXX] authorizing continued participation in the City/ County Association of Governments of San Mateo County (C/CAG) and approval of the Joint Powers Agreement in accordance with the staff recommendations with modifications.
- 3- No action.

# *Resolution*

## RESOLUTION [XXXXX]

\*\*\*\*\*

A RESOLUTION OF THE [COUNCIL/ BOARD OF SUPERVISORS] OF THE [CITY/COUNTY OF SAN MATEO COUNTY] AUTHORIZING CONTINUED PARTICIPATION IN THE CITY/ COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AND APPROVAL OF THE JOINT POWERS AGREEMENT AND AUTHORIZING THE [MAYOR/ PRESIDENT OF THE BOARD] TO EXECUTE THE JOINT POWERS AGREEMENT

\*\*\*\*\*

**RESOLVED**, by the [Council/ Board of Supervisors] of the [City/ County of San Mateo], that,

**WHEREAS** the [City/ County of San Mateo] is currently a member of the City/ County Association of Governments of San Mateo County (C/CAG); and

**WHEREAS** the [City/ County of San Mateo] approved and executed the Joint Powers Agreement in 1999 continuing C/CAG for four years; and

**WHEREAS** C/CAG has achieved significant accomplishments including the Countywide Transportation Plan and the Transit Oriented Development Incentive Program; and

**WHEREAS** C/CAG has received numerous County, Regional, State and National awards for its programs; and

**WHEREAS** C/CAG provides programs to address State Mandates in a cost effective manner; and

**WHEREAS** Participation in C/CAG provides the [City/ County] a voice in the programming of over \$60-80M in transportation funds; and

**WHEREAS**, [City/ County] desires to continue participation in C/CAG; and

**WHEREAS** [City/ County] desires to execute the Joint Powers Agreement;

**NOW, THEREFORE, BE IT RESOLVED** that the [Mayor/ President of the Board] of the [City/ County of San Mateo] is hereby authorized and directed to execute the Joint Powers Agreement for and on behalf of [City/ County of San Mateo], subject to approval as to form by [City/ County of San Mateo] Legal Counsel.

**PASSED, APPROVED, AND ADOPTED THIS [DAY]th DAY OF [MONTH], 2007.**

[NAME] [MAYOR/ PRESIDENT OF THE BOARD]



# C/CAG AGENDA REPORT

**Date:** March 8, 2007  
**To:** C/CAG Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Status Report on the Activation of Highway 101 Ramp Metering  
(For further information or questions contact Sandy Wong at 599-1409)

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## **RECOMMENDATION**

That the C/CAG Board receive an update on the activation of phase 1 ramp metering on highway 101 between Hillsdale Blvd and University Avenue.

## **FISCAL IMPACT**

None.

## **SOURCE OF FUNDS**

N/A.

## **BACKGROUND/DISCUSSION**

The southbound on-ramp metering lights on highway 101 between Hillsdale Blvd and University Avenue were turned on as of January 30, 2007. The northbound lights are scheduled to be turned on starting from February 27, 2007. As such, status report for northbound turn on is not available yet. The status report for the southbound turn on is as follows:

- Caltrans received about 80 messages on the hotline. Caltrans staff personally returned calls to about half of those who left phone numbers. All of the suggestions and complaints have been considered and actions have been taken to remedy situations as appropriate. Caltrans did floating car runs before and after meters were turned on. In general, driving time from 3<sup>rd</sup> Ave to Oregon Expwy was reduced by up to 10 minutes during the morning peak hour. Afternoon peak also showed significant time saving. The amount of time saving greatly exceeded that was estimated from the study prior to the turn-on. In terms of waiting time at the on-ramps, average has been less than 2 minutes, except for during the morning peak hour at the Ralston, Holly, and University ramps. Caltrans staff have been out in the field monitoring and making modifications as needed. With the exception of some glitches during the first couple of days, it has been a great success overall.
- Cities of San Carlos, San Mateo, and Redwood City staff received several complaints from the public. Some complaints included: backing up on local streets; drivers not expecting a red light

**ITEM 5.4**

downstream and couldn't stop fast enough; meters should not be turned on during early morning when traffic is light; etc. Overall, cities received a minimal number of complaints.

- C/CAG staff received input from Board and committee members as well as interested parties. Suggestions included: need warning sign at Whipple; the green times for the two meters at Holly (Brittan) should be separated by a couple of seconds; there should be something to stop queue jumpers at Ralston; time saving on the mainline is great.

Based on feedback and observation, the following improvements will be considered by Caltrans:

- Provide more early warning signs at Brittan, Whipple and University.
- Modify Hillsdale loop by either re-striping or retiming of meters.
- Detection of motorcycle at Holly.

## ATTACHMENTS

None.

# C/CAG AGENDA REPORT

**Date:** March 8, 2007  
**To:** C/CAG Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Presentation on the San Mateo County Housing Needs Study  
  
(For further information please contact Tom Madalena at 650-599-1460)

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## **RECOMMENDATION**

That the C/CAG Board receive a presentation from Economic and Planning Systems (EPS) on the San Mateo County Housing Needs Study in accordance with staff recommendation.

## **FISCAL IMPACT**

There will be no fiscal impact.

## **SOURCE OF FUNDS**

Not applicable

## **BACKGROUND/DISCUSSION**

C/CAG contracted with Economic and Planning Systems (EPS) to prepare a Housing Needs Study for San Mateo County. The full draft report was provided to the Board at the last C/CAG Board meeting. The draft report of the Housing Needs Study is in the process of being distributed for comments that may be incorporated into the final report. The Board will receive a detailed presentation on the draft report of the Housing Needs Study from EPS. Attached please find a copy of the PowerPoint presentation that gives an overview that will be provided at the meeting. The revised Housing Needs Study will be brought back to the Board as a final report for Board approval.

## **ATTACHMENTS**

- San Mateo County Housing Needs Study PowerPoint presentation

**ITEM 5.5**

## **ALTERNATIVES**

- 1 - Receive the San Mateo County Housing Needs Study presentation in accordance with staff recommendation.
- 2 - Receive the San Mateo County Housing Needs Study presentation in accordance with staff recommendation with modifications.
- 3 - No action



# **San Mateo Housing Needs**

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**C/ CAG Congestion Management &  
Environmental Quality Committee**

**Economic & Planning Systems, Inc.**

**January 29, 2007**



## **County Housing Needs Study**

- EPS prepared the *San Mateo County Housing Needs Study* (November 2006).
- Update to a needs study completed in 1998.
- Study commissioned by C/CAG to support city and County efforts related to housing production.
- Technical basis for 2009 Housing Element Updates.



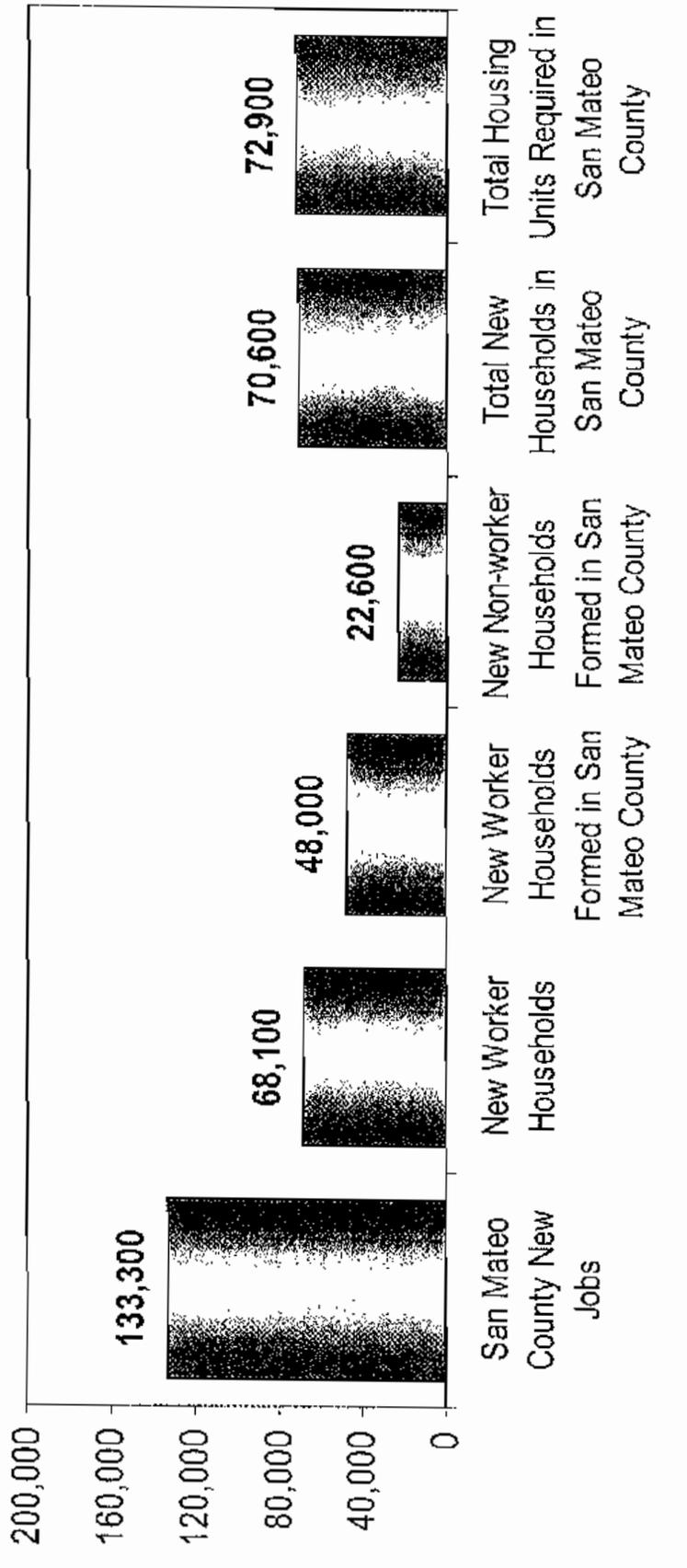
## **Housing Demand in San Mateo County**

- Job Growth drives housing demand.
- Employment forecasts indicate an additional 130,000 jobs in the County by 2025.
- 50% of workers commute to County.
- In-commuting (e.g., from East Bay) will increasingly be an important source of labor.
- Other new households including retirees, students, and reduced household sizes also contribute to housing demand.



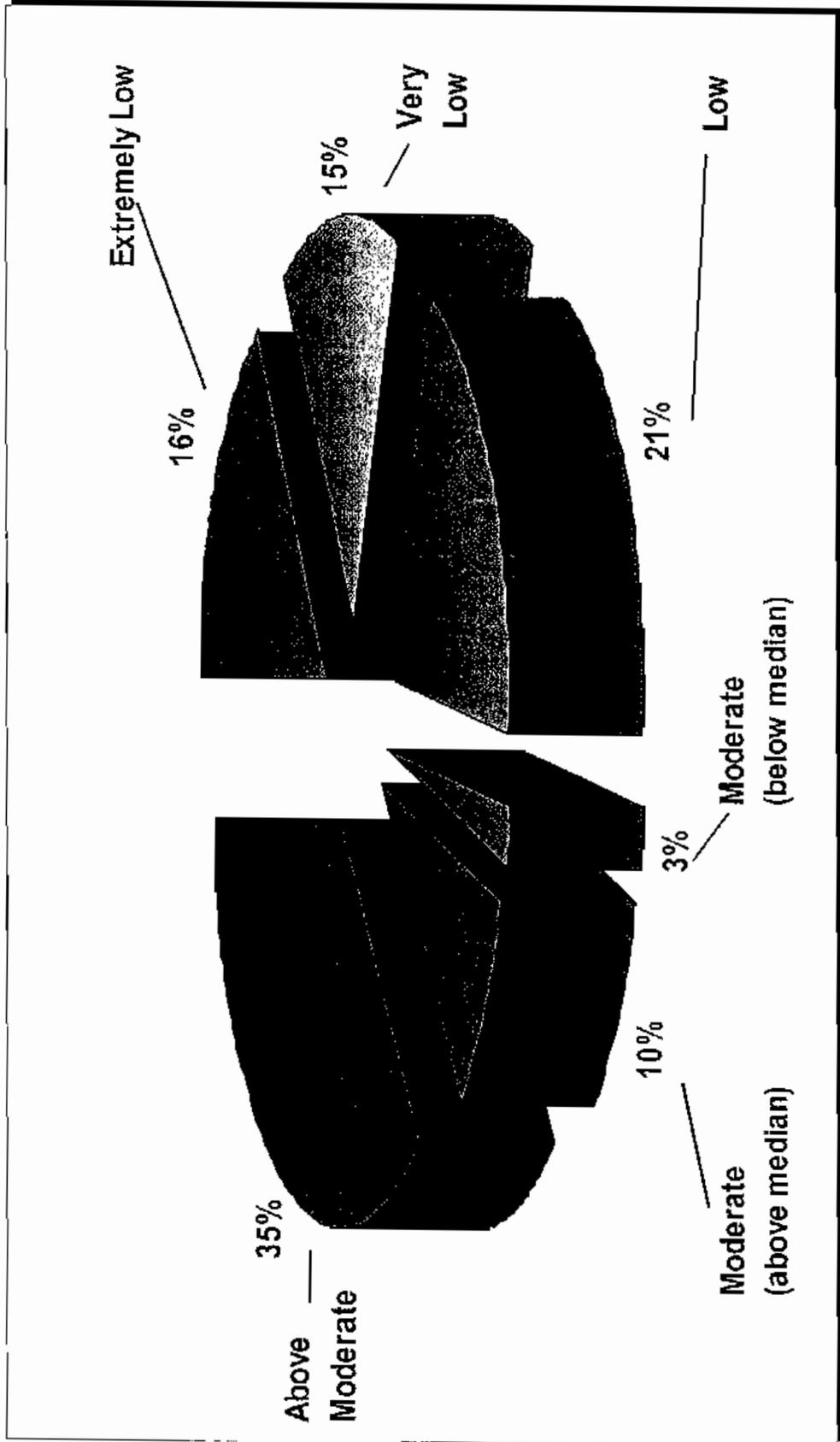
# New Jobs, New Households

## San Mateo County Jobs and Household Formation 2005-2025





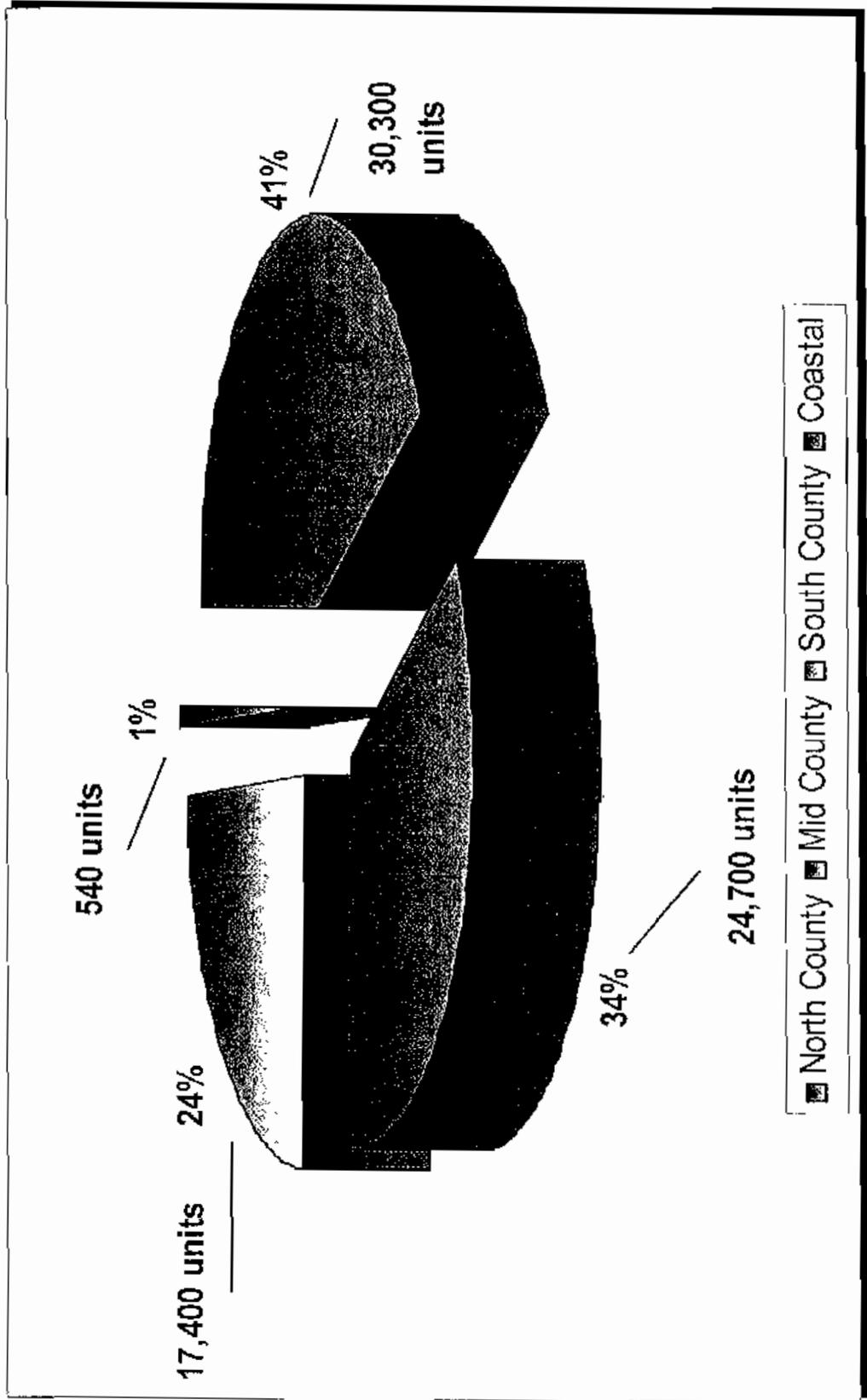
# Housing Need by Income Level







# Housing Need by Subregion





## **Current Housing Conditions**

- Currently 267,000 housing units in San Mateo County.
- Current median prices in County exceed \$750,000.
- Many people occupy homes not affordable with their existing incomes.
- Few housing opportunities for families with median (or below) incomes.



## **Housing Supply and Affordability**

- Few areas for new development exist; future development will be infill and redevelopment.
- New housing supply between 24,000 and 38,000 units to 2025.
- Market driven by higher income families due to cost and supply.
- 85% of new housing not affordable to families making median income or below.
- Significant housing shortages will exist in the lower income brackets.



# Net Housing Shortages

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Income Level	Supply (Units)	Need (Units)	Deficit (Units)
Extremely Low	200	11,700	(11,500)
Very Low	1,100	10,700	(9,600)
Low	4,400	15,700	(11,300)
Moderate	4,300	8,900	(4,600)
Above Moderate	<u>27,800</u>	<u>25,800</u>	<u>2,000</u>
San Mateo County Total	<b>37,800</b>	<b>72,800</b>	<b>(35,000)</b>

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## **Effects of Housing Shortages**

- Changing demographics and commuting patterns (impacts on traffic congestion).
- Impacts on social fabric – reduced benefits of workers living and working in same community.
- Difficulty with job retention and achieving economic development goals.
- Need for considerable public subsidies for affordable housing.



## **Response to Housing Shortages**

- Considerable infill and redevelopment opportunities exist.
- Active efforts to gain neighborhood support for new housing needed.
- Achieving “affordability by design” (higher density, smaller units, etc.) will be important.
- Range of public subsidy efforts including inclusionary policies and redevelopment funding will be needed.
- Increasing role for non-profit builders.
- Public/private cooperation essential.

## C/CAG AGENDA REPORT

Date: March 8, 2007  
TO: C/CAG Board of Directors  
From: Richard Napier, Executive Director - C/CAG  
Subject: Update on the Sub-regional Housing Needs Allocation Process (RHNA) within San Mateo County

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

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### **Update:**

All twenty cities plus the County in San Mateo County are the first group in the Bay Area to make use of State legislation allowing cities and counties to form a sub-region to plan how to accommodate State requirements to develop housing for population growth. These twenty-one jurisdictions represent one-fifth of the total jurisdictions in the Bay Area Region. The City/County Association of Governments (C/CAG) has been selected as the entity to manage the process for the San Mateo County Sub-region. The Association of Bay Area Governments (ABAG) at its 9/21/06 meeting acknowledged the formation of the San Mateo RHNA sub-region. See the attached ABAG staff report.

Over the next 18 months C/CAG, together with the cities and the County, will work to find the best way to ensure that each jurisdiction does the most it can to address the housing crisis facing the Bay Area.

C/CAG hosted an organizational workshop on September 18, 2006. The City Managers, Planning/Housing Directors, and Redevelopment Agency Directors participated to define the process the Sub-Region will follow to establish housing shares that are reasonable and reflect the unique characteristics of the cities and the County. All the members of the RHNA Technical Advisory Committee and the RHNA Policy Advisory Committee have been designated. Five RHNA Technical Advisory Committee Meetings and two RHNA Policy Advisory Committee meetings have been held including one formal public hearing on 2/22/06. The attendance of the RHNA TAC has been outstanding. However, the RHNA PAC has had marginal attendance. A greater commitment needs to be made to get more significant participation by the elected officials. The initial draft methodology was submitted to Association of Bay Area Governments on 12/22/06. Attached is a copy of the revised San Mateo County Sub-Regional RHNA Process including the possible choices for the initial formula.

### **Attachments:**

San Mateo County Sub-Regional RHNA Process  
Comparison of Allocation Weightings

**ITEM 5.6**



**DRAFT METHODOLOGY FOR DETERMINING  
HOUSING NEED SHARES  
SAN MATEO COUNTY SUBREGION**

**State Law**

State law (Section 65584.03 of the California Government Code) allows the County and cities within the County to join together to form a "subregion," a consortium that would administer the State mandated Regional Housing Needs Allocation (RHNA) program at the local level. Each member jurisdiction of a "subregion" has submitted a resolution to the Association of Bay Area Governments (ABAG) and the City/County Association of Governments (C/CAG) requesting authority to locally administer the program by August 31, 2006. ABAG has adopted a resolution approving the formation of the "subregion."

The process will locally determine housing need shares through the year 2014 to all jurisdictions in the County. These housing need shares would be included in the Housing Element update process in 2009.

**San Mateo County Subregion**

The County of San Mateo, in partnership with all twenty cities in the county, has formed a subregion, as allowed by state statute. The subregion has designated the City/County Association of Governments (C/CAG) as the entity responsible for coordinating and implementing the subregional RHNA process.

As required by statute, ABAG will assign a share of the regional need to the San Mateo subregion “in a proportion consistent with the distribution of households” in *Projections 2007*. The subregion is responsible for completing its own RHNA process that is parallel to, but separate from, the regional RHNA process. The subregion will create its own methodology, issue draft housing need shares, handle the revision and appeal processes, and then issue final housing need shares to members of the subregion.

### **Organization**

A RHNA Policy Advisory Committee has been formed. It is comprised of 21 members, one from each City Council and the Board of Supervisors. The Policy Advisory Committee is the governing board of the Subregion. The committee’s primary role is to review and approve the work of the Technical Advisory Committee and to provide policy direction and take all actions required to fulfill the statutory obligations of the Subregion.

A RHNA Technical Advisory Committee has been formed. It is comprised of 21 members, one from each city and the County. These members are senior staff experts in the fields of housing and land use. The committee’s primary role is the technical development of recommendations for consideration by the Policy Advisory Committee.

The City Manager’s Association will be provided monthly reports. The Association will review the work of the Technical Advisory Committee and provide input. The final methodology will be presented to the City Managers for review and comment.

City Councils and the Board of Supervisors will review and approve the housing need shares prior to submitting them to the Association of Bay Area Governments.

The Association of Bay Area Governments will approve the final housing shares.

### **RHNA Schedule (2006-2008) and Process for Determining Housing Need Shares for Subregion**

#### December 31, 2006

- Subregion develops draft methodology and submits to ABAG for comment.

#### December 31, 2006 - March 1, 2007

- Sixty (60) day review period of draft methodology.
- Subregion conducts one public hearing.

#### March 1 - April 1, 2007

- Subregion adopts final methodology.
- Subregion sends final methodology to ABAG and State HCD for review and comment.

#### May 1, 2007

- ABAG assigns housing total share of housing need to subregion.
- Subregion conducts one public hearing.

May 1 – June 30, 2007

- Subregion assigns draft shares to cities and County. Unless an alternate method or formula for allocation is agreed to unanimously by the 21 jurisdictions comprising the Subregion by May 31, 2007, the Subregion shall assign each jurisdiction a share of the Subregion's total allocation pro-rated on the basis of the increase (from 2007 through 2014) in the number of households forecast for the jurisdiction in ABAG Projection 2007.

July 1 – August 31, 2007

- Through facilitated dialogue among member jurisdictions, and with their unanimous consent, the Subregion may make adjustments to the draft assignment of shares to effect a distribution that is more equitable and/or more likely to result in actual housing production.
- Cities and County may request revisions to draft shares.

September 1 – October 31, 2007

- Subregion responds to revision requests.

December 1, 2007 – February 28, 2008

- Cities and County may appeal draft shares to subregion.

January 1 – April 30, 2008

- Subregion holds public hearing on appeals.

#### February - April 30, 2008

- Subregion issues final shares to cities and County.

#### February - March 30, 2008

- Subregion holds public hearing to adopt final shares.
- Subregion submits final shares to City Councils and Board of Supervisors for approval.
- Subregion submits final shares to ABAG.

#### **Adjustment of Housing Need Shares**

After the final housing need shares are determined by the Subregion, each local jurisdiction may petition ABAG to be allowed to transfer units with willing partner(s), in a way that maintains total housing need amongst all transfer parties, maintains income distribution of both retained and transferred units, and includes a package of incentives to facilitate production of housing units. This transfer rule allows the transfer of housing need shares between willing jurisdictions in conjunction with financial and non-financial resources, while maintaining the integrity of the state's RHNA objectives by preventing any jurisdiction from abdicating its responsibility to plan for housing across all income categories. Transfers done in this manner may facilitate increased housing production in the region.

ABAG has adopted the following criteria, which would be applied when adjudicating petitions for transferring units among local jurisdictions:

1. Transfer requests must have at least two willing partners and the total number of units within the group requesting the transfer cannot be reduced.
2. Transfers must include units at all income levels in the same proportion as initially allocated.
3. All members of the transfer group must retain some allocation of very low and low income units.
4. The proposed transfer must include a specifically defined package of incentives and/or resources that will enable the jurisdiction(s) receiving an increased allocation to provide more housing choices than would otherwise occur absent the transfer and the accompanying incentives or resources.
5. If the transfer results in a greater concentration of very low or low income units in the receiving jurisdiction, the effect must be offset by findings by the members of the transfer group that address the RHNA objectives. For example, the findings might include (a) there is such an urgent need for more housing choices in those income categories that the opportunity to effect more housing choices in these categories offsets the impacts of over-concentration, or (b) the package of incentives and/or resources are for mixed income projects, or (c) the package of

incentives and/or resources are for “transitional” housing -for very low or low income households being relocated for rehabilitation of existing very low or low income units, or (d) the package of incentives and/or resources are for additional units that avoid displacement or “gentrification” of existing communities.

6. For the transfer of very low and low income units, there are restrictions that ensure the long-term affordability of the transferred units.
7. Transfers must comply with all other statutory constraints and be consistent with the RHNA objectives.

In addition to guaranteeing that transfers meet the RHNA statutory objectives, these criteria promote regional policies to increase housing supply and provide more housing choices. The criteria state that the transfer must include the resources necessary to improve housing choices and, specifically, in a way that would not otherwise be possible without the transfer. The long-term affordability restrictions on very low and low income transferred units ensure that these units will contribute to a fundamental increase in affordable housing choices.

The criteria also emphasize development of affordable units and are therefore consistent with the state RHNA objective that every jurisdiction does its “fair share” to provide affordable housing. The requirement that jurisdictions must retain some very low and low income units and the stipulation that transfers must maintain the same income distribution as is initially allocated ensure that a jurisdiction cannot abdicate its

responsibility to provide affordable units. The criteria also ensure that the benefits created by the transfer outweigh any possible negative effects of an over-concentration of lower income households.

### **Procedures**

“Subregions” must follow the same substantive and procedural rules and guidelines that ABAG follows when distributing housing allocations. By March of 2007, the “subregion” must also enter into an agreement with ABAG, known as “the allocation methodology,” that specifies the process, timing, and other terms and conditions for administering the local housing needs determination process.

### **Spheres of Influence**

Each local jurisdiction with the land-use permitting authority in a “Sphere of Influence” should plan for the housing needed to accommodate housing growth, existing employment and employment growth in such “ Sphere of Influence” areas. A 100 percent share of the housing need to the jurisdiction that has land use control over the area would ensure that the jurisdiction that plans for accommodating the housing units also receives credit for any built units during the RHNA period.

## **Regional Determination of Housing Units based on Affordability**

There are two primary goals of the RHNA process: 1) increase the supply of housing and 2) ensure that local governments consider the housing needs of persons at all income levels.

Each local jurisdiction should plan for income-based housing in the same ratio as the regional average income distribution (as described by the 2000 Census). A methodology that allocates each jurisdiction's regional housing need based on the regional average income distribution would be an "equal share" approach, because it applies the same income distribution to each jurisdiction. Although considered an equitable approach, it does not consider existing concentrations of poverty.

The following distribution of regional housing needs to jurisdictions by income categories, based on the income distribution of San Mateo County, is:

- **Very Low, 23 Percent**

Households with income up to 50 percent of the County's area median income (AMI)

- **Low, 16 Percent**

Households with income between 50 and 80 percent of the County's AMI

- **Moderate, 19 Percent**

Households with income between 80 and 120 percent of the County's AMI

- **Above-Moderate, 42 Percent**

Households with income above 120 percent of the County's AMI

The need for affordable housing is a problem shared by the region as a whole, and is not localized to specific jurisdictions. By assigning every community an equal share of the County's need for affordable units, the methodology promotes the idea that every jurisdiction should do its "fair share" to provide housing.

MLD:kcd - MLDQ1420\_WKT.DOC  
(12-22-06; 5th draft)

## COMPARISON OF ALLOCATION WEIGHTINGS

JURISDICTION	Draft SubRHNA Methodology		ABAG Scenario 3 (San Bruno)		ABAG Methodology		RHNA-3 (1999 - 2006)	
							RHNA-3 Scaled Up	
Household Growth	100%		50%		45.0%			
Household Growth Near Transit					5.0%			
Existing Jobs			25%		22.5%			
Job Growth			25%		22.5%			
Job Growth Near Transit					5.0%			
<b>ATHERTON</b>	<b>72</b>	<b>0.39%</b>	<b>90</b>	<b>0.49%</b>	<b>123</b>	<b>0.67%</b>	<b>187</b>	<b>166</b>
<b>BELMONT</b>	<b>571</b>	<b>3.10%</b>	<b>520</b>	<b>2.83%</b>	<b>538</b>	<b>2.92%</b>	<b>358</b>	<b>317</b>
<b>BRISBANE</b>	<b>257</b>	<b>1.40%</b>	<b>521</b>	<b>2.83%</b>	<b>469</b>	<b>2.55%</b>	<b>481</b>	<b>426</b>
<b>BURLINGAME</b>	<b>498</b>	<b>2.71%</b>	<b>779</b>	<b>4.23%</b>	<b>834</b>	<b>4.53%</b>	<b>638</b>	<b>565</b>
<b>COLMA</b>	<b>48</b>	<b>0.26%</b>	<b>119</b>	<b>0.65%</b>	<b>133</b>	<b>0.72%</b>	<b>84</b>	<b>74</b>
<b>DALY CITY</b>	<b>1764</b>	<b>9.59%</b>	<b>1478</b>	<b>8.03%</b>	<b>1396</b>	<b>7.59%</b>	<b>1570</b>	<b>1,391</b>
<b>EAST PALO ALTO</b>	<b>1362</b>	<b>7.40%</b>	<b>818</b>	<b>4.45%</b>	<b>736</b>	<b>4.00%</b>	<b>1447</b>	<b>1,282</b>
<b>FOSTER CITY</b>	<b>465</b>	<b>2.53%</b>	<b>631</b>	<b>3.43%</b>	<b>568</b>	<b>3.09%</b>	<b>779</b>	<b>690</b>
<b>HALF MOON BAY</b>	<b>523</b>	<b>2.84%</b>	<b>359</b>	<b>1.95%</b>	<b>323</b>	<b>1.76%</b>	<b>517</b>	<b>458</b>
<b>HILLSBOROUGH</b>	<b>157</b>	<b>0.85%</b>	<b>112</b>	<b>0.61%</b>	<b>101</b>	<b>0.55%</b>	<b>95</b>	<b>84</b>
<b>MENLO PARK</b>	<b>912</b>	<b>4.96%</b>	<b>1182</b>	<b>6.43%</b>	<b>1137</b>	<b>6.18%</b>	<b>1108</b>	<b>982</b>
<b>MILLBRAE</b>	<b>610</b>	<b>3.32%</b>	<b>505</b>	<b>2.74%</b>	<b>609</b>	<b>3.31%</b>	<b>387</b>	<b>343</b>
<b>PACIFICA</b>	<b>423</b>	<b>2.30%</b>	<b>358</b>	<b>1.94%</b>	<b>322</b>	<b>1.75%</b>	<b>752</b>	<b>666</b>
<b>PORTOLA VALLEY</b>	<b>130</b>	<b>0.71%</b>	<b>96</b>	<b>0.52%</b>	<b>86</b>	<b>0.47%</b>	<b>93</b>	<b>82</b>
<b>REDWOOD CITY</b>	<b>1513</b>	<b>8.22%</b>	<b>2016</b>	<b>10.96%</b>	<b>1981</b>	<b>10.76%</b>	<b>2871</b>	<b>2,544</b>
<b>SAN BRUNO</b>	<b>1444</b>	<b>7.85%</b>	<b>1155</b>	<b>6.27%</b>	<b>1301</b>	<b>7.07%</b>	<b>427</b>	<b>378</b>
<b>SAN CARLOS</b>	<b>825</b>	<b>4.48%</b>	<b>853</b>	<b>4.64%</b>	<b>834</b>	<b>4.53%</b>	<b>415</b>	<b>368</b>
<b>SAN MATEO</b>	<b>3800</b>	<b>20.65%</b>	<b>3137</b>	<b>17.05%</b>	<b>3301</b>	<b>17.94%</b>	<b>2750</b>	<b>2,437</b>
<b>SOUTH SAN FRANCISCO</b>	<b>1670</b>	<b>9.08%</b>	<b>1755</b>	<b>9.54%</b>	<b>1863</b>	<b>10.13%</b>	<b>1502</b>	<b>1,331</b>
<b>WOODSIDE</b>	<b>76</b>	<b>0.41%</b>	<b>85</b>	<b>0.46%</b>	<b>76</b>	<b>0.41%</b>	<b>46</b>	<b>41</b>
<b>UNINCORPORATED</b>	<b>1281</b>	<b>6.96%</b>	<b>1830</b>	<b>9.95%</b>	<b>1667</b>	<b>9.06%</b>	<b>1896</b>	<b>1,680</b>
<b>SAN MATEO COUNTY</b>	<b>18,400</b>	<b>100%</b>	<b>18,400</b>	<b>100%</b>	<b>18,400</b>	<b>100%</b>	<b>18,400</b>	<b>16,305</b>



Placeholder sub-regional target, until ABAG finalizes in March.



# C/CAG AGENDA REPORT

**DATE:** March 8, 2007  
**TO:** C/CAG Board of Directors  
**FROM:** Richard Napier, Executive Director  
**SUBJECT:** Election of a Chairperson and Two C/CAG Vice Chairpersons

(For further information please contact Richard Napier at (650) 599-1420)

## **RECOMMENDATION:**

That the Board elect a Chairperson and two Vice Chairpersons. The vote can be by acclamation or a written ballot depending on the preference of the Board.

## **FISCAL IMPACT:**

None.

## **BACKGROUND/DISCUSSION:**

The C/CAG By-Laws, as amended on June 10, 2004, provides for the nomination of officers at the regular February Board meeting and the election of officers shall occur at the regular March Board meeting. This change was to allow time for the candidates to provide the Board Members with background information to assist them in casting their votes.

At the February 8, 2007 Board meeting, Deborah Gordon was nominated for Chair; and Thomas Kasten, and Irene O'Connell were nominated for the two Vice Chairs. No additional nominations may be submitted at the March 8<sup>th</sup> meeting. The Board can only accept additional nominees from the floor in the event that there are not enough candidates for the available offices.

The voting shall be public. According to legal counsel, this can be done by hand or in writing as long as the Board member's name appears on the ballot and it becomes part of the official record. Written ballots will be available if the Board wants to use them.

## **ATTACHMENTS:**

- Background information for Deborah Gordon, Thomas Kasten, and Irene O'Connell

**ITEM 5.7**



**Deborah C. Gordon**  
Nominated for Chair

Deborah C. Gordon is the Associate Director for the Preventive Defense Project at Stanford University, co-directed by former Secretary of Defense, William J. Perry, Stanford University and Dr. Ashton B. Carter, Harvard University.

She is currently a council member on the Woodside Town Council; Chair and Director, City/County Association of Governments of San Mateo County; Vice-Chair, Council of Cities; Chair, City Selection Committee; Chair, Legislative Committee; Member, San Mateo County Housing and Community Development Committee; member RHNA Policy Advisory Committee; and Member, League of California Cities. She has additionally served as mayor of Woodside, CA; Vice-Chair, Council of Cities; Vice Chair, City Selection Committee; and member of the San Francisco International Airport Community Roundtable.

Mrs. Gordon has over 30 years of experience in algorithm design, signal processing, network design, and network security and holds several U.S. and Canadian patents for her work in medical instrumentation. She has developed systems for telecommunications, banking, and medical applications for private industry and government agencies. Her business experience includes corporate division management and she was founder and president of InforMD, Inc. Mrs. Gordon holds a B.S. Computer Science from the University of Southern California.



THOMAS KASTEN  
Nominated for Vice- Chair

Tom received his BS and MBA degrees from the University of California at Berkeley, majoring in Marketing.

Tom held a variety of executive positions during his 34-year career at Levi Strauss & Co. Tom served as President of the Youthwear Division, President of the Men's Jeans Division and President of Womenswear. He also was Executive Vice President of New Business Development responsible for new businesses, mergers, acquisitions and licensing and led the LBO of the company (the largest at that time), taking Levi Strauss & Co. private after 14 years as a public company. Tom also led the \$800 million reengineering of the company in the mid-90s and for the next 3 years, he was responsible for all Information Technology for Levi Strauss United States.

Tom has lectured at Stanford, U.C. Berkeley, UCLA and San Francisco State University and been the keynote speaker at many industry and business conferences, both domestically and internationally. Tom has lectured at the Management Centre Europe, the Singapore National Employers Federation, the International Quality and Productivity Center and the Japan Management Association. He has advised multi-national companies such as Hewlett Packard, Frito Lay, Corning, France Telecom, Silicon Graphics, GTE, and Guardent Security on strategy formulation, leadership, organization change, technology/business integration and attracting and retaining talent.

Tom has appeared on FNN and National Public Radio and has been extensively quoted in various business magazines, including *Fortune* and *Fast Company*. He has also been featured in several business books. In 2000, *Computerworld* Magazine named Tom as one of the Premier 100 Information Technology leaders in the U.S.

In 2000, Tom was elected to the City Council of Hillsborough and serves on a variety of city and county taskforces. Tom served as Mayor of the Town of Hillsborough from 2004-2006 and continues to serve on the City Council and as the town's Police Commissioner. He serves on the Board of Directors of the City/County Association of Governments (C/CAG) and is vice chair of its Legislative Committee. He is also on the Board of Directors of the Housing Endowment and Regional Trust of San Mateo County (HEART) and serves as Vice Chair of its Legislative Committee. Tom is a member of the Board of the Peninsula Traffic Congestion Relief Alliance, the RHNA Policy Advisory Committee, and serves as the Vice Chair of the Council of Cities.

In addition, Tom currently serves as Vice President of the Jewish Community Federation of the San Francisco Bay Area and is a member of both the Executive Committee and the Board of Directors of the Federation. He also serves on the Capital Planning, Leadership Development and Strategic Funding Committees, and chaired the Committee on Community Priorities. Tom also is a member of the Board of the Jewish Community Relations Council and serves on the Strategic Planning Steering Committee.

He is a past member of the Board of Advisors of the Snowmass Forum and of Leadership 2000 – two organizations dedicated to new business models, leadership and human capital issues.



**Irene O'Connell**  
**Nominated for Vice- Chair**

This year will mark my 12<sup>th</sup> serving on the San Bruno City Council. I have been on C/CAG 11 of those years. I have grown in knowledge and understanding as we have expanded our role in the county and the state. I have also served on the Legislative committee since the days when we met on Saturday mornings – which should prove my dedication! More recently I have been a member of CMEQ and now serve as that committee's chair. I have rarely missed any meetings for any of the groups. As vice-chair, I will make every effort to keep CCAG a vital organization with a regional outlook that continues to demonstrate leadership and vision.



**C/CAG Board**  
Meeting March 8, 2007  
ELECTIONS  
For Chairperson

**OFFICIAL BALLOT**

**Chairperson:**

Deborah Gordon, Town of Woodside

Print Name

**Voter:**

---

Print Name

Signature

Note:

- 1- The ballots must be signed by the voting Board Member in order to be valid.
- 2- Only voting members of the C/CAG Board are eligible to vote.
- 3- The ballots are available to the public upon request.



**C/CAG Board**  
Meeting March 8, 2007  
ELECTIONS  
For 2-Vice-Chairpersons

**OFFICIAL BALLOT**

**Vice-Chairperson:**

Tom Kasten, Town of Hillsborough \_\_\_\_\_  
Print Name

**Vice-Chairperson:**

Irene O'Connell, City of San Bruno \_\_\_\_\_  
Print Name

**Voter:**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Note:

- 1- The ballots must be signed by the voting Board Member in order to be valid.
- 2- Only voting members of the C/CAG Board are eligible to vote.
- 3- The ballots are available to the public upon request.

