

# 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. 207

- DATE:** Thursday, November 13, 2008
- TIME:** 7:00 P.M. Board Meeting
- PLACE:** San Mateo County Transit District Office  
1250 San Carlos Avenue, Second Floor Auditorium  
San Carlos, CA
- PARKING:** Available adjacent to and behind building.  
Please note the underground parking garage is no longer open.
- PUBLIC TRANSIT:** SamTrans Bus: Lines 261, 295, 297, 390, 391, 397, PX, KX.  
CalTrain: San Carlos Station.  
Trip Planner: <http://transit.511.org>

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- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA  
*Note: Public comment is limited to two minutes per speaker.*
- 3.0 RESOLUTIONS OF APPRECIATION / PRESENTATIONS/ ANNOUNCEMENTS
  - 3.1 Review and approval of Resolutions of appreciation.
    - 3.1.1 Review and approval of Resolution 08-54 expressing appreciation to David Alfano for his dedicated service to the C/CAG Bicycle and Pedestrian Advisory Committee. ACTION p. 1
    - 3.1.2 Review and approval of Resolution 08-58 expressing appreciation to Ralph Jack, City Manager of the City of Millbrae, for his years of dedicated services. ACTION p. 5
  - 3.2 Presentations.
    - 3.2.1 Update on activities/operations at San Francisco International Airport - presentation by Michael McCarron, Director, Bureau of Community Affairs, San Francisco International Airport. INFORMATION
    - 3.2.2 Presentation on the Strategic Plan for the San Mateo County Transit District (SamTrans).

(Materials will be provided under a separate cover for Board Members and Alternates only.)

INFORMATION

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. 206 dated October 9, 2008. ACTION p. 9
- 4.2 Review and approval of Resolution 08-53 authorizing the C/CAG Chair to execute Amendment No. 1 to Agreement between Metropolitan Transportation Commission (MTC) and the City/County Association of Governments of San Mateo County for planning assistance for the Daly City Community-Based Transportation Plan. ACTION p. 15
- 4.3 Review and approval of the program policy and issue of a call for projects for the Transportation Development Act (TDA) Article 3 Bicycle and Pedestrian FY 2009/10 Program. ACTION p. 21
- 4.4 Review and appointment of four members to the Congestion Management Program (CMP) Technical Advisory Committee (TAC). ACTION p. 33
- 4.5 Review and accept the Quarterly Investment Report as of March 31, 2008, the Quarterly Investment Report as of June 30, 2008, and the Quarterly Investment Report as of September 30, 2008. ACTION p. 45
- 4.6 Review and approval of Resolution 08-57 authorizing the C/CAG Chair to execute a funding agreement between the City/County Association of Governments and the Town of Colma regarding the payment of \$135,000 in local funds from the "D" Street pedestrian enhancement project, and further authorizing the Executive Director to make minor changes to the agreement. ACTION p. 61
- 4.7 Review and approval of Resolution 08-60 approving the list projects to be funded by the Metropolitan Transportation Commission (MTC) under the Lifeline Transportation Program for a total amount of \$1,925,121. ACTION p. 67
- 4.8 Review and approval of 2009 C/CAG Board Calendar. ACTION p. 73

*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 Status Report on the State Legislative Session.  
(A position may be taken on any legislation, including legislation not previously identified.) ACTION p. 75
- 5.2 Status update on the implementation of the San Mateo County Smart Corridors Project. INFORMATION p. 77

- 5.3 Public Hearing to consider the approval of Resolution 08-55 adopting a program, budget, performance measures, and a \$4 (four dollars) fee on motor vehicle registered in San Mateo County as authorized by the amended California Government Code Section 65089.11 et. seq. (Special voting procedures apply.) ACTION p. 79

6.0 COMMITTEE REPORTS

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

7.0 EXECUTIVE DIRECTOR'S REPORT

8.0 COMMUNICATIONS - Information Only

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

- 8.1 Letter from Richard Napier, C/CAG Executive Director, to Honorable Joseph C. Scott, Judge of the Superior Court, dated 10/16/08. Re: Response to Grand Jury Report on the Future of Trash Management in San Mateo County. p. 99  
8.2 Letter from Richard Napier, C/CAG Executive Director, to Honorable Joseph C. Scott, Judge of the Superior Court, dated 10/16/08. Re: Response to Grand Jury Report on Energy Conservation Activities in San Mateo County. p. 101

9.0 MEMBER COMMUNICATIONS

10.0 ADJOURN TO CLOSED SESSION

- 10.1 Public Employee Performance Evaluation (Pursuant to Government Code Sec. 54957)

Title: Executive Director

11.0 RECONVENE OPEN SESSION

12.0 ADJOURN

Next scheduled meeting: December 11, 2008 Regular Board Meeting.

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

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

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

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

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

## FUTURE MEETINGS

November 5, 2008	2020 Peninsula Gateway Corridor Study TAC - Menlo Park City Hall - Cancelled
November 12, 2008	2020 Peninsula Gateway Corridor Study PAC - Menlo Park City Hall - Cancelled
November 13, 2008	Legislative Committee - SamTrans 2 <sup>nd</sup> Floor Auditorium - 6:00 p.m.
November 13, 2008	C/CAG Board - SamTrans 2 <sup>nd</sup> Floor Auditorium - 7:00 p.m.
November 20, 2008	CMP Technical Advisory Committee - SamTrans 2 <sup>nd</sup> Floor Auditorium - 1:15 p.m.
November 18, 2008	NPDES Technical Advisory Committee - to be determined - 10:00 a.m.
November 17, 2008	CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 p.m. (moved up one week due to the holiday)
December 1, 2008	Administrators' Advisory Committee - 555 County Center, 5 <sup>th</sup> Fl, Redwood City - Noon

# C/CAG AGENDA REPORT

**Date:** November 13, 2008  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Review and approval of Resolution 08-54 expressing appreciation to David Alfano for his dedicated service to C/CAG on the Bicycle and Pedestrian Advisory Committee.

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

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## **RECOMMENDATION**

That the C/CAG Board review and adopt Resolution 08-54 expressing appreciation to David Alfano for his dedicated service to C/CAG on the Bicycle and Pedestrian Advisory Committee.

## **FISCAL IMPACT**

Not applicable.

## **SOURCE OF FUNDS**

Not applicable.

## **BACKGROUND/DISCUSSION**

David Alfano has served as Vice-Chair and Chair of the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) since 2000. David's commitment to the BPAC has been highly appreciated by staff and his technical knowledge and candor will be missed.

## **ATTACHMENTS**

Resolution 08-54

**ITEM 3.1.1**



# C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

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## **RESOLUTION 08-54**

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

**FOR HIS DEDICATED SERVICE TO C/CAG**

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

**Whereas**, David Alfano has dedicated his time and provided advice and recommendations to C/CAG on bicycle and pedestrian matters in San Mateo County for over 12 years; and,

**Whereas**, David Alfano has served on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) as the Vice-Chair from 2000-2002 and as the Chair from 2002-2008; and,

**Whereas**, during that time, David Alfano, dedicated his services to the people of San Mateo County through his active participation on the C/CAG BPAC; and,

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

**PASSED, APPROVED, AND ADOPTED THIS 13<sup>TH</sup> DAY OF NOVEMBER, 2008.**

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*Deborah C. Gordon, Chair*





# C/CAG AGENDA REPORT

**Date:** November 13, 2008  
**To:** C/CAG Board of Directors  
**From:** Richard Napier - C/CAG  
**Subject:** Review and approval of Resolution 08-58 expressing appreciation to Ralph Jaeck, City Manager of the City of Millbrae, for his years of dedicated services.

(For further information contact Richard Napier at 599-1420)

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## **RECOMMENDATION**

That the C/CAG Board adopt Resolution 08-58 honoring Ralph Jaeck upon his retirement as the City Manager of the City of Millbrae.

## **FISCAL IMPACT**

Not applicable.

## **SOURCE OF FUNDS**

Not applicable.

## **BACKGROUND/DISCUSSION**

Ralph Jaeck has served as the City Manager of the City of Millbrae since October 1, 2004, and is retiring on December 31, 2008. Ralph Jaeck has made numerous contributions to the City of Millbrae, and to the County of San Mateo. Given this significant contribution, it is suggested that the C/CAG Board adopt a resolution honoring Ralph Jaeck.

## **ATTACHMENTS**

Resolution 08-58.

**ITEM 3.1.2**



# C/CAG

*City/County Association of Governments*  
OF SAN MATEO COUNTY

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## RESOLUTION 08-58

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**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG)  
HONORING RALPH JAECK**

**UPON HIS RETIREMENT AS THE CITY MANAGER FOR THE CITY OF MILLBRAE**

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

**Whereas**, Ralph Jaeck has served with distinction as the City Manager of the City of Millbrae for four years; and

**Whereas**, Ralph Jaeck has made numerous contributions to the City of Millbrae, and San Mateo County.

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Ralph Jaeck for his years of dedicated public service, and wishes him happiness and success in his retirement.

Passed, approved, and adopted this 13th day of November 2008.

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Deborah C. Gordon, Chair



# C/CAG

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

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Meeting No. 206  
October 9, 2008

### 1.0 CALL TO ORDER/ROLL CALL

Chair Gordon called the meeting to order at 7:01 p.m. Roll Call was taken.

James Janz - Atherton (7:15)  
Sepi Richardson - Brisbane  
Rosalie O'Mahony - Burlingame, San Mateo County Transportation Authority  
Linda Koelling - Foster City  
Bonnie McClung - Half Moon Bay  
Tom Kasten - Hillsborough  
Gina Papan - Millbrae  
Julie Lancelle - Pacifica  
Barbara Pierce - Redwood City  
Irene O'Connell - San Bruno  
Bob Grassilli - San Carlos  
Carole Groom - San Mateo  
Karyl Matsumoto - South San Francisco, San Mateo County Transit District  
Deborah Gordon - Woodside  
Rose Jacobs-Gibson - County of San Mateo

#### Absent:

Belmont  
Colma  
Daly City  
East Palo Alto  
Menlo Park  
Portola Valley

#### Others:

Richard Napier, Executive Director - C/CAG  
Nancy Blair, C/CAG Staff  
Sandy Wong, Deputy Director - C/CAG  
Lee Thompson, C/CAG - Legal Counsel  
Tom Madalena, C/CAG Staff  
John Hoang, C/CAG Staff  
Jean Higaki, C/CAG Staff  
Jim Bigelow, Redwood City/San Mateo County Chamber, CMEQ Member  
Onnalee Trapp, CMEQ Committee, League of Women Voters of San Mateo County  
Pat Dixon, SMCTA - CAC

**ITEM 4.1**

Kim Springer, County of San Mateo  
Marvin Nushwat, Senior Program Manager, PG& E  
Christine Maley-Grubl, Alliance

2.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Jim Bigelow, Redwood City/San Mateo County Chamber congratulated the C/CAG Board on the renewal of the vehicle fee for another four years.

3.0 RESOLUTIONS OF APPRECIATION / PRESENTATIONS/ ANNOUNCEMENTS

3.1 Presentation on the Peninsula Traffic Congestion Relief Alliance.

Christine Maley-Grubl, Executive Director, Peninsula Traffic Congestion Relief Alliance (Alliance) provided a presentation on the Alliance, highlighting their 2007-2008 accomplishments, and answered questions.

4.0 CONSENT AGENDA.

Board Member O'Mahony MOVED approval of Consent Items 4.1, 4.2, 4.4, and 4.7. Board Member O'Connell SECONDED. **MOTION CARRIED** 15-0.

- 4.1 Review and approval of the Minutes of Regular Business Meeting No. 205 dated September 11, 2008. APPROVED
- 4.2 Review and approval of Resolution 08-45 authorizing the C/CAG Chair to execute an agreement between the City/County Association of Governments (C/CAG) of San Mateo County and the Peninsula Traffic Congestion Relief Alliance in the amount of \$505,000 from the Congestion Relief Plan to provide the Countywide Voluntary Trip Reduction Program for FY 2008/2009. APPROVED
- 4.4 Review and approval of Resolution 08-51 authorizing the C/CAG Chair to execute Memorandum of Understanding (MOU) between San Mateo County Transit District (SAMTRANS) and C/CAG to document a commitment by SamTrans to operate expanded bus service in East Palo Alto (identified by MTC as a "Community of Concern") for three years, utilizing \$500,000 from the 2<sup>nd</sup> Cycle Lifeline Transportation Program, and further authorizing the C/CAG Executive Director to make minor changes to the MOU. APPROVED
- 4.7 Review and approval of Resolution 08-52 authorizing the Executive Director to execute an amendment to the agreement with Environmental Transportation Solutions (Clark Aganon) for services to support the C/CAG Hydrogen Demonstration Program for \$50,000. APPROVED

Items 4.3, 4.5, and 4.6 were removed from the Consent Calendar.

- 4.3 Review and approval of Resolution 08-49 authorizing the C/CAG Chair to execute amendment (No.2) to the funding agreement with the San Mateo County Transportation Authority (SMCTA) to receive maximum amount of \$500,000 for joint and/or co-sponsored programs for FY 2008/09. APPROVED

Board Member Matsumoto MOVED approval of Item 4.3. Board Member O'Connell SECONDED. **MOTION CARRIED** 15-0.

- 4.5 Review and authorize the C/CAG Executive Director to work with the Metropolitan Transportation Commission (MTC) to redistribute \$200,000 in excess Congestion Mitigation and Air Quality (CMAQ) funds from the City of Pacifica. APPROVED

A significant change was made to the report. The original report showed a redistribution fund of \$200,000. Due to a portion of the trail having significant environmental issues, Pacifica will not be constructing a pedestrian stream crossing structure on the project, thereby, adding an additional \$150,00 to be redistributed. This totals the amount to be redistributed to \$350,000. Staff is asking to distribute the funds to low-level risk projects that are sure to be delivered before the deadline of December 2008.

Board Member Lancelle MOVED approval of Item 4.5. Board Member O'Mahony SECONDED. **MOTION CARRIED** 15-0.

- 4.6 Receive an announcement regarding Ramp Metering Turn-On along northbound I-280 (during afternoon commute hours) for the Serramonte, Hickey, Westborough, and Sneath on-ramps beginning October 21, 2008. INFORMATION

The second phase of the Ramp Metering will be turned on 10/21/09 on Highway 280 northbound in the afternoon between Sneath Lane and Serramonte Boulevard. This will include a total of five ramps. This will be northbound only, as the equipment has not been installed for the southbound ramps. C/CAG sent out a press release to the cities, and the media to notify the public.

## 5.0 REGULAR AGENDA

- 5.1 Status Report on the State Legislative Session.  
(A position may be taken on any legislation, including legislation not previously identified.) INFORMATION

There was no Legislative Committee for November.

The Governor signed SB 348. This is the C/CAG Motor Vehicle Fee, which will raise approximately \$11.5M dollars for San Mateo County. Approximately half of these funds will go directly to the cities and the County.

Chair Gordon thanked Senator Simitian, Advocation, Board Members, and staff for their dedication and hard work.

- 5.2 Review and Implementation of the San Mateo Energy Watch.
- 5.2.1 Review and approval of Resolution 08-46 authorizing the C/CAG Chair to execute an Agreement between C/CAG and Pacific Gas & Electric (PG&E) for a Local Government Partnership for a San Mateo Energy Watch for up to \$5M over three years. APPROVED

Kim Springer, Resource Conservation Program Manager for the County of San Mateo and PG&E staff provided an overview and answered questions.

Board Member Richardson MOVED approval of Item 5.2.1. Board Member O'Mahony SECONDED. **MOTION CARRIED** 15-0.

- 5.2.2 Review and approval of Resolution 08-47 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo for up to \$750,000 for staff services as part of the Local Government Partnership (LGP) with Pacific Gas & Electric (PG&E) for a San Mateo Energy Watch. APPROVED

Board Member Richardson MOVED approval of Item 5.2.2. Board Member Pierce SECONDED. **MOTION CARRIED** 15-0.

- 5.3 Update and implementation of the Smart Corridors Project.

- 5.3.1 Status reports on the Smart Corridors Project. INFORMATION

Staff provided an update on the project status:

- Continued work on development of the Project Report and Environmental Documentation.
  - Circulated the Project Report to Caltrans for second round of review.
  - Performing additional field surveys and document research to analyze cultural resources information
- Perform traffic analysis to determine capacity of Smart Corridors/Alternate Routes
- Continued work on updating Concept of Operations
  - Circulated 2<sup>nd</sup> draft for comments
- Finalized and circulated Memorandum of Understanding between C/CAG and jurisdictions/agencies for approval and signatures
- Developing Cooperative Agreement with Caltrans for design phase (Plans, Specifications, and Estimates)
- Finalizing Funding Agreement between C/CAG and City of San Mateo for the San Mateo Demonstration Project (Initial project for the Smart Corridors)
- Working with the Transportation Authority to develop a scope of work for Systems Engineering Technical Assistance
- Developing scope of work for design services

- 5.3.2 Review and approval of Resolution 08-48 authorizing the C/CAG Chair to execute an amendment to the agreement between the City/County Association of Governments (C/CAG) and Kimley-Horn for \$195,000 for the San Mateo County Smart Corridors Project. APPROVED

Board Member O'Mahony MOVED approval of Item 5.3.2. Board Member Groom SECONDED. **MOTION CARRIED** 15-0.

- 5.3.3 Review and authorize the C/CAG Executive Director to develop and implement Request for Proposal (RFP) or Request for Qualification (RFQ) processes necessary to expedite the design of Smart Corridor project and to make recommendations to the C/CAG Board on final approval of contracts and/or funding agreements as they become available. APPROVED

Board Member Jacobs-Gibson MOVED approval of Item 5.3.3. Board Member O'Connell SECONDED. **MOTION CARRIED** 15-0.



- 5.3.4 Review and approval of Resolution 08-50 authorizing the C/CAG Chair to execute a Cooperative Agreement with Caltrans for the Design (Plans, Specifications & Estimates) phase of the San Mateo County Smart Corridors project. APPROVED

Resolution 08-50 is to be modified by changing the language to read “Cooperative Agreement with Caltrans for the Design (Plans, Specifications & Estimates) and right of way phases of the San Mateo County Smart Corridors project.”

Board Member O’Mahony MOVED to approve Item 5.3.4 as amended. Board Member O’Connell SECONDED. **MOTION CARRIED** 15-0.

## 6.0 COMMITTEE REPORTS

### 6.1 Committee Reports (oral reports).

None.

### 6.2 Chairperson’s Report.

None.

## 7.0 EXECUTIVE DIRECTOR’S REPORT

C/CAG personnel recruitment: One offer has been made to fill the position for a Transportation Systems Coordinator. C/CAG is in the process of making an offer for a second position within C/CAG.

A handout, relating to the Lehman Brother’s bankruptcy, and how it may affect the County, was distributed to the Board.

## 8.0 COMMUNICATIONS

- 8.1 Letter from Deborah C. Gordon, C/CAG Board Chair, to Honorable Arnold Schwarzenegger, Governor of California, dated 9/22/08. Re: Request to Sign SB 348 - San Mateo County Environmental/ Transportation Pilot Program.

## 9.0 MEMBER COMMUNICATIONS

Board Member Koelling introduced Councilmember Art Kiesel, Foster City. Art may attend future Board meetings in the absence of Foster City’s Board Member and/ or Alternate.

Board Member Koelling was elected to serve as the President of the Peninsula Division of the League of California Cities.

Board Member Koelling read an article she found on the internet “The budget should be balanced, the Treasury should be refilled, public debt should be reduced, the arrogance of officialdom should be tempered and controlled, and the assistance to foreign lands should be curtailed lest we become bankrupt. People must again learn to work, instead of living on public assistance.” Written by Cicero - 55 BC.

Board Member Jacobs-Gibson encouraged members to attend ABAG’s 2008 Fall General Assembly on Friday, October 24, 8:30 a.m. to 2:30 p.m. at the Oakland Marriott City Center. This year’s topic is “Regional Water-land Use Planning: The Delta Connection.”

Boardmember Pierce announced the Peninsula Clergy Network is having their 20<sup>th</sup> Dialogue on December 23, 2008.

Boardmember Koelling announced Boardmember Pierce was elected Secretary Treasurer of the Peninsula Division of the League of California Cities.

Boardmember Richardson is on the Board of Directors of the Peninsula Division of the League of California Cities.

10.0 ADJOURN

# C/CAG AGENDA REPORT

**Date:** November 13, 2008

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

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

**Subject:** Review and approval of Resolution 08-53 authorizing the C/CAG Chair to execute an Amendment No. 1 to Agreement between Metropolitan Transportation Commission (MTC) and the City/County Association of Governments of San Mateo County for planning assistance for the Daly City Community-Based Transportation Plan

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

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## **RECOMMENDATION**

That the C/CAG Board of Directors review and approve Resolution 08-53 authorizing the C/CAG Chair to execute an Amendment No. 1 to Agreement between Metropolitan Transportation Commission (MTC) and the City/County Association of Governments of San Mateo County for planning assistance for the Daly City Community-Based Transportation Plan.

## **FISCAL IMPACT**

None.

## **SOURCE OF FUNDS**

Funds are being provided through the Metropolitan Transportation Commission (MTC) Community Based Transportation Plan (CBTP) Program.

## **BACKGROUND/DISCUSSION**

C/CAG entered into an agreement with the MTC on May 10, 2007 for planning assistance for the Daly City Community Based Transportation Plan. In order to receive reimbursement from MTC for the work performed on the plan, C/CAG must amend the agreement with MTC to identify the deliverables and the amount due per deliverable.

The attached Amendment No.1 identifies the deliverables and the amount due per deliverable as required by the agreement between MTC and C/CAG. The plan has been completed and was

**ITEM 4.2**

presented to the C/CAG Board of Directors on September 11, 2008 and to the Daly City City Council on October 6, 2008.

**ATTACHMENTS**

- Resolution 08-53
- Amendment No. 1 to Funding Agreement Between MTC and C/CAG for Planning Assistance for Community-Based Transportation Plan

AMENDMENT NO. 1 TO AGREEMENT BETWEEN  
 METROPOLITAN TRANSPORTATION COMMISSION  
 AND THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO  
 COUNTY FOR PLANNING ASSISTANCE FOR COMMUNITY-BASED  
 TRANSPORTATION PLAN

THIS AGREEMENT, effective as of August 1, 2008, is Amendment No. 1 to the Agreement by and between the Metropolitan Transportation Commission (hereinafter referred to as "MTC") and the City/County Association of Governments of San Mateo County (hereinafter referred to as "RECIPIENT"), dated May 10, 2007, which is herein incorporated as though set out in full.

NOW, THEREFORE, the parties agree to modify the subject agreement as follows:

1. Article 3, Funding and Method of Payment, Subarticle B, is revised as follows:  
 Payment to RECIPIENT shall be due in the amounts indicated below, upon acceptance by Project Manager of the following deliverables or milestones, described in detail in Attachment A:

<b>Task #</b>	<b>Deliverable/Milestone</b>	<b>Completion Date</b>	<b>Amount Due</b>
1	<b>Project Budget &amp; Schedule</b> Deliverable 1A: Draft Project Budget and Schedule 1B: Final Project Budget and Schedule	Aug. 13, 2007	\$5,000
2	<b>Initiate Collaborative Planning Process</b> Deliverable #2: Memorandum summarizing participants on the Stakeholder Committee, including identification of CBOs representing all relevant groups to be consulted during the outreach process, and the TAC.	Sept. 10, 2007	\$7,850
3	<b>Summarize transit gaps in Daly City</b> Deliverable#3: Memorandum describing 1) the project area (demographics, existing transportation network and approved, proposed or planned development), 2) transportation gaps from the Lifeline Report and other relevant plans covering the project area and 3) map of the project area.	Sept. 17, 2007	\$7,850
4	<b>Establish community outreach strategy</b> Deliverable #4: Memorandum detailing any additional CBOs to be consulted during the outreach process not previously identified in Task 2, outreach strategies and measures to determine participation (i.e. number of meetings held, number of attendees, number of returned surveys, etc.), and a timeline for outreach execution and completion.	Oct. 29, 2007	\$7,850

5	<p><b>Conduct community outreach to prioritize community-identified transportation gaps. Propose solutions to close gaps.</b></p> <p>Deliverable #5: Memorandum summarizing 1) outreach process (strategies, level of community participation); 2) list of community-prioritized gaps; 3) description of proposed solutions for filling the gaps, and 4) list containing names and mailing addresses of both CBOs and residents that participated in the outreach process for use in future transportation-related outreach efforts.</p>	March 3, 2008	\$7,850
6	<p><b>Evaluate feasibility of implementing proposed solutions and recommend implementation strategies</b></p> <p>Deliverable #6: Memorandum summarizing the feasibility of each proposed solution based on agreed-upon criteria and recommended implementation strategies based on these factors.</p>	April 28, 2008	\$7,850
7	<p><b>Prepare Final Community-based Transportation Plan</b></p> <p>Deliverable #7: Final Community-based Transportation Plan - one unbound original and electronic copy.</p>	June 16, 2008	\$7,850
8	<p><b>Present Final Community-based Transportation Plan Results</b></p> <p>Milestone #8: Maximum of seven presentations</p>	Oct. 31, 2008	\$7,900
<b>TOTAL</b>			<b>\$60,000</b>

2. Retention of Contract Provisions. Except as provided herein, all other terms and conditions of the agreement entered into as of May 10, 2007, remain unchanged and are herein incorporated by this reference as though set forth in full.

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

METROPOLITAN TRANSPORTATION  
COMMISSION

CITY/COUNTY ASSOCIATION OF  
GOVERNMENTS OF SAN MATEO  
COUNTY

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Steve Heminger, Executive Director

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Deborah C. Gordon, Chair C/CAG

**RESOLUTION 08-53**

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**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AMENDMENT NO. 1 TO AGREEMENT BETWEEN METROPOLITAN TRANSPORTATION COMMISSION (MTC) AND THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY FOR PLANNING ASSISTANCE FOR THE DALY CITY COMMUNITY-BASED TRANSPORTATION PLAN.**

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

**WHEREAS**, the Metropolitan Transportation Commission (MTC) has implemented the Community Based Transportation Planning Program to identify transportation needs in economically disadvantaged communities; and,

**WHEREAS**, C/CAG and MTC executed a funding agreement dated May 10, 2007 to develop a Community Based Transportation Plan (CBTP) for the City of Daly City; and,

**WHEREAS**, in order to be reimbursed from MTC for the Daly City CBTP C/CAG must execute Amendment No. 1 to the agreement with MTC to identify the deliverables and associated cost for each deliverable.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that on behalf of C/CAG the Chair is authorized to execute an Amendment No. 1 to the agreement with MTC for the Daly City Community-Based Transportation Plan.

**PASSED, APPROVED, AND ADOPTED THIS 13th DAY OF NOVEMBER 2008.**

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Deborah C. Gordon, C/CAG Chair





# C/CAG AGENDA REPORT

**Date:** November 13, 2008

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

**From:** Bicycle and Pedestrian Advisory Committee (BPAC)

**Subject:** Review and approval of the program policy and issue of a call for projects for the Transportation Development Act (TDA) Article 3 Bicycle and Pedestrian FY2009/10 Program

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

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## **RECOMMENDATION**

That the C/CAG Board review and approve the program policy and issue of a call for projects for the Transportation Development Act (TDA) Article 3 Bicycle and Pedestrian FY2009/10 Program in accordance with staff recommendation.

## **FISCAL IMPACT**

The Transportation Development Act (TDA) Article 3 Bicycle and Pedestrian project funding cycle for FY 2009/10 is estimated to be \$1,010,370.

## **SOURCE OF FUNDS**

TDA Article 3 funds are derived from the following sources:

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

## **BACKGROUND/DISCUSSION**

TDA Article 3 funds are allocated to San Mateo County each fiscal year for bicycle and pedestrian related projects. For each TDA Article 3 program funding cycle, C/CAG issues a “call for projects” requesting local San Mateo County jurisdictions to submit applications for pedestrian and bicycle related projects. As part of the project selection process, the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) perform a comprehensive process to review, evaluate and rate the projects.

The FY 2009/10 program policy includes the call for project letter, application, and scoring criteria. At the October 23, 2008 BPAC meeting, the committee recommended that this cycle focus on smaller sized projects with the intent to broadly distribute funds within the County. In addition, particular emphasize for this cycle will be placed on signage projects conforming to SG 45(CA) type signs as indicated in the C/CAG San Mateo County Comprehensive Bicycle Route Plan. Development of bicycle and pedestrian facilities plans projects will not be considered for this cycle. Up to \$200,000 will be set aside for SG(45) signage projects that will compete separately against each other.

Once the Board approves the TDA Article 3 FY009/10 cycle program policy, the project solicitation, evaluation, and selection process will take approximately six months (from November 2008 through April 2009). The proposed program schedule is as follows:

**ITEM 4.3**

November 14, 2008	Call for projects
Dec 2008	Workshop (date to be determine)
January 9, 2009	Application deadline
February 2009	Field trip (date to be determine)
March 26, 2009	BPAC evaluates and make final recommendation (Additional date, if necessary, to be determine)
April 9, 2009	C/CAG Board Approval
May 2009	Submittal to MTC
July 2009	MTC Approval

**ATTACHMENTS**

- TDA Article 3 FY2009/10 Call for Project Letter and attachments

# 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*

November 14, 2008

Subject: Call for Projects - TDA Article 3 Bicycle and Pedestrian Program for FY 2009/10

To: City or County Officials:

C/CAG is pleased to issue a “call for projects” for the FY 2009/10 Transportation Development Act (TDA) Article 3 Program. Agencies are invited to submit applications for pedestrian and bicycle related projects. An agency can submit up to a maximum of three (3) applications. Available funding for this cycle is estimated to be \$1,010,370. Funds will be available to selected projects beginning July 1, 2009 and will expire in three (3) years.

This FY 2009/10 cycle will focus on smaller sized projects with the intent to broadly distribute funds within the County. In addition, particular emphasize for this cycle will be placed on signage projects conforming to SG45(CA) type signs as indicated in the C/CAG San Mateo County Comprehensive Bicycle Route Plan (page 101). The Plan is available at the following website, [http://www.ccag.ca.gov/plans\\_reports.html](http://www.ccag.ca.gov/plans_reports.html). Up to \$200,000 will be set aside for SG(45) signage projects that will compete separately against each other.

Completed application along with all the required materials must be received at the C/CAG office by **Friday, January 9, 2009, at 5:00p.m.** The application form is enclosed and an electronic version of the form is also available at the C/CAG website at <http://www.ccag.ca.gov>.

A workshop for all potential project sponsors will be held within the next couple of months. The date and location of the planned workshop will be announced separately. Attendance in this workshop will enhance the project sponsors chance of having their projects selected, as the workshop will provide complete and detail information on how to meet all the application requirements.

The Metropolitan Transportation Commission (MTC) directly administers these funds. Your application should show how the proposed project could demonstrate one or more of the 12 objectives established by MTC. These objectives are detailed on pages 6 and 7 of MTC Resolution 875. A summary of the objectives is as follows:

1. Elimination or improvement of an identified problem area.
2. A continuous interconnected route to activity centers where it did not previously exist.
3. Secure bicycle parking facilities.
4. Provisions that facilitate bicycle/transit trips.
5. Maintenance of Class I bikeways or restriping Class II bicycle lanes.
6. Projects identified in a comprehensive local bicycle or pedestrian plan.
7. Enhancing bicycle or pedestrian commuting.

7. Enhancing bicycle or pedestrian commuting.
8. Supporting jurisdictions that promote safety, information, and facility maintenance.
9. Local support for bicycle and pedestrian projects.
10. Regional continuity.
11. Bicycle safety education.
12. Signage to identify bicycle routes.

For this cycle, the C/CAG BPAC **will not** consider projects for the development of bicycle and pedestrian facilities plans. *The C/CAG BPAC encourages and will give priority to funding projects that establish basic services before they give consideration to the provision of amenities and project frills.*

The evaluation and selection of projects for funding will be based on the numerical score (see attached scoring sheet) after careful review of the information contained in the written application, the oral presentation of the project before the C/CAG Bicycle and Pedestrian Advisory Committee, and/or information gathered from a site visit of the proposed project. The Bicycle and Pedestrian Advisory Committee will use all of these factors to create a balanced program of projects that will best meet the short and long-term needs of San Mateo County's bicycling and walking population. In developing this balanced program, consideration will be given to other factors including the size of projects, geography impacted, population served, and other relevant information. Some of the important factors that in the past have influenced whether a project received funding or not include:

- Participation of a local jurisdiction's Bicycle/Pedestrian Advisory Committee, Council, and/or other organizations in the proposed project. Committees that include actual consumers are strongly encouraged.
- Assurance that at least one staff or board member of the sponsoring jurisdiction has personally biked and/or walked the proposed project route in order to gain first hand knowledge of the potential hazards and challenges that might exist for the potential users
- Extent of local match provided.
- The extent to which the project provides access to high use activity centers.
- The extent to which the project addresses an important safety issue.
- The extent to which the project addresses a priority in C/CAG's Comprehensive Bicycle Route Plan or a comparable Pedestrian Plan.

Please clearly identify in your application whether the project can be implemented in phases or divided into smaller usable components in case the Committee does not want to recommend the full funding requested at this time.

The following information must be submitted for each project:

- MTC TDA Article 3 required information. This information will be embodied in a resolution from your governing body that includes certain findings by the local jurisdiction. In the past you were required to submit a separate "opinion of counsel." This new resolution format, once adopted by your governing body, will now meet all of these requirements. Instructions plus a sample resolution format and sample application form are available from the MTC website at <http://www.mtc.ca.gov/funding/STA-TDA/index.htm>. *(The MTC application form will not be required until your project has been selected for funding by C/CAG.)*

- Environmental clearance document.
- A detailed map showing project vicinity and location.
- A visual presentation describing the project (e.g., photographs, MS Powerpoint, etc.)
- Attach a brief description of your Bicycle and Pedestrian Advisory Committee and a copy of the minutes in which this Committee approved the submittal of the FY 2009/10 Transportation Development Act (TDA) Article 3 application.
- A completed C/CAG Bicycle and Pedestrian Advisory Committee TDA Article 3 Application for FY 2009/10.
- Evidence that the project is eligible for funding by ensuring that the items listed in MTC Resolution No. 875, pages 1 and 2, sections a. through h. are fully addressed. Some of these items may be covered through other parts of the application packet such as the resolution from your governing board.
- Attach additional sheets as needed to address all of the criteria included in the BPAC Scoring Sheet. Also provide any information that you feel would provide a compelling justification for the funding of this project.

If the above information is not included in the application, the application will not be considered.

**Applicants must submit 15 (Fifteen) copies and one (1) unbound copy of the completed application packet, including all attachments. All complete applications must be received at the C/CAG office by Friday, January 9, 2009 at 5:00 p.m. Please submit applications to:**

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

If you have questions, please contact me at 650-363-4105 or email at [jhoang@co.sanmateo.ca.us](mailto:jhoang@co.sanmateo.ca.us).

Sincerely,

John Hoang

Enclosures:

1. Proposed schedule for the FY 2009/10 TDA Article 3 Program
2. C/CAG TDA Article 3 Application For FY 2009/10
3. C/CAG TDA Article 3 Bicycle/Pedestrian Scoring Sheet

**Proposed Schedule for FY 2009/10 TDA Article 3 Program**

November 14, 2008	Call for projects
Dec 2008	Workshop (date to be determine)
January 9, 2009	Application deadline
February 2009	Field trip (date to be determine)
March 26, 2009	BPAC evaluates and make final recommendation (Additional date, if necessary, to be determine)
April 9, 2009	C/CAG Board Approval
May 2009	Submittal to MTC
July 2009	MTC Approval

**C/CAG BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE  
TDA ARTICLE 3 FISCAL YEAR 2009/10 PROGRAM  
APPLICATION**

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AGENCY:

FUNDS REQUESTED: \$

PROJECT DESCRIPTION / OBJECTIVE:

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I. PROJECT SCREENING

a. CALTRANS Standards

Explain how the project meets CALTRANS Standards.

b. CEQA approval? Yes  No

Date of approval

*Note: CEQA document must be submitted with the application.*

II. STATE OF READINESS

a. Make sure that the project proposal is complete and contains all required documentation. The more complete the application will result in a higher project score.

b. Right-of-Way certification required? Yes  No  N/A

If required, Right-of-way Cert. completed? Yes  No

Comments:

c. Permits/Agreements approved? Yes  No  N/A

List all permits and/or agreements approved/obtained to date:

Document	Date approved/ obtained

Comments:

- d. Comment on the status of design of the project, and indicate the percentage of design completed.

III. COMMUNITY SUPPORT

- a. Listed as "priority project" in the C/CAG Comprehensive Bicycle Route Plan or a recommended pedestrian plan. Yes  No

Plan:  
Page:

- b. Local approval by bicycle/pedestrian (BPAC) organization?

Yes  No

Other organized groups with demonstrated knowledge of bicycle and pedestrian needs? (examples: clubs, school committees, citizen coalition, combined citizens/public BPAC, etc)

Yes  No

Comment on level of support. Attach approval documentation and show composition of relevant committee. (examples: letters, meeting minutes, etc)

- c. Funds requested: \$
- Local match to be provided: \$
- Local match percentage =  $\frac{\text{Local match provided}}{\text{Funds requested}}$
- = = %



IV. MEETS PROGRAM OBJECTIVES

- a. Does the project eliminate or mitigate the effects from an identified problem?  
Yes  No

Explain:

- b. Bicycle and Pedestrian:

1. Does the project provide access to bicycle facilities in high use activity centers?  
Yes  No

2. Does the project provide access to pedestrian facilities in high use activity centers?  
Yes  No

Explain:

- c. Is commute use improved by the project? Yes  No

Explain:

- d. What is the relationship of the project to more significant bicycle or pedestrian routes? Explain:

- e. The project is consistent with or included in the following:  
*(Attach copy of documentation for item Nos. 1, 2, 3, & 4 as appropriate)*

1. County or City facilities plan: Yes  No   
2. Circulation element of general plan: Yes  No   
3. C/CAG Comprehensive Bicycle Route Plan: Yes  No   
4. Pedestrian Plan equal to "e.3" above: Yes  No

Plan:

Page:

- f. Comment on the level of local support:

V. SAFETY

How is safety improved because of the project? Explain:

VI. OTHER ITEM

*(These Items are for information ONLY and will not be "scored" but may be used as a tiebreaker)*

a. Can the project be partially funded? Yes  No

- If "Yes", how much? Explain:

b. Can the project be divided into phases? Yes  No

- If "Yes", describe the different phases and cost associated with each phase.

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VII. PROJECT CONTACT INFORMATION

Primary Contact Person:

Telephone Number:

Email address:

Secondary Contact Person:

Telephone Number:

Email address:

**C/CAG Bicycle and Pedestrian Advisory Committee  
TDA Article 3 Scoring Sheet**

<b>AGENCY:</b>	<b>RATER:</b>
<b>PROJECT:</b>	

<b>I. PROJECT SCREENING</b>	
a. Meets applicable CALTRANS standards	Yes <input type="checkbox"/> No <input type="checkbox"/> (No disqualifies project)
b. CEQA approval	Yes <input type="checkbox"/> No <input type="checkbox"/> (No disqualifies project)

	<b>Scale</b>	<b>Max Points</b>	<b>Points Assigned</b>
<b>II. STATE OF READINESS</b>			
a. Clear and complete proposal	0 or 3 (A zero score disqualifies project.)	3	
b. Right-of-Way Certification	0 – No 4 – Yes (Completed or Not Needed)	4	
c. Permits/Agreements obtained	0 – No 4 - Yes	4	
d. Project design completed	0 – No 4 - Yes	4	
Subtotal		15	
<b>III. COMMUNITY SUPPORT</b>			
a. Is a “priority project” on the C/CAG adopted Comprehensive bicycle Route Plan or an equal Pedestrian Plan.	0 – None 5 – Local Project 10 – C/CAG Project	10	
b. Local BPAC approval AND/OR Support from other organizations	0 – No Support 3 5 – General Support 7 10 – Strong Support	10	
c. Cost Sharing (Local Match as % of total requested funds)	0 – 0% match 2 – 10% match 4 – 20% match 6 – 30% match 8 – 40% match 10 – 50% match	10	
Subtotal		30	

<b>IV. MEETS PROGRAM OBJECTIVES</b>			
a. Eliminates or mitigates an identified problem area on a route that would otherwise provide relatively safe and direct bicycle or pedestrian travel.	0 to 10	10	
b. Bicycle and Pedestrian 1. Does the project provide access to or bicycle parking in high use activity centers? (Bicycle only) OR 2. Does the project provide access to recognized pedestrian facilities in high use activity centers? (Pedestrian only)	0 – No 5 - Yes	5	
c. Does the project provide for the improvement of bicycle or pedestrian commute use?	0 to 5	5	
d. Does the project provide connection to and continuity of more significant routes?	0 to 5	5	
e. Is the project included in a County or city facilities plan or circulation element of a general plan? OR Is it consistent with the C/CAG Comprehensive Bicycle Route Plan or an equal Pedestrian Plan?	0 to 5	5	
f. Is there demonstrated local support?	0 – None 2 – Little 3 – Moderate 5 - Strong	5	
Subtotal		35	
<b>V. SAFETY</b>			
Improves Safety	0 – None 5 – Little 10 – Moderate 15 – Substantial 20 - Significant	20	
<b>TOTAL SCORE</b>		100	

# C/CAG AGENDA REPORT

**Date:** November 13, 2008  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Review and appointment of four members to the Congestion Management Program (CMP) Technical Advisory Committee (TAC)

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

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## **RECOMMENDATION**

That the Board review and appoint, Mr. Dennis Chuck, Mr. Chip Taylor, Mr. Peter Vorametsanti, and Mr. Robert Weil to fill the vacant seats on the Congestion Management Program (CMP) Technical Advisory Committee (TAC).

## **FISCAL IMPACT**

None.

## **BACKGROUND/DISCUSSION**

The Congestion Management Program Technical Advisory Committee (CMP TAC) is made up of engineers and planners and provides technical expertise for both the CMEQ and the C/CAG Board. There are currently a total of 25 positions including 15 engineers and 4 planners from the local jurisdictions in addition to representatives from Caltrans, SamTrans, Peninsula Corridor JPB, SMCTA, MTC, and C/CAG.

There are currently four vacancies (engineering positions) on the CMP TAC. The vacancies are due to the following:

- Mr. Jon Lynch, City of Redwood City Engineering – Retired
- Mr. Parviz Mokhtari, City of San Carlo Engineering – Retired
- Mr. Ruben Nino, City of Menlo Park Engineering – Stepped down
- Vacant – unfilled

Staff received letters from the cities of Menlo Park, Redwood City, San Carlos, and South San Francisco expressing interest in being represented on the TAC. The four (4) individuals recommended by their respective agencies to serve on the TAC are as follows:

- Mr. Dennis Chuck, City of South San Francisco Engineering
- Mr. Chip Taylor, City of Menlo Park Engineering

**ITEM 4.4**

- Mr. Peter Vorametsanti, City of Redwood City Engineering
- Mr. Robert Weil, City of San Carlos Engineering

The appointments of the four candidates will backfill all the vacant positions.

### **ATTACHMENTS**

- Current roster for the CMP TAC
- Letter from City of South San Francisco
- Letter from City of Menlo Park
- Letter from City of Redwood City
- Letter from City of San Carlos

### Current CMP TAC Roster - 2008

Member	Agency
Ian McAvoy (Co-Chair)	SamTrans
Jim Porter (Co-Chair)	San Mateo County Engineering
Duncan Jones	Atherton Engineering
Karen Borhmann	Belmont Engineering
Randy Breault	Brisbane Engineering
Syed Murtuza	Burlingame Engineering
Bill Meeker	Burlingame Planning
Sandy Wong	C/CAG CMP
Gene Gonzalo	Caltrans
Rick Mao	Colma Engineering
Robert Ovidia	Daly City Engineering
Tatum Mothershead	Daly City Planning
Ray Towne	Foster City Engineering
Ron Popp	Millbrae Engineering
K. Folan	MTC
Van Ocampo	Pacifica Engineering
April Chan	Peninsula Corridor JPB
Larry Patterson	San Mateo Engineering
Bob Beyer	San Mateo Planning
Steve Monowitz	San Mateo County Planning
Joseph Hurley	SMCTA
<b>Vacant</b>	Engineering
<i><u>These members will vacate position as of November 2008</u></i>	
Ruben Nino	Menlo Park Engineering
Parviz Mokhtari	San Carlos Engineering
Jon Lynch	Redwood City Engineering







CITY COUNCIL 2008

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

BARRY M. NAGEL, CITY MANAGER

OFFICE OF THE CITY MANAGER

October 27, 2008

Mr. Richard Napier  
Executive Director  
City/County Association of Governments of San Mateo County  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

Subject: C/CAG Technical Advisory Committee

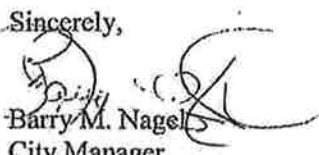
Dear Mr. Napier,

The City of South San Francisco is requesting the appointment of Mr. Dennis Chuck, P.E., Senior Civil Engineer, as the City of South San Francisco's representative to the C/CAG Technical Advisory Committee.

Mr. Chuck has previously served on the C/CAG TAC from 2003 to 2004 and has worked on many C/CAG subcommittees. He has a master degree in Civil Engineering with transportation emphasis and 25 years Civil/Traffic Engineering experience. He is also an avid cyclist and manages the City Bike Commuter Program.

If you have any questions, please contact our City Engineer, Mr. Ray Razavi, at 650-829-6652.

Sincerely,

  
Barry M. Nagel  
City Manager

cc: Terry White, Director of Public Works  
Ray Razavi, City Engineer  
Sandy Wong, Deputy Director of C/CAG  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063



ANDY COHEN  
MAYOR

HEYWARD ROBINSON  
VICE MAYOR

JOHN BOYLE  
COUNCIL MEMBER

RICHARD CLINE  
COUNCIL MEMBER

KELLY FERGUSSON  
COUNCIL MEMBER

**Building**  
TEL 650.330.6704  
FAX 650.327.5403

**City Clerk**  
TEL 650.330.6620  
FAX 650.328.7935

**City Council**  
TEL 650.330.6630  
FAX 650.328.7935

**City Manager's Office**  
TEL 650.330.6610  
FAX 650.328.7935

**Community Services**  
TEL 650.330.2200  
FAX 650.324.1721

**Engineering**  
TEL 650.330.6740  
FAX 650.327.5497

**Environmental**  
TEL 650.330.6763  
FAX 650.327.5497

**Finance**  
TEL 650.330.6640  
FAX 650.327.5391

**Housing &  
Redevelopment**  
TEL 650.330.6706  
FAX 650.327.1759

**Library**  
TEL 650.330.2500  
FAX 650.327.7030

**Maintenance**  
TEL 650.330.6780  
FAX 650.327.1953

**Personnel**  
TEL 650.330.6670  
FAX 650.327.5382

**Planning**  
TEL 650.330.6702  
FAX 650.327.1653

**Police**  
TEL 650.330.6300  
FAX 650.327.4314

**Transportation**  
TEL 650.330.6770  
FAX 650.327.5497



701 LAUREL STREET, MENLO PARK, CA 94025-3483  
www.menlopark.org

October 30, 2008

Richard Napier  
C/CAG of San Mateo County  
555 County Center, 5th Floor  
Redwood City, CA 94063-1665

**Subject: C/CAG TAC (Technical Advisory Committee) Member**

Dear Mr. Napier:

The City of Menlo Park is requesting to replace C/CAG TAC member Ruben Niño for Charles Taylor.

If you have any questions, please contact me at (650) 330-6610.

Sincerely,

Glen Rojas  
City Manager





(650) 780-7301  
Fax (650) 780-7225

September 11, 2008

Richard Napier, Executive Director  
City/County Association of Governments  
555 County Center  
Redwood City, CA 94063

Re: Request for Substitute Appointment to the TAC

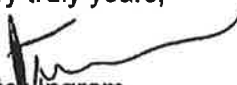
Dear Mr. Napier:

The City of Redwood City requests a substitute appointment to the Congestion Management Air Quality Committee's Technical Advisory Committee ("TAC"). Our City Engineer, Jon Lynch, has represented the City in the past, however, Jon is retiring in October and will not be able to continue. As result, the City requests that TAC accept Peter Vorametsanti, currently acting manager of the Engineering and Construction Department, as the City's representative for the ongoing.

Peter is available to attend TAC's next meeting in October, and is prepared to accept the designation if extended by the Board.

Please call me if you have any questions.

Very truly yours,

  
Peter Ingram  
City Manager

c: C. Chang, P.E., Acting Director, Community Development Services  
J. Lynch, P.E., City Engineer  
P. Vorametsanti, P.E., Acting Manager, Engineering and Construction



# CITY OF SAN CARLOS

## CITY COUNCIL

BRADFORD LEWIS, MAYOR  
ROBERT GRASSILLI, VICE MAYOR  
MATTHEW GROCOTT  
OMAR AHMAD  
RANDY ROYCE



CITY MANAGER  
600 ELM STREET  
SAN CARLOS, CALIFORNIA 94070-3085

TELEPHONE: (650) 802-4228  
FAX: (650) 595-6729

WEB: <http://www.cityofsancarlos.org>

October 29, 2008

Rich Napier  
C/CAG  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

Dear Rich:

The City of San Carlos would like to recommend the appointment of Robert Weil to the City/County Association of Governments Technical Advisory Committee. Mr. Weil is replacing the position currently held by Parviz Mokhtari.

Should you have any questions regarding our request, please do not hesitate to contact our office at (650) 802-4228.

Regards,

  
Mark Weiss  
City Manager





## C/CAG AGENDA REPORT

Date: November 13, 2008  
To: C/CAG Board of Directors  
From: Richard Napier, Executive Director - C/CAG  
Subject: Review and accept the Quarterly Investment Report as of March 31, 2008, the Quarterly Investment Report as of June 30, 2008, and the Quarterly Investment Report as of September 30, 2008.

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

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### **Recommendation:**

Review and accept the Quarterly Investment Report as of March 31, 2008, the Quarterly Investment Report as of June 30, 2008, and the Quarterly Investment Report as of September 30, 2008. Approve in accordance with the staff recommendations.

### **Fiscal Impact:**

None.

### **Revenue Source:**

All C/CAG revenue sources.

### **Background:**

C/CAG's financial agent (City of San Carlos) provides a quarterly report of investments. Attached is the Quarterly Investment Report as of March 31, 2008, the Quarterly Investment Report as of June 30, 2008, and the Quarterly Investment Report as of September 30, 2008. Staff recommends acceptance of the reports.

### **Attachments:**

Quarterly Investment Report as of March 31, 2008  
Quarterly Investment Report as of June 30, 2008  
Quarterly Investment Report as of September 30, 2008.

**ITEM 4.5**

**Alternatives:**

- 1- Review and accept the Quarterly Investment Report as of March 31, 2008, the Quarterly Investment Report as of June 30, 2008, and the Quarterly Investment Report as of September 30, 2008. Approve in accordance with the staff recommendations.
- 2- No action.

# CITY AND COUNTY ASSOCIATION OF GOVERNMENTS

## Board of Directors Agenda Report

To: Richard Napier, Executive Director  
From: Rebecca Mendenhall, Finance Officer  
Date: May 2008

**SUBJECT: Quarterly Investment Report as of March 31, 2008**

### RECOMMENDATION:

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

### ANALYSIS

The attached investment report indicates that on March 31, 2008, funds in the amount of \$ 7,796,868 were invested producing a weighted average yield of 4.29%. Accrued interest this quarter totaled \$81,702.

Below is a summary of the changes in the portfolio:

	<b>Qtr Ended 3/31/08</b>	<b>Qtr Ended 12/31/2007</b>	<b>Increase (Decrease)</b>
Total Portfolio	\$ 7,796,868	\$ 7,456,961	\$ 339,907
Wgtd Avg Yield	4.29%	4.85%	-0.56%
Interest Earnings	\$ 81,702	\$ 89,907	\$ (8,205)

The increase in the portfolio totaling \$339,907 is attributable to the receipt of the interest accrued in December 2007 and excess receipts over disbursements that were transferred to the investment accounts. The decrease in interest income is due to the declining market rates.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of March 31, 2008, the portfolio contains enough liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past seven quarters.

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

### Attachments

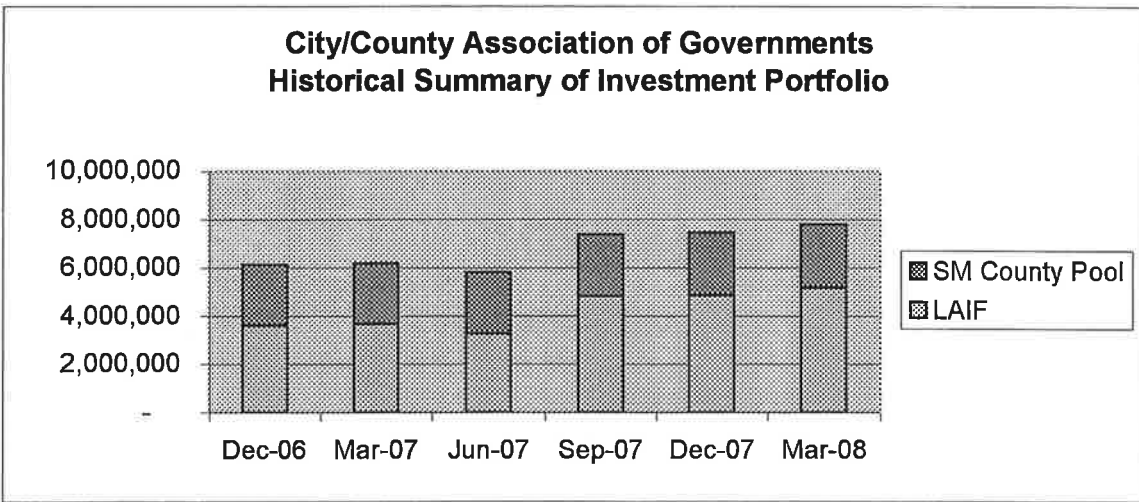
- 1 – Investment Portfolio Summary for the Quarter Ended March 31, 2008
- 2 – Historical Summary of Investment Portfolio

**CITY & COUNTY ASSOCIATION OF GOVERNMENTS**

**SUMMARY OF ALL INVESTMENTS**  
For Quarter Ending March 31, 2008

Category	Maturity		Weighted Average Interest Rate	HISTORICAL Book Value	GASB 31 ADJ Market Value
	Days	Months			
<b>Liquid Investments:</b>					
Local Agency Investment Fund (LAIF)	1		4.18%	5,169,947	5,169,947
S. M. County Investment Pool (COPOOL)	2		4.52%	2,626,922	2,626,922
<b>Agency Securities</b>					
<b>Total - Investments</b>			<b>4.29%</b>	<b>7,796,868</b>	<b>7,796,868</b>
<b>GRAND TOTAL OF PORTFOLIO</b>			<b>4.29%</b>	<b>7,796,868</b>	<b>7,796,868</b>
<b>Total Accrued Interest this Quarter</b>					<b>81,702</b>
<b>Total Interest Earned Fiscal-Year-to-Date</b>					<b>253,905</b>

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



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

	<b>Dec-06</b>	<b>Mar-07</b>	<b>Jun-07</b>	<b>Sep-07</b>	<b>Dec-07</b>	<b>Mar-08</b>
LAIF	3,612,583	3,663,142	3,259,805	4,807,185	4,859,593	5,169,947
SM County Pool	2,500,000	2,510,034	2,538,088	2,567,481	2,597,368	2,626,922
<b>Total</b>	<b>\$ 6,112,583</b>	<b>\$ 6,173,176</b>	<b>\$ 5,797,893</b>	<b>\$ 7,374,666</b>	<b>\$ 7,456,961</b>	<b>\$ 7,796,868</b>



**CITY AND COUNTY ASSOCIATION OF GOVERNMENTS**  
**Board of Directors Agenda Report**

**To: Richard Napier, Executive Director**  
**From: Rebecca Mendenhall, Finance Officer**  
**Date: August 2008**

**SUBJECT: Quarterly Investment Report as of June 30, 2008**

**RECOMMENDATION:**

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

**ANALYSIS**

The attached investment report indicates that on June 30, 2008, funds in the amount of \$ 8,378,570 were invested producing a weighted average yield of 3.18%. Accrued interest this quarter totaled \$66,556.

Below is a summary of the changes in the portfolio:

	<b>Qtr Ended 6/30/08</b>	<b>Qtr Ended 3/31/08</b>	<b>Increase (Decrease)</b>
Total Portfolio	\$ 8,378,570	\$ 7,796,868	\$ 581,702
Wgtd Avg Yield	3.18%	4.29%	-1.11%
Interest Earnings	\$ 66,556	\$ 81,702	\$ (15,146)

The increase in the portfolio totaling \$581,702 is attributable to the receipt of the interest accrued in December 2007 and excess receipts over disbursements that were transferred to the investment accounts. The decrease in interest income is due to the continued decline in market rates.

The Governmental Accounting Standards Board (GASB), through GASB 31, requires governmental entities to report their investments at fair market value as part of the annual reporting. Because of changing market conditions, C/CAG investments may, at times, appear to be losing value. However, because it is our intent to hold investments to maturity, apparent reporting losses in principal are "paper" losses only and are reported on an annual basis for the San Mateo County Pool. GASB 31 fair market value of the current investments is \$8,357,012 compared to a total book value of \$8,378,570.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of June 30, 2008, the portfolio contains enough liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past seven quarters.

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

**Attachments**

- 1 – Investment Portfolio Summary for the Quarter Ended June 30, 2008
- 2 – Historical Summary of Investment Portfolio

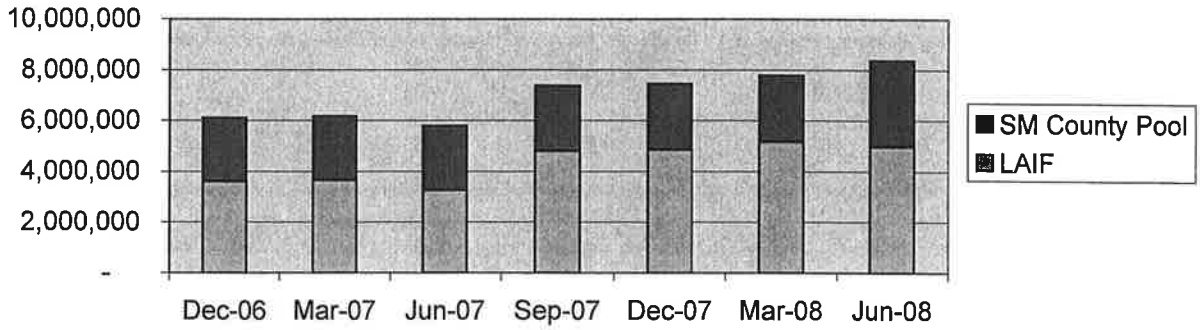


**CITY & COUNTY ASSOCIATION OF GOVERNMENTS**

**SUMMARY OF ALL INVESTMENTS**  
For Quarter Ending June 30, 2008

Category	Maturity		Weighted Average Interest Rate	HISTORICAL Book Value	GASB 31 ADJ Market Value
	Days	Months			
<b>Liquid Investments:</b>					
Local Agency Investment Fund (LAIF)	1		3.11%	4,972,951	4,972,951
S. M. County Investment Pool (COPOOL)	2		3.29%	3,405,619	3,384,062
<b>Agency Securities</b>					
<b>Total - Investments</b>			<b>3.18%</b>	<b>8,378,570</b>	<b>8,357,012</b>
<b>GRAND TOTAL OF PORTFOLIO</b>			<b>3.18%</b>	<b>8,378,570</b>	<b>8,357,012</b>
<b>Total Accrued Interest this Quarter</b>					66,556
<b>Total Interest Earned Fiscal-Year-to-Date</b>					320,461

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



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

	<b>Dec-06</b>	<b>Mar-07</b>	<b>Jun-07</b>	<b>Sep-07</b>	<b>Dec-07</b>	<b>Mar-08</b>	<b>Jun-08</b>
LAIF	3,612,583	3,663,142	3,259,805	4,807,185	4,859,593	5,169,947	4,972,951
SM County Pool	2,500,000	2,510,034	2,538,088	2,567,481	2,597,368	2,626,922	3,405,619
<b>Total</b>	<b>\$ 6,112,583</b>	<b>\$ 6,173,176</b>	<b>\$ 5,797,893</b>	<b>\$ 7,374,666</b>	<b>\$ 7,456,961</b>	<b>\$ 7,796,869</b>	<b>\$ 8,378,570</b>

**CITY AND COUNTY ASSOCIATION OF GOVERNMENTS**  
**Board of Directors Agenda Report**

**To: Richard Napier, Executive Director**  
**From: Rebecca Mendenhall, Finance Officer**  
**Date: November 2008**

**SUBJECT: Quarterly Investment Report as of September 30, 2008**

**RECOMMENDATION:**

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

**ANALYSIS**

The attached investment report indicates that on September 30, 2008, funds in the amount of \$ 9,945,126 were invested producing a weighted average yield of 3.10%. Accrued interest this quarter totaled \$68,161. However, this interest income was offset by a loss reported from the San Mateo County Investment Pool in the amount of \$222,171.

Below is a summary of the changes in the portfolio:

	<b>Qtr Ended 9/30/08</b>	<b>Qtr Ended 6/30/08</b>	<b>Increase (Decrease)</b>
Total Portfolio	\$ 9,945,126	\$ 8,378,570	\$ 1,566,556
Wgtd Avg Yield	3.10%	3.18%	-0.08%
Interest Earnings	\$ (154,010)	\$ 66,556	\$ (220,566)

The increase in the portfolio totaling \$1,566,556 is attributable to the receipt of the interest accrued in June 2008 and excess receipts over disbursements that were transferred to the investment accounts. The decrease in interest income is due to the continued decline in market rates and the posting of the loss by the San Mateo County Pool.

As further described in the attached memo from Lee Buffington, County Treasurer, the loss was incurred from holdings the investment pool had in Lehman Brothers. On September 15, 2008, Lehman Brothers filed a petition for bankruptcy. At the time, the San Mateo County Investment Pool had approximately 5% of the total holdings invested in Lehman Brothers. As per the San Mateo County Pool Investment Pool Policy, gains or losses are attributed to the balance of each depositor on a quarterly basis. As such, the entire loss was recorded in the quarter ended September 30, 2008.

The Governmental Accounting Standards Board (GASB), through GASB 31, requires governmental entities to report their investments at fair market value as part of the annual reporting. Because of changing market conditions, C/CAG investments may, at times, appear to be losing value. However, because it is our intent to hold investments

to maturity, apparent reporting losses in principal are "paper" losses only and in most cases are reported on an annual basis for the San Mateo County Pool. This quarter was unusual as the entire portion of the loss was accrued and deducted from the book balance in October 2008. GASB 31 fair market value of the current investments is \$9,722,955 compared to a total book value on September 30, 2008 of \$9,945,126.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of June 30, 2008, the portfolio contains enough liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past seven quarters.

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

#### Attachments

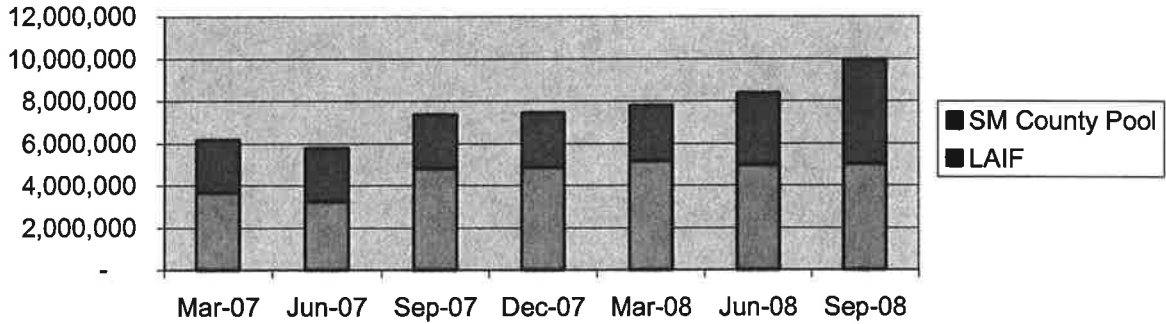
- 1 – Investment Portfolio Summary for the Quarter Ended September 30, 2008
- 2 – Historical Summary of Investment Portfolio
- 3 – Letter from County Treasurer dated October 14, 2008

**CITY & COUNTY ASSOCIATION OF GOVERNMENTS**

**SUMMARY OF ALL INVESTMENTS**  
For Quarter Ending September 30, 2008

Category	Maturity		Weighted Average Interest Rate	HISTORICAL Book Value	GASB 31 ADJ Market Value
	Days	Months			
<b>Liquid Investments:</b>					
Local Agency Investment Fund (LAIF)	1		2.77%	5,018,363	5,018,363
S. M. County Investment Pool (COPOOL)	2		3.44%	4,926,763	4,704,592
<b>Agency Securities</b>					
<b>Total - Investments</b>			<b>3.10%</b>	<b>9,945,126</b>	<b>9,722,955</b>
<b>GRAND TOTAL OF PORTFOLIO</b>			<b>3.10%</b>	<b>9,945,126</b>	<b>9,722,955</b>
<b>Total Accrued Interest this Quarter</b>					<b>68,161</b>
<b>Total Lehman Loss</b>					<b>(222,171)</b>
<b>Total Interest Earned (Loss) Fiscal-Year-to-Date</b>					<b>(154,010)</b>

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



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

	<b>Mar-07</b>	<b>Jun-07</b>	<b>Sep-07</b>	<b>Dec-07</b>	<b>Mar-08</b>	<b>Jun-08</b>	<b>Sep-08</b>
LAIF	3,663,142	3,259,805	4,807,185	4,859,593	5,169,947	4,972,951	5,018,363
SM County Pool	2,510,034	2,538,088	2,567,481	2,597,368	2,626,922	3,405,619	4,926,763
<b>Total</b>	<b>\$ 6,173,176</b>	<b>\$ 5,797,893</b>	<b>\$ 7,374,666</b>	<b>\$ 7,456,961</b>	<b>\$ 7,796,869</b>	<b>\$ 8,378,570</b>	<b>\$ 9,945,126</b>

# COUNTY OF SAN MATEO



TREASURER'S OFFICE  
TELEPHONE: (650) 363-4580  
FAX: (650) 363-4944

CHARLES M. TOVSTEIN  
ASSISTANT TREASURER

**LEE BUFFINGTON**  
TAX COLLECTOR – TREASURER

TAX COLLECTOR'S OFFICE  
TELEPHONE: (650) 363-4142  
FAX: (650) 599-1511

KELLY LAWRENCE  
ASSISTANT TAX COLLECTOR

555 COUNTY CENTER - 1<sup>ST</sup> FLOOR \* REDWOOD CITY \* CALIFORNIA 94063

October 14, 2008

## All Pool Participants

Re: *San Mateo County Investment Pool- Lehman Brothers Holdings*

The following is an update regarding the matters related to the San Mateo County Investment Pool (the "Investment Pool") following Lehman Brothers' September 15, 2008, filing of a bankruptcy petition (*In re Lehman Brothers Holdings, Inc, Case No. 08-13555 (JMP)*) in the United States Bankruptcy Court in New York. My office intends on providing on going periodic updates to you in regards to this matter.

1. On September 30, 2008, the San Mateo County Board of Supervisors acted to retain Nixon Peabody LLP to represent the Treasurer in connection with the aforementioned bankruptcy proceedings. The Board of Supervisors retained Nixon Peabody because of its reputation and track record of providing legal services to public entities. The partner who will be managing the case, Roger Crane, represented five California counties in bankruptcy litigation with PG&E that concluded in 2004 with excellent results and is highly recommended by those counties. Nixon Peabody will also be representing Monterey County, and an agreement has been reached to share litigation costs on an equal basis as to services provided which are common to both parties.

2. This office has provided Nixon Peabody with all information necessary to file Treasurer's creditor's claim, which will be filed shortly. Nixon Peabody will appear at all proceedings, and will monitor the bankruptcy proceeding's progress in order to ensure that any eventual recovery is maximized. In particular, Nixon Peabody has been instructed to ensure that no action is taken that jeopardizes the Treasurer's senior debt position. Nixon Peabody will consult with my office and the Office of the County Counsel in the event that they determine that specific action is necessary in order to protect the Treasurer's interests.

3. While it is unknown at this point how long the bankruptcy proceedings may take, given the complexity of the proceedings, it is estimated that the process will take at least a year. Nixon Peabody, which has been monitoring the bankruptcy since its inception, will provide the County with regular status updates, and this office, in turn,

will update you as to the status of the County's claim. In terms of recovery, estimates for creditors in senior debt position have ranged from 30 to 40 cents on the dollar. This amount, however, will depend on events during the bankruptcy process and cannot be determined with certainty at this juncture.

4. This office has received inquiries into whether it intends, in the near future, to declare the Lehman Brothers investment a complete loss and write off such loss from the Investment Pool books. Pursuant to San Mateo County's Pooled Fund Investment Policy (a copy of which is attached), gains or losses are attributed to the fund balance of each depositor quarterly. This office has booked the Lehman Brothers investment losses as of September 30, 2008. In writing off the Lehman Brothers investment, the losses are apportioned in accordance with the Investment Policy. This is calculated based upon the average daily balance during the quarter. To the extent that you believe that the current Investment Policy will allow this office to charge the loss to a one or more of your specific accounts, please let us know by October 24, 2008. We are open to discuss whether your request can be honored. The Investment Policy is scheduled to be re-evaluated in the near future and you will be receiving correspondence from the County inviting you to participate in the review process.

5. Finally, the Office of the County Counsel is in the process of reviewing the Emergency Economic Stabilization Act of 2008 (the "Act") to determine whether any of the provisions therein may beneficially impact these circumstances. Any conclusions resulting from our analysis of the Act, however, will be communicated at a future date. The County Counsel's Office will be in contact with the County Superintendent regarding the selection of a school representative to serve as a member of a soon to be established bailout strategic committee.

Very truly yours,



LEE BUFFINGTON  
TREASURER



# C/CAG AGENDA REPORT

**Date:** November 13, 2008

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

**From:** Richard Napier, Executive Director

**Subject:** Review and approval of Resolution 08-57 authorizing the C/CAG Chair to execute a funding agreement between City/County Association of Governments and the Town of Colma regarding the payment of \$135,000 in local funds from the "D" Street Pedestrian Enhancement Project, and further authorizing the Executive Director to make minor changes to the agreement prior to execution by the Chair.

(For further information or questions contact Jean Higki at 599-1462)

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## **RECOMMENDATION**

That the C/CAG Board review and approve resolution 08-57 authorizing the C/CAG Chair to execute a funding agreement between the City/County Association of Governments and the Town of Colma regarding the payment of \$135,000 in local funds from the "D" Street pedestrian enhancement project, and further authorizing the Executive Director to make minor changes to the agreement prior to execution by the Chair, in accordance with the staff recommendation.

## **FISCAL IMPACT**

There will be no fiscal impact.

## **SOURCE OF FUNDS**

Funds consist of Congestion Mitigation and Air Quality (CMAQ) Federal Funds.

## **BACKGROUND/DISCUSSION**

On October, 9,2008 the C/CAG board authorized the Executive Director to redistribute \$350,000 in excess Congestion Mitigation and Air Quality (CMAQ) Regional Bicycle and Pedestrian Program (RBPP) funds from the City of Pacifica.

In order to keep the cost savings of the total \$350,000 within San Mateo County, and to meet the MTC deadline of re-programming funds to other projects within San Mateo County, staff requested an amendment to the Transportation Improvement Program to redistribute funds to projects within San Mateo County which have already been obligated or can obligate (receive authorization) by December 2008, that are qualified to receive CMAQ RBPP funding, and that are willing to provide local match for the additional CMAQ funds.

**ITEM 4.6**

C/CAG staff identified four projects in San Mateo County that met the criteria above. These projects were presented to the Bicycle Pedestrian Advisory Committee (BPAC) on October 23, 2008:

\$18,000 to San Mateo County, Westborough Bike Lane Improvements- Project total \$100,000. Project already received authorization for construction.

\$27,000 to San Mateo County, Menlo Park - Santa Cruz Avenue Ped Improvements- Project total \$252,000. Project already received authorization for construction.

\$70,000 to San Mateo City, Delaware Street Improvements - Project total \$380,000. Project already received authorization for construction.

\$235,000 to Colma, Colma 'D' Street Ped Enhancements - Project total \$570,000, environmental and right of way is cleared. Colma submitted a request for construction authorization in October 2008.

C/CAG has requested an amendment to direct \$235,000 funds towards the construction of Colma 'D' Street Pedestrian Enhancement project, which has already cleared environmental, right of way, and anticipates authorization in November/ December 2008.

As a result of the additional project funding, Colma agreed to trade \$135,000 in Federal CMAQ RBPP funds for an equivalent amount of local funds. Colma will agree to pay C/CAG \$135,000 upon obligation of the \$235,000 in CMAQ RBPP funds. C/CAG anticipates using the money under this agreement towards future bicycle and pedestrian improvement projects within the County of San Mateo.

#### **ATTACHMENTS**

- Resolution 08-57
- Agreement with the Town of Colma

## **RESOLUTION 08-57**

### **RESOLUTION 08-57 AUTHORIZING THE C/CAG CHAIR TO EXECUTE A FUNDING AGREEMENT WITH THE TOWN OF COLMA REGARDING THE PAYMENT OF \$135,000 IN LOCAL FUNDS FROM THE "D" STREET PEDESTRIAN ENHANCEMENT PROJECT, AND FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO MAKE MINOR CHANGES TO THE AGREEMENT PRIOR TO EXECUTION BY THE CHAIR**

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

**WHEREAS**, Federal fiscal year 2008-2009 marks the end of the Federal Transportation Act called SAFETEA-LU; and

**WHEREAS**, it is expected that any unobligated Congestion Mitigation and Air Quality (CMAQ) apportionment, not obligated by the end of the fiscal year will be lost to the County and subsequently the Region; and

**WHEREAS**, the C/CAG Board authorized by staff on October 9, 2008 to work with MTC to redistribute \$350,000 in excess CMAQ funds from the City of Pacifica; and

**WHEREAS**, in an attempt to keep the funds within the County, C/CAG has requested an administrative amendment to the Transportation Improvement Program (TIP) to redistribute funds to projects within San Mateo County which have already been obligated or can obligate by December 2008, that are qualified to receive CMAQ RBPP funding, and that are willing to utilize and provide local match for the additional CMAQ funds; and

**WHEREAS**, C/CAG identified a "D" Street Pedestrian Enhancement project, in the Town of Colma, which can fully utilize the CMAQ RBPP funds, can obligate funds by December 2008, and is willing to provide the required local CMAQ match; and

**WHEREAS**, C/CAG agrees to direct \$235,000 in Federal CMAQ RBPP funds towards the construction phase of Colma's "D" Street Pedestrian Enhancement project; and

**WHEREAS**, Colma agrees to pay C/CAG \$135,000 in local funds upon obligation of the CMAQ RBPP funds; and

**WHEREAS**, C/CAG agrees to use the money received from Colma under this agreement towards future bicycle and pedestrian improvement projects within the County of San Mateo.

**NOW, THEREFORE, BE IT RESOLVED** that the Chair is hereby authorized to execute a funding agreement with the Town of Colma for payment of \$135,000 to C/CAG upon obligation of the \$235,000 in CMAQ RBPP funds, and further authorizing the Executive Director to make minor changes to said agreement upon consultation with the Town of Colma prior to execution of the agreement by the C/CAG Chair.

**PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF NOVEMBER 2008.**

---

Deborah C. Gordon, Chair



**FUNDING AGREEMENT BETWEEN  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS AND  
THE TOWN OF COLMA REGARDING THE PAYMENT OF \$135,000 IN LOCAL  
FUNDS FROM THE "D" STREET PEDESTRIAN ENHANCEMENT PROJECT**

THIS AGREEMENT, entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2008, by and between the CITY/COUNTY ASSOCIATION OF GOVERNMENTS, a Joint Powers Agency within the County of San Mateo, hereinafter called "C/CAG" and the TOWN OF COLMA, within San Mateo County, hereinafter called "COLMA".

WITNESSETH

**WHEREAS**, Federal fiscal year 2008-2009 marks the end of the Federal Transportation Act called SAFETEA-LU; and

**WHEREAS**, it is expected that any unobligated Congestion Mitigation and Air Quality (CMAQ) apportionment, not obligated by the end of the fiscal year will be lost to the County and subsequently the Region; and

**WHEREAS**, the City of Pacifica will not utilize \$350,000 in previously programmed CMAQ Regional Bicycle and Pedestrian Program (RBPP) funds; and

**WHEREAS**, the City of Pacifica has requested that the \$350,000 in CMAQ RBPP be made available to other local jurisdictions in the County of San Mateo; and

**WHEREAS**, in an attempt to keep the funds within the County, C/CAG has requested an administrative amendment to the Transportation Improvement Program (TIP) to redistribute funds to projects within San Mateo County which have already been obligated or can obligate by December 2008, that are qualified to receive CMAQ RBPP funding, and that are willing to utilize and provide local match for the additional CMAQ funds; and

**WHEREAS**, the Colma 'D' Street Pedestrian Enhancement project has been identified as one of the projects that meet the criteria above; and

**WHEREAS**, COLMA's "D" Street Pedestrian Enhancement project can fully utilize the CMAQ RBPP funds, can obligate funds by December 2008, and is willing to provide the required local CMAQ match; and

**WHEREAS**, C/CAG has requested an administrative amendment to the Transportation Improvement Program (TIP) to program \$235,000 in CMAQ RBPP funds towards the construction phase of COLMA's "D" Street Pedestrian Enhancement project; and

**WHEREAS**, COLMA is willing to reimburse C/CAG \$135,000 in local funds.

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

1. C/CAG agrees to direct \$235,000 in Federal CMAQ RBPP funds towards the construction phase of COLMA's "D" Street Pedestrian Enhancement project.
2. COLMA agrees to pay C/CAG \$135,000 in local funds upon obligation of the CMAQ RBPP funds.
3. C/CAG agrees to use the money received from COLMA under this agreement towards future bicycle and pedestrian improvement projects within the County of San Mateo.

IN WITNESS WHEREOF, the parties hereto have affixed their hands on the day and year first above written.

**Town of Colma**

By \_\_\_\_\_ Date \_\_\_\_\_

The Town of Colma Legal Counsel

By \_\_\_\_\_

City/County Association of Governments (C/CAG)

By \_\_\_\_\_ Date \_\_\_\_\_  
Deborah C. Gordon  
C/CAG Chair

C/CAG Legal Counsel

By \_\_\_\_\_  
Lee Thompson, C/CAG Legal Counsel

# C/CAG AGENDA REPORT

**Date:** November 13, 2008  
**To:** City/County Association of Governments Board of Directors  
**From:** Congestion Management and Environmental Quality Committee (CMEQ)  
**Subject:** Review and approval of Resolution 08-60 approving the list of projects to be funded by the Metropolitan Transportation Commission (MTC) under the Lifeline Transportation Program for a total amount of \$1,925,121.

(For further information please contact Jean Higaki at 650-599-1462)

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## **RECOMMENDATION**

That the C/CAG Board review and approve Resolution 08-60 approving the list of projects to be funded by the Metropolitan Transportation Commission (MTC) under the Lifeline Transportation Program for a total amount of \$1,925,121.

## **FISCAL IMPACT**

This program has approximately \$3,007,339 available for San Mateo County for the Tier 1 Program starting in fiscal year 2008-09 through fiscal year 2009-2011. All unused funds will be returned to the county share of this program for use in a later cycle (Tier 2).

## **SOURCE OF FUNDS**

The State and Federal funding sources include \$1,621,298 State Transit Assistance (STA), \$1,182,218 Proposition 1B funds, and \$203,823 Job Access and Reverse Commute (JARC) funds. There is a 20% local match required.

## **BACKGROUND/DISCUSSION**

The purpose of the program is to fund community-based transportation projects that improve the mobility of low-income residents. This is an MTC program that C/CAG will administer for San Mateo County. A call for projects was issued on August 15, 2008 and applications were due on October 1, 2008.

Per MTC guidelines, C/CAG may elect to make an exception to the competitive process by recommending that MTC allocate a portion of the STA funds directly to a transit operator for Lifeline transit operations within the County. At the October 9, 2008 meeting, C/CAG made a commitment to fund \$500,000 for the SamTrans fixed route 280 in East Palo Alto and \$428,423 for the fixed route 17 on the Coastside without participating in the competitive process. Funding will support proposed service expansion on fixed route 280 and the continuation of service on fixed route 17. Both fixed routes directly serve identified communities of need.

**ITEM 4.7**

For this cycle four applications were received. The program was under subscribed with \$2,109,526 being requested and approximately \$3,007,339 available. However, projects requesting for STA and JARC funds exceeded the available amounts in these two funding categories.

There remained a surplus of Prop 1B funds because Prop 1B fund can be used only for transit capital projects and must also meet all other Lifeline program criteria. The remaining \$1,082,218 in un-programmed Prop 1B funds will be returned to the county share for use in a later cycle. Staff will continue to work with transit agencies in an effort to develop projects that meet the funding criteria for next cycle.

For the selection of projects, C/CAG staff organized a selection committee composed of Juda Tolmasoff from the County Legislative office, Joe Hurley from San Mateo Transportation Authority, William Allen from the MTC Minority Citizens Advisory Committee, Kenneth Folan from MTC, and Tom Madalena from C/CAG. This committee convened on October 9, 2008 to finalize scoring of the applications and to identify the best-fit fund sources to projects. The committee recommended to partially fund three of the four projects.

This funding recommendation was approved on October 27, 2008, at the CMEQ committee meeting. Once approved by the Board, the recommendation will be sent to MTC for adoption. MTC will then allocate funding or execute funding agreements with each project sponsor based the identified funding source. As administrator, C/CAG staff will be responsible for reviewing quarterly reports and invoices submitted by the project sponsors, prior to reimbursement by MTC.

#### **ATTACHMENT**

- Resolution 08-60
- Lifeline Transportation Program Funding Recommendation



## **RESOLUTION 08-60**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY APPROVING THE LIST OF PROJECTS TO BE FUNDED BY THE METROPOLITAN TRANSPORTATION COMMISSION (MTC) UNDER THE LIFELINE TRANSPORTATION PROGRAM FOR A TOTAL AMOUNT OF \$1,925,121**

**WHEREAS**, C/CAG is the designated program administrator of the Second-Cycle Lifeline Transportation Program funded by Metropolitan Transportation Commission (MTC); and

**WHEREAS**, the Board of Directors of the City/County Association of Governments at its August 14, 2008 meeting reviewed information on the Lifeline Transportation Program; and,

**WHEREAS**, on October 1st, 2008 C/CAG staff received four applications through a call for projects process; and,

**WHEREAS**, the Second-Cycle Lifeline Transportation Program consist of the following three funding sources, State Transit Assistance (STA), Proposition 1B – Transit, and Job Access Reverse Commute (JARC); and

**WHEREAS**, per MTC guidelines, C/CAG staff elected to make an exception to the competitive process by allocating a portion of the STA funds directly to the transit operator for two “fixed route” lifeline transit operations within the County; and

**WHEREAS**, on October 9, 2008, all four of the applications were reviewed by the Lifeline Transportation Program selection committee; and,

**WHEREAS**, the selection committee recommended to partially fund three of the four applicants as follows and as listed in attached “Lifeline Transportation Program Funding Recommendation.”

<u>Agency</u>	<u>Funding Awarded</u>
SamTrans fixed Route 280 (East Palo Alto)	\$500,000
SamTrans fixed Route 17 (Coastside)	\$428,423
Daly City Bayshore Shuttle Service	\$443,493
City of East Palto Alto (Shuttles/ Bus Shelters)	\$460,775
Shelter Network (Van purchase and operations)	\$92,430
Total	\$1,925,121

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the list of projects is approved for the Lifeline Transportation Program in ATTACHMENT A to be forwarded to the Metropolitan Transportation Commission (MTC).

**PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF NOVEMBER 13 2008.**

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*Deborah C. Gordon, Chair*



## Lifeline Transportation Program Funding Recommendation

Agency	Project	Total	STA funds	1B funds	JARC funds	Total \$ To Be Funded	Total \$ Requested	Comments/ Concerns
Samtrans	Fixed Route 280	N/A	500,000	0	0	500,000	500,000	Off the top non competitive
Samtrans	Fixed Route 17	N/A	428,423	0	0	428,423	428,423	Off the top non competitive
Daly City	Bayshore Shuttle Service	78.2	443,493	0	0	443,493	481,014	
City of East Palo Alto	EPA Youth Shuttle, Manager, Bus shelters, Shuttle Operations	77.6	249,382	72,000	139,393	460,775	499,759	
SamTrans	Transit Awareness Option	69.4	0	0	0	0	100,080	
Shelter Network	Van purchase and operations for shelter resident transportation	73	0	28,000	64,430	92,430	100,250	

Available Source \$	1,621,298	1,182,218	203,823	3,007,339
Sum of awarded funds	1,621,298	100,000	203,823	1,925,121
Left over \$	0	1,082,218	0	1,082,218



## C/CAG AGENDA REPORT

Date: November 13, 2008  
TO: C/CAG Board of Directors  
From: Richard Napier, Executive Director - C/CAG  
Subject: Review and approval of the 2009 C/CAG Board Calendar

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

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### **Recommendation:**

Review and approve the 2009 schedule for the monthly Board meetings.

### **Fiscal Impact:**

None.

### **Background/Discussion:**

The following schedule for the 2009 Board meetings is proposed:

January - No meeting  
February 12  
March 12  
April 9  
May 14  
June 11  
July - No meeting  
August 13  
September 10  
October 8  
November 12  
December 10

**ITEM 4.8**



## **C/CAG AGENDA REPORT**

Date: November 13, 2008

TO: C/CAG Board of Directors

From: Richard Napier, Executive Director

Subject: Status Report on the State Legislative Session  
(A position may be taken on any legislation, including legislation not previously identified.)

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

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Detail report on the results of the last Legislative session has already been provided at previous meeting. Staff will provide verbal update to the C/CAG Board at the meeting on any additional available information as appropriate.

**ITEM 5.1**





# C/CAG AGENDA REPORT

**Date:** October 9, 2008  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Status update on the implementation of the San Mateo County Smart Corridors project

(For further information or questions contact Richard Napier at 599-1420, or Sandy Wong at 599-1409, or John Hoang at 363-4105, or Jean Higaki at 599-1462)

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## **RECOMMENDATION**

That the C/CAG Board receives a verbal status update from staff on the implementation of the San Mateo County Smart Corridors project.

## **FISCAL IMPACT**

Approximately \$23 million has been programmed for the funded segments of the Smart Corridors.

## **SOURCE OF FUNDS**

Funding sources come from: State Transportation Bond Traffic Light Synchronization Program (TLSP); State Transportation Improvement Program (STIP); Federal CMAQ funds; and C/CAG Congestion Relief Program and Vehicle License Fee Program.

## **BACKGROUND/DISCUSSION**

The San Mateo County Smart Corridors project will implement inter-jurisdictional traffic management strategies by deploying integrated Intelligent Transportation Systems (ITS) elements. It includes traffic signal modifications, traffic monitoring and control devices, traffic guidance devices, and communication systems that will connect between field devices with traffic management centers within all involved agencies. The project is generally located along the US 101 and SR 82 (El Camino Real) corridor, including local arterials.

## **ATTACHMENT**

None.

**ITEM 5.2**



# C/CAG AGENDA REPORT

**Date:** November 13, 2008

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

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

**Subject:** Public Hearing to consider the approval of Resolution 08-55 adopting a program, budget, performance measures, and a \$4 (four dollars) fee on motor vehicles registered in San Mateo County as authorized by the amended California Government Code Section 65089.11 et. Seq. **(Special voting procedures applies)**

(For further information contact Richard Napier at 599-1420)

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## **RECOMMENDATION**

That the C/CAG Board hold a Public Hearing to consider the adoption of Resolution 08-55 in accordance with the amended California Government Code Section 65089.11 et. seq. including the following actions:

1. Open the Public Hearing, receive public input on the proposed program, budget, performance measures, and \$4 fee on motor vehicles registered in San Mateo County, and close the Public Hearing.
2. Review, approve, and adopt a program, budget, and performance measures for the management of traffic congestion and stormwater pollution within San Mateo County.
3. Review and approval of Resolution 08-55 for the adoption of the \$4 vehicle license fee for San Mateo County (January 1, 2009 through January 1, 2013).

C/CAG Staff recommends adoption of Resolution 08-55 and approval of the aforementioned actions 1 through 3.

## **FISCAL IMPACT**

The expected annual revenue from the continuation of the Vehicle License Fees (VLF), through the approval of Senate Bill 348 (SB 348), is approximately \$2,700,000. This value is derived from revenue received from the Assembly Bill 1546 (AB1546) Program between FY 06 and FY 08. The total cost of the recommended programs will be based on annual revenues received.

## **SOURCE OF FUNDS**

Funds are collected from the Vehicle License Fees (VLF) through the Senate Bill 348 (SB 348). Funding to support these programs will be derived from the imposition of a \$4.00 fee effective

**ITEM 5.3**

January 1, 2009 and continue to January 1, 2013. The imposition of this fee was authorized by the amended California Government Code Section 65089.11 et. seq.

## **BACKGROUND/DISCUSSION**

### **AB 1546**

Assemblymember Simitian introduced Assembly Bill 1546 (AB1546) 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.

AB 1546 imposed an annual fee of up to four dollars (\$4) on motor vehicles registered in San Mateo County to fund traffic congestion management and stormwater pollution prevention programs. The collection of the fees began on July 1, 2005 and through January 1, 2009,. Fifty percent of the revenue is allocated to individual jurisdictions within San Mateo County and fifty percent is allocated to C/CAG for Countywide projects (25% for traffic congestion management and 25% for stormwater pollution prevention).

Approximately \$8 M was received between July 1, 2005 and June 30, 2008. Under the budget and program adopted by the Board, 50% (\$4 M) was allocated to local jurisdictions. The remaining 50% funded countywide programs such as development of the alternative fuel and shuttle program utilizing hydrogen technology, installation and upgrading of intelligent transportation system (ITS) infrastructure to improve traffic movements, development and implementation of traffic incident management strategies, and the development of a sustainable, green streets and parking lot program.

### **SB 348**

Senate Bill 348 (SB 348), sponsored by Assemblymember Simitian, allowed the C/CAG Board to reauthorize an annual fee of up to \$4 on vehicles registered in San Mateo County for a period of four years until January 1, 2013, unless reauthorized by the Legislature. The bill was adopted by the Legislature and signed by the Governor on September 27, 2008.

Similar to AB 1546, in order to impose the fee, the C/CAG Board must hold a public hearing to adopt a program and budget for the management of traffic congestion and stormwater pollution within San Mateo County, and adopt performance measures for those programs. 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. The C/CAG Board, by a two-thirds vote, would reauthorize the fee.

C/CAG staff expanded the normal public noticing by also placing the notice of this public hearing in the newspapers.

## **JUSTIFICATION FOR THE FOUR DOLLAR (\$4.00) FEE**

The fee revenue must not exceed the cost of the service, including reasonable administrative expenses, and it must be used to pay only for services for which the fee is charged.

C/CAG Staff has analyzed the past and anticipated costs associated with the implementation of the programs listed in the attachment to Resolution 08-55 and has concluded that these costs will far exceed the revenues anticipated to be realized through the imposition of the \$4.00 fee. Below is the Justification for the fee. This provides the overall basis and analysis. Staff identified both the need and the program planned for the fee.

- Motor Vehicle Related Program Needs - The need is \$528,213,811 with local roads maintenance and \$33,231,003 without, versus \$10,800,000 in revenue from the fee.
- The proposed budget is \$10,800,000 over the term, which utilizes all the revenue (\$10,800,000) from the fee.
- Program Administration – Limited by statute to no more than 5% of the proceeds of the fee provided to C/CAG. Any unexpended funds in this category will be divided among the program categories.
- Department of Motor Vehicles (DMV) setup costs – This amount is a one-time cost to program computers and establish procedures for the collection of the fee. The amount is based on an estimate provided by the DMV. Any unexpended funds in this category will be divided among the program categories. It should be less than \$25,000.
- Local Congestion Management Programs – Based on a recent analysis of the need for San Mateo County local streets and roads maintenance and improvements, there will be a cumulative funding shortfall of \$494,982,808 over the next 25 years.
- Clean fuel shuttle program – The annual cost of implementing existing shuttle programs averages \$100,000 per shuttle. The cost of a clean fuel shuttle program will require additional expense.
- Deployment of Intelligent Transportation System Countywide Plan – The C/CAG Board has adopted a Countywide Intelligent Transportation System Plan. Based on the program elements included in this Plan, the cost of full implementation is anticipated to exceed ten million dollars. The funding proceeds from this fee will be used as matching funds to hopefully attract other funding sources. This will also provide a source of funds to support the San Mateo County Smart Corridor Project that is underway.
- Local Motor Vehicle Related Stormwater Pollution Prevention Programs - The estimates are based on the actual City/ County cost for Street Sweeping, Storm Drain Inlet Cleaning, and Shop Inspections. The Capital Project investment is an estimate assuming \$50,000 each for 20 cities and the County.
- Countywide Motor Vehicle Related Stormwater Pollution Prevention Programs - The Recycling, BMP, and Training Implementation are based on C/CAG Staff estimates. The Hydrology Modification Plan is a quote with an analysis identifying the motor vehicle related portion that is 65% of the total plan. The Hydrology Modification Plan Implementation is interpolated from the actual costs for Santa Clara County.

Therefore, the \$4.00 fee is justified on the following basis:

- 1- The unmet need for the programs to be funded far exceeds the revenue raised by the fee.
- 2- The cost of the planned programs for the term of the fee is the same or greater than the revenue raised by the fee.
- 3- These or similar programs will be supplemented by other revenue such as local, State, and Federal transportation funds in order to try to meet the need.
- 4- Depending on the cost of the individual programs and revenue available additional motor vehicle related services could be provided.
- 5- All the revenue from the fee will be used for eligible programs to address the large need.

### **NEXUS OF THIS PROGRAM TO THE FEE**

The programs to be funded with the proceeds from the fee must have a relationship or benefit to the motor vehicles that are paying the fee.

As it relates to the congestion management component of the program, motor vehicles are the clear and direct cause of traffic congestion on the roadways. The programs to be implemented with the proceeds from the fee will include improvements to the roadway system that facilitate the flow of traffic and reduce travel times, improve the conditions and maintenance of roadways to have the added benefit of reducing the wear and tear on vehicles, improve the performance and efficiency of roadways through deployment of new technologies, and through improvements to public transit to provide alternatives to driving single occupant vehicles.

The stormwater pollution prevention component of the program is designed to curb one of the primary sources of pollutants in the Ocean, the Bay and other San Mateo County waterways, which are the fluids, emissions, and residue from the wearing of parts on motor vehicles. These materials are deposited on impervious surfaces throughout the County and are washed into the waterways by storms. This has been documented by the California State Water Resources Control Board (Resolution No. 2003-009, Monitoring List 2002), the San Mateo Countywide Clean Water program in a 1999 study, the Santa Clara Valley Nonpoint Source Program (Source Identification and Control Report), and by the U.S. Environmental Protection Agency. The programs to be implemented with the SB 348 fee will directly address the negative impacts of these materials produced by motor vehicles on waterways, and also to address the pollution created by the infrastructure supporting motor vehicle travel. Therefore the fee paid by the owners of motor vehicles will be used to mitigate the water pollution created by the vehicles that are assessed the fee.

Under both of these program elements, the motor vehicles and operators are directly responsible for the problems created; and the fee is being assessed to these same entities in order to develop and implement the solutions to these same problems.

### **PROPOSED PROGRAM AND PERFORMANCE MEASURES**

The table attached to Resolution 08-55 summarizes the allowable uses of the anticipated

revenues for each year of the program. These program categories and performance measures are currently in place and are recommended to continue. The C/CAG Board will conduct an annual review of the programs for each of the subsequent years that the program is in effect.

Under the allowable programs identified in the tables attached to Resolution 08-55, the cities and the County will receive significant financial relief for the National Pollutant Discharge Elimination System Program (NPDES) and transportation programs that they are currently supporting. Many of these programs are unfunded mandates. The program has been defined such that cities and the County will be able to qualify for its full allocation of funds under both the NPDES and transportation categories.

The specific programs and performance measures will be presented to the Congestion Management Program Technical Advisory Committee (TAC), NPDES TAC, and the Congestion Management and Environmental Quality (CMEQ) Committee for updating, as appropriate.

### **BENEFIT TO THE CITIES AND THE COUNTY**

Through the program proposed for the implementation of the fee, the County and all 20 Cities will each receive a proportional share of 50% of the proceeds from the adoption of this fee (minus administrative costs for C/CAG and the Department of Motor Vehicles). These allocations will be used to directly offset existing costs for the implementation of transportation and stormwater pollution prevention programs at the local level to address the negative impacts of motor vehicles. Only those costs that bear a direct relationship or benefit to the motor vehicles paying the fee are eligible for the use of these fees. The remaining 50% of the fees collected will be for Countywide programs and services related to motor vehicles. The Countywide program will also be beneficial to the Cities/County.

### **ATTACHMENTS**

- Resolution 08-55 and attachments
- Executive Analysis (*as submitted to the State of California in January 2008*)





**RESOLUTION 08-55**

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**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/ COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING A PROGRAM, BUDGET, PERFORMANCE MEASURES, AND A \$4 (FOUR DOLLAR) FEE ON MOTOR VEHICLES REGISTERED IN SAN MATEO COUNTY AS AUTHORIZED BY THE AMENDED CALIFORNIA GOVERNMENT CODE SECTION 65089.11 ET. SEQ.**

\*\*\*\*\*

**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 Congestion Management Agency (CMA) for San Mateo County and the National Pollutant Discharge Elimination System (NPDES) Permit Holder for San Mateo County Stormwater Pollution Prevention Program; and

**WHEREAS**, amended California Government Code Section 65089.11 et. seq. authorizes C/CAG 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 that County; and

**WHEREAS**, amended California Government Code Section 65089.11 et. seq. requires that in order to impose such fee, C/CAG must hold a noticed public hearing and must adopt a resolution providing for both the fee and a corresponding program for the management of traffic congestion and stormwater pollution by a vote of approval by Board Members representing two-thirds of the population of San Mateo County; and

**WHEREAS**, amended California Government Code Section 65089.11 et. seq. requires that prior to imposing the fee, C/CAG must make a finding of fact by a two-thirds vote that those programs to be funded with the proceeds from the fee, bear a relationship or benefit to the motor vehicles that will pay the fee.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Directors of the City/County Association of Governments of San Mateo County on November 13, 2008 at a noticed public hearing, by a vote of approval by Board Members representing at least two-thirds of the population of San Mateo County:

1. Adopts a program and budget for the management of traffic congestion and stormwater pollution within San Mateo County; and
2. Makes a finding of fact that those programs bear a relationship or benefit to the motor vehicles that will pay the fee; and
3. Adopts performance measures for those programs; and
4. Adopts a fee of four dollars (\$4.00) on motor vehicles registered within San Mateo County.
5. Authorizes the State of California, Department of Motor Vehicles to collect the annual

fee of four dollars (\$4.00) on motor vehicles registered within San Mateo County beginning on January 1, 2009.

6. Authorizes the Chair to sign this Resolution in compliance with the requirements of the amended California Government Code Section 65089.11 et. seq.

**PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER 2008.**

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*Deborah C. Gordon, Chair*

**AYES**

<b>Jurisdiction</b>	<b>Voting Member</b>	<b>Population</b>

**NOES**

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**ABSENT, ABSTAINING, OR NOT VOTING**


Two Attachments are included with Resolution 08-55

## ATTACHMENT 1

### PROGRAM FUND DISTRIBUTION

The established program allocates the net proceeds equally towards the traffic congestion management and stormwater pollution prevention categories. The program distributes the funding within these categories for projects that focuses on the local jurisdictions including the 20 cities and the County as well as projects with countywide significance. The program allocations are summarized as follows:

- 25% are committed to the cities and County for local traffic congestion management programs.
- 25% are programmed by C/CAG for Countywide traffic congestion management programs including the implementation of a demonstration alternate fuel program and the deployment of Intelligent Transportation Systems
- 25% are committed to the cities and County for local programs that address the negative impact on creeks, streams, bays, and the ocean caused by motor vehicles and the infrastructure supporting motor vehicle travel.
- 25% are programmed by C/CAG for Countywide programs that address the negative impact on creeks, streams, bays, and the ocean caused by motor vehicles and the infrastructure supporting motor vehicle travel.



ATTACHMENT 2

**PROGRAMS AND PERFORMANCE MEASURES**

The following table identifies the project types associated with traffic congestion management and stormwater pollution prevention programs including performance measures as applicable to the Local Cities/County and Countywide programs.

<b>Traffic Congestion Management</b>		
	<i>Projects</i>	<i>Performance Measure</i>
Local Cities and County	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, 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.
Countywide	Maintenance and operation of up to four hydrogen and/or other clean fuel shuttle vehicles and related fueling infrastructure	Number of passengers transported and number of passenger miles.
	Deployment of Intelligent Transportation System (ITS) projects having regional / Countywide significance	Number of ITS components installed / implemented.

<b>Stormwater Pollution Prevention</b>		
	<i>Projects</i>	<i>Performance Measure</i>
Local Cities and County	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.
Countywide	Pilot water studies	Number of studies completed
	Public outreach to auto repair shops	Number of shops contacted and information provided.
	Training and implementation of car wash Best Management Practices (BMPs)	Number of individuals trained
	NPDES consulting assistance on motor vehicle related issues	Person hours of consulting assistance.
	Brake pad partnership	Number of studies participated in.
	Partial funding for hydromodification plan	Percent implementation of the Plan
	Monitoring of motor vehicle related BMPs	Number of locations where BMPs were monitored annually
	Addressing stormwater pollution on the freeways and other State highways through installation of filtration systems	Number of filtration systems installed
	Countywide oil and other motor vehicle fluid recycling programs	Number of programs implemented and operated

Countywide training on the prevention and control of water pollution attributable to motor vehicles	Number of individuals trained
Sustainable, Green Streets and Parking Lot program.	Number of programs implemented





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

**Introduction**

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

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

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

**Detailed Pilot Project Description**

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

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

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

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

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

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

### **Accomplishments**

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

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

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

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

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

### **Benefits**

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

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

## SAN MATEO COUNTY PILOT PROJECT ACCOMPLISHMENTS

### Traffic Congestion Program

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

### Storm-water Pollution Prevention Program

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

### Alternative Fuel Program (Included in Traffic Congestion)

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

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

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

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

#### Administration of the Project

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

This project has met all California Government Code requirements including:

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

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

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

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

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

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

**Next Steps**

Submit the three-year report and Executive Analysis:

- Legislature
- Governor's Office

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

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

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

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

**Justification for approval of SB 348**

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

**Summary of Legislative History**

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

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

# C/CAG

## 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*

October 16, 2008

Judge of the Superior Court  
Hall of Justice  
400 County Center; 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Attention: Honorable Joseph C. Scott

Subject: Response to Grand Jury Report on the Future of Trash Management in San Mateo County

Honorable Joseph C. Scott:

On behalf of the City/ County Association of Governments of San Mateo County (C/CAG), I would like to thank the Grand Jury for their report on the Future of Trash Management in San Mateo County. Since the City/ County Association of Governments of San Mateo County is mentioned in the report, C/CAG would like to provide the following comments on the Grand Jury recommendations.

- 1- C/CAG functions as the Solid Waste Local Task Force. In this role, C/CAG reviews all Solid Waste Management Plans developed by the Cities and the County prior to submittal to the California Integrated Waste Management Board. These documents include updating the Siting Element which addresses a comprehensive review of current and projected landfill capacity and future significant options. C/CAG will work directly with the County and the Cities to update the Siting Element. Projected capacity of the permitted landfill (Ox Mountain) is currently estimated to be 18 to 20 years. This means that planning for additional capacity needs to be initiated during the next year. This review should consider all options, including source reduction, new disposal technology, expanded recycling programs, and landfill expansion/ siting, to increase the capacity to over 25 years. This analysis should not eliminate any option for possible consideration.

Our compliments to the Grand Jury on this important report. If there are any questions please contact me at 650 599-1420.

Sincerely,



Richard Napier  
Executive Director

ITEM 8.1





**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*

**October 16, 2008**

**Judge of the Superior Court  
Hall of Justice  
400 County Center; 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655**

**Attention: Honorable Joseph C. Scott**

**Subject: Response to Grand Jury Report on Energy Conservation Activities in San Mateo County**

**Honorable Joseph C. Scott:**

**On behalf of the City/ County Association of Governments of San Mateo County (C/CAG), I would like to thank the Grand Jury for their report on Energy Conservation Activities in San Mateo County. Since the City/ County Association of Governments of San Mateo County is mentioned in the report C/CAG would like to provide the following comments on the Grand Jury recommendations.**

- 1- C/CAG is working with the County to complete the San Mateo County Energy Strategy. Currently it is out for comments with final approval scheduled for December 2008. C/CAG and the County will actively pursue getting all 20 Cities to adopt a resolution supporting the Countywide Energy Strategy. C/CAG has established a grant program to fund (\$273,000) the Green House Gas Baseline emissions for the 20 Cities and the County. Currently all the Cities and County have either scheduled or completed a baseline emissions inventory. The Energy Strategy adoption will further define the role for C/CAG on this issue.**
- 2- The Energy Strategy specifically did not address the transportation side of the energy issue. Transportation is a great deal more complex with many of the solutions needing to be addressed at the State and Federal levels. C/CAG can be more effective at this time getting the Cities to adopt and implement the measures outlined in the Countywide Energy Strategy. The Local Government and Communitywide Green House Gas Baseline Inventories that we are supporting include the energy used for transportation. This will enable the Cities and the County to monitor and take actions to reduce their transportation energy use. Most of the remaining transportation energy issues are best addressed at the State and Federal level.**

- 3- Given the makeup of the County it is critical the Cities and County share their ideas and coordinate efforts to improve overall energy efficiency. Toward that end C/CAG intends to establish forums such that successful ideas can be shared. These forums would be focused on all energy issues and not just focused solely on transportation.
- 4- It is premature to set up a new task force for transportation until we have achieved a consensus and success with the Energy Strategy implementation.
- 5- C/CAG supports the Green Team and Cool Cities programs.

C/CAG and the County are in the process of establishing a Local Government Partnership (LGP) with Pacific Gas and Electric (PG&E) to create a San Mateo County Energy Watch. This effort will provide up to \$5M in incentives for energy savings achieved for all of San Mateo County. The program will address the government, business, and residential sectors.

Our compliments to the Grand Jury on this important report. If there are any questions please contact me at 650 599-1420.

Sincerely,



Richard Napier  
Executive Director  
C/CAG