

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*

1:15 p.m., Thursday, May 16, 2013
San Mateo County Transit District Office¹
1250 San Carlos Avenue, 2nd Floor Auditorium
San Carlos, California

TECHNICAL ADVISORY COMMITTEE (TAC) AGENDA

- | | | |
|---|---------------|--------------|
| 1. Public comment on items not on the Agenda (presentations are customarily limited to 3 minutes). | Porter/Hurley | No materials |
| 2. Issues from the last C/CAG Board meeting (May 2013): <ul style="list-style-type: none">• Approved – Appointment of Brad Underwood (Foster City) and Paul Willis (Hillsborough) to the CMP TAC• Approved – San Mateo County PDA Investment and Growth Strategy• Adopted – Federal Cycle 2 OBAG Program project list for submission to MTC | Hoang | No materials |
| 3. Approval of the Minutes from April 18, 2013 | Hoang | Page 1-2 |
| 4. Review and Recommend Approval of the Measure M Fiscal Year 2012-13 Annual Performance Report (Action) | Hoang | Page 3-9 |
| 5. Initial draft, assumptions, and input on the C/CAG 2013-14 Program Budget and Fees (Action) | Wong | Page 10-13 |
| 6. Provide comments and input on Highway Relinquishment Study for SR 82 El Camino Real/Mission Street (Action) | Wong | Page 14-18 |
| 7. Regional Project and Funding Information (Information) | Higaki | No materials |
| 8. Executive Director Report | Wong | No materials |
| 9. Member Reports | All | |

¹ For public transit access use SamTrans Bus lines 390, 391, 292, KX, PX, RX, or take CalTrain to the San Carlos Station and walk two blocks up San Carlos Avenue. Driving directions: From Route 101 take the Holly Street (west) exit. Two blocks past El Camino Real go left on Walnut. The entrance to the parking lot is at the end of the block on the left, immediately before the ramp that goes under the building. Enter the parking lot by driving between the buildings and making a left into the elevated lot. Follow the signs up to the levels for public parking.

2013 TAC Roster and Attendance			
Member	Agency	Mar	Apr
Jim Porter (Co-Chair)	San Mateo County Engineering	x	x
Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	x	x
Afshin Oskoui	Belmont Engineering	x	x
Randy Breault	Brisbane Engineering	x	x
Syed Murtuza	Burlingame Engineering	x	x
Bill Meeker	Burlingame Planning		
Lee Taubeneck	Caltrans		x
Sandy Wong	C/CAG	x	x
Robert Ovadia	Daly City Engineering	x	x
Tatum Mothershead	Daly City Planning	x	x
Brad Underwood	Foster City Engineering	n/a	n/a
Mo Sharma	Half Moon Bay Engineering	x	x
Paul Willis	Hillsborough Engineering	n/a	n/a
Chip Taylor	Menlo Park Engineering	x	x
Van Ocampo	Pacifica Engineering	x	x
Shobuz Ikbal	Redwood City Engineering	x	x
Klara Fabry	San Bruno Engineering		x
Jay Walter	San Carlos Engineering	x	x
Larry Patterson	San Mateo Engineering		x
Steve Monowitz	San Mateo County Planning		
Brian McMinn	South San Francisco Engineering	x	x
Gerry Beaudin	South San Francisco Planning	x	x
Paul Nagengast	Woodside Engineering	x	x
Kenneth Folan	MTC		

**TECHNICAL ADVISORY COMMITTEE (TAC)
FOR THE
CONGESTION MANAGEMENT PROGRAM (CMP)**

**April 18, 2013
MINUTES**

The meeting of the Technical Advisory Committee (TAC) was held in the SamTrans Offices, 1250 San Carlos Avenue, 2nd Floor Auditorium, San Carlos, CA. Co-chair Porter called the meeting to order at 1:15 p.m. on Thursday, April 18, 2013.

TAC members attending the meeting are listed on the Roster and Attendance on the preceding page. Others attending the meeting were: Jean Higaki – C/CAG; Tom Madalena – C/CAG; John Hoang – C/CAG; Brad Underwood – Foster City; Paul Willis – Hillsborough; Sean Charpentier – EPA; Kamal Fallaha – EPA, Brad Donohoe – Colma; Melanie Choy - TA.

1. Public comment on items not on the agenda.

None.

2. Issues from the last C/CAG Board meeting.

As noted on Agenda.

3. Approval of the Minutes from March 21, 2013.

Approved.

4. Bi-County Transportation Study

Chester Fung from the SFCTA presented on the Study Final Report describing the community and agency processes and the study products, which included 1) priority list of projects totaling \$480M, 2) Cost participation framework and split between SF and SM counties and public and private shares, 3) funding implementation considerations and 4) Interim solutions for the Geneva-Harney BRT, Geneva Ave. extension, and ped/bike connections.

Discussions and clarifications were as follows:

- Between the two counties, San Francisco's share is over half of the total public share portion. Shares are further subdivided between individual development projects.
- The Hunter's Point Shipyard/Candlestick Point development projects were approved as one bundle with an estimate of up to 11,000 housing units plus retail.
- Considerations should be made for including BRT on US 101 as well as providing connections to the Transbay terminal.
- Considering that redevelopment funds are no longer available, each development project will need to revisit their funding strategy and seek out other public funds including OBAG.
- Share of infrastructure cost is associated more with trip generations and benefits for each county rather than geographical location of the improvements.

5. Review and recommend approval of the Federal Cycle 2 OneBayArea Grant (OBAG) Program list of projects for submission to MTC

Tom Madalena presented the recommended OBAG project list for the Transportation for Livable Communities (TLC) Program in the amount of \$7.1 million and the Bicycle and Pedestrian Improvement Program (BPIP) in the amount of \$3.373 million for a total of \$10.473 million.

The item was approved.

6. Review and recommend approval of the Draft San Mateo County Priority Development Area (PDA) Investment and Growth Strategy

Tom Madalena presented the draft San Mateo County PDA Investment and Growth Strategy. The draft Strategy was previously presented at the March TAC meeting.

As part of transmission to the Board, the TAC motion to approve the Draft San Mateo County Priority includes the following conditions:

1. Staff needs to revise figures in Appendix A, as necessary.
2. The TAC continue to raise concerns to MTC about adverse impacts on local streets and roads maintenance as result of this strategy
3. Need to verify the ability to achieve the housing element growth projection since there are still questions regarding the optimistic housing numbers.

7. Bay Bridge Tour

John Hoang informed the TAC that a tour of the Bay Bridge has been reserved for TAC members on June 20, 2013, a scheduled TAC meeting date. There will not be a TAC meeting in June. Staff will follow up with an e-mail to members to confirm the list of attendees and remaining space will be made available to CCEA members.

8. Regional Project and Funding Information

Jean Higaki informed that the call for projects for the HSIP and HR3 programs have been released with an application due date of July 20th. Other funding opportunities currently available include the Federal Lands Access program with an application due date of April 30th. Cities with FHWA funded projects need to submit invoices at least once every six months otherwise the project becomes inactive. C/CAG held a ramp metering kick-off meeting recently for cities along US-101 from SR 92 to the S.F. County line.

9. Executive Director Report

Sandy Wong, Executive Director, reported that the first draft of the budget have been submitted to the Finance Committee. A letter was sent to city/County managers (cc: Public, Planning Directors) regarding the C/CAG members assessment and fees and vehicle registration allocation. Member assessment fees will remain the same as last year. The C/CAG Board held a retreat last week. On the same night, the San Mateo County Sub-Regional Housing Advisory Committee approved the final RHNA numbers and the final numbers have been forward to ABAG. The ramp meters on US-101 north of SR 92 are expected to be turned on in the fall. C/CAG is offering training for the SFO Land Use Compatibility Plan for cities impacted by the Plan.

10. Member Reports

None.

C/CAG AGENDA REPORT

Date: May 16, 2013
To: Congestion Management Program Technical Advisory Committee (TAC)
From: John Hoang
Subject: Review and Recommend Approval of the Measure M Fiscal Year 2012-13 Annual Performance Report

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

RECOMMENDATION

That the CMP TAC review and recommend approval of the Measure M Fiscal Year 2012-13 Annual Performance Report.

FISCAL IMPACT

Approximately \$6.7 million annually

SOURCE OF FUNDS

Measure M - \$10 Vehicle Registration Fee (VRF)

BACKGROUND/DISCUSSION

The C/CAG sponsored Measure M, approved by the voters of San Mateo County in 2010, impose an annual fee of ten dollars (\$10) on motor vehicles registered in San Mateo County for transportation-related traffic congestion and water pollution mitigation programs. The revenue is estimated at \$6.7 million annually over a 25 year period. Per the Expenditure Plan, 50% of the net proceeds will be allocated to cities/County for local streets and roads and 50% will be used for countywide transportation programs such as transit operations, regional traffic congestion management, water pollution prevention, and safe routes to school.

A 5-Year Implementation Plan, approved by the C/CAG Board on March 10, 2011 and amended May 10, 2012, established the percentage breakdown and estimated revenue for the respective categories and programs as follows:

Category / Programs	Allocation	Annual Revenue (Million)	5-Year Revenue (Million)
▪ Program Administration	5%	\$0.34	\$1.70
▪ Local Streets and Roads	50% of net revenue	\$3.18	\$15.90
▪ Transit Operations and/or Senior Transportation*	22%	\$1.40	\$7.00
▪ Intelligent Transportation System (ITS) and Smart Corridors*	10%	\$0.64	\$3.18
▪ Safe Routes to Schools (SR2S)*	6%	\$0.38	\$1.90
▪ National Pollutant Discharge Elimination System (NPDES) and Municipal Regional Permit (MRP)*	12%	\$0.76	\$3.82
Total		\$6.70	\$33.50

* *Countywide Transportation Programs (50% of net revenue)*

Based on actual revenue received to date, the annual revenue is approximately \$6.5 million.

The allocations for the Countywide Transportation Programs are derived based on anticipated needs and estimated implementation cost to fund each respective programs and projects, annually and over the 5-Year implementation period. It is the intent that each Countywide Transportation programs and projects will be evaluated at the end of each year to determine whether the initial funding level (allocations) was adequate or whether it requires adjustments based on the actual expenditures incurred during the previous year.

The Measure M Annual Performance Report for Fiscal Year 2012-13 is attached.

ATTACHMENTS

- Measure M Fiscal Year 2013 Annual Performance Report (May 2013)

MEASURE M - \$10 VEHICLE REGISTRATION FEE

FISCAL YEAR 2012-13 ANNUAL PERFORMANCE REPORT

May 2013

REVENUE

Collection of the \$10 Vehicle Registration Fee (VRF) commenced in May 2011. The annual program budget estimates about \$6.5 million in revenue (originally \$6.7 million). For the Fiscal Year (FY) 2012-13, the average monthly revenue is approximately \$540,000. The following table summarizes the revenue collected as of May 6, 2013, and distribution amounts to the various program categories.

REVENUE		Total to Date	FY 2011-12	FY 2012-13 (as of 5/6/13)
Total VRF Collected		\$ 12,313,711.76	\$7,981,295.73	\$4,332,416.03
DMV fees		\$ (61,228.95)	(\$59,062.75)	(\$2,166.20)
To C/CAG		\$ 12,252,482.81	\$7,922,232.98	\$4,330,249.83
DISTRIBUTION				
Program Administration	5%	\$ 612,624.14	\$ 396,111.65	\$ 216,512.49
County Assessors Election Costs		\$ 549,527.25	\$ 549,527.25	
Net Available		\$11,090,331.42	\$ 6,976,594.08	\$ 4,113,737.34
Local Streets and Roads	50%	\$ 5,545,165.71	\$ 3,488,297.04	\$ 2,056,868.67
Traffic Congestion				
Stormwater Pollution Prevention				
Countywide Transportation Programs	50%	\$ 5,545,165.71	\$ 3,488,297.04	\$ 2,056,868.67
Transit Operations/Senior Programs	22%	\$ 2,439,872.91	\$ 1,534,850.70	\$ 905,022.21
ITS / Smart Corridors	10%	\$ 1,109,033.14	\$ 697,659.41	\$ 411,373.73
Safe Routes to School	6%	\$ 665,419.89	\$ 418,595.64	\$ 246,824.24
NPDES and MRP admin and projects	12%	\$ 1,330,839.77	\$ 837,191.29	\$ 493,648.48
Total		\$11,090,331.42	\$ 6,976,594.08	\$ 4,113,737.34

FY 2011-12 Revenue includes fees collected in May and June 2011.

The total revenue indicated above is for vehicle registration fees collected only and does not include any interest income that has accrued during this period. The DMV fees, which are recurring administration fees, include the initial \$55,072.30 set-up cost.

DISTRIBUTION

Program Administration

Funds allocated for administration pays for program management and administration activities. For FY 2011-12, there were nominal cost applied to Measure M since the cost to administer the overall vehicle registration fee programs were included in the \$4 Vehicle Registration Fee program cost. The County Assessors cost of elections in the amount of \$549, 527.25 was also taken off the top in FY 2011-12. For FY 2012-13, there will be nominal administration cost. Unexpended allocation for program administration will be reallocated to the countywide programs in future years.

Local Streets and Roads

Funds for local streets and roads are allocated to jurisdictions to reimburse expenditures related to traffic congestion management or stormwater pollution prevention related activities. Allocations are issued biennially for funds collected from July to December and from January to June of each fiscal year. For FY 2011-12, a total amount of \$3,488,297.04 was allocated with \$3,378,018.38 reimbursed to the local jurisdictions to date. Approximately 70% of the total allocation has been spent on street resurfacing and congestion management projects with the remaining 30% used to reimburse street sweeping, storm drain inlet cleaning, Municipal Regional Permit (MRP) compliance and other activities.

In March 2013, C/CAG issued an allocation in the amount of \$1,504,407.85 (funds collected during the first half of FY 2012-13. The second allocation for FY 2012-13 will be issued in September 2013.

Countywide Transportation Programs

Transit Operations/Senior Mobility Programs

Funds for this category are currently used for paratransit (disabled and senior) service including Senior Mobility programs. C/CAG entered into a two-year funding agreement with the San Mateo Transit District (SamTrans) for FY 2011-12 and FY 2012-13 in an amount of \$1.4 million annually to partially fund the RediWheels and Senior Mobility programs. SamTrans' annual paratransit service budget is approximately \$14 million.

The Senior Mobility Program provides the following services:

- Community Transit – promote/coordinate community shuttles
- Community-Based Transportation – provide rides through a network of coordinated transportation providers and maximize existing vehicle resources
- Encouraging Use of Transit – provide through volunteer Mobility Ambassadors
- Information and Assistance – provide guides, mobility assessments and trip planning, and older driver safety programs
- Taxicab Services – promote acquisition of accessible taxi vehicles
- Walking – promote improvements to remove barriers to pedestrian activities by older adults

Due to delays associated with the development and implementation of program component, no work will be performed for FY 2011-12 and FY 2012-13. Funds set aside for this program, approximated \$125,000, will be applied to the RediWheels program.

The RediWheels program is a fixed-route paratransit service for persons with disabilities who cannot independently use regular SamTrans bus service. The RediWheels service is provided on the bayside of the County (RediCoast on the coast side). SamTrans offers paratransit customers a financial incentive to use the services by allowing ADA (American with Disabilities Act) certified customers and personal care attendants to ride all regular fixed-route SamTrans trip without paying a fare.

Performance measures to assess effectiveness of the Redi-Wheels program to date are as follows:

Quarter	Revenue Hours	Ridership	Individual Riding	Cost per rider
July - Sep 2011	12,604	22,739	1,992	\$ 41.79
Oct - Dec 2011	12,194	21,963	1,966	\$ 45.97
Jan - Mar 2012	12,053	21,638	1,916	\$ 47.99
Apr - Jun 2012	12,283	22,036	1,976	\$ 49.14
July - Sep 2012	12,719	22,389	1,967	\$ 47.25
Oct - Dec 2012	13,354	22,157	1,998	\$ 44.47
Jan - Mar 2013	12,847	21,898	2,007	\$ 47.74

“Ridership” is defined as one way trips taken during the defined period.

“Individuals Riding” is the number of enrolled individual RediWheels users who rode during the defined period.

Intelligent Transportation System (ITS)/Smart Corridors

Funds are being accumulated under this program category to be used for the San Mateo County Smart Corridors project construction and maintenance in addition to funding other countywide ITS projects. The Smart Corridors project deploys and integrates ITS elements, including communication network, signal system upgrade, signage and close circuit cameras along state routes (El Camino Real) and major local streets enabling Caltrans and local cities to implement strategies to manage recurring and non-recurring traffic congestion to reduce delays and improve mobility. The project is located from I-380 to the Santa Clara County line and includes local arterials connecting US 101 and SR 82 (El Camino Real).

Of the \$36 million budget for the remaining construction phases, approximately \$3.5 million is budgeted as local funds, which is provided through a combination of AB1546 (\$4 VRF) and Measure M. The major construction phase of the Smart Corridors commenced in October 2012 and is expected to be completed in 2014. An annual maintenance program will be developed for the Smart Corridors.

For other ITS projects in the County, an assessment will be performed before the end of the fiscal year to prioritize needs for ITS for San Mateo County for the next year and beyond.

Safe Routes to School (SR2S)

The San Mateo County SR2S program is a countywide effort to promote activities that increase the number of students walking, biking and carpooling to schools as ways of promoting students’ health and

fitness, in addition to reducing traffic congestion around schools and improving air quality. The program focuses on non-infrastructure project outreach activities such as education, encouragement, and evaluation.

The current San Mateo County SR2S Program is a 2-Year (FY 11-12 to FY 12-13) \$2 million program, funded by \$1.42 million STP/CMAQ with the remaining from Measure M. The San Mateo County Office of Education (COE) is managing the San Mateo County SR2S program on behalf of C/CAG. Work on the program officially commenced in July 2011. Two committees, the Policy Advisory Committee and Operations Committee, have been established to oversee and guide the development of the SR2S Program.

The first two years of the SR2S program is established as a non-competitive grant program. Individual schools are eligible up to \$15,000 with a maximum of \$75,000 to the district. Over \$1.3 million have been awarded to schools. To date, 105 schools (K-8) have participated in the SR2S program totaling over 40,000 students. Typical projects include walking and bicycle audits and student education such as bike rodeos, safety assemblies, pedestrian safety, and development of educational videos. Schools are also implementing walking school buses, bike trains/carpools, and parking lot management. Encouragement events include Walk and Roll Wednesdays/Fresh Air Fridays, Bike to School Day, Walk to School Day, and various contests.

Student hand tallies conducted in September 2012 regarding school travels (based on 109,341 total trips at 72 elementary schools) indicated the following mode split: Family vehicle (57%), Walk (22%), Carpool (8%), School Bus (5%), Transit (4%), Bike (3%), and Other (1%). Results of parent surveys, also conducted in September 2012, indicated that parents were not aware of the SR2S program at the time of the survey. The survey results show that a large percentage of children who live a mile or more from school are driven and a significant percentage of children who live a half mile or less from school are also being driven to school on a daily basis. The survey results also indicated that most parents are primarily concerned about driver behaviors and student safety.

National Pollutant Discharge Elimination System (NPDES)/Municipal Regional Permit (MRP)

Funds accumulating under this program category are designated for pollution mitigation programs and projects, as allowed under Measure M's authorizing legislation, Government Code Section 65089.20. The C/CAG Board authorized unrestricted use of these funds for Municipal Regional Permit compliance activities in May 2012. C/CAG staff is working with legal counsel to develop a revised Expenditure Plan for C/CAG Board consideration that would allow unrestricted use of this category of funds for all mandated compliance activities in the Municipal Regional Permit (MRP). This represents a significant change from the \$4 VRF, which was more restricted by its authorizing legislation to programs and projects that directly addressed the pollution impacts from vehicles and transportation infrastructure. Should the C/CAG Board adopt a revised Expenditure Plan allowing unrestricted use of these funds for MRP compliance, As such, these funds are being would be directed toward countywide compliance activities through C/CAG's Countywide Water Pollution Prevention Program, primarily for technical consultant costs for regulatory compliance support programs. Staff anticipates utilizing approximately \$1 million for compliance support in Fiscal Year 2012-13 and \$1.2 million in FY 2013-14.

Approval of unrestricted use of these funds for MRP compliance activities also allows the local jurisdictions to use any portion of their annual allocations under the Local Streets and Roads portion of

funding for MRP-related efforts compliance activities, rather than just specific activities such as street sweeping or catch basin inlet cleaning, as was allowed is the current practice with the \$4 VRF.

In the event there is an accumulation of Measure M funds in this program category that are not needed for MRP compliance activities, C/CAG staff anticipates using the funds to either further expand C/CAG's Green Streets and Parking Lots Program or to assist local jurisdictions with MRP compliance efforts, such as providing funding for trash capture devices. Determining whether surplus funds are available will likely not be possible until the MRP is reissued and C/CAG can estimate countywide compliance costs for the next five-year permit term. C/CAG staff anticipates, however, using accumulated \$4 VRF for these types of programs where a clear nexus to pollution impacts from vehicles and transportation infrastructure can be shown.

C/CAG AGENDA REPORT

Date: May 16, 2013

TO: Congestion Management Program Technical Advisory Committee (TAC)

From: Sandy Wong, Executive Director - C/CAG

Subject: Initial draft, assumptions, and input on the C/CAG 2013-14 Program Budget and Fees
(For further information or response to questions, contact Sandy Wong at 650 599-1409)

Recommendation:

Review and provide comments on the initial draft and assumptions of the C/CAG 2013-14 Program Budget and Fees.

Fiscal Impact:

In accordance with the proposed C/CAG 2013-14 Program Budget.

Revenue Sources:

Funding sources for C/CAG include member assessments, cost reimbursement from partners, local sales tax Measure A, private and public grants, regional - State - Federal transportation and other funds, Department of Motor Vehicle fees, State - Federal earmarks, and interest.

Background:

Staff has developed the Initial Draft C/CAG Program Budget for 2013-14. C/CAG Member Assessments remain the same as in FY 12-13. The Initial Draft Budget has been presented to the C/CAG Finance Committee on April 22, 2013.

Budget Assumption Highlights:

The following are the initial Budget assumptions. It is requested that the Finance Committee provide additional direction on the assumptions to be used to develop the final Budget.

- 1- Member Assessments - Same as last year.
- 2- Smart Corridor - Assume Segment 2 construction will be completed during fiscal year 2013-14.
- 3- San Mateo Congestion Relief Program assumes \$200,000 in funding for climate action planning. This includes cost for climate action partnerships to assist the cities and County as was done in the 2012-2013 C/CAG Budget.

- 4- No new revenue for AB 1546 DMV Program since this program sunset on January 1, 2013. As approved by the C/CAG Board on December 13, 2013, of the unprogrammed fund balance, \$700,000 will be transfer to Smart Corridor, and \$900,000 are being distributed to 21 member agencies.
- 5- San Mateo Energy Watch - Includes \$200,000 for Climate Action Planning,
- 6- NPDES – Half of certain expenditures are shown in Measure M funds.
- 7- General Fund – Using the same allocation formula as last year, the overhead expenses in General Fund are shared by other funds. The shared cost include professional services, supplies, conferences and meetings, printing/ postage, publications, bank fee and audit services. The share is based on the proportion of the sum of the administration and professional services to the total for all the funds. The funds that share these General Fund cost are General Fund, Transportation Programs, San Mateo Congestion Relief Program (SMCRP), LGP Energy Watch, Transportation Fund for Clean Air(TFCA), National Pollutant Elimination Discharge System, NPDES, DMV Fee Program, and Measure M.
- 8- TFCA - Programmed Projects are 100% reimbursed in current and budget year.

Attachments

- C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance for FY 2012-13 and FY 2013-14.

SUMMARY OF C/CAG PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE											
FY 2012-2013 Program Budget (July 1, 2012 - June 30, 2013)											
	Administrative Program (General Fund)	Transportation Programs	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	AVA	DMV Fee Program	Measure M (DMV Fee)	Total
BEGINNING BALANCE	(28,397)	802,479	2,354,771	205,769	54,915	66,729	1,161,629	619,533	6,366,732	4,299,676	15,903,836
RESERVE BALANCE	43,346	131,863	0	0	0	0	200,903	0	50,000	0	426,112
PROJECTED REVENUES											
Interest Earnings	401	2,234	8,450	647	0	1,010	7,000	1,290	14,871	11,793	47,696
Member Contribution	250,024	390,907	1,850,000	0	0	0	113,490	0	0	0	2,604,421
Cost Reimbursements-SFIA	0	62	0	0	0	0	0	0	0	0	62
MTC/ Federal Funding	0	463,235	0	0	0	0	0	0	0	1,429,000	1,892,235
Grants	58,000	0	0	0	415,600	0	0	0	0	0	473,600
DMV Fee	0	0	0	0	0	1,035,800	0	658,500	1,496,177	6,425,001	9,615,478
NPDES Fee	0	0	0	0	0	0	1,325,760	0	0	0	1,325,760
TA Cost Share	0	0	0	3,000,000	0	0	0	0	0	0	3,000,000
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	292,076	0	1,045,734	0	0	0	0	0	0	1,337,810
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	1,106,479	0	0	0	0	0	0	1,106,479
	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	308,425	1,148,514	1,858,450	5,152,860	415,600	1,036,810	1,446,250	659,790	1,511,048	7,865,794	21,403,541
TOTAL SOURCES OF FUNDS	280,028	1,950,993	4,213,221	5,358,629	470,515	1,103,539	2,607,879	1,279,323	7,877,780	12,165,470	37,307,377
PROJECTED EXPENDITURES											
Administration Services	108,168	133,130	46,107	32,507	4,206	726	29,977	852	17,353	10,206	383,232
Professional Services	161,376	740,028	60,000	517,896	339,600	38,000	107,532	0	39,465	107,532	2,111,429
Consulting Services	133,747	112,296	812,025	1,297,612	224,900	0	1,255,990	0	0	2,260,792	6,097,362
Supplies	44,574	61	0	0	0	0	0	0	0	0	44,635
Prof. Dues & Memberships	750	0	0	0	0	0	44,732	0	0	0	45,482
Conferences & Meetings	8,804	0	0	0	2,400	0	6,000	0	0	0	17,204
Printing/ Postage	225	0	0	0	0	0	0	0	0	0	225
Publications	23,157	1,169	0	0	0	0	0	0	0	0	24,326
Distributions	0	70,000	344,000	2,969	0	990,000	21,943	658,500	2,279,114	3,971,277	8,337,803
Calpers - Unfunded Liability	4,296	4,695	1,953	2,969	146	269	1,414	0	1,305	0	17,047
Miscellaneous	7,308	0	0	1,371	0	0	0	1,200	40,281	0	50,160
Bank Fee/Audit Service	31,445	0	0	0	0	0	0	0	0	0	31,445
Contractor	0	0	0	3,641,523	0	0	0	0	0	0	3,641,523
Project Management	0	0	0	92,000	0	0	0	0	0	0	92,000
Total Expenditures	523,850	1,061,379	1,264,085	5,588,847	571,252	1,028,995	1,467,588	660,552	2,377,518	6,349,807	20,893,873
TRANSFERS											
Transfers In	0	0	0	700,000	200,000	0	0	0	0	0	900,000
Transfers Out	0	0	200,000	0	0	0	0	0	0	0	200,000
Administrative Allocation	(173,169)	90,333	10,977	0	35,568	4,006	14,226	0	5,878	12,181	(0)
Total Transfers	(173,169)	90,333	210,977	(700,000)	(164,432)	4,006	14,226	0	5,878	12,181	(700,000)
NET CHANGE	(42,256)	(3,199)	383,388	264,013	8,780	3,809	(35,564)	(762)	(872,348)	1,503,806	1,209,668
TRANSFER TO RESERVES	0	0	50,000	0	0	0	0	0	0	50,000	100,000
TOTAL USE OF FUNDS	350,681	1,151,712	1,525,062	4,888,847	406,820	1,033,001	1,481,814	660,552	2,383,396	6,411,988	20,293,873
ENDING FUND BALANCE	(70,653)	799,280	2,688,159	469,782	63,695	70,538	1,126,065	618,771	5,494,384	5,753,482	17,013,504
RESERVE FUND BALANCE	43,346	131,863	50,000	0	0	0	200,903	0	50,000	50,000	526,112
NET INCREASE (Decrease) IN FUND BALANCE	(42,256)	(3,199)	333,388	264,013	8,780	3,809	(35,564)	(762)	(872,348)	1,453,806	1,109,668

Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.

3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.

AVA - Abandoned Vehicle Abatement; DMV - Department of Motor Vehicles.

05/09/13	SUMMARY OF C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE										
	FY 2013-2014 Program Budget (July 1, 2013 - June 30, 2014)										
	Administrative	Transportation	SMCRP	Smart	LGP Energy	TFCA	NPDES	AVA	DMV Fee	Measure M	Total
	Program	Programs	Program	Corridor	Watch				Program	(DMV Fee)	
	(General Fund)										
BEGINNING BALANCE	-70,653	799,280	2,688,159	469,782	63,695	70,538	1,126,065	618,771	5,494,384	5,753,482	17,013,504
RESERVE BALANCE	43,346	131,863	50,000	0	0	0	200,903	0	50,000	50,000	526,112
PROJECTED REVENUES											
Interest Earnings	2,000	3,000	8,000	0	0	2,200	6,226	1,000	16,000	17,000	55,426
Member Contribution	250,024	390,907	1,850,000	0	0	0	116,060	0	0	0	2,606,991
Cost Reimbursements-SFIA	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	730,000	0	0	0	0	0	0	0	635,000	1,365,000
Grants	182,000	0	0	0	420,000	0	0	0	0	0	602,000
DMV Fee	0	0	0	0	0	1,050,000	0	0	0	6,515,704	7,565,704
NPDES Fee	0	0	0	0	0	0	1,340,656	0	0	0	1,340,656
TA Cost Share	0	18,750	0	0	0	0	0	0	0	0	18,750
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	290,000	0	5,424,266	0	0	0	0	0	0	5,714,266
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	2,397,858	0	0	0	0	0	0	2,397,858
	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	434,024	1,432,657	1,858,000	7,822,124	420,000	1,052,200	1,462,942	1,000	16,000	7,167,704	21,666,651
TOTAL SOURCES OF FUNDS	363,371	2,231,937	4,546,159	8,291,906	483,695	1,122,738	2,589,007	619,771	5,510,384	12,921,186	38,680,154
PROJECTED EXPENDITURES	Administrative	Transportation	SMCRP	Smart	LGP Energy	TFCA	NPDES	AVA	DMV Fee	Measure M	Total
	Program	Programs	Program	Corridor	Watch				Program	(DMV Fee)	
	(General Fund)										
Administration Services	97,333	143,861	39,221	25,572	3,692	6,000	28,021	0	11,419	11,865	366,984
Professional Services	195,000	900,000	60,000	770,000	350,500	31,200	99,600	0	15,000	129,600	2,550,900
Consulting Services	166,000	171,500	1,036,000	1,315,000	218,000	0	2,097,800	0	0	1,135,590	6,139,890
Supplies	52,000	2,000	0	0	0	0	0	0	0	0	54,000
Prof. Dues & Memberships	1,000	0	0	0	0	0	44,732	0	0	0	45,732
Conferences & Meetings	9,500	5,000	1,000	0	4,500	0	5,000	0	0	0	25,000
Printing/ Postage	300	6,000	0	0	0	0	2,500	0	0	0	8,800
Publications	17,000	3,000	0	0	0	0	0	0	0	0	20,000
Distributions	0	70,000	500,000	0	0	1,011,000	16,000	596,578	3,505,000	4,758,782	10,457,360
Calpers - Unfunded Liability	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous	10,000	1,000	1,000	1,500	0	0	1,000	0	0	0	14,500
Bank Fee/Audit Service	31,500	0	0	0	0	0	0	0	0	0	31,500
Contractor	0	0	0	6,493,159	0	0	0	0	0	0	6,493,159
Project Management	0	0	0	120,000	0	0	0	0	0	0	120,000
Total Expenditures	579,633	1,302,361	1,637,221	8,725,231	576,692	1,048,200	2,294,653	596,578	3,531,419	6,035,837	26,327,825
TRANSFERS											
Transfers In	0	0	0	500,000	200,000	0	0	0	0	0	700,000
Transfers Out	0	0	150,000	0	0	0	0	0	0	500,000	650,000
Administrative Allocation	-196,422	112,044	10,650	0	38,017	3,993	13,698	0	2,836	15,184	0
Total Transfers	-196,422	112,044	160,650	-500,000	-161,983	3,993	13,698	0	2,836	515,184	-50,000
NET CHANGE	50,813	18,252	60,129	-403,107	5,291	7	-845,409	-595,578	-3,518,255	616,683	-4,611,175
TRANSFER TO RESERVES	0	50,000	50,000	0	0	0	0	0	50,000	50,000	200,000
TOTAL USE OF FUNDS	383,211	1,464,405	1,847,871	8,225,231	414,709	1,052,193	2,308,351	596,578	3,584,255	6,601,021	26,477,825
ENDING FUND BALANCE	-19,839	767,532	2,698,288	66,675	68,986	70,545	280,656	23,193	1,926,129	6,320,165	12,202,329
RESERVE FUND BALANCE	43,346	181,863	100,000	0	0	0	200,903	0	100,000	100,000	726,112
NET INCREASE (Decrease) IN FUND BALANCE	50,813	-31,748	10,129	-403,107	5,291	7	-845,409	-595,578	-3,568,255	566,683	-4,811,175
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.											
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.											
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.											
AVA - Abandoned Vehicle Abatement; DMV - Department of Motor Vehicles.											

C/CAG AGENDA REPORT

Date: May 16, 2013
TO: C/CAG CMP Technical Advisory Committee (TAC)
From: Sandy Wong, Executive Director
Subject: Provide comments and input on Highway Relinquishment Study for SR 82 El Camino Real/Mission Street

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

RECOMMENDATION:

That the TAC provide comments and input on Highway Relinquishment Study for SR 82 El Camino Real/Mission Street.

FISCAL IMPACT:

Funding for this study is being sought with the Metropolitan Transportation Commission (MTC).

REVENUE SOURCES:

NA.

BACKGROUND/DISCUSSION:

Relinquishment, as defined by Caltrans, is the act of transferring the property rights, liability and maintenance responsibilities (ownership) of a portion of a state highway to another entity.

State legislation allows for the relinquishment of highways under certain conditions. These conditions relate to the change in characteristics and functionality of the roadway where the highway no longer operates as originally designed. An example of a typical situation is a highway (such as SR 82 El Camino Real) that runs through the middle of a city or town. The relinquishment process includes an assessment by both Caltrans and local agency, followed by a State review, to determine if the highway segment in evaluation serves regional statewide transportation needs and if a relinquishment would be in the best interest of both entities.

One of the benefits of relinquishment is that it allows local agencies and their communities to be more creative and flexible in making improvements to the roadway facility.

SR 82 El Camino Real/Grand Boulevard Initiative:

SR 82 El Camino Real is one of the oldest State highways in the Bay Area. Over fifty years ago, this route was an important highway for regional and statewide mobility. Today, the regional significance of this local state highway has been superseded by US 101 and I-280 freeways with El Camino Real functioning more as a conventional street or boulevard. The section of El Camino Real that is being evaluated by the Grand Boulevard Initiative (GBI) extends for a length of 43 miles from Mission

Street in Daly City to The Alameda near the Diridon Caltrain Station in San Jose.

The GBI is a collaborative planning effort of 19 cities, counties, local and regional agencies, as well as representatives from private businesses and non-profit organizations, to improve the performance, safety and aesthetics of the corridor. This effort is funded by various federal, state, local and private grant programs and foundations.

The vision of the Grand Boulevard Initiative as established by its committee and task force is to see the El Camino Real corridor “*achieve its full potential as a place for residents to work, live, shop and play, creating links between communities that promote walking and transit and an improved and meaningful quality of life.*” This vision also includes guiding principles that support and encourage compact mixed-use development, multimodal complete streets elements, managed parking and attractive public spaces along El Camino Real.

As part of the GBI planning discussions, one of the issues highlighted by the group was meeting Caltrans highway design standards versus developing multimodal complete streets designs desired by the local agencies. At its meeting on December 5, 2012, GBI Task Force requested staff to further explore the idea of relinquishment for SR 82 El Camino Real and the associated costs.

Since then, representatives from Caltrans, Metropolitan Transportation Commission (MTC), City/County Association of Governments of San Mateo County (C/CAG), San Mateo County Transit District (SamTrans) and Santa Clara Valley Transportation Authority (VTA) have met and prepared a conceptual workscope that outlines an approach for studying the relinquishment of SR 82 El Camino Real.

At its last meeting on March 27, 2013, the GBI Task Force expressed interest in moving forward with the conceptual workscope and requested VTA and C/CAG staff to inquire if their respective local agencies would also be interested in the relinquishment study with the understanding that the funding would be sought from MTC. Attached is a copy of the memorandum and conceptual workscope that was presented to the GBI Task Force for consideration.

The key benefits of this study are that it would provide cities and counties with the following information:

- Understanding of Caltrans relinquishment policies and process.
- Assessment of existing conditions and public infrastructure along El Camino Real including estimated cost for relinquishment and annual maintenance including a discussion on exploration of potential funding sources.
- Case studies of recent highway relinquishments, including their relinquishment schedule, budget and staffing resources and next steps.

ATTACHMENTS

GBI Staff Report and Draft Conceptual Level Workscope.



From Mission St in Daly City, to El Camino Real and The Alameda in San Jose

TF 2

TO: Grand Boulevard Task Force

FROM: John Ristow, VTA

SUBJECT: **Update on Study of Relinquishment of El Camino Real**

DATE: March 27, 2013

At its December 5, 2012 meeting, the Grand Boulevard Task Force received a presentation from Hans Larsen, City of San Jose Director of Transportation, on the recent relinquishment of a portion of The Alameda (State Route 82), focusing on the City's experience with the Caltrans relinquishment process. The Task Force directed staff to further explore the idea of relinquishment for the remainder of State Route 82 in Santa Clara and San Mateo counties and its associated costs.

Representatives from Caltrans, Metropolitan Transportation Commission (MTC), Santa Clara Valley Transportation Authority (VTA), City/County Association of Governments (C/CAG) of San Mateo County, and the San Mateo County Transit District (SamTrans) met on February 20, 2013 at MTC's offices to discuss a study of the relinquishment of El Camino Real, including investigating the process, challenges, and cost estimates. Attached is a conceptual level workscope and map that was drafted by this group for the Grand Boulevard Initiative Task Force to consider for the first phase of a relinquishment study for State Route 82.

The Vision:

El Camino Real will achieve its full potential as a place for residents to work, live, shop and play, creating links between communities that promote walking and transit and an improved and meaningful quality of life.

ATTACHMENT A

DRAFT CONCEPTUAL LEVEL WORKSCOPE

Task 1: Describe Caltrans' Process for Relinquishment of State Highways

- Include description of relinquishment type, relinquishment conditions, key agency stakeholders and procedures for relinquishment of State highways to local agencies.
- Cite legislative statutes and policies.

Task 2: Clarify Roles and Responsibilities of Stakeholders (Caltrans, Local Agencies, MTC...)

- Identify scope and types of inter-agency agreements to be prepared (e.g., MoUs, RFI, PIDs...) and agencies responsible for the preparation.
- Describe the collaboration, negotiation and review processes between the stakeholders, specifically among the cities and intra-agency departments that would be participating in these discussions.
- Explore potential ownership options.

Task 3: Describe Calculations for Cost Analysis and Identify Potential Funding Sources

- Assess existing conditions of SR 82 corridor for Santa Clara and San Mateo counties by county and city, and the estimated cost to bringing the roadway to a state of good repair.
- Investigate how much Caltrans has spent to operate and maintain SR 82 corridor in Santa Clara and San Mateo counties for past 5, 10 and 20 year periods if data is available.
- Provide cost estimates for relinquishment and annual operations and maintenance for subsequent 10 years following relinquishment and identify funding sources typically used to support the relinquishment process and on-going maintenance of the corridor. Include breakdown of costs that cities already cover (e.g. some cities already maintain sidewalks and median landscaping) as well as increased cost associated with full roadway maintenance.

Task 4: Provide Examples of Recent Relinquishments in the Bay Area and Other Areas of the State

- Compile examples of relinquishment projects in the Bay Area and other areas of relinquishment interest in the State and summarize key common elements in a table format for comparison (e.g., relinquishment of SR 82 and SR 130 in San Jose and SR 238 in Hayward). Also include discussion on local motivation(s) for relinquishment and anticipated benefits.
- Compare lengths of corridor, cost per mile for relinquishment and maintenance, inventory of roadside assets (e.g., traffic signal controllers, street light poles, length of sidewalk and curb/gutter...).

Task 5: Estimate Level of Effort and Schedule for Relinquishment

- Describe level of effort for relinquishment from planning phase to implementation phase including staffing resources and budget.
- Identify funding responsibilities for relinquishment planning and implementation.
- Provide outline of tasks and schedule, including duration and next steps.

Priority Development Areas San Mateo and Santa Clara Counties

-  El Camino Real
-  Priority Development Area
-  Unincorporated SM County
-  Unincorporated SC County



March 4, 2013

