

# 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. 265

- DATE:** Thursday, March 13, 2014
- TIME:** 6:30 P.M.
- 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  
Caltrain: San Carlos Station.  
Trip Planner: <http://transit.511.org>

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- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 PLEDGE OF ALLEGIANCE
- 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA  
*Note: Public comment is limited to two minutes per speaker.*
- 4.0 PRESENTATIONS/ ANNOUNCEMENTS
  - 4.1 Presentation on Express Lanes implemented in the Bay Area. p. 1
  - 4.2 Presentation from the Peninsula Traffic Congestion Relief Alliance (Alliance). p. 3

## 5.0 CONSENT AGENDA

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

- 5.1 Approval of the minutes of regular business meeting No. 264 dated February 13, 2014. ACTION p. 5
- 5.2 Review and approval of the appointments of Vice Mayor Richard Garbarino of the City of South San Francisco and Mayor Pro Tempore Catherine Carlton of Menlo Park to the Legislative Committee, and Councilmember Charles Stone of the City of Belmont to the Congestion Management & Environmental Quality Committee. ACTION p. 13
- 5.3 Review and approval of Resolution No. 14-06 authorizing the C/CAG Chair to execute Amendment No.1 to the agreement with the Santa Clara Valley Transportation Authority for the Countywide Transportation Model for time extension and minor modification to contract terms. ACTION p. 25
- 5.4 Review and approval of the reallocation of \$83,500 in Transportation Development Act Article 3 Funds for the City of San Carlos North/South Bike Improvements on Old County Road ACTION p. 33

## 6.0 REGULAR AGENDA

- 6.1 Review and approval of C/CAG legislative policies, priorities, positions, and legislative update. (A position may be taken on any legislation, including legislation not previously identified.) ACTION p. 37
  - 6.2 Review and approval of appointment(s) to fill vacant seat(s) for elected official on the Resource Management and Climate Protection (RMCP) Committee. ACTION p. 43
  - 6.3 Review and approval of funding for Smart Corridor: ACTION
    - 6.3.1 Review and approval of Resolution 14-07 authorizing allocation of \$350,000 from AB 1546 (\$4 vehicle registration fee) Administrative Reserves to the Smart Corridor project. ACTION p. 51
    - 6.3.2 Review and approval Resolution 14-08 authorizing the C/CAG Executive Director to increase the amount of construction management by \$350,000 to the Agreement between C/CAG and the County of San Mateo for construction contract advertisement, award and administration of the Smart Corridor north and south segments project, bringing the construction management cost to a new total of \$1,300,000. ACTION p. 55
- 6.4 Review and approval of the establishment of an Ad Hoc Committee to study the five-year Countywide Integrated Waste Management Plan (CIWMP) update (**Special Voting Procedure Required**). ACTION p. 61

6.5 Receive an update on Potential Countywide Funding Initiative for Stormwater Compliance Activities INFORMATION p. 73

6.6 Election of a C/CAG Chairperson and C/CAG Vice Chairperson. ACTION p. 77

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports).

7.2 Chairperson's Report

7.3 Boardmembers Report

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

Copies of communications are included for C/CAG Board Members and Alternates only. To request a copy of the communications, contact Nancy Blair at 650 599-1406 or [nblair@smcgov.org](mailto:nblair@smcgov.org) or download a copy from C/CAG's website – [www.ccag.ca.gov](http://www.ccag.ca.gov).

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

10.1 Public Employee Performance Evaluation

Title: Executive Director

10.2 Conference with Labor Negotiators

C/CAG Representatives: Mary Ann Nihart

Unrepresented Employee: Executive Director

11.0 RECONVENE OPEN SESSION

11.1 Report on Closed Session.

12.0 Action on Compensation Adjustment for Executive Director. Consideration of Amendment to the Agreement between the City/County Association of Governments (C/CAG) and Sandy Wong regarding annual compensation for services as Executive Director.

ACTION

13.0 Approval of the Performance Objectives for FY 13-14 for the City/County Association of Governments (C/CAG) Executive Director. ACTION

## 14.0 ADJOURN

Next scheduled meeting: April 10, 2014 C/CAG's Retreat

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

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

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

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

*Executive Director: Sandy Wong 650 599-1409*

*Administrative Assistant: Nancy Blair 650 599-1406*

## MEETINGS

- Mar. 13, 2014 Legislative Committee - SamTrans 2<sup>nd</sup> Floor Auditorium - 5:30 p.m.
- Mar. 13, 2014 C/CAG Board - SamTrans 2<sup>nd</sup> Floor Auditorium - 6:30 p.m.
- Mar. 19, 2014 Resource Management and Climate Protection Committee (RMCP) – 155 Bovet Rd, Ground Floor 2 p.m.
- Mar. 20, 2014 CMP Technical Advisory Committee – SamTrans, 2<sup>nd</sup> Floor Auditorium - 1:15 p.m.
- Mar. 20, 2014 Stormwater Committee – SamTrans, 2<sup>nd</sup> Floor Auditorium – 2:30 p.m.
- Mar. 24, 2014 Administrators' Advisory Committee - 555 County Center, 5<sup>th</sup> Fl, Redwood City – Noon
- Mar. 27, 2014 Airport Land Use Committee (ALUC), City Council Chambers, Burlingame - 4:00 p.m.
- Mar. 31, 2014 CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 p.m.

# C/CAG AGENDA REPORT

**Date:** March 13, 2014  
**To:** City/County Association of Governments Board of Directors  
**From:** Sandy Wong, Executive Director  
**Subject:** Receive presentations on Express Lanes implemented in the Bay Area  
(For further information or questions contact Sandy Wong at (650) 599-1409)

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## RECOMENDATION

That the C/CAG Board receive the following two presentations on Express Lanes implemented in the Bay Area:

1. “*Silicon Valley Express Lanes Program*” by John Ristow, Chief Congestion Management Agency Officer of the Santa Clara Valley Transportation Authority
2. “*Alameda County Express Lanes*” by Stewart Ng, Deputy Director of the Alameda County Transportation Commission.

## FISCAL IMPACT

None.

## BACKGROUND

At the February 13, 2014 C/CAG Board meeting, staff provided an update on highway improvement studies along US 101. A Project Study Report (PSR) for adding carpool lanes along US 101 between Whipple Ave and I-380 is currently underway. Under the Caltrans requirements, completion of a PSR is the first phase of a project, before a project is allowed to begin its CEQA/NEPA phase.

A discussion ensued regarding the concept of High Occupancy Toll (HOT) lane (also known as Express Lane). While there are pros and cons relative to Express lanes, such concept has not been studied in San Mateo county yet.

Staff proposed to bring further information regarding Express Lanes to the C/CAG Board to facilitate further discussion.

## ATTACHMENT

None.

ITEM 4.1



## **C/CAG AGENDA REPORT**

**Date:** March 13, 2014  
**To:** City/County Association of Governments Board of Directors  
**From:** Sandy Wong, Executive Director  
**Subject:** Receive a presentation from the Peninsula Traffic Congestion Relief Alliance (Alliance).

(For further information or questions contact Sandy Wong at (650) 599-1409)

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### **RECOMENDATION**

That the C/CAG Board receive a presentation from the Peninsula Traffic Congestion Relief Alliance (Alliance).

### **FISCAL IMPACT**

None.

### **BACKGROUND**

The C/CAG Board typically receives a presentation from the Executive Director of the Peninsula Traffic Congestion Relief Alliance each year.

### **ATTACHMENT**

None.





# C/CAG

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

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

### BOARD MEETING MINUTES

Meeting No. 264  
February 13, 2014

#### 1.0 CALL TO ORDER/ROLL CALL

Vice Chair Nihart called the meeting to order at 6:33 p.m. Roll call was taken.

Elizabeth Lewis - Atherton (6:55)  
David Braunstein – Belmont  
Terry Nagel - Burlingame (6:36)  
David Canepa - Daly City  
Art Kiesel - Foster City  
Jay Benton – Hillsborough  
Kirsten Keith - Menlo Park  
Anne Oliva – Millbrae  
Mary Ann Nihart - Pacifica  
Maryann Moise Derwin – Portola Valley (6:34)  
Barbara Pierce – Redwood City  
Irene O’Connell - San Bruno  
Mark Olbert - San Carlos  
Joe Goethals - San Mateo  
Don Horsley - San Mateo County  
Karyl Matsumoto - South San Francisco  
Deborah Gordon - Woodside

#### Absent:

Brisbane  
Colma  
East Palo Alto  
Half Moon Bay

#### Others:

Sandy Wong, Executive Director C/CAG  
Nancy Blair, C/CAG Staff  
Nirit Eriksson, C/CAG Legal Counsel  
Lee Thompson, C/CAG Legal Counsel  
Tom Madalena, C/CAG Staff

John Hoang, C/CAG Staff  
Jean Higaki, C/CAG Staff  
Matt Fabry, C/CAG Staff  
Wally Abrazaldo, C/CAG Staff  
Ellen Barton, C/CAG Staff  
Parviz Mokhtari, C/CAG contractor  
Andrew Antwih, Shaw/Yoder/Antwih, representing Advocation  
Matt Robinson, Shaw/Yoder/Antwih, representing Advocation  
Jim Bigelow, Redwood City/San Mateo County Chamber, CMEQ Member  
Onnolee Trapp, CMEQ Member  
Emma Shales, Silicon Valley Bike Coalition San Jose, San Mateo resident  
Scott Hart, PG&E  
Frank Markowitz, San Mateo  
Steve Schmidt, Menlo Park  
Daina Lujan, South San Francisco  
Julia Dzierwa, San Carlos  
Emma Shlaes, San Mateo  
Matthew Self, Unincorporated San Mateo County  
Bob Grassilli, San Carlos  
Alison Nemirow, Strategic Economics  
Erik Calloway, Freedman Tung and Sasaki

### 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Bob Grassilli, C/CAG Board Member, introduced Mark Olbert as the new Representative from the City of San Carlos. Bob Grassilli has been on the C/CAG Board since 2006, and served as the C/CAG Chair from April 2011 to March 2013. Mr. Grassilli will continue to serve the C/CAG Board as an Alternate.

Lee Thompson, C/CAG's Legal Counsel, announced he is retiring from the County at the end of March 2014. Mr. Thompson introduced Nirit Erikkson, who will be serving C/CAG in the position of C/CAG's Legal Counsel.

The Board thanked Lee Thompson for his years of service to C/CAG.

### 4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Receive a presentation by Strategic Economics on the Economic & Housing Opportunities Assessment Phase II Final Report.

4.2 Receive an update from PG&E.

### 5.0 CONSENT AGENDA

Board Member Horsley MOVED approval of Items 5.1, 5.2, 5.3, 5.3.1, 5.3.2, 5.4, 5.5, 5.6, 5.7, 5.8, and 5.9. Board Member Canepa SECONDED. **MOTION CARRIED UNANIMOUSLY** 17-0.

- 5.1 Approval of the minutes of regular business meeting No. 263 dated December 12, 2013. APPROVED
- 5.2 Review and approval of Resolution 14-01 authorizing the Adoption of the Fiscal Year 2014/2015 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County. APPROVED
- 5.3 Receive copies of agreements executed by the C/CAG Chair as authorized by the C/CAG Board on August 9, 2012 (C/CAG Resolution 12-46):
- 5.3.1 Copy of the executed Memorandum of Understanding (MOU) with the San Mateo County Transportation Authority (SMCTA), for the development of the 101 Auxiliary Lane Project Study Report (Oyster Point-San Francisco County Line). INFORMATINO
- 5.3.2 Copy of the executed Memorandum of Understanding (MOU) with the San Mateo County Transportation Authority (SMCTA), for the High-Occupancy Vehicle lane (HOV) Hybrid Study on US 101 from Whipple to south of the I-380 interchange. INFORMATION
- 5.4 Review and approval of the reallocation of \$98,000 in Transportation Development Act Article 3 Funds for the City of South San Francisco Pedestrian Crossing Improvement at El Camino High School. APPROVED
- 5.5 Review and approval of Resolution No. 14-02 authorizing the C/CAG Chair to execute a funding agreement with the State of California Department of Transportation to provide C/CAG with funding to prepare an update of the Airport Land Use Compatibility plan (ALUCP) for the environs of San Carlos Airport in an amount not to exceed \$135,000 APPROVED
- 5.6 Review and approval of Resolution 14-03 authorizing the C/CAG Chair to execute an agreement with Kimley-Horn Associates, Inc. to provide consulting services for Incident Response and Arterial Traffic Signal Coordination for the Smart Corridor in an amount not to exceed \$488,700. APPROVED
- 5.7 Review and approval of Resolution 14-04 authorizing the C/CAG Executive Director to reimburse up to a combined total of \$100,000 to eight (8) cities with multiple traffic signals along the Smart Corridor project to connect fiber optic cables to respective City Hall or Corporation Yard for operation of the Smart Corridor. APPROVED

5.8 Review and approve the appointment of Brian McMinn to represent the City of South San Francisco on the Stormwater Committee APPROVED

5.9 Review and approval of Resolution 14-05 approving the population data to be used by C/CAG APPROVED

6.0 REGULAR AGENDA

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

6.1.1 Review and approval of the draft C/CAG Legislative Policies for 2014. APPROVED

The Legislative Committee recommended a presentation be made at a future Board meeting regarding Infrastructure Financing District as proposed in the Governor's Budget.

The Legislative Committee recommended the Board approve the C/CAG Legislative priorities and policies for 2014.

Matt Robinson, Shaw/Yoder/Antwih, representing Advocation provided an update on AB 418. In January 2014, AB 418 was passed at the Senate Governance and Finance Committee with a vote of 5-1. AB 418 now moves to the Senate floor requiring a two-thirds vote to be approved.

Board Member Horsley MOVED approval of Item 6.1.1 Board Member Pierce SECONDED.  
**MOTION CARRIED UNANIMOUSLY 17-0.**

6.2 Review and approval of appointments to the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) for two-year terms. APPROVED

The BPAC had three vacant seats for public members. Staff distributed a recruitment letter, and received six responses. The following individuals responded and made presentations to the C/CAG Board:

Frank Markowitz	Steve Schmidt
Daina Lujan	Julia Dzierwa
Emma Shlaes	Matthew Self

The Board voted by ballot. Frank Markowitz, Daina Lujan, Julia Dzierwa received the most votes, and were elected to fill the three public seats on the BPAC. A summary of this vote is included as the last page of the minutes.

6.3 Review and approve the attendance reports for the 2013 C/CAG Board and Committees. APPROVED

Board Member Pierce MOVED to approve Item 6.3. Board Member Braunstein SECONDED.  
**MOTION CARRIED UNANIMOUSLY 17-0.**

6.4 Receive an update on highway improvement studies along US 101. INFORMATION

Staff provided a brief overview on feasibility studies conducted along US 101 that led to the Project Study Report (PSR) for carpool lane between Whipple Ave and I-380. C/CAG Board previously approved the initiation of that PSR and it is currently underway. Under the Caltrans requirements, completion of a PSR is the first phase of a project, before a project is allowed to begin its CEQA/NEPA phase.

Recently, there is an idea proposed by TransForm to convert the fast lane on US 101 to a High Occupancy Toll (HOT) lane. Staff pointed out several pros and cons regarding this concept, including legal and equity issues. However, this concept has not been studied as part of the feasibility study previously conducted along the US 101. A feasibility study could evaluate the concept of HOT lanes relative to potential operational efficiency, travel time savings, revenues, and costs, etc. This was an information item. Staff proposed to bring back more information to the Board for future discussion and decision.

Public Comment: Jeff Hobson of TransForm urged C/CAG to study the “Optimized HOT Lane”.

Board Member Canepa opposes the study due to equity issue. Board Members Pierce, Nagel, and Keith are in favor of the study.

6.5 Review and approval of C/CAG investment recommendations from the Finance Committee. APPROVED

The Finance Committee had its quarterly meeting on February 8<sup>th</sup> and recommended no change to the C/CAG investment portfolio allocation.

Board Member Horsley MOVED to approve Item 6.5. Board Member Canepa SECONDED. **MOTION CARRIED UNANIMOUSLY 17-0.**

6.6 Review of the Proposed Fiscal Year 2014-15 C/CAG member fees. APPROVED

C/CAG member fees have not been increased in seven years. Staff recommended increasing the fees by 5% in FY 2014-2015 as shown in the packet.

Board Member O’Connell MOVED to approve Item 6.6. Board Member Pierce SECONDED. **MOTION CARRIED UNANIMOUSLY 17-0.**

6.7 Nominations for C/CAG Chair and Vice Chair for the March Election of Officers. APPROVED

Boardmember Pierce nominated Mary Ann Nihart for C/CAG Chair. Boardmember Nagel seconded the nomination.

Boardmember Canepa nominated Boardmember Keith for Vice Chair. Boardmember Nagel seconded the nomination.

## 7.0 COMMITTEE REPORTS

### 7.1 Committee Reports (oral reports).

### 7.2 Chairperson's Report

Chair Nihart requested for volunteers to serve on the Compensation Committee. Following Board Members volunteered:

MaryAnn Nihart  
Jay Benton  
Don Horsley  
Kirsten Keith  
Maryann Moise Derwin  
Deborah Gordon

### 7.3 Board members Report

None.

## 8.0 EXECUTIVE DIRECTOR'S REPORT

Executive Director Sandy Wong provided a brief powerpoint handout on California fuel tax history. She also informed the Board that 1) C/CAG Annual Report has been mailed out; 2) staff are working on website update; 3) introduce new C/CAG staff Ellen Barton as the Active Transportation Coordinator.

## 10.0 ADJOURN

Meeting adjourned 8:54

**February 13, 2014 - C/CAG Board Meeting**

**Election of a Three (3) Public Members to the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC)**

**Summary**

A ballot vote was taken for election of three private citizens to the C/CAG Bicycle and Pedestrian Advisory Committee. The votes were as follows:

Agency	Representative	Frank Markowitz	Steve Schmidt	Daina Lujan	Julia Dzierwa	Emma Shlaes	Matthew Self
Atherton	Elizabeth Lewis				√	√	√
Belmont	David Braunstein	√		√	√		
Brisbane	Absent						
Burlingame	Terry Nagel	√	√	√			
Colma	Absent						
Daly City	David Canepa	√	√			√	
East Palo Alto	Absent						
Foster City	Art Kiesel	√		√		√	
Half Moon Bay	Absent						
Hillsborough	Jay Benton	√		√			√
Menlo Park	Kirsten Keith		√	√		√	
Millbrae	Anne Oliva			√	√	√	
Pacifica	Mary Ann Nihart		√		√	√	
Portola Valley	Maryann Moise Derwin	√	√				√
Redwood City	Barbara Pierce	√	√				√
San Bruno	Irene O'Connell				√	√	√
San Carlos	Mark Olbert			√	√		√
San Mateo	Joe Goethals	√			√	√	
San Mateo County	Donald Horsley			√	√		√
So San Francisco	Karyl Matsumoto	√	√	√			
Woodside	Deborah Gordon		√		√		√
<b>TOTAL</b>		<b>9</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>8</b>	<b>8</b>

**Frank Markowitz, Daina Lujan, Julia Dzierwa have the most votes and are elected to the three public seats on the BPAC.**

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# C/CAG AGENDA REPORT

**Date:** March 13, 2014  
**To:** City/County Association of Governments Board of Directors  
**From:** Sandy Wong, Executive Director  
**Subject:** Review and approval of the appointments of Vice Mayor Richard Garbarino of the City of South San Francisco and Mayor Pro Tempore Catherine Carlton of Menlo Park to the Legislative Committee, and Councilmember Charles Stone of the City of Belmont to the Congestion Management & Environmental Quality Committee.

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

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## **RECOMMENDATION**

That the Board review and approve the appointments of Vice Mayor Richard Garbarino of the City of South San Francisco and Mayor Pro Tempore Catherine Carlton of Menlo Park to the Legislative Committee, and Councilmember Charles Stone of the City of Belmont to the Congestion Management & Environmental Quality Committee.

## **FISCAL IMPACT**

None.

## **BACKGROUND/DISCUSSION**

Currently, there are two vacant elected seats on the Legislative Committee, vacated by former Councilmembers Gina Papan of Millbrae, and Jerry Carlson of Atherton. Additionally, there are two vacant elected seats on the Congestion Management & Environmental Quality (CMEQ) Committee, vacated by Councilmember Clifford Lentz of the City of Brisbane and former Councilmember Gina Papan of Millbrae.

Recruitment letters were sent on January 29, 2014 to all elected officials in San Mateo County. Letters of interest were received from Vice Mayor Richard Garbarino of the City of South San Francisco and Mayor Pro Tempore Catherine Carlton of Menlo Park for the vacant seats on the Legislative Committee and Councilmember Charles Stone of the City of Belmont for the CMEQ Committee.

The Legislative Committee provides advice and recommendations to the full C/CAG Board on all matters dealing with State legislation, ballot measures, and positions to take on specific bills.

The Legislative Committee is also the liaison with C/CAG's advocating firm.

The CMEQ Committee provides advice and recommendations to the C/CAG Board of Directors on all matters relating to traffic congestion management, travel demand management, coordination of land use and transportation planning, mobile source air quality programs, energy resources and conservation, and other environmental issues facing the local jurisdictions in San Mateo County.

### **ATTACHMENTS**

- Roster for the Legislative Committee
- Letter from Vice Mayor Richard Garbarino
- Letter from Mayor Pro Tempore Catherine Carlton
- Roster for the CMEQ Committee
- Letter from Councilmember Charles Stone

## Legislative Committee 2014 Roster

Chair - Deborah Gordon  
Vice Chair - Art Kiesel  
Staff Support: Jean Higaki (jhigaki@smcgov.org)  
(650) 599-1462

Name	Representing
Irene O'Connell	City of San Bruno
Art Kiesel	City of Foster City
Deborah Gordon	Town of Woodside
Laurence May	Town of Hillsborough
Karen Ervin	City of Pacifica
Mary Ann Nihart (C/CAG Vice Chair)	City of Pacifica

The Legislative Committee is composed of seven City Council Members/Members of the Board of Supervisors appointed by the C/CAG Board plus the Chair and Vice Chair of C/CAG.

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CITY COUNCIL 2014

KARYL MATSUMOTO, MAYOR  
RICHARD A. GARBARINO, VICE MAYOR  
MARK ADDIEGO, COUNCILMEMBER  
PRADEEP GUPTA, PH.D., COUNCILMEMBER  
LIZA NORMANDY, COUNCILMEMBER

STEVEN T. MATTAS, INTERIM CITY MANAGER

OFFICE OF THE CITY COUNCIL

February 4, 2014

Sandy Wong, C/CAG Executive Director  
City and County Association of Governments  
555 County Center, 5th Floor  
Redwood City, CA 94063

Re: Legislative Committee Appointment

Dear Ms. Wong,

I am submitting this letter of interest seeking an appointment to the Legislative Committee. As an 11 year active member of the League of California Cities, currently serving as a Board Director and member of the Public Safety Policy Committee, I have closely tracked proposed and pending legislation that effect our cities. To this end, I have travelled to Sacramento to discuss issues with our elected representatives, and faxed, emailed or made phone calls to support or oppose legislation.

Serving as the City Council's liaison to the League, I regularly provide my colleagues updates and pertinent information on bills and measures being considered in the Legislature. I believe that my experience will enable me to serve the C/CAG Board effectively as a member of the Legislative Committee. I thank you and the Board for your consideration of my request.

Respectfully submitted,

A handwritten signature in cursive script that reads "Richard Garbarino".

Richard Garbarino, Vice Mayor  
City of South San Francisco

cc: Steven T. Mattas, Interim City Manager  
South San Francisco City Council

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*From the Office of Mayor Pro Tem Catherine Carlton*

February 27, 2014

Jean Higaki  
C/CAG  
County Office Building  
555 County Center, Fifth Floor  
Redwood City, California 94063

Dear Jean,

I am writing to express my interest in serving on the C/CAG Legislative Committee. I have extensive experience in analyzing State and Federal legislation and ballot measures and recommending an appropriate action on such bills. I served for three years on the JL State Public Affairs Committee, chairing the state committee the last year. I have also reviewed bills while serving on the Environmental Committee for the League of California Cities.

I am excited to use this experience in reviewing legislation that relates to our local cities and counties for C/CAG. Please feel free to call if you should have any questions. My mobile number is 650 575 4523.

All the best,

Catherine Carlton  
Mayor Pro Tem  
Menlo Park





## CMEQ February 2014 ROSTER

Chair - Richard Garbarino  
 Vice Chair - Barbara Pierce  
 Staff Support: Wally Abrazaldo ([wabrazaldo@smcgov.org](mailto:wabrazaldo@smcgov.org))  
 (650) 599-1455

Name	Representing
Alicia Aguirre	MTC
Arthur Lloyd	Peninsula Corridor Joint Powers Board (Caltrain)
Barbara Pierce	City of Redwood City
Elizabeth Lewis	City of Atherton
Irene O'Connell	City of San Bruno
Jim Bigelow	Business Community
Lennie Roberts	Environmental Community
Mark Olbert	City of San Carlos
Mike O'Neill	City of Pacifica
Naomi Patridge	City of Half Moon Bay
Onnolee Trapp	Agencies with Transportation Interests
Rich Garbarino	City of South San Francisco
Steve Dworetzky	Public Member
Zoe Kersteen-Tucker	San Mateo County Transit District (SamTrans)
Vacant	
Vacant	



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**From:** Charles Stone <cstone@belmont.gov>  
**To:** "Walter Abrazaldo " <wabrazaldo@smcgov.org>  
**Date:** 2/28/2014 3:47 PM  
**Subject:** RE: C/CAG CMEQ Interest Letter

Walter -

Please accept this email as my letter of intent. I am writing to express my interest in filling one of the vacant seats on the C/CAG Congestion Management and Environmental Quality Committee.

I was born and raised in San Mateo County and have lived here for 38 years. I've resided in Belmont or San Mateo since 1989. I have watched as the Peninsula has grown and changed and I am intimately aware of the congestion and environmental quality issues our community has faced, is facing, and will continue to face as we continue to grow.

As an attorney, former education foundation board member, and parent I believe I will bring added value and a unique perspective to the committee. I truly believe that we can use smart growth principles to plan for a Peninsula of tomorrow that is every bit as wonderful as the Peninsula of today with less congestion and better environmental quality.

Thank you for your consideration.

Best,

Charles P. Stone  
Councilmember, City of Belmont

**Charles P. Stone, Council Member**  
**Belmont City Council**  
**One Twin Pines Lane**  
**Belmont, CA 94002**

*Unless otherwise noted, the opinions, viewpoints, and perspectives contained in this email are my own, and do not represent the official position of the City of Belmont or its City Council. Please do not share those opinions, viewpoints, and perspectives with other members of the Belmont City Council so as to avoid the potential development or appearance of a consensus outside a scheduled public meeting, which is prohibited under California's Brown Act. I also respectfully request that you refrain from sharing the opinions, viewpoints, and perspectives of other Belmont City Council members with me. Thank you.*



# C/CAG AGENDA REPORT

**Date:** March 13, 2014

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

**From:** Sandy Wong, Executive Director

**Subject:** Review and approval of Resolution 14-06 authorizing the C/CAG Chair to execute Amendment No.1 to the Agreement with the Santa Clara Valley Transportation Authority for Countywide Transportation Model for time extension and minor modification to contract terms

(For further information or questions contact Wally Abrazaldo at 650-599-1455)

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## **RECOMMENDATION**

That the C/CAG Board of Directors approve Resolution 14-06 authorizing the C/CAG Chair to execute Amendment No. 1 to the Agreement with the Santa Clara Valley Transportation Authority for Countywide Transportation Model for time extension and minor modification to contract terms.

## **FISCAL IMPACT**

None. Amendment No. 1 will provide time extension and modification to contract terms with no change in the total authorized fees.

## **SOURCE OF FUNDS**

N/A.

## **BACKGROUND/DISCUSSION**

Congestion Management Program legislation requires that C/CAG, as the congestion management agency for San Mateo County, develop and maintain a countywide travel demand model. C/CAG licenses the countywide travel demand model for San Mateo County from the Santa Clara Valley Transportation Authority (VTA), which maintains a travel demand model that is optimized for the counties of Santa Clara and San Mateo and accounts for transportation impacts from neighboring counties and regional commute sheds (the "C/CAG-VTA Model").

The original agreement with VTA for the countywide model was executed in March 2011 and will expire this year. This amendment will extend the agreement with VTA for three additional

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years to provide maintenance, update, and on-call modeling services for the C/CAG-VTA Model. Minor changes are also made to the contract terms to clarify the process for creating task orders. The resolution provides the C/CAG Executive Director with the authority to negotiate the final amendment, subject to approval by legal counsel as to form.

The C/CAG-VTA Model is a four-step travel demand model implemented in Citilabs Cube Voyager software that is based on the BAYCAST-90 travel forecasting system previously used by the Metropolitan Transportation Commission (MTC). The model is currently being updated to be consistent with the most recent land use and socioeconomic database of the Association of Bay Area Governments (ABAG). Additionally, the travel analysis zones and model networks are being revised to provide more detail in transit corridors and maintain consistency with Census 2010 geography.

### **ATTACHMENTS**

- Resolution 14-06
- Draft Amendment No.1 to the Agreement Between the City/County Association of Governments of San Mateo County and the Santa Clara Valley Transportation Authority for Countywide Transportation Model

## **RESOLUTION 14-06**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 1 TO THE AGREEMENT WITH THE SANTA CLARA VALLEY TRANSPORTATION AUTHORITY FOR COUNTYWIDE TRANSPORTATION MODEL FOR TIME EXTENSION AND MINOR MODIFICATION TO CONTRACT TERMS**

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

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

**WHEREAS**, C/CAG has need of a transportation forecasting model in order to develop travel demand analysis for San Mateo County;

**WHEREAS**, C/CAG and the Santa Clara Valley Transportation Authority (“VTA”) are parties to an agreement originally dated March 18, 2011 (the “C/CAG-VTA Model Agreement”) that allows C/CAG to license from VTA a software forecasting model of the transportation system of the San Francisco Bay Area that is optimized for Santa Clara and San Mateo counties and accounts for transportation impacts from neighboring counties and regional commute sheds (the “C/CAG-VTA Model”); and

**WHEREAS**, C/CAG exercises the option to retain VTA to provide maintenance, update, and on-call services for the C/CAG-VTA Model for three years.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute Amendment No. 1 to the agreement with the Santa Clara Valley Transportation Authority, and further authorize the C/CAG Executive Director to negotiate final terms of the amendment, subject to approval by C/CAG legal counsel as to form.

**PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF MARCH 2014.**

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*Mary Ann Nihart, Chair*





**DRAFT**  
**AMENDMENT NO.1 TO THE AGREEMENT**  
**BETWEEN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN**  
**MATEO COUNTY AND THE SANTA CLARA VALLEY TRANSPORTATION**  
**AUTHORITY FOR COUNTYWIDE TRANSPORTATION MODEL**

WHEREAS, the City/County Association of Governments of San Mateo County (“C/CAG”) and the Santa Clara Valley Transportation Authority (“VTA”) are parties to an agreement originally dated March 18, 2011 (the “C/CAG-VTA Model Agreement”) that allows C/CAG to license from VTA a software forecasting model of the transportation system of the San Francisco Bay Area that is optimized for Santa Clara and San Mateo counties and accounts for transportation impacts from neighboring counties and regional commute sheds (the “C/CAG-VTA Model”); and

WHEREAS, the C/CAG-VTA Model Agreement was effective March 18, 2011; and

WHEREAS, C/CAG exercises the option to extend the C/CAG-VTA Model Agreement for three years to provide maintenance, update, and on-call modeling services for the C/CAG-VTA Model; and

WHEREAS, the parties desire to amend the C/CAG-VTA Model Agreement as set forth herein.

IT IS HEREBY AGREED by C/CAG and VTA as follows:

1. Section 1a of the C/CAG-VTA Model Agreement is replaced in its entirety with the following:

For the term provided in this Agreement, VTA grants to C/CAG a continuation of the nonexclusive and, except as provided herein, nontransferable license to use the Model, which includes the following:

- Updated base year 2010 model and datasets;
- Updated forecast year 2020 and 2040 model and datasets;
- TP+/CUBE scripts;
- Standalone programs required to execute the models;
- Traffic Analysis Zone (TAZ) boundary shape files; and
- Model documentation;

2. Section 3 of the C/CAG-VTA Model Agreement is replaced in its entirety with the following:

VTA will provide routine updates of the VTA Model for an amount not to exceed \$75,000 total for the term of this Agreement. These updates include any major updates of input data, model scripts, structural changes to the mode choice programs and/or procedures implemented by VTA staff to improve the VTA Model and would be major enhancements over and above minor revisions such as networks and socioeconomic data

revisions considered as configuration control identified under Section 1f. C/CAG will authorize the maintenance services on a task order basis.

3. Section 4a of the C/CAG-VTA Model Agreement is replaced in its entirety with the following:

VTA staff will provide On-call travel demand modeling services to C/CAG based on a task order basis with a mutually agreed upon scope of services, budget, and schedule. On-call modeling services will include but not be limited to the following activities:

- i. Base year model calibration and validation model runs,
- ii. Development of general travel demand forecasts to support highway and/or transit corridor studies,
- iii. Development of detailed traffic output volumes for site-specific development traffic impacts analysis,
- iv. Development of base and alternative land use scenarios for input into travel demand forecasts,
- v. Calculation of air quality analysis impacts to support Greenhouse Gas (GHG) emissions reduction strategies, and
- vi. Development of advanced modeling applications for HOV Toll Modeling and Congestion Pricing analysis.

4. Section 5 of the C/CAG-VTA Model Agreement is replaced in its entirety with the following:

a.

<u>AGREEMENT SECTION</u>	<u>TASK/ITEM</u>	<u>FEE</u>	<u>PAYMENT DUE DATE</u>
1	Initial License	\$200,000 (one time fee)	Payment received from previous agreement
2	Set Up Services*	Included in License	
3	Maintenance and update Services	Not to exceed \$75,000 total	Per Task Order
4	On Call Modeling Services	Not to exceed \$300,000 total	Per Task Order

**\* Per Section 2**

- b. As specific services under Section 3 and 4 are identified, C/CAG will present VTA with a proposed scope of work for a specific task and request a cost proposal. VTA will provide C/CAG with a cost proposal for the specific task. Specific work scope and payment may be negotiated. A task order defining cost and schedule will be prepared for execution. The C/CAG Executive Director must approve and execute the task order before procurement of any expenditure. VTA shall provide services consistent with its proposal submitted to C/CAG and incorporated by reference.

c. In consideration of VTA providing services under Section 3 and 4, C/CAG shall reimburse VTA on a time and material basis on the executed task order and the hourly cost rates set forth up to a maximum amount of \$75,000 total for services under Section 3 and \$300,000 total for services under Section 4 provided during the contract term. Payments shall be made to VTA monthly based on an invoice submitted by VTA that identifies expenditures and describes services performed in accordance with the agreement. C/CAG shall have the right to receive, upon request, documentation substantiating charges billed to C/CAG.

5. Section 9 of the C/CAG-VTA Model Agreement is replaced in its entirety with the following:

This Agreement shall become effective upon full execution of the Agreement and shall remain in effect until March 31, 2017; provided however this Agreement may be terminated by either party by delivery of a 60-day written notice of termination to the other party. Upon end of the term or termination of this Agreement C/CAG will retain access to the C/CAG Model as then provided with no further support from the VTA.

6. Section 11 of the C/CAG-VTA Model Agreement is replaced in its entirety with the following:

The General Manager of VTA or his/her designee is hereby made the representative of VTA for all purposes under this Agreement. The Chairperson of the Board of C/CAG or his/her designee is hereby made the representative of C/CAG for all purposes under this Agreement.

7. Section 13 of the C/CAG-VTA Model Agreement is amended to provide that the notices required to be given to C/CAG shall be addressed as follows:

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

8. Except as expressly amended herein, all other provisions of the C/CAG-VTA Model Agreement shall remain in full force and effect.

9. This amendment shall take effect immediately upon execution by all parties and may be executed in counter parts.

City/County Association of Governments  
(C/CAG)

Santa Clara Valley Transportation Authority  
(VTA)

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Mary Ann Nihart, Vice Chair

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Nuria I. Fernandez, General Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to form:

Approved as to form:

\_\_\_\_\_  
Legal Counsel for C/CAG

\_\_\_\_\_  
Victor A. Pappalardo,  
Senior Assistant Counsel

# C/CAG AGENDA REPORT

**Date:** March 13, 2014  
**To:** City/County Association of Governments Board of Directors  
**From:** Sandy Wong, Executive Director  
**Subject:** Review and approval of the reallocation of \$83,500 in Transportation Development Act Article 3 Funds for the City of San Carlos North/South Bike Improvements on Old County Road

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

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## **RECOMMENDATION**

That the C/CAG Board review and approve the reallocation of \$83,500 in Transportation Development Act Article 3 Funds for the City of San Carlos North/South Bike Improvements on Old County Road.

## **FISCAL IMPACT**

\$83,500 (Funds were allocated during the FY 09/10 Transportation Development Act Article 3 funding cycle.)

## **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**

During the FY 09/10 Transportation Development Act (TDA) Article 3 funding cycle, the City of San Carlos received a grant award of \$83,500 for a project to construct a Class II bike lane and install bikeway signage on Old County Road. In January 2012 the City of San Carlos received an extension to be able to complete the project in conjunction with improvements associated with another project, the East Side Connect project.

TDA Article 3 Program guidelines require that the funds be expended within three years or be rescinded. For the FY 11/12 TDA Article 3 Program the expiration date for the funds is June 30, 2014.

The City of San Carlos has requested an additional time extension for the grant funds to enable the project to be constructed after the completion of the pavement work for the East Side Connect project, which is now expected to be completed in late spring or summer of 2014.

At its meeting on February 27, 2014, the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) recommended approval of a time extension for the TDA Article 3 grant for the San Carlos North/South bike improvements on Old County Road.

Staff recommends approval to reallocate the \$83,500 to the FY 2013/14 TDA Article 3 Program, which will enable the City of San Carlos to retain the funds. With approval, staff will coordinate with the Metropolitan Transportation Commission for the reallocation of funds. The reallocation will provide that the funds will become part of the FY 13/14 allocation which will then have an expiration date of June 30, 2016.

### **ATTACHMENTS**

- Letter from City of San Carlos

CITY HALL

600 ELM STREET  
SAN CARLOS, CA 94070-3085



**PUBLIC WORKS  
DEPARTMENT**

ENGINEERING DIVISION

☎ (650) 802-4204

☎ (650) 595-6704

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

February 14, 2014

Sandy Wong  
Executive Director  
City/County Association of Governments of San Mateo County  
County Office Building  
555 County Center, Fifth Floor  
Redwood City, California 94063

RE: Request for reallocation of TDA Article 3 funds

Dear Ms. Wong;

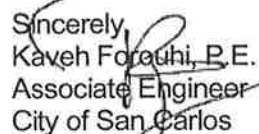
The City of San Carlos was granted a Transportation Development Act Article 3 grant for North/South bike improvements on Old County Road. The funding is for signage, detectors and pavement markings for Class II Bikeway. On November 23, 2011, City of San Carlos Planning Manager, Ms. Deborah Nelson, requested the fund to be reallocated in the next three year cycle and C/CAG agreed to reallocate the funding.

As described in the previous reallocation request, City of San Carlos is implementing the East Side Connect project which will provide Bikeways for the length of Old County Road, a Bike Boulevard for East San Carlos Avenue and sidewalk, landscaping, lighting and other improvements. The construction on the project has been started in October 2013 and we anticipate completing the project prior to the end of December 2014.

Currently, our utility undergrounding contractor is working on installing the utility joint trench and we anticipate that the underground work be completed by end of April 2014. The streetscape contractor for East Side Connect Project will begin the concrete work within three weeks; however, the asphalt and micro surfacing will occur in late spring or summer of 2014. Following the pavement rehabilitation operation, the striping contractor will move in to complete the striping and markings on Old County Road.

The striping, signage and bike markings are usually the last order of business in such projects. City is concerned that we may unable to complete the eligible reimbursable items for TDA article 3 funds prior to the end of June 2014.

Therefore, the City of San Carlos requests that the TDA Article 3 funds in the amount of \$83,500 be reallocated in the next three year cycle.

Sincerely,  
  
Kaveh Forouhi, P.E.  
Associate Engineer  
City of San Carlos

CC: Tom Madalena, C/CAG of San Mateo County

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# **C/CAG AGENDA REPORT**

**Date:** March 13, 2014  
**To:** City/County Association of Governments, Board of Directors  
**From:** Sandy Wong, Executive Director  
**Subject:** Review and approval of C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified)

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

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## **RECOMMENDATION**

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

## **FISCAL IMPACT**

Unknown.

## **SOURCE OF FUNDS**

NA.

## **BACKGROUND/DISCUSSION**

The C/CAG Legislative Committee receives monthly written reports and oral briefings from the C/CAG's State legislative advocates. Important or interesting issues that arise out of that meeting are reported to the Board.

February 21, 2014 was the deadline to introduce new bills to the State Legislature. Approximately 1,930 bills were introduced. The C/CAG Legislative advocates were tasked with identifying bills which may be of interest to C/CAG.

## **ATTACHMENTS**

- March 13, 2014 State Legislative Update from Shaw Yoder Antwih
- Full Legislative information is available for specific bills at <http://leginfo.legislature.ca.gov/>

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# ADVOCATION



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

**March 13, 2014**

**TO:** Board Members, City/County Association of Governments, San Mateo County  
**FROM:** Matt Robinson and Andrew Antwih, Shaw / Yoder / Antwih, Inc.  
Chuck Cole, Advocacy, Inc.

**RE:** STATE LEGISLATIVE UPDATE – March 2014

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## Legislative Update

February 21 marked the last day for members of the Legislature to introduce bills for consideration in 2014. Since the beginning of the year, 1,930 bills were submitted in total by both houses of the Legislature. Beginning in late March, policy committees will begin hearing both new bills and bills introduced in 2013 that moved out of the house of origin (two-year bills). We have provided C/CAG with a list of bills we are currently tracking reflecting. The Legislature will break for Spring Recess on April 10, reconvening on April 21.

As we reported to the Legislative Committee last month, the Governor is proposing \$850 million be appropriated from Cap and Trade auction revenues in 2014-15 for various programs, including \$100 million for sustainable communities strategies. On February 12, the Governor released proposed language for the budget trailer bill and it is in line with what we reported last month, specifically that money will be appropriated to the Strategic Growth Council to administer the Sustainable Communities Implementation Program, a competitive grant program in which local and regional entities would submit eligible projects to the Council for funding. Eligible projects include affordable housing, transit capital, active transportation, transit-oriented development, agricultural land preservation, and sustainable communities planning. The Bay Area Congestion Management Agency Association (of which C/CAG is a member) submitted a letter of support for the Governor's expenditure of Cap and Trade revenues, but called for a more regionalized approach to the distribution of funds, additional eligible uses, as well as additional funding for the program. We will continue to advocate on C/CAG's behalf regarding the use of Cap and Trade funds in coordination with other congestion management agencies.

As mentioned above, we are actively monitoring a number of bills for C/CAG. However, none more important than AB 418 (Mullin) which would clarify C/CAG's authority to submit a special tax or property-related fee to the voters for stormwater management programs. AB 418, which requires a two-thirds vote due to the bill's urgency clause.

We are happy to report that this bill passed off the Senate Floor by a vote of 27-8 on February 20! The bill now heads to the Assembly where it will be heard in the Assembly Local Government Committee in early April.

Also at last month's meeting, members of the Legislative Committee expressed interest in the Governor's Infrastructure Financing District (IFD) proposal. Details of the proposal are not in print yet, but will likely make their way into a budget trailer bill later this year. In the meantime, we have held the first of several meetings with administration staff to get a better understanding of the Governor's proposal which would lower the voter-threshold for the formation of an IFD from two-thirds to 55 percent, as well as expand the types of projects that can be financed through an IFD. The Governor's proposal would require a local government entity seeking to

utilize the lower voter-threshold and fund the newly eligible projects to have resolved all outstanding issues with the state surrounding the dissolution of a former redevelopment area.

AB 471 (Atkins) [Chapter 1, Statutes of 2014], signed by the Governor on February 18, allows an IFD to overlap with a former redevelopment area. The Governor proposed to allow the overlap as part of his IFD program when the budget was released in January. We will provide an overview of existing IFD law, as well as the Governor's proposal, at C/CAG's May Board meeting.

Finally, both water bonds continue to move through the Legislative process. SB 848 (Wolk) passed the Senate Governance and Finance Committee on February 26 and AB 1331 is scheduled to be heard in Senate Natural Resources and Water on March 25. We continue to work with staff to ensure that C/CAG is positioned to receive funding for stormwater management and permit compliance.

In addition to the two water bonds mentioned above, the Governor signed a package of bills to provide \$687 million for drought relief programs throughout the state, of which \$472.5 million is appropriated for integrated regional water management grants.

The legislation had broad, bipartisan support:

**SB 103** passed 34-2 in the Senate and 64-3 in the Assembly.

**SB 104** passed 33-3 in the Senate and 68-1 in the Assembly.

The two bills provide funding to support drought relief, including money for housing and food for workers directly impacted by the drought, bond funds for projects to help local communities more efficiently capture and manage water and funding for securing emergency drinking water supplies for drought-impacted communities.

In addition, the legislation increases funding for state and local conservation corps to assist communities with efficiency upgrades and reduce fire fuels in fire risk areas, and includes \$1 million for the Save Our Water public awareness campaign – which will enhance its mission to inform Californians how they can do their part to conserve water.

### **Bills of Interest**

#### **AB 418 (Mullin)**

**Summary:** This bill would enable San Mateo City/County Association of Governments (C/CAG) to put a special tax or property related fee before the voters for stormwater management activities consistent with C/CAG's joint powers agreement. Any action must be consistent with the California Constitution. **C/CAG is the sponsor of this bill.**

**Status:** This bill passed the Senate Floor on February 20 by a vote of 27-8. The bill is now in the Assembly Local Government Committee and will be heard in early April.

#### **AB 2170 (Mullin)**

**Summary:** This bill would clarify that parties to a Joint Powers Agreement may exercise any power common to the contracting parties, including, the authority to levy a fee or tax.

**Status:** This bill is eligible to be heard in committee on March 23.

**AB 2194 (Mullin)**

**Summary:** This bill would amend the Mello-Roos Community Facilities Act to allow a community facilities district to finance stormwater management, including compliance with state and federal stormwater permit requirements.

**Status:** This bill is eligible to be heard in committee on March 23.

**AB 2403 (Rendon)**

**Summary:** This bill would change the definition of "water" under the Proposition 218 Omnibus Implementation Act to include recycled water and stormwater intended for water service. The Act defines terms used in Articles XIII C and XIII D of the Constitution.

**Status:** This bill is eligible to be heard in committee on March 25.

**SB 391 (DeSaulnier)**

**Summary:** This bill would impose a fee, beginning January 1, 2014, of \$75 on every real estate instrument, paper, or notice that is required or permitted by law, excluding real estate instruments, papers, or notices recorded in connection with a transfer subject to a documentary transfer tax. Revenue from this fee would be used to fund projects and programs that support the development, acquisition, rehabilitation, and preservation of housing affordable to low- and moderate-income households, emergency shelters and rapid rehousing services, among other identified, related projects.

**Status:** Assembly Appropriations Suspense File. This bill may still be moved.

**SB 556 (Corbett)**

**Summary:** This bill would prohibit a person, firm, corporation, or association that is a nongovernmental entity and contracts to perform labor or services relating to public health or safety for a public entity from displaying on a vehicle or uniform a logo that reasonably could be interpreted as implying that the labor or services are being provided by employees of the public agency, unless the vehicle or uniform conspicuously displays a disclosure.

**Background:** According to the author and proponents, public agencies are routinely hiring third party intermediaries, such as labor contractors or temporary staffing agencies. Arrangements that they argue, separate the company at the top from the workers at the bottom, thus shielding the public agency from liability. They argue that subcontracting has implications for consumers and the public because many times consumers don't even know what entity they are actually doing business with, or who is in charge if something goes wrong. In addition, they argue that when workers enter a home or have access to personal information; the consumer should have the right to know if the worker is a city employee, a known company employee, a temporary or contracted out employee, or an independent contractor.

Opponents argue that SB 556 undercuts the primary reason for entering into independent contracting relationships by shifting liability to a public agency. The League of Cities writes that "many public agencies that contract for services specify uniform requirements in their written contracts with a service provider. These uniform requirements are oftentimes done for the purpose of ensuring the public knows who the contractor is serving and for identifying regional operations during a major disaster or mutual aid request from the public agency."

The bill was last amended on September 4<sup>th</sup> 2013 to further narrow the bill so that their proposed notice requirements would only apply to health and public safety services that are contracted out by a public agency. Despite the latest amendments, many public agencies around the state remained opposed to the bill.

**Status:** Assembly Floor Inactive File. This bill may still be moved.

**SB 731 (Steinberg)**

**Summary:** This bill would provide that aesthetic and parking impacts of a residential, mixed-use residential, or employment center project, on an infill site, within a transit priority area, shall not be considered significant impacts on the environment. The bill would require the Office of Planning and Research to prepare and submit to the Secretary of the Natural Resources Agency, and the secretary to certify and adopt, revisions to the guidelines for the implementation of CEQA establishing thresholds of significance for noise and transportation impacts of projects within transit priority areas

**Status:** Assembly Local Government Committee

**SB 1156 (Steinberg)**

**Summary:** Under the Cap and Trade program, the manufacturers of transportation fuels are required to begin purchasing GHG emissions allowances on January 1, 2015. The revenues from the sale of these emissions would be available for the state for programs that reduce GHG emissions. This bill would remove transportation fuels from the Cap and Trade program, and instead impose a carbon tax on suppliers of fossil fuels to be deposited in the Carbon Tax Revenue Special Fund to be rebated to taxpayers. While there is no mention of mass transportation funding in the current version of the bill, Senator Steinberg has stated his intention to provide a third of the revenues collected to mass transportation.

**Status:** This bill is eligible to be heard in committee on March 23.

# C/CAG AGENDA REPORT

**Date:** March 13, 2014  
**To:** City/County Association of Governments Board of Directors  
**From:** Sandy Wong, Executive Director  
**Subject:** Review and approval of appointment(s) to fill vacant seat(s) for elected official on the Resource Management and Climate Protection (RMCP) Committee  
  
(For further information or questions contact Kim Springer at (650)599-1412 or Sandy Wong at (650)599 1409)

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## **RECOMMENDATION**

That the C/CAG Board of Directors review and approve appointment(s) to fill vacant seat(s) for elected official on the Resource Management and Climate Protection (RMCP) Committee with one of the following two options:

Option 1: Review and appoint one candidate to fill the one current vacant elected official seat to the Resource Management and Climate Protection (RMCP) Committee.

Candidates: Rick DeGolia, Vice Mayor of Atherton  
Don Horsley, San Mateo County Supervisor

Option 2: Review and approve one additional seat for elected official to the Resource Management and Climate Protection (RMCP) Committee and appoint two candidates to fill the two vacant elected official seats to the RMCP Committee.

Candidates: Rick DeGolia, Vice Mayor of Atherton  
Don Horsley, San Mateo County Supervisor

## **FISCAL IMPACT**

None.

## **BACKGROUND/DISCUSSION**

The RMCP Committee provides advice and recommendations to the Congestion Management and Environmental Quality (CMEQ) Committee and the full C/CAG Board on matters related to energy and water use, climate action and adaptation efforts in San Mateo County, and develops and promotes actions on the same. The RMCP Committee also reports on the San Mateo County Energy Watch (SMCEW) and updates and promotes the goals outlined in the San Mateo County Energy Strategy, including: energy, water, collaboration between cities and the utilities, leadership and economic opportunities related to the RMCP Committee's efforts.

The RMCP Committee currently has one vacant elected official seat vacated by former Council Member Pedro Gonzalas of South San Francisco. A recruitment letter was sent to all Elected Officials and City/County Managers in San Mateo County on January 29, 2014 requesting for interest letters by February 27, 2014. Staff has received two letters of interest, one from San Mateo County Supervisor Don Horsley, and one from Rick DeGolia, Vice Mayor of the Town of Atherton.

As shown on the attached Committee Roster, the RMCP Committee currently has 6 elected seats and eight public seats. Committee members come together to collaborate and promote energy conservation and climate protection strategies, programs, and projects.

### **ATTACHMENTS**

- Committee Roster for RMCP
- Letter of Interest from Atherton Vice Mayor Rick DeGolia
- Letter of Interest from San Mateo County Supervisor Don Horsley



# 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*

<b>Resource Management and Climate Protection Committee</b> (March 2014)	
<b>Elected Officials (6)</b>	
Deborah Gordon – <b>Committee Chair</b> Former Mayor/Councilwoman Woodside <a href="mailto:dcgordon@stanford.edu">dcgordon@stanford.edu</a> Work (650) 725-6501	Dave Pine President, Board of Supervisors County of San Mateo <a href="mailto:dpine@smcgov.org">dpine@smcgov.org</a> Work (650) 363-4571
Barbara Pierce Former Mayor/Councilwoman Redwood City <a href="mailto:barbara@barbarapierce.org">barbara@barbarapierce.org</a> Cell (650) 208-9828 Home (650) 368-6246	Pradeep Gupta Councilmember South San Francisco <a href="mailto:pradeep.gupta@ssf.net">pradeep.gupta@ssf.net</a> Home (650) 892--8495
Maryann Moise Derwin – <b>Vice-Chair</b> Former Mayor/Councilwoman Portola Valley <a href="mailto:mderwin@portolavalley.net">mderwin@portolavalley.net</a> Home (650) 851-8074 Cell (650) 279-7251	Vacant
<b>Stakeholder Representatives (8)</b>	
<b><u>Energy – Ecology Action</u></b>	Noelle Bell Regional Program Manager, EUC <a href="mailto:nbelle@ecoact.org">nbelle@ecoact.org</a> (831)818-3180 Debbie Kranefuss – Sr. Client Mgr. Energy <a href="mailto:dkranefuss@ecoact.org">dkranefuss@ecoact.org</a> (831) 247-6733
<b><u>Water - BAWSCA</u></b>	Nicole Sandkulla, P.E. CEO and General Manager <a href="mailto:nsandkulla@bawsca.org">nsandkulla@bawsca.org</a> (650) 349-3000 Adrienne Carr – Sr. Water Resource Spec. <a href="mailto:acarr@bawsca.org">acarr@bawsca.org</a> (650) 349-3000
<b><u>Utility – PG&amp;E</u></b>	Kathy Lavezzo Account Manager <a href="mailto:KOL1@pge.com">KOL1@pge.com</a> (650) 598-7267 cell (650) 279-3864

<b>Resource Management and Climate Protection Committee</b> (March 2014)	
<b><u>Nonprofit</u></b>	Robert Cormia Professor, Foothill - De Anza Community College <a href="mailto:rdcormia@earthlink.net">rdcormia@earthlink.net</a> (650)747-1588
<b><u>Large Business</u></b>	Vacant
<b><u>Small Business</u></b>	Eric Sevim Shop Manager A+ Japanese Auto Repair, Inc. <a href="mailto:apluseric@gmail.com">apluseric@gmail.com</a> (650) 595-CARS
<b><u>Chamber of Commerce</u></b>	Jorge Jaramillo President SMC Hispanic Chamber of Commerce <a href="mailto:smchcc@gmail.com">smchcc@gmail.com</a> (650)245-6902
<b><u>Environmental</u></b>	Beth Bhatnagar Board Member Sustainable San Mateo County <a href="mailto:bethbh@comcast.net">bethbh@comcast.net</a> (650) 638-2323

<b><u>RMCP Committee Staff</u></b>	
<b><u>C/CAG:</u></b>	Sandy Wong Executive Director <a href="mailto:swong@smgov.org">swong@smgov.org</a> (650) 599-1420
<b><u>County of San Mateo, RecycleWorks:</u></b>	Kim Springer Resource Conservation Programs Manager <a href="mailto:kspringer@smcgov.org">kspringer@smcgov.org</a> (650) 599-1412
	Susan Wright Resource Conservation Specialist SMCEW Program Coordinator <a href="mailto:swright@smcgov.org">swright@smcgov.org</a> (650)599-1403
<b><u>Climate Corps Bay Area (CCBA) Fellow</u></b> Erica Kudyba	<b><u>Climate Corps Bay Area (CCBA) Fellow</u></b> Vacant

**Sandy Wong - RMCP Committee Opening**

---

**From:** Rick DeGolia <rick@rickdegolia.com>  
**To:** <slwong@smcgov.org>  
**Date:** 2/4/2014 11:46 AM  
**Subject:** RMCP Committee Opening

---

Hello Sandy:

I am responding to your notice dated January 29, 2014 about vacancies on various C/CAG standing committees. I am interested in the opening on the RMCP. I have been the CEO of a cleantech company and am on the Boards of the Cleantech Open (a national nonprofit cleantech business competition) and the CLEAN Coalition (a policy-focused non-profit to help municipalities generate renewable power in very cost effective ways by putting the energy directly into the local grid, rather than on transmission lines).

Please let me know if there is any other information that you would like from me in connection with this stated interest.

Sincerely, Rick DeGolia

---

Rick DeGolia  
Vice Mayor  
Town of Atherton

84 Clay Drive  
Atherton, CA 94027  
650.321.7707 (h)  
650.793.2800 (m)  
[www.rickdegolia.com](http://www.rickdegolia.com)





# COUNTY OF SAN MATEO

COUNTY GOVERNMENT CENTER • REDWOOD CITY • CALIFORNIA 94063-1655  
WEB PAGE ADDRESS: smcgov.org

BOARD OF SUPERVISORS  
DAVE PINE  
CAROLE GROOM  
DON HORSLEY  
WARREN SLOCUM  
ADRIENNE TISSIER

JOHN L. MALTBIÉ  
COUNTY MANAGER/  
CLERK OF THE BOARD

(650) 363-4123  
(650) 363-1916 FAX

February 19, 2014

Sandy Wong, C/CAG Executive Director  
City/County Association of Governments  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

Subject: C/CAG Committee Vacancies for Elected Officials

Dear ~~Sandy Wong~~: *Sandy*

Supervisor Don Horsley is interested in being a member of the Resource Management and Climate Protection (RMCP) Committee and I ask that you consider him for the current open seat.

I respectfully request your support in appointing Supervisor Don Horsley to the RMCP Committee.

Thank you for your consideration.

Sincerely,

*John L. Maltbie*  
JOHN L. MALTBIÉ  
County Manager

Cc: Don Horsley, Supervisor District 3  
San Mateo County Board of Supervisors

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# C/CAG AGENDA REPORT

**Date:** March 13, 2014  
**To:** City/County Association of Governments Board of Directors  
**From:** Sandy Wong, Executive Director  
**Subject:** Review and Approval of Resolution 14-07 Authorizing Allocation of \$350,000 from AB 1546 (\$4 Vehicle Registration Fee) Administration Reserves to the Smart Corridor Project

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

---

## **RECOMMENDATION**

That the C/CAG Board review and approve Resolution 14-07 authorizing allocation of \$350,000 from AB 1546 (\$4 Vehicle Registration Fee) administration reserves to the Smart Corridor Project.

## **FISCAL IMPACT**

\$350,000

## **SOURCE OF FUNDS**

AB 1546 - \$4 Vehicle Registration Fee (Unused administration reserves)

## **BACKGROUND/DISCUSSION**

The C/CAG sponsored Assembly Bill 1546 (AB 1546) imposed an annual motor vehicle registration fee (VRF) of four dollars (\$4) in San Mateo County to fund traffic congestion management and stormwater pollution prevention programs. Collection of the \$4 VRF began July 1, 2005 and ended January 1, 2013. Per legislation, up to 5% can be used for administration of the program. After deduction 5% for administration, the net total of the funds collected are distributed evenly to the following C/CAG adopted programs:

- 25% - Local Cities/County Stormwater Pollution Prevention
- 25% - Local Cities/County Traffic Congestion Management
- 25% - Countywide Stormwater Pollution Prevention
- 25% - Countywide Traffic Congestion Management

The total amount C/CAG has received through Fiscal Year 2013 is approximately \$20,000,000. Five percent of this total amount, approximately \$1,000,000, was deducted off the top and put in

**ITEM 6.3.1**

reserve for administration with the net balance of \$19 million divided evenly to the above programs, each program receiving approximately \$4,750,000. Final distribution to the jurisdictions for the Local Traffic Congestion Management and Stormwater Pollution Prevention programs is expected to be completed this fiscal year. The Countywide programs are expected to be completed within the next couple of years.

To date, C/CAG has spent approximately \$500,000 of the \$1,000,000 reserved for administration. AB 1546 legislation does not impose any restrictions on unused administration funds. The C/CAG adopted AB 1546 Program allows for redistribution of unspent administration funds to approved programs. It is recommended that \$350,000 of this unspent amount be allocated to the Smart Corridor Project. The Smart Corridor project, which is a program under the Countywide Traffic Congestion Management Program, will utilize the funds for construction, which is currently underway. Staff will bring back a recommendation on how to allocate the remaining approximately \$150,000 of the unspent administration plus any unspent interest earning to the Board at the May 2014 meeting.

### **ATTACHMENTS**

Resolution 14-07



**RESOLUTION 14-07**

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**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO  
COUNTY AUTHORIZING ALLOCATION OF \$350,000 FROM AB1546 (\$4  
VEHICLE REGISTRATION FEE) ADMINISTRATION RESERVES TO  
THE SMART CORRIDOR PROJECT**

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

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

**WHEREAS**, Assembly Bill 1546 (AB 1546) and amended California Government Code Section 65089.11 et. seq. authorizes C/CAG to impose an annual fee of \$4 on motor vehicles registered within San Mateo County from the period of July 1, 2005 to January 1, 2009 and Senate Bill 348 (SB 348) reauthorized the \$4 vehicle registration fee (VRF) through December 31, 2012 to fund traffic congestion management and stormwater pollution prevention programs and projects; and

**WHEREAS**, 5% of the \$4 VRF funds collected are reserved for AB 1546 Program Administration; and

**WHEREAS**, Approximately \$500,000 of accumulated funds for Administration will be available for distribution to the C/CAG adopted AB 1546 programs; and

**WHEREAS**, \$350,000 of the unspent administration funds shall be allocated to the Smart Corridor project.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County to authorize allocation of \$350,000 from AB 1546 (\$4 Vehicle Registration Fee) administration reserves to the Smart Corridor Project.

**PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF MARCH 2014.**

---

*Mary Ann Nihart, Chair*



# C/CAG AGENDA REPORT

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**Date:** March 13, 2014

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

**From:** Sandy Wong, Executive Director

**Subject:** Review and approval of Resolution 14-08 authorizing the C/CAG Executive Director to approve up to \$350,000 in additional cost to compensate the County of San Mateo on an equipment and time basis for Smart Corridors construction management services to a new construction management total of \$1,300,000.

(For further information or questions contact Parviz Mokhtari at (408) 425-2433)

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## **RECOMENDATION**

That the C/CAG Board review and approve of Resolution 14-08 authorizing the C/CAG Executive Director to approve up to \$350,000 in additional cost to compensate the County of San Mateo on an equipment and time basis for Smart Corridors construction management services to a new construction management total of \$1,300,000.

## **FISCAL IMPACT**

The current agreement includes the estimated contract management and administration cost of \$950,000. The amendment for additional construction management cost will bring the total contract administration cost to \$1,300,000. Funding will come from vehicle license fees.

## **BACKGROUND**

The C/CAG Board, at the regular meeting of June 10, 2010, approved an agreement between C/CAG and the County of San Mateo for construction administration of the Smart Corridor from Whipple Avenue in Redwood City to San Bruno Avenue for a \$650,000.

In June 2011, the Board authorized staff to proceed with an extension of the project limits to the Santa Clara County Line. On March 8, 2012, the C/CAG Board approved resolution 12-15 amending the existing agreement with the County to add an additional \$350,000 in construction administration cost associated with the extension of the project limits, bringing the total construction administration cost to \$950,000.

The County is requesting an additional \$350,000 in construction administration funds to bring the construction to completion. An explanation for this increase has been provided by the County and is attached and summarized below:

1. Public Agencies have contributed to construction delays and additional County staff time, by requesting work that differed from or was in addition to what the construction plans called for.
2. Delays due to utility conflicts encountered during construction, including inaccurate marking of underground utilities and numerous utilities strikes.
3. Several existing underground conduits that were to be used for the Project as indicated on the project's plans were found to be damaged, occupied with other fiber optics/wires, unusable, or not located in the field as shown on the plans. Many additional County staff hours were spent in the field to resolve these issues.
4. Various significant design revisions were required for specific wireless installations to function properly, causing many days of extra work.
5. Multiple contractor and sub-contractors crews worked simultaneously, which required at times more than two full time inspectors. We anticipated the need for full time County inspectors, but generally did not anticipate greater than two full time inspectors for the currently anticipated duration of the contract.
6. There have been delays to the construction schedule due to multiple contractors working in close proximity, namely W. Bradley Electric and Mike Brown Electric, on the C/CAG and Caltrans Smart Corridors Projects, respectively.

The contract agreement with the County specifies that C/CAG shall compensate the County on a time and material basis for construction administration and that any unforeseen additional cost would need the written approval of the Executive Director.

#### **ATTACHMENT**

- Resolution 14-08
- Letter from the County of San Mateo

**RESOLUTION 14-08**

\*\*\*\*\*

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE EXECUTIVE DIRECTOR TO  
APPROVE UP TO \$350,000 IN ADDITIONAL COST TO COMPENSATE THE COUNTY OF  
SAN MATEO ON AN EQUIPMENT AND TIME BASIS FOR SMART CORRIDOR  
CONSTRUCTION MANAGEMENT SERVICES TO A NEW CONSTRUCTION  
MANAGEMENT TOTAL OF \$1,300,000**

\*\*\*\*\*

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

**WHEREAS**, on June 10, 2010, the C/CAG Board approved an Agreement between C/CAG and the County of San Mateo (County) for construction and contract administration of Smart Corridor from Whipple Avenue to San Bruno Avenue for construction management amount of \$650,000; and

**WHEREAS**, the contract agreement with the County specifies that C/CAG shall fully compensate the County on a time and material basis for construction administration and that additional unforeseen costs shall not be compensated without the prior written approval of the C/CAG Executive Director; and

**WHEREAS**, on June 9, 2011, the C/CAG Board authorized staff to expand the project limit to the Santa Clara County Line; and

**WHEREAS**, on March 8, 2012, Amendment No. 1, Section 2 was approved such that C/CAG will compensate County in an amount not to exceed \$950,000 for construction management services; and

**WHEREAS**, due to unforeseen conditions and delays, the County has requested, via a letter dated March 4, 2014, an increase in construction management cost, estimated at \$350,000 to a new construction management total of \$1,300,000.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Executive Director is authorized to approve up to \$350,000 in additional cost to compensate the County of San Mateo on an equipment and time basis for Smart Corridors construction management services to a new construction management total of \$1,300,000.

**PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF MARCH 2014.**

---

*Mary Ann Nihart, Chair*



# COUNTY OF SAN MATEO

BOARD OF SUPERVISORS  
DAVE PINE  
CAROLE GROOM  
DON HORSLEY  
WARREN SLOCUM  
ADRIENNE J. TISSIER



## Department of Public Works

JAMES C. PORTER  
DIRECTOR

555 COUNTY CENTER, 5<sup>TH</sup> FLOOR • REDWOOD CITY • CALIFORNIA 94063-1665 • PHONE (650) 363-4100 • FAX (650) 361-8220

March 4, 2014

Ms. Sandy Wong, P.E., Executive Director  
City/County Association of Governments of San Mateo County  
555 County Center, 4<sup>th</sup> Floor  
Redwood City, CA 94063

**Re: San Mateo County Smart Corridors Project, North and South Segments – Additional Funds for Construction Management**

Dear Sandy,

Amendment No. 1 to the “Agreement between the City/County Association of Governments of San Mateo County (C/CAG) and the County of San Mateo (County), for Construction Contract Advertisement, Award, and Administration for the Smart Corridors North and South Segments Project in San Mateo County” extended the Smart Corridors project limits and increased the anticipated construction and inspection costs to be incurred by the County. The estimated County cost included in Amendment No. 1 was \$950,000 based on a 14-month construction schedule. At the time the Amendment was executed it was anticipated that construction of the Smart Corridor Project (Project) would begin in August 2012 and would be completed by September 2013. The current project schedule estimates that the project will be completed by mid-May 2014. Due to the longer than anticipated duration of the project and unforeseen issues that developed during construction, the cost for construction inspection will exceed the amount stipulated in said Amendment.

In addition to the extended construction duration, listed below are the most significant construction related issues that have required additional County staff time:

- 1) Public Agencies have contributed to construction delays and additional County staff time, by requesting work that differed from or was in addition to what the construction plans called for.
- 2) Delays due to utility conflicts encountered during construction, including inaccurate marking of underground utilities and numerous utilities strikes.
- 3) Several existing underground conduits that were to be used for the Project as indicated on the Project’s plans were found to be damaged, occupied with other fiber optics/wires, unusable, or not located in the field as shown on the plans. Many additional County staff hours were spent in the field to resolve these issues.
- 4) Various significant design revisions were required for specific wireless installations to function properly, causing many days of extra work.

Sandy Wong, C/CAG, Executive Director  
City/County Association of Governments of San Mateo County

**Re: San Mateo County Smart Corridors Project, North and South Segments – Additional Funds for Construction Management**

March 4, 2014

Page 2

- 5) Multiple contractor and sub-contractors crews worked simultaneously, which required at times more than two full time inspectors. We anticipated the need for full time County inspectors, but generally did not anticipate greater than two full time inspectors for the currently anticipated duration of the contract.
- 6) There have been delays to the construction schedule due to multiple contractors working in close proximity, namely W. Bradley Electric and Mike Brown Electric, on the C/CAG and Caltrans Smart Corridors Projects, respectively.

We have estimated the additional County staff time required to complete the Project based on the following construction management and inspection staff hours:

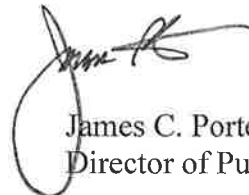
a) Deputy Director for Engineering	50 hours
b) Senior Civil Engineer	400 hours
c) Construction Inspector	504 hours
d) Public Works Technician/Inspector	450 hours
e) Public Works Technician	200 hours

With an estimated \$10,000 for County vehicle costs and \$6,000 for Specialty Inspection, for electrical and fiber optics installations, the estimated additional funds requested is \$350,000.

The contractor and their sub-contractor(s) have submitted many construction claims summing over \$1.7 million. These claims must be carefully reviewed by County staff before they can be accepted or denied. The staff hours for claim review have been included in the above hours and cost.

Please let me know if you have any questions or if you need additional information. We look forward to the successful completion of this project.

Very truly yours,



James C. Porter  
Director of Public Works

JCP: AMS: ZA

F:\Users\const\_12-13\Projects\\_SMCoSmartCorridors\ 2014 Adding Funds to Construction Management Agreement\SMCo Smart Corridors Project-Additional Construction Management Funds-3-4-2014.doc

cc: Ann M. Stillman, Deputy Director, Engineering and Resource Protection  
Zack Azzari, Acting Principal Civil Engineer, Engineering and Construction



# C/CAG AGENDA REPORT

**Date:** March 13, 2014  
**To:** C/CAG Board of Directors  
**From:** Sandy Wong, Executive Director  
Kim Springer, County of San Mateo, RecycleWorks, Staff  
**Subject:** Review and approval of the establishment of an Ad Hoc Committee to study the five-year Countywide Integrated Waste Management Plan (CIWMP) update and direct staff to recruit members to fill the seats to begin the Study (**Special Voting Procedure Required**)  
  
(For further information, contact Sandy Wong 599-1409 or Kim Springer 599-1412)

---

## RECOMMENDATION

That the C/CAG Board review and approve the establishment of an Ad Hoc Committee to study the five-year Countywide Integrated Waste Management Plan (CIWMP) update and direct staff to recruit members to fill the seats to begin the Study.

## FISCAL IMPACT

Costs for County of San Mateo, Department of Public Works staff time under an existing staff services agreement is estimated at \$5,000.

## SOURCE OF FUNDS

General Fund

## BACKGROUND/DISCUSSION

C/CAG is the designated Local Task Force (LTF) responsible to provide comments to the County and the State on the elements of the Countywide Integrated Waste Management Plan (CIWMP).

The original San Mateo County CIWMP was completed, and was approved by the State of California Integrated Waste Management Board in the month of October 1996. A CIWMP update was completed in October 1999 establishing the date for the five-year cycle. A five-year review was completed and approved in August 2004. The most recent review was completed and approved in March 2010. The State requires the next five-year review process to be completed by October 31, 2014.

The first step in this process is for C/CAG, as the Local task Force (LTF), to review the various elements of the current CIWMP to look for elements of the cities' plan documents that may require updating, and to advise the County to perform a review.

In the past, C/CAG has established an Ad Hoc Committee consisting of appropriate stakeholders as suggested by the State to complete the study and to advise the C/CAG Board (as the LTF).

### **State Requirements – The Five-Year Process for Review and Revision of the CIWMP**

Prior to the fifth anniversary of CalRecycle (State) approval of a CIWMP, or its most recent review or revision, C/CAG as the LTF must complete a review of the CIWMP to assure that the cities' and County waste management practices remain consistent with practices defined as Source Reduction first; Recycling second and finally, Transformation and Landfilling.

In time to allow the County to complete the review, C/CAG as the LTF should submit written comments on elements of the CIWMP that require further review or revision, if any, to the County and the State. These elements are:

1. Source Reduction and Recycling Element (list of programs to increase diversion of waste from landfills)
2. Household Hazardous Waste Element (list of programs to prevent disposal of residential hazardous waste into landfills)
3. Non-disposal Facility element (list of permitted facilities in San Mateo County available to support diversion of waste from landfills)
4. Siting Plan (estimation of remaining years of in-county landfill capacity)
5. Summary Plan (summary and coordination of the other elements)

Of the five elements, the first three are updated annually by each city in an Electronic Annual Report (EAR) that they submit to CalRecycle. For these elements, the Ad Hoc Committee will review each city's programs to ensure actual efforts are reflected in the EARs. The fourth element, the Siting Plan, will be reviewed by staff and presented to the Ad Hoc Committee for discussion. The last element, the Summary Plan is not required to be reviewed or updated.

Within 45 days of receiving LTF comments, the county must determine if a revision to any of the elements is necessary and notify the LTF and the State of its findings in a CIWMP Review Report (Report). A template for this Report is provide by the State and is attached to this staff report.

When preparing the CIWMP Review Report Template, the county must address at least the following:

- changes in demographics in the county,
- changes in quantities of waste within the county,
- changes in funding sources for administration of the Siting Element and Summary Plan,
- changes in administrative responsibilities,
- programs that were scheduled to be implemented but were not, a statement as to why they were not implemented, the progress of programs that were implemented, a

statement as to whether programs are meeting their goals, and if not what contingency measures are being enacted,

- changes in permitted disposal capacity, and quantities of waste disposed of in the county or regional agency,
- changes in available markets for recyclable materials,
- changes in the implementation schedule.

Within 90 days of receipt of the CIWMP Review Report, staff at the State will review the county's findings and approve or disapprove the Report. Within 30 days of its action, the State will send a letter to confirm its approval or disapproval and may include areas of the CIWMP that require revision and request that those elements be updated.

If a revision is necessary the county or regional agency shall submit a CIWMP revision schedule to the State in the review report and:

- the county should revise the CIWMP in the areas noted as deficient in the CIWMP Review Report and/or as identified by the State.
- The county should submit all revisions of its CIWMP to the State for approval.

#### **Staff Recommendation for Ad-Hoc Committee**

In keeping with the State suggested make-up of the LTF committee and taking into account the various elements of the CIWMP in the review process for 2014, staff recommends the following membership for the Ad Hoc Committee:

<u>Number of Members</u>	<u>Representation</u>
2	Elected Officials
2	Solid Waste Company Staff
1	County Environmental Health Staff
1	Environmental Organization
4	Environmental Staff from Cities
2	Members of the Public
2	County DPW Staff

Staff is recommending that the C/CAG Board approve the composition of the Ad Hoc Committee and direct staff to recruit members to fill the seats and to begin the study. Staff will report back to the C/CAG Board with the final roster of the Ad Hoc Committee at the May 2014 meeting.

#### **ATTACHMENTS**

- CalRecycle Countywide Integrated Waste Management Plan Review Report

.....

## Five-Year CIWMP/RAIWMP Review Report Template

Public Resources Code (PRC) Sections 41770 and 41822, and Title 14, California Code of Regulations (CCR) Section 18788 require that each countywide or regional agency integrated waste management plan (CIWMP or RAIWMP), and the elements thereof, be reviewed, revised if necessary, and submitted to the Department of Resources Recycling and Recovery (CalRecycle) every five years. CalRecycle developed this Five-Year CIWMP/RAIWMP Review Report template to streamline the Five-Year CIWMP/RAIWMP review, reporting, and approval process.

A county or regional agency may use this template to document its compliance with these regulatory review and reporting requirements and as a tool in its review, including obtaining Local Task Force (LTF) comments on areas of the CIWMP or RAIWMP that need revision, if any. This template also can be finalized based on these comments and submitted to CalRecycle as the county or regional agency's Five-Year CIWMP or RAIWMP Review Report.

The Five-Year CIWMP/RAIWMP Review Report Template Instructions describe each section and provide general guidelines with respect to preparing the report. Completed and signed reports should be submitted to the CalRecycle's Local Assistance & Market Development (LAMD) Branch at the address below. Upon report receipt, LAMD staff may request clarification and/or additional information if the details provided in the report are not clear or are not complete. Within 90 days of receiving a *complete* Five-Year CIWMP/RAIWMP Review Report, LAMD staff will review the report and prepare their findings for CalRecycle consideration for approval.

If you have any questions about the Five-Year CIWMP/RAIWMP Review Report process or how to complete this template, please contact your LAMD representative at (916) 341-6199. Mail the completed and signed Five-Year CIWMP/RAIWMP Review Report to:

Dept. of Resources Recycling & Recovery  
Local Assistance & Market Development, MS-25  
P. O. Box 4025  
Sacramento, CA 95812-4025

To edit & customize this template, the editing restrictions (filling in forms) must be disengaged. Select the Review tab, Protect Document, and then Restrict Formatting and Editing (uncheck editing restrictions). There is no password (options). Please contact your LAMD representative at (916) 341-6199 with related questions.

**General Instructions:** Please complete Sections 1 through 7, and all other applicable subsections. Double click on shaded text/areas ( ) to select or add text.

SECTION 1.0 COUNTY OR REGIONAL AGENCY INFORMATION			
I certify that the information in this document is true and correct to the best of my knowledge, and that I am authorized to complete this report and request approval of the CIWMP or RAIWMP Five-Year Review Report on behalf of:			
County or Regional Agency Name		County(s) [if a RAIWMP Review Report]	
Authorized Signature		Title	
Type/Print Name of Person Signing		Date	Phone ( ) -
Person Completing This Form (please print or type)		Title	Phone ( ) -
Mailing Address	City	State	Zip
E-mail Address			

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## SECTION 2.0 BACKGROUND

This is the county's first Five-Year Review Report since the approval of the CIWMP.

The following changes have occurred since the approval of the county's planning documents or the last Five-Year CIWMP Review Report (whichever is most recent):

- |   |   |
|---|---|
| <input type="checkbox"/> Diversion goal reduction   | <input type="checkbox"/> New city (name(s) _____) |
| <input type="checkbox"/> New regional agency        | <input type="checkbox"/> Other _____              |
| <input type="checkbox"/> Changes to regional agency |   |

*Additional Information (optional)*

## SECTION 3.0 LOCAL TASK FORCE REVIEW

- a. In accordance with Title 14 CCR, Section 18788, the Local Task Force (LTF) reviewed each element and plan included in the CIWMP and finalized its comments  
 at the \_\_\_\_\_ LTF meeting.  electronically (fax, e-mail)  other (Explain): \_\_\_\_\_
- b. The county received the written comments from the LTF on \_\_\_\_\_.
- c. A copy of the LTF comments  
 is included as Appendix \_\_\_\_\_.  
 was submitted to CalRecycle on \_\_\_\_\_.

## SECTION 4.0 TITLE 14, CALIFORNIA CODE of REGULATIONS SECTION 18788 (3) (A) THROUGH (H)

The subsections below address not only the areas of change specified in the regulations, but also provide specific analyses regarding the continued adequacy of the planning documents in light of those changes, including a determination on any need for revision to one or more of the planning documents.

### Section 4.1 Changes in Demographics in the County or Regional Agency

When preparing the CIWMP Review Report, the county or regional agency must address at least the changes in demographics.

The following resources are provided to facilitate this analysis:

1. Demographic data, including population, taxable sales, employment, and consumer price index by jurisdiction for years up to 2006, are available at:  
<http://www.calrecycle.ca.gov/LGCentral/Tools/DivMeasure/JuAdjFac.asp>. Data for years beyond 2006 can be found on their following websites:
  - Population: Department of Finance
  - Taxable Sales: Board of Equalization

- Employment: Employment Development Department
  - Consumer Price Index: Department of Industrial Relations
2. The Demographic Research Unit of the California Department of Finance is designated as the single official source of demographic data for State planning and budgeting (e.g., find E-5 City/County Population and Housing Estimates under Reports and Research Papers and then Estimates).
  3. The Department of Finance's Demographic Research Unit also provides a list of State Census Data Center Network Regional Offices.

#### Analysis

Upon review of demographic changes since double-click here:<sup>1</sup>

- The demographic changes since the development of the CIWMP do not warrant a revision to any of the countywide planning documents. Specifically, \_\_\_\_\_.
- These demographic changes since the development of the CIWMP warrant a revision to one or more of the countywide planning documents. Specifically, \_\_\_\_\_. See the revision schedule in Section 7.

#### Additional Analysis (optional)

### **Section 4.2 Changes in Quantities of Waste within the County or Regional Agency; and Changes in Permitted Disposal Capacity and Waste Disposed in the County or Regional Agency**

A number of tools to facilitate the analysis and review of such changes in the waste stream are available from the following CalRecycle sources:

1. Various statewide, regional, and local disposal reports are available at <http://www.calrecycle.ca.gov/LGCentral/Reports/DRS/Default.aspx>.
  - a. CalRecycle's Disposal Reporting System tracks and reports the annual estimates of the disposal amounts for jurisdictions in California; additional California solid waste statistics are also available.
  - b. CalRecycle's Waste Flow by Destination or Origin reports include solid waste disposal, export, and alternative daily cover. They show how much waste was produced within the boundaries of an individual city, or within all of the cities comprising a county or regional agency. These data also cover what was disposed at a particular facility or at all facilities within a county or regional agency.
2. The Waste Characterization Database provides estimates of the types and amounts of materials in the waste streams of individual California jurisdictions in 1999.
3. CalRecycle's Countywide, Regionwide, and Statewide Jurisdiction Diversion Progress Report provides both summary and detailed information on compliance, diversion rates/50

<sup>1</sup> The year of the data included in the planning documents, which is generally 1990 or 1991.



percent equivalent per capita disposal target and rates, and waste diversion program implementation for all California jurisdictions. Diversion program implementation summaries are also available at

<http://www.calrecycle.ca.gov/LGCentral/Tools/PARIS/jurpgmsu.asp> and  
<http://www.calrecycle.ca.gov/LGCentral/Reports/DiversionProgram/jurhist.aspx>.

Together, these reports help illustrate changes in the quantities of waste within the county or regional agency as well as in permitted disposal capacity. This information also summarizes each jurisdiction's progress in implementing the Source Reduction and Recycling Element (SRRE) and complying with the 50percent diversion rate requirement (now calculated as the 50 percent equivalent per capita disposal target), see Per Capita Disposal and Goal Measurement (2007 and Later) for details.

- The county or regional agency (if it includes the entire county) continues to have adequate disposal capacity (i.e., equal to or greater than 15 years).
- The county does not have 15 years remaining disposal capacity within its physical boundaries, but the Siting Element does provide a strategy<sup>2</sup> for obtaining 15 years remaining disposal capacity.
- The county does not have 15 years remaining disposal capacity and the Siting Element does not provide a strategy<sup>2</sup> for obtaining 15 years remaining disposal capacity. Attached is a revision schedule for the Siting Element (Section 7).

Analysis

- These changes in quantities of waste and changes in permitted disposal capacity since the development of the CIWMP do not warrant a revision to any of the countywide planning documents. Specifically, \_\_\_\_\_.
- These changes in quantities of waste and changes in permitted disposal capacity since the development of the CIWMP warrant a revision to one or more of the planning documents. Specifically, \_\_\_\_\_. The revision schedule(s) is included in Section 7.

Additional Analysis (optional)

**Section 4.3 Changes in Funding Source for Administration of the Siting Element (SE) and Summary Plan (SP)**

Since the approval of the CIWMP or the last Five-Year CIWMP Review Report (whichever is most recent), the county experienced the following significant changes in funding for the SE or SP:

- \_\_\_\_\_

<sup>2</sup> Such a strategy includes a description of the diversion or export programs to be implemented to address the solid waste capacity needs. The description shall identify the existing solid waste disposal facilities, including those outside of the county or regional agency, which will be used to implement these programs. The description should address how the proposed programs shall provide the county or regional agency with sufficient disposal capacity to meet the required minimum of 15 years of combined permitted disposal capacity.

Analysis

- There have been no significant changes in funding for administration of the SE and SP or the changes that have occurred do not warrant a revision to any of the countywide planning documents. Specifically, \_\_\_\_\_.
- These changes in funding for the administration of the SE and SP warrant a revision to one or more of the countywide planning documents. Specifically, \_\_\_\_\_. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

\_\_\_\_\_

**Section 4.4 Changes in Administrative Responsibilities**

The county experienced significant changes in the following administrative responsibilities since the approval of the CIWMP or the last Five-Year CIWMP Review Report (whichever is most recent):

- \_\_\_\_\_

Analysis

- There have been no significant changes in administrative responsibilities or the changes in administrative responsibilities do not warrant a revision to any of the planning documents. Specifically, \_\_\_\_\_.
- These changes in administrative responsibilities warrant a revision to one or more of the planning documents. Specifically, \_\_\_\_\_. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

\_\_\_\_\_

**Section 4.5 Programs that Were Scheduled to Be Implemented, But Were Not**

This section addresses programs that were scheduled to be implemented, but were not; why they were not implemented; the progress of programs that were implemented; a statement as to whether programs are meeting their goals; and if not, what contingency measures are being enacted to ensure compliance with Public Resources Code Section 41751.

1. Progress of Program Implementation

a. SRRE and Household Hazardous Waste Element (HHWE)

- All program implementation information has been updated in the CalRecycle Electronic Annual Report (EAR), including the reason for not implementing specific programs, if applicable.
- All program implementation information has not been updated in the EAR. Attachment \_\_\_\_\_ lists the SRRE and/or HHWE programs selected for implementation, but which have not yet been implemented, including a statement as to why they were not implemented.

b. Nondisposal Facility Element (NDFE)

- There have been no changes in the use of nondisposal facilities (based on the current NDFEs and any amendments).

Attachment \_\_\_\_\_ lists changes in the use of nondisposal facilities (based on the current NDFEs).

c. Countywide Siting Element (SE)

There have been no changes to the information provided in the current SE.

Attachment \_\_\_\_\_ lists changes to the information provided in the current SE.

d. Summary Plan

There have been no changes to the information provided in the current SP.

Attachment \_\_\_\_\_ lists changes to the information provided in the current SP.

2. Statement regarding whether Programs are Meeting their Goals

The programs are meeting their goals.

The programs are not meeting their goals. The discussion that follows in the analysis section below addresses the contingency measures that are being enacted to ensure compliance with PRC Section 41751 (i.e., specific steps are being taken by local agencies, acting independently and in concert, to achieve the purposes of the California Integrated Waste Management Act of 1989) and whether the listed changes in program implementation necessitate a revision to one or more of the planning documents. \_\_\_\_\_

Analysis

The aforementioned changes in program implementation do not warrant a revision to any of the planning documents. Specifically, \_\_\_\_\_.

Changes in program implementation warrant a revision to one or more of the planning documents. Specifically, \_\_\_\_\_. The revision schedule(s) is included in Section 7.

Additional Analysis (optional)

**Section 4.6 Changes in Available Markets for Recyclable Materials**

The county experienced changes in the following available markets for recyclable materials since the approval of the CIWMP or the last Five-Year CIWMP Review Report (whichever is most recent):

Analysis

There are no significant changes in available markets for recycled materials to warrant a revision to any of the planning documents. Specifically, \_\_\_\_\_.

Changes in available markets for recycled materials warrant a revision to one or more of the planning documents. Specifically, \_\_\_\_\_. The revision schedule(s) is included in Section 7.

Additional Analysis (optional)

**Section 4.7 Changes in the Implementation Schedule**

The following addresses changes to the county's implementation schedule that are not already addressed in Section 4.5 above:

Analysis

- There are no significant changes in the implementation schedule to warrant a revision to any of the planning documents. Specifically, \_\_\_\_\_.
- Changes in the implementation schedule warrant a revision to one or more of the planning documents. Specifically, \_\_\_\_\_.

Additional Analysis (optional)

Note: Consider for each jurisdiction within the county or regional agency the changes noted in sections 4.1 through 4.7 and explain whether the changes necessitate revisions to any of the jurisdictions' planning documents.

**SECTION 5.0 OTHER ISSUES OR SUPPLEMENTARY INFORMATION (optional)**

The following addresses any other significant issues/changes in the county and whether these changes affect the adequacy of the CIWMP to the extent that a revision to one or more of the planning documents is needed:

Analysis

\_\_\_\_\_

**SECTION 6.0 ANNUAL REPORT REVIEW**

- The Annual Reports for each jurisdiction in the county have been reviewed, specifically those sections that address the adequacy of the **CIWMP** elements. No jurisdictions reported the need to revise one or more of these planning documents.
- The Annual Reports for each jurisdiction in the county have been reviewed, specifically those sections that address the adequacy of the CIWMP or RAIWMP elements. The following jurisdictions reported the need to revise one or more of these planning documents, as listed.

\_\_\_\_\_

Analysis

The discussion below addresses the county's evaluation of the Annual Report data relating to planning document adequacy and includes determination regarding the need to revise one or more of the documents:

\_\_\_\_\_

**SECTION 7.0 REVISION SCHEDULE (if required)**

\_\_\_\_\_

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# C/CAG AGENDA REPORT

**Date:** March 13, 2014  
**To:** City/County Association of Governments Board of Directors  
**From:** Sandy Wong, Executive Director  
**Subject:** Receive update on potential countywide funding initiative for stormwater compliance activities

(For further information or questions contact Matthew Fabry at 650 599-1419)

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## RECOMMENDATION

Receive update on the potential countywide funding initiative for stormwater compliance activities.

## BACKGROUND/DISCUSSION

Since January of 2013, C/CAG has been working with a consultant team led by SCI Consulting Group to evaluate the feasibility of a countywide funding initiative to generate new, ongoing revenue for C/CAG and its member agencies to implement water pollution prevention programs consistent with the requirements of the Municipal Regional Stormwater Permit (MRP) issued by the San Francisco Bay Regional Water Quality Control Board. Although C/CAG is not a permittee under the MRP (unlike all of its member agencies), it provides compliance support to its member agencies through the Countywide Water Pollution Prevention Program and performs some compliance activities on behalf of its member agencies when more effectively done at the countywide level, such as public education and outreach, water quality monitoring, and pilot projects related to green streets and reduction of mercury and polychlorinated biphenyls (PCBs).

The following summarizes the current status of efforts conducted to-date:

- Enabling Legislation: would affirm C/CAG's authority as a joint powers agency to propose a countywide special tax or property-related fee for approval by voters or property owners. Assembly Bill 418 (Mullin), which was introduced as a gut-and-amend bill in January of this year, received 2/3 approval as an urgency bill in the Senate in late February and now moves back to the Assembly for concurrence. If approved by 2/3 of the Assembly, the bill will go to Governor Brown for signature, and if signed, go into effect immediately. This would allow C/CAG to potentially proceed with a property-related fee as early as late summer/fall of this year.
- Funding Needs Analysis: estimates costs to implement existing and anticipated future MRP requirements for both C/CAG and its member agencies. Preliminary funding needs were presented to the C/CAG Board in September 2013 and the needs analysis has gone through two rounds of review by C/CAG's Stormwater Committee. Staff anticipates presenting the final report to the C/CAG Board for adoption in May.
- Funding Options Report: details the various available options for funding the different compliance activities mandated in the MRP. This includes both balloted and non-balloted approaches, as well as

recommendations for potential ways existing efforts and funding sources could be restructured for greater effectiveness. Preliminary information on funding options was presented to the C/CAG Board in September 2013. C/CAG’s Stormwater Committee is reviewing the report and staff anticipates presenting it to the C/CAG Board for adoption in May.

- Public Opinion Research: gauges support among both registered voters and property owners within San Mateo County for funding stormwater compliance activities. This includes completing 800 telephone surveys and mailing out 22,000 written surveys that test varying dollar amounts, positive and negative arguments, and potential ballot language. The phone survey was completed in summer of 2013 and staff plans to have the consultant team send out the mail surveys in late March, with final results for both surveys presented to the C/CAG Board in May.
- Action Plan: details in plain language how funding under a successful initiative would be utilized, including general programmatic areas and related pollution prevention activities. This is being referenced as the “Countywide Water Pollution Prevention Plan” and will be used as an outward communication tool to translate the highly prescriptive and technical details of activities required by the MRP into terms understandable by the general public. Staff anticipates bringing the Action Plan to the C/CAG Board for adoption in May or June.
- Public Education and Outreach: includes implementing a plan to educate and engage C/CAG’s member agencies, the public, and key stakeholders regarding the water quality concerns in San Mateo County and the need for additional funding to be able to fully address the problems. The consultant team has been authorized to initiate preliminary efforts under task, with the remainder to be implemented if a funding initiative is authorized by the C/CAG Board. Staff anticipates updating the C/CAG Board in May regarding activities implemented to-date.

Contract expenditures through the end of 2013 are detailed in the following table:

Task	Description	Budget	Budget Remaining
1	Kickoff and Funding Needs Analysis	\$117,414	\$0
2	Funding Options Analysis	\$26,440	\$3,687
3.1	Opinion Research - Phone Survey	\$40,642	\$17,889
3.2	Opinion Research - Mail Survey	\$71,134	\$51,474
4	Action Plan and Fee Report	\$73,863	\$73,613
5	Implementation of Initiative	\$380,106	\$380,106
6	Public Education and Outreach	\$240,582	\$240,582
		<b>\$950,181</b>	<b>\$767,351</b>

The following summarizes anticipated next steps:

- Meetings with Member Agencies: includes C/CAG staff meeting with representatives from each member agency, including C/CAG Board members, city/town/county managers, and Stormwater Committee members (typically, the public works director). During these meetings, staff will present and seek feedback on each agency’s financial needs, potential rate structure and magnitude,

estimated potential revenue, opinion research results, key stakeholders for engagement, and overall process and timeline. This is expected to occur during March and April.

- Meetings with School Districts: includes C/CAG staff and consultants meeting with County Office of Education and school district staffs to discuss opportunities to minimize impacts of a potential countywide funding initiative on school districts (anticipated rate structure for a potential initiative is based on the amount of impervious surface on each parcel, so school districts can face significant tax or fee liability given the large amount of impervious surface on most school properties). These meetings are anticipated to take place in May and June.
- Stakeholder Outreach: includes continued outreach and engagement efforts with key stakeholders throughout the county, with a focus on educating the public on the priority water quality issues, progress achieved to-date by C/CAG and its member agencies, and the significant work still remaining to address these issues and why additional revenue is necessary. Engagement efforts are focused on local media relations, online tools such as the San Mateo Countywide Water Pollution Prevention Program website, e-newsletters, and social media, meetings with local groups and key community stakeholders, and strategic media ad buys and printed materials. These efforts have been ongoing since January and are being coordinated with existing outreach and engagement efforts by C/CAG's Countywide Water Pollution Prevention Program and member agencies as mandated under the MRP.

The following summarizes other potential water-related initiatives in 2014:

- State Water Bond: There is already an approved \$11 billion water bond scheduled to be on the November ballot that was authorized via 2009 legislation. Currently, however, there are various revised versions of the water bond bill working their way through the legislature. With the current drought dominating the news, it appears likely there will be some form of water bond on the ballot in November, while the exact amount and focus of expenditures remains to be seen.
- San Francisco Bay Restoration Authority: The San Francisco Bay Restoration Authority (Authority) is proceeding with plans to place a nine-county Bay Area-wide special tax on the November ballot to implement the Authority's mission to "raise and allocate resources for the restoration, enhancement, protection, and enjoyment of wetlands and wildlife habitat in the San Francisco Bay and along its shoreline." If authorized by the Authority, this initiative will include water quality/pollution prevention messaging that may complement C/CAG's outreach efforts, but may also negatively impact support for a C/CAG initiative if C/CAG does not proceed until after November.

## ATTACHMENTS

None





# C/CAG AGENDA REPORT

**DATE:** March 13, 2014  
**TO:** C/CAG Board of Directors  
**FROM:** Sandy Wong, Executive Director  
**SUBJECT:** Election of a C/CAG Chairperson and a C/CAG Vice Chairperson  
[For further information please contact Sandy Wong at (650) 599-1409]

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## **RECOMMENDATION:**

That the C/CAG Board of Directors elect a Chairperson and Vice Chairperson. The vote can be by acclamation or a written ballot depending on the preference of the Board.

## **FISCAL IMPACT:**

None.

## **BACKGROUND/DISCUSSION:**

The C/CAG By-Laws provides for the nomination of officers at the regular February Board meeting and the election of officers shall occur at the regular March Board meeting. This procedure was to allow time for the candidates to provide the Board Members with background information to assist them in casting their votes.

At the February 13, 2014 Board meeting, Mary Ann Nihart was nominated for Chair; and Kirsten Keith was nominated for Vice Chair.

No additional nominations may be submitted at the March 13<sup>th</sup> meeting. The Board can only accept additional nominees from the floor in the event there are not enough candidates for the available offices.

The voting shall be public. According to legal counsel, this can be done by hand or in writing as long as the Board member's name appears on the ballot and it becomes part of the official record. Written ballots will be available if the Board wants to use them.

## **ATTACHMENTS:**

Attachment 1: Background information for Mary Ann Nihart  
Attachment 2: Background information for Kirsten Keith



## Bio/Credentials – Mary Ann Nihart

Currently serving in her second term, Ms. Nihart was first elected to the Pacifica City Council in 2008. She served as Mayor for 2010-2011 and was again elected by her fellow councilmembers as Mayor in December 2013. During her tenure on the Pacifica City Council she has served her community and the county in a number of capacities.

- Current Vice Chair & Acting Chair, C/CAG
- Current Chair, San Mateo County Council of Cities/City Selection Committee
- Council representative to City and County Association of Governments since January 2011
- C/CAG Legislative Committee appointee since early 2010
- C/CAG Finance Committee 1/2013 to present
- C/CAG Administrative Committee 1/2013 to present
- Chair, Joint Powers Authority for North County Fire District (Daly City, Pacifica, and Brisbane), 2010-2012
- Articulation Committee Member, Jefferson Union High School District and Pacifica School District, 2009 thru 2012
- Initiated the reinstatement of the Pacifica Economic Development Committee and has served as council liaison since 2010
- Council liaison, Fog Fest Organizing Group since 2009
- Council Liaison, Pacifica Financing City Services Task Force since 2009
- Initiated, organized and now serve as liaison to the Pacifica Beautification Task Force
- Emcee, "Spring for Youth," Daly City Youth Health Center Annual Awards Banquet and Auction, April 25, 2013
- Initiated and spearheaded Pacifica's selection as one of six nationwide finalists in the Rand McNally Best of the Road, Most Beautiful City under 200,000 in 2011
- Reinstated monthly Mayor's Walks in 2011
- Committee member for the California League of Cities, Peninsula Division, for the successful Yes on Prop 22 in 2010
- Chaired the successful increase in Pacifica's Transient Occupancy Tax in 2010
- Recruitment/interview subcommittee for new Pacifica Planning Director in 2010
- Pacifica's representative to the Association of Bay Area Governments 2009 thru 2010
- President's Council, Skyline Community College, 2009 to 2011
- Initiated and spearheaded Pacifica's Ban on Plastic Bags
- Lead the reorganization and revitalization of the Palmetto Business Association focused on undergrounding utilities and completing a new street scape
- Subcommittee on Commissions and Committees, review, analyze, and make recommendations to the City Council, current
- Subcommittee on Recruitment of new Pacifica City Manager, 2013.

Prior to Ms. Nihart's first election to Pacifica City Council in 2008, she has been a very active community member since the early 80s. Listed below are a few of her committee efforts:

- Vice chair, West Sharp Park Advisory Committee focused on redesign, rebrand, and revitalize the Palmetto Business District in preparation for undergrounding and streetscape,
- Founding member Pacificans United for Positive Solutions in 1994 (focused on the site development and community support for a new tertiary wastewater treatment facility which opened in 2000 and restoration of Calera Creek),
- Fog Fest Parade Committee and Parade organizer for 16 years, founding board member and sponsorship chair for the Fog Fest Organizing Group, a set of committee members who stepped up to save the Fog Fest in 1999
- Co-chair, Measure N, Pacifica School District's first successful school parcel tax in 2008, organized the campaign, helped recruit over 300 volunteers, and raised over \$70,000 in three months

- 
- Founding member and donor, Pacifica Education Foundation
  - Active fundraiser and member, Pacifica Historical Society

Professionally, Ms. Nihart is Chief Nurse, Mental Health and Critical Care Services at the San Francisco Veterans Affairs Medical Center and Associate Clinical Professor, University of California, San Francisco. She co-owns and serves as Chair of the Board of Directors for Pro-ACT, Inc. based in Upland, California, which is a national consulting firm specializing in the management of assaultive behavior in at risk populations. She speaks nationally and internationally on topics incorporating psychobiological outcomes into practice and creating safety and dignity in response to violence in medical settings.

Ms. Nihart served as the curriculum developer for Reduction in the Use of Seclusion and Restraint and the Trauma Informed Care projects supported by the National Association of State Mental Health Program Directors (NASMHPD) & for Mental Health Component of the National Plan for Disaster sponsored by Substance Abuse Mental Health Services Administration (SAMSHA). In that capacity she traveled throughout the U. S. helping states and regions build capacity for providing mental health resources in the event of a disaster. In addition, Ms. Nihart co-authored/edited a popular textbook, speaks nationally and internationally, and has received multiple awards, including the 2012 Psychiatric Nurse of the Year for the American Psychiatric Nurses Association (APNA) and the UCD Outstanding Service Award for Faculty. Mary Ann served six years on the Board of Directors for Nurse Practitioners in Women's Health, is a Past President of the California Chapter of APNA, currently serves on the APNA Institute for Mental Health Advocacy and the conference committee for the APNA Annual Clinical Psychopharmacology Institute. She also chairs an annual psychiatric nursing conference. Ms. Nihart holds graduate degrees in psychology and nursing and is certified by the American Nurses Association Credentialing Center as both a nurse practitioner and a clinical nurse specialist in Psychiatric Mental Health Nursing.

Mary Ann Nihart  
Mayor Pro Tem  
City of Pacifica  
170 Santa Maria Avenue  
Pacifica, CA 94044


March 1, 2013

Sandy Wong  
Executive Director of C/CAG  
Bob Grassilli, C/CAG Chair and Board Members  
County Office Building  
555 County Center  
Fifth Floor  
Redwood City, California 94063

Chair, Vice Chair C/CAG Board Members:

I am deeply honored to have been nominated for Vice Chair of C/CAG at our last board meeting. As the representative from the Pacifica City Council for more than two years and a member of the C/CAG Legislative Committee for more than three years, I have experienced first-hand the excellent leadership and commitment of the board members, chair, and vice chair. C/CAG truly is a best practice for shared governance. I am committed to the mission of C/CAG and to our efforts on a county wide basis. I am proud of the great working relationship of our board members and our service to San Mateo County. Chair Grassilli and Vice Chair Grotte have done an outstanding job in leading the work of the board as efficiently and fairly as possible and I can only hope to follow in their strong example.

With that said, after the last meeting, I suddenly remembered that I had meant to announce that Mayor Len Stone would serve in my place at the March meeting. I am chairing a National Conference for my profession in New Orleans March 12 thru 15 and had already arranged for my alternate to replace me at the C/CAG meeting. While I cannot be in attendance for the election, I hope that you still understand my excitement, commitment and energy for the position. Mayor Stone can attest to my strong work ethic. And, if elected, I will arrange my schedule so I can be at every meeting. I feel awful that the timing was bad, but will make sure this does not happen in the future. Thanks for your understanding.

Respectfully, 

Mary Ann Nihart



**Sandy Wong - Bio**

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**From:** Kirsten Keith <kirsten.keith@gmail.com>  
**To:** Sandy Wong <slwong@smcgov.org>  
**Date:** 3/6/2014 12:10 PM  
**Subject:** Bio

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Kirsten Keith was elected to the Menlo Park City Council in 2010 and served as the Mayor in 2012. Ms. Keith has been the C/CAG representative for Menlo Park since 2011. She is the Chair of the San Francisquito Creek Joint Powers Authority and the Vice-Chair of the Dumbarton Rail Policy Advisory Committee. She is also on the Board of Directors, and Policy Committee, for Bay Area Water Supply and Conservation Agency. She also serves as a Member of the Roadway Sa

Kirsten Keith has volunteered with community organizations throughout San Mateo County for over twenty years. She is currently a board member with the Service League of San Mateo County and serves on the Finance Committee. She is also on the Advisory Board of CORA, Community Overcoming Relationship Abuse, serves on the JobTrain Technical Advisory Committee, and is a Legal Services Volunteer with the San Mateo County Bar Association.

Ms. Keith served as President for two consecutive years of her eight year term on the San Mateo County Commission on the Status of Women. She has also been a member of the San Mateo County Legal Aid Luncheon Committee, that diligently raises money to help people in San Mateo County obtain legal services, for the past fifteen years.

Ms. Keith graduated with a J.D. from Golden Gate University School of Law in 1993. While at Golden Gate, Ms. Keith was a member of the Public Interest Law Foundation for two years, and served as President in 1992. She clerked in the Domestic Violence Unit of the San Francisco District Attorney's Office, and at the San Mateo County Legal Aid Society.