

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, July 17, 2014
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, June 2014): No materials
 - Approved – Funding agreement with MTC for additional data collection required for turn on of ramp meters along US 101 from SR 92 to the SF Co. Line for \$55,000
 - Approved – Amendment No. 2 to the agreement with MTC for Transportation Planning Programming, and Transportation/Land Use Coordination for FY13 through FY16
 - Approved – the Countywide Shuttle FY15 & FY16 project list and funding agreement with City of Menlo Park for \$923,266 for shuttle services
 - Approved – Updated San Mateo County PDA Investment & Growth Strategy
 - Approved – PDA Planning Program project list for FY15 & FY16
 - Approved – Agreement with SMFCSD for construction of a Green Streets and Parking Lot/SR2S Demonstration project for \$385,000
 - Approved – Allocation of remaining AB 1546 funds to the Countywide TCM and SPP Programs
 - Authorized – Joint effort with MTC to conduct traffic analysis for express lanes on US 101 from SC County line to I-380
 - Approved – Grant agreement with CEC to receive funding for the San Mateo County Alternative Fuel Readiness Plan project for \$275,810
 - Approved – Agreement with Life Cycle Assoc. to develop the San Mateo County Alternative Fuel Readiness Plan project for \$275,810
 - Approved – Appointments of Brad Donohue (Colma), Billy Gross (SSF) and James Hinkamp (SM Co.) to the CMP TAC
 - Approved – Agreement amendment with Jacobs Engineering to perform an assessment of INRIX data for LOS and performance monitoring for \$25,000
 - Approved – Agreement with San Mateo County DPW to provide staff services for the RMCP Committee and Local Task Force in FY14-15 for \$40,000
 - Approved – Coop Agreement with San Mateo County Dept. of Housing for Joint Work Plan for housing related activities in FY 14-15 for \$70,000
 - Approved – Funding agreements with BAAQMD for the TFCA Program for FY 14-15 for \$1,092,837.33
 - Approved - Funding agreement with Samtrans for shuttle services under the FY 14-15 TFCA Program for \$582,000
 - Approved – Funding agreement with the Alliance for TDM for Countywide Voluntary Trip Reduction under the FY 14-15 TFCA Program for \$457,500
 - Adopted – C/CAG 2014-15 Program Budget and Fees
3. Approval of the Minutes from April 17, 2014 Hoang Page 1-3
4. TA Strategic Plan Update (Presentation) TA Staff No materials

¹ For public transit access use SamTrans Bus lines 260, 295, 390, 391, KX 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.

C/CAG Congestion Management Program Technical Advisory Committee (TAC)
July 17, 2014 Agenda (continued)

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|-----|--|-----------|--------------|
| 5. | Review and recommend approval of the list of consultants pre-qualified to operate and enhance the C/CAG-VTA Travel Demand Model in support of transportation analysis and planning in San Mateo County (Action) | Abrazaldo | Page 4-8 |
| 6. | Receive an update on the C/CAG Travel Model Update Project (Information) | Abrazaldo | Page 9-13 |
| 7. | Review and recommend approval of establishing a Priority Development Area (PDA) Parking Policy Technical Assistance Program in an amount of \$342,000 for Fiscal Years 2014-15 to 2015-16 as part of the Local PDA Planning Program (Action) | Abrazaldo | Page 14-15 |
| 8. | Review and Recommend Approval of the Measure M Fiscal Year 2013-14 Annual Performance Report (Action) | Hoang | Page 16-22 |
| 9. | Receive information on the C/CAG 2014-15 Program Budget and Fees (Information) | Wong | Page 23-28 |
| 10. | Regional Project and Funding Information (Information) | Higaki | No materials |
| 11. | Executive Director Report | Wong | No materials |
| 12. | Member Reports | All | |

2014 TAC Roster and Attendance				
Member	Agency	Feb	Mar	Apr
Jim Porter (Co-Chair)	San Mateo County Engineering	x	x	
Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	x	x	x
Afshin Oskoui	Belmont Engineering	x	x	x
Randy Breault	Brisbane Engineering	x	x	x
Syed Murtuza	Burlingame Engineering	x	x	x
Bill Meeker	Burlingame Planning			
VACANT	Caltrans			
Sandy Wong	C/CAG	x	x	x
Brad Donohue	Colma Engineering	n/a	n/a	n/a
John Fuller	Daly City Engineering	x	x	x
Tatum Mothershead	Daly City Planning	x		
Brad Underwood	Foster City Engineering	x	x	
Mo Sharma	Half Moon Bay Engineering	x	x	x
Van Ocampo	Pacifica Engineering	x	x	x
Klara Fabry	San Bruno Engineering	x		x
Jay Walter	San Carlos Engineering	x	x	
Ray Towne	San Mateo Engineering	x	x	x
James Hinkamp	San Mateo County Planning	n/a	n/a	n/a
Brian McMinn	South San Francisco Engineering	x	x	x
Billy Gross	South San Francisco Planning	n/a	n/a	n/a
Paul Nagengast	Woodside Engineering		x	
Kenneth Folan	MTC			

CONGESTION MANAGEMENT PROGRAM (CMP) TECHNICAL ADVISORY COMMITTEE (TAC)

**April 17, 2014
MINUTES**

The meeting of the Technical Advisory Committee (TAC) was held in the SamTrans Offices, 1250 San Carlos Avenue, 4th Floor Dining Room, San Carlos, CA. Co-chair Hurley called the meeting to order at 1:20 p.m. on Thursday, April 17, 2014.

TAC members attending the meeting are listed on the Roster and Attendance on the preceding page. Others attending the meeting were: Jim Bigelow - C/CAG CMEQ; Joel Slavitt – TA; Jeff Hobson – Transform; Fernando Bravo, Jesse Quirion – Menlo Park; Farhad Montazari – Millbrae; Jean Higaki, Tom Madalena, Wally Abrazaldo, John Hoang – C/CAG; and others not noted

1. Public comment on items not on the agenda.

Jim Bigelow, C/CAG CMEQ committee member, notified the TAC that the Dumbarton Rail project is being tabled for now. The EIR was not certified since it did not meet certain criteria.

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

No items.

3. Approval of the Minutes from March 20, 2014.

Approved.

4. Review and recommend approval of the project list for funding under the C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2014/2015 and FY 2015/2016

Tom Madalena presented the joint process with the Transportation Authority for evaluating and selecting the projects for the Shuttle Program resulting in recommendations for funding 32 projects totaling \$6,634,680 with C/CAG funding four shuttle routes sponsored the City of Menlo Park for a total of \$923,266.

Member Oskoui requested staff to bring back a performance measure report for shuttles (new and existing) at a future meeting. Member McMinn suggested including dates of when each shuttle program would go to the respective Boards for approval. The responses were that the programs will go to the TA Board on May 1st with the CCAG approval on May 8th.

Co-chair Hurley recognized Tom Madalena and Joel Slavitt (TA) for the good work that they put into the program.

5. Review and recommend approval to allocate unspent AB 1546 (\$4 Vehicle Registration Fee) funds to the Countywide Traffic Congestion Management Program and Stormwater Pollution Prevention Programs (Revised)

John Hoang handed out a revised staff report and presented the recommendations to allocate \$467,863 to the Countywide Traffic Congestion Management Program to fund two projects located in the cities of Menlo Park and East Palo Alto with \$191,411 allocated to the Countywide Pollution Prevention Program.

Member McMinn thanked staff for allocating funds to the stormwater pollution program.

6. Review and recommend approval of the C/CAG PDA Planning Program list of projects

Wally Abrazaldo presented the proposal fund three PDA Planning Program projects in the cities of Redwood City, Belmont, and Millbrae for a total of \$1,390,000. One project was not funded due to being ineligible. Staff recommends that the remaining funds of \$302,000 be used for a countywide parking study. Additional details will be brought back to the TAC at the next meeting. Comments and questions were as follows:

- Member Murtuza inquired about the scope and goal of the parking study and whether this federal STP funds can be used for such a study. Response was that more detailed scope will be developed and presented at a future meeting and that the funds are eligible for use on this type of planning study.
- Member Fuller requested clarification that the parking study would be for areas located in the PDAs.
- Member Ocampo requested clarifications as to whether the parking study will include cities with PDAs or for locations within a PDA.
- Member Oskoui requested a process for the cities to provide inputs in advance of the development of the parking study scope of work.
- Public member Jim Bigelow expressed support for the items.

7. Review and recommend approval of the Updated San Mateo County Priority Development Area (PDA) Investment & Growth Strategy

Wally Abrazaldo provided a presentation on the updated PDA Investment & Growth Strategy.

Member Oskoui requested a copy of the power point presentation. Member Breault requested separating the 30% funds from the 70% funds for the PDAs in the document.

8. Information on C/CAG Countywide Travel Demand Model Update

Wally Abrazaldo provided an update of the CCAG travel demand model and indicated that a Task Force meeting, headed up by VTA staff, has been scheduled for April 29th at 2 p.m. for local planners and engineers interested in the model update process.

Member Oskoui indicated there are potential issues with the model's use for unconstrained growth and its accuracy. Staff will follow up with VTA staff.

9. Review and recommend approval of the study parameters for a traffic feasibility analysis of Express Lanes on US 101

Sandy Wong presented the parameters for the proposed study including project limits from the Santa Clara County line to I-380 and the study year of 2040. Two concepts to be considered includes 1) conversion of HOV to HOT and 2) Optimized HOT with carpool occupancy requirements of 2+ and mode shift and transit service considerations. Performance measures to be considered include travel time, travel time savings for express lanes, delays, VMT, and other measures.

Public member Jeff Hobson suggested using revenue to affect transit as part of Concept #2 (Optimized HOT), the concept that a wider freeway will result in more demand, and look at 3+ requirements.

Member Taubeneck requested clarification on whether Concept 1 will add two more alternatives to the PSR. Co-chair Hurley indicated that this is being done separately. Member Wong indicated that Concept 1 will use the same footprint as the PSR. Taubeneck also suggested considering mode shift in relations to dollars spent. Member Oskoui requested that Concept 2 should consider impacts to local road if the same footprint is maintained. Member Murtuza commented that Concept 1 should consider ROW acquisition and potential impacts to auxiliary lanes as well as considering equity issues, cost estimate and project revenue from the HOT. Wong indicated that this study will not consider the equity component, focusing more on operational benefits, but will only consider planning level cost estimates.

10. Regional Project and Funding Information

Jean Higaki provided information on regional project and funding including deadlines, PMP certifications, Inactive Project list, and the 2015 TIP development.

11. Executive Director Report

None.

12. Member Reports

None.

Meeting adjourned at 2:30 p.m.

C/CAG AGENDA REPORT

Date: July 17, 2014

To: C/CAG CMP Technical Advisory Committee (TAC)

From: Wally Abrazaldo, Transportation Programs Specialist

Subject: Review and recommend approval of the list of consultants pre-qualified to operate and enhance the C/CAG-VTA Travel Demand Model in support of transportation analysis and planning in San Mateo County

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

RECOMMENDATION

That the C/CAG CMP Technical Advisory Committee review and recommend approval of the list of consultants pre-qualified to operate and enhance the C/CAG-VTA Travel Demand Model in support of transportation analysis and planning in San Mateo County.

FISCAL IMPACT

None.

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”).

Prior to March 1, 2014, C/CAG had agreements in place with three consulting firms in addition to VTA to run and enhance the C/CAG-VTA Model. These agreements have since expired, and C/CAG issued a request for qualifications (RFQ) to pre-qualify three or more eligible firms to operate the C/CAG-VTA Model. Only VTA and the firms pre-qualified through this process will be authorized to operate the C/CAG-VTA Model. Project sponsors, including C/CAG, its member agencies, and local planning partners, such as the Peninsula Corridor Joint Powers

Board, SamTrans, and the San Mateo County Transportation Authority, must consult with VTA or one of the pre-qualified firms for various travel model applications.

C/CAG received ten responses to the RFQ by the submittal deadline. These responses were reviewed by a scoring panel made up of staff from C/CAG, VTA, the Metropolitan Transportation Commission, the City of Menlo Park, and the City of San Mateo. This panel recommended that C/CAG pre-qualify six of the ten firms:

- AECOM,
- Cambridge Systematics,
- DKS Associates,
- Fehr & Peers,
- Kittleson & Associates, and
- TJKM.

These six firms demonstrated strong technical qualifications and local experience, and the scoring panel recommended that more than three firms be pre-qualified through the RFQ process to provide potential project sponsors throughout county with more alternatives for their projects.

C/CAG will develop model use agreements with each of the six firms, and the C/CAG Board of Directors will review these agreements during its meeting in August.

The attached document provides an overview of the process for C/CAG member agencies and planning partners to request authorization to use the C/CAG-VTA Travel Model and seek assistance from a pre-qualified consulting firm. There is no fee for member agencies and planning partners to request authorization to use the model. In the event that a developer requests authorization to use the C/CAG-VTA Travel Model without support from a C/CAG member agency or planning partner, there is a \$10,000 fee. Upon C/CAG authorization, project sponsors are to contract directly with one of the pre-qualified consulting firms for work.

ATTACHMENTS

- Authorization to Use the C/CAG-VTA Travel Model

AUTHORIZATION TO USE THE C/CAG-VTA TRAVEL MODEL

INFORMATION

C/CAG member agencies and planning partners, including the San Mateo County Transit District (SamTrans), the San Mateo County Transportation Authority, and the Peninsula Joint Powers Authority (JPB) may request authorization for use of the C/CAG-VTA Travel Model at no charge.

Use of the Travel Model is restricted to San Mateo County locations only and must receive prior authorization from C/CAG. C/CAG maintains a list of pre-approved travel forecast model consulting firms to run the C/CAG-VTA Travel Model. In the event a developer requests authorization to use the model there is a \$10,000 fee, and one of the pre-approved consulting firms must be used.

Other consulting firms may submit input, request output, and analyze results of model runs conducted by the pre-approved travel demand simulation and forecast model consulting firms. However, the C/CAG-VTA Travel Model can only be run by one of the authorized modeling firms. Therefore, it will be necessary to enter into a contract with one of the pre-approved consulting firms to run the C/CAG-VTA Travel Model.

AUTHORIZATION TO USE THE C/CAG-VTA TRAVEL MODEL

(agency or developer – “Requesting Entity”)

Is hereby authorized to use the San Mateo County travel simulation and forecast model (“C/CAG-VTA Travel Model”) for the following purpose:

Name of Project:

Project Description:

Project Duration:

Requesting Entity Contact Person for this Request:

Office Address:

Office Phone Number:

Work E-Mail Address:

Signature:

Date:

Requesting Entity has commissioned

as a technical consultant (“Technical Consultant”) to conduct the transportation modeling analysis.

Technical Consultant Contact Person for this Request:

Office Address:

Office Phone Number:

Work E-Mail Address:

The Requesting Entity or its Technical Consultant may enter into a contract with the consulting firms pre-approved by C/CAG to run the model.

Nothing herein is intended to serve as, nor shall be deemed to specify or determine, the confidentiality of any of the data input to or obtained through the application of the C/CAG-VTA Travel Model pursuant to Consultant’s third party contractual arrangements. The confidentiality of any such data, including whether or not such data is a public record, is to be determined in accordance with applicable law and the provisions of those contractual arrangements.

C/CAG Approval to Use Travel Model:

for C/CAG

Date

C/CAG AGENDA REPORT

Date: July 17, 2014

To: C/CAG CMP Technical Advisory Committee (TAC)

From: Wally Abrazaldo, Transportation Programs Specialist

Subject: Receive an update on the C/CAG Travel Model Update Project

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

RECOMMENDATION

That the C/CAG CMP Technical Advisory Committee receive an update on the C/CAG Travel Model Update Project.

FISCAL IMPACT

None.

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. The legislation further mandates that (1) the model be consistent with the assumptions of the regional travel demand model of the Metropolitan Transportation Commission (MTC) and (2) the land use and socioeconomic data inputs to the model be consistent with the most recent land use and socioeconomic database of the Association of Bay Area Governments (ABAG).

C/CAG licenses the countywide travel demand model for San Mateo County from the Santa Clara Valley Transportation Authority (VTA), which maintains a travel forecasting model that is optimized for both Santa Clara and San Mateo counties and accounts for transportation impacts from neighboring counties and regional commute sheds (the C/CAG-VTA Model). VTA is currently assisting C/CAG in the model update, and C/CAG has formed a Travel Demand Model Update Task Force made up of local planners and engineers to provide feedback and input throughout the process.

The task force has a regularly scheduled meeting from 2-3pm on the last Wednesday of each month to discuss the project and review progress. To date, the task force has met twice. Local jurisdiction input and feedback are critical to refining the model, which is used to support various transportation analysis and planning applications in the county, including the development of travel demand forecasts for traffic impact analyses and the calculation of air quality impacts to support greenhouse gas emissions reduction strategies.

VTA has developed draft updated traffic analysis zones (TAZs) and a refined 2010 roadway network for local jurisdictions to review and provide comments. These are available in both PDF and GIS shapefile formats online at: <http://goo.gl/tCD4Cn>. Examples for the City of Pacifica are attached to this report.

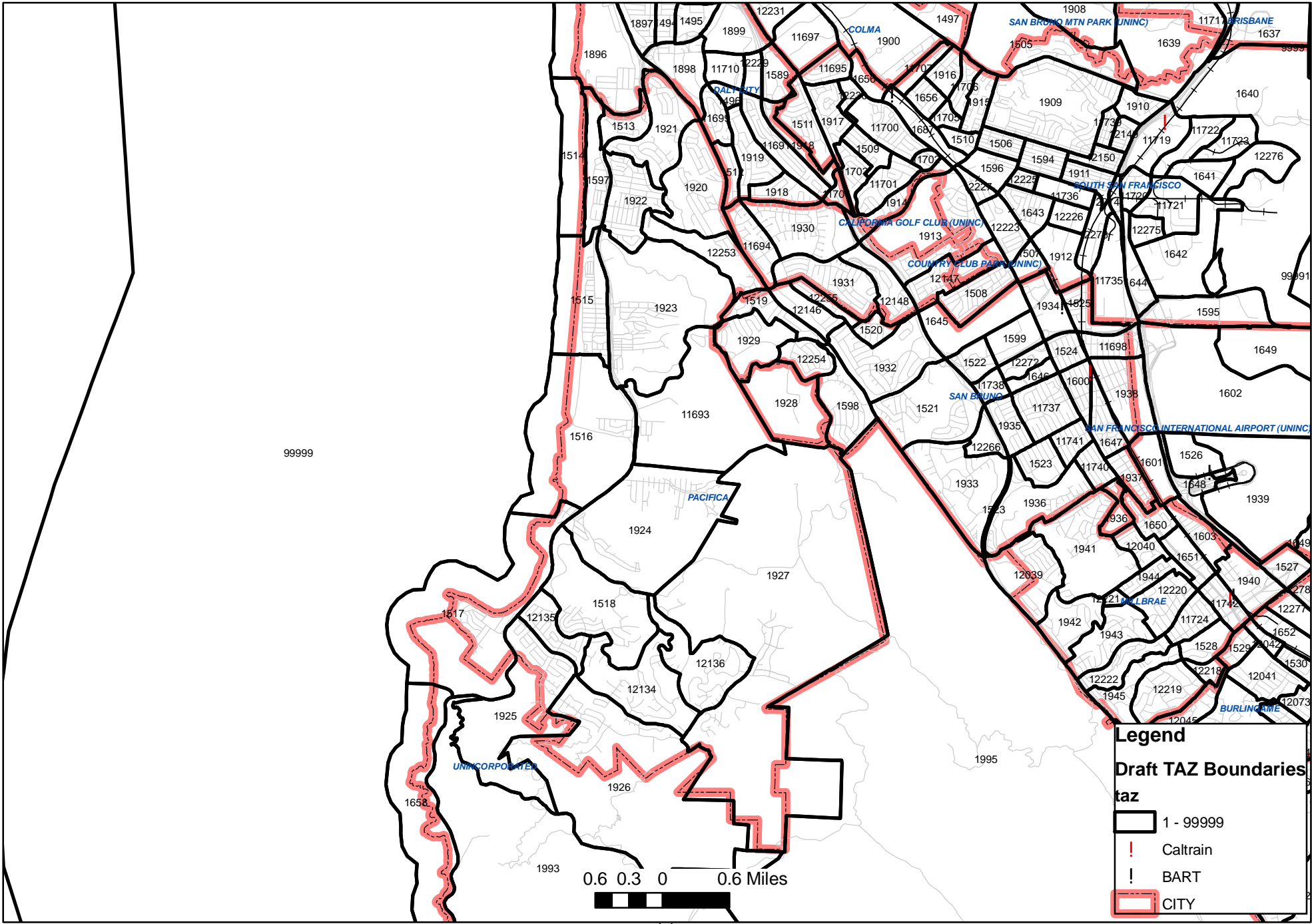
Local jurisdictions are asked to provide comments on the updated TAZs and 2010 roadway network by Wednesday, July 30, which is the date of the next regularly scheduled meeting of the task force. Any feedback or suggested revisions can be provided to Wally Abrazaldo at wabrazaldo@smcgov.org or (650) 599-1455.

Also attached to this report is an updated timeline for the project.

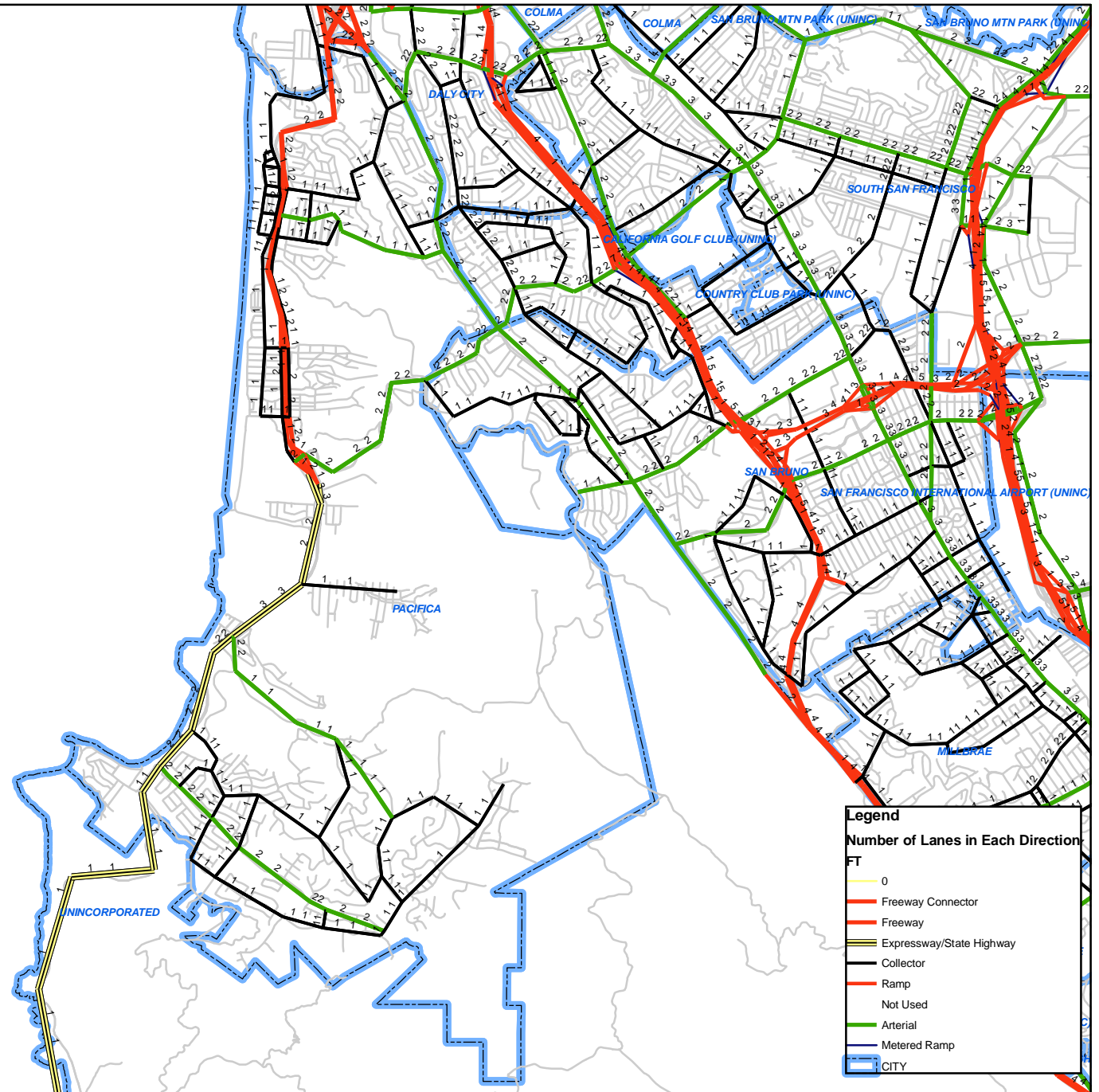
ATTACHMENTS

- Draft Updated Traffic Analysis Zone Structure for the City of Pacifica (Example)
- Draft Updated 2010 Roadway Network for the City of Pacifica (Example)
- C/CAG-VTA Model Update Project Schedule - Updated

Draft Traffic Analysis Zones - Pacifica



2010 Base Roadway Network - Pacifica



C/CAG Model Update Project – Schedule

Task	Description	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Revise Traffic Analysis Zone Structure									
2	Update Land Use Data to ABAG SCS 2010, 2020, 2040									
3	Update Networks 2010, 2020, 2040									
4	Develop/Compile 2010 Base Year Observed Data									
5	2010 Base Year Validation									
6	Update Forecasts 2020 and 2040									
7	Model Documentation and Users Guide									

C/CAG AGENDA REPORT

Date: July 17, 2014

To: C/CAG CMP Technical Advisory Committee (TAC)

From: Wally Abrazaldo, Transportation Programs Specialist

Subject: Review and recommend approval of establishing a Priority Development Area (PDA) Parking Policy Technical Assistance Program in an amount of \$342,000 for Fiscal Years 2014-15 to 2015-16 as part of the Local PDA Planning Program

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

RECOMMENDATION

That the C/CAG CMP Technical Advisory Committee review and recommend approval of establishing a Priority Development Area (PDA) Parking Policy Technical Assistance Program in an amount of \$342,000 for Fiscal Years 2014-15 to 2015-16 as part of the Local PDA Planning Program.

FISCAL IMPACT

The fiscal impact will be \$342,000 in recommended funding toward the establishment of a PDA Parking Policy Technical Assistance Program. Of this total, \$302,000 is the remaining Local PDA Planning funds made available by the Metropolitan Transportation Commission (MTC), and \$40,000 is local matching funds from the Congestion Relief Plan Fund.

SOURCE OF FUNDS

Federal Surface Transportation Program (STP) funds are the funding source of the Local PDA Planning funds, and the Congestion Relief Plan Fund is the funding source of the local matching funds.

BACKGROUND/DISCUSSION

In November 2012, MTC finalized the establishment of a \$20 million planning program for county congestion management agencies (CMAs) to support planning activities in their local PDAs. PDA planning funds were allocated to the nine CMAs in the region based on the OneBayArea Grant (OBAG) program distribution formula. Following the addition of OBAG funds from the last funding cycle that remained un-programmed, C/CAG had \$1,692,000 available to award to eligible projects in the county.

In October 2013, C/CAG developed and issued a call for projects for the C/CAG PDA Planning Program to support the vision for growth in PDAs in San Mateo County. Four jurisdictions submitted applications for funding by the January 2014 deadline. In April 2014, the C/CAG Board of Directors approved awarding \$1,390,000 to PDA planning projects in Belmont, Millbrae, and Redwood City.

C/CAG staff propose that the remaining \$302,000 in PDA planning funds be directed toward establishing a PDA Parking Policy Technical Assistance Program. Local jurisdiction parking policies can play a key role in supporting the vision for growth in PDAs. Recent studies sponsored by the Grand Boulevard Initiative and MTC found excess on-site parking requirements to reduce the feasibility of infill development and increase housing costs and prices. Additionally, these analyses suggest that new parking management strategies can help raise revenues for improvements in PDAs, manage traffic congestion, and encourage alternative modes of transportation. Such strategies include reduced parking requirements, shared parking solutions, user fees, improved parking signage and information, and residential permit parking programs, among others.

Proposed Framework for the Technical Assistance Program

The C/CAG PDA Parking Policy Technical Assistance Program will fund the development of parking management plans and studies that can assist in the implementation of parking policies and programs that are supportive of the local vision for growth in PDAs in the county. The PDA Parking Policy Technical Assistance Program will fund parking-related planning projects in PDAs with no minimum project size. Beginning in early 2015, project applications will be accepted by staff on a rolling basis, as long as funds are available. Local governments (cities, towns, and the county) and transit agencies will be eligible applicants for funding. To aid project sponsors and streamline project delivery, C/CAG will solicit and develop agreements with a group of on-call consultants with expertise in parking management strategies to assign to project sponsors.

More detailed guidelines for the program and consultant selection will be brought back to the CMP TAC for further review. If approved by the C/CAG Board of Directors, the C/CAG PDA Parking Policy Technical Assistance Program will be programmed into the 2015 Transportation Improvement Program for the region, which will allow C/CAG to launch the program and begin soliciting consultant support in early 2015.

The C/CAG Congestion Management & Environmental Quality Committee recommended approval of this program during its meeting on June 30, 2014.

ATTACHMENTS

N/A

C/CAG AGENDA REPORT

Date: July 17, 2014

To: Congestion Management Program Technical Advisory Committee (TAC)

From: John Hoang

Subject: Review and Recommend Approval of the Measure M Fiscal Year 2013-14 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 2013-14 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)

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 2013-14 is attached.

ATTACHMENTS

- Measure M Fiscal Year 2013-14 Annual Performance Report (June 2014)

MEASURE M - \$10 VEHICLE REGISTRATION FEE

FISCAL YEAR 2013-14 ANNUAL PERFORMANCE REPORT

June 2014

REVENUE

Collection of the \$10 Vehicle Registration Fee (VRF) commenced in May 2011. The annual program budget is estimated at \$6.7 million with average monthly revenue of approximately \$560,000. The following table summarizes the total revenue collected as of June 20, 2014, and accrued interest income for each fiscal year to date. Interest is accumulated and then reallocated to the countywide programs in future years. The amount distributed to the various program categories is the total revenue received, excluding interest earned and after subtracting 5% from the top for program administration, as summarized below.

REVENUE	Total to Date	FY 2011-12	FY 2012-13	FY 2013-14*
Total VRF Collected	\$ 20,512,250.13	\$7,981,295.73	\$6,849,938.05	\$ 5,681,016.35
DMV fees	\$ (65,328.40)	(\$59,062.75)	(\$3,425.13)	\$ (2,840.52)
To C/CAG	\$ 20,446,921.73	\$7,922,232.98	\$6,846,512.92	\$ 5,678,175.83
Interest	\$77,898.00	\$24,342.00	\$15,403.00	\$ 38,153.00
Total Revenue	\$20,524,819.73	\$7,946,574.98	\$6,861,915.92	\$5,716,328.83

DISTRIBUTION

Program Administration	5%	\$ 1,022,346.09	\$ 396,111.65	\$ 342,325.65	\$ 283,908.79
County Assessors Election Costs		\$ 549,527.25	\$ 549,527.25		
Net Available for Programs		\$ 18,875,048.39	\$ 6,976,594.08	\$ 6,504,187.27	\$ 5,394,267.04
Local Streets and Roads	50%	\$ 9,437,524.20	\$ 3,488,297.04	\$ 3,252,093.64	\$ 2,697,133.52
Traffic Congestion Management/ Stormwater Pollution Prevention					
Countywide Transportation Programs	50%	\$ 9,437,524.20	\$ 3,488,297.04	\$ 3,252,093.64	\$ 2,697,133.52
Transit Operations/Senior Programs	22%	\$ 4,152,510.65	\$ 1,534,850.70	\$ 1,430,921.20	\$ 1,186,738.75
ITS / Smart Corridors	10%	\$ 1,887,504.84	\$ 697,659.41	\$ 650,418.73	\$ 539,426.70
Safe Routes to School	6%	\$ 1,132,502.90	\$ 418,595.64	\$ 390,251.24	\$ 323,656.02
NPDES and MRP admin and projects	12%	\$ 2,265,005.81	\$ 837,191.29	\$ 780,502.47	\$ 647,312.04
Program Total		\$ 18,875,048.39	\$ 6,976,594.08	\$ 6,504,187.27	\$ 5,394,267.04

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

-Interest not included in distribution

* Through April 30, 2014

DISTRIBUTION

Program Administration

Funds allocated under this category pays for program management and administration activities. For FY 2013-14, actual expenditures total \$150,483. Overall, out of \$1,022,346 reserved for administration, \$197,850 has been spent, which is approximately 19% of the available allocation. Per the adopted Measure M 5-Year Implementation Plan, unexpended allocation for program administration will be reallocated to the countywide programs in future years, similar to the accumulated interest.

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, after funds are collected for each six-month period. In March 2014, an allocation was issued in the amount of \$1,537,669 (funds collected from July 2013 to Dec 2013). The second allocation for FY 2013-14 will be issued in September 2014. To date, C/CAG has allocated \$8.28 million with \$7.33 million claimed by the local jurisdictions. Approximately 63% of the total distribution has reimbursed jurisdictions on street resurfacing and congestion management related projects with 37% of the funds used to reimburse street sweeping, storm drain inlet cleaning, and Municipal Regional Permit (MRP) compliance related activities. The total allocations and reimbursements to date, FY 2011-12 through current, are as follows.

Jurisdiction	%	Total Allocation	Reimbursements	
			Stormwater	Traffic
ATHERTON	2.36%	\$ 195,083.89	\$ -	\$ 82,206.53
BELMONT	3.29%	\$ 272,010.43	\$ 90,600.98	\$ 130,882.88
BRISBANE	2.36%	\$ 195,083.89	\$ 64,389.80	\$ 80,353.84
BURLINGAME	3.95%	\$ 326,876.17	\$ 29,702.31	\$ 297,173.86
COLMA	2.36%	\$ 195,083.89	\$ 41,241.04	\$ 117,605.56
DALY CITY	9.62%	\$ 795,939.60	\$ -	\$ 648,091.96
EAST PALO ALTO	3.06%	\$ 253,464.26	\$ -	\$ 64,709.00
FOSTER CITY	3.12%	\$ 258,100.80	\$ 42,291.30	\$ 215,809.50
HALF MOON BAY	2.36%	\$ 195,083.89	\$ -	\$ 158,846.60
HILLSBOROUGH	2.81%	\$ 232,599.82	\$ -	\$ 185,922.70
MENLO PARK	4.50%	\$ 372,207.06	\$ 171,275.12	\$ 194,411.32
MILLBRAE	2.74%	\$ 226,417.77	\$ 146,753.97	\$ 37,606.18
PACIFICA	4.84%	\$ 400,288.07	\$ 188,156.23	\$ 137,777.40
PORTOLA VALLEY	2.36%	\$ 195,083.89	\$ 93,316.53	\$ 45,000.00
REDWOOD CITY	8.82%	\$ 730,255.26	\$ 544,403.26	\$ 185,852.00
SAN BRUNO	4.76%	\$ 394,106.02	\$ 126,933.69	\$ 267,172.33
SAN CARLOS	4.03%	\$ 333,830.98	\$ 93,471.28	\$ 178,349.82
SAN MATEO	11.02%	\$ 911,853.13	\$ 191,894.14	\$ 719,958.99
SOUTH SAN FRANCISCO	7.17%	\$ 593,477.29	\$ 86,181.36	\$ 507,295.93
WOODSIDE	2.36%	\$ 195,083.89	\$ 41,186.62	\$ 117,659.98
SAN MATEO COUNTY	12.15%	\$ 1,006,129.47	\$ 749,265.94	\$ 256,863.53
Total	100%	\$ 8,278,059.50	\$ 2,701,063.57	\$ 4,629,549.91

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 provides the San Mateo Transit District (SamTrans) \$1.4 million annually to partially fund the RediWheels and Senior Mobility programs. SamTrans' annual paratransit service budget is approximately \$14 million. The programs are summarized as follows:

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

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 RediWheels program regarding ridership and contractor are provided below.

Shuttle Service	FY 2011-12	FY 2012-13	FY 2013-14*
Revenue Hours	12,284	12,986	13,173
Ridership (one way trips)	22,094	22,453	22,741
Individual Riding**	1,963	2,012	2,031
Cost Per Rider	\$46.22	\$47.69	\$53.55

Contractor	FY 11-12	FY 2012-13	FY 2013-14*
Productivity (Passengers/hr.) [Std. 1.7]	1.80	1.73	1.72
On Time Performance [90%]	88.7%	89.5%	90.3%
Complaints per thousand riders [2.5]	0.70	0.68	0.71
Telephone hold time (minutes) [1.5]	0.9	1.0	1.6

* Through 3 quarters

** Number of enrolled individual RediWheels users who rode

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. For FY 2013-14, \$500,000 was spent towards the construction phase. For FY 2014-15, \$200,000 has been budgeted towards the construction phase. An annual maintenance program will be developed for the Smart Corridors during the next fiscal year.

For other ITS projects within the County, an assessment will be performed to prioritize needs 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. C/CAG subcontracts to the San Mateo County Office of Education (COE) for the day-to-day management of the program, which officially commenced in July 2011 and is guided by two committees, the Policy Advisory Committee and Operations Committee.

The SR2S Program is funded by a combination of STP/CMAQ and matching funds from Measure M. The SR2S Program budget is approximately \$1 million annually with 25% reserved for administration and indirect costs and 75% of the funds provided to the schools in the form of grants. Through a competitive process, individual schools are eligible for up to \$10,000 with a maximum of \$100,000 per school district. 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.

Through the first three years of the Program (FY 2011-12 through FY13-14), over \$1.9 million in grants have been awarded to schools. A summary of participants and types of activities provided are as follows:

Participation	Total
School Districts	18
Individual Schools	109
Students	57,726

Activities/Events	Total
Educational Bicycle Rodeos	286
Assemblies and Classes	1028
Encouragement Events	1009
Walk and Bike Audits	72
Route Maps	42

In FY 13-14, in addition to the non-infrastructure projects, nine (9) small capital infrastructure projects were awarded \$69,000. These projects includes signage, safety measures within school parking lots, bike lockers/racks, and other improvements addressing bicyclist and pedestrian access to/from school as well as promoting safe driving practices. C/CAG also provided SR2S funds in the amount of \$227,500 towards a Green Streets and Parking Lot/Safe Routes to School Demonstration Project.

Student hand tallies and parent surveys conducted in Fall 2012, Spring 2013, and Fall 2013 indicated the following mode split:

	Family Car	Walk	Bike	Transit	Carpool	School Bus
Fall 2012	61%	24%	4%	2%	6%	3%
Spring 2013	52%	26%	5%	3%	7%	6%
Fall 2013	52%	27%	6%	3%	7%	4%

On an average day in San Mateo County, 12,420 students walk to school, 2,760 students ride a bike to school, 3,358 students carpool to school, and 1,400 students ride public transit.

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. As such, these funds are being directed toward countywide compliance activities through C/CAG's Countywide Water Pollution Prevention Program, primarily for staff and technical consultant costs for regulatory compliance support programs. Staff anticipates utilizing approximately \$1.1 million for compliance support in Fiscal Year 2013-14 and \$1.4 million in FY 2014-15.

Use of these funds for MRP compliance activities allows the local jurisdictions to use any portion of their annual allocations under the Local Streets and Roads portion of funding for MRP-related compliance activities.

C/CAG AGENDA REPORT

Date: July 17, 2014

TO: Congestion Management Program Technical Advisory Committee (TAC)

From: Sandy Wong, Executive Director

Subject: Receive information on the C/CAG 2014-15 Program Budget and Fees

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

RECOMMENDATION:

That the CMP TAC receive information on the C/CAG 2014-15 Program Budget and Fees. This is an informational item. No action is required.

FISCAL IMPACT:

In accordance with the proposed C/CAG 2014-15 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:

On June 12, 2014, the C/CAG Board of Directors adopted the C/CAG 2014-15 Program Budget and Fees. This is an informational item provided to the CMEQ committee.

ATTACHMENT

- June 12, 2014 C/CAG Board Staff Report and selected attachments

C/CAG AGENDA REPORT

Date: June 12, 2014

TO: C/CAG Board of Directors

From: Sandy Wong, Executive Director - C/CAG

Subject: Review and approval of Resolution 14-27 approving the C/CAG 2014-15 Program Budget and Fees (Special Voting procedures apply)

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

RECOMMENDATION:

That the C/CAG Board review and approve Resolution 14-27 approving the C/CAG 2014-15 Program Budget and Fees. Special voting procedures apply.

FISCAL IMPACT:

In accordance with the proposed C/CAG 2014-15 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:

On May 8, 2014, the C/CAG Board review and approved the Initial draft and assumptions on the C/CAG 2014-15 Program Budget and Fees. For fiscal year 2014-15, the proposed C/CAG Member Assessments will be increased by 5%.

Budget Assumption Highlights (as reported on May 8, 2014):

The following are some highlights on assumptions and issues:

- 1- Member Assessments for FY 2014/15 will be increased by 5%.
- 2- Administration Service expenses are related to C/CAG Executive Director and Administrative Assistant only.
- 3- Professional Services expenses are related to all other C/CAG staff and contract staff. C/CAG contracts with many of its member agencies to provide Professional Services including Program Managers, Financial Services, and Legal Counsel Support.
- 4- Smart Corridor - Segments 2 and 3 construction will be largely completed during fiscal year 2013-14. System integration and signal system development will continue in FY 2014-15.
- 5- 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 past two budget cycles.

- 6 No new revenue for AB 1546 DMV Fee (\$4) Program since this program sunset on January 1, 2013. Cash balance in this fund is being drawn down in FY 2013/14 and FY 2014/15 in accordance with C/CAG Board allocations.
- 7 San Mateo Energy Watch - Requires \$200,000 transfer from San Mateo County Congestion Relief Fund for Climate Action Planning, (See item 5 above).
- 8 NPDES (Fund C007) – Part of the revenue and expenditures for Stormwater are shown in Measure M (C010) Fund. In FY 2014/15, it is anticipated the cash balance in this fund will be drawn down significantly. This program will likely not be able to sustain its current level of service starting in FY 2015/16 without additional sources of revenue.
- 9 General Fund – Using the same allocation formula as past years, the overhead expenses in General Fund are shared by other funds. The shared costs 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.
- 10 TFCA - Programmed Projects are 100% reimbursed in current and budget year.
- 11 AVA – The Abandon Vehicle Abatement (AVA) program will be closed out.

Changes made since May 8, 2014 C/CAG Board meeting:

This Final Budget is based on the May 8, 2014 Draft Budget with the following changes:

1. “clean-up” to categorize a few expenditure items more appropriately.
2. Update on some Projected Actual revenues and expenditures through June 30, 2014.
3. Addition or subtraction in 2013-14:
 - a. \$25,000 for local match for Geneva Ave BRT Study (outcome of Bi-County Study between San Mateo county and San Francisco county).
 - b. Under General Fund (ALUC), reduction in “projected actual” expenditure by Ricondo Associates, and corresponding reduction in “projected actual” revenue from SFO reimbursement.

Proposed consideration for future changes in FY 2015-16 Budget:

Although each of the ten (10) C/CAG Funds has a position Ending Balance, C/CAG Board has not adopted policy on Reserve Fund. At the request of Finance Committee members, staff proposes to develop a draft policy on Reserve and present a recommendation from the Finance Committee to the Board in the next few months.

ATTACHMENTS

- Attachment 1 - Resolution 14-27
- Attachment 2 – Key Budget Definitions/Acronyms
- Attachment 3 -- FY 2014-15 C/CAG Member Fee, Assessment, and Revenue.
- Attachment 4 -- C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance for FY 2013-14 and FY 2014-15.
- Attachment 5 – Individual fund descriptions and fund summaries

06/23/14	C/CAG PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE										
						FY 2013-14					
	Administrative Program	Transportation Programs	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	AVA	DMV Fee Program	Measure M (DMV Fee)	Total
	(General Fund)										
BEGINNING BALANCE	(34,909)	1,046,536	2,730,371	548,079	125,357	80,451	1,323,857	541,174	4,753,837	5,352,621	16,467,374
RESERVE BALANCE	43,346	131,863	0	0	0	0	200,903	0	50,000	0	426,112
PROJECTED REVENUES											
Interest Earnings	226	8,789	23,530	0	0	1,867	9,320	1,029	26,934	38,153	109,848
Member Contribution	250,025	390,907	2,058,000	0	0	0	116,270	0	0	0	2,815,202
Cost Reimbursements-SFIA	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	691,230	0	0	0	0	0	0	0	635,000	1,326,230
Grants	123,000	25,000	0	0	420,000	0	0	0	0	0	568,000
DMV Fee	0	0	0	0	0	1,050,000	0	15,392	30,000	6,515,704	7,611,096
NPDES Fee	0	0	0	0	0	0	1,340,416	0	0	0	1,340,416
TA Cost Share	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous/ SFIA	361	125	0	0	0	0	0	0	0	0	486
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	495,213	0	4,026,478	0	0	0	0	0	0	4,521,691
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	2,129,247	0	0	0	0	0	0	2,129,247
	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	373,612	1,611,264	2,081,530	6,155,725	420,000	1,051,867	1,466,006	16,421	56,934	7,188,857	20,422,216
TOTAL SOURCES OF FUNDS	338,703	2,657,800	4,811,901	6,703,804	545,357	1,132,318	2,789,863	557,595	4,810,771	12,541,478	36,889,590
PROJECTED EXPENDITURES	Administrative Program	Transportation Programs	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	AVA	DMV Fee Program	Measure M (DMV Fee)	Total
	(General Fund)										
Administration Services	79,166	121,835	39,828	19,450	5,936	1,551	34,291	0	12,262	38,768	353,087
Professional Services	206,702	679,421	18,444	808,168	298,154	34,728	100,538	0	0	155,302	2,301,457
Consulting Services	116,290	57,711	774,000	4,078,900	275,745	0	1,352,566	0	0	1,997,510	8,652,722
Supplies	12,289	96	0	0	0	0	0	0	0	0	12,385
Prof. Dues & Memberships	461	0	0	0	0	0	46,518	0	0	0	46,979
Conferences & Meetings	6,667	905	0	36	4,000	0	4,000	0	0	0	15,608
Printing/ Postage	13,036	0	0	0	0	0	500	0	0	0	13,536
Publications	1,000	1,491	0	0	0	0	0	0	0	0	2,491
Distributions	0	95,000	548,000	0	0	1,011,000	0	534,640	1,335,678	3,796,782	7,321,100
Calpers - Unfunded Liability	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous	3,727	0	0	0	0	0	0	22,955	0	0	26,682
Bank Fee	2,165	0	0	0	0	0	0	0	0	0	2,165
Audit Services	23,520	0	0	0	0	0	0	0	0	0	23,520
Project Management	0	0	0	96,840	0	0	0	0	0	0	96,840
Total Expenditures	465,023	956,459	1,380,272	5,003,394	583,835	1,047,279	1,538,413	557,595	1,347,940	5,988,362	18,868,572
TRANSFERS											
Transfers In	0	0	0	850,000	200,000	0	0	0	0	0	1,050,000
Transfers Out	0	0	200,000	0	0	0	0	0	350,000	500,000	1,050,000
Administrative Allocation	(168,646)	87,686	6,377	0	33,278	3,970	14,755	0	1,342	21,238	0
Total Transfers	(168,646)	87,686	206,377	(850,000)	(166,722)	3,970	14,755	0	351,342	521,238	0
NET CHANGE	77,235	567,119	494,881	2,002,331	2,887	618	(87,162)	(541,174)	(1,642,348)	679,257	1,553,644
TRANSFER TO RESERVES	0	0	50,000	0	0	0	0	0	0	50,000	100,000
TOTAL USE OF FUNDS	296,377	1,044,145	1,636,649	4,153,394	417,113	1,051,249	1,553,168	557,595	1,699,282	6,559,600	18,968,572
ENDING FUND BALANCE	42,326	1,613,655	3,175,252	2,550,410	128,244	81,069	1,236,695	0	3,111,489	5,981,878	17,921,018
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	77,235	567,119	444,881	2,002,331	2,887	618	(87,162)	(541,174)	(1,642,348)	629,257	1,453,644
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.											

06/23/14	C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE										
						FY 2014-15					
	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	42,326	1,613,655	3,175,252	2,550,410	128,244	85,039	1,236,695	0	3,111,489	5,981,878	17,924,988
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	2,500	6,226	0	8,000	17,000	46,726
Member Contribution	262,525	410,452	1,850,000	0	0	0	118,695	0	0	0	2,641,672
Cost Reimbursements-SFIA	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	750,000	0	0	0	0	0	0	0	635,000	1,385,000
Grants	141,711	25,000	0	0	420,000	0	0	0	0	0	586,711
DMV Fee	0	0	0	0	0	1,092,837	0	0	0	6,515,704	7,608,541
NPDES Fee	0	0	0	0	0	0	1,356,265	0	0	0	1,356,265
TA Cost Share	0	0	0	0	0	0	0	0	0	0	0
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	353,000	0	970,212	0	0	0	0	0	0	1,323,212
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	406,236	1,541,452	1,858,000	970,212	420,000	1,095,337	1,481,186	0	8,000	7,167,704	14,948,127
TOTAL SOURCES OF FUNDS	448,562	3,155,107	5,033,252	3,520,622	548,244	1,180,376	2,717,881	0	3,119,489	13,149,582	32,873,115
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	95,373	130,000	55,000	7,500	3,692	7,000	35,000	0	5,000	15,000	353,565
Professional Services	250,000	940,000	60,000	226,000	320,000	35,000	102,419	0	7,000	151,543	2,091,962
Consulting Services	183,510	580,000	1,033,000	739,889	267,500	0	2,120,973	0	0	2,322,511	7,247,383
Supplies	17,000	2,000	0	0	0	0	0	0	0	0	19,000
Prof. Dues & Memberships	1,000	1,000	0	0	0	0	46,309	0	0	0	48,309
Conferences & Meetings	9,500	5,000	1,000	100	4,500	0	5,000	0	0	0	25,100
Printing/ Postage	13,000	6,000	0	0	0	0	2,500	0	0	0	21,500
Publications	11,000	3,000	0	0	0	0	0	0	0	0	14,000
Distributions	0	95,000	500,000	100,000	0	1,039,500	26,000	0	2,969,835	3,951,782	8,682,117
Contractor	185,000	0	0	2,465,239	0	0	0	0	0	0	2,650,239
Miscellaneous	10,000	1,000	1,000	0	0	0	1,000	0	0	0	13,000
Bank Fee	2,500	0	0	0	0	0	0	0	0	0	2,500
Audit Services	29,000	0	0	0	0	0	0	0	0	0	29,000
Project Management	0	0	0	80,000	0	0	0	0	0	0	80,000
Total Expenditures	806,883	1,763,000	1,650,000	3,618,728	595,692	1,081,500	2,339,201	0	2,981,835	6,440,836	21,277,675
TRANSFERS											
Transfers In	0	0	0	200,000	200,000	0	0	0	0	0	400,000
Transfers Out	0	0	200,000	0	0	0	0	0	0	200,000	400,000
Administrative Allocation	-366,174	209,898	22,559	0	63,497	8,239	26,957	0	2,354	32,670	0
Total Transfers	-366,174	209,898	222,559	-200,000	-136,503	8,239	26,957	0	2,354	232,670	0
NET CHANGE	-34,473	-431,446	-14,559	-2,448,516	-39,189	5,598	-884,972	0	-2,976,189	494,198	-6,329,548
TRANSFER TO RESERVES	0	50,000	50,000	0	0	0	0	0	0	50,000	150,000
TOTAL USE OF FUNDS	440,709	2,022,898	1,922,559	3,418,728	459,189	1,089,739	2,366,158	0	2,984,189	6,723,506	21,427,675
ENDING FUND BALANCE	7,853	1,132,209	3,110,693	101,894	89,055	90,637	351,723	0	135,300	6,426,076	11,445,439
RESERVE FUND BALANCE	43,346	181,863	100,000	0	0	0	200,903	0	50,000	100,000	676,112
NET INCREASE (Decrease) IN FUND BALANCE	-34,473	-481,446	-64,559	-2,448,516	-39,189	5,598	-884,972	0	-2,976,189	444,198	-6,479,548
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.											

Proposed 2014-2015 C/CAG Member Fee and Assessment

C/CAG Member FEE FY 2014-2015						CONGESTION RELIEF PROGRAM ASSESSMENT FY 2014-15				FOR INFORMATION ONLY 2013-14 NPDES MEMBER ASSESSMENT			
Agency	%	General Fund	Gas Tax	Total		Agency	% of Trip	Congestion		Agency	NPDES	NPDES	TOTAL
	Population	Fee	Fee	Fee			Generation	Relief			Basic (1)	FY 13-14	
	(as of 1/1/13)												
Atherton	0.94%	\$2,460	\$3,846	\$6,306		Atherton	1.34%	\$24,845					
Belmont	3.58%	\$9,391	\$14,682	\$24,073		Belmont	3.56%	\$65,884					
Brisbane (2)	0.60%	\$1,563	\$2,443	\$4,006		Brisbane (2)	1.18%	\$21,775		Brisbane	\$0	\$8,143	\$8,143
Burlingame	4.00%	\$10,501	\$16,417	\$26,918		Burlingame	5.79%	\$107,193					
Colma	0.20%	\$520	\$813	\$1,334		Colma	0.50%	\$9,224		Colma	\$0	\$2,983	\$2,983
Daly City	14.05%	\$36,879	\$57,660	\$94,539		Daly City	10.79%	\$199,610					
East Palo Alto	3.90%	\$10,233	\$15,998	\$26,231		East Palo Alto	2.30%	\$42,633					
Foster City	4.23%	\$11,105	\$17,363	\$28,468		Foster City	4.90%	\$90,679					
Half Moon Bay	1.57%	\$4,133	\$6,461	\$10,594		Half Moon Bay	1.27%	\$23,451					
Hillsborough	1.51%	\$3,966	\$6,201	\$10,168		Hillsborough	1.27%	\$23,491					
Menlo Park	4.44%	\$11,661	\$18,232	\$29,894		Menlo Park	5.57%	\$103,109					
Millbrae	3.02%	\$7,932	\$12,402	\$20,334		Millbrae	3.27%	\$60,419					
Pacifica	5.16%	\$13,542	\$21,172	\$34,714		Pacifica	3.50%	\$64,742					
Portola Valley	0.60%	\$1,587	\$2,482	\$4,069		Portola Valley	0.41%	\$7,607					
Redwood City	10.75%	\$28,217	\$44,117	\$72,335		Redwood City	13.42%	\$248,197					
San Bruno	5.82%	\$15,283	\$23,895	\$39,178		San Bruno	5.55%	\$102,604					
San Carlos	3.93%	\$10,324	\$16,141	\$26,465		San Carlos	4.77%	\$88,246					
San Mateo	13.47%	\$35,350	\$55,269	\$90,618		San Mateo	16.11%	\$298,110		San Mateo	\$0	\$88,712	\$88,712
South San Francisco	8.85%	\$23,240	\$36,336	\$59,576		South San Francisco	8.99%	\$166,325					
Woodside (3)	0.74%	\$1,942	\$3,036	\$4,977		Woodside (3)	0.60%	\$11,189		Woodside	\$8,598	\$7,865	\$16,463
San Mateo County	8.65%	\$22,697	\$35,486	\$58,182		San Mateo County	4.90%	\$90,667					
TOTAL	100	\$262,525	\$410,452	\$672,978		TOTAL	100.0%	\$1,850,000		1. NPDES assessments shown above are for FY 13-14 presented here for INFORMATION ONLY.			
NOTES:						1- Same Congestion Relief Fund as FY 11-12, FY 12-13, and FY 13-14.				2- Agencies not listed are collected by the Flood Control District.			
1. For the past five years, C/CAG member fee (county total) has been at \$250,024 for General Fund and \$390,907 for Gas Tax.										3- Basic fees for Brisbane, Colma, San Mateo are collected by the Flood Control District.			
2. For FY 2014-15, the county total is proposed to be increased by 5% to \$262,525 for General Fund and \$410,452 for Gas Tax.										4. NPDES assessments are based on total parcels in each jurisdiction.			
3. The \$262,525 and the \$410,452 are prorated to each jurisdiction based on % of population.													
4. Population data is from Department of Finance of January 1, 2013.													